

## MINUTES OF THE REGULAR MEETING

December 7, 2006

The Reorganization and Regular Meeting of the Board of School Directors of the Pottstown School District was held on Thursday, December 7, 2006 at 7:30 p.m. in the Calvin J. Swavely Board Room of the Administration Building with President, Mr. Barry Robertson presiding. Upon roll call, the following members were present: Mrs. Bonita Barnhill, Mr. Edwin Edwards, Mrs. Amy Francis, Mr. Robert Hartman, Mr. Barry Robertson, Mrs. Cathy Skitko, Dr. James Smock, Mr. Philip Thees. Absent: Mrs. Judyth Zahora. Also present were: Superintendent of Schools, Mr. David P. Krem; Business Administrator, Mrs. Linda Adams; Assistant Superintendent, Dr. Reed Lindley; Director of Education and Human Resources, Mr. Jeffrey Sparagana; Solicitor, Mr. Stephen Kalis; Mr. John Armato, Mr. Stephen Rodriguez, Mrs. Mia DiPaolo, Mr. Robert Decker, Mrs. Rita Cohen, Mrs. Gail Cooper, Dr. Angela Tuck, Mr. Matthew Moyer, Mrs. Loretta Hoch, Mr. Ronald Brown, Mr. David Garner, Ms. Lauren Preston, Ms. Savannah Birchess, a member of the press and interested citizens.

APPROVAL OF MINUTES

It was moved by Dr. Smock and seconded by Mr. Edwards that the minutes of the regular meeting held on November 16, 2006 be approved as amended.

Upon roll call, all members present voted aye. Ayes: eight. Nays: none. Absent: one. Motion carried.

ADJOURN SINE DIE

It was moved by Mr. Hartman and seconded by Mrs. Barnhill that the Board adjourn sine die.

Upon roll call, all members present voted aye. Ayes: eight. Nays: none. Absent: one. Motion carried.

The Secretary then proceeded to call the roll of the nine hold over members. The following responded: Mrs. Bonita Barnhill, Mr. Edwin Edwards, Mrs. Amy Francis, Mr. Robert Hartman, Mr. Barry Robertson, Mrs. Cathy Skitko, Dr. James Smock and Mr. Philip Thees.

ELECTION OF TEMPORARY CHAIRPERSON

The Secretary called the nomination of a Temporary Chairperson. Mrs. Barnhill nominated Dr. Smock. Mr. Thees seconded the nomination.

There being no further nominations. the Secretary declared the nominations for Temporary Chairperson closed.

The vote for Dr. Smock's election as Temporary Chairperson was as follows: Barnhill: aye; Edwards: aye; Francis: aye; Hartman: aye; Robertson: aye; Skitko: aye; Smock: abstain; Thees: aye. Ayes: seven. Nays: none. Abstain: one. Absent: one. Motion carried.

#### ELECTION OF PRESIDENT

The Temporary Chairperson called for nominations for President.

Mr. Thees nominated Mr. Robertson. Mrs. Skitko seconded the nomination.

There being no further nominations for the Office of President, the nominations were declared closed.

The vote for Mr. Robertson as President is recorded as follows: Barnhill: aye; Edwards: aye; Francis: aye; Hartman: aye; Robertson: abstain; Skitko: aye; Smock: aye; Thees: aye. Ayes: seven. Nays: none. Abstain: one. Absent: one. Motion carried.

Mr. Robertson was declared the newly elected President.

#### ELECTION OF VICE-PRESIDENT

The Temporary Chairperson called for nominations for Vice-President.

Mrs. Barnhill nominated Dr. Smock. Mr. Thees seconded the nomination.

There being no further nominations for the Office of Vice-President, the nominations were declared closed.

The vote for Dr. Smock as Vice-President is recorded as follows: Barnhill: aye; Edwards: aye; Francis: aye; Hartman: aye; Robertson: aye; Skitko: aye; Smock: abstain; Thees: aye. Ayes: seven. Nays: none. Abstain: one. Absent: one. Motion carried.

Dr. Smock was declared the newly elected Vice- President.

Mr. Robertson as President took charge of the meeting.

#### COMMITTEE APPOINTMENTS

Mr. Robertson announced the following committee appointments:

The Montgomery County Legislative Committee Representative will be Mr. Robertson.

The Community Relations committee of Mrs. Francis, Mrs. Skitko and Mrs. Zahora.

The Intermediate Unit Representative will be Mr. Hartman.

The PSBA Regional Representative will be Mr. Robertson.

The Finance Committee of Dr. Smock, Mr. Thees and Mrs. Zahora.

The Personnel Committee of Mrs. Barnhill, Mr. Edwards and Dr. Smock.

The Technology/Curriculum Assessment Committee of Mr. Edwards, Mr. Hartman, Dr. Smock and Mrs. Zahora.

The Elementary Construction Committee of Mr. Edwards, Mrs. Francis and Mr. Hartman.

The Athletic Fields Construction Committee of Mr. Hartman, Mrs. Skitko and Mr. Thees.

#### AD HOC COMMITTEES

The Washington Street Initiative Joint Committee of Mr. Edwards, Mrs. Skitko, Dr. Smock.

The School Uniforms Committee of Mr. Edwards, Mrs. Francis.

#### ADOPT TIME AND PLACES FOR THE 2007 REGULAR BOARD MEETINGS

It was moved by Mrs. Francis and seconded by Mrs. Barnhill that the Board adopt the time of regular board meetings for the 2007 school year of 7:00 p.m.

Upon roll call, the vote was recorded as follows: Barnhill: aye; Edwards: aye; Francis: aye; Hartman: nay; Robertson: aye; Skitko: aye; Smock: nay; Thees: aye. Ayes: six. Nays: two. Absent: one. Motion carried.

It was moved by Mrs. Francis and seconded by Dr. Smock that the Board adopt the place and dates for regular board meetings for the 2007 school year. Meetings to be held the first and third Thursdays; except April and May being the second and fourth Thursdays in the Calvin J. Swavely Board Room of the Administration Building.

Mr. Robertson advised he has had requests to move these meetings back to the Middle School. At present, the Middle School is not equipped for the use of technology. At such time as the Middle School is technology capable, the board may consider changing the location of their meetings at that time.

Upon roll call, all members present voted aye. Ayes: eight. Nays: none. Absent: one. Motion carried.

#### APPOINTMENT OF PARLIAMENTARIAN

Mr. Robertson appointed Dr. Smock as parliamentarian.

### APPROVAL OF RULES OF ORDER – POLICY 1220

It was moved by Mrs. Barnhill and seconded by Dr. Smock that the Board approve Policy 1220 as amended and a copy be filed in the Secretary's office as addendum#2006-2007-058.

Upon straw vote, all members present voted aye. Ayes: eight. Nays: none. Absent: one. Motion carried.

### APPROVAL OF PARLIAMENTARY PROCEDURE

It was moved by Mrs. Francis and seconded by Mr. Edwards that the Board approve 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.

Upon straw vote, all members present voted aye. Ayes: eight. Nays: none. Absent: one. Motion carried.

### LIST OF BILLS

It was moved by Mr. Thees and seconded by Mrs. Francis that the list of bills for the General Fund totaling \$1,015,617.05; the Athletic Fund totaling \$19,778.11; the Elementary Activity Fund totaling \$2,449.32 be approved and a copy be filed in the Secretary's office as addendum #2006-2007-058.

Upon roll call, all members present voted aye. Ayes: eight. Nays: none. Absent: one. Motion carried.

### COMMUNICATIONS

None.

### AWARDS

None.

### HEARINGS FROM PATRONS OF THE SCHOOLS

Ms. Lauren Preston and Ms. Savannah Birchess, seniors at the High School, addressed the board concerning the blood drive to take place at the High School on December 21 & 22, 2006. Every pint of blood donated saves three lives and someone receives blood every three seconds. They asked the board and those present to please help them achieve their goal of collecting forty pints of blood. Mr. Robertson feels it would be interesting to see how many board members versus how many faculty and staff donate blood.

## COMMITTEE REPORTS

### Montgomery County Legislative Committee

Mr. Robertson advised Mrs. Stout has been replaced by Mrs. Richardson.

### Community Relations Committee

Mr. Armato turned the meeting over to Mr. Decker to discuss the evaluation of the district website by the Pennsylvania School District Web Developers Association. The Pottstown School District's website has been categorized as a developing web site. Mr. Robertson asked if there were any parents involved in the redesign process of the website. Mr. Decker stated that in the past parents have not been part of the website design process. Mr. Decker advised there are approximately 26,000 files on the website. Dr. Smock asked where the files are physically stored. Mr. Decker indicated our files are stored offsite. Mrs. Francis asked Mr. Decker to provide statistical information concerning the website. Mr. Decker indicated the website averages 3,000 to 3,500 hundred visitors with 70 to 80 hits per visit. Mr. Krem questioned the lag between a score of 60/70 being a developing website and 80/100 being an exemplary website with no indication of what a score of 71/79 represents.

### Montgomery County Intermediate Unit

Mr. Hartman advised there will be no meeting held in December.

### PSBA Regional Representative

No update.

### Finance Committee

Mr. Robertson questioned the budgetary schedule. Dr. Smock indicated there will be preliminary meetings held in January and a preliminary budget will be approved in February. Mrs. Adams stated the preliminary budget will be very preliminary. It offers the district an opportunity to apply for exceptions for retirement benefits, debt services, and special education costs. The district will apply for these exceptions; however it may not take them. The preliminary budget will not balance in order for the exceptions to qualify for approval.

### Personnel Committee

No update.

### Technology/Curriculum Assessment Committee

No update.

### Washington Street Initiative Joint Committee

Mr. Krem advised he is coordinating the schedules of Dr. Koppel and Dr. Sokoloff to hold a special meeting of the board for their presentation of their work. Dr. Koppel has completed his research and Dr. Sokoloff has completed his work with the focus groups. They are in the process of formulating the survey questions. Dr. Smock will have the EConsult results shortly. Mr. Robertson advised he has spoken with EConsult and they have all the information they requested and are currently crunching the numbers. Dr. Smock advised EConsult is a consulting firm that deals with economic evaluations and the resulting effects on the tax base.

### Athletic Field Construction Projects Committee

Mr. Hartman advised the Shantz Field dugouts are almost complete.

### School Uniforms Committee

Mr. Edwards advised the uniform committee held its first meeting in November. The committee consists of parents, teachers, principals, and students. Discussion included cost and the type of uniforms. The overall recommendation for the committee is to move forward for the district to have some or all students in some type of uniform by next school year. Mrs. Skitko asked the committee to describe the uniform considered. Mrs. Francis advised the committee does not have an exact idea of what the uniform will be at this time. The next meeting is scheduled in January. Mr. Edwards advised the committee is looking at different types of uniforms. The hardest sell will be at the high school. The committee may do a fashion show to allow students to preview the uniforms. Mrs. Francis is excited by the support of the community and their understanding of the need for uniforms. A video clip of a student secreting weapons in baggy clothing was shown. The student concealed a great number of weapons, including a shotgun and automatic type firearms. Mr. Robertson stated the video speaks volumes. Mr. Hartman advised the issue came up at parent meetings regarding the cost, the timing and which groups are to start out with uniforms. If the district is going to have uniforms, they should have uniforms for all students. Mr. Edwards stated the committee is trying to make uniforms as cost effective as possible for parents. Mrs. Skitko spoke with a teacher in the Reading School District who indicated their uniform policy has brought about a dramatic difference in their schools.

### Elementary Construction Committee

No update.

### SPECIAL REPORTS

None.

### APPROVAL OF CONSENT ITEMS

It was moved by Dr. Smock and seconded by Mrs. Francis that the following consent items be approved in accordance with Policy 1120, as recommended by the Substitute Superintendent of Schools:

### CLASSROOM ASSISTANT RESIGNATIONS

Gloria J. Day, Classroom Assistant, Pottstown Middle School, effective November 7, 2006, employed since August 25, 2003.

Daytrell K. Day, Classroom Assistant, Pottstown High School, effective November 14, 2006, employed since October 8, 2004.

### REQUEST FOR LEAVES OF ABSENCE

Sara Miller, Teacher, Pottstown High School, request for an extension of Childrearing Leave to November 29, 2006.

Daryl R. Nixon, Cafeteria Proctor, Pottstown High School, request for medical leave, not covered by the Family Medical Leave Act, therefore unpaid, effective November 8, 2006 until approximately December 20, 2006.

### PROFESSIONAL ELECTION

Ricardo Woolcock, Special Substitute Teacher, effective November 11, 2006, \$100/day.

### CLASSIFIED ELECTIONS

Delores A. Cole, Substitute Clerk/Typist, effective November 7, 2006, \$12.67/hour.

Cindy L. Smith, Substitute Clerk/Typist, effective November 7, 2006, \$12.67/hour.

Paula Pritchard, Breakfast Aide, Rupert Elementary School, effective November 3, 2006, \$11.39/hour. This is in addition to her position as Lunch Aide.

Lynette Andrews, Substitute Classroom Assistant, effective November 8, 2006, \$85.19/day.

Laura Simpson, Substitute Classroom Assistant, effective November 6, 2006, \$85.19/day.

Teresa Taylor, Substitute Nurse, effective November 8, 2006, compensation in accordance with School Board Policy 3920.

Fay MacFarland, Van Driver, effective November 13, 2006, \$12.67/hour, replacing Gloria Boswell.

Howard Brown, Substitute Proctor, effective November 20, 2006, \$10.59/hour.

Benjamin Eagle, Substitute Custodian, effective November 20, 2006, \$9.73/hour.

#### EXTRACURRICULAR ELECTIONS

James Tsakonas, Middle School Head Wrestling Coach, Level 5, \$3,975.

Edward Ott, Middle School Assistant Wrestling Coach, Level 3, \$2,463.

Stefanie George, Middle School Head Girls Basketball Coach, Level 3, \$3,614.

Denise Kuleski, Middle School Head Boys Basketball Coach, Level 3, \$3,614.

Leverth Hughes, Middle School Assistant Boys Basketball Coach, Level 3, \$2,463.

Jeffrey Daniels, Strength and Conditioning, \$982 (shared, ½ compensation).

Todd Williams, Strength and Conditioning, \$982 (shared, ½ compensation).

Ryan Regensburg, Middle School, Game Worker, 10/hour.

Kevin Pascal, High School, Game Worker, \$10/hour.

Helen Bowers, High School, Game Worker, \$10/hour

Jackie Yoder, High School, Game Worker, \$10/hour.

Ann Hayer, Mentor for Jamie Joffred, \$491.

Robert Decker, Mentor for Vincent Burke, \$491.

#### CURRICULUM/TECHNOLOGY MEETINGS

Includes planning and staff development hours to be scheduled by the Assistant Superintendent throughout the 2006–2007 school year, not to exceed 500 hours.

Andrew Bachman	Pottstown High School	\$28/hour
Kelley Eroh	Edgewood Elem. School	\$28/hour
Christian Fowkes	Pottstown Middle School	\$28/hour
Amy Gazzillo	Pottstown Middle School	\$28/hour
Laura Lee Kunka	Barth Elementary School	\$28/hour
Sandra Zuchero	Pottstown Middle School	\$28/hour
Laura Luzeski	Pottstown High School	\$28/hour
Bonnie Trainer	Lincoln Elementary School	\$28/hour

ADDITIONAL NAME FOR 21<sup>ST</sup> CENTURY COMMUNITY LEARNING CENTERS  
(All salaries paid through 21<sup>st</sup> Century Community Learning Center Grant)

Sherry Shank, Substitute Security, Rupert Elementary \$15/hour.

CHANGES OF POSITION AND/OR SALARY

Marie Jones, from Substitute Food Service Worker to Part-Time Food Service Worker, Pottstown High School, effective November 6, 2006, replacing Diana Vargo, \$10.11/hour.

Gloria Boswell, from Van Driver to One-on-One Classroom Assistant, Barth Elementary School, effective November 14, 2006, New Position, \$85.19/day.

Michael Fiorillo, from Warehouse Clerk to Custodian, Edgewood Elementary School, effective November 20, 2006, pay rate remains the same.

Albert Ettore, from Custodian, Edgewood Elementary School to Warehouse Clerk, effective November 20, 2006, pay rate remains the same.

Laura Simpson, from Substitute Classroom Assistant to Classroom Assistant, Pottstown High School, effective November 13, 2006, \$85.19/day, replacing Daytrell Day.

Melanie Hansley, from Per Diem Substitute to Long-Term Substitute, Lincoln Elementary School, effective November 10, 2006, \$182.00/day, coverage for Robin Anderson.

ADOPTION OF JOB DESCRIPTION

The Superintendent recommends the Board approve the following job description, and a copy be filed in the Secretary's office as addendum #2006-2007-060.

Community Grants Coordinator (new job description)

STIPENDS FOR INDIVIDUALS OBTAINING GRANTS

The Superintendent recommends the Board approve any and all stipends for individuals obtaining grants on a case by case basis upon receipt of a recommendation by the Superintendent of Schools.

ADMINISTRATIVE/SUPERVISORY CONFERENCE

The Superintendent recommends the Board approve the following administrative/supervisory conference:

<b>Building</b>	<b>First Name</b>	<b>Last Name</b>	<b>Conference Title</b>	<b>Conference Location</b>	<b>Dates to Attend</b>	<b>Cost</b>
Lincoln	Lori	Hoch	Early Childhood Conference	State College, PA	1/17/07-1/18/07	Expenses paid by Pre-K Counts Grant

FIELD TRIP

The Superintendent recommends the Board approve the following field trip:

1. Eight students to attend the Sports and Entertainment Leadership Conference February 7-11, 2007, Orlando, Florida. Mr. Kevin Pascal and Mrs. Tracey Mentzer to chaperone.
  - Cost per student approximately \$600.00 minus \$100.00/each sponsorship from local business
  - Possible donation from a parent and fundraising to lower cost
  - One substitute for 3 days = \$255.00

Upon roll call, all members present voted aye. Ayes: eight. Nays: none. Absent: one. Motion carried.

INFORMATION

1. First Marking Period Honor Roll Comparison – Mr. Krem
2. Open Space Meeting - Borough of Pottstown – Mrs. Adams
3. Update on Act 1 – Homestead Applications – Mrs. Adams
4. Charter School Tuition – Mrs. Adams
5. Transportation – Mrs. Adams
6. Alternative Education Placements – Dr. Lindley
7. Barth Banner – December/January, 2006-2007
8. Edgewood Chronicles – December/January, 2006-2007
9. Franklin Focus – December/January, 2006-2007
10. Lincoln Log – December/January, 2006-2007
11. Rupert Review – December/January, 2006-2007

UNFINISHED BUSINESS

1. Agreement with Berkhimer for Use of Taxsys – Mrs. Adams

Mrs. Adams advised the business office is still awaiting the contract from Berkhimer.

### NEW BUSINESS

#### 1. Personnel

Mr. Sparagana reviewed personnel items which will be placed on the December 21, 2006 board agenda for approval.

#### 2. Administrative/Supervisory Professional Leaves

Mr. Krem reviewed six administrative/supervisory professional leaves to be placed on the December 21, 2006 board agenda for approval.

#### 3. Field Trips/Professional Leaves

Dr. Lindley reviewed three field trips to be placed on the December 21, 2006 board agenda for approval.

Dr. Lindley reviewed one professional leave to be placed on the December 21, 2006 board agenda for approval.

Mr. Sparagana discussed the duties of Mary Reick, the district's Peak coordinator.

#### 4. Set up of the Board Room

Mrs. Francis is pleased with the new set up of the room. Mr. Garner, a member of the audience, does not like the set up of this room. He feels it is too small and it is difficult to hear. Mr. Robertson advised the reason for moving to the Administration Building was to utilize technology. When the technology is in place at the middle school, the board will entertain the possibility of returning the board meetings to the middle school.

#### 5. Reimbursement for Transportation Expenses

Mrs. Adams reviewed the new IRS reimbursement rate for transportation expenses to be placed on the December 21, 2006 board agenda for approval. Mr. Robertson advised the board usually approved this reimbursement rate every time it changed. The recommendation is to approve the use of the IRS established reimbursement rate rather than a specific rate for a specific rate for a specific period of time. In the future, Mrs. Adams will advise the board of any change to the rate. Mr. Thees questioned if there is a contractual agreement that forces the board to increase its reimbursement. Mrs. Adams indicated the IRS sets the allowable rate.

#### 6. Additional New Business Items

Mr. Hartman would like the board to consider rebidding the acoustical sound panels for the Middle School LGI room. These are needed to make the LGI room more usable. This item had been bid in the past with the money being set aside in the capital reserve budget for the expense.

#### FEDERATION REMARKS

Mr. Decker indicated the staff is appreciative of the monthly meetings. To foster joint efforts, these meetings should continue.

#### REMARKS BY MEMBERS OF THE BOARD

Mrs. Skitko complimented Mr. Decker on his work with the website.

Mrs. Barnhill has received positive feedback on the website. She wished everyone Happy Holidays.

Mr. Hartman thanked everyone in attendance.

Dr. Smock complimented the administrative staff on their professional interaction with parents. Keep up your efforts.

Mrs. Francis is excited about school uniforms. She thanked everyone on the committee. She feels uniforms will unify the district.

Mr. Edwards thanked everyone for coming out this evening.

Mr. Robertson thanked the building level administration for their professionalism in dealing with parents. The Board feels strongly that the community needs to interact civilly with school employees. The board will soon look at policy issues to that regard.

#### ADJOURNMENT

It was moved by Mrs. Barnhill and seconded by Mr. Thees that the Board adjourn. Motion carried. The meeting adjourned at 9:25 p.m.

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Linda S. Adams, Secretary

