POTTSTOWN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
COMMITTEE OF THE WHOLE AGENDA
NOVEMBER 5, 2009 - 7:30 P.M.

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

AWARDS
None

REPORTS

1. Superintendent's Forum 10/19/09: Budget and Negotiations – Mr. Krem
2. Foundation for Pottstown Education – Ms. Lampe
3. Act 93 Board Report: Technology – Mrs. Wolfe
4. Act 93 Board Report: Food Service – Mr. Heller
5. Student Delegate(s) – Mr. Rodriguez

I. MINUTES – Mrs. Adams

Regular Board Meeting – 10/15/09

II. COMMITTEE REPORTS

1. Finance Committee – Mr. Edwards
2. Facilities Committee – Mr. Hartman
3. Montgomery County Legislative Committee – Mr. White
4. PSBA Representative – Mr. White
5. Montgomery County Intermediate Unit Representative – Mr. Hartman
6. Community Relations Committee – Mr. Huss/Mr. Armato
7. Co-Curricular Activities Committee – Mr. Hartman
8. Technology/Curriculum Committee – Mrs. Wilson
9. Policy Committee – Mr. Wausnock
10. Personnel Committee – Mrs. Pargeon

III. LIST OF BILLS – Mr. Huss

CONSENT

A. PERSONNEL – Dr. Sparagana

1. Resignation

The Superintendent recommends the Board approve the following resignation:

a. Professional

(1) Dawn Smith Rosenberry, Teacher, Rupert Elementary School, resignation for purpose of retirement effective February 26, 2010, employed since September 6, 1977.

2. Leaves

The Superintendent recommends the Board approve the following leaves of absence:

a. Classified

(1) Emily Baddely, Pre-K Coach, Administration Building, request for intermittent leave of absence, covered by the Family Medical Leave Act, effective October 21, 2009 through TBD.

(2) Barbara Bainbridge, Housekeeper, Franklin Elementary School, request for leave of absence covered by the Family Medical Leave Act from October 13, 2009 through TBD.

(3) Gina Griffin, Classroom Assistant, Pottstown Middle School, request for leave of absence covered by the Family Medical Leave Act from October 27, 2009 through TBD.

3. Changes in Position and/or Salary

The Superintendent recommends the Board approve the following changes in position and/or salary:

a. Classified

(1) Carol Bender, in addition to her current position as Substitute Food Service Worker, will also assume the role of Substitute Housekeeper, $11.92/hour, effective October 19, 2009.

(2) Ann Marie Gruenling, Registered Nurse at Rupert Elementary School, will temporarily assume the role of School Nurse at Pottstown Middle School, effective October 19, 2009, $200/day, coverage for Marge Grim, end date TBD. She will return to her position at Rupert Elementary when Ms. Grim returns from FMLA.

(3) Caren Bean, in addition to her current position as Summer Cleaning Employee, will also assume the role of Substitute Custodian, $11.92/hour, effective November 2, 2009.

(4) Jennifer Dixon, from Substitute Teacher to full-time Classroom Assistant at Edgewood Elementary School, $13.65/hour, effective November 2, 2009, replaces Eileen Strunack.

4. Elections

The Superintendent recommends the Board approve the following elections:

a. Substitute Teachers

(1) Jeremiah Motley, Per-Diem Substitute Teacher, effective October 26, 2009 in accordance with Board Policy 3920. He will also assume the role of Substitute Classroom Assistant, $13.65/hr, effective October 26, 2009.

(2) Jessica Denkowski, Per-Diem Substitute Teacher, effective October 20, 2009 in accordance with Board Policy 3920. She will also assume the role of Substitute Classroom Assistant, $13.65/hr, effective October 20, 2009.

(3) Kristen Schlichter, Per-Diem Substitute Teacher, effective October 14, 2009 in accordance with Board Policy 3920. She will also assume the role of Substitute Classroom Assistant, $13.65/hr, effective October 14, 2009.

(4) Jordan Troyan, Per-Diem Substitute Teacher, effective October 14, 2009 in accordance with Board Policy 3920. He will also assume the role of Substitute Classroom Assistant, $13.65/hr, effective October 14, 2009.

(5) Lisa Rand, Per-Diem Substitute Teacher, effective October 14, 2009 in accordance with Board Policy 3920. She will also assume the role of Substitute Classroom Assistant, $13.65/hr, effective October 14, 2009.

(6) Laura Lee Kunka, Extended Per-Diem Substitute Teacher, Rupert Elementary School, effective November 2, 2009 through December 31, 2009, coverage for Rebecca Wyatt, $115/day.

b. Classified

(1) Nicole LaForest, Classroom Assistant at Edgewood Elementary School, $13.65/hr, effective October 19, 2009, replaces M. McIlwain.

c. Additions to the Pottstown Elementary Schools-After School Tutoring Program List

All salaries paid through the 21st Century Community Learning Center Grant

Patricia	Boyer	Tutor/21st Century	All Buildings	$29/hr.
Eileen	Campbell	Tutor/21st Century	All Buildings	$29/hr.

d. Additions to Pottstown Middle School Learning Center-After School Program

All salaries paid through the 21st Century Community Learning Center Grant

Aliceclair Faust	Learning Center Teacher	Pottstown Middle School	$29/hour
Michael Freed	Learning Center Teacher	Pottstown Middle School	$29/hour
Regina Collins	Learning Center Substitute Teacher	Pottstown Middle School	$29/hour
Vicki Mutter	Learning Center Classroom Assistant	Pottstown Middle School	$13.19/hour

e. Additions to Pottstown High School Learning Center-After School Program

All salaries paid through the 21st Century Community Learning Center Grant

Janice Bobst	Learning Center Classroom Assistant	Pottstown Middle School	$13.19 hour

5. Tuition Reimbursement

The Superintendent recommends the Board approve the following tuition reimbursement:

a. Act 93 Staff

Name	Building	Amount
Pamela Bateson	Administration Annex	$1920.00

6. Payment of Accumulated Sick Leave

The Superintendent recommends the Board approve the following payment of accumulated sick leave, all payments effective September 30, 2009:

(1) Dereth Hicks, in accordance with the Professional Agreement, $4,440.00. This is for 111 accumulated sick days at $40.00 per day.

B. PROFESSIONAL LEAVE – Dr. Lindley

The Superintendent recommends the Board approve the following professional leave:

Building	First Name	Last Name	Conference Title	Conference Location	Dates to Attend	Cost
Elementary Building	3 Instructional Coaches to be named. Kelli Wolfel Aaron Torrence Andy Bachman		Using the Standards Aligned System to Ensure 21st Century & Learning Institute	Hershey, PA	12/7/09 – 12/10/09	PDE to pay hotel, & lunches. District to pay approx. $300 for evening meals & mileage.

C. FIELD TRIP – Dr. Lindley

The Superintendent recommends the Board approve the following field trip:

# of students and/or group	Name of conference or activity	Destination	Date of trip	Cost to student	Cost to district-substitutes	Chaperone(s)
17	National Cheer Competition (Same as last year)	Myrtle Beach, SC	3/18/10 – 3/22/10	$420.00	None	Amie Ward, Dave Woodley, Patty Mauger

D. SUBSTITUTE TAX COLLECTOR APPOINTMENT RESOLUTION – Mrs. Adams – EXHIBIT 1

The Superintendent recommends the Board approve a Resolution appointing the Business Administrator as Substitute Tax Collector for the Pottstown School District, as listed on Exhibit 1.

E. CONTRACTS – Mrs. Adams

The Superintendent recommends the Board approve the following contracts:

1. Memorandum of Understanding: Montgomery Early Learning Centers – EXHIBIT 2

2. Memorandum of Understanding: Family Services of Montgomery County – EXHIBIT 3

F. BID SCHEDULE – Mrs. Adams – EXHIBIT 4

The Superintendent recommends the Board authorize the Secretary to advertise bids for the following:

1. Athletic Supplies & Equipment
2. Cafeteria Supplies
3. Custodial Supplies
4. First Aid Supplies
5. General Supplies
6. Physical Education Supplies & Equipment

NON-CONSENT

G. TERMINATION OF EMPLOYEE – Dr. Sparagana

Motion to approve the recommendation of the Administration to terminate Act 93 Employee.

H. JOB DESCRIPTIONS

1. Rescission of Job Descriptions

The Superintendent recommends the Board rescind the following job descriptions as listed in packet A:

a. Assistant Superintendent, 03/11/1992
b. Assistant Superintendent for Curriculum and Staff Development, 10/11/2000
c. Assistant Superintendent for Personnel and Secondary Education, 10/11/2000
d. Supervisor of Federal Programs, Language Arts, and Instruction 04/10/2002
e. Coordinator of Elementary Education, 09/13/1995
f. Business Administrator, 01/09/1980
g. Director of Special Education, 04/08/1992
h. Director of Pupil Services, 06/21/01
i. Supervisor of Special Education (Elementary), 03/08/2000
j. Supervisor of Special Education (Secondary), 03/08/2000
k. Head School Nurse (Class I), 10/08/1997
l. Elementary Principal, 06/08/1983
m. Middle School Principal, 01/13/1999
n. Assistant Principal, Middle School, 05/11/1988
o. Senor High School Principal, 02/10/1999
p. Assistant Principal, Senior High School, 05/14/1997
q. Coordinator of Career Services, 11/10/1993
r. Director of Co-Curricular Activities, 02/14/2001
s. Director of Food Services, 02/08/1989
t. District Grounds Crew Foreman, 05/14/1997
u. Coordinator of Safe and Drug Free Schools and Community Programs, 02/10/1999

2. Adoption of Job Descriptions

The Superintendent recommends the Board approve the following job descriptions as listed in packet B:

a. Superintendent 08/2009
b. Assistant Superintendent 08/2009
c. Director of Education and Human Resources 08/2009
d. Business Administrator 08/2009
e. Director of Development and Executive Director of PIPPS 08/2009
f. Director of Special Education and Student Services 08/2009
g. Supervisor of Elementary and Secondary Special Education 08/2009
h. Supervisor of Curriculum and Instruction 08/2009
i. Head School Nurse 08/2009
j. Director of Technology 08/2009
k. Elementary School Principal 08/2009
l. Middle School Principal 08/2009
m. Middle School Assistant Principal 08/2009
n. High School Principal 08/2009
o. High School Assistant Principal 08/2009
p. Director of Career and Technical Education 08/2009
q. Director of Co-Curricular Activities 08/2009
r. Supervisor of Human Resources 08/2009
s. Assistant Business Administrator 08/2009
t. Director of Food Service 08/2009
u. Supervisor of Buildings and Grounds 08/2009
v. Transportation Supervisor/Communications Coordinator 08/2009

I. AGREEMENT FOR JOINT PURCHASING OF PRESCRIPTION DRUG BENEFITS – Mrs. Adams – EXHIBIT 5

The Superintendent recommends the Board approve the Agreement for Joint Purchasing of Prescription Drug Benefits, as listed on Exhibit 5.

J. ULI RESOLUTION – Mrs. Zahora – EXHIBIT 6

The Superintendent recommends the Board approve the Resolution in support of the ULI recommendations, as listed on Exhibit 6 (to be handed out at meeting).

UNFINISHED BUSINESS
None

NEW BUSINESS
None

INFORMATION

1. Parent Conference Summary – Mr. Krem
2. Alumni Honor Roll – Mr. Armato
3. Grand Alumni Reunion Program – Mr. Armato
4. Technology Update: September 2009 – Mrs. Wolfe

FEDERATION REMARKS

ROUND TABLE

ADJOURNMENT

EXECUTIVE SESSION FOR THE PURPOSE OF PERSONNEL