POTTSTOWN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS AGENDA
November 17, 2011 - 7:30 P.M.

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

AWARDS

None

PRESENTATIONS

None.

COMMUNICATIONS

None.

APPROVAL OF MINUTES

1. Approval of the minutes of the Regular Board meeting held on October 20, 2011.
2. Approval of the minutes of the Committee of the Whole meeting held on November 3, 2011.

LIST OF BILLS – Mrs. Zahora

TREASURER'S REPORT – Mrs. Zahora

HEARING FROM PATRONS OF THE SCHOOLS

REPORT OF THE SUPERINTENDENT OF SCHOOLS

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

CONSENT

A. PERSONNEL – Dr. Sparagana

1. Resignations/Terminations

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

a. Professional

(1) Ratify Andrew R. Talley, Per Diem Substitute Teacher and Substitute Classroom Assistant, resignation effective October 11, 2011, employed since August 29, 2011.

(2) Ratify Patricia Carfagno, Special Education Teacher, Franklin Elementary, resignation effective October 27, 2011, employed since January 22, 2009.

b. Classified

(1) Ratify Nancy Lavinia, Part-time Cafeteria Worker, Pottstown High School, resignation effective October 19, 2011, employed since November 21, 2006.

(2) Ratify Jacqueline McAteer, Breakfast Aide/Part-Time Cafeteria Aide, resignation effective October 26, 2011, employed since September 29, 2009.

(3) Ratify Scot A. Christy, Classroom Assistant, Pottstown Middle School, resignation effective November 3, 2011, employed since October 8, 2009.

c. 2011-2012 Co-Curricular Assignments

(1) Ratify Terry Bechtel, High School Head Baseball Coach, resignation effective October 28, 2011.

(2) Ratify Ray Smith, Volunteer Middle School Assistant Football Coach resignation effective October 28, 2011.

(3) Ratify Jason Bergey, Middle School Assistant Boys Basketball Coach resignation (leaving position to accept Interim Middle School Head Coach Boys Basketball assignment) effective November 3, 2011.

(4) Ratify Tom Daniels, High School Assistant Wrestling Coach, resignation effective November 3, 2011.

2. Leaves

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

a. Administrative

(1) Ratiy Loretta Hoch, Principal, Lincoln Elementary, request for leave of absence covered by Family Medical Leave Act, effective October 10, 2011, end date October 24, 2011.

b. Professional

(1) Desiree Schwoyer, Elementary Teacher, Pottstown Middle School, request for leave of absence covered by Family Medical Leave Act, effective March 3, 2012, end date TBD.

(2) Ratify Andrea Hunsberger, Elementary Teacher, Barth Elementary, request for leave of absence covered by Family Medical Leave Act, effective October 26, 2011, end date TBD.

(3) Ratify Erica Tester, Secondary Teacher, Pottstown Middle School, request for leave of absence covered by Family Medical Leave Act, effective October 24, 2011, end date January 18, 2012.

(4) Antoinette Rapp, Secondary Teacher, Pottstown High School, request for leave of absence covered by Family Medical Leave Act, effective December 15, 2011, end date TBD.

(5) Kellie McGavin-Wiedlich, Secondary Guidance Counselor, Pottstown High School, request for leave of absence covered by Family Medical Leave Act, effective March 21, 2012, end date TBD.

c. Classified

(1) Ratify Charles Rhoads, Head Custodian, Pottstown High School, request for leave of absence covered by Family Medical Leave Act, effective September 12, 2011, end date September 28, 2011.

(2) Ratify Lois O'Dell, Classroom Assistant, Pottstown High School, request for leave of absence covered by Family Medical Leave Act, effective October 17, 2011, end date TBD.

3. Change in Position and/or Salary

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

a. Classified

(1) Ratify William Grim from Groundsmen to Custodian II, initial assignment to be Barth Elementary, effective February 9, 2010 to June 30, 2010, $17.19; $17.79, effective July 1, 2010.

(2) Ratify James Mullen from Substitute Van Drive and Substitute Van Assistant to Van Driver, effective January 3, 2011, $14.54/hour.

4. Elections

The Superintendent recommends the Board approve the following elections:

a. Professional

(1) Ratify Joanne Birely, Per Diem Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13/hour

(2) Ratify Brooke Bartman, Per Diem Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13/hour

(3) Ratify Kristin M.Butler, Per Diem Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13/hour

(4) Ratify Lara K. Ferris, Per Diem Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13/hour

(5) Ratify Julie A. Hoffman, Per Diem Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13/hour

(6) Ratify Kierstin Levan, Per Diem Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13/hour

(7) Ratify Kathryn Manthorne-Skrzat, Per Diem Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13/hour

(8) Ratify Amanda N. Powell, Per Diem Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13/hour

(9) Ratify Lisa R. Price, Per Diem Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13/hour

(10) Ratify Lydia A. Rame-Hunter, Per Diem Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13/hour.

(11) Ratify Tanya M. Shea, Per Diem Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13/hour.

(12) Ratify Hannah Taylor, Per Diem Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13/hour.

(13) Ratify Cali Toms, Per Diem Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13/hour

(14) Ratify Melissa Ann Wanczyk, Per Diem Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13/hour

(15) Ratify Emily Wilson, Per Diem Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13/hour

(16) Ratify Deepika Chhabria, Special Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $100/day. She will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13.

(17) Ratify John Davis, Special Substitute Teacher, effective October 10, 2011, in accordance with Board Policy 3920, $100/day. He will also assume the role of Substitute Classroom Assistant, effective October 10, 2011, $14.13.

(18) Ratify Joshua A. Alexander, Per Diem Substitute Teacher, effective October 25, 2011, in accordance with Board Policy 3920, $95/day. He will also assume the role of Substitute Classroom Assistant, effective October 25, 2011, $14.13/hour.

(19) Ratify Lauren Gawel, Per Diem Substitute Teacher, effective October 14, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 14, 2011, $14.13/hour.

(20) Ratify Mark Morton, Per Diem Substitute Teacher, effective October 17, 2011, in accordance with Board Policy 3920, $95/day. He will also assume the role of Substitute Classroom Assistant, effective October 17, 2011, $14.13/hour.

(21) Ratify Janell Ann Stamp, Per Diem Substitute Teacher, effective October 14, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective October 14, 2011, $14.13/hour.

(22) Ratify Barbara Gross, Special Substitute Teacher, Pottstown Middle School, (coverage for Robin Romero), effective November 1, 2011. This is in addition to her role as Classroom Assistant.

(23) Ratify Brandy Alvira, Extended Per Diem Substitute Teacher, Barth Elementary, (coverage for Andrea Hunsberger), effective October 24, 2011 (for approximately 8 weeks), $115/ day. Upon completion she returns to her role as Per Diem Substitute Teacher and Substitute Classroom Assistant.

(24) Brittany Oxenford, Long Term Substitute Teacher, Rupert Elementary, (coverage for Kathleen Hayes), effective date to TBD, $194/day. Upon completion she returns to her role as Per Diem Substitute Teacher and Substitute Classroom Assistant.

(25) Ratify Melissa Lopez, Extended Per Diem Substitute, Franklin Elementary, effective October 13, 2011, $115/day. Upon completion she returns to her role as Per Diem Substitute Teacher and Substitute Classroom Teacher.

b. <u>Exempt</u>

(1) Mieke Mazur, School Psychologist, 200 day position, initial assignment to be Barth Elementary School, effective November 29, 2011, $58,663.57, replacing Monique Henderson.

c. Classified

(1) Ratify Judy Bermudez, Substitute Custodian/Housekeeper, effective October 11, 2011, $12.34/hour. She will also assume the role of Cafeteria Substitute, effective October 11, 2011, $10.80/hour.

(2) Ratify Leon Gibbs, Substitute Custodian/Housekeeper, effective October 14, 2011, $12.34/hour. This is in addition to his role as Van Driver.

(3) Ratify Jannie Harrison, Substitute Custodian/Housekeeper, effective October 19, 2011, $12.34/hour. She will also assume the role of Substitute Van Aide, effective October 19, 2011, $12.34/hour.

(4) Ratify Julia M. Soto, Substitute Custodian/Housekeeper, effective October 19, 2011, $12.34/per hour.

(5) Ratify Giovinna J. Weller, Cafeteria Substitute, effective October 11, 2011, $10.80/hour.

d. 2011-2012 Mentor Assignments

BLDG	MENTOR	INDUCTEE	SALARY
Barth	Krista Trainer	Mieke Mazur	$1,047.00
Lincoln	Patricia DeWald	MeganE. Klementisz	$1,047.00

e. Additions to 2011-2012 Co-Curricular Assignments

Bldg	PROFESSIONAL AGREEMENT CATEGORY	EMPLOYEE	LEVEL	STIPEND
HS	B – Basketball/Boys - Interim Head Coach	Jason Bergey	2	3,238.00
HS	G – Music – Show Choir	Thomas Marsden	1	1,968.00

5. Horizontal Salary Movement - as of October 15, 2011: (note: SPE Column denotes salaries that receive the $400 Special Education Stipend in addition to their base salary)

Name	bldg	from	old salary	to	step	new salary	SPE
Dennis Arms	PHS	B	$43,768	B+15	B	44,397	
Perry Augustine	PMS	B+15	$44,445	M	1.19	46,000	
Andrea Barlow	PMS	M	$46,501	M+15	2.63	48,530	
Robert Decker	PHS	B+15	$53,591	M	13	59,268	
Matthew Fabian	Frank/Rup	B	$43,768	B+15	1	44,397	
Jamie Fazekas	Rupert	B+15	$44,397	M	1	45,940	
Allen Ferster	Rupert	B+15	$44,397	M	1	45,940	
Stephanie George	PMS	M	$48,077	M+15	6	50,186	
Karen Kemmerer	PHS	M	$53,278	M+15	11	55,100	$400
Karen Lawler	Franklin	M+15	$68,608	M+30	14	75,971	
Megan Meier	Barth	B	$43,768	B+15	1	44,397	

Jolie Martinez	PHS	B+15	$46,411	M	6	48,077	
Jennifer Milkovitz	PMS	B+15	$44,397	M	1	45,940	$400
Joshua Pierce	Barth	B	$43,768	B+15	1	44,397	
Ryan Regensburg	PMS	B+15	$45,405	M	4	47,074	
Lois Sanders	PMS	M	$49,438	M+15	8	51,319	
Anita Scaltrito	PMS	M+15	$49,650	M+30	5	51,632	
Jennifer Swenk	Franklin	B+15	$44,598	M	1.79	46,188	
David Todd	PHS	B	$43,768	B+15	1	44,397	
Stanley Walerski	PMS	B+15	$44,397	M	1	45,940	
Jennifer Wiand	PHS	B+15	$45,405	M	4	47,074	

6. Ratify 2011-2014 Support Personnel Guidelines – EXHIBIT 1

The Superintendent recommends the Board ratify the following amended 2011-2014 Support Personnel Guideline pages as listed on Exhibit 1.

1. Page 12 – Employment
2. Page 10, 11 – Benefits
3. Page 9 – On The Job

7. Employee Disciplinary Action

The Superintendent recommends the Board approve the following disciplinary action:

(1) Ratify Pottstown High School Classified employee one (1) day unpaid suspension, effective October 5, 2011.

(2) Ratify Pottstown High School Classified employee one (1) day unpaid suspension, effective October 13, 2011.

(3) Ratify Pottstown High School Classified employee one (1) day unpaid suspension, effective October 19, 2011.

B. PROFESSIONAL LEAVES – Dr. Sparagana

None.

C. FIELD TRIPS – Dr. Sparagana

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)
5 High School	Regional Drama Competition	Towanda Area Jr/Sr High School – Towanda, PA	11/19/11 – 11/20/11	$45.00	Subs - 0	Joe Perrone and Jennifer Wiand

D. CONTRACTS – Mrs. Adams

None.

E. BID AWARDS – Mrs. Adams

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

1. Sioutis Coating Enterprises, Inc. - Recoat Metal Roof – Middle School
2. HSA Mechanical - McQuay Chiller #2 – Replacement Compressors

F. BID SCHEDULE – Mrs. Adams -EXHIBIT 2

The Superintendent recommends the Board authorize the Secretary to advertise bids for the following as listed on Exhibit 2.

1. Custodial Supplies
2. First Aid General Supplies
3. General Supplies
4. Physical Education Supplies & Equipment

NON-CONSENT

G. PERSONNEL – Dr. Sparagana

1. Leaves

The Superintendent recommends the Board approve the following leave:

a. Professional

(1) Ratify Diane Fox, Secondary Teacher, Pottstown High School, request for leave of absence covered by the Family Medical Leave Act, effective October 25, 2011, end date TBD.

2. Elections

The Superintendent recommends the Board approve the following elections:

a. Professional

(1) Ratify Deena Marie Alexander, Special Education Life Skills, initial assignment to be Barth Elementary, effective November 15, 2011, $45,805, BS+15, Step4 (contract of Kimberley Yannick).

(2) Ratify Ronald S. Frederick, Per Diem Substitute Teacher, effective November 11, 2011, in accordance with Board Policy 3920, $95/day. He will also assume the role of Substitute Classroom Assistant, effective November 11, 2011, $14.13/hour.

(3) Ratify Athena Singer, Per Diem Substitute Teacher, effective November 11, 2011, in accordance with Board Policy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective November 11, 2011, $14.13/hour.

(4) Michaela C. Johnson, Health Care Occupation Teacher, initial assignment Pottstown High School, effective November 29, 2011, $44,705, Bachelor, Step 4 (contract for Lisa Cassidy-Lawler).

b. Classified

(1) Ratify Barry Myers, Part-time Substitute Custodian/Housekeeper, effective November 7, 2011, $12.34/hour.

(2) Ratify Anna C. Clouser, Part-time Substitute Custodian/Housekeeper, effective November 7, 2011, $12.34/hour.

(3) Ratify Robert L. Clouser, Part-time Substitute Custodian/Housekeeper, effective November 7, 2011, $12.34/hour.

(4) Ratify Denise Lenhardt, Part-time Substitute Cafeteria/Hallway Proctor, effective October 27, 2011, $14.76/hour.

c. Homebound Instruction, $29/hour

(1) Ratify Amy Gazzillo, Pottstown Middle School, from November 8, 2011 through December 20, 2011 assignment not to exceed 5 hours per week.

(2) Ratify Ian Lawrence, Pottstown Middle School, from November 1, 2011 through end of the school year on an as need basis not to exceed 5 hours per week.

(3) Ratify Ian Lawrence, Pottstown Middle School, from November 15, 2011 through January 6, 2012, assignment not to exceed 5 hours per week.

d. Pottstown High School Learning Center Program:

Scott Braunsberg	Learning Center Teacher	Pottstown High School	$29/hr.
Deborah Bosler	Learning Center Teacher	Pottstown High School	$29/hr.
Helen Bowers	Substitute Learning Center Teacher	Pottstown High School	$29/hr.
Cal Benfield	Substitute Learning Center Teacher	Pottstown High School	$29/hr.
Laura Luzeski	Substitute Learning Center Teacher	Pottstown High School	$29/hr.
Jolie Martinez	Substitute Learning Center Teacher	Pottstown High School	$29/hr.
Laura Christie	Substitute Learning Center Teacher	Pottstown High School	$29/hr.
Justine Donnelly	Substitute Learning Center Teacher	Pottstown High School	$29/hr.

e. Ratify Additions to 2011-2012 Co-Curricular Assignments

Professional Agreement Category	Employee	Level	Stipend
N - Safety Patrol - Barth	Brad Mayberry	4	1,362.00
N - Safety Patrol - Edgewood	Tina Ludy	5	1,427.00
N - Safety Patrol - Franklin	Matt Cohen	2	1,090.00
N - Safety Patrol - Lincoln	Bonnie Trainer	3	1,298.00
N - Safety Patrol - Rupert	Allen Ferster	1	870.00

f. Qigong Class Instructor (paid through Pottstown Area Health and Wellness Foundation Grant).

Kelly Smale Instructor $29/hour

H. PROFESSIONAL LEAVE – Dr. Sparagana

The Superintendent recommends the Board approve the following professional leave:

Bldg.	Name	Conference Title	Conference Location	Dates to Attend	Cost
Admin.	Lisa Schiavone Lori Hoch	SAS Institute-Defining & Aligning for Student Achievement	Harrisburg, PA	12/4/11-12/6/11	$200.00 Registration only
High School	Ratify Jamie Gill replacing James Porter	Integrated Learning Conference	State College, PA	11/14/11 – 11/16/11	Expenses $2470 pay by Perkins Grant.

I. CONTRACT – Mrs. Adams – EXHIBIT 3

The Superintendent recommends the Board approve/ratify the following contract as listed on Exhibit 3.

1. Perkiomen Valley Academy Alternative Education

J. SUBSTITUTE TAX COLLECTOR RESOLUTION – Mrs. Adams – EXHIBIT 4

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 4.

K. ELEMENTARY SCHOOLS PROJECT FEASIBILITY STUDY – Mr. Wausnock – EXHIBIT 5

The Neighborhood Schools Committee recommends the Board accept the feasibility study for the elementary schools project as submitted by Crabtree Rohrbaugh & Associates Architects.

L. ELEMENTARY SCHOOLS PROJECT – PLANCON A AND B - Mr. Wausnock – EXHIBIT 6

The Neighborhood Schools Committee recommends approval of PlanCon Part A and PlanCon Part B, as presented by Crabtree Rohrbaugh & Associates Architects for the elementary schools.

M. CRABTREE, ROHRBAUGH & ASSOCIATES ARCHITECTS' INVOICES – Mrs. Adams

The Neighborhood Schools Committee recommends the Board approve the following architectural invoices for the Neighborhood Schools Project to be paid from proceeds of the General Obligation Bonds, Series 2011, subject to finalizing the retainage amount.

Date	Number	Description	Amount
August 31, 2011	1-2471	PSD – Barth ES Renovations	$11,336.13
August 31, 2011	1-2472	PSD – Edgewood ES Renovations	$ 9,648.73
August 31, 2011	1-2473	PSD – Franklin ES Renovations	$ 9,510.91
August 31, 2011	1-2474	PSD – Lincoln ES Renovations	$ 9,047.00
August 31, 2011	1-2475	PSD – Rupert ES Renovations	$ 10,300.45
September 30, 2011	2-2471	PSD – Barth ES Renovations	$20,134.11
September 30, 2011	2-2472	PSD – Edgewood ES Renovations	$17,881.40
September 30, 2011	2-2473	PSD – Franklin ES Renovations	$20,114.35
September 30, 2011	2-2474	PSD – Lincoln ES Renovations	$20,606.03
September 30, 2011	2-2475	PSD – Rupert ES Renovations	$28,838.55
Total Amount			$157,417.66

HEARINGS FROM THE PATRONS (limited to G through J)

UNFINISHED BUSINESS

None.

NEW BUSINESS

1. Policy 3603: Retirement Benefit Program, 1st Reading (no action to be taken) – Mrs. Adams – Exhibit 7

INFORMATION

1. PEAK Update: November – Dr. Sparagana

FEDERATION REMARKS

ROUND TABLE

ADJOURNMENT