POTTSTOWN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
COMMITTEE OF THE WHOLE AGENDA
JANUARY 28, 2013 – 7:30 PM

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

AWARDS

None.

COMMUNICATIONS

None.

PRESENTATIONS

1. Hybrid Update: 2nd Quarter – Mr. Rodriguez
2. Elementary Schools Renovation Project Update – Mr. Straub, Crabtree, Rohrbaugh & Assoc. Inc.

EXECUTIVE SESSION FOR THE PURPOSE OF LITIGATION

APPROVAL OF MINUTES

1. Approval of the minutes of the Regular Meeting held on 12-20-2012

LIST OF BILLS

TREASURER'S REPORT

1. Treasurer's Report: December 2012

HEARING FROM PATRONS OF THE SCHOOLS

REPORT OF THE SUPERINTENDENT OF SCHOOLS

I. Recommendations for Action by the Board (Items A thru E are consent topics. Items F to G are additional topics for Board consideration.)

CONSENT

A. PERSONNEL – Dr. Stevens

1. Resignations/Terminations

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

a. Professional

(1) Ratify Wesley Plummer, Substitute Teacher/Substitute Classroom Assistant, resignation effective January 3, 2013,employed since February 29, 2012.

(2) Ratify Amy Hale, Long Term Substitute Teacher/Per Diem Substitute Teacher/Substitute Classroom Assistant, Franklin Elementary, resignation effective January 18, 2013.

b. Classified

(1) Ratify Katrina Fusco, Substitute Nurse, termination effective December 21, 2012, employed since September 6, 2012.

(2) Cynthia Dixon, Secretary, Pottstown High School, resignation for the purpose of retirement, effective June 30, 2013, employed since July 1, 1974.

(3) Ratify Traci DeLancey, Part-time Van Aide, Transportation, termination effective January 3, 2013, employed since January 2, 2013.

(4) Terri A. Moyer-Nyce, Classroom Assistant, Pottstown Middle School, resignation effective on the last 2012-2013 student day (tbd), employed since March 30, 2007.

(5) Ratify Shaina Ward, Temporary Intervention Assistant/Per Diem Substitute Teacher/Substitute Classroom Assistant, resignation effective January 19, 2013, employed since February 13, 2012.

(6) Ratify Marion Moore, Substitute Housekeeper/Cafeteria Substitute/ Lunch Aide, resignation effective January 22, 2013, employed since August 10, 2010.

(7) Sandra Yoder, Classroom Assistant, Barth Elementary, resignation for the purpose of retirement, effective February 6, 2013, employed since January 7, 2008.

c. 2012-2013 Co-Curricular Assignment(s)

(1) Ratify Josh Watters, High School Assistant Baseball Coach, resignation effective January 3, 2013.

(2) Ratify Brandi Hankins, High School Head Softball Coach, resignation effective January 24, 2013.

2. 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 Kayla Sabata from Full-Time Intervention Assistant to Long Term Substitute Teacher (coverage for Julie Schumacher), Franklin Elementary, effective January 16, 2013, $194/day. Upon completion of role as Long Term Substitute Teacher, she will return to her role as Full Time Intervention Assistant.

b. Exempt

(1) Ratify Danielle Lyter from Full-Time Physical Therapist to Part-Time Physical Therapist, effective January 22, 2013.

c. Classified

(1) Ratify Carol Russ from Full-time Food Service Secretary to Part-time Food Service Secretary, effective January 2, 2013, no change in hourly compensation.

d. Correction to Classified salary (previously board approved on 12/20/12)

(1) Lynette Andrews from Substitute Breakfast/Lunch Proctor to Long Term Substitute Breakfast Aide, Lincoln Elementary, **$13.01/hour.**

e. 2012-2013 Co-Curricular Assisgnment(s)

(1) Tom Simpson, High School Assistant Baseball Coach from ½ stipend to full stipend, Level 2, $2,889.00

(2) Dorothy McCrone from Assistant Softball Coach to Head Softball Coach, Pottstown High School, effective January 24, 2013, Level 1, Stipend $3,391.00.

3. Election(s)

The Superintendent recommends the Boar approve/ratify the following election(s):

a. Classified

(1) Ratify Kimberly Retner, Substitute Clerk, effective November 30, 2012, $14.05/hour. This is in addition to her role as Elementary Part-time Housekeeper, Substitute Breakfast Aide and Substitute Playground Aide.

(2) Melissa Helmick, Substitute Clerk, effective January 29, 2013, $14.05/hour. This is in addition to her role as Lunch Aide.

(3) Ratify Carol Russ, Part-time Lunch Proctor, initial assignment to be Franklin Elementary, effective January 2, 2013, $13.90/hour. This is in addition to her role as Part-time Food Service Secretary.

(4) Ratify Amy Ormston, Substitute Breakfast Aide, effective January 22, 2013, $13.01/hour. She will also assume the role of Substitute Lunch Proctor, effective January 22, 2013, rate as per guidelines. These roles are in addition to her role as Substitute Clerk.

b. Home Instruction, $29.00 hour

(1) Ratify Dorothy McCrone, Pottstown High School, from January 1, 2013 until school placement is found, assignment not to exceed 5 hours per week.

(2) Ratify Jennifer Wiand, Pottstown Middle School, from January 7, 2013 to February 1, 2013, assignment not to exceed 5 hours per week.

4. Tuition Reimbursement

The Superintendent recommends the Board approve the following tuition reimbursement:

a. Professional

Name	School	12/31/12 deadline
Evelyne Blair-Miller	Franklin Elementary	$1,785.00
Diane Fox	PHS	$2,700.00
Kimberly Hilbert	Franklin Elementary	$3,000.00
Lauren Himmelreich	Edgewood Elementary	$2,760.00
Catherine Knapke	Edgewood Elementary	$2,760.00
Amanda Langdon	Rupert Elementary	$1,650.00
Brett Myers	PHS	$2,370.00
Sarah Noska	Rupert Elementary	$1,332.00
Pamela Pascal	PHS	$ 375.00
Megan Penrice	PHS	$1,464.00
Diane Shoffstall	PHS	$1,506.00
Darla Stout	Edgewood Elementary	$3,000.00
Shannon Wagner	Rupert Elementary	$1,287.00
Jennifer Wiand	PMS	$1,800.00

b. Support Staff

Name	Building	Amount
Janice Bobst	PHS	$618.00
Ray Golden	PHS	$405.00
Gina Griffin	PHS	$325.00
LeeAnn McCullough	PHS	$,2000.00

5. **Correction and Change** to Mentor 2012-2013 New Hires

The Superintendent recommends the Board approve the following correction to a mentor assignment:

New Teacher	Mentor	Stipend
Thomas Simpson	**Ginger Angelo**	$523.50
Kayla Sabata	Cynthia Kuklinski	$367.00

6. Employee Disciplinary Action

The Superintendent recommends the Board approve the following disciplinary action:

(1) Pottstown Classified employee two (2) days unpaid suspension, effective January 30, 2013 and January 31 ,2013.

B. PROFESSIONAL LEAVES – Dr. Stevens

The Superintendent recommends the Board approve the following professional leaves:

Bldg	**Name**	**Conference Title**	**Conference Location**	**Dates to Attend**	**Cost**
Franklin HS	Lindi Vollmuth Robert Decker Elisabeth Yoder	Center for School Improvement Leadership Institute	New York City, NY	1/25/13 – 1/26/13	All expenses paid by FPT.
Admin. MS HS	Karen Crable Sue Yocom Anita Santangelo Jolie Martinez	Promising Practices-Proven Strategies ELO Conference	State College, PA	3/5/13 – 3/7/13	All expenses paid by 21st Century grant.

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)**
22 H.S.	A.P. European History Class Trip	Venice, Florence, Rome, Italy	3/20/13 – 3/28/13	$2,770.00 to $2,970.00 depending on when they signed up.	$2100.00	D. Caldwell, M. Rieger, P. Castanzo

D. CONTRACT(S) – Mrs. Adams – EXHIBIT 1

The Superintendent recommends the Board approve the following contract(s):

1. The Devereux Foundation
2. Education, Inc.
3. MOU: Family Services
4. Invo HealthCare Assoc
5. The Devereux Foundation

E. REAL ESTATE TAX EXONERATION: 2012 - Mrs. Adams

The Superintendent recommends the following Resolution be adopted by the Board:

WHEREAS, Linda S. Adams, Substitute Tax Collector for the Pottstown School District, has submitted a list of properties liened for school taxes amounting to $1,753,218.65 plus penalties of $ 175,322.03 totaling $1,928,540.59 for the original 2012 Real Estate Tax Duplicate.

NOW, THEREFORE, BE IT RESOLVED, that the Substitute Tax Collector be and is hereby exonerated of and from said tax liability for the collection thereof, but no exoneration for the respected taxables is intended or affected by this action.

BE IT FURTHER RESOLVED, that the Substitute Tax Collector file the required reports and information with Portnoff and Associates so that the liens against these properties be properly reported.

NON-CONSENT

F. MCIU 2013-2014 GENERAL OPERATING BUDGET – Mrs. Adams

The Superintendent recommends the Board approve the following intermediate unit budget for the 2013-2014 school year:

General Administration	=	$ 1,029,068
Curriculum and Staff Development	=	$ 2,314,973
Legislative and Grant Development	=	$ 299,513
Technology and Information Services	=	$ 4,904,923
Total	=	$ 8,548,477

Pottstown School District's contribution to the Montgomery County Intermediate Unit for the 2013-2014 fiscal year shall be as follows:

Curriculum and Staff Development	=	$ 984
Legislative and Grant Development	=	$ 3,201
Technology and Information Services	=	$ 18,209
Total	=	$ 22,394

This would be a decrease in the Pottstown School District's contribution over the amount contributed for the 2012-2013 school year of $3 which represents a .01% decrease.

G. MOTION TO PROVIDE AUTHORIZATION FOR ESCO LETTER OF INTENT FOR FRANKLIN, LINCOLN AND RUPERT ELEMENTARY PROJECT – Mrs. Adams

The Superintendent recommends the Board authorize the administration to issue a letter of intent to award contract to Reynolds Energy Services to provide infrastructure improvements through a Guaranteed Energy Savings Agreement (Amendment) for Franklin, Lincoln and Rupert Elementary Schools. The approval of the final agreement (amendment) and issuance of a Notice to Proceed will occur near the time of bid receipt for the prime contracts for the renovations and additions.

UNFINISHED BUSINESS

None.

NEW BUSINESS

INFORMATION

1. Website Report: October-December 2012 - Ms. Schade
2. Monthly Meeting Notice: February 2013 – Mrs. Adams
3. Visit to Franklin – Mrs. Adams

FEDERATION REMARKS

ROUND TABLE

ADJOURNMENT