

**WYOMISSING AREA SCHOOL DISTRICT
630 EVANS AVENUE
WYOMISSING, PENNSYLVANIA 19610**

January 23, 2006

Regular Board Meeting
Community Board Room
7:30 p.m.

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 life-long learners.*

AGENDA

Board of School Directors

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

Non Members

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

Ex Officio Member

Dr. Mark T. Dietz, Superintendent of Schools

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. PUBLIC COMMENT ON AGENDA ITEMS/AUDIENCE RECOGNITION
- IV. INFORMATION ITEMS
 - A. Activities Account – November and December 2005
 - B. Food Services Statement – November and December 2005
 - C. Athletic Department Statement – November and December 2005
- V. RECOMMENDED ACTION
 - A. ROUTINE
 1. Approve meeting minutes of the Board of School Directors as listed:
December 5, 2005 Reorganization Board Meeting

2. Recommend the ratification of payment of properly approved vendor invoices for the General Fund and the 2001 and 2003 G.O. Bond – November and December 2005 and January 2006.

B. CORRESPONDENCE

C. SUPERINTENDENT'S UPDATES

D. APPROVE SUPERINTENDENT'S REPORT

E. FINANCE

1. Debt service for Jr./Sr. High School project.

F. FACILITIES

1. Discussion on special education/business office/technology renovation project.

G. SCHOOL ACTIVITIES & ATHLETICS

1. Approve spring athletic coaches' list for 2005-06.

H. TECHNOLOGY

1. Appoint Board member as technology liaison.

VI. SCHOOL BOARD MEMBER REPORTS

A. Berks Career & Technology Center	Mr. Snyder
B. E.I.T. Board	Mrs. McCready
C. Intermediate Unit Board	Mr. Snyder
D. Legislative	Mr. Fitzgerald
E. PSBA	Mr. Fitzgerald
F. WAEF	Mrs. Sakmann
G. Joint Boroughs/District Committee	Mr. Larkin, Dr. Shuttlesworth, Mr. Hinsey

VII. Next School Board meetings:

Tuesday, February 21, 2006
6:00 p.m., Work Session - Community Board Room

Monday, February 27, 2006
7:30 p.m., Regular Business Meeting - Community Board Room

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. PUBLIC COMMENT ON THE DISTRICT IN GENERAL

XI. ADJOURNMENT

Superintendent's report prepared by:

Dr. Mark T. Dietz	Superintendent of Schools
Diane J. Schaeffer	Executive Secretary to the Superintendent & Assistant Superintendents

From reports submitted by:

Dr. Janet E. Kennedy	Assistant Superintendent
Dr. Shelly M. Riedel	Assistant Superintendent
Arthur J. McDonnell	Director of Business Affairs
Dr. Karen M. Zerr	Director of Special Education
Mark D. Dawson	Director of Buildings and Grounds
Jennifer L. Motze	Director of Athletics
Tracy L. Leister	Assistant Director of Business Affairs
Christine M. Folk	Business Office Secretary, Payroll/Benefits
Karen L. Saul	Business Office Secretary, Personnel

SUPERINTENDENT'S REPORT

To: Members of the Board of School Directors

The superintendent respectfully submits the following information and recommendations for Board approval:

I. Personnel

A) EMPLOYEE

1. Approve Professional Staff Resignation – **Tamzen Didyong**, Itinerant Learning Support Teacher and Transition Coordinator at the Jr./Sr. High School, resignation letter December 19, 2005, resignation effective in 60 days or as soon as position is filled.
2. Approve Professional Staff Retirements –
 - a. **L. Terry Kennedy**, Secondary Science Teacher, effective at the end of the 2005-06 school year.
 - b. **James E. Stephens**, Secondary Technology Education Teacher, effective at the end of the 2005-06 school year.

Background Information: The administration is appreciative of Mr. Kennedy and Mr. Stephens' early notification of their retirements.

3. Approve Support Staff Resignations –
 - a. **Anne Spayd**, custodian/inventory specialist, effective December 7, 2005.
 - b. **Charles Moore**, custodian, effective January 9, 2006.
4. Approve Professional Staff Appointments –
 - a. _____ Itinerant Learning Support Teacher and Transition Coordinator at the Jr./Sr. High School effective _____ at an annual salary to be determined by the new contract, based on a _____, Step ____ position.
 - b. _____ Elementary Spanish Teacher at Wyomissing Hills Elementary Center effective _____ at an annual salary to be determined by the new contract, based on a _____, Step ____ position.
5. Approve Support Staff Appointments –
 - a. **William Harcar**, custodian, 12-month per year, full-time, first shift at the Jr./Sr. High School for 8 hours per day at \$11.12 per hour, effective January 2, 2006.
 - b. **Maryann Riever**, custodian, 12-month per year, full-time, second-shift at the Jr./Sr. High School for 8 hours per day at \$10.41 per hour, effective February 6, 2006.
 - c. **Barry Matz**, custodian/inventory specialist, 12-month per year, full-time, first-shift at the Jr./Sr. High School for 8 hours per day at \$12.47 per hour, effective January 17, 2006.
6. Approve After-School Support Program Instructors at West Reading Elementary Center – The following instructors will provide a maximum of 2 sessions per week (not to exceed 20 hours) of after-school instruction in reading or math effective January 18, 2006, at \$28/hour. Any

currently employed teacher or approved professional staff substitute may serve as an after-school program substitute at the rate of \$28 per hour.

- a. **Andrea Bensusan** – 6th grade reading
- b. **Lucinda Schaeffer** – 6th grade math
- c. **Erica Homan** – 5th grade math
- d. **Mary Rebecca Freymoyer** – 5th grade reading

7. Approve After-School Support Program Instructors at Wyomissing Hills Elementary Center – The following instructors will provide a maximum of 3 hours per week (not to exceed 24 hours) of after-school instruction in reading or math effective January 24, 2006, at \$28/hour. Any currently employed teacher or approved professional staff substitute may serve as an after-school program substitute at the rate of \$28 per hour.

- a. **Jill Heckler** – 3rd grade math
- b. **Jill Wojciechowski** – 4th grade math
- c. **Nancy Robinson** – 2nd grade reading
- d. **Andrea Boerger** – 2nd grade reading
- e. **Stephanie Heffner** – 3rd grade reading
- f. **Karen Sichak** – 4th grade reading

8. Approve After-School Support Program Instructor Substitute – **Nancy Robinson**, substituted for the approved after-school program at Wyomissing Hills Elementary Center on December 1, 2005, for one hour at the rate of \$28.
9. Approve Establishing of Substitute Rate for Maintenance Worker – base rate \$9.65 per hour, with an increase after 10 consecutive days substituting for the same person, to \$10.39 per hour retroactive to the first day.

10. Approve SAT Tutorial Class Instructor Appointments –

- a. **Joan Matthews**, Verbal Instructor, \$28 per hour for a maximum of 10 hours beginning February 2006.
- b. **Christine Orzechowski**, Verbal Instructor, \$28 per hour for a maximum of 10 hours beginning February 2006.
- c. **Thomas Ritter**, Math Instructor, \$28 per hour for a maximum of 10 hours beginning February 2006.
- d. **Peter Minear**, Math Instructor, \$28 per hour for a maximum of 10 hours beginning February 2006.

Background Information: The SAT test will take place on April 1, 2006. The number of teachers required will be determined based on the number of students that register to participate in the tutorial classes. A student fee is charged to attend.

11. Approve Homebound Instructor – **Lucinda Schaeffer**, special education teacher, to provide homebound instruction for one grade 5 student for a maximum of 5 hours per week effective January 2, 2006, to approximately February 3, 2006, at a rate of \$28 per hour.

12. Approve Extension of Maternity/Child Rearing Leave – **Maria Gernert**, Secondary Spanish Teacher, requested an extension of her previously approved leave. She has requested a change from January 2, 2006, to the first day of the third quarter.
13. Approve Emergency “On-Call” Stipend – \$600 stipend for the 2005-06 school year to **William Hartman**, Jr./Sr. High School Principal.
14. Ratify Support Staff Unpaid Leaves –
 - a. **Tonya Miller**, part-time ESL Aide at Wyomissing Hills Elementary Center, unpaid leave for December 23, 2005, and January 2, 3, 4, 5, & 6, 2006.
 - b. **Sheila Nestro**, crossing guard, unpaid leave for January 4, 5, 6, 9, and 10, 2006.
 - c. **Grace Long**, Special Education Instructional Aide at West Reading Elementary Center, unpaid leave from October 25, 2005, to December 20, 2005.
15. Approve Schedule Change for Employee – **Arlene Wagner**, Family and Consumer Science Teacher and part-time Special Education Aide, increase of one hour in teaching time to 5 hours per day, and decrease of one hour in aide time to 3 hours per day, effective the beginning of the second semester.
16. Approve District volunteer list.
17. Approve substitute list for professional/support staff.

II. Curriculum

- A) Approve Homebound instruction for one grade 5 student, ID #201133, effective January 2, 2006, until approximately February 3, 2006.
- B) Approve graduation credit changes due to implementation of the six-day cycle at the Jr./Sr. High School beginning with the Class of 2010 (next year’s freshman class) as follows:

Credits	Current	Proposed
Credits needed by the end of 9 th grade	6.4	6.5
Credits needed by the end of 10 th grade	12.8	13
Credits needed by the end of 11 th grade	19.2	20
Credits needed to graduate	26.4	26.5

Background Information: Due to numerous course changes and the addition of the six-day cycle at the Jr./Sr. High School, the changes are recommended for approval beginning with next year’s freshman class, which is the Class of 2010. Classes 2006, 2007, 2008, and 2009 would continue to follow the current structure.

III. Finance

- A) Approve 2004 Per Capita Tax Exonerations and Submission of Delinquent Per Capita to Statewide Tax Recovery.

Background Information: Each year the West Reading Tax Collector and the WASD Tax office provide a list of exoneration requests, which are removed from the delinquent per capita list. The updated delinquent per capita list is then submitted to the District's delinquent tax collector, Statewide Tax Recovery. A complete list of the exonérations can be obtained from the Director of Business Affairs.

B) Approve Submission of Delinquent Real Estate Taxes to BMF Law Group

Background Information: The District has entered into a Board approved contract for the collection of delinquent real estate taxes with BMF Law Group. The process for collection will begin this month, and the list of taxpayers will be sent to BMF shortly.

IV. Facilities

V. School Activities & Athletics

- A) Ratify winter track trip to Montgomery, Maryland on Saturday, January 14, 2006.
- B) Approve winter track trip to Penn State University.
- C) Accept Wyomissing Area Youth Football \$5,000 donation for scoreboard project.
- D) Accept Wyomissing Area Football Boosters \$2,000 donation for scoreboard project.

VI. Technology

A) Approve Participation in the Berks County Intermediate Unit WAN-E Rate Consortium.

Background information: The Berks County Intermediate unit is providing an opportunity to participate in a consortium to bring high-speed broadband connections and Internet2 at an affordable price to county school districts.

B) Approve Bid for Telecommunications System.

Background Information: Information will be provided by Mr. Laubach, Director of Technology Services, at the January 23, 2006, meeting.

VII. Policy

A) Approve First Reading of Policies –

- 1. 005 Organization
- 2. 006 Meetings
- 3. 011 Board Governance Standards/Code of Conduct (New)

B) Approve Second Reading/Adoption of Policies –

- 1. 137 Home Education Plans
- 2. 137.1 Co-curricular Participation by Home Education Students
- 3. 140.1 Co-curricular Participation by Charter/Cyber Charter Students

C) Approve Rescinding Policy 004.1 Student Representative to the School Board

VIII. Community Relations

- A) Approve school calendar for 2006-07.

IX. Other Items

- A) Approve Superintendent Search Consultant, Dr. William J. Leary, Jr., Glenside, PA, in accordance with proposal as submitted.
- B) Approve Daniel K. Snyder, Esq., as representative to the Berks County Intermediate Unit Board of Directors effective January 19, 2006, to June 30, 2006.

Additions to Superintendent's Report
January 23, 2006

I. Personnel

A) EMPLOYEE

4. Approve Professional Staff Appointments –

- a. **Andrew Hoffert**, Itinerant Learning Support Teacher and Transition Coordinator at the Jr./Sr. High School, effective date to be determined, at an annual salary to be determined by the new contract, based on a 2004-05 M, Step 4 position.

Background Information: Mr. Hoffert has a B.S. in Special Education from Pennsylvania State University and a M.Ed. from Lehigh University. He was previously employed by the Blue Mountain School District.

- b. **Jennifer Lengel**, Elementary Spanish Teacher at Wyomissing Hills Elementary Center, effective date to be determined, at an annual salary to be determined by the new contract, at a B, Step 1 position.

Background Information: Ms. Lengel has a B.A. in Spanish from Moravian College and was previously employed by Lincoln-Edison Charter School in York, PA.

VI. Technology

- B) Approve bid for district telecommunications system submitted by Weidenhammer Systems, Inc., per bid specifications with a base bid of \$241,812.

Background Information: The district currently has a separate phone system for each building. The new system will replace all three systems with a single, robust, IP solution that provides direct intra-district calling and enhanced conferencing capabilities. It also addresses the maximum capacity problem with the JSBS phone system so that we are able to provide phones for all new construction areas and voicemail for all staff members

After reviewing bids from Worldnet, D&E Communications, and Weidenhammer, the telecommunications system vendor that the Wyomissing Area School District has selected is Weidenhammer Systems Inc., with a base bid of \$241,812. Weidenhammer's proposal was the lowest bid and we look forward to working with them to enhance the districts telecommunications.