The regular meeting with committee reports of the Board of School Directors convened at 6:04 p.m. in the Community Board Room of the Jr./Sr. High School with Mr. Redner, Board President, presiding.

PLEDGE OF ALLEGIANCE

Following the pledge of allegiance, Mr. Redner asked if anyone would be recording the meeting. Adrian Jadic of 48 Cardinal Road indicated his intent to record.

Board Members Present:
Mrs. Larkin, Mrs. McAvoy, Mr. McCaffrey, Mrs. Phillips, Mr. Redner, Mrs. Taylor, Mrs. Waxler, Mr. Zeppos and Mrs. Ziolkowski.

Administrative Staff Present:
Mr. Scoboria, Mr. Boyer, Mr. Arnst, and Mr. Cafoncelli, Mrs. Lengle and Mrs. Mangold.

Attendees:
Shelley Filer, recording secretary. An audience sign-in sheet is included as part of these official minutes.

MEETING ANNOUNCEMENTS

- Committee Meetings (Business Meeting if needed) – Tuesday, October 9, 2018
  - 4:00 – 4:45 pm – Personnel
  - 4:45 – 6:15 pm – Finance/Facilities
  - 6:15 – 7:00 pm – Curriculum

- School Board Business Meeting – October 22, 2018, 6:00 p.m.

All listed meetings are held in the Community Board Room of the Jr./Sr. High School unless otherwise noted.

Mr. Redner announced that two Executive Sessions were held on September 17, 2018; one for Board Development and one to discuss a legal matter. Likewise, two Executive Sessions were held on September 24, 2018; one to discuss a legal matter and one to discuss a personnel matter.

STUDENT REPRESENTATIVE REPORT

Camille Croft reported on the following clubs and activities:

- Mini-THON’s fall event, Taste of Wyo will take place on October 17.
- Both Student Councils are planning Spirit Week including events such as Powder Puff, the KNOCKOUT assembly, Academic challenge, and Spirit Games and the homecoming dance.
- The Environmental Club will take their fall foliage hike to Hawk Mountain Sanctuary and is working to implement this year’s recycling program at the JSHS.
- The Model UN club held its first organizational meeting recently, and is working on gathering a squad to attend an overnight conference at Rutgers University in early December. In addition, they will hold a regional Model UN training at the High School in October and are planning to host their annual regional conference, WAMUNC, in November.
The Quiz Bowl is expanding and creating a Junior Varsity Team.

Fanny Ortiz reported the following on athletics and academics:

- The high school cheerleaders will cheer with the youth program cheerleaders at the homecoming game.
- The girls’ soccer team kept up their winning streak in two division games.
- Tina Faust saved a penalty stroke during the field hockey game against Schuylkill Valley in overtime.
- Students are challenging themselves academically with new courses such as AP Environmental Science, Physics of Space, and Principles of Electricity.

COMMITTEE REPORTS

A. Finance – Mrs. Ziolkowski said the committee met on September 10. The financial audit will begin in two weeks. The cash flow for 2018-19 is showing more revenue than projected because the payment from the hospital was received earlier than usual. Expenditures are pretty much on target with the projection. The 2017-18 deficit is about $733,000 which is less than expected and includes about $425,000 of the STEAM wing which could be allocated against the fund balance leaving the deficit at about $308,000. Mr. Boyer reviewed the 2019-20 budget calendar and the deadlines for adopting the budget. In November, Ken Phillips from RBC Capital will present some options for borrowing funds to prepare for the next project. The update to the Business Privilege Tax has been sent to both boroughs and we anticipate moving forward. Mr. Boyer reviewed Special Education contracts with Wilson School District for two students. Mrs. Ziolkowski mentioned an item that is appearing on the agenda, but not discussed at committee, for the annual ACA reporting service in the amount of $6,100. The cost has remained the same for three years.

B. Facilities – Mrs. McAvoy said the committee met on September 10. Several updates were given under old business. The Flannery Field renovations are expected to be done in the Summer of 2019. Brian Bingaman from Turf, Track & Court LLC presented a rendering of the proposed renovations that included repairs to the running track base, expansion to an eight-lane straightaway, relocation of the long jump/pole vault, relocation of the padding cage, a perimeter fence and trench drain. Consideration was also given to insulate the track pavilion to make it a 12-month usable facility; however, after a lengthy discussion the consensus was to pull out the six-spot parking lot, renovations to the track pavilion, and the storage shed and revisit those items later. Senior Joanna Helm was present to answer questions concerning the outdoor classroom. She said the twenty teachers of various subjects she
surveyed very much support the idea. The Board decided to wait until the next committee meeting so they can review the results of a survey presented at the high school faculty meeting. The occupancy permit for the STEAM lab has been received and furniture was delivered September 7. Punch list items are being finished. The HVAC system for the JSHS Phase II project is being fine-tuned and punch list items are being finished. An update was given on the status of priority recommendations from the Safe Schools Advisory Committee. Crisis-Go funding has been secured by BCIU for county school districts for three years. The system provides buttons on district laptops, iPads, computers and phones to communicate in the event of a crisis. It also stores emergency planning and procedures in a central location. The District is exploring Raptor, a visitor management system which includes an immediate background check by swiping a driver’s license. Funding has been requested in the Safe Schools Grant. Currently two staff members are trained in ALICE and the hope is to migrate to that system.

District nurses will also train staff on Stop the Bleed, emergency first-aid training for applying tourniquets. With the support of both boroughs and the Board, the SRO proposal between the three entities that was drafted by the solicitor is being reviewed. We are still awaiting news on grant funding which should be announced at the end of September or early October. Mr. Cafoncelli said he would like to identify needs, investigate the costs, and ultimately implement a regular maintenance schedule for parking lots including paving, seal coating, line painting, and perhaps reconfiguring the WHEC lots for improved traffic flow. Mr. Cafoncelli also said he is starting to investigate the process to renovate the 1938 section and parts of the 1993 section of the JSHS.

C. Curriculum/Technology – Mrs. Waxler said the committee met on September 10. All students received their iPads. The JSHS students received theirs just before school began so they could work with the IT department and guidance counselors to complete college applications. WREC received theirs the first week of school. The rollout at WHEC occurred last week. All teachers at WHEC implemented Class Dojo as their Learning Management System. This free system allows for work produced on the iPads to be maintained by creating a portfolio for individual students and provided better communication between home and school. The committee received a STEAM Innovation update. Dr. Jones is currently working with a few teachers to develop and solidify the STEAM Innovations Pathways looking at course sequences, course titles and curriculum sequences. Completion is expected by November to present the Program of Studies. At WREC, STEAM Innovations began with programming on Day 1. STEAM Exploration is a special at WHEC under the guidance of Dr.
Minutes September 24, 2018

Wengerd. Students receive the STEAM special once every six-day cycle. Special education students receive an adapted STEAM special. Stacey Hughes and Rob Kucharaczuk wrote the curriculum framework guided by Lynette Waller. Students at WHEC are still receiving gym, art, music library, and chorus. The new schedules allow for all grade levels to have common planning time. An additional block of time has been established in Dr. Wengerd’s schedule and the art teacher’s schedule to accommodate special education students. The new website was rolled out over the summer with authors empowered so administration can edit their own content. There will be a pilot of the JSHS Internship Program for approximately 10 students to participate in internships in-house this spring. State achievement testing scores were received in late July. “Connect with Us – #WYOAREASpartans” posters are hung throughout the buildings announcing the new hashtag’s availability to enhance communication. The Comprehensive Plan executive summary and draft plan will be shared at the next committee meeting. The plan will then be posted on the website for public view for 28 days. In November, the plan will be presented and listed on the agenda for approval. Administration is proposing entering an agreement with BCIU to provide an audit of our Information Technology and Professional Development services for $2,380. A request for homebound instruction is on the agenda for approval.

D. Personnel – Mrs. Waxler said no meeting was held.

E. Policy – Mrs. Larkin reported the committee met on September 10. She reviewed several policies listed on the agenda for a first reading. The organization chart was streamlined and revised to include two new assistant principals. Following the renewal of the Act 93 agreement an additional revision may be necessary for the Director of Special Education. The policies for revision/rescinding in the 200 and 300/400/500 categories are a result of the policy audit and consolidating the 400/500 level into the 300 level. Policies 810, 818, 906, and 918 include recommended changes by PSBA. A flowchart developed by administration as an attachment to 906 details the chain of command in addressing public complaints based on the nature of the complaint. Previously approved policy 918 on Title I and Family Engagement requires an additional attachment. Policy 903 was revised to protect freedom of speech without permitting derogatory language aimed at individual staff and Board members. The policy was tabled to review in conjunction with policy 006 and the positioning of public comment on agendas. The audit of the 600 section will begin in November.
Minutes  September 24, 2018

F.  Berks County Intermediate Unit Board Report – Mrs. Taylor said the Board accepted the resignation of Carl Blessing, CFO/CIO who in June will have 35 years of service. They discussed Act 55, mandated school board member training. Newly elected board members following the next election will be required to complete a four-hour training by PSBA.

G.  Berks Career & Technology Center Board Report – Mr. McCaffrey said the next meeting is September 26.

H.  Berks EIT Report – Mr. Zeppos said deposits in August totaled $424,046.11.

I.  Wyomissing Area Education Foundation – Mrs. Waxler said the meeting was held September 13. New officers installed were Mike Gaza, President; Mark Miller, Vice President; Tom Campbell, Secretary, and Ann White, Treasurer. They raised $76,000 in the TOAST fundraiser. Augmented reality goggles were donated and are ready for use at each school. Mrs. Waxler commented on the Spartan Fund, donated by a family for use over five years, to make a child’s life better such as paying for a summer camp or other needs. WAEF’s next event is Giving Goes Glam at the Neag Planetarium.

J.  Legislative Report – Mrs. Larkin reported that candidates for various offices at PSBA are on the agenda for a vote. The annual Leadership Conference is in October. Taking advantage of our membership with PSBA, representatives conducted a workshop on collaboration and goal setting for Board members.

K.  PTA – Mrs. Phillips said the Book Fair is being held at WHEC next week. The PTA is in need of volunteers for the library and STEAM.

PUBLIC COMMENT

Mr. Adrian Jadic addressed the Board to recount three points he perceives as abuse of power by the high school administration for which he holds the Board accountable: denying him the right to view his daughter’s calculus mid-term exam; denying him access to the master schedule to adapt a four-year plan to maximize his daughter’s enrichment opportunities and allow for a seven-AP course schedule her senior year; and lack of sufficient details in minutes documenting past complaints.

ROUTINE APPROVALS

MEETING MINUTES  Upon a motion by Mrs. Taylor, second by Mrs. McAvoy, the Board approved the following minutes:
Minutes  September 24, 2018

- August 13, 2018 Business Meeting with Committee Reports
- August 27, 2018 Business Meeting

Nays:  None. Motion carried.

TREASURER’S REPORT

Upon a motion by Mr. McCaffrey, second by Mrs. Waxler, the Treasurer’s Report for August 2018 was accepted as presented.

Nays:  None. Motion carried.

PAYMENT OF BILLS

Upon a motion by Mr. Zeppos, second by Mr. McCaffrey, payment of bills for the month of August 2018 was approved.

Nays:  None. Motion carried.

SUPERINTENDENT’S REPORT

Mr. Scoboria commented on the recent well-attended Open Houses at the buildings.

A. CURRICULUM/TECHNOLOGY

Upon a motion by Mrs. Larkin, second by Mrs. Ziolkowski, the following Curriculum/Technology items were approved.

1. Approved homebound instruction for elementary student ID#300743 from September 5, 2018 to October 31, 2018 for a maximum of five hours per week.

Nays:  None. Motion carried.

B. FINANCE/FACILITIES

Upon a motion by Mrs. Taylor, second by Mr. Zeppos, the following Finance/Facilities items were approved.

Mrs. Waxler asked for clarification on the status of the storage shed in the Flannery Field project. Mr. Cafoncelli said the track pavilion was pulled out of the bid, and the cost of the storage shed was reduced per discussion of the committee.

1. Approved scope and estimated costs for Flannery Field Renovation Project and authorize administration to begin
permitting process and advertise for bids.

*Background information:* The estimated costs of $1,002,012 include improvements to the running track base and surface; paving, bleachers, storage building, and perimeter fencing.

2. Ratified agreement with Wilson School District for student ID#302106 for multiple disability support in the amount of $48,500.

3. Ratified agreement with Wilson School District for student ID#302144 for multiple disability support in the amount of $48,500.

4. Approved a service agreement with BCIU for an audit of Information Technology and Professional Development services for $2,380.

*Background information:* This service will provide the District with a review of existing gaps in IT resources, services, and professional development to provide operational support for the district’s IT infrastructure, services, and instructional goals.

5. Approved agreement with Conrad Siegel Actuaries to provide ACA Employer Reporting Service for 2018 in the amount of $6,100.

*Background information:* The amount of the agreement is the same as 2017.

Nays: None. Motion carried.

C. **PERSONNEL/POLICY**

Mr. Scoboria announced that the items on co-curricular advisors and volunteers would be voted on separately. He also indicated a change in number of candidates in a category of the PSBA election item.

Mr. Scoboria welcomed the new Director of Food Services, Dariely Marrero to the District.

Upon a motion by Mrs. Taylor, second by Mrs. Larkin, the following Personnel/Policy items were approved and ratified.

During discussion, Mrs. McAvoy questioned the proposed change regarding the Director of Special Education as mentioned in the Policy Committee report. Mr. Scoboria explained that some of Mrs. Lengle’s responsibilities relate to pupil services outside special education and may confuse parents she interacts with whose children are not in special
Minutes September 24, 2018

education. In the transition of the new assistant superintendent joining the District, some responsibilities may be reassigned.

Mrs. Larkin expressed concern about a listed PSBA candidate. Other Board members also had hesitations in voting for candidates with whom they were unfamiliar. As all candidates were running unopposed, abstaining from the vote wouldn’t affect the election outcome. The consensus was to vote on the item separately. Mrs. Taylor and Mrs. Larkin agreed to the amended motion.

1. RESIGNATIONS
   a. Support Staff
      1) Cassey Buchta, Paraprofessional, WHEC, update effective date to last day worked July 26, 2018.
      2) Jennifer Entzminger, Paraprofessional, WHEC, effective last day worked September 28, 2018.

2. LEAVE OF ABSENCE
   a. Professional Staff
      1) Katherine Wheaton, Kindergarten Teacher, WHEC, Family Medical Leave effective on or about January 3, 2019 to February 28, 2019, return to work March 1, 2019.
   b. Support Staff
      1) Sara Cosentino, Paraprofessional, WREC, unpaid leave of absence August 27, 2018 to December 21, 2018, return to work January 3, 2019.
      2) Elizabeth Hartman, Paraprofessional, WHEC, unpaid leave of absence effective September 21, 2018 to November 2, 2018, return to work November 5, 2018.
      3) Mary Muir, Instructional Aide, WHEC, unpaid leave of absence effective the afternoon of November 9, 2018 to on or about February 21, 2019, return to work February 22, 2019.
      4) Lauren Yelinek, Paraprofessional, WHEC, unpaid leave of absence effective on or about November 9, 2018 to December 21, 2018, return to work January 3, 2019.

3. APPOINTMENTS
   a. Administrative Staff
      1) Dariely Marrero, Full-time 10-month (210 days) Director of Food Service, District-wide, at a pro-rated salary of $50,50, ratification in
WYOMISSING AREA SCHOOL DISTRICT  
2018-5537

Minutes  September 24, 2018

accordance with an effective date of September 12, 2018.

*Background Information:* Mrs. Marrero received a Bachelor of Arts in Nutrition and Dietetics from Queens College and a Master’s in Nutrition and Exercise Sciences from Queens College. She was previously employed by the NYC Department of Education. This position is being filled due to a resignation.

2) **Melissa Woodard**, Assistant Superintendent, District-wide, update effective date to October 15, 2018.

b. Professional Staff
   1) **Emily Emerson**, Special Education Teacher, JSHS, update effective date to September 24, 2018.

   2) **David Outland**, Health & Physical Education Teacher, JSHS, update effective date to September 10, 2018.

c. Support Staff
   1) **Pamela Gartner**, Full-time Paraprofessional, WHEC, update effective date to August 27, 2018.

   2) **Kathryn Krivoniak**, Full-time Paraprofessional, WHEC, 7 hours/day at a wage rate of $12.32/hour, effective October 3, 2018, pending successful completion of employment paperwork.

   3) **Madison Sweeney**, Part-time Food Service Worker - Floater, District-wide, update effective date to September 4, 2018.

d. Supplemental Staff
   1) Ratified the following teachers as Technology Integration Support for the 2018-19 school year at a stipend of $2000:
      a) **Stacey Hughes**, WHEC
      b) **Shana Matz**, WREC
      c) **Nathaniel Miller**, JSHS
      d) **Chris Nugent**, JSHS

e. Athletic Staff
   1) **Kelsey Cusati**, Boys’ Soccer Assistant Coach, at a stipend of $958, ratification effective August 30, 2018.

4. POSITION CHANGE/TRANSFER
   a. Support Staff
1) **Susan Kroninger**, Building & Grounds – IT Specialist, District Office, update effective date to September 7, 2018.

5. LOCATION CHANGE/TRANSFER
   a. Support Staff
      1) **Ivan Correa**, Full-time Custodian, JSHS, to Full-time Custodian, WHEC, no change in hours or wage rate, ratification effective August 27, 2018.
      2) **Julie Miller**, Full-time Custodian, JSHS, to Full-time Custodian, WHEC, no change in hours or wage rate, ratification effective August 27, 2018.
      3) **Corey Steele**, Full-time Custodian, WHEC, to Full-time Custodian, JSHS, no change in hours or wage rate, ratification effective August 27, 2018.

6. WAGE INCREASES
   a. Professional Staff
      Approved the following teachers to receive course credit salary advancement (column movement) in accordance with the terms of the WAEA Collective Bargaining Agreement, per the effective dates noted below:
      1) **Emily Emerson**, JSHS, from M+15/Step 4 to M+30/Step 4 ($57,968) effective September 24, 2018.
      2) **Valerie Knauer**, JSHS, from M+15/Step 5 to M+30/Step 5 ($59,882) effective October 1, 2018.
      3) **Jeremiah Kozlowski**, WHEC, from M+15/Step 8 to M+30/Step 8 ($65,622) effective October 1, 2018.
      4) **Chelsea Leber**, JSHS, from B+15/Step 4 to M/Step 4 ($54,668) effective September 1, 2018.
      5) **Christopher Miller**, WHEC, from M+15/Step 9 to M+30/Step 9 ($67,535) effective September 1, 2018.
      6) **Betsy Santoro**, JSHS, from M/Step 12 to M+15/Step 12 ($71,625) effective September 1, 2018.
      7) **Meghan Tierney**, JSHS, from M/Step 4 to M+15/Step 4 ($56,318) effective October 1, 2018.
8) Jennifer Watt, JSHS, from M+15/Step 14 to M+30/Step 14 ($77,102) effective September 1, 2018.

9) Katherine Wheaton, WHEC, from B/Step 4 to B+15/Step 4 ($48,933) effective for the 2018-19 school year.


7. WAGE ADJUSTMENTS
   a. Professional Staff
      Approved the following teacher to receive retroactive course credit salary advancement (column movement) in accordance with the terms of the WAEA Collective Bargaining Agreement, per the effective date noted below:

8. WORK OUTSIDE CONTRACT HOURS
   a. Professional Staff
      1) Robin Kline, approved to receive compensation for providing homebound instruction for elementary student ID#300743 from September 5, 2018, to October 31, 2018, for a maximum of 5 hours per week at the WAEA work outside contract hourly rate.

9. APPROVAL OF TRAINING/WORK HOURS
   a. Support Staff
      Approved the following support staff to complete required annual food service training and receive compensation at their regular hourly rate of pay per below:
      1) August 23, 2018 – USDA Annual Food Service Training (6 hours/day)
         a) Robin Ambrosiani
         b) Pamela Anzulewicz
         c) Kristin Batastini
         d) Wendy Brent
         e) Amy Cruley
         f) Marsha DeHaven
         g) Robin Harders
         h) Diane Helm
         i) Suzanne Herbst
Minutes  September 24, 2018

j) Diana Kissling
k) Cheryl Maus
l) Kelly Vogel
m) Gail Werner
n) Jennifer Zeiber

10. SUBSTITUTES
   a. Support Staff (additions)
      1) Barbara Brehony, Secretary
      2) Susan Dsouza, Nurse
      3) Athena Elzer, Secretary
      4) Audrey Hamm, Library Aide
      5) Susan Jones, Cafeteria and Recess Monitor
   b. Support Staff (deletions)
      1) Brenda LaCombe, Secretary

11. POLICIES
    First reading of the following policies:

    008       Organization Chart
    218       Student Discipline
    227       Controlled Substances
    309       Assignment and Transfer
    313       Evaluation of Employees
    317       Conduct/Disciplinary Procedures
    328       Wage and Salary
    330       Overtime
    331       Job Related Expenses
    332       Working Periods
    333       Professional Growth Requirements
    334       Sick Leave
    337       Vacation
    338       Sabbatical Leaves and Leaves of Absence for Professional Development
    338.1    Classroom Occupational Exchange Leaves
    341       Benefits for Regularly Employed Part-Time Personnel
    342       Jury Duty
    343       Paid Holidays
    351       Alcohol and Illegal Drug Abuse
    810       Transportation
    818       Contracted Services Personnel
    906       Public Complaint Process
    918       Title I Parent and Family Engagement (Attachment only)
Minutes September 24, 2018

Policies to be rescinded

252 Dating Violence
409 Assignment and Transfer
412 Evaluation of Professional and Temporary Professional Employees
417 Conduct/Disciplinary Procedures
428 Salary Determination
431 Job Related Expenses
432 Working Periods
433 Professional Development
434 Sick Leave
438 Sabbatical Leaves and Leaves of Absence for Professional Development
438.1 Classroom Occupational Exchange Leaves
440 Responsibility of Staff for Student Welfare
442 Jury Duty
451 Alcohol and Illegal Drug Abuse
509 Assignment and Transfer
512 Evaluation of Classified Employees
517 Conduct/Disciplinary Procedures
528 Wage and Salary Determination
530 Overtime
531 Job Related Expenses
532 Working Periods
534 Sick Leave
537 Vacation
541 Benefits for Regularly Employed Part-Time Personnel
542 Jury Duty
543 Paid Holidays
551 Alcohol and Illegal Drug Abuse

Nays: None. Motion carried.

Upon a motion by Mr. Zeppos, second by Mrs. McAvoy, the following Personnel/Policy item was approved:

12. APPROVED THE 2018-19 SCHOOL YEAR CO-CURRICULAR ADVISORS AND ASSOCIATED STIPENDS PER ATTACHED.

Nays: None. Motion carried.
Upon a motion by Mr. McCaffrey, second by Mr. Zeppos, the following Personnel/Policy item was approved:

Mrs. Taylor informed the Board she was abstaining from the vote because she and her husband were listed for approval.

13. VOLUNTEERS

Abstain: Taylor
Nays: None. Motion carried.

Upon a motion by Mrs. McAvoy, second by Mrs. Larkin, the following Personnel/Policy item was voted on.

Mrs. Taylor said she was aware that one candidate is involved in a lawsuit, but didn’t have specifics on the case.

14. Abstained from casting an electronic vote for a candidate in each of the following offices of PSBA.
   a. President-Elect (one-year term)
      1) Eric Wolfgang
   b. Vice President (one-year term)
      1) Art Levinowitz
   c. Eastern At-Large (three-year term)
      1) Maura Buri
   d. PSBA Insurance Trust Trustees (term ends Dec. 31, 2021) Vote for 3 5
      1) William LaCoff
      2) Dr. Richard Frerichs
      3) Nathan Mains
   e. Sectional Advisor
      1) Amy Goldman

*Background information: To comply with PSBA policy 108 as amended April 27, 2013 addressing how votes are cast by member entity boards. The Board Secretary will submit the votes electronically as required by October 11, 2018.*

Yeas: None
Nays: None.

OLD BUSINESS

None.
NEW BUSINESS

Mr. Scoboria drafted a resolution for the Board’s consideration in joining other districts in the state seeking PIAA classification reform for regional, district and state competitions separating public schools and non-boundary schools. The resolution received support from the Board and will be placed on the October 22, agenda for approval.

UPDATES FROM ORGANIZATIONS

None.

ADJOURNMENT

A motion was made by Mr. Zeppos, seconded by Mrs. McAvoy to adjourn at 7:00 p.m.

__________________________________
Board Secretary