**POTTSTOWN SCHOOL DISTRICT**
**MINUTES OF THE REGULAR MEETING**
**November 18, 2010**

The Regular Meeting of the Board of School Directors of the Pottstown School District was held on Thursday, November 18, 2010 at 7:30 PM in the second floor LGI room of the Pottstown Middle School with President Richard C. Huss presiding. Upon roll call, the following members were present: Ms. Valerie Harris, Mr. Robert H. Hartman, Jr., Mr. Thomas J. Hylton, Mrs. Polly Weand, and Mrs. Julia Wilson. Absent were Mrs. Michele Pargeon, Mr. Dennis Wausnock and Mr. Nat White. Also present were Superintendent, Dr. Reed Lindley; Assistant Superintendent, Dr. Jeffrey Sparagana Substitute Board Secretary, Mrs. Penny O'Donnell; Solicitor, Mr. Stephen Kalis, Mrs. Gail Cooper, Ms. Terri Lampe, Ms. Pamela Bateson, Mr. Scott Ware, Mr. John Armato, a member of the press, and interested citizens.

## AWARDS

None.

## PRESENTATIONS

None.

## COMMUNICATIONS

1. Letter from Senator Casey: Dr. Lindley read a letter from Senator Casey on the importance of early learning education and the benefits to families and the economic growth of our nation.

2. Barth Named Distinguished Title I School: Dr. Lindley reported Barth Elementary received the Distinguished Title 1 School award. Barth Elementary met the criteria for three categories: Hispanic Math, IEP Reading and White Reading. He reported that in addition to receiving $3,000, Barth has been invited to participate at the Improving Schools Performance Conference in the January.

3. Eagles Eye Mobile: Dr. Lindley announced that the Eagles Eye Mobile would be coming to Pottstown School District on March 16, 2011, extending to March 17th depending on the number of students.

## MINUTES

It was moved by Mr. Hartman and seconded by Mrs. Wilson that the minutes of the Regular meeting held on October 21 2010, be approved as presented.

Upon roll call, all members present voted aye. Ayes: six. Nays: none. Absent: three.
Motion carried.

It was moved by Mrs. Weand and seconded by Mrs. Wilson that the minutes of the Committee of the Whole meeting held on November 4, 2010 be approved as presented.

Upon roll call, all members present voted aye. Ayes: six. Nays: none. Absent: three.
Motion carried.

**LIST OF BILLS**

It was moved by Mr. Hylton and seconded by Mrs. Weand that the list of bills for the period ending October 27, 2010 from the for the Athletic Fund totaling$9,647.20; the Capital Construction Fund totaling $375.00; the Elementary Fund totaling $1,898.52; and the General Fund totaling $371,759.29 be approved and a copy be filed in the Secretary's office as addendum #2010-2011-027.

Upon roll call, all members present voted aye. Ayes: six. Nays: none. Absent: three.
Motion carried.

It was moved by Mrs. Wilson and seconded by Mr. Hartman that the list of bills for the period ending November 10, 2010 from the for the Athletic Fund totaling$24,778.48 the Cafeteria Fund totaling $108,068.06; the Capital Fund totaling $2,400.00; the Elementary Fund totaling $924.75; and the General Fund totaling $496,756.56 be approved and a copy be filed in the Secretary's office as addendum #2010-2011-028.

Upon roll call, all members present voted aye. Ayes: six. Nays: none. Absent: three.
Motion carried.

**TREASURER'S REPORT**

It was moved by Mrs. Weand and seconded by Mrs. Wilson that the Treasurer's Report for October 2010 be approved as presented and a copy be filed in the Secretary's Office as addendum #2010-2011-029.

Upon roll call, all members present voted aye. Ayes: six. Nays: none. Absent: three.
Motion carried.

**THE BOARD ADJOURNED AT 7:40 PM FOR AN EXECUTIVE SESSION FOR THE PURPOSE OF PERSONNEL, FEDERATION NEGOTIATIONS AND POSSIBLE LITIGATION.**

**THE BOARD RECONVENED AT 8:06 PM.**

**HEARINGS FROM PATRONS OF THE SCHOOL**

None.

**APPROVAL OF CONSENT ITEMS**

It was moved by Ms. Harris and seconded by Mrs. Weand that the following consent items be approved in accordance with Policy 1120, as recommended by the Superintendent of Schools:

PERSONNEL

Resignations/Terminations

Professional

Deborah Demko, Secondary Teacher, Pottstown High School, resignation for purposes of retirement effective the last day of the first semester for the 2010-2011 school year, employed since September 5, 1978.

Classified

Ratify Ryan Ferrell, Classroom Assistant, Pottstown Middle School and Pottstown High School, resignation effective November 10, 2010, employed since January 7, 2008.

Ratify Alicia A. Davis, Secretary to the Supervisor of Transportation / Communications Coordinator and Buildings and Grounds, Administration Building, resignation effective November 1, 2010, employed since October 12, 2008.

Leaves

Professional

Ratify Diane Shoffstall, Secondary Teacher, Cosmetology, Pottstown High School, request for unpaid leave of absence, effective October 20, 2010, for a period of approximately ninety (90) days.

Elections

Administration

Ratify Scott J. Ware, Supervisor of Special Education – Grades K-6, effective date 11/9/2010, $88,330/year, replacing Lisa Snyder.

Substitute Teachers

Ratify Donna Carpenter, Long-Term Substitute Teacher, Pottstown High School, effective October 25, 2010, payment according to professional contract, coverage for Diane Shoffstall.

Ratify Alyse Woodman, in addition to her current position of Part-Time Classroom Assistant, will also assume the role of Per Diem Substitute Teacher, effective October 21, 2010, in accordance with Board Policy 3920. She will also assume the role of Substitute Classroom Assistant, $13.65/hour, effective October 21, 2010.

Classified

Ratify Levan Kolb, Playground Aide, Edgewood Elementary School, $14.33/hour, effective October 26, 2010.

Ratify Wendy Diamond, Playground Aide, Barth Elementary School, $14.14/hour, effective October 27, 2010.

Ratify Joel Mitchell, Student Proctor, Pottstown High School, $14.33/hour, effective October 27, 2010.

Ratify William Wiles, Food Service Driver, Food Service, $14.05/hour, effective October 27, 2010.

Ratify Jennifer Caruso, One-on-One Classroom Assistant, Edgewood Elementary, $13.65/hour, effective October 28, 2010.

Ratify Karen Confino, in addition to her current positions of Substitute Teacher and Substitute Classroom Assistant, will also assume the role of part-time Classroom Assistant (EAP), Edgewood Elementary School, $13.65/hour, effective November 1, 2010.

Ratify Tracy Groff-Camacho, in addition to her current position of Part-Time Classroom Assistant (Kindergarten) and Playground Aide, will also assume role of Substitute Secretary, $15.07/hour, effective November 8, 2010.

Ratify Dara Kurtz, in addition to her current position of Part-Time Playground Aide, will assume the role of Substitute Secretary, $15.07/hour, effective November 8, 2010.

Ratify Barbara Mentzer, Substitute Student Proctor, Pottstown Middle School, $13.87/hour, effective November 8, 2010.

Ratify Susan B. Mock, Substitute Printing Clerk, Administration Building, $11.92/hour, effective November 8, 2010.

Homebound Instruction

Ratify Kimberly Valentine, Barth Elementary School, from October 25, 2010 through December 3, 2010, $29/hour, assignment not to exceed 5 hrs. per week.

Additions to 2010-2011 Game Workers List, $10/hour

John Katch

Additions/Corrections to 2010-2011 Co-Curricular Assignments: Salaries are based upon current contract rates, Rates subject to change pending new contract.

| | | | | |
|---|---|---|---|---|
| MS | B – Basketball/Girls – Head Coach | Stefanie George (replacing Jennifer Milkovitz) | 3 | 3,854.00 |
| MS | B – Wrestling – Head Coach | Ryan Michaels | 1 | 2,722.00 |
| MS | O – Builder's Club | Dee Pettine, (replacing Julie Snyder) | 3 | 545.00 |
| HS | R - Class Sponsor - Freshman | Laura Luzeski | No Level | 792.00 |
| HS | R - Class Sponsor - Freshman | Kelly Smale | No Level | 792.00 |
| HS | R - Class Sponsor - Junior | Justine Donnelly | No Level | 1,130.00 |
| HS | R - Class Sponsor - Junior | Helen Bowers | No Level | 1,130.00 |
| HS | R - Class Sponsor - Senior | Scott Braunsberg | No Level | 1,969.00 |
| HS | R - Class Sponsor - Senior | Kirsten Cherneskie | No Level | 1,969.00 |
| HS | R - Class Sponsor - Sophomore | Jeff Delaney | No Level | 792.00 |
| HS | R - Class Sponsor - Sophomore | Sara Miller | No Level | 792.00 |

Correction: FCCLA (Family, Career, and Community Leaders of America): Advisor for the 2010-2011school year, stipend of $1,300, to be paid through the Perkins Grant

Mary Jo Kuhwald, Pottstown High School

Additions to Pottstown Middle School Learning Center After-School Program. All salaries paid through the 21st Century Learning Center Grant.

| Name | Position | Rate |
|---|---|---|
| Cindy Hussman | Learning Center Teacher | $29.00/hour |
| Shirley Schaffer | Security | $13.65/hour |
| Constance March | Classroom Assistant | $13.65/hour |
| Robin Debnam | Classroom Assistant | $13.65/hour |
| Barbara Gross | Classroom Assistant | $13.65/hour |
| Frances Mulvihill | Classroom Assistant | $13.65/hour |
| Vicki Mutter | Classroom Assistant | $13.65/hour |

Additions to the First Presbyterian After-School Club. All salaries paid through the First Presbyterian Church Grant

| | | |
|---|---|---|
| Lauren Polinski | Art Tutor | $29/hour |

CATCH (Coordinated Approach To Child Health) Program:
All salaries paid through Pottstown Area Health and Wellness Foundation,

| | | |
|---|---|---|
| Joshua Pierce | Kid's Club Physical Activity Instructor | $29/hour |
| Geoff Thomas | Kid's Club Physical Activity Instructor | $29/hour |
| Brandy Alvira | Kid's Club Nutrition Educator and Physical Activity Instructor | $29/hour |
| Matt Cohen | Kid's Club Nutrition Educator | $29/hour |
| Karen Dilliplane | Kid's Club Nutrition Educator | $29/hour |

Compensation for Missed Planning Time, 2010-2011 school year $23 per period, for the time period ending October 15, 2010

| | | | |
|---|---|---|---|
| Lisa Cassidy-Lawler | Pottstown High School | 28 missed planning times | $644.00 |
| Ann Hayer | Edgewood Elementary | 2 missed planning times | $46.00 |
| Treena Ferguson | Edgewood Elementary | 2 missed planning times | $46.00 |

Additions to Pottstown Elementary Schools-After School Tutor
All salaries paid through the 21st Century Community Learning Center Grant.

| Name | Position | Location | Salary |
|---|---|---|---|
| Lauren Mann | Tutor/21st Century | All Sites | $29/hr. |

Employee Disciplinary Action

The Superintendent recommends the Board approve the following disciplinary action and a copy be filed in the Secretary's office as addendum # 2010-2011-030.

Pottstown Classified employee one (1) day unpaid suspension, effective October 29, 2010.

POLICIES

The Policy Committee recommends the Board approve the policies as listed on the and copies be filed in the Secretary's office as addendum #2010-2011-031.

1. Policy 212: Reporting Student Progress
2. Policy 213: Assessment of Student Progress
3. Policy 3603: Retirement Benefits

STATE AUDIT CORRECTIVE ACTION PLAN

The Superintendent recommends the Board approve the State Audit Corrective Action Plan and Resolution for fiscal years ending June 30, 2008, 2007, 2006, and 2005, as presented and a copy be filed in the Secretary's office as addendum #201-2011-032.

SUBSTITUTE TAX COLLECTOR APPOINTMENT RESOLUTION

The Superintendent recommends the Board approve a Resolution appointing the Business Administrator as Substitute Tax Collector for the Pottstown School District, and a copy be filed in the Secretary's office as addendum #2010-2011-033.

EARNED INCOME TAX COLLECTOR RESOLUTION

The Superintendent recommends the Board approve the Earned Income Tax Collector Resolution as presented and a copy be filed in the Secretary's office as addendum #2010-2011-034.

Upon roll call, all board members present voted aye. Ayes: six. Nays: none. Absent: three. Motion carried.

**NON-CONSENT ITEMS**

All the Non-Consent Items were reviewed as follows:

Dr. Sparagana reviewed the Personnel items, for Board approval.

Mrs. O'Donnell reviewed the Contract and Bid Schedule for Board approval.

Mr. Kalis explained the Termination of Employee Resolution for Board approval.

**Hearings From Patrons Of The School (limited to Non-Consent Items)**

None.

PERSONNEL (NON-CONSENT)

The Superintendent recommends the Board approve the following Personnel items:

New Positions and/or Changed Positions

Professional

Ratify a Full-time temporary one on one Educational Interpreter position, effective November 4, 2010, at a rate TBD.

Resignations/Terminations:

Professional

Erinn R. Logan, Secondary Teacher, Pottstown Middle School, resignation effective the January 8, 2011, employed since August 21, 2008.

Leaves:

Professional

Jolie Martinez, Secondary Teacher, Pottstown High School,request for leave of absence covered by the Family and Medical Leave Act, effective December 8, 2010 through January 16, 2010.

Diana Dotterer, Elementary Teacher, Franklin Elementary, request for leave of absence covered by the Family and Medical Leave Act, effective November 30, 2010 through January 2, 2011.

Elections:

Substitute Teacher

Jacqueline M. Wetzel, Special Substitute Teacher, effective November 22, 2010, in accordance with Board Policy 3920. She will also assume the role of Substitute Classroom Assistant, $13.65/hr, effective November 22, 2010.

Melissa A. Barlow, Per-Diem Substitute Teacher, effective November 22, 2010, in accordance with Board Policy 3920. She will also assume the role of Substitute Classroom Assistant, $13.65/hr, effective November 22, 2010.

Christine Totten, Per-Diem Substitute Teacher, effective November 22, 2010, in accordance with Board Policy 3920. She will also assume the role of Substitute Classroom Assistant, $13.65/hr, effective November 22, 2010.

Kimberly T. Reid, Per-Diem Substitute Teacher, effective November 22, 2010, in accordance with Board Policy 3920. She will also assume the role of Substitute Classroom Assistant, $13.65/hr, effective November 22, 2010.

Christine Sowers, Per-Diem Substitute Teacher, effective November 22, 2010, in accordance with Board Policy 3920. She will also assume the role of Substitute Classroom Assistant, $13.65/hr, effective November 22, 2010.

Gabrielle M. Novia, Per-Diem Substitute Teacher, effective November 22, 2010, in accordance with Board Policy 3920. She will also assume the role of Substitute Classroom Assistant, $13.65/hr, effective November 22, 2010.

Stephanie A. Faccenda, Per-Diem Substitute Teacher, effective November 22, 2010, in accordance with Board Policy 3920. She will also assume the role of Substitute Classroom Assistant, $13.65/hr, effective November 22, 2010.

Michael J. Graziano, Per-Diem Substitute Teacher, effective November 22, 2010, in accordance with Board Policy 3920. He will also assume the role of Substitute Classroom Assistant, $13.65/hr, effective November 22, 2010.

Cheryl D. Rice, Per-Diem Substitute Teacher, effective November 22, 2010, in accordance with Board Policy 3920. She will also assume the role of Substitute Classroom Assistant, $13.65/hr, effective November 22, 2010.

Mark A. Robert, Per-Diem Substitute Teacher, effective November 22, 2010, in accordance with Board Policy 3920. He will also assume the role of Substitute Classroom Assistant, $13.65/hr, effective November 22, 2010.

Ryan McGee, Per-Diem Substitute Teacher, effective November 22, 2010, in accordance with Board Policy 3920. He will also assume the role of Substitute Classroom Assistant, $13.65/hr, effective November 22, 2010.

Correction/Addition to 2010-2011 Co-Curricular Assignments: Salaries are based upon current contract rates. Rates subject to change pending new contract.

| Bldg | Professional Agreement Category | Employee | Level | Stipend |
|---|---|---|---|---|
| MS | A – Football – Assistant Coach | Art Knight (1/4 stipend) | 3 | 749.75 |
| MS | A – Football – Assistant Coach | Tom Work (1/4 stipend) | 3 | 749.75 |
| HS | B- Basketball/Boys - Head Coach | Marlon Randall | 2 | 5,394.00 |

Employee Disciplinary Action

The Superintendent recommends the Board approve the following disciplinary actions and a copy be filed in the Secretary's office as addendum #2010-2011-035.

Pottstown High School Employee, three (3) days unpaid suspension, effective November 15, 2010.

Pottstown Middle School Employee, indefinite unpaid suspension, effectiveNovember 17, 2010.

It was moved by Mr. Hartman and seconded by Mrs. Weand that the Personnel Items be approved as presented.

Upon roll call, all members present voted aye. Ayes: six. Nays: none. Absent: three.
Motion carried.

CONTRACTS

The Superintendent recommends the Board approve the following contracts and a copy be filed in the Secretary's Offices as addendum #2010-2011-036.

1. Memorandum of Understanding: PHMC

It was moved by Mrs. Wilson and seconded by Ms. Harris that the contracts be approved as presented.

Upon roll call, all members present voted aye: Ayes: six. Nays: none. Absent: three.
Motion carried.

BID SCHEDULE

The Superintendent recommends the Board authorize the Secretary to advertise bids for the following supplies and a copy be filed in the Secretary's offices as addendum #2010-2011-037.

1. Custodial Supplies
2. First Aid General Supplies
3. General Supplies
4. Physical Education Supplies & Equipment

It was moved by Mr. Hartman and seconded by Mrs. Wilson that the Bid Schedule be approved as presented.

Upon roll call, all members present voted aye: Ayes: six. Nays: none. Absent: three.
Motion carried.

TERMINATION OF EMPLOYEE

Motion to approve Resolution under Section 5-514 of the School Code accepting the charges of the Administration against a non-professional employee and appoint Bruce Goldenberg, Esquire to serve as the hearing officer for any hearing that might be requested by the employee.

It was moved by Mrs. Wilson and seconded by Mr. Hartman that the resolution be approved as presented.

Upon roll call, all members present voted aye: Ayes: six. Nays: none. Absent: three.
Motion carried.

**UNFINISHED BUSINESS**

1. Policy 122: Interscholastic Athletics and Co-Curricular Activities for Pottstown High School and Pottstown Middle School
2. Policy 122.1: Co-Curricular Awards and Recognition for Co-Curricular Participation –

**NEW BUSINESS**

Mrs. O'Donnell presented Policy 006: Local Board Meeting, first reading for the Board to review.

**INFORMATION**

1. Monthly Meeting Notice: December
2. Conference Report
3. Technology Report: October
4. PEAK Report: November
5. PCTV Spotlighting Program: November 2010
6. Webmaster Report: September/October 2010

## FEDERATION REMARKS

Mr. Decker wished everyone a safe and happy holiday. The teachers are looking forward to moving on to the end of this first semester.

## ROUND TABLE

Mr. Hylton – no comment.

Mrs. Wilson was pleased to receive positive feedback regarding the Middle School Parent Conferences.

Ms. Harris wished everyone a safe and happy Thanksgiving.

Mr. Hartman – no comment.

Mrs. Weand thanked the families for attending the conferences.

Dr.Sparagana reported that 355 families attended the Middle School parent conferences. This is a significant increase from previous years. He was pleased with the turnout at the recent early literacy workshop sponsored by Step by Step.

Dr. Lindley reported the Pottstown School District website is now on Facebook. He will have directions for the parents to access information on their cell phone by the next board meeting.
Dr. Lindley summarized the meeting at Invictus Ministries as "if you see it, report it." He stressed the importance of utilizing the Safe Line at the High School. Dr. Lindley reviewed the agenda for the December 20th Joint Meeting of the Pottstown School District and the Pottstown Borough Council. The agenda items will focus on economic issues. Mr. Huss asked that the joint meeting take place at 7:30 PM in the 2nd Floor LGI Room.

Mr. Huss was pleased to attend the National Honor Society Induction along with Mrs. Pargeon and Mr. Wausnock. He thanked Mr. Decker for hosting the event.

## ADJOURNMENT

It was moved by Mrs. Wilson and seconded by Mr. Hartman that the Board adjourns. Motion carried. The meeting adjourned at 8:22 P.M.

Penny R O'Donnell

Penny O'Donnell
Substitute Board Secretary