

# 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  
Mrs. Joanne E. McCready, Vice President  
Mr. Lawrence A. Fitzgerald, Treasurer  
Jana R. Barnett, Esq.  
Mr. David M. Deem  
Mr. Randall E. Hinsey, Jr.  
Mr. John A. Larkin  
Mrs. Lynn T. Sakmann  
Dr. Robert J. Shuttlesworth

### Non Members

Mr. Arthur J. McDonnell, Board Secretary  
Dr. Janet E. Kennedy, Assistant Superintendent  
Dr. Shelly M. Riedel, Assistant Superintendent

### Ex Officio Member

Dr. Helen H. Larson, Superintendent

## SCHOOL BOARD MEETING

Monday, March 26, 2007 – 7:30 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 / Public Comment on Agenda Items

### ANNOUNCEMENT OF MEETINGS

- Work Session – Monday, April 16, 2007, 6:00 p.m.
- Regular Board Meeting – Tuesday, April 24, 2007, 7:30 p.m.

### PRESENTATIONS

Audit Presentation – Pamela W. Baker, CPA  
Barbacane Thornton & Company

### RECOGNITION

**March 26, 2007 Board Meeting  
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**BOARD LIAISON REPORTS**

Board Liaison Reports/Additional Meeting Reports

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

**MINUTES**

- I. Approve Board Meeting Minutes
  - Minutes of February 26, 2007 Board Meeting
  - Minutes of March 7, 2007, Special Board Meeting

**BOARD MOTION**

*Move that the Board of School Directors approve the minutes of the meetings as listed.*

**PERSONNEL**

- I. March 2007 Personnel Report (Report attached.)

**BOARD MOTION**

*Move that the Board of School Directors approve the Personnel Report included as part of this agenda.*

**CURRICULUM**

- I. Approve Summer School Program Scholarship Fund – \$200

**BOARD MOTION**

*Move that the Board of School Directors approve the Curriculum item as noted.*

**March 26, 2007 Board Meeting  
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**FINANCE/BUSINESS OFFICE**

- I. Discussion – Referendum Exceptions
- II. Approve payment of properly approved vendor invoices for the General Fund, Athletic, and Food Service and the 2003 G.O. Bond.
- III. Approve Per Capita Tax Exonerations

*Background Information: Per capita exonerations are given annually by the Wyomissing Area School District to update the tax rolls. A complete list of the exonerations can be obtained from the Director of Business Affairs.*

- IV. Accept Local Audit Report from Barbacane Thornton & Company for fiscal year ending June 30, 2006.

*Background Information: Barbacane, Thornton and Company performed our local audit for the fiscal year ending June 30, 2006. Due to the receipt of federal dollars over the threshold of \$500K, single audit was required. This single audit includes more testing of federal programs. As a result, there are supplemental reports that have not been part of our final audit report in the past.*

- V. Approve Special Education Agreement and Alternative Education and Emotional Support Rates with Berks County Intermediate Unit.

*Background Information: The agreement between the Wyomissing Area School District and the BCIU for special education programs and alternate education services is for the 2007-08 school year.*

- VI. Approve Purchase Agreement with LAM Systems, Inc. – A multi-year lease purchase agreement for 25 laptop computers from LAM Systems, Inc of Mechanicsburg, PA, for \$42,250.

- VII. Approve Financial Reports – February 2007

**BOARD MOTION**

*Move that the Board of School Directors approve the Finance/Business items as noted.*

**FACILITIES**

**SCHOOL ACTIVITIES & ATHLETICS**

- I. Accept donation from Baseball Boosters and Little League Organizations in the amount of \$3,623 to purchase a batting tunnel for the ball field in accordance with Policy 702.

**BOARD MOTION**

*Move that the Board of School Directors approve the School Activities & Athletics item as noted.*

**TECHNOLOGY**

**SUPERINTENDENT'S OFFICE**

- I. Approve Second Reading/Adoption of Policies –
  - 113.3 (revised) Special Education Evaluations and Requests for Independent Educational Evaluations
  - 113.4 (new) Audio, Video, or Other Electronic Recording of Meetings
  - 204 (revised) Attendance

**BOARD MOTION**

*Move that the Board of School Directors approve the listed policies for a second reading/adoption.*

**ADMINISTRATIVE REPORTS**

- I. Treasurer's Report

**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's Effective Employment Date – **Aaron Roberts**, Assistant Elementary School Principal, effective \_\_\_\_\_, 2007.  
(Mr. Robert's appointment was approved on March 7, 2007.)
  
- II. Approve Professional Appointment –
  - a. **Cathryn Barra**, Instrumental Music/Marching Band Director, effective the end of the 2006-07 school year, at B, Step 4, \$40,050 annual salary.  
*Background Information: Ms. Barra held the position of long-term substitute music teacher at Wyomissing Area for the past year. She graduated from Duquesne University magna cum laude as a member of the honors curriculum. At Hudson Memorial School in New Hampshire, she instructed band class in grades 6 through 8. While there, she also worked for the Alvirne High School as Assistant Marching Instructor and Color Guard Supervisor. After moving to Prince George's County in Maryland, she taught band and strings at four elementary schools. She also performed for the Nashua Symphony Choral Society, the pit orchestra in two productions, and for the Prince George's County Teacher Jazz Band.*
  
- III. Approve Professional Resignation – **Wendy K. Merz**, secondary chemistry teacher, effective June 30, 2007.
  
- IV. Approve Revised Position Guide for Energy Educator/Manager.
  
- V. Approve Change in Part-Time Library Aide Position at Wyomissing Hills Elementary Center.  
*Background Information: The position as Part-Time Library Aide will be a shared position with the total number of hours not to exceed the existing 29 hours per week.*
  
- VI. Ratify Support Staff Appointments –
  - a. **Athena Elzer**, part-time Library Aide at Wyomissing Hills Elementary Center, at \$9.10 per hour effective March 5, 2007, with shared hours not to exceed the existing 29 hours per week.  
*Background Information: Ann Brugger, a current part-time Library Aide, and Ms. Elzer will share this position with the total hours per week not to exceed the existing 29 hours, following a schedule determined by the building principal.*
  
  - b. **Shari Kelly**, part-time Food Service Worker, 4 hours per day at the Jr./Sr. High School, \$9.85 per hour effective March 12, 2007, pending receipt of all necessary documents.

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- VII. Ratify/Approve Support Staff Unpaid Leave Requests –
- a. **Lauren E. Yelinek**, full-time Special Education Instructional Aide at Wyomissing Hills Elementary Center, leave from March 30, 2007, through the end of the 2006-07 school year.
  - b. **Kim N. Latino**, full-time Special Education Instructional Aide at Wyomissing Hills Elementary Center, leave from February 22-28, 2007.
  - c. **Karen Sichak**, Teacher's Instructional Aide at Wyomissing Hills Elementary Center, leave from March 14-30, 2007.
  - d. **Creeda Kurowski**, Food Service Worker at the Jr./Sr. High School, leave beginning January 18, 2007, with return date to be determined.
- VIII. Approve Support Staff Retirement and Resolution – **Joan Brenner**, Substitute Caller, effective the last day of the 2006-07 school year.
- IX. Approve Supplemental Athletic Appointments –
- a. **Todd Zechman**, JH Softball Head Coach, 26.5 points, \$2,107.
  - b. **Andrew Siggins**, JH Softball Assistant Coach Coach, 15.6 points, \$1,240.
  - c. **Keith Arnold**, JH Track Assistant Coach, 14.25 points, \$1,133.
  - d. **Peter Pellicano**, JH Girls' Soccer Assistant Coach, 15.6 points, \$1,240.
  - e. **Erik Uliasz**, SH Head Cross Country Coach, 46.5 points, salary to be determined in accordance with the point value established for the 2007-08 school year.
- X. Approve Volunteer Athletic Coaches –
- a. **Ronald Schaeffer, Jr.** – SH Baseball
  - b. **Steven O'Neil** – SH Track
  - c. **Daniel Schmidt** – SH Girls' Soccer
- XI. Approve District volunteer list.
- XII. Approve substitute list for professional/support staff.

Wyomissing Area School District  
**Addendum to Agenda**  
March 26, 2007 Board Meeting

**PERSONNEL**

- I. Approve Support Staff Appointment – **Leland D. Steinmetz**, first shift, full time Grounds/Maintenance Worker for 8 hours per day at \$14.22 per hour, 12 months per year, effective March 28, 2007, pending receipt of all necessary documents.