

WYOMISSING AREA SCHOOL DISTRICT 2011-4246

Minutes January 10, 2011

The regular meeting with committee reports of the Board of School Directors convened at 6:03 p.m. in the Community Board Room of the Jr./Sr. High School with Mrs. Davis, Board President, presiding.

PLEDGE OF ALLEGIANCE

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

Board Members Present:

Mrs. Bamberger, Mrs. Davis, Mr. Fitzgerald, Mrs. Helm, Mr. Larkin, Mr. Painter, Mr. Portner, Mrs. Seltzer and Mrs. Sakmann.

Administrative Staff Present:

Mr. Krem, Mrs. Vicente, Mrs. Mason, Mr. Fries, Ms. Garman, Mr. Griscom, Mrs. Morett, and Dr. Speace.

Attendees:

Mr. Brian Boland, Kozloff Stoudt and Shelley Filer, recording secretary. Audience sign-in sheet included as part of these official minutes.

MEETING ANNOUNCEMENTS

Following the roll call by the Board secretary, Mrs. Davis welcomed everyone and noted that the Board met in executive session prior to this meeting to discuss personnel and no action was taken.

The following meeting schedules and locations were announced.

- Economic Development Committee Meeting – January 12, 2011, 7:00 p.m.
- Uniform Committee Meeting – January 24, 2011, 4:30 p.m.
- School Board Meeting – January 24, 2011, 7:00 p.m.

All listed meetings are held in the Community Board Room of the Jr./Sr. High School unless otherwise noted.

COMMITTEE REPORTS

A. Finance – Mrs. Helm deferred to Mrs. Mason to report on the Finance Committee’s meeting from earlier in the day. Mrs. Mason stated that items included budget transfers, two donations, the closing of two student activity accounts, approval of PlanCon G for the West Reading project which shows the actual bids, and approval of a five-year contract for our Regional Wide Area Network. Mrs. Helm asked how we managed to get a reduction in cost for the RWAN. Mr. Griscom explained that the contract is negotiated by BCIU and competitive pressure of the market at work is what resulted in a lower fee for the next five years. When asked by Mr. Fitzgerald if all Berks County schools had signed on for this, Mr. Griscom said he believed if they haven’t as of yet that they would. As a last item under Finance, Mrs. Mason said the amount of 2010 delinquent real estate taxes would be finalized by the January 24 meeting.

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- B. Facilities – Mr. Larkin reported that the major discussion issue was the West Reading project which, for the most part, is running on schedule. Another item discussed at the meeting earlier in the day was the bus and track parking lot vandalism. Several options for security surveillance, unfortunately at considerable expense are being discussed. Another area of concern is the turf field that is being used without authorization and littered. Mrs. Bamberger questioned if we have a lease agreement with the bus company, what is our liability? Mr. Fries indicated that damage is covered by the bus company's insurance. Mrs. Seltzer asked if they can require us to provide security. Mr. Boland responded they can only do so if it is written in our contract. The last item under Facilities was Mr. Larkin's request for the Board to approve an administrative procedure to accelerate the implementation of change orders on the West Reading project by authorizing the contractor, architect, and our business office to sign-off on change orders up to a limit of \$10,000 per item or a cumulative total of \$100,000. With the Board's agreement, it will be listed for approval on the January 24 meeting.
- C. Curriculum – Mrs. Sakmann reported that there was no meeting. She welcomed Julia Vicente to her first Board meeting. Mrs. Sakmann indicated the approval of the Program of Studies for 2011-12 will be postponed until the January 24 meeting.
- D. Technology – Mr. Fitzgerald said there was no meeting in January; however, there is a meeting scheduled for February 7 at 3:30 p.m.
- E. Personnel – Mr. Painter indicated there were two items of significance in Personnel. An IEP Facilitator is being hired that is funded through Special Education reimbursement money. This position is needed to provide our teachers with training and will help to keep us in compliance with Special Education laws. Mr. Fitzgerald asked if this position will only be filled while the funding is available. Mrs. Morett said yes, however, it isn't likely that the funding will run out. Mr. Painter commended Mrs. Morett for her efforts in applying for positions we need and accessing funding to which we are entitled. Additionally we are looking to hire a Special Education Secretary, Medical Access, also funded through Special Education reimbursement money who will track reimbursements. The hope is in the near future we will double our revenue from Medical Access.
- F. Policy - Mr. Portner reported the committee met January 4. One policy is up for second reading, the rest are on the agenda for a first reading. Most revisions are PSBA recommended changes.

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G. Ad Hoc Committees

- Economic Development – Mrs. Bamberger reported that the December meeting was cancelled. The next meeting is January 12.
- Community Relations – Mrs. Seltzer reported that the last meeting was held January 6. Many ideas on improving communication were suggested. A few members met again on January 7 to follow-up on the suggestions.
- Uniform – Mrs. Sakmann reported that there have been two recent meetings. On December 6 the committee listened to some spirited input from community members. Last week they met with PTA members. Another meeting is scheduled for January 24 at 4:30 p.m. As they move forward, they plan to let the community know why the committee is looking to put this policy in place.

H. Berks County Intermediate Unit Board Report – Mrs. Seltzer said there were no major developments at the December meeting.

I. Berks Career & Technology Center Board Report – Mr. Painter reported that committee members received beautiful wreaths made by the students. There was nothing major to report.

J. Berks EIT Report – Mr. Larkin reported that Berks EIT will begin to deposit our income on a monthly basis instead of quarterly. It is interesting to note that our local revenue of approximately \$1.8 million is larger than our basic education subsidy from the state.

K. Wyomissing Area Education Foundation – Mrs. Bamberger reported that the next meeting is January 11.

L. Legislative Report – Mr. Fitzgerald, no report

PUBLIC COMMENT

None.

**SUPERINTENDENT'S
REPORT**

**A. FINANCE/
FACILITIES**

All Finance and Facilities items on the agenda were previously discussed with the exception of item 8., 2011-12 Budget. Mrs. Helm indicated that the Finance Committee is recommending the Board apply for the exceptions to allow the Board flexibility in balancing the budget. Mrs. Mason said the preliminary budget needs to be approved before we can apply for the exceptions. She will have the preliminary budget prepared for the January 24 meeting because it needs to be available for public

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review for 20 days before the deadline for approval of February 16, 2011. Requesting the exception does not mean we have to use it, but it certainly gives us more flexibility. This is different from what we have done the past two years when we adopted a resolution saying we would not go above the index. The index is half what it was last year. According to Mrs. Helm, putting together this budget is very challenging and they need to do what is best for education as well as the taxpayers.

**B. CURRICULUM/
TECHNOLOGY**

A motion was made by Mrs. Sakmann, second by Mrs. Seltzer to approve the following Curriculum and Technology item:

During discussion Mrs. Davis restated her position from November that we need to establish a policy that a chaperone of each gender attend an overnight field trip that involves both boys and girls. Mrs. Sakmann suggested instead of incurring additional costs for extra chaperones that we ask a parent volunteer who has clearances on file who planned on attending the event to serve as the extra chaperone. Mr. Boland said that often happens in other districts as well.

1. Approve overnight field trip request – 2011 PA Scholastic Chess Championship, March 4-6, 2011, Carlisle, PA.

Yeas: Bamberger, Fitzgerald, Helm, Larkin, Painter, Portner, Sakmann, Seltzer and Davis.

Nays: None. Motion carried.

The Program of Studies 2011-12 will be on the agenda for approval on January 24. Mrs. Sakmann noted that the booklet is available for review on Board docs.

**C. PERSONNEL/
POLICY**

A motion was made by Mrs. Sakmann and second by Mrs. Seltzer, to approve the Personnel and Policy agenda items.

During discussion Mrs. Seltzer asked that it be noted that the new Act 93 position being approved is funded through Special Education reimbursement. Mr. Painter commended the efforts of Mrs. Morett in identifying needs in the Special Education Department and filling those needs without using taxpayer dollars.

1. POSITION GUIDE

- a. ACT 93

- 1) IEP Facilitator

Background information: This position is funded through Special Education reimbursement money.

2. APPOINTMENTS/TRANSFERS/EFFECTIVE DATE

- a. Administrative Staff

- 1) **Erin Petrick Schwenk**, IEP Facilitator,

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\$65,000, pro-rated, effective date to be determined, pending receipt of necessary documentation.

Background Information: Ms. Schwenk earned her Master's Degree in Speech-Language-Hearing Science from La Salle University and her Bachelor's Degree in Speech-Language Pathology/Audiology from Loyola College. Since November 2009, Ms. Schwenk has been a Speech-Language Pathologist for the Unionville Chadd-Ford School District and prior to that time for the Owen J. Roberts School District and The Pathway School in Norristown.

b. Support Staff

- 1) **Royden Lee Snyder**, full-time Custodian, second shift at the JSHS, 8 hrs./day, \$12.59/hr., effective January 11, 2011.

Background Information: Mr. Snyder has been employed by the District as a substitute custodian. He is replacing William Lerch, who transferred to Custodian Floater.

c. Supplemental Staff

Activities:

- 1) **Jana Wojciechowski, Jr.** High Drama Director at 17.5 points, \$1,479, effective January 11, 2011, pending receipt of necessary documentation.
- 2) **Carole Carlson, Jr.** High Drama Producer at 3 points, \$254.00, effective January 11, 2011, pending receipt of necessary documentation.

d. Support Teacher

- 1) Change Maria Gernert as support teacher for Joseph Robinson to support teacher for Elizabeth Shaak, effective January 3, 2011, with no change to the total stipend for the year.

3. VOLUNTEER COACHES

a. Winter Sports

- 1) **Andrew Paolini** - basketball
- 2) **Noel Abreu** - basketball (delete)

4. ADDITIONAL HOURS

a. Professional Staff

- 1) **Dana Quinlivan**, Guidance Counselor at the JSHS, for a maximum of 20 hours at the

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professional contracted rate to assist Elizabeth Shaak in her transition as the new French teacher.

b. Support Staff

- 1) **Julie Faust**, part-time Cafeteria Monitor at WREC, a maximum of 15 minutes per student day, at her approved hourly rate, effective January 4, 2011, to assist with the lunch/recess change in times due to the temporary relocation of West Reading students during the construction.
- 2) **Jill Robertson** full-time Receptionist Monitor at WREC, a maximum of 5 hours per week at her approved hourly rate, to perform secretarial/receptionist responsibilities at St. James Church for the temporary relocation of fifth grade students, effective January 3, 2011, through the end of the 2010-11 school year.

5. POLICIES

- a. Second reading of policy 314 – Physical Examination
- b. First reading of the following policies:
 - 004 – Membership
 - 005 – Organization
 - 006 – Meetings
 - 007 – Distribution
 - 103.1 - Qualified Students with Disabilities
 - 104 - Nondiscrimination in Employment/Contract Practices
 - 113.3 - Screening and Evaluations for Students with Disabilities
 - 114 - Gifted Education
 - 348 – Harassment
 - 903 - Public Participation in Board Meetings
 - 907 - School Visitors

Yeas: Bamberger, Fitzgerald, Helm, Larkin, Painter, Portner, Sakmann, Seltzer and Davis.

Nays: None. Motion carried.

The Personnel and Policy items were opened for discussion. Mrs. Garman reiterated that the Special Education Secretary, Medical Access position would be funded through Special Education reimbursement money and not the taxpayers' expense. She also noted that a part-time temporary food service worker will be hired and a part-time custodian will be furloughed for the duration of the West Reading construction project. In an FMLA case, the date reflects that the physician decided that prior absences of the employee were related to the diagnosed medical issue. The change in wording under the

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Flexible Spending Plan does not add a benefit to the Act 93 group. The substitute and volunteer lists will be included in the packet for January 24.

OLD BUSINESS None.

NEW BUSINESS None.

PUBLIC COMMENT None.

**HEARING FROM
WAEA** None.

ADJOURNMENT A motion was made by Mrs. Sakmann, seconded by Mrs. Seltzer to adjourn at 6:38 p.m.

Corinne D. Mason
Board Secretary