



**POTTSTOWN SCHOOL DISTRICT  
REGULAR BOARD MEETING MINUTES  
April 20, 2023**

The Regular Board Meeting of the Board of School Directors of the Pottstown School District was held on Thursday, April 20, 2023 at 6:30 PM in the Cafeteria of the Pottstown High School including virtual platform with President, Ms. Katina Bearden, presiding. Upon roll call, the following members attended: 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 (virtual). Also present were Superintendent, Mr. Stephen Rodriguez; Business Administrator, Mrs. Maureen Oakley; Director of Human Resources, Mr. Matthew Boyer; Solicitor, Mr. Stephen Kalis.

**PRESENTATIONS**

Teacher of the Year: Mrs. Kelly Wolfel introduced each teacher as recognized by their peers. Each awardee received a plaque recognizing them and their achievements and are eligible to compete in the Teacher of the Year state competition.

Elizabeth Barth Elementary School:	MaryEllen Lammey
Edgewood Learning Center:	Erica Faust
Franklin Elementary:	Jane Hospador
Lincoln Elementary:	Kelly Mooney
Rupert Elementary School:	Katie Coolong
Pottstown Middle School:	Andrea Roberts
Pottstown High School:	Michaela Johnson Richardson

**MINUTES**

Mrs. Oakley presented the minutes from the Regular Board meeting held on March 16, 2023 for Board approval.

**LIST OF BILLS**

Mrs. Johnson presented the list of bills paid from the various funds for the period of March 2023 to be approved as presented and a copy be filed in the Secretary's office as **Addendum #2022-2023-069**.

**TREASURER'S REPORT**

Mrs. Johnson presented the Treasurer's Report for March 2023 to be approved as presented and a copy be filed in the Secretary's office as **Addendum #2022-2023-070**.

**COMMITTEE REPORTS**

POLICY/PERSONNEL COMMITTEE – MR. KLINE

Policy/Personnel Committee met on April 6. Committee report is attached to the board minutes.

CURRICULUM COMMITTEE – MRS. LAWRENCE

Curriculum Committee met on April 6. Committee report is attached to the board minutes.

FACILITIES/FINANCE COMMITTEE – MR. HYLTON

Facilities/Finance Committee met on April 13. Committee report is attached to the board minutes

PUBLIC RELATIONS/COMMUNITY ENGAGEMENT – MRS. JOHNSON

Public Relations/Community Engagement met on April 13. Committee report is attached to the Board minutes.

MONTGOMERY COUNTY LEGISLATIVE – MRS. JOHNSON

Legislative breakfast is this week.

PSBA REPRESENTATIVE – MRS. KANCIANIC

Highlight from the meeting included discussion on the Farm to School grant and bylaws amendments.

MCIU REPRESENTATIVE – MRS. LAWRENCE

Highlights from the meeting included a presentation on a transition for student services, a survey on how to improve their services and an upcoming golf outing at Brookside Country Club.

STUDENT REPRESENTATIVES – MR. ELLISON, MS. ADEDEJI, MR. BROUGHTON

Ms. Adedeji reported on elementary and secondary events. Highlights annual elementary Mc Donald's Writing competition, Reading Olympics, OSHA blood drive; upcoming events band/chorus concert, Keystone/AP/PSSA exams, prom date May 19 and mini-thon on May 26.

**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 Comment:**

Ms. Spence was not in favor of the North End Learning Center Playground Proposal. She does not support spending the grant funds on playground equipment.

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

It was moved by Mr. Heidel and seconded by Mr. John Armato that the Board approve the minutes for the March 16, 2022 meeting as presented, the List of Bills from the various fund for the period of March 2023 and the Treasurer's Report for March 2023. All were in favor. None opposed. Motion carried.

**BOARD ACTION: CONSENT**

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

**PERSONNEL**

**RESIGNATIONS/TERMINATIONS**

**Professional**

Ratify Diane Fox, Secondary Teacher, High School, resignation effective March 22, 2023; hire date October 7, 2008.

Kathryn Johns, Secondary Teacher, Middle School, resignation effective June 2, 2023; hire date March 14, 2022.

Dawn Engleman, Special Education Teacher, Middle School, resignation effective June 2, 2023; hire date August 15, 2022.

Classified

Ratify Nikki Ray, Part-time Cafeteria Worker, Middle School, resignation effective March 14, 2023; hire date September 26, 2016.

Ratify Herman Yeager, Part-time Cleaner, Rupert Elementary, resignation effective March 20, 2023; hire date March 13, 2023.

Ratify Terrence Shawell, Paraprofessional /Cafeteria Proctor Supervisor, High School/Middle School, resignation effective March 31, 2023; hire date September 16, 2019.

LEAVES

Professional

Tracy Fleming, Elementary Teacher, Middle School, request for leave of absence effective May 10, 2023; end date tbd.

Ratify Perry Augustine, Secondary Teacher, Middle School, request for leave of absence covered by the Family Medical Leave Act, effective April 11, 2023; end date tbd.

Classified

Ratify Anthony Genovese, Custodian, Middle School, request for leave of absence effective March 13, 2023; end date tbd.

Ratify Charlot Johnson, Paraprofessional, High School, request for leave of absence effective March 14, 2023; end date tbd.

Ratify Kimberly Picard, Secretary, Middle School, request for leave of absence effective March 21, 2023; end date tbd.

Barbara Hollenbach, Paraprofessional, High School, request for leave of absence effective, April 20, 2023; end date tbd.

CHANGE IN POSITION/SALARY

Classified

Teacher to Pre-K Teacher, North End, effective March 1, 2023, \$47,718/yr (replacing K. Heidler).

ELECTIONS

Professional

Rebecca Cubbler, Special Education Teacher, LS, initial assignment Rupert Elementary, effective August 21, 2023, \$48,715/yr, +stipend in accordance with Professional Agreement, Step 3, Bach (contract of S.Deck)

Ratify Adam Roth, Long Term Substitute Teacher, Building Substitute, High School, effective April 19, 2023, \$251.00/day

Ratify Elan Lift, Long Term Substitute Teacher, Building Substitute, High School, effective April 17, 2023, \$251.00/day.

Rebecca Shapren, Intervention Specialist, Middle School, effective May 1, 2023, \$72,455/yr, Step 11, Mas +30 (contract T. Morasco)

#### Classified

Ratify Dennis Morales, Paraprofessional 1:1, High School, effective March 27, 2023, \$14.50/hr + \$10 day stipend until the end of the 2022/2023 school year.

Ratify Bridgett Thomas, Part-Time Proctor, Barth Elementary, effective March 28, 2023, \$13.00/hr (replacing J Jones).

Ratify Anthony Santiago, Communications Specialist, Admin. Building, effective April 3, 2023, \$23.80/hr (replacing E. Overdorf).

Ratify Kathleen Satter, Part-time Cafeteria Worker, High School, effective April 11, 2023, \$13.25/hr.

Ratify Felecia Fox, Paraprofessional, Middle School, effective April 11, 2023, \$16.50/hr + \$10/day stipend until the end of the 2022/2023 school year (replacing G. Tiner).

#### District Summer Programs (ESY, Summer School, BSLS,...)

1. All Pottstown School District Teachers are approved on an as need basis, per diem rate as applicable to summer school position
2. All Pottstown School District Support Assistants are approved on an as need basis, hourly rate applicable to summer school position
3. All Pottstown School District Psychologists and Occupational Therapists are approved on an as need basis, per diem rate applicable to summer school position.

#### TUITIONS

<u>Name</u>	<u>Building</u>	<u>3/31/23 Deadline</u>
Amanda Kenney	Barth	\$1,620.00
Michael Hewitt	HS	\$2,142.00
Keri Marini	Barth	\$1,869.19
Brittany Zacharias	Barth	\$1,710.00
Allison Collins (2 courses)	Franklin	\$4,320.00
Danielle Murray	Franklin	\$1,620.00
Danielle McCoy	North End	\$444.00
Dana Barnes	Barth	\$393.60

#### CO-CURRICULAR ASSIGNMENTS

##### Co-Curricular Facilitator Assignments 2022/2023 ( @ \$1,101.00 each)

K-4 Elementary Facilitator (Kindergarten Facilitator) - Evelyne Blair-Miller

K-4 Elementary Facilitator (Grade 1 Facilitator) - Kaylee Weldon

K-4 Elementary Facilitator (Grade 2 Facilitator) - Jill Bolonski

K-4 Elementary Facilitator (Grade 3 Facilitator) - Jamie Fazekas

K-4 Elementary Facilitator (Grade 4 Facilitator) - Ann McDonnell

#### PROFESSIONAL LEAVES

Bldg.	Name	Conference Title	Conference Location	Dates	Cost
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HS	Eileen Basham	Keystone Item Data Review	Harrisburg, PA	09/06/23 - 09/07/23	\$140.00 - Dept Budget
HS	Diane Brothers	Spring AVTEC Meeting	Altoona, PA	05/05/23 - 05/06/23	\$255.20 - Dept Budget
Admin	Heather Dailey	Summer Symposium	New Orleans, LA	07/18/23 - 07/21/23	\$3,200 (grant funded)

## FIELD TRIPS

#	Conference	Location	Date of Trip	Cost to Student	Cost to District-substitutes	Chaperone(s)
22	Shippensburg University - Career/College Prep (Gear Up Grant)	Shippensburg, PA	6/20/23 - 6/22/23	0	n/a	Tamara Pacowski-Ferrizzi Thomas Marsden
11	Millersville University - Career/College Prep (Gear Up Grant)	Millersville, PA	6/23/23 - 6/25/23	0	n/a	Tamara Pacowski-Ferrizzi Thomas Marsden

## POLICY

The Superintendent recommends the Board approve the Policy 137 as presented and copies be filed in the Secretary's office as **Addendum #2022-2023-071:**

- Policy 137: Home Education Programs (updated)

## SCHOOL CALENDAR: 2023/2024

The Superintendent recommends the Board approve the 2023/2024 School Calendar as presented and copies be filed in the Secretary's office as **Addendum #2022-2023-072.**

## CURRICULUM ADOPTION

The Superintendent recommends the Board approve the Curriculum Adoption Plan as presented at the April 6, 2023 Curriculum Committee and a copy be filed in the Secretary's office as **Addendum #2022-2023-073.**

## MCIU BOARD OF DIRECTORS NOMINATION

Motion to elect Susan Lawrence as the MCIU Board of Directors representative to serve three years beginning the first day of July following such election. The representative's term shall run from July 1, 2023 to June 30, 2026.

## CONTRACTS

The Superintendent recommends the Board approve/ratify the contracts as presented and copies be filed in the Secretary's office as **Addendum #2022-2023-074:**

MCIU Intergovern. Shared Student Servs.Agrmt	Camphill School (ESY)
Lincoln Ctr (FT Licensed Social Worker) 22/23	Cottage Seven Ed. (ESY)
MCIU: MOUs Technology Services	Elywn (ESY)
Berks County Intermediate Unit: Title 1	

## BID AWARD: DOMESTIC HOT WATER REPLACEMENT

The Superintendent recommends that a purchase order be awarded to the following company indicated, the award being made to the lowest bidder meeting the required specifications:

- R.A.M.M Inc. \$174,650.00

## **EDGEWOOD LEARNING CENTER EXPANSION PLAN**

The Finance Committee and the Superintendent recommends the Board approve moving forward with the proposed Edgewood Expansion Plan as presented at the April 13 Facilities/Finance Committee and copies be filed in the Secretary's office as **Addendum #2022-2023-075**.

## **NORTH END LEARNING CENTER PLAYGROUND PROPOSAL**

The Finance Committee and Superintendent recommends the Board approve moving forward with the North End Learning Center Playground proposal (Pre-K Counts funded) as presented at the April 13 Facilities / Finance Committee meeting and a copy to be filed in the Secretary's office as **Addendum #2022-2023-076**.

Upon roll call vote, all members voted aye for the above consent items: Heidel: aye, Hylton: aye, Johnson: aye, Kancianic: aye, Lawrence: aye, Spence: nay, Bearden: aye, Armato: aye.  
Ayes: Eight. Nays: One. Motion carried.

## **NON-CONSENT**

Administrators presented the non-consent item Personnel and the Preliminary Budget for 2023/2024 school year for Board consideration.

**HEARINGS FROM PATRONS OF THE SCHOOLS** (limited to the non-consent items): none.

## **Board Comments:**

Ms. Spence opposed the tax credit to Homestead residents. The tax credit does not reach all taxpayers Noting that renters pay tax based on the rent posed by the landlord. Ms. Spence opposed the personnel assistant coach position stating it is not an academic opportunity.

Mr. Heidel suggested that landlords have the opportunity to lower rents if a tax rebate were to be issued to all taxpayers.

## **PERSONNEL: POSITION**

The Superintendent recommends the Board approve the following Co-Curricular position:

- Co-Curricular Assignment: HS: Winter Sports Track: Assistant Coach

It was moved by Mr. Armato and seconded by Mr. Hylton that the Board approve the personnel position as presented.

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

## **PRELIMINARY BUDGET 2023/2024**

The Superintendent recommends the Board approve the 2023-2024 Preliminary Budget as presented.

It was moved by Mrs. Johnson and seconded by Mr. Armato that the Board approve the 2023-2024 Preliminary Budget as presented and a copy be filed in the Secretary's office as **Addendum #2022-2023-077**.

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

**Ms. Spence left the meeting at 8:20 pm.**

## **INFORMATION**

- Travel Equity Program Expansion 2023/2024
- Monthly Meeting Notice: May
- Pottstown Pride: Winter Sports

## **FEDERATION REMARKS**

Mrs. Yoder congratulated the teachers on their awards. The Federation continues to advocate for hiring more related art teachers (ex: music, visual arts, Spanish, 21<sup>st</sup> Century, etc.). She spoke about the academic and social benefits for the students.

## **ROUND TABLE**

Mr. Heidel looks forward to the end of the school year and graduation.

Mrs. Johnson was pleased that the District is moving forward with some type of tax relief for homeowners. . She thanked the staff for all their time to make the 5<sup>th</sup>/6<sup>th</sup> grade band concert happen. It was a reminder of how the students benefit academically and socially from their participation in the co-curricular activities.

Mr. Kline commented on the teacher of the year awards presentation. It was informative and moving. A job well done to all who contributed to the presentation.

Mr. Armato congratulated the teachers and shared his appreciation for their peer recognition. He thanked the administration for following the Board's desire to provide some type of tax relief for the community.

Mr. Hylton shared alternative viewpoints on funding the Public Library and the District's fund balance. He shared comparisons on the resources in the school libraries vs the Pottstown Public Library and unjust fair funding throughout the state.

Mr. Ellison reported the Engineering Team placed 1<sup>st</sup> at the Governor's competition, placed 9<sup>th</sup> at Bloomsberg and the Entrepreneurship Club placed 17<sup>th</sup> in the same competition.

Ms. Adedeji thanked the Board for the opportunity to serve as a Student Board representative.

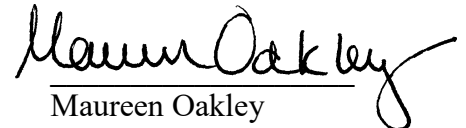
Mrs. Kancianic stated the District has been the recipient for the 8<sup>th</sup> year in a row, the "Best Communities in Music Education" award. She noted the Middle School music department is in desperate need (old equipment and lack of funding for field trips).

Mr. Rodriguez congratulated the teachers and thanked everyone for their continued support of the District. He announced the District is moving forward with the Farm to Table grant and shared a video congratulating the winter athletes for their

Ms. Bearden thanked all the teachers who were awarded as well as all teachers for their efforts. . She expressed her appreciation to the buildings for the opportunity to participate in the "drop everything and read" program. Ms. Bearden thanked the Board for staying consistent and focused, often having to make difficult decisions. She is grateful that administrations work allows the Board to keep things moving, increase what students have available, educate them properly, and provide co-curricular that help students to excel.

**ADJOURNMENT**

It was moved by Mr. Heidel and seconded by Mrs. Kancianic that the Board adjourns. All in favor.  
None opposed. The meeting adjourned at 8:56 pm.

  
Maureen Oakley  
Board Secretary





**Pottstown School District  
Personnel/Policy Committee  
Report  
April 6, 2023**

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

**POLICY**

- Policy 137: Home Education Programs

The Committee reviewed the PSBA recommendations updating the existing policy language for additional recordkeeping, based on participation allowance for home education students. The Committee recommended adding language to the "Compliance" paragraph in the policy, that the ten days begin with the date of the Superintendent's letter.

- School Calendar: 2023/2024

A draft calendar was presented to the Committee with a school start date on August 21; tentative last day of school - June 10 (pending the use of snow days). A final draft will be presented at next week's committee meetings for review.

**PERSONNEL**

- Winter Track Assistant Coach

The administration recommended adding an Assistant Coach for Winter Track consistent with all Varsity Sports having a Head Coach and an Assistant Coach. Track participation has significantly increased and allows students to register for participation in more meets. The position will be added as a Non-Consent item on the April 20 Board agenda.

**Informational Items**

- HS Bowling Team , HS Golf : a review of survey results to be presented by Mr. Baker next month.
- Edgewood Learning Center - consideration of position(s) as a result of IEP programming will be discussed at the Finance Committee meeting next week.
- Elementary Facilitators (5) – part of Co-Curricular contract assignment not previously utilized. Positions were posted and filled - Kindergarten to Grade 4.

**.Next Meeting Date: May 4, 2023**



Pottstown School District  
**CURRICULUM COMMITTEE**  
**REPORT**  
**April 6, 2023**

*(immediately following Policy/Personnel Committee meeting)*

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

## **INFORMATION**

**Chromebook Breakages Update** - Mr. Rodriguez provided an update regarding the ongoing examination on Chromebook breakages (mistreatment of district property). The administration is continuing to exam and review ways to effectively address this issue (share with parents, research other districts' processes). A further update will follow.

## **ACTION ITEM**

**Curriculum Adoption Plan** - Mr. Oxenford presented a proposal for the 2023-2024 District Curriculum Adoption Plan. He provided an overview of the purchases and resources within the adoption plan for an overall total budget of \$598,799.00 (ESSER funding). The proposal includes an expansion of Foundations for Grade 2, Wonders for Grade 6 along with resources in language arts, math, science and resources for counselors with social emotional learning.

Next Meeting: May 4, 2023



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

April 13, 2023 (virtual)

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

**PRESENTATION:**

**Food Service Update** – Mrs. Kozik gave a presentation on a Post Covid Café Update. Highlights from the presentation included comparisons (financial and number of meals served (Pre-Covid /Post Covid), a list of the favorite lunch foods as well as the cold breakfast served on the Breakfast cart. New this year is a Vendor Food Show on April 28 that allows the staff to taste test and learn alternate food preparation methods.

**FACILITIES** – John Connor

**Bid Recommendation for HS Domestic Hot Water Replacement** – the District received five (5) bids; the lowest bid meeting the specifications is R.A.M.M. Inc. in the amount of \$174,650. The previous redesign allowed for a lower bid. A bid award on the April 20 Board agenda allows the project to start in June.

**Public Library Funding Discussion** – Committee members felt that although the public library is important to the community, the district has more pressing needs than funding the public library at this time.

**FINANCE**

**Special Education Supervisor Edgewood** (Medical Access Funded) – Mr. Jeffreys gave a PowerPoint presentation on a proposed expansion of Autistic /Emotional Support classrooms. His recommendation is to add a Special Education Supervisor, additional teachers and paraprofessionals at an estimated cost of \$364,000. The Committee was in favor of moving forward with the recommendation to be placed on the April 20 Board agenda for approval.

**North End Learning Playground Safety Update** – Mrs. Oakley shared a PowerPoint presentation addressing safety and learning areas in the playground at NELC. The objective of the playground proposal is to provide a safe, learning environment for the students. Current fencing is unsafe and equipment is limited for the number of students at NELC. The proposed plan includes new fencing, new surfacing, shaded areas, and added equipment; approximate cost for the project is \$250,000 (fully funded through Pre-K Counts). The Committee was in agreement to place this proposal on the April 20 Board agenda for approval.

**Preliminary Budget 2023/2024** – Mrs. Oakley gave a presentation on a proposed preliminary budget for the 2023/2024 school year. If state revenues come in at half the governor's proposed funding increase, a conservative estimate, the proposed \$79.8 million Pottstown School District budget would be balanced. The consensus of the Committee was to include about \$750,000 in one-time tax relief to home-owning taxpayers through the Homestead/Farmstead Act to be taken out of the district's fund balance if necessary. This will be shared with the full board for consideration at the April 20 Board meeting.

**Contracts:** Lincoln Center, MCIU Intergovernmental Shared Student Services, ESY: Camphill School, Cottage Seven Education (to date); pending additional contracts include Toshiba Copier Lease (repurpose of existing + new)

**Information**

2023 Building Envelope Recommended Bid Award/Notice to Proceed: May 11, 2023 - bids for exterior wall and roof repairs are due May 5; committee approval on May 11 allows to proceed with the summer construction timeline.

**Next meeting:** May 11, 2023



**POTTSTOWN SCHOOL DISTRICT**  
**Public Relations & Community Engagement Committee**  
**Report**

April 13, 2023

immediately following Facilities/Finance Committee

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

**Guest Presentation** North End Swim Club- Candice Hillegas (postponed to a later date)

**Presentations and Discussion**

Mr. Rodriguez presented a video on Chromebook Breakage. The first step in addressing this growing issue is to share this video with parents and guardians on April 19th.

An email: [CHROMEBREAK@POTTSTOWNK12.ORG](mailto:CHROMEBREAK@POTTSTOWNK12.ORG) will also be available for parents and guardians to provide feedback and suggestions.

**Advocacy**

Legislative/State Budget Updates: Currently waiting on information to be released on 2023-2024 budget. Attention on allocation of Special Education funding through Cyber and Charter Schools (dispersed through Level 1, 2, 3).

**Advocacy Days** - Members are encouraged to participate:

PSBA (virtual) Tuesday, April 18<sup>th</sup>

PSBA (in person) work coalition – Wed, April 26<sup>th</sup>

Mr. Rodriguez to meet with Senator Pennycuik on Tuesday April 18<sup>th</sup> 11 a.m. – 1:30 p.m.  
(members are welcome to join)

**Information**

School Calendar 2023/2024 – Final Draft for April 20 Board Agenda

Next Meeting Date: May 11, 2023