

WYOMISSING AREA SCHOOL DISTRICT

630 Evans Avenue
Wyomissing, PA 19610

Our Mission

Inspiring Excellence, One Spartan at a Time!

Our Vision

*The Wyomissing Area School District aspires to be the **preeminent** public educational institution; as we:*

- *Prepare students to excel in a highly complex global community;*
- *Offer rigorous academics, cutting-edge technology and enriching extracurricular opportunities;*
- *Attract and retain the best team of administrators and staff; and*
- *Create a culture built on respect, trust and integrity.*

Board of School Directors

Mr. Ryan S. Redner, President
Mr. George A. Zeppos, Vice President
Mrs. Maria Ziolkowski, Treasurer
Mrs. Laurie M. Waxler, Asst. Board Secretary
Mrs. Susan G. Larkin
Mrs. Karen R. McAvoy
Mr. Christopher M. McCaffrey
Mrs. Melissa G. Phillips
Mrs. Terrie A. Taylor

Non Members

Mr. Mark Boyer, Board Secretary

Ex-Officio Member

Mr. Robert L. Scoboria, Superintendent

SCHOOL BOARD MEETING

Monday, September 24, 2018 – 6:00 P.M.
Community Board Room

- I. **Call to Order –Mr. Ryan S. Redner, Board President, Presiding**
- II. **Pledge of Allegiance – Mr. Redner**
- III. **Announcement of Recording by the Public – Mr. Redner**
- IV. **Roll Call – Mrs. Filer**
- V. **Welcome to Visitors & Announcement of Meetings – Mr. Redner**
 - 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.

- VI. **Student Representative Report**

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VII. Committee Reports

- A. Finance – Mrs. Ziolkowski
- B. Facilities – Mrs. McAvoy
- C. Curriculum/Technology – Mrs. Waxler
- D. Personnel – Mrs. Waxler
- E. Policy – Mrs. Larkin
- F. Berks County Intermediate Unit Board Report – Mrs. Taylor
- G. Berks Career & Technology Center Board Report – Mr. McCaffrey
- H. Berks EIT Report – Mr. Zeppos
- I. Wyomissing Area Education Foundation – Mrs. Waxler
- J. Legislative Report – Mrs. Larkin
- K. PTA – Mrs. Phillips

VIII. Public Comment – Mr. Redner

Speakers are requested to identify themselves by name and address.

IX. Routine Approvals – Mr. Redner

MOTION

- A. It is recommended that the Board of School Directors approve the following minutes:

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

MOTION

- B. It is recommended that the Board of School Directors accept the Treasurer's Report for August 2018.

MOTION

- C. It is recommended that the Board of School Directors approve payment of bills for the month of August 2018, as listed in the financial packet.

- 1) General Fund Accounting Check Summary
- 2) Food Service Accounting Check Summary
- 3) Student Activity Accounting Check Summary
- 4) Capital Reserve Accounting Check Summary

X. Superintendent's Report – Mr. Scoboria

A. Curriculum and Technology –

MOTION

It is recommended that the Board of School Directors approve the following Curriculum and Technology item:

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

B. Finance and Facilities

MOTION

It is recommended that the Board of School Directors approve the following Finance and Facilities items 1-5:

1. Approve 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. Ratify agreement with Wilson School District for student ID#302106 for multiple disability support in the amount of \$48,500.
3. Ratify agreement with Wilson School District for student ID#302144 for multiple disability support in the amount of \$48,500.
4. Approve 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. Approve 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.

C. Personnel and Policy

MOTION

It is recommended that the Board of School Directors approve and ratify the following Personnel and Policy items 1-14:

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.

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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 \$50,500, ratification in 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, JSJS, update effective date to September 24, 2018.
- 2) **David Outland**, Health & Physical Education Teacher, JSJS, 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.

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d. Supplemental Staff

- 1) Request ratification for 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

Request approval for 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.

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- 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.
- 10) **Teresa Wood**, JSHS, from M/Step 7 to M+15/Step 7 (\$62,058) effective September 1, 2018.

7. WAGE ADJUSTMENTS

a. Professional Staff

Request approval for 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:

- 1) **Dawn Weidner**, WHEC, from M+30/Step 12 to M+45/Step 12 (\$74,646) effective September 1, 2017.

8. WORK OUTSIDE CONTRACT HOURS

a. Professional Staff

- 1) **Robin Kline**, request approval 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

Request ratification for 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**
 - j) **Diana Kissling**
 - k) **Cheryl Maus**
 - l) **Kelly Vogel**
 - m) **Gail Werner**
 - n) **Jennifer Zeiber**

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10. REQUEST APPROVAL OF THE 2018-19 SCHOOL YEAR CO-CURRICULAR ADVISORS AND ASSOCIATED STIPENDS PER ATTACHED.

11. 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

12. VOLUNTEERS

13. 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)

Policies to be rescinded

252	Dating Violence
409	Assignment and Transfer
412	Evaluation of Professional and Temporary Professional Employees

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- 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

14. Approve 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 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.

XI. Old Business – Mr. Redner

XII. New Business – Mr. Redner
A. PIAA Resolution

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XIII. Right to Know Requests – Mr. Redner

RTK Request	Date of Request	Solicitor Fees	Staff Assigned	Staff Hours
Real Estate tax collections payments as of the request fulfillment date for the current 2018/19 tax year	8/13/2018	No	M. Boyer	0.25
Sample School Policies Sought Under the Right To Know Law	9/5/2018			

XIV. Updates from Organizations

- A. WAEA
- B. AFSCME

XV. Adjournment – Mr. Redner