



**POTTSTOWN SCHOOL DISTRICT
REGULAR BOARD MEETING MINUTES
June 15, 2023**

The Regular Board Meeting of the Board of School Directors of the Pottstown School District was held on Thursday, June 15, 2023 at 6:30 PM in the Conference Room of the Administration Building including virtual platform with President, Ms. Katina Bearden, presiding. Upon roll call, the following members attended: Mr. John Armato, Mr. Thomas Hylton, Mrs. Laura Johnson, Mr. Steve Kline, Mrs. Phoebe Kancianic, and Ms. Deborah Spence (virtual). Absent: Mr. Kurt Heidel, Mrs. Susan Lawrence. Also present were; Business Administrator, Mrs. Maureen Oakley; Director of Human Resources, Mr. Matthew Boyer; Solicitor, Mr. Stephen Kalis.

COMMUNICATIONS

Mark Ellison wrote a letter to Superintendent and members of the Board given a sincere thank you for their wisdom and countless opportunities that were provided to him. He is grateful for the knowledge and experience he has gained.

MINUTES

Mrs. Oakley presented the minutes from the Regular Board meeting held on May 18, 2023 for Board approval.

LIST OF BILLS

Mrs. Johnson presented the list of bills paid from the various funds for the period of May 2023 to be approved as presented and a copy be filed in the Secretary's office as **Addendum #2022-2023-089**

TREASURER'S REPORT

Mrs. Oakley commented Treasurer's Report for May 2023 wasn't available will have for August meeting.

COMMITTEE REPORTS

POLICY/PERSONNEL COMMITTEE – MR. KLINE

Policy/Personnel Committee met on June 1. Committee report is attached to the Board minutes.

CURRICULUM COMMITTEE – MRS. LAWRENCE

Curriculum Committee met on June 1. Committee report is attached to the Board minutes.

FACILITIES/FINANCE COMMITTEE – MR. HYLTON

Facilities/Finance Committee met on June 8. Committee report is attached to the Board minutes

PUBLIC RELATIONS/COMMUNITY ENGAGEMENT – MRS. JOHNSON

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

PSBA REPRESENTATIVE – MRS. KANCIANIC

Gave a list of conferences that will be held in October 2023 (Safe & Sound, Ways to on Board Director, etc.)

MCIU REPRESENTATIVE – MRS. LAWRENCE

NO REPORT

MONTGOMERY COUNTY LEGISLATIVE – MRS. JOHNSON

NO REPORT

APPROVAL OF CONSENT ITEMS

Mrs. Oakley 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):

Doug Slick, resident, recommended to approve the great plan for MS building. Dr. Wangia and staff did a tremendous job with the plan.

BOARD ACTION: Minutes, List of Bills

It was moved by Mr. Hylton and seconded by Mrs. Kancianic that the Board approve the minutes for the meeting as presented, the List of Bills from the various fund for the period of May 2023. All were in favor. None opposed. Motion carried.

BOARD ACTION: CONSENT

It was moved by Mrs. Johnson and seconded by Mr. Hylton that the following consent items approved in accordance with Policy 005, as recommended by the Board Treasurer:

PERSONNEL

POSITIONS

Professional

(1) HS Art Teacher

(1) MS Health and PE Teacher (.5)

RESIGNATIONS/TERMINATIONS

Professional

James Hilburt, Secondary Teacher, Middle School, resignation effective when position is filled or August 14, 2023; hire date February 6, 2023.

Classified

Ratify Patti Giamo, Paraprofessional, Barth Elementary, resignation for the purpose of retirement, effective June 6, 2023; hire date April 12, 2019.

Terminations effective June 30, 2023 due to no work activity for the year.

Substitute Support

Lizzette Santiago	Catalina Ramirez-Campuzano	Susan Mock
Kevin Shanaman	Jahyre Graves	Wyatt Hessler
Julia Morton	Margo Boekhoudt	Jeffrey Endy
		Devon Berryann

Substitute Nurse

Jeanne Kline	Michelle Christie
Kimberly Geuss	Susan Davis

LEAVES

Professional

Amy Lewis, Elementary Teacher, Middle School, request for leave of absence covered by the Family Medical Leave Act, anticipated effective date 11/24/23; end date to be TBD.

Classified

Ratify Charlot Johnson, Paraprofessional, High School, request for leave of absence, effective May 1, 2023; end date to be TBD.

CHANGE IN POSITION/SALARY

Professional

Ronald Fredrick, From Long Term Substitute Teacher to Elementary Teacher, Initial assignment Rupert Elementary, effective August 15, 2023, \$50,236/yr, Step 3 - Bach (Contract of N. Valenti)

Jaime Parris, Teacher on Special Assignment Dean of Students High School, effective August 15, 2023, \$65/day - Stipend in addition to current compensation for 23/24 school year. Upon end of assignment will return to Elementary Teacher.

ELECTIONS

Professional

Shawna Smith-Wentzel, School Counselor, Franklin Elementary, effective August 15, 2023, \$86,992/yr, Step 15, Mast +30 (contract of M.Heppler)

Gabrielle DiLucia, Long Term Substitute Teacher, Rupert Elementary, effective August 15, 2023, \$251.00/day (coverage for K.Fretz)

Payton Cute, Elementary Teacher, initial assignment Lincoln Elementary, effective August 15, 2023, \$50,236/yr, Step 3, Bach (contract Schleidner)

Exempt

Karley Hoff, PreK Counts Teacher, High School, effective date August 15, 2023, \$55,000/yr.

Classified

Tara Mungin, Prek Counts Classroom Assistance, High School, effective date August 15, 2023, \$15.00/hrly

Summer Programs 2023 *EXHIBIT Addendum #2022-2023-090

Co-Curricular Assignments: Non-Athletic (update)

HS Wellness Champion	William Parks	\$750.00
MS Wellness Champion	Kristen Block	\$750.00

MENTOR ASSIGNMENT

Bldg	Mentor	New Teacher	Stipend	
PMS	Bieber, Marci	Miller, Ronni	\$572.00	
PMS	Wyatt, Rebecca	Shapren, Rebecca	\$57.20	

PROFESSIONAL LEAVES

The Board Secretary recommends the Board approve/ratify the following professional leaves

Bldg	Name	Conference Title	Conference Location	Dates	Cost
HS	Jaime Parris	National Council for Community & Education Partnership/GEAR UP Annual Conference	San Francisco, CA	7/16/23 - 7/19/23	Grant Funded: (Gear Up)

FIELD TRIPS

# students	Conference	Conference Location	Date	Cost to Student	Cost to District-substitutes	Chaperone(s)
22	Gear Up Summer Camp	Shippensburg, PA	6/20/23-6/22/23	\$0.00	n/a	Kristen Block
11	Gear Up Summer Camp	Millersville, PA	6/23/23-6/25/23	\$0.00	n/a	Kristen Block

POLICY

The Board Secretary recommends the Board approve the Policy 233 as presented and copies be filed in the Secretary's office as **Addendum #:2022-2023-091**

- Policy 233: Suspension and Expulsion (update)

A-TSI HIGH PLAN

The Board Secretary recommends the Board approve the A-TSI High Plan as presented and copies be filed in the Secretary's office as **Addendum #:2022-2023-092**

CSI MIDDLE PLAN

The Board Secretary recommends the Board approve the CSI Middle Plan as presented and copies be filed in the Secretary's office as **Addendum #:2022-2023-093**

CONTRACTS

The Board Secretary recommends the Board approve/ratify the contracts as presented and copies be filed in the Secretary's office as **Addendum #:2022-2023-094**

• Orbit Software (BusBoss)	• New Story ESY Tuitions (4)
• Melmark 23/24	• The Pathway School ESY
• River Rock Academy 23/24 (2)	• Valley Forge Edu. ESY
• Cottage Seven Education 23/24 (10)	• Valley Forge Edu. 23/24 Tuition
• MCIU Zoom 23/25	• Neurodiversity Consultants LLC
• MOU - Strive Addendum 2	• MCIU PowerSchool 23/24
• The Devereux Foundation	• Kidspeace (2)

ACT 93, EXEMPT AND SUPPORT STAFF INCREASES

The Board Secretary recommends the Board approve Act 93, Exempt and Support Staff Increases as presented at the Facilities/Finance committee meeting of June 8, 2023. Staff Increases are effective as of July 1, 2023.

BID AWARD:

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.

- **Durable Packaging \$27,133.85**

OAC MEMBERS 2022-2023

The Board Secretary recommends the Board approve the OAC Members 2022-2023 as presented and copies be filed in the Secretary's office as **Addendum #:2022-2023-095**

BUDGET TRANSFER RESOLUTION

The Board Secretary recommends the Board approve the Budget Transfer Resolution as presented and copies be filed in the Secretary's office as **Addendum #:2022-2023-096**

COMMIT FUND FOR FUTURE EXPENDITURES RESOLUTION

The Board Secretary recommends the Board approve the Commitment of Fund Balance as presented and copies be filed in the Secretary's office as **Addendum #:2022-2023-097**

DESIGNATION OF DEPOSITORY'S RESOLUTION

The Board Secretary recommends the Board approve the Designation of Depository Resolution as presented and copies be filed in the Secretary's office as **Addendum #:2022-2023-098**

INVESTMENT OF FUNDS RESOLUTION

The Board Secretary recommends the Board approve the Investment of Funds Resolution as presented and copies be filed in the Secretary's office as **Addendum #:2022-2023-099**

STUDENT ACCIDENT INSURANCE

The Board Secretary recommends the Board approve the Student Accident Insurance Coverage provided by Alive Risk Limited Ltd. Through American Management Advisors as the plan Administrator at the Optional rates for student's accident coverage.

Rate Per Student:	Plan A	Plan AA	Plan AAA
School Time Rate:	\$29.00	\$38.00	\$48.00
24 Hour Rate:	\$103.00	\$137.00	\$173.00
Dental Services:	\$8.50	\$9.00	\$9.50
Football Coverage:	\$65.00 per player		

Upon roll call vote, all present members voted aye for the above consent items: Mr. Kline; aye, Mrs. Kancianic; aye, Mrs. Johnson; aye, Mr. Hylton; aye, Ms. Spence; aye, Mrs. Bearden; aye, Mr. Armato; aye, Mr. Heidel; absent, Mrs. Lawrence; absent. Ayes: Seven. Nay: Zero. Absent: Two. Motion carried.

NON-CONSENT

Mrs. Oakley presented the non-consent items for board discussion and board action. Administrators presented the non-consent for Board consideration.

Board Comments:

Ms. Spence opposed the tax credit due to it only going to selected homeowners in the District. Board members discussed the tax resolution making sure everyone understood what was being voted on.

HEARINGS FROM PATRONS OF THE SCHOOLS (limited to the non-consent items):

Doug Slick, resident, appreciates the extent of the thought, process and detail put into this tax resolution.

NON-CONSENT: ADDITIONAL TAX EXEMPTION RESOLUTION 2023

The Superintendent recommends the Board approve the Additional Tax Exemption Resolution 2023 as presented and a copy be filed as an **ADDENDUM #2022-2023-100**

It was moved by Mr. Armato and seconded by Mr. Kline that the Board approve the Additional Tax Exemption Resolution 2023 as presented.

Upon roll call vote, the vote was recorded as follows: Ms. Spence; aye, Mr. Kline; aye, Mrs. Kancianic; aye, Mrs. Johnson; aye, Mr. Hylton; aye, Mrs. Bearden; aye, Mr. Armato; aye, Mrs. Lawrence; absent, Mr. Heidel; absent. Ayes: Seven. Nay: Zero. Absent: Two. Motion carried.

NEW BUSINESS

INFORMATION

- Workshop Notice: July 13, 2023
- Monthly Meeting Notice: August

FEDERATION REMARKS

Ms. Hospador – n/a

ROUND TABLE

Mr. Armato – Board made sound decision to reduce of this year tax resolution. Commend the Business Office for budget after esser grant. Mentioned the Board President being recognized by YWCA. Proud to have real people with real stories from Pottstown.

Mr. Hylton – Mention about the full-page story in Mercury for Pottstown Library Summer Kids Program. Expressed concern to help Pottstown Public Library and lowering the tax mileage.

Mrs. Johnson – Glad district was able to do the tax relief for this year. Congratulated Board Present for being a nominee for YWCA.

Mrs. Kancianic – Was very pleased with Districts set up for athletic physicals, great organization and having all students be able to participate no fee.

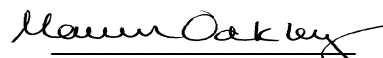
Mrs. Oakley – Have a great summer and wished our great previous Executive Secretary a Happy Retirement.

Mrs. Bearden – Mrs. White was phenomenal speaker at the YWCA. Wished staff, students and families a safe and happy summer. Also, a reminder for students doing classes for Juneteenth event.

ADJOURNMENT

It was moved by Mr. Hylton and seconded by Mrs. Johnson that the Board adjourns. All in favor. None opposed. The meeting adjourned at 7:19pm.

EXECUTIVE SESSION FOR THE PURPOSE OF SAFETY AND SECURITY


Maureen Oakley
Board Secretary



**Pottstown School District
Personnel/Policy Committee
Report
June 1, 2023**

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

POLICY

Policy 233 _Suspension and Expulsion

Mr. Boyer shared policy revisions requested at last month's Committee meeting to address the suspension timeline of a student's informal hearing. The Committee was in favor of the updates and were in agreement to place the policy on the June Board agenda for approval.

Policy 006. 1 Attendance at Meetings via Electronic Communications

The Committee agreed to review the board attendance policy at the committee workshop held in July.

PERSONNEL

Food Service – Administration recommended moving one HS Food Service staff from part-time to full-time employment due to an anticipated rise in breakfast counts due to next year's change in hours of operation at the High School.

IT - Administration recommended moving one contracted IT staff member to a PSD staff employee to ensure proper support in IT for the upcoming school year. No additional cost to the district due to the loss of an IT contracted employee.

The Committee was in agreement to place both Food Service and IT positions on the June Board agenda for approval.

MS/HS Related Arts

MS/HS – Request for the addition of one Art Teacher due to student increase and time management needs between buildings.

MS – Request for the addition of .5 Health and PE Teacher to increase from 2.5 to 3.

The Committee in agreement to place both MS/HS Related Arts items on the June Board agenda.

Informational Items

At the Committee's request, Dr. White-Springfield shared some current situational discipline data. The Committee asked that updated suspension statistics be presented and reviewed at the next committee meeting in August.

Staff equity, proposed increases, to be presented at next week's Finance Committee meeting.

New Business – Policy 718 Naming Rights will be reviewed at the August Committee meeting. A Fox Rothschild representative will be in attendance.

Next Meeting Date: August 3, 2023



Pottstown School District
CURRICULUM COMMITTEE
REPORT
June 1, 2023

(Immediately following Policy/Personnel Committee meeting)

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

Informational Items

Mr. Oxenford opened with a brief overview of the upcoming school year for both Pre-K to Grade 12 Students and Educational Staff utilizing Comprehensive Planning, Instructional Programs and a MTSS approach. He noted the A-TSI and CSI plans will be available on the Pottstown School District website before the June 15th Board Meeting.

A-TSI (Pottstown High School) - Principal Dr. D’Annibale gave a slideshow presentation on Additional Targeted Support and Improvement (A-TSI) at the High School. Highlights from the presentation included a 3-Year plan (PBIS plans and implementation of restorative practice, Goals between students and teachers, building community relationships, focus on multiple suspensions and students with disabilities. and college and career requirements. Committee members discussed the need for intervention resources and asked for what a framework would look like in terms of time, staffing and programs.

CSI Pottstown Middle School - Principal Dr. Wangia presented a slideshow on the Comprehensive Support and Improvement (CSI), a three-year improvement cycle achieving Math skills, ELA growth and proficiency in ELL. Two teams were formed to process this plan (Implementation Committee and a Steering Committee. A survey was conducted and the data was broken down into both strengths and challenges. He outlined goals to have in place at the start of the new school year in the form of a written process (for orienting all faculty/staff on the 4 core tier/school wide PBIS practice, learning paths and common planning time for teachers) and by June 2024, have programs in place for both students and teachers to raise growth in Math and ELA.

MTSS Coaches from Barth Elementary (Ms. Wolfel), Middle School (Ms. Knasiak) and High School (Ms. Fusco) gave an overview on MTSS programs like Foundations, Exact Path and Link It . Monthly principal meetings provide MTSS staff an opportunity to learn, share, collaborate and grow with the administrative team.

Next Meeting: August 3, 2023



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

Thursday June 8, 2023
6:30 PM virtual

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

FACILITIES

Mr. Connor provided an update on the start of Summer Cleaning. All classrooms will be sanitized and cleaned by the Custodial Staff before the start of the new school year.

Project Updates: HS sewer project, HS domestic hot water, HS/MS building envelope repair project. Preconstruction meetings were held, ready to start work in upcoming weeks.

HS Life Skills Classroom: A PowerPoint presentation was given on the need to update the current layout of the Life Skills Classroom. The new design would simulate an apartment-type setting. Total cost of update is approximately \$44,000. Includes appliances/equipment, environmental work, demolition/installation/painting by COSTARS contractors. Timeline for the project is July 1st-August 15th. The Committee in favor of moving forward with this project.

FINANCE

Mrs. Oakley presented the 2023/2024 Additional Tax Exemption Resolution. Two options were presented for Board consideration. Option 1: Reduction to approved Homestead, Farmstead (3,645 parcels and \$203.05 reduction) Option 2: Reduction to all parcels (8,431 parcels with \$87.78 reduction) The 2023 Additional Tax Exemption Resolution for a reduction to all parcels will be placed on the June 15 Board agenda for approval.

ESSER Funding Update: A summary of ESSER I and II purchases included staff, curriculum, summer programs etc. ESSER III and post-ESSER funds spent (\$3M) included two (2) MS Principals, MTSS Coordinator, After-School and Co-Curricular programming. Additional funding was received to sustain some of these programs.

Investing in Staff and Staff Equity - Administration's PowerPoint presentation recommendation focused on alignment with competitive county rates for Act 93, realign PKC teachers and Psychologists to a 190 day calendar increase all support/exempt positions start at \$1.00 rate increase, and include additional equity increases for identified areas per contractual agreements all included in the 2023/2024 budget.

HS Food Service Study: After a review of Upper Merion HS cafeteria concept, Mr. Rodriguez proposed the use of a consultant to assess current operations, equipment and student flow efficiency at the PSD HS cafeteria. The initial cost for the study, \$2,500, is funded through the Food Service program

June 15 Board Agenda Items (to date):

Contracts, Annual End of Year Budget Resolutions, Voluntary Student Accident Insurance and OAC Member List/Meetings.

Residency Initiative Program: Discussion was held on the continuance of the Residency Initiative Program. The consensus was in favor of continuing this program and discussion with the Foundation for Pottstown Education's management of the program.

Next meeting: August 10, 2023



POTTSTOWN SCHOOL DISTRICT
Public Relations & Community Engagement Committee
Report
June 8, 2023

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

Guest Presentations

GoFourth Festival- Ms. Johnson spoke on behalf of Amy Francis and Amy Wolf (presenters unable to attend) regarding the annual Fourth of July festival, described as a wonderful 'Community Building Day'. An invitation was extended for all to attend and/or volunteer on the day of or day after. Board Members to possibly participate in the parade.

Presentations and Updates

Mr. Rodriguez presented a PowerPoint on the 'Year of the Parent' which started as a post-pandemic initiative to improve parent engagement with the school and community as a whole. Using a granular approach, the 'Back to School Night' event, involving parents, students and teachers proved to be a huge success. The increase in the use of social media platforms (i.e. Instagram, Facebook) provide students and their families a means to showcase student achievements, capture school and community events and build school culture. The current move to transition from E-school to PowerSchool programming is expected to support parent participation going forward.

Advocacy

Ms. Johnson highlighted the following Budget and Advocacy Updates:

- The State House passed its version of the budget and sent it to the State Senate. It improved on what the Governor asked for regarding Education (i.e. Level Up).
- The Power Event held in Harrisburg, PA had a great turn out.. Mark Ellison, a recent Pottstown School District graduate, spoke at the event.

An inquiry was presented regarding a request for a permanent Equity Committee to be formed at the district. Suggestion to move this item forward to be further explored by the School Board.

Next Meeting Date: August 10, 2023