



**POTTSTOWN SCHOOL DISTRICT  
MINUTES OF THE REGULAR MEETING  
September 20, 2018**

The Regular Meeting of the Board of School Directors of the Pottstown School District was held on Thursday, September 20, 2018 at 7:00 PM in the Cafeteria of the Pottstown High School with President Mrs. Amy Francis presiding. Upon roll call, the following members were present: Mr. John Armato, Mrs. Bonita Barnhill, Ms. Katina Bearden, Mrs. Susan Lawrence, and Mr. Emanuel Wilkerson. Absent were Mr. Kurt Heidel, Mr. Raymond Rose and Mrs. Kimberly Stilwell. Also present were Superintendent, Mr. Stephen Rodriguez; Board Secretary, Mrs. Maureen Jampo; Director of Human Resources, Dr. Deena Cellini; Solicitor, Mr. Stephen Kalis; Mrs. Danielle McCoy, Mrs. Mary Kramer, Mr. Brian Hostetler, Dr. LaTanya White, Mrs. Kelly Leibold and Mr. Robert Decker, members of the press and interested citizens.

**Mr. Heidel entered the meeting at 7:11 pm.**

**PRESENTATIONS**

**Go Fourth Report**

Ms. Amy Wolfe and Board President, Mrs. Amy Francis gave a report on the 2018 Go Fourth Festival. A PowerPoint presentation illustrated the various activities and community members attending the festival. Ms. Wolfe and Mrs. Francis extended their thanks and appreciation to everyone for their time, talent and contributions. Plans for the 2019 Go Fourth Festival are in progress with hopes to expand the event.

**General Obligation Bond Series 2000 Refinance**

Mr. Jamie Schlesinger gave an overview of debt of the district. He explained a two (2) step process for refinancing bonds for the 2018/2019 school year. Step 1 is the opportunity to refinance the General Obligation Bond Series 2000 by December 31, 2018 with a savings of approximately \$150,000. Step 2 is an opportunity to refinance the GOB Series 2014 with another savings of approximately \$150,000. The district would realize a total of \$300,000 in savings for the 2018/2019 school years.

The administration asked the Board for direction to move forward with the refinancing process. All members were in agreement to move forward with the refinancing and place the Parameters Resolution on the October Board Agenda for approval.

**EXECUTIVE SESSION FOR THE PURPOSE OF PERSONNEL**

The Board adjourned at 7:24 pm

The Board re-convened at 7:43 pm

**MINUTES**

Mrs. Jampo presented the minutes from the Regular Board meeting held on August 23, 2018 for board approval.

## **LIST OF BILLS**

Mrs. Jampo presented the list of bills paid from the various funds for the period of August 2018 to be approved as presented and a copy be filed in the Secretary's office as **Addendum #2018-2019-013**.

## **TREASURER'S REPORT**

Mrs. Jampo presented the Treasurer's Reports for August 2018 to be approved as presented and a copy be filed in the Secretary's office as **Addendum #2018-2019-014**.

## **COMMITTEE REPORTS**

### **COMMUNITY RELATIONS – Ms. Bearden**

The Community Relation Committee met on September 6<sup>th</sup>. The committee was pleased to have Mr. Rose volunteer as the Advocacy Committee Liaison to the School Board. Community Relations sponsored events and brainstorming ideas were reviewed and discussed.

### **CURRICULUM / TECHNOLOGY /Co-CURRICULAR COMMITTEE – Mrs. Lawrence**

The Curriculum Committee met on September 6<sup>th</sup>. The main topic of discussion focused on moving/repairs to the Administration Building and moving 5<sup>th</sup> grade out of the middle school. The Comprehensive Plan is now open to public for review. Co-Curricular updates included a report on the Franklin Fields and student participation in all co-curricular activities.

### **FACILITIES / FINANCE COMMITTEE – Mr. Heidel**

The committee met on September 13<sup>th</sup>. Topics discussed by the committee included the bond refinancing, the role of the school board in regards to the draft Land Bank agreement, a request to authorize a meadow at the high school's tree nursery and facility space needs for the future. The committee was in agreement to move forward with the bond refinance process. Members voiced concerns with the use of chemicals needed to treat and prepare the ground for a meadow. These items appear on tonight's agenda for board approval. The committee also supported advertizing for a Request for Proposal for an energy that would look at the building for capacities, repairs, systems that would promote savings.

### **POLICY/PERSONNEL COMMITTEE – Mrs. Lawrence**

The committee met on September 13<sup>th</sup>. The members supported a change in a classified job description. Policy 004 was reviewed and is recommended for board approval on tonight's agenda. Other policies discussed were Policy 201 and Policy 202; not action at this time.

### **BOROUGH LIAISON REPORT – (no report).**

**PSBA REPRESENTATIVE /MONTGOMERY COUNTY LEGISLATIVE /MCIU REPRESENTATIVE REPORT S–**  
no report.

## **APPROVAL OF CONSENT ITEMS**

Mr. Rodriguez presented the consent and non-consent items for Board discussion and approval. Administrators reviewed the consent items as presented on the board agenda.

## **HEARINGS FROM PATRONS OF THE SCHOOLS (general and consent items)**

Mary Robinson, resident, addressed the Board with concerns about the bussing policy. She asked the Board to consider transporting students in grade 6 who attend St. Aloysius. Students have a two to three mile walk.

Mike Spatarella, resident, asked the Board for help with bussing students who attend St. Aloysius. He asked the Board to look into a reimbursement from the Commonwealth to help offset the cost.

Michelle Garski, resident, spoke to the Board about her safety concerns for her 6<sup>th</sup> grader who attends St. Aloysius. Public transportation does not provide drop off at the school; student still has to walk a long distance to the school.

Mrs. Francis stated that the district would need to bus all students in order to provide transportation beyond the current guidelines stated in the policy. Pottstown School District is a “walkable school”. Costs to transport all students would have a very high financial impact to the district and taxpayers. Mrs. Francis invited the parents to attend the committee meetings for more discussion.

### **Board Members Comments (consent items)** - none

### **BOARD ACTION: Minutes, List of Bills and Treasurer’s Report**

It was moved by Mr. Heidel and seconded by Mr. Wilkerson that the Board approve the minutes from the Regular Board meeting held on August 23, 2018, the list of bills for the period of August 2018 and the treasurer’s report for August 2018 as presented.

All members were in favor. Ayes: Seven. Nays: None. Absent: Two. Motion carried.

### **CONSENT:**

It was moved by Ms. Bearden 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**

#### **POSITION(S)**

##### Classified

Front Desk/Buildings & Grounds Clerk to Buildings and Grounds Secretary \* Job description Addendum #2018-2019-015.

#### **RESIGNATIONS/TERMINATIONS**

##### Professional

Diana Bilardo, Special Education Teacher, Pottstown Middle School, resignation effective when position is filled or September 30, 2018; hire date March 29, 2018.

Jennifer McGraw, Elementary Teacher, Franklin Elementary, resignation effective when position is filled or October 27, 2018; hire date March 12, 2007.

Ratify Gabrielle Profrock, Secondary Teacher, Pottstown High School, resignation effective September 7, 2018; hire date August 21, 2018.

Ratify Aubrey McElroy, Long Term Substitute Teacher, Pottstown Middle School, resignation effective September 19, 2018; hire date August 21, 2018.

Ali Nackers, Elementary Teacher, Rupert Elementary, resignation effective when position is filled or November 16, 2018; hire date August 21, 2018.

Michael Koman, Elementary Teacher, Lincoln Elementary, retirement effective January 4, 2019; hire date November 11, 2003.

#### Classified

Ratify Nicholas Vivian, Substitute Support Staff, resignation effective August 22, 2018.

Ratify Denise Scott, Substitute Support Staff, resignation effective August 22, 2018.

Ratify Shilid Ford-Bey, Intermittent Copy Center Clerk, termination effective August 22, 2018 (position eliminated).

Ratify Daijana Codett, Substitute Front Desk Clerk, resignation effective August 22, 2018.

Ratify Robert Yost, Substitute Support, Maintenance, termination effective August 22, 2018 (no work activity).

Ratify David Robinson, Substitute Support Staff, termination effective August 21, 2018 (non-compliance with new hire procedures).

Ratify Maria George, Substitute School Nurse, resignation effective August 10, 2018; hire date October 4, 2016.

Gerard Gleeson, Classroom Assistant, Pottstown High School, resignation effective September 28, 2018; hire date June 6, 2013.

#### LEAVES

##### Professional

Matthea Miller, Special Education Teacher, Barth Elementary, request for leave of absence covered by Family Medical Leave Act, anticipated effective dated to be November 5, 2018, end date tbd.

Lauren Emes, Pre-K Counts Teacher, Franklin Elementary, request for leave of absence covered by Family Medical Leave Act, effective September 28, 2018, end date tbd.

Ratify Kristen Ellis, Secondary Teacher, Pottstown High School, request for leave of absence covered by Family Medical Leave Act, effective September 12, 2018, end date tbd.

##### Classified

Ratify Jill Fox, Part-time Elementary Cleaner, Franklin Elementary, request for intermittent leave of absence effective August 30, 2018, end date tbd.

Ratify Kerry Kline, Classroom Assistant, Lincoln Elementary, request for intermittent leave of absence covered by Family Medical Leave Act, effective September 4, 2018, end date tbd.

#### CHANGE IN POSITION AND/OR SALARY

Exempt

Ratify Susan Ross, from Administrative Assistant to Student Services Pupil Coordinator, Admin., effective August 14, 2018, \$38,197/yr.

Ratify Kimberly Howerter, from PEAK Pre-K Counts Coach to Pre-K Counts Teacher, Annex, effective September 19, 2018, \$46,000/yr (granted funded)

Classified

Ratify Emily Hunsberger, from Classroom Assistant to Intervention Assistant, Franklin Elementary, anticipated effective date to be September 19, 2018 or sooner, \$13.92/hr (replacing B. Adamski).

Ratify Jimai Springfield, from Substitute Part-time Learning Coach to Part-time Learning Coach, Beech Street Learning Center, effective September 10, 2018, 4 hrs/day, \$29/hr

ELECTIONS:

Exempt

Ratify correction in salary: Traci Miller, Pre-K Counts Teacher, \$45,500/yr, grant funded (*previously approved August 23, 2018*)

Professional

Correction to Step,: Ratify Brooke Bartman, Special Education Teacher, 49,000/yr + Special Education Stipend, Step 2 - Mast *\*previously approved as Step 1- Mast August 23, 2018* )

Classified

Ratify Sarah Clark, Part-time Learning Coach, Beech Street Learning Studio, effective September 19, 2018, \$29/hr.

Maria Henzes, Pre-K Counts Classroom Assistant, Franklin Elementary, effective September 21, 2018, \$13.65/hr (replacing N. Nodolski)

Ratify Victoria Schwartz, Intervention Assistant, Pottstown Middle School, effective August 28, 2018, \$13.65/hr (replacing K. Carter).

Hannah Rowe, Part-time Cafeteria Worker, Pottstown High School, effective September 24, 2018, 4 hrs/ day, \$11.74/hr (replacing A. Weaver).

Ratify Diane Mossman, Part-time Student Proctor (Breakfast), Lincoln Elementary, effective September 4, 2018, 5 hrs/wk , \$11.74/hr (replacing L. Henderson).

Ratify Yanira Morales, Part-time Student Proctor (Lunch), Lincoln Elementary, effective September 4, 2018, 10 hrs/wk, \$11.74/hr (replacing L. Henderson). This is in addition to her roles as Substitute Support Staff.

Ratify Pamela Knittle, Part-time Student Proctor (Breakfast), Franklin Elementary, effective September 4, 2018, 5 hrs/wk, \$11.74/hr (replacing H. Quilles).

Ratify Collene Smith, Substitute Support Staff, effective September 5, 2018, hourly rate per schedule.

Pottstown High School Learning Center Program, \$29/hr  
Learning Center Teachers: Scott Braunsberg and Theresa Dundon

All Pottstown High School Teacher-Certified staff are approved as Substitute Teachers on an "as need" basis.

21st Century After School Tutoring 2018/2019: funded by 21st Century Grant  
All Pottstown School District Teacher-Certified staff members are approved on an "as need" basis as 21st Century Tutors, \$29/hr and as 21st Century Classroom Assistants, \$13.65/hr.

All Pottstown School District Classroom Assistant are approved on an "as need" basis as 21st Century Classroom Assistants, \$13.65/hr.

Coordinators: HS - Nick Fox - \$29/hr not to exceed 12 hrs.  
MS - Michael Ishler - \$29/hr not to exceed 6 hrs.  
MS - Richard Saylor - \$29/hr not to exceed 6 hrs.

ABC Fitness Program, \$29/hr (funded by Healthy Schools Community Grant)  
(1) Josh Pierce - Barth Elementary      (3) Matt Cohen - Lincoln Elementary  
(2) Matt Fabian - Franklin Elementary      (4) Nicole Valenti - Rupert Elementary

Medical Services  
All Pottstown School District Nurses are approved for all after-school programs and activities including 21st Century, on an "as need" basis, compensation to commensurate with salary rate.

Homebound Instruction, \$29/hr  
Ratify Krista Corropolese, Pottstown Middle School, from August 27, 2018 through the end of 2018/2019 school year, intermittent assignment not to exceed 5 hrs per week.

CO-CURRICULAR ASSIGNMENTS  
Co-Curricular Assignments: 2018/2019 Fall Sports \* **Addendum #2018-2019-016.**

#### TUITION REIMBURSEMENT

Administrative  
Matthew Moyer    Rupert      \$3,000.00

#### ACCUMULTIVE SICK LEAVE PAYMENT

Administrative  
Kevin Downes, In accordance with the Act 93 Agreement, \$875.00  
Robert Kripplebauer, In accordance with Act 93 Agreement, \$1,575.00

Professional  
Karen Kemmerer, In accordance with the Professional Agreement, \$1,240.00

## **PROFESSIONAL LEAVES**

The Superintendent recommends the Board approve 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	Maureen Jampo	2018 Business Managers Workshop	Macungie, PA	10/03/2018 - 10/05/2018	\$870 pd by dept budget
Admin	Diane Meck	Child Acctg Conference	Hershey, PA	10/29/2018 - 10/31/2018	\$957 each - pd by dept budget
	Marissa Bush				
Admin	Denise Leschak	LETRS TOT	Harrisburg, PA	11/07/2018 - 11/08/2018	\$279.00 pd by Title 1 Grant

## **POLICY**

The Superintendent recommends the Board approve the Policy 004 as presented and a copy be filed in the Secretary's office as **Addendum #2018-2019-017**.

- Policy 004: Local Board Procedures – Membership

## **ACKNOWLEDGE SUPERINTENDENT EVALUATION**

Motion to acknowledge the evaluation report of the Superintendent in accordance with the Pennsylvania Department of Education evaluation process. When the Board accepts the evaluation it will be posted to the district website and a copy be filed in the Secretary's office as **Addendum #2018-2019-018**.

## **CONTRACTS**

The Superintendent recommends the Board approve/ratify the following contracts as presented and copies be filed in the Secretary's office as **Addendum #2018-2019-019**:

Opportunities School	Martin Luther School	MOU: Art Fusion
Opportunities School	MOU: Green Valleys Water Shed	MOU: YWCA
The Pathway Schools	MOU: Pottstown Family Ctr	MOU: Public Health Mgmt Corp.
Fairwold Academy	MCIU Title Inter-agency Agrmt	MOU: Steel River Playhouse
		MOU: Scattergood Foundation

## **SETTLEMENT OF 2017PER CAPITA and 2017 OCCUPATIONAL TAX**

The Superintendent recommends the Board the approve the resolution exonerating the Tax Collector from the balance of the 2017 Per Capita and 2017 Occupational Tax Duplicate as presented and a copy be filed in the Secretary's office as **Addendum #2018-2019-020**.

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

## **NON-CONSENT:**

The administrators reviewed the non-consent items for board consideration.

## **Hearings from Patrons of the schools (limited to non-consent items)**

None.

### **PSBA ELECTION OF OFFICERS**

The Superintendent recommends the Board participate in the voting procedures of PSBA Election of Officers endorsing the candidates of choice: (1) President-Elect Erick Wolfgang; (2) Advisor: Amy Goldman; (3) Vice-President: Art Levinowitz; (4) Trustee Seat 1: Richard Frerichs; (5) Eastern At Large: Maura Buri; (6) Trustee Seat 2: William S. LaCoff; (7) Trustee Seat 3: Nathan G. Mains; and a copy of the voting ballot be filed in the Secretary's office as **Addendum #2018-2019-021**.

It was moved by Mr. Heidel and seconded by Mrs. Barnhill that the board endorse the candidates of choice as presented.

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

### **HS ROTARY TREE NURSERY MEADOW**

The Superintendent recommends the Board approve moving forward with the High School Rotary Tree Nursery meadow as presented at the Facilities/Finance Committee meeting.

It was moved by Mr. Heidel and seconded by Mrs. Barnhill that the board approve moving forward with the High School Rotary Tree Nursery meadow.

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

### **SCHOOL BOARD DIRECTOR RESIGNATION**

Motion to accept the resignation of Mr. Emanuel Wilkerson from the Board of School Directors, effective October 1, 2018.

It was moved Mr. Wilkerson and seconded by Mr. Heidel that the board accept the resignation of Mr. Wilkerson effective October 1, 2018.

Upon roll call vote, the vote was recorded as follows: Mr. Wilkerson: abstain, Mrs. Lawrence: aye, Mr. Heidel: nay, Mrs. Francis: aye, Ms. Bearden: abstain, Mrs. Barnhill: aye, Mr. Armato: aye. Ayes: Four. Nays: One. Abstention: Two. Absent: Two. Motion carried.

The Board was in agreement to request letters of interest from the public to fill the vacancy created by the resignation of Mr. Wilkerson. Letters of Interest will be reviewed by the Board and interviews would take place on October 25, 2018. An advertisement will be placed in the local newspaper and posted on the district website.

### **MCIU BOARD OF DIRECTOR REPRESENTATIVE**

The Superintendent recommends the Board appoint Kimberly Stilwell as the interim representative effective October 1, 2018 to fill the vacancy created by the resignation of Emanuel Wilkerson.

It was moved by Mr. Wilkerson and seconded by Ms. Bearden that the Board elect Mrs. Kimberly Stilwell as the interim MCIU Board representative to fill the vacancy created by the resignation of Mr. Emanuel Wilkerson.

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

### **UNFINISHED BUSINESS**

None.



## **NEW BUSINESS**

Facilities Update:

- a. Edgewood Building
- b. Administration Building
- c. RFQ Advertisement

Mr. Rodriguez reviewed his understanding from the Board that the administration is to not try and open Edgewood for the 2019-2020 school year, but should move forward with looking at the structure and options of the district facilities as discussed at the committee meetings. His understanding from discussions at the committee meetings is that more information is needed on what it takes to repair the Administration building. Input from the public is important to the Board and administration in order to make decisions. The Request for Qualifications will focus on all buildings. Mr. Rodriguez requested Board Members to voice any concerns about the direction to move forward with the RFQ.

Board Members asked if the Reynolds Guaranteed Energy Savings contract could be renewed.

Ms. Jampo explained the contract did not include Edgewood and could not be renewed.

Board Members were in agreement to move forward with the RFQ.

## **INFORMATION**

1. Press Conference Update: Mr. Rodriguez stated the press conference centered on the presentation of a \$1 million grant from PDE to the Pottstown School District. The grant was a direct result from advocacy efforts to state legislators. The press conference can be viewed on the district's Facebook page.
2. LRP Board Professional Development – a monthly publication for school board directors.
3. Monthly Meeting Notice: October 2018 – committee and board meetings for October.

## **FEDERATION REMARKS**

Mr. Decker thanked Mr. Wilkerson for his service to the district and community. He appreciated the opportunity to attend the press conference and thankful for the additional funds that exceed the budget deficit. Mr. Decker stated that the collective decision to move 5<sup>th</sup> grade to the middle school was not the best decision and he asked the Board and Administration to keep this on the radar and address in the near future.

## **ROUND TABLE**

Mr. Heidel thanked the legislators for their work. He thanked Mr. Wilkerson for his service.

Mrs. Barnhill wished Mr. Wilkerson good luck.

Mrs. Lawrence agreed the Board needs to keep the middle school on their radar. She is sad to accept Mr. Wilkerson's resignation but recognizes it is the right thing for Mr. Wilkerson.

Ms. Bearden agreed with comments regarding the middle school issue and to move forward with the what the current board can review while not making a hasty decisions. She wished Mr. Wilkerson the best in whatever he does.

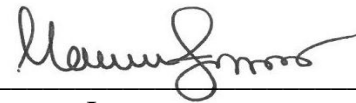
Mr. Armato recognized Mr. Wilkerson as a good example of what a good education can provide. Mr. Armato noted that the middle school issue is complex, requiring time to review all options and how they affect other things. He thanked Ms. Jampo and Mr. Rodriguez for their efforts that brought the \$1million dollar grant to Pottstown School District.

Mrs. Francis expressed her appreciation for the great events of today. She thanked Mr. Wilkerson for his dedication to the community and district. She looks forward to his return to the community.

Mr. Wilkerson thanked his teachers for their support and influence they had on him. He thanked the Board for their continuous dedication to the students.

**ADJOURN**

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 8:52 p.m.



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Maureen Jampo  
Board Secretary