



**POTTSTOWN SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING
June 19, 2017**

The Regular Meeting of the Board of School Directors of the Pottstown School District was held on Monday, June 19, 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: Ms. Katina Bearden, Mr. Kurt Heidel, Mr. Thomas Hylton and Mrs. Susan Lawrence. Absent were Mrs. Kimberly Stilwell, Mrs. Polly Weand, Mr. Emanuel Wilkerson, and Mr. Ron William. 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; Mr. Kevin Downes, Mr. John Armato , Mr. Michael DiDonato, members of the Press and interested citizens.

COMMUNICATION

Mr. Rodriguez reviewed a letter from Senator Toomey acknowledging receipt of the 2015 fair-funding resolution previously adopted by the Board of Directors.

MINUTES

It was moved by Mr. Hylton and seconded by Mr. Heidel that the minutes from the Committee of the Whole held on May 18, 2017 and Regular Board meeting held on May 22, 2017 be approved as presented.

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

LIST OF BILLS

It was moved by Mr. Heidel and seconded by Mr. Hylton that the list of bills paid from the various funds for the period of May 2017 be approved as presented and a copy be filed in the Secretary's office as **Addendum #2016-2017-095**.

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

TREASURER'S REPORT

It was moved by Mr. Hylton and seconded by Mr. Heidel that the Treasurer's Reports for May 2017 be approved as presented and a copies be filed in the Secretary's office as **Addendum #2016-2017-096**.

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

HEARINGS FROM PATRONS OF THE SCHOOLS

None.

APPROVAL OF CONSENT ITEMS

Mr. Rodriguez presented the consent items for Board approval and the non-consent for Board consideration.

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

POSITIONS * Addendum #2016-2015-097

Classified

HR/Curriculum Office Data Clerk to Secretary to the Director of Curriculum
Central Registration/Student Services Support Clerk to Student Registration and ACCESS Specialist
Part-time Secretary to Administrative Assistant to the Director of Student Services
Secretary to Supervisor of Transp./Communication Coord. to Transportation/Communications Clerk

RESIGNATIONS/TERMINATIONS

Administrative

Matthew Boyer, Principal (Grade 5 & 6), Pottstown Middle School, resignation effective June 30 2017; employed since January 26, 1998.

Mary O'Neill, Director of Special Education, resignation effective July 23, 2017; employed since June 3, 2016.

Ratify Richard Hug, Director of Technology, resignation effective June 14, 2017; employed since March 24, 2016.

David Todd, Principal, Middle School, resignation effective August 14, 2017; employed since December 8, 2008.

Professional

Vanessa Barnaik, Elementary Teacher, Pottstown Middle School, resignation effective when position is filled or July 23, 2017; employed since June 21, 2001.

Ratify Allysa Elias, Special Education Teacher, Pottstown High School, resignation effective June 6, 2017; employed since August 29, 2016.

Ratify Cara McGuffin, Long Terms Substitute Teacher, Barth Elementary, termination due to end of assignment (coverage for M. Beer).

Ratify Annemarie Gruenling, School Nurse, Pottstown Middle School, resignation effective June 13, 2017; employed since February 25, 2009.

Jennifer Burkholder, Elementary Special Education Teacher, Pottstown Middle School, resignation effective August 18, 2017; employed since August 18, 2008.

Ratify Erin Duffy, Secondary Special Education Teacher, Pottstown Middle School, resignation effective June 13, 2017; employed since August 23, 2016.

Exempt

Ratify Alice Gomes-Garcia, Part-time School Nurse, resignation effective June 12, 2017; employed since August 21, 2012.

Modify Mary Rieck, PEAK Coordinator, resignation for the purpose of retirement to be effective June 29, 2017.

Classified

Ratify Margaret Blank, Part-time Classroom Assistant, Barth Elementary, resignation effective June 12, 2017; employed since October 1, 2014.

Ratify Leon Gibbs, Van Driver, resignation for the purpose of retirement effective June 4, 2017; employed since November 12, 1979.

Ratify Margaret Benfield, Substitute Support Staff, resignation effective May 3, 2017.

Kimberly Oliver, Classroom Assistant, Pottstown Middle School, resignation effective July 30, 2017; employed since February 28, 2011.

Kimberly Baldwin, Classroom Assistant, Barth Elementary, resignation effective June 19, 2017; employed since August 24, 2016.

Co-Curricular Assignments

Kristoffer Williams, HS Assistant Football Coach, resignation effective May 26, 2017

LEAVES

Classified

Ratify Sandra Yost, Custodian, Pottstown Middle School, request for leave of absence covered by Family Medical Leave Act, effective June 12, 2017, anticipated end date to be June 23, 2017.

CHANGE IN POSITION AND/OR SALARY

Administrative

LaTanya White, Director of Student Services, additional responsibility and oversight of administrative duties from the Superintendent's office, effective July 1, 2017, salary from \$95,000.00/yr. to 100,000.00/yr. (includes \$5,000 stipend for additional administrative duties)

Professional

Jaime Parris, from Intervention Assistant to Elementary Teacher, initial assignment to be Rupert Elementary, effective August 22, 2017, \$45,000/yr, Step 1- B+15 (contract of J. Houck).

Classified

Vicki Baldwin, from Lunch Proctor to Substitute Lunch Proctor, Pottstown Middle School, effective August 22, 2017. This is in addition to her role as Breakfast Proctor.

Mary Price, from HR/Curriculum Clerk to Secretary to the Director of Curriculum, effective July 1, 2017, \$18.23/hr.

Andrea Hillen, from Temporary Intervention Assistant to Substitute Support Staff, effective July 1, 2017, hourly rate per schedule.

Katie Coolong, from Temporary Intervention Assistant to Substitute Support Staff, effective July 1, 2017, hourly rate per schedule.

Brooke DiMarcello, from Temporary Intervention Assistant to Substitute Support Staff, effective July 1, 2017, hourly rate per schedule.

AnnMarie Devlin, from Temporary Intervention Assistant to Substitute Support Staff, effective July 1, 2017, hourly rate per schedule.

ELECTIONS:

Classified

Ratify Natalya Nodolski, Substitute Support Staff, effective June 2, 2017, hourly rate per schedule.

Summer Cleaning 2017 Additions:

Ratify James Calvario, Summer Cleaner on an as-needed basis, \$11.51/hr

Ratify Mackenzie Andrews, Summer Cleaner \$11.51/hr.

Ratify Ty Wolfel, Summer Cleaner Cleaner on an as-needed basis, \$11.51/hr.

ESY/Summer Transportation 2017 Correction:

All Pottstown School District Van Drivers and Van Aides are approved, hourly rate at hourly school year rate.

Middle School 2017 Summer Program Additions:

Cindy Hussman - Tutor - \$29.00/hr

Elen Kanaley - Tutor - \$29.00/hr

Compensation for missed planning time, \$23/hr

Lisa Royer - 5 missed planning times - \$115.00 (5/8/17 to 5/15/17)

Lisa Royer - 9 missed planning times - \$207.00 (5/22/17 to 6/2/17)

Mentors Additions/Corrections

<u>Bldg.</u>	<u>Mentor</u>	<u>New Teacher</u>	<u>Stipend</u>
HS	Dave Caldwell	Craig Ollivier	\$534.00
MS	Lana Dickinson	Jackie Stein	\$534.00
MS	Dana DiDonato	Nicole Foraker	\$534.00

Music Accompanist , 2016/2017 School Year

Robin Ward, \$965.00 (rehearsals and concerts)

Co-Curricular Assignments: 2017-2018 - Sports

Nicole Foraker, MS Head Cheerleading Coach Level 1 \$855.00

PAYMENT OF SICK LEAVE

Accumulated Sick Leave Payment at Retirement

Leroy Merkel, In accordance with Act 93 Agreement, \$1,775.00
Vincent Burke, In accordance with Professional Agreement, \$4,780.00
Susan Paravis, In accordance with Professional Agreement, \$3,300.00
Mary Rieck, In accordance with Exempt Guidelines, \$2,940.00
Frances Mulvihill, In accordance with Support Guidelines, \$1,240.00
Gina Griffin, In accordance with Support Guidelines, \$2,380.80

TUITION REIMBURSEMENT

Administrative

(1) Matthew Moyer, Rupert Elementary, \$1,449.00

PROFESSIONAL LEAVES

<u>Bldg.</u>	<u>Name</u>	<u>Conf. Title</u>	<u>Location</u>	<u>Dates Attend</u>	<u>Cost</u>
Admin	David Genova	Action Based Learning - Summer Training Certification	Charleston, NC	07/10/2017- 07/12/2017	\$0 - pd by PAHW grant

POLICIES

The Superintendent recommends the Board approve the following policies as presented and copies be filed in the Secretary's office as **Addendum #2016-2017-098**.

1. Policy 204: Attendance
2. Policy 209: Health Exam Screenings
3. Policy 209.2: Diabetes Management
4. Policy 246: Wellness
5. Policy 251: Homeless Students
6. Policy 255: Foster Students
7. Policy 808: Food Services

APPROVAL OF ACT 93 AGREEMENT

The Superintendent recommends the Board approve the Act 93 Agreement as presented at the Joint Finance and Personnel Committee meeting held on June 7, 2017 and a copy be filed in the Secretary's office as **Addendum #2016-2017-099**.

OCCUPATIONAL ADVISORY COMMITTEES

The Superintendent recommends the Board acknowledge receipt of the 2016-2017 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 #2016-2017-100**.

CONTRACTS

The Superintendent recommends the Board approve/ratify the following contracts as presented and copies be filed in the Secretary's office as **Addendum #2016-2017-101**.

1. The Devereux Foundation-ESY
2. The Devereux Foundation-ESY
3. The Devereux Foundation-ESY
4. The Devereux Foundation-ESY
5. The Devereux Foundation-ESY
9. Valley Forge Edu. Serv - ESY
10. Valley Forge Edu.Serv - ESY
11. Wordsworth Academy - ESY
12. General Healthcare Resources
13. Pediatric Therapeutic Services

- | | |
|--------------------------------|-----------------------------------|
| 6. The Devereux Foundation-ESY | 14. MOU: MCIU Networking Services |
| 7 The Devereux Foundation-ESY | 15. Cottage Seven Education |
| 8. Martin Luther School - ESY | 16. Substitute Teacher Service |

APPOINTMENT OF SUBSTITUTE TAX COLLECTOR

The Superintendent recommends the Board approve Mrs. Maureen Jampo, Business Administrator, as Substitute Tax Collector in accordance with Section 6-683 of the Pa School Code which authorized the Board of Directors to appoint a Substitute Tax Collector for the collection of such taxes, effective July, 2017.

BUDGET TRANSFERS

The Superintendent recommends the Board approve the Budget Transfer Resolution as presented and a copy be filed in the Secretary’s office as **Addendum #2016-2017-102.**

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 #2016-2017-103.**

PDE APPROVAL: PLANCON H PROJECT REFINANCING

The Superintendent recommends the Board acknowledge PDE approval of the PlanCon H refinancing, General Obligation Bonds 2013 and 2014, as presented and a copy be filed in the Secretary’s office as **Addendum #2016-2017-104.**

PLANCON K GENERAL OBLIGATION BONDS SERIES 2016

The Superintendent recommends the Board approve PlanCon K financing Gen. Obligation Bonds, Series 2016 as presented and a copy be filed in the Secretary’s office as **Addendum #2016-2017-105.**

TRANSPORTATION RATES 2017-2018

The Superintendent recommends the Board approve the Transportation Rates for the 2017/2018 school year as presented and a copy be filed in the Secretary’ office as **Addendum #2016-2017-106.**

COMMERCIAL TAX ASSESSMENT APPEAL SETTLEMENT

Motion to approve the commercial tax assessment settlement pursuant to the terms and conditions outlined in the confidential settlement release agreements. The Board Secretary is further authorized to sign the settlement agreement on behalf of the Board. A copy to be filed in the Secretary’s office as **Addendum #2016-2017-107.**

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

NON-CONSENT

The Non-Consent Personnel items were presented for board approval.

It was moved by Mr. Hylton and seconded by Mr. Heidel that the board approve the non-consent items as presented.

HEARING FROM PATRONS OF THE SCHOOLS (limited to non-consent item only)

None.

Personnel

Resignations/Terminations:

Leroy Stillings, Part-time Van Driver, resignation for the purpose of retirement, effective June 20, 2017; employed since April 1, 2004.

Change in Position and/or Salary:

Ryan Regensburg, Assistant Principal (225 day), Pottstown Middle School, on an as-needed basis, daily rate for over 225 days.

Valerie Jackson, from Community Engagement Coordinator to PEAK Coordinator, effective June 26, 2017, \$55,000/yr.

Emily Hunsberger, from Temporary Classroom Assistant to Substitute Support Staff, effective July 1, 2017, hourly rate per schedule

Summer Cleaning

Chase McKain, Substitute Cleaner, \$11.51/hr.

Election

Kathy Rhoads, Transportation/Communication Clerk, effective July 3, 2017, \$14.90/hr.

Accumulated Sick Leave Pay

Lisa Royer, In accordance with the Professional Agreement, \$3,780.00

Upon roll call vote, all members voted aye. Ayes: Five. Nays: None. Absent: Four. Motion carried.

NON-CONSENT: CAFETERIA SUPPLIES BID AWARD

The Superintendent recommends that purchase orders or contracts be awarded to the company listed below, the award in each case being made to the lowest bidder meeting the required specifications.

- Cafeteria Supplies Bid Award: Webco Packaging Inc. 430 Cases \$24,964.55

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

NON-CONSENT: APPROVAL OF SPECIAL EDUCATION SETTLEMENT AGREEMENT

Motion to approve Special Education award settlement involving Student "R" pursuant to the terms and conditions outlined in the confidential settlement release agreement. The Board Secretary is further authorized to sign the settlement agreements on behalf of the Board. *Addendum #2016-2017-108.

Upon roll call vote, all members voted aye. Ayes: Five. Nays: None. Absent: Four. Motion carried.

ADOPTION OF THE 2017-2018 FINAL BUDGET

The Superintendent recommends the Board approve the 2017-2018 Final Budget and a copy be filed in the Secretary's office as **Addendum #2016-2017-109**.

Upon roll call vote, all members voted aye. Ayes: Five. Nays: None. Absent: Four. Motion carried.

UNFINISHED BUSINESS

None.

NEW BUSINESS

Dress Code Policy: It was determined by all members present to continue discussion at the July workshop.

Edgewood Meadow: Mr. Hylton asked the Board to authorize signage indicating "meadow coming soon". All members present were in favor of the signage.

INFORMATION

1. Monthly Meeting Notice: August 2017

FEDERATION REMARKS

Mr. DiDonato congratulated all the retirees. He spoke about the conditions and programs in the schools. He thanked the staff, administration and board for their leadership and support. He noted that the middle school environment is in poor condition. Safety and morale are concerns of the staff. The Federation looks forward to a collaborative effort to improve the atmosphere at the middle school.

ROUND TABLE

Mr. Heidel agreed with Mr. DiDonato's comments. He voiced his concerns about the drop in graduation and looks for seeking ways to keep students in school. He congratulated the graduates, Mrs. Adams on her retirement and Mr. Rodriguez on his new position as Superintendent.

Mrs. Lawrence agreed with the concerns expressed by all. She has seen some improvement at the middle school and looks forward to a collaborative effort between the teachers, administrative and board to

Mr. Hylton noted that the drop in graduation numbers is nothing new and has always been a systemic problem. .

Ms. Bearden agreed with Mr. Hylton's comment. There are many reasons why students drop out. She believes reaching the students at an early age is a good approach to maintain consistent graduation numbers.

Mr. Rodriguez pointed out the historic nature of the district passing a zero increase budget for the third year in a row at a time when education is losing funding year after year. He encouraged everyone to reach out to the state senators opposing the proposed funding cuts that would have a negative impact on our students. He noted that many great things have happened this year naming 1) engaging the community more than ever, 2) advocating for Pottstown in Harrisburg and 3) a

new literacy program that will help our student achieve. The district always meet the challenges to the best of it's ability.

Mrs. Francis – no comment.

ADJOURNMENT

It was moved by Mr. Hylton and seconded by Mr. Heidel that the Board adjourns. None opposed. Motion carried. The meeting adjourned at 7:40 pm.



Linda S. Adams
Board Secretary