



**POTTSTOWN SCHOOL DISTRICT
MINUTES OF THE REGULAR MEETING
February 15, 2018**

The Regular Meeting of the Board of School Directors of the Pottstown School District was held on Thursday, February 15, 2018 at 7:00 PM in the Cafeteria of the Pottstown High School with Vice-President Mrs. Katina Bearden presiding. Upon roll call, the following members were present: Mr. John Armato, Mrs. Bonita Barnhill, Mrs. Amy Francis via telecommunication, Mr. Kurt Heidel, Mrs. Susan Lawrence, Mr. Raymond Rose, Mr. Emanuel Wilkerson, and Mr. Ron Williams. Also present were Superintendent, Mr. Stephen Rodriguez; Board Secretary, Mrs. Maureen Jampo; Solicitor, Mr. Stephen Kalis; Student Representatives Ms. Courteney Parry and Ms. Johnay Cranford; Mr. Brian Hostetler, Mr. Ryan Regensburg, Mr. Matthew Moyer, Dr. Steven Park, Mrs. Kelly Leibold, members of the press and interested citizens.

MINUTES

Mrs. Jampo presented the minutes from the Regular Board meeting held on January 22, 2018 for board approval.

LIST OF BILLS

Mrs. Jampo presented the list of bills paid from the various funds for the period of January 2018 to be approved as presented and a copy be filed in the Secretary's office as **Addendum #2017-2018-053**.

TREASURER'S REPORT

Mrs. Jampo presented the Treasurer's Reports for January 2018 to be approved as presented and a copies be filed in the Secretary's office as **Addendum #2017-2018-054**.

It was moved by Mr. Williams and seconded by Mr. Heidel that the board approve the minutes, list of bills and treasurer's report as presented.

All in favor: Nine. Opposed: None. Motion carried.

HEARINGS FROM PATRONS OF THE SCHOOLS

None.

COMMITTEE REPORTS

COMMUNITY RELATIONS - Ms. Bearden

The Community Relations Committee met on February 1st. A Parent Advocacy group is being headed up by Mrs. Stilwell. The committee was in favor of video streaming board meetings starting with tonight's board meeting. The committee continues to work on organizing the upcoming Mother/Son event scheduled for April 13th. More information will follow.

CURRICULUM / CO-CURRICULAR COMMITTEE – Mrs. Lawrence

The Curriculum and Co-Curricular Committee met on February 1st. The committee reviewed updates on the Comprehensive Plan and the upcoming math adoption for this year. The majority of discussion was focused on a proactive approach with the social, emotional, psychological well being of students. Some suggestions included more guidance counselors, help the transition from elementary to middle school, building/strengthening relationships and exploring ways to improve SEL. A Co-Curricular presentation was given highlighting achievements of athletic and non-athletic activities, which is another element of social and emotional learning.

FACILITIES / FINANCE COMMITTEE – Mr. Heidel

The Facilities / Finance Committee met on February 8th. The committee reviewed updates on the Administration Building HVAC replacement plan, the Middle School Library Lighting and the Franklin Fields project. Due to anticipated budget constraints, the committee was not in favor of moving forward with the HVAC proposal. The committee supports the Middle School Library Lighting project. The Montgomery County Conservation Board has approved the permit to proceed with the Franklin Street Fields project. The Finance committee is recommending the Buxmont lease termination including contracts, acceptance of the e-rate bids in connection with participation in the E-Rate Discount Program, the 2018/2019 MCIU Member Services Budget and approval of the Judicial for 750 Spruce Street as presented tonight for board approval. In addition, the committee supports the forgiveness of delinquent taxes for 215 South Washington Street subject to conditions as presented.

POLICY / PERSONNEL COMMITTEE – Mr. Williams, Mrs. Lawrence

The Policy / Personnel Committee met on February 8th. Mr. Williams gave a summary of each policy reviewed by the committee. The committee recommends the policies for board approval as presented on tonight's agenda. Information on a new substitute teacher agency was provided to the committee. The benefits associated with the new agency include a cost savings to the district and better customer service. Mrs. Lawrence gave an overview of the committee's discussion on the motion from the Curriculum Committee regarding guidance counselors. The committee talked about the anticipated costs and ways to proceed that would be a proactive approach to meet the needs of the students.

STUDENT REPRESENTATIVE REPORT – Ms. Cranford, Ms. Parry

Ms. Cranford gave a report of various club activities and fundraisers of the Interact Club, Student Government and Art Major.

Ms. Parry provided updates of the achievements of the Winter Sport teams. Other events happening in March are the district wide musical "The Little Mermaid", The Foundation for Pottstown Education Gala, and The Military Ball.

BOROUGH LIAISON REPORT – Mr. Heidel (no report).

MONTGOMERY COUNTY LEGISLATIVE/PSBA/MCIU REPRESENTATIVE REPORT

Mr. Williams provided handouts of the 2018/2019 MCIU Membership Services Budget. The MCIU welcomed (7) new members. Legislative highlights include the governor's proposed budget for additional funding for the Basic Education funding formula and special education. He added that districts across the county are drafting resolutions opposing SB 2. No new information on real estate tax issues. Plan Con Appropriations Committee has yet to schedule a meeting to determine the distribution of funds for applications that have been approved and draft a plan to simplify the application process.

APPROVAL OF CONSENT ITEMS

Mr. Rodriguez presented and reviewed the personnel consent and non-consent items for Board discussion and approval.

Mrs. Jampo presented and reviewed consent and non-consent items for board discussion and approval

Hearings from Patrons of the Schools (limited to consent and non-consent items)

None.

Board Comments: Consent

Mr. Wilkerson expressed concern regarding the structure of the agenda. His concerns centered on separating consent and non-consent items individually for board discussion, public comment and voting.

It was determined that the agenda structure would be revisited at the March 22 Board workshop.

Mr. Wilkerson asked that future OAC minutes be presented at the committee level for review prior to board action. He asked if the full board had an opportunity to hear about the E-Rate Discount program prior to taking board action.

The committee chair acknowledged discussion had taken place at the committee level and board orientation.

CONSENT

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

PERSONNEL

RESIGNATIONS/TERMINATIONS

Professional

Desiree Borusiewicz, Secondary Teacher, Pottstown High School, resignation effective March 2, 2018; employed since August 27, 2013.

Ratify Eric Santiago, Long Term Substitute Teacher, Pottstown Middle School, termination due to end of assignment, effective January 19, 2018.

Ratify Jordan Thomas, Secondary Teacher, Pottstown High School, resignation effective January 30, 2018; employed since August 30, 2016.

Exempt

Ratify Robert Spencer, Network Administrator, Administration Building, termination effective January 15, 2018.

Classified

Ratify Carol Dugan, Part-time Cafeteria Worker, Pottstown High School, resignation effective January 23, 2018; employed since December 5, 2017.

Amanda Finlaw, Social Media and Communications Specialist, Administration Building, resignation effective March 16, 2018; employed since July 11, 2016.

Ratify Ryan Glenn, Classroom Assistant, Rupert Elementary, resignation effective February 9, 2018, employed since October 2, 2017.

LiPing Chao-Nuissl, Classroom Assistant, Pottstown Middle School, resignation effective February 16, 2018; employed since November 20, 2015.

Carol Miller, Child Accounting Specialist, Administration Building, resignation for the purpose of retirement, effective May 4, 2018; employed since June 10, 1969.

Co-Curricular Assignments

Ratify Andrew Lowe, Assistant Flex Football Coach, resignation effective January 23, 2018.

Ratify Andrea Roberts, Assistant Track Coach, resignation effective January 19, 2018

Ratify Cal Benfield, Head Boys Basketball Coach, resignation effective February 12, 2018

LEAVES

Classified

Stephen Hoffman, Custodian I, Pottstown High School, request for leave of absence covered by Family Medical Leave Act, effective March 7, 2018, end date tbd.

William Grim, Custodian II, Barth Elementary, request for leave of absence covered by Family Medical Leave Act, effective April 7, 2018, end date tbd.

CHANGE IN POSITION AND/OR SALARY

Classified

Ratify Joanne Loeper, from Elementary School Cleaner to Part-time Cafeteria Worker, Pottstown High School, effective February 5, 2018, 4 hrs/day, \$12.70/hr (replacing C. Dugan).

Ratify Nicolas Yashinsky, from Substitute IT to Full Time Technician 1, Technology Department, effective November 28, 2017, \$19.20/hr (replacing W. Bitler).

ELECTIONS

Professional

Alison Moyer, Secondary Teacher, initial assignment to be Pottstown Middle School, effective February 26, 2018, \$45,000/yr, Step 1 - Bach. (contract of K. Slemmer)

Diana Bilardo, Special Education Teacher, initial assignment to be Pottstown Middle School, effective March 29, 2018, \$54,000/yr + \$800/yr Special Education Stipend (contract of P. Dewald)

Kelsey Hultz, Elementary Teacher, initial assignment to be Rupert Elementary, effective February 20, 2018, \$44,500, + \$800 (Special Education Stipend), Step 1 - Bach (contract of C. Emerick)

Exempt

Kelly High, Nurse, Franklin Elementary, effective March 5, 2018, \$17.46/hr. (replacing A. Gruneling)

Classified

Ratify Lena Martinez, Substitute Support Staff, effective February 2, 2018, hourly rate per schedule.

Ratify Kathryn Staska, Part-time Cafeteria Worker, Pottstown Middle School, effective January 31, 2018, 4 hrs/day, \$11.74/hr (replacing J. Lawrence).

Ratify James Calvario, Student Intern, Facilities, effective January 18, 2018, \$10.79/hr.

Ratify Nawal Zaidi, Classroom Assistant, Pottstown Middle School, effective February 13, 2018, \$13.65/hr (replacing T. Zodrow).

Janai Robinson, Substitute Nurse, effective February 20, 2018, \$17.46/hr.

Terry Phillips, Part-time Elementary School Cleaner, Rupert Elementary, effective February 21, 2018, 4 hrs/day, \$11.92/hr (replacing J. Loeper).

Addition to 2017/2018 Game Worker, \$12.00/hr, in addition to all PSD staff
Ray Guss

21st Century Program, \$29/hr (funded by 21st Century Grant):
Eric Santiago Tutor PMS

21st Century, iSucceed Program, \$29/hr (funded by 21st Century Grant)
Denise Williams Coordinator

The Little Mermaid Production Team

<u>Position</u>	<u>Name</u>	<u>Stipend</u>
Vocal Director	Thomas Marsden	\$ 3,000.00
Producer/Stage Mgr.	Robert Decker	\$ 5,000.00
Set Designer	Candi Haas Simmons	\$ 2,500.00
Properties Mgr.	Candi Haas Simmons	\$ 750.00
Costume Designer	Michele Boyd	\$ 1,000.00
Costume Manager	Gail Cooper	\$ 1,000.00
Hair & Make-up	Diane Shoffstall	\$ 750.00
Accompanist	Amy Anderson	\$ 1,000.00
Orchestra Director	Michael Vought	\$ 1,500.00
Theatrical Director	Chris Sperat	\$ 3,500.00
Choreographer	Lauren Emes	\$ 2,000.00
Set Construction Mgr.	Jennifer Mohr	\$ 1,000.00
Sound Director	Thomas Marsden	\$ 800.00
Lighting Director	Nick Yashinsky	\$ 1,300.00
Publicist/House Mgr.	Amanda Finlaw	\$ 1,000.00

Horizontal Salary Movement

<u>Name</u>	<u>Bldg</u>	<u>From</u>	<u>Step</u>	<u>Salary</u>	<u>SPE to</u>	<u>Step</u>	<u>Salary</u>	<u>SPE</u>	<u>New Salary</u>
Ishler, Michael	PMS	B	2	\$45,000.00	B+15	2	\$45,500.00		\$45,500.00
Lopez, Melissa	Frkln	B+15	2	\$45,500.00	M	2	\$49,000.00		\$49,000.00

Co-CURRICULAR ASSIGNMENTS

2017-2018 Additions/Corrections to Co-Curricular Assignments

<u>BLDG</u>	<u>PROFESSIONAL AGREEMENT CATEGORY</u>	<u>EMPLOYEE</u>	<u>LEVEL</u>	<u>STIPEND</u>
HS	Baseball Head Coach	Geoffrey Thomas	2	\$4,163.00
MS	Softball Assistant Coach	Aaron Torrence	1	\$1,469.00
MS	Track Assistant Coach	Carol Livingston	1	\$1,469.00

Non-Professional Agreement Category:

MS/HS	Event Game Manager	Karen Mazzie	----	\$1,000.00
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TUITION REIMBURSEMENT

Name: Bldg. Amount:
Matthew Moyer Rupert \$1,500.00

PROFESSIONAL LEAVES

The Superintendent recommends the Board approve/ratify the following professional leaves:

<u>Bldg.</u>	<u>Name</u>	<u>Conf. Title</u>	<u>Location</u>	<u>Dates Attend</u>	<u>Cost</u>
Admin	Heather Moyer	ELO Conference	Harrisburg, PA	03/20/2018 - 03/22/2018	\$438.00 pd by 21st CCLC Grant
Admin	Mary Ellen Urquhart	PASBO Annual Conference	Hershey, PA	03/07/2018 - 03/09/2018	\$922.00 pd by dept. budget
PHS	Steven Anspach	PA State Athletic Ann. Conf.	Hershey, PA	03/21/2018 - 03/23/2018	\$686.28 pd by dept. Budget

FIELD TRIPS

The Superintendent recommends the Board approve/ratify the following field trips:

# Students/ Groups	... Conference Name/Activity	Destination	Date of Trip	Cost to Student	Cost to District	Chaperone(s)
4	HOSA	Lancaster PA	03/07/2018- 03/09/2018	\$350.00	\$315.00- \$345.00	Michaela Johnson

POLICIES

The Superintendent recommends the Board approve the following policies as presented and a copies be filed in the Secretary's office as **Addendum #2017-2018-055**.

1. Policy 103: Non-discrimination in School/Classroom(replacing /updating #248)
2. Policy 104: Non-discrimination in Hiring Practices (replacing/updating #348)
3. Policy 121: Field Trips (replacing #5600)
4. Policy 123: Athletic Program (replacing #5850, #7400)
5. Policy 140: Charter Schools (replacing #1801)
6. Policy 150: Title 1 Comparability of Services
7. Policy 207: Confidential Communication of Students (update)
8. Policy 220: Student Expression: Distribution /Posting of Materials (replacing #6280)
9. Policy 235: Student Rights and Responsibilities (replacing #6180)
10. Policy 906: Public Complaints
11. Policy 305: Employment of Substitute Professional Employees (replacing #3920)

BOARD MEETINGS: SOCIAL MEDIA COMMUNICATION

The Superintendent recommends the Board approve the use of social media communication to video record and publish public board meetings.

SOUTH WASHINGTON STREET REHABILITATION

Motion to forgive all delinquent real estate taxes, together with all accumulated penalties and interest, imposed by the School District against the property located at 215 South Washington Street (the "Property") in response to the request made by South Washington St., LLC (the "Requestor"), conditioned, however, upon Requestor's taking legal title to the Property, the Requestor's submission and obtainment of all required approvals of a plan of redevelopment/rehabilitation deemed acceptable to the School District, in its sole and absolute discretion, and subject further to the forgiveness of all other delinquent real estate taxes imposed by the Borough and County against the Property.

JUDICIAL SALE- Parcel #16002786006

The Superintendent recommends the Board approve moving forward with the judicial process as outlined in the sale notice and a copy be filed in the Secretary's office as **Addendum #2017-2018-056**.

OCCUPATIONAL ADVISORY COMMITTEE

The Superintendent recommends the Board acknowledge receipt of the Fall 2017 Occupational Advisory Committee member list and meeting reports for the Career and Technical programs as presented and copies be filed in the Secretary's office as **Addendum #2017-2018-057**.

CONTRACTS

The Superintendent recommends the Board approve/ratify the following contracts as presented and copies be filed in the Secretary's office as **Addendum #2017-2018-058**:

1. MOU: Pottstown Family Center
2. MOU: Fresh Start Fitness
3. Lease Termination: Buxmont Academy
4. Valley Forge Educational Services
5. River Rock Academy
6. Bancroft
7. The Hughes Center
8. ESS/Source4Teachers

E-RATE BID

The Superintendent recommends the Board accept the quotes from Dauphin Datacom and e+plus to participate in the E-Rate Discount Program and a copy be filed in the Secretary's office as **Addendum #2017-2018-059**.

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

NON-CONSENT:

Board Comments: Non-Consent

Mr. Heidel commented on the recommendation to approve 2017/2018 salaries. He expressed his appreciation to the staff for their support to the students and district and extended his apology for the delay in board action. He noted that current salary increase will extend to the 2018/2019 and possible 2019/2020 school year due to budget constraints.

Mrs. Barnhill asked for confirmation that the salary increases are retroactive to July 1.

Mr. Rodriguez confirmed the salaries are retroactive to July 1.

PERSONNEL

The Superintendent recommends the Board approve/ratify the following personnel items:

- A. Approval of 2017/2018 Act 93 Salaries
- B. Approval of 2017/2018 Exempt Salaries
- C. Approval of 2017/2018 Support Salaries

It is was moved by Mr. Williams and seconded by Mrs. Barnhill that the Board approve the salaries as presented and copies be filed in the Secretary's office as **Addendum #2017-2018-060**.

Upon roll call vote, the vote was recorded as follows: Mrs. Francis: aye, Mr. Williams: aye, Ms. Bearden: aye, Mr. Heidel: aye, Mr. Rose: aye, Mrs. Barnhill: aye, Mr. Armato: aye, Mrs. Lawrence: aye, Mr. Wilkerson: aye. Ayes: Nine. Nays: None. Motion carried.

RESOLUTION OPPOSING ESA / TUITION VOUCHER PROGRAMS

The Superintendent recommends the Board approve the following resolution opposing ESA and Tuition Voucher Programs.

It was moved by Mr. Heidel and seconded by Mr. Williams and a copy be filed in the Secretary's office as **Addendum #2017-2018-061**.

Upon roll call vote, the vote was recorded as follows: Mr. Heidel: aye, Ms. Bearden: aye, Mr. Wilkerson: aye, Mrs. Barnhill: aye, Mr. Rose: aye, Mr. Williams: aye, Mrs. Lawrence: aye, Mrs. Francis: aye, Mr. Armato: aye. Ayes: Nine. Nays: None. Motion carried.

MCIU 2018/2019 MEMBERSHIP SERVICES BUDGET

The Superintendent recommends the Board approve the 2018-2019 MCIU Membership Services Budget as presented. Pottstown School District's contribution to the Montgomery County Intermediate Unit for the 2018-2019 fiscal year shall be as follows:

Office of Professional Learning	= \$	926
Office of Community & Government Relations	= \$	3,515
Office of Technical Services	= \$	17,135
	Total = \$	21,576

This would be a decrease in the Pottstown School District's contribution over the amount contributed for the 2017-2018 school year of \$137 which represents a .63% decrease.

It was moved by Mr. Wilkerson and seconded by Mr. Williams that the Board approve the 2018-2019 MCIU Membership Services Budget as presented and a copy be filed in the Secretary's office as **Addendum #2017-2018-062**.

Upon roll call vote, the vote was recorded as follows: Mrs. Lawrence: aye, Mr. Armato: aye, Mr. Heidel: aye, Mr. Wilkerson: aye, Mrs. Barnhill: aye, Mr. Rose: aye, Mr. Williams: aye, Ms. Bearden: aye, Mrs. Francis: aye. Ayes: Nine. Nays: None. Motion carried.

APPROVAL OF SPECIAL EDUCATION SETTLEMENT AGREEMENTS

Motion to approve the Special Education award settlement agreements pursuant to the terms and conditions outlined in the confidential settlement release agreements. The Board secretary is further authorized to sign the settlement agreements on behalf of the Board.

It was moved by Mr. Rose and seconded by Mr. Wilkerson that the Board approve the special education agreements as presented and copies be filed in the Secretary's office as **Addendum #2017-2018-063**.

Upon roll call vote, the vote was recorded as follows: Ms. Bearden: aye, Mrs. Barnhill: aye, Mr. Rose: aye, Mr. Williams: aye, Mr. Wilkerson: nay, Mr. Heidel: nay, Mr. Armato: aye, Mrs. Lawrence: nay, Mrs. Francis: aye. Ayes: Six. Nays: Three. Motion carried.

NEW BUSINESS

Task Force: 2018/2019 Budget

Board Members expressed interest in establishing a task force for the 2018/2019 budget. It was the general consensus of the Board Members to invite community members to serve as an advisory group for their input on ways to balance the budget. Mr. Rodriguez agreed to put together a plan to form an advisory group. He asked the Board to give the administration direction on their goals for the 2018/2019 budget. The Board asked to see a preliminary budget based on what they see now which will allow them to determine future direction.

INFORMATION

1. Monthly Meeting Notice: February 2018
2. School Board Professional Development
3. Black History Month Update

FEDERATION REMARKS

Mrs. Leibold announced the third annual Tri-County Art Exhibit will be at the Montgomery County Community College from February 28th through March 30th. She recommended resources that are available on the American School Councilors website that reflect on ways to deal with tragedies.

ROUND TABLE

Mr. Heidel thanked the cast of the musical for tonight's preview of "The Little Mermaid".

Mrs. Barnhill expressed her sadness to the families of the Florida tragedy.

Mrs. Lawrence stressed the importance of meeting the needs of the students educationally and psychologically. She voiced concern about determining budget cuts and ways to find funds to meet the needs of the students.

Mr. Williams spoke about number of school tragedies that have occurred this year. He expressed the need to address security at the schools, educate the students on how to speak out and to come up with a plan that could help to prevent future tragedies from happening.

Ms. Parry offered her condolences to the families. Feeling safe in school is important.

Ms. Cranford agreed with Ms. Parry's comments.

Mr. Wilkerson agreed with Mr. Williams comments. He believes the country needs to do a better job of awareness and he supports the need for more councilors.

Mr. Armato congratulated the students and staff for their display of citizenship by participating in the recent blood drive.

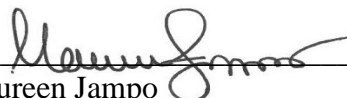
Mr. Rose commented on his roles as a parent to keep children safe; as a Board Member to help shape the school. He enjoyed the musical preview and looks forward to the upcoming show.

Mr. Rodriguez was proud of the work accomplished tonight. He noted that some of the agenda items will support the Borough Land Bank. He invited students and community to attend the Parent Advocacy Workshop on March 6th. In addition there is a free workshop on March 2st at the Montgomery County Intermediate Unit on "Keeping Kids Safe Online"

Ms. Bearden extended her appreciation to the Board and Superintendent. She urged the public to attend the monthly committee meetings. The focus and purpose is children first. She thanked Mr. Decker for his dedication to the musical.

ADJOURNMENT

It was moved by Mr. Wilkerson and seconded by Mr. Heidel that the meeting adjourns. All were in favor. None opposed. Motion carried. The meeting adjourned at 8:53 p.m.


Maureen Jampo
Board Secretary