POTTSTOWN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS AGENDA
JUNE 24, 2013 – 7:30 PM

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

AWARDS

COMMUNICATIONS

1. Borough Liaison - Mr. Gery
2. Barth Renovations Update – Mr. Brennan, Reynolds Construction
3. Foundation for Pottstown Education Update – Dr. Forrest

PRESENTATIONS

APPROVAL OF MINUTES – Mrs. Adams

1. Approval of minutes from the Committee of the Whole held on 5/16/13
2. Approval of minutes from the Regular Voting Meeting held on 5/20/13

LIST OF BILLS – Mr. Wausnock

TREASURER'S REPORT – Mr. Wausnock

HEARINGS FROM PATRONS OF THE SCHOOLS

REPORT OF THE SUPERINTENDENT OF SCHOOLS

I. Recommendations for action by the Board:
(Items A to N are consent topics. Item O is an additional topic for Board consideration.)

CONSENT

A. PERSONNEL – Dr. Stevens

1. New Position

The Superintendent recommends the Board approve/ratify the following new position:

a. Classified

One Full-time Temporary front desk/buildings and ground project clerk, effective July 1, 2013, rate in accordance with Support Staff Guidelines grade 6 ($14.04 minimum, no benefits).

2. Resignations/Terminations

The Superintendent recommends the Board approve/ratify the following resignations/ terminations:

a. Administrative

(1) Modify Robert Stevens, Assistant to the Superintendent, resignation for the purpose of retirement, to be effective June 27, 2013.

(2) Mia DiPaolo, Elementary Principal, Franklin Elementary, resignation effective July 6, 2013, employed since March 14, 2001.

b. Professional

(1) Ratify Brian Langdon, Elementary Music Teacher, resignation effective June 11, 2013, employed since January 12, 2009.

(2) Ratify Lois Sanders, Secondary Teacher, Pottstown Middle School, resignation for the purpose of retirement, effective June 11, 2013, employed since September 10, 2003

(3) Ratify Brett Myers, Interim Dean of Students/Assistant Athletic Director, resignation effective June 25, 2013, employed since March 9, 2007.

(4) Ratify Florian Stuart Mocilnikar, Substitute Teacher and Substitute Classroom Assistant, resignation effective May 29, 2013.

(5) Ratify Julie Hoffman, Substitute Teacher and Substitute Classroom Assistant, resignation effective June 18, 2013, employed since October 10, 2011.

(6) Ratify William Parker, Substitute Teacher/Substitute Classroom Assistant, resignation effective June 19, 2013, employed since September 24, 2012.

(7) Ratify Janell Stamp, Substitute Teacher and Substitute Classroom Assistant, resignation effective June 17, 2013, employed since October 4, 2011.

3. Leaves

The Superintendent recommends the Board approve/ratify the following leaves:

a. Classified

(1) Ratify Mary McMahon, Classroom Assistant, Franklin Elementary, request for leave of absence covered by Family Medical Leave Act, effective May 10, 2013, end date tbd.

4. Change in Position and/or Salary

The Superintendent recommends the Board ratify/approve the following change in position(s) and/or salary(s):

a. Administrative

(1) Linda S. Adams, Business Administrator, salary of $135,501.21, effective July 1, 2013, with the salary increase along with the contractual contribution of $1,985.36 to be made to her 457 plan.

(2) Ratify LaTanya White, Supervisor of Virtual and Alternative Learning, salary adjustment due to the attainment of doctoral degree, as per the Act 93 Administrative Agreement, retroactive to the effective date of May 21, 2013, salary from $66,300 to $71,300.

(3) Gail Cooper, Principal, Middle School, salary adjustment due to Middle School restructuring to a four grade configuration with increased enrollment, effective July 1, 2013, salary from $108,601 to $112,845/yr.

(4) Matthew Boyer from Elementary Teacher, Middle School, to Interim Intermediate House Principal, Middle School, effective July 1, 2013, $77,914/yr.

(5) David Todd from Secondary Teacher, High School, to Interim Assistant Principal, Middle School, effective August 12, 2013, $54,651/yr

(6) Kevin Downes from Elementary Teacher, Franklin Elementary, to Interim Principal, Franklin Elementary, effective August 12, 2013, $76,174/yr.

b. Professional

(1) Ratify Cynthia Carmosky from Long Term Substitute Teacher to Per Diem Substitute Teacher in accordance with Board Policy 3920, effective June 11, 2013. She will also assume the role of Substitute Classroom Assistant, effective June 11, 2013, $13.65/hr.

(2) Ratify Susan Kuhn from Long Term Substitute Teacher to Per Diem Substitute Teacher in accordance with Board Policy 3920, effective June 11, 2013. She will also assume the role of Substitute Classroom Assistant, effective June 11, 2013, $13.65/hr.

(3) Ratify Dorothy McCrone from Long Term Substitute Teacher to Per Diem Substitute Teacher in accordance with Board Policy 3920, effective June 11, 2013. She will also assume the role of Substitute Classroom Assistant, effective June 11, 2013, $13.65/hr.

(7) Ratify David Roberts from Long Term Substitute Teacher to Per Diem Substitute Teacher in accordance with Board Policy 3920, effective June 11, 2013. He will also assume the role of Substitute Classroom Assistant, effective June 11, 2013, $13.65/hr.
.

(8) Ratify Robert Swier from Long Term Substitute Teacher to Per Diem Substitute Teacher in accordance with Board Policy 3920, effective June 11, 2013. He will also assume the role of Substitute Classroom Assistant, effective June 11, 2013, $13.65/hr.

(9) Ratify Melinda Wurtz from Long Term Substitute Teacher to Per Diem Substitute Teacher in accordance with Board Policy 3920, effective June 11, 2013. She will also assume the role of Substitute Classroom Assistant, effective June 11, 2013, $13.65/hr.

(10) Ratify Kenneth Dittman from Extended Per Diem Substitute Teacher (coverage for Layla Miller) to Extended Per Diem Substitute Teacher (coverage for Lori Hoshaw), Barth Elementary, effective May 24, 2013. Upon completion of his role as Extended Per Diem Substitute Teacher, he will return to Per Diem Substitute Teacher/Substitute Classroom Assistant, in accordance with Board Policy 3920.

(11) Ratify Steve Anspach from Long Term Substitute Teacher (coverage for Brett Myers) to Per Diem Substitute Teacher/Substitute Classroom Assistant, in accordance with Board Policy 3920, effective June 11, 2013.

(12) Sarah Noska from Elementary Teacher to Elementary Intervention Specialist, initial assignment to be Barth Elementary, effective August 27, 2013, no change in compensation.

b. <u>Classified</u>

(1) Ratify Nicola Pascal from Long Term Substitute Teacher to Intervention Assistant, initial assignment to be Lincoln Elementary, effective June 11, 2013, $13.65/hr.

(2) Ratify Kayla Sabata from Long Term Substitute Teacher to Intervention Assistant, initial assignment to be Pottstown Middle School, effective June 11, 2013, $13.65/hr.

5. Correction to Changes in Position and/or Salary

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

a. Professional

(1) Ratify Malcolm, Extended Per Diem Substitute Teacher (coverage for Jane Hospador), effective April 25, 2013, **$115/day**.

(2) Ratify Brandy Alvira , Extended Per Diem Substitute Teacher (coverage for Jodi Wenzel), effective April 25, 2013, **$115/day**.

(3) Ratify Kathleen Ruddy, Extended Per Diem Substitute Teacher (coverage for Joyce Cimaglia), effective April 02, 2013, **$115/day**.

(4) Ratify Tara McCormick, Extended Per Diem Substitute Teacher (coverage for Deborah Wilson), effective April 15, 2013, **$115/day**.

6. Elections

The Superintendent recommends the Board approve the following elections:

a. Administrative

(1) Robert Kripplebauer, Supervisor of Buildings and Grounds, Administration, effective date TBD, $100,000/yr.

b. Professional

(1) Ratify Hannah Nesspor, Per Diem Substitute Teacher, in accordance with Board Policy, effective June 11, 2013, $95/day. She will also assume the role of Substitute Classroom Assistant, effective June 11, 2013 2013, $13.65/hr.

c. Exempt

(1) Ratify Karen Kile, PEAK Pre-K Coach, Administration Building, effective May 28, 2013, $40,000/yr.

d. Classified

(1) Ratify Donna M. D'Arcangelo, Substitute Clerk, effective May 28, 2013, $14.05/hr.

(2) Ratify Virginia McKain, Substitute Clerk, effective May 28, 2013, $14.05/hr.

(3) Ratify Charlie E. Birkhead, Substitute Custodian/Housekeeper, effective May 28, 2013, $11.92/hr.

(4) Deborah Gratzinger, Substitute Secretary, effective June 25, 2013. This in addition to her role as Elementary Secretary, no change in compensation.

(5) Ratify Amanda Wegman, Part-time 21st Century Classroom Assistant, effective June 17, 2013 to July 26, 2013.

e. Music Accompanists, 2012-2013 school year:

(1) Robin Ward, District Accompanist, $975.00 (11 rehearsals and 13concerts)

f. Homebound Instruction, $29/hour

(1) Ratify Dorothy McCrone, Pottstown High School, from May 22, 2013 through June 10, 2013, assignment not to exceed 5 hours per week.

g. 2012-2013 Stipends (paid through Perkins Grant funds)

Name	Position	Rate
James Brazill	Skills USA Advisor	$1,500.00
Mary Jo Kuhwald	FCCLA Advisor	$750.00
Marilyn Bainbridge	FCCLA Advisor	$750.00
Rebecca Hesier	FBLA Advisor	$1,400.00

h. 2013 Summer Cleaning/Moving Program, $11.51/hr

Jake Bean
Hector Astacio
Zachary Davis
Beth Bean
Judy Bermudez
Vickie Baldwin
Robert Yost

i. Summer Food Service Program, effective June 11, 2013

Name	Position	Rate
Mary Ann Lightcap	Summer Food Service Manager	$15.55/hr
Carol Russ	Summer Food Service Secretary	$19.25/hr.
Janet Bentz	Summer Food Service Worker	$12.04/hr
Linda Chubb	Summer Food Service Worker	$12.04/hr.
Christina Kane	Summer Food Service Worker	$12.04/hr
Norma(Diane) Wise	Summer Food Service Worker	$12.04/hr.
Betty Jowar	Summer Food Service Worker	$12.04/hr.

j. Middle School Summer Tutoring, paid through 21st Century Grant Funds. Program runs June 17, 2013 through July 26, 2013 (math, reading and vocational).

Name	Position	Rate
Robin Romero	Assistant to the Coordinator	$29/hr.
Perry Augustine	Assistant to the Coordinator	$29/hr.
Karen Dilliplane	Nurse	$29/hr.
Susan Scott	Nurse	$29hr.
Dana Scamardi	Teacher	$29/hr.
Nicola Alutius	Teacher	$29/hr.

John Martin	Teacher	$29/hr.
Stan Walerski	Teacher	$29/hr.
Cindy Hussman	Teacher	$29/hr.
Geoff Thomas	Teacher	$29/hr.
Amanda High	Teacher	$29/hr.
Dave Roberts	Teacher	$29/hr.
Dorothy McCrone	Teacher	$29/hr.
David Mabry	Teacher	$29/hr.
Kim Petro	Teacher	$29/hr.
Cyndi Carmoski	Teacher	$29/hr.
Andrea Barlow	Teacher	$29/hr.
Cindy Hussman	Vocational Teacher	$29/hr.
Hillary Tutrani	Vocational Teacher	$29/hr.
Matt Blute	Vocational Teacher	$29/hr.
Gloria Day	Vocational Teacher	$29/hr.
Erin Bumbaugh	Vocational Teacher	$29/hr.
Barb Gross	Vocational Teacher	$29/hr.
Cindy Carmosky	Vocational Teacher	$29/hr.
Dorothy McCrone	Vocational Teacher	$29/hr.
Geoff Thomas	Vocational Teacher	$29/hr.
Dee Pettine	Vocational Teacher	$29/hr.
Dave Roberts	Vocational Teacher	$29/hr.
Dee Pettine	Teacher	$29/hr.
Ryan Regensburg	Substitute Teacher	$29/hr.
Cindy Edmunds	Classroom Assistant	$13.65/hr.
Amy Nagle	Classroom Assistant	$13.65/hr
Frances Mulvihill	Classroom Assistant	$13.65/hr
Gloria Day	Classroom Assistant	$13.65/hr
Carol Bender	Classroom Assistant	$13.65/hr
Sara Wells	Classroom Assistant	$13.65/hr
Theresa Truman	Classroom Assistant	$13.65/hr
Tara Duncan	Classroom Assistant	$13.65/hr
Erin Bumbaugh	Classroom Assistant	$13.65/hr
Barb Gross	Classroom Assistant	$13.65/hr
Malcolm Carpenter	Substitute Classroom Assistant	$13.65/hr
Liz Angelucci	Substitute Classroom Assistant	$13.65/hr
Carol Russ	Office Assistant	$13.65/hr
Kelly Ortlip	Office Assistant	$13.65/hr
Liz Angelucci	Office Assistant	$13.65/hr
Shirley Schaffer	Security	$15/hr.
Stephanie White	Security	$15/hr.
Mike Anthony	Security	$15/hr.
Jaime Parris	Custodian	$11.51/hr

k. High School Summer Tutoring paid through 21st Century Grant Funds. Program runs June 17, 2013 through July 26, 2013.

Name	Position	Rate
Laura Wise	Instructor	$29/hr.
Danielle Slotter	Instructor	$29/hr.
Cal Benfield	Instructor	$29/hr.
Katie Minger	Instructor	$29/hr.
Maureen Rieger	Instructor	$29/hr.
Regina Ashteimer	Instructional Assistant	$13.65/hr
Wendy Watters	Instructional Assistant	$13.65/hr
Chris Golden	Instructional Assistant	$13.65/hr
James Martinez	Substitute Instructor	$29/hr.
Jenn Wiand	Substitute Instructor	$29/hr.
Theresa Dundon	Substitute Instructor	$29/hr.
Jolie Martinez	Assistant Program Coordinator	$29/hr.
Eileen Undorfer	Substitute Asst. Prg. Coordin.	$29/hr.
Nicole Tehansky	Office /Instructional Assistant	$13.65/hr

l. District Pupil Service ESL Summer Program (40 hours, $29/hr)

Megan Penrice	ESL Teacher	40	$29/hr
Vanessa Haydinger	ESL Teacher	40	$29/hr.
Gina Morano	Substitute Teacher	40	$29/hr

m. District Pupil Service ESY Summer Staffing:

Name	Summer Position	Not to Exceed	Rate
Deena Alexander	Elem. ESY Life Skill Teacher	72 Hrs	$29/hr
Julie Boettcher	Elem. ESY Life Skills Teacher	72 Hrs	$29/hr
Matt Cohen	Elem. ESY Life Skills Teacher	72 Hrs	$29/hr
Linda Mills	Elem. ESY Life Skills Classroom Asst.	84 Hrs	$14.13/hr
Paula Pritchard	Elem. ESY Life Skills Classroom Asst.	84 Hrs	$14.13/hr
Lori Sabuacak	Elem. ESY Life Skills Classroom Asst.	84 Hrs	$14.13/hr
Andrea Erb	Elem. ESY Life Skills Classroom Asst.	84 Hrs	$14.13/hr
Catherine Knapke	Elem. ESY Learning Support Teacher	40 Hrs	$29/hr
Lisa Stephenson	Elem. ESY Learning Support Teacher	40 Hrs	$29/hr
Kim Oliver	Elem. ESY Learning Support Clsrm Asst	40 Hrs	$14.13/hr
Janice Bobst	Elem. ESY Learning Support ClsrmAsst	40 Hrs	$14.13/hr
Amy Sellman	Elementary Speech Therapist	16 Hrs	$29/hr
Jamie Vigliotta	Elementary Occup.Therapist	16 Hrs	$29/hr
Meghan Walsh	MS ESY Teacher	210 Hrs	$29/hr
Matthae Mazzie	Secondary ESY Life Skills Teacher	100 Hrs	$29/hr
Elizabeth Angelucci	Secondary ESY Life Skills Clsrm Asst.	90 Hrs	$14.13/hr

Amy Piskai	School Psychologists	225 Hrs Shared	$40.47/hr
Krista Trainer			$43.34/hr
Angela Spinozzi			$37.59/hr
Melissa Schubert	Secondary Language Program Develop.	10 Hrs	$29/hr
Kelly Smale		10 Hrs	$29/hr
Diane Earnshaw	Special Education Dept. Chair	15 Hrs Shared	$29/hr.
Kelly Smale			$29/hr
Lisa Stephenson	Elementary IEP Teacher	40 Hrs Shared	$29/hr
Gina Morano	Elementary IEP Teacher		$29/hr
Theresa Dundon	Elementary IEP Teacher		$29/hr

7. Payment of Accumulated Sick Leave

The Superintendent recommends the Board approve the following payment of accumulated sick leave:

a. Accumulated Sick Leave Payment at Retirement with over 20 years of service:

(1) Robert Stevens, In accordance with the Act 93 Agreement, $5,090.00. This is for 101.5 accumulated sick days. $50 for the first 100 days, $60 for the next 100 days and $70 for any days over 200.

(2) Nancy Kupferschmidt, In accordance with the Professional Agreement, $8,620.00 This is for 215.50 accumulated sick days at $40 per day.

(3) Cynthia Dixon, In accordance with the Full Time Support Guidelines $11,500.00 This is for 287.50 accumulated sick days at $40.00/day.

(4) Raymond Kline, In accordance with the Full Time Support Guidelines $440.00 This is for 11 accumulated sick days at $40.00/day.

(5) Andrea Plavcan, In accordance with the Full Time Support Guidelines $5,660.00 This is for 141.50 accumulated sick days at $40.00/day.

(6) Michael Yonas, In accordance with the Full Time Support guidelines, $5,440.00. This is for 136 accumulated sick days at $40.00/day.

b. Accumulated Sick Leave Payment at Retirement due to super-annuation per guidelines

(1) Judy Updike, In accordance with the Support Personnel Guidelines, $1,630.00 This is for 81.50 accumulated sick days at $20 per day.

(2) Sarah Fehr, In accordance with the Support Personnel Guidelines, $610.00 This is for 30.50 accumulated sick days at $20 per day.

8. Retirement Incentive Payment

The Superintendent recommends the Board approve the following retirement incentive payments:

Name:	Term	Position	Coverage Ends	Incentive
Pihannich, Dave	6/30/2013	Master Mechanic	7/1/2013	$10,000.00
Yonas, Michael	6/27/2013	Painter - Mtce	7/1/2013	$10,000.00
Stevens, Robert	6/29/2013	Assist to the Superintendent	7/1/2013	$10,000.00
Updike, Judy	6/29/2013	PT Café Worker	7/1/2013	$ 5,000.00
Kline, Raymond	6/30/2013	Custodian	7/1/2013	$10,000.00
Plavcan, Andrea	6/29/2013	Executive Secretary	7/1/2013	$10,000.00
Dixon, Cynthia	6/30/2013	Sr High Secretary	7/1/2013	$10,000.00
Kupferschmidt, Nancy	6/29/2013	Sr. High Wellness Teacher	7/1/2013	$10,000.00

B. PROFESSIONAL LEAVES: - Dr. Stevens

The Superintendent recommends the Board approve the following professional leave(s):

Bldg.	Name	Conference Title	Conference Location	Dates to Attend	Cost
Admin.	Pam Bateson	2013 RTII Implementers' Forum: Going the Distance from Implementation to Sustainability	Hershey, PA	6/25/13 – 6/27/13	Approx. $160.00 paid by Pupil Serv. budget

C. FIELD TRIP(S): Dr. Stevens

The Superintendent recommends the Board approve the following field trip(s):

# of students and/or group	Name of conference or activity	Destination	Date of trip	Cost to student	Cost to district-substitutes	Chaperone(s)
PHS	Pocono's Training Camp for Cross Country	Mt. Pocono, PA	8/13/13 – 8/17/13	$50.00	N/A	Coach Agnew, Hill, &Wiggins

D. CONTRACTS – Mrs. Adams – EXHIBIT 1

The Superintendent recommends the Board approve the following contracts:

1. New Story
2. The Timothy School
3. Valley Forge Educational Services
4. Wordsworth Academy
5. The Pathway School
6. Melmark, Inc
7. Central Susquehanna IU
8. MCIU: ACCESS Program
9. MCIU: Technology & Information Ser./Moodle
10. MCIU: Technology & Information Ser/Discovery
11. MCIU: Internet & Internet 2 Services
12. Buxmont Academy
13. The Academy

E. BARTH RENOVATION PROJECT CHANGE ORDER(S) – Mrs. Adams – EXHIBIT 2

The Facilities Committee recommends the Board approve the Barth Elementary Renovations Project change orders as presented on Exhibit 2.

F. RESOLUTION TO COMMIT FUNDS FOR FUTURE EXPENDITURES- Mrs. Adams - EXHIBIT 3

The Superintendent recommends the Board approve the resolution to commit funds for future expenditures, as listed in Exhibit 3.

G. BUDGET TRANSFERS – Mrs. Adams – EXHIBIT 4

The Superintendent recommends the Board approve the Resolution authorizing transfers within the 2012-2013 budget, as listed on Exhibit 4.

H. 2013-2014 BREAKFAST AND LUNCH PRICES – Mrs. Adams

The Superintendent recommends the school lunch and breakfast prices for the 2013-2014 school year be approved as follows:

Breakfast	Lunches
Full Price Breakfast - $1.00	Elementary (Grades K-5) School Student Lunch - $2.10
Reduced Price Breakfast - $.30	Middle School/Senior High School Student Lunches - $2.35
Adult Breakfast – ala carte	Elementary (Grades K-5) School Adult Lunch - $2.75
	Middle School/Senior High School Adult Lunches - ala carte
Reduced Price Lunch - $.40	White Milk - $.50

I. FREE AND REDUCED PRICE LUNCH PROGRAM - Mrs. Adams

The Superintendent recommends the Board approve the Pottstown School District's participation in the Free and Reduced Price Lunch Program for the 2013-2014 school year and file the appropriate applications

J. 2013 HOMESTEAD AND FARMSTEAD EXCLUSION RESOLUTION – EXHIBIT 5

The Superintendent recommends the Board approve the 2013 Homestead and Farmstead Exclusion Resolution, as listed on Exhibit 5.

K. INVESTMENT OF FUNDS RESOLUTION – Mrs. Adams

The Superintendent recommends the Board adopt the following Resolution authorizing the Secretary and Treasurer to invest funds for the various school district accounts during the next fiscal year:

WHEREAS, the funds are available in the school accounts from time to time that can be invested and,

WHEREAS, the School Laws of Pennsylvania do permit investment of school funds.

NOW, THEREFORE, BE IT RESOLVED that the Secretary and Treasurer of the Board of School Directors of the Pottstown School District be, and hereby are, authorized to invest the funds for the various school district accounts, and

BE IT FURTHER RESOLVED that the Secretary and Treasurer be authorized to dispose the said investments as the funds are needed, and

BE IT FURTHER RESOLVED that the procedures and types of investments purchased shall be in accordance with the requirements of the School Laws of Pennsylvania.

L. DESIGNATION OF DEPOSITORIES – Mrs. Adams – EXHIBIT 6

The Superintendent recommends the Board approve the financial institutions as the depositories for the school district's funds for the 2013-2014 school year, as listed on Exhibit 6

M. PROPERTY TAX RELIEF: 10 RICE STREET – Mrs. Adams

The Finance Committee recommends approving the real estate tax relief for 10 Rice Street acquired by the Borough for the period of April 29, 2013 to June 30, 2013.

N. TAX ASSESSMENT APPEAL SETTLEMENTS – Mrs. Adams

Motion to approve tax assessment settlements pursuant to the terms and conditions outlined in the confidential settlement release agreements. The Board Secretary is further authorized to sign the settlement agreements on behalf of the Board.

NON-CONSENT

O. ADOPTION OF BUDGET 2013-2014: FINAL – Mrs. Adams – EXHIBIT 7

The Superintendent recommends the Board approve the adoption of the 2013-2014 Final Budget as listed on Exhibit 7.

1. Adoption of Budget Resolution

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

1. Barth Renovation Photos – Dr. Sparagana

FEDERATION REMARKS

ROUND TABLE

ADJOURNMENT