

POTTSGROVE SCHOOL DISTRICT
Administrative Office

TO: Members, Board of School Directors
FROM: Shellie A. Feola, Superintendent
DATE: December 1, 2015
RE: Meeting of the Board of Directors
High 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. Maker Space / Breaker Space - Dani Small and Bill Ziegler

III. PUBLIC COMMENT

IV. EXECUTIVE SESSION ANNOUNCEMENTS

There will be an Executive Session immediately following the regular meeting to discuss personnel.

V. APPROVAL OF MINUTES

- A. Monthly Board Action Minutes (11-16-15)

Motion: _____ Seconded: _____ Vote: _____

VI. REPORT OF THE SUPERINTENDENT

A. Discussion Items

- 1. 2014-2015 Audit Presentation - Chris Turrell, Herbin & Co.
- 2. Final Phase of Borrowing Pottsgrove HS - John Frye, PFM
- 3. 2016-2017 Budget timeline
- 4. Ringing rocks HVAC evaluation

B. Action Items

C. Committee Items

- 1. Athletics / Co-Curricular Activities
 - a. Accept the minutes from 11-17-15 meeting

D. Student Board Representative - Dominique Johnson

VII. NEW BUSINESS

VIII. ANSWERS TO PREVIOUS INQUIRIES

IX. 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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FROM: Shellie A. Feola, Superintendent
DATE: December 1, 2015
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High School, 7:30 p.m.

IX. REPORT OF THE SUPERINTENDENT

A. ACTION ITEM - PERSONNEL

1. PROFESSIONAL STAFF

a. **Resignation:**

1. Name: William Parker
Position: Substitute Teacher
Effective Date: December 2, 2015

b. **Appointments:**

1. Name: Nancy Cortez
Education: Immaculata University - BA
Experience: Pasadena School District
July 2004 - April 2007
5th grade teacher
St. Matthew Preschool
Spanish Teacher
January 2014 - present
Pottsgrove School District
Substitute Teacher
September 2015 - present
Position: Long Term Substitute
Lower Pottsgrove Grade 4
Status: Non-Contractual
Reason: Replacing Jennifer Thompson
Compensation: \$41,929.00 - Bachelors Step 1 - pro
Effective Date: December 2, 2015

2. Name: Ana Roman
Position: Substitute Teacher
Compensation: \$100.00 per day
Effective Date: November 20, 2015 - pending receipt of
ACT 168 release form

3. Name: Edith Umstead
Position: Substitute Nurse
Compensation: \$100.00 per day
Effective Date: December 2, 2015- pending receipt of
ACT 168 release form

c. Leave of Absence:

1. Name: Debra Lewis
Position: School Psychologists
Effective Date: FMLA - November 30, 2015 -
Not to exceed 12 weeks

ACTION: Approve the professional staff items as submitted.

Motion: _____ Seconded: _____ Vote: _____

2. SUPPORT STAFF

a. Retirement:

1. Name: Judith Miller
Position: Intervention Tutor - Lower Pottsgrove
Effective Date: December 31, 2015

b. Resignation:

1. Name: John Katch
Position: Duty Aide - Middle School
Effective Date: November 17, 2015

2. Name: Judy Bransfield
Position: Student Assistant - Middle School
Effective Date: November 17, 2015

c. Appointments:

1. Name: Karen Nixon Brinkley
Position: Student Assistant - Middle School
New Position
Compensation: \$13.02 per hour
Effective Date: December 2, 2015

ACTION: Approve the support staff items as submitted.

Motion: _____ Seconded: _____ Vote: _____

3. SUPPLEMENTALS/SPECIAL PAYMENTS

a. Appointments:

Jean Randall	Web Page Editor - WP	\$595.20
Tom Yenchick	Musical Choreographer - MS	\$1547.52
Tom Yenchick	Choreographer Show Choir MS	\$595.20

ACTION: Approve the supplemental/special payments as submitted.

Motion: _____ Seconded: _____ Vote: _____

B. ACTION ITEM – BUSINESS

1. Recommendation to authorize Mr. Nester to pay bills for the month of December 2015.

ACTION: Authorize Mr. Nester to pay bills for the month of December 2015.

Motion: _____ Seconded: _____ Vote: _____

2. Recommendation to authorize administration to enter into an agreement with the Berks County IU for speech and language services for one student at a cost of \$2,100.

ACTION: Authorize administration to enter into an agreement with the Berks County IU as presented.

Motion: _____ Seconded: _____ Vote: _____

3. Recommendation to authorize administration to enter into an agreement with the Montgomery County IU for E-Rate consulting services at a cost of \$3,000.

ACTION: Authorize administration to enter into an agreement with the Montgomery County IU as presented.

Motion: _____ Seconded: _____ Vote: _____

4. Recommendation to approve budget transfers for November 2015.

ACTION: Approve budget transfers for November 2015 as presented.

Motion: _____ Seconded: _____ Vote: _____

C. ACTION ITEM – EDUCATION

1. Administration recommends approval of the following conference attendance
 - a. Marilyn Eaton, Physical Education Teacher, to attend Track & Field and Cross Country Coaches Clinic. The cost of the clinic is \$399.00. Substitute coverage is required.
 - b. Steve Mellor, Girl’s Soccer Head Coach, Jay Witkowski, Boy’s Soccer Head Coach, Jeff Erb, Boys Assistant Soccer Coach, and Kevin Grimm, Boys Assistant Soccer Coach, to attend the NSCAA Coaching Convention. The cost of the convention is \$900.00. Substitute coverage is required for Mr. Mellor and Mr. Witkowski.

ACTION: Approve conference attendance as presented.

Motion: _____ Seconded: _____ Vote: _____

The Department of Education requires that we have a Teacher Induction Plan so that teachers new to their position or new to the district receive a thorough orientation to district procedures and instructional practices. The following people have agreed to be support teachers for the new teachers listed:

2. Recommendation to approve mentors for 2015-2016

<u>Support Teachers</u>	<u>New Teachers</u>	<u>Building</u>
Stacey King	Corri Speakman	Middle School

ACTION: Approve mentors as presented

Motion: _____ Seconded: _____ Vote: _____