

BOARD OF SCHOOL DIRECTORS
POTTSGROVE SCHOOL DISTRICT
December 6, 2011

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

Michael Neiffer
Patricia Grimm
Nancy Landes

Scott Fulmer
David Faulkner
Justin Valentine

Philip Keogh
Jodi Adams
Theodore Coffelt

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

Call to Order

Mr. Neiffer called the meeting to order at 7:50 p.m.

Approval of Minutes

Mr. Fulmer moved and Mr. Faulkner seconded a motion to approve the minutes from the November 8, 2011 meeting as presented. The Board unanimously approved the motion.

Education Report

Mr. Keogh presented the findings of the Redistricting Committee.

Public Comment

Several parents spoke in reaction to the Redistricting Committee findings.

Education Report

Mr. Nester presented the Preliminary Budget.

Mr. Neiffer moved and Mr. Keogh seconded a motion to advertise the Preliminary Budget as presented and file for exceptions.

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

Professional:

Retirements

1. Name: Elizabeth Newton
Position: Elementary Teacher
Effective Date: The last day of the 2011-2012 school year

Unpaid Leave of Absence

1. Name: Sarah King
Position: Elementary Art Teacher
Reason: Family Medical Leave
Effective Date: November 17, 2011 – Approx. March 2, 2012. First day of the third trimester

Compensated Leave of Absence

1. Name: Dianne Manula
Position: Nurse – Pottsgrove Middle School
Reason: Family Medical Leave
Effective Date: November 18, 2011 – January 16, 2012

Assignment/Classification Change

1. Name: Jennifer Holste
From: Long-term substitute – Grade 2 - LP
To: Per diem substitute
Status: Non contractual
Compensation: \$100.00 per day
Reason: Resignation
Effective Date: November 22, 2011

Appointments

1. Name: Elizabeth DeAngelo
Education: West Chester University
Experience: Pottsgrove School District
Substitute Teacher
5/10 - present
Certification: Elementary
Position: Long Term Substitute
Status: Non contractual
Compensation: \$41,929 prorated – Bachelors Step 1
Reason: Replacing Jessica Dierolf
Effective Date: November 28, 2011

2. Name: Kimberly Rollinson
Education: Kutztown University
Experience: Pottsgrove School District
Substitute Teacher
3/10 - present
Certification: Art
Position: Long Term Substitute
Status: Non contractual
Compensation: \$41,929 prorated – Bachelors Step 1
Reason: Replacing Sarah King
Effective Date: November 10, 2011 – March 6, 2012
3. Name: Erica Geisy
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
4. Name: Rebecca Hutchins
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
5. Name: Terri Minotto
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
6. Name: Wendy Hasara
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
7. Name: Tracy Dise
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
8. Name: Sharon Yacovelli
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012

9. Name: Janice Bauer
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
10. Name: Janice Lawless
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
11. Name: Pat Novak
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
12. Name: Ben Gellar
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
13. Name: Kristin Rambo
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
14. Name: Regina Parke
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
15. Name: Crystal Lloyd
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
16. Name: Mary Hill
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
17. Name: Sharon Yergey
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012

18. Name: Debbie Harrar
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
19. Name: Veronica Lightcap
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
20. Name: Jen Kurtz
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
21. Name: Amy Long
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
22. Name: Penny Schaeffer
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
23. Name: Gretchen Radswillas
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
24. Name: Janet Lindley
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
25. Name: Julie Farris
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
26. Name: Michelle Maack
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012

27. Name: Jamie Folk
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
28. Name: Marianne Harrison
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
29. Name: Linda Rendina
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
30. Name: Ashley Fisher
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
31. Name: Julie Young
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
32. Name: Mary Savarese
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
33. Name: Karen Ottaviano
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
34. Name: Allyson Foraker
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
35. Name: Lisa McGroarty
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012

36. Name: Jamie Cross
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012
37. Name: Stacy Campbell
Position: After School Tutor – Elementary
Wage: \$31.00 per hour
Effective Date: January 2, 2012

Approval of Substitutes

1. Name: Connie Prince
Position: Substitute Nurse
Wage: \$100.00 per day
Effective Date: November 17, 2011
2. Name: Jessica Skone
Position: Substitute Teacher
Wage: \$100.00 per day
Effective Date: November 1, 2011
3. Name: Ryan Harris
Position: Substitute Teacher
Wage: \$100.00 per day
Effective Date: November 9, 2011
4. Name: Judith Macrina
Position: Substitute Teacher
Wage: \$100.00 per day
Effective Date: November 18, 2011
5. Name: Daniel Edleman
Position: Substitute Teacher
Wage: \$100.00 per day
Effective Date: November 18, 2011
6. Name: Jennifer Holste
Position: Substitute Teacher
Wage: \$100.00 per day
Effective Date: November 28, 2011

- Name: Diane Tallman
Position: Substitute Nurse
Wage: \$100.00 per day
Effective Date: December 5, 2011

Support Staff:

Resignations

- Name: Donna Haines
Position: Duty Aide – Lower Pottsgrove
Effective Date: November 28, 2011
- Name: Stacy Robie
Position: Duty Aide – West Pottsgrove
Effective Date: November 28, 2011
- Name: Clara Fair
Position: Duty Aide – Lower Pottsgrove
Effective Date: December 9, 2011

Retirements

- Name: Donna Swanson
Position: Secretary – West Pottsgrove
Effective Date: February 3, 2012

Compensated Leave of Absence

- Name: Dorothy Shupard
Position: Building Aide – Pottsgrove Middle School
Reason: Family Medical Leave
Effective Date: December 9, 2011 – January 13, 2012

Assignment/Classification Change

- Name: Christine Shuster
From: Duty Aide – LP
To: Duty Aide – WP
2.5 hours per day – all student days
Status: Duty Aide
Compensation: No change
Reason: To replace Stacy Robie
Effective Date: November 12, 2011

Appointments

1. Name: Melanie Guerrette
Position: Duty Aide - WP
Reason: Replacing Amie Mancini
Wage: \$10.75 per hour
2.5 hours per day – all student days
Effective Date: November 30, 2011

2. Name: Rebecca Cary
Position: Paraeducator – Elementary After School
program
Wage: \$9.76 per hour
3 hours per week/11 weeks
Effective Date: January 2, 2012

Approval of Substitutes

1. Name: Donna Haines
Position: Substitute Aide
Wage: \$9.21/\$9.76 per hour
Effective Date: November 29, 2011

2. Name: Polly Goldcamp
Position: Substitute Custodian
Wage: \$10.85 per hour
Effective Date: December 7, 2011

Student Teacher Assignments:

Ursinus College

<u>Name</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Marshall Claffy	Tony Montes - HS	1/17/12 – 5/4/12

Immaculata University

<u>Name</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Lorraine Parker	Elizabeth Rodenbaugh	1/16/12 – 4/6/12

Supplemental/Special Payment:

Appointments

Wrestling Head – MS	Rick	Royce	\$3918.50
Wrestling Assistant – MS	Justin	Giles	\$2502.00
District Dept. Coordinator – Health Services	Kim	Emery	\$2500.00

The Board unanimously approved the motion.

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

Budget Transfers

Approve budget transfers for November 2011 as presented.
(Addendum 12/11-1)

Pottsgrove High School Lighting Upgrades

Award bid #12-111 for Pottsgrove High School parking lot lighting upgrades to Fromm Electric Supply, Reading, PA, the lowest responsible bidder, in the amount of \$29,419.00. Invitations were sent to 10 potential bidders and 3 submitted bids.

Pottsgrove Middle School Lighting Upgrades

Award bid #12-111 for Pottsgrove Middle School parking lot lighting upgrades to Fromm Electric Supply, Reading, PA, the lowest responsible bidder, in the amount of \$62,771.00. Invitations were sent to 10 potential bidders and 3 submitted bids.

West Pottsgrove Elementary School Lighting Upgrades

Award bid #12-113 for West Pottsgrove Elementary School parking lot lighting upgrades to Fromm Electric Supply, Reading, PA, the lowest responsible bidder, in the amount of \$15,908.00. Invitations were sent to 10 potential bidders and 3 submitted bids.

Ringling Rocks Elementary School Invoices

Approve the payment of the Ringling Rocks Elementary School Construction Project invoices listed below.

E.R. Stuebner, Inc. – General Contractor

Total amount of contract		6,524,000.00
Change Orders		<u>286,391.16</u>
Total amount of contract	6,810,391.16	
Total paid to date		5,876,415.86
Current amount due		351,648.11
Balance to finish		582,327.19

Landmark Service Company, LLC - HVAC

Total amount of contract		2,841,000.00
Change Orders		<u>2,435.99</u>
Total amount of contract		2,843,435.99
Total paid to date		2,449,743.01
Current amount due		120,147.55
Balance to finish		273,545.43

MJF Electrical Contracting, Inc. - Electrical

Total amount of contract		2,024,700.00
Change Orders		<u>13,567.31</u>
Total amount of contract		2,038,267.31
Total paid to date		1,775,641.24
Current amount due		52,454.34
Balance to finish		210,171.73

Vision Mechanical - Plumbing

Total amount of contract		742,200.00
Change Orders		<u>10,355.08</u>
Total amount of contract		752,555.08
Total paid to date		701,475.33
Current amount due		1,092.50
Balance to finish		49,987.25

Pottsgrove Middle School Invoices

Approve the payment of the Pottsgrove Middle School Construction Project invoices listed below.

E.R. Stuebner, Inc. – General Contractor

Total amount of contract	381,000.00
Change Orders	<u>21,317.65</u>
Total amount of contract	402,317.65
Total paid to date	265,885.20
Current amount due	89,638.44
Balance to finish	46,794.01

Leadership & Learning Center Agreement

Authorize administration to enter into an agreement for professional development with Leadership and Learning Center during the 2011- 2012 school year at a cost of \$16,500.00 as presented.

The Board unanimously approved the motion.

Mr. Faulkner moved and Mr. Neiffer seconded a motion to approve the following education items:

Attendance at Conferences

- a. Frank Scaltrito, Head Coach Winter Track/Girls Spring Track, and Kevin Grimm, Assistant Coach High School Track and Field, to attend the US All-Star Track and Field and Cross Country Clinic. Cost of the clinic is \$813.50. Substitute coverage is required.
- b. Danielle Small, High School Librarian, to attend Pennsylvania State Librarian’s Association 39th Annual Conference. Cost of the conference is \$600.00. Substitute coverage is required.
- c. Michael Katzenmoyer, Director of Facilities, Mark Falter, Maintenance Supervisor, and Gary Vandeweghe, Grounds Utility Technician, to attend Pesticide Applicators Short Course. The cost of the course is \$375.00. Substitute coverage is not required.

Mentors for 2011-2012 School Year

Approve the following mentors for the 2011 – 2012 School Year

<u>Support Teachers</u>	<u>New Teachers</u>	<u>Building</u>
Judy Reinhart (1/2 yr.)	Jim Swiggard (1/2 yr.)	High School
Kyra Ebert	Lisa Childs	High School
Stacy McHugh	Justin Giles	Middle School
Kristin Rambo (1/2 yr.)	Dan O’Connor (1/2 yr.)	West
Maggie Scott	Stephen Mellor	High School
Amanda Wright	Lydia Ramer-Hunter	High School

High School Marching Band Trips

Approve the High School Marching Band to attend the Cherry Blossom Parade in Washington, DC from April 13 – April 14, 2012. The approximate cost is \$250.00 per student with all expenses paid for by the students.

Approve the High School Marching Band to attend the Holiday Bowl in San Diego, CA from approximately December 26 – 30, 2012. The approximate cost is \$1800.00 per student with all expenses paid for by the students.

Camp Invention

Approve the request for Elaine Armstrong, gifted teacher, to run a summer camp, Camp Invention, for students who completed kindergarten through grade 5. The cost is \$210.00 per student. Students will have the opportunity to fundraise and earn scholarships to attend. Teachers will be compensated by Camp Invention with no cost to the district.

The Board unanimously approved the motion.

Discussion Items

Mr. Nester reported on the Board requested information regarding income from Market Street Sports and discussed the request from the joint Facilities/Athletic Committee meeting held in November.

Mrs. Grimm moved and Mr. Coffelt seconded a motion to move forward with the high school sound system upgrade as presented. The Board unanimously approved the motion.

District Accounts

Mrs. Grimm moved and Mr. Keogh seconded a motion to approve the District Accounts as presented. The Board unanimously approved the motion.
(Addendum #12/11-2)

Granting of Orders

Mrs. Grimm moved and Mr. Neiffer seconded a motion to approve the Granting of Orders for November 2011 in the amount of \$3,394,117.33 as presented. The Board unanimously approved the motion.
(Addendum #12/11-3)

Treasurer's Report

Mrs. Grimm moved and Mr. Keogh seconded, a motion to approve the Treasurer's Report for November 2011 as presented. The Board unanimously approved the motion. (Addendum #12/11-4)

New Business

Mr. Fulmer moved and Mr. Neiffer seconded a motion to purchase championship jackets and plaques for the Varsity Football Team. The Board voted as follows: Mr. Neiffer, yes; Mr. Fulmer, yes; Mr. Keogh, yes; Mrs. Landes, yes; Mrs. Grimm, yes; Mr. Faulkner, yes; Mr. Valentine, yes; Mr. Coffelt, yes; Mrs. Adams; abstained. The motion passed 8-0-1.

Mrs. Grimm moved and Mr. Neiffer seconded a motion to enter into a contract with Enernoch for Demand Response Energy. The Board unanimously approved the motion.

Adjournment

Mr. Keogh moved and Mr. Neiffer seconded a motion to adjourn at 11:25 p.m. The Board unanimously approved the motion.

Respectfully submitted,

Phillip G. Keogh, Jr.
School Board Secretary