

**WYOMISSING AREA SCHOOL DISTRICT**  
**School Board Work Session Minutes**  
**November 13, 2006**

The Wyomissing Area School District Board of School Directors' work session convened at 6:05 p.m. with President Snyder presiding.

PLEDGE OF ALLEGIANCE

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

Board Members Present: Mr. Deem, Mrs. Barnett, Mr. Fitzgerald, Mr. Hinsey, Mr. Larkin, Mrs. McCready, Mrs. Sakmann, Dr. Shuttlesworth (arr. 6:35 p.m.) and Mr. Snyder.

Administrators Present: Dr. Riedel, Dr. Kennedy, Mr. McDonnell, Mr. Dawson, Dr. Zerr, Mrs. Mason, Mrs. Motze, Mr. Laubach, Mrs. Whye, Mrs. Simyak, Mr. Hartman, Mr. Babb, and Dr. Larson.

Others Present: Diane Schaeffer and Ken Pick, Berks County Redevelopment Authority.

Mr. Snyder welcomed the visitors and announced that the next Board meeting would be held on Monday, November 20, at 7:30 p.m., and Reorganization on Wednesday, December 6, 2006, at 7:30 p.m. The Board members were polled on possible dates for a retreat, and January 6 was agreed upon.

Mr. Snyder turned the meeting over to Mr. Hinsey who introduced Ken Pick from the Berks County Development Authority who presented an overview of the West Reading TIF (Tax Incremental Financing) Project Plan. He explained the objective of the project is to redevelop the former Penn View Motel site for commercial purposes. A summary of the TIF Project Plan was provided in each board member's packet and is included as part of these official minutes. It was noted that the governing bodies of the Borough of West and Reading and the Wyomissing Area School District must opt in or out before the November 28<sup>th</sup> public hearing.

Dr. Larson presented plaques of recognition to Jen Motze and Larry Fitzgerald. Mrs. Motze was chosen Berks County Athletic Director of the Year by her peers, and Mr. Fitzgerald was honored for his 8 years of service as a Pennsylvania school board director.

**Liaison Reports –**

**Community Relations** – Mrs. Sakmann noted that the packet contained a copy of the district newsletter.

**Athletics** – Mrs. McCready shared copies of a Student-Athlete Leadership Training (pilot summary) and an updated winter sports list.

**Policy** – Mrs. Barnett reported she met with Dr. Kennedy and policies are being recommended for a first reading.

**Legislative** – Mr. Fitzgerald reported a meeting was held and policies were adopted for presentation to PSBA. Board members should contact him to review the list prior to the February meeting of the legislators.

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**Joint Boroughs/District** – Mr. Snyder reported that the group met last week. The West Reading housing project was discussed, and three units are erected and two are sold. Mr. Larkin noted there are 58 townhouses in the West Reading project. Dr. Larson reported that she is working on a way to promote public relations with the boroughs through cable television programming.

**Personnel** –

Mrs. Barnett questioned how Mrs. Porrazzo's duties would be handled in light of her departure. Mrs. Simyak responded that Michelle Davis, a former district teacher, shadowed Gail for a few days, and she is working with staff member Luci Schaeffer to cover all bases.

Mr. Deem asked how the rates are determined for support staff appointments which assumes increased knowledge and skills compared to experience in view of the van driver and secretarial rate. Mr. McDonnell explained the salary formula is based on experience. Mr. Deem said skill as well as years of experience should be part of the consideration. Mr. Larkin acknowledged problems with the Capraro salary study, which is why PSBA was contacted relative to a new study. Dr. Larson stated employees are leaving because of the salary scale, and she will continue to look at the situation.

Mr. Fitzgerald asked for an update on the hiring of the assistant principal at the high school. Dr. Larson reported that an offer was made but the candidate declined because it was a 12-month position. Two other well qualified candidates are under review.

The personnel items will be presented for approval at the November 20, 2006, meeting.

**Curriculum** –

A curriculum presentation was made at the conclusion of the business portion of the agenda.

**Finance** –

Financial reports will be presented for approval at the November 20, 2006, meeting.

**Facilities** – Mr. Deem reported on problems in Mr. Hetrich's room at the high school due to the heavy rain recently. Warko Roofing was contacted and hopefully will solve the problem.

Mr. Deem reported on the field study and the advisory group meetings. The group's plan is to provide information to the Board at the end of December and to the public early next year. Mr. Larkin asked for clarification on what the advisory group was to do. Mr. Deem responded that they are reviewing the number of events, the fields, and the maintenance management. Mr. Hinsey noted that the group plans to come to the Board with a number of options and turf will be one of them.

Mrs. McCready asked for a list of the advisory team members, and Dr. Larson said a list would be supplied to the Board. Mrs. McCready noted that groups requesting use of the field would need to be notified in a timely manner if the fields are not available for their use.

Mr. Hinsey reported that the landscape architect is planning a presentation to the Board in January.

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Mr. Deem noted that Mr. Fastnacht from Energy Education was in attendance to answer any questions on the proposed energy plan prior to taking board action.

After further discussion and response to the Board's questions about the hiring of the energy manager, humidity controls, and the number of schools in the state and county utilizing their services, Mr. Deem made a motion to hire Energy Education, Inc. Mr. Hinsey seconded the motion.

Following further discussion, Mr. Fitzgerald moved and Mrs. Barnett seconded a motion to table Mr. Deem's motion to hire Energy Education, Inc., until next week.

Mr. Deem asked what purpose waiting until next week would serve, and Mr. Fitzgerald responded that he would rather vote at the Board meeting instead of a work session, and he would like to contact one of the other schools prior to the vote. The motion was defeated as follows:

Yeas: Fitzgerald and Barnett.

Nays: Deem, Hinsey, Larkin, Sakmann, Shuttlesworth, McCready, Snyder. Motion defeated.

The previous motion to hire Energy Education was voted on and approved as follows:

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

Nays: Barnett and Fitzgerald. Motion approved.

Mr. Dawson reported that Berkshire Systems will have a proposal by the end of the week to repair problems with the security cameras and introduce new cameras in new locations.

**Technology –**

Mr. Laubach reported on the introduction of a new service to the school district community that would allow a call to be made if there is a snow day or delay. An enrollment form will be put on the web site so that residents could opt into the notification system. Approximately 250 calls can be placed in one minute. Mr. Hinsey asked if a flyer would be sent home with students to announce the optional service. It was agreed that a notification would be sent home.

**Superintendent's Office –**

First Reading of Policies – After discussion, it was agreed that Policy 234, Pregnant/Married Students should be reviewed by the solicitor and held for a first reading at a later time. The board agreed with the changes presented for a first reading on all of the other policies that will be brought before the Board for adoption on November 20, 2006.

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| I. First Reading of Policies –   |   |
| 008 – Organization Chart         | 200 – Enrollment in District  |
| 100 – Strategic Plan             | 209 – Health Examinations/Screenings                                  |
| 113 – Special Education          | <del>234 – Pregnant/Married Students</del> (Hold for further review.) |
| 122 – Extracurricular Activities | 250 – Student Recruitment   |

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Dr. Larson explained that the Memorandum of Understanding between the WAEA and WASD would tie up loose ends on the collective bargaining agreement. Mr. McDonnell said the memo indicates that the teachers get reimbursed after successful completion of a course.

Curriculum Mapping – Documents were shared with Board members on the curriculum development process. Dr. Larson informed the Board of the formation of a Curriculum Council Committee comprised of staff members that will meet at regular intervals.

**New Business –**

Mr. Larkin provided an Act 1 update and noted that the committee is very close to making a recommendation that a personal income tax at the rate of 1.5% be imposed on the residents. Those residents with higher income will be impacted; renters get no tax reduction and will pay more income tax. The Board must accept the recommendation or come up with a recommendation of its own by March.

Dr. Larson commended Mr. Larkin as an excellent leader for the Act 1 group.

**Public Participation – None.**

Upon motion by Mrs. McCreedy, seconded by Mr. Deem, the work session ended at 8:07 p.m., and the Board adjourned to executive session to discuss personnel matters.

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Arthur J. McDonnell  
School Board Secretary

Wyomissing Area School District  
**Personnel Report**  
November 13, 2006 Work Session

- I. Approve Support Staff Appointments –
  - a. **Janice Duquette**, Secretary to the Assistant Principal at the Jr./Sr. High School, \$11.94/hour, effective November 20, 2006, pending receipt of all necessary documents.
  - b. **Kim Tetley**, Secretary to the Principal at West Reading Elementary Center, \$10.30, effective November 10, 2006.
  - c. **Linda Lamp**, part-time Food Service Worker at the Jr./Sr. High School, 4 hours per day at \$9.25 per hour, during the school year, effective, November 20, 2006, pending receipt of all necessary documents.
  - d. **Scott Overley**, part-time Van Driver, \$13.00 per hour, effective November 13, 2006, pending receipt of all necessary documents.
- II. Approve Unpaid Leave for Support Staff –
  - a. **Sylvia Kolesnik**, Jr./Sr. High School Custodian, leave from October 31, 2006, through November 10, 2006.
  - b. **Karl Klutschkowski**, Carpenter/ Maintenance Worker, leave from November 6-13, 2006.
- III. Ratify Professional Staff Resignation Date – **Gail Porrazzo**, Instructional Support Teacher at Wyomissing Hills Elementary Center, effective November 3, 2006. (Resignation was approved October 23, 2006.)
- IV. Ratify Support Staff Termination – **Patti Frey**, part-time Special Education Instructional Aide at the Jr./Sr. High School, effective October 27, 2006.
- V. Approve Change in Resignation Date – **Heather Hefty**, Staff Accountant, was approved on October 23, 2006, to resign effective November 20, 2006. She will continue employment until December 15, 2006.
- VI. Ratify In-Home Instructor – **Melissa Kreps**, to provide in-home instruction for one secondary student ID#201904 effective October 25, 2006, for a maximum of 5 hours per week at the approved contracted rate, as needed during the 2006-07 school year.
- VII. Approve Supplemental Activity Appointment – **Heidi Stobbart**, interim German Club Advisor, at the prorated amount of \$226.22.
- VIII. Approve Supplemental Athletic Appointments for 2006-07–
  - a. **Victoria Quimby**, Varsity Girls' Basketball Assistant Coach, 33.3 points, \$2,647.
  - b. **Joseph Alcaro**, Jr. High Girls' Basketball Assistant Coach, 19 points, \$1,511.

- c. **Jared Levan**, Varsity Swimming Assistant Coach, 20.4 points, \$1,622.
  - d. **Nathaniel Miller**, Jr. High Wrestling Assistant Coach, 17.6 points, \$1,399.
  - e. **Chad Hoofnagle**, Sr. High Boys' Basketball 2<sup>nd</sup> Assistant Coach, 27.75 points, \$2,206.
  - f. **Holly Frymyer**, Sr. High Cheerleading Head Coach, 14.75 points, \$1,173.
  - g. **Andrea Fatora**, Sr. High Cheerleading Assistant Coach, 9.25 points, \$735.
- IX. Approve Supplemental Athletic Resignation – **Jeremiah Kozlowski**, Varsity Boys' Basketball Assistant Coach, effective November 6, 2006.
- X. Approve District volunteer list.
- XI. Approve substitute list for professional/support staff.