

# WYOMISSING AREA SCHOOL DISTRICT 2010-4155

## Minutes July 27, 2010

The Board of School Directors Retreat convened at 5:00 p.m. in the Community Board Room with Mrs. Davis, Board President, presiding.

Board Members Present: Mrs. Bamberger, Mrs. Davis, Mr. Fitzgerald, Mrs. Sakmann, Mr. Portner, and Mrs. Seltzer. Mr. Larkin (arr. 5:10 p.m.), Mr. Painter and Mrs. Helm arrived at 5:20 p.m.

Administrative Staff Present: Mr. Krem

Attendees: Diane Schaeffer, recording secretary. Judy Stoudt was in attendance until 6:00 p.m.

Mrs. Davis began by saying the meeting would be a very informal session. She distributed copies of an agenda, Board Goals, and Guiding Principles. A copy of the agenda is included as part of these official minutes.

In reviewing the agenda, she stated that Mr. Capraro would not be in attendance but was expecting to address the Board at a later date. She noted that items I. through IV. would be discussed prior to a dinner break at approximately 6:00 p.m.

### I. Right to Know Requests –

The current practice of tabulating what requests were made, who made the request, who completed work on the request, and the estimated cost, has led to some community input on the process. After discussing various options it was decided that the current practice would be continued and the information would appear on the website in an easy to find “Right-to-Know” location.

Mr. Krem noted he is in favor of making copies of board materials available on the website and having hard copies available for those without computer access. He also stated that all board members should receive copies of any information requested.

### II. Meeting Procedures –

Mrs. Davis said that discussions were held previously at the April Board Voting Meeting on how the public may participate at Board meetings and many opinions were voiced.

Mrs. Davis said the goal is not to create a policy that would discourage residents who have questions but instead to encourage them to pose questions to the proper person or through the appropriate “chain of command” so that their questions can be answered in a timely manner. It was suggested that the newsletter and website could contain information to help residents contact the appropriate office or person to provide the requested information.

Board members weighed in on when the audience may address questions to the Board. It was agreed that the sign-in sheet for visitors should contain a column for people to indicate that they would like to address the board. Before or during the course of the meeting, community members who wish to address the board should indicate this by checking the appropriate spot on the sign-in sheet.

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During Committee of the Whole meetings when there are typically no votes, the public comments would be received at the end of the meeting.

During the regular business meeting when votes occur, public comment would be invited at the beginning of the meeting.

It was agreed that Kozloff Stoudt should be approved as parliamentarian to assist in following guidelines established for public comment. Board Policy 006 and 903 Public Participation will be reviewed for necessary revisions.

Mr. Krem noted that in his previous district questions posed at meetings were listed and responded to in writing by the board secretary within a day or two following the meetings.

**III. Committee Process –**

The Board agreed to revert back to an individual Committee system. Committees will be chaired by one Board member and two or three members will serve on the Committee. Board members are invited to attend any or all of the meetings and they will be advertised and open to the public. Policy 006 will be reviewed to reflect the new committee arrangement and the order of business for meetings.

**IV. At approximately 6:05 p.m., the Board took a very brief dinner break and continued agenda item discussions at 6:20 p.m.**

**V. Guiding Principles and Goals –**

Mrs. Davis said that the proposed draft of the Guiding Principles and Goals were the result of the Board session held in April.

She also stated that the Board is not aware of where the District stands as far as Technology goals.

Mr. Krem shared ways that technology can be used to improve the effectiveness for maintenance and custodial workers. He recommended that Mr. Griscom review these needs and determine the cost of adding technical support to these positions. Currently the custodial staff must return to the office to receive information and by providing more technology, they will be able to be more efficient.

The remaining goals were reviewed. Mr. Larkin commented that not all of the items listed are goals but part of normal operating procedure.

Mr. Krem said that reviewing policies is a big job but he and Mr. Painter will review the oldest first and do a few at a time. As for the Personnel Committee, he will provide timely, relevant evaluations.

Mrs. Davis stated that after we hear the Capraro presentation, and if the Board is comfortable with the goals, they will work on the strategies to achieve these goals, and Capraro will incorporate this into the administrative evaluation piece. At that time, Board Goals would be made public.

Mr. Krem said that by following the Guiding Principles, the goals will be achieved.

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## VI. Executive Session –

The Board went into executive session at 6:45 p.m. to discuss personnel matters.

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Corinne D. Mason  
Board Secretary