

WYOMISSING AREA SCHOOL DISTRICT 2021-6023

Minutes June 7, 2021

The regular meeting of the Board of School Directors convened in the Community Board Room at 6:00 p.m. with Mrs. Karen McAvoy, Board Member, presiding.

CALL TO ORDER / PLEDGE OF ALLEGIANCE

Following the pledge of allegiance, Mrs. McAvoy asked if anyone would be recording the meeting. Mr. Arnst indicated he would be recording the meeting.

Board Members Present

Mrs. McAvoy, Mr. McCaffrey, Mrs. Phillips, Mr. Pottieger (Zoom), Mr. Redner (Zoom), Mrs. Taylor, and Mrs. Waxler

Board Members Absent:

Mrs. Harenza, Mrs. Ziolkowski.

Administrative Staff Present:

Mr. Scoboria, Dr. Woodard, Mr. Boyer, Mr. Cafoncelli and Mr. Arnst

Attendees:

Mr. and Mrs. Esterbrook – Esterbrook Pharmacy
Dr. Liskey, JSHS teacher
Alex Gabryluk, Technology Support
An audience sign-in sheet is included as part of these official minutes.

MEETING ANNOUNCEMENTS

- School Board Business Meeting – June 14, 2021, 4:45 p.m., JSHS Library

RECOGNITION

Mr. and Mrs. Esterbrook – Esterbrook Pharmacy
Dr. Liskey – STEM Competition (Video)

Mr. Scoboria shared background on the partnership between WASD and Eric and Michelle Esterbrook of Esterbrook Pharmacy explaining how they began by holding a mini vaccine clinic in the District Office Board Room for 25 employees, and progressed to the larger vaccine opportunity that was hosted at the JSHS where approximately 1100 individuals were able to receive the vaccine. Mr. Scoboria commended the outstanding efforts of the Esterbrooks, as they advised the District and organized and facilitated the event. Mr. Scoboria said it was a great service to the Wyomissing Area community and surrounding areas. Mr. Esterbrook thanked the Board and administration on behalf of himself and his wife. He also thanked the many volunteers who gave of their time to help the event run smoothly and said it was a community effort. He is grateful for the opportunity.

Mr. Scoboria introduced Dr. Liskey to share information on the STEM project. Dr. Liskey said the Governor's STEM Competition challenges students across the state to develop a project whose goal is the betterment of the residents of the State of Pennsylvania. Dr. Liskey said our students chose to address access to healthy food through hydro and aquaponics. Dr. Liskey listed the team members as students, Cooper

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McCaffrey, Luke Terefenko, Emma Motze, Alex Kauffman, and Owen Jakubek. Their advisor was Mr. Nate Miller. He said the team was acknowledged by the state with an honorable mention for community impact and given the Advisors Award which he had brought with him to share with the Board. Board members viewed the video created by the student team explaining the details of the project.

PUBLIC COMMENT

None.

**ROUTINE
APPROVALS**

MEETING MINUTES

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

- May 10, 2021 School Board Business Meeting Minutes

Yeas: Mrs. McAvoy, Mr. McCaffrey, Mrs. Phillips, Mr. Pottieger, Mr. Redner, Mrs. Taylor, and Mrs. Waxler.

Absent: Mrs. Harenza, Mrs. Ziolkowski.

Nays: None. Motion carried.

**SUPERINTENDENT'S
REPORT**

**A. COVID June/July
Transition**

Mr. Scoboria provided a brief update on recent District events and activities highlighting the 6th Grade move up day at WREC and the JSHS graduation ceremony of the class of 2021. Mr. Scoboria said tonight he will review the Health and Safety Transition Plan for the summer months, June and July. Mr. Scoboria referenced the last Board update on May 24th and said this transition plan incorporates the most recent guidance the District has received. Mr. Scoboria advised, the District will begin to work on the plans for next school year based on recent requirements received from the state and said those plans would be consistent with the plans he will share tonight. Mr. Scoboria reviewed the details of the June/July transition plan addressing use of face coverings, social distancing, PPE/hand washing, meals/snacks, self-monitoring, reporting, quarantine and communication, transportation, cleaning, extra-curricular activities, and plan revisions. Mr. Scoboria said upon Board approval, the plan would be posted to the District website and communicated to parents and employees.

**B. CURRICULUM/
TECHNOLOGY**

Upon a motion by Mrs. Waxler, and second by Mr. McCaffrey, the following Curriculum and Technology Item was approved:

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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.

Yeas: Mr. McCaffrey, Mrs. Phillips, Mr. Pottieger, Mr. Redner, Mrs. Taylor, Mrs. Waxler, and Mrs. McAvoy.

Absent: Mrs. Harenza, Mrs. Ziolkowski.

Nays: None. Motion carried.

**C. FINANCE/
FACILITIES**

Upon a motion by Mrs. Waxler and second by Mrs. Phillips, the following Finance and Facilities Items were approved:

During Discussion Mrs. Taylor said she is concerned about item 1a, awarding the contract to Perrotto Builders as she had received information that this builder is involved in lawsuits for failing to complete projects. She wanted to be sure the Board had a chance to discuss. She was wondering about the difference between their bid and the next lowest bidder. Mrs. McAvoy explained this was discussed at the workshop and the District must use the lowest bidder. Mr. Cafoncelli said the District would be diligent in providing oversight and, along with the construction manager, ensure the project stays on the timeline.

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 study was

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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

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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.
 - 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.

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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

Yeas: Mrs. Phillips, Mr. Pottieger, Mr. Redner, Mrs. Taylor, Mrs. Waxler, and Mrs. McAvoy.

Absent: Mrs. Harenza, Mrs. Ziolkowski.

Nays: Mr. McCaffrey. Motion carried.

**D. PERSONNEL/
POLICY**

Upon a motion by Mrs. Waxler, and second by Mrs. Taylor, the following Personnel and Policy items were approved and ratified:

During Discussion Mrs. Taylor questioned item 3a, No. 2 asking if we have historically employed our own speech and language pathologist as opposed to using the IU. Mr. Scoboria shared some background on this employee hire and explained the individual was a person who had previously worked with the District in a contracted position. Mr. Scoboria said Speech Therapists are in high demand and administration feels employing is the best opportunity for long term stability for the District.

Mr. Pottieger questioned the number of hours for work outside contract, especially within the special education and guidance areas. Mr. Scoboria said recognizing the difficulties of the last 16 months, and to prepare for the student need, Mrs. Lenge put in for the maximum hours possible. Her team will work to get all of the students who have a need to come in over the summer, but they do not anticipate using all of the hours. Dr. Woodard said counselors are still touching base with students, addressing program needs and new student registration, test scores, placements etc. These are the same hours for the JSHS as last summer, the addition is at WHEC. She said they have a small change in hours in the elementary as they felt the availability of a counselor at WHEC this year was needed.

1. RESIGNATIONS/RETIREMENTS
 - a. Professional Staff

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- 1) **Emily Emerson**, Special Education Teacher, JSHS, resignation effective the last paid day May 5, 2020.
 - 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. APPROVED THE LEAVES OF ABSENCE 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

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- 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.
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**

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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 JSBS 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**

7. TEACHER MENTORS

Request approval of the following Teacher Mentors for the 2021-22 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:

Department	Chairperson	Stipend Amount
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

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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

Yeas: Mr. Pottieger, Mr. Redner, Mrs. Taylor, Mrs. Waxler, Mrs. McAvoy, Mr. McCaffery and Mrs. Phillips.

Absent: Mrs. Harenza, Mrs. Ziolkowski.

Nays: None. Motion carried.

OLD BUSINESS

None.

NEW BUSINESS

1. Mrs. Taylor said she was contacted by a community member regarding the West Reading playground being locked and not open at all times. Mrs. Taylor shared information on the other WASD District playgrounds relative to the West Reading playground, highlighting inconsistencies. Mrs. Taylor wanted to bring the concern forward for Board discussion to consider unlocking the WREC playground for extended community use. Mr. Scoboria provided historical details on why the playground may have been locked prior to his arrival to WASD. He detailed how the playground is currently being accessed, sharing the times of day it is unlocked and the procedures/staff the District is currently utilizing to maintain the use of the playground. He shared some detail on the physical status of the playground, equipment and signage and described similarities and differences of the WREC playground compared to the other District playgrounds. Upon Board discussion it was determined Mr. Scoboria would contact Dr. Babb and also reach out to local law enforcement to possibly partner with the District and determine what would be required to unlock the playground and develop a plan for

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extended use on a trial basis. Mr. Scoboria will provide an update to the Board.

2. Mr. Scoboria requested to move the location of the Board meeting scheduled for June 14th from the JSHS library to the Community Board Room. All agreed. The change will be reflected on the website.

**RIGHT TO KNOW
REQUEST**

None.

**UPDATES FROM
ORGANIZATIONS**

None.

ADJOURNMENT

A motion was made by Mrs. Waxler second by Mrs. McAvoy, to adjourn at 7:20 p.m.

Board Secretary