

WYOMISSING AREA SCHOOL DISTRICT 2009-4053

Minutes September 28, 2009

The regular meeting of the Board of School Directors convened at 7:00 p.m. in the Community Board Room of the Jr./Sr. High School with Mr. Larkin, Board President, presiding.

PLEDGE OF ALLEGIANCE

Following the pledge of allegiance, Mr. Larkin asked if anyone would be recording the meeting. No one indicated the intent to record.

Board Members Present:

Mrs. Barnett, Mrs. Davis, Mr. Fitzgerald, Mr. Hinsey, Mrs. McCreedy, Mr. Portner, Mrs. Sakmann and Mr. Larkin.

Board Member Absent:

Mr. Althouse

Administrative Staff Present:

Dr. Ashton, Mr. Babb, Dr. Speace, Mr. Robbins, Dr. Pulkowski, and Mrs. Mason.

Attendees:

Mr. G. Stoudt, Kozloff Stoudt; Darrin Youker, Reading Eagle; and Diane Schaeffer, recording secretary. Audience sign-in sheet included as part of these official minutes.

MEETING ANNOUNCEMENTS

Following the roll call by the Board secretary, Mr. Larkin announced an executive session was held just prior to this meeting to discuss personnel issues.

The October meetings were noted as follows:

- October 13, 2009 – Personnel/Policy Committee – 5:00 p.m.
- October 13, 2009 – Finance/Facilities Committee – Following Personnel/Policy Meeting
- October 26, 2009 – Curriculum/Technology Committee – 5:00 p.m.
- October 26, 2009 – School Board Meeting – 7:00 p.m.

All listed meetings will be held in the Community Board Room at the Jr./Sr. High School.

PRESENTATION - ENERGY EDUCATION

Mr. G. Ross Kelly, President, Eastern Division, Energy Education, presented Mr. Robbins with the Environmental Excellence Award. The award was presented to the District in recognition of the reduction in energy consumption and utility costs over the past 28 months. It was noted that with the assistance of Mr. Nugent, the District's Energy Manager, the District has reduced consumption by 32% and saved over \$576,000.

PUBLIC COMMENT

Mr. Murray asked for information on the resolution authorizing Kozloff Stoudt to represent the District in the assessment appeals which were provided by Mrs. Mason.

APPROVED MEETING MINUTES

Upon motion by Mr. Portner, seconded by Mrs. Barnett, the minutes of the August 24, 2009 Board meeting were approved.

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Yeas: 8
Nays: 0. Motion carried.

FINANCE/ FACILITIES

Upon motion by Mrs. Barnett and second by Mr. Fitzgerald, the following Finance/Facilities items and the addendum item were approved:

APPROVED FINANCIAL REPORTS

Approved Financial reports for August 2009; copies included as part of these official minutes.

APPROVED PAYMENT OF INVOICES

Approved payment of properly approved vendor invoices for the General Fund, Athletic Fund, Food Service Checking, and Capital Reserve Checking accounts.

APPROVED REVISIONS TO TRANSPORTATION SCHEDULE

Approved revisions to transportation schedules for 2009-10.

Background information: Due to increased ridership, it has become necessary to add another bus, giving the District a total of twelve buses. This is not a budgeted item for 2009-10.

APPROVED BUS DRIVER

Approved Beth Mell as bus driver for additional bus route.

APPROVED APPLICATION FOR TITLE III

Approved application for Title III grant monies in the amount of \$10,719.

Background information: These monies will be used for the ESL Summer Program, including transportation.

APPROVED EXONERATION OF PER CAPITA TAX

Approved request for exoneration of per capita tax in accordance with Policy 605.

APPROVED RESOLUTION – KOZLOFF STOUTT

Approved resolution authorizing Kozloff Stoutt to represent the Wyomissing Area School District in the Berks County Board of Assessment Appeals per Resolution No. 9-28-09-1 (resolution included as part of these official minutes).

APPROVED ALUMNI ASSOCIATION USE OF ROOM

Approved Wyomissing Alumni Association to use the Community Board Room as their base for activities.

APPROVED AGREEMENT WITH NGR BUILDING SERVICES

Approved maintenance service agreement with NRG Building Services in the amount of \$23,590.

Background information: This service agreement provides for the maintenance of the TAC Invensys “BAS/ATC” system that is controlling the HVAC equipment in the District. It is intended to ensure that the

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proper controls receive the calibration, adjustment and maintenance that are required for the proper, efficient operation of the equipment and minimize the inconvenience and cost associated with emergency repair service. This is a budgeted item for 2009-10.

APPROVED CONTRACT WITH EDUCATION CONSULTANTS

Approved contract with Education Consultants, Reading, PA, to serve as the consultant to assist with the superintendent search at a cost of \$12,000 and related expenses not to exceed \$4,500.

Yeas: Barnett, Davis, Fitzgerald, Hinsey, McCreedy, Portner, Sakmann, and Larkin.

Nays: None. Motion carried.

CURRICULUM/ TECHNOLOGY

There were no Curriculum/Technology items on the agenda.

PERSONNEL/POLICY

Mr. Larkin noted that during the executive session, it was agreed that Mrs. Kelly M. Galbraith would be appointed as the new Assistant Principal at the JSJS.

A motion was made by Mrs. Barnett and seconded by Mr. Hinsey to approve the following personnel agenda items:

APPROVED PROFESSIONAL APPOINTMENT

Approved **Kelly M. Galbraith**, Assistant Principal at the JSJS, at an annual salary of \$75,000 prorated, effective date to be determined.

APPROVED SUPPORT TEACHER

Approved **Christopher Stanchek** as support teacher for **Jonathan Gerber**, Long-Term Substitute English Teacher at the JSJS, \$250 stipend, effective for the first semester of the 2009-10 school year.

APPROVED SUPPORT STAFF RESIGNATION

Approved Support Staff Resignation - **Stacey Conway**, Administrative Assistant to the Director of Human Resources, effective September 30, 2009.

APPROVED SUPPORT STAFF APPOINTMENTS

Approved Support Staff Appointments:

- a. **Patricia Magrann**, Full-time Special Education Instructional Aide at WHEC, at a rate of \$10.60/hr., effective September 29, 2009.
- b. **Patricia Skorpinski**, Full-time Special Education Instructional Aide at WREC, at a rate of \$11.00/hr., effective October 5, 2009.
- c. **Megan Phillips**, Part-time Special Education Instructional Aide at the JSJS, at a rate of \$10.60/hr., effective September 29, 2009, pending receipt of necessary documents.
- d. **Mary Ann Gibney**, Part-time Computer Lab Aide at the JSJS, at a rate of \$10.80/hr., effective September 29, 2009, pending receipt of

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necessary documents.

- e. **Mary Hafer**, Part-time Van Driver, at a rate of \$10.35/hr., effective September 29, 2009.

RATIFIED FOOD SERVICE HOURS

Ratified **Ron Blatt**, to assist with Pizza Day at WREC, effective for the 2009-10 school year, at a rate of \$7.92/hr., for a maximum of 100 hours.

RATIFIED ADDITIONAL HOURS FOR NURSING STAFF

Ratified Additional Hours for Nursing Staff:

- a. **Mary Hollinger**, School Nurse at WHEC, administration of flu shots to District employees, at an amount not to exceed 6 hours, at the current work outside of contract rate, the week of September 21, 2009.
- b. **Sally McNichol**, School Nurse at the JSHS, administration of flu shots to District employees, at an amount not to exceed 6 hours, at the current work outside of contract rate, the week of September 21, 2009.
- c. **Tina O'Hara**, Health Room Assistant at WHEC, administration of flu shots to District employees the week of September 21, 2009, at an amount not to exceed 6 hours and 2 hrs. for a parent meeting, at her current Board approved hourly rate.
- d. **Laura Schaeffer**, School Nurse at WREC, administration of flu shots to District employees, at an amount not to exceed 6 hours, at the current work outside of contract rate, the week of September 21, 2009.

APPROVED HOURS FOR SUPPORT STAFF AIDES

Approved Additional Hours for support staff to attend conferences in order to comply with PDE mandated requirements:

- a. **Elizabeth Barrer**, Part-time Special Education Instructional Aide at WHEC, Paraprofessional Training June 16, 2009, at her approved hourly rate, not to exceed a maximum of 6 hours.
- b. **Donna Bottiglieri**, Full-time Special Education Instructional Aide at WHEC, Autism 101 Academy August 18, 2009, at her approved hourly rate, not to exceed a maximum of 6 hours.
- c. **Glenda Jarrett**, Full-time Special Education Instructional Aide at WHEC, Autism 101 Academy August 20, 2009, at her approved hourly rate, not to exceed a maximum of 6 hours.
- d. **Eve Pardo**, Full-time Special Education Instructional Aide at the JSHS, Autism 101 Academy August 20, 2009, at her approved hourly rate, not to exceed a maximum of 6 hours.

APPROVED PROFESSIONAL FMLA/CHILD

Approved FMLA/Child Rearing Leave - **Dana Lloyd**, English Teacher at the JSHS, a family and medical leave of absence and child rearing leave, effective on or about December 14, 2009 and returning on or

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REARING LEAVE

about March 18, 2009.

APPROVED FMLA
LEAVES

Approved FMLA Leaves:

- a. **Hilary Decker**, Full-time Special Education Instructional Aide at the JSHS, a family and medical leave of absence, effective August 31, 2009 until September 25, 2009.
- b. **Thomas Ritter**, Secondary Math Teacher at the JSHS, an intermittent family and medical leave of absence effective August 31, 2009 through September 11, 2009.

RATIFIED CHANGE IN
DATE FOR LEAVES

Approved change in dates for FMLA/child rearing leaves:

- a. **Mariel Jordan**, English Teacher at the JSHS, began her leave on September 15, 2009.
- b. **Michelle Kersikoski**, RTI Teacher at WREC, began her leave on September 9, 2009.
- c. **Jody Maryniak**, Speech and Language Pathologist, began her leave on August 31, 2009.

APPROVED SUPPORT
STAFF UNPAID
LEAVES

Approved support staff leaves:

- a. **Teresita Gallegos-Rosa**, Part-time Reading Aide at WHEC, unpaid leave from October 22-27, 2009.
- b. **Suzanne Herbst**, Part-time Food Service Worker at WHEC, unpaid leave from October 13-16, 2009.
- c. **Lori Scargle**, Part-time Teacher's Instructional Aide at WHEC, unpaid leave from October 13-23, 2009.
- d. **Marjorie Stevelton**, Part-time Food Service Worker at the JSHS, unpaid leave from October 5-9, 2009.
- e. **Lauren Yelinek**, Full-time Special Education Instructional Aide at WHEC, unpaid leave from November 9-11, 2009.

APPROVED
PROFESSIONAL
UNPAID LEAVE

Approved unpaid professional leave for **Mary Reinert**, Special Education Teacher at the JSHS, unpaid leave from December 9-11, 2009.

APPROVED STIPEND

Approved stipend for **Peter Beck**, Auditorium Production Coordinator, for the 2009-10 school year, with a stipend of \$2,500.

APPROVED
SUPPLEMENTAL
ADVISOR
RESIGNATIONS

Approved supplemental advisor resignations:

- a. **Andrew Haas**, Boys' Soccer Varsity 2nd Assistant Coach, effective September 10, 2009.
- b. **Andrew Haas**, Girls' Soccer Varsity 2nd Assistant Coach, effective September 10, 2009.

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APPROVED SUPPLEMENTAL ADVISOR APPOINTMENTS

Approved supplemental advisor appointments:

- a. **Joseph Allen**, Cross Country Jr. High 2nd Assistant Coach, 13.75 points, \$1,162, effective August 31, 2009.
- b. **Matt Heffner**, Volleyball Jr. High 2nd Assistant Coach, 11.5 points, \$756, prorated, effective September 14, 2009.
- c. **Jesse Voigt**, Boys' Soccer Varsity 2nd Assistant Coach, 24.5 points, \$920, prorated, effective September 23, 2009, pending receipt of necessary documents.

APPROVED ADDITIONS TO VOLUNTEER LIST

Approved additions to the District volunteer list.

APPROVED ADDITIONS TO SUBSTITUTE LIST

Approved additions to the District substitute list.

POLICIES

APPROVED FIRST READING OF POLICY

Approved revised policy 104 – Nondiscrimination in Employment Contract Practices for a first reading.

Yeas: Barnett, Davis, Fitzgerald, Hinsey, McCready, Portner, Sakmann, and Larkin.
Nays: None. Motion carried.

SUPERINTENDENT'S REPORT

Mr. Robbins noted that the item for the superintendent search consultant was handled earlier on the agenda.

OLD BUSINESS

None.

NEW BUSINESS

Mrs. Barnett noted that in the past, members of the administrative team attended Board meetings and asked if the Board felt it might be a good idea to have them attend in the future. The Board agreed to consider the suggestion.

PUBLIC COMMENT

Mr. Stephen Pennypacker stated that two classes in the Wyomissing Hills building exceed 25 students and questioned if administration had any options to reduce class size.

Mr. Robbins responded that classroom projections were performed last spring and when school opened class size averaged 25.3 students and now it is 25.5. He feels current number is appropriate for 4th grade,

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remembering that students are pulled from class for various reasons, but the numbers for the lower grade levels is more of a concern.

Mr. Robbins assured him that all class sizes will be monitored, but there is no recommendation for an additional teacher or aide at this time.

Mrs. Carolyn Bamberger asked for information on the new high school assistant principal.

Mr. Robbins provided the following background on Mrs. Galbraith: Mrs. Galbraith's certification is due in December, and she could begin as the student dean. She is currently employed by the Manheim Township School District and has taught for 8 years in Pennsylvania and 1 year outside of PA. She earned her Master's Degree from Pennsylvania State University and her Bachelor's Degree in English from Ithaca College.

Mr. Robbins reported on improvements made in safety and food management in the food service areas by Mrs. Mason, Mr. Fries and Mrs. Steele. New food warmers, refrigerator and freezer were purchased.

Mr. Dore Blanchet stated that the 4th grade has new math and reading programs as well as technology needs and all these things should be taken into consideration when looking at class size. Mr. Robbins responded that test scores will be examined to make sure they don't decline. She also expressed concern that there were not enough math textbooks for the students.

Fourth grade teacher, Mrs. Fecho, said that she had enough textbooks and materials for her class, and Dr. Pulkowski said 160 textbooks were ordered and all students should have a textbook, but she will verify that with staff.

Mr. Robbins responded to a statement that the running club has been cancelled which is inaccurate. Scheduling difficulties are being worked on so that it can continue.

Mr. James Cardi asked Mr. Robbins if he could provide any facts in response to the letter he sent him relative to class size. Mr. Robbins communicated the guidelines as set forth in accordance with the District's Policy 126 and assured him the numbers will be monitored closely and if warranted, recommendations will be made.

Mrs. Gail Freymoyer asked why the nurses were paid overtime to administer flu shots this year. Mrs. Mason noted that the shots were

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administered after contracted school hours and the nurses would have to be paid. She explained that employees paid \$15 for the shot which covered expenses and will not affect the District's budget.

Mr. Scott Painter commented on the problems that occurred with his daughter's high school schedule and suggested if they could be disseminated sooner, perhaps without teacher names, mistakes in classes could be avoided.

Mr. Cardi stated that comments were made by staff about problems with e-mail and internet access when he attended the open house at the high school.

Mr. Robbins agreed that the District has had big problems with technology with both planning issues and hardware. He will be meeting with a consultant and the technology department to address the issues and find solutions to the problems.

ADJOURNMENT

A motion was made by Mr. Fitzgerald, seconded by Mrs. McCready and approved to adjourn at 7:39 p.m.

Corinne D. Mason
Board Secretary

