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

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

AWARDS

1. Franklin Elementary School Writing Awards/Board Report – Mrs. DiPaolo
2. Pottstown High School Writing Awards/Board Report – Mr. Rodriguez

EXECUTIVE SESSION FOR THE PURPOSE OF PERSONNEL

REPORTS

1. Physical Education, Athletics and Community Fitness Assessment – Mr. Stephen Parks

I. MINUTES – Mrs. Adams

Regular Board Meeting – 4/16/09

II. COMMITTEE REPORTS
1. Personnel Committee – Mrs. Pargeon
2. Finance Committee – Mr. Edwards
3. Facilities Committee – Mr. Hartman
4. Montgomery County Legislative Committee – Mr. White
5. PSBA Representative – Mr. White
6. Montgomery County Intermediate Unit Representative – Mr. Hartman
7. Community Relations Committee – Mr. Huss/Mr. Armato
8. Co-Curricular Activities Committee – Mr. Hartman
9. Dress Code Policy/School Uniforms – Mrs. Francis
10. Technology/Curriculum Committee – Mrs. Wilson
11. Policy Committee – Mr. Wausnock
12. Liaison with Borough Council and Economic Oversight Committee – Mr. Edwards

III. LIST OF BILLS – Mrs. Adams

CONSENT

PERSONNEL – Dr. Sparagana

A. Personnel

1. Resignations

The Superintendent recommends the Board approve the following resignations:

a. Professional

(1) Joseph Golightly, Business Education Teacher, Pottstown High School, resignation for the purpose of retirement, effective September 4, 2009, employed since September 2, 1975

b. Classified

(1) Christina Willett, Classroom Assistant, Pottstown High School, resignation effective May 5, 2009, employed since August 21, 2008.

2. Leaves

The Superintendent recommends the Board approve the following leaves:

a. Administration

(1) Laurie Kolka, Supervisor of Curriculum and Instruction, request for leave of absence, partially covered by the Family and Medical Leave Act, effective approximately August 11, 2009 through June 2010

b. Professional

(1) Lori Freese, Elementary Teacher, Franklin Elementary School, request for professional development sabbatical, effective the 2009 – 2010 school year.

(2) Elizabeth Haring, Speech Correctionist, Lincoln Elementary School, request for leave of absence, covered by the Family and Medical Leave Act, effective on or about September 25, 2009, end date to be determined.

(3) Stacey VanDruff, Elementary Teacher, Lincoln Elementary School, request for leave of absence, covered by the Family and Medical Leave Act, effective May 15, 2009 to June 10, 2009.

(4) Justine Donnelly, Science Teacher, Pottstown High School, request for leave of absence, covered by the Family and Medical Leave Act, effective May 1, 2009, end date to be determined.

(5) Natalie Pileggi, Elementary Teacher, Rupert Elementary School, request for leave of absence, covered by the Family and Medical Leave Act, effective approximately September 25, 2009, end date to be determined.

(6) Melissa Schubert, Special Education Teacher, Pottstown High School, request for intermittent leave of absence, covered by the Family and Medical Leave Act, effective May 5, 2009.

c. Exempt

(1) Jamie Vigliotta, Occupational Therapist, request to extend leave of absence from June 1, 2009 to June 10, 2009.

d. Classified

(1) Diana Vargo, Part-time Food Service Worker and Lunch Program Aide, request for leave of absence, not covered by the Family and Medical Leave Act, effective May 18, 2009, end date to be determined.

3. Change in Position and/or Salary

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

a. Classified

(1) Anne Marie Gruenling, from Substitute School Nurse to Part-time School Nurse, effective April 25, 2009, initial assignment to be Rupert Elementary School, replacing Stefani Reazor, $20.78/hour

4. Elections

The Superintendent recommends the Board approve the following elections:

a. Substitute Teachers

(1) Shelley D. Endrey, Per Diem Substitute Teacher, effective April 20, 2009, in accordance with Board Policy 3920

(2) Kyle B. Dietz, Per Diem Substitute Teacher, effective April 20, 2009, in accordance with Board Policy 3920

(3) Melissa A. Stevens, Per Diem Substitute Teacher, effective April 20, 2009, in accordance with Board Policy 3920

(4) Michelle D. White, Per Diem Substitute Teacher, effective April 20, 2009, in accordance with Board Policy 3920

(5) Shanna L. Shane, Per Diem Substitute Teacher, effective April 20, 2009, in accordance with Board Policy 3920

(6) Jennifer L. Dixon, Per Diem Substitute Teacher, effective April 20, 2009, in accordance with Board Policy 3920

(7) Chadwick M. Antonio, Per Diem Substitute Teacher, effective May 1, 2009, in accordance with Board Policy 3920

b. Additions to the 21st Century Pottstown High School After School Tutoring

Elizabeth Bernhard	Office Assistant	$13.19/hr.

c. Additions to the 21st Century Middle School After School Tutoring Program

Kevin Downes	Coordinator	$29/hr
Cynthia Hussman	Security Substitute	$15/hr

d. Additions to the Game Worker List for 08-09

(1) Kevin Pascal, $10/hour
(2) Patricia Boyer, $10/hour
(3) Randy Hill, $10/hour
(4) Keith Nazario, $10/hour

e. Positive Transitions Into Employment Program, effective March 24, 2009 to May 30, 2009, paid through the Youth Empowerment Program of Montgomery County Workforce Investment Board, not to exceed 48 hours per teacher and 33 hours per assistant

Jolie Martinez	Tutor	$29/hr
Helen Bowers	Tutor	$29/hr
Janice Bobst	Classroom Assistant	$13.50/hr

f. Middle School Summer Tutoring, paid through 21st Century Grant Funds. Program runs June 22, 2009 through July 31, 2009 (math and reading).

Robert Stevens	Coordinator	$29/hr
Kevin Downes	Assistant to the Coordinator	$29/hr
Ellen Clark	Office Assistant	$13.19/hr
Kelly Ortlip	Office Assistant	$13.19/hr
Karen Dilliplane	Nurse	$29/hr
John Orr	Security	$15/hr
Michael Anthony	Security	$15/hr
Shirley Shaffer	Security	$15/hr
Amy Nagle	Classroom Assistant	$13.19/hr
Connie March	Classroom Assistant	$13.19/hr
Karen Swanson	Classroom Assistant	$13.19/hr
Liz Collings	Classroom Assistant	$13.19/hr
Lois O'Dell	Classroom Assistant	$13.19/hr
Robin Debnam	Classroom Assistant	$13.19/hr
Ryan Ferrell	Classroom Assistant	$13.19/hr
Sara Wells	Classroom Assistant	$13.19/hr
Tracy Oister	Classroom Assistant	$13.19/hr
Vicki Baldwin	Classroom Assistant	$13.19/hr
Ryan Ferrell	Substitute Classroom Assist	$13.19/hr
Teresa Truman	Substitute Classroom Assist	$13.19/hr
David Kemper	Tutor	$29/hr
Dee Pettine	Tutor	$29/hr
Jennifer Winterbottom	Tutor	$29/hr
John Martin	Tutor	$29/hr
Lois Sanders	Tutor	$29/hr
Matt Boyer	Tutor	$29/hr
Regina Collins	Tutor	$29/hr
Robin Romero	Tutor	$29/hr
Ryan Oxenford	Tutor	$29/hr
Stan Walerski	Tutor	$29/hr
Amy Williams	Substitute Tutor	$29/hr
John Martin	Substitute Tutor	$29/hr
Margaret Munz	Substitute Tutor	$29/hr

5. Tuition Reimbursement

The Superintendent recommends the Board approve the following tuition reimbursement:

a. Administration

Pamela Bateson	Annex Building	$1,848.00
Jerry Ummarino	Pottstown High School	$1,830.00

B. Job Descriptions

1. Rescission of Job Descriptions

The Superintendent recommends the Board rescind the following job descriptions:

a. Laborer, 5/13/92
b. Maintenance Mechanic (Plumbing, Heating, and Air Conditioning), 4/8/92
c. Maintenance Mechanic III (Carpenter/Building Trades), 5/2002
d. Maintenance Mechanic (Carpenter/Building Trades), 5/2002
e. District Painter, 5/14/97
f. Electrician, 8/12/87
g. Plumber - District, 2/9/83
h. Groundsman, 6/22/87
i. Custodian, Senior High School Head, 9/8/99
j. Custodian II, Middle School Head, 9/8/99
k. Custodian II, Elementary Schools, 9/8/99
l. Custodian I, Senior High/Middle School, 9/8/99
m. Housekeeper, 9/8/99

2. Adoption of Job Descriptions

The Superintendent recommends the Board approve the following job descriptions as listed on the Exhibits indicated:

a. Laborer – EXHIBIT 1
b. Maintenance Mechanic (Heating, Ventilation, Air Conditioning, and Refrigeration) – EXHIBIT 2
c. Maintenance Mechanic III (Carpenter/Building Trades) – EXHIBIT 3
d. Maintenance Mechanic III – EXHIBIT 4
e. District Painter – EXHIBIT 5
f. Electrician – EXHIBIT 6
g. Plumber – EXHIBIT 7
h. Groundsman – EXHIBIT 8
i. Custodian II, High School Head – EXHIBIT 9
j. Custodian II, Middle School Head – EXHIBIT 10
k. Custodian II, Elementary Schools – EXHIBIT 11
l. Custodian I, High School/Middle School – EXHIBIT 12
m. Housekeeper – EXHIBIT 13

C. PROFESSIONAL LEAVES – Dr. Lindley

The Superintendent recommends the Board approve the following professional leaves:

Building	First Name	Last Name	Conference Title	Conference Location	Dates to Attend	Cost
Admin.	Mary	Rieck	PA Pre-K Counts Statewide Meeting	State College, PA	06/02/09 – 06/03/09	Approx. $292.00 paid by the district (Grant)
Admin.	Mary	Rieck	NAEYC Professional Development Institute	Charlotte, NC	06/13/09 – 06/17/09	No cost to district
Franklin Lincoln Rupert	Mia Aaron Cynthia Frances Lindi Monique Nick Jennifer Ted Brenda	DiPaolo Torrence Kuklinski Emrick Vollmuth Henderson Odagis Swenk Freese DiDonato	PA Governor's Academy	Allentown, PA	06/20/09 – 06/25/09	Approx. $1000.00 transportation costs only - paid by the district. No other costs for district
Admin.	Laura	Luzeski	AP Summer Institute for Teachers in Computer Science	Baltimore, MD	07/06/09 – 07/10/09	Approx. $655.00 paid by the district.
Rupert High Middle	Matthew Laureen Deborah Eileen Jolie Vanessa Robert	Moyer Gresko Gratzinger Undorfer Martinez Saylor Stevens	21st Century Annual Conference	Nashville, TN	07/07/09 – 07/10/09	Approx. $7000.00. Expenses paid by 21st Century Grant
Admin.	Diane	Meck	Steel Eagle	Happy Valley, PA	07/09/09 – 07/10/09	No cost to the district, expenses paid by PASBO
Barth	Hayley	Mutter	Fluency Disorders	California, PA	06/08/09 – 06/10/09	No cost to the district
Annex	Sherri Genevieve	Stagemyer Bell	2009 AT-OT-PT Summer Institute	Hershey, PA	06/15/09 – 06/16/09	Approx. $320.00 paid by the district.

D. FIELD TRIPS – Dr. Lindley

The Superintendent recommends the Board approve the following field trips:

# of students and/or group	Name of conference or activity	Destination	Date of trip	Cost to student	Cost to district-substitutes	Chaperone(s)
2 HS Students	FCCLA Nationals	Nashville, TN	07/11/09 – 07/16/09	None	No cost – Subs $1200 – Reg. $2787 – Hotel $960 - Food $744 – Flight $152 – Trans. To & from the airport **$5843 - TOTAL**	Mr & Mrs Calvin Wilder
Sr. High 50-60	Football Camp	Poyntelle, PA	8/16/09 – 8/21/09	$150.00 each	No additional costs	Brett Myers & Football coaches

E. 2009-2010 SCHOOL CALENDAR – Mrs. Adams – EXHIBIT 14

The Superintendent recommends the Board approve the 2009-2010 school calendar, as listed on Exhibit 14 (to be handed out at meeting).

F. POLICIES

The Superintendent recommends the Board approve the policies as listed on the exhibits indicated:

1. Special Education Student Records – EXHIBIT 15
2. School Visitors – EXHIBIT 16
3. Behavior Support – EXHIBIT 17
4. Resident Children: Admission to School **(1st Reading – to be approved at June 18, 2009 Board meeting)** – EXHIBIT 18
5. Utilization of Technology **(1st Reading – to be approved at June 18, 2009 Board meeting)** – EXHIBIT 19

G. BID AWARDS – Mrs. Adams

The Superintendent recommends that purchase orders or contracts be awarded to the companies on the Exhibits indicated, the award in each case being made to the lowest bidder meeting the required specifications.

1. Cafeteria Supplies – EXHIBIT 20

H. Designation of Depositories – Mrs. Adams – EXHIBIT 21

The Superintendent recommends the Board approve the financial institutions as the depositories for the school district's funds for the 2009-10 school year, as listed on Exhibit 21.

I. Contracts – Mrs. Adams

The Superintendent recommends the Board approve the following contracts:

1. The Lincoln Center (TLC) – EXHIBIT 22
2. Proposal for Indoor Environmental Quality Assessment at PHS – EXHIBIT 23
3. Proposal for Radon Mitigation in PHS Basement – EXHIBIT 24
4. PSA Health Care – EXHIBIT 25

NON-CONSENT

J. Election of Treasurer – Mrs. Adams

In accordance with Section 404 of the School Code, the Board shall annually elect a Treasurer to serve for one year beginning the first day of July following such an election. The Treasurer's term shall run from July 1, 2009 to June 30, 2010.

K. Election of Secretary – Mrs. Adams

In accordance with Section 404 of the School Code, the Board shall elect a Secretary to serve a four year term beginning the first day of July following such an election. The Secretary's term shall run from July 1, 2009 to June 30, 2013.

UNFINISHED BUSINESS

1. PSBA Workshop on Making Meetings More Effective (June 11, 2009) – Mrs. Zahora

NEW BUSINESS

1. Rescheduling Writing Awards Presentations – Mrs. Zahora
2. Student Representatives on School Board – Mrs. Zahora

INFORMATION

1. Spotlighting Pottstown School District – Mr. Armato
2. Third Marking Period Honor Roll Comparison – Mr. Krem
3. PEAK Update – Mrs. Rieck
4. School Board Technology Update, March 2009 – Mrs. Wolfe
5. PSBA Symposium: Assuring Our Students Are Prepared – Mrs. Adams

FEDERATION REMARKS

ROUND TABLE

ADJOURNMENT