

POTTSGROVE SCHOOL DISTRICT  
Administrative Office

TO: Members, Board of School Directors  
FROM: Bradley C. Landis, Superintendent  
DATE: September 13, 2011  
RE: Monthly Meeting of the Board of Directors  
Pottsgrove Middle School

MONTHLY MEETING AGENDA

- I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE
- II. ROLL CALL
- III. APPROVAL OF MINUTES
- IV. EDUCATION REPORT
- V. PUBLIC COMMENT
- VI. REPORT OF THE SUPERINTENDENT
  - A. ACTION ITEMS
  - B. DISCUSSION ITEMS
- VII. RECEIVING OF ACCOUNTS FOR AUDIT
  - A. High School Accounts
  - B. Middle School Accounts
  - C. Cafeteria Fund Accounts

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_

VIII. GRANTING OF ORDERS

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_

IX. TREASURERS REPORT

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_

X. NEW BUSINESS

XI. ADJOURNMENT

MEMORANDUM

TO: Members. Board of School Directors  
FROM: Bradley C. Landis  
DATE: September 13, 2011  
RE: Meeting of the Board of School Directors  
District Office

VI. REPORT OF THE SUPERINTENDENT

A. ACTION ITEM - PERSONNEL

1. ADMINISTRATIVE

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

2. PROFESSIONAL

a. **Resignations**

1.	Name:	Katja Wahrhaftig
	Position:	Teacher – High School/Middle School
	Effective Date:	August 24, 2011
		Release date not to exceed 60 days
		October 21, 2011
2.	Name:	Melissa Rosen
	Position:	Substitute teacher
	Effective Date:	August 27, 2011
3.	Name:	David Moyer
	Position:	Alternative Education teacher
	Effective Date:	September 1, 2011

- 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: Christine Campbell  
Position: Teacher, Pottsgrove High School  
Reason: Family Medical Leave  
Effective Date: December 31, 2011

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

1. Name: Brad Burpee  
Education: St. Josephs University  
Experience: Pottsgrove School District  
Business teacher  
2005 – present  
Certification: Principal K-12  
Position: Principal – Alternative Education program  
Status: Non Contractual  
Compensation: \$31.00 per hour  
Reason: To replace Rob Weneck  
Effective Date: August 24, 2011

2. Name: Tom Stock  
Education: St. Josephs University  
Experience: Pottsgrove School District  
Business teacher  
2005 – present  
Certification: Principal K-12  
Position: Lead Teacher – Alternative Education program  
Status: Non Contractual  
Compensation: \$31.00 per hour  
Reason: To assist with Dr  
Effective Date: August 24, 2011

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

1. Name: David Moyer  
Position: Substitute Teacher – Alt. Ed.  
Wage: \$31.00 per hour  
Effective Date: September 1, 2011

ACTION: Approve the professional items as submitted

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_

**3. SUPPORT STAFF**

- a. Resignations** No action recommended
- b. Retirements**

- 1. Name: Ray Wagner  
Position: District Maintenance Technician  
Effective Date: January 20, 2012

- 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**

- 1. Name: Bonnie Mosteller  
From: Custodian – West Pottsgrove  
Second shift – 8 hours  
To: Custodian – Ringing Rocks  
First shift – 8 hours  
Status: Custodian  
Compensation: \$19.89 per hour  
Reason: Retirement of William Boerner  
Effective Date: October 17, 2011

- g. Assignments Ended** No action recommended
- h. Appointments**

- 1. Name: Kelly Towson  
Position: Intervention Tutor – Lower Pottsgrove  
Replacing Barb Tyson  
Wage: \$20.00 per hour  
3 Hr. 5 Min. per day – 191 days  
Effective Date: August 24, 2011

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

Motion to approve the Grievance Settlement Agreement (which includes a Last Chance Agreement) for employee #PG5605 as presented.

ACTION: Approve the support staff items submitted

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_

**4. STUDENT TEACHER ASSIGNMENTS**

Drexel University

<u>Name</u>	<u>Cooperating Teacher</u>	<u>Dates</u>
Joshua Minner	Janet Schreiber –RR Gr. 5	9/12/11 – 12/9/2011

ACTION: Approve the student teacher assignments as submitted

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_

**5. SUPPLEMENTAL/SPECIAL PAYMENT**

**a. Resignations**

- Name: Gary Reichenbach  
Position: Faculty Manager –Pottsgrove MS  
Effective Date: 8/24/2011
- Name: Heather Hodgdon  
Position: Chorus –WP  
Effective Date: 8/24/2011

**b. Appointments**

Academic Challenge Team Coach HS	Madeleine	Tierney	\$1,928.00
Athletic Director Asst HS	Rick	Pennypacker	\$7,056.00
Audio Visual Advisor HS	Jim	Regensburg	\$2,766.00
Band Concert HS	Victor	Holladay	\$1,008.00
Band Marching HS	Victor	Holladay	\$5,040.00
Band Percussion HS	Eric	Williamson*	\$1,752.00
Band Stage HS	Victor	Holladay	\$1,512.00
Children's Play HS	Todd	Kelly	\$1,512.00
Choraliers	Cynthia	Foust	\$1,512.00
Chorus HS	Cynthia	Foust	\$756.00
Color Day Chairperson HS	John	Shantz	\$166.32

Meeting of the Board  
Of School Directors

September 13, 2011

Color Day Chairperson HS	Gary	DeRenzo	\$159.06
Color Day Chairperson HS	Cindy	Wozniak	\$166.32
Costume Coordinator (split)	Cindy	Wozniak	\$504.00
Costume Coordinator (split)	Liz	Rodenbaugh	\$504.00
Dance Team	Denichole	Holden*	\$2,190.00
DECA	Megan	DeLena	\$1,008.00
Detention Monitor HS	Heather	Renn	\$3,528.00
Detention Monitor Saturday HS/MS	Rich	Burke	\$3,528.00
Drama Production HS	Kim	Sheeler	\$1,928.00
Faculty Manager HS	Jim	Regensburg	\$7,712.00
Faculty Manager MS	Paul	Exley	\$5,838.00
Falcon Advisor HS	Jason	Gault	\$2,892.00
Falcon Business Manager HS	Jason	Gault	\$922.00
Freshman Class Advisor HS	Mark	Shuster Mays	\$1,008.00
Graduation Project	Beth	Coleman	\$4,032.00
Homecoming Day Chairman HS	Cynthia	Foust	\$230.50
Intra Basketball Fall HS F	Mike	Brendlinger	\$1,260.00
Intra Basketball Fall HS M	Scott	Palladino	\$1,260.00
Intra. Golf HS	Rich	Burke	\$1,260.00
Intra Hockey HS All	Christine	Campbell	\$1,042.50
Intra Tennis Spring HS All	John	Shantz	\$1,260.00
Intra Weight Trng HS	Rick	Pennypacker	\$630.00
Junior Class Advisor HS	Wil	James	\$1,668.00
Junior Statesman	Eileen	Forsyth	\$964.00
Key Club Advisor	Jaime	Reinhart	\$2,016.00
Maximi Advisor HS	Della	Caldwell	\$1,008.00
Maximi Technical Advisor HS	Jim	Regensburg	\$1,008.00
Model UN	Andrew	Clark	\$1,008.00
National Honor Society HS	Lindsey	Stock	\$1,042.50

Meeting of the Board  
Of School Directors

September 13, 2011

Orchestra HS	Victor	Holladay	\$657.00
Pottsgrovian Advisor HS	Dani	Small	\$5,040.00
Pottsgrovian Business Manager	Dani	Small	\$964.00
Senior Class Advisor HS	Ralph	Werley	\$3,024.00
Senior Class Play HS	Todd	Kelly	\$2,520.00
Set Construction	Todd	Kelly	\$2,016.00
Show Choir HS	Cynthia	Foust	\$2,016.00
Sophomore Class Advisor HS	Heather	Renn	\$1,008.00
Stage Equipment & Scenery HS	Rick	Moore*	\$2,502.00
Student Government Advisor HS	Tom	Stock	\$2,085.00
Video News Advisor	Jim	Regensburg	\$756.00
Webmaster	Jim	Regensburg	\$1,008.00
Chorus RR	Cynthia	Foust	\$252.00
Elementary Band RR (split)	Kristen	Hyde	\$126.00
Elementary Band RR (split)	Darrell	Weyman	\$126.00
Chorus WP	Cynthia	Foust	\$252.00
Dept Coord English HS	Todd	Kelly	\$2,500.00
Dept Coord Math HS	Ralph	Werley	\$2,500.00
Dept Coord Spec Ed HS	Christine	Campbell	\$1,770.00
Dept Coord Science HS	Gary	Christ	\$2,500.00
Dept Coord Social Studies HS	Tom	Bannister	\$2,500.00

\* Denotes non faculty member

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 Wordsworth Academy for one student at a rate of \$370/day totaling \$66,600 for the school year.

ACTION: Authorize administration to enter into an agreement with Wordsworth Academy as presented.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_

- b. Recommendation to authorize administration to enter into an agreement with Invo HealthCare Associates for speech therapy services at a rate of \$68/hour for three months.

ACTION: Authorize administration to enter into an agreement with Invo HealthCare Associates as presented.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_

- c. Recommendation to approve the following change order requests for the Ringing Rocks Elementary School:

**General Contractor**

**1-012R** – To remove and dispose of unsuitable soils in the classroom addition and replace soil in the amount of \$41,250. This amount represents a decrease from the original change order for \$61,250.

**1-039** – To remove unsuitable soil in the front parking lot area and install a geofabric and suitable soil in the amount of \$9,497.50.

**1-043** – To mill and pave the courtyard on the west side of the building between the gymnasium wing and the 5<sup>th</sup> grade wing in the amount of \$12,430.43.

**1-045** – To remove and replace 208 feet of curbing along Kauffman Road between Ringing Rocks and the High School in the amount of \$14,331.98.

**1-046** – To remove and replace 440 square feet of sidewalk along Kauffman Road in the amount of \$7,075.44.

ACTION: Approve the recommendation as submitted.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_

- d. Recommendation to approve the following change order requests for the Pottsgrove Middle School:

**General Contractor**

**1-005**– To replace a section of the main entrance roof decking and anodized edging in the amount of \$10,283.90.

**1-006** – To replace a section of the south entrance roof decking in the amount of \$3,345.75.

ACTION: Approve the recommendation as submitted.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_

- e. Recommendation to authorize administration to enter into an agreement with CMD Services for transportation services for the 2011-2012 school year as presented.

ACTION: Authorize administration to enter into an agreement with CMD Services as presented.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_

- f. Recommendation to award the bid for the purchase of three school buses to Wolfington Body Company, the lowest responsible bidder, as presented.

ACTION: Award the bid for three school buses to Wolfington Body Company as presented.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_

- g. Recommendation to authorize administration to enter into a renewal agreement for sponsorship with Mishock Physical Therapy for the 2011-2012 school year as presented.

ACTION: Authorize administration to enter into an agreement with Mishock Physical Therapy as presented.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_

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

The invoices listed below are presented for approval:

**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	2,268,294.21
Current amount due	181,448.80
Balance to finish	393,692.98

**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	1,559,179.99
Current amount due	216,461.25
Balance to finish	262,626.07

**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	697,105.33
Current amount due	4370.00
Balance to finish	51,079.75

ACTION: Approve the payment of the invoices listed above.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_

3.      EDUCATION

a.      Recommendation to approve attendance at conference

1. Marilyn Eaton, Pottsgrove Middle School Health and Physical Education Teacher, to attend PA State Association for Health, Physical Education, Recreation and Dance. The cost of the conference is \$408.62. Substitute coverage is required.
2. Kellie Natale, Ringing Rocks Elementary Speech Therapist, to attend ESAP training. The cost of the training is \$100.98. Substitute coverage is not required.
3. David Nester, Business Administrator, to attend Business Administrator's Retreat. The cost of the retreat is \$400.00. Substitute coverage is not required.

Motion: \_\_\_\_\_ Seconded: \_\_\_\_\_ Vote: \_\_\_\_\_

