

POTTSGROVE SCHOOL DISTRICT
Administrative Office

TO: Members, Board of School Directors
FROM: Bradley C. Landis, Superintendent
DATE: August 23, 2011
RE: Monthly Meeting of the Board of Directors
District Office

MONTHLY MEETING AGENDA

- I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. PUBLIC COMMENT
- V. REPORT OF THE SUPERINTENDENT
 - A. ACTION ITEMS
 - B. DISCUSSION ITEMS
 - C. COMMITTEE REPORTS
- VI. NEW BUSINESS
- VII. ADJOURNMENT

A Message concerning recording devices: Board Policy 7601 states, "Microphones, cameras, and other paraphernalia related to recording devices are only permitted at the table provided for the news media or with the express permission of the Board President. Also, extra lighting of any sort in the meeting room will only be permitted with the express permission of the Board President." Adopted December 2, 1992.

MEMORANDUM

TO: Members. Board of School Directors
FROM: Bradley C. Landis
DATE: August 23, 2011
RE: Meeting of the Board of School Directors
District Office

VI. REPORT OF THE SUPERINTENDENT

A. ACTION ITEM - PERSONNEL

1. ADMINISTRATIVE

- | | | |
|----|---|-----------------------|
| a. | Resignations | No action recommended |
| b. | Retirements | No action recommended |
| c. | Furloughs | No action recommended |
| d. | Sabbatical Leave of Absence | No action recommended |
| e. | Unpaid leave of Absence | No action recommended |
| f. | Compensated Leave of Absence | No action recommended |
| g. | Assignment/Classification Change | No action recommended |
| h. | Assignments Ended | No action recommended |
| i. | Appointments | |

1.	Name:	Todd Van Horn
	Education:	Penn State University
	Experience:	Phoenixville School District Interim High School Asst. Principal January 2011 – July 2011 Boyertown School District Math Teacher 3/2005 – 1/2011
	Certification:	Principal K-12- Administrative I
	Position:	Interim Dean of Students
	Status:	2011-2012 School year only
	Compensation:	\$68,000.00
	Reason:	To replace Jeff Madden
	Effective Date:	August 24, 2011

- | | | |
|----|--------------------|-----------------------|
| j. | Termination | No action recommended |
|----|--------------------|-----------------------|

ACTION: Approve the administrative items as submitted

Motion: _____ Seconded: _____ Vote: _____

2. PROFESSIONAL

- a. Resignations** No action recommended
- b. Retirements** No action recommended
- c. Furloughs** No action recommended
- d. Sabbatical Leave of Absence** No action recommended
- e. Unpaid leave of Absence** No action recommended
- f. Compensated Leave of Absence**

- 1. Name: Sara Beaver
Position: Elementary Teacher, Lower Pottsgrove
Reason: Family Medical Leave/Unpaid child Rearing Leave
Effective Date: Approx. October 30, 2011
6-8 weeks FMLA LOA
Remainder of 12 week balance –unpaid LOA

- g. Assignment/Classification Change** No action recommended
- h. Assignments Ended** No action recommended
- i. Appointments**

- 1. Name: Daniel O’Connor
Education: LaSalle University
Experience: Pottsgrove School District
Substitute teacher
September 2009 – present
Certification: Instructional I, Elementary Ed.
Position: 3rd grade teacher
Status: Long Term Substitute – First Semester
Compensation: \$20,964.50 – 50% Bachelors Step 1
Reason: To replace Judy Tyson
Effective Date: August 24, 2011

- j. Termination** No action recommended
- k. Approval of Substitutes**

- 1. Name: Sarah Taylor
Position: Substitute teacher
Wage: \$100.00 per day
Effective Date: 8/24/2011

ACTION: Approve the professional items as submitted

Motion: _____ Seconded: _____ Vote: _____

3. SUPPORT STAFF

a. Resignations

1. Name: Barbara Tyson
Position: Intervention Tutor – Lower Pottsgrove
Effective Date: 8/15/2011
2. Name: Sheila Ergott
Position: Substitute teacher
Effective Date: 8/16/2011
3. Name: Susan Durkin
Position: Substitute teacher
Effective Date: 8/12/2011
4. Name: Angela Racioppi
Position: Instructional Assistant – Lower Pottsgrove
Effective Date: 8/12/2011
5. Name: Joshua Ciaciak
Position: Grounds Utility Technician
Effective Date: 8/26/2011
6. Name: Lani Goins
Position: Instructional Assistants – Lower Pottsgrove
Effective Date: 8/18/2011

b. Retirements

1. Name: William Boerner
Position: Custodian – Ringing Rocks
Effective Date: 10/17/2011

c. Furloughs No action recommended

d. Unpaid leave of Absence No action recommended

e. Compensated Leave of Absence No action recommended

f. Assignment/Classification Change No action recommended

1. Name: Donna Colaiezzi
From: Student Assistant HS - 7 hours
To: Student Assistant HS – 3.5 hours per day
All student days
Status: Student Assistant
Compensation: No change
Reason: Change in IEP for assigned student
Effective Date: 8/24/2011

2. Name: Lois Muldowney
From: Student Assistant HS - 7 hours
To: Student Assistant HS – 3.5 hours per day
All student days
Status: Student Assistant
Compensation: No change
Reason: Change in IEP for assigned student
Effective Date: 8/24/2011
3. Name: Cynthia Frye
From: Student Assistant LP - 7 hours
To: Student Assistant WP– 3.5 hours per day
All student days
Status: Student Assistant
Compensation: No change
Reason: Change of assigned student
Effective Date: 8/24/2011
4. Name: Polly Goldcamp
From: Duty Aide LP - 4 hours
To: Duty Aide LP– 3.6 hours per day
All student days
Status: Duty aide
Compensation: No change
Reason: Change in coverage needed for elementary recess
Effective Date: 8/24/2011
5. Name: Jolyn Kleinschmidt
From: Intervention Tutor LP - 2.5 hours
To: Intervention Tutor– 4.75 hours per day
All student days
Status: Intervention Tutor
Compensation: No change
Reason: To replace Tamara Claypoole
Effective Date: 8/24/2011
6. Name: Judy Miller
From: Intervention Tutor LP - 6.16 hours
To: Intervention Tutor– 5.0 hours per day
All student days
Status: Intervention Tutor
Compensation: No change
Reason: Staffing needs
Effective Date: 8/24/2011

7. Name: Rebecca Cary
From: Title I Math - LP
To: Title I Math - RR– 5.5 hours per day
All student days
Status: Title I Instructional Assistant
Compensation: No change
Reason: Staffing needs
Effective Date: 8/24/2011
8. Name: Donna Parrish
From: Title I Math - LP
To: Title I Math - WW– 5.5 hours per day
All student days
Status: Title I Instructional Assistant
Compensation: No change
Reason: Staffing needs
Effective Date: 8/24/2011
9. Name: Janet Lindley
From: Title I Math - LP 4.25
To: Title I Math - LP– 3.16 hours per day
All student days
Status: Title I Instructional Assistant
Compensation: No change
Reason: Staffing needs
Effective Date: 8/24/2011
10. Name: Melody Milkovits
From: Intervention Tutor RR - 3.5 hours
To: Intervention Tutor– 4.5 hours per day
All student days
Status: Intervention Tutor
Compensation: No change
Reason: Staffing needs
Effective Date: 8/24/2011
11. Name: Susan Wolbert
From: Intervention Tutor RR - 3.5 hours
To: Intervention Tutor– 4.5 hours per day
All student days
Status: Intervention Tutor
Compensation: No change
Reason: Staffing needs
Effective Date: 8/24/2011
12. Name: Mary Savarese
From: Intervention Tutor WP - 3.5 hours
To: Intervention Tutor– 4.25 hours per day
All student days
Status: Intervention Tutor

Compensation: No change
Reason: Staffing needs
Effective Date: 8/24/2011

g. Assignments Ended

1. Name: Raidum Sutterby
Position: Student Assistant - MS
Effective Date: 6/17/2011
2. Name: Lisa Goggins
Position: Breakfast Duty Aide- WP
Effective Date: 6/17/2011
3. Name: Susan Regensburg
Position: Kindergarten Instructional Assistant - RR
Effective Date: 6/17/2011

h. Appointments

1. Name: Vicki Lunch
Position: Duty Aide – West Pottsgrove
Wage: \$10.75 per hour
3 hours 10 minutes per day
All student days
Effective Date: 8/24/2011
2. Name: Connie Bozzini
Position: Duty Aide – Ringing Rocks
Wage: \$10.75 per hour
2.5 hours per day
All student days
Effective Date: 8/24/2011
3. Name: Steve Miller
Position: Duty Aide – Lower Pottsgrove
Wage: \$10.75 per hour
2.5 hours per day
All student days
Effective Date: 8/24/2011

i. Termination No action recommended

j. Approval of Substitutes

1. Name: John Hazel
Position: Substitute duty aide/other
Wage: \$9.21/\$9.76 per hour
Effective Date: 8/24/2011

ACTION: Approve the support staff items submitted

Motion: _____ Seconded: _____ Vote: _____

4. STUDENT TEACHER ASSIGNMENTS

Kutztown University

<u>Name</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Kaitlyn Conley	Christine Henry – MS	3/19/11 – 5/10/11
Tricia Mitchell	Wendy Hasara - WP	3/19/11 – 5/10/11
Ashley Gross	Lauren Delp – LP	3/19/11 – 5/10/11
Tiffany Hall	Matt Hartzell - LP	3/19/11 – 5/10/11

ACTION: Approve the student teacher assignments as submitted

Motion: _____ Seconded: _____ Vote: _____

5. SUPPLEMENTAL/SPECIAL PAYMENT

a. Resignations

1. Name: Jason Gault
Position: Junior Class Advisor –Pottsgrove HS
Effective Date: 8/18/2011

b. Appointments

Chorus LP	Cynthia	Foust	\$252.00
Elementary Band LP	Darrell	Weyman	\$504.00
Intramurals LP (split)	Julie	Farris	\$521.25
Intramurals LP (split)	Jen	Cover	\$602.50
Orchestra Elementary LP	Kristen	Hyde	\$208.50
Safety Patrol Sponsor LP	Melissa	Vishio	\$504.00
Web Page Editor LP	Shari	Costanzo	\$1,008.00
Safety Patrol Sponsor RR	Rebecca	Diehl	\$504.00
Elementary Band RR	Kristen	Hyde	\$504.00
Orchestra RR	Kristen	Hyde	\$208.50
Web Page Editor RR	Kristen	Hyde	\$834.00
Club Coordinator RR - Fall	Gretchen	Radswillas	\$1,008.00

Meeting of the Board
Of School Directors

August 23, 2011

Club Coordinator RR - Spring	Gretchen	Radswillas	\$1,008.00
Chorus WP	Heather	Hodgdon	\$252.00
Elementary Band WP	Darrell	Weyman	\$504.00
Intramurals WP	Christine	Moyer	\$1,260.00
Orchestra Elementary WP	Kristen	Hyde	\$208.50
Safety Patrol WP	Kay	Vogt	\$417.00
Web Page Editor WP	Kristin	Rambo	\$1,008.00
Club Coordinator WP - Fall	Kay	Vogt	\$834.00
Club Coordinator WP - Spring	Kay	Vogt	\$834.00
Elementary Clubs (36 District wide)			\$16,596.00
Dist Department Coordinator Art	Cindy	Scherer	\$2,500.00
Dist Department Coordinator Music	Kathy	Williams	\$2,500.00
Dist Department Coordinator Physical Ed	Melissa	Vishio	\$2,500.00
Dist Department Coordinator Reading	Linda	Rendina	\$2,500.00
Dist Department Coordinator Library	Shelby	Kqira	\$2,500.00
Dist. Curriculum Coordinator Guidance	Don	Petrella	\$2,500.00
Dist Department Coordinator Foreign Language	Tony	Montes	\$2,500.00
Lead Teacher of Technology - District	Kathy	Keefe	\$1,165.00
Lead Teacher of Technology HS	Christine	McLaughlin	\$1,165.00
Dept Coord Language Arts MS	Kathleen	Woods	\$1,162.00
Dept Coord Math MS	Rosemary	Bilinski	\$1,162.00
Dept Coord Science MS	Jeff	Devlin	\$1,162.00
Dept Coord Social Studies MS	Barbara	Fagan	\$1,162.00
Dept Coord Special Ed MS	Rich	Burke	\$1,009.00
Lead Teacher of Technology MS	Christine	Henry	\$1,165.00
Team Coord 6-1 MS	Rosemary	Bilinski	\$2,114.00
Team Coord 6-II MS	Susan	Rutter	\$2,114.00
Team Coord 6-3 MS	Terry	Rhinebold	\$2,114.00

Meeting of the Board
Of School Directors

August 23, 2011

Team Coord 7-I MS	Michelle	Maack	\$2,114.00
Team Coord 7-II MS	Cheryl	D'Aiello	\$2,114.00
Team Coord 8-I MS	Tom	Bailey	\$2,114.00
Team Coord 8-II MS	Susan	Smith	\$2,114.00
Team Coord 8-III MS	Jodi	Sproule	\$2,114.00
Team Coordinator - Encore MS	Marilyn	Eaton	\$2,114.00
Elem Grade Coordinator LP K	Crystal	Lloyd	\$2,114.00
Elem Grade Coordinator LP 1	Lauren	Delp	\$2,114.00
Elem Grade Coordinator LP 2	Allison	Foraker	\$2,114.00
Elem Grade Coordinator LP-3	Shari	Costanzo	\$2,114.00
Elem Grade Coordinator LP 4	Veronica	Lightcap	\$2,114.00
Elem Grade Coordinator LP 5	Amy	Miller	\$2,114.00
Elem Grade Coordinator LP Encore	Melissa	Vishio	\$2,114.00
Lead Teacher of Technology LP EL	Tom	Yenchick	\$1,165.00
Elem Team Coordinator Spec Ed LP	Jaime	Cross	\$2,114.00
Elem Grade Coordinator RR K	Maria	Benedict	\$2,114.00
Elem Grade Coordinator RR 1	Mary	Bradley	\$2,114.00
Elem Grade Coordinator RR 2	Nancy	Albright	\$2,114.00
Elem Grade Coordinator RR 3	Jen	Leinhauser	\$2,114.00
Elem Grade Coordinator RR 4	Samantha	Kuzniar	\$2,114.00
Elem Grade Coordinator RR 5	Janet	Schreiber	\$2,114.00
Elem Grade Coordinator RR Encore	Rebecca	Diehl	\$2,114.00
Lead Teacher of Technology RR EL	Sarah	King	\$1,165.00
Elem Team Coordinator Spec Ed RR	Telat	Skeath	\$2,114.00
Elem Grade Coordinator WP K	Lynn	Reichenbach	\$2,114.00
Elem Grade Coordinator WP 1	Terri	Minotto	\$2,114.00
Elem Grade Coordinator WP 2	Sharon	Yacovelli	\$2,114.00
Elem Grade Coordinator WP 3	Pat	Novak	\$2,114.00
Elem Grade Coordinator WP 4	Kristin	Rambo	\$2,114.00

Meeting of the Board
Of School Directors

August 23, 2011

Elem Grade Coordinator WP 5	Brenda	Novak	\$2,114.00
Elem Grade Coordinator WP Encore	Marianne	Harrison	\$2,114.00
Lead Teacher of Technology WP EL	Brenda	Novak	\$1,165.00
Elem Team Coordinator Spec Ed WP	Susan	Michener	\$2,114.00

ACTION: Approve the supplemental/special payment assignments as submitted

Motion: _____ Seconded: _____ Vote: _____

2. BUSINESS

- a. Recommendation to authorize administration to enter into an agreement with KidsPeace National Centers for the 2011-2012 school year at a rate of \$156.83/student/day.

ACTION: Authorize administration to enter into an agreement with KidsPeace National Centers as presented.

Motion: _____ Seconded: _____ Vote: _____

- b. Recommendation to approve the payment of the Ringing Rocks Elementary School Construction Project invoices as presented.

The invoices listed below are presented for approval:

E.R. Stuebner, Inc. – General Contractor

Total amount of contract	6,524,000.00
Change Orders	<u>127,590.40</u>
Total amount of contract	6,651,590.40
Total paid to date	5,013,301.71
Current amount due	458,556.55
Balance to finish	1,179,732.14

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	2,156,728.74
Current amount due	111,565.47
Balance to finish	575,141.78

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	1,276,603.47
Current amount due	282,576.52
Balance to finish	479,087.32

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	662,663.08
Current amount due	34,442.25
Balance to finish	55,449.75

ACTION: Approve the payment of the invoices listed above.

Motion: _____ Seconded: _____ Vote: _____