

WYOMISSING AREA SCHOOL DISTRICT 2018-5444

Minutes April 9, 2018

The regular meeting with committee reports of the Board of School Directors convened at 6:00 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. No one indicated their 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, Mrs. Waller, Mr. Boyer, Mr. Arnst, Dr. Babb, Mrs. Bobst, Mr. Cafoncelli, Mrs. Johnson, Dr. Jones, Mrs. Kaag, Mrs. Lengle, Mrs. Mangold, and Mr. Redcay.

Attendees:

David Kostival, Reading Eagle, Shelley Filer, recording secretary. An audience sign-in sheet is included as part of these official minutes.

MEETING ANNOUNCEMENTS

- School Board Business Meeting – April 23, 2018, 6:00 p.m.
- Facilities Committee Meeting – May 1, 2018, 8:30 a.m.
- Finance Committee Meeting – May 2, 2018, 8:00 a.m.
- Policy Committee Meeting – May 2, 2018, 4:00 p.m.
- Personnel Committee Meeting – May 3, 2018, 4:00 p.m.
- Curriculum/Technology Committee Meeting – May 7, 2018, 5:00 p.m.

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

Mr. Redner announced there would be an Executive Session for a legal and personnel matter following the meeting.

RECOGNITION

Dr. Jones recognized the Chess Team for winning the 2018 Berks County Chess Championship and the Quiz Bowl Team for winning the 2018 Berks County Quiz Bowl Championship. Each member was presented with a proclamation for the respective team, copies of which are included in these official minutes.

ANNOUNCEMENT

Mr. Scoboria provided an update on the athletic signage agenda item. He stated that while the administration supports the update to the championship signs, he recommended that the item be tabled pending further discussion with the management of the Wyomissing and West Reading Boroughs to make sure the project meets all requirements. New information received will be reviewed at the May 1, Facilities Committee meeting.

COMMITTEE REPORTS

A. Finance – Mrs. Ziolkowski said the committee met April 4. The committee received an electronic report on current cash flow projection. There was an extensive discussion on next year's budget. Based on a presentation by Mr. Boyer, the committee

Minutes April 9, 2018

recommended a tax increase in the range of 1-2% as a starting point. They also discussed capital projects and their financial impact including the STEAM Renovation project, the Flannery Field project and the JSHS Phase 2 project. Additional debt service was discussed and Mr. Boyer provided a handout on PFM, a financial advisory service, whose expertise on bond bids would most likely result in recouping their cost in overall savings. Mr. Boyer met with Berks EIT representatives to spot audit the Business Privilege Tax collections and revise the District's form to hopefully maximize collections and provide information for future audits. The committee also discussed current and future enrollment projections which administration is closely monitoring in terms of personnel and physical space. The discussion focused mainly on WHEC and the class sizes. Class size is not state-mandated and District policy provides options when class sizes exceed recommended numbers. Mr. Boyer presented a telephone communications agreement with ZITO which could save the District 20% for a three-year term. Other items appearing the Board agenda were also discussed.

- B. Facilities – Mrs. McAvoy reported the committee met on April 3. The committee received an update on the Flannery Field project. The estimated cost is \$1.7 million. The scope of the project includes the softball field, baseball field, track, field house, fencing around the fields, bleachers, parking lot repairs and possible additions. The approval to advertise for bids is on the Board agenda for approval. The contract for the STEAM Renovation project is on the agenda for approval at a cost of approximately \$1.1 million. The work is expected to be completed this summer. The JSHS Phase 2 project to renovate the 1965 section of the building for approximately \$4.9 million is on the agenda for discussion. The committee reviewed an agreement with the Borough of Wyomissing to remove six oak trees and paint pickleball lines on district courts. The committee discussed a plan to centralize District Office by moving the facilities office into the District Office during the summer. Another topic of discussion was an upgrade to the JSHS Telecore System which controls the bells, public address system and clocks. The estimated cost would be \$15,000.

- C. Curriculum/Technology – Mrs. Waxler said the committee met on April 5. The committee saw photos of the finished STEAM Design Center at WREC. An open house is scheduled for April 26. Students will showcase the resources used for instruction. Office Depot presented the STEAM Design Center proposal for WHEC to a small group of teachers and administrators. The proposal showed the design concept and product solutions with a focus on flexible classroom space with adaptability for grades K-4. The estimated cost is \$15,000. Members of the administrative team completed the

Minutes April 9, 2018

initial review of the STEAM Design Center proposal for the JSHS. The furniture and storage solutions for this space focused on durability, storage and flexibility. Some revisions were requested. Administration is continuing to meet with departments to discuss the STEAM Pathways. A few teachers, guidance counselors and administrators will also participate in the county-wide meetings with BCIU who is developing pathways for curriculum. Mrs. Lengle presented the Special Education Plan to the committee. The three-year plan which is part of Comprehensive Planning has been on the website for 30 days for public review and comment and is due to PDE by May 1. Mrs. Waller presented the RACC Summer STEAM Program Pilot for rising 9th and 10th graders. Two sessions would be offered during the summer focusing on environmental sciences, forensics, engineering and biology and health sciences. The students will identify a real-world problem they want to solve. RACC will provide students with real career exploration experiences while working with professors to try and solve their problem. Mrs. Waller also provided an overview of the Future Ready PA Index, which is the new comprehensive, public-facing school progress reporting tool from PDE that will go into effect during the 2018-19 school year.

- D. Personnel – Mrs. Waxler reported the committee met on April 4. Mr. Boyer’s contract was discussed. Administration is proposing two new positions at WHEC – Assistant Principal and a STEAM educator.
- E. Policy – Mrs. Larkin said the committee did not meet due to the every-other-month schedule. On the Board agenda are policies for a second reading as well as those to be rescinded. Mrs. Larkin said the committee would be reviewing the policies on class sizes at the next meeting. She would also like to review having the solicitor attend all meetings.
- F. Berks County Intermediate Unit Board Report – Mrs. Taylor said the Board met on March 15. They discussed the upcoming annual convention for Berks County School Directors. Pedro Rivera, PDE Secretary of Education will be the keynote speaker. The Board heard a presentation on Project Search, a countywide program for students with special needs which helps them transition from school to employment.
- G. Berks Career & Technology Center Board Report – Mr. McCaffrey said the meeting was on March 28. Negotiations with the teachers’ union are going well. The contract expires on June 30. BCTC is planning on creating virtual tours of their facilities made by students

Minutes April 9, 2018

in the communications program to attract students at the upper elementary level.

- H. Berks EIT Report – Mr. Zeppos said there was a meeting last week. They received reports on the monthly distributions which will be deposited this week.
- I. Wyomissing Area Education Foundation – Mrs. Waxler said the meeting is April 12. Three grants are listed on the Board agenda: Two Smartboards for the JSHS; a 3D Printer and Monoprice Maker Select 3d Printer; map printing for West Reading Museum of Temporary Art project. Invitations have been sent out for the three TOAST parties. She reminded Board members about donations for the silent auction.
- J. Legislative Report – Mrs. Larkin favored renewing the all-access membership with PSBA to take advantage of professional development opportunities for Board members. She said if anyone was interested in the presentation she attended regarding Conrad Weiser’s engagement with their teachers’ union she could share it electronically or in hard copy.
- K. PTA – Mrs. Phillips said to date the Walk with Wyo fundraiser has raised \$20,000 of its \$25,000 goal. Donations will be accepted up to the date of the event, May 11. The GAGA pits were delivered and facilities is awaiting additional hardware to assemble them this spring.

PUBLIC COMMENT

Mr. Redner reminded the audience of Policy 903 – Public Participation at Board Meetings and said comments would be limited to three minutes per person due to the size of audience.

Tim Hetrich thanked Mr. Scoboria for his update on the athletic signage and said he trusted that once cleared by the Boroughs that the additional signage would be added.

Lynn Driben urged the Board approve the signage. She cited a recent article from the Reading Eagle commending student athletes in the county. She felt the two recent championship teams deserve the same respect as former championship teams who are listed on the current signs.

Joe Cullen, senior and captain of the cross country team advocated for the updates to the sign. By failing to do so, the Board would be ignoring the precedent set by honoring previous championship teams, marginalizing the recent teams’ championship achievements due to a petty squabble.

Minutes April 9, 2018

Matthew Driben, senior and captain of the cross country team expressed his frustration that this was the fourth meeting the signage was delayed for such a trivial expense compared to the overall budget. In his opinion, he felt the hesitance to update the signs creates a hierarchal culture of sports at the school.

Sal Ferrarello said he was excited to see the approval of the infrastructure to the STEAM Renovations on the agenda. He hopes it is one of many steps in growing STEAM education in the District and that it will be featured in next year's budget.

Dawn Walls questioned the placement of Public Comment on the agenda. She asked if there was a change in policy that it isn't listed at the end of the meeting after business is conducted. It makes it difficult waiting until the next meeting to comment.

Mike Gent said he was glad to see STEAM was moving along, but concerned because most of the budgeted funds appear to be for renovations. He asked if any of the recommendations from the consultant such as hiring a STEAM Director with the expertise to oversee the development of the program will come to fruition. He also asked if the Board had funds set aside for recommendations that come from the safety and security committee to make necessary upgrades.

Megan White expressed her concern of the kindergarten class sizes. She would like to see funds spent inside the walls of the classrooms for things such as permanent teachers, school safety, and curriculum enhancements. While in total support of recognizing the athletes' accomplishments she questioned the number and placement of signs. She encouraged the Board to seek fundraising dollars to pay for the signs.

PRESENTATIONS:

CAPITAL PROJECTS

Mr. Cafoncelli and Mr. Boyer made a presentation on the three capital projects facing the District and the status of each. The scope of the STEAM Renovation project is to renovate the 300 hallway in the JSHS and upgrade the HVAC infrastructure. The cost of the project is \$1.5 million as follows: \$1.2 million for construction; \$179,000 furniture and storage for all three buildings; and \$121,000 for technology. WAEF is supporting the project with funds for the furniture and technology. Board approval is requested on the agenda. If approved, the project is expected to start April 30, on unoccupied areas with a substantial completion date of August 17. The core piece of the JSHS Phase 2 renovation is an update to the HVAC system. Cosmetic improvements include painting of classrooms, flooring, LED lighting, and new lockers

Minutes April 9, 2018

in the 1965 section. Estimated cost of the project is \$4.9 million. Estimated completion time is summer of 2018. The project is listed on the agenda for discussion with projected approval at the next Board meeting. If approved, the project would begin in May with substantial completion in August 2018 to occupy school, and final punch list items in October 2018. This project has a guaranteed energy savings of \$30,000 annually with an operational savings of \$14,000. The scope of the Flannery Field project includes track resurfacing and improvements, baseball field, softball field, parking lot improvement and addition, and track pavilion improvements. Estimated cost for the project is \$1.7 million. Project would begin in the summer of 2018 with potential completion by fall of 2018. The request for authorization to advertise for bids is on the agenda for approval. The bid process will follow a la carte pricing to allow for phasing the project if needed. Mr. Boyer reviewed the proposed funding for the projects. The JSHS Phase 2 project is an ESCO project, similar to the project formerly done at WHEC, that will reduce energy costs in a cost-avoidance measure. Mr. Boyer suggested issuing new debt from the previously approved \$6.44 million debt service resolution for the Phase 2 and Flannery Field projects. The STEAM Renovation project would be paid through fund balance (\$1 million) and capital reserve funds (\$500,000). The cost of the debt would be \$199,000 for the 2018-19 budget year. Mr. Boyer reviewed three options for financing all the projects.

Mrs. Larkin asked for clarification on WAEF's contribution to the STEAM Renovation project. Mr. Scoboria said they agreed to make a one-time purchase of requested equipment for technology which is in addition to the project amount of \$121,000. Mrs. Larkin also asked if the remaining \$396,000 left in fund balance for curriculum was adequate for staffing, professional development and curricular needs to make it a robust program. Mr. Scoboria said each department has money in its budget for curriculum and staff development needs.

Mrs. Waxler asked for clarification of the cost and longevity of the debt service.

Mr. Zeppos asked about bus parking options to perhaps alleviate the need for additional parking for the Flannery Field project. Mr. Cafoncelli said he would discuss the possibility with transportation and the Borough to see if there would be any other creative options.

Mrs. Taylor questioned that one-third of the STEAM Renovation project was for HVAC and asked what that included. Mr. Cafoncelli explained that it is better for the infrastructure to be renovated at the time the instructional spaces are established to prevent having to rip up newly installed floor and ceilings to make repairs. The infrastructure work was

Minutes April 9, 2018

scheduled to be done in 2019-20 so the cost for that work will be subtracted for the estimated funds needed for that project.

Mrs. Taylor asked if there was any thought given to fundraising for the Flannery Field project. Mrs. Waxler said she suggested fundraising part of the cost of the tennis court project and got no response. Mrs. Waxler expressed her frustration that while the discussion of the cost of athletic signage spanned many weeks, little discussion ensued surrounding spending \$1.5 million on renovating a few classrooms at the JSHS. She supports STEAM and will vote to approve it because she knows the community wants it; however, she contends that we already provide a number of STEAM related courses. The curriculum isn't really changing; the way we teach is. This project isn't adding additional teachers at the JSHS, rather the biggest benefit will come getting students in K-6 thinking differently in their approach to learning as they progress to the high school.

Mr. Scoboria said in terms of fundraising for Flannery Field, administration met with WAEF, however, the Flannery Field project does not meet their objectives. They are willing to partner with District on other endeavors with an instructional basis. He also added that in order for all three projects to move forward as proposed for substantial completion before the end of the summer, time would not allow for a fundraising campaign.

Mr. McCaffrey said that while our students are well prepared for college, college students are not well prepared for careers in business and industry. He thinks it is critical to support the teachers in fostering collaboration and creativity in developing career readiness through STEAM education.

Mrs. Ziolkowski asked about the benefits of prepayment of the projects. Mr. Boyer said that is always an option. The sooner the District prepays the projects, the more the savings would be.

Mrs. Larkin said relative to fundraising, initially the ad hoc committee for STEAM was discussing contacting business people whose fields relate to STEAM for sponsorships. Mr. McCaffrey said CarTech champions that idea.

**SPECIAL EDUCATION
PLAN**

Mrs. Lengle presented highlights of some of the lengthy sections of the Special Education Plan that were not previously included in the Executive Summary previously presented to the Board. Part of the Comprehensive Plan, the Special Education Plan is due in May, prior to the November due date of the entire Comprehensive Plan so that is submitted in time for the state to release funds on July 1. Data from the

Minutes April 9, 2018

2016-17 school is used to formulate the plan. The state looks at anything in the data that is disproportionate such as over-identifying or under-identifying students for special education. Move-in population is also addressed. For instance, the District's autism population has consistently been 6-9% higher than the state average; whereas the speech and language population has been consistently about 5% below what the state would expect. The plan provides rationale for the numbers. The federal and state governments mandate that the students must be included the general curriculum environment to the greatest extent possible. She outlined the various supports in place to ensure that is accomplished. She highlighted the role of our Transition Coordinator who works with students aging out of school to place them in a work environment that meets their interest. The plan will be on the agenda for approval on April 23, so it can be uploaded to the state.

SUPERINTENDENT'S REPORT

A. CURRICULUM/ TECHNOLOGY

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

1. Approved elementary student #300123 to complete the 2017-18 school year without payment of tuition, in accordance with Policy 202.

Yeas: Larkin, McAvoy, McCaffrey, Phillips, Redner, Taylor, Waxler, Zeppos and Ziolkowski.
Nays: None. Motion carried.

The Curriculum and Technology items were opened for discussion. There were no questions or comments.

B. FINANCE/ FACILITIES

Upon a motion by Mrs. Waxler, second by Mr. McCaffrey, the following Finance/Facilities item was tabled.

Mrs. Larkin said she felt the discussion surrounding the athletic signage was misconstrued in the community as some not supporting the recognition of the recent championship team; however, she said remarks were prefaced with the importance of recognizing the students' accomplishments. The focus of the discussion was fundraising the cost or involving students in the construction to defray the cost.

Mr. Redner asked for clarification that the District doesn't have the necessary equipment to modify the signs as proposed and that the District received no additional quotes from solicited vendors.

Minutes April 9, 2018

Several other Board members commented on the capability of necessary equipment to do the renovations.

1. Adding signage to the three Wyomissing Spartan State Championship signs located throughout the District at a cost of \$2,277.

Background information: The signs will be moved up 13" to include new sections for Boys Cross Country and the additional Girls Tennis title.

Yeas: Larkin, McAvoy, McCaffrey, Phillips, Redner, Taylor, Waxler, Zeppos and Ziolkowski.

Nays: None. Motion carried.

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

During discussion Mrs. Waxler reiterated her frustration with amount of discussion surrounding a \$2,000 purchase versus the \$1.5 million project. Mrs. Taylor said she views it as the difference between curriculum and academics versus something that isn't an immediate need when facing a budget deficit.

Mr. Redner said discussion is good, but all items have merit and have to be examined individually.

Mr. Zeppos thanked Mr. Hetrich for his leadership outside the classroom with the cross country team as evidenced by the students addressing the Board regarding the signage. He feels the signage inspires excellence which is the District's mission.

Mrs. Waxler reiterated her support for the STEAM Renovation project, but also questioned whether some of the components like moving walls were actually necessary. The project involves more than paint and flooring. When Board members suggest every penny counts, she feels some components are nice and wanted but not necessary. Yet no one has raised those questions regarding this project.

2. Authorized administration to advertise bids for the Flannery Field Renovation Project.
3. Approved bids for the STEAM Renovation Project per attached resolution.

Yeas: Larkin, McAvoy, McCaffrey, Phillips, Redner, Taylor, Waxler, Zeppos and Ziolkowski.

Nays: None. Motion carried.

WYOMISSING AREA SCHOOL DISTRICT 2018-5453

Minutes April 9, 2018

The Finance and Facilities items were opened for discussion. There were no questions or comments.

C. PERSONNEL/ POLICY

Upon a motion by Mrs. McAvoy, second by Mr. McCaffrey, the following Personnel/Policy items were approved and ratified.

Mrs. Larkin said she was thrilled to see that two new positions are proposed at WHEC. She hopes the STEAM teacher is dedicated to STEAM duties without other teaching responsibilities.

1. RETIREMENT/TERMINATIONS

a. Support Staff

- 1) **Barbara Brehony**, Attendance Secretary, WHEC, retirement effective June 20, 2018
- 2) **Royden Snyder**, Custodian, JSBS, termination effective last day worked March 15, 2018.

2. LEAVE OF ABSENCE

a. Professional Staff

- 1) **Kelly Keim**, 2nd Grade Teacher, WHEC, update Family Medical Leave effective March 12, 2018 to March 15, 2018, return to work March 26, 2018.
- 2) **Kristen Schaffer**, Kindergarten Teacher, WHEC, update restoration of health sabbatical effective date through the morning of March 26, 2018, return to work the afternoon of March 26, 2018.
- 3) **Rose Sneeringer**, 6th Grade Teacher, WREC, Family Medical Leave effective March 14, 2018 to March 28, 2018, return to work April 3, 2018.

b. Support Staff

- 1) **Beth Rothermel**, 4th Grade Instructional Aide, WHEC, unpaid leave effective March 26, 2018 to March 28, 2018, return to work April 3, 2018.
- 2) **Kelly Jo Vogel**, Food Service Worker, JSBS, unpaid leave effective May 24, 2018 through May 29, 2018, return to work May 30, 2018.

3. WAGE INCREASES

a. Professional Staff

Approved the following teacher 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) **Kendall Babiarz**, WHEC, from B+15/Step 6 to MEQ/Step 6 (\$58,228) effective April 1, 2018.

Minutes April 9, 2018

b. Support Staff

Approved the following support staff to temporarily receive an increase in hours from 5.5 hours/day to 5.75 hours/day for approximately three weeks effective April 9, 2018 through April 27, 2018 to assist student ID#301754 with a temporary mobility need:

- 1) **Ashlynn Khaldouy**

4. SUBSTITUTES

a. Support Staff (addition)

- 1) **Dorothy Fallon**, Crossing Guard, WREC

5. Authorized administration to post positions for an Assistant Principal (WHEC) and a STEAM Teacher (WHEC).

6. VOLUNTEERS

7. POLICIES

Second reading and adoption of the following policies:

- 004.1 Student Representative to the Board (NEW)
- 006 Meetings
- 217 Graduation
- 222 Tobacco Use
- 229 Student Fund Raising
- 235.1 Surveys
- 237 Electronic Devices
- 302 Employment of Superintendent/Assistant Superintendent
- 304 Employment of District Staff (NEW)
- 311 Reduction of Staff
- 610 Purchases Subject to Bid/Quotation
- 808 Food Services
- 832 General Background Check and Related Requirements (NEW)
- 916 Volunteers with attachment

Policies to be rescinded

- 219 Student Complaint Process
- 228 Student Government
- 230 Public Performances by Students
- 231 Social Events and Class Trips
- 234 Pregnant/Married Students
- 235 Students Rights and Responsibilities
- 239.1 Foreign/District Students – Short Term Visits
- 404 Employment of Professional Employees
- 410 Abolishing a Position
- 411 Furloughs

WYOMISSING AREA SCHOOL DISTRICT 2018-5455

Minutes April 9, 2018

504 Employment of Classified Employees
511 Furloughs

Yeas: Larkin, McAvoy, McCaffrey, Phillips, Redner, Taylor, Waxler,
Zeppos and Ziolkowski.

Nays: None. Motion carried.

OLD BUSINESS

Mrs. Taylor asked for an update on the Board/Teacher meetings as well as the student representatives. Per the policy that was just approved, administration will identify student representatives.

NEW BUSINESS

Mr. Redner said administration is proposing a change to the committee structure. Committees would meet from 4:00-7:00 pm on the second Monday of the month in lieu of individual committee meetings throughout the week. Voting would occur the fourth Monday of the month except in extenuating circumstances. Administration proposed the effective date of the would be in August 2018.

Mrs. McAvoy expressed her concern that the meeting would last well beyond 7:00 pm because very few committee meetings last only one hour.

Mr. Redner said it is a trial basis and if it doesn't work we could revert back to the former schedule.

Mr. McCaffrey thought there was efficiency in combining committees Especially Finance and Facilities as many items overlap both committees.

Mrs. Larkin expressed her appreciation for the change in format

UPDATES FROM ORGANIZATIONS

None.

ADJOURNMENT

A motion was made by Mr. McCaffrey, seconded by Mrs. Larkin to adjourn at 8:02 p.m.

Board Secretary