

## 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 21<sup>st</sup> 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  
Ms. Kathleen A. Garman, Director of Human Resources

#### Ex Officio Member

Dr. Helen H. Larson, Superintendent

### **SCHOOL BOARD WORK SESSION**

Monday, June 16, 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**

- Regular Board Meeting – Monday, June 23, 2008, 7:30 p.m., Community Board Room, JSHS

#### **RECOGNITION**

- *Boys' Volleyball Team and Boys' Tennis Team*

#### **PRESENTATIONS**

- *Building Updates – Dr. Speace, Mrs. Whye, Mr. Roberts*

- V. Public Comment on Agenda Items

**June 16, 2008 Board Work Session  
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**BOARD ACTION**

**BOARD LIAISON REPORTS**

Information Item  
6/16/2008

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. Snyder/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

**MINUTES**

- I. Approve Board Meeting Minutes (included in June 23, 2008 packet)
  - May 19, 2008 Work Session
  - May 27, 2008 Regular Board Meeting

Board Motion  
6/23/2008 Meeting

**PERSONNEL**

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

Board Motion  
6/16/2008 and  
6/23/2008 Meeting

**CURRICULUM**

- I. Year End Co-Curricular Reports – Dr. Pulkowski

Information Item  
6/16/2008

**FINANCE/BUSINESS OFFICE**

- I. Approve Adoption of Final General Fund Budget for 2008-09.

Board Motion  
6/16//2008 Meeting

The Final General Fund Budget for the following expenditures is recommended for approval:

1000 Instruction .....	\$14,751,685
2000 Supporting Services .....	9,299,679
3000 Operation of Non-Instructional Services .....	264,693
4000 Facilities, Acquisition & Construction .....	-0-
<u>5000 Financing Uses .....</u>	<u>4,458,961</u>
TOTAL GENERAL BUDGET EXPENSES .....	\$28,775,018

and that the Board re-enact the following local taxes for the 2008-2009 school year:

- 1. Real Estate Tax .....26.4125 Mills

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**BOARD ACTION**

- 2. Local Services Tax (to a maximum of) ..... \$10.00
  - Wyomissing Borough ..... \$5.00
  - West Reading Borough ..... \$5.00
- 3. Earned Income Tax ..... 1.0%
- 4. Business Privilege Tax (to a maximum of) ..... 1.5 Mills
- 5. Per Capita Tax, Act 679 ..... \$5.00
- 6. Per Capita Tax, Act 511 (to a maximum of) ..... \$10.00
  - Wyomissing Borough ..... \$5.00
  - West Reading Borough ..... \$5.00
- 7. Real Estate Transfer Tax (to a maximum of) ..... 1.0%
  - Wyomissing Borough ..... .5%
  - West Reading Borough ..... .5%

The budget includes all staff positions and salaries, and requires a 1.2425 mill tax increase.

**BOARD MOTION – June 16, 2008**

*Move that the Board of School Directors approve the Final General Fund Budget for 2008-09 as noted.*

- |      |   |                                   |
|------|---|-----------------------------------|
| II.  | Approve Financial Reports–May 2008 that are included in the official minute book and provided to Board members.   | Board Motion<br>6/23/2008 Meeting |
| III. | Approve payment of properly approved vendor invoices for the General Fund, Athletic Fund, and Food Service Fund.  | Board Motion<br>6/23/2008 Meeting |
| IV.  | Approve Athletic Supply Bids for 2008-09 in the amount of \$17,487.28 (bid opening June 12, 2008, with information to be provided in next week’s Board packet.) | Board Motion<br>6/23/2008 Meeting |
| V.   | Approve Submission of Consolidated Application for Federal Programs.<br>Title I –<br>Title IIA –<br>Title V –<br>Accountability Block Grant -                   | Board Motion<br>6/23/2008 Meeting |
| VI.  | Approve Budgetary Transfers for 2007-08 until after June 30, 2008.  | Board Motion<br>6/23/2008 Meeting |

*Background information: The audit for the 2007-08 fiscal year will take place over the summer months into the fall. Preparation for the audit will require additional budget transfers to be made. This agenda item will defer and approve the Director of Business Affairs to authorize all of the necessary budgetary transfers required for the 2007-08 fiscal year until after June 30, 2008.*

**June 16, 2008 Board Work Session  
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**BOARD ACTION**

- VII. Approve CARON contract for 2008-09 in the amount of \$3,760. Board Motion  
6/23/2008 Meeting
- Background information: The CARON contract for 2008-09 will continue to provide drug and alcohol prevention and intervention, as well as student evaluations and SAP team consultations, as part of the Wyomissing Area School District student assistance program at a cost of \$3,760 per year of a half-day service each week.*
- VIII. Approve School District Depositories for 2008-09. Board Motion  
6/23/2008 Meeting
- |                |                                      |
|----------------|--------------------------------------|
| Sovereign Bank | National Penn Bank                   |
| PA INVEST      | PA School District Liquid Asset Fund |
| Fulton Bank    | PA Local Government Investment Trust |
| Wachovia       |                                      |
- IX. Approve extending the RFP for audit services to June 30, 2009 to Barbacane Thornton & Company in the amount of \$19,700. Board Motion  
6/23/2008 Meeting
- Background information: The original RFP was a three-year agreement which expires June 30, 2008.*
- X. Approve contract with School World for the District's web hosting/development services contract for the 2008-09 school year at a cost of \$12,000 payable July 1, 2008. Board Motion  
6/23/2008 Meeting
- XI. Approve Alternative Education Summer Tuition Agreement for one elementary student, #ID202900 effective June 30, 2008 to August 7, 2008 (4 days per week for 6 weeks) at a cost of \$3,428.64. Board Motion  
6/23/2008 Meeting
- XII. Ratify BCIU Transportation Contracts for 2007-08. List provided as part of Board packet.) Board Motion  
6/23/2008 Meeting

**FACILITIES**

**SCHOOL ACTIVITIES & ATHLETICS**

- I. Spring Athletic Season End Reports 2007-08

Information Item  
6/16/2008

**TECHNOLOGY**

**SUPERINTENDENT'S OFFICE**

**June 16, 2008 Board Work Session  
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**BOARD ACTION**

- |     |  |                                   |
|-----|--|-----------------------------------|
| I.  | Diversity Committee Report   | Information Item<br>6/16/2008     |
| II. | Approve First Reading of Revised Policies –<br>121 – Field Trips<br>916 - Volunteers | Board Motion<br>6/16/2008 Meeting |

**BOARD MOTION – June 16, 2008**

*Move that the Board of School Directors approve Policies 121 and 916 for a first reading.*

**ADMINISTRATIVE REPORTS**

- |     |                           |                               |
|-----|---------------------------|-------------------------------|
| I.  | Treasurer’s Report        | Information Item<br>6/16/2008 |
| II. | Student Enrollment Report | Information Item<br>6/16/2008 |

**OLD BUSINESS**

**NEW BUSINESS**

**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 Administrator Appointment – **Brian Gall**, Director of Technology & Curriculum Integration, effective July 1, 2008, at \$81,000 per year, pending receipt of all necessary documents.

*Background Information: Mr. Gall graduated from Shippensburg University with a Bachelor of Science Degree in Business Education and earned his Master's Degree in Instructional Systems from Penn State University. He has 8 years of experience teaching Business and Computer Science in PA public schools, 4 years in instructional design for private industry, and a year in network administration. He most recently was the Instructional Technologist/Designer at Franklin & Marshall College and served as Instructional Technology Specialist on the adjunct faculty of Philadelphia University.*

- II. Approve Promotion – **Michael Matz**, promoted from Apple Systems Manager at \$42,993.60 to Technology Services Coordinator at \$52,452.19, effective July 1, 2008. The position guide was approved at a prior board meeting.

**BOARD MOTION – June 16, 2008**

*Move that the Board of School Directors approve Items I & II. of the Personnel Report as noted.*

- III. Approve Professional Appointments –

- a. **Valerie E. McVay**, Secondary Science Teacher at the JSHS, based on M, Step 1, \$41,650, effective August 12, 2008, pending receipt of necessary documents.

*Background Information: Valerie McVay will earn her Master of Arts in Teaching from the University of Pittsburgh in August. She graduated Cum Laude with a Bachelor of Science degree in Physics from Allegheny College in May 2007. Ms. McVay completed an internship as a Physics teacher for grades 11 and 12 at North Hills School District in Pittsburgh from August 2007 to June 2008. She will replace Ms. Beadle.*

- b. **Jeffrey A. Bezler**, LTS Secondary English Teacher at the JSHS, based on B, Step 1, \$38,750, effective August 12, 2008, pending receipt of necessary documents.

*Background Information: Jeffrey A. Bezler earned his Bachelors Degree in English Education from Millersville University in May 2007. He was a long-term substitute at Pequea Valley School District from March – June 2008 and prior to that he was a long-term substitute at Hamburg Area School District from September 2007 until January 2008. He completed his student teaching with Cocalico School District. Mr. Bezler will be the substitute for Lindsay Rada during the 2008-09 school year.*

- IV. Approve/Ratify Support Staff Resignations:

- a. **Julia DeVos**, Full-time Teacher's Instructional Aide at WREC, effective June 10, 2008.  
b. **Karen L. Ellis**, Part-time Special Education Instructional Aide at WHEC, effective June 6, 2008.

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- c. **Jennifer A. Pors**, Part-Time Special Education Instructional Aide at WHEC, effective June 10, 2008
- d. **Cheryl Robinson**, Part-time Van Driver, effective May 30, 2008.
- V. Approve Support Staff Salaries for 2008-09 effective July 1, 2008.
- VI. Approve Administrator Salaries for 2008-09 effective July 1, 2008.
- VII. Approve Professional Employee Status -
  - a. **Brianna M. Fritz**, elementary special education teacher
  - b. **Jeremiah N. Kozlowski**, 3<sup>rd</sup> grade teacher
  - c. **Steven M. O’Neil**, elementary physical education teacher
  - d. **Kelly L. Setley**, 2<sup>nd</sup> grade teacher
  - e. **Shana Bellairs**, 5<sup>th</sup> grade teacher
  - f. **Keith Arnold**, 6<sup>th</sup> grade teacher

*Background Information: As temporary professional employees, they have completed three years of satisfactory service to the Wyomissing Area School District and therefore are entitled to become a professional employee subject to the provision of the “Public School Code of 1949.”*

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

<u>Support Teacher</u>	<u>Inductee</u>	<u>Assignment</u>
<b>Shirley Gashi</b>	Robert P.Cushman	Secondary Science
<b>David Skovera</b>	Daniel S. Melot	Secondary Science
<b>Chris Nugent</b>	Valerie E. McVay	Secondary Science

- IX. Approve Instructors for the 2008 Extended School Year Program (ESY):
  - a. **Jody Metrick** at the professional contracted rate not to exceed 40 hours.
  - b. **Karen Koppenhaver**, at the professional contracted rate not to exceed 39 hours.
  - c. **Leigh Macri** at the professional contracted rate not to exceed 40 hours.
- X. Approve Substitute for the 2008 Extended School Year Program (ESY) - **Judith Smith**, at the professional contracted teacher rate.
- XI. Ratify Work Outside the Contract Year completed during the 2007-08 school year to date, at the professional contracted hourly rate of \$31.00. A list is included as part of the Board packet.
- XII. Approve Support Staff Unpaid Leave Request – **Karen Sichak**, Part-time Teacher’s Instructional Aide at WHEC, unpaid leave September 1-5, 2008.

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- XIII. Approve Supplemental Athletic List for Fall Sports 2008-09 at the salaries indicated pending approval of the 2008-09 budget.
- XIV. Approve Supplemental Activity List for the 2008-09 school year (list to be provided to the Board) pending approval of the 2008-09 budget.
- XV. Approve Supplemental Athletic Appointment – **Kelly McClennan**, girls' varsity assistant basketball coach, 34.3 points, \$2,864, pending approval of the 2008-09 budget.
- XVI. Approve additions/deletions to substitute list:
- XVII. Approve additions to district volunteer list.