

WYOMISSING AREA SCHOOL DISTRICT 2018-5428

Minutes March 12, 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, Mr. Zeppos, and Mrs. Ziolkowski.

Board Members Absent

Mrs. Waxler

Administrative Staff Present:

Mr. Scoboria, Mr. Boyer, Mr. Arnst, Dr. Babb, Mrs. Bobst, Mr. Cafoncelli, Mrs. Johnson, Dr. Jones, Mrs. Kaag, Mrs. Lenge, 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 – March 19, 2018, 6:00 p.m.
- Facilities Committee Meeting – April 3, 2018, 8:30 a.m.
- Finance Committee Meeting – April 4, 2018, 5:00 p.m.
- Curriculum/Technology Committee Meeting – April 5, 2018, 8:30 a.m.
- Personnel Committee Meeting – April 5, 2018, 4:00 p.m.
- Policy Committee Meeting – May 2, 2018, 4:00 p.m.

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

RECOGNITION

Dr. Jones recognized Abby Goldberg for achieving a perfect score on the ACT test. She received a proclamation, a copy of which is included in these official minutes.

COMMITTEE REPORTS

A. Finance – Mrs. Ziolkowski said the committee met March 12. They discussed current year cash flow projections and budget-to-actual projections. Revenue is tracking slightly higher and so are expenditures due to a one-time bond payment. There was an extensive discussion on next year's budget. At this point, there is a projected deficit of \$1.6 million. Next year's budget will need to take into account negotiations of the WAEA contract and any Board initiatives for safety and security. Mr. Boyer shared a chart showing a tax analysis of a 0% tax increase to a 2.4% increase (the Index amount). At the next meeting they will evaluate the utilization of the late bus run. The focus has been on operational savings rather than curriculum savings. The committee will focus on a tax decision at the April meeting so as to complete the budget presentation in May. Administration is tracking enrollment projections to determine whether a seventh classroom will be needed

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in certain grades due to class sizes. They reviewed copier and printer usage. Phillips Office Service will review the data to suggest solutions to configuration and number of machines. Several items reviewed are on the agenda for discussion. The committee received an update on the Business Privilege Tax regulations. April 15, was established as a universal collection date. Mr. Boyer will contact Berks EIT to review the process to make sure all monies can be captured. Based on the recent news from the Attorney General, the process of approving bus drivers has been reviewed. A District staff member is auditing the bus company's files making sure they are compliant with clearances.

- B. Facilities – Mrs. McAvoy reported the committee met on March 6. They received an update on Flannery Field. The project will begin this Summer and be completed in the Fall at a projected cost of between \$1 - \$1.5 million. The feasibility study will be reviewed at the April meeting. The JSHS Renovation Project Phase 2 will cost approximately \$5m. On the agenda is a discussion item to approve \$400,000 for TRANE to pre-order the HVAC equipment due to the long lead time. The STEAM Renovation is on-track to be completed this summer. Bids were opened March 9, and will be reviewed at the April meeting. Quotes received for electronic locks at the football field were too expensive. Custodians will continue with the manual locking and unlocking process currently in place. An additional donation from the PTA will defray the cost for the WREC and JSHS gym padding, so the cost to the District is now approximately \$1,000. The proposed updated athletic signage was discussed. At the last Board meeting, using students for the project was suggested; however, using students for facilities safety signage as recommended by a state police report is the committee's preferred way of using their talent. The PTA is funding a GAGA pit at each elementary. PTA has donated \$400 for new bike racks at the JSHS. Existing racks will also be refurbished.

Mrs. Taylor asked if we received additional quotes for the additional athletic signage and from what fund the purchase would be made. Mrs. Larkin asked if the committee considered downsizing to just one sign to alleviate future maintenance costs. Mr. McCaffrey asked if the posts showed signs of deterioration. The committee felt it was better to use the same vendor because the signs are being modified not replaced. The funds would come from the Facilities budget. Elimination of two signs was not discussed. The posts show no outwardly signs of deterioration.

- C. Curriculum/Technology – Mr. McCaffrey said the committee met on March 5. Jim Comerford, the English Department Chair shared the recommended Summer Reading Books. The book choices were

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determined based on past student interest, the inclusion of multi-cultural themes and female authors, and literary themes. The committee received an update on the STEAM Innovation. Office Depot created a proposal for the STEAM Design room layout at WHEC to be shared on March 14. Furniture and storage solutions will be installed at WREC on March 13. At the JSHS, Mrs. Waller, Mr. Cafoncelli, Office Depot and the architects are meeting to determine furniture needs placement. Mrs. Waller is meeting with teachers to develop STEAM pathways. The teachers are reviewing their current courses and the articulation for the Science/Engineering Pathway. The technology integration teachers from all three buildings attended the Instructional Technology Professional Learning Community meeting held at BCIU on February 22. The focus for the meeting was on enhancing instructional coaching by using innovation and coaching opportunities to empower learning for teachers and students. A stakeholder survey was sent to teachers to gather data from professional staff pertaining to instructional practices for Comprehensive Planning. The data gathered will be used in conjunction with student achievement and growth data for the Systems Analysis component of the comprehensive plan. Administration met with RACC representatives to discuss dual enrollment and the possibility of offering a STEAM Summer Academy. Mrs. Lenge presented the Executive Summary of the Special Education Plan to the committee. The plan is posted on the District website for 30 days to allow for stakeholder comments. The committee discussed a change in dates for a previously approved transportation request which is on the agenda for approval with the revised dates.

- D. Personnel – Mrs. Taylor reported the committee met on March 1. A streamlined organizational chart was shared that will go on an upcoming Policy Committee meeting agenda. Personnel items related to the 2018-19 school year were shared. They discussed upcoming contract renewals, the first of which is for the Business Administrator.
- E. Policy – Mrs. Larkin said the meeting was held March 12. She reviewed the nine policies that will be placed on the agenda for a first reading. Some policies are recommended in an effort to begin consolidating the sections on employees. Eventually the 400 and 500 levels will be rescinded with the 300 level encompassing all employees. Many of the nine policies contain PSBA recommended changes; however, the policy on background checks as well as changes to the policy on volunteers were recommended by the solicitor. Another proposed new policy gives administration the authority to hire an employee with Board ratification after his/her start date so as not to negatively impact students' services during the

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time between Board meetings. The audit of the 200 category continued. Administration shared a listing of the remaining policies categorized by those needing revisions, those with no changes needed, those to be rescinded, and those that need continued review.

- F. Berks County Intermediate Unit Board Report – Mrs. Taylor said the meeting was held February 15. They voted unanimously to renew the Executive Director’s contract. Programming for transitioning special needs students was discussed. March 23, BCIU is hosting two free sessions on “Keeping Kids Safe” which deals with cyber security.
- G. Berks Career & Technology Center Board Report – Mr. McCaffrey said pictures of the student-built house were shared. Students in the program are introduced to all phases of the construction over the three-year program. The house will be on the market this summer. Students from the multiple disabilities class in Oley visited the cosmetology shop for makeovers. The Board toured the Electrical Operations program. Mr. McCaffrey met a very mature high school senior in the program who owns his own construction company and makes \$50,000/year while learning to become an electrician. The proposed BCTC 2018-19 budget was discussed and distributed to member school districts. They received an update on snow make-up days and are considering creating an education foundation. Negotiations are moving smoothly in settling a teachers’ contract that expires June 30.
- H. Berks EIT Report – No report.
- I. Wyomissing Area Education Foundation – Mrs. Ziolkowski said the meeting was March 8. Some members’ terms expire in June and they will be looking for new members, especially someone with an accounting background for treasurer. New EITC grants include whiteboards for two JSBS classrooms; a breaker for cutting metal to make nameplates for teachers at the JSBS; and a science program for 4th grade including lab coats and goggles for each student. Due to scheduling issues the program for special needs students with Corps Fitness will be postponed until next year. A grant for the West Reading Museum of Temporary Art was approved. A collaboration between Art and Humanities teachers and students, students documented 120 stories of borough residents and will bring the art work of 110 artists from around the world to West Reading for the summer of 2018. WAEF funding will provide maps to guide them through their visit and various artwork installations. Work continues on the three scheduled TOAST parties.

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- J. Legislative Report – Mrs. Larkin reminded members of the District’s all-access pass to professional development on PSBA’s website such as School Threat Assessment, Board Goals, and Self-Assessment.
- K. PTA – Mrs. Phillips, as the newly appointed liaison, reported that WREC is having their Glow Dance on March 16. It is the first opportunity for fifth- and sixth-graders to attend an organized dance. The second Reading is Fundamental event is next week. Fund raising packets for Walk with Wyo will soon be sent out.

PUBLIC COMMENT

Mr. Redner reminded the audience of Policy 903 – Public Participation at Board Meetings and said it is available on the website and a copy was at the sign-in table. Some comments made at the February 26, 2018 meeting did not conform to the requirements. Going forward, such comments will not be permitted. There was no public comment.

SUPERINTENDENT’S REPORT

Principals shared good news from their buildings as follows:

- JSHS - The juniors attended the Berks County College Fair last week at Alvernia University where they met and networked with over 100 colleges and universities. These students have now visited BCTC in 8th grade, toured one of 5 local colleges in 9th grade, took the PSAT in 10th grade, and attended the college fair in 11th grade, as part of the JSHS plan to help students be college- or career-ready by graduation. Mrs. Hildegard Gernsheimer and her son Jeff shared her stories about living through the Holocaust in Nazi Germany with our 9th grade US History students. Mini-THON is scheduled for Friday, March 16, with the community walkthrough lasting from 7:00 to 9:00 p.m. Last year students raised over \$50,000 for pediatric cancer and are hoping to equal or surpass that success this year.
- WREC – Four 5th grade students led by science teacher Mrs. Robin Kline competed in the county-wide K’NEX Challenge event at BCIU on March 1. Fifth grade students and staff traveled to Philadelphia, March 12, to visit the Constitution Center, Independence Hall and the Liberty Bell, as an enhancement to their current social studies curriculum. The new furniture, cabinetry, and display boards for the WREC Library and Innovations Lab will be installed March 13.
- WHEC – Student Council members are collecting items for Opportunity House. Two teachers in math and ELA from each grade level held a calibration meeting on March 8, to align best practices and teaching skills. They hope to meet frequently to develop goals for next year. Teachers will be receiving training for iPads on four days later in March.

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- A. **CURRICULUM/
TECHNOLOGY** Upon a motion by Mrs. Larkin, second by Mrs. McAvoy, the following Curriculum/Technology items were approved.
1. Approved Overnight Field Trip – PMEA Northeast Region Orchestra, Dallastown High School, March 21-23, 2018.
Background information: This trip was approved at the meeting of February 12, 2018; however the dates have changed.
 2. Approved new book titles for English curriculum and summer reading list as follows:
 - a. Grade 8 Accelerated English Summer Reading
 - 1) *10,000 Days of Thunder: A History of the Vietnam War*
 - b. Grade 9 Honors English Summer Reading
 - 1) *Turtles All the Way Down*
 - 2) *Challenger Deep*
 - 3) *Boy 21*
 - 4) *The Unlikely Hero of Room 13B*
 - c. Grade 9 Honors English Regular Curriculum
 - 1) *The Joy Luck Club*
 - d. Grade 10 Academic English Summer Reading
 - 1) *Unbroken: A World War II Story of Survival, Resilience, and Redemption*
 - 2) *Unbroken: An Olympian's Journey from Airman to Castaway to Captive*
 - e. Grade 11 Academic English Regular Curriculum Literature Circle Unit
 - 1) *The Autobiography of Malcolm X*
 - 2) *In the Time of Butterflies*
 - 3) *The Farming of Bones*
 - 4) *When I Was Puerto Rican*
 - 5) *Black Boy*
 - 6) *The Brief and Wondrous Life of Oscar Wao*
 - f. Grade 11 Advanced Placement Language and Composition Summer Reading
 - 1) *Killers of the Flower Moon: The Osage Murders and the Birth of the FBI*
 - g. Grade 12 Advanced Placement Literature and Composition Summer Reading
 - 1) *The Nix*
 - h. Grade 12 Advanced Placement Literature and Composition Regular Curriculum
 - 1) *The Poisonwood Bible*

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

Absent: Waxler

Nays: None. Motion carried.

**B. FINANCE/
FACILITIES**

Upon a motion by Mrs. Ziolkowski, second by Mr. Zeppos, the following Finance/Facilities item was not approved.

Mr. McCaffrey advocated for using students' skills in updating the signs.

Mrs. Taylor expressed her disappointment that the item was tabled for a month in order to investigate other options to save costs, yet no additional vendors were contacted.

Mr. Redner attended the Facilities Committee and felt the consensus was that since it isn't a replacement project, but rather a modification to the existing signage it makes sense to use the original vendor.

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: McAvoy, Redner, Zeppos and Ziolkowski.

Absent: Waxler

Nays: Larkin, McCaffrey, Phillips, and Taylor. Motion denied.

Mr. Redner said the item can go back to the Facilities Committee.

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

**C. PERSONNEL/
POLICY**

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

1. RESIGNATION

a. Support Staff

- 1) **Kathy Himmelberger**, Paraprofessional, JSHS, resignation effective March 15, 2018.

b. Athletic Staff

- 1) **Santo Giannotti**, Jr. High Asst. Soccer Coach, resignation effective last day worked November 4, 2017.

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2. LEAVE OF ABSENCE

a. Professional Staff

- 1) **Amy Miller-Cush**, Guidance Counselor, WREC, update Family Medical Leave effective date to January 31, 2018 through March 2, 2018, return to work March 5, 2018.
- 2) **Meredith Weisman**, 3rd Grade Teacher, WHEC, update Family Medical Leave effective date to March 1, 2018 through the last contracted day of the 2017-18 school year, return to work the first day of the 2018-19 school year.

b. Support Staff

- 1) **Barbara Brehony**, Secretary, WHEC, unpaid leave effective February 26, 2018 through March 2, 2018, return to work March 5, 2018.
- 2) **Diana Caruso**, Instructional Aide - Reading, WHEC, unpaid leave effective February 21, 2018 through February 23, 2018, return to work February 26, 2018.
- 3) **William Gerhart**, Cafeteria/Recess Monitor, WHEC, unpaid leave effective February 9, 2018 through February 14, 2018, return to work February 15, 2018.

3. APPOINTMENTS

a. Support Staff

- 1) **Deanna Shuker**, Full-time Paraprofessional, JSHS, update effective date to March 6, 2018.
- 2) **Danielle Wynen**, Part-time Paraprofessional, WREC, update effective date to March 2, 2018.

4. POSITION CHANGE/TRANSFER

a. Support Staff

- 1) **Diana Caruso**, Part-time Instructional Aide - Reading, WHEC, 3 hours/day to Part-time Instructional Aide - Kindergarten, WHEC, 5 ½ hours/day, no change in wage rate, ratification effective March 5, 2018.

5. 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:

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- 1) **Steven O'Neil**, WHEC, from M/Step 7 to M+15/Step 7 (\$61,786), effective March 1, 2018.

6. WORK OUTSIDE CONTRACT

a. Professional Staff

- 1) Approved the following teachers who have agreed to be a tutor for the JSBS after school tutoring program scheduled for Tuesday, Wednesday, and Thursday effective February 27, 2018 to May 10, 2018 at the WAEA wage rate for work outside contract hours not to exceed a shared total of 172 hours:
 - a) **Mary Kate Bogert**
 - b) **Robert Cushman**
 - c) **Colleen Fontaine**
 - d) **Michele Hatt-Ciemiewicz**
 - e) **Chelsea Leber**

7. SUBSTITUTES

a. Support Staff (addition)

- 1) **Loni Pottieger**, Secretary, effective May 14, 2018
- 2) **Kimberly Mell**, Crossing Guard

b. Support Staff (deletion)

- 1) **Diana Caruso**, Instructional Aide, WHEC, effective March 5, 2018.

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

Absent: Waxler

Nays: None. Motion carried.

OLD BUSINESS

Mr. Scoboria provided an update on the progress of assessment of safety and security since the last Board meeting. He had a series of meetings with parents, local police chiefs, community members, and other administrators. He said we have many safety and security measures already in place such as a double-buzz entry system, increased cameras, a series of drills in each building, and a strengthened emergency communication system. Safety plans will be reviewed with the FBI in April. The District is also exploring visitor identification systems. A Safe Schools Advisory Committee will be established with stakeholders including law enforcement, community members, Board members, District administrators, teachers and staff. The committee will be co-chaired by Mr. Cafoncelli and Lt. Tom Endy of the Wyomissing Borough Police Department. The committee will focus on current safety and security measures as well as make recommendations for

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improvements. The committee will meet in March and April at each of the buildings. Upon completion of their work, the committee will report to the Board at a regular meeting.

NEW BUSINESS

None.

UPDATES FROM ORGANIZATIONS

None.

ADJOURNMENT

A motion was made by Mrs. Taylor, seconded by Mr. McCaffrey to adjourn at 6:54 p.m.

Board Secretary