

POTTSGROVE SCHOOL DISTRICT  
Administrative Office

TO: Members, Board of School Directors  
FROM: Shellie A. Feola, Superintendent  
DATE: February 17, 2016 (Rescheduled from 2/9/16 due to inclement weather)  
RE: Meeting of the Board of Directors  
Middle School, 7:30 p.m.

THE MONTHLY MEETING AGENDA

I. CALL TO ORDER

- A. Pledge of Allegiance
- B. Roll Call

II. PRESENTATIONS/RECOGNITION/AWARDS

- A. HS Boys Soccer District Champions

III. PUBLIC COMMENT

IV. EXECUTIVE SESSION ANNOUNCEMENTS

There was an Executive Session held February 17, 2016, prior to the Board meeting to discuss Negotiations and Personnel.

V. APPROVAL OF MINUTES

- A. Monthly Board Action Minutes (1-12-16)

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

- B. Monthly Board Action Minutes (1-26-16)

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

VI. RECEIVING OF ACCOUNTS FOR AUDIT

- A. High School Accounts
- B. Middle School Accounts
- C. Cafeteria Accounts

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

VII. GRANTING OF ORDERS

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

VIII. TREASURER'S REPORT

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

IX. REPORT OF THE SUPERINTENDENT

- A. Student Board Representative - Dominique Johnson
- B. Discussion Items
  - 1. HS Renovation - Phase Change Recommendation
  - 2. Gifted Concerns and Recommendations
  - 3. Budget Update
- C. Action Items
- D. Committee Report
  - 1. Policy Committee
    - a. Accept the minutes from the January 26, 2016 meeting

X. NEW BUSINESS

XI. ANSWERS TO PREVIOUS INQUIRIES

XIII. PUBLIC COMMENT

XIV. ADJOURNMENT

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

**A Message concerning recording devices: Board Policy #903 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. Extra lighting of any sort in the meeting room shall only be permitted with the express permission of the Board President. Adopted November 10, 2009.**

MEMORANDUM

POTTSGROVE SCHOOL DISTRICT  
Administrative Office

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RE: Meeting of the Board of Directors  
Middle School, 7:30 p.m.

IX. REPORT OF THE SUPERINTENDENT

**A. ACTION ITEM - PERSONNEL**

**1. PROFESSIONAL STAFF**

**a. Appointments:**

1. Name: Jessica Norris  
Education: West Chester University B.S.  
Experience: Pottsgrove School District  
Substitute Teacher  
January 2015 - present  
Position: PT Health and Physical Education Teacher  
Status: Contractual  
Reason: Replacing Theresa Kegel  
Compensation: \$17,084 - 40% Bachelors Step 1 - prorated  
Effective Date: February 9, 2016
2. Position: Substitute Teacher  
Compensation: \$100.00 per day  
Effective Date: February 10, 2016
  - a. Olivia Whitby
  - b. John Neuman
  - c. Jeffrey Bowyer
3. Name: Kristine Yonas  
Position: Substitute Nurse  
Compensation: \$100.00 per day  
Effective Date: February 10, 2016

**b. Leave of Absence:**

- 1. Name: Kelly Dunn
- Position: Teacher - Pottsgrove Middle School
- Reason: FMLA
- Effective Date: January 22, 2016- Intermittent leave as needed - not to exceed twelve weeks

ACTION: Approve the professional staff items as submitted.

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

**2. SUPPORT STAFF**

**a. Appointments:**

- 1. Position: Support Staff Substitute
- Compensation: \$9.21 - \$9.76 per hour depending on position
- Effective Date: February 10, 2016
- a. Katherine Gundrum
- b. Danielle Bickert
- c. Sharon Deloughery-Nihart

ACTION: Approve the support staff items as submitted.

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

**3. SUPPLEMENTALS/SPECIAL PAYMENTS**

**a. Resignations:**

- Name: Nicholas Gresh
- Position: Senior class Play Advisor
- Date: January 26, 2016

**b. Appointments:**

Holli Artim	Senior Class Play Advisor	\$2618.88
Debbie Remelius*	Drama Production Advisor	\$3095.04
Maria Steinmetz	Key Club HS (split)	\$535.68
Jaime Reinhart	Key Club HS (split)	\$535.68
Jennifer Flanagan	Spring Club Advisor - LP	\$595.20
Jon Vesper	Spring Club Advisor - LP	\$595.20
Rebecca Slothower	Spring Club Advisor - LP	\$595.20
Amy Miller	Spring Club Advisor - LP	\$595.20
Melissa Vishio	Spring Club Advisor - LP	\$595.20
Matt Hartzell	Spring Club Advisor - LP	\$595.20
Janice Dalton*	Spring Club Advisor - LP	\$595.20

Erika Hinkle	Spring Club Advisor - LP	\$595.20
Sharon Yergey	Spring Club Advisor - LP	\$595.20
Ashley McShea	Spring Club Advisor (split) - LP	\$297.85
Jennifer Flanagan	Spring Club Advisor (split) - LP	\$297.85

\*Denotes non faculty member

ACTION: Approve the supplemental/special payments as submitted.

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

**4. MISCELLANEOUS**

- a. Administration recommends the granting of tenure to Joshua Lindy

ACTION: Approve the miscellaneous item as submitted.

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

**B. ACTION ITEM – BUSINESS**

1. Recommendation to approve budget transfers for January 2016.

ACTION: Approve budget transfers for January 2016 as presented.

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

2. Recommendation to authorize administration to enter into an agreement with Woods Services for a one on one aide for one student at a projected cost of \$21,112.00.

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

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

3. Recommendation to authorize administration to enter into an agreement with Eric Ryan Corporation for a utility bill audit at a cost of 25% of the refunds/credits recovered.

ACTION: Authorize administration to enter into an agreement with Eric Ryan Corporation as presented.

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

4. Recommendation to award the wireless access points bid to PC Mall Government, the lowest responsible bidder, for \$40,535.00.

ACTION: Award the wireless access points bid to PC Mall Government as presented.

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

5. Recommendation to authorize administration to contract for a maximum of an additional 200 hours for record purging at a cost of \$16 per hour, not to exceed \$3,200.00.

ACTION: Authorize administration to contract for additional hours for record purging as presented.

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

6. Recommendation to authorize the purchase of IEP Writer and the PA Web-based 504 module from Leader Services for the Pupil Services department as presented.

ACTION: Authorize the purchase of IEP Writer and the PA Web-based 504 module from Leader Services as presented.

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

7. Recommendation to authorize administration to execute Change Order Request GC-095 for a water line.

ACTION: Authorize administration to execute Change Order Request GC-095 as presented.

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

8. Recommendation to approve the payment of the Pottsgrove High School Renovation Project invoices as presented.

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

Total amount of contract	17,822,000.00
Change Orders	<u>579,120.49</u>
Total amount of contract	18,401,120.49
Total paid to date	15,066,750.47
<b>Current Amount Due</b>	<b>450,505.99</b>
Balance to finish	2,883,864.03

MBR Construction Services, Inc. – Electrical Contractor

Total amount of contract	4,601,800.00
Change Orders	<u>(115,775.75)</u>
Total amount of contract	4,486,024.25
Total paid to date	3,705,821.00
<b>Current Amount Due</b>	<b>105,287.00</b>
Balance to finish	674,916.25

Frey Lutz Corporation – Mechanical Contractor

Total amount of contract	5,253,800.00
Change Orders	<u>62,637.78</u>
Total amount of contract	5,316,437.78
Total paid to date	4,353,178.14
<b>Current Amount Due</b>	<b>121,546.80</b>
Balance to finish	841,712.84

Integrity Mechanical, Inc. – Plumbing Contractor	
Total amount of contract	1,467,525.00
Change Orders	<u>-8,933.97</u>
Total amount of contract	1,458,591.03
Total paid to date	1,216,487.18
<b>Current Amount Due</b>	<b>26,858.87</b>
Balance to finish	215,244.98

ACTION: Approve the payment of the invoices listed above.

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

**C. ACTION ITEM – EDUCATION**

1. Administration recommends approval of the following conference attendance:
  - a. Roberta Oxenford, Child Accounting Specialist, to attend the 2016 PDE Data Summit. The cost of the summit is \$815.00. Substitute coverage is not required.
  - b. Karin Surkosky, Learning Support Teacher, to attend *Oppositional, Defiant and Disruptive Children and Adolescents*. The cost of the workshop is \$179.00. Substitute coverage is required.
  - c. Cheryl Buttarro, Elementary Librarian, and Laura Sweinhart, Elementary Librarian, to attend *What's New in Children's Literature*. The cost of the conference is \$490.00. Substitute coverage is required.

ACTION: Approve conference attendance as presented.

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

a.

**A.**      **ACTION ITEM - PERSONNEL**

**1.**      **PROFESSIONAL STAFF (continued)**

**a.**      **Appointments:**

4.	Name:	Joy Lum
	Education:	Widener University MA
	Experience:	Delaware County Community College Adjunct Instructor January 2015 - present Coatesville Area School District Math Teacher January 1995 - June 2015
	Position:	Extended Substitute - High School Gifted
	Status:	Non - Contractual
	Reason:	Replacing Eileen Forsyth
	Compensation:	\$110.00 per day
	Effective Date:	February 12, 2016

**ACTION:** Approve the professional staff item as submitted.

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