

**POTTSTOWN SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING
June 27, 2016**

The Regular Meeting of the Board of School Directors of the Pottstown School District was held on Monday, June 27, 2016 at 7:00 PM in the Cafeteria of the Pottstown High School with President Mrs. Kimberly Stilwell presiding. Upon roll call, the following members were present: Ms. Katina Bearden, Mrs. Amy Bathurst Francis, Mr. Kurt Heidel, Mr. Thomas Hylton, Mr. Andrew Kefer, Mrs. Polly Weand, Mr. Emanuel Wilkerson and Mr. Ron Williams. Also present were Superintendent, Dr. Jeffrey Sparagana; Board Secretary, Mrs. Linda S. Adams; Solicitor, Mr. Stephen Kalis; Mrs. Dulcie Rothermel, Mr. Matthey Boyer, Mrs. Danielle McCoy, Mr. Michael DiDinato, Mr. John Armato, members of the press, and interested citizens.

PRESENTATIONS

Foundation for Pottstown Education Report

Mrs. Drager recapped the Foundation for Pottstown Education's mission and vision statements. She thanked the generous donors and community for their help in achieving the objectives to support and promote the educational needs of the students. A handout was provided for all present.

Early College Program: 2016 Graduates

Dr. Forrest spoke about the Early College Program and provided a brief explanation of its connection to the dual enrollment program at the Pottstown High School and Montgomery County Community College. A handout was provided for all present. Dr. Forrest explained that the students are part of a Cohort or group throughout junior and senior years. Cohort 1 began in January 2014 with 9 students. The total of students who have participated in this program to date is 54 students. She thanked the Board for providing student books and recognized P.A.R.T for providing free bus passes for the students. The Foundation has many generous donors and partnerships that make it possible to run this program. Dr. Forrest was pleased to announce that she is part of a White House task force for early college programs initiated by Mrs. Jill Biden. Dr. Forrest acknowledged the 2016 Early College Graduates and introduced those present.

MINUTES

Mrs. Adams presented the minutes from the Committee of the Whole meeting held on May 19, 2016 and the minutes from the May 23, 2016 Regular Board meeting for Board approval.

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

All members present voted aye. None opposed. Ayes: Nine. Nays: None. Motion carried.

LIST OF BILLS

Mrs. Adams presented the list of bills from the various funds for the period of May 2016 for Board approval.

It was moved by Mr. Williams and seconded by Mrs. Francis that the list of bills paid from the various funds for the period of May 2016 be approved as presented and a copy be filed in the Secretary's office as **Addendum #2015-2016-076.**

All members present voted aye. None opposed. Ayes: Nine. Nays: None. Motion carried.

TREASURER'S REPORT

Mrs. Adams presented the Treasurer's Report for May 2016 for Board approval.

It was moved by Mr. Williams and seconded by Mr. Kefer that the Treasurer's Report for May 2016 be approved and a copy be filed in the Secretary's office as **Addendum #2015-2016-077**.

All members present voted aye. None opposed. Ayes: Nine. Nays: None. Motion carried

HEARINGS FROM PATRONS OF THE SCHOOLS

None.

APPROVAL OF CONSENT ITEMS

Dr. Sparagana presented the Consent Items for Board approval.

CONSENT

It was moved by Mr. Williams and seconded by Mrs. Francis that the following consent items be approved in accordance with Policy 005, as recommended by the Superintendent of Schools:

PERSONNEL

RESIGNATIONS/TERMINATIONS

Professional

Melissa DiBlasi, Secondary Teacher, Pottstown High School, resignation effective August 4, 2016; employed since August 23, 2011.

Ratify Jennifer Palladino, Long Term Substitute Teacher, Lincoln Elementary, termination effective January 25, 2016 due to end of assignment(coverage for D. Mann).

Benjamin Hayes, Secondary Teacher, Pottstown Middle School, resignation effective August 22, 2016; employed since June 2, 2005.

Exempt

Mindy MacRone-Wojton, Occupational Therapist, resignation effective June 30, 2016; employed since March 9, 2009.

Ratify Angela Spinozzi, Psychologist, Administration Bldg., resignation effective June 23, 2016; employed since January 20, 2010.

Classified

Ratify Kimberly Baldwin, Classroom Assistant, Pottstown Middle School, resignation effective June 24, 2016; employed since December 14, 2015.

Ratify Ann Marie Fedor, Substitute School Nurse, resignation for the purpose of retirement, effective June 3, 2016; employed since May 13, 2002.

Kelsey Hahn, Intervention Assistant, Lincoln Elementary, resignation effective July 14, 2016; employed since January 15, 2015.

Ratify Pauline Herrett, Classroom Assistant, Pottstown High School, resignation effective June 7, 2016; employed since May 7, 2007.

Lisa Cuevas, PreK Count Classroom Assistant, Pottstown High School, resignation effective June 30, 2016; employed since August 7, 2013.

Chris Ann Golden, Data Processing Clerk, Administration Building, resignation effective July 8, 2016; employed since May 27, 2014.

LEAVES

Professional

Molly Beer, Elementary Teacher, Barth Elementary, request for leave of absence effective August 29, 2016, end date to be the end of the 2016-2017 school year.

Classified

Ratify Susan Davis, Benefits Coordinator, Administration Office, request for intermittent leave of absence covered by Family Medical Leave Act, effective May 31, 2016, end date tbd.

Eric Angstadt, Maintenance Mechanic, Buildings & Grounds, request for leave of absence covered by Family Medical Leave Act, effective July 1, 2016, end date tbd.

CHANGE IN POSITION AND/OR SALARY

Administrative

Linda S. Adams, Business Administrator, salary \$139,225/yr, effective July 1, 2016.

Professional

Molly Callaghan, from Intervention Assistant to Long Term Substitute Teacher, Rupert Elementary, effective August 22, 2016, \$194/day (coverage for S. Paul). Upon completion of assignment, she will return to her role of Intervention Assistant.

Classified

Kaitlynn Bortz, from Temporary Intervention Assistant to Classroom Assistant, Pottstown High School, effective August 22, 2016, \$13.65/hr.(replace W. Waters).

ELECTIONS:

Administrative

Mary O'Neill, Director of Special Education, Administrative Office, effective July 1, 2016, \$95,000/yr (replaces P. Bateson).

Professional

Kalena Pippert, Long Term Substitute Elementary Teacher, Rupert Elementary, effective August 22, 2016, \$194.00/day, end date to be conclusion of 2016-2017 school year (coverage for J. Houch).

Sean McNamara, Secondary Teacher, Pottstown High School, effective August 22, 2016, \$45,940.00\yr, Step 1- Mast (replaces S. Anspach).

Jennifer Palladino, Elementary Teacher, Franklin Elementary, effective August 22, 2016, \$43,768/yr, Step 1 Bach (replaces L. Vollmuth).

Classified

Ratify Shanti Louallen, Substitute Support Staff, effective June 9, 2016, hourly rate per schedule.

Ratify Gerard Gleeson, Substitute Support Staff, effective June 7, 2016, hourly rate per schedule. This is in addition to his role as Game/Event Worker.

Amanda Finlaw, Social Media & Communications Specialist, Administration Building, effective July 11, 2016, \$20/hr. (grant funded position).

Bianca Kelly, Temporary Summer Substitute Support Staff, Administration Building, effective June 28, 2016, end date to be the start of the school year, hourly rate per schedule.

2015-2016 Music Accompanists

- | | | |
|------------------------|------------|---------------------------|
| (1) Robin Ward | \$1,030.00 | (26 concerts) |
| (2) Christopher Sperat | \$ 70.00 | (2 concerts) |
| (3) Francis Emrick | \$ 280.00 | (4 rehearsals/4 concerts) |

Compensation for Missed Planning Time, 2015-2016 school year, \$23 per period

April 4, 2016 to May 10, 2016

- (1) Michaela Johnson PHS 22 missed planning times \$506.00

Additions to Elementary Summer Reading Camp, paid through 21st Century CoHort 7 grant funds.

- Nurse: Dawn Hankins \$29/hr
Substitute Nurse: Maryellen Wynne \$29/hr
Substitute Nurse: Karen Dilliplane \$29/hr

Middle School and High School Summer Program, paid through 21st Century Grant funds

- | | | |
|-----------------------|------------------|------------|
| MS Co-Coordinator: | Dee Pettine | \$29/hr |
| MS Nurse: | Maryellen Wynne | \$29/hr |
| MS Nurse: | Pamela Pascal | \$29/hr |
| MS Secretary/Security | Shirley Schaffer | \$13.65/hr |
| HS Coordinator: | David Woodley | \$29/hr |

Middle School/High School District Service Summer Staffing, \$29/hr., not to exceed 30 hrs each.

- (1) All Pottstown School District Teacher-certified staff members are approved on an "as need" basis.

Homebound Instruction, \$29/hr

- (1) Ratify Linda Messner, Pottstown Middle School, from June 6, 2016 to June 14, 2016, not to exceed 5 hrs per week.

Support Personnel Guidelines: July 1, 2016 to June 30, 2019

The Superintendent recommends the Board approve the Support Personnel Guidelines as presented and a copy be filed in the Secretary's office as **Addendum #2015-2016-078**.

CO-CURRICULAR ASSIGNMENT: Additions to 2016-2017 Co-Curricular Fall Sports

<u>Bldg.</u>	<u>Professional Agreement Category</u>	<u>Employee</u>	<u>Level</u>	<u>Stipend</u>
HS	Football - Head/Asst. Flex Coach	Oscar Gans (1/2 stipend)	2	\$1,924.50
HS	Football - Head/Asst. Flex Coach	Tom Simpson (1/2 stipend)	2	\$1,924.50
MS	Football - 7th/8th Asst. Coach	Anthony Wiggins	1	\$2,327.00

TUITION REIMBURSEMENT

Administrative

<u>Name</u>	<u>Bldg.</u>	<u>Amount</u>
Laurie Kolka	Admin.	\$2,790.00
Matthew Moyer	Rupert	\$1,410.00
Kevin Downes	Franklin	\$1,320.00

ACCUMULATED SICK LEAVE PAYMENT

Accumulated Sick Leave Payment at Retirement

Jeffrey Sparagana, In accordance with employment contract, \$38,523.57.

Accumulated Sick Leave Payment at Retirement with over 20 years of PSERS Service and 34.50 years of service with the Pottstown School District:

Taffy Wolfe, In accordance with the Act 93 Agreement, \$13,940.00.

Accumulated Sick Leave Payment at Retirement with over 20 years of PSERS service and 25 years of service with the Pottstown School District:

Pamela Bateson, In accordance with the Act 93 Agreement, \$6,950.00

Accumulated Sick Leave Payment at Retirement due to super-annuation per guidelines with at least one year of service and age 62:

Danny Youse, In accordance with the Full Time Support Guidelines \$990.00

Accumulated Sick Leave Payment at time of retirement with 20 years or more of service:

Mary Kern, In accordance with the Full Time Support Guidelines, \$6,640.00

PROFESSIONAL LEAVES

Bldg	Name	Conference Title	Conference Location	Dates to Attend	Cost
PHS	Andrew Bachman	Project-Based Technology 1: Mastering Lev.1 Learning Sys.	Jeffersonville, IN	07/11/2016-07/15/2016	\$1,385 pd by Perkins/Employee
PHS	Eileen Basham	Summer STEMmersion	Chicago, IL	07/14/2016-07/17/2016	\$426.00 pd by dept. budget
PHS	Robert Decker	AP Summer Institute for the AP Calculus AB Redesign	Williamsburg, VA	07/25/2016-07/28/2016	\$180.00 pd by dept. budget

HOURS OF OPERATION

The Superintendent recommends the Board approve the 2016-2017 Hours of Operation as presented and a copy be filed in the Secretary's office as **Addendum #2015-2016-079**.

2016-2017 SCHOOL CALENDAR

The Superintendent recommends the Board approve the 2016-2017 School Calendar as presented and a copy be filed in the Secretary's office as **Addendum #2015-2016-080**.

WAIVER OF POLICY 201: ADMISSION OF STUDENTS

The administration recommends the Board waive Policy 201 (admission to kindergarten (5K) shall be limited to children who have attained the age of five years before the first day of school of the year of registration) and that early entrance be approved for the student as presented and a copy be filed in the Secretary's office as **Addendum #2015-2015-081**.

OCCUPATIONAL ADVISORY COMMITTEE

The Superintendent recommends the Board acknowledge receipt of the 2015-2016 Occupational Advisory Committee member list and meeting reports for the Career and Technical programs as presented and a copy be filed in the Secretary's office as **Addendum #2015-2016-082**.

POLICIES

The Superintendent recommends the Board approve the following policies and a copies be filed in the Secretary's office as **Addendum #2015-2016-083**:

1. 122.1: Co-Curricular Awards
2. 216.1: Special Education Student Records
3. 217: Graduation Requirements
4. 227: Controlled Substance/Paraphernalia
5. 609: Investment of District Funds
6. 626: Federal Fiscal Compliance
7. 626.1: Travel Reimbursement-Federal
8. 808: Food Service
9. 815: Utilization of Technology
10. 823: Naloxone
11. 824: Maintaining Professional Adult/Student Boundaries
12. 827: Conflict of Interest
13. 914: Relations with Intermediate Unit

BID AWARD: CAFETERIA SUPPLIES

The Superintendent recommends purchase orders be awarded to the companies as presented, the award in each case being made to the lowest bidder meeting the required specifications:

<u>Vendor</u>	<u>Amount</u>
Webco Packaging Inc.	- \$24,285.15

CONTRACTS

The Superintendent recommends the Board approve/ratify the following contracts as presented and a copy be filed in the Secretary's office as **Addendum #2015-2016-084**.

1. Creative Health
2. The Devereux Foundation
3. The Devereux Foundation
4. The Devereux Foundation
5. The Devereux Foundation
6. Melmark Inc.
7. Melmark Inc.
8. Overbrook School for the Blind
9. Manito
10. New Story
10. New Story
11. New Story
12. The Pathway School
13. The Pathway School
14. The Pathway School
15. Valley Forge Educational Services
16. Valley Forge Educational Services
17. Wordsworth Academy
18. Line Systems
19. River Rock Academy

BUDGET TRANSFER RESOLUTION

The Superintendent recommends the Board approve the Budget Transfer Resolution as presented and a copy be filed in the Secretary's office as **Addendum #2015-2016-085**.

INVESTMENT OF FUNDS RESOLUTION

The Superintendent recommends the Board approve the Investment of Funds Resolution as presented and a copy be filed in the Secretary's office as **Addendum #2015-2016-086**.

RESOLUTION TO COMMIT FUNDS FOR FUTURE EXPENDITURES

The Superintendent recommends the Board approve the Resolution to Commit Funds for Future Expenditures as presented and a copy be filed in the Secretary's office as **Addendum #2015-2016-087**.

HOMESTEAD/FARMSTEAD EXCLUSION RESOLUTION

The Superintendent recommends the Board approve the revised 2016 Homestead and Farmstead Exclusion Resolution as presented and a copy be filed in the Secretary's office as **Addendum #2015-2016-088**.

PSBA VOTING DELEGATE

The Personnel Committee recommends the Board approve the appointment of Board Member Mr. Ron Williams as the district voting delegate to the 2016 PSBA Delegate Assembly. This year's meeting of the assembly will be held on Saturday, October 15, 2016 after the closing of the PASA-PSBA School Leadership Conference.

RESIDENCY INCENTIVE BUDGET TRANSFER

The Finance Committee recommends the Board approve a budget transfer to commit \$100,000 for residency incentive from the General Fund Balance.

SPECIAL EDUCATION SETTLEMENT AGREEMENT

Motion to approve Special Education award settlement pursuant to the terms and conditions outlined in the confidential settlement release agreement. The Board Secretary is further authorized to sign the settlement agreement on behalf of the Board and a copy be filed in the Secretary's office as **Addendum #2015-2016-089**.

It was moved by Mr. Williams and seconded by Mrs. Francis that the above consent items be approved.

Upon roll call vote, all members votes aye for the above consent items. Ayes: Nine. Nays: None. Motion carried.

NON-CONSENT

2016-2017 FINAL BUDGET

Mrs. Adams presented the 2016-2017 final budget for Board approval.

It was moved by Mr. Kefer and seconded by Mr. Williams that the Adoption of the 2016-2017 Final Budget be approved and copies be filed in the Secretary's office as **Addendum #2015-2016-090**.

Upon roll call vote, all members present voted aye. Ayes: Nine. Nays: None. Motion carried.

UNFINISHED BUSINESS

LERTA Resolution

Mrs. Adams provided an update on the LERTA Resolution. The LERTA Resolution will be placed on the July 28, 2016 Board Agenda for approval following the July 11th public hearing for the Borough's LERTA Ordinance.

NEW BUSINESS

Mrs. Stilwell and Mr. Williams, on behalf of the Board of Directors of the Pottstown School District, presented a resolution and plaque to Dr. Sparagana in recognition for his leadership and service to the Pottstown School District and community.

INFORMATION

1. Monthly Meeting Notice

FEDERATION REMARKS

Mr. DiDonato thanked the Foundation for their support of the students and teachers. He thanked Dr. Sparagana for his dedicated years of service to the district. His leadership has made this place a better place. Mr. DiDonato asked the Board to consider the needs of the students in the new school year. He voiced concerns about the class sizes and the impact the class size has on student development.

ROUND TABLE

Mr. Heidel thanked Dr. Sparagana for his leadership.

Mrs. Weand congratulated Dr. Sparagana on his retirement.

Mr. Williams thanked Dr. Sparagana for his dedication to PEAK and he congratulated Dr. Sparagana on his retirement. He looks forward to seeing him at future PEAK meetings and events.

Mr. Kefer congratulated Mr. Ferster on a recent newspaper article that recognized his STEM teachings in the classroom. Mr. Kefer also reverberated the newspaper article describing Dr. Sparagana's legacy of service and leadership.

Mrs. Francis stated it has been an honor and pleasure working with Dr. Sparagana.

Mr. Hylton wished Dr. Sparagana good luck in the future.

Ms. Bearden expressed her concerned about the time schedule between the 5th/6th grades and 7th/8th grades. She asked the administration to monitor the behaviors of the students on and off the school premises during the next school year as well as recognizing any problematic issues for the teaching staff. Ms. Bearden asked the administration to provide the Board with the average class size for 5th and 6th grade in the past 3 years, 5 years and 7 years to keep on top of problems that could cause any serious instructional disruptions. Ms. Bearden congratulated Dr. Sparagana on his retirement.

Mr. Wilkerson was glad to now join the team of Alumni. He congratulated the Early College graduates and his fellow graduates. He thanked the Foundation for all they do. He congratulated Dr. Sparagana on his retirement and thanked him for all he has done.

Mrs. Stilwell reflected on the rocky start she experienced as a Board Member under the leadership

of Dr. Sparagana but now realizes she will miss their encounters. She thanked Mrs. Drager and Dr. Forrest for their work with the Early College Program. She will miss the student graduates and looks forward to them coming back after completing their college education.

Mrs. Adams thanked Dr. Sparagana for all he has done for the district. He has been a friend, a teacher, a mentor and will be missed.

Dr. Sparagana had several announcements to share with the Board: 1) Franklin has won the Wellness Check Award sponsored by Pottstown Health and Wellness Foundation and 2) The district will be hosting the Healthy Body, Healthy Mind Institute on August 17th. He talked about initiatives that the district has responded to as the needs occurred (Walking School Bus, PEAK, STEAM, Trauma, SEL) and continues to respond to including class sizes. Dr. Sparagana expressed his appreciation for all comments regarding his tenure at Pottstown. The focus is on how well everyone functions together, collectively and solve problems. He looks forward to continue engaging in the community and support Mr. Rodriguez in his position as Acting Superintendent. He accepts the recognition for all of us.

ADJOURNMENT

It was moved by Mr. Williams and seconded by Mr. Wilkerson that the Board adjourns. None opposed. Motion carried. The meeting adjourned at 7:56 pm.



Linda S. Adams
Board Secretary