



**POTTSTOWN SCHOOL DISTRICT  
MINUTES OF THE  
COMBINED COMMITTEE OF THE WHOLE  
and REGULAR BOARD MEETING  
APRIL 24, 2017**

The Combined Committee of the Whole and Regular Meeting of the Board of School Directors of the Pottstown School District was held on Monday, April 24, 2017 at 7:00 PM in the Cafeteria of the Pottstown High School with President Mrs. Amy B. Francis presiding. Upon roll call, the following members were present: Mr. Kurt Heidel, Mr. Thomas Hylton Mrs. Susan Lawrence, Mrs. Kimberly Stilwell, and Mrs. Polly Weand. Absent were Ms. Katina Bearden, Mr. Emanuel Wilkerson 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 Ms. Courtney Parry; Mr. Matthew Moyer, Mrs. Danielle McCoy, Mr. Joseph Schroeder, Mr. Robert Decker, Mr. John Armato, members of the press, and interested citizens.

**Mr. Williams entered the meeting at 7:14 pm.**

**PRESENTATIONS**

**Walking School Bus Volunteer Recognition**

Mr. Genova introduced each volunteer and recognized their length of service. Each volunteer was presented a certificate of appreciation and a token for their dedication and service to the Walking School Bus.

**Foundation for Pottstown Education: Residency Initiative**

Mr. Rusiewicz announced the Foundation Board of Directors approved and is ready to implement the Residency Initiative program. A booklet outlining the program and process for application was distributed to each Board Member.

**Pottstown Health and Wellness Foundation**

Mr. Colistra invited the Board to participate in a collaborative effort with the Foundation, local school districts and the Valley Forge Tours and Convention Board to explore ways to support regional athletic sport events. He spoke about the benefits of using school facilities to host regional and national athletic events to increase local revenues and support economic growth. The next steps would be to review the statistics and arrange a meeting with all entities for a presentation and discussion.

The Board was in agreement to support the effort and will look for a notification on a July meeting.

**Pottstown Area Industrial Development (P.A.I.D.)**

Mr. Brown, on behalf of P.A.I.D., asked the Board for additional financial support to help advance the economic activity in the borough. P.A.I.D. is seeking additional support from its supporting entities to help pursue industrial development. The Pottstown Health and Wellness is matching funds in the amount of \$150,000 as part of its Match Program. Several entities have committed to additional funds and P.A.I.D. is asking the district to contribute an annual amount of \$20,000.

The Board asked that P.A.I.D. submit a written request outlining the details. Mrs. Francis stated that the Board would be able to make a better decision in May when the preliminary budget is presented.

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

Daniel Andrews, 191 Hillside Drive, addressed the Board about the coaching staff and rules. He stated his son has taken a stance for what he believes. Mr. Andrews voiced his disapproval of coaches seeking their own personal gain. He spoke about assaults and harassment against his son and accusations against his daughter. He looks for changes to be made across the board.

Rosemary Woodland, 616 N. Evans Street, asked the Board to move the red cones on East Street. The cones are restricting traffic routes for the neighborhood.

### **EXECUTIVE SESSION FOR THE PURPOSE OF LITIGATION**

The Board adjourned for an executive session at 7:36 pm.

The Board reconvened at 7:46 pm.

### **MINUTES**

Mrs. Adams presented the minutes from the Committee of the Whole meeting held on March 16, 2017 and the Regular Board meeting held on March 20, 2017 for Board approval.

It was moved by Mr. Williams and seconded by Mr. Hylton 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**

Mrs. Adams presented the list of bills from the various funds for the period of March 2017 for Board approval.

It was moved by Mr. Williams and seconded by Mr. Hylton that the list of bills be approved as presented and a copy be filed in the Secretary's office as **Addendum #2016-2017-074**.

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

### **TREASURER'S REPORT**

Mrs. Adams presented the Treasurer's Report for March 2017 for Board approval.

It was moved by Mr. Williams and seconded by Mr. Hylton that the Treasurer's Report be approved as presented and a copy be filed in the Secretary's office as **Addendum #2016-2017-075**.

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

### **COMMITTEE REPORTS**

#### **POLICY COMMITTEE** – Mrs. Stilwell

The committee met on March 16. The committee reviewed updates to policies 209.1: Pediculosis, 810: Transportation, 907: Visitors and 210: Use of Medications. These policies are recommended for Board approval on tonight's agenda. The committee is also continuing to review the dress code policy. A full committee report is attached to tonight's agenda.

CURRICULUM AND TECHNOLOGY COMMITTEE - Mrs. Weand

The committee met on April 6. The committee is recommending the Social Studies and Reading adoption as presented on tonight's agenda. The committee supported the administration's recommendation to review social studies grading options for next year. Members discussed the grading scale for the district's National Honor Society versus the grading scale for National Honor Society scholarships. Technology highlights from the meeting included a Power Point presentation given by Mr. Hug on technology plans for this year and beyond. A full committee report is attached to the agenda.

COMMUNITY RELATIONS COMMITTEE – Mr. Rodriguez

The committee met on April 6. The committee was in favor of district representation at the Go Fourth Festival including a dress down day to support the 4<sup>th</sup> of July PSD homecoming queen. Discussion continued on the events planned for the upcoming school year. A full report is attached to the agenda.

STUDENT BOARD REPRESENTATIVES – Ms. Parry and Mr. Rome

The Student Government's School Swap was a great experience with positive feedback from all the students who participated in the event. Updates on sports and co-curricular events were provided.

FACILITIES COMMITTEE – Mr. Heidel

The committee met on April 13. Updated information was provided on the Lincoln water main and sewer replacement, the high school exterior security and auxiliary field lighting replacement, cosmetology a/c replacement and the 2017 building envelop repairs. The committee recommends the cosmetology a/c replacement and the 2017 building envelop repairs for board consideration as indicated on tonight's agenda. Mr. Kraybill provided the committee with information concerning collaboration with the Valley Forge Convention and Business Center for paid use of our facilities to host regional events. A full report of the committee meeting is attached to the agenda.

JOINT FINANCE AND PERSONNEL COMMITTEE – Mrs. Stilwell

The committee met on April 13. Finance topics discussed included increased financial support for P.A.I.D., updated Use of Facilities Fee Schedule indicating a 10% increase plus the addition of parking fees, and financing of the curriculum adoption. Recommendation for board approval includes the Use of Facilities Fee Schedule, the Curriculum Adoption along with the contracts and bid award as shown on tonight's agenda. Personnel items for board approval are the revised 2016-2017 school calendar and the new 2017-2018 school calendar. A full report of the committee meeting is attached to tonight's agenda. A reminder to all Board Members – a preliminary budget for 2017-2018 will be presented at the May 11 Finance and Personnel Committee meeting. All were encouraged to attend.

BOROUGH LIAISON - NO REPORT

MONTGOMERY COUNTY LEGISLATIVE/PSBA/MONTGOMERY COUNTY IU REPRESENTATIVE – Mr. Williams  
Mr. Williams participated in the advocacy day trip to Harrisburg. Participants met with legislators to discuss various topics. Participation in advocacy efforts and collaboration with other districts is encouraged. The pension bill presented is similar to the last one and new legislation on possession of gun by teachers is being introduced.

**APPROVAL OF CONSENT ITEMS**

Dr. Cellini reviewed all personnel consent items for Board approval.

Mr. Rodriguez and Mrs. Adams reviewed consent and non-consent items for Board approval.

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

None.

**CONSENT:**

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

**PERSONNEL**

**RESIGNATIONS/TERMINATIONS**

Administrative

Dulcie Rothermel, Elementary Supervisor of Special Education, resignation effective June 2, 2017; employed since November 6, 2015.

Professional

Ratify Sarah Paul, Elementary Teacher, Barth Elementary, resignation effective April 1, 2017; employed since August 18, 2008.

Ratify Jenni Houck, Elementary Teacher, Rupert Elementary, resignation effective March 26, 2017; employed since February 1, 2007.

Leslye Blackwell, Secondary Teacher, Pottstown High School, resignation for the purpose of retirement, effective August 21, 2017; employed since April 14, 1999.

Classified

Ratify Barbara Gross, Classroom Assistant, Pottstown High School, resignation for the purpose of retirement, effective March 31, 2017; employed since January 26, 2009.

Ratify Janaya Geiger, Substitute Front Desk Clerk, Administration Building, resignation effective March 15, 2017; employed since January 9, 2017.

Co-Curricular Assignments

Stephen Allen, Assistant Coach, Middle School Boys Soccer, resignation effective April 6, 2017.

Jeff Delaney, Assistant Coach, High School Football, resignation effective March 29, 2017.

Aaron Hinnershitz, Assistant Coach, Middle School Football, resignation effective March 30, 2017.

Brittany Tanyer, Cheerleading Coach, High School, resignation effective March 20, 2017.

Megan Miller, Cheerleading Coach, Middle School, resignation effective April 21, 2017

**LEAVES**

Professional

Dana DiDonato, Elementary Teacher, Pottstown Middle School, request for leave of absence covered by Family Medical Leave Act, effective August 22, 2017, end date tbd.

Traci Miller, Elementary Teacher, Barth Elementary, request for leave of absence covered by Family Medical Leave Act, anticipated effective June 5, 2017, end date tbd.

Hayley Quigley, Elementary Teacher, Barth Elementary, request for leave of absence covered by Family Medical Leave Act, anticipated effective date August 8, 2017, end date tbd.

Angela Wagner, Secondary Teacher, Pottstown Middle School, request for leave of absence covered by Family Medical Leave Act, effective May 1, 2017, end date tbd.

Exempt

Ratify Jacqueline Stein, Psychologist, Pottstown High School, request for intermittent leave of absence covered by the Family Medical Leave Act, effective September 20, 2016, end date tbd.

Classified

Dalton Wieder, Custodian I, Pottstown Middle School, request for leave of absence covered by Family Leave Act, effective June 23, 2017. end date tbd.

Richard Huss, Part-time Van Driver, Transportation Department, request for leave of absence effective April 27, 2017, end date tbd.

Ratify Leroy Stillings, Part-time Van Driver, Transportation Department, request for leave of absence, effective April 19, 2017, end date tbd.

**CHANGE IN POSITION AND/OR SALARY**

Classified

Ratify Tashawna Louallen, from Classroom Assistant to Substitute Support Staff, effective March 23, 2017, hourly rate per schedule.

Ratify Margaret Benfield, from Secretary to Supervisor of Transportation & Communication to Substitute Support Staff, effective April 11, 2017, hourly rate per schedule.

Ratify Reon Astheimer, from Substitute Support Staff to Part-time Student Proctor, Pottstown Middle School, effective March 22, 2017, 2hrs/day, \$11.74/hr (replaces C. Marcelli).

**ELECTIONS**

Administrative

Kristin Kozik, Director of Food Service, effective May 1, 2017, \$65,000/yr.

Classified

Ratify Dennis Buck, Substitute Van Driver, Transportation Department, effective April 4, 2017, \$14.04/hr. He will also assume the role of Substitute Van Assistant, effective April 4, 2017, \$11.92/hr.

Ratify Diane Mossman, Substitute Van Driver, Transportation Department, effective April 7, 2017, \$14.04/hr. She will also assume the role of Substitute Van Assistant, effective April 4, 2017, \$11.92/hr.

Compensation for Missed Planning Time, 2016/2017, \$23/hr.

Michaela Johnson	PHS	8 missed planning times	\$184.00 (3/13/2017 - 3/23/2017)
Lisa Royer	PHS	9 missed planning times	\$207.00 (2/27/2017 - 3/10/2017)
Lisa Royer	PHS	8 missed planning times	\$184.00 (3/13/2017 - 3/24/2017)

Co-Curricular Assignments 2017-2018: Sports

Mark Fischer	HS Football Coach	Level 1	- \$5,657.00
Henry Coyne	HS Asst. Football Coach	Level 5	- \$5,733.00
Megan Miller	HS Cheerleading Coach	Level 1	- \$1,653.00

**TUITION REIMBURSEMENT**

Professional

<u>Name</u>	<u>School</u>	<u>Amount</u>
Kyle O'Neill	PHS	\$ 2,631.00
Theresa Dundon	PHS	\$ 705.00
Richard Saylor	PMS	\$ 1,575.00
Nicole Foraker	PMS	\$ 3,000.00
Michael Ishler	PMS	\$ 1,575.00
Leslie Swartz	Lincoln	\$ 1,410.00
Joshua Wagner	Lincoln	\$ 1,410.00
Melissa Lopez	Franklin	\$ 1,410.00

Support Staff/Exempt

<u>Name</u>	<u>Bldg.</u>	<u>Amount</u>
Gina Griffin	PHS	\$ 1,875.00
Christa Oister	PMS	\$ 2,000.00

**PROFESSIONAL LEAVES**

<u>Bldg.</u>	<u>Name</u>	<u>Conf. Title</u>	<u>Location</u>	<u>Dates Attend</u>	<u>Cost</u>
Franklin	Lindsay Hendricks Theresa Spitko	ADOS-2 Clinical Workshop	Pittsburgh, Pa	05/03/2017 - 05/05/2017	\$1,370.59 pd by dpt. budget \$ 998.28 -pd by dpt. budget
Admin	Stephen Rodriguez	Superintendent Academy Conference	Hershey, Pa	04/18/2017- 04/21/2017	\$0.00 pd by MCIU
Admin	David Genova	PA Nutrition Ed Conf.	KOP, Pa	05/01/2017- 05/02/2017	\$25. 79 pd by Health & Wellness Grant

**POLICIES**

The Superintendent recommends the Board approve the Policy 209.1: Pediculosis as presented and a copy be filed in the Secretary's office as **Addendum #2016-2017-076.**

**REVISED 2016-2017 SCHOOL CALENDAR**

The Superintendent recommends the Board approve/ratify the revised 2016-2017 School Calendar as presented and a copy be filed in the Secretary's office as **Addendum #2016-2017-077.**

**APPROVAL OF 2017-2018 SCHOOL CALENDAR**

The Superintendent recommends the Board approve the 2017-2018 School Calendar as presented and a copy be filed in the Secretary's office as **Addendum #2016-2017-078.**

**HOURS OF OPERATION**

The Superintendent recommends the Board approve the 2017-2018 Hours of Operation as presented and a copy be filed in the Secretary's office as **Addendum #2016-2017-079.**

**2017 CANDIDATES FOR ALUMNI HONOR ROLL**

The Superintendent recommends the Board approve the 2017 Alumni Honor Roll Candidates as presented and a copy be filed in the Secretary's office as **Addendum #2016-2017-080.**

**CONTRACTS**

The Superintendent recommends the Board approve/ratify the following contracts as presented and copies be filed in the Secretary's office as **Addendum #2016-2017-081.**

- 1) Environmental Controls System, Inc.
- 2) MCIU ACCESS Medical Practitioner Agreement

### **FACILITY FEE SCHEDULE**

The Superintendent recommends the Board approve the Facility Fee Schedule as presented and a copy be filed in the Secretary's office as **Addendum #2016-2017-082**.

### **MCIU JOINT PURCHASING BID AWARD**

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 and a copy be filed in the Secretary's office as **Addendum #2016-2017-083**.

1. MCIU Joint Purchasing Bid Award: PSD Custodial Supplies
2. MCIU Joint Purchasing Bid Award: PSD Paper Supplies

### **MCIU INTERGOVERNMENTAL AGREEMENT FOR SHARED STUDENT SERVICES**

The Superintendent recommends the Board approve the MCIU Intergovernmental Agreement for Shared Student Services as presented and a copy be filed in the Secretary's office as **Addendum #2016-2017-084**.

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

### **NON-CONSENT**

#### **MOTION TO ELECT DISTRICT SUPERINTENDENT AND APPROVE EMPLOYMENT CONTRACT**

Mr. Kalis reviewed the motion to elect Mr. Stephen J. Rodriguez the district superintendent for a term of four years effective July 1, 2017 to June 30, 2021 and approve the employment contract.

It was moved by Mr. Williams and seconded by Mrs. Stilwell to approve the motion to elect Mr. Stephen J. Rodriguez as District Superintendent and the employment of contract and a copy be filed in the Secretary's office as **Addendum #2016-2017-085**.

Mr. Heidel gave his perspective on electing a superintendent from inside the district versus someone outside the district. His concerns focused on no changes in policies and procedures and the responsibilities of the Assistant to the Superintendent being delegated to district staff.

Mr. Hylton stated he is in favor of Mr. Rodriguez's election. He is glad that Mr. Rodriguez is willing to commit to a four year term and Mr. Rodriguez has proven his ability to do the job. Mr. Hylton added that the district will see a savings by waiting to fill the position of Assistant to the Superintendent.

Board Members Ms. Bearden and Mr. Williams expressed their support to approve the election of Mr. Rodriguez as District Superintendent.

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

**APPROVAL OF THE SPECIAL EDUCATION SETTLEMENT AGREEMENT**

Motion to approve a Special Education 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.

It was moved by Mr. Williams and seconded by Mrs. Stilwell that the board approve the special education settlement agreement as presented and a copy be filed in the Secretary's office as **Addendum #0216-2017-086**.

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

**2017 BUILDING ENVELOP REPAIRS PROJECT BID AWARD**

The Superintendent recommends that purchase orders or contract be awarded to the company indicated below, the award being made to the lowest bidder meeting the required specifications.

- JPS Construction - \$591,500.

It was moved by Mr. Williams and seconded by Mr. Hylton that the board approve the 2017 Building Envelop Repairs bid award as presented.

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

**COSMETOLOGY A/C REPAIR PROJECT**

The Superintendent recommends the purchase orders or contract be awarded to the company indicated below, the award being made to the lowest bidder meeting the required specifications through the Keystone Purchasing Network.

- S.J. Thomas Co., Inc \$103,000

It was moved by Mrs. Stilwell and seconded by Mr. Williams that the board approve the Cosmetology A/C Repair Project as presented.

Upon roll call vote, the vote for the cosmetology a/c repair project was recorded as follows: Mrs. Francis: aye, Mr. Heidel: nay, Mr. Hylton: nay, Mrs. Lawrence: aye, Mrs. Stilwell: aye, Mrs. Weand: aye, Mr. Williams: nay. Ayes: Four. Nays: Three. Absent: Two. Motion carried.

**UNFINISHED BUSINESS**

None.

**NEW BUSINESS**

None.

**INFORMATION**

1. Monthly Meeting Notice: May 2017
2. Graduation: June 8, 2017

**FEDERATION REMARKS**

Mr. Decker congratulated Mr. Rodriguez. He thanked the Board for their diligence in the search for a superintendent.



## **ROUND TABLE**

Ms. Parry congratulated Mr. Rodriguez.

Mr. Nyles congratulated Mr. Rodriguez and announced that he will be attending the University of Virginia.

Mrs. Stilwell congratulated Mr. Rodriguez.

Mr. Hylton – no comment.

Mr. Heidel congratulated Mr. Rodriguez. He anticipates additional costs associated to the added job responsibilities that staff members will be assigned.

Mrs. Weand congratulated Mr. Rodriguez and is looking forward to the Month of the Young Child event.

Mrs. Lawrence congratulated Mr. Rodriguez.


Mr. Williams congratulated Mr. Rodriguez. He sees cost savings in the plans to distribute district responsibilities while delaying the hiring of an Assistant to the Superintendent. He looks forward to using more resources to save money.

Mr. Rodriguez thanked everyone for the comments. He looks forward to attending the Superintendent's Academy held at the Montgomery County Intermediate Unit. He congratulated the Walking School Bus volunteers for their commitment. Mr. Rodriguez spoke about the positive effects on advocacy and media support. It is important to keep voices active.

Mrs. Francis congratulated Mr. Rodriguez. She sees a positive team, one goal, one team, one town.

## **ADJOURNMENT**

It was moved by Mr. Williams and seconded by Mr. Heidel that the Board adjourns. All were in favor. None opposed. Motion carried. The meeting adjourned at 8:45 pm.

  
Linda S. Adams  
Board Secretary