



**POTTSTOWN SCHOOL DISTRICT  
BOARD MEETING MINUTES  
April 23, 2020**

The Regular Board Meeting of the Board of School Directors of the Pottstown School District was held on Thursday, April 23, 2020 at 7:00 PM via electronic communication with President, Mrs. Amy Francis presiding. Upon roll call, the following members attended via virtual communication: Mr. John Armato, Ms. Katina Bearden, Mrs. Bonita Barnhill, Mr. Thomas Hylton, Mrs. Laura Johnson, Mr. Steve Kline, Mrs. Susan Lawrence, and Mr. Raymond Rose. Also present were Superintendent, Mr. Stephen Rodriguez; Board Secretary, Mrs. Maureen Jampo; Director of Human Resources, Dr. Deena Cellini; Solicitor, Mr. Stephen Kalis. . Joining the meeting were Student Representative, Mr. Patel and Federation Vice-President, Mr. Decker.

**PRESENTATION**

- Year Book Contact Information: Mr. Rodriguez presented a preview of the Alumni Year Books that can be viewed on the district website.

**MINUTES**

Mrs. Jampo presented the minutes from the Regular Board Meeting held on February 20, 2020 and the minutes from the Joint Borough Council and School Board meeting held on February 27, 2020. No March Board meeting due to Governor’s mandatory school closure (COVID-19 pandemic).

**LIST OF BILLS**

Mrs. Jampo presented the list of bills paid from the various funds for the period of February and March 2020 to be approved as presented and a copy be filed in the Secretary’s office as **Addendum #2019-2020-060**.

**TREASURER’S REPORT**

Mrs. Jampo presented the Treasurer’s Reports for February and March 2020 to be approved as presented and a copy be filed in the Secretary’s office as **Addendum #2019-2020-061**

**COMMITTEE REPORTS**

**POLICY/PERSONNEL COMMITTEE**

Mrs. Barnhill reviewed the committee reports from the March 5<sup>th</sup> and April 2<sup>nd</sup> committee meetings. The Committee reviewed and recommends the policies as presented on tonight’s agenda for Board approval. Personnel updates included structural changes within the Special Education Department, PDE regulations for paying employees and parameters for pre-pay new hire clearances.

**CURRICULUM/CO-CURRICULAR COMMITTEE**

Mrs. Lawrence reviewed the committee reports from the March 5<sup>th</sup> and April 2<sup>nd</sup> committee meetings. The Committee heard updates from three departments: Special Education (opening of the emotional support program at the high school, medical access funding and the continuing efforts to build curriculum to meet the educational needs of students before placing students out of district); Technology Department (erate funding, chrome book roll out, phase 1 & 2 of the COVID-19 plan); PEAK (maintain structure, adding a new early childhood care/ education branch inclusive with Pre- K Counts and other providers). Mrs. Kolka reviewed the administration’s recommendations for Marking Period 3 & Marking Period 4.

The Committee was in agreement to hold off on the Related Arts adoption for 2019-2020 school year due to the uncertainty how curriculum will move forward in the new school year.

#### **FACILITIES/FINANCE COMMITTEE**

Mr. Hylton gave a brief overview of the committee meeting held on April 16<sup>th</sup>. The Committee was in agreement to move forward with the Parameters Resolution as presented and to move forward with the roofing repair work as an essential project. A full report of the committee meeting is attached to the BoardDocs Board meeting agenda and can be viewed on the district website video.

#### **2020/2021 BUDGET PRESENTATION AS PRESENTED AT THE FACILITIES/FINANCE COMMITTEE**

Mrs. Jampo gave a summary of the proposed 2020/2021 Preliminary Budget as presented at the Facilities/Finance Committee. The decreases and increases as outlined in revenues and expenses reflect changes as a effect of the COVID-19 pandemic. The changes also include a reallocation of \$2.2M for special education tuition and fees to a contingency reserve. These adjustments bring the 20/21 Preliminary Budget shortfall at \$1,138,808; using tax revenue at the adjusted Act 1 Index (3.8% = 43.56 mills), Capital Fund Balance and PSERs reserve to balance the budget.

#### **BOARD DISCUSSION**

Board Members voiced their concerns about the economic uncertainty created by the COVID-19 pandemic and asked for more discussion at the next Facilities/Finance Committee meeting on options to balance the budget without a tax increase. The administration will work on presenting options for discussion at the May 14 Facilities/Finance Committee meeting.

#### **PUBLIC RELATIONS/COMMUNITY ENGAGEMENT**

Mr. Rose reviewed the report from the committee meeting held on April 16<sup>th</sup>. The Committee discussed looking for ways to engage parents and involve parents with networking, technology and advocacy. The Committee recommends the Resolution to Support Charter School Funding Reform as presented on tonight's agenda for approval. The Committee was in agreement to continue to move forward with the graduation cards for the seniors and is looking for ways to communicate with other districts to join in the advocacy initiative.

#### **STUDENT BOARD REPRESENTATIVE**

Mr. Patel gave a report on student activities. Students are able to connect virtually. The clubs are in the process of electing officers. He commented that although the students are disappointed that the milestone events (prom, graduation, etc.) will change, the students recognize the seriousness of the corona virus pandemic. Mr. Patel shared his experiences with distance learning noting that it is going well; the assignments are manageable and also help to relieves pressures dealing with the pandemic.

#### **BOROUGH LIAISON** – NO REPORT

#### **MCIU REPRESENTATIVE**

Mrs. Barnhill reported on two meetings of the MCIU Board of Directors. The first meeting was conducting interviews for the new executive director and the second meeting was an executive session for the purpose of working on special services to assist with the COVID-19 pandemic.

#### **MCS DLC/PSBA REPRESENTATIVE**

Mrs. Johnson reported the general theme of the PSBA meeting and Montgomery County School District Legislative Committee is to be in touch with legislatures, letting them know what the districts are doing and the needs of the districts.

## **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)**

Mr. Rodriguez reported on comments from Facebook: Residents cannot afford high taxes, hoping for proper allocated funds for justified objectives, residents sharing comments of yearbooks and broadcasting.

**Board Members Comments (consent items):** None.

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

It was moved by Mr. Armato and seconded by Mr. Rose that the Board approves the minutes from the Regular Board meeting held on February 20, 2020 and the Joint Borough and School Board meeting held on February 27, 2020, the List of Bills and Treasurer's Report for the periods February and March 2020.

All members were in favor. Ayes: Nine. Nays: None. Motion carried.

## **BOARD ACTION: CONSENT**

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

## **PERSONNEL**

### **RESIGNATIONS/TERMINATIONS**

#### **Professional**

Jennifer Frattarelli, Special Education Teacher, Franklin Elementary, resignation effective June 7, 2020; hire date October 15, 2017.

#### **Classified**

Ratify Jessica Marzella, Substitute Support Staff. termination, did not complete hiring process, effective February 21, 2020

Ratify Candice Pufko, Substitute Support Staff, termination, did not complete hiring process, effective February 21, 2020.

Ratify Jade Yingling, Paraprofessional, High School, resignation effective March 9, 2020; hire date November 25, 2019.

Ratify Melissa Stierly, Pre-K Counts Assistant, North End, resignation effective February 19, 2020; hire date March 25, 2019.

Ratify Marie Boothman, Paraprofessional, Franklin Elementary, resignation effective March 14, 2019; hire date February 19, 2019.

Kathleen Kile, Paraprofessional, Barth Elementary, resignation for the purpose of retirement effective the end of the 2019/2020 school year (hire date October 23, 2015).

### **LEAVES**

#### **Professional**

Ratify Michele Andre, Secondary Teacher, Middle School, request for leave of absence covered by Family Medical Leave Act, effective February 24, 2020; end date tbd.

Ratify Arden Moore, Secondary Teacher, High School, request for intermittent leave of absence covered by Family Medical Leave Act, effective February 21, 2020; end date tbd.

Classified

Ratify Karen Carter, Paraprofessional, Middle School, request for leave of absence covered by Family Medical Leave Act, effective February 21, 2020; end date tbd.

Ratify Eric Angstadt, District Plumber, request for leave of absence covered by Family Medical Leave Act, effective March 9, 2020; end date tbd.

Ratify Lindsey Wright, Part-time Cafeteria Worker, High School, request for leave of absence effective March 9, 2020; end date tbd.

ELECTIONS

Professional

Ratify Jennifer Furniss, Special Education Teacher, initial assignment to be Middle School, effective March 13, 2020, \$51,000/yr. + Stipend in accordance with Professional Agreement, Step 1 M+15.

Samantha Margerum, Special Education Teacher, initial assignment to be Middle School, anticipated effective date May 4, 2020, \$47,000/yr + Stipend in accordance with Professional Agreement, Step 3, B+15 (contract of D. Knoebel)

Classified

Ratify James Hewitt, Substitute Support Staff, effective March 2, 2020, hourly rate per schedule. This is in addition to his role as Carpenter.

Ratify Ann Kantner, Part-time Nurse, Middle School, effective February 28, 2020, \$17.46/hr (replacing M. Christie).

Ratify Robelyn Habekost, Paraprofessional, Franklin Elementary, effective March 12, 2020, \$13.65/hr.

Ratify Brittnai Panton, Lunch Proctor, Barth Elementary, effective March 9, 2020, \$11.74/hr (replacing J.Bermudez)

Compensation for Missed Planning Time, \$24/period

Name	# Days	Amount	Date Range	Month
Justine Donnelly	18	\$432.00	2/1/20 to 2/29/20	February
Michaela Johnson	17	\$408.00	2/1/20 to 2/29/20	February
Dawn Knoebel	3	\$72.00	2/1/20 to 2/29/20	February
Sara Miller	2	\$48.00	2/1/20 to 2/29/20	February
Desiree Schwoyer	12	\$288.00	2/1/20 to 2/29/20	February

TUITION REIMBURSEMENT: 3/31/DEADLINE

Amanda McDevitt	- Barth	- \$2,442.00	Megan Rogers	- HS	- \$1,030.00
Christopher Petro	- MS	- \$1,548.00	Kaylee Weldon	- Franklin	- \$ 900.00
Danielle Lawrence	- MS	- \$1,548.00	Stephanie Garber	- Franklin	- \$1,548.00
Christine Hall	- MS	- \$2,340.00	William Parks	- HS	- \$ 825.00
Lauren Gresko	- Rupert	- \$2,970.00			

## **POLICIES**

The Superintendent recommends the Board approve the following policies and copies be filed in the Secretary's office as **Addendum #2019-2020-062:**

- Policy #220: Student Express/Distribution & Posting of Materials
- Policy #913: Non-School Organizations/Groups and Individuals
- Policy #006.1: Attendance at meetings via electronic communication
- Policy #217: Graduation Requirements

## **RESOLUTION: CHARTER SCHOL FUNDING REFORM**

The Superintendent recommends the Board approve the as presented and a copy be filed in the Secretary's office as **Addendum #2019-2020-063.**

## **CONTRACTS**

The Superintendent recommends the Board approve/ratify the contracts as presented and copies be filed in the Secretary's office as **Addendum #2019-2020-064:**

- PHMC Integrated/Fairwold
- Melmark, Inc.

## **PLANCON K : GOB SERIES 2019A**

The Superintendent recommends the Board approve as presented and a copy be filed in the Secretary's office as **Addendum #2019-2020-065.**

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

## **NON-CONSENT**

Mr. Rodriguez presented the non-consent items for Board consideration. Administrators reviewed the non-consent items presented for Board consideration. The Personnel Positions are changes recommended by the administration for Special Education restructuring. The Parameters Resolution represents a refinance opportunity with anticipated savings of approximately \$200,000 in next year's debt service. Mr. Kalis reviewed the terms of the Business Administrator's employment contract for a three year term beginning July 1, 2020 and ending June 30, 2023.

Mr. Rodriguez spoke in support of the Business Administrator employment contract and recommends the the Board's approval.

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

None.

## **PERSONNEL: POSITIONS**

The Superintendent recommends the Board approve the Personnel Positions as presented:

### Administrative

- Supervisor of Special Education - Middle Level
- Supervisor of Special Education - High School

### Classified

- Part-Time Special Education Secretary
- Full Time Secretary to Director of Special Education

It was moved by Mr. Rose and seconded Mr. Kline by that the above Personnel Positions be approved as Presented and copies be filed in the Secretary's office as **Addendum #2019-2020-066**.

Upon roll call vote, the vote was recorded as follows: Mrs. Barnhill: aye, Ms. Bearden: aye, Mr. Rose: Aye, Mr. Armato: aye, Mr. Hylton: aye, Mrs. Francis: aye, Mrs. Johnson: aye, Mr. Kline: aye, Mrs. Lawrence: nay. Ayes: Eight. Nays: One. Motion carried.

**NON-CONSENT: PARAMETERS RESOLUTION- REFINANCE GOB SERIES 2013, 2015, 2017**

The Superintendent recommends the Board approve the Parameters Resolution for Refinance of GOB Series 2013, 2015 and 2017 as presented.

It was moved by Mr. Armato and seconded by Mr. Rose that the above Parameters Resolution be approved as presented and copies be filed in the Secretary's office as **Addendum #2019-2020-067**.

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

**NON-CONSENT: APPROVE BUSINESS ADMINISTRATOR EMPLOYMENT CONTRACT**

The Superintendent recommends the Board approve the Business Administrator employment contract for a three year term beginning July 1, 2020 to June 30, 2023 as presented.

It was moved by Mrs. Johnson and seconded by Ms. Bearden that the above the Business Administrator employment contract as presented and a copy be filed in the Secretary's office as **Addendum #2019-2020-068**.

Board Comment: Mr. Armato explained his vote. He noted the timing is not an opportune time. He supports the Superintendent's recommendation.

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

**INFORMATION**

- Monthly Meeting Notice: May
- Ethics Commission: Annual Statement of Financial Interest
- Pottstown Pride: Winter Sports

**FEDERATION REMARKS**

Mr. Decker gave a recap of enrichment support the teachers are providing for their students. He stressed the teachers continued efforts to connect with the students, learning new skills, achieving Google Level 1 certifications, providing on-line academic instructions. The goals are the same, to provide quality education, building good relationships and caring for students.

**ROUND TABLE**

Mrs. Lawrence clarified her vote opposing the non-consent personnel items. She stressed her concerns about the issues at the Middle School and believes the first priority is direct care for the students.

Mr. Kline voiced concerns on fair funding discrepancies. He is collecting information from other districts on graded on-line learning, the roll out time from regular to graded instruction. He feels the lack of funding had a significant impact on the effects of graded on-line learning.

Mr. Rose thanked the administration for the quick response to the COVID-19 pandemic. He stressed the importance to restart the focus on advocacy as the uncertainty grows with budget concerns and tax increases and encouraged everyone to join the Facebook Advocacy group for Pottstown Schools.

Mrs. Johnson noted the Facebook group is “Advocates for Pottstown Schools”. She thanked everyone for their support during this pandemic. She encouraged everyone to complete the 2020 Census.

Ms. Bearden thanked all the staff for helping with food distribution. She thanked everyone for their donations to keep students and families healthy. She congratulated Mrs. Jampo on the approval of her contract and is glad to have her on board.

Mr. Armato thanked everyone for their support during this crisis. He stressed the importance to continue advocating for fair funding to address the challenges ahead.


Mrs. Barnhill thanked all the administrators for the support with the food distribution and shared her appreciation to the technology staff for their support.

Mr. Rodriguez shared updates on the food distribution, distribution of devices to families including hot spots where needed. He thanked IT department, custodial staff, cafeteria staff and nurses for all their work.

Mrs. Francis expressed her gratitude to all staff for a great job working together to provide the support to the students and families.

#### **ADJOURNMENT**

It was moved by Mr. Armato and seconded by Mrs. Barnhill that the meeting adjourns. None opposed. The meeting adjourned at 8:53 pm.

  
Maureen Jampo  
Board Secretary