

BOARD OF SCHOOL DIRECTORS  
POTTSGROVE SCHOOL DISTRICT  
August 11, 2015

The Board of School Directors for the Pottsgrove School District conducted its meeting at Pottsgrove District Office on the above date with the following members present:

Justine Valentine	Diane Cherico	Theodore Coffelt	Rick Rabinowitz
John Rossi	Dave Faulkner	Patti Grimm	Matt Alexander

Also present were: Ms. Shellie Feola, Dr. William Shirk, Mr. Michael Wagman, Mr. Daniel Vorhis, Dr. Maura Roberts, Mrs. Pacitto, Mr. Jeff Cardwell, Dr. William Ziegler, Mr. Jeff Madden, Mrs. Yolanda Williams, Mr. Steven Sieller, Mrs. Lisa Jones, Mrs. Terri Koehler and Mr. Marc Davis, Solicitor.

***Call to Order***

Mr. Valentine called the meeting to order at 7:30 p.m.

***Presentation/Recognition Awards***

Retirement Recognition – School District personnel retiring this month were recognized and honored. Retirees include: Janet Lindley, Jeff Madden and Rick Moore.

***Public Comment***

No Public Comment

***Executive Session Announcements***

Mr. Valentine announced that there were Executive Sessions held on July 14, 2015, July 23, 2015 and August 6, 2015 to discuss personnel. There also was an Executive Session held just prior to the Board Meeting on August 11, 2015 to discuss personnel. An Executive Session will immediately follow the Board meeting to discuss Negotiations and Personnel.

***Approval of Minutes***

Mrs. Grimm moved and Mr. Coffelt seconded a motion to approve the minutes from the June 16, 2015 Monthly Board meeting as presented. The Board unanimously approved the motion.

***District Accounts***

Mrs. Grimm moved and Mr. Rossi seconded a motion to approve the District Accounts as presented. The Board unanimously approved the motion.  
(Addendum #8/15-1)

### ***Granting of Orders***

Mrs. Grimm moved and Mr. Rabinowitz seconded a motion to ratify the payment of invoices for June, 2015 in the amount of \$6,406,331.26 as presented. The Board unanimously approved the motion.  
(Addendum #8/15-2)

Mrs. Grimm moved and Mrs. Cherico seconded a motion to approve the payment of invoices in the amount of \$3,890,001.26 for July, 2015 as presented. The Board unanimously approved the motion.  
(Addendum #8/15-3)

### ***Treasurer's Report***

Mrs. Grimm moved and Mr. Coffelt seconded a motion to approve the Treasurer's Report for June and July, 2015 as presented and file it for audit. The Board unanimously approved the motion.  
(Addendum #8/15-4)

### ***Report of the Superintendent***

#### **Personnel:**

Mr. Rabinowitz moved and Mrs. Grimm seconded a motion to approve the following Administrative Staff item:

#### **ADMINISTRATIVE STAFF**

##### **a. Retirement:**

1.	Name:	Jeffrey Madden
	Position:	Assistant Principal - High School
	Date:	September 4, 2015

##### **b. Appointment:**

1.	Name:	Eric Daney
	Position:	Assistant Principal - High School Replacing Jeff Madden
	Compensation:	\$97,000.00 per year
	Effective Date:	To be determined

Mr. Daney joins Pottsgrove from Downingtown School District where he has served as the Science Curriculum Leader and the Universal Physics and S.T.E.M Pathway Teacher since 2011. Prior to that, he was a Physics and Physical Science Teacher at Exeter High School for five years. Mr. Daney has his Bachelors in Physics and Secondary Education from Albright College and his Masters in Educational Leadership from Wilkes University.

The Board unanimously approved the motion.

Mr. Rabinowitz moved and Mr. Coffelt seconded a motion to approve the following Professional Staff items:

**PROFESSIONAL STAFF**

**a. Retirement:**

1. Name: Janet Lindley  
Position: Title I Math Teacher - Lower Pottsgrove  
Date: July 10, 2015

**b. Resignation:**

1. Name: Stephen Kincaid  
Position: Guidance Counselor - Middle School  
Date: July 31, 2015

2. Name: Amber Biddle  
Position: Math Teacher - High School  
Date: June 25, 2015

3. Name: Andrew Friedland  
Position: Math Teacher - High School  
Date: July 28, 2015

4. Name: Matthew Crater  
Position: Teacher -Lower Pottsgrove  
Date: July 7, 2015

5. Name: Beth Wykle  
Position: School Psychologist  
Date: August 11, 2015

**c. Appointments:**

1. Name: Lauren Compton  
Education: St. Francis University - BS  
Experience: Pottsgrove School District  
September 2014 - present  
Long Term Substitute Math Teacher  
Pottsgrove High School  
Oley Valley School District  
LTS Math Teacher - 7th grade  
September 2008 - June 2009  
Certification: Mathematics 7-12  
Position: Math Teacher- High School  
Status: Contractual  
Reason: Replacing Matthew Ostrow  
Compensation: \$42,710 - Bachelors Step 2  
Effective Date: September 1, 2015

2. Name: Tiffany Nguyen  
Education: Phila. College of Osteopathic Med. - MS  
West Chester University - BS  
Experience: Pottsgrove School District  
September 2014 - present  
Long Term Substitute Biology Teacher  
Pottsgrove High School  
Certification: Biology 7-12  
General Science 7-12  
Position: Biology Teacher- High School  
Status: Contractual  
Reason: Replacing Frank Scaltrito  
Compensation: \$46,108 - Masters Step 2  
Effective Date: September 1, 2015
3. Name: Kelsey Hendler  
Education: Penn State University - BA  
Experience: Central Dauphin School District  
January 2015 - May 2015  
Student Teacher  
Lower Dauphin High School  
North Side Elementary School  
Certification: Music PK-12  
Position: Music Teacher- High School  
Status: Contractual  
Reason: Replacing Cindy Foust  
Compensation: \$41,929 - Bachelors Step 1  
Effective Date: September 1, 2015
4. Name: Colleen Ryan  
Education: Immaculata University - BA  
Experience: Collegium Charter School  
August 2012 - present  
4/5 Learning Support Teacher  
Certification: Special Education PK-12  
Elementary K-6  
Position: Elementary Special Education Teacher  
Lower Pottsgrove Elementary  
Status: Contractual  
Reason: Replacing Linda Rendina  
Compensation: \$48,032 - Masters Step 3  
Effective Date: September 1, 2015
5. Name: Chelsea Riedy  
Education: Eastern University - MA  
Experience: School District of Philadelphia  
Hardy Williams Academy Mastery Charter  
School  
August 2010 - present  
6th Grade Teacher  
Certification: Special Education PK-12  
Elementary K-6

- Position: Kindergarten Teacher  
West Pottsgrove Elementary
- Status: Contractual
- Reason: Replacing Al Reed
- Compensation: \$46,581 - Bachelors Step 6
- Effective Date: September 1, 2015
6. Name: Brian Haupt  
Education: Gwynedd Mercy College - MA  
Experience: Hatboro Horsham School District  
Hatboro Horsham High School  
August 2013 - present  
Guidance Counselor
- Certification: Secondary School Counselor
- Position: Guidance Counselor  
Pottsgrove Middle School
- Status: Contractual
- Reason: Replacing Stephen Kincaid
- Compensation: \$48,032 - Masters Step 3
- Effective Date: September 1, 2015
7. Name: Kelsey Scheipe  
Education: Eastern University - MA  
Experience: Charles County Public Schools  
Hardy Williams Academy Mastery Charter  
School  
August 2013 - present  
5th Grade Teacher
- Certification: Elementary K-6  
Mid-Level English 7-9
- Position: Grade 4 teacher  
Lower Pottsgrove Elementary
- Status: Contractual
- Reason: Replacing Barbara Fagan
- Compensation: \$41,929 - Bachelors Step 1
- Effective Date: September 1, 2015
8. Name: Patricia Evans  
Position: Substitute Teacher  
Compensation: \$100.00 per day  
Effective Date: September 1, 2015
9. Name: Judy D'Arcy  
Position: Substitute Teacher  
Compensation: \$100.00 per day  
Effective Date: September 1, 2015
10. Position: 6th grade Summer Academy Teachers  
Pottsgrove Middle School
- Compensation: \$32.50 per hour - 3 hours per day
- Effective Date: August 24 - 27, 2015

- a. Cristina Kleinfelter
- b. Janet Edleman
- c. Christine Henry
- d. Kim Kalinoski
- e. Kim Kelly
- f. Hillary Lilly
- g. Marilyn Eaton

11. Name: Breanna Flora  
Education: West Chester University - BS  
Experience: Great Valley School District  
September 2014 - May 2015  
Field Experience/Student Teacher  
Certification: Elementary Pre K - 4  
Position: Kindergarten Teacher  
West Pottsgrove  
Status: Contractual  
Reason: Replacing Nancy Albright  
Compensation: \$41,929 - Bachelors Step 1  
Effective Date: September 1, 2015
12. Name: Joshua Noel  
Education: Walden University - MA  
Kutztown University - BS  
Experience: Reading School District  
October 2007 - June 2015  
Elementary Teacher Grades 2 and 6  
Certification: Elementary K-6  
Position: Grade 5 Teacher  
Lower Pottsgrove  
Status: Contractual  
Reason: Replacing Judy Sidebottom  
Compensation: \$52,129 - Masters Step 5  
Effective Date: September 1, 2015
13. Name: Jacquelyn Deck  
Education: Drexel University - MS  
Millersville University - BA  
Experience: Upper Perkiomen School District  
February 2014 - June 2015  
Long Term Substitute  
Grades 1/2  
Certification: Elementary K - 6  
Position: Long Term Substitute Kindergarten Teacher  
Ringing Rocks  
Status: Non - Contractual  
Reason: Replacing Rachel Szalabofka  
Compensation: \$41,929 - Bachelors Step 1  
Effective Date: September 1, 2015
14. Position: Alternative Education Teacher  
Compensation: \$32.50 per hour  
Effective Date: September 1, 2015

- a. Joseph Shriver
- b. Jamie Harle

**d. Leave of Absence**

- 1. Name: Heather Geist  
Position: Teacher - Lower Pottsgrove  
Reason: FMLA - unpaid child rearing leave  
Effective Date: First day of the 2015-2016 school year  
Not to exceed 12 weeks.
- 2. Name: Julie Davis  
Position: Teacher - Pottsgrove Middle School  
Reason: FMLA - unpaid child rearing leave  
Effective Date: Approx. October 26, 2015 - February 1, 2016  
Not to exceed 12 weeks.

The board unanimously approved the motion.

Mrs. Grimm moved and Mr. Valentine seconded a motion to approve the following Support Staff items:

**SUPPORT STAFF**

**a. Retirement:**

- 1. Name: Rick Moore  
Position: Building Aide - High School  
Assistant Athletic Trainer  
Effective Date: August 2, 2015

**b. Resignation:**

- 1. Name: Terri Towson  
Position: Payroll Specialist  
Effective Date: August 2, 2015

**c. Appointments:**

- 1. Name: Dale Colgan  
Position: Custodian - Pottsgrove High School  
Replacing Jeremy Edelson  
Compensation: \$15.35 per hour - 8 hours per day  
Effective Date: August 17, 2015
- 2. Name: Richard Lawrence  
Position: Custodian - Pottsgrove High School  
Replacing Jeff Gabel  
Compensation: \$15.35 per hour - 8 hours per day  
Effective Date: August 17, 2015

3. Name: Ashlyn Bonkoski  
Position: Instructional Assistant - Ringing Rocks  
Replacing Lucy Patania  
Compensation: \$14.02 per hour - 7 hours per day/all student days  
Effective Date: September 1, 2015
4. Name: Joshua Ford  
Position: Instructional Assistant - Lower Pottsgrove  
New Position  
Compensation: \$14.65 per hour - 7 hours per day/all student days  
Effective Date: September 1, 2015
5. Name: Tricia Blumenstock-Daub  
Position: Instructional Assistant - West Pottsgrove  
New Position  
Compensation: \$14.65 per hour - 7 hours per day/all student days  
Effective Date: September 1, 2015
6. Name: Kelly Knier  
Position: Payroll Specialist  
Reason: Replacing Terri Towson  
Compensation: \$19.49 per hour  
7.5 hours per day  
Effective Date: September 1, 2015
7. Name: Carol Pierson  
Position: Student Assistant  
West Pottsgrove Elementary  
new position per IEP  
Compensation: \$12.22 per hour  
5 hours per day/all student days  
Effective Date: September 1, 2015
8. Name: Elizabeth Foster  
Position: Student Assistant  
Ringing Rocks Elementary  
Replacing Sarah Bilinski  
Compensation: \$12.22 per hour  
7 hours per day/all student days  
Effective Date: September 1, 2015
9. Name: Janie Craig  
Position: Student Assistant  
Pottsgrove Middle School  
Replacing Judy Bransfield  
Compensation: \$12.22 per hour  
7 hours per day/all student days



10. Name: Lindsey Frederick  
Position: Student Assistant  
Lower Pottsgrove  
Replacing Jessica Klaus  
Compensation: \$12.22 per hour  
7 hours per day/all student days  
Effective Date: September 1, 2015
11. Name: Dylan Eaton  
Position: Student Assistant  
Ringing Rocks Elementary  
Replacing Malcolm Carpenter  
Compensation: \$12.22 per hour  
7 hours per day/all student days  
Effective Date: September 1, 2015
12. Name: Michelle Zepka  
Position: Student Assistant  
Pottsgrove Middle School  
Replacing Zach Robinson  
Compensation: \$12.22 per hour  
7 hours per day/all student days  
Effective Date: September 1, 2015
13. Name: Donna Colaiezzi  
Position: Student Assistant  
Pottsgrove Middle School  
Replacing Josh Ford  
Compensation: \$12.22 per hour  
7 hours per day/all student days  
Effective Date: September 1, 2015

**d. Leave of Absence**

1. Name: Joanne Crosby  
Position: Secretary/Receptionist - District Office  
Reason: FMLA  
Effective Date: July 20, 2015 - Not to exceed 12 weeks.

The board unanimously approved the motion.

Mrs. Grimm moved and Mrs. Cherico seconded a motion to approve the following Miscellaneous items:

**MISCELLANEOUS**

- a. Administration recommends approval of Grievance Settlement #2015-01 between the District and the Pottsgrove Education Association as submitted.

- b. Administration recommends approval of revised job description for the position of Payroll Specialist as submitted.

The board unanimously approved the motion.

***Business:***

Mrs. Grimm moved and Mr. Coffelt seconded a motion to to authorized administration to execute an agreement with Advanced Protection Services for the 2015-2016 school year at a rate of \$22 per hour. The Board unanimously approved the motion.

Mrs. Grimm moved and Mr. Valentine seconded a motion to award the bid for the purchase of 3-72 passenger school buses to Wolfington Body Company as presented. The Board unanimously approved the motion.

Mr. Rabinowitz moved and Mr. Valentine seconded a motion to authorize Fox Rothschild LLP to enter into an agreement for the property located at 550 Highland Road in Lower Pottsgrove Township, identified as Tax Parcel No. 42-00-00848-00-1, setting the property's assessment at (i) \$402,500 for tax year 2015 (school tax year 2015-16) and (ii) \$393,400 for tax year 2016 (school tax year 2016-17) and for each subsequent tax year until there is a change in assessment as permitted by applicable law. The Board unanimously approved the motion.

Mr. Coffelt moved and Mrs. Grimm seconded a motion to authorize administration to enter into an agreement with Susan Cleaver for speech and language services for the 2015-2016 school year at a rate of \$70 per hour. The Board unanimously approved the motion.

Mr. Faulkner moved and Mrs. Grimm seconded a motion for the following:

- a. Authorize administration to enter into an agreement with Progressions School for 2-3 special needs students for the 2015-2016 school year at an approximate cost of \$83,700.00.
- b. Authorized administration to enter into an agreement with New Story for one special needs student for the 2015-2016 school year at an approximate cost of \$67,500.00.
- c. Authorized administration to execute an agreement with Bayada Home Health Care, Inc. for substitute nursing services for the 2015-2016 school year at a rate of \$47 per hour.
- d. Authorized administration to enter into an agreement with CMD Services, Inc. for transportation services for the 2015-2016 school year as presented.
- e. Ratified 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>508,326.99</u>
Total amount of contract	18,330,326.99
Total paid to date	9,609,977.01
<b>Current Amount Due</b>	<b>1,324,431.47</b>
Balance to finish	7,395,918.51

MBR Construction Services, Inc. – Electrical Contractor	
Total amount of contract	4,601,800.00
Change Orders	<u>39,800.65</u>
Total amount of contract	4,641,600.65
Total paid to date	3,162,326.00
<b>Current Amount Due</b>	<b>101,376.00</b>
Balance to finish	1,377,895.65

Frey Lutz Corporation – Mechanical Contractor	
Total amount of contract	5,253,800.00
Change Orders	<u>140,499.00</u>
Total amount of contract	5,394,299.00
Total paid to date	3,219,641.22
<b>Current Amount Due</b>	<b>269,298.87</b>
Balance to finish	1,905,358.91

Integrity Mechanical, Inc. – Plumbing Contractor	
Total amount of contract	1,467,525.00
Change Orders	<u>52,314.26</u>
Total amount of contract	1,519,839.26
Total paid to date	891,331.61
<b>Current Amount Due</b>	<b>63,529.35</b>
Balance to finish	565,008.35

- g. Ratify the payment of the Pottsgrove Middle School Cooling Tower Project invoices as presented.

Shannon A. Smith, Inc. – Mechanical Contractor	
Total amount of contract	131,491.00
Change Orders	<u>0.00</u>
Total amount of contract	131,491.00
Total paid to date	118,341.90
<b>Current Amount Due</b>	<b>13,149.10</b>
Balance to finish	0.00

- h. 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>557,307.96</u>
Total amount of contract	18,379,307.96
Total paid to date	10,934,408.48
<b>Current Amount Due</b>	<b>1,238,980.40</b>
Balance to finish	6,205,919.08

MBR Construction Services, Inc. – Electrical Contractor	
Total amount of contract	4,601,800.00
Change Orders	<u>39,800.65</u>
Total amount of contract	4,641,600.65
Total paid to date	3,263,702.00
<b>Current Amount Due</b>	<b>59,229.00</b>
Balance to finish	1,318,669.65

Frey Lutz Corporation – Mechanical Contractor

Total amount of contract	5,253,800.00
Change Orders	<u>140,499.00</u>
Total amount of contract	5,394,299.00
Total paid to date	3,488,940.09
<b>Current Amount Due</b>	<b>176,158.50</b>
Balance to finish	1,729,200.41

Integrity Mechanical, Inc. – Plumbing Contractor	
Total amount of contract	1,467,525.00
Change Orders	<u>57,077.18</u>
Total amount of contract	1,524,602.18
Total paid to date	954,860.97
<b>Current Amount Due</b>	<b>124,216.70</b>
Balance to finish	445,554.71

The Board unanimously approved the motion.

### ***Education:***

There was discussion about the conference attendance listed on the agenda. Mr. Rabinowitz will be voting no for all conferences that do not include “educators”. Mr. Coffelt said we should support administrators as well as teachers. Mr. Rossi asked if the conferences are required. Ms. Feola noted that all conferences listed on the agenda had been budgeted for.

Mr. Coffelt moved and Mrs. Grimm seconded a motion to approve the following conference:

- c. Deb Frasca, Middle School Teacher of the Gifted, to attend Gifted Boot Camp. The cost of the conference is \$368.00. Substitute coverage is required.

The Board unanimously approved the motion.

Mr. Faulkner moved and Mr. Rabinowitz seconded a motion to approve the following conference schedule:

- a. Kathryn Pacitto, Supervisor of Special Education, to attend PA Fellowship Program for Special Education Leaders. The cost of the program is \$500.00. Substitute coverage is not required.
- b. Kathryn Pacitto, Supervisor of Special Education, to attend PA Association of Pupil Service Administrators. The cost of the program is \$271.00. Substitute coverage is not required.
- d. Roberta Oxenford, Child Accounting, and Ronald Linke, Assistant Business Administrator, to attend the Child Accounting Professional Association Conference. The cost of the conference is \$1,030.00. Substitute coverage is not required.
- e. Lisa Jones, Ringing Rocks Elementary Principal, to attend Leadership Lab Using Differentiated Feedback to Cultivate Master Teachers. The cost of the workshop is \$1,267.00. Substitute coverage is not required.
- f. Maura Roberts, Director of Pupil Services, to attend PA Association of Pupil Services. The cost of the conference is \$271.00. Substitute coverage is not required.
- g. Shellie Feola, Superintendent, to attend AASA Conference. The cost of the conference is not to exceed \$2,900.00. Substitute coverage is not required.

The Board voted 6-2 (Mr. Rossi and Mr. Rabinowitz were the dissenting votes). The motion passed.

### ***Discussion:***

Superintendent Feola provided an update on the High School Renovation Project. Photos are available online at <http://www.pgsd.org/Page/4028>. We remain on track for an on-time September 8 opening. Classrooms will be ready. The library and cafeteria may not be ready until mid-September but the kitchen will be functional and the old gym may serve as a temporary cafeteria space.

Superintendent Feola provided an update on the Ringing Rocks Gymnasium clean up. Mr. Rabinowitz moved and Mr. Coffelt seconded a motion to approve administration to contract service for the clean up remediation not to exceed \$45,000 using funds from capital reserves. The Board unanimously approved the motion.

Dr. William Ziegler presented the High School Pride Period. See the presentation slides at <http://www.pgsd.org/hs>.

### ***New Business***

Mr. Valentine moved and Mr. Rabinowitz seconded a motion to approve a Resolution regarding the Overuse of Standardized Testing. The Board unanimously approved the motion.  
(Addendum #8/15-5)

Mrs. Cherico reminded the Board of the upcoming PA School Boards Association election and the new voting procedures.

Mr. Rabinowitz raised the concern of the rising cost incurred by volunteers in compliance with Act 151. Mr. Rabinowitz specifically discussed the added financial burden of the required TB test. The Board asked the administration to look into this issue to see if there is any way to provide some financial relief to parents who wish to volunteer in the schools.

Mr. Rabinowitz raised the issue of Keystone remediation and the possibility that the District consider summer remediation and retesting.

Mr. Rabinowitz raised the concern regarding the new Board committee format adopted last school year and the Board discussed the advantages and disadvantages of returning to its former committee structure. This issue will be discussed further with a recommendation forthcoming.

### ***Adjournment***

Mr. Valentine moved and Mr. Coffelt seconded a motion to adjourn at 8:47 p.m. The Board unanimously approved the motion.

Respectfully submitted,

Diane Cherico  
School Board Secretary