



**POTTSTOWN SCHOOL DISTRICT
BOARD MEETING MINUTES
May 19, 2022**

The Regular Board Meeting of the Board of School Directors of the Pottstown School District was held on Thursday, May 19, 2022 6:30 PM via virtual communication with President, Ms. Katina Bearden, presiding. Upon roll call, the following members attended via virtual communication: Mr. John Armato, Mr. Kurt Heidel, Mr. Thomas Hylton, Mrs. Laura Johnson, Mr. Steve Kline, Mrs. Susan Lawrence and Ms. Deborah Spence. Absent was Mrs. Phoebe Kancianic. Also present were Superintendent, Mr. Stephen Rodriguez; Asst. Business Administrator, Mrs. Mary Ellen Urquhart; Director of Human Resources, Mr. Matthew Boyer; Solicitor, Mr. Stephen Kalis; Student Board Representatives, Jimi Chavalaporn.

PRESENTATION

Early College Program/Foundation for Pottstown Education - Mr. Rusiewicz introduced the students of the Class of 2022 who completed the Early College program. Ninety-Three students have completed program since the start of the program in 2014. Tuition paid for this program is more than \$491,000. Mr. Rusiewicz provided the Board with updates on scholarships, program grants and the residency program.

MINUTES

Mrs. Urquhart presented the minutes from the Regular Board meeting held on April 21, 2022 for Board approval.

LIST OF BILLS

Mrs. Johnson presented the list of bills paid from the various funds for the periods of April 2022 to be approved as presented and a copy be filed in the Secretary's office as **Addendum #2021-2022-080**.

TREASURER'S REPORT

Mrs. Johnson presented the Treasurer's Reports for April 2022 to be approved as presented and a copy be filed in the Secretary's office as **Addendum #2021-2022-081**.

COMMITTEE REPORTS

POLICY/PERSONNEL COMMITTEE – MR. KLINE

Policy/Personnel Committee met on May 5. Committee report is attached to the board minutes.

CURRICULUM COMMITTEE – MRS. LAWRENCE

Curriculum Committee met on May 5. Committee report is attached to the board minutes.

FACILITIES/FINANCE COMMITTEE – MR. HYLTON

Facilities/Finance Committee met on May 12. Committee report is attached to the board minutes

PUBLIC RELATIONS/COMMUNITY ENGAGEMENT – MRS. JOHNSON

Public Relations/Community Engagement met on May 12. Committee report is attached to the Board minutes.

STUDENT BOARD REPRESENTATIVE – JIMI CHAVALAPORN

The elementary buildings held several end of year events (field days, awards, etc); Middle School events include Reading Olympics, t-shirt appreciation project to teachers; High School; CTE projects. Athletic achievements, NHS food drive, field day events and the junior / senior prom.

MONTGOMERY COUNTY LEGISLATIVE/PSBA REPRESENTATIVE – MRS. JOHNSON

No Report.

MONTGOMERY COUNTY INTERMEDIATE REPRESENTATIVE – MRS. LAWRENCE

No Report.

BOROUGH LIAISON – MS. SPENCE

May meeting highlights included a lively debate in regards to a tax waiver for a commercial property and the approval of the Go Fourth community event.

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):

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

It was moved by Mr. Hylton and seconded by Mrs. Johnson that the Board approve the minutes from the Regular Board meeting, the List of Bills from the various fund for the period of April 2022 and the Treasurer’s Report for April 2022. All were in favor. None opposed. Motion carried.

BOARD ACTION: CONSENT

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

PERSONNEL

RESIGNATIONS/TERMINATIONS

Professional

David Bonilla-Garcia, Secondary Teacher, High School, resignation effective June 6, 2022; hire date August 20, 2019.

Jennifer Manning, Special Education Teacher, High School, resignation effective June 6, 2022; hire date February 23, 2022.

Marissa Wells, Special Education Teacher, Franklin Elementary, resignation effective June 6, 2022; hire date November 20, 2017.

Classified

Ratify Stefanie Bryan, Nurse, Middle School, resignation effective May 4, 2022; hire date April 19, 2022.

LEAVES

Professional

Ratify Cynthia Kuklinski, Elementary Teacher, Franklin Elementary, request for leave of absence covered by the Family Medical Leave Act, effective May 1, 2022; end date tbd.

Sadira Hueber, Certified School Nurse, Barth Elementary, request for leave of absence covered by the Family Medical Leave Act, anticipated effective date October 31, 2022; end date tbd.

Classified

Mollie Heverly, Part-time Student Proctor, Franklin Elementary, request for leave of absence effective May 23, 2022; end tbd.

Sharmel Williams, Social Worker, Administration Building, request for leave of absence, anticipated effective date October 3, 2022; end date tbd.

ELECTIONS

Professional

Kayla Reeder, School Counselor, Rupert Elementary, effective August 15, 2022, \$45,500/yr, Step 1-Mast.

Kylee Weidner, School Counselor, Barth Elementary, effective August 15, 2022, \$50,000/yr., Step 2-Mast.

Miriam Heppler, School Counselor, Franklin Elementary, effective August 15, 2022, \$50,000/yr., Step 2-Mast.

Classified

Ratify Nichole Jackson, Paraprofessional, Franklin Elementary, effective May 5, 2022, \$13.70/hr.

Summer School Program 2022:

All PSD Teacher-Certified staff members are approved on an as-need basis, per diem rate of salary in accordance with the summer program schedule.

<u>Bldg.</u>	<u>Position</u>	<u>Name</u>	<u>Rate</u>
Barth	Coordinator	Jaime Parris	hourly/per diem rate in accordance w/summer school schedule
Barth	Admin. Asst.	Krista Benfield	\$21.77/hr
Barth	Nurse	Sadira Huber	per diem rate in accordance w/summer school schedule
Franklin	Coordinator	Laurie Gresko	hourly/per diem rate in accordance w/summer school schedule
Franklin	Admin. Asst.	Paula Pritchard	\$17.29/hr
Franklin	Nurse	TBD	
MS	Coordinator	Iris Buci	hourly/per diem rate in accordance w/summer school schedule
MS	Admin. Asst.	Elizabeth Angelucci	\$17.01/hr
MS	Nurse	TBD	
HS	Coordinator	Dave Woodley	hourly/per diem rate in accordance w/summer school schedule
HS	Admin. Asst.	Diane Marcheski	\$14.32/hr
HS	Nurse	TBD	

Compensation for Missed Planning Time (\$24/hr per period) **Addendum #2021-2022-082**

CO-CURRICULAR ASSIGNMENTS * **Addendum #2021-2022-083**

Co-Curricular Assignments: Non-Athletics Update
Co-Curricular Assignments: Spring Sports Update

MENTOR ASSIGNMENTS * Addendum #2021-2022-084

HOURS OF OPERATION 2022/2023

The Superintendent recommends the Board approve the Hours of Operation for the 2022/2023 school year as presented and a copy be filed in the Secretary's office as **Addendum #2021-2022-085**.

2021/2022 FINAL SCHOOL CALENDAR (Graduation Date)

The Superintendent recommends the Board approve the final 2021/2022 School Calendar as presented and a copy be filed in the Secretary's office as **Addendum #2021-2022-086**.

MCIU BOARD OF DIRECTOR ELECTION

The Superintendent recommends the Board approve Susan Lawrence as the MCIU Board representative for the July 1, 2022 to June 30, 2023 term.

PSBA VOTING DELEGATES

The Superintendent recommends the Board approve John Armato and Phoebe Kancianic as the voting delegates to the PSBA Delegate Assembly on November 5, 2022.

CONTRACTS

The Superintendent recommends the Board approve/ratify the contracts as presented and copies be filed in the Secretary's office as **Addendum #2021-2022-087**:

- Orbit /BusBoss Software
- MCIU Data Management
- Lincoln Center GearUP FT Amendment
- Lincoln Center (summer services)
- Valley Forge Educ. 2022/2023
- Pathway School - ESY
- Pathway School - ESY
- Valley Forge Educ. - ESY
- New Story LLC - ESY

BID AWARD: 2022 BUILDING ENVELOPE REPAIR PROGRAM: EXTERIOR WALL REPAIRS

The Superintendent recommends the Board award a contract to the company indicated below, the award being made to the lowest bidder meeting the required specifications:

- **Watts Restoration, Inc. \$730,558.00**

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

NON-CONSENT

The Superintendent presented the Non-Consent items for consideration. Each item was reviewed for discussion and public comment.

Hearings from Patrons (limited to Non-Consent items as presented) – None

ELECTION OF BOARD TREASURER (Non-Consent)

In accordance with Section 404 of the School Code, the Board shall elect a Treasurer to serve for one

year beginning the first day of July following such an election. Laura Johnson was nominated to serve as the Treasurer for the term beginning July 1, 2022 to June 30, 2023.

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

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

2022/2023 FINAL BUDGET (Non-Consent)

It was moved by Mr. Armato and seconded by Mrs. Johnson that the Board approve the 2022/2023 Final Budget as presented at the May 12 Facilities/Finance Committee and a copy be filed in the Secretary's office as **Addendum #2021-2022-088**

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

HOMESTEAD/FARMSTEAD EXCLUSION RESOLUTION

It was moved by Mrs. Johnson and seconded by Mrs. Lawrence that the Board approve the Homestead/Farmstead Exclusion Resolution as presented and a copy be filed in the Secretary's office as **Addendum #2021-2022-089**

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

UNFINISHED BUSINESS

215 South Washington Street Release of Tax Lien - Mr. Kalis presented to the Board a request from Portnoff Law Associates, authorization to release the school property tax lien in accordance with the 2018 resolution agreement by the taxing authorities.

Board Discussion:

Ms. Spence stated Borough Council is considering a temporary removal of the tax liens pending the owner's securing a loan;

Mr. Kalis explained the resolution approved by the Board states that all entities exonerate the tax liens when conditions are met.

Ms. Bearden asked that Mr. Kalis follow up on the status of the findings.

INFORMATION

- Board Workshop: Tentative Dates July14/July 28
- Middle School Proposal
- Monthly Meeting Notice: June2022

FEDERATION REMARKS

Mr. Decker, on behalf of the Federation of Teachers, thanked everyone for their efforts getting through this school year. He is proud to have worked side by side with everyone.

ROUND TABLE

Mr. Kline thanked the administration for another year with a zero tax increase.

Mrs. Lawrence congratulated the graduating class and early college graduates.

Mr. Heidel congratulated the Class of 2022 graduates.

Mrs. Johnson expressed her gratitude to all the teachers, counselors, administrators, all staff for their hard work this year. She encouraged everyone to join in the advocacy funding project.

Mr. Armato appreciates the administrations great job to presents another budget with a zero tax increase. He continues to advocate for fair funding.

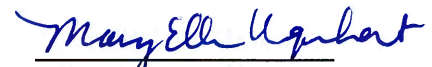
Mr. Rodriguez presented a certificate of appreciation to Student Board Representative, Jimi Chavalaporn for all his work and service. Board members shared in congratulating Jimi.

Ms. Bearden thanked the Foundation and community businesses for all they to support the community. She looks forward to next school year, bigger things to come.

Jimi Chavalaporn thanked everyone for their support. He stated is has been an honor and privilege to represent students and serve as Student Representative.

ADJOURNMENT

It was moved by Mrs. Johnson and seconded by Mr. Heidel to adjourn. All in favor. None opposed. The meeting adjourned at 7:53pm.


Mary Ellen Urquhart
Asst. Board Secretary



**Pottstown School District
Personnel/Policy Committee
REPORT
MAY 5, 2022**

Attendees: Steve Kline, Chair; John Armato, Susan Lawrence, Deborah Spence, Katina Bearden, Thomas Hylton, Kurt Heidel, Matthew Boyer, Stephen Rodriguez

Announcement

An Executive Session for the purpose of negotiations will be held at the conclusion of the May 5 committee meetings

POLICY

- Policy 204: Attendance – language updates from previous committee discussions were reviewed; the Committee will review other districts policies for changes that would present a level of compassion/warmth without presenting conflicts that would jeopardize legal processes/procedures.

PERSONNEL

- Kindergarten Assistant: add additional 10 hours to our current assistants workload (work with Kindergarten and Grade 1) – part-time position is currently 2.5 hrs per day; adding additional 10 hrs. per week is beneficial to students and staff; Committee members support the additional hours and if necessary to seek additional assistants to cover the need.
- Data Management, PIMS Coordinator position: Contracted work - MCIU submitted a proposal to fill the vacancy due upcoming employee retirement; knowledgeable and experienced personnel is vital to the position and a significant cost savings to the District. Committee members were in support of moving forward with contracted services.

Informational Items

- Presentation for programmatic improvements at Pottstown Middle School, next week.
- Working on restructuring the Student Services Department to face changing needs of our students post pandemic. Scheduled for next month's policy personal meeting.

Board Comments:

Tom Hylton asked Mr. Rodriguez to provide the Board with a written outline of the summer school criteria.

Deborah Spence asked that the Board have an opportunity to review the School Conduct Code. Kurt Heidel supports the opportunity to review the Superintendents' report.

Board Members discussed the importance of discussing items at the committee level prior to presenting at a Board meeting for board action.

Steve Kline was in favor of reviewing the Superintendents School Conduct Code reports and noted that he is not in favor of micro-managing the role and responsibilities of the administration.

Public Comment:

Mercedez Jackson spoke about student attire in the classroom and suggested students have consequences for their poor /inappropriate dress choices.



Pottstown School District
CURRICULUM COMMITTEE
REPORT
May 5, 2022

Attendees: Susan Lawrence - Chairperson; Steve Kline, Phoebe Kancianic, Thomas Hylton, Deborah Spence, Katina Bearden, John Armato Thomas Hylton, Kurt Heidel

Curriculum Department Updates

Presentation highlights included spring testing schedules for PSSA and Keystones, a “curriculum audit” of elementary and secondary documents, resources and curriculum writing priorities and Upcoming field trips.

Curriculum “Look Aheads”

- Focus on identifying Curriculum writing priorities for the summer and being in alignment with the District plan
- Comprehensive Plan will be presented at the June Committee meeting
- TextBook Adoption – High School text series on Zoology and Public Speaking to be presented at the June Committee meeting.

Chromebooks for Summer 2022

An outline was presented on the process and procedures for students permission to keep their chromebooks for the summer or turn them in.

EXECUTIVE SESSION FOR THE PURPOSE OF NEGOTIATIONS



POTTSTOWN SCHOOL DISTRICT
Facilities/Finance Committee
REPORT

Thursday – May 12, 2022

Attendees: Thomas Hylton- Chair; John Armato, Steve Kline, Kurt Heidel, Laura Johnson, Katina Bearden, Susan Lawrence, John Connor, Maureen Jampo, Stephen Rodriguez

**An executive session for the purpose of personnel will be held at the conclusion of this evening's committee meetings.*

FACILITIES – John Connor

Facility Updates

- **Community Greenhouse, Barth Elementary - Mosaic Grant Expansion** – Mr. Rodriguez spoke on an expansion of the community garden access at Barth Elementary. Community partners have secured grant funds to build a greenhouse that would promote healthy living. Committee members were in favor of exploring the proposal. More details to follow.
- **Update on Summer Projects:**
 - Heat Exchanger Bid – supply issue delays bid process until next summer
 - Sanitary Sewer Line Replacement – bid opening and award is scheduled for June.
- **2022 Building Envelope Exterior Wall Repairs Bid Award**: recommended low bidder meeting the required specifications is Watts Restoration at approximately \$730,558

FINANCE - Maureen Jampo

- **2022/2023 Final Budget**: Administration's recommendation is a zero tax increase; final budget shortfall of \$740,128 is the result of revenue and expenditure adjustments (Homestead Tax reduction, retirement/SS reimbursements and a 2.5% increase in the state subsidy, Basic Ed Funding, salary retirement adjustments, contracted services, tuitions and market value & personal income aid ratio increase).
- **Board Approval Items:**
 - Contracts: Orbit Software, Lincoln Center GearUp Amendment, MCIU Data Management, ESY Tuition (Pathway Schools, New Story & Valley Forge Educ.), Valley Forge Educ.22/23.
 - Homestead/Farmstead Exclusion Resolution
 - Annual Election of Board Treasurer - *Laura Johnson agreed to continue for 1 yr term*
 - MCIU Board of Directors Election – *Susan Lawrence agreed to serve for remaining term to 6/30/23*

Information

2021/2022 School Calendar: Graduation Day, June 3, 2022 – to be placed on May Board Agenda for approval; PDE



POTTSTOWN SCHOOL DISTRICT
Public Relations/Community Engagement Committee
REPORT
May 12, 2022

Attendees: Laura Johnson, (Chair); Katina Bearden, Kurt Heidel, Deborah Spence, Susan Lawrence, Thomas Hylton, Steve Kline, Stephen Rodriguez

Public Comment

Mercedes Jackson asked how parents could get involved with after school programs to benefit students with sensory issues.

Guest Presenter

ACLAMO- Nelly Jimenez and Beatriz Gasiba gave a presentation on educational, social and health and wellness services provided by the ACLAMO Family Center to benefit Latino and other community members.

Discussion

1. Middle School Proposal for next year- Mr. Rodriguez shared a proposal for the 2022/2023 school year that would align with the comprehensive plan. Recommended options included a two year time frame, using ESSR funds for staffing (house principals including 2 additional assistant principals, home visitor, social worker, District sponsored 5th/6th grade intramurals). The next step is to move forward with input from parents and community members and revisit the proposal at a future meeting.
2. Family Engagement Survey Results – Mr. Rodriguez shared results. The survey showed that parents value opportunities for their children to be involved in school activities, want to see greater availability of school events, and want to know more about activities options available to their children.

Advocacy

- PSBA Delegate Assembly Voting Delegates - seeking Board Members interested in participating at the November 5th Delegate Assembly regarding changes to their platform. Recommended nominees were Phoebe Kancianic, Steve Kline, John Armato and Kurt Heidel.
- Advocacy: Fair Funding Budget Discussion – encourage sign up for spring flood, contact lawmakers.

EXECUTIVE SESSION FOR THE PURPOSE OF PERSONNEL