

# WYOMISSING AREA SCHOOL DISTRICT 2011-4267

## Minutes February 28, 2011

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 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. Babb, Mr. Fries, Mrs. Morett and Mr. Roberts.

### Attendees:

Mr. Brian Boland, Kozloff Stoudt; Mr. Darrin Youker, Reading Eagle, 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.

The following meeting schedules and locations were announced.

- Personnel/Policy Committee Meeting – Tuesday, March 1, 2011, 5:00 p.m.
  - Finance/Facilities Committee Meeting – Monday, March 7, 2011, 11:30 a.m.
  - Technology Committee Meeting for March 7, 2011 is canceled.
  - Curriculum Committee Meeting – Monday, March 7, 2011, 4:30 p.m.
  - School Board Meeting with Committee Reports – Monday, March 14, 2011, 6:00 p.m.
  - Economic Development Committee Meeting – Wednesday, March 16, 2011, 7:00 p.m.
  - School Board Meeting – Monday, March 28, 2011, 7:00 p.m.
- All listed meetings are held in the Community Board Room of the Jr./Sr. High School unless otherwise noted.

### PUBLIC COMMENT

None

### **ROUTINE APPROVALS**

### MEETING MINUTES

Upon a motion by Mrs. Seltzer, second by Mrs. Sakmann, the Board approved the following minutes. Mrs. Bamberger asked that the motion be separated for each set of minutes. Mrs. Sakmann made a motion, second by Mr. Fitzgerald to approve the following minutes:

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- January 10, 2011 Board Meeting with Committee Reports

Ayes: 9  
Nays: None. Motion carried.

Upon a motion by Mrs. Helm, second by Mrs. Seltzer, the Board approved the following minutes:

- January 24, 2011 Regular Business Meeting

Ayes:: 8  
Abstain: 1  
Nays: None. Motion carried.

**TREASURER'S REPORT**

Upon a motion by Mr. Painter, second by Mr. Fitzgerald, the Treasurer's Report was accepted as presented.

Ayes: 9  
Nays: None. Motion carried.

**PAYMENT OF BILLS**

Upon motion by Mrs. Helm, second by Mrs. Seltzer, payment of bills for the month of January 2011 was approved.

Yeas: Bamberger, Fitzgerald, Helm, Larkin, Painter, Portner, Sakmann, Seltzer and Davis.  
Nays: None. Motion carried.

**SUPERINTENDENT'S REPORT**

**B. CURRICULUM/ TECHNOLOGY**

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

Mr. Krem noted that due to the competitive nature of this event this item was not listed on a prior agenda because the team recently qualified to advance to the state competition. Mrs. Bamberger added that this is a remarkable achievement for our students due to the intense competition.

1. Approved Overnight Field Trip Request – Mathcounts State Competition, March 18-19, 2011, Harrisburg, PA.

Yeas: Bamberger, Fitzgerald, Helm, Larkin, Painter, Portner, Sakmann, Seltzer and Davis.  
Nays: None. Motion carried.

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**A. FINANCE/  
FACILITIES**

Upon a motion by Mrs. Seltzer, and second by Mrs. Helm, the Board approved the Finance/Facilities agenda items as follows:

1. Approved Budget Transfers in the amount of \$29,333.
2. Approved Berks County Joint Purchasing agreement.  
*Background information: This agreement allows the Berks County Joint Purchasing Board to represent the District in the bidding process for joint purchases that it makes. It has been recommended by the Berks County Intermediate Unit's council that this agreement be approved annually by the District.*
3. Approved submission of PlanCon Part H, Project Financing, and PlanCon Part K, Project Refinancing, to PDE for the West Reading Elementary Center.
4. Accepted Permanent Easement Agreement with Richard and Marcy Wilkes.  
*Background information: The permanent easement allows the District to use a portion of the Wilkes' property to store dumpsters for the West Reading Elementary Center.*
5. Authorized the Execution of a Stipulation to Amend Caption and Substitute Party.  
*Background information: The District's name appears on a tax assessment appeal when in fact the property is in the Wilson School District. The property ID# is 96-4397-15-64-4566 and is located at 1741 Paper Mill Road.*
6. Authorized the administration to accept Request for Proposals for District-wide Optimized Print Services Program.
7. Authorized the administration to accept Request for Proposals for Solicitor Services for the 2011-2012 fiscal year.
8. Approved high school senior, ID #200594 to complete senior year per Policy 202 upon payment of a pro-rata share of educational costs.
9. Ratified the award of construction contracts for the renovations and additions to the West Reading Elementary Center per Resolution 02-28-11-01 (see attached).

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

Nays: None. Motion carried.

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C. PERSONNEL/  
POLICY

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

During discussion Mrs. Davis thanked Mrs. Derr and Mr. Beck for their donations to the drama club. Mrs. Seltzer reiterated that the listed Confidential Staff positions were changes in title and not new employees. She also recognized Mr. Mike Miller for his accomplishment in being chosen for the 2011 Japan-U.S. Teacher Exchange Program for Education for Sustainable Development.

1. POSITION GUIDES

a. Administrative

- 1) IEP Facilitator – clarification that this is a ten-month position.

b. Confidential Support Staff

- 1) Coordinator of Child Accounting & Central Registration (formerly Coordinator of Transportation/Child Accounting), effective July 1, 2010.
- 2) Business Office Secretary (formerly Business Office Secretary, Transportation), effective July 1, 2010.
- 3) Administrative Assistant to the Superintendent

2. RETIREMENTS/RESIGNATIONS/TERMINATIONS

a. Support Staff

- 1) **Judy A. Simmons**, part-time Food Service Worker at the JSHS and part-time Crossing Guard at WREC, retirement, effective February 1, 2011.

3. LEAVES

a. Administrative Staff

- 1) **Kathleen Garman**, Director of Human Resources, a FMLA leave effective February 17-21, 2011.

b. Professional Staff

- 1) **Andrea J. Bensusan**, Elementary Teacher at WREC, a FMLA leave effective February 7 - March 4, 2011.
- 2) **Erika B. Homan**, Elementary Teacher at WREC, a FMLA/Child Rearing Leave effective on or about March 7, 2011, through the end of the 2010-11 school year.

c. Support Staff

- 1) **Wendy Brent**, part-time Food Service Worker at the JSHS, unpaid leave February 28-April 8, 2011.

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- 2) **Teresita Gallegos-Rosa**, part-time Teacher's Instructional Aide at WHEC, an unpaid leave February 3-7, 2011.
- 3) **Mary Lieberman**, full-time Special Education Instructional Aide at WREC, unpaid leave March 21-25, 2011.
- 4) **Patricia Magrann**, part-time Special Education Instructional Aide at WHEC, unpaid leave April 7-12, 2011.
- 5) **Holly A. Miller**, full-time Special Education Instructional Aide at WHEC, an unpaid leave March 7-10, 2011.
- 6) **John Thomas**, full-time In-School Suspension Monitor and Pupil Services Liason, FMLA leave effective February 14, 2011, until a date to be determined.
- 7) **Claudia Walters**, change in FMLA date from February 10, 2010 for approximately two weeks to February 10, 2011 for approximately two weeks.  
*Background Information: Mrs. Walters' leave was approved at the January 24, 2011 School Board meeting with an incorrect year.*
- 8) **Linda Wynne**, part-time Special Education Instructional Aide at WHEC, unpaid leave February 18-22, 2011.

#### 4. TEACHER EXCHANGE PROGRAM

- a. **Michael Miller**, Secondary Art Teacher at the JSHS, participation in the 2011 Japan-U.S. Teacher Exchange Program for Education for Sustainable Development (ESD), May 1-4, 2011 in San Francisco and June 21-July 5, 2011 in Japan.  
*Background Information: The program is jointly funded by the Government of Japan, through the Ministry of Education, Culture, Sports, Science and Technology and the United States Government, through the Department of State. The mission of this program is to raise awareness of ESD-oriented school programs, enhance ESD-related curricula in both countries and deepen a sense of global interconnectedness and cooperation between teachers in Japan and the United States.*

#### 5. APPOINTMENTS/TRANSFERS/EFFECTIVE DATE

- a. Administrative Staff
  - 1) **Erin Petrick Schwenk**, IEP Facilitator, effective March 14, 2011.

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*Background Information: Ms. Schwenk's appointment with a date to be determined was approved at the January 10, 2011, School Board meeting.*

- 2) **Tony Alvarez**, Special Education Teacher at the JSHS, to perform duties of teacher on assignment as Interim Dean of Students with no change in base professional salary or benefits, with a stipend of \$6,000, effective March 9, 2011, until on or about June 30, 2011, or when the student scheduling duties are finalized.
- b. Confidential Support Staff
- 1) **Barbara Troxel** change in title from Coordinator of Transportation/Child Accounting to Coordinator of Child Accounting & Central Registration, with no change in hours worked or hourly rate, effective July 1, 2010. This is a change in position classification from non-union Support Staff to Confidential Staff.
  - 2) **Charmaine Beck**, change in title from Business Office Secretary, Transportation to Business Office Secretary with no change in hours worked or hourly rate, effective July 1, 2010. This is a change in position classification from non-union Support Staff to Confidential Staff.
- c. Support Staff
- 1) **Melissa Rogers**, part-time Crossing Guard at WREC, \$12.39/hr., effective March 1, 2011.  
*Background Information: Ms. Rogers is replacing Judy Simmons.*
  - 2) **Diane L. Helm**, part-time Food Service Worker at the JSHS, 4.25 hrs./day, \$9.61/hr., effective March 1, 2011.  
*Background Information: Ms. Helm has been a substitute food service worker for the district and is replacing Judy Simmons.*
- d. Supplemental Staff
- 1) **Felicia M. Kaas**, Psychology Intern for the 2011-12 school year, with a stipend of \$8,000 effective August 24, 2011, pending receipt of necessary documentation.
  - 2) **Melissa Gilroy**, Psychology Intern for the 2011-12 school year, with a stipend of \$8,000, effective August 24, 2011, pending receipt of necessary documentation.
- Spring Athletics:***

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- 3) **John Nickey, Jr.** High Boys' Baseball Head Coach, 26 points, \$2,197, effective the 2010-11 school year, pending receipt of necessary documentation.
- 4) **Michael Matz, Jr.** High 2<sup>nd</sup> Assistant Boys' & Girls' Track Coach, 16.25 points, \$1,373, effective the 2010-11 school year.

### ***Fall Athletics:***

- 5) **Jameson Beates**, Varsity Boys' Soccer Head Coach, 51 points, at an amount to be determined when the value per point for the 2011-12 school year is approved and effective.

### e. Support Teachers

<u>Support Teacher</u>	<u>Inductee</u>	<u>Assignment</u>	<u>Stipend</u>
Nancy Chaiko	Brittany Robinson	LTS Elem.	\$250-second sem.
Mary Reinert	Christine Mohler	Life Skills Tchr.	\$250

6. CONFIDENTIAL SUPPORT STAFF HANDBOOK – revisions as indicated on attached handbook.

### 7. ADDITIONAL HOURS

#### a. Supplemental Staff

- 1) **Susan E. Derr**, a stipend in the amount of \$500.00 for assisting with the Jr. High production of *Charlotte's Web*.  
*Background Information: Mrs. Derr is donating funds from this stipend to the drama club.*
- 2) **G. Peter Beck**, a stipend in the amount of \$500.00 for assisting with the Jr. High production of *Charlotte's Web*.  
*Background Information: Mr. Beck is donating funds from this stipend to the drama club.*

### 8. POLICIES

Second reading of the following policies:

- 103 – Nondiscrimination in School and Classroom Practices
- 227 – Controlled Substances/Paraphernalia
- 247 – Hazing
- 248 – Unlawful Harassment
- 825 – State Mandate Waivers

### 9. ADDITIONS/DELETIONS TO THE DISTRICT SUBSTITUTE LIST

### 10. ADDITIONS TO THE DISTRICT VOLUNTEER LIST.

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

Nays: None. Motion carried.

Following the vote, Mr. Krem introduced Mr. Alvarez to the Board and congratulated him as the Interim Dean of Students.

### OLD BUSINESS

None.

### NEW BUSINESS

Mrs. Seltzer mentioned that she will be attending the Asian Studies Collaborative at BCIU on May 6, 2011.

Mrs. Seltzer reported that there is a community link on the district website to foster better communication with the district.

Mrs. Davis congratulated the Model UN Club on their success in Washington DC.

Mrs. Vicente reported that three of our JSHS teachers have been selected for the honor of being AP readers. This experience will give them insight into the exams and help to strengthen our instructional program.

### HEARING FROM WAEA

Mr. Ackerman shared the following information:

- The first Winter Carnival, held February 25, 2011, was a huge success. Students surveyed indicated they are looking forward to next year's event. Co-advisors were Jennifer Mangold and Melissa Devlin.
- Mary Rebecca Freymoyer participated in an educator's trip to Cuba during winter break.
- Prior to the move at WREC, 41 students dined at Alebrije for a final celebration. The club is on hiatus until after the relocation. Mary Rebecca Freymoyer is the advisor.
- Under the direction of Andy Siggins, the Materials Technology Class produced stools for the art room.
- Amy Miller-Cush is currently planning spirit week to gear up the 3<sup>rd</sup> and 4<sup>th</sup> grade students for PSSAs.
- Grade 10 student, Rainer Aristy's artwork was chosen for the cover of the 5<sup>th</sup> Latino Youth Conference.
- Kudos to the faculty, staff, and students of WREC for the smooth transition to their temporary facilities.

### HEARING FROM AFSCME

None.

### HEARING FROM WAEF

None.



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**OTHER**

Mrs. Helm announced that the previously schedule Finance Committee Meeting for Monday, March 7, 2011 will be an executive session to discuss budget related personnel items. Therefore, it will not be open to the public.

**ADJOURNMENT**

A motion was made by Mrs. Sakmann, seconded by Mrs. Seltzer to adjourn at 7:17 p.m.

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Corinne D. Mason  
Board Secretary