POTTSTOWN SCHOOL DISTRICT
COMMITTEE OF THE WHOLE MEETING

October 6, 2011 - 7:30 P.M.

The Committee of the Whole meeting of the Board of School Directors of the Pottstown School District was held on Thursday, October 6, 2011 at 7:30 PM in the 2nd floor LGI room of the Pottstown Middle School with President Richard C. Huss presiding. Upon roll call, the following members were present: Mr. Dennis Wausnock, Mr. Thomas Hylton, Mrs. Polly M. Weand, Mr. Nat White and Mrs. Julia Wilson. Absent were Ms. Valerie Harris, Mr. Robert H. Hartman, Jr., and Mrs. Michele Pargeon,. Also present were Superintendent, Dr. Reed Lindley; Assistant Superintendent, Dr. Jeffrey Sparagana; Business Administrator, Mrs. Linda S. Adams; Solicitor, Mr. Stephen Kalis; Ms. Pamela Bateson, Mrs. Gail Cooper, Mrs. Loretta Hoch, Mrs. Calista Boyer, Mr. Ryan Oxenford, Mr. Scott Ware, Mr. John Armato, a member of the press, and interested citizens.

AWARDS

None.

MR. HARTMAN ENTERED THE MEETING AT 7:35 PM.

PRESENTATION

Mainline Financial Advisors LLC: 403(b)

Mr. Matarazzo explained the program provided by Mainline Financial. As an investment advisor, Mainline Financial has the ability to provide investment advice and manage participants' investments.

Mr. White asked how Mainline differs from other 403(b) providers. Mr. Matarazzo explained that Mainline Financial is registered as a Financial Advisor which entitles them to provided investment advice as well as manage participants' investments. Their fiduciary responsibility is to their client.

Mr. Hartman explained that fees paid to Mainline Financial are significantly less because of their affiliation to a smaller group than Vanguard and other investment brokers. They provide services at wholesale vs. retail costs.

Mr. Hylton asked if participants are able to opt out of the program. Mr. Matarazzo confirmed participants can opt out of the program.

COMMUNICATION

July 22, 2011 Demand Response Results

Mrs. Adams reviewed the results from the district's participation in the July 22, 2011 demand response emergency curtailment event. The projected total income for 2011-2012 is estimated to be approximately $40,077.

REPORTS

Minutes

Mrs. Adams presented the minutes of the regular voting meeting held on September 15, 2011 to be placed on the October 20, 2011 Board Agenda for approval.

HEARINGS FROM THE PATRONS OF THE SCHOOLS

None.

COMMITTEE REPORTS

Finance Committee

Mr. Wausnock stated that a joint meeting of the Personnel Committee and Finance Committee was held on October 3, 2011. Topics reviewed and discussed included the adjusted index and the 2012/2013 budget. An executive session was held for the purpose of discussing personnel, negotiations and contracts. The Finance Committee meeting scheduled for October 13 is cancelled.

Neighborhood Schools Committee

Mr. Wausnock reported that representatives from Crabtree, Rohrbach and Associates along with representatives from Reynolds Energy Savings attended the September 29, Neighborhood Schools Committee meeting. A Crabtree representative presented a refined scope of work for the 5 Elementary Schools Project with optional items for consideration. A representative from Reynolds Energy and a representative from Reynolds Construction Management provided information on potential saving to the district through the coordination of the energy savings project and their construction management philosophy. It was determined that there could be significant saving by doing the project thru the plan con process. Further information with additional options will be presented to the committee at the next meeting. Mrs. Adams explained the proposed option to separate the $15,000,000 bond into two separate bonds. The initial borrowing in the amount of $10,000,000 with the balance thereof not to be incurred prior to January 1, 2012 could save the district approximately $1million by making the bonds bank qualified. She explained that even if the rate would increase a ¼% the district could still realize a savings of approximately $800,000. Mr. Wausnock announced the next Neighborhood Schools Committee meeting is scheduled for Thursday, October 13, 2011 in the Conference Room at the Administration Building.

Facilities Committee

Mr. Hartman distributed the minutes to all Board Members from the September 26, Facilities Committee Meeting. The Finance Committee is recommending the Board approve the agreement with Reynolds Energy, this evening, to provide construction and consulting for the guaranteed savings project. The total energy savings projection over the life of the project is $969,000. The Facilities Committee recommends the middle school and high school gyms ventilation be hooked up to the chillers for those schools as part of the ventilation project and he middle school gym lighting be included as part of the lighting project. Other topics discussed include updates on the North Fields Project and stadium projects, leasing of the Annex building, and repaving high school parking lots and driveways. Mr. Hartman asked the Board to approve

the authorization for bids on the compressor replacement for the high school chiller#2 and the recoating of the original portion of the middle school roof.

PSBA & Montgomery County Legislative Representative

No Report.

Montgomery County Intermediate Unit Representative

Mr. Hartman reported on the initial transportation study that involves two main participants that have stayed with the projects even though they encountered multiple issues so far this year. The MCIU is now on face book. One of the main topics of conversation was their building. It is in bad shape and they can no longer wait to move forward. It will take $6,000,000 to fix the building at bare bones or they need to look for a new building.

Community Relations Committee

Mrs. Weand stated the committee was unable to meet this evening. She would like to re-schedule the meeting for October. Mr. Armato referred the Board Members to thank you letters in the Board Packet which were sent out to Day of Caring team members and the Open Doors Committee members and partners. Mr. Moyer, Principal at Rupert Elementary, developed a realtor's partnership program. Real Estate Agents have volunteered to paint some of the Rupert classrooms. Mr. Moyer has also developed an email and test messaging system to keep Rupert parents informed of school events, etc. This system has reduced the amount of paper production at the school. Mr. Armato announced that the Pottstown Pride will now be posted on the website which will reduce costs for the mass production of the newsletter. The district website now has a quick link to the Neighborhood Schools Committee meetings.

Co-Curricular Committee

Mr. Hartman distributed to the Board Members copies of the minutes from the September 26, 2011 meeting. He reviewed the items discussed at the meeting. The committee members confirmed the Board's approval to keep Policy 122 section 5c status quo. The Board will not fund national competitions for the school year 2011/2012 and will not charge the 10% of gross sales on any funds raised.

Technology/Curriculum Committee

Mrs. Wilson presented a copy of the September 22, 2011 meeting to all Board Members.

Policy Committee

No report.

Personnel Committee

Mrs. Weand provided confirmation of Mr. Wausnock's comments on the joint Finance and Personnel meeting held on Monday, October 3, 2011.

LIST OF BILLS

Mrs. Adams presented the list of bills to be placed on the October 6, 2011 Board Agenda for approval.

CONSENT ITEMS

Personnel

Dr. Sparagana reviewed the personnel items as presented to be placed on the October 20, 2011 Board Agenda for approval.

Professional Leaves

Dr. Sparagana reviewed the professional leaves as presented to be placed on the October 20, 2011 Board Agenda for approval.

Field Trips

Dr. Sparagana reviewed the field trip as presented to be placed on the October 20, 2011 Board Agenda for approval.

403(B) THIRD PARTY PROVIDER

Mrs. Adams reviewed the recommendation to approve Main Line Financial Advisors as an approved district investment provider for 403(B)TSA Program to be placed on the October 20, 2011 Board Agenda for approval.

SELF-FUNDING RESOLUTION THROUGH SEPaT

Mrs. Adams reviewed the recommendation to approve the district's participation in the Southeastern Pennsylvania Schools Trust for Medical Benefits as presented to be placed on the October 20, 2011 Board Agenda for approval.

ESTABLISH INTERNAL SERVICE FUND

Mrs. Adams reviewed the recommendation to approve the establishment of an internal service fund to be used to capture the revenues and expenditures related to the districts self insurance program in conjunction with establishing a self insurance program through Southeaster PA Trust as presented to be placed on the October 20, 2011 Board Agenda for approval. She emphasized that this fund was for transparency purposes and would not change anyone's benefits.

ASBESTOS SERVICE PROVIDER

Mrs. Adams reviewed the recommendation to approve Environmental Control Systems as the district's designated asbestos service provider regarding AHERA compliance as presented to be placed on the October 20, 2011 Board Agenda for approval.

PER CAPITA AND LOCAL SERVICE TAX CONFIDENTIAL CONTACT RESOLUTION

Mrs. Adams reviewed the recommendation to approve the Per Capita and LST Confidential Contact Resolution as presented to be placed on the October 20, 2011 Board Agenda for approval.

RESOLUTION TO IMPOSE COSTS FOR THE COLLECTION OF DELIQUENT TAXES

Mrs. Adams reviewed the recommendation to approve the resolution authorizing Berkheimer Tax Administration to impose and retain costs of collecting delinquent taxes as presented to be placed on the October 20, 2011 Board Agenda for approval.

AUTHORIZATION FOR BIDS

Mrs. Adams reviewed the request to authorize the Business Administrator/Secretary to seek bids for the Compressor Replacement on Chillers at the High School and for the Recoating of a Portion of the Middle School Roof (included in capital reserve budget) as presented to be place on the October 20, 2011 Board Agenda for approval.

RUPERT BASEMENT CLEAN-UP CONTRACT

Mrs. Adams reviewed the Facilities Committee recommendation to ratify the ServiceMaster Assured Cleaning contract to clean the Rupert Elementary basement as presented to be placed on the October 20, 2011 Board Agenda for approval. All Board Members agreed.

APPOINTMENT OF REYNOLDS CONSTRUCTION MANAGEMENT FOR CONSTRUCTION MANAGEMENT SERVICES

Mrs. Adams reviewed the Neighborhood Schools Committee recommendation to approve the appointment of Reynolds Construction Management to perform Construction Management Services for the five elementary schools renovation project. Pre-construction and bidding fees shall be $38,000 per school if no energy project is approved for the five elementary schools program, and $30,000 per school if an energy project is approved. Construction phase services will be determined closer to bid time, and will be contemplated in the agreement as presented to be placed on the October 20, 2011 Board Agenda for approval. The agreement shall be a modified AIA form of agreement for these services, including but not limited to Pre-Construction (Design), Bidding, Construction, Close-Out Phase Services. The District Solicitor shall review the final agreement prior to signature by the Board President.

SCOPING OF PLUMBING LINES FOR NEIGHBORHOOD SCHOOLS PROJECT

Mrs. Adams reviewed the the Neighborhood Schools Committee recommendation to approve Crabtree, Rohrbaugh and Associates to move forward with the scoping of the plumbing lines relative to the Neighborhood Schools Project with an estimated cost of $50,000.

NON-CONSENT

CONFIRMING RESOLUTION

Mrs. Adams reviewed the motion to approve confirming the incurrence of non-electoral debt through the issuance of Pottstown School District General Obligation Bonds, Series of 2011 in aggregate principal amount not to exceed $15,000,000.00 plus costs for purposes of acquiring funds to pay for capital projects. Initial borrowing shall be in an amount of $10,000,000 with the balance thereof not to be incurred prior to January 1, 2012. She explained this would allow the bonds to be bank qualified.

Motion to Approve Agreement for Construction with Reynolds Energy Services for Guaranteed Energy Services at the High School, Middle School including Behavior Modifications for the Elementary Schools

The Facilities Committee recommends the Board approve the appointment of Reynolds Energy Services to provide construction and consulting for the energy efficiency measures at the High School, Middle School and behavioral modifications at the elementary schools. The project will be provided as recommended in the presentation to the Board on September 29, 2011. The project cost is $1,776,035 with energy savings guaranteed under PA Act 77 guidelines. The District Solicitor shall review the final agreement prior to signature by the Board President. Reynolds Energy Services is also authorized to begin an investment grade audit for amendment of this Guaranteed Energy Services Agreement to extend energy efficiency construction measures to the five elementary school renovations project.

Mr. Hartman asked the Board to vote on this motion this evening due to the 90 day time limit necessary for the district to realize the saving of approximately $90,000 in rebates He explained there would be no interruption to classes or additional preparations for the teachers.

HEARINGS FROM THE PATRONS OF THE SCHOOLS (limited to item O on the agenda)

None.

Mr. Kalis recommended a motion be made to temporarily remove the Roberts Rules of Order regarding the Committee of the Whole meeting.

It was moved by Mr. Hylton and seconded by Mr. Hartman that the Roberts Rules of Order regarding the Committee of the Whole be temporarily removed.

Upon roll call, all members presented voted aye. Ayes: Seven. Nays: None. Absent: Two. Motion carried.

It was moved by Mr. Hartman and seconded by Mr. Wausnock that the Board approve the motion to approve Agreement for Construction with Reynolds Energy Services for Guaranteed Energy Services at the High School, Middle School Modifications for the Elementary Schools.

Upon roll call, all members presented voted aye. Ayes: Seven. Nays: None. Absent: Two. Motion carried.

UNFINISHED BUSINESS

1. Policy 620: Fund Balance, 2nd Reading (no action to be taken)

NEW BUSINESS

None.

INFORMATION

Town Hall Meeting on Effective Teaching
Dr. Lindley read a letter from Dr. Shiveley, Executive Director/CEO, Montgomery County Intermediate Unit.

Thank You Letter: Day of Caring

Thank You Letter: Open Doors II

FEDERATION REMARKS

Mr. Decker expressed the Federation's appreciation for the joint efforts to keep the teachers involved in the Neighborhood Schools Project thus far. He complimented the Pottstown School Districts resourcefulness in being ahead of the curve in having implemented much of what is contained in the state's pilot evaluation program.

ROUND TABLE

Mr. White – no comment.

Mr. Hylton – no comment.

Mrs. Wilson complimented the bands performance at the cavalcade held at the Boyertown Area School District. It was especially nice to see the parent pit crew receive first place. She reported that the Rupert email and test messaging system has cut down substantially on the paper handouts as there are only 90 hard copies distributed.

Mr. Hartman – no comment.

Mrs. Weand – no comment.

Dr. Sparagana was pleased with the attendance at the second Parent Literacy Night. He reported that at the October 10 In-Service Day of Choice, the teachers will have an opportunity to visit various community businesses as part of the Community Outreach Partnership program.

Dr. Lindley thanked the businesses who volunteered to participate in the In-Service Day of Choice.

Mr. Wausnock – no comment.

Mr. Huss – no comment.

ADJOURNMENT

It was moved by Mr. Wausnock that the Board adjourns. None opposed. The meeting adjourned at 8:33 pm.

Linda S. Adams
Board Secretary