

WYOMISSING AREA SCHOOL DISTRICT 2018-5465

Minutes May 14, 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 (dep. 7:44pm), 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:

Keith Dmochowski, 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 – May 29, 2018, 6:00 p.m.
- Curriculum/Technology Committee Meeting – June 4, 2018, 11:00 a.m.
- Facilities Committee Meeting – June 5, 2018, 8:30 a.m.
- Finance Committee Meeting – June 6, 2018, 8:00 a.m.
- Personnel Committee Meeting – June 7, 2018, 4:00 p.m.
- Policy Committee Meeting – July 11, 2018, 4:00 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 was held at 5:00 pm to discuss a student matter.

STUDENT REPRESENTATIVE REPORT

Student representatives Mia Huber and Samantha Zechman provided the following report.

- The High School Student Council is planning their spring event, Mr. Wyo. In this event Juniors and Seniors compete by demonstrating their talents, modeling formal wear, and answering tough questions in a question-and-answer segment to be crowned Mr. Wyomissing.
- The Wyomissing Area PTA partnered with the Wyomissing Area Mini-THON for a Designer Handbag Bingo on Sunday, May 6, and the event was a success, raising over \$4,000 dollars
- Students in the JSHS are running for and holding elections for class officer positions and student council membership for next year.
- The art show is running at the high school from May 15-17, where student work from throughout the year will be on display.

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- The High School Chorus Concert is will be held on Tuesday May 15.

Academics:

- Over 610 AP exams will be taken at Wyomissing this year.
- Spartan Impact Awards will be held on May 30. Graduating seniors have a chance to recognize someone from their time at Wyomissing that made a positive impact on their life.

Athletics:

- The All-Sports Banquet will be held at Stokesay Castle on May 23.
- Joe Cullen set the Shaner Meet record in the 800, and sophomore Ben Kuhn won first place in both the 1- mile and 2- mile contests.
- Senior Owen Pendergast has earned a spot as a kicker on the football team at University of Mississippi, where he will continue his education next year.
- The Wyomissing Boys Volleyball team made districts this year for the first time in 6 years.

RECOGNITION

Dr. Jones recognized the academic accomplishments of the following students:

- BCTC Students of the 3rd Quarter 2017-18 – Alexander Tharp (Business Management & Entrepreneurship); Trevor Beane (Electrical Occupations); Amaya Latham (Health Occupations II); Mercedes Gill (Photo Imaging Technology).
- 2018 National Center for Women and Information Technology Award for Aspirations Winners – Chloe Gehret, Cameron Hoke, Serafina France-Tribe, and McKinley Morris.
- 2018 Local Chemistry Olympiad winner and national Chemistry Olympiad qualifier – Xiaoru Shi.

The students received a proclamation for their respective recognition, a copy of which is included in these official minutes.

In addition, six students were winners in the regional competition and will advance to the PA State Computer Fair: Andrew Zhou, Ben Chen, Cassie Minich and the team of Jack Gent, Demetri Scantzios and Aleko Zeppos in the middle school website category.

COMMITTEE REPORTS

- A. Finance – Mrs. Ziolkowski said the committee met May 2. The budget-to-actual projections deficit is tracking less than expected mainly due to lower personnel expenditures. Mr. Boyer presented a report on the state underfunding of schools. WASD is underfunded by approximately \$1,966/per student. The fair funding formula applies only to new money, so the District won't see much of a change going forward. Mr. Boyer reviewed the 2018-19 budget in

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depth. The committee is recommending a 2.4% millage increase. It was noted that the District has never exceeded the Act 1 index. The purchase of furniture and storage solutions for the WHEC Innovations Lab is on the agenda for approval. WAEA is proposing a revised formula calculation for co-curricular stipends. The committee discussed enrollment projections and impact on personnel and physical space, focusing mainly on WHEC. The committee discussed the proposed LERTA for the Arrow Building and agreed to not move it forward for approval. Additional items the committee reviewed are on the agenda for discussion.

- B. Facilities – The committee met on May 1. Mrs. McAvoy said the athletic signage was discussed. Two vendors provided renderings; however, pricing was not yet available. The committee discussed an agreement with the Borough of Wyomissing for tree removal, painting of pickleball lines, and maintenance of tennis courts. Following the authorization to bid the Flannery Field project, the District learned that disturbing more than one acre would require additional permitting. This could be avoided by phasing the project, so over the next few months the committee will continue to discuss how to proceed with the project. Demolition of the woodshop area is underway for the STEAM renovations, and TRANE is preparing a schedule for the JSJS Phase II project which requires temporary relocations for 12-month staff members over the summer during construction. The committee discussed the replacement of a plow/dump truck which is on the agenda for discussion. The upgrade to the Telecore system at the JSJS is on the agenda for discussion. This system includes the clock, bells, and public address system which as of June 2018 will no longer be supported. The committee discussed district-wide signage that is needed. The hope is to involve students in this project if time permits.
- C. Curriculum/Technology – Mrs. Waxler said the committee met May 7. During public comment a couple of parents questioned the impact of the STEAM program on the K-4 music program. The committee received an update on the STEAM Innovation at WHEC. K-2 teachers participated in the Apple Education introductory training session which emphasized integrating iPads into the educational environment. An open house for the STEAM Design Center at WREC was held on April 26, in conjunction with the annual 6th Grade Wax Museum. At the JSJS, demolition of the wood shop area began and the design concept from Office Depot for furniture and storage solutions are being finalized. District administrators and staff will continue to participate in Career Pathways meetings with BCIU and other participating districts. The District is partnering with RACC for a Summer STEAM Program for rising eighth- and ninth-graders for two week-long camps for 24

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students each week. WAEF is underwriting a portion of the cost (\$100 per student) and PTA is covering the cost of transportation. Google Suite applications were implemented for staff use. Its ease of use generated questions about using the applications with students at the JSHS. Technology Integrations Specialists provided training opportunities to the interested teachers and the IT Department deployed the software to the student devices. During the Finance and Policy committee meetings information was shared pertaining to student enrollment, class size and staffing. From a curriculum perspective, administration is also monitoring student enrollment to ensure that adequate student resources to support instruction are in place. Administration is reviewing data county-wide to see how WASD compares in class sizes. The committee reviewed the Summer Work Outside the Contract listing. The committee reviewed the instructional materials chosen by the teacher for the new AP Environmental Science starting in the 2018-19 school year.

- D. Personnel – Mrs. Waxler reported that there was no meeting in May; however, applications are being accepted for the Assistant Principal and STEAM Teacher at WHEC.
- E. Policy – Mrs. Larkin said the committee met May 2. They reviewed a listing of the policies audited in 300/400/500 categories. Many policies in the 400/500 categories will be rescinded as a result of their consolidation into the 300 category. Terminology regarding language instruction for English learners is being updated in policies 105 and 138 as recommended by PSBA per state legislation. The committee reviewed policy 239 on foreign exchange students to discuss the process and their proficiency in the English language. The committee reviewed the PSBA recommended changes to the policy on suicide awareness, prevention, and response. Mrs. Lengle will serve as the districtwide coordinator. Designee language was added to policy 913. PSBA recommended language was incorporated into the policy on Title I parent and family engagement. A new policy recommended by the solicitor on district-initiated tax assessment appeals was reviewed by the committee. The committee discussed two recently audited policies on class size and meetings in response to recent public comment. Class sizes will continue to be monitored by administration. Policy 006 on meetings allows public comment at the end of non-voting meetings. As the District moves forward with the new structure of consolidating meetings into one night, public comment could be handled by individual committee chairs as appropriate. No changes were recommended to either policy at this time.
- F. Berks County Intermediate Unit Board Report – Mrs. Taylor said the next meeting is May 17.

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- G. Berks Career & Technology Center Board Report – Mr. McCaffrey said the meeting was held April 25. The budget was approved by all 16 sending districts. Two new programs were proposed at East Campus – Medical Office Assistant for the 2019-20 school year and Veterinary Sciences for the 2020-21 school year. An update was provided on the welding building. There is high demand for the program and it is already overcrowded. Funds from their capital reserve will be used for the new welding building. Negotiations with the teachers’ contract are going smoothly. A three-year contract extension was approved for the Executive Director, Dr. Kraft. Formation of the BCTC Education Foundation for the purpose of furthering Career and Technical education in Berks County was approved.
- H. Berks EIT Report – Mr. Zeppos mentioned that a little over \$67,340 tax revenue was deposited in April.
- I. Wyomissing Area Education Foundation – Mrs. Waxler reminded everyone of the upcoming TOAST events. WAEF provided a SPARKS Foundation program for 4th grade. Students received their own lab coats and goggles. WAEF was chosen as a funds recipient for the West Reading Love Team for Giving Goes Glam in October. Recently approved grants are on the agenda for discussion.
- J. Legislative Report – Mrs. Larkin said PSBA sent recommendations for candidates in the primary election. She also said she would like to take advantage of a program PSBA offers in highlighting districts on their website and publications.
- K. PTA – Mrs. Phillips said PTA volunteers went above and beyond for Staff Appreciation Week. The Walk with Wyo fundraiser exceeded expectations by raising \$31,452. She thanked Heidi Crowley and her committee, the volunteers, and students from WREC and the JSBS who also supported the event. The final meeting of the year, the appreciation brunch will be held May 22.

PUBLIC COMMENT

Angel Helm questioned the rationale in hiring a financial advisor for the issuance of debt and the fee involved. She also asked if the three members who were absent for the vote are in favor of the project for which the debt will be issued.

Terrie Taylor, as a parent, commended Mrs. Bobst and the WHEC staff for a well-organized kindergarten orientation process.

Holly Feeney expressed her frustration at the scheduling of committee meetings during the day. Mr. Redner said that the Board decided

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recently to move committee meetings to the first Monday of regularly scheduled meetings beginning in August 2018.

PRESENTATION

Mr. Boyer provided an overview of the proposed general fund budget for 2018-19 requiring a 2.4% mill real estate and interim tax increase. The increased millage is 0.7215 bringing the millage rate to 30.788. The increase of 2.4% is the maximum allowable by the Act 1 index. For a home assessed at \$150,000, the increase would be \$108. Uncertainties in enrollment and special education costs compared to state funding accounts for a large portion of the deficit. WASD receives the lowest amount of state funds compared to its peers in the county in terms of enrollment. In addition, the District's contribution to the retirement system is increasing.

Several Board members discussed the economic impact of revenues from projected commercial properties; however, most likely those revenues will not impact the 2018-19 budget. Some also discussed increasing taxes at a slightly lower amount than 2.4%. Others cautioned reducing the fund balance too low. The greatest need for additional revenue is now and taxes can be decreased later when the potential economic impact is clearer rather than based on assumptions. Some members said needs versus wants in terms of expenditures should be reviewed. Another cautioned to be careful about putting the District in a similar position as a few county districts that are playing catch up due to 0% increases in the past.

**SUPERINTENDENT'S
REPORT**

**A. CURRICULUM/
TECHNOLOGY**

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

1. Approved instructional resources for 2018-19
Science Department
 - a. AP Environmental Science – Cengage Learning, 2019, 30 print texts and 20 Digital Bundles, \$7,297.50
 - b. Approved new book title for summer reading list for AP Environmental Science.
 - 1) *Silent Spring* by Rachel Carson
Background information: AP Environmental Science was approved as a new course in the 2018-19 Program of Studies booklet.
2. Approved Summer Work Outside the Contract Listing for 2018-19.

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

**B. FINANCE/
FACILITIES**

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

- Adopted Proposed General Fund Budget for 2018-19 requiring a 2.4% mill real estate and interim tax increase. The increased millage is 0.7215 with a total millage required equal to 30.788:

1000 Instruction.....	\$20,696,685
2000 Supporting Services.....	10,604,104
3000 Operation of Non-Instructional Services.....	995,763
4000 Facilities, Acquisition & Construction.....	0
5000 Financing Uses.....	3,886,888
TOTAL GENERAL BUDGET EXPENSES.....	\$33,726,122

5999 Budgetary Reserve \$250,000

- Approved purchase of furniture and storage solutions for the WHEC Innovation Lab through Office Depot in the amount of \$13,953.32.

Background information: This purchase is covered through the TCPN Cooperative Bid. Commitment of fund balance for Curriculum and Enhancements will be used to pay for the items. Total price includes delivery and installation of the products.

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

The Finance and Facilities items were opened for discussion. Mr. Cafoncelli provided an update on the athletic signage reflecting state championships. The new proposal calls for metal vs. vinyl signs with additional area for future championship teams. To avoid additional permitting costs with the Borough, the signs can be no larger than the existing signs. The cost is \$4,700 which will be covered by a donation from Hamid Chaudry from Wyomissing Family Restaurant. Mr. Scoboria provided details on the agreement with the Borough of Wyomissing including the following: splitting the cost of removal and replacement of six trees at the tennis courts, splitting the cost of painting pickleball lines on the courts, allowing community use of the courts, and maintaining each entity’s own courts. Mr. Redner recommended that Mrs. Ziolkowski continue in the role of Treasurer for the next fiscal year. Mr. Zeppos asked about the possibility of keeping, rather than trading, the current plow/dump truck on the new truck and perhaps purchasing a less expensive one. Mr. Cafoncelli explained that in spite of low mileage, the repairs have been excessive and it is rusted out.

**C. PERSONNEL/
POLICY**

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

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1. RETIREMENT/RESIGNATIONS

a. Professional Staff

- 1) **Amy Lutz**, Special Education Teacher, WHEC, retirement effective the last contracted day of the 2017-18 school year.
- 2) **Rose Sneeringer**, 6th Grade Teacher, WREC, revise previously approved retirement to effective the last contracted day of the 2018-19 school year.

b. Support Staff

- 1) **Jennifer Zeiber**, Food Service Worker – Floater, resignation effective last day worked May 3, 2018.
- 2) **Barbara Cuttler**, Paraprofessional, WHEC, resignation effective May 14, 2018.

c. Confidential Support Staff

- 1) **Matthew Baratta**, IT Intern, District-wide, end of temporary assignment effective last day worked April 27, 2018.
- 2) **Aaron Starr**, IT Intern, District-wide, end of temporary assignment effective last day worked April 13, 2018.

2. LEAVE OF ABSENCE

a. Professional Staff

- 1) **G. Peter Beck**, Gifted Teacher, JSHS, extend Family Medical Leave to intermittent through no later than June 14, 2018.
- 2) **Colleen Fontaine**, Math Teacher, JSHS, update Family Medical Leave effective date to May 2, 2018 through October 3, 2018, return to work October 4, 2018.
- 3) **Sally McNichol**, School Nurse, JSHS, unpaid leave effective the afternoon of May 17, 2018 through May 31, 2018, return to work June 1, 2018, as an exception to the WAEA Collective Bargaining Agreement, Exhibit E.

b. Support Staff

- 1) **Jenny Weikel**, Attendance Secretary, JSHS, unpaid leave effective June 18, 2018 to June 20, 2018.

3. APPOINTMENTS

a. Professional Staff

- 1) **Sarah Blekicki**, Special Education Teacher, Extended School Year (ESY) Program, effective

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June 25, 2018 to July 27, 2018 at a rate of \$32/hour not to exceed a maximum of 12 hours/week, pending successful completion of employment requirements.

- 2) **Tammy Sarangoulis**, Special Education Teacher, Extended School Year (ESY) Program, effective June 25, 2018 to July 27, 2018 at a rate of \$32/hour not to exceed a maximum of 12 hours/week, pending successful completion of employment requirements.

b. Support Staff

- 1) **Shelby Button**, Part-time Instructional Aide - Reading, WHEC, 3 hours/day, at a wage rate of \$11.40/hour, ratification effective May 1, 2018.
Background Information: This position is being filled due to a resignation.

4. POSITION CHANGE/TRANSFER

a. Support Staff

- 1) **Jane Lim**, Full-time Computer Instructional Aide, WHEC, to Full-time 10-month Attendance Secretary, WHEC, 7 hours/day, at a wage rate of \$13.80/hour, effective August 20, 2018.
Background Information: This position is being filled due to a retirement.

5. SUMMER PROGRAMS

a. Professional Staff

- 1) Approved the following teacher to work in the Extended School Year (ESY) Program effective June 25, 2018 to July 27, 2018 at the WAEA work outside contract hourly rate, not to exceed a maximum of 32 hours/week:
 - a) **Sally McAvoy**
- 2) Approved the following teacher to work in the Extended School Year (ESY) Program effective June 15, 2018 to August 24, 2018 at the WAEA work outside contract hourly rate, not to exceed a maximum of 31.25 hours/week:
 - a) **Jodi Wirebach**
- 3) Approved the following teachers to work in the Extended School Year (ESY) Program effective June 25, 2018 to July 27, 2018 at the WAEA work outside contract hourly rate, not to exceed a maximum of 12 hours/week:
 - a) **Christine Beidler**
 - b) **Amanda Budwash**

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- c) **Mindy Devlin**
 - d) **Sarah Gallen**
 - e) **Kara Highduch**
 - f) **Alexandra House**
 - g) **Melissa Lumas**
 - h) **Colleen Reinecker**
 - i) **Melissa Siegfried**
 - 4) Approved all currently employed professional staff to substitute in the 2018 summer programs and receive compensation at the WAEA work outside contract hourly rate.
 - b. Support Staff
 - 1) Approved the following paraprofessionals to work in the Extended School Year (ESY) Program effective June 25, 2018 to July 27, 2018 at their regular hourly rate of pay, not to exceed a maximum of 10½ hours/week:
 - a) **Lori Beck**
 - b) **Kim Bressler**
 - c) **Mary Boyle**
 - d) **Cassey Buchta**
 - e) **Jillian Disla**
 - f) **Scott Frymoyer**
 - g) **Elizabeth Hartman**
 - h) **Glenda Jarrett**
 - i) **Lori Scargle**
 - j) **Danielle Wynen**
 - 2) Approved all currently employed support staff to substitute in the 2018 summer programs and receive compensation at their regular hourly rate of pay.
6. WORK OUTSIDE CONTRACT HOURS
- a. Professional Staff

Approved the following professional staff to provide Safety Care Training and receive compensation at the WAEA work outside contract hourly rate per below:

 - 1) June 15, June 18, and June 29, 2018 – Safety Care Training (7 hours/day for a total of 21 hours)
 - a) **Kristin McLaughlin**
 - 2) June 29, 2018 – Safety Care Re-certification Training (7 hours/day)
 - a) **Colleen Reinecker**
 - b) **Christine Beidler**

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b. Support Staff

- 1) Approved the following support staff to receive up to a maximum of 35 hours of compensation at a wage rate of \$13.80/hour to provide clerical assistance for the 2018-19 fiscal year during the summer at WHEC effective July 1, 2018 to August 17, 2018:
 - a) **Jane Lim**
- 2) Approved the following support staff to receive up to a maximum of 37 hours of compensation at her regularly approved hourly wage rate to provide clerical assistance for the 2017-18 fiscal year at the JSBS effective June 21, 2018 to June 29, 2018:
 - a) **Jenny Weikel**
- 3) Approved the following support staff to receive up to a maximum of 37 hours of compensation at her regularly approved hourly wage rate to provide clerical assistance for the 2018-19 fiscal year during the summer at the JSBS effective July 1, 2018 to August 17, 2018:
 - a) **Jenny Weikel**

7. APPROVAL OF TRAINING/WORK HOURS

a. Professional Staff

Approved the following teachers to complete required training and receive compensation at the WAEA work outside contract hourly rate per below:

- 1) June 15 and June 18, 2018 – Safety Care Training (6 hours/day for a total of 12 hours)
 - a) **Devon Benensky**
 - b) **Lee Marie Duquette**
 - c) **Regina Hart**
 - d) **Amy Stewart-Himes**
 - e) **Robert Cushman**
 - f) **Greta Jones**
 - g) **Kami Fecho**
 - h) **Stephanie Zechman**
- 2) June 29, 2018 – Safety Care Re-certification Training (6 hours/day)
 - a) **Amy Miller-Cush**
 - b) **Donna Fischer**
 - c) **Robert Kucharczuk**
 - d) **Brianna O’Neil**
 - e) **Mary Reinert**

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b. Support Staff

Approved the following paraprofessionals to complete required training and receive compensation at their regular hourly rate of pay per below:

- 1) June 15 and June 18, 2018 – Safety Care Training (6 hours/day for a total of 12 hours)
 - a) **Cassey Buchta**
 - b) **Jillian Disla**
 - c) **Jennifer Entzminger**
 - d) **Heidi Schlouch**
 - e) **Danielle Wynen**
- 2) June 29, 2018 – Safety Care Re-certification Training (6 hours/day)
 - a) **Trevor Fidler**

8. DEPARTMENT CHAIRS

Approved the following Department Chairs for the 2018-19 school year:

Department	Chairperson	Stipend Amount
Art Department	Jennifer Watt	\$1,750
English Department	James Comerford	\$1,750
Guidance Department	Kim Lally	\$1,750
Health/Phys. Ed./FCS	Matthew Babiarz	\$1,750
Mathematics Department	Crisanne Bansner	\$1,750
Music Department	Sharon Luyben	\$1,750
Science Department	Shirley Gashi	\$1,750
Social Studies Department	Joseph Alcaro	\$1,750
Special Education Department	Kristin McLaughlin	\$1,750
Technology Department	Curtis Minich	\$1,750
World Language Department	Maria Gernert	\$1,750

9. TEACHER ON ASSIGNMENT

- a. **Kim Lally**, Guidance Counselor, JSHS, to fill the role of AP Coordinator during the 2017-18 school year effective January 1, 2018 at a stipend of \$1,500 paid from Title IV funding, which funding, if revoked at any time, will cause the stipend to be re-evaluated.

10. SUBSTITUTES

- a. Support Staff (addition)
 - 1) **Alethea McDonough**, Custodian, District-wide
 - 2) **Jennifer Zeiber**, Food Service Worker, District-wide, effective May 4, 2018.

11. VOLUNTEERS

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

Absent: Taylor

Nays: None. Motion carried.

The remaining Personnel and Policy items were opened for discussion. Mrs. Larkin requested that the audit notes be listed with the minutes on the website.

OLD BUSINESS None.

NEW BUSINESS None.

UPDATES FROM ORGANIZATIONS None.

ADJOURNMENT A motion was made by Mrs. Larkin, seconded by Mr. Zeppos to adjourn at 7:52 p.m.

Board Secretary