



## POTTSTOWN SCHOOL DISTRICT REGULAR BOARD MEETING MINUTES April 18, 2024

The Regular Board Meeting of the Board of School Directors of the Pottstown School District was held on Thursday, April 18, 2024 at 6:36 PM in the Cafeteria of the High School Building with President, Mrs. Katina Bearden, presiding. Upon roll call, the following members attended: Mr. John Armato, Mrs. Katina Bearden, Mr. Kurt Heidel, Mr. Thomas Hylton, Mrs. Phoebe Kancianic, Mrs. Laura Johnson, Mr. Steve Kline, Mrs. Susan Lawrence and Mrs. Deborah Spence. Nine members present. Also attending were; Superintendent, Mr. Stephen Rodriguez, Business Administrator, Mrs. Maureen Oakley; Director of Human Resources, Mr. Matthew Boyer; Solicitor, Mr. Kalis.

**EXECUTIVE SESSION FOR THE PURPOSE OF PERSONNEL** – held April 2<sup>nd</sup> & 9<sup>th</sup>, 2024 virtual at 6:30pm. a copy be filed in the Secretary's office as **Addendum #2023-2024-079**

**PRESENTATIONS - Teacher of the Year Recognition:**

Barth Elementary School:	Jaime Stringer
Edgewood Learning Center:	Tricia Mitchell
Franklin Elementary:	Bridget Volinski
Lincoln Elementary:	Gerauldine Poulos
Rupert Elementary School:	Kaylee Weldon
Pottstown Middle School:	Kim Petro
Pottstown High School:	Dave Woodley

Each awardee received a plaque recognizing them and their achievements and are eligible to compete in the Teacher of the Year state competition.

**MINUTES**

Mrs. Oakley presented the minutes from the Board meeting held on March 21, 2024 for Board approval.

**LIST OF BILLS**

Mrs. Johnson presented the list of bills paid from the various funds for the period of March 2024 to be approved as presented and a copy be filed in the Secretary's office as **Addendum #2023-2024-080**

**TREASURER'S REPORT**

Mrs. Johnson presented the Treasurer's Report for March 2024 to be approved as presented and a copy be filed in the Secretary's office as **Addendum #2023-2024-081**

**COMMITTEE REPORTS**

**POLICY/PERSONNEL COMMITTEE** – MR. KLINE

Policy/Personnel Committee met on April 4th. Committee report is attached to the Board minutes.

**CURRICULUM COMMITTEE** – MRS. LAWRENCE

Curriculum Committee met on April 4th. Committee report is attached to the Board minutes.

**FACILITIES/FINANCE COMMITTEE** – MR. HYLTON

Facilities/Finance Committee met on April 11th. Committee report is attached to the Board minutes

**PUBLIC RELATIONS/COMMUNITY ENGAGEMENT** – MRS. JOHNSON

Public Relations/Community Engagement met on April 11th. Committee report is attached to the Board minutes.

**Montgomery County Legislative** – Mrs. Johnson spoke about Mr. Larry Fienberg from PSBA spoke about Charter Schools and also the resolution we passed last month. A lot will be done with what kind of funding we get this year.

**PSBA Representative** – Mrs. Kancianic PABA is excepting proposals for 2025 platform until June 28<sup>th</sup>. All proposal will be in consideration by platform committee. Delegate assembly is Nov 2<sup>nd</sup> in person will do delegate suggestions at May Meeting. Reminder about the Director Training. PSBA has Facebook, Instagram and u-tube channel with short educational pieces.

**MCIU Representative** – Mrs. Lawrence presented a video about MCIU offering a new program “Environmental mobile Unit”. Hoping teachers will be interested making this work.

**Student Representative** – Ms. Adedeji, Ms. Galloway

Ms. Galloway and Ms. Adedeji reported on elementary and secondary events. Highlights Sports standouts, Senior Acceptance Day; upcoming events band/chorus concert, mini-thon on May 3<sup>rd</sup>, Senior Award May 14<sup>th</sup>, and Prom May 17<sup>th</sup>. Newest Garden Club is a hit and has 30 students.

**REPORT OF THE SUPERINTENDENT**

Spoke about a couple of points from his different conferences he went to.

**PERSONNEL**

**NEW POSITION(S)**

Act 93 Assistant High School Principal

**RESIGNATIONS/TERMINATIONS**

**PROFESSIONAL**

5021, TEACHER, MIDDLE SCHOOL, TERMINATION EFFECTIVE MARCH 11, 2024; HIRE DATE AUGUST 15, 2022.

KAREN NEITZ, TEACHER, BARTH, RETIREMENT EFFECTIVE JUNE 3, 2024; HIRE DATE AUGUST 24, 1998.

EMMA SPADE, TEACHER, HIGH SCHOOL, RESIGNATION EFFECTIVE JUNE 30, 2024; HIRE DATE OCTOBER 1, 2018.

RATIFY RACHEL CREWS, TEACHER, MIDDLE SCHOOL, RESIGNATION EFFECTIVE APRIL 20, 2024; HIRE DATE AUGUST 20, 2019.

JESSICA HARRITY, TEACHER, MIDDLE SCHOOL, RESIGNATION EFFECTIVE JUNE 3, 2024; HIRE DATE AUGUST 15, 2023.

**CLASSIFIED**

RATIFY KATERA GILLIS, PARAPROFESSIONAL, FRANKLIN, RESIGNATION EFFECTIVE MARCH 26, 2024; HIRE DATE FEBRUARY 1, 2024.

DARLENE FEGLEY, PARAPROFESSIONAL, MIDDLE SCHOOL, RETIREMENT EFFECTIVE MAY 31, 2024; HIRE DATE OCTOBER 28, 2019.

**LEAVES**

**Professional**

Ratify Jacinda Bartolucci, Teacher, Rupert, request for leave of absence, covered by FMLA, effective March 20, 2024; end date TBD.

Amber Elsner, Teacher, High School, request for leave of absence, covered by FMLA, effective April 25, 2024; end date TBD.

**Exempt**

Ratify Holly Lee, Home & School Vistor, Administration, request for leave of absence, covered by FMLA, effective March 22, 2024; end date TBD.

**Classified**

Kiara Levengood, Paraprofessional, Franklin, request for leave of absence, covered by FMLA, effective September 25, 2024; end date TBD.

**CHANGE IN POSITION/SALARY**

**ADMINISTRATION**

JAIME PARRIS, TEMPORARY DEAN OF STUDENTS TO ASSISTANT PRINCIPAL, HIGH SCHOOL, SALARY PER NEW ACT 93 AGREEMENT EFFECTIVE JULY 01, 2024.

**PROFESSIONAL**

ANDREW BACHMAN, TEACHER ON SPECIAL ASSIGNMENT, MIDDLE SCHOOL, EFFECTIVE AUGUST 21, 2024; NO CHANGE TO SALARY.

HELEN BOWERS, ELA SUPPORT TEACHER, HIGH SCHOOL, EFFECTIVE JULY 1, 2024; NO CHANGE TO SALARY; REPLACING J.BENFIELD.

**ELECTIONS**

**Administrative**

Kay Sisko, Assistant Business Administrator, Admin Business Office, \$101,399/yr., effective April 25, 2024; replacing M.Urquhart.

**Professional**

Correction: Madison Mackewicz, SE Teacher, Initial Assignment High School, \$61,438/yr., previously approved on March 21 as effective May 21, 2024; new updated effective April 8, 2024, Masters, Step8; replacing J.Sebastian.

Carissa Pillay, Long Term Substitute, Initial Assignment Barth, \$251/day, effective May 13, 2024, coverage for A.Kenney.

Chelsea Becker, Long Term Substitute Teacher, Initial Assignment High School, \$251/day, effective April 22, 2024; coverage for A. Elsner.

### Exempt

Kaitlyn Bevan, School Psychologist, Franklin, \$76,000/yr., effective June 13, 2024; replacing L.Benulius.

Kayla Diamond, Occupational Therapist, Franklin, \$70,000/yr., effective May 9, 2024; replacing C.Chew.

### Classified

Ratify Janet Bauer, Child Accounting & PIMS Specialist, Administration, \$25.25/hr., effective March 26, 2024; replaces C.Sellers.

### After-School Credit Recovery Program at Pottstown High School 4/22/24-5/24/24 @ contracted hourly rate

Joseph Perrone - English 1

Eileen Basham - Pre-Algebra

David Woodley - Career Exploration

Susan Besecker - Environmental Science

Kenneth Ivory - Physical Education

Seth Cohen - American Government

## **CO-CURRICULAR ASSIGNMENTS UPDATE**

The Board Secretary recommends the Board approve/ratify the co-curricular as presented and a copy be filed in the Secretary's office as **Addendum #2023-2024-082**

### **Non-Curricular Assignments**

The Board Secretary recommends the Board approve/ratify the non-curricular as presented and a copy be filed in the Secretary's office as **Addendum #2023-2024-083**

## **TUITION REIMBURSEMENT**

The Board Secretary recommends the Board approve/ratify the Tuition Reimbursement as presented and a copy be filed in the Secretary's office as **Addendum #2023-2024-084**

## **PROFESSIONAL LEAVES - correction for Palm Spring PA should be Palm Spring CA**

The Board Secretary recommends the Board approve/ratify the Professional Leaves as presented and a copy be filed in the Secretary's office as **Addendum #2023-2024-085**

## **FIELD TRIP – Amended moved to Non-Consent**

## **SPECIAL EDUCATION PLAN (CONSENT)**

The Board Secretary recommends the Board approve/ratify the Special Education Plan as presented and a copy be filed in the Secretary's office as **Addendum #2023-2024-086**

## **NAMING RIGHTS OF POTTSTOWN HIGH SCHOOL BASKETBALL COURT (CONSENT)**

KEN DAVIS COURT (Coach Ken Davis – 1962 Graduate, 1980-1997 Coach, 1993 PIAA State Title)

## **CONTRACTS**

The Board Secretary recommends the Board approve/ratify the contracts as presented and copies be filed in the Secretary's office as **Addendum #2023-2024-087**

- |  |                                 |
|--|---------------------------------|
| • New Story 23/24yr                        | Elwyn ESY 2024                  |
| • MCIU Intergovernmental Agreement 24/25yr | ESY 2024 (2)                    |
| • MCIU Medical Practitioner Authorization  |                                 |
| • Agreement 24/25yr                        | Access Learning Academy 24/25yr |

## **BID AWARDS: 2024 BUILDING ENVELOPE REPAIR PROGRAM (CONSENT)**

Base Bid + Alternates W/O Admin - Caretti - \$113,720.00

## **HEARINGS FROM PATRONS OF THE SCHOOLS (general and consent items) without items moved to Non-Consent:**

**In-Person – No**

**Virtual – No**

**Written Public Comment:** as presented and a copy be filed in the Secretary's office as **Addendum #2023-2024-088**

**BOARD COMMENT:** Mrs. Spence asked to move consent Item#15 Field Trip to Non-Consent. Mr. Heidel questioned the professional leave for Palm Springs PA. This was an error and was corrected to Palm Springs CA.

**BOARD ACTION: Minutes, List of Bills & Treasure's Report**

It was moved by Mr. Heidel and seconded by Mr. Hylton that the Board approve the minutes from March 2024 the list of Bills for March 2024 and the Treasurer's Report for March 2024. All were in favor. Motion carried.

**BOARD ACTION: CONSENT #8 thru #19 – Amended moved partial Item#15**

It was moved by Mr. Armato and seconded by Mr. Heidel that the following consent items #8 to #19 without the partial Item#15 – be approved in accordance with Policy 005, as recommended by the Board Treasurer:

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

**NON-CONSENT**

Mr. Rodriguez presented the non-consent items for board discussion and board action. Administrators presented the non-consent for Board consideration.

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

In-Person – None

Virtual – None

**NON-CONSENT: PRELIMINARY BUDGET 2024/2025**

The Superintendent recommends the Board approve the Preliminary Budget 2024/2025 as presented.

It was moved by Mr. Armato and seconded by Mrs. Johnson that the Board approve the Preliminary Budget 2024/2025 as presented and a copy be filed in the Secretary's office as **Addendum #2023-2024-089**.

Upon roll call vote, the vote was recorded as follows: Mr. Heidel; aye, Mr. Hylton; aye, Mrs. Bearden; aye, Mr. Armato; aye, Mrs. Spence; aye, Mrs. Lawrence; nay, Mr. Kline; aye, Mrs. Johnson; aye, Mrs. Kancianic; aye. Ayes: Nine. Nay: One. Absent: One. Motion carried.

**NON-CONSENT: ACT 93 AGREEMENT 2024/2027**

The Superintendent recommends the Board approve the Act 93 Agreement 2024/2027 as presented.

It was moved by Mr. Heidel and seconded by Mr. Kline that the Board approve the Act 93 Agreement 2024/2027 as presented and a copy be filed in the Secretary's office as **Addendum #2023-2024-090**.

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

**NON-CONSENT: EXEMPT GUIDELINES 2024/2027**

The Superintendent recommends the Board approve the Exempt Guidelines 2024/2027 as presented.

It was moved by Mr. Heidel and seconded by Mrs. Kancianic that the Board approve the Exempt Guidelines 2024/2027 as presented and a copy be filed in the Secretary's office as **Addendum #2023-2024-091**.

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

**NON-CONSENT: SUPPORT GUIDELINES 2024/2027**

The Superintendent recommends the Board approve the Support Guidelines 2024/2027 as presented.

It was moved by Mrs. Johnson and seconded by Mr. Heidel that the Board approve the Support Guidelines 2024/2027 as presented and a copy be filed in the Secretary's office as **Addendum #2023-2024-092**.

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

**NON-CONSENT: FIELD TRIP – \*Amended-moved from Consent Item#15**

The Superintendent recommends the Board approve the Field Trip as presented.

It was moved by Mr. Heidel and seconded by Mrs. Lawrence that the Board approve the Field Trip as presented and a copy be filed in the Secretary's office as **Addendum #2023-2024-093**.

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

#### **NEW BUSINESS**

**A motion to approve Wisler Pearlstine as special counsel to act as Hearing Officer for an employee dismissal matter.**

#### **NON-CONSENT: New Business Motion to approve Wisler Pearlstine**

The Superintendent recommends the Board approve Wisler Pearlstine as presented.

Board Comments: Mrs. Spence asked why this isn't put in as an RFP or an executive session. Timing is very slim and we have used this Wisler Pearlstine in the past. They know how our district functions and the best guidance. Mr. Kline spoke about Wisler Pearlstine they are very prestigious and well thought of law firm. Mrs. Kancianic asks to look into trying someone new for future.

It was moved by Mrs. Johnson and seconded by Mr. Heidel that the Board approve Wisler Pearlstine as presented.

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

#### **NEW BUSINESS: Field Trip was added for approval.**

FIELD TRIPS						
# students	Conference	Conference Location	Date of Trip	Cost to Student	Cost to District-substitutes	Chaperone(s)
108	North Bay	North East, MD	5/6/24-5/10/24	\$0	\$1,750.00	Hailey Janczuk, Tracy Fleming, Nicole Pearson, Liesle Johantgen, Tiffany White, Athley Duely, Dave Mabry, Angela Wagner, Najeria Johnson, Niana White, Danielle Davis

#### **NON-CONSENT: New Business FIELD TRIP**

The Superintendent recommends the Board approve the New Business Field Trip as presented.

It was moved by Mr. Armato and seconded by Mrs. Kancianic that the Board approve the New Business Field Trip as presented.

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

#### **INFORMATION**

- Monthly Meeting Notice: May
- Reminder to fill out Statement of Financial Interest Forms

**FEDERATION REMARKS – Ms. Hospador congratulations to all the Teacher of the Year winners. Elementary Students participated in Reading Olympics program is still amazing to watch students participate in this. Middle School placed second after 3 rounds of 60 questions with Reading Olympics. High School has Mini thon coming up May 3rd-4th. Franklin students visited a So Much to Give café which had the students ordering their own food, setting and cleaning tables helping in the restaurant. Finally, after hearing about the Preliminary Budget please keep in mind Music for Middle School and Edgewood.**

#### **ROUND TABLE**

Mrs. Spence: Met with Mayor of Philadelphia, talked about year-round school. Attended a Women's leader breakfast with the commissioner and talked to her about Pottstown School District and Urban County. Applied for a grant to get solar lights for the public and it was approved. Spent many hours working with different organizations to help around town.

Mr. Heidel – No

Mr. Hylton – No

Mr. Kline – Forgot to mention the video that was shown at my committee meeting “Welcome to our team” it was about new educators joining our team. It is on our Facebook page, take a look at it.

Mrs. Johnson – State Budget is under way. Encouraged anyone to reach out to our governor and Local State Rep. (Contact Governor PA or Contact My Lawmaker PA). Attended one of the Middle School Band concerts and it was phenomenal.

Mrs. Lawrence – No

Mr. Armato – Ronald McDonalds writing awards have been published. Our Middle School and All Elementary students participated. The book will be posted on our website for all to see. When you read this, this is another reason to say Proud to be from Pottstown.

Mrs. Kancianic – PSMA Vendor event April 27<sup>th</sup> 10-2. Looking for volunteers to get pied in the face. Spring concert May 1<sup>st</sup>. Pottstown School District was awarded Best Communities for Music 1 of 975.

Mr. Rodriguez – Honored to represent Pottstown School District in Norristown and State Capital. The Solar eclipse was a success even with the clouds. Teachers of the year this year we had 1 MTSS Coach, 1 Reading Specialist, 2 Special Ed Teachers, 4 Pottstown High School Graduates that is something to be proud of.

Mrs. Bearden – Congratulations to the Teachers for being nominated and Winning Teacher of the Year. Reminding everyone about Mental illness, that includes dementia and schizophrenia which can affect the young also. Please keep that in mind when interacting with each other and take care of yourself. Favorite thing to do is read to our students.

#### **ADJOURNMENT**

It was moved by Mrs. Johnson and seconded by Mr. Heidel that the Board adjourn. All in favor. Motion Carried. The meeting adjourned at 8:33pm.

  
Maureen Oakley-Board Secretary



**Pottstown School District  
Personnel/Policy Committee  
REPORT  
April 4, 2024**

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

Mr. Boyer opened up the meeting with a video presentation titled, "Welcome to Our Team", highlighting the diversity of new educators in the Pottstown School District.

**PERSONNEL**

Mr. Boyer made a recommendation to add an Assistant Principal to PHS. The present Dean at the High School has brought a noticeable decrease in class cuts and referrals, but has limited capabilities (i.e. cannot supervise instruction and offer feedback, cannot make suspensions) Dr. D'Annibale shared statistics that illustrate the benefits of adding an Assistant Principal. As seen in the Middle School's House Model, the addition of Assistant Principals shows a rise in student and family engagement, increased learning and improved the school's social environment. A recommendation for an Assistant Principal at the High School was approved to be moved forward to the Committee as a whole.

Mr. Boyer offered a recommendation to add a Teacher on Special Assignment (TOSA): STEM Education at the Middle School for a new MONTCO 360 program. A Long-Term Substitute Teacher would cover the teacher while on this assignment. Mr. Oxenford gave a presentation on the benefits of the MONTCO 360 program. This STEM program provides an advanced opportunity for a diverse group of 8<sup>th</sup> Grade students with a hands-on learning experience at MCCC. A request was also made for funding of a school bus to provide transportation for the students in the program. With Board approval this program would be in place for the next school year. The program is financially covered by Ready to Learn grant funding. The Committee as whole in agreement to move this initiative forward.

**POLICY** - Policy 707 - Use of School Facilities (to be discussed at next meeting)

**Informational Items**

**PA Student Teacher Support Program**

Lastly, Mr. Boyer shared information on the PHEAA Student Teacher Stipend Program. The program offers a student teacher who qualifies for a \$10,000.00 stipend, with an additional \$5,000.00 stipend if they are in a high need area. A supplemental grant is also given to the cooperating teacher. In order for the student teacher to be considered, they must meet the program requirements (including enrollment in a State teaching certified program and have a cooperating teacher in a school) The program is of no additional cost to the district. This would be an attractive incentive to students considering a teaching career.

**Next Meeting Date: May 2, 2024**



Pottstown School District  
**CURRICULUM COMMITTEE**  
**REPORT**  
April 4, 2024

*(immediately following Policy/Personnel Committee meeting)*

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

**Informational / Action Items**

TOSA (Teacher on Special Assignment) – Mr. Oxenford presented during the Policy/Personnel Committee Meeting.

**Informational Items**

Mr. Oxenford presented on the following informational items:

**Related Arts Update** – working on a framework for the Elementary/Middle School/High School to meet requirements. To be shared in a future Committee meeting.

**5th Grade Orientation** – Anticipating the same orientation plan as last year. The Middle School house principals and counselors are in communication and engaged with both elementary teachers and students to ease the transition. Current and upcoming planning includes: A web orientation schedule to be posted, data collection for class election and a delayed schedule on the first day of school to help assist students to properly orientate to their new school building.

**Pottstown School District Open House/Meet the Teacher 2024** – Mr. Oxenford shared a generated draft of the upcoming Open House/Meet the Teacher schedule. A final calendar with dates will be posted on the district website and sent out to families. All elementary schools will have Open House/Meet the Teacher on the same evening to help effectively schedule with both the Middle and High Schools.

**Curriculum Proposal Timeline/Reminder** – Math adoption is due, therefore a K-8, High School and ESL Curriculum benchmark recommendations will be shared at a May pilot meeting. Also, 16 Teachers from K-8 levels ran two test pilot curriculum programs in History and Social Studies. A meeting is scheduled on April 11th to close these pilot programs and to determine and share the consensus of the group. A Middle School curriculum improvement plan team is in place, with results and strategy recommendations to be shared in June during the annual update.

Next Meeting: May 2, 2024





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

Thursday April 11, 2024  
6:32 PM (virtual)

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

**FACILITIES** -Mr. Willauer

**Facility Update**

- The High School Gym floor is scheduled to be sanded and refinished in the summer.
- Received bids for the 2024 building envelope; they are under review and will have updates.
- Met with the fire marshall regarding updating the fire alarm systems for the High School. Middle school already has an updated fire panel. Both High School and Middle School are looking to update smoke detectors to modernize them. .
- General recreation working on a design for an inclusive Barth Elementary Playground.
- Posting signs on the grounds of school, specifically at High School & Middle School about dogs off leashes.
- Changing our custodial cleaning and paper products to be more green and will have 15-20% savings also.

**FINANCE** - Mrs. Oakley

**Finance Update**

- Contracts: New Sory 23/24yr, MCIU (2), Access Learning Academy 24/25yr, Elwyn ESY 2024
- Preliminary Budget 2024/2025 – Mrs. Oakley gave a presentation on a proposed preliminary budget for the 2024/2025 school year with 0% tax increase, State revenues @ 50% of the Governor's proposal, Tax Relief Budget Allocation of \$800K. Budgeted increases for Healthcare & Insurance, Charter & Special Ed Tuition & Personnel Groups. ESSER programming for Elementary Counselors, MTSS, Virtual coaches, Middle School House Model are included as well as anticipated Grant Funding. The proposed preliminary budget allows time for planning for use of any additional surplus pending the Governor's proposed funding (*options include programs, staffing, capital improvements, tax relief*).
- Personnel agreements that are expiring on June 30, 2024. Gave an overview of the recommendations that we would like to put on the April agenda for approval.

**Board DISCUSSION:** Discussed the tax relief amount and figured out how to give back to the tax parcels. Will have more of a discussion about the tax relief at another time. Passed the preliminary budget to move forward with the process. Everyone was in favor of the Personnel agreements.

**Information**

April meeting is Teacher of Year - moving to High School Cafeteria  
Act 55 Training

**Next meeting:** May 9, 2024



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

April 11, 2024

Immediately following the Facilities/Finance Committee

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

**Updates**

Mrs. Bearden shared a consideration with the Committee surrounding “Year-Round School” that will be addressed during the May meeting. It is expected that parents, staff and board members will discuss related topics including, but not limited to: breakfast and lunch meal prep, Professional and Support Staff contract time, schedule concerns for parents, start and end of the school day and a forecast of how many parents and students will participate. Mr. Rodriguez will present more information on “Year-Round School” at the next meeting.

Next Meeting Date: May 9, 2024