

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

Mrs. Corinne D. Mason, Board Secretary
Ms. Kathleen A. Garman, Director of Human Resources

Ex Officio Member

Dr. Helen H. Larson, Superintendent

SCHOOL BOARD WORK SESSION

Monday, October 15, 2007 – 6:00 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, October 22, 2007, 7:30 p.m.

PRESENTATIONS

- Staff Development – Jr./Sr. High School Staff

- V. Public Comment on Agenda Items

RECOGNITION

**October 15, 2007 Board Work Session
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BOARD LIAISON REPORTS

BOARD ACTION
~~Information Item~~
10/15/2007 Meeting

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//Mr. Hinsey

MINUTES

- | | |
|---|--------------------|
| I. Approve Board Meeting Minutes | Board Motion |
| ▪ Minutes of September 17, 2007 Work Session | 10/22/2007 Meeting |
| ▪ Minutes of September 24, 2007 Board Meeting | |
| (Will be provided with October 22, 2007 packet.) | |

PERSONNEL

- | | |
|---|--------------------|
| I. October 2007 Personnel Report (Report attached.) | Board Motion |
| | 10/22/2007 Meeting |

CURRICULUM

- | | |
|---|--------------------|
| I. Adopt secondary planned course for digital photography written and revised since July 1, 2007. | Board Motion |
| | 10/22/2007 Meeting |

FINANCE/BUSINESS OFFICE

- | | |
|--|--------------------|
| I. Approve Financial Reports--September 2007 that are included in the official minute book and provided to Board members.
(Will be provided with October 22, 2007 packet.) | Board Motion |
| | 10/22/2007 Meeting |
| II. Approve payment of properly approved vendor invoices for the General Fund, Athletic Fund, Food Service Fund, and the 2003 G.O. Bond (Will be provided with the October 22, 2007 packet.) | Board Motion |
| | 10/22/2007 Meeting |
| III. Approve Budget Calendar | Information Item |
| | 10/15/2007 Meeting |

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BOARD ACTION

- | | |
|---|------------------------------------|
| IV. Approve Budget Transfers | Board Motion
10/22/2007 Meeting |
| V. Approve contract with Wilson School District in the amount of \$140,357.46.

<i>Background information – this contract is for four students to attend special education classes in the Wilson School District for the 2007-2008 school year.</i> | Board Motion
10/22/2007 Meeting |
| VI. Approve Karen Iby contract not to exceed \$40,000

<i>Background information – Retain services to plan and deliver the means for communicating information and collecting feedback about the West Reading Elementary Center Project and any other facility needs.</i> | Board Motion
10/22/2007 Meeting |
| VII. Approve Michael Paston contract not to exceed \$9,000.

<i>Background information – Retain services to identify and plan for the options to finance the West Reading Elementary Center Project and any other facility needs in light of Act 1.</i> | Board Motion
10/22/2007 Meeting |
| VIII. Accept Donation from the Wyomissing Area Education Foundation - \$428.75

<i>Background information – This gift is to be used toward the purchase of a display cabinet that will be used to display alumni memorabilia and student art.</i> | Board Motion
10/22/2007 Meeting |

FACILITIES

SCHOOL ACTIVITIES & ATHLETICS

TECHNOLOGY

SUPERINTENDENT'S OFFICE

- | | |
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| I. Approve Communications Intern - \$4,680 prorated, effective the | Board Motion |
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BOARD ACTION

- | | |
|---|--|
| 2007-08 school year. | 10/22/2007 Meeting |
| II. Approve the resignation of Dr. Melissa G. Brewer , interim administrator for secondary education and K-12 curriculum, effective _____. | Board Motion
10/22/2007 Meeting |
| III. Approve changes to first grade report card. | Board Motion
10/22/2007 Meeting |
| IV. Update on TV Studio | Information Item
10/15/2007 Meeting |

ADMINISTRATIVE REPORTS

- | | |
|-----------------------|--|
| I. Treasurer's Report | Information Item
10/22/2007 Meeting |
|-----------------------|--|

OLD BUSINESS

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)

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PERSONNEL REPORT

- I. Approve Appointment of **Corinne Mason** as Director of Business Affairs, effective October 23, 2007, for a two-year term per the provisions of the contract, at a salary of \$80,000, prorated.
- II. Ratify contract for Kathleen Garman, Director of Human Resources, for a four-year term, effective July 2, 2007 to June 30, 2011.
- III. Approve/Ratify Support Staff Unpaid Leave Requests:
 - a. **Susan Bennett**, ESL Instructional Aide at WHEC, unpaid leave October 1, 2, 3 & 4, 2007.
 - b. **Sheila Bornstein**. Computer Lab Aide at the JSHS, unpaid leave October 30 & 31, November 1, 2, 5, 6, 7, 8 & 9, 2007.
 - c. **Tracy Cantafio**, Special Education Instructional Aide at the JSHS, unpaid leave September 24, 25, 26 & 27, 2007.
 - d. **Nancy Murray**, Receptionist Monitor at the JSHS, unpaid leave October 11, 18, 19 & November 27, 2007.
- IV. Approve/Ratify Stipends
 - a. **Lucinda Schaeffer** to assist in the preparation of the fall 2007 issue of the District newsletter, with a stipend of \$200.00, effective October 3, 2007.
 - b. **Michelle Davis**, to facilitate the District's Strategic Plan, for the 2007-08 school year, with a stipend not to exceed \$5,000.
- V. Approve FMLA requests:
 - a. **Elizabeth D'Amico**, custodian at WHEC, a family and medical leave of absence effective October 4, 2007, for a period of approximately two to four weeks.
 - b. **Karen Houck**, Elementary Teacher at WHEC, a family and medical leave of absence effective October 1, 2007, for a period of approximately 30-35 days.
- VI. Ratify **Joan Brenner**, Interim DISC Substitute System Backup Coordinator, for a total of 63.5 hours from August 24, 2007 to September 11, 2007, at the hourly rate of \$12.45.
- VII. Ratify **Jennifer Wolfe**, Interim Crossing Guard, for a total of 5.75 hours from September 25–28, 2007, at the hourly rate of \$12.15.
- VIII. Approve Curriculum Writing – **Laura Henssler**, Secondary Teacher, Digital Photography for a maximum of 20 hours at the contracted rate of \$31.00 per hour.
- IX. Approve Supplemental Activity Appointments effective 2007-08 school year
 - a. **Shana Bellairs**, Spartan Pride Council Co-Advisor, 6.5 points, \$523.00

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- b. **Kelly Ferrandino**, Spartan Pride Council Co-Advisor, 5.5 points, \$443.00.
 - c. **Stacy Moyer**, Senior High Cheerleading Assistant Coach, 8.25 points, \$499 prorated.
 - d. **Robert Kucharczuk**, Draw Squad Advisor, 6.5 points, \$523.00; and Art Club (Elementary) Advisor, 7 points, \$564.00.
 - e. **Jennifer Parker**, Choreographer, 15.5 points, \$1,248.
 - f. **Martha Lobaugh**, Hand Bell Choir Advisor (WREC), 10 points, \$805.00.
- X. Approve Supplemental Athletic List for Winter Sports 2007-08. (List provided in Board packet.)
- XI. Approve additions to the district volunteer list. (List to be provided in next Board packet.)
- XII. Approve additions/deletions to the substitute list for professional/support staff. (List to be provided in next Board packet.)