

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

Mrs. Michelle M. Davis, President
Mr. Gregory L. Portner, Vice President
Mr. Lawrence A. Fitzgerald, Treasurer
Mrs. Carolyn M. Bamberger
Mrs. Angel L. Helm
Mr. John A. Larkin
Scott C. Painter, Esq.
Mrs. Lynn T. Sakmann
Mrs. Anne P. Seltzer

Non Members

Mrs. Corinne D. Mason, Board Secretary
Mrs. Julia Vicente, Dir. of Elem. & Sec. Education

Ex Officio Member

Mr. David P. Krem, Superintendent

SCHOOL BOARD MEETING

Tuesday April 26, 2011 – 7:00 P.M.
Community Board Room

- I. **Call to Order – Mrs. Michelle M. Davis, Board President, Presiding**
- II. **Pledge of Allegiance – Mrs. Davis**
- III. **Announcement of Recording by the Public – Mrs. Davis**
- IV. **Roll Call – Mrs. Filer**
- V. **Welcome to Visitors & Announcement of Meetings – Mrs. Davis**
 - Finance/Facilities Committee Meeting – Monday, May 2, 2011, 11:30 a.m.
 - Technology/Curriculum Committee – Monday, May 2, 2011, 3:30 p.m.
 - Personnel/Policy Committee Meeting – Tuesday, May 3, 2011, 5:00 p.m.
 - School Board Meeting with Committee Reports – Monday, May 9, 2011, 6:00 p.m.
 - Economic Development Committee Meeting – Wednesday, May 11, 2011, 5:30 p.m.
 - School Board Meeting – Monday, May 23, 2011, 7:00 p.m.

All listed meetings are held in the Community Board Room of the Jr./Sr. High School unless otherwise noted.
- VI. **Student Recognition – Mrs. Davis**
 - A. Jennifer Helinek – All National Honors Choir
- VII. **Public Comment – Mrs. Davis**

Speakers are requested to identify themselves by name and address.

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VIII. Routine Approvals – Mrs. Davis

MOTION

- A. It is recommended that the Board of School Directors approve the following minutes:
- March 14, 2011 Business Meeting with Committee Reports
 - March 28, 2011 Regular Business Meeting

MOTION

- B. It is recommended that the Board of School Directors accept the Treasurer's Report.

MOTION

- C. It is recommended that the Board of School Directors approve payment of bills for the month of March 2011, as listed in the financial packet.
- 1) General Fund Accounting Check Summary
 - 2) Athletic Fund Accounting Check Summary
 - 3) Food Service Accounting Check Summary
 - 4) Student Activity Accounting Check Summary
 - 5) Capital Project Fund Accounting Check Summary

IX. Superintendent's Report – Mr. Krem

A. Curriculum and Technology – no items

B. Finance and Facilities

MOTION

It is recommended that the Board of School Directors approve the following Finance and Facilities items 1-7:

1. Approve Budget Transfers in the amount of \$15,264.
2. Approve Berks Career & Technology Center 2011-12 Budget.
Background information: The proposed maximum share amount for the Wyomissing Area School District for 2011-12 is \$285,352 which is an increase of 10% from 2010-11. The individual school district's contribution to the budget is determined by a proportionate share calculation that looks at audited enrollment figures from the three previous years.
3. Approve the following donations from the Wyomissing Area Education Foundation:
 - \$1,391.91 in EITC funds for the purchase of a classroom response system with Turning Point software for the JSHS.
 - \$170 for the purchase of 10 Franklin Spellors for use in Danielle Metzger's 3rd grade classroom.
 - \$500 to fund the Project Help Desk at the JSHS Library.

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4. Approve Berks County Joint Purchasing bids for art supplies and medical & nursing supplies:

Art Supplies:		Medical & Nursing Supplies	
Art Store, Inc	141.72	Henry Schein	114.97
Cascade	258.45	Medco	338.18
Ceramic Shop	136.00	Moore Medical	1,566.09
Kurtz Bros.	232.16	School Health	309.26
Nat'l Art & School	1,479.72	<u>School Nurse Supply</u>	<u>94.08</u>
Nasco	13.80		
Phillips Supply	359.64	Total	\$ 2,422.58
Pyramid Sch Prod	506.68		
Quill	1,384.00		
<u>School Specialty</u>	<u>1,749.22</u>		
 Total	 \$ 6,261.39		

5. Award bid for interactive whiteboards to Haverford Systems in the amount of \$52,869.
6. Reappoint Corinne D. Mason as management representative to the Berks County School District Health Trust for a two-year term.
7. Approve exonerations for Per Capita tax.

C. Personnel and Policy

MOTION

It is recommended that the Board of School Directors approve the following Personnel and Policy items 1-7:

1. APPROVE RESOLUTIONS (See attachments)
 - a. 04-26-11-01 - Official notification to change one JSHS Guidance Counselor position from full-time to .5 part-time. This change was necessitated due to budgetary constraints.
 - b. 04-26-11-02 – Acceptance of salary freeze for Act 93 administrators, David Krem, Julie Vicente, and Corinne Mason.

2. RESIGNATIONS/POSITION ELIMINATIONS
 - a. Administrative
 - 1) **Kathleen Garman**, Director of Human Resources, resignation, effective May 13, 2011.
 - 2) **Director of Human Resources**, position elimination effective June 30, 2011.
 - 3) **Jennifer Motze**, Director of Athletics, position elimination, effective June 30, 2011.

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b. Confidential Support Staff

- 1) **Catherine McGowan Pennebaker**, Senior Staff Accountant, resignation, effective April 29, 2011.
- 2) **Senior Staff Accountant** position elimination, effective June 30, 2011.
- 3) **John Hungerford**, Network Communications Specialist, resignation, effective May 3, 2011.

c. Support Staff

- 1) **Sheila Bornstein**, part-time Computer Lab Aide at the JSHS, position elimination, effective June 30, 2011.
- 2) **Lynn Clouser**, part-time Computer Lab Aide at the JSHS, position elimination, effective June 30, 2011.
- 3) **Ashlynn Khaldaoui**, part-time Teacher's Instructional Aide at WHEC position elimination, effective June 30, 2011.
- 4) **Kelli Kihullen**, part-time Teacher's Instructional Aide at WHEC position elimination, effective June 30, 2011.
- 5) **Annemarie Melcher**, part-time Teacher's Instructional Aide at WHEC position elimination, effective June 30, 2011.
- 6) **Justin Moyer**, full-time Special Education Instructional Aide at WREC, position elimination, effective June 30, 2011.
- 7) **Nancy Murray**, full-time Receptionist Monitor at the JSHS, position elimination, effective June 30, 2011.
- 8) **Jennifer Noll**, full-time Receptionist Monitor at WHEC, position elimination, effective June 30, 2011.
- 9) **Jill Robertson**, full-time Receptionist Monitor at WREC, position elimination, effective June 30, 2011.
- 10) **Lisa Schlappich**, part-time Special Education Secretary at the District Office, position elimination, effective June 30, 2011.
- 11) **John Thomas**, full-time Jr./Sr. High School In-School Suspension Monitor and District School Services Liaison, position elimination, effective June 30, 2011.
- 12) **Heather Ulrich**, part-time Jr./Sr. High School Clerical Assistant, position elimination, effective June 30, 2011.
- 13) **Secretary to the Jr./Sr. High School Assistant Principal** position elimination, effective June 30, 2011.
- 14) **Jr./Sr. High School Attendance/Central Registration/Pentamation Secretary** position elimination, effective June 30, 2011.

2. LEAVES

a. Professional Staff

- 1) **David Skovera**, Guidance Counselor at the JSHS, FMLA leave effective April 27 – 29, 2011.

b. Support Staff

- 1) **Ashlynn Khaldaoui**, part-time Teacher's Instructional Aide at WHEC, unpaid leave April 8-13, 2011.

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- 2) **Marie Minnich**, full-time Special Education Instructional Aide at the JSHS, FMLA leave April 12, 2011, until a date to be determined.
- 3) **Rupa Patel**, full-time Special Education Instructional Aide at WHEC, FMLA leave, effective March 8-25, 2011.
- 4) **Nancy Murray**, full-time Receptionist Monitor at the JSHS, an intermittent FMLA leave, effective March 25, 2011 through a date to be determined.
- 5) **Kathleen Rohm**, full-time special Education Instructional Aide at WHEC, FMLA leave effective April 13, 2011, until a date to be determined.

3. APPOINTMENTS/TRANSFERS

a. Professional Staff

- 1) **David Clewell**, Secondary Guidance Counselor at the JSHS, change from full-time professional staff employee to .5 professional staff employee, effective July 1, 2011.
- 2) **Jennifer Littlefield**, Elementary Spanish Teacher at WHEC, transfer to Grade 4 Teacher at WHEC, effective July 1, 2011.
Background Information: The elementary Spanish program at WHEC is being eliminated.

b. Confidential Support Staff

- 1) **Linda Bentz, Jr./Sr.** High School Attendance/Central Registration/Pentamation Secretary transfer to Coordinator of Child Accounting & Central Registration, effective July 1, 2011. This is a change in position from Support Staff Union to Confidential Support Staff with no change in hours worked or hourly rate.
Background Information: Mrs. Bentz is filling the vacancy created by Barbara Troxel's retirement.

c. Support Staff

- 1) **Janice Duquette**, Secretary to the Jr./Sr. High School Assistant Principal, transfer to Special Education Secretary, Medical Access, effective July 1, 2011. There is no change in hours worked or hourly rate.
Background Information: This position is funded through Special Education reimbursement money, and the position guide was approved at the January 24, 2011, Board meeting.

d. Supplemental Staff

- 1) **Keith Arnold**, Summer Safari Coordinator, at a stipend of \$3,000, effective summer 2011.
Background Information: The stipend is covered by tuition for the Summer Safari Program.
- 2) **Charles R. Hiestand, III**, Information Technology Intern, \$10.00/hr., not to exceed 266.5 hours, effective May 9 – June 30, 2011.
Background Information: Funds for the Information Technology Intern are through contracted services and were already budgeted for 2010-11.

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4. ADDITIONAL HOURS

a. Professional Staff

- 1) **Shirley Gashi**, Secondary Science Teacher at the JSHS, to provide homebound instruction for one secondary student ID #200594, effective April 3 – May 15, 2011, for a shared maximum not to exceed 5 hours per week, at the approved professional contracted rate.
- 2) **Kim Lally**, Guidance Counselor at the JSHS, to provide homebound instruction for one secondary student ID #200594, effective April 3 – May 15, 2011, for a shared maximum not to exceed 5 hours per week, at the approved professional contracted rate.

5. POLICIES

Second reading of the following policies:

- 004 - Membership
- 203 - Communicable Diseases and Immunization
- 210.1 - Possession/Use of Asthma Inhalers and Epinephrine Auto-injectors
- 210.1 - Attachment - Exhibit A

6. ADDITIONS/DELETIONS TO THE DISTRICT SUBSTITUTE LIST

7. ADDITIONS TO THE DISTRICT VOLUNTEER LIST

X. **Old Business – Mrs. Davis**

XI. **New Business – Mrs. Davis**

XII. **Right to Know Requests – Mrs. Davis**

		Right-to-Know			
		Cost Analysis			
		03/01/11 – 03/31/11			
Date	Requested by	Description of Request	Personnel	Time	Cost
3/2/2011	N. Fett	Payments made to specified organizations	S. Fick	0.50	\$9.28
3/2/2011	Signature Info. Solutions	(2) Tax Certification	C. Beck	0.75	\$10.79
3/10/2011	Signature Info. Solutions	(3) Tax Certification	C. Beck	1.00	\$14.38
3/15/2011	Signature Info. Solutions	(1) Tax Certification	C. Beck	0.50	\$7.19
3/31/2011	Signature Info. Solutions	(1) Tax Certification	C. Beck	0.50	\$7.19
					\$48.83

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- XIII. Hearing from the WAEA**
- XIV. Hearing from AFSCME**
- XV. Hearing from WAEF**
- XVI. Adjournment – Mrs. Davis**