

# **WYOMISSING AREA SCHOOL DISTRICT**

## **WYOMISSING, PENNSYLVANIA**

Board of School Directors

### **Committee of the Whole Meeting**

August 9, 2010

By opening the Committee of the Whole meeting to the public the School Board is providing an opportunity for interested citizens to become acquainted with issues under discussion by the directors. The School Board will provide the opportunity for audience participation and discussion at the conclusion of the meeting. The Board of School Directors will continue to offer two opportunities for comment on the regular monthly public meeting agenda.

### **AGENDA**

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Announcement of Recording by Public**

**4. Roll Call**

**5. Announcements**

**6. Presentations**

A. Gilbert Architects – West Reading Project

**7. Superintendent's Report**

**8. Finance and Facilities (Discussion of the following)**

A. Approve donation from the Wyomissing Area Education Foundation in the amount of \$1,659.20 in EITC funds toward the purchase a whiteboards for classroom use.

B. Approve requests for exoneration for per capita tax in accordance with policy 605.

C. Approve tuition agreement with Opportunities School, effective August 26, 2010 to June 30, 2010 in the amount of \$26,781.30 for one elementary student, ID 203955

D. Approve agreement with Pathway School for Extended School Year Services, effective July 5, 2010 to August 13, 2010 in the amount of \$6,500 for one secondary student, ID 20115.

E. Approve tuition agreement with Janus School for 2010-11 in the amount of \$\_\_\_\_\_ for one secondary student, ID #101013.

- F. Approve transportation agreement with Janus School for 2010-11 in the amount of \$ \_\_\_\_\_ for one secondary student, ID #101013.
- G. Approve service agreement with Keppley Behavioral Consulting for 2010-11 at a rate of \$75 per hour for up to 50 hours per month for 11 months.  
*Background information: The rate is unchanged from last year, however the number of hours per month have decreased by 20 hours. This is a total decrease of \$16,500 from 2009-10.*
- H. Approve contract with Brenda Wilczek for psychological services for 2010-11 at a rate of \$70 per hour. This rate is unchanged from 2009-10.
- I. Approve agreement with Weiser Decisions for 2010-11.
- J. Approve bus driver list for 2010-11 with the provision that names may be added or deleted at the discretion of 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. This year's list will be finalized by the August 23, 2010 Board meeting.*
- K. Approve transportation schedules for 2010-11.  
*Background information: The schedules will be finalized by the August 23, 2010 Board meeting.*
- L. Approve fee schedule with NursElite Nursing Services effective July 25, 2010.  
*Background information: This is a new fee schedule for the agreement dated August 25, 2008 which represents a 2% increase in rates as follows:*
- |  |  |
|--|--|
| <u>Weekdays</u>                            | <u>Weekends</u>                            |
| RN increase from \$40 to \$40.80 per hour  | RN increase from \$40 to \$40.80 per hour  |
| LPN increase from \$35 to \$35.70 per hour | LPN increase from \$35 to \$35.70 per hour |
| CNA increase from \$20 to \$20.40 per hour | CNA increase from \$20 to \$20.40 per hour |
- M. Award insurance contracts for 2010-11 to Ohio Casualty, Inc. for a total amount of \$140,740. This is an increase of 4.3% from 2009-10.  
*Background information: Through the quotation process, Ohio Casualty, Inc. has been selected for the District's Property, Liability, Auto, Boiler, Errors & Omissions, Umbrella and Workman's Compensation insurance for 2010-11.*
- N. Approve Act 93 agreement from January 1, 2010 to June 30, 2012.
- O. Approve request to establish Student Activity Account for the Class of 2016.  
*Background information: At this time, this account is to be used for the cash flow accounting instrument for the 7<sup>th</sup> grade class trip to the Renaissance Faire. A 7<sup>th</sup> grade student will be designated to sign as student treasurer at the beginning of the 2010-11 school year. The Class of 2016 will not hold official class status until grade 9 and therefore there will be no advisor in place until that time.*
- P. Discussion Item: Roof Project update

## 9. Curriculum and Technology

## 10. Public Comment on Agenda Voting Items

*Speakers are requested to identify themselves by name and address.*

## 11. Personnel and Policy

### **MOTION**

It is recommended that the Board of School Directors approve Personnel and Policy items A. through F. as noted:

#### A. RETIREMENTS/RESIGNATIONS/TERMINATIONS

- 1.) Professional Staff
  - a. **Melissa Kreps**, Secondary Guidance Counselor at the JSHS, retirement effective June 30, 2010.
  - b. **Amanda Quirin**, Autistic Support Teacher at WREC, resignation effective August 5, 2010.
- 2.) Support Staff
  - a. **Ann Atkins**, full-time Custodian at the JSHS, termination effective July 29, 2010.
- 3.) Supplemental Staff
  - a. **Melissa Kreps**, Guidance Department Chair, resignation effective June 30, 2010.
  - b. **Craig Caltagirone**, Senior High Drama Director and Senior High Choreographer, resignations effective July 15, 2010.

#### B. LEAVES

- 1.) Professional Staff
  - a. **Jennifer Bowe**, Secondary Art Teacher at the JSHS, unpaid leave December 20-23, 2010.
- 2.) Support Staff
  - a. **Ann Atkins**, full-time Custodian at the JSHS, FMLA leave change from June 21, 2010, until a date to be determined to June 21, 2010 – July 21, 2010.
  - b. **Benito Diaz**, full-time Custodian at WHEC, FMLA leave change from June 17, 2010, until a date to be determined to June 17, 2010 – July 9, 2010.
  - c. **Glenda Jarrett**, full-time Special Education Instructional Aide at WHEC, unpaid leave October 19-29, 2010.
  - d. **Karen Sichak**, part-time Teacher's Instructional Aide at WHEC, unpaid leave August 30-September 2, 2010.

#### C. APPOINTMENTS/TRANSFERS

- 1.) Professional Staff
  - a. **Dr. Marcia Moyer**, transfer from Kindergarten Teacher at WHEC to Reading Specialist at WHEC and WREC, effective the 2010-11 school year.
  - b. **Maria Carroll**, Long-term Substitute Elementary Teacher at WHEC, at B, Step 1, \$40,720, effective August 9, 2010 through the end of the second quarter, pending receipt of necessary documentation.  
*Background Information: Ms. Carroll earned her Bachelor of Business Administration from Ursinus College and her Elementary and Special Education Certification from*

*Alvernia University. She was a long-term substitute at the Lower Pottsgrove Elementary School and a short-term substitute for the West Pottsgrove Elementary School. Ms. Carroll will be substituting for Andrea Boerger.*

- c. **Tara Kleckner**, Long-term Substitute Elementary Teacher at WHEC, at B, Step 1, \$40,720, effective August 9, 2010, for the 2010-11 school year, pending receipt of necessary documentation.

*Background Information: Ms. Kleckner earned a Bachelor of Science in Sociology from Penn State, a Masters in Sociology from Lehigh University and her Elementary Education Certification from Kutztown University. Since 2009, she has been a substitute teacher for the Allentown, Bethlehem and Parkland School Districts. Ms. Kleckner will be filling in for Toni Wengerd.*

- d. **Sarah Rugg**, Elementary Teacher at WHEC, at B+15, Step 2, \$43,220, effective August 9, 2010, pending receipt of necessary documentation.

*Background Information: Ms. Rugg received a Bachelor of Science in Education from Millersville University, and her Elementary Education Teaching Certification from Alvernia University. She is currently pursuing her Masters at Wilkes University. Since July 2009, Ms. Rugg was a grade three/four Learning Support Teacher, RtI-Title I-Reading Specialist at Cumru Elementary School and a seventh/eighth grade Learning Support Teacher at Exeter Township Junior High School from 2006-2009. Sarah is filling the vacancy created by the transfer of Dr. Moyer.*

- e. **Elizabeth Tollin**, Elementary Teacher at WHEC, at B+15, Step 5, \$47,820, effective August 9, 2010.

*Background Information: Ms. Tollin received her Bachelor of Science in Elementary Education from the University of Delaware in 1992 and also went on to complete 15 additional credits at Millersville University. She started with the Wyomissing Area School District in 1994 as a daily substitute, worked as a long-term substitute from September 1995 through June 1996, and became a contracted 5<sup>th</sup> grade teacher in September 1996. She left Wyomissing in June of 1998 to be an elementary teacher at Summit Public School in New Jersey. Mrs. Tollin was a long-term substitute for Michelle Kersikoski for the 2009-10 school year. She is replacing Kathleen Workowski.*

## 2.) Supplemental Staff

### **Activities:**

- a. **Susan Derr**, Senior Class Advisor, 21 points, \$1,775, effective the 2010-11 school year.
- b. **James Comerford**, Wyomissing Quiz Bowl Co-Advisor, 7.5 points, \$634, effective the 2010-11 school year.
- c. **Joelle Ostrich**, Wyomissing Quiz Bowl Co-Advisor, 7.5 points, \$634, effective the 2010-11 school year.
- d. **Robert Cushman**, Environmental Club Advisor, 13 points, \$1,099, effective the 2010-11 school year.

### **Fall Athletics:**

- e. **Laura Koch**, Assistant Coach Junior High Girls' Field Hockey, 18.5 points, \$1,563, effective the 2010-11 school year.
- f. **Amanda Kraft**, Varsity 2<sup>nd</sup> Assistant Coach Girls' Field Hockey, 18 points, \$1,521, effective the 2010-11 school year.
- g. **Brittany Robinson, Jr.** High Cheerleading Co-Head Coach, 6.25 points, \$528, effective the 2010-11 school year, pending receipt of necessary documentation.

- h. **Marie Robson, Jr.** High Cheerleading Co-Head Coach, 6.25 points, \$528, effective the 2010-11 school year, pending receipt of necessary documentation.

3.) Support Teachers for the 2010-11 school year:

Support Teacher Inductee Assignment Stipend

<b>Kendall Babiarz</b>	Elizabeth Tollin	Elementary	\$500.00
<b>Nancy Chaiko (half year)</b>	Maria Carroll	Elementary	\$250.00
<b>Regina Hart</b>	Sarah Rugg	Elementary	\$500.00
<b>Karen Houck</b>	Tara Kleckner	Elementary	\$500.00

4.) Support Staff

- a. **Terry T. Sarangoulis**, full-time Copy Services Coordinator at the District Office, 7.5 hrs./day, \$13.28/hr., effective August 3, 2010, pending receipt of necessary documentation.  
*Background Information: Mr. Sarangoulis is replacing Craig Schwarz.*
- b. **Shelley K. Filer**, transfer from Administrative Assistant to the Assistant Superintendent to Administrative Assistant to the Superintendent. \$44,577, effective August 9, 2010.  
*Background Information: Mrs. Filer is replacing Diane Schaeffer.*

5.) Supplemental Staff

- a. **Colleen Susan O'Regan**, substitute weight room supervisor at her approved hourly rate, with overtime as applicable, effective June 25, 2010.

D. ADDITIONAL HOURS

1.) Professional Staff

- a. **Dana Quinlivan**, summer hours not to exceed 85.75 at the professional contracted rate, to assist the Guidance Department, effective July 1, 2010.  
*Background Information: These hours are part of the 200 hours approved for Melissa Kreps at the May 24, 2010, Board meeting. Mrs. Kreps was unable to complete these hours due to her retirement effective June 30, 2010.*

2.) Support Staff

- a. **Scott Gehman**, full-time Special Education Instructional Aide at the JSHS, at his approved hourly rate, for a total maximum not to exceed 33.5 hours for working with a secondary student at the United Way Camp, July 19-23, 2010.
- (Hours required to comply with PDE mandated requirements.)*
- b. **Scott Gehman**, full-time Special Education Instructional Aide at the JSHS, Safety Care Certification training at the BCIU June 21-22, 2010, and Behavior Strategies training at the BCIU on June 30, 2010, at his approved hourly rate not to exceed a maximum of 18 hours.
- c. **Linda Wynne**, part-time Special Education Instructional Aide at WHEC, Behavior Strategies training at the BCIU on June 14, 2010, at her approved hourly rate, for a maximum of 1 hour.
- d. **Patricia Skorpinski**, full-time Special Education Instructional Aide at WREC, Behavior Strategies training at the BCIU on June 14, 2010, at her approved hourly rate, for a maximum of 1.5 hours.

- e. **Sara Harvey**, full-time Special Education Instructional Aide at WHEC, CPR/First Aide training at the Reading Hospital and Medical Center on August 19, 2010, at her approved hourly rate, not to exceed a maximum of 6 hours.
- f. **Glenda Jarrett**, full-time Special Education Instructional Aide at WHEC, CPR/First Aide training at the Reading Hospital and Medical Center on August 19, 2010, at her approved hourly rate, not to exceed a maximum of 6 hours.
- g. **Lori Rohrbach**, full-time Special Education Instructional Aide at the JSHS, CPR/First Aide training at the Reading Hospital and Medical Center on August 19, 2010, at her approved hourly rate, not to exceed a maximum of 6 hours.
- h. **Stacey Riegel**, full-time Special Education Instructional Aide at WHEC, CPR/First Aide training at the Reading Hospital and Medical Center on August 19, 2010, at her approved hourly rate, not to exceed a maximum of 6 hours.
- i. **Corrine Suloff**, full-time Special Education Instructional Aide at the JSHS, CPR/First Aide training at the Reading Hospital and Medical Center on August 19, 2010, at her approved hourly rate, not to exceed a maximum of 6 hours.

#### E. SUPPLEMENTAL ACTIVITY BASE POINTS

- 1.) Increase base points for Jr. High Student Council from 13 to 17.5 points, effective the 2010-11 school year.

#### F. POLICIES

- 1.) First reading of the following policies:
  - a. 006 - Meetings
  - b. 903 - Public Participation in Board Meetings

### The following Personnel items are for discussion:

#### G. APPOINTMENTS/TRANSFERS

- 1.) Professional Staff
  - a. \_\_\_\_\_, Long-term Substitute .5 RtI Coordinator at WREC, at \_\_\_\_, Step \_\_\_\_, \$\_\_\_\_\_, effective \_\_\_\_\_ for the 2010-11 school year, pending receipt of necessary documentation.
  - b. \_\_\_\_\_, Itinerant Autistic Support Teacher at WREC, at \_\_\_\_, Step \_\_\_\_, \$\_\_\_\_\_, effective \_\_\_\_\_, pending receipt of necessary documentation. (This position replaces the Speech & Language Pathologist position vacated by Jody Maryniak.)
  - c. \_\_\_\_\_, Secondary Guidance Counselor at the JSHS, at \_\_\_\_, Step \_\_\_\_, \$\_\_\_\_\_, effective \_\_\_\_\_, pending receipt of necessary documentation. (This position replaces the Secondary Guidance Counselor position vacated by Melissa Kreps.)
  - d. \_\_\_\_\_, Secondary English Teacher at the JSHS, at \_\_\_\_, Step \_\_\_\_, effective \_\_\_\_\_, pending receipt of necessary documentation. (This is an anticipated position.)
  - e. \_\_\_\_\_, Secondary Math Teacher at the JSHS, at \_\_\_\_\_, Step \_\_\_\_\_, \$\_\_\_\_\_, effective \_\_\_\_\_, pending receipt of necessary documentation. (This is an anticipated position.)

2.) Department Chair

- a. \_\_\_\_\_, Guidance Department Chair for the 2010-11 school year with a stipend of \$1,750.

3.) Supplemental Staff

**Activities:**

- a. \_\_\_\_\_ Band Drill Instructor at the JSHS, \_\_\_\_ points, \$\_\_\_\_, effective the 2010-11 school year.
- b. \_\_\_\_\_ Senior High Drama Director at the JSHS, \_\_\_\_ points, \$\_\_\_\_, effective the 2010-11 school year.
- c. \_\_\_\_\_ Senior High Choreographer at the JSHS, \_\_\_\_ points, \$\_\_\_\_, effective the 2010-11 school year.
- d. \_\_\_\_\_ Dance Club Advisor at the JSHS, \_\_\_\_ points, \$\_\_\_\_, effective the 2010-11 school year.
- e. \_\_\_\_\_ Sr. High Drama Producer at the JSHS, \_\_\_\_ points, \$\_\_\_\_, effective the 2010-11 school year.
- f. \_\_\_\_\_ Technical Co-Director at the JSHS, \_\_\_\_ points, \$\_\_\_\_, effective the 2010-11 school year.

**Fall Athletics:**

- g. **Cynthia Kuczala**, Head Coach Jr. High Girls' Volleyball, \_\_\_\_ points, \$\_\_\_\_, effective the 2010-11 school year, pending receipt of necessary documentation.
- h. \_\_\_\_\_, Head Coach Jr. High Boys' Soccer, \_\_\_\_ points, \$\_\_\_\_, effective the 2010-11 school year, pending receipt of necessary documentation.
- i. \_\_\_\_\_, Assistant Coach Jr. High Boys' Soccer, \_\_\_\_ points, \$\_\_\_\_, effective the 2010-11 school year, pending receipt of necessary documentation.

4.) Support Staff

- a. \_\_\_\_\_, Administrative Assistant to the Assistant Superintendent, 7.5 hrs./day, \$\_\_\_\_, effective \_\_\_\_.
- Background Information:* \_\_\_\_\_ is replacing the vacancy created by the transfer of Shelley Filer.
- b. \_\_\_\_\_, full-time First Shift Custodian at the JSHS, 8 hrs./day, \$\_\_\_\_/hr., effective \_\_\_\_.
- Background Information:* \_\_\_\_\_ is replacing Ms. Atkins.

H. ADDITIONAL HOURS

1.) Professional Staff

- a. **Jessica Lengle**, Learning Support Teacher at WREC, \_\_\_\_\_ hours at the professional contracted rate for ESY.
- b. \_\_\_\_\_, \_\_\_\_\_ Teacher at \_\_\_\_\_, 141 hours at the professional contracted rate to provide gifted support during the 2010-11 school year.
- c. \_\_\_\_\_, \_\_\_\_\_ Teacher at \_\_\_\_\_, 141 hours at the professional contracted rate to provide gifted support during the 2010-11 school year.

I. ADMINISTRATORS – Salary increases as per list included in Board packet, retroactive to July 1, 2010.

J. ADDITIONS/DELETIONS TO THE DISTRICT SUBSTITUTE LIST (list provided 8/23/10).

K. ADDITIONS/DELETIONS TO THE DISTRICT VOLUNTEER LIST (list provided 8/23/10).

**12. Program**

A. Field Trip Requests –

- 1) Concert Choir and Jazz Band Performances at Universal Studios, Orlando, Florida, April 17-20, 2011.
- 2.) Model UN Competition in Washington, D.C., February 17-20, 2011.

**13. Old Business**

**14. New Business**

**15. Public Comment**

**16. Adjournment**