

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

June 19, 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
Mr. Lawrence A. Fitzgerald, Treasurer
Jana R. Barnett, Esq.
Mr. David M. Deem
Mr. Randall E. Hinsey, Jr
Mr. John A. Larkin
Mrs. Lynn T. Sakmann
Dr. Robert J. Shuttlesworth

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 – May 2006
 - B. Food Services Statement – May 2006
 - C. Athletic Department Statement - May 2006
- V. RECOMMENDED ACTION
 - A. ROUTINE
 1. Approve meeting minutes of the Board of School Directors as listed:

May 3, 2006	Special Meeting
May 9, 2006	Special Meeting

May 15, 2006	Special Meeting
May 15, 2006	Work Session
May 17, 2006	Special Meeting (Fact Finder's Report Approved)
May 25, 2006	Regular Business Meeting (Budget Adoption)

2. Recommend the ratification of payment of properly approved vendor invoices for the General Fund and the 2003 G.O. Bond – June 2006.

B. CORRESPONDENCE

C. SUPERINTENDENT'S UPDATES

D. APPROVE SUPERINTENDENT'S REPORT

E. PERSONNEL

1. Approve Collective Bargaining Agreement

Background Information: The Collective Bargaining Agreement between the Wyomissing Area School District Board of School Directors and the Wyomissing Area Education Association is effective July 1, 2005 through June 30, 2009.

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:

Monday, July 17, 2006
6:00 p.m., Work Session – Community Board Room

Monday, July 24, 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
Corinne D. Mason	Assistant Director of Business Affairs
Christine M. Folk	Business Office Secretary, Payroll/Benefits
Karen L. Saul	Business Office Secretary, Personnel

SUPERINTENDENT'S REPORT

I. Personnel

A) EMPLOYEE

1. Approve Superintendent Appointment – **Dr. Helen H. Larson**, Superintendent of Schools, effective July 18, 2006, for a four-year term per the provisions of the contract, at a first-year salary of \$140,000.
2. Approve Acting Superintendent Appointment – **Dr. Janet E. Kennedy**, Acting Superintendent, effective June 30, 2006, through July 17, 2006.
3. Ratify Professional Staff Resignation – **Jane Redner**, Elementary Teacher at Wyomissing Hills Elementary Center, effective June 9, 2006.
4. Approve Professional Staff Appointments –
 - a. **Kami Fecho-Border**, Elementary Teacher at Wyomissing Hills Elementary Center, effective August 17, 2006, at \$40,300 as per the Fact Finder's salary schedule for 2006-07 at a M, Step 1 level, pending receipt of all necessary documents.

Background information: Ms. Fecho-Border has earned a Bachelor's degree in Speech and Communication from Kutztown University, a Master's degree in Reading and Storytelling from the East Tennessee State University, and has completed the requirements for an elementary teaching certificate from Alvernia College. She student taught at West Reading Elementary Center.

- b. **Jill Romanies**, Elementary Teacher at Wyomissing Hills Elementary Center, effective August 17, 2006, at \$40,300 as per the Fact Finder's salary schedule for 2006-07 at an M, Step 1 level, pending receipt of all necessary documents.

Background information: Ms. Romanies is a graduate of West Virginia University where she completed a five-year program, earning both a Bachelor's and Master's degree in education. She has completed the requirements for certification in elementary education and Middle School English.

- c. **Kelly Ferrandino**, Elementary Teacher at West Reading Elementary Center, effective August 17, 2006, at \$49,550 as per the Fact Finder's salary schedule for 2006-07 at a B+15, Step 8 level, pending receipt of all necessary documents.

Background information: Ms. Ferrandino earned a BS in Early Childhood Education from West Chester University and completed the requirements for Elementary Education certification at Alvernia College. She has been teaching Reading/English at Northwest Middle School in the Reading School District.

- d. **Kara Les**, Elementary Librarian at Wyomissing Hills Elementary Center, effective August 17, 2006, at \$41,000 as per the Fact Finder's salary schedule for 2006-07 at an M, Step 2 level, pending receipt of all necessary documents.

Background information: Ms. Les earned a BBA in Accounting from Temple University and a Master of Library Science degree from Kutztown University. She has been a LTS librarian at Farmdale Elementary in Hempfield School District and at Oxford Area High School.

- e. **Laura Schaeffer**, School Nurse, effective August 17, 2006, at \$38,400 as per the Fact Finder's salary schedule for 2006-07 at a B, Step 2 level, pending receipt of all necessary documents.

Background information: Laura Schaeffer graduated from the Pottsville Hospital School of Nursing as a Registered Nurse and from Kutztown University with a B.S. in Nursing. She comes to us from Tamaqua School District where she was a School Nurse.

- f. **Carrie Thomas**, long-term substitute Elementary Music Teacher at Wyomissing Hills Elementary Center (1st semester), effective August 17, 2006, at a rate of pay consistent with a teacher at a B, Step 1 level pro-rated for the first semester, pending completion of all necessary documents.

5. Approve Support Staff Changes –

- a. **Barbara Troxel**, full-time Coordinator of Transportation/Child Accounting, effective July 1, 2006. This is a transfer from her position as Business Office Secretary, Transportation/Child Accounting.
- b. **Michael Matz**, full-time Apple Systems Manager, effective July 1, 2006. This is a transfer from his position as Computer Support Specialist.
- c. **Donald Bergen**, full-time Network Communications Manager, effective July 1, 2006. This is a transfer from his position as Computer Support Specialist.
- d. **Marcia Gruver, Jr./Sr.** High School Guidance Department Secretary, increase in salary to \$13.58 per hour, effective July 1, 2006.

Background Information: This adjustment is being made due to the increase in responsibility caused by the addition of a guidance counselor to the department.

6. Approve Support Staff Appointment –

- a. **Ronald DeFrees**, full-time 12 month second-shift Custodian at the Jr./Sr. High School for 8 hours per day at \$10.20 per hour, effective June 20, 2006.

7. Approve Support Staff Resignations –

- a. **Karen Oxholm**, part-time Library Instructional Aide at Wyomissing Hills Elementary Center, effective June 8, 2006.
- b. **Karol Rockwood**, Food Service Worker at Wyomissing Hills Elementary Center, effective June 8, 2006.

8. Approve Increase in Support Staff Hours –
 - a. Up to 100 summer clerical hours at West Reading Elementary Center for Tatiana Sklepovych at the substitute clerical rate.
 - b. Up to 100 additional summer clerical hours at Wyomissing Hills Elementary Center for Barbara Brehony at her current hourly rate.
9. Ratify Support Staff Payment
 - a. Donald Bergen – payment of \$200 for audio/visual assistance for the Jr./Sr. High School spring concerts held on May 9, 2006 and May 16, 2006.
 - b. Michael Matz – payment of \$300 for audio/visual assistance for the Jr./Sr. High School spring concerts held on May 9, 2006 and May 16, 2006, and the West Reading Elementary Center spring concert, held on May 17, 2006.
10. Approve Instructors and Aides for the 2006 District Summer Programs:

Instructors for Summer Programs 2006

Brianna Fritz	ESY	Not to exceed 59.5 hours
Staci Futrick	ESY	Not to exceed 59.5 hours
Gwen Kieffer-Blatt	ESY	Not to exceed 59.5 hours
Margaret Houser	ESY	Not to exceed 59.5 hours
Andrew Hoffert	ESY	Not to exceed 59.5 hours
Josie Brunner	ESY/Speech	Not to exceed 21 hours
Michelle Kersikoski	Kutztown Reading Program	20 hrs.
Marc Walter	Math Program	16 hrs.
Luci Schaeffer	Math Program	16 hrs.
Toni Wengerd	Math Program	16 hrs.
Mary R. Freymoyer	ESL Fun Field Trips	22.5 hrs.
Michele Hetrich	ESL Fun Field Trips	22.5 hrs.
Marcia Moyer	Book Discussion Group	8.75 hrs.
Toni Wengerd	Explore Science	13 hrs.
Jen Mangold	Gear Up for 7 th Grade	20 hrs.

Background Information: The instructors for the 2006 District summer programs are to be paid at the rate established in the teachers' contract.

Aides for Summer Programs 2006

Sharon Riegel	ESY	Not to exceed 51 hours
Holly Miller	ESY	Not to exceed 51 hours
Kim Bressler	ESY	Not to exceed 51 hours
Karen Conklin	ESY	Not to exceed 51 hours
Lauren Yelinek	ESY	Not to exceed 51 hours

Background Information: The aides for the 2006 District summer programs are to be paid at their approved hourly rate.

11. Approve Support Teachers for New Professional Staff 2006-07 with a \$500 stipend –

<i>Support Teacher</i>	<i>Inductee</i>	<i>Assignment</i>
Kim Lally	David Clewell	Guidance Counselor
Margaret Houser	Allison Hoofnagle	Learning Support
Margaret Shomgard	Danielle Mocerri	Spanish
Crisanne Bansner	Rhonda Ochs	Mathematics (L/T Sub)
Mary Pearsall	Joelle Ostrich	English
Michael Farrara	Andrew Siggins	Technology Education
James Comerford	Christopher Stancheck	English
Todd Zechman	Jennifer Weist	Mathematics
Maureen Nolan	John Yoder, Jr.	Earth Science

12. Approve Unpaid Leave of Absence – **Karl Klutschkowski**, Maintenance Worker/Carpenter, unpaid leave extension, with benefits, from May 22, 2006, through June 2, 2006.

13. Approve Contracted Service for the translation of parent/student information documents into Spanish (funded through Title III) –

WHEC Information Handbook – Mary Rebecca Freymoyer - \$525

WASD School Calendar Information – Mary Rebecca Freymoyer - \$850

14. Approve Work Outside the Contracted School Year (List provided to Board.)

Background Information: These are the tasks that teachers typically accomplish during the summer at an administrator's request.

15. Approve Support Staff Salaries for 2006-07 effective July 1, 2006, up to a 4% increase for all support staff salaries that are below the maximum as indicated in the Equity Compensation Model for 2004/2005 dated September 22, 2004.

16. Approve Revisions to Position Guides –

a. Director of Business Affairs

b. Weight Room Supervisor –

Background Information: Jen Motze, Athletic Director, has reviewed and updated the position guide for the weight room supervisor. This new guide reflects more accurately the duties and responsibilities for those who are hired in this position.

17. Approve Substitute List for professional/support staff.

B) STUDENT

1. Approve Educational Resource Development Trust (ERDT)

Background Information: ERDT was designated by the U.S. Department of State, Bureau of Educational and Cultural Affairs to sponsor a teenager high school exchange program in 1980. Their SHARE program places more than 750 international students a year with American host

families. The guidance department has evaluated the materials and recommends they be included on the list of Wyomissing Area's approved agencies.

II. Curriculum

- A) Approve Secondary Spanish Pilot Textbooks for the 2006-07 school year –
 - 1. Abriendo Paso Lecture, Prentice Hall, Copyright 2005
 - 2. Abriendo Paso Gramatica, Prentice Hall, Copyright 2005

Background Information: Maria Gernert has been looking for an advanced textbook and has the opportunity to pilot these during the upcoming school year. There would be no expense to the district unless the textbooks are selected for use the following school year.

III. Finance

- A) Approve Submission of Consolidated Application for Federal Programs
 - Title I – \$210,132
 - Title IIA – \$41,551
 - Title V – \$1,761

- B) Approve School District Depositories for 2006-07
 - Sovereign Bank National Penn Bank
 - PA INVEST Pennsylvania School District Liquid Asset Fund
 - Fulton Bank Pennsylvania Local Government Investment Trust
 - Wachovia Bank

- C) Approve CARON Contract for 2006-07, \$3,650

Background Information: The CARON Contract for 2006-07 will continue to provide drug and alcohol prevention and intervention services, as well as student evaluations and SAP team consultations, as part of the Wyomissing Area School District student assistance program at a cost of \$3,650 per year for a half-day service each week.

- D) Approve Settlement Agreement – Agreement with parents of one secondary student (ID200863) and reimbursement of tuition for educational placement in the Grier School for the remainder of the 2005-06 school year and the 2006-07 school year as stipulated in the agreement.
- E) Approve Agreement with Berks Career & Technology Center for Child Nutrition Program for 2006-07.

IV. Facilities

V. School Activities & Athletics

- A) Approve Supplemental Athletics List for Fall Sports 2006-07 (List provided to Board.)
- B) Approve YMCA Agreement and Addendum for 2006-07

Background Information: The contract with the YMCA is for the Wyomissing Area School District's use of the pool and timing system effective through May 31, 2007, in the amount of \$8,500 (which includes an addendum covering use of the timing system for \$500).

- C) Approve Athletic Supply Bids for 2006-07 (List provided to Board.)
- D) Approve Supplemental Position Appointments effective 2006-07 –
 - Salvatore Ferrarello, SH Math Team Advisor, 15 points, \$1,178
 - Chris Nugent as Sophomore Class Advisor, 6.5 points, \$510
 - William Dramby, SH Student Council Advisor, 29 points, \$2,277
 - Christopher Stanckek as Chariot Newspaper Advisor, 20 points, \$1,570
 - Corinne Fecho-Yanes as TASAR Team Facilitator, \$700

VI. Technology

- A) Approve authorization for administration to secure bids for the relocation of the District's data center and provide backup power for the servers.

Background Information: The District has been working with Crabtree Rohrbaugh & Associates on a project. This work will facilitate the release of the bid document.

VII. Policy

VIII. Community Relations

IX. Other Items

- A) Ratify Grant Application Submission – A \$12,500 grant application has been submitted to the PA Council on the Arts to partially fund an Artist Residency at West Reading Elementary Center next spring. WAMA will co-sponsor this residency to bring “Latin Fiesta” to the school.