

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

Mr. John A. Larkin, President
Mrs. Lynn T. Sakmann, 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

Non Members

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

Ex Officio Member

Dr. Helen H. Larson, Superintendent

SCHOOL BOARD WORK SESSION

Monday, September 15, 2008 – 6:00 P.M.
Community Board Room

OPENING

- I. Call to Order – Mr. John A. Larkin, Board President, Presiding
- II. Pledge of Allegiance to the Flag
- III. Roll Call
- IV. Welcome to Visitors

ANNOUNCEMENT OF MEETINGS

- Regular Board Meeting – Monday, September 22, 2008, 7:30 p.m., **AUDITORIUM**

PRESENTATIONS

- Barbacane Thornton & Company, CPA – 2006-07 Audit Report – Pam Baker
- PSSA Data – Dr. P. Pulkowski and Building Principals

- V. Public Comment on Agenda Items

**September 15, 2008 Board Work Session
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BOARD ACTION

BOARD LIAISON REPORTS

Information Item
9/15/2008 Meeting

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. Hinsey

MINUTES

Board Motion
9/22/2008 Meeting

- I. Approve Board Meeting Minutes (included in September 22 packet)
 - August 18, 2008 Work Session
 - August 25, 2008 Regular Board Meeting

PERSONNEL

Board Motion
9/15/2008 Meeting

- I. Approve Support Staff Change in Assignment – **Annemarie Melcher**, from part-time Teacher's Instructional Aide at WHEC, \$9.69/hr., 4.5 hrs./day, to part-time Teacher's Instructional Aide at WHEC, \$9.69/hr., 6.25 hrs./day, effective September 16, 2008.

Background Information: Annemarie will be replacing Meredith Groff.

- II. Approve Support Staff Appointment – **David Braley**, Part-Time Crossing Guard at WREC, \$12.15/hr., 4 hrs./day, effective September 16, 2008.
- III. Approve In-Home Instructors – **Colleen Vargo and Kristy Martin** at \$31.50 per hour, for one secondary student, ID #202926 effective September 16, 2008, for a maximum of 5 hours per week until October 20, 2008.
- IV. Approve Professional Staff Appointment – **Meghan Miller**, Long-Term Substitute Teacher at WHEC, based on B, Step 2, \$39,750.00, pro-rated, effective September 16, 2008, pending receipt of necessary documents.

Background Information: Meghan Miller earned her Bachelors

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BOARD ACTION

Degree in Elementary Education with a concentration in Special Needs from Elizabethtown College in May 2007. Upon graduation she began teaching Special Education at Ben Bronz Academy in West Hartford, CT until July 2008. Meghan did her student teaching at Cedar Crest High School in Cornwall-Lebanon, PA, as well as, Canadochly Elementary School in Eastern York, PA. Ms. Miller will be a long-term substitute for Jessica Lengle for the remainder of the 2008-09 school year.

BOARD MOTION – September 15, 2008

Move that the Board of School Directors approve Personnel Items I, II, III & IV as noted.

- V. Approve September 2008 Personnel Report (Report attached.) Board Motion
9/22/2008 Meeting

CURRICULUM

- I. Induction – What’s been done and what is planned. – Dr. Pulkowski Information Item
9/15/08 Meeting

FINANCE/BUSINESS OFFICE

- I. Approve resolution authorizing Kozloff Stoudt to represent the Wyomissing Area School District in the Berks County Board of Assessment Appeals per Resolution No. 9-15-08-1. Copy included as part of Board packet. Board Motion
9/15/2008 Meeting
- II. Approve resolution employing Douglas A. Haring, MAI as a real estate expert in the Berks County Board of Assessment Appeals per Resolution No. .9-15-08-2. Copy included as part of Board packet. Board Motion
9/15/2008 Meeting

BOARD MOTION – September 15, 2008

Move that the Board of School Directors approve the Resolution 9-15-08-1 and 9-15-08-2 as noted.

- III. Approve Financial Reports–August 2008 that are included in the official minute book and provided to Board members. Board Motion
9/22/2008 Meeting
- IV. Approve payment of properly approved vendor invoices for the General Fund, Athletic Fund, Food Service Fund, Capital Reserve Fund and Capital Projects Fund. Board Motion
9/22/2008 Meeting
- V. Approve amending the 2008-09 Budget as follows due to receiving the Classrooms for the Future Grant.: Board Motion
9/22/2008 Meeting

Revenue		Expense
7920 Classrooms for the Future	\$110,962	1100-340 Technical Svcs.\$ 2,214
	_____	1100-758 Tech. Supplies <u>108,748</u>

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BOARD ACTION

\$110,962

\$110,962

- VI. Accept Federal Program Grant Monies – Board Motion
9/22/2008
- Title I - \$225,829
 - Title IIA - \$42,877

- VII. Accept Donation - Board Motion
9/22/2008

Donation from Wyomissing Area Education Foundation - \$2,250
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.

- VIII. Approve annual financial audit as prepared by the school district Board Motion
9/22/2008
auditors, Barbacane Thornton & Company, Certified Public Accountants for fiscal year 2006-07.

FACILITIES

- I. Update on facilities – Craig Fries Information Item
9/15/2008 Meeting

SCHOOL ACTIVITIES & ATHLETICS

TECHNOLOGY

SUPERINTENDENT’S OFFICE

- I. Approve First Reading of Policies – Board Motion
9/15/2008 Meeting
Policy 121.1 – Overnight/Foreign Travel
Policy 210 – Use of Medications

BOARD MOTION – September 15, 2008

Move that the Board of School Directors approve the above listed policies for a first reading.

- II. Approve Instruction in the Home for one secondary student, ID Board Motion
9/15/2008 Meeting
#202926 effective September 16, 2008, for a maximum of 5 hours per week until October 20, 2008.

BOARD MOTION – September 15, 2008

Move that the Board of School Directors approve Instruction in the Home as noted.

- III. Approve the Wyomissing Area School District Strategic Plan 2008- Board Motion
9/22/2008 Meeting
2014 for submission to the Pennsylvania Department of Education.

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BOARD ACTION

ADMINISTRATIVE REPORTS

- I. Treasurer's Report

Information Item
9/22/2008 Meeting

OLD BUSINESS

- I. School Board Vacancy

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)

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PERSONNEL REPORT

- V. Approve Science Department Chair – **Brian Ackerman**, for the 2008-09 school year at a stipend of \$1,750.
- VI. Ratify Change in Effective Resignation Date – **Brianna Angove**, Secondary Special Education Teacher, resignation effective date from September 12, 2008 to August 28, 2008.
- VII. Approve Effective Date – **Michelle Geist**, full-time Special Education Instructional Aide at WHEC, effective November 3, 2008.

Background Information: Ms. Geist was Board approved on August 25, 2008.

- VIII. Approve Amended Support Staff Salary for the 2008-09 school year – **Jennifer Noll**, Receptionist/Monitor at WHEC, from \$10.62/hr. to \$11.09/hr., effective July 1, 2008.
- IX. Approve Food Service Hours – **Ron Blatt**, to assist with Pizza Day at WREC effective for the 2008-09 school year, at \$7.92/hr. for a maximum of 100 hours.
- X. Ratify Effective Date for FMLA/Child Bearing Leave – **Jessica Lengle**, Elementary Special Education Teacher at WHEC, began her leave on September 11, 2008.
- XI. Approve Support Staff Training Outside Contracted Year at approved hourly rate – **Lisa Reichardt**, BCIU paraprofessional training on August 19, 20, 21, and 22, 2008.
- XII. Approve/Ratify Hours to comply with PDE mandate to provide local assessments that document proficiency in reading, writing, and mathematics, to be paid at the professional contracted hourly rate as follows
 - a. **Crisanne Bansner**, 4 hours
 - b. **Susan Derr**, 3 hours
 - c. **Mark Flannery**, 3 hours
 - d. **Ryan Hassler**, 3 hours
 - e. **Thomas Ritter**, 3 hours
 - f. **Betsy Santoro**, 3 hours
 - g. **Colleen Vargo**, 3 hours
 - h. **Todd Zechman**, 3 hours

- XIII. Ratify Hours for Support Staff to Meet with Classroom Teacher, for a maximum of 2.5 hours each, at their approved hourly rate:
 - a. **Elizabeth Barrer**, part-time Special Education Instructional Aide, WREC
 - b. **Kim Bressler**, full-time Special Education Instructional Aide, WREC
 - c. **Lyn Carlson**, full-time Special Education Instructional Aide, JSHS
 - d. **Lindsey Casciano**, part-time Special Education Instructional Aide, WHEC
 - e. **Karen Conklin**, full-time Job Coach, JSHS
 - f. **Hilary Decker**, full-time Special Education Instructional Aide, JSHS

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- g. **Susie Froehlich**, part-time Special Education Instructional Aide, JSBS
- h. **Glenda Jarrett**, full-time Special Education Instructional Aide, WHEC
- i. **Karen Koppenhaver**, full-time Special Education Instructional Aide, WHEC
- j. **Kim Latino**, full-time Special Education Instructional Aide, JSBS
- k. **Dottie Lefever**, full-time Special Education Instructional Aide, JSBS
- l. **Bernadette Lis**, full-time Special Education Instructional Aide, JSBS
- m. **Marci Luckenbill-Felty**, full-time Special Education Instructional Aide, JSBS
- n. **Kim Luigard**, full-time Special Education Instructional Aide, WREC
- o. **Molly Mantione**, full-time Special Education Instructional Aide, WHEC
- p. **Holly Miller**, full-time Special Education Instructional Aide, WHEC
- q. **Marie Minnich**, full-time Special Education Instructional Aide, WREC
- r. **Eve Pardo**, full-time Special Education Instructional Aide, JSBS
- s. **Stacey Riegel**, full-time Special Education Instructional Aide, WHEC
- t. **Kathy Schweitzer**, full-time Special Education Instructional Aide, JSBS
- u. **Danielle Shobe**, full-time Special Education Instructional Aide, WHEC
- v. **Arlene Wagner**, part-time Special Education Instructional Aide, JSBS
- w. **Jennifer Wolfe**, full-time Special Education Instructional Aide, WREC
- x. **Lauren Yelinek**, full-time Special Education Instructional Aide, WHEC

XIV. Approve hours for support staff aides to attend CPR and first-aid training – On October 6, 2008, the following support staff members will attend CPR and first-aid training for an amount not to exceed a maximum of 6 hours at their approved hourly rate:

- a. **Susie Froehlich**, part-time Special Education Instructional Aide, JSBS
- b. **Scott Gehman**, full-time Special Education Instructional Aide, WREC
- c. **Karen Koppenhaver**, full-time Special Education Instructional Aide, WHEC
- d. **Berndaette Lis**, full-time Special Education Instructional Aide, JSBS
- e. **Marie Minnich**, full-time Special Education Instructional Aide, WREC
- f. **Eve Pardo**, full-time Special Education Instructional Aide, JSBS
- g. **Rupa Patel**, full-time Special Education Instructional Aide, WHEC
- h. **Kathy Rohm**, full-time Special Education Instructional Aide, WHEC
- i. **Danielle Shobe**, full-time Special Education Instructional Aide, WHEC
- j. **Rebecca Sibbett**, part-time Special Education Instructional Aide, WREC
- k. **Arlene Wagner**, part-time Special Education Instructional Aide, JSBS

XV. Approve additional hours for support staff - **Mary Muir**, 1 hour on August 20, 2008, to plan 5th & 6th grade computer curriculum.

XVI. Approve Supplemental Activity Advisor Appointment for the 2008-09 school year – **Ryan Hassler**, Sr. High Math Team Advisor, 15 points, \$1,253.

XVII. Approve Supplemental Activity Rate Changes for the 2008-09 School Year as follows:

- a. **Jennifer Bowe**, School Spirit Co-Coordinator, 9 points, \$725, change to 9.5 points, \$793.
- b. **Richard Cavanagh**, Sr. High Drama Producer, 9 points, \$752, change to 13.5 points, \$1,127.

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- c. **Susan Derr**, Drama Director, 50 points, \$4,175, change to 50.5 points, \$4,217.
- d. **William Dramby**, Model UN Club Co-Advisor, 11 points, \$919, change to 18.75 points, \$1,566.
- e. **Corinne Fecho Yanes**, Model UN Club Co-Advisor, 12 points, \$1,002, change to 20.25 points, \$1,691.
- f. **Laura Hensler**, School Spirit Co-Coordinator, 9 points, \$752, change to 9.5 points, \$793.
- g. **Melissa Kreps**, Sr. Class Co-Advisor, 10.5 points, \$845, change to 11 points, \$919.
- h. **Kim Lally**, Sr. Class Co-Advisor, 10.5 points, \$877, change to 11 points, \$919.

XVIII. Approve Additions to the District Volunteer List

XIX. Approve Additions/Deletions to the District Substitute List