

**POTTSTOWN SCHOOL DISTRICT  
MINUTES OF THE REGULAR MEETING  
September 21, 2015**

The Regular Meeting of the Board of School Directors of the Pottstown School District was held on Monday, September 21, 2015 at 7:30 PM in the Cafeteria of the Pottstown High School with President Judyth Zahora presiding (via Skype). Upon roll call, the following members were present: Ms. Mary-Beth Bacallao, Mr. Thomas Hylton, Mrs. Kimberly Stilwell, Mrs. Polly Weand. Absent were Ms. Katina Bearden, Mrs. Amy Bathurst Francis, Mr. Andrew Kefer, Mr. Ron Williams. Also present were Superintendent, Dr. Jeffrey Sparagana; Board Secretary, Mrs. Linda S. Adams; Director of Human Resources, Mr. Stephen Rodriguez; Solicitor, Mr. Stephen Kalis; Student Representative, Mr. Emanuel Wilkerson; Ms. Pamela Bateson, Mr. Ryan Oxenford, Mr. David Genova, Mr. Michael DiDonato, Mr. John Armato, a member of the press, and interested citizens.

**AWARDS**

Dr. Sparagana read a letter recognizing Mr. David Genova, District Wellness Coordinator, as a recipient of the 2015 national Action for Healthy Kids *Healthy School Hero* Award. The nominees are selected for their exceptional dedication and service to creating a healthier learning environment for children. Dr. Sparagana congratulated Mr. Genova and presented him with a “We are Pottstown” t-shirt.

**Ms. Bearden entered the meeting at 7:32 pm.**

**COMMUNICATIONS**

Dr. Sparagana read a letter from the senior vice-president of Advanced Placement and College Readiness recognizing Mrs. Maureen Rieger for her contributions to the 2015 Advance Placement Reading Program and thanking the school district for supporting professional development for the teachers. Dr. Sparagana extended his congratulations to Mrs. Rieger for her dedication in providing the best education for the students.

**Mr. Williams entered the meeting at 7:35 pm.**

**MINUTES**

Mrs. Adams presented the minutes from the Committee of the Whole meeting held on August 20, 2015 and the minutes from the Regular Board meeting held on the August 24, 2015 for Board approval.

It was moved by Mr. Hylton and seconded by Mrs. Stilwell that the minutes be approved as presented.

All members present voted aye. None opposed. Ayes: Seven. Nays: None. Absent: Two. Motion carried

**LIST OF BILLS**

It was moved by Ms. Bacallao and seconded by Mr. Hylton that the list of bills paid from the various funds for the period of August 2015 be approved as presented and a copy be filed in the Secretary’s office as Addendum #2015-2016-011.

All members present voted aye. None opposed. Ayes: Seven. Nays: None. Absent: Two.  
Motion carried

### **TREASURER'S REPORT**

It was moved by Ms. Bacallao and seconded by Mr. Hylton that the Treasurer's Report for July 2015 and August 2015 be approved and a copy be filed in the Secretary's office as Addendum #2015-2016-012.

All members present voted aye. None opposed. Ayes: Seven. Nays: None. Absent: Two.  
Motion carried

### **HEARINGS FROM THE PATRONS OF THE SCHOOLS**

Colleen Blute, Kindergarten Teacher at Barth Elementary, thanked the Board and Administration for supporting Elianna Arroyo-Dech, 4<sup>th</sup> of July Pottstown Homecoming Queen. Ms. Dech raised significant funds to support the 4<sup>th</sup> of July fireworks. She extended her thanks to students and faculty for their support. Ms. Blute presented a souvenir token to the Board Members, commemorating the Independence Day celebration.

### **APPROVAL OF CONSENT ITEMS**

Dr. Sparagana presented the Consent Items for Board approval.

### **CONSENT**

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

### **PERSONNEL**

#### Resignations/Terminations

##### Administrative

William Jeffreys, Supervisor of Secondary Special Education, resignation effective when position is filled or October 24, 2015, employed since July 25, 2013.

##### Professional

Nicole Ryals, Secondary Special Education Teacher, Pottstown Middle School, resignation effective when position is filled or October 21, 2015, employed since September 29, 2014.

Vanessa Unger-Haydinger, Elementary ESL Teacher, Barth Elementary, resignation effective when position is filled or November 2, 2015, employed since February 25, 2008.

##### Classified

Ratify Cheryl O'Connor, Temporary Part-time Nurse, resignation effective September 11, 2015, employed since May 12, 2015.

Ratify Heather Galster, Temporary Classroom Assistant, Barth Elementary, resignation effective August 25, 2015, employed since September 23, 2013.

Ratify Gregory Zahora, Classroom Assistant, Pottstown Middle School, resignation effective September 21, 2015, employed since December 4, 2000.

Ratify Jannie Harrison, Elementary School Cleaner, Lincoln Elementary, resignation effective September 18, 2015, employed since October 19, 2011.

### Leaves

#### Classified

Mary Ann Peters, Accounts Payable Coordinator, Administration Bldg., request for intermittent leave of absence covered by Family Medical Leave Act, effective September 28, 2015, end date tbd.

Ratify Verna Latick, Classroom Assistant, Franklin Elementary, request for leave of absence covered by Family Medical Leave Act, effective August 31, 2015, end date tbd.

### Change in Position and/or Salary

#### Classified

Ratify Nile Watkins-Frazier from Part-time Van Driver to Substitute Support Staff, effective September 8, 2015, hourly rate per schedule.

Ratify George Sutton from Substitute Support Staff to Custodian I, effective September 18, 2015, \$15.07/hr (replaces C. Eckman)

Ratify Diane Marcheskie from Substitute Support Staff to Part-time Cafeteria Proctor, effective August 31, 2015, 2 hrs/day, \$11.97/hr (replaces K. Retner).

### Elections:

#### Professional

Ratify Melissa Lopez, Elementary ESL Teacher, initial assignment to be Franklin Elementary, effective August 31, 2015, \$43,768/yr, Step B-Bach (replaces C. Speakman)

Ratify Craig Ollivier, Secondary Teacher, initial assignment to be Pottstown High School, effective August 31, 2015, \$43,768/yr, Step A - Bach (replaces J. Delaney).

#### Classified

Ratify Matthew Domin, College Student Intern, Technology Department, effective September 8, 2015, \$12.00/hr (replaces T. Le).

Ratify Christina Kenny, Substitute Support Staff, effective August 31, 2015, hourly rate per schedule.

### PEAK Community Forum (paid through the Kellogg Foundation Grant)

Child Care Worker: All Pottstown School District staff members are approved on an "as needed basis", \$20/hr.

Bi-Lingual Moderator: All qualified Pottstown School District staff members are approved on an "as needed basis", \$100/event.

Moderator: All qualified Pottstown School District staff members are approved on an "as needed basis", \$100/event.

Pottstown High School Learning Program:

<u>Name:</u>	<u>Position:</u>	<u>Rate:</u>
Scott Braunsberg	Teacher	\$29/hr
Kristen Ellis	Teacher	\$29/hr
Jolie Martinez	Teacher	\$29/hr
Theresa Dundon	Substitute Teacher	\$29/hr
Melissa DiBlasi	Substitute Teacher	\$29/hr
Justine Donnelly	Substitute Teacher	\$29/hr
Eileen Underfor	Substitute Teacher	\$29/hr
Janice Bobst	Clerk	\$13.65/hr

Production Team: The Wiz 2016

<u>Position</u>	<u>Name:</u>	<u>Stipend</u>
Theatrical Director	Chris Sperat	\$3,250.00
Producer	Robert Decker	\$3,250.00
Stage Manager	Robert Decker	
Vocal Director	Thomas Marsden	\$2,500.00
Choreographer	Jolie Martinez	\$1,000.00
Set Designer	Candi Haas-Simmons	\$2,500.00
Construction Manager	Kyle O'Neill	\$ 800.00
Orchestra Director	Rob Benton	\$1,250.00
Properties Manager	Candi Haas-Simmons	\$ 500.00
Sound Director	Thomas Marsden	\$ 800.00
Lighting Director	Nick Yashinsky	\$ 800.00
Costume Designer	TBD	\$1,000.00
Hair and Make-up	Diane Shoftsall	\$ 500.00
Publicist/House Manager	Melissa DeBlasi	\$ 700.00
Accompanist	Amy Anderson	\$ 800.00
Musicians		\$ 380 x 10

Co-Curricular Activities Volunteers

HS Baseball:	Todd Endy, Ron Reinart, Cameron Haines
HS Cross Country:	Steve Ollivier, Jane Thompson
HS Girls Lacrosse:	Jake Porter, Kelsey Shumaker
HS Girls Soccer:	Megan Penrice
HS Softball:	Scott Swinehart, Kevin McCrone, Jackie Mathias, Beth Morello
HS Track:	Tom Oswald
HS Wrestling:	James Tsakonas
HS Girls Basketball:	Eric Reddick
HS Swim Coach:	Alex Diehl

MS Football: Mike Weber, Anthony Wiggins  
 MS/HS Basketball: Brittany Sanford  
 Band Van Drivers: John Mutter, Kevin Ownes, Philip Vontor, Joseph Campbell, Lonnie Kratzer, Eugene Lafferty, J.P.Kolbmann

Additions to 2015-2016 Co-Curricular Game Workers, \$10/hr (in addition to all PSD staff):  
 Matt Morton

Additions to 2015-2016 Co-Curricular Assignments: Fall Sports

<u>Bldg</u>	<u>Professional Agreement Category</u>	<u>Employee</u>	<u>Level</u>	<u>stipend</u>
MS	Soccer/Boys - Asst. Coach	Matt Green	1	\$ 1,425.00

Payment of Sick Leave

Accumulated Sick Leave Payment at Retirement with 20 years of service:  
 Jayne Baldwin, In accordance with the Professional Agreement, \$4,560.00. This is for 114 accumulated sick days at \$40 per day.

Accumulated Sick Leave Payment at Retirement with 15 years or more of service.  
 Lori Schirk, In accordance with the Full Time Support Guidelines \$2,850.00. This is for 95 accumulated sick days at \$30.00/day.

Tuition Reimbursement

Administrative:

<u>Name</u>	<u>Bldg.</u>	<u>Date:</u>	<u>Amount:</u>
Diane Meck	Admin	8/31/2015	\$1,379.00

PROFESSIONAL LEAVES

<u>Bldg.</u>	<u>Name</u>	<u>Conference Title</u>	<u>Location</u>	<u>Dates to attend</u>	<u>Cost</u>
School Board	Ron Williams	PSBA School Leadership Conf.	Hershey, PA	10/13-10/16/2015	Approx. \$384.00 paid by district
PHS	Maureen Rieger	PSBA School Leadership Conf.	Hershey, PA	10/13-10/16/2015	Approx. \$575 paid by district
Admin	Diane Meck	A/CAPA Fall Conf.	Hershey, PA	11/4 -11/6/2015	\$575.00 pd by IT Dept Budget
Admin	Mary Rieck	BUILD Initiative Conf.	Pittsburgh, PA	9/16 - 9/18/2015	\$100.00 pd by Pre-K Counts Grant.
MS	Jennifer Mitchell-Winterbottom	Item Writing/Scoring Training Workshop	Harrisburg, PA	9/30 - 10/1/2015	\$300.00 pd by PDE
PHS	Eileen Undorfer	Keystone Item Data Review	Harrisburg, PA	9/09 - 9/10/2015	\$390.00 pd by PHS budget

## FIELD TRIPS

# of Students	Conference	Destination	Date(s)	Cost to Student	Cost to District Substitutes	Chaperone(s)
PHS (2) Student Board Reps.	PSBA School Leadership Conference	Hershey, PA	10/13 - 10/16/2015	\$0	\$750	Maureen Rieger
PHS 12 +	AP European Trip	Berlin, Prague, Krakow, Budapest	04/11 - 04/20/2016	\$2,975 .00	\$95 - \$115	Maureen Rieger Robert Decker

## DISTRICT SPONSORED CO-CURRICULAR ACTIVITIES

The Superintendent recommends the Board approve/ratify the district sponsored co-curricular activities as presented and a copy by file in the Secretary's office as Addendum #2015-2016-013.

## CONTRACT(S)

The Superintendent recommends the Board approve/ratify the following contracts as presented and copies be filed in the Secretary's offices as Addendum #2015-2016-014:

- \* The Timothy School
- \* Camphill Special School
- \* CHOR Academy
- \* Conexus Inc.
- \* MOU: Family Services Foster Grandparent Program
- \* MOU: University of Sciences, Walking School Bus Case Study
- \* MOU: Pottstown Police Department (pending legal review)
- \* MOU: MS Emergency Evacuation for The Hill School

## TRANSPORTATION RATES: 2015-2016

The Superintendent recommends the Board approve/ratify the transportation rates for the 2015-2016 school year as presented and a copy be filed in the Secretary's office as Addendum #2015-2016-015.

## SETTLEMENT OF 2014 PER CAPITA AND OCCUPATIONAL TAX DUPLICATE

The Superintendent recommends the Board adopt a resolution exonerating the tax collector from the balance of the 2014 Per Capita & Occupation tax duplicate as presented and a copy be filed in the Secretary's office as Addendum #2015-2016-016.

## SCHOOL RESOURCE OFFICER RESOLUTION

The Superintendent recommends the Board approve/ratify the following School Resource Officer resolution as presented and a copy be filed in the Secretary's office as Addendum #2015-2016-017.

## PSBA 2015 VOTING DELEGATE

The Personnel Committee recommends the appointment of Mr. Williams as the district voting delegate to the 2015 PSBA Delegate Assembly. This year's meeting will be held on October 13, 2015 prior to the opening session of the PASA-PSBA School Leadership conference

Upon roll call, all members present voted aye for the above mentioned consent items.  
Ayes: Seven. Nays: None. Absent: Two. Motion carried.

## NON-CONSENT

### PERSONNEL

The Superintendent recommends the Board approve/ratify the following non-consent personnel items

#### Elections:

##### Classified

Ratify Sarah Bennett, Temporary Classroom Assistant, Pottstown Middle School, effective August 26, 2015, \$13.65/hr (replaces H. Galster).

Ratify Alyssa Cross, Classroom Assistant, Barth Elementary, effective August 31, 2015, \$13.65/hr (replaces C. Kulb).

Ratify Paula Donatelli, Temporary Classroom Assistant, Pottstown Middle School, effective August 31, 2015, \$13.65/hr (replaces K. Hahn).

Ratify Shelby Foster, Classroom Assistant, Franklin Elementary, Franklin Elementary, effective August 31, 2015, \$13.65/hr (replace A. Hinnerschitz).

Ratify Dana Freas, Classroom Assistant, Lincoln Elementary, effective August 31, 2015, \$13.65/hr (replaces K. Lee).

Ratify Seth Lawrence, Library Classroom Assistant, Pottstown Middle School, effective August 31, 2015, \$13.65/hr.

Ratify Ashley Barbary, Classroom Assistant, Franklin Elementary, effective August 31, 2015, \$13.65/hr (replaces J. Swoyer).

#### Change in Position and/or Salary:

##### Classified

Sarah Bennett from Temporary Classroom Assistant to Intervention Assistant, Franklin Elementary, anticipated effective date to be October 2, 2015, no change in compensation (replaces T. Miller).

It was moved by Mrs. Stilwell and seconded by Ms. Bacallao that the Board approve the above non-consent items as presented.

Upon roll call vote, the vote to approve the election items was recorded as follows: Mr. Hylton: nay, Mrs. Stilwell: aye, Mrs. Weand: aye, Mr. Williams: nay, Mrs. Zahora: aye, Ms. Bacallao: aye, Ms. Bearden: abstain.

Mr. Kalis asked Mrs. Bearden to clarify her reason for abstaining.

Ms. Bearden stated she does not fully understand the need for classroom assistants.

Mr. Kalis noted that Ms. Bearden's vote qualifies as a "nay".

The roll call vote to approve the non-consent items is as follows: Ayes: Four. Nays: Two. Abstain: One. Absent: Two. Motion carried.

## PERSONNEL

The Superintendent recommends the Board approve/ratify the following non-consent personnel items

### Change in Position and/or Salary:

#### Professional

Traci Miller from Intervention Assistant to Elementary Teacher, Barth Elementary, effective August 26, 2015, \$43,768/yr, Step A-Bach (replaces J. Baldwin)

### Election:

#### Classified

Micheal Zangrilli, College Student Intern, Technology Dept., effective September 22, 2015, 4 hr/day, \$12/hr.

It was moved by Mr. Hylton and seconded by Ms. Bacallao that the Board approve the above non-consent items as presented.

Upon roll call vote, all members presented voted aye. Ayes: Seven. Nays: None. Absent: Two. Motion carried.

## PSBA ELECTION OF OFFICERS

The Superintendent recommends the Board participate in the voting procedure for PSBA Election of Officers and a copy of the ballot be filed in the Secretary's office as Addendum #2015-2016-018.

Mr. Williams gave a brief summary of each candidate's background and experiences.

It was determined that the candidates of choice are as follows: Mary Birks for President, Michael Faccinnetto for Vice President, and Larry Feinberg, At-Large Representative.

All members present were in favor of the candidates of choice. None opposed. Motion carried.

## INFORMATION

1. Monthly Meeting Notice: October
2. MCIU Board Highlights

## FEDERATION REMARKS

Mr. DiDonato thanked the Federation leaders, administration and Board Members for supporting the CSI initiative. The Peer Evaluation is a growth opportunity for the teachers. He spoke about the challenges of the PSSA testing. The use of data in instruction is always helpful and insightful. The teachers continue to strive and do what it takes to ensure student progress. Mr. DiDonato also spoke about the role of classroom assistance and the positive impact they have on students being successful.

## ROUND TABLE

Mr. Rodriguez thanked Mrs. Zahora for her leadership.

Mrs. Stilwell extended to Mrs. Zahora wishes for success in her new endeavor.

Mr. Williams – no comment.

Mrs. Weand thanked Mrs. Zahora for her guidance. She thanked Mrs. McCoy for her donation to Save the Lights campaign.

Mr. Wilkerson read a statement on the state of the district from the eyes of the students. He spoke about the students dislike of negative comments from non-Pottstownians which portray a false representation of the students and teachers. The teachers are very much appreciated by the students. The students are aware of the many sacrifices made by the teachers and they recognize their efforts to mold the students into what they are and what they can become. The students are the future of the world. The students are proud to be Pottstown students.

Mr. Hylton – no comment.

Ms. Bearden congratulated Mr. Genova. She thanked Ms. Blute and Mrs. McCoy for their efforts in the community and extended her best wishes to Mrs. Zahora.

Ms. Bacallao echoed Ms. Bearden's comments.

Dr. Sparagana reminded the Board of the joint borough and school district workshop on Tuesday, September 29 at Borough Hall. He extended an invitation to all Board Members to attend the CSI conference scheduled for some time in January 2016. He thanked Mrs. Zahora for her unconditional commitment to the families and children in the Pottstown community.

Mrs. Zahora quoted two of her favorite quotes from Dr. Seuss. She stated she is leaving the district in the good hands of the administration and board. She reminded the Board there will be an executive session following the Board meeting for the purpose of negotiations.

### **ADJOURNMENT**

It was moved by Mr. Williams and seconded by Ms. Bacallao that the Board adjourns. None opposed. Motion carried. The meeting adjourned at 8:03 pm.



Linda S. Adams  
Board Secretary