

# WYOMISSING AREA SCHOOL DISTRICT 2010-4217

## Minutes November 8, 2010

The Committee of the Whole meeting of the Board of School Directors convened at 6:00 p.m. in the Community Board Room with Mrs. Davis, Board President, presiding.

### PLEDGE OF ALLEGIANCE

Following the pledge of allegiance, Mrs. Davis asked if anyone would be recording the meeting. No one from the public indicated the intent to record.

### Board Members Present:

Mrs. Bamberger, Mrs. Davis, Mr. Fitzgerald, Mrs. Helm, Mr. Larkin, Mr. Painter, Mr. Portner, Mrs. Sakmann, and Mrs. Seltzer.

### Administrative Staff Present:

Mr. Krem, Mrs. Mason, Dr. Ashton, Mr. Babb, Mr. Fries, Mrs. Galbraith, Ms. Garman, Mr. Griscom, Mrs. Morett, Mrs. Motze, Mr. Roberts, and Dr. Speace.

### Attendees:

Mr. Boland, Kozloff-Stoudt, Ms. Danielle Hoffer and Mr. Scott Adams from Gilbert Architects, and Shelley Filer, recording secretary. Audience sign-in sheet included as part of these official minutes.

### WELCOME

Following the roll call by the Board secretary, Mrs. Davis welcomed everyone and announced that executive sessions for Assistant Superintendent interviews were held on October 28, 2010 and November 3, 2010. Executive sessions were also held following the October 25, 2010 meeting and prior to the meeting this evening regarding personnel and no action was taken.

### ANNOUNCEMENTS

Mrs. Davis announced the following upcoming meetings.

- Economic Development Committee Meeting – November 10, 2010, 7:00 p.m. Library Pro Room.
- Curriculum Committee Meeting – November 11, 2010, 4:30 p.m., JSHS Room 418.
- School Board Meeting – Monday, November 22, 2010, 7:00 p.m.
- School Board Reorganization – Monday, December 6, 2010, 6:00 p.m.

All listed meetings are held in the Community Board Room of the Jr./Sr. High School.

### PRESENTATION

Ms. Danielle Hoffer from Gilbert Architects announced that the bids received on the West Reading Elementary project were very favorable. The Board was being asked to vote on the notice of intent to award that would allow the contractors to secure their insurance certificates and prepare their contracts. With Board approval at this meeting we will be one week ahead of schedule and on budget.

Mr. Boland also stated that in addition to approving the notice of intent to award to the low bidders that the Board authorizes the appropriate

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officers to execute the contracts when the contracts are returned with the insurance certificates, performance bond, payment bonds and other required documents.

COMMITTEE  
REPORTS

- A. Finance – Mrs. Helm had nothing further to report.
- B. Facilities – Mr. Larkin reported that the committee met November 2, 2010. Discussion focused on prioritizing projects, but no decisions were made.
- C. Curriculum – Mrs. Sakmann reported that the meeting was rescheduled to November 11, 2010.
- D. Technology – Mr. Fitzgerald reported that discussion focused on the requests of the technology department - future expenses, budget, and personnel. There will be no meeting in December.
- E. Personnel – Mr. Painter reported that topics of discussion included the nurse position for West Reading, replacement of the English teacher at the JSHS that is being deferred until 2011-12, and an employee peer suggestion program based on peer review.
- F. Policy – Mr. Portner reported that the committee met on November 2, 2010. Six policies are up for a first reading. Four of those are based on PSBA recommended changes; the other two were tabled from the spring.
- G. Ad Hoc Committees
  - Economic Development – Mrs. Bamberger reported that the next meeting is November 10, 2010.
  - Community Relations – Mrs. Seltzer reported that there are no “coffees” scheduled until December. The full committee will be meeting in January 2011. She will be e-mailing the committee asking for suggestions on getting community feedback on ideas her committee and the Economic Development Committee are considering jointly. She also shared a positive note Mr. Krem received following his attendance at a “coffee.”
  - Uniform – Mrs. Sakmann reported that the committee met for the first time in a “get-to-know-you” fashion. Three parents, two students and four Board members attended. An e-mail list will be created to keep everyone informed of the committee’s progress. At some point in the process a survey will be conducted. The next meeting will be December 6, 2010 at

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4:30 p.m. She encouraged anyone interested in the topic to respond via the specially created e-mail address. Mr. Painter requested that the entire Board be copied on the e-mails. Mrs. Sakmann also said the agenda for the next meeting would be posted in advance.

- H. Berks County Intermediate Unit Board Report – Mrs. Seltzer indicated that a meeting will be held next week.
- I. Berks Career & Technology Center Board Report – Mr. Painter reported that BCTC would like to minimize the calendar conflicts with Wyomissing Area that have been ongoing for years. He also said that BCTC has a partnership with RACC for their megatronics program whereby some high achieving students can earn credits toward a degree.
- J. Berks EIT Report – Mr. Larkin reported that Berks EIT has been chosen to be our tax collector for next year. He expressed surprise and concern about Berks EIT's survival in this economy. He feels that severance and separation pay has probably been a boost up to this point. In addition they have just collected prior year adjustments. If overall employment doesn't improve, we could see a reduction in our revenue.
- K. Wyomissing Area Education Foundation – Mrs. Bamberger stated that the next meeting is November 9, 2010.
- L. Legislative Report – Mr. Fitzgerald, no report

### PUBLIC COMMENT ON AGENDA ITEMS

None.

### SUPERINTENDENT'S REPORT

#### **A. FINANCE/ FACILITIES**

Upon a motion by Mr. Portner, second by Mrs. Seltzer the Board approved the Finance and Facilities agenda items:

Mrs. Davis clarified that the amount in item 1 does not include soft costs of \$1.9 million. Mrs. Helm said that of that \$1.9 million, \$445,000 is a contingency for the project that may not happen. Approximately \$1 million will be reimbursed from the State. Mrs. Davis thanked Mrs. Helm, Mrs. Mason, and Gilbert Architects for their efforts in bringing this project to fruition.

1. Awarded bids for the West Reading Elementary Center Project in

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the amount of \$9,045,419. (see attachment)

2. Approved submission of PlanCon Part F, Attachment C, Post Bid Opening Certification, to PDE for the West Reading elementary Center. (see attachment)
3. Approved resolution authorizing Kozloff Stoudt to file an Assessment Appeal on behalf of the Wyomissing Area School District as per Resolution No. 11-8-10-1. (see attachment)

Yeas: Bamberger, Fitzgerald, Helm, Larkin, Painter, Portner, Sakmann, Seltzer, and Davis.

Nays: None. Motion carried

Finance and Facilities items 4 through 11 were open for discussion. Mrs. Mason said the budget transfer amount would be on the next agenda. This is the time we typically get information on the BCIU joint purchase bids which will get us through the second half of the year. Items 6-8 relate to the Tax Collection Committee (TCC) that Mr. Larkin referred to as naming Berks EIT as our tax collector. Item 9 substitutes for us getting a line of credit for the West Reading Elementary project. The dollar amount will be filled in item 11 and Board members will be receiving copies of the audit report for the November 22, 2010 meeting.

### B. CURRICULUM/ TECHNOLOGY

Upon a motion by Mrs. Sakmann and second by Mr. Painter the Board approved the following Curriculum and Technology item:

1. Approved acceptance of Classrooms of the Future Grant in the amount of \$25,000.

*Background information: The grant funds will be used to contract with Berks County Intermediate Unit to provide a part-time technology coach for the 2010-11 school year.*

Yeas: Bamberger, Fitzgerald, Helm, Larkin, Painter, Portner, Sakmann, Seltzer, and Davis.

Nays: None. Motion carried

Curriculum and Technology item 2 was open for discussion. There were no questions.

### C. PERSONNEL/ POLICY

Upon a motion by Mr. Painter and second by Mrs. Sakmann the Board approved the following Personnel and Policy items:

Mrs. Bamberger felt the Board needed to be very careful making hiring decisions. Since the English position would not be filled until the 2011-

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12 school year, she suggested waiting to see where staffing needs are in all departments at that time. Mr. Krem responded that it is critical for the JSHS administrators to know now before the scheduling process begins that they can work this replacement teacher into the schedule. Further discussion centered on the fact that the need was well-researched, now is the best time to search for an ideal candidate and it was already budgeted for this year. Dr. Speace said the pros and cons of what another Language Arts person could bring to the department were presented at the Personnel Committee meeting. Mr. Comerford said his department is really down one-and-a-half classroom teachers which equates to nine teaching periods due to the reassignment of a teacher assisting in RtI and the loss of reading specialist support of the Supervisor of Reading when she was reassigned to an elementary classroom. Mrs. Galbraith stated that PVAAS data also shows that our seventh and eighth grade students are not making the gains in reading that they should. Mrs. Bamberger still felt that given the budget forecast she didn't feel it was prudent to move ahead with this at the current time. Mr. Painter then asked the Board to realize that this was not increasing staff, just replacing someone we lost through attrition.

**1. POSITION**

**a. Professional Staff**

- 1) Approved reinstatement of Secondary English Teacher position at the JSHS.

*Background information: This position replaces Christine Orzechowski and is budgeted. This person will be hired for the 2011-12 school year.*

**2. SUBSTITUTE SUPPORT STAFF PAYMENTS LIST**

- a. Definition of Extended Assignment changed to delete reference to extended assignment for same person and delete retroactivity on extended rate. Extended assignment rate will take effect on the 11<sup>th</sup> day worked in the extended assignment.

*Background information: This list was approved at the September 13, 2010 Board meeting.*

**3. ADDITIONAL HOURS**

**a. Support Staff**

- 1) **Jane Lim**, full-time computer Lab Aide at WHEC, a total of 14 hours at her approved hourly rate on November 22-23, 2010, to provide on-site computer support services to the parents of students at WHEC.

Yeas:       Helm, Larkin, Painter, Portner, Sakmann, Seltzer, and

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Davis.  
Nays: Bamberger and Fitzgerald. Motion carried

Personnel and Policy items 4 through 10 were reviewed and discussed. Mr. Portner said policies 006 and 903 were tabled from the spring. Policy 006 establishes a Parliamentarian, Mr. Boland, who will allow comments up to three minutes. No prior notice is needed by the public to comment at a meeting. Mrs. Bamberger responded that the three minute time frame is unclear. Does it mean three minutes per person or three minutes per issue? If the policy isn't specific, it won't be possible to enforce it. The consensus of other members believed that three minutes was ample time for anyone and shouldn't be per issue.

Mr. Painter said that although prior notification of comments was not required, he felt the policy should include language that indicated if questions were submitted in advance, the answers would be more timely than waiting until after the meeting to research.

Mrs. Davis mentioned that changes to 006 also include that for a Committee of the Whole meeting, public comment is at the end of the meeting. For a voting meeting, the comment is at the beginning of the meeting before the Board votes.

Mr. Boland advised adopting a policy and see how it works. Adjustments can be made at a later date.

Policy 104 has been updated to include that there will no discrimination based on genetic testing.

Policy 348 outlines in more detail the procedure to follow in a harassment claim. Mrs. Bamberger disagreed with putting the burden of investigation on the building principal who may not be adequately trained to conduct the investigation. Mr. Portner said the policy will undergo further review.

### Old Business

- A. AFSCME negotiations – Mrs. Davis announced the next meeting is November 9, 2010 at 4:00 p.m.
- B. Mrs. Helm questioned the status of Policy 237 – Electronic Devices. Mr. Portner responded that the policy remains unchanged for now. It is too subjective and he needs to get more input from building principals. The policy will undergo further review in January.

### New Business

Mrs. Davis announced that the second round of interviews was completed for the position of Assistant Superintendent.

Mrs. Davis congratulated Ms. Garman who has been approved for recertification in the following areas: Certified Compensation Professional, Certified Benefits Professional, and Global Remunerations Professional.

**Public Comments – None.**

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**Hearing from the WAEA** – No items.

## **Adjournment**

Mrs. Davis announced that the Board would meet in a brief executive session following the meeting. A motion was made by Mrs. Sakmann, second by Mr. Larkin to adjourn at 6:52 p.m.

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Corinne D. Mason  
Board Secretary