

WYOMISSING AREA SCHOOL DISTRICT 2018-5478

Minutes May 29, 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. Zeppos, Vice President, presiding.

PLEDGE OF ALLEGIANCE

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

Board Members Present:

Mrs. Larkin, Mr. McCaffrey, Mrs. Phillips, Mrs. Taylor, Mr. Zeppos, and Mrs. Ziolkowski.

Board Members Absent

Mrs. McAvoy, Mr. Redner, and Mrs. Waxler

Administrative Staff Present:

Mr. Scoboria, Mrs. Waller, Mr. Boyer, Mr. Arnst, and Mr. Cafoncelli.

Attendees:

Lt. Thomas Endy, Wyomissing Borough Police Department, Shelley Filer, recording secretary. An audience sign-in sheet is included as part of these official minutes.

MEETING ANNOUNCEMENTS

- Facilities Committee Meeting – June 5, 2018, 8:30 a.m.
- Curriculum/Technology Committee Meeting – June 5, 2018, 11:00 a.m. **(Date Change)**
- Finance Committee Meeting – June 6, 2018, 8:00 a.m.
- Personnel Committee Meeting – June 7, 2018, 4:00 p.m.
- School Board Business Meeting with Committee Reports – June 11, 2018, 6:00 p.m.
- School Board Business Meeting – June 25, 2018 **(Date Change)**
- 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.

STUDENT PRESENTATION

Nicholas Fischetti and Matthew Driben presented examples of teacher nameplates that were created using the laser engraver funded by WAEF and created in the STEM classrooms. They engraved gold aluminum with the teacher's name, room number and patterned design which will be mounted on a black platform. Matthew also discussed glasses that were etched as well as a plexiglass cover for a poster. Nicholas reported on the electrical box covers he made for science lab tables that are more durable and cost effective than purchasing replacement covers from the manufacturer. The students said they believe the projects described increase interest in participation in STEM courses and thanked WAEF and the Board for their support.

RECOGNITION

Mr. Scoboria recognized retiring staff members Barbara Brehony, Attendance Secretary at WHEC; NancyLee Chaiko, 4th Grade Teacher; and Amy Lutz, Special Education Teacher at WHEC. Each was presented with a gift of appreciation and a resolution, a copy of which is

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included in these official minutes. Mrs. Larkin offered some personal words of appreciation to Mrs. Brehony and Mrs. Chaiko who were in attendance.

Mr. Scoboria then recognized the upcoming change in leadership in the PTA. Outgoing president Becky Campbell was thanked for her outstanding leadership for her two-year term and welcomed incoming president Megan Lynch who will take over the reigns in July.

PUBLIC COMMENT

Adrian Jadic shared comments regarding his frustration with the high school administration.

PRESENTATION

Mr. Cafoncelli and Lt. Endy reviewed a presentation outlining the work of the Safe Schools Advisory Committee. The committee was given guided tours of the JSBS, WREC, and WHEC; an overview of current safety measures and facility upgrades; an update on WASD's relationship with the Wyomissing and West Reading Police Departments; a review of drills, safety measures and challenges provided by building principals; a demonstration of the CCTV camera system; and an overview of transportation safety measures. The committee developed a list of priority recommendations including security assistants at the JSBS, WREC, and WHEC; installation of panic buttons in offices; a police/school resource officer; a visitor management system; and implementation of best practices of ALICE and Run, Hide, Fight to strengthen drills and employee training. Additional recommendations included redesign of the JSBS cafeteria furniture, interior door security, improved signage at all facilities, bollards installed at WHEC, 3M film/egress windows, and expanded roles of volunteers. Administration will work with the Board through committee meetings to discuss the recommendations. The Safe Schools Advisory Committee will reconvene in the Fall of 2018.

In response to a question by Mrs. Taylor, Lt. Endy said K-9 searches are typically done twice per school year at the JSBS. He also said while no scoring from a school safety standpoint exists, comparatively speaking, WASD is doing very well overall with safety and security measures; however, there is always room for improvement. Mr. McCaffrey asked that while there was a good cross-section of local experience on the committee, has the District reached out to a national expert on school security. He also asked about panic buttons for all phones, not just offices. Mrs. Taylor asked about police presence at evening and weekend events. Lt. Endy said other than football games, it is not provided on a regular basis. Mrs. Larkin agreed with the idea of a national expert. She also asked about access to CCTV cameras on an ongoing basis, not just after the fact. Mrs. Phillips asked about the capability of officers to view camera footage in their cars.

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ROUTINE APPROVALS

MEETING MINUTES

Upon a motion by Mrs. Larkin, second by Mr. McCaffrey, the Board approved the following minutes:

- April 9, 2018 Business Meeting with Committee Reports
- April 23, 2018 Business Meeting

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

Absent: McAvoy, Redner, and Waxler

Nays: None. Motion carried.

TREASURER'S REPORT

Upon a motion by Mr. McCaffrey, second by Mrs. Phillips, the Treasurer's Report for April 2018 was accepted as presented.

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

Absent: McAvoy, Redner, and Waxler

Nays: None. Motion carried.

PAYMENT OF BILLS

Upon a motion by Mr. McCaffrey, second by Mrs. Ziolkowski, payment of bills for the month of April 2018 was approved.

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

Absent: McAvoy, Redner, and Waxler

Nays: None. Motion carried.

SUPERINTENDENT'S REPORT

Mr. Scoboria shared good news from around the District.

- Graduation is June 1.
- WAEF and PTA continue to offer incredible support for WASD with spring activities.
- Cassie Minich, gr. 7, was the state champion in the 2018 Middle School Computer Fair-Programming Division.
- Every spring concert had a packed house.
- The Art Show featured works from students K-12. The District will purchase two pieces for the permanent collection. Mr. Scoboria bought an additional piece for his office.
- Boys' tennis won the state championship. Will Schreck and James Pottieger finished 2nd in the doubles championship. Exchange student "Title" won 3rd place in the individuals' championship.
- Girls' lacrosse qualified for the state championship for the first time.
- Boys' track finished 3rd place in the state championship. The 3200m relay team won first place, and a few students had individual placements.

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A. CURRICULUM/ TECHNOLOGY

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

1. Approved Class of 2018 Graduates pending compliance with all requirements.
2. Approved revised proposal for instructional resources for 2018-19 for the AP Environmental Science course – Cenage Learning, 2019, 50 print texts and 50 Digital Bundles, \$8,137.50.

Background information: The original quote approved at the meeting of May 14, 2018 was for 30 texts and 20 digital bundles. The difference in cost amounts to \$840.

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

Absent: McAvoy, Redner, and Waxler

Nays: None. Motion carried.

B. FINANCE/ FACILITIES

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

Mr. Zeppos requested to vote on the item regarding the dump truck separately.

During discussion Mrs. Larkin asked if as a rule, listed donations cover a portion of the cost or the cost entirely. It can vary based on what is being purchased.

1. Approved budget transfers in the amount of \$8,664.
2. Accepted the following donations:
 - \$738 from the Wyomissing Area Spartans Track Booster Clubs Inc. for uniforms
 - \$500 from the Borough of West Reading West Reading Basketball Exchange for Gym Padding Replacement
 - \$500 from the Wyomissing Area Music Association towards assembly held at WHEC
 - \$1,000 from the Wyomissing Area PTA toward assembly held at WHEC
 - \$1,331.61 from the Wyomissing Football Association for benches around the new paver area in front of the Field House.
3. Approved the following WAEF donations:

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- \$4,823.46 for Arduino Kits, Raspberry Pi Kits and storage items from the Schneider Grant
 - \$263.58 that will be held as Restricted Funds for the KURR Grant
4. Approved agreement for 2018-19 with the BCIU to provide Behind-the Wheel instruction for WASD students who register for the BCIU Driver Education Behind-the Wheel program.
Background information: There is no cost to the District.
 5. Approved interscholastic student accident insurance premium in the amount of \$7,873 for 2018-19.
Background information: No increase over the 2017-18 rate. Coverage is through AXIS Insurance.
 6. Approved contract with Billings Bilingual LLC to provide translation services for District wide documents.
Background information: Translation rate is \$55.00 per hour.
 7. Renewed agreement for Special Education Legal Services Consultation in the amount of \$14,000 with Sweet, Stevens, Katz and Williams LLP for the 2018-19 school year.
Background information: The amount of the agreement is the same as the 2017-18 school year.
 8. Approved agreement with the Wilson School District to provide transportation services for one student. Services will go through June 14, 2018 at a per diem rate of \$128.00.
 9. Approved proposal from Berkshire Systems to upgrade the JSHS Telecore at a cost of \$17,200.
Background information: This proposal includes upgrades for the clock, bells, and public address system.
 10. Approved proposal with Signature Signs for installation of three new signs to honor Wyomissing Spartan State Championship teams located throughout the District at a cost of \$4,700.
Background information: This cost will be funded by a donation from Wyomissing Family Restaurant.
 11. Approved agreement with the Borough of Wyomissing regarding trees, painting of pickleball lines, and maintenance of tennis courts.

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12. Appointed Maria Ziolkowski as Board Treasurer for the term July 1, 2018 to June 30, 2019 with no wage payments.

Background information: Per school code, the Board shall annually, during the month of May elect a treasurer to serve for one year, beginning the first day of July following such election.

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

Absent: McAvoy, Redner, and Waxler

Nays: None. Motion carried.

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

Mr. Zeppos asked for more information about the purchase. Mr. Cafoncelli explained that the current truck is an F250. It has had extensive repairs, and will most likely not pass inspection. The new truck is a F550 with more power and towing capacity which will lower costs for contracted services for larger jobs. Mr. Zeppos asked about monitoring maintenance for the new truck. Mr. Cafoncelli said although he couldn't speak to the maintenance on the old truck before he joined the District, his current grounds employees are meticulous about washing and maintaining the truck.

13. Approved the purchase of replacement dump truck in the amount of \$69,239.

Background information: Assigned Fund Balance for Vehicle/Equipment will be used to purchase a Ford F550 dump truck with plow equipment from Masano Ford. Pricing is under co-star contract 025-148.

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

Absent: McAvoy, Redner, and Waxler

Nays: None. Motion carried.

C. **PERSONNEL/
POLICY**

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

Mrs. Larkin expressed her feelings of loss for the District due to the resignation of Elizabeth Tollin and appreciation of her dedication to her alma mater.

1. RESIGNATIONS

a. Professional Staff

- 1) **Elizabeth Tollin**, 1st Grade Teacher, WHEC, resignation effective the last day of the 2017-18 contracted year.

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- b. Support Staff
 - 1) **Todd Coleman**, Custodian, WHEC, resignation effective the last day worked May 24, 2018.

2. LEAVE OF ABSENCE

- a. Professional Staff
 - 1) **Sally McNichol**, School Nurse, JSBS, update Family Medical Leave effective the afternoon of February 14, 2018 through the morning of May 17, 2018.
 - 2) **Meredith Weisman**, 3rd Grade Teacher, WHEC, unpaid leave effective the first contracted day of the 2018-19 school year through the end of the 2018-19 school year, return to work the first contracted day of the 2019-20 school year.
- b. Support Staff
 - 1) **Deirdre Emes**, Building & Grounds/IT Specialist, JSBS, intermittent Family Medical Leave effective May 22, 2018 through no later than May 21, 2019.
 - 2) **Mary Muir**, Classroom Instructional Aide, WREC, extend intermittent Family Medical Leave effective May 1, 2018 through October 31, 2018.

3. APPOINTMENTS

- a. Support Staff
 - 1) **Megan Douglas**, Full-time Paraprofessional, WHEC, 7 hours/day, at a wage rate of \$12.32/hour, effective May 30, 2018.
Background Information: This position is being filled due to a resignation.
 - 2) **Carleton Goodhart**, Full-time Custodian, WHEC, 8 hours/day, at a wage rate of \$12.22/hour, effective June 18, 2018.
Background Information: This position is being filled due to a resignation.
 - 3) **Corey Steele**, Full-time Custodian, WHEC, 8 hours/day, at a wage rate of \$12.22/hour, effective June 18, 2018.
Background Information: This position is being filled due to a resignation.

4. SUMMER PROGRAMS

- a. Professional Staff
 - 1) Approved the following nurse to work in the summer programs effective June 25, 2018 to

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July 27, 2018 at the WAEA work outside contract hourly rate, not to exceed a maximum of 16 hours/week:

a) **Sally McNichol**

2) Approved the following teachers to work in the Summer STEAM Academy effective June 14, 2018 to July 6, 2018 at the WAEA work outside contract hourly rate, not to exceed a maximum of 10 hours/week per course offering:

a) **Michael Miller**

b) **Alex Krick**

c) **Joe Alcaro**

d) **Teresa Wood**

e) **Stacey Hughes**

f) **Chelsea Leber**

g) **Joelle Ostrich**

h) **Curtis Minich**

i) **Brian Liskey**

3) Approved the following teacher to work in the Summer STEAM Academy effective August 6, 2018 to August 9, 2018 at the WAEA work outside contract hourly rate, not to exceed a maximum of 10 hours/week per course offering:

a) **Teresa Wood**

4) Approved the following staff to work summer Jumpstart Program hours effective June 26, 2018 to July 19, 2018 at the WAEA work outside contract hourly rate, not to exceed a maximum of 12 hours/week:

a) **Kelli Kilhullen**

b) **Katherine Wheaton**

5. 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) **Hilary Haubrich**, JSBS, from M/Step 7 to M+15/Step 7 (\$61,786) effective June 1, 2018.

6. SUBSTITUTES

a. Support Staff (addition)

1) **Audrey Hamm**, Food Service Worker, District-wide, ratification effective May 21, 2018.

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7. VOLUNTEERS

8. POLICIES

Seconded reading and adoption of the following policies:

- 105 Curriculum
- 138 Language Instruction Educational Program for English Learners
- 239 Foreign Exchange Students
- 301 Creating a Position
- 305 Employment of Substitute Employees (NEW)
- 306 Employment of Summer School Staff (NEW)
- 307 Student Teachers/Interns
- 319 Outside Activities
- 320 Freedom of Speech in Nonschool Settings
- 321 Political Activities
- 323 Tobacco Use
- 324 Personnel Files
- 325 Dress and Grooming
- 335 Family and Medical Leaves
- 605.1 District-Initiated Tax Assessment Appeals (NEW)
- 819 Suicide Awareness, Prevention and Response
- 913 Non-school Organizations/Groups/Individuals
- 918 Title I Parent and Family Engagement

Policies to be rescinded

- 303 Employment of Administrators
- 310 Abolishing a Position
- 315 Disqualification by Reason of Health
- 316 Nontenured Employees
- 327 Management Team
- 347 Worker's compensation Transitional Return to Work
- 405 Employment of Substitute Professional Employees
- 406 Employment of Summer School Staff
- 407 Student Teachers/Interns
- 414 Physical Examination
- 414.1 HIV Infection
- 415 Disqualification by Reason of Health
- 416 Nontenured Employees
- 417.1 Educator Misconduct
- 418 Penalties for Tardiness
- 419 Outside Activities
- 420 Freedom of Speech in Nonschool Settings
- 421 Political Activities
- 423 Tobacco Use
- 424 Personnel Files
- 425 Dress and Grooming

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435	Family and Medical Leaves
440	Responsibility of Staff for Student Welfare
505	Employment of Substitute Professional Employees
506	Employment of Summer School Staff
514	Physical Examination
514.1	HIV Infection
515	Disqualification by Reason of Health
518	Penalties for Tardiness
519	Outside Activities
523	Tobacco Use
524	Personnel Files
525	Dress and Grooming
535	Family and Medical Leaves

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

OLD BUSINESS

Mrs. Taylor said she was under the impression that the student representatives would not only present recent happenings at the JSHS, but would attend the entire meeting to provide student input on topics of discussion before the Board. Mr. Scoboria explained that this addition is a trial for the end of year. While student response was high in participation, the students are extremely busy juggling their academics, extracurricular activities and employment. The students have the option to stay, but for the first two meetings they have attended, they had other commitments they needed to attend. Mrs. Larkin said she too thought it is a great experience for students to be at the table in a boardroom atmosphere and thought they would attend the entire meeting.

NEW BUSINESS

None.

UPDATES FROM ORGANIZATIONS

None.

ADJOURNMENT

A motion was made by Mrs. Larkin, seconded by Mrs. Phillips to adjourn at 7:10 p.m.

Board Secretary