

+POTTSTOWN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS AGENDA
OCTOBER 16, 2008 - 7:30 P.M.

CALL TO ORDER

ROLL CALL

MOMENT OF SILENCE

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

1. Approval of minutes of the Regular Meeting held on September 18, 2008.
2. **Approval of minutes of the Committee of the Whole Meeting held on October 2, 2008.**

LIST OF BILLS

TREASURER'S REPORT

1. August 2008
2. ✱ September 2008

COMMUNICATIONS

None

HEARING FROM PATRONS OF THE SCHOOLS

SPECIAL REPORTS

1. **403(B) PROGRAM COMPLIANCE SERVICES AGREEMENT – Mr. Bill Jambroni, Kades-Margolis – EXHIBIT 4 (action to be taken)**
2. **STRATEGIC PLAN ADDITION – Dr. Lindley – EXHIBIT 5 (action to be taken)**

REPORT OF THE SUPERINTENDENT OF SCHOOLS

I. Recommendations for Action by the Board

(Items A to F are consent topics.)

(Items G to I are an additional topics for Board consideration.)

A. Personnel

1. New Positions

The Superintendent recommends the Board approve the following new positions:

- a. Two (2) Special Education One-on-One Classroom Assistants, initial locations to be determined, \$13.19/hr.

2. Resignations/Terminations

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

a. Classified

- (1) **Patricia Ambler, Lunch Aide, Barth Elementary School, resignation effective October 1, 2008, employed since March 12, 2003.**
- (2) **James Murray, Classroom Assistant, Pottstown High School, resignation effective October 6, 2008, employed since September 28, 1999.**
- (3) **Jacy Garlington, Classroom Assistant, Rupert Elementary School, resignation effective October 24, 2008, employed since November 15, 2005.**

b. * Professional

- (1) Daniel Edleman, Per Diem Substitute Teacher, resignation effective October 8, 2008, employed since August 25, 2008.
- (2) Ronald Favinger, Special Substitute Teacher, Termination effective October 14, 2008, employed since January 2, 2002.

3. Leaves

The Superintendent recommends the Board approve the following leaves:

a. Classified

- (1) Ray Kline, Custodian, Pottstown High School, request for leave of absence, covered by the Family and Medical Leave Act, effective September 29, 2008, end date to be determined, approximately six weeks.
- (2) Chester Pish, Van Driver, change effective date of leave from November 8, 2008 to November 18, 2008.
- (3) Patricia Ambler, Lunch Program Aide, Barth Elementary School, request for leave of absence, effective September 8, 2008, through approximately October 7, 2008.

b. Professional

- (1) **Frank Dakota, Teacher, Pottstown High School, request for leave of absence, covered by the Family and Medical Leave Act, effective October 6, 2008 through approximately January 5, 2009.**
- (2) **Stacey Bauman, Teacher, Rupert Elementary School, request for leave of absence, covered by the Family and Medical Leave Act, effective February 7, 2009, end date to be determined approximately six weeks.**
- (3) **Eileen Strunack, Classroom Assistant, Barth Elementary School, request for intermittent leave of absence, the first 12 weeks covered by the Family and Medical Leave Act, effective October 16, 2008 through the end of the 2008 – 2009 school year.**

4. Elections

The Superintendent recommends the Board approve the following elections:

a. Pottstown Elementary After School Tutoring

All salaries paid through EAP and 21st Century Community Learning Center Grant

	Lauren Reifsneider	21 st Century Security	Edgewood	\$15/hr.
	Sallie Chesbro	Tutor	Edgewood	\$29/hr.
*	Wendy Watters	Assistant	Lincoln	\$13.19/hr.
*	Joan Rhoads	Assistant	Franklin	\$13.19/hr.
*	Jamie Fazekas	Tutor	Rupert	\$29/hr.

b. Professional

- (1) Morgan E. Weidow, Per Diem Substitute Teacher, effective October 2, 2008, in accordance with Board Policy 3920.

- (2) Amanda S. Elliott, Per Diem Substitute Teacher, effective October 2, 2008, in accordance with Board Policy 3920.
- (3) Richard E. Lindberg, Per Diem Substitute Teacher, effective October 2, 2008, in accordance with Board Policy 3920.
- (4) Dina L. Browne, Per Diem Substitute Teacher, effective November 1, 2008, in accordance with Board Policy 3920.
- (5) Karen L. Weber, Special Substitute Teacher, effective date to be determined, \$100/day.
- (6) Wayne F. Clark, Special Substitute Teacher, effective date to be determined, \$100/day.
- (7) Katrina C. Keene, Special Substitute Teacher, effective date to be determined, \$100/day.
- (8) **Elaine Ellison, Per Diem Substitute Teacher, effective October 6, 2008, in accordance with Board Policy 3920.**
- (9) **Natasha E. Bolden, Per Diem Substitute Teacher, effective October 6, 2008, in accordance with Board Policy 3920.**
- (10) **Amy B. Inhof, Per Diem Substitute Teacher, effective October 6, 2008, in accordance with Board Policy 3920.**
- (11) **Zachary S. Brower, Per Diem Substitute Teacher, effective October 6, 2008, in accordance with Board Policy 3920.**
- (12) **Matthew G. Risell, Per Diem Substitute Teacher, effective October 6, 2008, in accordance with Board Policy 3920.**
- (13) **Diana L. Bilardo, Per Diem Substitute Teacher, effective October 6, 2008, in accordance with Board Policy 3920.**
- (14) **Susan B. Hallman, Per Diem Substitute Teacher, effective October 6, 2008, in accordance with Board Policy 3920.**
- (15) Tamara D. Hartz, Special Substitute Teacher, effective date to be determined, \$100/day.
- (16) William P. MacGregor, Special Substitute Teacher, effective date to be determined, \$100/day.
- (17) Gloria J. Day, Special Substitute Teacher, effective date to be determined, \$100/day.
- (18) Elysia G. Brennan, Special Substitute Teacher, effective date to be determined, \$100/day.

(19) **Leslie C. Staab, Special Substitute Teacher, effective date to be determined, \$100/day.**

* (20) Laura M. Beaver, Per Diem Substitute Teacher, effective October 16, 2008, in accordance with Board Policy 3920.

c. Exempt

(1) Jeanne-Marie Heighton, Occupational Therapist, Administration Annex Building, effective September 25, 2008, \$52,000/yr., replacing Mindy MacRone-Wojton.

d. Classified

- (1) Alicia A. Davis, Secretary to the Supervisor of Transportation/Communications Coordinator and Buildings and Grounds, Administration Building, effective October 13, 2008, replacing Elizabeth Bauer, \$17.61/hour.
- (2) Vanessa J. Cronin, Substitute Food Service Worker, effective September 29, 2008, \$10.06/hour.
- (3) Annette M. Braunsberg, Substitute Food Service Worker, effective September 29, 2008, \$10.06/hour.
- (4) James J. Mullen, Substitute Van Assistant, effective September 11, 2008. This is in addition to his position as a Substitute Van Driver, \$11.52/hour.
- (5) David Mull, District Truant Officer, effective September 22, 2008 \$29.00/hour.

e. Homebound Instruction

(1) Kelly Smale, Pottstown High School, effective September 23, 2008 through June 15, 2009, on an as need basis, not to exceed five (5) hours per week, \$29/hour.

f. Additions to the Co-curricular List for 08-09

BLDG	CATEGORY	08-09 RECOMMENDATION	LEVEL	SALARY
HS	Basketball/Girls - Asst. Coach	Terry Wade	3	4,274.00
HS	Student Council	Danielle McCoy	1	1,063.00
HS	Wrestling -Asst. Coach	Thomas Daniels	3	4,274.00
HS	Honor Society	Robert Decker	1	849.00

g. Additional Game Workers for the 08-09 School Year

(1) Timothy Mutter

h. Change in Co-curricular List for 2008-2009 School Year

- (1) Danielle McCoy, remove as Honor Society Advisor
- (2) Erica Testa, change Middle School Drama Club co-curricular responsibilities and stipend to half, \$424.50.

4. Approval of Tenure

The Superintendent recommends the Board approve tenure to the following:

First Name	Last Name	Building	Effective Date
Judith	Miller	Pottstown High School	8/24/2008

5. Tuition Reimbursement

The Superintendent recommends the Board approve the following tuition reimbursement:

a. Support Staff

Janice	Bobst	Pottstown High School	\$258.00
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b. Professional Staff

First Name	Last Name	Building	Amount
Marie	Anders	Edgewood Elementary	1,623.00
Jacinda	Bartolucci	Rupert Elementary	350.00
Jason	Bergey	Pottstown Middle School	2,500.00
Stephanie	Blanchard	Pottstown Middle School	835.00
Mindy	Bodolus	Barth Elementary	1,035.00
Jill	Bolonski	Lincoln Elementary	330.00
Matthew	Cohen	Franklin Elementary	1,580.00
Evelyn	Dudonis	Pottstown High School	2,250.00
Brooke	Dunlap-Martin	Barth Elementary	1,035.00
Aliceclair	Faust	Pottstown Middle School	430.00
Bernard	Gallagher	Pottstown Middle School	1,665.00
Laureen	Gresko	Rupert Elementary	350.00
Jamie	Harle	Edgewood Elementary	895.00
Lori	Hoshaw	Barth Elementary	2,415.00
Michael	Koman	Lincoln Elementary	1,035.00
Mary Ellen	Lammey	Barth Elementary	2,500.00
Karen	Lawler	Franklin Elementary	52.00
Denise	Leshak	Lincoln Elementary	1,632.00
Danielle	McCoy	Pottstown High School	52.00

Judith	Miller	Pottstown High School	1,102.50
Hayley	Mutter	Barth Elementary	2,500.00
Teresa	Niemann	Rupert Elementary	1,105.18
Ryan	Oxenford	Pottstown Middle School	1,575.00
Jayne	Pollock	Franklin Elementary	1,245.00
Kelly	Smale	Pottstown High School	835.00
Bonnie	Trainer	Lincoln Elementary	1,632.00
Julie	Voelker	Pottstown Middle School	1,096.00
Todd	Williams	Pottstown High School	350.00
Rebecca	Wyatt	Rupert Elementary	1,078.72

6. Bargaining Unit Salary Correction

The Superintendent recommends the Board approve the following bargaining unit salary correction:

- a. Lisa Whitehurst, Teacher, Pottstown Middle School, horizontal salary adjustment was omitted from board approval in November 2001. A horizontal salary increase from Bachelors, step 2 to Bachelors+15, step 2 should have been submitted for approval. Retroactive salary correction to the first semester of the 01-02 school year through the end of the 07-08 school year - \$7,041.00.
- * b. Theresa Dundon, Teacher, Pottstown High School, horizontal salary adjustment was omitted from board approval in November 1998. A horizontal salary increase from Bachelors, step 1 to Bachelors+15, step 1 should have been submitted for approval. Retroactive salary correction to the first semester of the 98-99 school year through the end of the 06-07 school year - \$7,964.00.

7. Correction to Position and/or Salary

The Superintendent recommends the Board approve the following correction to position and/or salary:

- a. Lisa Whitehurst, Teacher, Pottstown Middle School Teacher, salary level and step were listed incorrectly on the August 21, 2008 Personnel Report. Salary level and step were listed as B, step 9, \$46,102. Her salary level and step should be B+15, step 9, \$47,332.

8. Additions to the 2008-2009 Support Staff Salaries

The Superintendent recommends the Board approve the following additions to support staff salaries:

- a. Andrea Erb, Classroom Assistant, Franklin Elementary School, \$13.25/hour.
- b. Jennifer Kelly Thomas, Classroom Assistant, Barth Elementary School, \$13.25/hour.

* 9. Pottstown Middle School After School Tutoring
 All salaries paid through 21st Century Community Learning Center Grant

Denise	Elliott	Coordinator	Pottstown Middle School	\$29/hr.
Kelly	Ortlip	Secretary	Pottstown Middle School	\$13/hr.
Ellen	Clark	Secretary	Pottstown Middle School	\$13/hr.
Shirley	Shaffer	Security	Pottstown Middle School	\$15/hr.
Geraldine	Battle	Security	Pottstown Middle School	\$15/hr.
Vicki	Mutter	Security (Sub)	Pottstown Middle School	\$15/hr.
Tanisha	Wilcox	Tutor	Pottstown Middle School	\$29/hr.
John	Martin	Tutor	Pottstown Middle School	\$29/hr.

B. POTTSTOWN MIDDLE SCHOOL IMPROVEMENT PLAN REVISIONS –
 Dr. Sparagana – EXHIBIT 1

The Superintendent recommends the Board ratify the Pottstown Middle School Improvement Plan Revisions as presented at the Committee of the Whole meeting on October 2, 2008 and as listed on Exhibit 1.

C. PROFESSIONAL LEAVES – Dr. Lindley

The Superintendent recommends the Board approve the following professional leaves:

Building	First Name	Last Name	Conference Title	Conference Location	Dates to Attend	Cost
Sr. High	Kurt	Adam	PA Inspired Leadership Workshop	State College, PA	10/6/08 – 10/7/08	Approx. \$1000.00 paid by the district
Admin.	Lisa	Schade	PASBO Transportation Conference	Hershey, PA	10/16/08 – 10/17/08	Approx. \$675.00 paid by the district
Sr. High	John Eric Tom	Armato Dusko Daniels	PA Wrestling Coaches Convention	Hershey, PA	10/17/08 – 10/19/08	\$420.00 paid by the district. Actual cost \$1050 (coaches to pay all other expenses)
Admin.	Mary Emily Kathy	Rieck Baddeley Perry	Early Childhood Education Summit	State College, PA	10/19/08 – 10/22/08	Approx. \$2266.00 paid by the district – PEAK
Sr. High	Kurt	Adam	Integrated Learning – School to Career Connection	State College, PA	11/12/08 – 11/14/08	Approx. \$575.00 paid by the district
Sr. High	Danielle Denise Kevin Joe	McCoy DeAntonio Pascal Golightly	Integrated Learning School to Career Connection	State College, PA	11/12/08 – 11/14/08	Approx. \$2460.00 paid by the district
Admin.	Reed	Lindley	PASCD 58 th Annual Conference	Hershey, PA	11/23/08 – 11/25/08	Approx. \$800.00 paid by the district
Admin.	Linda	Adams	20 th Annual PSBA School Board Secretaries Conference	Gettysburg, PA	10/29/08 – 10/31/08	Approx. \$660.00 paid by the district

Annex	Pamela Rita Lisa	Bateson Cohen Snyder	Eastern PA Special Ed. Admin. Conference	Hershey, PA	10/22/08 – 10/24/08	Approx. \$587.00 paid by the district Hotel costs being paid by MCIU
Admin.	Barry	Angstadt	IAQ Tools For Schools National Symposium	Washington, D.C.	12/3/08 – 12/5/08	Approx. \$80.00 paid by the district, all other costs being paid by a grant.

D. FIELD TRIPS – Dr. Lindley

The Superintendent recommends the Board approve the following field trips:

# of students and/or group	Name of conference or activity	Destination	Date of trip	Cost to student	Cost to district-substitutes	Chaperone(s)
10 Sr. High DECA	DECA – NARCON [North Atlantic Leadership Conference]	Nashville, TN	11/6/08 – 11/9/08	\$500.00	\$180.00	Kevin & Tara Pascal
8 Sr. High Gifted	Princeton University, Yale University	Princeton, NJ & New Haven, CT	10/27/08 – 10/28/08	\$90.00	\$180.00	Greg Troutman & Nicole Swavely (parent)

E. SPECIAL EDUCATION CONTRACTS – Mrs. Adams – EXHIBIT 2

The Superintendent recommends the Board approve the special education contracts, as listed on Exhibit 2.

1. Maxim Healthcare Services
2. Wordsworth
3. Devereux
4. KidsPeace
- ✱ 5. Therapy Source, Inc.

F. BUDGET TRANSFERS – Mrs. Adams – EXHIBIT 3

The Superintendent recommends the Board approve the Resolution authorizing transfers within the 2008-2009 budget as listed on Exhibit 3.

HEARING FROM PATRONS OF THE SCHOOLS (limited to Non-Consent Items H through J only)

1. The Superintendent recommends the Board approve the 403(b) Program Compliance Services Agreement as presented in Exhibit 4.
2. The Superintendent recommends the Board approve the Strategic Plan Addition as presented in Exhibit 5.
3. The Superintendent recommends the Board approve the Settlement Agreement as presented.

NON-CONSENT

- G. **403(B) PROGRAM COMPLIANCE SERVICES AGREEMENT** – Mr. Bill Jambroni, Kades-Margolis – EXHIBIT 4 (action to be taken)

The Superintendent recommends the Board approve the 403(b) Program Compliance Services Agreement between Pottstown School District and Employer Admin Services, Inc., as listed on Exhibit 4.

- H. **STRATEGIC PLAN ADDITION** – Dr. Lindley – EXHIBIT 5 (action to be taken)

The Superintendent recommends the board approve the Pottstown School District 2008-2014 Strategic Plan as presented with the understanding that Administration will continue to edit the required documents with final submission to the Pennsylvania Department of Education by November 1, 2008.

- I. **SETTLEMENT AGREEMENT** – Mrs. Adams (action to be taken)

The Superintendent recommends the Board ratify a Separation Agreement and General Release involving a former School District employee in the amount of \$2,500.00 and authorizes its solicitor to take all steps necessary in order to finalize the terms of the Agreement.

INFORMATION

1. **Conferences for Administrators, Supervisors and Teachers – Dr. Lindley**
2. **Single Audit Report for Year Ended June 30, 2006 – Mrs. Adams**
3. **PCTV Spotighting Pottstown School District Program – Mr. Armato**
- * 4. Monthly Website Report – Mr. Decker
- * 5. PEAK Update – Mrs. Rieck
- * 6. MCIU District Lunch Survey – Mrs. Adams
- * 7. Pottstown School District/Pottstown Borough Council Joint Meeting Minutes – Mrs. Adams

UNFINISHED BUSINESS

1. Independence Blue Cross Contract – Mrs. Adams
2. **Elementary Schools Project (action to be taken)**
Discussion is relative to the number of buildings and class size with the identification of the specific buildings to be determined at a later date.

HEARING FROM PATRONS OF THE SCHOOLS (limited to Unfinished Business – Elementary Schools Project only)

1. The Superintendent recommends the Board approve the number of buildings and class size with regard to the Elementary Schools Project with the identification of the specific buildings to be determined at a later date.

FEDERATION REMARKS

REMARKS BY MEMBERS OF THE BOARD

ADJOURNMENT