POTTSTOWN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
COMMITTEE OF THE WHOLE AGENDA
DECEMBER 1, 2011 - 7:30 P.M.

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

AWARDS

PRESENTATION

REPORTS

I. MINUTES – Mrs. Adams

1. Regular Board Meeting – 11/17/2011

ADJOURN SINE DIE

BOARD REORGANIZATION

I. Call to Order
Secretary will call the meeting to order.
Secretary – List names of holdover members of the Board.

II. Salute to the Flag

III. Notice of the Organization Meeting
Secretary reads the Notice of the Organization Meeting.

IV. Seating of Newly Elected Board Members
Review of certificates of election.
Administration of the oath of office for the new board members.

"I do solemnly swear (or affirm) that I will support, obey, and defend the Constitution of the United States and the Constitution of this Commonwealth and that I will discharge the duties of my office with fidelity."

V. Nominations for Temporary President
Anyone can nominate a Temporary President. (This does not require a motion and a second). A Temporary President must be elected from the holdover members of the Board.
Once all nominations are received, anyone can make a motion to close the nomination for Temporary President, which will require a second to the nomination.
Recorded vote to close nominations for Temporary President.
Secretary declares the nominations for Temporary President closed.

VI. Election of Temporary President

Recorded vote to elect the Temporary President.
Secretary would then declare the Board Member who was elected as Temporary President who would then assume the chair.

VII. Nominations for President for Ensuing Year

Temporary President requests nominations for President.
Once all nominations are received, anyone can make a motion to close the nomination for President, which will require a second to the nomination.
Recorded vote to close nominations for President.
Temporary President declares the nominations for President closed.

VIII. Election of President for the Ensuing Year

Recorded vote to elect the President.
Temporary President would then declare the Board Member who was elected as President who would then assume the chair.[1]

IX. Nominations for Vice President.

President requests nominations for Vice President.
Once all nominations are received, anyone can make a motion to close the nomination for Vice President, which will require a second to the nomination.
Recorded vote to close nominations for Vice President.
Secretary declares the nominations for Vice President closed.

X. Election of Vice President for the Ensuing Year

Recorded vote to elect the Vice President.
President would then declare the Board Member who was elected as Vice President who would then assume the chair.

XII. Election of Treasurer to Complete Balance of Current Term (When Necessary)

Recorded vote to elect the Treasurer.
President would then declare the individual (need not be a Board member) who was elected as the Treasurer.

XIII. Authorization of the Use of the Signature Stamp Until a New One is Received

President requests a motion to authorize the use of the existing signature stamp until a new one is prepared reflecting the Board's new officers. A second would be requested followed by a recorded

XIV. Committee Appointments – Policy 005

President would state that existing Committee and Committee appointments will function until new Committees and new Committee Members have been designated and appointed by the President. Alternatively, the President can make Committee appointments at the reorganization meeting

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XV. Adopt Time and Places for Regular Board Meetings for the 2012 Calendar Year –EXHIBIT 1

XVI. Appointment of Parliamentarian

XVII. Approve Rules of Order - Policy 006 - EXHIBIT 2

XVIII. Approve Parliamentary Procedure

A. Roberts Rules of Order Revised for decisions involving parliamentary procedures with the understanding that rules of order as adopted supersede the Roberts Rules of Order in the event of a conflict between the two.

This concludes our REORGANIZATION MEETING and we will proceed with the COMMITTEE OF THE WHOLE MEETING.

HEARING FROM PATRONS OF THE SCHOOLS

I. COMMITTEE REPORTS

1. Finance Committee
2. Facilities Committee
3. PSBA / Montgomery County Legislative Committee
4. Montgomery County Intermediate Unit Representative
5. Community Relations Committee
6. Co-Curricular Activities Committee
7. Technology/Curriculum Committee
8. Policy Committee
9. Personnel Committee
10. Neighborhood Schools Committee

II. LIST OF BILLS – Mrs. Adams

CONSENT

A. PERSONNEL – Dr. Sparagana

1. Resignations/Terminations

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

a. Classified

(1) Ratify Denise V. Lenhardt, Substitute Cafeteria/Hallway Proctor, resignation effective October 28, 2011, employed since October 27, 2011.

b. Co-Curricular

(1) Ratify Joseph Perrone, Drama Club and All School Play, resignation effective November 23, 2011.

(2) Ratify Christian Fowkes, Middle School, Assistant Girls Soccer Coach, resignation effective November 30, 2011.

2. Leaves

The Superintendent recommends the Board approve the following leaves:

a. Professional

(1) Ratify Erica Testa, Secondary Teacher, Pottstown Middle School, request for Extended Childrearing leave of absence effective date January 19, 2012 through the end of the 2011-2012 school year.

(2) Denise Kuleski, Secondary Teacher, Pottstown Middle School, request for Health Restoration Sabbatical, effective January 2, 2011.

b. Classified

(1) Ratify Scott Braunsberg, Secondary Teacher, Pottstown High School, request for leave of absence covered by Family Medical Leave Act, effective November 28, 2011, end date TBD

(2) Ratify Gina Griffin, Classroom Assistant, Pottstown High School, request for leave of absence covered by Family Medical Leave Act, effective October 17, 2011, end date November 1, 2011.

(3) Ratify Kelly Ortlip, Secretary, Pottstown Middle School, request for leave of absence covered by Family Medical Leave Act, effective December 1, 2011, end date TBD.

(4) Ratify Patricia Murray, Secretary, Edgewood Elementary, request for leave of absence covered by Family Medical Leave Act, effective December 6, 2011, end date TBD.

3. Change in Position and/or Salary

The Superintendent recommends the Board approve the following change in positions and/or salaries:

a. Professional

(1) Ratify Andrea Hunsberger from Grade 3, Barth Elementary to Reading Specialist, initial assignment Barth Elementary, effective November 22, 2011, no change in compensation.

(2) Ratify Brandy Alvira from Extended Per Diem Substitute Teacher to Long Term Substitute Teacher (coverage for Grade 3, Barth Elementary), effective November 22, 2011, $194/day.

b. Classified

(1) Ratify Carolyn Dise from Housekeeper and Substitute Custodian/ Housekeeper to Full Time Custodian I, effective December 5, 2011, $15.60/hour.

4. Election

The Superintendent recommends the Board approve the following elections:

a. Professional

(1) Ratify Susan Ann Bennett, Per Diem Substitute Teacher, effective November 29, 2011, in accordance with Board Poicy 3920, $95/day. She will also assume the role of Substitute Classroom Assistant, effective November 29, 2011, $14.13/hour.

b. Classified

(1) Ratify Jamie Roman, Jr., Custodian II, initial assignment to be Rupert Elementary, effective November 23, 2011, $17.79/hour.

c. 2011-2012 Mentor Assignments

BLDG	MENTOR	INDUCTEE	SALARY
HS	Andrew Bachman	Michaela C. Johnson	$1,047.00
Barth	Jamie Stringer	Deena Alexander	$1,047.00

d. Ratify 21st Century Tutor (funded by 21st Century grant)

Benjamin DiPette $29/hour

e. Addition to Girls Today Leaders Tomorrow Transportation Driver (paid through United Way Grant (not to exceed 10 hours)

Perry Augustine $29/hour (not to exceed10 hours)

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

Professional Agreement Category		Employee	Level	Stipend
HS	G – Music Band Asst.(Band Front)	Nancy Mest	4	$1,821.00
MS	B – Basketball/Boys Interim Asst. Coach	Kristen Beaver	1	$1,900.00

g. Ratify Addition to 2011-2012 Co-Curricular Volunteers

Mark Agnew Volunteer Swim Coach

5. Compensation for Missed Planning Time, 2011-2012 school year, $23 per period, for time ending October 27, 2011

Darla Stout 2 missed planning times $46.00

6. Employee Disciplinary

The Superintendent recommends the Board approve the following employee disciplinary action:

(1) Ratify Pottstown High School Professional employee two (2) unpaid days suspension effective November 29, 2011.

B. PROFESSIONAL LEAVES – Dr. Sparagana

The Superintendent recommends the Board approve the following professional leave:

Bldg.	Name	Conference Title	Conference Location	Dates to Attend	Cost
HS	Danielle McCoy	PACTA Symposium	Hershey, PA	2/21/12 – 2/22/12	Approx. expenses $376. funded by Perkins Grant.

C. FIELD TRIPS – Dr. Sparagana

None.

D. CONTRACTS – Mrs. Adams – EXHIBIT 3

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

1. INVO Healthcare
2. Explorations PHP

NON-CONSENT

E. 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
October 31, 2011	3-2471	PSD – Barth ES Renovations	$ 45,704.39
October 31, 2011	3-2472	PSD – Edgewood ES Renovations	$ 39,608.12
October 31, 2011	3-2473	PSD – Franklin ES Renovations	$ 40,724.71
October 31, 2011	3-2474	PSD – Lincoln ES Renovations	$ 41,410.56
October 31, 2011	3-2475	PSD – Rupert ES Renovations	$ 49,123.40
TOTAL			$216,571.18

F. REPAIRS TO PARAPET WALLS AT RUPERT ELEMENTARY – Mr. Hartman

The Facilities Committee recommends the Board approve that purchase order or contract be awarded to David Randall Associates for the necessary repairs to the parapet walls at Rupert Elementary from damaged caused by previous severe weather conditions. The repairs are needed to prevent future water damage to the second floor. David Randall Associates submitted the lowest estimate not to exceed $15,000.

UNFINISHED BUSINESS

1. Policy 3603: Retirement Benefit Program – 2nd Reading (no action to be taken) – Mrs. Adams – Exhibit 4

NEW BUSINESS

None.

INFORMATION

1. First Marking Period Honor Roll Comparison – Dr. Lindley
2. Musical Theater Survey – Dr. Lindley
3. Website Report – Ms. Schade

FEDERATION REMARKS

ROUND TABLE

ADJOURNMENT