POTTSTOWN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS AGENDA
JUNE 16, 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 5/19/11
2. Approval of the minutes of the Committee of the Whole meeting held on 6/2/11

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 N are consent topics.
Items O to W 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 Donna Carpenter, Long-Term Substitute Teacher, Pottstown High School, termination effective May 16, 2011, coverage for Diane Shofstall.

(2) Ratify Charlene Bailey, Substitute Teacher, resignation effective April 15, 2011, employed since December 3, 2007.

(3) Ratify Matthew Kasitz, Special Substitute Teacher, resignation effective May 10, 2011, employed since April 1, 2009.

b. Administrative

(1) Dr. Angela Tuck, Elementary Principal, Edgewood, resignation effective June 30, 2011, employed since April 11, 2001.

(2) Robert Giering, Elementary Principal, Barth, resignation effective June 30, 2011, employed since November 18, 2004.

c. Classified

(1) Ms. Melissa Bennett, Athletic Trainer, Pottstown High School termination effective January 22, 2010, employed since March 20, 2007.

(2) Ratify John Orr, Classroom Assistant, Pottstown Middle School, resignation for the purpose of retirement, effective January 15, 2011, employed since February 9, 2000.

2. Leaves

The Superintendent recommends the Board approve the following leaves:

a. Professional

(1) Ratify Leslie Smoyer, Special Education Teacher, Pottstown Middle School, request for leave of absence coverage under the Family Medical Leave Act, effective May 10, 2011, end date TBD.

b. Exempt

(1) Ratify Edith McElroy, HR Generalist, Administration Building, request for intermittent leave of absence coverage under the Family and Medical Leave Act, effective May 11, 2011, end date TBD.

c. Classified

(1) Ratify Theresa Dech, Classroom Assistant, Franklin Elementary, request for leave of absence coverage under the Family and Medical Leave Act, effective May 19, 2011, end date TBD.

(2) Ratify Ray Golden, Custodian, Pottstown High School, request for leave of absence coverage under the Family and Medical Leave Act, effective May 2, 2011, end date May 22, 2011.

3. Change of Job Classification

The Superintendent recommends the Board approve the change of job classification for the following employee:

a. Mr. James Porter, JROTC Instructor, Pottstown High School, from Bargaining Unit to Exempt Support Staff, no change in compensation, effective July 1, 2011.

4. Additions to 2010-2011 Support Staff Salaries – EXHIBIT 1

The Superintendent recommends the Board approve the following additions to 2010-2011 Support Salaries as listed on Exhibit 1.

5. Compensation for Missed Planning Time, 2010-2011school year
$23 per period, for the time period ending May 13, 2011

Lisa Cassidy-Lawler	31 missed planning times	$713.00

B. PROFESSIONAL LEAVES – Dr. Sparagana

The Superintendent recommends the Board approve the following professional leaves:

Bldg.	Name	Conference Title	Conference Location	Dates to Attend	Cost
Sr. High	Danielle McCoy Dennis Arms	Governors Institute of Financial Education	Elizabethtown, PA	7/18/11 – 7/22/11	Approx. $150.00 paid by Tech Prep Grant
Middle Admin. Sr. High	Robert Stevens Sue Yocom Danielle McCoy Eileen Undorfer	21st Century Community Learning Centers Summer Institute	National Harbor, MD	7/25/11 – 7/27/11	Approx. $3057.00 paid by 21st Century Grant

C. FIELD TRIPS – Dr. Sparagana

None.

D. CONTRACTS – Mrs. Adams – EXHIBIT 2

The Superintendent recommends the Board approve the following contracts:

1. The Academy
2. The Pathway School
3. Opportunities School
4. MOU: Wordsworth
5. Valley Forge Educational Services
6. The Lincoln Center

E. BID AWARDS – Mrs. Adams – EXHIBIT 3

The Superintendent recommends that the purchase orders be awarded to the lowest bidder meeting the required specifications as listed in Exhibit 3.

1. Fall Sports Supplies and Equipment
2. Winter Sports Supplies and Equipment
3. Spring Sports Supplies and Equipment
4. First Aid Athletic Supplies and Equipment

F. 2011 HOMSTEAD AND FARMSTEAD EXCLUSION RESOLUTION – Mrs. Adams – EXHIBIT 4

The Superintendent recommends the Board approve the 2011 Homestead and Farmstead Exclusion Resolution, as listed on Exhibit 4.

G. BUDGET TRANSFERS – Mrs. Adams – EXHIBIT 5

The Superintendent recommends the Board approve the Resolution authorizing transfers within the 2010-2011 budget, as listed on Exhibit 5.

H. 2011-2012 BREAKFAST AND LUNCH PRICES – Mrs. Adams

The Superintendent recommends the school lunch and breakfast prices for the 2011-2012 school year be approved as follows (Elementary Student Lunch prices listed below reflect a .25¢ increase over the 2010-11 prices.)

Lunches
Elementary (Grades K-5) School Student Lunch - $2.00
Middle School/Senior High School Student Lunches - $2.25

Elementary (Grades K-5) School Adult Lunch - $2.50
Middle School/Senior High School Adult Lunches - ala carte

Reduced Price Lunch - $.40
White Milk - $.50

Breakfast
Full Price Breakfast - $1.00
Reduced Price Breakfast - $.30
Adult Breakfast – ala carte

I. 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.

J. APPROVAL OF 2011-2012 SCHOOL CALENDAR – Mrs. Adams – EXHIBIT 6

The Superintendent recommends the Board approve the 2011-2012 calendar, as listed on Exhibit 6

K. TENNIS COURTS AND NORTH FIELDS RECONSTRUCTION AGREEMENT - Mr. Hartman – EXHIBIT 7

The Facilities Committee recommends the Board approve the following contract:

1. Stephen Parks & Associates: Tennis Court Reconstruction and North Fields Reconstruction

L. 2009-2010 SCHOOL DISTRICT AUDIT – Mrs. Adams

The Superintendent recommends the Board acknowledge the school district Audit Report for the fiscal year ending June 30, 2010, as prepared by Maillie, Falconiero, and Company.

M. REVISED TEXTBOOK ADOPTION – Dr. Sparagana – EXHIBIT 8

The Technology-Curriculum Committee and the Superintendent recommend the following revised textbook and supplemental materials adoptions

1. Pottstown High School Revised Textbook Adoption

N. POLICIES – Mrs. Adams – EXHIBIT 9

The Superintendent recommends the Board approve the following policies:

1. Policy 100: Strategic Plan
2. Policy 101: Mission Statement
3. Policy 102: Academic Standards
4. Policy 103: Nondiscrimination in School and Classroom Practices
5. Policy 104: Nondiscrimination in Employment and Contract Practices
6. Policy 105: Curriculum

NON-CONSENT

O. PERSONNEL – Dr. Sparagana

1. Resignations/Terminations

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

a. Classified

(1) Ratify Sandy Freese, Substitute Housekeeper and Substitute Lunch Aide, resignation effective June 10, 2011, employed since April 11, 2011.

(2) Ratify Michael Tucker, Part-Time Housekeeper, Rupert Elementary, resignation effective June 10, 2011, employed since December 11, 2006.

(3) Ratify Richard Weidner, Career Coach, Annex, termination effective June 15, 2011, employed since January 5, 2006.

b. Co-Curriuclar

(1) Felicia Weinfurter, Color Guard Instructor, Pottstown Middle School, resignation effective June 30, 2011employed since August 31, 2011.

2. Change in Position

The Superintendent recommends the Board approve the following change in position:

a. Professional

(1) Ratify Geoffrey Thomas, from Substitute Classroom Assistant to Extended Per Diem Substitute, Rupert Elementary, coverage for Brenda DiDonato, $115/day, effective May 16, 2011.

(2) Ratify Melinda Wurtz, from Substitute Classroom Assistant to Extended Per Diem Substitute, coverage for Aileen Campbell, $115/day, effective May 13, 2011.

3. Elections

The Superintendent recommends the Board approve the following elections:

a. Middle School Summer Tutoring, paid through 21st Century Grant Funds. Program runs June 17, 2011 through July 29, 2011 (math, reading and vocational).

Name	Position	Rate
Robert Stevens	Coordinator	$29/hr
Kevin Downes	Assistant to the Coordinator	$29/hr
Matt Boyer	Teacher	$29/hr
Regina Collins	Teacher	$29/hr
Ian Lawrence	Teacher	$29/hr
John Martin	Teacher	$29/hr
Layla Miller	Teacher	$29/hr
Ryan Oxenford	Teacher	$29/hr
Dave Roberts	Teacher	$29/hr
Stanley Walerski	Teacher	$29/hr
Bernard Gallagher	Vocational Teacher	$29/hr
Sarah Pennypacker	Vocational Teacher	$29/hr
Ryan Regensburg	Vocational Teacher	$29/hr
LaTayna White	Vocational Teacher	$29/hr
Cindy Hussman	Substitute Teacher	$29/hr

Denise Kuleski	Substitute Teacher	$29/hr
Dee Pettine	Substitute Teacher	$29/hr
Robin Romero	Substitute Teacher	$29/hr
Anita Scaltrito	Substitute Teacher	$29/hr
Elizabeth Collings	Classroom Assistant	$13.65/hr
Barbara Gross	Classroom Assistant	$13.65/hr
Pauline Herrett	Classroom Assistant	$13.65/hr
Amy Leonard	Classroom Assistant	$13.65/hr
Francis Mulvihill	Classroom Assistant	$13.65/hr
Amy Nagle	Classroom Assistant	$13.65/hr
Lois O'Dell	Classroom Assistant	$13.65/hr
Theresa Truman	Classroom Assistant	$13.65/hr
Sara Wells	Classroom Assistant	$13.65/hr
Connie March	Office Assistant	$13.65/hr
Kelly Ortlip	Office Assistant	$14.13/hr
Karen Dilliplane	Nurse	$29/hr
Shirley Schaffer	Security	$15/hr
Stephanie White	Security	$15/hr

b. Summer Food Service Program, effective June 17, 2011 through July 29, 2011:

Name	Position	Rate
Holsonback, Kim	Summer Food Service Manager	$15.24/hr
Lightcap, MaryAnn	Summer Food Service Manager	$15.24/hr
Rodden, Stacey	Summer Food Service Manager	$15.24/hr
Russ, Carol	Summer Food Service Secretary	$18.87/hr
Bentz, Janet	Summer Food Service Substitute	$11.80/hr
Chubb, Linda	Summer Food Service Substitute	$11.80/hr
Kane, Christina	Summer Food Service Substitute	$11.80/hr

c. Summer Maintenance Program, effective June 20, 2011 through August 18, 2011:

Name	Rate	Position
Bean, Beth	$11.85	Summer Cleaning
Bean, Caren	$11.51	Summer Cleaning
Bean, Jake	$11.51	Maintenance Crew
Bender, Carol	$11.17	Summer Cleaning
Bobst, Janice	$11.51	Summer Cleaning
Bobst, Wendy	$11.17	Summer Cleaning
Bohn, Jackie	$11.17	Summer Cleaning
DiDonato, Michael	$11.17	Summer Cleaning
Edmunds, Cindy	$11.85	Summer Cleaning

Endy, Jeffrey	$11.17	Summer Cleaning
Evans, Michelle	$11.17	Summer Cleaning
Fehr, Sarah	$12.20	Summer Cleaning
Fichthorn, Jennifer	$11.17	Summer Cleaning
Fiorillo, Brittany	$11.17	Summer Cleaning
Frank, John	$11.17	Maintenance Crew
Frank, Mike	$11.17	Paint Crew
Gerhard, Keith	$11.17	Summer Cleaning
Gratzinger, Deb	$11.17	Summer Cleaning
Hueber, Cory	$11.17	Summer Cleaning
Katch, Jarrod	$11.17	Paint Crew
Kraft, Ruth	$11.51	Summer Cleaning
Lacey, Annette	$11.17	Summer Cleaning
Lee, Charlsie	$11.17	Summer Cleaning
Medevetz, Tom	$11.17	Paint Crew
Nodolski, Cindy	$11.17	Summer Cleaning
Pihanich, Seth	$11.51	Summer Cleaning
Retner, Kim	$11.17	Summer Cleaning
Richards, Ralph	$11.17	Summer Cleaning
Sabuacak, Andrew	$11.17	Maintenance Crew
Schlear, Emily	$11.17	Summer Cleaning
Shank, Sherry	$11.17	Summer Cleaning
Tucker Jr., Mike	$11.17	Summer Cleaning
Yeager, Abby	$11.17	Summer Cleaning
Yost, Robert	$11.51	Summer Cleaning

d. District Pupil Service Summer Staffing:

Name	Summer Position	Not to Exceed	Rate
Boettcher, Julie	Elementary ESY Life Skills/Autism Teacher	72 hours	$29/hr
Cohen, Matt	Elementary ESY Life Skills/Autism Teacher	72 Hours	$29/hr
Stringer, Jamie	Elementary ESY Life Skills/Autism Teacher	72 Hours – Split Position	$29/hr
Harle, Jamie	Elementary ESY Life Skills/Autism Teacher		
Knapke, Cathy	Elementary ESY Learning Support Teacher	40 Hours	$29/hr
Lynch, Meghan	Elementary ESY Learning Support Teacher	40 Hours	$29/hr

Walsh, Meghan	Elementary ESY Learning Support Teacher	40 Hours	$29/hr
Calencea, Rachel	Elementary ESY Life Skills/Autism Classroom Asst.	72 Hours	$14.13/hr
Mills, Linda	Elementary ESY Life Skills/Autism Classroom Asst.	72 Hours	$14.13/hr
Pritchard, Paula	Elementary ESY Life Skills/Autism Classroom Asst.	72 Hours	$14.13/hr
Sabuacak, Lori	Elementary ESY Life Skills/Autism Classroom Asst.	72 Hours	$14.13/hr
Erb, Andrea	Elementary ESY Learning Support Classroom Assistant	30 Hours	$14.13/hr
Golden, Chris	Elementary ESY Learning Support Classroom Assistant	30 Hours	$14.13/hr
Vigliotta, Jamie	Elementary Occupational Therapist	16 Hours	
Sellman, Amy	Elementary Speech Therapist	16 Hours	$29/hr
Harle, Jamie	Elementary IEP Teacher	40 Hours - Shared	$29/hr
Stephenson, Lisa	Elementary IEP Teacher		
Walsh, Meghan	Elementary IEP Teacher		
Earnshaw, Diane	Special Ed. Dept. Chair	5 Hours – Split Position	$29/hr
Zuchero, Sandy	Special Ed. Dept. Chair		
Dundon, Theresa	Secondary IEP Teacher	20 Hours	$29/hr
Romero, Robin	Secondary ESY Life Skills Teacher	100 Hours	$29/hr
Griffin, Gina	Secondary ESY Life Skills Classroom Assistant	75 Hours	$14.13/hr
Trostle, Brian	Secondary ESY Life Skills Classroom Assistant - Substitute & Field Trips	25 Hours	$14.13/hr
Dundon, Theresa	Secondary ESY Tutoring	50 Hours (25 hours/Student)	$29/hr
Schubert, Melissa	Secondary Language! Reading Program Development	20 Hours – Split Position	$29/hr
Smale, Kelly	Secondary Language! Reading Program Development		

e. Correct November 18, 2010 FCCLA (Family, Career, and Community Leaders of America): Advisor 2009-2010 stipend of $1,300, to be paid through the Perkins Grant

Mary Jo Kuhwald , Pottstown High School

f. FCCLA (Family, Career, and Community Leaders of America): Advisors 2010-2011 stipend of $1,300, to be paid through the Perkins Grant

Name	Amount
Mary Jo Kuhwald	$650.00
Marilyn Bainbridge	$650.00

2. Tuition Reimbursement

The Superintendent recommends the Board approve the following tuition reimbursement:

a. Administrative

Loretta Hoch	Lincoln Elementary	$2,280.00

P. FIELD TRIPS – Dr. Sparagana

# of students and/or group	Name of conference or activity	Destination	Date of trip	Cost to student	Cost to district-substitutes	Chaperone(s)
60	Camp Poyntelle (Football Camp)	Poyntelle, PA	8/14/11 – 8/19/11	$200.00	N/A	B. Myers, B. Parks, T. Craver, T. Endy, R. Reinhart, A. Knight, B. Rogers, L. Hughes, M. Blade, J. Baker, D. Roberts
20	Battle at the Beach VII Wrestling Tournament	Dagsboro, DE	12/16/11 – 12/17/11		$100.00	J. Gill, T. Daniels, J. Armato

Q. CONTRACTS – Mrs. Adams – EXHIBIT 10

The Superintendent recommends the Board approve the following contracts:

1. Valley Forge Educational Services 2011-2012
2. The Devereux Foundation
3. The Devereux Foundation
4. The Pathway School
5. Valley Forge Educational Services

R. J.J.D. URETHANE CHANGE ODER – Mrs. Adams – EXHIBIT 11

The Superintendent recommends the Board approve the change order to J.J. D. Urethane as listed in Exhibit 11.

S. ADOPTION OF BUDGET 2011-2012: FINAL – Mrs. Adams – EXHIBIT 12

1. Adoption of Budget Resolution

T. RESOLUTION TO COMMIT FUNDS FOR FUTURE PSERS COSTS-Mrs. Adams-EXHIBIT 13

The Superintendent recommends the Board approve the resolution to commit funds for future retirement costs as listed in Exhibit 13.

U. CURTAILMENT OF PROGRAM RESOLUTION – Dr. Sparagana - EXHIBIT 14

The Superintendent recommends the Board approve the Resolution to curtail the Pottstown Speech and Language program as listed on Exhibit 14.

V. AUTHORITY TO LAY-OFF NON-PROFESSIONAL EMPLOYEES – Dr. Sparagana

The Superintendent recommends a motion to give the Administration the authority to lay-off ten and a half (10.5) non-professional employees as the results of the fiscal/budgetary issues currently facing the District. By approving this motion, the Board authorizes the Administration to notify the specific individuals directly affected by this action.

1. One (1) Part-Time Cafeteria Van Driver
2. One (1) Annex Secretary
3. One (1) Computer Lab Assistant
4. One (1) Part-Time Annex Custodian
5. Five Classroom Assistants
6. One (1) Case Manager
7. One (1) Part-Time Physical Therapist
8. Grant Funded EAP Assistants

W. RESOLUTION REGARDING DEMOTION OF TWO SPECIAL EDUCATION TEACHERS – Dr. Sparagana – EXHIBIT 15

The Superintendent recommends the Board approve the resolution regarding the demotion of a two special education teaches as listed in Exhibit 15.

HEARINGS FROM THE PATRONS (limited to Non-Consent Items)

UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

1. Monthly Meeting Notice: July – Mrs. Adams
2. PEAK Update: June – Dr. Sparagana
3. Final Report: Dir. of Develop./Ex. Director Foundation Pottstown Education – Ms. Lampe
4. Foundation and Fund Development Results January 1, 2009 – June 2011 – Ms. Lampe

FEDERATION REMARKS

ROUND TABLE

ADJOURNMENT