

## **COMBINED COMMITTEE MEETING**

The Combined Committee Meeting of the Board of School Directors of the Oley Valley School District was held on Wednesday, November 14, 2007, at 7:00 p.m. in the Administration Building Boardroom. President Robert A. Heckman presided and called the meeting to order. Janet Keehn, Board Secretary, recorded the minutes. Roll call was taken as follows:

Present:	Barbara Bieber	<i>Roll Call</i>
	Dr. Robert Cappa	
	Dr. Scarlette Gotwals	
	Christopher Hannum	
	David Maloney, Sr.	
	Mary Anne McCarthy	
	Ralph Richard	
	Robert A. Heckman	
Absent:	Kerry Madeira	

Also meeting with the Board:

John Stott, Esquire, Solicitor  
Jeffrey F. Zackon, Ed.D., Superintendent  
Linda Stubits, Ed.D., Assistant Superintendent  
Christine Stafford, Director of Business & Support Services  
Judith Rabena, Elementary School Principal  
Darrell Markley, High School Principal  
Eileen Lightcap, Middle School Principal  
Dawn Cambria, Director of Student Services  
Gangi Cucciuffo, Assistant Elementary School Principal  
Michael J. Flick, Assistant High School Principal  
Stephen Burns                      Cynthia Smith  
Carl Kubitz, Jr.                      Albert Jacobs  
John Bieber

## **SCHOOL PRESENTATION**

Dr. Jeffrey F. Zackon, Superintendent, and Dr. Linda Stubits, Assistant Superintendent, introduced Mr. Daniel Schaeffer, Cross-Country Coach, who presented Ryan Reich, who placed in States for AA Cross-Country.

Dr. James Howe and Mr. Jeremy Deysher presented students who attended the National FFA Convention in Indianapolis. Finalists in the State Chevron Tractor Restoration Competition were Keith Reitnauer, Spencer Miller, Ryan Delp, and Michael Beekman. The National Environmental/Natural Resource Competition winners were James Howe – Gold Medal, Zachary Moser – Silver Medal, Ryan Lynch – Silver Medal, and Colin Hauseman – Silver Medal. The Meat Judging Evaluation and Technology team were Curtis Noll – Silver Medal, Jennifer Updegrave – Bronze Medal, Michael Beekman – Bronze Medal, and Kacy Shipe – Bronze Medal.

Kirsten Bampton, Senior Play Director, introduced students participating in the current production of “*Stuck Pot.*” The actors were Ainsley Ruffer, Dan Lesko, Bronson Taylor, Abagale Hartenstine, and Kaiya Lyons, who presented an excerpt from the play. The play will be performed this Thursday, Friday, and Saturday.

Ms. Christine Stafford, Director of Business and Support Services, introduced Michael Vind and Ramiro Cashonnel from Financial Solutions. They offered a model of an option for bonds currently held by Oley Valley School District.

**COMMENTS FROM AUDIENCE**

- Mrs. Cynthia Smith, Oley Township – questions on the financial presentation and potential renovations
- Mr. Albert Jacobs, Pike Township – questions on the financial presentation

**SUPERINTENDENT'S REPORT**

Dr. Jeffrey F. Zackon, Superintendent, presented a written report. Also submitting written reports were Dr. Linda Stubits, Assistant Superintendent, Darrell Markley, High School Principal, Eileen Lightcap, Middle School Principal, Judith Rabena, Elementary Principal, and Dawn Cambria, Director of Student Services. Dr. Zackon, Superintendent, also commented on the following:

*Superintendent's Report*

- Shared publication “*High School Sports*” - a Greater Reading Magazine for High School Sports, featuring Oley Valley athletes
- Highlighted the student work on the bulletin board featuring the theme – “*Thankful in the Oley Valley*”
- Thanked Grade 5 for the Administration Building display case.
- This week is American Education Week.
- The employees of the Oley Valley School District have pledged over \$13,000.00 to the United Way. High School Students are raising funds for the Greater Reading Area Food Bank.
- Sunday will be the National Honor Society Induction
- The Middle School has been designated with the distinction “*No Place for Hate*”

**Action Items:**

1. A motion was made by Mr. Hannum, seconded by Dr. Gotwals, to approve/ratify the following action items:

**Substitutes:**

*Substitutes*

- Add/ratify the following names to the guest teacher list:

*Guest Teachers*

Stephanie Kubitz – Health  
Cindy Zack – Math, Computer Science, Physical Education  
Colleen Roach – Elementary Education  
Tina Hermany – Elementary Education  
Robert Stock – Chemistry  
Sheryl Henry - Horticulture

**Workshops/Conferences**

- Ms. Andrea Stover to attend the Pa. Technology Conference on Monday and Tuesday, February 11 and 12, 2008, in Hershey. Total Cost is \$416.00. *PA Tech Conference Hershey Stover*
- Ratify for Mr. Michael Flick to attend the Alternative Education Region 1 meeting on Tuesday, November 6, 2007 in Glenn Mills School. Cost is \$31.00. *Alternative Ed Region 1 Meeting Glenn Mills Flick*
- Mrs. Cornelia Maroulis to attend the Pennsylvania Science Teachers Association Conference on Friday, December 7, 2007 in Hershey. Cost is \$200.00. *PA Science Conference Hershey Maroulis*
- Ratify for Ms. Lori Hudson to attend the School Annual Online Yearbook Conference on Tuesday, October 23, 2007, in King of Prussia. Cost is \$34.00. *Online Yearbook Conference King of Prussia Hudson*
- Mr. David Schmaldienst to attend the Fall into the 21<sup>st</sup> Century Learning: Classrooms for the Future workshop on Monday and Tuesday, December 3 and 4, 2007 at Capital Area IU #15. Cost of \$81.00 mileage. No cost to the District. *Classrooms for the Future workshop Capital Area IU#15 Schmaldienst*
- Mrs. Pat Rettstadt to attend the Pennsylvania Science Teachers Conference on Friday, December 7, 2007, in Hershey, Pa. Cost to the District is \$160.00. *PA Science Conference Hershey Rettstadt*

**Field Trips**

- Mr. Mark Brumbach, Mrs. Crystal Jordan, 2 faculty members, 8 parents and 152 students to travel to Disney World to perform on Thursday, Friday, Saturday, Sunday, and Monday, April 10 to 14, 2008. Cost of \$270.00 for substitutes. All other expenses will be paid by the Music Association or students. *Music Trip Disney World April 2008*

Motion was followed by roll call vote with Mrs. Bieber, Dr. Cappa, Dr. Gotwals, Mr. Hannum, Mr. Maloney, Mrs. McCarthy, Mr. Richard, and Mr. Heckman, all voting yes.

Motion approved.

**COMMITTEE REPORTS**

**Budget and Finance Committee**

Ralph C. Richard, Chairperson  
Dr. Scarlette Gotwals  
Mary Anne McCarthy

A. ACTION

1. A motion was made by Mr. Richard, seconded by Dr. Gotwals, to accept a quotation submitted by Integra One for upgrade of the high school wireless infra-structure in the amount of \$50,167.00. The upgrade is necessary to implement the new wireless carts being purchased through the *Classrooms of the Future* Grant. Motion was followed by roll call vote with Mrs. Bieber, Dr. Cappa, Dr. Gotwals, Mr. Hannum, Mr. Maloney, Mrs. McCarthy, Mr. Richard, and Mr. Heckman, all voting yes.

*HS Wireless  
Upgrade  
Integra One*

Motion approved.

B. INFORMATION

1. Discussion of Nextel annual payment designations
2. Next meeting -

**Personnel Committee**

Kerry Madeira, Chairperson  
Barbara Bieber  
Christopher Hannum

A. ACTION

1. A motion was made by Mrs. Bieber, seconded by Mr. Hannum, to approve the following Personnel changes:
  - Resignation - Cheryl Cronrath, ACCESS Secretary for Special Education, effective November 12, 2007.
  - Resignation – Lisa Hughes, High School Hall Monitor – effective Friday, November 2, 2007
  - Retirement – JoAnn Scherer – Elementary Reading Specialist – effective Wednesday, December 12, 2007 (17 years of service)

**Resignations:**  
*ACCESS  
Secretary  
Cronrath*

*HS Hall Monitor  
Hughes*

**Retirement:**  
*ES Reading  
Specialist  
Scherer*

- Family Medical Leave – Alison Olinger, Middle School Health and Physical Education Teacher – effective on or about Thursday, May 1, 2008.
- Family Medical Leave – Marissa Wilczynski, Middle School Nurse – effective on or about Thursday, April 17, 2008.
- Co-Curricular and Extra Curricular positions/resignations. Salary will be as per the 2007-2008 Co-Curricular Schedule.

*FML:  
MS Health/Phys  
Ed Teacher  
Olinger*

*MS Nurse  
Wilczynski*

*Co-Curricular*

**Resignations:**

MS Assistant Boys Basketball Coach – Mr. Steve Cotellesse  
Assistant FBLA Coach – Mrs. Lisa Hughes

**Employ:**

MS Head Boys Basketball Coach – Mr. Mark Bosold  
Chess Club Advisor – Mr. Larry Wildermuth

Detention Monitors:

Mr. Scott Snyder  
Mr. Jesse Mast  
Ms. Stephanie Schaeffer

Assistant FBLA Advisor – Mr. Justin Detweiler  
HS Wrestling Cheerleading Coach – Mrs. Lori Werstler

- Approve the *SMILES* volunteer rebates for their volunteer work during the 2006-2007 school year, which will be applied to the 2007-2008 tax bill. Total rebate is \$10,993.75 for twenty-five volunteers.

*SMILES  
2006-07 Rebate*

Motion was followed by roll call vote with Mrs. Bieber, Dr. Cappa, Dr. Gotwals, Mr. Hannum, Mr. Maloney, Mrs. McCarthy, Mr. Richard, and Mr. Heckman, all voting yes.

Motion approved.

**B. INFORMATION**

1. Meeting Summary of November 5, 2007
2. Discussion of proposal for replacement of Reading Specialist position at the Elementary School
3. Next meeting –

**Policy Committee**

Dr. Robert Cappa, Chairperson  
Dr. Scarletle Gotwals  
Christopher Hannum

A. ACTION

1. A motion was made by Dr. Cappa, seconded by Mr. Hannum, to approve *Approve policies*  
the final draft of the following policies:

- OVSD Policy #404 – Professional Employees – Employment of Professional Employees *OVSD Policy #404*
- OVSD Policy #805 – Operations – Emergency Preparedness *OVSD Policy #805*

Motion was followed by roll call vote with Mrs. Bieber, Dr. Cappa, Dr. Gotwals, Mr. Hannum, Mr. Maloney, Mrs. McCarthy, Mr. Richard, and Mr. Heckman, all voting yes.

Motion approved.

B. INFORMATION

1. Meeting Summary of November 8, 2007
2. The following policies are presented as a second reading:
  - OVSD Policy #207 – Pupils – Confidential Communications of Students
  - OVSD Policy #218 – Pupils – Student Discipline
  - OVSD Policy #103 – Programs – Non-discrimination In School and Classroom Practices
  - OVSD Policy #204 – Pupils – Attendance
  - OVSD Policy #101 – Programs – Philosophy of Education Mission Statement
  - OVSD Policy #240 – Pupils – Contests/Academic Competitions
3. The following policies are presented as a first reading:
  - OVSD Policy #105 – Programs – Curriculum Development
  - OVSD Policy #801.1 – Operations – Employee Acceptable Use of the Internet
4. Next meeting –

**Curriculum Committee**

Dr. Scarletle Gotwals, Chairperson  
Barbara Bieber  
Mary Anne McCarthy

A. ACTION

1. A motion was made by Dr. Gotwals, seconded by Dr. Cappa, to approve the following Curriculum items:

- Submit a Grant proposal to the Berks Business Education Coalition for \$10,000.00 for computer memory upgrades. *BBEC Computer Upgrades Grant*
- Accept Grant funding in the amount of \$5,000.00 from the NEA Foundation for a *Student Achievement* grant submitted by Mr. Brian Liskey. *Accept Grant – NEA Foundation Grant Liskey*
- Accept and administer the *Classrooms for the Future* student survey as required by the Pennsylvania Department of Education. *Classrooms for the Future Student Survey*

Motion was followed by roll call vote with Mrs. Bieber, Dr. Cappa, Dr. Gotwals, Mr. Hannum, Mr. Maloney, Mrs. McCarthy, Mr. Richard, and Mr. Heckman, all voting yes.

Motion approved.

B. INFORMATION

1. World Language teachers and Administrators will meet on Monday, November 19, 2007 to further discuss Cybercourses.
2. The following Committees have met during the month of October.
  - High School Report Card Committee
  - Literacy Improvement Committee
  - Math Improvement Committee
  - Staff Development Committee
3. The following Course Outlines will be available for review in the Administration Board Room.
  - Russian History Honors
  - World Cultures
  - German History
  - American Foundations, Grade 8

**Property & Transportation Committee**

Chris Hannum, Chairperson  
Mary Anne McCarthy  
David Maloney  
Ralph Richard

A. ACTION

1. A motion was made by Mr. Hannum, seconded by Mr. Richard, to approve the following action:

- Accept the quotation received from Z-Weldco, Inc. for relocation of the bleachers from the Youth League to Oley Valley High School. The amount quoted is \$9,914.00 and shall include site prep work, disassembly/move/reassembly of the bleachers, installation of chain link fencing around sides and rear of bleachers and all necessary hardware.
- Accept the \$245,975.00 donation from the Track and Field Community Steering Committee.

*Accept Quote:  
Relocation of  
Bleachers  
Z-Weldco*

*Accept Donation  
Track & Field  
Community  
Steering  
Committee*

Motion was followed by roll call vote with Mrs. Bieber, Dr. Cappa, Dr. Gotwals, Mr. Hannum, Mr. Maloney, Mrs. McCarthy, Mr. Richard, and Mr. Heckman, all voting yes.

Motion approved.

#### B. INFORMATION

1. Meeting Summary of November 8, 2007
2. Next meeting -

#### **Student Activities Committee**

Kerry Madeira, Chairperson  
David Maloney  
Dr. Robert Cappa

#### A. ACTION

#### B. INFORMATION

#### **Legislative Report**

Barbara Bieber, COLA Representative

#### A. ACTION

#### B. INFORMATION

1. PSBA Legislative Report - November 2, 2007
2. PSBA Legislative Report - November 9, 2007

3. PSBA Legislative Report of October 25, 2007 (e-mailed 10.26.07)
4. PSBA Legislative Report of October 18, 2007 (e-mailed 10.19.07)

**Berks County Intermediate Unit**

Ralph Richard, B.C.I.U Representative

A. ACTION

B. INFORMATION

1. *What happened . . . at the BCIU Board Meeting of October 18, 2007?*  
(e-mailed 10.26.07)
2. *BCIU Emphasis – October 18, 2007 (e-mailed 10.26.07)*

**Ag Advisory Committee**

Ralph Richard, Representative

A. ACTION

B. INFORMATION

**Berks Career & Technology Center**

Robert A. Heckman, JOC Representative

Dr. Robert Cappa, JOC Alternate Representative

A. ACTION

B. INFORMATION

1. *JOC Briefs – October 25, 2007 (e-mailed 10.26.07)*
2. *Career Connections – Fall 2007*

**Berks E.I.T. Bureau**

Mary Anne McCarthy, Berks E.I.T. Representative

Christopher Hannum, Alternate Berks E.I.T. Representative

A. ACTION

B. INFORMATION

**Secretary's Report**

Janet Keehn, Board Secretary

A. ACTION

B. INFORMATION

1. Administrative Reports have been e-mailed to board members, and will be appended to the Official Minutes
2. Joint Workshop – Township Supervisors – Meeting Summary of October 30, 2007
3. Oley Valley Elementary News Links – PTO Newsletter – November 2007

**Other**

Robert Heckman, President

A. ACTION

1. A motion was made by Mr. Heckman, seconded by Dr. Cappa, to approve the following changes in school board meetings:

*Meeting Date  
Changes*

- Postpone the Regular Board Meeting of Wednesday, November 21, 2007
- Reschedule the Regular Meeting of the School Board to Wednesday, November 28, 2007, at 7:00 p.m.
- School Board Reorganization Meeting – Monday, December 3, 2007, at 7:00 p.m.
- Combined Committee Meeting – Wednesday, December 12, 2007, at 7:00 p.m.

Motion was followed by roll call vote with Mrs. Bieber, Dr. Cappa, Dr. Gotwals, Mr. Hannum, Mr. Maloney, Mrs. McCarthy, Mr. Richard, and Mr. Heckman, all voting yes.

Motion approved.

B. INFORMATION

**EXECUTIVE SESSION**

President Heckman moved the meeting into Executive Session at 9:55 p.m. for reason of personnel and litigation The session ended at 11:30 p.m.

**ADJOURNMENT**

*Adjournment*

A motion was made by Mr. Richard, seconded by Dr. Gotwals, to adjourn the meeting. Voice vote followed motion, all in favor.

Motion approved.

The meeting adjourned at 11:31 p.m.

Respectfully Submitted,

Janet E. Keehn  
Secretary