



**POTTSTOWN SCHOOL DISTRICT**  
**BOARD MEETING**  
**MINUTES**  
**September 19, 2019**

The Regular Board Meeting of the Board of School Directors of the Pottstown School District was held on Thursday, September 19, 2019 at 7:00 PM in the Cafeteria of the Pottstown High School with Vice-President, Ms. Katina Bearden presiding. Upon roll call, the following members were present : Mr. John Armato, Mrs. Bonita Barnhill, Mr. Kurt Heidel, Mr. Thomas Hylton, Mrs. Susan Lawrence, and Mr. Raymond Rose. Absent were Mrs. Amy Francis 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. Mary Kramer, Mrs. Danielle McCoy, Mr. David Livengood, Mrs. Kelly Leibold , members of the press, and interested citizens.

**PRESENTATIONS**

Summer Program: We Are Innovators

Mr. Bachman and two engineering students gave a Power Point presentation on their 10 day trip to Kenya sponsored by Dow Chemical. The students shared their experiences participating in the service project. The project focused on building a foundation for the local community's kitchen. Mr. Bachman spoke about establishing a community service project to help fight community hunger.

Mrs. McCoy presented the students with a Certificate of Special Congressional Recognition from Madeline Dean, U.S. Congress, for outstanding community service. The certificate acknowledged their contribution to the community for innovative solution to hunger, demonstrating leadership and initiative aspiring culture of service.

**MINUTES**

Mrs. Jampo presented the minutes from the Regular Board Meeting held on August 15, 2019 and the minutes from the Special Board Meeting held on August 22, 2019 for Board approval.

**LIST OF BILLS**

Mrs. Jampo presented the list of bills paid from the various funds for the period of August 2019 to be approved as presented and a copy be filed in the Secretary's office as **Addendum #2019-2020-014**.

**TREASURER REPORT**

Mrs. Jampo presented the Treasurer's Report for the period of August 2019 and a copy be filed in the Secretary's office as **Addendum #2019-2020-015**.

## **COMMITTEE REPORTS**

### **COMMUNITY RELATIONS COMMITTEE - Ms. Bearden**

The Committee met on September 12. Highlights from the meeting was a discussion on live streaming committee meetings. Other topics of discussion were on shadowing days for students, a “back to school event” for the start of the 20/21 school year and establishing communication vehicles for residents that do not have children in the district. The committee expressed interest in conducting a few committee meetings at the elementary buildings in hopes to encourage public attendance.

### **CURRICULUM COMMITTEE – Mrs. Lawrence**

The committee met on September 12. The committee confirmed no action from the School Board is needed for establishing the Pottstown Ice Hockey club. The Pottstown Trauma Informed Community Connection (PTICC) is continuing its community partnerships to help families. The Middle School secured a grant to move to an on-line version of the SEL program. The topic of job shadowing as discussed in Community Relations is a shared Curriculum and Student Services program, Chapter 339, in grades K to 12.

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

The committee met on September 5. The committee heard a presentation on bond and refinancing options. Mr. Schlesinger provided information on the district’s current debt service, bond options for the purpose of addressing issues with Edgewood and Administration buildings and potential savings from refinancing two bank loans. The general consensus from the committee was to move forward with renaming the Annex building, exploring the option of establishing a Kindergarten Center at Edgewood and Facebook live streaming the committee meeting on a trial basis. The committee recommends the contracts and bid awards as presented on tonight’s agenda for board approval. Other topics of discussion were expanding meadows in under-utilized areas at district buildings and placing recycle bins at the stadium and district properties.

### **POLICY/PERSONNEL COMMITTEE – Mr. Rose**

The committee met on September 5. The committee received an update on the CTE Career Advisor position that has been vacant for a few years. The position is funded by the Perkins Grant and filling that position would assist in addressing Act 339 Career and College Readiness initiatives and programs. Policy 206 was reviewed and recommended for board approval. Language updates address Pre-K Count assignments and coincides with the grant guidelines. Modifications to Policy 349 are to remove the professional staff (now addressed with a side letter to the professional agreement) and add language that updates to the guidelines for each classification, eventually phasing out the policy.

### **BOROUGH LIAISON – Mr. Rose**

Mr. Rose reported on several items presented at September Borough Council’s Committee of the Whole Meeting. Estimated costs to repair damages to the Memorial Park bridge as a result of the July 11<sup>th</sup> flooding is approximately \$400,000; three new businesses opening in town; Carousel request for a liquor license transfer as they restructure their building to include a restaurant; Mascaro was the low bid for the new trash contract; and upcoming events include October 5 Cheese Festival, October 17 Light up the Night and plans in progress for an Oktoberfest.

## **EXECUTIVE SESSION FOR THE PURPOSE OF PERSONNEL AND LITIGATION.**

The Board adjourned at 7:40 pm.

The Board reconvened at 8:04 pm.

### **APPROVAL OF CONSENT ITEMS**

Mr. Rodriguez presented the consent items for Board discussion and approval. Administrators reviewed the consent items presented for Board approval.

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

None.

### **Board Members Comments (consent items)**

None.

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

It was moved by Mrs. Barnhill and seconded by Mr. Heidel that the Board approves the minutes from the Regular Board meeting held on August 15, 2019, the minutes from the Special Board Meeting held on August 22, 2019, the list of bills and Treasurer's Report for the period of August 2019.

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

### **BOARD ACTION: CONSENT**

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

### **PERSONNEL**

#### **POSITIONS**

##### **Administrative**

Director of Curriculum and Educational Programs (previously Director of Education) \* Job Description – **Addendum #2019-2020-016.**

#### **RESIGNATIONS/TERMINATIONS**

##### **Professional**

Ratify Amanda Ehst, Long Term Substitute Teacher, Middle School, resignation effective August 19, 2019.

Samantha Johnson, Elementary Librarian, resignation effective when position is filled or October 18, 2019; hire date August 23, 2016.

Elizabeth Rega, Secondary Teacher, termination effective September 19, 2019; hire date October 15, 2009.

##### **Classified**

Ratify Victoria Schwartz, Intervention Assistant, Middle School, resignation effective August 19, 2019; hire date August 30, 2018.

Ratify Carrie Love, Classroom Assistant, Barth Elementary, resignation effective August 19, 2019; hire date October 3, 2016.

Ratify Joanne Murray, Classroom Assistant, Middle School, resignation effective September 16, 2019; hire date October 8, 2015.

Ratify Luis Hernandez, IT Intern, Administration Building, termination effective August 22, 2019, end of assignment.

Ratify Terrence Shawell, Alternative Education Classroom Assistant, Middle School, resignation effective August 30, 2019; hire date August 22, 2017.

Mary Savarese, Intervention Assistant, Franklin Elementary, resignation effective September 20, 2019; hire date August 20, 2019.

Leonard Young, Custodian 1, termination effective September 19, 2019; hire date December 9, 2011.

Ratify Kaitlynn Bortz, Intervention Assistant, Lincoln Elementary, resignation effective September 17, 2019; hire date December 14, 2015.

Ratify Stacey Oldham, Intervention Assistant, Rupert Elementary, resignation effective August 20, 2019; hire date August 20, 2019.

Ratify Lyudmila Migachev, Pre-K Counts Classroom Assistant, Annex, resignation effective August 20, 2019; hire date January 7, 2019 (grant funded).

## LEAVES

### Professional

Ratify Jolie Martinez, Secondary Teacher, Middle School, request for leave of absence covered by Family Medical Leave Act, effective September 12, 2019, end date tbd.

### Exempt

Ratify Justin Baker, Athletic Trainer, High School, request for intermittent leave of absence covered by Family Medical Leave Act, effective September 9, 2019, end date tbd.

### Classified

Jessica Egolf, Classroom Assistant, High School, request for leave of absence covered by Family Medical Leave Act, anticipated effective date October 4, 2019, end date tbd.

## CHANGE IN POSITION/SALARY

Ratify Kristin Kozik, Food Service Director, \$79,000/yr retroactive to July 1, 2019 (not general fund position).

Ratify Laurie Kolka, Director of Curriculum and Educational Programs, \$104,389/yr, retroactive to July 1, 2019.

### Classified

Ratify Deborah Gratzinger, from Central Registration/Student Services Support Clerk to Enrollment Secretary, effective September 13, 2019; no change in compensation rate.

Ratify Justin Finucan, from Custodian 1 to Head Custodian, High School, effective September 13, 2019, \$18.23/hr (replacing T. Emmick)

Ratify Tonya Brown, from Part-time Cafeteria Worker to Custodian 1, High School, effective September 15, 2019, \$15.07/hr (replacing L. Hinks).

Ratify Heather Murray, from Temporary Intervention Assistant to Full-time Intervention Assistant, Middle School, effective September 13, 2019, \$13.65/hr (replacing V. Schwartz).

Ratify Lindsay Wright, from Substitute Support Staff to Part-time Cafeteria Worker, High School, effective September 16, 2019, \$11.74/hr (replacing C. Carter)

Ratify John Connor IV, from Summer Cleaner to Substitute Support Staff, effective August 23, 2019, hourly rate per schedule.

## ELECTIONS

### Professional

Correction: Ratify Anna Carfagno, Elementary Teacher, effective August 20, 2019(*previously approved as Sept. 23, 2019*) \$49,000/yr, Step 3 - Mast (contract of E. Bumbaugh)

Ratify Jessica Moyer, Long Term Substitute Teacher, Middle School, effective August 21, 2019, \$194/day, (coverage for A. Figueroa)

Ratify Amanda Matthews, Elementary Teacher, initial assignment to be Barth Elementary, effective August 21, 2019, \$45,000/yr, Step 1-Bach (contract of E. Eisele)

Ratify Jessica Ferry, Elementary Special Education Teacher, initial assignment to be Middle School, effective August 27, 2019, \$54,000/yr + stipend in accordance with Professional Agreement, Step 7 - Mast., (contract of Regrut/Santiago)

Jessica Pennington, Long Term Substitute Teacher, Middle School, effective September 24, 2019, \$194/hr (coverage for K. German).

Megan McCain, Part-time Community Coordinator, PTICC, Admin. Bldg., effective September 23, 2019, \$22/hr (granted funded, 2yr position).

### Exempt

Ratify Rachael Vermeulen, Long Term Substitute Pre-K Counts Teacher, Annex, effective September 3, 2019, \$194/day (grant funded, coverage for T. Miller)

Ratify Heather Trujillo, Pre-K Counts Teacher, Annex, effective August 26, 2019, \$45,940/yr (grant funded)

### Classified

Ratify Jessica Marzella, Substitute Support Staff, effective August 29, 2019, hourly rate per schedule

Ratify Gregory Albitz, Master Mechanic HVAC, effective September 5, 2019, \$29.00/hr (replacing M. Milanek)

Ratify Vanida Inthaphon, Classroom Assistant, Franklin Elementary, effective September 18, 2019, \$13.65/hr.

Ratify Lanie Manorek, Medical Access Secretary, Admin Building, effective September 16, 2019, \$21.50/hr.

Ratify Jamie Williamson, Pre-K Counts Classroom Assistant, Annex, effective September 9, 2019, \$13.65/hr, (grant funded; replacing Migachev).

Ratify Ellen Strouse, Part-time Cafeteria Worker, High School, effective August 23, 2019, \$11.74/hr (replacing K. Stanford).

Ratify John Connor IV, Part-time Food Service Truck Driver, High School, effective September 12, 2019, \$14.04/hr (replacing Saichareune/Sanitago). This is in addition to his role as Substitute Support Staff.

Ratify Aleathia Duley, Part-time Elementary Cleaner, Franklin Elementary, effective September 16, 2019, \$11.92/hr (replacing C. King). This is in addition to her role as Substitute Support Staff.

Ratify Sandra Myers, Intervention Assistant, Lincoln Elementary, effective September 18, 2019, \$13.65/hr (replacing K. Bortz).

Ratify Thomasina Gonzalez, Part-time Cafeteria Worker, High School, effective September 18, 2019, \$11.74/hr (replacing S. Hardrick).

Kyriq Williams, Substitute Support Staff, effective September 24, 2019, hourly rate per schedule.

#### Substitute Support Staff 2019/2020

All Pottstown School District Part-time staff are approved as Substitute Support Staff on an as-need basis for the 2019-2020 school year, hourly rate per schedule.

#### CPR Training, \$30/hr (paid by Perkins Grant)

Justin Baker, Athletic Trainer

#### Medical Services

All qualified PSD Nurses are approved for after school programs and activities including 21st Century program, for the 2019/2020 school year on an as need-basis, compensation commensurate with salary rate.

#### 21st Century After School Tutoring Program (funded by 21st Century Grant)

All PSD Teacher-Certified staff members are approved as 21st Century Tutors, \$30/hr on an as-need basis and as 21st Century Classroom Assistants, \$13.65/hr on an as-need basis.

All PSD Classroom Assistants are approved as 21st Century Classroom Assistants, \$13.65/hr on an as-need basis.

PEAK Community Forum (grant funded)

Child Care Worker: All PSD staff members are approved on as-need basis, \$20/hr

Bi-Lingual Moderator: All qualified PSD staff members are approved on as-need basis, \$100/event.

Girls Today, Leaders Tomorrow Advisors, \$30/hr (paid through United Way Grant)

Co-Advisors: Kimberly Petro, Andrea Roberts

High School Learning Center Program, \$30/hr

Learning Center Teachers: Scott Braunsberg, Theresa Dundon, Eileen Bashem

Learning Center Substitute Teachers: All PHS teachers are approved as Substitute Teachers on an as-need basis

Walking School Bus Volunteers

Barb Schueck	Dorothy A Kobb	John Holmes
Brooke Martin	Georgine Takach	Joseph Brown
Candace Woesnner	Hannah Davis	Kathy Kunitis
Cindy Shepherd	James McClausland	Miica Petterson
Clay Ryce	Jen Isett	Pat Martinez
David Charles	Jody Vorhees	Trenita Lindsay
<u>Substitutes:</u>		
Karen Beauvais	Jaime Tyson	Le'Santha Naicker
Paula Corson	Nicole Matz	
Dave Czarnecki	Wendy Wilkinson	

**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	Maureen Jampo	Business Managers Workshop - 2019	Skytop, PA	10/02/2019 - 10/04/2019	\$540.00 pd by dept budget
Admin	Laurie Kolka	CASEL Int'l SEL Conf.	Chicago, IL	10/02/2019 - 10/04/2019	\$1,781 pd by Second Step Grant
Admin	Diane Meck Christine Sellers	Child Acctg. Confer.	Hershey, PA	11/13/2019 - 11/15/2019	\$950 ea. pd by dept budget
Admin	Laurie Kolka Dennise Leschak	ECR MTSS K-2 Reading Implementation	Harrisburg, PA	10/22/2019 - 10/24/2019	\$800 ea pd by ECRI Grant
Rupert	Matthew Moyer				
Admin	Laurie Kolka Dennise Leschak	ECR MTSS K-2 Reading Implementation	Harrisburg, PA	01/08/2020 - 01/09/2020	\$800 ea pd by ECRI Grant
Rupert	Matthew Moyer				

## **POLICIES**

The Superintendent recommends the Board approve the following policies and copies be filed in the Secretary's office as **Addendum #2019-2020-017:**

- Policy 206: Assignment Within District

## **2019/2020 HOURS OF OPERATION**

The Superintendent recommends the Board approve the 2019/2020 hours of operation as presented and a copy be filed in the Secretary's office as **Addendum #2019-2020-018.**

## **BID AWARDS**

The Superintendent recommends that purchase orders/contracts be awarded to the companies indicated, the award in each case being made to the lowest bidder meeting the required specifications.

- Edgewood Roof Drainage Remediation: Donald E. Reisinger, Inc. \$ 30,204.00
- Annex Building Roofing Replacement: Detwiler Roofing \$ 154,750.00

## **CONTRACTS**

The Superintendent recommends the Board approve/ratify the contracts as presented and copies be filed in the Secretary's office as **Addendum #2019-2020-019:**

- MOU: Unfinished Athletics (Wellness)
- MOU: Fully Alive Productions (Wellness)
- The Devereux Foundation
- New Story
- New Story
- New Story
- New Story
- New Story
- New Story
- New Story
- New Story
- New Story
- Devereux Foundation ESY
- Devereux Foundation 19/20
- Lincoln Center for Family & Youth
- Timothy School
- MCIU: Title 1, Title II-A

## **SETTLEMENT OF 2018 PER CAPITA AND OCCUPATIONAL TAX**

The Superintendent recommends the Board approve the resolution exonerating the substitute tax collector from the balance of the 2018 Per Capita and 2018 Occupational Tax Duplicate as presented and a copy be filed in the Secretary's office as **Addendum #2019-2020-020.**

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

## **NON-CONSENT**

Mr. Rodriguez presented the non-consent items for board consideration. Each non-consent item was presented for Board discussion .

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

None.

## **NON-CONSENT: PSBA ELECTION OF OFFICERS**

The Superintendent recommends the Board participate in the voting procedures of PSBA Election of Officers endorsing the candidates of choice: President-Elect, Art Levinowitz; Vice President, David Hein, PSBA Insurance Trust Trustees Seat 1, Kathy Swpe; Seat 2, Mark Miller; Forum Steering



Committee 2yr term, Bethanne Zeigler, Crystal Mance and Jennifer Davidson. a copy of the voting ballot be filed in the Secretary's office as **Addendum #2019-2020-021**.

It was moved by Mr. Hylton and seconded by Mr. Armato 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.

#### **NON-CONSENT: RENAME ANNEX BUILDING**

The Superintendent recommends the Board approve the changing the Administration Annex to North End Early Learning Center.

Mr. Rodriguez spoke about the naming process as discussed at the September 5 Facilities Finance Committee meeting.

It was moved by Mr. Armato and seconded by Mr. Rose that the Board approve changing the Annex building name to the North End Early Learning Center.

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

#### **NON-CONSENT: APPROVAL OF SALARIES**

The Superintendent recommends the Board approve the 2019/2020 salaries as presented:

- Approval of 2019/2020 Act 93
- Approval of 2019/2020 Exempt
- Approval of 2019/2020 Classified

Mrs. Jampo stated the 2% salary increases were included in the 2019/2020 Final Budget and would be retroactive to July 1.

It was moved by Mr. Rose and seconded by Mr. Heidel that the Board approve the 2019/2020 salaries as presented and copies be filed in the Secretary's office as **Addendum #2019-2020-022**.

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

#### **NON-CONSENT: SPECIAL EDUCATION SETTLEMENT AGREEMENT**

Motion to approve Special Education award 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 Mrs. Barnhill and seconded by Mr. Heidel that the Board approve the special education settlement agreement as presented and a copy be filed in the Secretary's office as **Addendum #2019-2020-023**.

Upon roll call vote, the vote was recorded as followed: Lawrence: aye, Hylton: aye, Heidel: nay, Bearden: aye, Barnhill: nay, Armato: aye, Rose: aye. Ayes: Five. Nays: Two. Absent: Two. Motion carried.

## **UNFINISHED BUSINESS**

### Facebook Live Streaming Committee Meetings

Mr. Rodriguez recapped discussions from the September committee meetings. The general consensus from the Facilities Finance Committee was to live stream the meeting on a trial basis. The Community Relations Committee requested the topic be added to the Board Agenda.

Board Members expressed concerns regarding the less formal structure of committee meetings and potential legal issues.

Mr. Kalis stated there is no liability as the committee meetings are public meetings for discussion with the exception of execution sessions.

Ms. Bearden agreed that executive session conversations not be discussed. She did not want to overlook anything: focused on costs, options for the public to call in during the meeting and the unlimited access to view any meeting.

Mr. Armato made a motion to live stream all committee meetings. Mr. Rose seconded the motion.

Upon roll call vote, the vote was recorded as follows: Armato: aye, Barnhill: aye, Bearden: aye, Heidel: aye. Hylton: nay, Lawrence: aye, Rose: aye. Ayes: Six. Nays: One. Absent: Two. Motion carried.

## **INFORMATION**

- Monthly Meeting Notice: October 2019

## **FEDERATION REMARKS**

Mrs. Leibold thanked the Board for the Welcome Back Breakfast on August 20<sup>th</sup>.

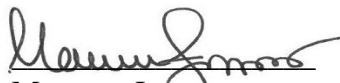
## **ROUND TABLE**

Mr. Armato commended the Board for approving live streaming the committee meetings. He commended Mr. Bachman and the students for their community service.

Mr. Rose invited everyone to participate in the upcoming events in the borough. He commented that Pottstown is taking a good turn.

Mr. Rodriguez reminded everyone of the upcoming Amazing Raise. He noted the importance of using the microphones for effective live streaming meetings. He was pleased with the productive, good debate, demonstrating good leadership.

Ms. Bearden thanked Mr. Bachman and the students for sharing their experiences.

  
Maureen Janapo  
Board Secretary