

WYOMISSING AREA SCHOOL DISTRICT

630 Evans Avenue
Wyomissing, PA 19610

Our Mission

The Wyomissing Area School District, in partnership with parents and community, is committed to:

- *educate all students to their fullest potential*
- *provide all students with the opportunity to acquire the knowledge and skills to be successful in the 21st century*
- *encourage all students to be productive, responsible citizens and lifelong learners.*

Board of School Directors

Daniel K. Snyder, Esq. President
Mr. John A. Larkin, Vice President
Mr. Lawrence A. Fitzgerald, Treasurer
Kurt Althouse, Esq.
Jana R. Barnett, Esq.
Mr. Randall E. Hinsey, Jr.
Mrs. Joanne E. McCready
Mr. Gregory L. Portner
Mrs. Lynn T. Sakmann

Non Members

Mrs. Corinne D. Mason, Board Secretary
Dr. Pamela R. Pulkowski, Assistant Superintendent

Ex Officio Member

Dr. Helen H. Larson, Superintendent

SCHOOL BOARD MEETING

Monday, July 28, 2008 – 6:00 P.M.

Community Board Room

OPENING

- I. Call to Order – Mr. Daniel K. Snyder, Board President, Presiding
- II. Pledge of Allegiance to the Flag
- III. Roll Call
- IV. Welcome to Visitors

ANNOUNCEMENT OF MEETINGS

- Work Session – Monday, August 18, 2008, 6:00 p.m., Community Board Room
- Regular Board Meeting – August 25, 2008, 7:30 p.m., Community Board Room

PRESENTATIONS

Summer School Programs & Differentiated Supervision – Dr. Pamela Pulkowski

RECOGNITION

- V. Public Comment on Agenda Items

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BOARD LIAISON REPORTS

Board Liaison Reports/Additional Meeting Reports

- Personnel – Mr. Larkin/Mrs. McCready
- Curriculum – Mrs. Sakmann/Mr. Larkin
- Finance – Mr. Larkin/Mr. Fitzgerald/Mr. Portner
- Facilities – Mrs. McCready/Mr. Althouse
- Technology – Mr. Fitzgerald/Mr. Hinsey
- Policy – Mrs. Barnett/Mr. Portner
- Berks Career & Technology Center – Mr. Althouse/Mr. Portner
- Berks County Intermediate Unit – Mr. Hinsey
- Earned Income Tax – Mrs. Barnett/Mrs. McCready
- Legislative/PSBA – Mr. Fitzgerald
- Wyomissing Area Education Foundation – Mrs. Sakmann
- Joint Boroughs/District – Mr. Snyder/Mr. Hinsey

PERSONNEL

- I. Approve July 2008 Personnel Report (Report attached.)

BOARD MOTION

Move that the Board of School Directors approve the Personnel Report for July 2008.

CURRICULUM

FINANCE/BUSINESS OFFICE

- I. Approve Contracted Services – **Brenda Wilczek**, School Psychologist, at a rate of \$70/hour effective the 2008-09 school year.
- II. Approve Contract with Keppley Behavioral Consulting, Inc. – Sharon Keppley, verbal behavior consultant, for the autism support classrooms at \$75/hour for up to 60 hours of consultation services per month.
- II. Approve closing of the following two Co-Curricular Club accounts:
 - German Club
Background information – German was phased out of the curriculum and there is no club advisor for German Club.
 - International Student Club
Background Information – The club was established to help foreign exchange students interact with Wyomissing Area students. The last year this club ran was 2003-04.
- III. Approve the opening of the account Class of 2014 in the Student Activity Fund
Background Information – this account will be used by the incoming 7th grade class until they graduate for purposes of trips, future fundraisers, etc.

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IV. Approve amending the 2008-09 Budget as follows:

Revenue		Expense	
7110 Basic Ed Funding	\$802	2310-610 Board Supplies	\$802
7141 Charter School Reimb	51,100	2310-610 Board Supplies	12,198
7271 Special Ed Subsidy	(7,432)	2700-752 Trans. Equip	23,000
7501 Accountability Grant	<u>(1,067)</u>	2500-348 Bus Off Tech Svc	<u>7,403</u>
	\$43,403		\$43,403

BOARD MOTION

Move that the Board of School Directors approve the Finance/Business Office items.

FACILITIES

Introduction of Mr. Craig Fries, Director of Buildings and Grounds by Dr. Pulkowski

Presentation – Facilities & Grounds Focus – Mr. Craig Fries

- I. Approve Resolution No. 7-28-08-1 to rescind Resolution No. 2-25-08-1 relative to the \$480,000 bequest and an “A” Field Capital Campaign.

BOARD MOTION

Move that the Board of School Directors approve the Facilities Office items.

SCHOOL ACTIVITIES & ATHLETICS

TECHNOLOGY

Introduction of Mr. Brian Gall, Director, Technology Services & Curriculum Integration by Dr. Pulkowski.

Presentation – Technology Services & Curriculum Integration – Mr. Brian Gall.

SUPERINTENDENT’S OFFICE

- I. Official Election Results on Referendum Vote (Information Item)
- II. Approve Affiliation Agreement with Millersville University of Pennsylvania for Student Teachers.
- III. Adoption of Revised Policy 006.1 – Attending Board Meetings Using Electronic Communications Equipment.

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IV. First Reading of Revised Policies –

- Policy 608 – Bank Accounts
- Policy 612 – Purchases Not Budgeted
- Policy 614 – Payroll Authorization
- Policy 615 – Payroll Deductions

BOARD MOTION

Move that the Board of School Directors approve the Superintendent's Office items.

OLD BUSINESS

- I. Boys Playing on Girls' Athletic Teams (Information Item)

NEW BUSINESS

- I. Accept Letter of Resignation from Daniel K. Snyder, Esq., as Board President effective July 28, 2008, and as Board Member effective August 18, 2008.

BOARD MOTION

Move that the Board of School Directors approve the resignation of Daniel K. Snyder, Esq. as Board President effective July 28, 2008, and as a Board Member effective August 18, 2008.

- II. Appoint John A. Larkin as Board President at the conclusion of the July 28, 2008 meeting of the Board of School Directors.

BOARD MOTION

Move that the Board of School Directors approve the appointment of John A. Larkin as Board President at the conclusion of the July 28, 2008 meeting of the Board of School Directors.

- III. Resolution – Daniel K. Snyder, Esq., School Board Member and President.

PUBLIC PARTICIPATION

- Recognition of Visitors
*The Board welcomes comments on any school subject.
Speakers are requested to identify themselves by name and address.*

ADJOURNMENT

EXECUTIVE SESSION (IF NEEDED)

PERSONNEL REPORT

- I. Approve Interim Elementary Principal – **Aaron J. Roberts**, Interim Elementary Principal at WHEC, effective July 14, 2008, until further notice, with no change in salary.
- II. Approve Professional Resignations:
 - a. **Jade Sedoti**, Special Education Teacher (Autistic Support) at WHEC, effective, September 5, 2008.
 - b. **Brianna Angove**, Special Education Teacher at the JSHS, effective, September 12, 2008.
- III. Support Staff Resignations
 - a. **Jean Hentz**, Staff Accountant, effective August 21, 2008.
 - b. **Sharon Riegel**, full-time Teacher’s Instructional Aide at WHEC, effective August 1, 2008.
- IV. Approve payment to new professional employees at the contracted rate for attending the District sponsored teacher induction program for the 2008-09 school year.
- V. Approve Change in Effective Date – amend the effective start date for **Robert P. Cushman, Valerie E. McVay** and **Daniel S. Melot** from August 12, 2008 to August 19, 2008.
- VI. Approve Professional Appointments:
 - a. **Nicole Ettaro**, Long-term Substitute Special Education Teacher at WHEC, based on B, Step 1, \$38,750.00 pro-rated, effective September 29, 2008, pending receipt of necessary documents.

Background Information: Ms. Ettaro graduated in May 2008 with a Bachelors Degree in Education and Certifications in Elementary and Special Education from Kutztown University. Ms. Ettaro will be a long-term substitute for Jessica Lengle.
 - b. **Stephanie Myers**, Elementary Teacher at WHEC, based on B, Step 4, \$40,100.00, effective August 19, 2008, pending receipt of necessary documents.

Background Information: Ms. Myers graduated Magna Cum Laude with a Bachelor of Science Degree and Certification in Elementary Education from Misericordia College in May 2005, and is currently pursuing her Masters in Reading from Kutztown University. Since August 2007, she has been employed as a second grade teacher by the Northern Lebanon School District in Fredericksburg and prior to that was a first grade teacher at Immaculate Conception Academy in Douglassville from August 2005 to June 2007. Ms. Myers will be replacing Jo Ellen Cobb.

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- c. **Kristen Schaffer**, Elementary Teacher at WHEC, based on M, Step 11, \$57,150.00, effective August 19, 2008, pending release date from the Reading School District, and receipt of necessary documents.

Background Information: Ms. Schaffer graduated Magna Cum Laude with a Masters in Elementary Education from Kutztown University in May 2005, and Cum Laude with a Bachelor of Science Degree in Education from Millersville University with Certification in Early Childhood and Elementary Education in May 1998. In July 2004, Kristen received her ESL Certification from Penn State University Berks-Lehigh Valley College. Since 1998, she has been employed by the Reading School District as a kindergarten teacher at Riverside Elementary. Ms. Schaffer will be replacing Patricia Sabold.

- VII. Approve Professional Employee Status - **Christopher Miller**, third grade teacher.

Background Information: As a temporary professional employee, he has completed three years of satisfactory service to the Wyomissing Area School District and therefore is entitled to become a professional employee subject to the provision of the "Public School Code of 1949."

- VIII. Approve Change in Part-time Professional Status – **Arlene Wagner**, from .5 teacher to .4 teacher, effective the 2008-09 school year.

- IX. Approve Support Staff Appointments:

- a. **Elizabeth Barrer**, part-time Special Education Instructional Aide (Life Skills Support) at WHEC, at \$10.61/hr., 6.5 hrs./day, effective August 21, 2008, pending receipt of necessary documents. *(Ms. Barrer will be replacing Jennifer Pors.)*
- b. **Lindsey Casciano**, part-time Special Education Instructional Aide (Autistic Support) at WHEC, at \$11.42/hr., 6.5 hrs./day, effective August 21, 2008, pending receipt of necessary documents. *(Ms. Casciano will be replacing Karen Ellis.)*
- c. **Susie Froehlich**, part-time Special Education Instructional Aide (Life Skills Support) at the JSHS, at \$10.81/hr., 6.5 hrs./day, effective August 21, 2008, pending receipt of necessary documents. *(Ms. Froehlich will be replacing Kathleen McDade.)*
- d. **Candy Geissler**, Assistant to the Copy Services Coordinator, at \$8.52/hr., not to exceed 150 hours during fiscal year 2008-09.
- e. **Amber Gockley**, Jr./Sr. High School Guidance Department Secretary, \$13.25/hr., effective July 29, 2008. *(Ms. Gockley is replacing Marcia Gruver.)*

- X. Approve Clerical Assistance Hours – **Candy Geissler** to assist with district-wide bulk mailings effective for the 2008-09 school year, at \$9.83/hr. for a maximum of 50 hours.

- XI. Approve Support Staff Position Guides:

- a. DISC Substitute System Backup Coordinator *(This position guide is a replacement for the former Substitute Caller position guide.)*
- b. Job Coach

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XII. Approve Support Staff Positions:

- a. Job Coach position, 10 month, part-time support staff position, 6.5 hrs./day, 180 days/yr., effective the 2008-09 school year.

Background Information: This position was formerly contracted through the BCIU and will now be partially funded through Pennsylvania ACCESS funds. The estimated cost savings to the District will be \$10,000.

- b. DISC Substitute System Backup Coordinator for the 2008-09 school year at a stipend of \$5,000.

Background Information: This is a renewal of a stipend (at the same amount) that was Board approved for the 2007-08 school year.

XIII. Ratify Math Support Instructor – **Ryan Hassler** to provide math instruction for one secondary student ID#101680, effective June 27, 2008 for a maximum of 4 hrs./week at the approved contracted rate until August 22, 2008.

XIV. Approve/Ratify Professional Instructors for the 2008 District Summer Safari Programs at the professional contracted rate:

Keith Arnold	IMovie	June 23 - July 24	60 hours
Danielle Moceri	Creative Chefs	June 23 – July 24	30 hours
Stephen Reazor	Theatre	July 14 – 17	10 hours
Melissa Devlin	Cooking Around the World	June 23 – June 26	10 hours
Toni Wengerd	Science Experiments	June 30 – July 3	20 hours
Andrew Siggins	Science & Technology	June 23 – July 3	10 hours
Steven O’Neil	Rock Climbing	June 23 – July 24	20 hours
Laura Henssler	Photography	June 30 – July 3	10 hours
Kelly Ferrandino	Arts and Crafts	June 23 – July 24	10 hours
Bridgette Rothermel	Cooking Around the World	June 23 – June 26	10 hours
Jennifer Mangold	Gear Up for 7 th Grade	July 28 – July 31	20 hours
Andrea Kupiszewski	Indoor/Outdoor Games	July 7 – July 24	20 hours
Kimberly Luigard	Arts and Crafts	June 23 – July 24	10 hours

Background Information: Salaries are defrayed through tuition revenues. The Summer Safari Program operates at no cost to the District.

XV. Approve Substitutes for the 2008 District Summer Safari Programs as needed at the professional contracted rate.

Background Information: Salaries are defrayed through tuition revenues. The Summer Safari Program operates at no cost to the District.

XVI. Approve Amended Support Staff Salaries for the 2008-09 school year effective July 1, 2008. (A list is included as part of the Board packet.)

Background Information: These adjustments are within the budgeted amount for support staff compensation.

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XVII. Ratify Deletion to Approved Support Salaries Listing approved by the Board on June 23, 2008, as follows:

Last Name	First Name	Position	2008-09 Pay Rate
Matz	Scott	System Support Specialist	\$16.66

Background Information: Mr. Matz was listed twice on the support staff salary listing.

XVIII. Approve Support Staff Rate – The hourly aide rate approved by the Board on June 23, 2008, for Teacher Instructional Aides, Special Education Instructional Aides and Computer Lab Aides will be applied to these same aides when they perform duties as cafeteria monitors.

XIX. Ratify FMLA – **Roseann Tice**, JSHS Office Secretary, an intermittent family and medical leave of absence effective March 28, 2008, until a date to be determined.

XX. Approve Stipend – **Diane Schaeffer**, Recording Secretary for the School Board Meetings, for the 2008-09 school year with a stipend of \$1,362 (based on 4 hours per month).

XXI. Approve Support Teachers for new professional staff 2008-09 with a \$500 stipend:

<u>Support Teacher</u>	<u>Inductee</u>	<u>Assignment</u>
Donna Fischer	Nicole Ettaro	LTS Special Education
Amy Lutz	Leigh Macri (Baran)	Speech and Language
Kelly Setley	Stephanie Myers	Elementary Teacher
Meredith Wagner	Kristen Schaffer	Elementary Teacher

XXII. Approve Change of Hours for Support Staff

a. **Kathleen Rohm**, full-time Special Education Instructional Aide at WHEC from 6.5 hrs./day to 7 hrs./day, effective August 25, 2008.

Background Information: Additional hours to meet IEP requirements.

b. **Arlene Wagner**, part-time Special Education Instructional Aide at the JSHS, from 4 hrs./day to 4.5 hrs./day, effective August 25, 2008, at her approved hourly rate.

XXIII. Ratify Change in Hourly Rate for Proposed Work for Summer 2008 – **Diana Swavely** to work as an aide and nurse for a maximum of 155 hours at \$13.00/hr.

Background Information: The Proposed Work for Summer 2008 at the approved professional contract rate or support staff hourly rate was Board approved on May 27, 2008. Diana's hourly rate is being changed to reflect her responsibilities to work simultaneously as an aide and a nurse for the Summer Academy.

XXIV. Ratify Change in Hours for Proposed Work for Summer 2008 as follows:

a. **Karen Koppenhaver**, Verbal Behavior Training July 10-11, 2008, from 12 hours to 13 hours.

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- b. **Kathleen Rohm**, Verbal Behavior Training July 10-11, 2008, from 12 hours to 13 hours.
- c. **Lauren Yelinek**, Verbal Behavior Training July 10-11, 2008, from 12 hours to 13 hours.

Background Information: The Proposed Work for Summer 2008 at the approved professional contract rate or support staff hourly rate was Board approved on May 27, 2008.

- XXV. Approve Substitutes for the 2008 Extended School Year Program (ESY):
 - a. **Allison Hoofnagle**, at the professional contracted teacher rate.
 - b. **Kathleen Rohm**, at her approved hourly rate as an aide.
- XXVI. Ratify Work Outside the Contracted Year 2007-08 at the professional contracted rate of \$31.00 as per the attached list included as part of the Board packet.
- XXVII. Approve Supplemental Activities Appointments for the 2008-09 School Year as follows:
 - a. **Jeffrey A. Bezler, Jr.** High Drama Director, 35 points, \$2,923.00
 - b. **Craig Caltagirone**, Choreographer, 13 points, \$1,086.00.
 - c. **Susan Derr**, Cultural Trips Co-Advisor, 12.4 points, \$1,035.00
- XXVIII. Approve Supplemental Athletic Deletion for the 2008-09 School Year – **Lucia Geraci**, Varsity 2nd Assistant Coach, 22 points, \$1,837.

Background Information: Ms. Geraci was inadvertently listed on the 2008-09 Athletics List approved by the Board on June 23, 2008.
- XXIX. Approve Supplemental Athletic Correction/Appointment as follows:
 - a. **Timothy Hetrich**, Cross Country Varsity Head Coach, 52.5 points, \$4,384.00
 - b. **Joel Mocerri**, Cross Country Varsity 2nd Assistant Coach, 22.5 points, \$1,879.00.
- XXX. Approve Elimination of Co-Curricular Club Advisor Position– I.S.C. Advisor (International Student Club) effective the 2008-09 school year due to discontinuation of the club.
- XXXI. Approve additions/deletions to substitute list.
- XXXII. Approve additions to district volunteer list.

Wyomissing Area School District
Addendum to Agenda
July 28, 2008 Board Meeting

PERSONNEL

XXV. Approve Substitutes for the 2008 Extended School Year Program (ESY):

- c. **Jodi Wirebach**, at the professional contracted teacher rate.

SUPERINTENDENT'S OFFICE

- V. Authorize the Superintendent or designee to approve any work hours beyond the contract year for professional staff for the 2008-09 budget year. These work hours beyond the contracted year will be accumulated by employee and brought to the Board for their ratification bi-annually in January and August.
- VI. Approve Resolution authorizing the filing of an appeal and briefing and argument by Kozloff Stoudt, Professional Corporation, School District Solicitor, from the decision of the County of Berks, Board of Elections, to the Court of Common Pleas of Berks County, PA, related to the expenditures in the July 1, 2008 Special Election.