

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 MEETING

Monday, October 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 / Public Comment on Agenda Items

ANNOUNCEMENT OF MEETINGS

- Work Session – Monday, November 12, 2007, 6:00 p.m.
- Regular Board Meeting – Monday, November 19, 2007, 7:30 p.m.

PRESENTATIONS

RECOGNITION

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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. McCreedy
- 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
 - Minutes of September 17, 2007 Board Meeting
 - Minutes of September 24, 2007 Board Meeting

BOARD MOTION

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

PERSONNEL

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

BOARD MOTION

Move that the Board of School Directors approve the Personnel Report for October 2007.

CURRICULUM

- I. Adopt secondary planned course for digital photography written and revised since July 1, 2007.

BOARD MOTION

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

FINANCE/BUSINESS OFFICE

- I. Approve Financial Reports–September 2007 that are included in the official minute book and provided to Board members.

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- II. Approve payment of properly approved vendor invoices for the General Fund, Athletic Fund, Food Service Fund, and the 2003 G.O. Bond.
- III. Approve Budget Transfers \$96,694.
- IV. Approve Michael Paston contract not to exceed \$9,000.

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.

- V. Accept Donation from the Wyomissing Area Education Foundation - \$428.75

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.

BOARD MOTION

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

- I. Approve Contract with Karen Iby, iby communication services, not to exceed \$40,000.

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.

BOARD MOTION

Move that the Board of School Directors approve the contract with Karen Iby as noted.

FACILITIES

SCHOOL ACTIVITIES & ATHLETICS

TECHNOLOGY

SUPERINTENDENT'S OFFICE

- I. Approve Communications Intern, **Melissa Brice**, \$4,680 prorated, effective the 2007-08 school year.
- II. Approve the resignation of **Dr. Melissa G. Brewer**, interim administrator for secondary education and K-12 curriculum, effective October 10, 2007.
- III. Approve changes to first grade report card.

BOARD MOTION

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

- IV. 2007 PSSA Results

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ADMINISTRATIVE REPORTS

- I. Treasurer's Report (Informational)

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, for a two-year term per the provisions of the contract effective October 23, 2007, at a starting 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 18, 19 & November 27, 2007.
 - e. **Tina O’Hara**, School Nurse Aide, unpaid leave November 6, 7, 8, & 9, 2007.
- IV. Approve 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, at the contracted rate of \$31.00/hour, 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.

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- IX. Approve Supplemental Activity Appointments effective 2007-08 school year:
 - a. **Shana Bellairs**, Spartan Pride Council Co-Advisor, 6.5 points, \$523.00
 - 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.

- XI. Approve additions to the district volunteer list.

- XII. Approve additions/deletions to the substitute list for professional/support staff.