

WYOMISSING AREA SCHOOL DISTRICT 2007-3866

Minutes October 22, 2007

The regular meeting of the Board of School Directors convened at 7:35 p.m. in the Community Board Room of the Jr./Sr. High School with Mr. Snyder, Board President, presiding.

PLEDGE OF ALLEGIANCE

Following the pledge, the secretary called the roll of Board members.

Board Members Present:

Mrs. Barnett, Mr. Fitzgerald, Mr. Hinsey, Mrs. McCready, Mr. Larkin, Dr. Shuttlesworth, Mr. Deem, Mrs. Sakmann, and Mr. Snyder.

Administrative Staff Present:

Dr. Larson, Mrs. Mason, Mr. Dawson, Mrs. Motze, and Ms. Garman.

Attendees:

Mr. Brian Boland, Kozloff Stoudt. Audience sign-in sheet included as part of these official minutes.

WELCOME

President Snyder welcomed everyone and announced that an executive session was held just prior the meeting to discuss real estate and personnel items.

PUBLIC COMMENTS

There were no public comments on agenda items.

ANNOUNCEMENT OF MEETINGS

Mr. Snyder announced the November meetings were scheduled for November 12, and November 19, 2007, one week earlier than usual because of the Thanksgiving holiday.

RECOGNITION

Dr. Larson introduced Melissa Brice, Albright College student who will be working as a PR intern. Her duties will include writing articles for the web site and assisting with the newsletter.

LIAISON REPORTS

There were no liaison reports.

APPROVED MEETING MINUTES

Upon motion by Mrs. McCready second by Mr. Deem, the minutes of the following meetings were approved as corrected and included as part of these official minutes.

- Minutes of September 17, 2007 Work Session
- Minutes of September 24, 2007 Board Meeting

Yeas: 9.

Nays: 0. Motion carried.

PERSONNEL

APPROVED PERSONNEL REPORT AND ADDENDUM

Upon motion by Dr. Shuttlesworth and second by Mr. Hinsey, the Board approved the Personnel Report for October which is included as part of these official minutes.

Yeas: Barnett, Deem, Fitzgerald, Hinsey, McCready, Larkin, Sakmann, Shuttlesworth, and Snyder.

Nays: None. Motion carried.

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CURRICULUM

APPROVED PLANNED
COURSE – DIGITAL
PHOTOGRAPHY

Upon motion by Mrs. McCready and second by Mrs. Sakmann, the Board approved the secondary planned course for digital photography written and revised since July 1, 2007.

Yeas: Barnett, Deem, Fitzgerald, Hinsey, McCready, Larkin, Sakmann, Shuttlesworth, and Snyder.

Nays: None. Motion carried.

**FINANCE/BUSINESS
OFFICE**

Upon motion by Mr. Fitzgerald and second by Mrs. Sakmann, the following finance/business office items were approved by the Board:

APPROVED
FINANCIAL REPORTS

Financial reports for September 2007.

APPROVED PAYMENT
OF INVOICES

Payment of properly approved vendor invoices for the General Fund, Athletic Fund, Food Service Fund, and the 2003 G. O. Bond.

APPROVED BUDGET
TRANSFERS

Budget transfers in the amount of \$96,694.

APPROVED
CONTRACT WITH
MICHAEL PASTON

Contract with Michael Paston 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.

ACCEPTED
DONATION FROM
WAEF

Accepted donation from the WAEF in the amount of \$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.

Yeas: Barnett, Deem, Fitzgerald, Hinsey, McCready, Larkin, Sakmann, Shuttlesworth, and Snyder.

Nays: None. Motion carried.

APPROVED
CONTRACT WITH IBY
COMMUNICATION
SERVICES

Approved 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.

Yeas: Barnett, Deem, Hinsey, McCready, Larkin, Sakmann, Shuttlesworth, and Snyder.

Nays: Fitzgerald. Motion carried.

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Mr. Fitzgerald questioned why this did not go out for bid since it is over \$10,000. Contracts are not required to go out for bid as per Mr. Boland.

FACILITIES

There were no agenda items for Board approval.

There was discussion on the youth football group and their complaint about last minute field changes. Mrs. Motze explained the domino effect that can happen when an activity needs to be changed. She also indicated that she communicated with Mrs. Zabrecchi to explain why there were two last minute changes.

SCHOOL ACTIVITIES & ATHLETICS

There were no agenda items for Board approval.

Mrs. McCready commented on the sports program – 40 years of Spartan Football.

TECHNOLOGY

There were no agenda items for Board approval.

SUPERINTENDENT'S OFFICE

Upon motion by Mr. Fitzgerald, second by Mrs. Barnett, the Board approved the following items on the superintendent's report:

APPROVED COMMUNICATIONS INTERN

Communication Intern, Melissa Brice, effective the 2007-08 school year at \$4,680 prorated.

APPROVED RESIGNATION – DR. MELISSA BREWER

Resignation of Dr. Melissa G. Brewer, interim administrator for secondary education and K-12 curriculum, effective October 10, 2007.

APPROVED CHANGES TO FIRST GRADE REPORT CARD

Changes to the first grade report card.

Yeas: Barnett, Deem, Fitzgerald, Hinsey, McCready, Larkin, Sakmann, Shuttlesworth, and Snyder.

Nays: None. Motion carried.

Dr. Larson provided the following comments:

The enrollment shows a 1% increase over 10 years. There is a 10.48% ethnicity change, showing the composition is changing.

The District is continuing to look at and determine the degree at which there is or is not a problem in the Technology Education area.

The TV studio possibilities have been put on the back burner at this time so as not to be a distraction to the important issues such as West Reading Elementary Center.

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Dr. Larson reviewed the PSSA test results using a power point demonstration.

There was discussion among the Board members and the audience to help answer any questions on the presentation.

Mrs. Barnett encouraged contacting Twin Valley, Boyertown, and Wilson to find out what they are doing differently to improve results.

ADMINISTRATIVE REPORTS

Treasurer's Report (Informational)

OLD BUSINESS

None.

NEW BUSINESS

None.

PUBLIC PARTICIPATION

Kurt Althouse – WFA would like to see a resolution to the communication issues involving field use.

A resident questioned the number of vacancies on the Board for the November election. It was noted there are 5 vacancies on the board this year, and there are changes every two years.

Mark Yourkovich asked for an explanation on iby communication services. Dr. Larson explained that Karen Iby will assist with facility issues and how to communicate with the community and the groups giving presentations. Dr. Larson noted that dates have not been established as yet for the group to meet on the West Reading Elementary Center issues.

Barbara Cafurello asked when the people will be identified for the strategic plan committee and when the West Reading Committee will begin meeting.

ADJOURNMENT

A motion was made at 9:03 p.m. by Mrs. McCready and seconded by Mr. Fitzgerald to adjourn.

Corinne D. Mason
Board Secretary

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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.

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- 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 Hensler**, 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
 - 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.