



**POTTSTOWN SCHOOL DISTRICT  
BOARD MEETING MINUTES  
September 16, 2021**

The Regular Board Meeting of the Board of School Directors of the Pottstown School District was held on Thursday, September 16, 2021 at 7:00 PM via virtual communication with President, Mrs. Amy Francis, presiding. Upon roll call, the following members attended via virtual communication: Ms. Katina Bearden, Mr. John Armato, Mr. Thomas Hylton, Mrs. Laura Johnson, Mr. Steve Kline, Mr. Raymond Rose, and Mrs. Susan Lawrence. Absent was Mrs. Bonita Barnhill. Also present were Superintendent, Mr. Stephen Rodriguez; Business Administrator, Ms. Maureen Jampo; Director of Human Resources, Mr. Matthew Boyer; Solicitor, Mr. Stephen Kalis; Student Board Representative, Jimi Chavalaporn; Joining the meeting was Federation Second Vice President, Mrs. Kelly Liebold.

**PRESENTATIONS (virtual)**

**Benefits That Benefit Children: Childrens' Hospital of PA**

Mr. Doug Kreszl, National Benefit Partners & Co-Founder of Benefits That Benefit Children, and Mr. Zachary Harris, US Employee Benefits Service Group, thanked the District for participating in Benefits That Benefit Children. The cause marketing tool generates donations to children's hospitals simply by employers offering best-in-class voluntary benefits to their employees. Mr. Kreszl and Mr. Harris thanked the District and staff for their participation which raised \$4,210 for the Children's Hospital in Philadelphia.

**MINUTES**

Ms. Jampo presented the minutes from the Regular Board meeting held on August 19, 2021 for Board approval.

**LIST OF BILLS**

Mr. Kline presented the list of bills paid from the various funds for the periods of August 2021 to be approved as presented and a copy be filed in the Secretary's office as **Addendum #2021-2022-013**.

**TREASURER'S REPORT**

Mrs. Kline presented the Treasurer's Reports for August 2021 to be approved as presented and a copy be filed in the Secretary's office as **Addendum #2021-2022-014**.

**COMMITTEE REPORTS**

**POLICY/PERSONNEL COMMITTEE – MRS. FRANCIS**

The Committee met virtually on September 2. Personnel items recommendations for board approval include a vaccination directive for District employees, residency adjudications, and temporary increase in total work days for two employees. Policy drafts for consideration will be presented at next month's meeting.

CURRICULUM COMMITTEE – MRS. LAWRENCE

The Committee met virtually on September 2. The Committee received updates on summer projects that included summer school, curriculum writing, new teacher orientation, professional development, MTSS training and resources and a technology update. The total paid for the staff summer instruction incentive was \$85,600.

Mr. Hylton stated the number of grade levels added to the Middle School is one (5<sup>th</sup> grade) not two as previously mentioned in last week's meeting.

FACILITIES/FINANCE COMMITTEE – MR. HYLTON

The Committee met virtually on September 9. The Committee received updates on Act 39 requirements to avoid lead contamination in the water, completion of the roofing projects (High School & Franklin Elementary) and a storm damage assessment from the recent rains. Discussion on changes to the proposed parking lot tree plan and the District tree survey report will follow at next month's meeting. Updates to the Parking Lot Tree contract and ESSER funding breakdown will continue at next month's meeting as more information becomes available. The Committee was in agreement to table discussion on funding the Pottstown Public Library.

Mr. Hylton proposed a motion to present at the October Board meeting directing the administration to hire four (4) guidance counselors, one each at the elementary schools, two (2) at the high school and two (2) at the middle school at approximately \$540,000. His motion focused on a fund balance surplus not including ESSER funding.

Mrs. Francis asked that the motion be placed on the next committee meeting agenda, prior to jumping to a Board meeting.

PUBLIC RELATIONS, COMMUNITY ENGAGEMENT – MR. ROSE

The Committee met virtually on September 9. The Committee discussed their perspectives on virtual options versus in-person for future committee meetings. Two items were presented and recommended to be placed on tonight's agenda for board action: PSBA Office Elections and a resolution support fair funding litigation.

BOROUGH LIAISON – MR. ROSE

No report.

STUDENT REPRESENTATIVE - MR. CHAVALAPORN

The elementary buildings are active in various fall events and active roles in becoming student safety leaders and focus on importance of bully prevention and empathy to students and teachers. Jimi had the opportunity to meet with the Middle School Web Leaders and share his leadership experiences at the middle school and his roles as a Student Board representative. The High School co-curricular clubs are planning several events for fall (student activity fair, spirit week, pep rally, college visits, etc).

MONTGOMERY COUNTY LEGISLATIVE/PSAB REPRESENTATIVE – MRS. JOHNSON

No monthly meetings to date. PSBA will be starting a new meeting format, a monthly exchange between all Board members for all members to join in.

## **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):**

Helena Hanna, resident, addressed the Board to consider some type of assistance for disabled parents who are unable to walk their children to school.

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

It was moved by Mr. Rose and second by Mrs. Lawrence that the Board approve the minutes from the Regular Board meeting held on August 19, 2021, the List of Bills from the various fund for the period of August 2021 and the Treasurer's Report for August 2021. All in favor. None opposed. Motion carried.

## **BOARD ACTION: CONSENT**

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

## **PERSONNEL**

### RESIGNATIONS/TERMINATIONS

#### Administrative

Laurie Kolka, Director of Curriculum and Educational Programs, resignation effective when position is filled or November 5, 2021; hire date June 25, 2007.

#### Professional

Victoria Collins, Secondary Teacher, High School, resignation effective when position is filled or October 10, 2021; hire date August 20, 2019.

Hilary Tutrani, Health and Physical Education Teacher, Middle School, resignation effective when position is filled or October 15, 2021; hire date August 21, 2012.

Christine Hall, Elementary Teacher, Middle School, resignation effective when position is filled or October 11, 2021; hire date August 21, 2018.

Katherine Edbrooke, Elementary Teacher, Middle School, resignation effective when position is filled or October 17, 2021; hire date August 16, 2021.

Melissa Lopez, Elementary Teacher, Franklin Elementary, resignation effective when position is filled or October 24, 2021; hire date August 31, 2015.

#### Exempt

Jeanne McGee, Social Worker, Admin Building, resignation effective September 17, 2021; hire date March 15, 2021.

#### Classified

Ratify Alanna Jessee, Paraprofessional, Middle School, resignation effective August 17, 2021; hire date March 4, 2020.

Ratify Holly King, Intervention Assistant, Franklin Elementary, resignation effective August 25, 2021; hire date August 23, 2021.

Ratify Johanna Swoyer, Intervention Assistant, Middle School, resignation effective September 10, 2021; hire date September 15, 2014.

Heather DeCarlo, Administrative Assistant, Middle School, resignation effective September 29, 2021; hire date July 19, 2021.

## LEAVES

### Professional

Stephanie Garber, Special Education Teacher, Franklin Elementary, request for leave of absence covered by the Family Medical Leave Act, anticipated effective date December 23, 2021; end date tbd.

Correction: Rebecca Wyatt, Secondary Teacher, Middle School, request for sabbatical leave of absence for professional development, effective August 16, 2021; anticipated end date August 15, 2022.

### Classified

Melanie Barkon, Pre-K Counts Assistant, North End, request for leave of absence covered by the Family Medical Leave Act, effective October 4, 2021; end date tbd.

Correction: Lois O'Dell, Paraprofessional, High School, request for leave of absence covered by the Family Medical Leave Act, effective October 14, 2021; end date tbd.

## CHANGE IN POSITION/SALARY

### Administrative

Ryan Oxenford, from Principal to Director of Curriculum and Educational Programs, Admin Building, anticipated effective date September 20, 2021, \$119,579.88/yr (replacing L. Kolka).

### Professional

Amanda Walsh, from Long Term Substitute Teacher to Elementary Teacher, initial assignment Lincoln Elementary, \$46,000, Step 1 - Bach (contract of D. Hahn).

### Classified

Ratify the following cafeteria workers from 6.25 hrs/day to 7.5 hrs/day, effective August 23, 2021:

- 1) Colleen Smith, Rupert Elementary, no change in hourly rate.
- 2) Christina Kelly, Franklin Elementary, no change in hourly rate.
- 3) Beth Bean, Middle School, no change in hourly rate.
- 4) Kathy Porter, Lincoln Elementary, no change in hourly rate
- 5) Kelly DeBlase, Barth Elementary, no change in hourly rate

## ELECTIONS

### Administrative

Correction to effective date: Ratify Matthew Boyer, Director of Human Resources, Administration Building, effective September 2, 2021, \$128,789/yr (replacing D. Cellini).

Ratify Kim Perry-Malloy, Head Nurse, from 225 to 245 days (temporary additional 20 days as needed), retroactive to June 7, 2021, additional 20 days at per diem rate (grant funded).

### Professional

Ratify Kelsey Burke, Long Term Substitute Teacher, Franklin Elementary, effective August 30, 2021, \$194/day.

Ratify Mark Snyder, Long Term Substitute Teacher, Middle School, effective August 30, 2021, \$194/day (coverage for J.Tupper, MTSS Coach).

Nicole Sellman, Secondary Teacher, Learning Support, initial assignment High School, anticipated effective date November 17, 2021, \$46,000/yr + Stipend in accordance with the Professional Agreement, Step 1- Bach 15.

### Exempt

Carol Brightbill, Interim Social Media Coordinator, Administration Building, effective date tbd, \$50/day stipend. This is in addition to her role as Assistant Director of Technology.

Holly Lee, Family Services Coordinator, Administration Building, from 192 to 210 days (temporary additional 18 days), effective September 16, 2021, additional days at per diem rate (grant funded).

### Classified

Ratify Rosalie Colon, Student Proctor, Franklin Elementary, effective August 30, 2021, \$12.00/hr. This is in addition to her role as Paraprofessional, Franklin Elementary, effective September 16, 2021, \$13.70/hr.

Ratify Brooke DiMarcello Part-time Kindergarten Classroom Assistant, Rupert Elementary, effective August 16, 2021, \$14.20/hr (replacing M. Soto). This is in addition to her role as part-time Student Proctor, Rupert Elementary, effective September 13, 2021, \$12.00/hr.

Ratify Ralphie Vega, Jr., Custodian, High School, effective September 8, 2021, \$15.50.

Ratify Molly Moser, Paraprofessional, Franklin Elementary, effective September 8, 2021, \$13.70/hr.

Ratify Pamela Foxworth, Paraprofessional, Middle School, effective September 8, 2021, \$13.70/hr.

Ratify Charden Sutton, Paraprofessional, Franklin Elementary, effective September 8, 2021, \$13.70/hr.

Ratify Sherry Thorum, Paraprofessional, Franklin Elementary, effective September 16, 2021, \$13.70/hr. This is in addition to her role as Part-time Student Proctor.

Kimberly Indelicato, Part-time Cafeteria Worker, Middle School, effective September 20, 2021, \$12.00/hr.

Nina White, Paraprofessional, Middle School, effective September 22, 2021, \$13.70/hr.

Bradley Siegfried, Head Custodian, Lincoln Elementary/Admin., effective October 4, 2021, \$18.25/hr (replacing B. Davenport).

### Substitute Support Staff 2021/2022

All Pottstown School District Part-time staff are approved as Substitute Support Staff on an as-need basis for the 2021-2022 school year, hourly rate per schedule.

### Medical Services

All qualified PSD Nurses are approved for after school programs and activities including 21st Century program, for the 2021/2022 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 are approved as 21st Century Tutors, \$30/hr on an as-need basis and as 21st Century Classroom Assistants, \$13.70/hr on an as-need basis.

All PSD Classroom Assistants are approved as 21st Century Classroom Assistants, \$13.70/hr on an as-need basis.

Coordinators: Laurie Gresko and Iris Bucci, each \$30/hr.

Data & Security: Elizabeth Angelucci, \$15.30/hr

Nurse: Dawn Hankins, \$30/hr

### High School Learning Center Program, \$30/hr

Learning Center Teachers: All PSD Teacher-certified staff are approved as Learning Center teachers on an as-need basis.

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

### CO-CURRICULAR ASSIGNMENTS

2021/2022 Co-Curricular Assignments: Fall Sports Update – **Addendum #2021-2022-015.**

### **RESIDENCY ADJUDICATION DECISION**

The Superintendent recommends the Board approve the residency adjudication as presented and a copy be filed in the Secretary's office as **Addendum #2021-2022-016.**

### **CONTRACTS**

The Superintendent recommends the Board approve/ratify the contracts and copies be filed in the Secretary's office as **Addendum #2021-2022-017:**

- New Story Schools
- New Story Schools
- New Story Schools
- New Story Schools
- New Story Schools
- The Pathway School
- MCIU Title 1
- Lincoln Center - PT Bach MHP

### **TEMPORARY CLASSIFIED OVERTIME RATE INCREASE**

The Superintendent and Finance Committee recommends a temporary increase in classified overtime rate from 1.5x to 2x retroactive to August 1, 2021.

### **SETTLEMENT OF 2020 PER CAPITA & OCCUPATION TAX DUPLICATE**

The Superintendent recommends the Board approve as presented and a copy be filed in the Secretary's office as **Addendum #2021-2022-018.**

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

## **NON-CONSENT**

Mr. Rodriguez, presented the following non-consent items for Board consideration. Each item was reviewed for discussion and public comment.

### **Board Comments:**

Mrs. Francis supports COVID testing protocol and anticipates further amendments to be recommended as mandatory.

Ms. Bearden supports the resolution while respecting the rights of all and feels it is a fair option for the safety and protection of students, staff and the community.

Mrs. Johnson supports the plan as a good measure.

**Hearings from Patrons of the Schools (limited to non-consent items).** None.

## **PSBA OFFICER ELECTIONS**

It was moved by Mr. Rose and seconded by Mrs. Lawrence that the Board participate in the voting procedures of PSBA Election of Officers endorsing the candidates of choice The voting ballot to be submitted by the Board Secretary and a copy be filed in the Secretary's office as **Addendum #2021-2022-019**.

President: David Schapp

Sectional 7 Advisor: Justin Ward

Vice President: Allison Mathis

Trustee: Richard Freirchs, William LaCoff, Nathan Mains

Eastern Zone Rep.: Edward Brown

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

## **REQUIRED TESTING PROTOCOL FOR ALL EMPLOYEES**

Motion to approve Resolution directing the Administration to formulate and implement procedures deemed necessary to require proof of vaccination or, in the alternative, mandatory testing for all employees of the District and a copy be filed in the Secretary's office as **Addendum #2021-2022-020**.

It was moved by Mr. Armato and seconded by Mrs. Lawrence that the Board approve the resolution as presented.

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

## **INFORMATION**

- Joint Borough/School Board meeting 9/30/21 \*confirm virtual/in-person attendance
- Monthly Meeting Notice: September 12, 2021
- PSD Mission Statement Class 2011

## **FEDERATION REMARKS**

Mrs. Liebold noted that school counselors prefer the term "school counselor" opposed to guidance counselor. She explained "school counselor" better reflects responsibilities in their role, providing support to students in all areas. The recommended ratio of counselors is (1) per 250 students. She commented on the level of support the students need this year and anticipates the need increasing.

## **ROUND TABLE**

Mr. Hylton commented on fair funding and the difficulty to educate student under current circumstances. What are legal restrictions to go beyond the 7 hours/day, 183 days a year.

Mr. Armato recognizes the stress and challenges students and staff continue to face each day and he witnesses the problem solving efforts to overcome the challenges.to be successful at every level.

Mr. Chavalaporn is grateful for how the administration has handled the pandemic and the opportunity to be back in the schools. The students will continue to work forward utilizing the opportunity to be back and obtain the education experience.

Mr. Rose thanked the teachers and administration for their hard work.

Mrs. Lawrence recognizes that throwing money is not always the about the money. The root causes (social, emotional, mental health) are not solved by longer school days. She supports hiring more counselors.

Ms. Bearden thanked the staff for benefit presentation. She encourages students to continue their efforts to be in school and participate in co-curricular activities. She extended congratulations to the girls tennis team on their recent win.

Mrs. Johnson agreed it is important to be resourceful, think outside the box and also recognizes how much the \$11million to \$13 million per year is a huge something. She thanked the teachers and staff for their persistence each day.

Mr. Rodriguez thanked the Mr. Kreszl and Mr. Harris for their donation presentation. He thanked Mr. Hylton for voicing his viewpoint on funding issues. Mr. Rodriguez shared some perspective on the inequitable funding laws within the Commonwealth and the restrictions attached to the federal funds that must be allocated over the next three years. He noted that at the end the District will look more like pre-COVID conditions. He supports the need for more counselors and reviewed steps taken to get what we need for our students and help the District be successful. Mr. Rodriguez thanked the staff and parents for holding it together during these challenging times. The District has made the decision to have 7<sup>th</sup> grade go virtual due to COVID exposure and is doing its best to mitigate all the different issues.

Mrs. Francis announced there will be an executive session at the end of the meeting.

## **ADJOURNMENT**

It was moved by Mrs. Johnson and seconded by Mrs. Lawrence that the meeting adjourns. All in favor. None opposed. The meeting adjourned at 8:22 pm.

## **EXECTIVE SESSION FOR THE PURPOSE OF SCHOOL SAFETY**

  
Maureen Jampo  
Board Secretary