



**POTTSTOWN SCHOOL DISTRICT
REGULAR BOARD MEETING MINUTES
December 15, 2022**

The Regular Board Meeting of the Board of School Directors of the Pottstown School District was held on Thursday, December 15, 2022 at 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. Phoebe Kancianic, Mrs. Susan Lawrence and Ms. Deborah Spence. Also present were Superintendent, Mr. Stephen Rodriguez; Business Administrator, Mrs. Maureen Oakley; Director of Human Resources, Mr. Matthew Boyer; Solicitor, Mr. Stephen Kalis.

PRESENTATIONS

Montgomery County Planning Advocate Award: Mr. Hylton received the 2022 Planning Advocate Award, honoring his advocacy for historic preservation, land conservation and vibrant visible communities.

MINUTES

Ms. Jampo presented the minutes from the Regular Board meeting held on November 17, 2022 for Board approval.

LIST OF BILLS

Mrs. Johnson presented the list of bills paid from the various funds for the periods of November 2022, to be approved as presented and a copy be filed in the Secretary's office as **Addendum #2022-2023-040**.

TREASURER'S REPORT

Mrs. Johnson presented the Treasurer's Reports for November 2022 to be approved as presented and a copy be filed in the Secretary's office as **Addendum #2022-2023-041**.

COMMITTEE REPORTS

POLICY/PERSONNEL COMMITTEE – MR. KLINE

Policy/Personnel Committee met on December 1. Committee report is attached to the board minutes.

CURRICULUM COMMITTEE – MRS. LAWRENCE

Curriculum Committee met on December 1. Committee report is attached to the board minutes.

FACILITIES/FINANCE COMMITTEE – MR. HYLTON

Facilities/Finance Committee met on December 8. Committee report is attached to the board minutes

PUBLIC RELATIONS/COMMUNITY ENGAGEMENT – MRS. JOHNSON

Public Relations/Community Engagement met on December 8. Committee report is attached to the Board minutes.

MONTGOMERY COUNTY LEGISLATIVE /PSBA REPRESENTATIVE – MRS. JOHNSON

No meetings.

MCIU REPRESENTATIVE – MRS. LAWRENCE

No meeting.

BOROUGH LIAISON – Ms. SPENCE

Highlights from the December meetings included a new emergency service for Pottstown residents to register and a debate on a temporary shelter for the homeless at St. Paul's Church. The Mayor requested residents not to discuss crime or recent explosion on social media. Residents can reach out to the Mayor for updates, etc.

STUDENT REPRESENTATIVE – Mr. ELLISON

Thanked the High School Principal and students who assisted in implementing the Pride Program which recognizes and encourages students to demonstrate positive behavior. Events happening this month include the band and choral concerts, a coat drive for donations to the Salvation Army and congratulations to the graduates of Beech Street Learning Studio.

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):

Mercedes Jackson, resident, asked if the Board could get feedback from current employees that would assist with retaining/filling positions. She asked if address locations could be included in the sports schedules for away games.

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

It was moved by Mr. Heidel and seconded by Mrs. Lawrence that the Board approve the minutes from the November 17, 2022 Regular Board meeting, the List of Bills from the various fund for the period of November 2022 and the Treasurer's Report for October 2022. All were in favor. None opposed. Motion carried.

BOARD ACTION: CONSENT

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

PERSONNEL

POSITIONS

Professional

Autistic Support Classroom Teacher Stipend, \$3,000/yr. for 2022-2023 to 2024-2025 school years.

Classified

Human Resources Administrative Assistant (job description) ***Addendum #2022-2023-042.**

RESIGNATIONS/TERMINATIONS

Administrative

Robin Romero, Supervisor of Special Education, Elementary, Admin. Building, resignation effective when position is filled or January 9, 2023; hire date August 1, 2005.

Professional

Ratify Lynsey Bird, Long-Term Substitute Teacher, Franklin Elementary, resignation effective November 22, 2022; hire date December 16, 2021.

Ratify Keith Schied, Long-Term Substitute Teacher, Barth Elementary, resignation effective November 30, 2022; hire date October 31, 2022.

Ratify Justin Sears, Long-Term Substitute Teacher, Middle School, resignation effective November 22, 2022; hire date November 12, 2020.

Theresa Morasco, Intervention Specialist, Middle School, resignation effective when position is filled or January 18, 2023; hire date August 21, 2018.

Ari Felber, Part-time Health and Physical Education Teacher, Middle School, resignation effective when position is filled or January 17, 2023; hire date February 18, 2021.

Abigail Minnick, Special Education Teacher, Franklin Elementary, resignation effective when position is filled or January 10, 2023; hire date August 15, 2022.

Susan Deck, Special Education Teacher, High School, resignation effective when position is filled or February 7, 2023; hire date October 3, 2022.

Classified

Diane Crist, Paraprofessional, Franklin Elementary, resignation effective December 22, 2022; hire date August 22, 2007.

Ratify Beartiz Santos, Substitute Cleaner, Admin. Building, resignation effective November 10, 2022; hire date January 24, 2020.

LEAVES

Classified

Ratify Nikki Ray, Part-time Cafeteria Worker, High School, request for leave of absence effective November 18, 2022; end date tbd.

Ratify Andrea Erb, Paraprofessional, Barth Elementary, request for leave of absence covered by the Family Medical Leave Act, effective November 29, 2022; end date tbd.

CHANGE IN POSITION/SALARY

Professional

Ratify Lee Wilcox, from Long-terms Substitute Teacher to Special Education Teacher, AS, initial assignment Franklin Elementary, effective date tbd, \$48,217/yr + Stipends, Step 2-Bach (contract A. Minnick).

Classified

Ratify Amy Iezzi, from Long-Term Substitute PreK Counts Teacher to Pre-K Counts Classroom Assistant, North End, anticipated effective date December 29, 2022, \$14.50/hr.

ELECTIONS

Professional

Ratify Richard Goodge, Health and Physical Education Teacher, High School, effective December 5, 2022, \$57,464/yr., step 7-Mast (contract of S. Rambo).
Cynthia Ziegler, MTSS Coach, Middle School, effective January 3, 2023, \$59,003/yr, Step 12, Bach +15 (replacing J.Tupper)

James Hilburt, Secondary Teacher, initial assignment Middle School, effective February 6, 2023, \$84,300/yr, Step 15, Mast +30 (contract of M. Olivieri).

Exempt

Angela Spinozzi, School Psychologist, Barth Elementary, effective February 15, 2023, \$84,005/yr (replacing M. Mazur).

Haley Fink, Pre-K Counts Teacher, Long-Term Substitute, anticipated effective date December 29, 2022, \$251/day (coverage for K Heidler).

Classified

Ratify Christian Coale, Part-time Cleaner, High School, effective November 29, 2022, \$12.65/hr.

Ratify Aimee Gilbert, Intervention Assistant, Barth Elementary, effective November 29, 2022, \$14.50/hr. (replacing A. Voyner).

Ratify Monica Moser, Part-time Proctor, Lincoln Elementary, effective December 2, 2022, \$13.00/hr. (replacing Y. Morazels)

Ratify Heather O'Connor, Part-time Proctor, Rupert Elementary, effective December 7, 2022, \$13.00/hr. (replacing B. Santos).

Ratify Jeanette Jones, Part-time Proctor, Barth Elementary, anticipated effective date December 14, 2022, \$13.00/hr. (replacing J. Trabucco).

Ratify Moriah Hopkins, Part-time Housekeeper, High School, effective November 10, 2022, \$12.65/hr. This is in addition to her role as Attendance Officer.

Ratify Rebecca Spaulding, Human Resource Administrative Assistant, Admin. Building, effective December 12, 2022, \$19.25/hr.

Najeria Johnson, Secretary, Front Desk, Middle School, effective January 3, 2023, \$15.05/hr.

Ratify Elizabeth Pacheco, Part-time Cleaner, Rupert Elementary, effective date December 12, 2022, \$12.65/hr.

Riley Simon, Substitute Support Staff, Paraprofessional, effective December 19, 2022, \$14.50/hr.

21st Century After-School PRIDE Program (grant funded)

Nicole Link, Teacher/Tutor, \$35/hr.

Co-Curricular Assignment 2022/2023 * Addendum #2022-2023-043

- Non-Athletics 2022/2023
- Winter Sports 2022/2023 Update

PROFESSIONAL LEAVES

Ms. Spence requested the Professional Leaves be moved to Non-Consent. Ms. Spence was not in favor of approving professional leaves that occurred in a prior month.

ATTENDANCE OFFICERS 2022/2023 UPDATE

The Superintendent recommends the Board approve the Attendance Officers for 2022/2023 update as presented and a copy be filed in the Secretary's office as **Addendum #2022-203-044**.

CONTRACTS

The Superintendent recommends the Board approve/ratify the contracts as presented and copies be filed in the Secretary's office as **Addendum #2022-2023-045**:

- STRIVE Initiative Addendum
- Austill's Rehabilitation Services (Staffing)
- The Devereux Foundation (Special Education)

Upon roll call vote, all members voted aye for the above consent items with the exception of Professional Leaves (moved to Non-Consent): Lawrence: aye, Armato: aye, Kline: aye, Spence: aye, Kancianic: aye, Johnson: aye, Hylton: aye, Heidel: aye, Bearden: aye. Ayes: Nine. Nays: None. Motion carried.

NON-CONSENT

Administrators presented the non-consent items for Board consideration.

HEARINGS FROM PATRONS (limited to non-consent District Wide Feasibility and Professional Leave.)

Mercedes Jackson, resident, asked for clarification on consent and non-consent items, is there a particular contact person.

NON-CONSENT: DISTRICT WIDE FEASIBILITY STUDY

The Superintendent recommends the Board approve the District Wide Feasibility Study.

It was moved by Mr. Armato and seconded by Mr. Hylton that the Board approve the District Wide Feasibility Study as presented and a copy be filed in the Secretary's office as **Addendum #2022-2023-046**.

Upon roll call vote, all members voted aye. Armato: aye, Bearden: aye, Hylton: aye, Kancianic: aye, Heidel: aye, Johnson: aye, Lawrence: aye, Spence: aye, Kline: aye. Ayes: Nine. Nays: None. Motion carried.

NON-CONSENT: PROFESSIONAL LEAVES

The Superintendent recommend the Board approve the Professional Leaves as presented and a copy be filed in the Secretary's office as **Addendum #2022-2023-047**.

It was moved by Mr. Kline and seconded by Mrs. Johnson to approve the Professional Leaves as presented: Spence: nay, Lawrence: aye, Armato: aye, Bearden aye, Kline: aye, Johnson: aye, Kancianic: aye, Hylton: aye, Heidel: aye. Ayes: Eight. Nays: One. Motion carried.

NEW BUSINESS: HS Chiller Change Order for Board Consideration:

Ms. Bearden asked the Board for a motion to consider placing the HS Chiller Change Order under Non-Consent for Board consideration. The change order affects the timing of the completion of the project during the winter break.

It was moved by Mr. Kline and seconded by Mrs. Lawrence to move the HS Chiller Change Order to Non-Consent for Board consideration.

Upon roll call vote to move the change order to non-consent was recorded as follows: Lawrence: aye, Johnson: aye, Spence: nay, Armato: aye, Kline: aye, Kancianic: aye, Hylton: aye, Heidel: aye, Bearden: aye. Ayes: Eight. Nays: One. Motion carried.

It was moved by Mrs. Johnson and seconded by Mrs. Lawrence for Board discussion.

Board Discussion:

Ms. Spence requested more time to review the change order over the weekend and vote on Monday.

Ms. Bearden noted the change order was forwarded to the Board within the 24 hour period for an addition to the agenda.

Mr. Kalis noted that agendas are subject to change pending the availability of information.

HEARINGS FROM PATRONS – limited to HS Chiller Change Order

It was moved by Mrs. Johnson and seconded by Mrs. Kancianic to approve the HS Chiller Change Order as presented and a copy be filed in the Secretary's office as **Addendum #2022-2023-048**.

Upon roll call vote, the vote for the HS Chiller Change Order was recorded as follows: Armato: aye, Heidel: aye, Bearden: aye, Johnson: aye, Lawrence: aye, Spence: nay, Kline: aye, Kancianic: aye, Hylton: aye. Ayes: Eight. Nays: One. Motion carried.

INFORMATION

2023 Board Workshop/Board Meeting: Options: Thursday – January 12 or January 19

Committee Meeting Structure: monthly meetings the 1st and 2nd Thursday beginning February 2, 2023

COW/Regular Board Meetings: meet on the 3rd Thursday of each month beginning February 16, 2023

2023 July Workshop Options: July 20 or July 27 pending Board Members schedules

FEDERATION REMARKS

Ms. Hospador announced the resignation of Kelly Leibold as Second Vice-President and welcomed Sarah Miller to fill the vacant position.

ROUND TABLE

Mr. Armato congratulated the DECA students who qualified for the State competition.

Mrs. Johnson offered her congratulation to the BSLS graduates.

Mrs. Kancianic wished everyone a healthy, good holiday.

Ms. Spence thanked PSBA for the opportunity to attend the Policy Institute and for the experience to learn about the dos / don'ts of board policies and equity committees.

Mrs. Lawrence wished everyone a happy, healthy holiday and a reminder that the holidays sometimes are triggers for people who struggle with grief.


Mr. Heidel wished everyone a safe, happy holiday.

Mr. Rodriguez extended a big thank you to staff and students for sharing their school spirit during the holiday season.

Ms. Bearden noted that free COVID test kits are now available per a link at usps.com and encouraged everyone to follow up with vaccinations for a healthy new year.

ADJOURNMENT

It was moved by Mrs. Kancianic and seconded by Mr. Heidel that the Board adjourns. All in favor. None opposed. The meeting adjourned at 7:40 pm.


Maureen Jampo
Board Secretary



**Pottstown School District
Personnel/Policy Committee
REPORT**

December 1, 2022

(in-person following Board Reorganization)

Committee Members: Steve Kline, Chair; John Armato, Susan Lawrence, Deborah Spence, Katina Bearden

POLICY

- Proposed adoption of Naming Rights Policy: Rationale

Mr. Rodriguez shared some history of past naming processes in the District. The rationale for a proposed Naming Rights policy provides a process and procedure for naming rooms, facilities, etc. in the District. An outline of issues and processes for consideration was shared with the Committee. The administration will continue to research and prepare a draft policy to present to the Committee for consideration in February.

PERSONNEL

- Agency Human Resources Clerk hired as PSD employee – Classified position; hourly rate
- MS Cheerleading Assistant Coach (ESSER Funded Stipend) – assist Head Coach
- Special Ed AS Stipend - apply same as Special Education ES Stipend

Informational Items

- 2022-2025 Professional Agreement - link on PSD Website under Human Resources
- PDE: Need Teacher Information - PDE advertising their initiatives on hiring processes
- PEAK-PreK Update/Changes / Adding a Speech Pathologist (Grant Funded)
- District Head Nurse proposed/recommended plan for position

Next Meeting Date: 2023 Committee Meetings pending



Pottstown School District
CURRICULUM COMMITTEE
REPORT
December 1, 2022

(immediately following Policy/Personnel Committee meeting)

Committee Members: Susan Lawrence - Chairperson; Steve Kline, Phoebe Kancianic, Thomas Hylton, Deborah Spence, Katina Bearden

Informational Item

- PSD Elementary Curriculum - Ryan Oxenford
Overview of Curriculum adoption timeline; Reading curriculum expires this school year; adoption process in the spring, exploring expanding Foundations to second grade and Reading Wonders.
- Summer Program Review – Dr. Dana Gerth
Review of data from the 2022 elementary and middle school summer program included attendance, student growth and proficiency in math and reading. The program results show higher levels of proficiency at grade levels.
- Student Progress Update - R. Oxenford / S. Rodriguez
Middle School and High School updates – focused on attendance, behavior and academics. MTSS Coaches are able to identify who is at risk and intervene early to prevent retention.
- Act 158: Pathways to Graduation J. Beasley-Turner
PowerPoint presentation on graduation opportunities for credit deficient students; highlights of the presentation included prevention, graduation requirements, credit recovery options (BSLS, VAL,etc.), restorative practice techniques, Act 158 Keystone requirements.

Next Committee Meeting: 2023 Committee meetings pending



**POTTSTOWN SCHOOL DISTRICT
Facilities/Finance Committee
REPORT**

December 8, 2022
6:30 PM - virtual

Members: Thomas Hylton- Chair; John Armato, Steve Kline, Kurt Heidel, Laura Johnson, Katina Bearden

FACILITIES – John Connor

Facility Updates

- **HS Chillers Update:** December 29 equipment delivery and installation; set up and testing to be completed the next week.
- **Franklin St. Field Irrigation:** last section of the project (digging and purchase & install of materials) completed in-house; field is ready for leveling and seeding for the start of next year's seasons.

FINANCE - Maureen Jampo

- **Strive Initiative Addendum** (increased services): adding mentoring programs at the high school level with additional grant funds.

Information

- **Taxpayer Relief:** PowerPoint presentation on options (reduce millage, increase homestead, commit fund balance dollars to offset future tax increases or rebate to taxpayers); presentation included factors that go into the basic education funding (student count, community poverty rate, median household income, charter school enrollments) and how these factors could affect funding for the next school year. The administration shared the presentation with the Board for their review and consideration as they continue to work towards preparing preliminary budget options.
- **ESSER update:** a breakdown of ESSER I, II and III funding allocations and expenditures.
- **District Wide Feasibility Proposal Update:** a review of the purpose and objectives for a district wide feasibility study; the Benchmark game plan would focus on existing and proposed building use (energy, costs, savings, facilities study assessment, improvements, demographics and educational programs) to prioritize areas needing improvements for potential upcoming funding opportunities.

ANNOUNCEMENTS:

- Next meeting: 2023 Committee scheduled pending



POTTSTOWN SCHOOL DISTRICT
Public Relations/Community Engagement Committee
REPORT

December 8, 2022 *(virtual)*

Committee Members: Laura Johnson, (Chair); Katina Bearden, Kurt Heidel, Phoebe Kancianic, Deborah Spence

Updates

Pedestrian Safety and Cyber Security Updates- Stephen Rodriguez

District campaign the week focused on public service and pedestrian safety. Discussion on all kinds of safety and safety awareness. The principals are reminding students and families about pedestrian, neighborhood and cyber safety.

Community Feedback on Hybrid Meetings- Stephen Rodriguez

Feedback points included the audio was fair and video quality was cloud, not sharp. The system provided at the reorganization meeting was using “owls”; did not include technology upgrades or expensive sound effects.

Equity Initiative Exploration- Katina Bearden

Action continues with Board exploration of other school districts WOW (ways of working) for review of process, practices, and pitfalls to avoid. Discussions held with alumni for possible inclusion into an equity based workstream that supports and serves the diverse needs of the Pottstown students, staff and community. Steve Kline mentioned an opportunity from his prior district and includes partnering with Barbara Moore Williams. Katina Bearden welcomed the touchpoint as she previously recommended Ms. Williams in this field. A few Committee members shared their thoughts. Deb Spence clarified an earlier request for an African American committee that focuses on district policy. As previously requested, the Committee will continue exploring possibilities and provide feedback to the Board with viable recommendations to move forward.

Next Meeting Date: 2023 Committee meetings pending