

# WYOMISSING AREA SCHOOL DISTRICT

630 Evans Avenue  
Wyomissing, PA 19610

## ***Our Mission***

*Inspiring Excellence, One Spartan at a Time!*

## ***Our Vision***

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

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

### Board of School Directors

Mrs. Maria C. Ziolkowski, President  
Mr. Ryan S. Redner, Vice President  
Mr. Steven E. Pottieger, Treasurer  
Mrs. Laurie M. Waxler, Asst. Board Secretary  
Mrs. Kathryn K. Harenza  
Mrs. Karen R. McAvoy  
Mr. Christopher M. McCaffrey  
Mrs. Melissa G. Phillips  
Mrs. Terrie A. Taylor

### Non-Members

Mr. Mark Boyer, Board Secretary  
Dr. Melissa L. Woodard, Assistant Superintendent

### Ex-Officio Member

Mr. Robert L. Scoboria, Superintendent

## **SCHOOL BOARD MEETING**

Monday, June 7, 2021

Community Board Room

<https://www.youtube.com/user/WyomissingASD>

- I. **Call to Order –Mrs. Maria Ziolkowski, Board President, Presiding**
- II. **Pledge of Allegiance – Mrs. Ziolkowski**
- III. **Announcement of Recording by the Public – Mrs. Ziolkowski**
- IV. **Roll Call – Mr. Boyer**
- V. **Welcome to Visitors & Announcement of Meetings – Mrs. Ziolkowski**
  - School Board Business Meeting – June 14, 2021 – 4:45 p.m. JSHS Library
- VI. **Recognition – Mr. Scoboria/Board**
  - A. Mr. and Mrs. Esterbrook – Esterbrook Pharmacy
  - B. Dr. Liskey – STEM Competition (Video)
- VII. **Committee Reports** – Draft minutes from the month’s Committee of the Whole are posted on the District website.
- VIII. **Public Comment – Mrs. Ziolkowski**

*Speakers are requested to identify themselves by name and address.*

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**IX. Routine Approvals – Mrs. Ziolkowski**

**MOTION**

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

- May 10, 2021 School Board Business Meeting Minutes

**X. Superintendent’s Report – Mr. Scoboria**

**A. COVID June/July Transition – Mr. Scoboria**

**B. Curriculum and Technology**

**MOTION**

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

1. Approve revisions to the WASD Health and Safety Plan to include a Transition Plan for the period of June 8, 2021 through July 30, 2021. Administration is authorized to make changes to this Transition Plan as needed during this period to comply with revised mandates.

*Background Information: The WASD Health and Safety Plan was approved in July 2020 and revised during the 2020-21 school year. The Governor’s Office, DOH and PDE have provided guidance changes during the months of May and June which impact schools. This Transition Plan will provide guidance for WASD students, employees and visitors who are involved with summer programs or on campus during this period. PDE is requiring districts to submit a revised plan for the 2021-22 school year and shared preliminary information with districts last week. When approved, this Transition Plan will be posted on the District website in the COVID-19 information area.*

**C. Finance and Facilities**

**MOTION**

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

1. Motion to award bids for the Wyomissing Hills Elementary Center and Wyomissing Area Jr/Sr High School Additions and Renovations projects to the lowest responsible bidders identified below and authorize Crabtree, Rohrbaugh and Associates to issue letters of intent to award, generate construction contracts, and issue notices to proceed contingent upon necessary approvals from applicable agencies.

*Background information: These bid awards represent a significant step in the process used by WASD to study and implement facility improvements. A feasibility*

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*study was completed and reviewed publicly, which recommended improvements at WHEC, WREC and the JSHS to address facility issues and meet the current and future program needs of the District. Funding was secured and staff members contributed to the project design process, with regular updates shared at public meetings and posted on the District website. A public bid opening was held on May 27, 2021.*

- a. General Construction contract for the Wyomissing Hills Elementary Center Additions and Renovations project to Perrotto Builders, Ltd. in the amount of \$7,123,000, including alternates GC-1, GC-2, GC-3, GC-4, GC-5, GC-6, and GC-7.
  - b. General Construction contract for the Wyomissing Area Jr/Sr High School Additions and Renovations project to The Uhrig Companies in the amount of \$5,630,550 including alternates GC-12, GC-13, GC-14, GC-16, GC-17, and GC-18.
  - c. HVAC Construction contract for the combined Wyomissing Hills Elementary Center and Wyomissing Area Jr/Sr High School Additions and Renovations projects to Northbay Mechanical LLC in the amount of \$1,592,677, including alternates HC-2, HC-3, HC-4, HC-12, HC-13, HC-14, and HC-15.
  - d. Plumbing Construction contract for the combined Wyomissing Hills Elementary Center and Wyomissing Area Jr/Sr High School Additions and Renovations projects to Jay R. Reynolds, Inc. in the amount of \$1,612,600, including alternates PC-2, PC-3, PC-4, and PC-12.
  - e. Electrical Construction contract for the combined Wyomissing Hills Elementary Center and Wyomissing Area Jr/Sr High School Additions and Renovations projects to Hirneisen Electric, Inc. in the amount of \$1,868,850, including alternates EC-2, EC-3, EC-4, EC-12, EC-13, EC-14, and EC-15.
2. Motion to award bids for the West Reading Elementary Center Renovations project to the lowest responsible bidders identified below and authorize Crabtree, Rohrbaugh and Associates to issue letters of intent to award, generate construction contracts, and issue notices to proceed contingent upon necessary approvals from applicable agencies.
- Background Information: These bid awards represent a significant step in the process used by WASD to study and implement facility improvements. A feasibility study was completed and reviewed publicly, which recommended improvements at WHEC, WREC and the JSHS to address facility issues and meet the current and future program needs of the District. Funding was secured and staff members contributed to the project design process, with regular updates shared at public meetings and posted on the District website. A public bid opening was held on May 27, 2021.*
- a. General Construction contract for the West Reading Elementary Center Renovations project to NCI Construction Ltd. in the amount of \$52,319.
  - b. Plumbing Construction contract for the West Reading Elementary Center Renovations project to Five Star Mechanical in the amount of \$49,500.

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- c. Electrical Construction contract for the West Reading Elementary Center Renovations project to Hirneisen Electric, Inc. in the amount of \$274,200
3. Motion to Award Bid from Construction Masters Services LLC, for WHEC crosswalk/15 MPH school zone extension for the amount of \$73,895.00.  
*Background information: The WHEC crosswalk project was previously identified to address safety concerns outside of the entrance to WHEC. WASD worked with PennDOT and the Wyomissing Borough to receive preliminary project approval.*
4. Approval of depositories for 2021-2022:
  - Fulton Bank
  - Pennsylvania School District Liquid Asset Fund (PSDLAF)
  - BB&T
  - Wells Fargo
  - Pennsylvania Local Government Investment Trust (PLGIT)
  - JP Morgan Chase
5. Authorize year-end budget transfer for 2020-21.  
*Background Information: The audit for the 2020-21 fiscal year will take place over the summer months into fall. Preparation for the audit will require additional budget transfers to be made. This agenda item will defer and approve the Business Administrator to authorize all of the necessary budget transfers required for the 2020-21 fiscal year that are needed after June 30, 2021.*
6. Appoint Mark Boyer as Board Secretary for a four-year term beginning July 1, 2021 through June 30, 2025.
7. Appoint Laurie Waxler as Assistant Board Secretary for a four-year term beginning July 1, 2021 through June 30, 2025.
8. Approve Independent Contractor Agreement for Sports Medicine Services with the Lancaster General Medical Group. The amount of the agreement is \$1,800, annually.  
*Background Information: Agreement provides pre-participation athletic physicals examinations and athletic trainer oversight for all sports, as well as physician coverage for home football games.*

**D. Personnel and Policy**

**MOTION**

It is recommended that the Board of School Directors approve and ratify the following Personnel and Policy items.

**1. RESIGNATIONS/RETIREMENTS**

a. Professional Staff

- 1) **Emily Emerson**, Special Education Teacher, JSWS, resignation effective the last paid day May 5, 2020.

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- 2) **Kara Les**, Librarian, WHEC, resignation effective the last paid day June 4, 2021.
  - b. Athletic Staff
    - 1) **Rebecca Feeney, Jr.** High Girls' Volleyball Head Coach, JSHS, resignation effective the last day worked October 21, 2020.
    - 2) **Shawn Ganter**, Varsity Girls' Volleyball Asst. Coach, JSHS, end of seasonal employment effective the day worked October 24, 2020.
    - 3) **David Voigt**, Varsity Boys' Soccer Assistant Coach, JSHS, resignation effective last day worked October 24, 2020.
2. REQUEST APPROVAL OF THE LEAVE OF ABSENCES PER ATTACHED.
3. APPOINTMENTS
- a. Professional Staff
    - 1) **Angela Flores**, Spanish Teacher, JSHS, M/Step 6, \$62,822, effective the beginning of the contracted 2021-22 school year.  
*Background Information: This position is being filled due to a resignation. Ms. Flores received her Bachelor of Science in Spanish Education K-12 from Slippery Rock University and her Master of Arts in Spanish from West Chester University. She was previously employed by York Suburban School District and York City School District.*
    - 2) **Bridget Stevens**, Speech and Language Pathologist, JSHS, M/Step 3, \$58,479, effective the beginning of the contracted 2021-22 school year.  
*Background Information: This position is a new position created as part of the 2021-22 budget. Ms. Stevens received her Bachelor of Arts in Psychology from Cedar Crest College and her Master of Science in Speech Language Pathology from Penn State University. She was previously employed by Berks County Intermediate Unit and WASD.*
  - b. Hourly Support Staff
    - 1) **Vincent Boyle**, Custodian - Floater, District-wide, 8 hours/day at a wage rate of \$12.55/hour, effective June 11, 2021.  
*Background Information: This position is being filled due to an internal transfer.*
4. POSITION/HOURS CHANGE
- a. Professional Staff
    - 1) **Caitlin Bambrick**, Special Education Teacher, WHEC, to Math Intervention Specialist, WHEC, no change in contract hours or wage rate, effective the beginning of the 2021-22 contracted school year.

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*Background Information: This position is a new position created as part of the 2021-22 budget.*

b. Hourly Support Staff

- 1) **Amber Gockley**, Guidance Secretary, JSHS, to Principal's Secretary, WREC, Monday – Thursday 7 ½ hours/day, Friday 7 hours/day, at a wage rate of \$18.09 effective June 29, 2021.

*Background Information: This position is being filled due to a retirement.*

5. SUMMER PROGRAMS

a. Professional Staff

- 1) Request approval for the following teachers to work the WREC Summer Math and Reading Program, effective June 21, 2021 to July 9, 2021 at a rate of \$32/hour plus program stipend if qualified, not to exceed maximum per below:
  - a) **Hilary Heffner**, 36 hours/program, pending successful completion of employment requirements
- 2) Request approval for the following teachers to work in the Extended School Year (ESY) Program effective June 28, 2021 through July 30, 2021, at the WAEA work outside contract hourly rate plus program stipend if qualified, not to exceed a maximum of 72 hours/program:
  - a) **Christine Beidler**
  - b) **Monique Lyons**, pending successful completion of employment requirements
  - c) **Lauren Schwartz**

6. WORK OUTSIDE CONTRACT HOURS

a. Hourly Support staff

- 1) Request approval for the following Hourly 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 2021-22 fiscal year during the summer at the JSHS effective July 1, 2021-August 13, 2021.
  - a) **Beatrice Jones**
- 2) Request approval for the following Hourly Support Staff to receive up to a maximum of 35 hours of compensation at her regularly approved hourly wage rate to provide clerical assistance for the 2021-22 fiscal year during the summer at WHEC effective July 1, 2021-August 13, 2021.
  - a) **Sarah Ruzenski**

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7. **TEACHER MENTORS**

Request approval of the following Teacher Mentors for the 2020-21 school year per assignment below:

<u>Mentor Teacher</u>	<u>Inductee</u>	<u>Assignment</u>	<u>Stipend</u>
Michelle Filippini	Christopher Grasso	Science Teacher	\$500.00
Maria Gernert	Angela Flores	Spanish Teacher	\$500.00

8. **DEPARTMENT CHAIRS**

Request approval of the following Department Chairs for the 2021-22 school year:

<b>Department</b>	<b>Chairperson</b>	<b>Stipend Amount</b>
Art Department	Jennifer Watt	\$1,750
English Department	James Comerford	\$1,750
Guidance Department	Dana Quinlivan	\$1,750
Health/Phys. Ed./FCS	Jodi Reardon	\$1,750
Mathematics Department	Meghan Tierney	\$1,750
Music Department Co-Chair	Cathryn Barra	\$875
Music Department Co-Chair	Dawn Main	\$875
Science Department	Chris Nugent	\$1,750
Social Studies Department	William Dramby	\$1,750
Special Education Department	Kristin McLaughlin	\$1,750
Technology Department	Curtis Minich	\$1,750
World Language Department	Maria Gernert	\$1,750

9. **SUBSTITUTES**

- a. Hourly Support Staff (Additions)
  - 1) Kimberly Tetley, Secretarial

10. Request approval for the proposed work Outside Contract Hours for 2021/2022 at the professional staff WAEA work outside contract hourly rate and support staff hourly rate per attachment.

11. **POLICIES**

First Reading of the following Policies:

- 104 Discrimination/Title IX Sexual Harassment Affecting Staff
- 104.1 Employee Compliant Resolution Process

- XI. **Old Business – Mrs. Ziolkowski**
- XII. **New Business – Mrs. Ziolkowski**
- XIII. **Right to Know Requests – Mrs. Ziolkowski**

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<b>RTK Request</b>	<b>Date of Request</b>	<b>Solicitor Fees</b>	<b>Staff Assigned</b>	<b>Staff Hours</b>
None				

**XIV. Updates from Organizations**  
A. WAEA

**XV. Adjournment – Mrs. Ziolkowski**