

# WYOMISSING AREA SCHOOL DISTRICT 2006-3798

## Minutes October 23, 2006

The regular meeting of the Board of School Directors convened at 7:30 p.m. in the Community Board Room of the Jr./Sr. High School with Mr. Snyder, Board President, presiding.

### PLEDGE OF ALLEGIANCE

Following the pledge, the secretary called the roll of board members.

Board Members Present: Mrs. Barnett, Mr. Deem, Mr. Fitzgerald, Mr. Hinsey, Mr. Larkin, Mrs. McCready, Mrs. Sakmann, Dr. Shuttlesworth, and Mr. Snyder.

Administrative Staff Present: Dr. Larson, Dr. Kennedy, Dr. Riedel, Mr. McDonnell, Dr. Zerr, and Mrs. Simyak.

Attendees: Mr. Brian Boland, Kozloff Stoudt and recording secretary, Diane Schaeffer. Sign-in sheet of other attendees included as part of these official minutes.

### ANNOUNCEMENT OF MEETINGS

President Snyder welcomed the group and made the following announcements.

There are additional items to be included on the personnel portion of the agenda. A second personnel addendum and a resolution to approve an assistant principal position at the Wyomissing Hills Elementary Center were included as part of the board packet.

He also reported that the Taste of West Reading is a sold-out event.

Scheduled meetings are as follows:

- Board Work Session – Monday, November 13, 2006, 6:00 p.m.
- Regular Board Meeting – Monday, November 20, 2006, 7:30 p.m.
- Reorganization – Wednesday, December 6, 2006, 7:30 p.m.

### PUBLIC COMMENT

No comments on agenda items.

### PRESENTATIONS

#### WYOMISSING SQUARE PROJECT

A presentation was made by Jeff Hettinger and Bazzuto Development regarding the Wyomissing Square Project. The developer is seeking tax abatement for a proposed \$70 million commercial and residential project on Park Road. Mr. Connors from Brickstone Realty, Philadelphia, explained the proposed development of 248 apartments, a Marriott Hotel, and retail stores at 200 Park Road and asked the district to reduce the tax rate on the property for 10 years. He explained the property is now assessed at \$5.4 million and will be assessed at about \$43.3 million when it's complete. He requested the Board tax the property at 70 percent of its assessed value to bring the tax rate more in line with older properties in the surrounding area. He also asked to tax the property at its current assessed value for five years and to gradually increase the taxes over the next five years to its full value.

Mr. Larkin asked if the project could proceed without tax abatement. Mr. Connors responded that the project would not be feasible without tax forgiveness.

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Mr. Larkin asked if the project was under contract since August 2004, and when Mr. Connor responded that it was, Mr. Larkin stated that it was rather late to come to the Board requesting tax abatement.

Mr. Larkin asked when they expected an answer from the Board. The developer asked what other information they would need to provide to get an answer as soon as possible, preferably in November. He noted that they could not proceed without approval of the Local Economic Revitalization Tax Assistance Proposal (LERTA). (Copy included as part of these official minutes.)

Mr. Snyder said perhaps getting the County, Borough and School Board together might be the best way to come to a decision. He asked if they had talked to the Borough officially, and they responded they had not.

The Board did not indicate when it might act on the request.

### QUEST - EAP

Lisa Frey, Senior Account Executive of Quest provided information on the proposed employee assistance program to be voted on later in the agenda.

### LIAISON/MEETING REPORTS

Legislative/PSBA – Mr. Fitzgerald reported that he would be attending a countywide meeting on Thursday, November 2, at the Muhlenberg High School.

Joint Boroughs/District – Mr. Larkin noted that a meeting was scheduled for Thursday, November 2, 2006.

Mr. Hinsey reported that a draft of the TIF report was included in the Board packets, and a decision will have to be made in November to opt in or out. A representative will be attending the November work session to answer questions.

BCIU – Mr. Snyder stated that he would be resigning as the Board's representative to the BCIU Board. He requested a motion to appoint Mr. Hinsey, who agreed to serve in the capacity.

### APPOINT NEW BCIU BOARD REPRESENTATIVE

A motion was made by Mr. Deem and seconded by Mrs. McCready to appoint Randy Hinsey to fill the unexpired term of Daniel K. Snyder as BCIU Board representative ending on June 30, 2007.

Finance – Dr. Shuttlesworth noted that a meeting was established for November 1, 2006, at 10:00 a.m.

Mrs. Barnett questioned why the security cameras are not working in the Jr./Sr. High School.

Dr. Larson responded that even before the recent Lancaster tragedy, she met with the police chiefs and had discussions regarding the building security. She also noted that at the administrative team meeting last week, she suggested performing a security audit. The objective is to look at the plan over the next 3, 4 or 5 years. She also noted that she would check on the cameras at the high school entry.

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Mrs. Barnett asked if it is true that the snack bar at the high school is not operating because we have lost cafeteria employees.

Dr. Larson responded that it is true, and finding three new employees at one time is difficult but one new employee is on the personnel report for approval.

President Snyder asked Dr. Larson if Board members find out something that is of concern, how should they bring it to her attention.

Dr. Larson said that the members should e-mail their questions to her and she would respond to all Board members.

Community Relations – Mrs. Sakmann noted that a community forum was held at the Wyomissing Hills Elementary Center last week, and she thanked Dr. Larson for holding the event.

### APPROVED MEETING MINUTES

Upon motion by Mrs. Barnett, seconded by Mrs. McCready, the minutes of the following meeting were approved and included as part of these official minutes.

September 18, 2006 Board Work Session

Yeas: 9.  
Nays: 0. Motion carried.

President Snyder noted that items XI. Approve Winter Coaches for 2006-07 and item XII. Approve Department Chair Stipend would be voted on separately.

### APPROVED PERSONNEL REPORT & ADDENDUM 1 & 2

After a brief discussion on how the salary was determined for Mr. Wolfrum's appointment as Student Dean, a motion was made by Mrs. Sakmann, seconded by Mrs. McCready, to approve the personnel report and addendum #1 and addendum #2 for October 2006, which are included as part of these official minutes.

Yeas: Barnett, Deem, Fitzgerald, Hinsey, Larkin, McCready, Sakmann, Shuttlesworth, and Snyder.  
Nays: None. Motion carried.

### APPROVED WINTER COACHES & DEPARTMENT CHAIR STIPEND

Upon motion by Mrs. Sakmann, seconded by Mr. Hinsey, the Board of School Directors approved the winter athletic coaches for 2006-07 and the annual department chair stipend of \$1,750 (as listed on the personnel report included with these official minutes).

Yeas: Barnett, Deem, Fitzgerald, Hinsey, Larkin, Sakmann, Shuttlesworth, and Snyder.  
Abstain: McCready  
Nays: None. Motion carried.

# WYOMISSING AREA SCHOOL DISTRICT 2006-3801

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## CURRICULUM REPORT

The PSSA Testing Data for 2005-06 was explained by Dr. Riedel and Dr. Kennedy using a PowerPoint program.

Mr. Fitzgerald asked what percentage of the students participated in the test. Dr. Riedel could not provide an immediate answer but agreed to check on it and get back to him with a response.

Mr. Hinsey asked if anything is being done to improve the 5<sup>th</sup> grade reading scores. Dr. Kennedy said that the Wyomissing Hills principal and staff are working on strategies that should help the students improve their scores.

## APPROVED FINANCE/BUSINESS OFFICE REPORT

Upon motion by Dr. Shuttlesworth, seconded by Mr. Deem, the financial reports provided to the Board and included as part of these official minutes for September 2006 were approved.

Yeas: Barnett, Deem, Fitzgerald, Hinsey, Larkin, McCready, Sakmann, Shuttlesworth, and Snyder.

Nays: None. Motion carried.

## FACILITIES REPORT

Mr. Deem reported that a meeting would be held the next day, October 24, 2006, with the Energy consultant and with the landscape consultant from architerra, pc.

## APPROVED SUPERINTENDENT'S REPORT

Dr. Larson provided information on the resolution to approve an assistant principal at the Wyomissing Hills Elementary Center. She noted that she would postpone the curriculum presentation until the November meeting because of the late hour.

A motion was made by Mr. Larkin and seconded by Mrs. Barnett to approve the following items on the Superintendent's Report:

Adoption of Policies –

- 112 – Guidance Counseling
- 127 – Assessments
- 130 – Homework
- 217 – Graduation Requirements
- 221 – Dress and Grooming

Employee Assistance Program (EAP)

*Background Information: Several EAP vendors were contacted after our discussion at the September work session and were evaluated using several key factors detailed on the attached EAP evaluation sheet. After our research was completed, one firm stood out, Quest EAP and Behavioral Health. We are recommending Quest for your approval as the 06/07 EAP provider to the District at a cost of \$4,680 per year prorated in the first*

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year.

Settlement Agreement in the amount of \$23,802.

*Background Information: The Agreement is for one elementary student ID202366 to attend The Hillside School in Macungie, PA. The agreement includes tuition for 2006-07, legal fees, and evaluation costs.*

*Transportation will be provided via Wyomissing Area School District van each school day.*

Contract with Keppley Behavioral Consulting, Inc., Sharon Keppley, verbal behavioral consultant for the autistic support classrooms.

*Background Information: The agreement includes consultation for the new autism support classroom for two hours per week for the remainder of the 2006-07 school year at the contracted rate of \$680 per month. Also, consultation for a student for 2 hours per month at the contracted rate of \$170 per month. Contracted services should not exceed \$8,000 for the 2006-07 school year.*

Assistant Principal Position at Wyomissing Hills Elementary Center (Resolution included as part of official minutes.)

New Co-Curricular Activity – Ballroom Dancing (Proposal included as part of official minutes.)

Co-Curricular Activity Appointment – **Rose Sneeringer**, Ballroom Dance Club Advisor, 12 points, \$954, effective the 2006-07 school year.

Yeas: Barnett, Deem, Fitzgerald, Hinsey, Larkin, McCready, Sakmann, Shuttlesworth, and Snyder.

Nays: None. Motion carried.

### ADMINISTRATIVE REPORTS

The Treasurer's Report and Tax Collector's Report included as information with no action by the board required.

### NEW BUSINESS

President Snyder asked Board members to check their calendars for availability on January 5 and 6, 2007, for a retreat.

Mrs. McCready asked when the Board would receive a recommendation from the Act 1 Tax Study Commission. Mr. Larkin responded they would be providing a recommendation before December 13, 2006.

### PUBLIC PARTICIPATION

Mary Lord asked if the scoreboard would be dedicated over the weekend. Mrs. McCready said she would check on it and get back to her the next day.

Gail Porrazzo addressed the Board to thank them for the opportunities provided to her the past 15 years while she was an employee.

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ADJOURNMENT

There being no further business, a motion was made by Mrs. McCready and seconded by Mr. Fitzgerald to adjourn at 9:40 p.m.

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Arthur J. McDonnell  
Board Secretary

Wyomissing Area School District  
**Personnel Report**  
October 23, 2006 Board Meeting

- I. Approve Professional Staff Resignation – **Gail Porrazzo**, Instructional Support Teacher at Wyomissing Hills Elementary Center, effective date to be determined.
- II. Approve Support Teachers – **Jane Ney** and **Jodi Wirebach**, support teachers for Patricia Carfagno, LTS at West Reading Elementary Center, with a \$250 stipend each for the 2006-07 school year.
- III. Ratify Support Staff Appointments –
  - a. **Joyce Myers**, part-time Special Education Instructional Aide at Wyomissing Hills Elementary Center, 32.5 hours per week at \$9.31 per hour, during the school year, effective October 3, 2006, pending receipt of all necessary documents.
  - b. **Terisita Gallegos-Rosa**, part-time Teacher’s Instructional Aide at Wyomissing Hills Elementary Center, 3 hours per day at \$8.87 per hour, during the school year, effective October 16, 2006, pending receipt of all necessary documents.
  - c. **Creeda Kurowski**, part-time Food Service Worker at the Jr./Sr. High School, 6.25 hours per day at \$8.04 per hour during the school year, effective October 12, 2006, pending receipt of all necessary documents.
- IV. Ratify/Approve Support Staff Resignations –
  - a. **Marjorie Stevelton**, part-time Food Service Worker at the Jr./Sr. High School effective October 4, 2006.
  - b. **Carrie Jalbert-Berry**, part-time Food Service Worker at the Jr./Sr. High School effective October 4, 2006.
  - c. **Janeen Ebert**, part-time Food Service Worker at the Jr./Sr. High School effective September 25, 2006.
  - d. **Helen McCall**, Secretary to the Elementary Principal at the West Reading Elementary Center effective September 29, 2006.
  - e. **David Suchoza**, Grounds Foreperson, effective October 12, 2006.
  - f. **Kathleen Macbeth**, full-time Special Education Instructional Aide at Wyomissing Hills Elementary Center, effective October 13, 2006.
  - g. **Heather Hefty**, Staff Accountant, effective November 20, 2006.
- V. Ratify Change in Resignation Date – The resignation of **Evelyn Gechter**, part-time Food Service Worker at the Jr./Sr. High School, was approved on August 28, 2006, to be effective September 30, 2006. She will continue to be employed until a replacement is hired and a new resignation date will be determined.

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- VI. Ratify/Approve Unpaid Leave for Support Staff –
- a. **Sharon Riegel**, part-time Special Education Instructional Aide at Wyomissing Hills Elementary Center, unpaid leave September 20, 21, and 22, 2006.
  - b. **Sherry Larrick**, full-time Teacher's Instructional Aide at West Reading Elementary Center, unpaid leave October 30, 31, November 1, 2 & 3, 2006.
  - c. **Cheryl Davis**, part-time Teacher's Instructional Aide at Wyomissing Hills Elementary Center, unpaid leave November 6, 7, 8, 9 & 10, 2006.
- VII. Ratify Volunteer Assistant for Band – **Bill Benamati**, effective beginning the 2006-07 school year.
- VIII. Ratify Homebound Instructor – **John Yoder, Jr.**, to provide homebound instruction for one secondary student, ID #203163, for a maximum of 5 hours per week, effective September 1, 2006, for approximately two months, at the approved contracted rate.
- Background information: Mr. Yoder will share the duties with previously approved instructors, Kathy Kampe and Rita Smith.*
- IX. Approve After-School Reading/Math Support Program Instructors at West Reading Elementary Center – The following teachers will provide a maximum of 20 hours of after school instruction beginning October 26, 2006, at the contracted rate of \$30.50 per hour. Certified teaching staff may serve as substitutes for this program if needed.
- a. **Rita Tomashitis** – 5<sup>th</sup> grade math
  - b. **Bridgette Rothermel** – 6<sup>th</sup> grade math
  - c. **Andrea Bensusan** – 6<sup>th</sup> grade reading
  - d. **Kelly Ferrandino** – 5<sup>th</sup> grade reading
- X. Approve Supplemental Athletic Appointments –
- a. **Andrew Hoffert**, Varsity Boys' Volleyball Head Coach, 38 points, \$3,021, effective spring 2007.
  - b. **Joseph Alcaro**, Varsity Softball Head Coach, 43.5 points, \$3,458, effective spring 2007.
- XI. Approve Winter Athletic Coaches for 2006-07  
(List provided as part of work session Board packet.)



## **Personnel Report**

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- XII. Approve Department Chair Stipend – An annual stipend of \$1,750 to be paid to the following department chairs:
- a. **Matthew Babiarz**, Health & Physical Education
  - b. **Crisanne Bansner**, Mathematics
  - c. **James Comerford**, English
  - d. **Shirley Gashi**, Science
  - e. **Maria Gernert**, World Languages
  - f. **Melissa Kreps**, Guidance
  - g. **Sharon Luyben**, Music
  - h. **Jennifer Mangold**, Social Studies
  - i. **Curtis Minich**, Technology
  - j. **Jennifer Trani**, Art
  - k. **Margaret Houser**, Special Education
- XIII. Approve District volunteer list.
- XIV. Approve substitute list for professional/support staff.

Wyomissing Area School District  
**Addendum to Personnel Report**  
October 23, 2006 Board Meeting

- I. Ratify Professional Staff Appointment – **Heidi Stobbart**, emergency extended assignment as a substitute for Walter Wojcik, German Teacher at the Jr./Sr. High School, based on B, Step 4, prorated at 60%, \$127.18 per day, with no benefits, effective October 5, 2006.
- II. Approve Support Staff Appointment – **Diana Kissling**, part-time Food Service Worker at the Jr./Sr. High School, 6.5 hours per day at \$11.06 per hour during the school year, effective October 23, 2006, pending receipt of all necessary documents.
- III. Approve Supplemental Appointment – **Peter Beck**, Auditorium Production Coordinator, effective October 23, 2006, with a stipend of \$2,500.
- IV. Ratify/Approve Unpaid Leave for Support Staff –
  - a. **Krista Mazur**, Special Education Aide at Wyomissing Hills Elementary Center, effective September 28, 29, and October 2, 2006.
  - b. **Joan Brenner**, District Substitute Caller, effective January 2, 3, 4, and 5, 2007.
- V. Ratify/Approve Supplemental Athletic Appointments –
  - a. **Carey Manzollilo**, Varsity Field Hockey 2nd Assistant Coach, 18 pts. \$1,431 prorated effective September 29, 2006, at \$26.50 per day for 14 days or \$371.
  - b. **Andrew Siggins, Jr.** High Boys' Basketball Assistant Coach, 18 pts., \$1,431, effective the 2006-07 school year.
- VI. Approve After-School Reading/Math Support Program Instructors at Wyomissing Hills Elementary Center – The following teachers will provide a maximum of 20 hours of after-school instruction beginning October 24, 2006, at the contracted rate of \$30.50 per hour. Certified teaching staff may serve as substitutes for this program if needed.
  - a. **Kelly Setley**, 3<sup>rd</sup> grade math
  - b. **Jill Romanies**, 4<sup>th</sup> grade math
  - c. **Andrea Boerger**, 2<sup>nd</sup> grade reading
  - d. **April Bergen**, 2<sup>nd</sup> grade reading
  - e. **Kara Les**, 3<sup>rd</sup> grade reading
  - f. **Karen Sichak**, 4<sup>th</sup> grade reading

Wyomissing Area School District  
**Addendum #2 to Personnel Report**  
October 23, 2006 Board Meeting

- I. Approve Professional Staff Appointment – **Robert Wolfrum**, interim Student Dean at the Jr./Sr. High School, to replace Michael Mitchell, Jr., at the rate of \$250/day, with no benefits, effective October 30, 2006.
- II. Approve Unpaid Leave for Support Staff – **Sylvia Kolesnik**, Custodian at the Jr./Sr. High School, effective October 24, 25, 26, 27, and 30, 2006.
- III. Ratify Support Staff Resignation – **Ryan Button**, Weight Room Supervisor, effective October 20, 2006.