

# WYOMISSING AREA SCHOOL DISTRICT 2008-3938

**Minutes** August 25, 2008

The regular meeting of the Board of School Directors convened at 7:31 p.m. in the Community Board Room of the Jr./Sr. High School with Mr. Larkin, Board President, presiding.

## PLEDGE OF ALLEGIANCE

Following the pledge, the secretary called the roll of Board members.

Board Members Present:

Mr. Althouse, Mrs. Barnett, Mr. Fitzgerald, Mr. Hinsey, Mrs. McCready, Mr. Portner, Mrs. Sakmann, and Mr. Larkin.

Administrative Staff Present:

Dr. Pulkowski, Ms. Garman, Mrs. Mason, Mr. Ashton, Mr. Babb, Mr. Fries, Mr. Gall, Mr. Roberts, Dr. Moyer, Dr. Speace, Mrs. Steele, Mrs. Whye, Dr. Zerr and Dr. Larson.

Attendees:

Mr. Boland, Kozloff Stoudt; Diane Schaeffer, recording secretary. Audience sign-in sheet included as part of these official minutes.

## WELCOME

President Larkin welcomed everyone. He noted the upcoming meetings as follows:

## MEETING ANNOUNCEMENTS

- Work Session – Monday, September 15, 2008, 6:00 p.m., Community Board Room
- Regular Board Meeting – Monday, September 22, 2008, 7:30 p.m., High School Auditorium

## RECOGNITION

Laurie Coffey, Executive Director, Wyomissing Area Education Foundation was honored for her contributions and for everything she has done for the children of the District. Mrs. Coffey will be employed by the Lebanon VA Hospital. Dr. Larson presented Laurie with a bouquet of flowers and a brass “gold card” to attend future District events.

The principals introduced the new teachers to the Board and audience.

## PRESENTATIONS

Dr. Pulkowski asked the work team leaders to present a brief report to the Board on their summer accomplishments. Reports were provided on 4-6 science, K-6 literacy, best practice and the co-teaching training implementation plan.

Dr. Larson provided a Power Point presentation on AYP/PSSA Results and explained that the District is now in School Improvement Plan I because adequate yearly progress was not made in the past two years at the JSHS.

In response to questions, Dr. Larson noted that the information will be posted on the District’s website.

## PUBLIC COMMENT ON AGENDA ITEMS

After a five minute break, public comments on agenda items were received.

# WYOMISSING AREA SCHOOL DISTRICT 2008-3939

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Mr. Bill Murray asked about the tennis court use agreement with the Borough. He questioned when the work would be done and how much it would cost.

Mrs. Mason stated that \$39,000 is budgeted for 2008-09.

Mr. David Saks asked why the District is paying a \$26,000 tuition to Opportunities House.

Dr. Larson explained that the District cannot provide for the educational needs of the students and services must be contracted for children with special education needs.

### LIAISON REPORTS

None

### AGENDA CLARIFICATIONS

President Larkin asked the Board to note two items included on the finance/business office portion of the agenda that were discussed at the work session last week, namely, the donation of 79 retired computers to non-profit agencies and the receipt of the Highmark Foundation Grant in the amount of \$6,736.

Mr. Larkin also noted the inclusion of an addendum with personnel items for approval.

### APPROVED MEETING MINUTES

Upon motion by Mr. Portner, seconded by Mrs. Barnett, the minutes of the following meetings were approved as presented:

- June 16, 2008 Work Session
- June 23, 2008 Board Meeting
- July 28, 2008 Regular Board Meeting

Yeas: 8.

Nays: 0. Motion carried.

### PERSONNEL

President Larkin asked for a motion to approve the personnel report and the addendum, excluding item VII. Approval of Confidential Support Staff Position Guides from the Personnel Report.

### APPROVED PERSONNEL REPORT

Upon motion by Mrs. McCreedy, second by Mrs. Barnett, the Board approved the August 25, 2008 Personnel Report and Addendum, excluding item VII. Copy of the report and addendum included as part of these official minutes.

Yeas: Barnett, Althouse, Fitzgerald, Hinsey, McCreedy, Sakmann, Portner, and Larkin.

Nays: None. Motion carried.

**WYOMISSING AREA SCHOOL DISTRICT 2008-3940**

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**CURRICULUM**

There were no curriculum items on the agenda.

**FINANCE/BUSINESS OFFICE**

A motion was made by Mr. Fitzgerald, second by Mr. Hinsey to approve the Finance/Business office items as follows:

APPROVED FINANCIAL REPORTS

Approved Financial Reports for July 2008 and included as part of these official minutes.

APPROVED PAYMENT OF INVOICES

Approved Payment of properly approved vendor invoices for the General Fund, Athletic Fund, Food Service Fund, Capital Reserve Fund and Capital Projects Fund.

APPROVED CAMP CONRAD WEISER CONTRACT

Approved contract with Camp Conrad Weiser: Sixth grade camp in May 2009 in the amount of \$110 per student (student pays \$30 of the amount).

APPROVED RETAINER FOR JOHN STOTT, ESQ.

Approved retainer of John M. Stott, Esquire, as the Labor Counsel with regard to representation of the Board of Directors in negotiations and related labor matters.

APPROVED BUS DRIVER LIST

Approved school bus driver list for 2008-09 with the provision that additional names may be added or deleted at the discretion of the administration.

*Background information: The contract between the Wyomissing Area School District and Gross School Bus Service, Inc., provides that the contractor submit a list of bus drivers to be used that contract year for board approval.*

APPROVED TRANSPORTATION SCHEDULES

Approved transportation schedules for 2008-09.

APPROVED AMENDING THE BUDGET

Approved amending the 2008-09 Budget as follows due to changes in funding from the state as a result of their final budget adoption:

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

# WYOMISSING AREA SCHOOL DISTRICT 2008-3941

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AUTHORIZED ADMIN.  
TO ACCEPT BIDS FOR  
PASSENGER VAN

Authorized the administration to accept bids for a nine passenger van for the purposes of transporting students.

APPROVED TENNIS  
COURT AGREEMENT  
WITH BOROUGH

Approved Tennis Court Use Agreement with the Borough of Wyomissing for the use of the six tennis courts located at the Stone House Borough Park.

*Background Information: This is a seven year agreement that allows the District to use all six of the tennis courts during the tennis season and for the School's tennis program. It also allows the Borough to bill the District for one-half the cost to repave the tennis courts that is required every five to seven years.*

APPROVED  
CONTRACT FOR  
NURSELITE NURSING  
SERVICES

Approved contract with NursElite Nursing Services for 2008/09.

*Background Information – Ms. Garman reviewed this service with the Board at the June 16 work session. The contract has been reviewed by the solicitor.*

ACCEPTED  
DONATIONS

Accepted donations -

- Donation from Lance Atkins - \$1,000

*Background information – This gift is to be used toward the purchase of a new top pad and weather cover for the pole vault pits.*

- Donation from Wyomissing Area Education Foundation - \$2,000

*Background information – This gift is to be used to purchase whiteboards for classroom use as part of the Foundation's approved innovative educational agreement for the Education Improvement Tax Credit Program.*

APPROVED TUITION  
CONTRACT WITH  
OPPORTUNITIES  
SCHOOL

Approved Tuition Contracts with Opportunities School - Tuition for two elementary students, ID203776 and 202900, at a cost of \$26,000 per student. Contract period is from September 2, 2008 to June 30, 2009. This is an increase per student of \$1,000 from 2007/08.

APPROVED  
CONTRACT WITH  
WILSON SCHOOL  
DISTRICT

Approved Contract with Wilson School District – Extended School Year Services, effective June 24, 2008 through July 31, 2008, for a total of \$2,000 for one secondary student, ID #203770.

APPROVED  
DONATION OF  
RETIRED  
COMPUTERS

Approved the donation of 79 Apple Computers to Olivet, daycares, nursery school and pre-school programs within the District's boundaries and other organizations as identified throughout the school year.

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*Background information – Mr. Gall reviewed this with the Board at the August 18, 2008 Work Session. It is not required by Board policy for approval, but because of the significant number of computers we wanted to have it on record.*

**APPROVED  
TRANSPORTATION  
CONTRACT WITH PA  
SCHOOL FOR DEAF**

Approved a transportation contract for the 2008-09 school year with Western Pennsylvania School for the Deaf at a cost of \$6,200 per child.

*Background Information – This contract is for one child who is transported by Western Pennsylvania School for the Deaf from their office in Camp Hill to Pittsburgh at the beginning of the week and then back to the office in Camp Hill at the end of the week.*

**APPROVED  
HIGHMARK GRANT  
AWARD**

Approved the grant award for the Highmark Foundation Grant in the amount of \$6,736. This award will amend the 2008-09 budget as follows:

Revenue:	Expense:
6999 – Miscellaneous Revenue \$6,736	1100-610 Health/Phys Ed \$6,736

*Background Information – For the second consecutive year, a grant has been received from The Highmark Foundation as part of their Healthy High 5 School Grant Program. This year Mr. Babiarz submitted a grant proposal and the District received a \$6,736 for the purchase of 25 Polar heart rate monitors. They are top of the line pieces of equipment that will be used within the physical education program. They monitor student heart rates, and wirelessly download heart rate information into a software program for feedback and reports. They are a terrific way to encourage students to engage in high levels of moderate to vigorous physical activity that can contribute to better health and fitness.*

Yeas: Barnett, Althouse, Fitzgerald, Hinsey, McCready, Sakmann, Portner, and Larkin.

Nays: None. Motion carried.

**FACILITIES**

There were no agenda items for Board approval.

**SCHOOL  
ACTIVITIES &  
ATHLETICS**

There were no agenda items for Board approval.

**TECHNOLOGY**

There were no agenda items for Board approval.

**SUPERINTENDENT'S  
OFFICE**

A motion was made by Mrs. McCready and seconded by Mrs. Barnett to approve the Superintendent's Office items as follows:

# WYOMISSING AREA SCHOOL DISTRICT 2008-3943

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## ADOPTION OF REVISED POLICIES

Adopted Revised Policies –  
Policy 608 – Bank Accounts  
Policy 612 – Purchases Not Budgeted  
Policy 614 – Payroll Authorization  
Policy 615 – Payroll Deductions  
Policy 619 – District Audit – Public  
Policy 701 – Facilities Planning  
Policy 702 – Gifts, Grants, Donations  
Policy 703 – Sanitary Management

Yeas: Barnett, Althouse, Fitzgerald, Hinsey, McCready, Sakmann,  
Portner, and Larkin.

Nays: None. Motion carried.

## ADMINISTRATIVE REPORTS

Treasurer's Report (Informational)

## OLD BUSINESS

Mrs. McCready requested an update on the use of the Hills facilities by after-school groups and the YMCA program.

Dr. Larson stated she checked with the YMCA director that she met with last spring and directed her to communicate with Mr. Roberts at the building. Dr. Larson also reported that she spoke with the parent who expressed concerns about space for the Scout activities and asked her to contact the principal who will work with Mr. Fries.

Mrs. McCready thanked Ms. Garman for her efforts in communicating with the Board over the weekend while working on the position guides, even though they were pulled from the agenda.

## SCHOOL BOARD VACANCY

Mr. Larkin reported that the Board met last Tuesday, August 19, 2008 and interviewed the 5 candidates for the board vacancy created by Mr. Snyder's resignation. The Board met from 5:30 to 9:30 p.m. and two candidates, Bill Murray and Michelle Davis, were chosen from the 5 eminently qualified applicants. The Board is deadlocked 4-4 and they have decided to have another vote at this evening's meeting to confirm the vote and see the outcome.

Prior to the vote, the floor was opened for public comments.

Mrs. Mary Hollinger stated that she supports Michelle Davis.

Mr. Mike Mitchell, Sr. questioned the process and asked if the same questions were asked of each candidate. Mr. Larkin responded they attempted to get each candidate to expand on the answers provided in their application.

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Mr. Mitchell stated he was aware a survey was done with a 5 to 3 outcome and asked what changed to result in the 4 to 4 tie vote. Mr. Larkin stated that after a 30-minute discussion, someone changed their mind.

Mr. Jim Gallen, a West Reading resident, said it should be clear to the Board that the residents do not want any further taxes since the voters spoke against the referendum.

After public comment, a voice vote was taken as follows: Mr. Althouse, Mr. Fitzgerald, Mr. Hinsey, and Mr. Portner voted for Mr. Murray, and Mrs. McCready, Mrs. Sakmann, Mrs. Barnett, and Mr. Larkin voted for Mrs. Davis.

Mr. Larkin explained that the Board went through three rounds of polling and the candidate who received the most votes in all three rounds was Mrs. Davis. Mr. Larkin suggested the only fair way would be to nominate Mrs. Davis and take a vote.

Mr. Jim Cardi asked if this is how the West Reading referendum was decided. He suggested they refrain from a vote until it is thought out in an intelligent manner and discuss it with Mr. Boland.

Mr. Larkin said he spoke to the Pennsylvania School Board Association and the only procedure in place is to appoint someone within 30 days which would be September 17 or the Court of Common Pleas will appoint someone.

Mrs. Carolyn Bamberger asked if the Board should consider interviewing the candidates again. Mrs. Barbara Cafurello supported that idea.

A motion was made by Mr. Larkin and seconded by Mrs. Barnett to appoint Michelle Davis to the Board.

Yeas: Barnett, McCready, Sakmann, and Larkin.

Nays: Althouse, Fitzgerald, Hinsey, and Portner.

Mr. Cardi asked if Mr. Larkin would abstain from voting to break the tie vote. Mr. Boland indicated a Board member cannot abstain unless there is a conflict of interest.

Mr. Larkin said the subject is closed until the Board can revisit it.

**WYOMISSING AREA SCHOOL DISTRICT 2008-3945**

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NEW BUSINESS

Mr.

Mrs. Sakmann suggested that the Board consider changing the current liaison arrangement to a committee format.

Mr. Larkin said the Board is considering the committee system which is not drastically different from the current liaison reporting system.

Mr. Fitzgerald suggested looking into student involvement on the Board.

Mrs. Barnett asked when a facilities priority list would be provided.

Mr. Larkin responded the Facilities liaison will be meeting on September 5 and Mr. Fries will be providing information on repairs that must be done.

PUBLIC  
PARTICIPATION

ADJOURNMENT

A motion was made by Mrs. McCready, second by Mr. Fitzgerald to adjourn at 9:20 p.m.

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Corinne D. Mason  
Board Secretary



**PERSONNEL REPORT**  
**August 25, 2008**

I. Approve Change in Support Staff Hours – **Jean Cronrath**, part-time Crossing Guard from 4 hrs./day, \$12.15/hr., to a shared position with another employee at approximately fifty percent, total not to exceed the maximum of 4 hrs./day, effective August 25, 2008.

II. Approve Support Staff Appointments

a. **Ammon T. Heckler**, part-time Crossing Guard shared position at approximately fifty percent of a maximum of 4 hrs./day, \$12.15/hr., effective August 25, 2008.

*Background Information: Mr. Heckler will be sharing a crossing guard position with Jean Cronrath.*

b. **Michelle Geist**, full-time Special Education Instructional Aide at WHEC, 7 hrs./day, \$11.42/hr., effective date to be determined, pending receipt of necessary documents.

*Background Information: This position, necessary per IEP requirements, was Board approved on August 19, 2008.*

III. Approve Support Teacher for the 2008-09 School Year as follows:

<u>Support Teacher</u>	<u>Inductee</u>	<u>Assignment</u>	<u>Stipend</u>
Kelly Ferrandino	Andrea Kupiszewski	Grade 6 LTS	\$500.00

IV. Ratify additional summer hours for support staff:

a. **Barbara Brehony** for clerical assistance at WHEC effective July 31, 2008 for a maximum of 50 hours at her approved rate of \$11.62 /hr.

b. **Tetiana Sklepkovych**, for clerical assistance at WREC effective August 7, 2008, for a maximum of 9 hours at \$9.83/hr.

V. Approve Change in Hours for Proposed Work for Summer 2008 - **Tetiana Sklepkovych**, to conduct library inventory and maintenance, from 15 hours to a maximum of 18 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.*

VI. Approve Support Staff Unpaid Leave Request – **Karen Sichak**. Part-time Teacher's Instructional Aide at WHEC, unpaid leave September 1-5, 2008.

~~VII. Approve Confidential Support Staff Position Guides:~~

- ~~a. Administrative Assistant to the Superintendent~~
- ~~b. Administrative Assistant to the Assistant Superintendent~~
- ~~c. Technology Services Coordinator~~
- ~~d. Network/Communications Manager~~

- ~~e. Senior Accountant~~
- ~~f. Administrative Assistant to the Director of Business Affairs~~
- ~~g. Administrative Assistant to the Director of Human Resources~~
- ~~h. Benefits Coordinator~~
- ~~i. Payroll Coordinator~~
- ~~j. Apple/Web Systems Specialist~~

VIII. Approve Supplemental Activities Resignation – **Crisanne Bansner**, Sr. High Math Team Advisor, effective August 18, 2008.

Wyomissing Area School District  
**Addendum to Agenda**  
August 25, 2008 Board Meeting

**PERSONNEL**

II. Approve Support Staff Appointments:

- c. **Donna J. Bottiglieri**, Full-time Special Education Instructional Aide (Learning Support) at WHEC, 7 hrs./day, \$10.40/hr., effective August 26, 2008, pending receipt of necessary documents.

*Background Information: Ms. Bottiglieri is replacing Sharon Riegel.*

- d. **Rupa D. Patel**, Full-time Special Education Instructional Aide (Autistic Support) at WHEC, 7 hrs./day, \$11.83/hr., effective September 8, 2008, pending receipt of necessary documents.

*Background Information: This position, essential to IEP requirements, was Board approved on August 18, 2008.*

- e. **Lori A. Rohrbach**, Full-time Special Education Instructional Aide (Learning Support) at the JSHS, 7 hrs./day, \$11.63/hr., effective August 26, 2008, pending receipt of necessary documents.

*Background Information: Ms. Rohrbach is replacing Tracy Cantafio.*

- IX. Approve Support Staff Change in Assignment – **Karen Conklin**, from Full-Time Special Education Instructional Aide at the JSHS, 7 hrs./day, to Full-time Job Coach at the JSHS, 7 hrs./day, with no change in salary, effective August 25, 2008.

*Background Information: This position was approved by the Board on August 18, 2008.*