

**POTTSTOWN SCHOOL DISTRICT  
MINUTES OF THE REGULAR MEETING  
DECEMBER 15, 2016**

The Regular Meeting of the Board of School Directors of the Pottstown School District was held on Thursday, December 15, 2016 at 7:00 PM in the Cafeteria of the Pottstown High School with President Mrs. Amy Bathurst Francis presiding. Upon roll call, the following members were present: Mr. Kurt Heidel, Mr. Thomas Hylton, Mrs. Susan Lawrence, Mrs. Polly Weand, and Mr. Emanuel Wilkerson. Absent were Ms. Katina Bearden, Mrs. Kimberly Stilwell, and Mr. Ron Williams. Also present were Acting Superintendent, Mr. Stephen Rodriguez; Board Secretary, Mrs. Linda S. Adams; Director of Human Resources, Dr. Deena Cellini; Solicitor, Mr. Stephen Kalis; Student Board Representatives, Mr. Nyles Rome and Mr. Kenneth Patel; Mr. Ryan Oxenford, Mr. Jeff Delaney, Mr. Ryan Regensburg, Mr. Michael DiDonato, Mr. John Armato, members of the press, and interested citizens.

**PRESENTATION**

Donation – Mr. David Miller

Mr. David Miller spoke in support of the Save the Lights campaign. He pledged \$1,000 to the Save the Lights fundraiser and challenged individuals and businesses in the community to match his donation. He asked that businesses make their pledge in 100 days in anticipation of raising \$110,000.

Barth Elementary: Social Emotional Learning Pilot

Mr. Oxenford talked about the Social Emotional Learning Pilot at Barth Elementary. The program is user friendly, age appropriate and promotes a positive culture. The students are equipped with the ability to problem solve on their own. As the program continues, it is important to have the families and community's help to move this program forward.

**EXECUTIVE SESSION FOR THE PURPOSE OF LITIGATION**

The Board adjourned for an executive session at 7:19 pm.  
The Board re-convened at 7:40 pm.

Mr. Kalis announced that two settlements will be placed on the agenda for board approval.

**HEARINGS FROM PATRONS OF THE SCHOOLS**

Mr. Jordan Thomas, Pottstown Middle School Teacher, talked about a Thanksgiving food drive conducted by the middle school students. The food drive was a big success, feeding 24 families all from the middle school.

**MINUTES**

Mrs. Adams presented the minutes from the Combined Committee of the Whole meeting and the Regular Board meeting held on November 17, 2016 for Board approval.

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

All members present voted aye. None opposed. Motion carried.

## LIST OF BILLS

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

It was moved by Mr. Hylton and seconded by Mr. Wilkerson that the list of bills be approved as presented and a copy be filed in the Secretary's office as **Addendum #2016-2017-047**.

All members present voted aye. None opposed. Motion carried.

## TREASURER'S REPORT

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

It was moved by Mr. Hylton and seconded by Mr. Wilkerson that the Treasurer's Report be approved as presented and a copy be filed in the Secretary's office as **Addendum #2016-2017-048**.

All members present voted aye. None opposed. Motion carried.

## COMMITTEE REPORTS

### POLICY COMMITTEE

Mr. Wilkerson gave a report on the December 1 Policy Committee meeting. The committee will be reviewing the Bullying Policy and Uniform Policy at the next committee meeting. A draft of the Student Board Representative policy has been completed and will be presented to the committee for review.

### CO-CURRICULAR ACTIVITIES – NO DECEMBER MEETING

### COMMUNITY RELATIONS COMMITTEE

Mr. Wilkerson gave a report on the Community Relations Committee meeting held on December 1. The committee discussed collecting toys for Pottstown families as part of a community outreach project. More discussion to follow. Save the Lights fundraiser was not awarded the NFL grant. The amount raised to date is approximately \$132,000. The Student Senate/Student Representative policy will also be reviewed by the committee.

### STUDENT BOARD REPRESENTATIVES

Mr. Patel reported the choral and instrumental concerts were held this week with record attendance. The DECA club attended district competition; twenty-eight students qualified for state competition. Sixty-One high school students received college acceptances with over 50 acceptances to private and state college universities.

Mr. Rome gave an update on the start of winter sports with successful wins for girls and boys basketball. The football team held an end of season banquet recognizing several players for their achievements.

### CURRICULUM AND TECHNOLOGY COMMITTEE

Mrs. Weand gave a report on the December 1 committee meeting. The meeting began with a guest speaker, Mr. Kuzcala, sharing research data on the benefits of physical activity in the classroom. The committee was impressed with the data and asked that Mr. Kuzcala share the data at an In-Service day. Highlights from the technology update included positive results from the recent emergency radio system test conducted throughout the district and training for the Naviance software program, the career and college tool for high school students. The committee reviewed the 2015-2016 School Performance

Profile data. The overall consensus was to make the necessary adjustments that will move the district forward. This is the year for a Social Studies adoption. More information to follow.

#### FACILITIES COMMITTEE

Mr. Heidel gave a report on the December 8 Facilities Committee meeting. The committee discussed the Use of Facilities policies regarding parking. The general consensus of the committee was to incorporate a parking fee in the policy. The committee reviewed the O & S report with cost estimates for upcoming anticipated work on building envelopes which included roof repairs and reconstruction work with the Lincoln ADA stair ramp and some masonry work at the Administration building. The estimated cost is approximately \$618,000 which is slightly under the budgeted \$625,000.

#### JOINT FINANCE AND PERSONNEL COMMITTEE

Mrs. Francis gave a report on the December 8 Joint Finance/Personnel Committee meeting. A presentation was made to the committee by a local realtor, Mr. Green, on ways of partnering with community programs that would promote social economic growth and help educate parents in homeownership and financial literacy. Sample ideas were presented and various programs were discussed. The committee was interested in working towards the concept in the future. The committee reviewed and recommends the board approve the budget index resolution and contracts as presented on tonight's agenda. Administration provided the committee with an update on the future need for one-on-one classroom assistants. An executive session was held for the purpose of Personnel discussion.

#### BOROUGH LIAISON

Mr. Heidel gave a report on the December 12 Borough Council meeting. The 2017 budget was approved. The budget included a .29% tax increase. Other items approved by council included an application for a \$300,000 joint grant with Upper Pottsgrove to offset costs for the rehabilitation of Mervine Street, Mr. Hylton's \$50,000 donation for the maintenance and replacement of trees in designated area and a resolution declining requests to waive fees for borough events with the exception of the Memorial parade. He noted that the Carousel opened last weekend.

#### MONTGOMERY COUNTY LEGISLATIVE/PSBA/MONTGOMERY COUNTY IU REPRESENTATIVE

No report.

Board Members discussed the next step to implement the Residency Initiative. It was determined that a workshop will be held by the Finance Committee to establish the parameters for the program. Mr. Hylton will send all board members a copy of a sample program for their review and input.

#### **APPROVAL OF CONSENT ITEMS**

Dr. Cellini reviewed all personnel consent items for Board approval

Mrs. Adams reviewed consent items for Board approval.

#### **HEARINGS FROM PATRONS OF THE SCHOOLS(limited to Consent Items)**

None.

#### **CONSENT:**

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

## PERSONNEL

### RESIGNATIONS/TERMINATIONS

#### Professional

Marilyn Bainbridge, Secondary Special Education Teacher, Pottstown High School, resignation effective when position is filled or January 21, 2017; employed since October 21, 2009.

Ratify Toniell Ericksen, Elementary Special Education Teacher, Rupert Elementary, resignation effective December 2, 2016; employed since August 23, 2016.

Ratify Melissa Brown de Gerena, Secondary Teacher, Pottstown Middle School, termination effective November 2, 2016 (*rescinded acceptance*).

#### Classified

Alyssa Cross, Classroom Assistant, Barth Elementary, resignation effective January 2, 2017; employed since August 27, 2015.

Lillian Willman, Student Proctor, Rupert Elementary, resignation effective December 21, 2016; employed since December 10, 2014.

Ratify George Sutton, Custodian I, Pottstown Middle School, termination effective September 18, 2016; employed since April 7, 2015.

Christian Marcelli, Student Proctor, Pottstown Middle School, resignation effective December 23, 2016; employed since March 18, 2013.

### LEAVES

#### Administrative

David Todd, Principal, Pottstown Middle School, request for leave of absence covered by Family Medical Leave Act, effective December 16, 2016, end date tbd.

#### Professional

Kristin Lafferty, Elementary Teacher, Lincoln Elementary, request for leave of absence covered by Family Medical Leave Act, effective December 16, 2016, end date tbd.

#### Classified

Ratify Karen Carter, Intervention Assistant, Pottstown Middle School, request for leave of absence, effective December 5, 2016, end date tbd.

Ratify Thomas Zodrow, Classroom Assistant, Rupert Elementary, request for leave of absence, effective November 22, 2016, end date tbd.

Ratify Sherry Shank, Classroom Assistant, Rupert Elementary, request for leave of absence covered by the Family Medical Leave Act, effective December 13, 2016, end date tbd.

Ratify Deborah Brown, Classroom Assistant, Pottstown High School, request for intermittent leave of absence covered by the Family Medical Leave Act, effective December 12, 2016, end date tbd.

## CHANGE IN POSITION AND/OR SALARY

### Administrative

Rita Elizabeth Burkheimer, Teacher on Special Assignment, effective upon the leave of absence effective date of December 16, 2016, \$50/day stipend in addition to current compensation (coverage for D. Todd). Upon completion of assignment, she will return to her role as middle school teacher.

### Professional

Sally Berger(Foose), from Classroom Assistant to Elementary Teacher, Franklin Elementary, effective December 22, 2016, \$45,000.00/yr, Step 2 Bach +15 (contract of J. Pollock).

### Classified

Ratify Joyce Grebe, from Part-time Cafeteria Worker to Full-time Cafeteria Worker, Pottstown High School, effective December 5, 2016, \$14.07/hr (replaces J. Bentz).

## ELECTIONS

### Professional

Ratify David Solliday, Secondary Teacher, initial assignment to be Pottstown Middle School, effective December 7, 2016, \$47,000/yr, Step 7- Bach (contract of J. Winterbottom).

### Exempt

Amanda Fraterman, Out of District Coordinator, Administration Building, effective when released from current employment or February 8, 2017, \$60,000.00/yr (replaces J. Matla).

### Classified

Ratify Sharon Gery, Student Proctor-Breakfast Aide, Barth Elementary, effective November 29, 2016, \$13.01/hr. This is in addition to her role as Student Proctor - Lunch Aide.

James Prendergast, Substitute Van Driver/Substitute Van Assistant, Transportation, effective December 19, 2016, \$14.04/hr.

Belinda Loera, Substitute Support Staff, effective December 16, 2016, hourly rate per schedule.

## CO-CURRICULAR - **Addendum #2016-2017-049**

2016-2017 Co-Curricular Assignments: Sports

2016-2017 Co-Curricular Assignments: District/Building (Non-Athletics)

## TENURE/PERMANENT CONTRACT

<u>Name</u>	<u>Bldg.</u>	<u>Eligible Date</u>	<u>Name</u>	<u>Bldg.</u>	<u>Eligible Date</u>
David Roberts	PMS	8/27/2016	Michael Ishler	PMS	8/27/2016
LeeAnn McCullough	PHS	8/27/2016	Nicole Leh	Rupert	8/27/2016
Matthea Miller	Barth	8/27/2016	Elizabeth Rega	PMS	9/9/2016
Cynthia Ziegler	PMS	8/27/2016	Geoffrey Thomas	PMS	9/9/2016
Amanda High	PMS	8/27/2016	Kyle O'Neill	PHS	10/2/2016
Kayla Sabata	Franklin	8/27/2016	James Strohecker	Rupert	11/5/2016
Jenni Houck	Rupert	8/27/2016	Molly Stori(Lawless)	PMS	11/21/2016
Susan Hallman	Franklin	8/27/2016	Nickolas Mitchell	PMS	11/27/2016
Nicole Ewing	Franklin	8/27/2016			
Jacquelyn Mathias	PHS	8/27/2016			

## PROFESSIONAL LEAVES

<u>Bldg.</u>	<u>Name</u>	<u>Conf. Title</u>	<u>Location</u>	<u>Dates Attend</u>	<u>Cost</u>
Admin	Stephen Rodriguez	New Superintendent's Academy	Harrisburg, PA	01/11/2017 - 01/12/2017	\$469.00 pd by dept budget
Admin	Rich Hug	Pa Ed & Techn Conf. (PETE & C)	Hershey, PA	02/11/2017 - 02/14/2017	\$0.00pd by PETE&C budget
Admin	Karen Kile Valerie Jackson	CIZ Networking Meeting	Gettysburg, PA	11/28/2016 - 11/30/2016	\$238.80 pd by CIZ Grant

## CONTRACTS

The Superintendent recommends the Board approve/ratify the following contracts as presented and copies be filed in the Secretary's office as **Addendum #2016-2017-050**.

1. New Story
2. Buxmont Academy

## RESOLUTION TO LIMIT SCHOOL PROPERTY TAX INCREASE

The Superintendent recommends the Board approve/ratify the resolution to limit school property tax increase as presented and a copy be filed in the Secretary's office as **Addendum #2016-2017-051**.

## MOTION TO APPROVE A SETTLEMENT AGREEMENT

Motion to approve the terms of a confidential settlement agreement involving Student "A" as presented to the Board. The Board further directs its solicitor to prepare an agreement memorializing the terms approved for signature by all necessary parties and a copy be filed in the Secretary's office as **Addendum #2016-2017-052**.

Upon roll call vote, all members present voted aye for the above consent items. Ayes: Six. Nays: None. Absent: Three. Motion carried.

## NEW BUSINESS

### MOTION TO APPROVE A TAX ASSESSMENT APPEAL SETTLEMENT AGREEMENT

Motion to approve a commercial tax assessment appeal settlement agreement pursuant to the terms and conditions discussed in the executive session. The Board further directs the solicitor to prepare a draft agreement memorializing the terms approved for signature by all necessary parties and a copy be filed in the Secretary's office as **Addendum #2016-2017-053**.

It was moved by Mr. Hylton and seconded by Mr. Heidel that the board approve the commercial tax assessment appeal settlement agreement as presented.

### **HEARINGS FROM PATRONS OF THE SCHOOLS(limited to above New Business)**

**None.**

Upon roll call vote, all members present voted aye to approve the above commercial tax assessment settlement agreement as presented. Ayes: Six. Nays: None. Absent: Three. Motion carried.

## **NEW BUSINESS**

Mr. Wilkerson made a recommendation to the Finance Committee to take Mr. Miller's offer into consideration to help fund the Save the Lights project to reach its goal.

Mr. Hylton gave an update on scanning yearbooks. Duplicate copies are needed for approximately 8 years. Board Members discussed ways to obtain duplicates versus requesting permission to use the copies donated to the Alumni Gallery. It was determined that the books would be rebound.

## **INFORMATION**

1. PSBA New School Board Director Training

## **FEDERATION REMARKS**

Mr. DiDonato congratulated the new school board officers and welcomed Mrs. Lawrence to the Board. The Federation recognizes the great successes of the students and staff for their dedication to building a better future. The Federation looks forward to continuing their partnership with the community and district.

## **ROUND TABLE**

Mr. Heidel thanked Mr. Oxenford and the Barth staff for their participation in the SEL Pilot program. He thanked Mr. Thomas for his leadership.

Mrs. Weand extended wishes for a happy holiday.

Mrs. Lawrence congratulated Mr. Rome and Mr. Patel on their accomplishments. She praised the Pottstown students on their academic achievements, their leadership and the perception demonstrated at the community college.

Mr. Rome extended wishes for a happy holiday.

Mr. Patel thanked the Board for the opportunity to serve as a student representative.

Mr. Hylton asked for confirmation on the January meeting dates. A Board workshop will take place on January 19<sup>th</sup>. A combined board meeting will take place on January 23. A special meeting will be scheduled to discuss the residency initiative.

Mr. Wilkerson thanked staff members from the various buildings for organizing the food drives. He thanked Mr. Woodley and the elementary student for hosting a toy drive. He looks forward to improving the district SPP scores. Mr. Wilkerson thanked the Board for their trust in him and Mrs. Francis as officers of the Board.

Mr. Rodriguez invited the Board Members to attend the administration holiday luncheon. Board Members are invited to attend the CSI conference in New York. He thanked Mrs. Weand for her dedication to Save the Lights.

Mrs. Francis thanked Mr. Miller and Mr. Thomas. She extended wishes for a happy holiday.

## ADJOURNMENT

It was moved by Mr. Hylton and seconded by Mr. Wilkerson that the Board adjourns. None opposed. Motion carried. The meeting adjourned at 8:33 pm.



Linda S. Adams  
Board Secretary