

BOARD OF SCHOOL DIRECTORS  
POTTSGROVE SCHOOL DISTRICT  
October 11, 2011

The Board of School Directors, Pottsgrove School District, conducted its Meeting at Pottsgrove Middle School on the above date with the following members present:

Michael Neiffer	Scott Fulmer	David Faulkner
Jodi Adams	April Kontostatis	Nancy Landes
Frederick Remelius	Patricia Grimm	

Also present were: Dr. Bradley C. Landis, Ms. Shellie Feola, Mr. David Nester, Mr. Michael Wagman, Mr. Todd Davies, Ms. Yolanda Williams, Mr. Jeffrey Madden, Dr. Willaim Ziegler, Dr. Dave Ramage, Ms. Terri Koehler, Ms. Ruth Fisher, Ms. Maryann Johnson, and Kyle Berman, Solicitor.

***Call to Order***

Mr. Neiffer called the meeting to order at 7:30 p.m.

***Approval of Minutes***

Mr. Neiffer moved and Mr. Faulkner seconded a motion to approve the minutes from the September 27, 2011 meeting as presented. The Board unanimously approved the motion.

***Education Report***

Mr. Davies gave the yearly PSSA Report.

***Public Comment***

Mr. Steve Klotz addressed the Board regarding controlled substance abuse Board policy.

Mr. Neiffer moved and Mr. Remelius seconded a motion to approve the following personnel items:

***Administrative:***

***Compensated Leave of Absences***

1. Name: Jamie Folk  
Position: Teacher – Lower Pottsgrove  
Reason: Family Medical Leave  
Effective Date: Approx. February 27, 2012 – April 10, 2012

2. Name: Lisa Cullin  
Position: Teacher – West Pottsgrove  
Reason: Family Medical Leave/Unpaid Child Rearing Leave  
Effective Date: Approx. December 5, 2011  
6-8 weeks FMLA LOA  
Remainder of 12 week balance – unpaid LOA
  
3. Name: Maria Benedict  
Position: Teacher – Ringing Rocks  
Reason: Family Medical Leave/Unpaid Child Rearing Leave  
Effective Date: Approx. January 3, 2012  
6-8 weeks FMLA LOA  
Remainder of 12 week balance – unpaid LOA

***Professional:***

***Appointments***

1. Name: Lydia Ramer Hunter  
Education: Eastern Mennonite University  
Experience: Birklehof School - Germany  
Math teacher  
9/2009 – 7/2011  
Lancaster Mennonite School  
Math Teacher  
8/2006 – 6/2009  
Certification: German/Mathematics  
Position: PT German Teacher  
Status: Contractual  
Compensation: \$21,838.50 - 50% Bachelors  
Step 3  
Reason: Replacing Katja Wahrhaftig  
Effective Date: October 3, 2011
  
2. Name: Jason Gault  
Position: After School Tutor – Middle School  
2 days per week  
10/11/11 – 3/15/12  
Wage: \$31.00 per hour  
Effective Date: October 11, 2011

3. Name: Rick Royce  
Position: After School Tutor – Middle School  
2 days per week  
10/11/11 – 3/15/12  
Wage: \$31.00 per hour  
Effective Date: October 11, 2011
4. Name: Danette Baum  
Position: After School Tutor – Middle School  
2 days per week  
10/11/11 – 3/15/12  
Wage: \$31.00 per hour  
Effective Date: October 11, 2011
5. Name: Joy Stathopoulos  
Position: After School Tutor – Middle School  
2 days per week  
10/11/11 – 3/15/12  
Wage: \$31.00 per hour  
Effective Date: October 11, 2011
6. Name: Tom Bailey  
Position: After School Tutor – Middle School  
2 days per week  
10/11/11 – 3/15/12  
Wage: \$31.00 per hour  
Effective Date: October 11, 2011
7. Name: Dan Lenko  
Position: After School Tutor – Middle School  
2 days per week  
10/11/11 – 3/15/12  
Wage: \$31.00 per hour  
Effective Date: October 11, 2011
8. Name: Ashley Lanyon  
Position: After School Tutor – Middle School  
2 days per week  
10/11/11 – 3/15/12  
Wage: \$31.00 per hour  
Effective Date: October 11, 2011

9. Name: Justin Giles  
Position: After School Tutor – Middle School  
2 days per week  
10/11/11 – 3/15/12  
Wage: \$31.00 per hour  
Effective Date: October 11, 2011
10. Name: Lydia Ramer Hunter  
Position: After School Tutor – Middle School  
2 days per week  
10/11/11 – 3/15/12  
Wage: \$31.00 per hour  
Effective Date: October 11, 2011

***Approval of Substitutes***

1. Name: Marybeth Coggshall  
Position: Substitute Teacher - Alternative Ed  
Wage: \$31.00 per hour  
Effective Date: October 4, 2011
2. Name: Jennifer Kurtz  
Position: Substitute Teacher  
Wage: \$100.00 per day  
Effective Date: September 19, 2011
3. Name: Christine Walsberg  
Position: Substitute Teacher  
Wage: \$100.00 per day  
Effective Date: October 7, 2011
4. Name: Kierstin Levan  
Position: Substitute Teacher  
Wage: \$100.00 per day  
Effective Date: October 7, 2011

***Miscellaneous***

Approve the Early Retirement Program Incentive Program for eligible employees represented by the Pottsgrove Education Association as presented.

***Support Staff:***

***Resignations***

1. Name: Michael Leszkowicz  
Position: Grounds/Maintenance  
Effective Date: October 7, 2011

***Compensated Leave of Absence***

1. Name: Donna Swanson  
Position: Secretary – West Pottsgrove  
Reason: Family Medical Leave  
Effective Date: October 25 – December 6, 2011

***Assignment/Classification Change***

1. Name: Melody Milkovits  
From: Intervention Tutor RR – 4.5 hours  
To: Intervention Tutor RR – 5 hours  
All student days  
Status: Intervention Tutor  
Compensation: No change  
Reason: Staffing needs  
Effective Date: October 3, 2011
2. Name: Susan Wolbert  
From: Intervention Tutor RR – 4.5 hours  
To: Intervention Tutor RR – 5 hours  
All student days  
Status: Intervention Tutor  
Compensation: No change  
Reason: Staffing needs  
Effective Date: October 3, 2011
3. Name: Carol Roth  
From: Duty aide RR – 3 hours 25 minutes  
To: Duty aide RR – 3 hours 35 minutes  
All student days  
Status: Duty aide  
Compensation: No change

4. Name: Hollie Kasper  
From: Duty aide LP – 2 hours 30 minutes  
To: Kid Writing LP – additional 30 minutes  
All student days  
Status: Duty aide  
Compensation: No change  
Reason: Change in coverage needed for Kid Writing  
Effective Date: September 19, 2011
5. Name: Peg McKelvey  
From: Duty aide LP – 2 hours 30 minutes  
To: Kid Writing LP – additional 30 minutes  
All student days  
Status: Duty aide  
Compensation: No change  
Reason: Change in coverage needed for Kid Writing  
Effective Date: September 19, 2011
6. Name: Antoinette Thrasher  
From: Custodian - HS  
To: Custodian - WP  
Status: Second shift custodian  
Compensation: No change  
Reason: Vacancy created by internal transfer  
Effective Date: October 17, 2011

***Appointments***

1. Name: Eric Wagner  
Position: Custodian – Ringing Rocks  
Reason: Replacing Bob Ciaciak  
Wage: \$15.77 per hour  
Effective Date: October 17, 2011

***Approval of Substitutes***

1. Name: Samantha Crist  
Position: Substitute Aide  
Wage: \$9.76 per hour/Instructional aide  
\$9.21 per hour/Duty aide  
Effective Date: September 28, 2011

2. Name: Carol Maholland  
Position: Substitute Aide  
Wage: \$9.76 per hour/Instructional aide  
\$9.21 per hour/Duty aide  
Effective Date: October 12, 2011
3. Name: Lauren Holoka  
Position: Substitute Aide  
Wage: \$9.76 per hour/Instructional aide  
\$9.21 per hour/Duty aide  
Effective Date: October 12, 2011
4. Name: Julia Tye  
Position: Substitute Aide  
Wage: \$9.76 per hour/Instructional aide  
\$9.21 per hour/Duty aide  
Effective Date: October 12, 2011
5. Name: William Berry  
Position: Substitute Custodian  
Wage: \$10.85 per hour  
Effective Date: October 12, 2011
6. Name: Timothy Bowden  
Position: Substitute Custodian  
Wage: \$10.85 per hour  
Effective Date: October 12, 2011
7. Name: John Caperilla  
Position: Substitute Custodian  
Wage: \$10.85 per hour  
Effective Date: October 12, 2011
8. Name: Thomas Harrar  
Position: Substitute Custodian  
Wage: \$10.85 per hour  
Effective Date: October 12, 2011
9. Name: Clara Fair  
Position: Substitute Custodian  
Wage: \$10.85 per hour  
Effective Date: October 7, 2011

***Student Teacher Assignments:***

West Chester University

<u>Name</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Madeline Bieber	Sara Beaver – LP	1/25/12 – 5/10/12
Deborah Buckwalter	Regina Parke – LP	1/25/12 – 5/10/12

Valley Forge Christian College

<u>Name</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Melissa McKechnie	Jamie Folk – LP	10/17/11 – 12/9/11

***Supplemental/Special Payment:***

**Resignations**

1. Name: Kim Sheeler  
Position: Drama Production - HS  
Effective Date: October 3, 2011

The Board unanimously approved the motion.

Mr. Neiffer moved and Mr. Remelius seconded a motion to approve the following business items:

***Corrective Action Plan***

Approve the Corrective Action Plan for Auditor General’s Audit Report, Fiscal years ending June 20, 2008 and 2007 as presented.

***Fund Balance Commitments***

Approve the Corrective Action Plan for Auditor General’s Audit Report, Fiscal years ending June 20, 2008 and 2007 as presented.

***Utilization Plan***

Approve the utilization plan for the Commitment for future retirement rate increases as presented.

The Board unanimously approved the motion.

Mr. Neiffer moved and Mrs. Kontostathis seconded a motion to approve the following business items:

***Ringing Rocks Elementary School Construction Project Invoices***

Approve the payment of the invoices listed below:

**E.R. Stuebner, Inc. – General Contractor**

Total amount of contract	6,524,000.00
Change Orders	<u>182,409.37</u>
Total amount of contract	6,706,409.37
Total paid to date	5,471,858.26
Current amount due	404,557.60
Balance to finish	829,993.61

**TMI Commercial, Inc.**

Total amount of contract	141,300.00
Change Orders	<u>0.00</u>
Total amount of contract	141,300.00
Total paid to date	122,160.50
Current amount due	10,222.00
Balance to finish	8,917.50

***Middle School Retaining Wall Project Invoice***

Approve the payment of the invoice listed below:

**E.R. Stuebner, Inc. – General Contractor**

Total amount of contract	381,000.00
Change Orders	<u>0.00</u>
Total amount of contract	381,000.00
Total paid to date	196,410.60
Current amount due	69,474.60
Balance to finish	115,114.80

The Board unanimously approved the motion.

### *Attendance at Conferences*

Mr. Remelius moved and Mr. Neiffer seconded a motion to approve the following attendance at conferences:

- a. Mary Hill, Lower Pottsgrove Elementary Teacher, and Mary Bradley, Ringing Rocks Elementary Teacher, to attend MCIU Foundations training. The cost of the training is \$260.33. Substitute coverage is required.
- b. Doriann Parker, District Reading Specialist, and Christy Kirsch, Teacher on Special Assignment, to attend *How Educators Must Navigate Through SAS, PVAAS, and Other Resources to Reach the 2013 Destination*. The cost of the conference is \$479.30. Substitute coverage is not required.
- c. Stephan Kincaid, Pottsgrove Middle School Guidance Counselor, and Karen Martin, Ringing Rocks Elementary Guidance Counselor, to attend *Anxiety Disorders in Children and Adolescents*. The cost of the conference is \$471.89. Substitute coverage is not required.
- d. Stephan Kincaid, Pottsgrove Middle School Guidance Counselor, to attend Pennsylvania School Counselors Association 56<sup>th</sup> Annual 2011 Conference. The cost of the conference is \$560.20. Substitute coverage is not required.
- e. Karen Martin, Ringing Rocks Elementary Guidance Counselor, to attend *Treating Anxiety in Youth: Clinical Strategies*. The cost of the workshop is \$145.80. Substitute coverage is not required.
- f. Shellie Feola, Assistant Superintendent, Todd Davies, Director of Education and Assessments, Krista Rundell, Secondary TOSA, Christy Kirsch, Elementary TOSA and Doriann Parker, District Reading Specialist, to attend *Digging Deeper into the Common Core State Standards: Going Beyond Awareness to Implementation*. The cost of the conference is \$1,350.00 per person. No substitute coverage is required.
- g. Cynthia Scherer, Pottsgrove High School Art Teacher, Gwyneth Thomas, Pottsgrove High School Art Teacher, Kenton McGlone, Pottsgrove High School Art Teacher, Hether Bolyne-Becker, Pottsgrove Middle School Art Teacher, and Joy VanRuler, West Pottsgrove Elementary Art Teacher, to attend *Seamless and Sustained: The Integrated Curriculum*. The cost of the conference is \$135.00 per person. Substitute coverage is required.
- h. Eileen Forsyth, Pottsgrove High School Gifted Support, to attend *Challenging the Gifted Conference 2011*. Cost of the conference is \$175.00. Substitute coverage is required.
- i. Todd Davies, Director of Education and Assessments, Rose Bilinski, Pottsgrove Middle School Teacher, Amy Long, Lower Pottsgrove Elementary Teacher and a Pottsgrove High School Math Teacher (TBD) to attend *Five Easy Steps to a Balanced Math Program*. The cost of the conference is \$550.00 per person. Substitute coverage is required.

The Board unanimously approved the motion.

***Discussion Items***

Dr. Landis reminded the Board the first Elementary Redistricting Committee meeting would be held Tuesday, October 18, 2011 @ 7:00 P.M. in the District Office.

Ms. Feola discussed the practice of bringing Policy items through the Policy Committee for Board approval.

***Executive Session***

Mr. Neiffer announced an executive session would be held after the meeting for personnel.

***District Accounts***

Mrs. Grimm moved and Mr. Remelius seconded a motion to approve the District Accounts as presented. The Board unanimously approved the motion.  
(Addendum #10/11-1)

***Granting of Orders***

Mrs. Grimm moved and Mr. Faulkner seconded a motion to approve the Granting of Orders for September 2011 in the amount of \$8,492,341.23 as presented. The Board unanimously approved the motion.  
(Addendum #10/11-2)

***Treasurer's Report***

Mrs. Grimm moved and Mr. Faulkner seconded, a motion to approve the Treasurer's Report for September 2011 as presented. The Board unanimously approved the motion.  
(Addendum #10/11-3)

***New Business***

Mr. Neiffer informed the Board that Mr. Remelius would need to be replaced on the Montgomery County Intermediate Unit Board of Directors in December. There were no volunteers at this time.

Mrs. Grimm noted that it was Breast Cancer Awareness month and she thanked the organizations that support this cause.

*Adjournment*

Mrs. Kontostathis moved and Mr. Remelius seconded a motion to adjourn at 8:52 p.m.  
The Board unanimously approved the motion.

Respectfully submitted,

Phillip G. Keogh, Jr.  
School Board Secretary