

On February 23, 2004, the board meeting of the Board of School Directors of the Spring-Ford Area School District was called to order at 7:30 p.m. in the cafeteria of the Spring-Ford High School with the following in attendance:

Region I:	Michael V. Masciandaro and Raymond Rocchio, Jr.
Region II:	Ammon Morgan, Janet A. Stokes, and Donna L. Williams
Region III:	Joseph P. Ciresi, Ed Cummins, and Janet A. Stokes
Presiding Officer:	Bernard F. Pettit
Solicitor:	Bonnie Sheehan, Esq.

#### **I. DISTRICT GOALS**

Mr. Pettit announced that Mr. Masciandaro would lead a discussion on district goals. Mr. Masciandaro read the goals (attached). The board discussed whittling down the list to either three or five goals in accordance to the strategic plan over the next six weeks. The board seemed to agree that reducing classroom size was a district goal. Reducing drug usage was next mentioned as a possible goal. Mr. Masciandaro said he thought it was a valid goal and asked board members to comment. Mr. Rocchio suggested that the administration is already working on it and to refer it to them. Mrs. Stokes said the board should first define whether there is a drug problem, then define which drug. Mr. Schroeder said some items might require third-party study and therefore resources. Mr. Masciandaro said three board members suggested introducing an alternative education program into the district. Mr. Pettit suggested finding out the cost before proceeding. Dr. Coale said that the administration is making a presentation on alternative education at the March Curriculum Board meeting. Mr. Masciandaro asked for consensus for improving public perception of district and adding public relations as an element. The board doing its job will improve the public image of the district, said Mr. Schroeder. Mr. Rocchio said that he supported having a Blue Ribbon school. Since the program is only for low-income schools, Mr. Rocchio said he proposed that the district create its own definition of Blue Ribbon schools. Mr. Masciandaro read the fifth goal as being bringing ideas from industry to the schools and to identify sources of revenue, such as Merck and PECO. Mr. Pettit expressed support for seeking funding from companies. Mr. Cummins said the partnering with companies would boost the district's technology curriculum. Mr. Schroeder said that he wanted number 16 as part of these goals. Mrs. Williams asked Dr. Coale to relay the district's past relationship with Rhone Poulenc. Dr. Coale mentioned that under the program, talented students visited the companies. Mr. Masciandaro mentioned the next goal as having the school libraries have extended open hours. Mr. Masciandaro noted combating childhood obesity and Mr. Ciresi suggested grouping that item under student care. Mr. Rocchio said this item belonged to curriculum and said the administration could handle this item and several board members concurred. Dr. Coale replied to a question saying that healthy lifestyles, drugs and healthy eating are both taught

beginning at the elementary level. The board discussed facilities construction. Dr. Coale said she would send the facilities committee information home to the new board members. No Child Left Behind compels the district to put together a report card on the district to include the scores on Terra Nova and other testing. That goal would remain stand-alone. The 18<sup>th</sup> goal is financial planning. Much of this is done at the Board Financial Committee meeting, however tax increase rates are not projected, said Mr. Masciandaro. Mr. Rocchio said that the entire board has never discussed the five-year financial plan while the committee does. Personnel costs are not projected said Mr. Anspach while retirement is. Mr. Anspach said curriculum and technology goals need to be defined before the financial plan is developed. Mr. Anspach suggested that each committee work up a five-year plan and bring it to the Board Financial Committee. The last item was to commit to moving the district office to another office. Mrs. Williams said that this item has been a topic for the past ten years. Mr. Masciandaro said that the Property Committee has been discussing this topic. Mr. Masciandaro said the he didn't want to commit to a particular timeframe since other areas may take precedence.

Mr. Pettit announced that there was an executive session on litigation.

## **II. PUBLIC TO BE HEARD**

**Kathleen Bryant**, Upper Providence

Listed grammatical corrections in the January minutes. The board had a discussion and later came to consensus that the informational sign at the high school would be put in the budget for next year. Mrs. Bryant suggested the board enter a partnership with another group such as the American Legion or the Booster Club to share the costs. She said the board should have mentioned the Peeper arrest at the November meeting and that items of controversy should be discussed before the cameras videotaping for broadcast are shut off. She spoke about the broadcast arrangement. Mr. Masciandaro said that the deal is not with ComCast but PCTV in Pottstown and that the agreement is for two-hour broadcasts so that students can go home at an appropriate hour.

**Josh Marinowski**, student 11<sup>th</sup> grader

Said that he represented the Spring-Ford Bible Study group and thanked Dr. Coale, the solicitor, and board members to having the club's photo in the yearbook.

## **III. APPROVAL OF MINUTES**

Mrs. Stokes made a motion to approve of the minutes. Mrs. Williams seconded it. It was approved 9-0.

- A. The board approved of the January 20, 2004 work session minutes with changes made by Kathleen Bryant.
- B. The board approved of the January board meeting minutes (meeting postponed until February 4, 2004).

#### IV. BOARD COMMITTEE REPORTS (postponed from work session)

**Board Curriculum Committee** -- Mr. Rocchio reported that the committee discussed functional lifestyles, reading language arts programs, recommendations for a new reading series at \$4,000 and a strings program in the next five years, and help for parents better understand Everyday Math. The committee also reviewed honor roll guidelines, classroom size guidelines, and an umbrella program for continuing education.

**Board Finance Committee** – Mr. Masciandaro said the committee met on February 12. The budget building is in full swing and the committee covered big impact items such as salary and benefits, future debt, putting away \$1.2 million for future debt, \$1.1 million predicated on long-term plans, and large expenditures. The Administration has a strong recommendation and policies with a budgetary reserve and fund balance. He said these recommendations will be brought back to the committee after study. There was a discussion of referendum. There will have be a special finance committee meeting on Wednesday (this meeting was later postponed).

**Board Technology Committee** – There was no meeting reported Mr. Masciandaro.

**Board Technology Committee** – There was no meeting reported Mr. Masciandaro.

**Pennsylvania Department of Education Liaison Report** – Mr. Schroeder provided a three-page report on a conference he attended that was conducted by the Pennsylvania Department of Education at Hershey, Pennsylvania. The conference covered initiatives on student assessment and IDEA reauthorization. Mr. Schroeder said he heard first-hand comments from the governor on the budget. Information will be in packets to board members about state health benefits that will possibly be funded by school employees.

**MCIU** – Mr. Ciresi said there was a meeting on February 18 to discuss the referendum and Sen. Rafferty discussed options that the governor is considering, including gambling and sales tax. The committee decided to send two resolutions, on property tax and funding, to school boards to review.

Contract-Grievance	Richard Schroeder	As needed
Curriculum/SE	Ray Rocchio, Jr.	1 <sup>st</sup> Tues., 7 p.m.
Finance	Mike Masciandaro	2 <sup>nd</sup> Thurs., 7 p.m.
Technology	Mike Masciandaro	2 <sup>nd</sup> Tues., 7 p.m.
Transportation	Mike Masciandaro	1 <sup>st</sup> Wed., 7 p.m.
Liaison for PDE	Rick Schroeder	
MCIU – Legislative	Joe Ciresi	3 <sup>rd</sup> Wed. 7:30 p.m.

#### V. PERSONNEL

Mr. Schroeder asked for the difference between Items G and D 10. Dr. Rodríguez said the long-term substitute dates were different. Mr. Schroeder

made a motion to approve Items A-H. Mr. Rocchio seconded it. It was approved 9-0.

A. The board approved of the following **resignations**:

1. **Richard Cechak** with regret as Intramural Basketball Coach, effective January 30, 2004.
2. **Joan Austerberry**, Instructional Assistant at Brooke Elementary School, effective February 11, 2004 to accept a position in the district as a Long Term Substitute Teacher at Brooke Elementary School.

B. The board approved of the following **leaves of absence**:

1. **Jennifer Gillespie**, Mathematics Teacher at the High School, for a Leave of Absence in accordance with the Professional Agreement, effective tentatively April 30, 2004 until the beginning of the second semester of the 2004/2005 school year.
2. **Rose Ward**, 7<sup>th</sup> Grade Reading Teacher at the Middle School, for a Leave of Absence in accordance with the Professional Agreement, effective tentatively April 7, 2004 for the remainder of the 2003/2004 school year.
3. **Angie Fusco**, Instructional Assistant at the High School, for a Leave of Absence in accordance with Board Policy, effective February 9, 2004.
4. **Amanda Ulmer**, Instructional Assistant at the Intermediate School, for a Leave of Absence in accordance with Board Policy, effective tentatively March 5, 2004.

C. The board approved of **Joan Austerberry**, Pottstown, PA, as a Long Term Substitute, for the Grade 2 position at Brooke Elementary School replacing Joy Needles who will be a Leave of Absence until the end of 2003/2004 school year. Ms. Austerberry is currently an Instructional Assistant at Brooke Elementary School. Compensation will be set at \$36,500, BS + 18, Step 1, with benefits, effective February 12, 2004.

D. The board approved of **Mariel Zummo**, Collegeville, PA, as a Long Term Substitute, for the Learning Support position at Brooke Elementary School replacing Shelly Mallozzi who will be on a Leave of Absence until the end of the 2003/2004 school year. Ms. Zummo is a graduate of Mercy Hurst College with certification in Elementary Education K-6 and Special Education N-12. Compensation will be set at \$35,500, BS, Step 1, prorated, plus benefits, effective February 17, 2004.

E. The board approved of the following **independent contracts**:

1. **Eric Paul**, Phoenixville, PA, for two performances of "Reading is Magic" in which a variety of motivational and educational topics are

discussed such as success through reading and setting goals while enjoying a magic show. The cost of the contract will not exceed \$745, effective February 26, 2004. Funding will be from the Oaks PTA.

2. **Todd Wagner**, Aldan, PA to provide a workshop for foreign language teachers to include the topics of **reaching national standards** and **vertical teaming** as part of the March 19, 2004 in-service program. The cost of this program will not exceed \$50.00 and will be paid for with funds allocated in the 2003-04 Curriculum & Instruction Budget.
3. **Glenn Carter**, Eagleville, PA to provide a workshop for physical education teachers with a focus on the **importance of beginning strength training** and **weight management at an early age** as part of the March 19, 2004 in-service program. The cost of the program will not exceed \$50.00 and will be paid for with funds allocated in the 2003-04 Curriculum & Instruction Budget.
4. **Kristin Paisley**, Audubon, PA to provide a workshop for health and physical education teachers with a focus on **first aid for students with asthma** and **students with diabetes** as part of the March 19, 2004 in-service program. The cost of the program will not exceed \$50.00 and will be paid for with funds allocated in the 2003-04 Curriculum & Instruction Budget.
5. **Angela Guerriero**, West Chester, PA to provide a workshop for music teachers entitled **“Teaching Students with Special Needs”** as part of the March 19, 2004 in-service program. The cost of the program will not exceed \$300.00 and will be paid for with funds allocated in the 2003-04 Curriculum & Instruction Budget.
6. **Andrea Fishman, Ph.D.**, Assistant Director of PA Writing Project, to provide a workshop entitled **“Teaching in the Domains: Grades 5 – 12”** as part of the March 19, 2004 in-service program. The cost of the program will not exceed \$1200.00 and will be paid for with funds allocated in the 2003-04 Curriculum & Instruction Budget. This workshop is for recently employed teachers who have not been trained in this subject.
7. **Lynn Dorfman**, PA Writing Project Fellow, to provide a workshop entitled **“Teaching in the Domains: Grades K – 4”** as part of the March 19, 2004 in-service program. The cost of the program will not exceed \$900.00 and will be paid for with funds allocated in the 2003-04 Curriculum & Instruction Budget. This workshop is for recently employed teachers who have not been trained in this subject.
8. **Chi Ebert**, Douglassville, PA to provide a workshop in curriculum and art media entitled **“Freestyle Watercolor”** as part of the March 19, 2004 in-service program. The cost of this program will not exceed \$150.00 and will be paid for with funds allocated in the 2003-04 Curriculum & Instruction Budget.

9. **Linda Beazley**, Pottstown, PA to provide a workshop in curriculum and art media entitled **“Using Art Appreciation in the Classroom”** as part of the March 19, 2004 in-service program. The cost of this program will not exceed \$150.00 and will be paid for with funds allocated in the 2003-04 Curriculum & Instruction Budget.
  10. **Anthe Capitan Valais**, Flourtown, PA to provide a workshop in curriculum and art media entitled **“Printmaking”** as part of the March 19, 2004 in-service program. The cost of this program will not exceed \$150.00 and will be paid for with funds allocated in the 2003-04 Curriculum & Instruction Budget.
  11. **Eileen Rosen**, West Chester, PA to provide a workshop in curriculum and art media entitled **“Rendering with Colored Pencil”** as part of the March 19, 2004 in-service program. The cost of this program will not exceed \$150.00 and will be paid for with funds allocated in the 2003-04 Curriculum & Instruction Budget.
  12. **Lisa Muller**, Phoenixville, PA to provide a workshop in curriculum and art media entitled **“Creating Mosaics”** as part of the March 19, 2004 in-service program. The cost of this program will not exceed \$150.00 and will be paid for with funds allocated in the 2003-04 Curriculum & Instruction Budget.
- F. The board approved of the following **Middle School extracurricular/ supplemental contract(s)**:
1. **Marty Moore**, Athletic Event Supervisor, \$858, Code H1/2
  2. **Shayne Tobin**, Boys’ Basketball Fall Intramural, \$312, Code LC, *replacing Richard Cechak who resigned.*
- G. The board approved of the following **professional substitute** for **Maribel Zummo**, Collegeville, PA, Elementary Education & Special Education N-12, Mercyhurst College.
- H. The board approved of the support staff substitute:
1. John C. Evans, Spring City, PA, Custodian/Maintenance.

## VI. FINANCE

Mr. Schroeder asked about the status of invoices for the Intermediate School. Mr. Cooper said the project is expected to be complete in April with equipment being leased and a contract with Shoemaker. Dr. Coale said that tours of the new 5-7 building will be conducted once the labor and industry inspection is completed. Mrs. Stokes made a motion to approve Items A-J, excluding J4. Mr. Rocchio seconded it. It was approved 9-0.

- A. The board approved of the High School **Ram Pride** to be established as part of the High School Activity Account for 2003/2004. (Attachment)

- B. The board approved of payment for the following invoices for the month of **FEBRUARY**, in connection with the **SERIES G.O.B. 2000:**

**1. INTERMEDIATE SCHOOL/MIDDLE SCHOOL PROJECT**

Fox Rothschild LLP	Professional Services (4 Inv.)	\$	8,791.80
Nave Newell	Professional Services	\$	48.75
	TOTAL	\$	8,840.55

**2. UPPER PROVIDENCE ELEMENTARY SCHOOL**

DLR Group	Professional Services	\$	120.00
Fox Rothschild LLP	Professional Services (2 Inv.)	\$	340.04
	TOTAL	\$	460.04

- C. The board approved of payment for the following invoices for the month of **FEBRUARY**, in connection with the **SERIES G.O.B. 2002:**

**1. WINNIES PROJECT**

Bursich Associates	Professional Services	\$	527.56
DLR Group	Professional Services	\$	1.20
Fox Rothschild LLP	Professional Services (7 Inv.)	\$	1,463.58
	TOTAL	\$	1,992.34

**2. INTERMEDIATE SCHOOL/MIDDLE SCHOOL PROJECT**

Franklin Equip. Co.	Advance Ride-On Buffer	\$	10,566.00
DLR Group	Professional Services	\$	11,250.00
Power & Communication Data, Phone Catv Cabling		\$	21,540.18
*R.M. Shoemaker Co	Applic. #26- General Contractor	\$	116,523.00
	TOTAL	\$	159,879.18

**3. UPPER PROVIDENCE ELEMENTARY SCHOOL**

Gopher	Volleyball Standards/Pads	\$	2,341.92
Fox Rothschild LLP	Professional Services (2 Inv.)	\$	8,451.81
*R.M. Shoemaker Co	Applic. #24- General Contractor	\$	53,128.00
	TOTAL	\$	63,921.73

- D. The board approved of payment for the following invoices for the month of **FEBRUARY**, in connection with the **SERIES G.O.B. 2003:**

**MIDDLE SCHOOL PROJECT**

DLR Group	Professional Services	\$	135,000.00
Fox Rothschild LLP	Professional Services	\$	65.00
MCCD	NPDES Permit	\$	250.00
Limerick Township	Application Fee	\$	1,230.55
Limerick Township	Review Escrow	\$	7,500.00
Montgomery Cty P.C.	Application Review Fee	\$	448.00
	TOTAL	\$	144,493.55

- E. The board approved of payment for the following invoices for the month of **FEBRUARY**, in connection with the **CAPITAL RESERVE ACCOUNT – Fund 22:**

Evaluation of Land Parcels

Fox Rothschild LLP	Professional Services (3 Inv.)	\$ 1,680.64
	TOTAL	\$ 1,680.64

Potential Land Purchase

Simone Jaffe Collins	Professional Services (2 Inv.)	\$ 8,542.49
	TOTAL	\$ 8,542.49

Phase II – Design Athletic Fields

Cowan Associates Inc.	Professional Services	\$ 3,201.35
Horst Excavating Co.	Applic. #1- Excavating Sitework	\$ 94,046.72
Horst Excavating Co.	Applic. #2- Excavating Sitework	\$ 56,882.93
	TOTAL	\$ 154,131.00

- F. The board approved of the **Cafeteria Listing** of Bills:

Checks #4935-4969 \$167,294.50

- G. The board approved of following Treasurers' Reports are submitted for your approval:

Treasurer's Report – January 31, 2004  
 Money Market – January 31, 2004  
 Natatorium Fund – January 31, 2004  
 PSDLAF – General Fund – January 31, 2004  
 PSDMAX – General Fund – January 31, 2004  
 Payroll Account – January 31, 2004  
 Flex CD – January 31, 2004  
 Tax Account – January 31, 2004  
 Debt Service Fund Account – January 31, 2004  
 Athletic Fund – January 31, 2004  
 Capital Reserve Fund – January 31, 2004  
 Investment Schedule – January 31, 2004  
 PLGIT Note of 2000 – January 31, 2004  
 PLGIT Note of 2004 – January 31, 2004  
 PLGIT Note of 2002 – January 31, 2004  
 Capital Reserve – January 31, 2004  
 High School Activity Account – January 31, 2004  
 Middle School Activity Account – January 31, 2004

Cafeteria M/M Account – January 31, 2004  
 Cafeteria Checking Account – January 31, 2004

- H. The following reports are submitted for your information:

Cafeteria Savings Schedule  
 Cafeteria Investment Schedule  
 Cafeteria Profit and Loss Statement  
 Cafeteria Participation Report  
 Cafeteria List of Bills  
 Use of Facilities Report – January 2004



- I. The board approved of next month's payroll, taxes, all benefits, transportation contracts, IU contracts, Vo-Tech payments, debt service payments, utility bills, maintenance agreements, copier leases, equipment maintenance, Federal grants, insurance, and discounted invoices:

J. Checks:

- |    |  |              |
|----|--|--------------|
| 1. | <u>January</u>                                     |              |
|    | Check No. 95907-95985                              | \$553,365.73 |
| 2. | <u>February</u>                                    |              |
|    | Check No. 95986-96184                              | \$713,442.08 |
| 3. | <u>Check List Held for February Board Approval</u> |              |
|    | Check No. 96185-96316                              | \$125,062.90 |

Mrs. Stokes made a motion to approve Item J-4. Mr. Rocchio seconded it. It was approved 8-0-1 with Mr. Schroeder abstaining.

- |    |                                |             |
|----|--------------------------------|-------------|
| 4. | <u>Plotts Check</u>            |             |
|    | Check No. 96317                | \$13,185.55 |
| 5. | <u>Athletic Fund- February</u> |             |
|    | Check No. 295699-295798        | \$18,467.20 |

## VII. PROPERTY

Mr. Morgan asked why the administration is working at a feverish pace on construction of a new elementary school. He cited enrollment figures from 2002-03 showing -39 enrollment and negative enrollment for this year. Dr. Coale said construction of a new elementary school is based on enrollment projections ten years hence and has been approved by the Pennsylvania Department of Education. Enrollment fluctuates on an annual basis, Dr. Coale said. But there is a linear progression on an annual basis, she added. Mr. Morgan said the board should take another year to study the figures closer. Mr. Masciandaro said that the Facilities Committee does this. Dr. Coale said that she would take a closer look at special education use of classrooms and enrollment projections to see if 2007 is more appropriate than 2006. Enrollment is not flat, it is increasing, she added. Mr. Masciandaro said the district is ahead of the line and will probably have to give up art and music classes when classes become full. The board discussed its priority of keeping class sizes low and how delays in the project would create high classroom sizes and lead to higher construction costs. Mr. Morgan said that he did not question the need for the school but that he questioned its size. He expressed concern regarding the size of the next tax increase. Mr. Schroeder asked Dr. Coale to send data from the March Facilities Committee to the new board members. Mrs. Williams asked for data on new developments and expected opening dates. Dr. Coale said that she had requested that information from Upper Providence Township and received it. She said she would also request the same data from Limerick Township. Mrs. Williams also asked for data supporting lower class size as being a factor in a

child's success in school. She questioned whether taxpayers could afford to pay for lower class size. She expressed concern about overbuilding and then abandoning schools ten years in the future. Mr. Masciandaro said that present classes are now 500 and above when they had been in the 300s and 400s. He said that this year was unusual in being low but the general trend was increasing. Mr. Cummins said the numbers were wrong and that he didn't want to see 12 kids in a classroom. Dr. Coale said that she would provide an update on the growth of developments at large and in Limerick. She added that she would see if the Pennsylvania Department of Education could provide its latest projections early. Mr. Schroeder made a motion to approve Items A-E, excluding C. Mr. Masciandaro seconded it. It was approved 9-0.

- A. The board approved of obtaining Request for Proposals for the Moving of the Middle School and Intermediate School to the appropriate spaces this summer.
- B. The board approved of having Schiller & Hersh Associates, Inc. drill a test well to calculate the wells to have a geothermal field for the **New Ninth Grade Center**. This well will be used in the final design. The cost not-to-exceed **\$9,800** will come from the construction fund.
- D. The board approved of **Plancon Part I**, Interim Reporting notification of review and approval for the New 5-7 Intermediate School. (Attachment)
- E. The board approved of Plancon Part B, Schematic Design for the 9<sup>th</sup> Grade Center additions/alternations. The materials for Plancon Part B, Schematic Design, have been reviewed and approved by the Division of School Facilities, Bureau of Budget and Fiscal Management of the Pennsylvania Department of Education for the general overall organization and relationships of the spaces, circulation patterns, and the utilization and adequacy of the site.

Mr. Schroeder made a motion to approve Item C. Mr. Masciandaro seconded it. It was approved 7-2 with Mr. Morgan and Mrs. Williams voting no.

- C. The board approved of moving forward with a Phase I Historical observation dig as per DEP by Bursich & Associates not-to-exceed **\$10,000.00** for the Winnies Project. Funds will come from the construction project.

**PSBA REPORT .....RAYMOND J. ROCCHIO, JR.**  
(postponed from the worksession)

The General Assembly remains in recess this week as the Appropriations Committees of the Senate and House of Representatives conduct hearings related to the 2004-05 state budget proposed earlier this month by Gov. Ed Rendell. In other news, the Pennsylvania Department of Education has issued its 2004 guidelines for PSSA test accommodations, which can be found on its website. In national news, President Bush recently proposed

his budget for fiscal year 2005. Overall funding would increase by \$1.7 billion (roughly 3%). In other news from NSBA, the national association recently released its recommendations for legislative and regulatory changes to the No Child Left Behind Act. The document contains specific recommendations for changes to NCLB based on input received from local school districts. NSBA is concerned that many of the procedures established to achieve the goals of NCLB or to assess performance do not serve the best interests of the students or the schools, and inaccurately reflect the performance of the public school districts. NSBA urges members to support the changes.

#### **VIII. PROGRAMMING AND CURRICULUM**

Mr. Schroeder made a motion to approve Item A. Mrs. Stokes seconded it. It was approved 9-0.

- A. The board approved of the purchase of Performance Tracker software from Alternate Performance, Inc. at a cost of \$20,426. Performance Tracker is a database program designed to maintain, track, and compare standardized test scores as required by the No Child Left Behind Act. The purchase cost includes the import to both PSSA and Terra Nova test scores and individual standards data for this school year and historical data for the past two years. Training for users is also included. Initially, administrators will be trained in the use of Performance Tracker. The program produces all of the necessary information for disaggregated group results. The software was reviewed by administration and the Technology and Curriculum Committees. Funding will come from the Technology Fund.

#### **IX. CONFERENCE/WORKSHOP RECOMMENDATIONS**

Mrs. Williams made a motion to approve Items A-X. Mr. Cummins seconded it. It was approved 9-0.

The board approved of the following individuals for attendance at the following conferences/workshops:

**CODE: 580 Account: Conference/Training, registration, food, and accommodations**

#### **DISTRICT OFFICE**

- A. **Joseph P. Ciresi**, Board Member, and **Dr. Genevieve D. Coale**, Superintendent of Schools, to attend "*PSBA Seminar on Effective Meetings*" on Wednesday, March 31, 2004 at the Inn at Chester Springs in Exton, PA. The total cost of the conference is \$170.00 from the 580 account.
- B. **Dr. Marsha R. Hurda**, Assistant Superintendent, to attend "*NCLB: Assessment and Data Requirement*" at the Berks County Intermediate Unit in Reading, PA on Monday, March 8, 2004. The purpose of this one-day workshop is to provide an update on the NCLB Act and the implications the act has on school districts'

assessment and data requirements. The total cost of the workshop is \$131.00 from the 580 account.

- C. **Dr. Marsha R. Hurda**, Assistant Superintendent, to attend "*Annual Federal Programs Conference*" at Seven Springs in Champion, PA from Sunday, April 18, 2004 through Wednesday, April 21, 2004. This annual federal programs conference will provide participants with opportunities to become knowledgeable about all aspects of the changes in the federal education program. The total cost of the conference is \$1,055.00 from the 580 account.
- D. **Susan G. McCandless**, Field Software Technician, to attend "*Updating Web Server Skills to Internet Information Services 6.0*" in Allentown, PA on Thursday, April 22, 2004 and Friday, April 23, 2004. This conference will provide attendees with the knowledge and skills to manage and maintain a Web server. The total cost of the conference is \$464.00 from the 580 account.
- E. **Richard Grove**, Field Technician, to attend "*A + Core Class*" at Springhouse Computer School in Exton, PA from Monday, March 22, 2004 through Thursday, March 25, 2004. This course will cover a broad range of subjects including diagnosing and troubleshooting hardware, performing preventative maintenance, installing and configuring new hardware and an overview of networking. The total cost of the conference is \$1,370.00 from the 580 account.

#### HIGH SCHOOL

- F. **Pat Connors, Susan Hillegas, and MaryKay O'Callaghan**, learning support teachers, to attend "*Progress Monitoring in Special Education – Follow Up Training*" at PATTAN in King of Prussia, PA on Monday, March 15, 2004. This mandated training is to follow up the previous two day training and will focus on collecting, graphing and analyzing data for IEP progress reporting. The total cost of this conference is \$414.60 - \$39.60 from the Special Education Budget and \$375.00 from the substitute account.
- G. **Patrick Connors**, learning support teacher, to attend "*The Science of Reading*" at the Conference Center of Penn State – Great Valley on Friday, February 27, 2004. This conference will enable Pat to learn diagnostic techniques to assess students with reading disabilities while learning ways to improve fluency, comprehension, phonemic awareness, and vocabulary. The total cost of this conference is \$215.80 - \$90.80 from the Special Education Budget and \$125.00 from the substitute account.
- H. **Julie Deutermann**, home and school visitor, to attend "*2004: New Routes to Social Work Success*" at the Radisson Hotel in Pittsburgh, PA on Thursday, March 18, and Friday, March 19, 2004. This conference is required for maintenance of the school social workers certification. The total cost of this conference is \$607.00 from the 580 account. No substitute is needed.
- I. **Gretchen Lavigne**, learning support teacher, to attend "*Writing and Spelling Instruction for Students with Disabilities*" at PATTAN in King of Prussia, PA on Thursday, April 1, 2004. This conference is the second part of a workshop that

Gretchen previously attended and will allow her to implement spelling and writing strategies to benefit her students along with the previously learned writing skills. The total cost of this conference is \$143.00 - \$18.00 from the Special Education Budget and \$125.00 from the substitute account.

### MIDDLE SCHOOL

- J. **Maria Kardick**, librarian, to attend *"PA School Librarians Conference"* at the Hershey Lodge and Convention Center in Hershey, PA on Thursday, April 1, Friday, April 2, and Saturday, May 1, 2004. This Annual PSLA Conference allows Maria to find out about the current trends in media services, network with colleagues from across the state and see the latest items available from the publishers. Maria has also been asked to be a guest speaker at one of the sessions. The total cost of this conference is \$781.00 - \$531.00 from the 580 account and \$250.00 from the substitute account.
- K. **Anne Marie Spohn**, guidance counselor, to attend *"Oppositional Defiant and Conduct Disordered Youth"* at the Valley Forge Hotel in King of Prussia, PA on Thursday, March 18, 2004. This conference will allow Anne Marie to learn empirically based treatment techniques, methods of collaboration, and diagnostic skills needed to improve treatment of ODD and CD students. The total cost of the conference is \$179.95 from the 580 account. No substitute is needed.
- L. **Jennifer Whytosek**, learning support teacher, to attend *"Help Your Students Meet and Exceed Writing Standards"* at the Hilton Hotel in King of Prussia, PA on Monday, March 1, 2004. This conference will help Jennifer learn practical strategies to enable students to become better writers and progress to the next level of writing with daily, easy to use instructional techniques and literary analysis strategies. The total cost of this conference is \$340.80 - \$215.80 from the 580 account and \$125.00 from the substitute account.

### INTERMEDIATE SCHOOL

- M. **Wendy McDonnell, Mary Pat Long, Kathryn Pogwist and Marylu Onorato**, reading specialists, to attend *"Pennsylvania Annual Federal Programs Conference"* at the Seven Springs Mountain Resort in Seven Springs, PA from Sunday, April 18 through Wednesday, April 21, 2004. This conference will provide participants with opportunities to become knowledgeable about all aspects of the changes in the Title I Federal Education Programs including PDE assessment, math reading technology and successful teaching strategies. The total cost of this conference is \$4470.00 - \$2970.00 from Title I Funds and \$1500.00 from the substitute account.
- N. **Yvonne Kirby**, media specialist, to attend *"Follett Library Resources Annual Spring Workshop"* at the Hilton Hotel in King of Prussia, PA on Wednesday, April 21, 2004. This conference will introduce and allow Yvonne to preview media materials to supplement changing curriculum which will be useful with the opening of the new intermediate building. The total cost of this conference is \$145.00 - \$20.00 from the 580 account and \$125.00 from the substitute account.

- O. **Shayne Tobin**, globe teacher, to attend "*Globe Teacher Training Workshop*" at LaSalle University in Philadelphia, PA on Saturday, April 3, Wednesday, June 30, Thursday, July 1, and Friday, July 2, 2004. This workshop will allow Shayne to continue official Globe training and obtain "Globes Certification" in the areas of hydrology, land cover, biology and phenology. The total cost of this conference is \$295.00 from the 580 account. No substitute is needed.
- P. **Connie Willauer**, gifted support teacher, to attend "*PA Association for Gifted Education 2004 State Conference*" at the Marriot Hotel in Philadelphia, PA on Friday, April 23 and Saturday, April 24, 2004. This conference will help Connie with the many facets of gifted education including GIEP writing, curriculum legal issues, creativity and advocacy. As a PAGE board member Connie is involved in planning this conference. The total cost of this conference is \$343.00 from the 580 account. No substitute is needed.

### INTERMEDIATE SCHOOL

- Q. **Alisa Aerow**, guidance counselor, to attend "*SAP- Building Kid's Strength*" in Harrisburg, PA on March 14, 15, 16, 2004. This conference is very informative for those who are on the Student Assistance Team. Alisa will benefit from learning about bullying and elementary SAP workshops in order to improve the current anti-bullying program which she will then share with the other school counselors in the district. Alisa received a scholarship for this conference which will cover her registration fees. The total cost of this conference is \$234.00 from the Safe and Drug Free Schools Funds. No substitute is needed.

### BROOKE

- R. **Susan Pronchik**, guidance counselor, to attend "*PA School Counselor's Association Conference*" at the Penn State Conference Center Hotel in State College, PA from Wednesday, April 28 through Saturday, May 1, 2004. Susan has been asked to be a presenter addressing the issue of female relational aggression as well as male social structure. The total cost of this conference is \$710.00 from the 580 account. No substitute is needed.
- S. **Kathy Smith**, teacher, to attend "*Best Strategies to Teach Young Writers*" at the Hilton in King of Prussia, PA on Thursday, March 4, 2004. This conference will enable Kathy to gain understanding of interactive writing and enhance present student writing programs with new writing strategies, guided writing and word walls thereby fulfilling PA standards for writing. The total cost of this conference is \$302.00 - \$177.00 from the 580 account and \$125.00 from the substitute account.
- T. **Gladys Thonus**, teacher, to attend "*Understanding Asperger's Syndrome and High Functioning Autism: Practical Interventions and Strategies*" in Baltimore, Maryland on Saturday, April 24, 2004. This conference will help Gladys identify appropriate assessment techniques, intervention strategies, methods for improving social skills and conversational skills for persons with Asperger's and high functioning autism. The total cost of this conference is \$198.00 from the 580 account. No substitute is needed.

- U. **Margaret D. Wright**, math support teacher, to attend *“Effective Mathematical Word Problem Solving Instruction for Students with Learning Problems”* at PATTAN in King of Prussia, PA on Friday, March 12, 2004. This conference will provide Margaret with an overview of the research related to mathematical word problem solving instruction for students with learning disabilities and those at-risk for mathematics failure. Margaret will share the information she gains with her peers throughout the district. There is no cost for this conference other than \$125.00 from the substitute account.

#### LIMERICK

- V. **Traci Stengel**, autistic support teacher, to attend *“PASA Training”* at the Montgomery County Intermediate Unit in Norristown, PA on Tuesday, March 9, 2004. This training is mandated by a student’s IEP which requires PASA testing instead of PSSA testing. The total cost of this conference is \$143.88 - \$18.88 from the Special Education Budget and \$125.00 from the substitute account.

#### ROYERSFORD

- W. **Joyce Parson**, teacher, to attend *“Discovery Zones – Learning Center Ideas for Children to Think, Create, Explore, and Do”* at the Hilton in King of Prussia, PA on Thursday, March 18, 2004. This conference will provide Joyce with ideas and ways to implement the practice of differentiating instruction through the use of learning centers. The total cost of this conference is \$297.00 - \$172.00 from the 580 account and \$125.00 from the substitute account.

#### UPPER PROVIDENCE

- X. **Wendy Pflugler**, media specialist, to attend *“6<sup>th</sup> Annual Kutztown University Children’s Literature Conference”* at Kutztown University in Kutztown, PA on Friday, April 23 and Saturday, April 24, 2004. This conference will allow Wendy to meet four major children’s authors and illustrators giving her insight into their works ask well as the creative process of writing a book. New books will be featured as well as classroom strategies for including literature. The total cost of this conference is \$160.70 - \$98.20 from the 580 account and \$62.50 from the substitute account.

#### X. **OTHER BUSINESS**

Mr. Masciandaro made a motion to approve Items A-C. Mr. Schroeder seconded it. It was approved 9-0.

- A. The board approved of a confidential settlement and release agreement with the parents of a special education student and the authorization of payment in the amount of \$5,466.37 in full satisfaction of claims, attorneys’ fees and costs.
- B. The board approved of the following policy:

1. Policy # 235 – PUPILS: Student Rights/Surveys
- C. The board approved of the Community Relations/Dedication Committee recommendation that the Spring-Ford Area School District join the **Tri-County Chamber of Commerce**. The cost is \$990 based on student enrollment.

Mr. Schroeder made a motion to table Item D. Mr. Cummins seconded it. The board **tabled Item D** 9-0 regarding the board dinner.

- D. The board tabled the Community Relations/Dedication Committee recommendation of a **commemorative dinner** at the Western Center for Technical Studies to honor past and present board members. The cost for 38 people to attend would be \$750. Possible dates would be Friday, April 2 or Wednesday, April 7.

#### **XI. INFORMATION ITEM**

- A. The following policy is submitted as a first reading with approval at the board meeting in March board meeting:
  1. Policy #918 - Title I - Parent Involvement
- B. Discussion – Referendum: Pros and Cons

#### **XII. OLD BUSINESS**

#### **XIII. NEW BUSINESS**

##### **PERSONNEL**

Mrs. Stokes made a motion to approve Items A-J. Mr. Masciandaro seconded it. It was approved 9-0.

- A. The board approved of the **resignation with regret** for **Lyndi Puleo**, English Teacher at the Middle School, effective with the end of the 2003/2004 school year.
- B. The board approved of the **resignation with regret** for **Diane Conrad**, English Teacher at the High School, effective with the end of the 2003/2004 school year.
- C. The board approved of the **resignation**, with regret for **Jill Magill**, Learning Support Teacher at Brooke Elementary School, effective pending a replacement for the position.
- D. The board approved of the **resignation** for **Kent Hallman**, Head Boys Baseball Coach, effective February 17, 2004.



- E. The board approved of of **Dr. Leticia Rodriguez, Human Resource Director**, for a Leave of Absence in accordance with Board Policy, effective January 20 through January 30, 2004.
- F. The board approved of **Carol Lippy**, 2nd grade teacher at Upper Providence Elementary School, for a Leave of Absence in accordance with Board Policy, effective with the second semester through the end of the 2003/2004 school year.
- G. The board approved of **Kristen Sekkes**, 3<sup>rd</sup> grade teacher at Upper Providence Elementary School, for a Leave of Absence in accordance with the Professional Agreement, effective for the entire 2004/2005 school year.
- H. The board approved of the following **independent contract(s)**:
  - 1. **Robb Armstrong**, Warminster, PA, to present a Motivational Program addressing Black History Month, Drug and Alcohol issues, Bullying, and success on the PSSA Test to the 7/8<sup>th</sup> graders. The total cost of the contract will not exceed \$2500.00 on February 25, 2004. Funding will be from the Middle School Student Activity Fund.
  - 2. **Little Women Band**, New York, to present a Motivational Music Assembly Program that correlates with a variety of pro-social topics. The total cost of the contract will not exceed \$875 and will be in effect February 2004. Funding will be from the Limerick Home & School Association.
- I. The board approved of the **extra curricular contract** at the Middle School:
  - 1. **Misty Gormly**, Volleyball Intramurals, \$312, Code L-C
- J. The board approved of the following **professional & support substitutes**:
  - 1. **John J. Bauer**, Pottstown, PA, Custodian/Maintenance
  - 2. **Nancy Hagan**, Audubon, Health & Physical Education from East Stroudsburg University, Instructional Asst. for Technology, Instructional/Clerical Asst.

## OTHER BUSINESS

Mr. Morgan asked about the mandate and whether the state would tell the district what monies to spend. The board discussed the issue. The solicitor said the motion only was approving the freedom to pursue the mandate.

## MOTIONS

The board unanimously approved a motion presented by the solicitor to authorize the solicitor to enter into a settlement stipulation regarding a tax assessment appeal involving the Limerick Green Housing Partnership.

The board unanimously approved a motion presented by the solicitor to authorize the solicitor to engage an expert regarding the PECO Energy – Limerick Power Plant tax assessment appeal.

Mr. Schroeder made a motion to approve Item A. Mrs. Stokes seconded it. It was approved 8-1 with Mr. Morgan voting no.

- A. The board approved of **Resolution 2004-4** supporting waiver relief for mandated construction/renovation. (Attachment)

Mr. Schroeder made a motion to approve Items B-C. Mrs. Stokes seconded it. It was approved 9-0.

- B. The board approved of **Resolution 2004-05** supporting Commonwealth budget to provide funding for special education based on actual numbers of students and reflective of actual costs. (Attachment)
- C. The board approved of a software upgrade for ImPACT. ImPACT is a state-of-the-art neuropsychological computerized software program designed to help athletic trainers and physicians better manage their return to play decision-making after an athlete has sustained a concussion. It is intended to be used in a repeated administration design that will allow the user to follow an athlete's recovery curve; the most effective method of determining when an athlete has recovered sufficiently from a concussion to return to play. Such data can be invaluable in providing optimal care and making safe management decisions for the concussed athlete. The district currently owns version 1.0 ImPACT software however, request to upgrade to version 2.0. Cost is approximately \$ 250.00 and would be charged to the athletic budget.

#### XIV. SOLICITOR'S REPORT

#### XV. PUBLIC TO BE HEARD

**Diana Dodson**, Spring City

Said she was addressing the Winnies project and Mr. Morgan. Said she was a member of strategic planning committee. Said there are not enough classrooms to accommodate full-day kindergarten. Expressed concern that the Pennsylvania Department of Education requirements may push the district into using modulars. Would prefer as a parent that a child graduate from a 20- to 22-class versus having 27 or 28 kids in a classroom.

Mrs. Williams asked board member opinions regarding having non-agenda questions entertained at the beginning of the board meeting so the comments could be televised. The board discussed it briefly and mentioned concerns about the length of time needed. Mr. Pettit referred the issue to the Policy Committee. Next the board discussed how the agenda was formed. Having board members do their own agenda and forwarding it to the board president. Mr. Cummins and Mrs. Williams volunteered to work on how the agenda is formed, such as how committees work, how the committee communicates with the superintendent and

board president. Regarding the board inservice, Mr. Schroeder mentioned having it be scheduled for a weekday afternoon and having a dinner break.

**ACTION ITEM**

Mr. Schroeder asked about a current issue regarding transportation and said that he was concerned about busing students who live in developments across from schools. Dr. Coale said the flashing light is not close to where the sidewalk is and Lewis Road has been found to be hazardous and the curve presents a safety issue. Dr. Coale said that she was asking for extended hours for the crossing guard and for further information as to why a speed monitor was posted. If it is found to be non-hazardous, it will become a walking area. Mrs. Stokes asked what triggered this issue. Dr. Coale said that parents were unhappy with students crossing the southern portion and that cars come around the curve fast. It was deemed hazardous and it was reversed when a crossing guard was put there.

Mr. Schroeder said that he wanted the board to lobby Sen. Arlen Specter regarding special education funding. Mr. Pettit supported the idea. Mr. Rocchio said that the committee needed to review the superintendent. Mr. Ciresi requested that Dr. Coale assemble an overview of the Standard & Poor's report for the public. The solicitor said it was on the company's website. Mr. Pettit requested a presentation before the next work session and appeared to receive board consensus.

Respectfully submitted,

Janet A. Stokes  
Board Secretary

Pat Dillon  
Recording Secretary

**Spring-Ford Area School District  
-- DISTRICT GOALS --**

**Process:**

1. Define goals clearly. A good goal is a measurable result. The Board articulates the desired result or end, not the means.
2. The goals are given to the administration for execution. The following are the steps the administration is responsible for:
  - Establishing the baseline or current state
  - Formulating plans for goal achievement
  - Costs or other resource requirements
  - Recommendations on intermediate steps in goal achievement.
3. Board approval is obtained
4. The administration reports progress toward the goal in the district report card.

**Proposals:**

1. **Reduce class sizes**
  - Establish and maintain smaller class sizes K - 6 to lower levels than present that would be in keeping with the desires of the community as established as a goal, of the Districts' Strategic Plan.
  - Class Size: establish a standard of smaller class size through out the district. Begin with K-6 and move into the middle and high school.
2. **Reduce drug usage**
  - Formally Establish a beefed up Drug prevention program that will both quantify and qualify the types of drugs that are prevalent in the SF School district. Include alcohol, inhalants, and over the counter drugs along with all illicit drugs. Formulate a plan that will address these findings, thru awareness programs, counseling programs, possibly integrated with community based programs. Also provide strong prevention and intervention measures. All results to be reported publicly to the Board twice a year.
3. **Reduce costs and provide more services for alternative education.**
  - Establish a program for alternative Education within the district. Feature career based programs. programs should be of high quality with approved articulation agreements with Technical institutes and various colleges. DO NOT OVERLAP Programs that are available at WCTS. It is important to keep 'OUR STUDENTS' interested in their future. Any program must be flexible, It should offer Flex hours, day care, internships, intense counseling, and ultimately job placement components. We should stop sending our difficult students out of the district, and along with them hundreds of thousands of our communities tax dollars with them. It is time to treat this issue with respect and dignity and be accountable for all of our students.

- Determine the feasibility of operating our own alternative school.
- Special needs Children: Would like to see a study on what the district spends on these children and if possible for the district to bring these children back into the district and instruct them in a district building. With the state cutting its share of funding every year, and tuition going up we need to look at this matter and maybe set up a five-year goal
- 4. Improve public perceptions of the district**
  - Drastically Improve public relations getting positive as well as (possible negative) information to the immediate community expeditiously.
- 5. Local industry as a district partner**
  - Establish a program that beseeches large local industry to be part of District initiatives. This will create an environment that brings fresh ideas (from industry leaders) as well as possible project funding (such as help with technical initiatives, adult evening courses, co-ops etc.
  - Alternative Funding: Interview companies that deals exclusively in marketing and sponsorship/grants to help the district target possible sources of revenue i.e. Merck, PECO, GM , etc., to help advance programming opportunities in the district.
- 6. Graduation rate increase**
- 7. Increase percent of graduates going to post secondary school**
  - Establish a listing of our graduates continuing education school placement. Create diversity guidelines.
- 8. Increase scholarships achieved by our students**
- 9. Tracking graduates to see how we are doing:**
  - Create a graduate report, where are they 10, 20 and 30 years later
  - Track graduates to see where and what careers they pursue.
- 10. School media centers / libraries open weekends, evenings and summer**
- 11. Create continuing education programs**
  - Renew Spring-Ford's commitment to Life-Long Learning by commissioning an Adult Ed Board responsible for oversight and operation of said adult education separate from the operations and involvement of the SFASD Board and Administration, similar to the model currently in use for many successful years in Owen J. Roberts SD.
- 12. Graduate acceptance at top universities and colleges:**
  - Improve the prospects for Spring-Ford students being accepted at top universities and colleges.

**13. Reduce childhood obesity:**

- Promote healthy lifestyles to combat the growing epidemic of childhood obesity.

**14. Increase PSSA and Terra Nova test scores:**

- Alarming number of test scores in the below average category in the 9<sup>th</sup> grade of the terra nova test scores in reading and mathematics. I would like to see these numbers brought into the single digits. The same holds true for the 11<sup>th</sup> grade PSSA test in mathematics. These numbers also need to be brought up into the single percentages also

**15 Plan for district wide construction needs:**

- I would like for this board to sit down together and come up with a plan for future needs based on actual numbers. Keep in mind that the state is still looking at some kind of education reform. We do not know what future state funding will be and we may possibly loose the ability to direct the portion of taxes that we collect

**16. Non-monetary employee incentive:**

- Work with local business to establish a discount or a special rate for example on mortgage and car loans for our staff. This will help in the bargaining process and help to retain good employees.

**17. Establish a Blue Ribbon School**

**18. Financial plan:**

- Develop and implement a Five Year Financial Plan indicating not only debt service and capital reserve, but also projecting future operating costs and additional personnel costs as impacted by the opening of new buildings and renovation of current buildings. As part of this five-year plan, use the information to project future budget and tax increases.

**19. District Office:**

- Commit to a plan, with a time line of no longer than 18 to 24 months (start to finish), to move district office operations to the Bechtel Road site. If this site is unsuitable, find another.