

WYOMISSING AREA SCHOOL DISTRICT

630 Evans Avenue
Wyomissing, PA 19610

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 lifelong learners.*

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. Helen H. Larson, Superintendent

SCHOOL BOARD MEETING

Monday, January 22, 2007 – 7:30 P.M.
Community Board Room

OPENING

- I. Call to Order – Mr. Daniel K. Snyder, Board President, Presiding
- II. Pledge of Allegiance to the Flag
- III. Roll Call
- IV. Welcome to Visitors

ANNOUNCEMENT OF MEETINGS

- Regular Board Meeting – Monday, January 22, 2007, 7:30 p.m.
- Work Session – Monday, February 12, 2007, 6:00 p.m.
- Regular Board Meeting – Monday, February 26, 2007, 7:30 p.m.

PRESENTATIONS

RECOGNITION

- Recognition of Fall Sports Champions

BOARD MOTION

Move that the Board of School Directors approve and include the official proclamation presented to the fall sports champions to be recorded in the minutes of the January 22, 2007 meeting.

**January 22, 2007 Board Meeting
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BOARD LIAISON REPORTS

Board Liaison Reports/Additional Meeting Reports

- Personnel – Dr. Shuttlesworth
- Curriculum – Mrs. Sakmann
- Finance – Mr. Larkin/Mr. Fitzgerald
- Facilities – Mr. Deem
- Athletics – Mrs. McCready
- Technology – Mr. Fitzgerald/Mr. Hinsey
- Policy – Mrs. Barnett
- Berks Career & Technology Center – Mr. Snyder
- Berks County Intermediate Unit – Mr. Hinsey
- Earned Income Tax – Mrs. Barnett
- Legislative/PSBA – Mr. Fitzgerald
- Wyomissing Area Education Foundation – Mrs. Sakmann
- Joint Boroughs/District – Mr. Larkin/Dr. Shuttlesworth/Mr. Hinsey

MINUTES

- I. Approve Board Meeting Minutes
 - Minutes of November 13, 2006 Board Work Session
 - Minutes of November 20, 2006 Board Meeting
 - Minutes of December 6, 2006 Reorganization Meeting

BOARD MOTION

Move that the Board of School Directors approve the minutes of the above-listed meetings.

PERSONNEL

- I. January 2007 Personnel Report (Report attached.)

BOARD MOTION

Move that the Board of School Directors approve the Personnel Report.

CURRICULUM

- I. Approve Program of Studies for Jr./Sr. High School Courses

BOARD MOTION

Move that the Board of School Directors approve the Curriculum item.

**January 22, 2007 Board Meeting
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FINANCE/BUSINESS OFFICE

- I. Approve Financial Reports – November and December 2006
- II. Approve payment of properly approved vendor invoices for the General Fund, Athletic, and Food Service and the 2003 G.O. Bond.
- III. Ratify Transportation Agreement with The Goddard School

Background Information: Agreement to transport two early intervention students to BCIU Education Center at 2101 Centre Avenue, Reading, at a rate of \$50 per day round trip, effective September 6, to November 30, 2006.

- IV. Ratify Transportation Agreement with The Goddard School

Background Information: Agreement to transport one early intervention student to BCIU Education Center at 2101 Centre Avenue, Reading, at a rate of \$50 per day round trip, effective December 1, 2006 to June 15, 2007.

BOARD MOTION

Move that the Board of School Directors approve/ratify the Finance/Business Office items.

FACILITIES

SCHOOL ACTIVITIES & ATHLETICS

- I. Fall Sports Review (Informational)
- II. Approve winter track trip to Penn State University on February 16-17, 2007

BOARD MOTION

Move that the Board of School Directors approve the School Activities & Athletics item.

TECHNOLOGY

SUPERINTENDENT'S OFFICE

- I. Authorize the Superintendent or designee to approve any work hours beyond the contract year for professional staff for the 2006-2007 budget year. These work hours beyond the contracted year will be accumulated by employee and brought to the Board for their ratification bi-annually in June and December of each year.

**January 22, 2007 Board Meeting
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- II. Approve School Calendar for 2007-08
- III. Approve Instruction in the Home for three secondary students – student ID#200251 and ID#203188 effective January 23, 2007, and ID#200162 effective February 2007, for a maximum of 5 hours each per week, as needed during the 2006-2007 school year.
- IV. Approve Expulsion of Students ID#203397 and ID#200958 in accordance with the Expulsion Agreements as presented and authorize appropriate officers of the Board to execute the Agreements.
- V. Approve Adoption of Policies –

(Revised)

- 103 – Nondiscrimination in School and Classroom Practices
- 115 – Vocational Technical Education
- 123 – Interscholastic Athletics
- 137.1 – Extracurricular Participation by Home Education Students
- 140 – Charter Schools
- 140.1 – Extracurricular participation by Charter/Cyber Schools
- 218 – Student Discipline
- 220 – Student Expression/Distribution and Posting of Materials
- 226 – Searches
- 233 – Suspension and Expulsion
- 234 – Pregnant/Married Students
- 235 – Student Rights and Responsibilities
- 235.1 – Student Surveys
- 239 – Student Assistance Program
- 919 – District/School Report Cards

(New)

- 207 – Confidential Communications of Students
- 624 – Taxable Fringe Benefits
- 717 – Cellular Telephones
- 828 – Fraud

BOARD MOTION

Move that the Board of School Directors approve the Superintendent's Office items.

ADMINISTRATIVE REPORTS

- I. Treasurer's Report (Informational)

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NEW BUSINESS

PUBLIC PARTICIPATION

- Recognition of Visitors
*The Board welcomes comments on any school subject.
Speakers are requested to identify themselves by name and address.*

ADJOURNMENT

EXECUTIVE SESSION (IF NEEDED)

PERSONNEL REPORT

- I. Ratify Administrator's Effective Employment Date –
 - a. **Michael W. Ashton**, Assistant High School Principal, effective January 16, 2007.
(Mr. Ashton's appointment was approved on December 6, 2006.)

- II. Ratify Professional Appointment –
 - a. **Nicholas Wojciechowski**, LTS for Erika Homan, Grade 5, at West Reading Elementary Center, effective January 2, 2007 to the end of the 2006-07 school year at a prorated salary based on \$37,700.

- III. Approve Support Teacher for Nicholas Wojciechowski, LTS – **Rita Tomashitis**, at a stipend of \$250, effective the second semester of the 2006-07 school year.

- IV. Approve Professional Staff Resignation –
 - a. **Walter Wojcik**, part-time German teacher at the high school, effective January 16, 2007.

- V. Approve SAT Tutorial Class Instructors –
 - a. **Joan Mathews**, SAT Verbal Instructor, at the contracted rate for a maximum of 10 hours beginning February 2007.
 - b. **Thomas Ritter**, SAT Math Instructor, at the contracted rate for a maximum of 10 hours beginning February 2007.

Background Information: The SAT test will take place on March 10. The number of teachers required is determined based on the number of student registrants. A student fee is charged.

- VI. Ratify/Approve Support Staff Unpaid Leave Requests
 - a. **Sandra L. Magaro**, part-time Special Education Instructional Aide at Wyomissing Hills Elementary Center, leave on December 11, 12 & 13, 2006.
 - b. **Tina R. O'Hara**, Health Room Assistant at Wyomissing Hills Elementary Center, leave on January 16, 17, 18, & 19, 2007.
 - c. **Krista Mazur**, Special Education Instructional Aide at Wyomissing Hills Elementary Center, leave on January 2, 3, & 4, 2007.
 - d. **Linda Newkirk**, Food Service Worker at the Jr./Sr. High School, leave on March 26, 2007 to April 10, 2007.

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VII. Ratify Support Staff Resignations/Retirement –

- a. **Tonya Miller**, Teacher's Instructional Aide/ESL at Wyomissing Hills Elementary Center, resignation effective January 19, 2007.
- b. **Sandra L. Magaro**, part-time Special Education Instructional Aide at Wyomissing Hills Elementary Center, resignation effective January 9, 2007.
- c. **Stephanie Nye**, Part-time Library Aide at the Wyomissing Hills Elementary Center, resignation effective February 1, 2007.
- d. **Karl Klutschkowski**, Maintenance Worker/Carpenter, retirement effective December 20, 2006.

VIII. Ratify/Approve Support Staff Appointments –

- a. **Stacey Riegel**, part-time Special Education Instructional Aide at Wyomissing Hills Elementary Center, 6.5 hours per day during the school year at \$9.31 per hour, effective January 16, 2007, pending receipt of all necessary documents.
- b. **Kathleen Kautz-McDade**, part-time Special Education Instructional Aide at the Jr./Sr. High School, 6.5 hours per day during the school year at \$9.98 per hour, effective January 2, 2007, pending receipt of all necessary documents.
- c. **Jean Hentz**, full-time 12-month Staff Accountant in the Business Office, at an annual salary of \$35,485 prorated effective January 2, 2007.

IX. Approve Maternity Leave Requests –

- a. **Martha M. Lobaugh**, Music Teacher at Wyomissing Hills and West Reading Elementary Centers, effective approximately April 10, 2007 through the remainder of the 2006-07 school year.
- b. **Laura Schaeffer**, Nurse at West Reading Elementary Center, effective approximately March 27, 2007, through April 29, 2007.
- c. **Lucinda Schaeffer**, Part-time Response to Intervention Teacher at Wyomissing Hills Elementary Center, effective approximately April 15, 2007, until the beginning of the second semester of the 2007-08 school year.

- X. Approve hours for support staff aides to attend CPR and first-aid training – On February 16, 2007, a staff inservice day, the following aides will attend training for a maximum of 6 hours each and be paid at their approved hourly rate: **Dorothy Lefever, Holly Miller, Kim Latino, Lisa Reichardt, Kathleen Kautz-McDade, and one additional aide to be determined.**

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- XI. Approve After-School Support Program Instructors at Wyomissing Hills Elementary Center – The following instructors will provide a maximum of 3 hours per week (not to exceed 24 hours) of after-school instruction in reading or math effective January 9, 2007 – March 1, 2007, at \$30.50/hour:
- a. **Nancy Robinson** – 2nd grade reading
 - b. **April Bergen** – 2nd grade reading
 - c. **Kara Les** – 3rd grade reading
 - d. **Karen Sichak** – 4th grade reading
 - e. **Jennifer Lengel** – 3rd grade math
 - f. **Steve Reazor** – 4th grade math
- XII. Ratify Adjustment/Change to Supplemental Athletic Appointments for 2006-07–
- a. **Victoria Quimby**, Varsity Girls’ Basketball Co-Head Coach, 33.3 points, \$3,919 (increase of \$1,272).
 - b. **Rachel Hoffman**, Varsity Girls’ Basketball Co-Head Coach, 27.75 points, \$3,597 (increase of \$1,272).
- Background: To compensate the coaches for their increased responsibilities for the remainder of the winter season (58%), each coach will receive an additional 13 points as Co-Head Coach. This amounts to a decrease of \$376.50 from the budgeted amount.*
- XIII. Approve Emergency “On-Call” Stipend – **William Hartman, Jr./Sr.** High School Principal, \$600 Emergency “On-Call” stipend for the 2006-07 school year.
- XIV. Approve In-Home Instructors –
- a. **Brenda Phillips** and **Andrew Hoffert**, to provide in-home instruction for one secondary student ID#200251 effective January 23, 2007, for a maximum of 5 hours per week at the approved contracted rate, as needed during the 2006-07 school year.
 - b. **Tony Alvarez** to provide in-home instruction for two secondary students ID#203188 effective January 23, 2007, and ID# 200162 effective February 2007, for a maximum of 5 hours each per week at the approved contracted rate, during the 2006-07 school year.
- XV. Approve District volunteer list.
- XVI. Approve substitute list for professional/support staff.

Wyomissing Area School District
Addendum to Agenda
January 22, 2007 Board Meeting

PERSONNEL

- I. Approve Support Staff Appointment – **William Lerch**, full time 12-month second shift Custodian at the Jr./Sr. High School, 8 hours per day at \$11.02 per hour, effective January 23, 2007, pending receipt of all necessary documents.
- II. Approve Support Staff Unpaid Leave –
 - a. **Dori Noecker**, Teacher’s Instructional Aide and Cafeteria Monitor at Wyomissing Hills Elementary Center, effective February 26, 27, 28, March 1 and 2, 2007.
 - b. **Lisa Schell**, Cafeteria Worker at Wyomissing Hills Elementary Center, effective March 14-16, 2007.

FACILITIES

- I. Award bid to Trane in Harrisburg, Pennsylvania, in the amount of \$48,880, to overhaul the centrifugal chillers.

Background Information: The bid opening took place on January 22, 2007, at 1:00 p.m. There were two bidders, Trane in Harrisburg, PA, and Carrier Corporation in Syracuse, NY.