

The February 24, 2003 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, Bernard F. Pettit, and Raymond J. Rocchio, Jr.
- Region II: Martha Magee Block, Janet A. Stokes, and Robert Weber
- Region III: Ed Cummins, John S. Grispon, and Richard Schroeder
- Presiding Officer: Bernard F. Pettit
- Student Representative: Janine Herring

I. PRESENTATION

- A. **Jacqueline Havrilla**, principal of Limerick Elementary, presented awards to the following students who participate in the Safety Patrol program: **Mr. Gnias's class - Kathryn Emes, Sarah Fillman, Sonya Varma, and Tyle Graefe. Mrs. Cooper's class – Jonathan Bedard; Kelsey Payne; Ryan Sellman; and Jordan Klotz. Miss Choder's class – Sarah Moleton, Lisa Nuccitelli, Mark Ricchini, and Jennifer Guevara. Mrs. Wenzel's class – Jessica Hill, Kaitlyn Nowicki, Dara Schoch, and Eric Stadlin. Mr. Culp's class – Molly Callaghan, Nick DeAlba, Kristian DeLuzio and Aaron Cancro.** Fourth grade students in the Safety Patrol program are involved in monitoring the hallway, raising the flag, and assisting with younger children in the building.

Mr. Pettit announced that there would be a short executive session following the meeting.

- B. **Dr. Marsha R. Hurda**, assistant superintendent, made a presentation on virtual school and distance learning. Mr. Pettit directed that this program be put on the agenda in March. Mr. Schroeder asked that seats be reserved for WCTS students.

PUBLIC COMMENT

There was none. Mr. Pettit called for board approval so that Dr. Hurda could have Holly Jobe from the MCIU and coordinator of virtual school and distance learning, to proceed with including Spring-Ford Area School

District in the program. Mrs. Block made the motion. Mr. Grispon seconded it. It was approved unanimously by the board.

III. APPROVAL OF MINUTES

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

A. The board approved of the January 13th committee of the whole minutes.

Mr. Rocchio made a motion to approve Item B. Mr. Cummins seconded it. It was approved 8-0-1 with Mrs. Block voting no.

B. The board approved of the January 21st work session minutes.

Mr. Grispon made a motion to **TABLE** Item C. Mrs. Block seconded it. It failed 4-5 with Mrs. Stokes, Mr. Pettit, Mr. Rocchio, Mr. Macciandaro, and Mr. Weber voting against tabling. Then Mr. Grispon said the minutes lacked the agenda formatting and the agenda could not be used as part of the minutes. So Mrs. Block made a motion to amend the minutes as long as agenda formatting is added. Mr. Rocchio seconded it. It was approved unanimously.

C. The board approved of the January 27th board meeting minutes with the amendment that the agenda items would be added.

IV. BOARD AND COMMITTEE REPORTS

MCIU-Legislative	John Grispon, Richard Schroeder, Alternate	3 rd Wed., 7:30 p.m.
MCIU Board	John Grispon	4 th Wed., 7:45 p.m.
Community Facilities		3 rd Thurs., 7 p.m.
American Legion Report	John Grispon	
WCTS Joint Committee	Schroeder, Weber, Block	1 st Monday, 7 p.m.

Student Representative Report Janine Herring

MCIU Board report, Mr. Grispon reported that the business managers would meet in March and discuss health care activities, 2003-04 budgeting, cooperative purchasing, and banking invest procedures.

Community Facilities Committee report, Dr. Coale said the committee met this past Thursday and received data from the Pennsylvania Economy League. The committee also refined the four options, dropped one option, and added another.

American Legion report, Mr. Grispon said there was no meeting.

Student Representative report, Janine Herring pointed out the new Key Club banner in the cafeteria. She also announced that a blood drive was scheduled for

Friday and that students were happy about the new AP courses. She added that 50 students were members of the Key Club.

WCTS report – Mr. Schroeder read the list of Spring-Ford students who were winners in the VICA competition and who would go on to state competition. Technical drafting, Bruce Buckwalter; medical assisting, Jen Call; cosmetology, Danielle Vuotto; metal technology, Frank Camp; preschool teaching, Becky Alderfer; technical math, Mike Metzger; architectural drafting, Sean Karwinski; and early childhood, Danielle Sivic. He also asked minutes from the WCTS meeting be sent to board members. Dr. Coale promised to have the practice reinstated.

V. PERSONNEL

Mrs. Block made a motion to approve Items A-L, excluding C. Mr. Schroeder seconded it. The board approved the motion 9-0.

- A. The individual(s) listed below have completed three years of satisfactory service as temporary professional employee(s) and are, therefore, entitled to tenure status. The **Public School Code** requires that a record of this accomplishment be incorporated in the Minutes of this Board of School Directors. Board officers authorized the execution and presenting of a **professional employee** contract to:

Shawn Corropelese	Mentally/Physically Handicapped
Edward Motzer	Mathematics
Gary Rhodenbaugh	Mentally/Physically Handicapped

- B. The board approved of the following **resignations**, with regret:

1. **Jeffrey Moyer**, 7/8th grade Assistant Track Coach, effective February 10, 2003.
2. **Margaret D. Wright**, Drama Club at the Intermediate School, effective February 5, 2003.
3. **Joyce Curtis**, Secretary at Brooke Elementary School, effective as soon as a replacement is hired to fill her position. Ms. Curtis has accepted another position in the district.

4. **Robert Istenes**, Head Custodian at Royersford Elementary School, for the purpose of the **retirement**, effective April 1, 2003.
5. **Michele M. Miranto**, Playground Assistant at Brooke Elementary School, effective February 7, 2003.
6. **Beth Smull**, Instructional Assistant at the Intermediate School, effective February 21, 2003. Ms. Smull will be relocating out of the area.
7. **James Williams**, Custodian at the High School for the purpose of **retirement**, effective February 5, 2003.

D. The board approved of the following **Leave of Absences**:

1. **Susan G. Godshalk**, Maternity Leave of Absence, effective tentatively April 14, 2003 to the end of the 2002/2003 school year. Ms. Godshalk is also requesting a Childrearing Leave of Absence for the 1st semester of the 2003/2004 school year.
2. **Jeanne L. Haring**, Librarian at Oaks Elementary School for a Family Leave of Absence, effective January 22, 2003 until tentatively March 10, 2003.
3. **Anne Lannutti**, Grade 1 teacher at Oaks Elementary School for an extension of Childrearing Leave of Absence, effective January 29, 2003 for the balance of the 2002/2003 school year.
4. **Deanne Snelling**, Math/Science Teacher at the Intermediate School for a Maternity Leave of Absence, effective tentatively May 2, 2003 for the balance of the 2002/2003 school year.

E. The board approved of the following **Long-Term Substitutes**:

1. **Dianne Myers**, Schwenksville, PA, for the English position at the High School replacing Diane Conrad who is on childrearing leave until the end of the 2002/2003 school year. Ms. Myers is currently a per diem substitute with the district. Ms. Myers is a graduate of West Chester University with certification in English. Compensation will be set at \$36,000 BS + 18, Step 1, prorated, with benefits, effective February 10, 2003.

2. **Teresa A. Niemann**, Limerick, PA, for the Learning Support position at the Middle School replacing Adrianna Segaline who is on maternity/childrearing leave until the end of the 2002/2003 school year. Ms. Niemann is currently a per diem substitute with the district. Ms. Niemann is a graduate of Cabrini College with certification in Mentally/Physically handicapped and Elementary Education. Compensation will be set at \$35,000, BS, step 1, prorated, with benefits, effective January 31, 2003
 3. **Julie A. Cardamone**, Royersford, PA, for the English position at the High School replacing Kirsten Ferry who is on maternity leave of absence until the end of the 2002/2003 school year. Ms. Cardamone is a graduate of West Chester University with certification in English. Compensation will be set at \$35,000, BA, Step 1, prorated with benefits, effective February 18, 2003.
- F. The board approved of the **revision of the hire date** for **Tamara Fry**, Playground Assistant at Limerick Elementary. The effective date is February 3, 2003 and not January 27, 2003 as previously approved on the January Agenda. Compensation is \$10.30 an hour without benefits as per the Assistants' plan.
- G. The board approved of the following **support staff**:
1. **Helen E. Johnstone**, Royersford, PA, for the Instructional Assistant position at the High School. Ms. Johnstone will be working with a special education student at the Western Center for Technical Studies. Ms. Johnstone is currently a per diem substitute with the district. Compensation will be set at \$12.35 an hour with benefits as per the Assistants' plan, effective February 25, 2003.
 2. **Kerry F. Mihalcik**, Royersford, PA, for the School Nurse position at the Intermediate & Middle Schools replacing Wendy McGurk who resigned. Compensation will be set at \$20.50 an hour with benefits as per the Nurses' plan, effective February 25, 2003.
 3. **Magdalena Walsh**, Oaks, PA, for the playground assistant position at Brooke Elementary School replacing Michelle Miranto who resigned. Compensation will be set at \$10.30 an hour without benefits as per the Assistants' plan, effective February 25, 2003.

H. The board approved of the following **independent contract(s)**:

1. **American Red Cross** for CPR and First Aid Training for 37 instructional assistants. The cost of the training is \$50.00 per attendee. The contract shall not exceed \$1,850.00. Cost of training to be paid through ACCESS Funds.
2. **Children’s Theatre Center**, Teaneck, NJ, to present two assembly programs for Grades 1 – 4 entitled “Arithmetickles” – a one-of-a-kind interactive live theatre program that explores the most imaginative and entertaining aspects of math in a fun-filled format that encourages creativity. The cost of the contract will not exceed \$1060 and will be in effect on February 18, 2003. Funding will be from the Brooke Elementary Home and School Association.
3. **Walnut Street Theatre**, Philadelphia, PA, to present two assembly programs entitled “Rapunzel” – a fable explores the concepts of telling the truth, sharing, honesty and promises. The cost of the contract will not exceed \$675. Funding will be from the Oaks PTA, effective March 5, 2003.

I. The board approved of the following **extracurricular/supplemental contract(s)**:

1. Jennifer Rinehimer SH Asst. Boys & Girls Track Coach \$2382 F
(replacing Mike Young (resigned position))
2. Patricia Staley SH Intramural Volleyball Coach \$505 LB
(Prorated - replacing Adele Lanyon resigned position)

J. The board approved of the following **professional substitutes**:

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|--|--|
| Katherine L. Bayer
Phoenixville, PA | Elementary Education/Early Childhood
Millersville University |
| Agnes Bolyn
Norristown, PA | Mentally/Physically Handicapped
Arcadia University |
| Michael R. Del Nero
Schwenksville, PA | Math, Social Studies & Physical Science
West Chester University |
| Treasure Edmondson-Maack
Mont Clare, PA | Health & Physical Education
West Chester University |

Corey L. Fuzi
Pottstown, PA

Social Studies
West Chester University

Kimberly A. LePosa
West Chester, PA

Elementary Education
Penn State University/Main Campus

Barbara J. McGuigan
Gilbertsville, PA

Mentally/Physically Handicapped
West Chester University

Elizabeth M. Rishel
Pottstown, PA

Art
Millersville University

- K. The board approved of the following **support** substitutes:

Josephine Albert
Collegeville, PA

Cafeteria

Sheree Dunwoody
Royersford, PA

Cafeteria

Kerry F. Mihalcik
Royersford, PA

School Nurse

Magdalena Walsh
Phoenixville, PA

Playground assistant

- L. The board approved to contract with Heidi Hammel, from The Multi-Sensory Learning Institute, to conduct four (4) 1 ¼ hour **In-Service Training Sessions** for the Friday, March 21, 2003 In-Service. The title of the training is "Demystifying Dyslexia and Dysgraphia: What Are They and How Can You Help?" The total cost, not to exceed \$800.00, is to be paid for out of the Staff Development Budget.

Mr. Schroeder made a motion to approve Item C. Mrs. Block seconded it. It was approved 8-1 with Mr. Weber voting no.

- C. The board approved of the **2002-03 Early Retirement Incentive** between the Spring-Ford Area School District and the Spring-Ford Education Association as per the attachment.

VI. FINANCE

Mr. Weber made a motion to **TABLE** Item A. Mr. Masciandaro seconded it. The board voted 7-2 to table it. Mr. Grispon and Mr. Cummins voted no.

- A. The board **TABLED** purchase of a “**Point of Sale**” system for the cafeteria from LunchByte Systems, Inc, Rochester, NY at a cost of \$52,130 to be paid from the Cafeteria Fund. The system will be installed at the elementary level during the 2002/03 school year and at the Upper Providence Elementary, Intermediate School, and secondary schools during the 2003/04 school year.

Mrs. Block made a motion to approve Items B-F. Mr. Rocchio seconded it. It was approved 9-0.

- B. The board approved of the following **exonerations** from the per capita tax for 2002-2003:

Spring City Borough	No. 25-28
Upper Providence Township	No. 44

- C. The board approved of the following **additions/deletions** from the per capita tax for 2002-2003:

Limerick Township Additions	No.
Limerick Township Deletions	No.
Royersford Borough Additions	No.
Royersford Borough Deletions	No.
Spring City Borough Additions	No.
Spring City Borough Deletions	No.
Upper Providence Township Additions	No.
Upper Providence Township Deletions	No.

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

Checks #4417-4454	\$161,415.04
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- E. The board approved of the following Treasurers’ Reports:
 - Note of 2002 – January 31, 2003
 - Series A 2001 – January 31, 2003
 - Note of 2000 – January 31, 2003
 - GOB 1999 - High School Addition, etc. – January 31, 2003
 - SF Middle School Activity Account -- January 31, 2003
 - SF High School Activity Account -- January 31, 2003
 - Athletic Fund – January 31, 2003
 - Capital Reserve Investment Plan – January 31, 2003
 - Capital Reserve Fund – January 31, 2003
 - General Fund – Tax Account – January 31, 2003
 - Naturium Fund – January 31, 2003
 - Money Market – January 31, 2003
 - General Fund – Checking Accounts – January 31, 2003

- Treasurer's Report – January 31, 2003
- General Fund – Tax Account – January 31, 2003
- Payroll Account – January 31, 2003
- Summary Budget Report -- January 31, 2003
- Revenue Budget Report – January 31, 2003
- Check Register – January 31, 2003

F. The following reports are submitted for your information:

- Cafeteria M/M Account – January 31, 2003
- Cafeteria Checking Account – January 31, 2003
- Cafeteria Participation Report – January 31, 2003
- Cafeteria Investment Schedule – January 31, 2003
- Cafeteria Savings Schedule – January 31, 2003
- Cafeteria List of Bills – January 31, 2003

Mr. Weber made a motion to approve Item G1. Mr. Schroeder seconded it. It was approved 8-1 with Mrs. Block voting no.

G. The board approved of payment for the following invoices for the month of **FEBRUARY**, in connection with the **SERIES A 2001 G.O.B.:**

1. LIMERICK ELEMENTARY RENOVATIONS

Eckert Signs, Inc.	Cast Bronze Limerick Plaque	\$ 1,330.00
TOTAL		\$ 1,330.00

Mrs. Stokes made a motion to approve Item G2 as amended on the addendum agenda. Mr. Masciandro seconded it. It was approved 8-1 with Mr. Cummins voting no.

2. INTERMEDIATE SCHOOL/MIDDLE SCHOOL PROJECT

Fox Rothschild O'Brien	Professional Services (4 Inv.)	\$ 15,627.49
U.S. Engineering Labs	Soil Testing & Inspection	\$ 2,481.00
Upper Providence Twp.	Professional Services	\$ 1,533.75
*R.M. Shoemaker Co. Applic. #14-General Contractor		\$ 923,351.00
*Fox Rothschild O'Brien	Professional Services (2 Inv.)	\$ 769.67
TOTAL		\$ 943,762.91

Mrs. Stokes made a motion to approve Item G3 as amended on the addendum agenda. Mr. Schroeder seconded it. It was approved 7-2 with Mr. Cummins and Mr. Weber voting no.

3. UPPER PROVIDENCE ELEMENTARY SCHOOL

Fox Rothschild O'Brien	Professional Services (2 Inv.)	\$ 83.42
Hillyard	Custodial Supplies	\$ 4,349.80
Schiller and Hersh	Air & Water Balancing	\$ 21,741.00
Trevdan	Misc. Building Supplies	\$ 250.36
Upper Providence Twp.	Professional Services	\$ 1,533.75
Zimmerman, Inc.	45 Toilet Tissue Dispensers	\$ 1,305.00
*R.M. Shoemaker Co. Applic. #14-General Contractor		\$ 99,557.00
*Fox Rothschild O'Brien	Professional Services	\$ 5,674.61
TOTAL		\$ 134,494.94

* NEW BUSINESS

Mr. Cummins made a motion to approve Item H. Mrs. Stokes seconded it. It was approved 8-1 with Mr. Weber voting no.

- H. 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 O'Brien	Professional Services	\$ 295.00
*Simone Jaffe Collins	Professional Services	<u>\$ 7,545.21</u>
	TOTAL	\$ 7,840.21

Phase II – Design Athletic Fields

Cowan Associates, Inc.	Professional Services	\$ 2,000.00
MCCD/Clean WaterFund	NPDES General Permit	<u>\$ 250.00</u>
	TOTAL	\$ 2,250.00

Mrs. Stokes made a motion to approve Item I excluding I4. Mr. Schroeder seconded it. It was approved 8-1 with Mr. Cummins voting no.

- 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:

Check List

1. January
Check No. 89934-90016 \$643,065.12

2. February
Check No. 90017-90206 \$477,209.12

3. Check List Held for February Board Approval
Check No. 90207-90321 \$ 68,317.10

5. Athletic
February
Check No. 294576-294684 \$ 22,026.50

Mrs. Block made a motion to approve Item I4. Mrs. Stokes seconded it. It was approved 8-0-1 with Mr. Schroeder abstaining.

4. Plotts Check No. 90322 \$ 3,667.61

Mrs. Block made a motion to approve Item J. Mr. Cummins seconded it. It was approved 9-0.

- J. The board approved to accept the vendor bid from **Visual Sound**, Inc. at a cost of \$11,090 for the Video Messaging System to be installed in the High School cafeteria. The cost breakdown for the equipment is \$10,540, and the cost for the 2 year on-site warranty is \$550, for a total of \$11,090. The Spring-Ford Booster Club has committed a commitment of \$11,000. The business office will send a thank you note to the Booster club for their monetary donation for this exciting messaging system.

Mr. Cummins made a motion to approve Item K. Mr. Schroeder seconded it. It was approved 9-0.

- K. The board approved of purchase **equipment for the Upper Providence Elementary building** by bidding; receiving quotes, buy from IU contracts; buy from State Contracts; purchase form PEPPM; that meet the school code requirements. Plancon G has \$540,000 allocated for equipment for the Upper Providence Elementary School.

VII. PROPERTY

Mrs. Block made a motion to approve Items A and B. Mr. Cummins seconded it. It was approved 8-1 with Mr. Weber voting no.

- A. The board approved of Bursich Associates Inc. to perform research on a **parcel of property in Limerick Township** and report back to the Board on it's usage for a cost not-to-exceed \$2500. Funds will come from the Capital Reserve Fund.
- B. The board approved of Cowan Associates Inc. to perform a **wetland study**. They will also design and submit soil and erosion drawings which includes designing of handicapped accessible walkways to the new proposed fields and redesign work to eliminate a large retaining wall. Costs not-to-exceed \$2,800 with funding coming from the Capital Reserve Fund.

Mrs. Block made a motion to **TABLE** Item C and place it as an action item on committee of the whole. Mr. Cummins seconded it. The board voted to table it 8-1 with Mr. Schroeder voting no.

- C. The board **TABLED** having Bursich to design an **underground detention system at the New Winnies Elementary** site in-lieu of the aboveground system. This will allow greater use of the ground space and is more environmentally friendly. The added costs of the project would be between \$30,000 - \$40,000 with funding coming from the Winnies Construction Fund.

Mrs. Block made a motion to **TABLE** Item D and place it as an action item on committee of the whole. Mr. Cummins seconded it. The board voted to table it 8-2 with Mr. Schroeder and Mr. Masciandaro voting no.

- D. The board **TABLED** the submission of **PlanCon A**, project justification and **PlanCon B**, schematic drawings to the Pennsylvania Department of Education for the **Middle School Conversion to the 9th Grade Center**, Royersford. (**Resolution #2003-2**).

VIII. PROGRAMMING AND CURRICULUM

Mr. Rocchio made a motion to approve Item A1. Mrs. Block seconded it. It was approved 7-2 with Mr. Grispon and Mr. Weber voting no.

- A. The board approved of the following purchases designed to implement goals and objectives in the current Technology Plan focusing on increasing web-based communication both inside the District and with the community. Also included is the startup server equipment for Upper Providence Elementary.

1. **LetterGrade software** and supporting components from Tenex Systems, Inc., King of Prussia, PA at a total cost of approximately \$70,978. The cost includes pro-rated maintenance through the end of the school year. LetterGrade is a browser-based program that includes teacher gradebooks, student course selection, curriculum alignment with PA Standards, and a rubric-based report card. Funding is from the Technology Fund Budget.

Mrs. Block made a motion to approve Item A2. Mr. Masciandaro seconded it. It was approved 9-0.

2. **A firewall, modules, maintenance and uninterruptible power** supplies from ePlus Technology of Pennsylvania at a total cost of \$24,598.42 (per PA5850-01 State Contract). The firewall will protect District resources including our web sites, grades, and AS400 from outside attack while giving us the flexibility to host web content locally. Funding is from the Technology Fund Budget.

Mrs. Block made a motion to approve Item A3. Mr. Cummins seconded it. It was approved 9-0.

3. A three-year contract with **ePlus Technology** of Pennsylvania at a cost of \$999 monthly for ongoing monitoring, configuration, tweaks to avoid intrusion vulnerabilities, and software upgrades for the firewall. This monitoring also inherently provides a method to remotely troubleshoot other network issues without on site visits. Funding is from the Technology Fund Budget.

Mr. Masciandaro made a motion to approve Item A4. Mr. Cummins seconded it. It was approved 8-1 with Mr. Weber voting no.

4. **Six Compaq Proliant servers** with additional memory, RAID controllers, and redundant power supplies from Hewlett-Packard Computer Corporation at a total cost of \$34,266 (at a significant, voluntary price reduction below the PA5850-01 State Contract). These servers will fulfill the need for additional processing power required by the new elementary school, a growing staff and the initiatives above. Funding is from the Technology Fund Budget.

Mr. Cummins made a motion to approve Items B and C. Mr. Grispon seconded it. It was approved 7-2 with Mr. Weber and Mrs. Block voting no.

- B. The board approved of the purchase of **46 32"-television monitors** at a total State Contract 5820-01 price of \$24,725 (\$575 apiece) from Visual Sound of Broomall. These monitors will be used to outfit the classrooms of Upper Providence Elementary School. Funding is from the Technology Fund Budget.
- C. The board approved of the purchase of **46 television monitor brackets** with VCR trays from Visual Sound of Broomall at a State Contract 5820-01 price of approximately \$8,203. These brackets will support the monitors in the previous agenda item. Funding is from the Technology Fund Budget.

Mr. Grispon made a motion to approve Item D. Mrs. Block seconded it. It was approved 9-0.

- D. The board approved of the Spring-Ford **English as a Second Language** Program Guidelines and English as a Second Language Curriculum. This curriculum is aligned with National ESL Standards as well as the Pennsylvania Academic Standards. Board approval is required by the Pennsylvania Department of Education.

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

- E. The board approved of the sending of a team of K-12 Science teachers (Lead Teachers, Department Chair Person), as well as Mr. David Willauer, to participate in the **National Science Teachers' Association Conference** to be held in Philadelphia in March of 2003. With the implementation of new Pennsylvania Academic Standards in the areas of Science and Technology and the Environment and Ecology, as well as the implementation of PSSA Science testing, this National Conference would provide tremendous benefits/resources to our staff. The cost for this team to participate would be approximately \$2,000.00 and would be funded through budgeted Title V funds. The names of specific teachers

would be placed on the March Agenda if this Professional Development activity is approved by the Board.

PSBA report, Mr. Grispon said the PSBA sought an increase in IDEA funding and that Donny Cooper was the point person for property tax reform. PSBA legislative priorities include partnerships between education and state government, increased state spending on special education, and opposing public referendums for increased spending.

IX. CONFERENCE/WORKSHOP RECOMMENDATIONS

Mrs. Block made a motion to approve A-Z, excluding E. Mr. Grispon 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. **Timothy C. Anspach**, Business Manger, and **Shirley Rhoads**, Assistant Business Manager, to attend "*ACAPA Spring Conference*" in Hershey, PA from Wednesday, April 23, 2003 through Friday, April 25, 2003. The total cost of the conference is \$516.00 from the 580 account.
- B. **Kathleen E. Parker**, Food Service Coordinator, to attend "*PASBO*" in State College, PA on Tuesday, April 8, 2003 and Wednesday, April 9, 2003. The total cost of the conference is \$609.00 from the Cafeteria Fund.
- C. **Sarah K. Sacks**, Software Specialist, to attend "*Mastering Adobe Photoshop*" in King of Prussia, PA on Thursday, March 20, 2003 and Friday, March 21, 2003. The total cost of the conference is \$399.00 from the 580 account.
- D. **Sarah K. Sacks**, Software Specialist, to attend "*Follett Regional Seminar*" in Harrisburg, PA on Thursday, March 27, 2003 and Friday, March 28, 2003. The total cost of the conference is \$522.00 from the 580 account.
- F. **Susan G. McCandless**, Software Technician, to attend "*Microsoft FrontPage 2002 – Level 2*" at the Springhouse Computer School in Exton, PA on Thursday, March 13, 2003. The total cost of the conference is \$280.00 from the 580 account.
- G. **Debbie Smith**, Administrative Assistant for Census, District Office, to attend ACAPA – Spring Conference to be held on April 23, 2003 to April

25, 2003 at Hershey, PA. The total cost of the conference will be \$506 from the 580 account.

BROOKE ELEMENTARY

- H. **Dr. James D. Leiderman**, Principal, to attend "*NAESP Convention*" in Anaheim, CA from Friday, April 11, 2003 through Tuesday, April 15, 2003. The total cost of the conference is \$1,625.00 from the 580 account.
- I. **Jo-Ann Messer**, a special education teacher at Brooke Elementary to attend "*PASA Training*" at the Montgomery County Intermediate Unit in Norristown, PA on Tuesday, March 4, 2003. The conference will provide an overview of the state PASA testing information along with a preview of test items. This training is critical for special education teachers who will be administering the PASA test. The total cost of the conference is \$148.00 - \$23.00 from the 580 account and \$125.00 from the substitute account.
- J. **Susan Pronchik**, a guidance counselor at Brooke Elementary to attend "*PA School Counselors Association – "For School Counselors it's a Matter of Time"*" at The Penn State Conference Center in State College, PA on Wednesday, April 2, Thursday, April 3, Friday, April 4 and Saturday, April 5, 2003. Mrs. Pronchik has been selected as a presenter for the Pennsylvania State Counselors Association's 47th Annual Conference. Additionally, this conference will address many critical issues that guidance counselors face on a regular basis. The total cost of the conference is \$602.00 from the 580 account. No substitute is needed.
- K. **Debbie Zelle**, a certified school nurse at Brooke Elementary to attend "*Pennsylvania Association of School Nurses and Practitioners Annual Education Conference*" at The Penn State Conference Center in State College, PA on Saturday, March 22 and Sunday, March 23, 2003. The conference will address both creative and innovative health programs that meet current needs of school age youth. The total cost of the conference is \$498.50 from the 580 account. This is a weekend conference. No substitute is needed.

SPRING CITY

- L. **Marylou Onorato**, a reading specialist and Title I teacher at Spring City Elementary to attend "*Annual Federal Programs Conference*" at the Seven Springs Mountain Resort in Champion, PA on Sunday, April 13, Monday, April 14, Tuesday, April 15 and Wednesday, April 16, 2003. The conference is designed for Title I program administrators and teachers and provides participants with opportunities to become knowledgeable about all aspects of the changes in the Federal Title programs. The total cost of the conference is \$1,174.00 - \$799.00 from Title One Funds and \$375.00 from the substitute account.

- M. **Wendy Pflugler**, a librarian at Spring City Elementary to attend *“Reading More and Loving It”* at the Holiday Inn in King of Prussia, PA on Friday, April 11, 2003. This conference will provide Mrs. Pflugler with practical strategies for improving student listening comprehension, increasing student time spent reading, increasing student interest and creating successful library reading programs. The total cost of the conference is \$316.25 - \$191.25 from the 580 account and \$125.00 from the substitute account.

INTERMEDIATE SCHOOL

- N. **Christina Berkheiser**, a special education teacher at the Intermediate School to attend *“PASA Training”* at the Montgomery County Intermediate Unit in Norristown, PA on Tuesday, March 4, 2003. The conference will provide an overview of the state PASA testing information along with a preview of test items. This training is critical for special education teachers who will be administering the PASA test. The total cost of the conference is \$150.00 - \$25.00 from the 580 account and \$125.00 from the substitute account..
- O. **Khrystin Dickey**, a teacher and SAP coordinator at the Intermediate School to attend *“Pennsylvania Association of Student Assistance Professionals”* in Pittsburgh, PA on Sunday, March 16, Monday, March 17, and Tuesday, March 18, 2003. This conference addresses many of the issues having an impact at-risk students and those who educate them. In addition, Ms. Dickey has recently been elected to serve on the Pennsylvania SAP Board. The total cost of the conference is \$932.00 - \$682.00 from the Safe & Drug-Free Schools Grant and \$250.00 from the substitute account.
- P. **Megan Seip**, a special education teacher at the Intermediate School to attend *“Discipline of Special Education Students”* in Philadelphia, PA on Wednesday, March 19, 2003. This conference addresses current special education laws and procedures with an emphasis on assessing student behavior, developing behavioral support plans, and effectively implementing those plans. The total cost of the conference is \$412.00 - \$287.00 from the 580 account and \$125.00 from the substitute account.
- Q. **Amy Weaver**, a special education teacher at the Intermediate School to attend *“Reading Interventions for Students with Learning Disabilities – Focus on Reading Programs for Grades 4 – 6”* at PATTAN in Harrisburg, PA on Wednesday, April 9 and Thursday, April 10, 2003. This training is sponsored by the Pennsylvania Bureau of Special Education and will focus on research-based reading interventions for struggling readers. The total cost of the conference is \$255.00 - \$130.00 from the 580 account and \$125.00 from the substitute account.
- R. **Connie Willauer**, a gifted support teacher at the Intermediate School to attend *“Pennsylvania Association for Gifted Education Annual (PAGE) Conference”* at the Valley Forge Hilton in King of Prussia, PA on Friday, March 28 and Saturday, March 29, 2003. This conference includes

speakers on many facets of gifted education such as GIEP writing, assessment, under-achievement, and academic standards. As a PAGE board member, Mrs. Willauer has been invited to be a presenter at this conference. The total cost of the conference is \$154.00 from the 580 account. No substitute is needed.

MIDDLE SCHOOL

- S. **Alicia Costanzo**, a teacher at the Middle School, to attend "*Student Assistance Program*" at the Montgomery County Intermediate Unit on Tuesday, May 6 and Wednesday, May 7, 2003 and at Eagleville Hospital on Wednesday, May 14 and Thursday, May 15, 2003. This Pennsylvania Department of Education training is mandated for any teacher wishing to serve on the SAP team and has been written into our school's Safe Schools Initiative Grant. The total cost of the conference is \$880.00 - \$300.00 from the Safe Schools Initiative Grant and \$580.00 from the substitute account.
- T. **Carol Frankel**, a special education teacher and special education department chairperson to attend "*Roles, Preparation, and Supervision of Paraprofessionals*" at the Montgomery County Intermediate Unit in Norristown, PA on Wednesday, March 5, 2003. The conference will identify issues that have an impact on the roles, preparation, and supervision of paraprofessionals, identify skills needed for teachers and administrators to work effectively with paraprofessionals, and discuss the ethical and professional issues when paraprofessionals instruct students with special needs. The total cost of the conference is \$12.00 from the 580 account. No substitute is needed.
- U. **Carol Frankel**, a special education teacher and special education department chairperson to attend "*Reading Interventions for Students with Learning Disabilities – Focus on Reading Programs for Grades 7-12*" at PATTAN in Harrisburg, PA on Wednesday, April 9 and Thursday, April 10, 2003. This training is sponsored by the Pennsylvania Bureau of Special Education and will focus on research-based education for struggling readers. The total cost of the conference is \$169.00 from the 580 account. No substitute is needed.
- V. **Maria Kardick**, a librarian at the Middle School to attend "*Annual PA School Librarians Conference*" at the Hershey Lodge and Convention Center in Hershey, PA on Thursday, April 24, Friday, April 25 and Saturday, April 26, 2003. This state conference will provide Mrs. Kardick with an opportunity to participate in a variety of workshops, review new library materials, meet with vendors, and network with other library professionals. In addition, Mrs. Kardick has been invited to present the workshop Renovating and Moving a Media Center. The total cost of the conference is \$790.00 - \$540.00 from the 580 account and \$250.00 from the substitute account.
- W. **Alyssa Kutz**, a teacher at the Middle School to attend "*Student Assistance Program*" at the Montgomery County Intermediate Unit on

Tuesday, May 6 and Wednesday, May 7, 2003 and at Eagleville Hospital on Wednesday, May 14 and Thursday, May 15, 2003. This Pennsylvania Department of Education training is mandated for any teacher wishing to serve on the SAP team and has been written into our school's Safe Schools Initiative Grant. The total cost of the conference is \$880.00 - \$300.00 from the Safe Schools Initiative Grant and \$580.00 from the substitute account.

- X. **Brandy Miller**, a teacher at the Middle School to attend "*Student Assistance Program*" at the Montgomery County Intermediate Unit on Tuesday, May 6 and Wednesday, May 7, 2003 and at Eagleville Hospital on Wednesday, May 14 and Thursday, May 15, 2003. This Pennsylvania Department of Education training is mandated for any teacher wishing to serve on the SAP team and has been written into our school's Safe Schools Initiative Grant. The total cost of the conference is \$880.00 - \$300.00 from the Safe Schools Initiative Grant and \$580.00 from the substitute account.
- Y. **Olivia Wagner**, a teacher at the Middle School to attend "*Student Assistance Program*" at the Montgomery County Intermediate Unit on Tuesday, May 6 and Wednesday, May 7, 2003 and at Eagleville Hospital on Wednesday, May 14 and Thursday, May 15, 2003. This Pennsylvania Department of Education training is mandated for any teacher wishing to serve on the SAP team and has been written into our school's Safe Schools Initiative Grant. The total cost of the conference is \$880.00 - \$300.00 from the Safe Schools Initiative Grant and \$580.00 from the substitute account.

HIGH SCHOOL

- Z. **Larry Byers**, guidance counselor at the High School to attend "*US Army Educator's Tour*" at Aberdeen Proving Ground in Aberdeen, MD on Tuesday, March 18, Wednesday, March 19, Thursday, March 20 and Friday, March 21, 2003. This free conference will allow Mr. Byers to observe the career and education opportunities available to students while seeing the latest technology offered to new soldiers in today's Army. There is no cost for this conference as the army provides transportation, hotel and meals. No substitute is needed.

Mr. Grispon made a motion to approve Item E. Mr. Cummins seconded it. It was approved 9-0.

- E. **Robert Cywinski**, Senior Field Technician, to attend "*Avaya DEFINITY ECS ARS Administration Seminar*" in Altamonte, FL from Monday, March 17, 2003 through Friday, March 21, 2003. The total cost of the conference is \$2,661.00 from the 580 account.

Mr. Masciandaro made a motion to approve Items AA-EE. Mrs. Block seconded it. It was approved 9-0.

- AA. **Shawn Corropolese**, a teacher at the High School to attend *“Transition Planning for Students with Autism Spectrum Disorder”* at PATTAN in King of Prussia, PA on Friday, February 28, 2003. This conference will focus on identifying transition requirements of IDEA 97, describe areas of need, give effective assessment practices, and identify effective instructional strategies for students with autism spectrum disorders at the secondary level. The total cost of the conference is \$135.00 - \$10.00 from the 580 account and \$125.00 from the substitute account.
- BB. **Jeanne Ferry**, a school nurse at the High School to attend *“Pennsylvania Association of School Nurses and Practitioners Annual Education Conference”* at the Penn State Conference Center in State College, PA on Friday, March 21, Saturday, March 22 and Sunday, March 23, 2003. The conference will address both creative and innovative health programs that meet current needs of school age youth. The total cost of this conference is \$755.00 from the 580 account. This conference takes place on an in-service day and weekend so no substitute is needed.
- CC. **Victoria Grocki**, a teacher at the High School to attend *“Student Assistance Program”* at the Montgomery County Intermediate Unit in Norristown, PA on Thursday, March 27, Friday, March 28, Tuesday, April 1 and Wednesday, April 2, 2003. This Pennsylvania Department of Education training is mandated for any teacher wishing to serve on the SAP team and has been written into our school’s Safe and Drug-Free Schools Grant. The total cost of this conference is \$800.00 - \$300.00 from the Safe and Drug-Free Schools Grant and \$500.00 from the substitute account.
- DD. **Michele Konnick-Mann**, a teacher at the High School to attend *“Student Assistance Program”* at the Montgomery County Intermediate Unit in Norristown, PA on Thursday, March 27, Friday, March 28, Tuesday, April 1 and Wednesday, April 2, 2003. This Pennsylvania Department of Education training is mandated for any teacher wishing to serve on the SAP team and has been written into our school’s Safe and Drug-Free Schools Grant. The total cost of this conference is \$858.40 - \$300.00 from the Safe and Drug-Free Schools Grant - \$58.40 from the 580 account and \$500.00 from the substitute account.
- EE. **Kristen Starner**, a teacher at the High School to attend *“Student Assistance Program”* at the Montgomery County Intermediate Unit

in Norristown, PA on Thursday, March 27, Friday, March 28, Tuesday, April 1 and Wednesday, April 2, 2003. This Pennsylvania Department of Education training is mandated for any teacher wishing to serve on the SAP team and has been written into our school's Safe and Drug-Free Schools Grant. The total cost of this conference is \$800.00 - \$300.00 from the Safe Schools and Drug-Free Schools Grant - \$500.00 from the substitute account.

X. OTHER BUSINESS

Mr. Schroeder made a motion to **TABLE Item A**. Mrs. Block seconded it. The board voted 9-0 to TABLE the motion.

- A. The board voted to **TABLE the continuation of the Committee of the Whole** for the months of April, May, and June 2003.

Mrs. Stokes made a motion to approve Item B. Mrs. Block seconded it. The board approved the motion 9-0.

- B. The board approved of **Resolution #2003-1** regarding **educational impact fees on subdivisions**.

NEW BUSINESS

PERSONNEL

Mr. Masciandaro made a motion to approve Items A-H, excluding E. Mr. Cummins seconded it. It was approved 9-0.

- A. The board approved of the **job description for (ESL) English as a Second Language position** to report to the Assistant Superintendent. (attachment)
- B. The board approved of the attached **job description** for a **Staff Development Specialist** to report to the Assistant Superintendent. (attachment)
- C. The board approved of **Dr. Leslie Morrill**, Wilmington, for the Staff Development Specialist position for the district replacing Dr. Lucille Candeloro who accepted another position in the District. Dr. Morrill is a graduate of the University of Delaware, with certification in Supervisor of Curriculum and Instruction. Compensation will be set at \$84,608.16, prorated, with benefits, effective date to be determined.
- D. The board approved of the following **Long-Term Substitutes**:
1. **Catherine Jeffers**, Pottstown, PA for the Grade 2 position at Brooke Elementary School replacing Susan Godshalk who is on maternity leave for the balance of the 2002/2003 school year. Ms. Jeffers is

currently a per diem substitute with the district. Ms. Jeffers is a graduate of Millersville University with certification in Elementary Education and Early Childhood. Compensation will be set at \$35,000, BS, Step 1, prorated, with benefits, effective February 21, 2003.

2. **Marguerite Hartman**, Pottstown, PA for the Grade 1 position at Oaks Elementary School replacing Anne Lannutti who is on maternity leave for the balance of the 2002/2003 school year. Ms. Hartman is currently a per diem substitute with the district. Ms. Hartman is a graduate of West Chester University with certification in Elementary Education. Compensation will be set at \$35,000, BS, Step 1, prorated, with benefits, effective February 21, 2003.

F. The board approved of **Cheryl Williams**, Royersford, PA, for the secretary position at Royersford Elementary School replacing Amy James who accepted another position at Royersford Elementary School. Mrs. Williams is currently employed in another capacity at the Intermediate School. Compensation will be set at \$12.00 an hour with benefits as per the Secretarial plan, effective date to be determined.

G. The board approved of the following **professional substitutes**:

- | | | |
|----|--------------------------------------|--|
| 1. | Paul Falco
Collegeville, PA | Social Studies
Penn State University |
| 2. | Elizabeth A. Ford
Spring City, PA | Elementary
Kean University |
| 3. | Nicole Sammler
Malvern, PA | Health & Physical Education
Penn State University |

H. The board approved of the following **support substitute**:

- | | | |
|----|----------------------------------|---|
| 1. | Diane Allen
Schwenksville, PA | Office Clerical/Secretary
Instructional/Clerical Asst.
Playground Asst. |
|----|----------------------------------|---|

Mr. Masciandaro made a motion to approve Item E. Mrs. Stokes seconded it. It was approved 8-1 with Mr. Weber voting no.

E. The board approved of the **Cynthia Faust**, Reading, PA, for the new Administrative Assistant position at the Upper Providence Elementary School. Compensation will be set at \$14.00 an hour with benefits as per the Secretarial plan, effective April 1, 2003.

FINANCE

Mr. Grispon made a motion to amend Item A to add for the lowest responsible bidder for 2004-05 and 2005-06. Mrs. Block seconded it. The board approved the amended motion 9-0.

- A. The board of directors has approved the auditing services from the lowest responsible bidder (board agenda dated November 26, 2001) for fiscal years audits ending 2001/2002, 2002/2003, 2004-05, and 2005-06. This recommendation was based on the issues of addressing the mandated changes to fiscal reporting, such as GASB 34, Your School – Your Money, and other new fiscal reporting models. Approval is recommended for Request for Proposals for auditing services (at the completion of the audit of 2002/2003 in January 2004) for (3 years) 2003/2004, 2004/2005, and 2005/2006 audits.

PROPERTY

Mr. Masciandaro made a motion to approve Items A & B. Mr. Rocchio seconded it. It was approved 8-1 with Mr. Weber voting no.

- A. The board approved of a sign to be installed on the front canopy of the Upper Providence Elementary School. The sign will be similar in style to signs at the other district schools. Total cost is **\$1,509.00**. Funding will come from the construction fund.
- B. The board approved of receipt of **PlanCon B**, Schematic Design review and approval for the new K-4 elementary school project on the **Winnies** site in Limerick Township.

CONFERENCE/WORKSHOP RECOMMENDATIONS

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

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

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

- A. **Heather R. Karlson**, a special education teacher at the Intermediate School, to attend “PASA Training” at the Montgomery County Intermediate Unit in Norristown, PA on Tuesday, March 4, 2003. The conference will provide an overview of the state PASA testing information along with a preview of test items. This training is critical for special education teachers who will be administering the PASA test. The total

cost of the conference is \$150 - \$25 from the 580 account and \$125 from the substitute account.

XII. SOLICITOR'S REPORT

Mr. Davis said he would have guidelines and a recommendation for a property owner.

XIII. PUBLIC COMMENT

There was none.

XIV. ADJOURNMENT

Mr. Cummins made a motion to adjourn, Mr. Grispon seconded it. The board adjourned at 11 p.m.

Respectfully submitted,

Martha Magee Block
Board Secretary

Pat Dillon
Recording Clerk