

The October 27, 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 and  
Raymond J. Rocchio, Jr.
- Region II: Martha Magee Block and Janet A. Stokes
- Region III: John S. Grispon and  
Richard J. Schroeder
- Presiding Officer: Bernard F. Pettit
- Solicitor: Marc B. Davis, Esq.

**I. PUBLIC COMMENT**

Mr. Pettit said so that there will be no perceptions of unequal treatment, he would enforce board policy to accept comments only during the public comment portion of the meeting. Questions will be referred to the proper administrator as to avoid getting into a dialog as stipulated by board policy.

Mr. Pettit also announced that an executive session was held prior to the meeting concerning real estate acquisition.

**Joe Ciresi**, 120 Connor Drive (who is a candidate for the school board) Said that he heard four board members would vote to close Spring City Elementary. Said Spring City is a big asset and has high scores on the Terra Nova. Said he would never close the school.

Mr. Pettit mentioned it was not an agenda item and inappropriate to comment on non-agenda items until the public comment session at the end of the board meeting.

**II. PRESENTATIONS**

- A. Bern Pettit congratulated **Tom Stephenson** for receiving his journeymen papers in auto technology. He is one of two students who are the first in the state to reach journeymen status in auto technology. Tom is a graduate of Spring-Ford High School and the Western Center for Technical Studies.

When asked to comment about his education, Tom Stephenson said he got in GM's AS program in high school and once he went to Northampton College, was placed into another GM program.

Mr. Pettit announced that he received a letter from Vicki Phillips, secretary of the Pennsylvania Department of Education. The letter congratulated Spring-Ford Area School District for not having any findings during the audit of 2001-02. Mr. Pettit congratulated Tim Anspach, business manager, and Shirley Rhoads, assistant business manager. Mr. Anspach thanked the business office staff.

### **APPROVAL OF MINUTES**

Mr. Masciandaro made a motion to approve Items A and B. Mrs. Stokes seconded it. It was approved 7-0.

- A. The board approved the September 15th work session minutes.
- B. The board approved the September 22nd board meeting minutes.

### **PERSONNEL**

Mr. Masciandaro made a motion to approve Item A-Q. Mrs. Block seconded it. It was approved 7-0.

- 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:

Joseph Miscavage	Social Studies
Kimberly Pendleton	Elementary Education
Sherry Stockmal	Elementary Education/ Mentally Physically Handicapped

- B. The board approved of the **resignation**, with regret of **Kristin Rouyer**, French Club at the Middle School, effective September 23, 2003.
- C. The board approved of the **resignation**, with regret of **Karen D'Orazio**, Head Cheerleading Coach for Winter at the High School, effective October 7, 2003.
- D. The board approved the following **Leave of Absences**:

1. **Stacy Hull**, Learning Support Teacher at Royersford Elementary School for a Maternity/Childrearing Leave of Absence effective tentatively November 7, 2003 for the remainder of the 2003/2004 school year.
  2. **Steven Hull**, 2<sup>nd</sup> grade teacher at Oaks Elementary School for a Family Medical Leave of Absence effective tentatively November 7, 2003 until November 14, 2003.
- E. The board approved of **Sandra F. Gallagher**, Pottstown, PA, as a **Temporary Professional Employee**, for the Special Education position at the Intermediate School replacing Agnes Bolyn who resigned. Ms. Gallagher is a graduate of Cabrini College with certification in Special Education. Ms. Gallagher is currently an Instructional Assistant at Spring City Elementary School. Compensation will be set at \$35,500, BS, Step 1, prorated, with benefits as per the Collective Bargaining Agreement, effective October 28, 2003.
- F. The board approved **Treasure Maack**, Mont Clare, PA, as a **Temporary Professional Employee**, for the .5 Health & Physical Education position at the High School replacing Joelle Maguire who accepted the full time Health & Physical Education position at the High School. Ms. Maack is a graduate of West Chester University with certification in Health & Physical Education. Compensation will be set at \$17,700, BS, Step 1, prorated for the .5 position with benefits as per the Collective Bargaining Agreement, effective October 28, 2003.
- G. The board approved of the revision/correction for **Donna A. Sullivan**, a **Long-Term Substitute** for the .4 Elementary School Counselor position. Compensation was set at \$15,280, MS, Step 1, prorated, without benefits. Position is not eligible for benefits as was previously approved on the September 22, 2003 Agenda.
- H. The board approved of **Dawn M. Fetterman**, Norristown, PA, as a **Long Term Substitute**, for the Learning Support position at Royersford Elementary School replacing Stacy Hull who will be on a Leave of Absence effective tentatively November 7, 2003. Ms. Fetterman is a graduate of Clarion University of PA/Main with certification in Mentally & Physically Handicapped & Elementary Education. Compensation will be set at \$35,500, BS, Step 1, prorated, with benefits as per the Collective Bargaining Agreement, effective tentatively November 7, 2003.

- I. The board approved of **Michele L. Brant Miller**, Philadelphia, PA, as a **Long Term Substitute**, for the Gifted Science position at the High School replacing Susan Merrill who is out on a Leave of Absence until the end of the 2003/2004 school year. Ms. Brant is a graduate of University of Pennsylvania with certification in Biology. Compensation will be set at \$38,200, Masters, Step 1, prorated, with benefits as per the Collective Bargaining Agreement, effective October 28, 2003.
- J. The board approved of **Jessica A. Wolcott**, Boyertown, PA, as a **Long Term Substitute**, for the Elementary position teaching 1<sup>st</sup> Grade at Royersford Elementary School replacing Joanne Drewicz who is out on FMLA Leave of Absence and Professional Development Leave of Absence for the remainder of the 2003/2004 school year. Ms. Wolcott is a graduate of Indiana University of PA with certification in Elementary Education. Compensation will be set at \$35,500, BS, Step 1, prorated, with benefits as per the Collective Bargaining Agreement, effective October 28, 2003.
- K. The board approved of **Michael Costello**, Royersford, PA, for the Maintenance/Filter Position Gerald LeGendre who resigned. Mr. Costello is currently a per diem substitute for the district. Compensation will be set at \$18.00 an hour plus benefits as per the Maintenance Plan, effective October 28, 2003.
- L. The board approved of the following **independent contract(s)**:
  1. **Steven Courtney**, Manheim, PA, to present concert programs in connection with District Pro-Social Skills. The cost of the programs will not exceed \$5000 and will be in effect from November 3, 2003 to November 9, 2003. Funding will be from Brooke Home and School Association (\$900), Limerick Pro-Social Funds (\$450), Spring City Parent Teacher Association Funds (\$450), Oaks Parent Teacher Association Funds (\$900), Royersford Pro-Social Funds (\$900), Upper Providence Elementary Schools (\$900) and Royersford PTO Funds (\$500).
  2. **Link Davis**, Schwenksville, PA, to present 28-45 minute programs in connection with Insect Unit Culminating Presentations at Brooke, Limerick, Oaks, Royersford, Spring City and Upper Providence Elementary Schools. The cost of the programs will not exceed \$1,120 and will be in effect from November 1, 2003 until June 4, 2004. Funding will be from the Elementary Science Budget.

3. **Richard Gallagher**, Philadelphia, PA, to present an assembly entitled "How to Study" programs for the 3<sup>rd</sup> and 4<sup>th</sup> grade students at both Limerick and Royersford Elementary Schools. The programs will be held in both schools on November 12 & 13. The cost for each school is \$500 for a total not to exceed \$1,000. Funding to come from the parent organizations in both schools. (Parent-Teacher Organization for Royersford and Home and School League for Limerick.)
4. **James Gelsey**, Haworth, NJ, to present six (6) programs in connection with the "Artist in Resident" program. The cost of the program will not exceed \$1250 and will be in effect on January 13, 2004. Funding will be from the Artist in Resident –Royersford General Fund.
5. **Neil Hartley Productions**, Havertown, PA, to present an assembly entitled "Sleepy Hollow Program". The cost of the program will not exceed \$300 and will be in effect on October 20, 2003. Funding will be from the Spring City PTA.
6. **Trudy Phillips/Perkiomen Watershed Conservancy**, Schwenksville, PA, to present four (4) programs entitled "Winter Secrets... Animals in Winter". The cost of each program is \$75 for a total cost not to exceed \$300 and will be in effect from January 7, 2004 to January 8, 2004. Funding will be from the Brooke Elementary Home & School Association.
7. **Ms. Gayle Sellers**, Phoenixville, PA, for the training of teachers in Globe – Science Training. The total contract will not exceed a total of three hundred dollars (\$300) and will be in full force and effective October 28, 2003. Funding will be paid through Title II – Improving Teacher Quality.
8. **Holy Family Villa Academy**, Ambler, PA, to provide a Special Education student an alternative placement for instruction per IEP for the 2003-2004 school year. The total contract is based on a per diem rate of eighty-three dollars per day (\$83) for one hundred and eighty days (180), not to exceed fourteen thousand nine hundred and forty dollars (\$14,940) and will be in full force and

effective on September 17, 2003. Funding will be paid through Alternative Education Funds.

9. **Lakeside Educational Network**, Fort Washington, PA, to provide a Special Education student an alternative placement for instruction per IEP for the 2003-2004 school year. The total contract is based on a per diem rate of eighty-nine dollars per day (\$89) for one hundred and eighty days (180), not to exceed sixteen thousand and twenty dollars (\$16,020) and will be in full force and effective on October 13, 2003. Funding will be paid through Alternative Education Funds.

10. **Jeannetta D. Burpee Institute, Inc.**, Blue Bell, PA, to provide Sensory Integration Services as part of a student's IEP. The service will include direct service, consultation, training and report writing. The contract will be in effect from 8/25/03 through 6/30/04. The student will receive two (2) hours of services a week. The cost for the service will be one hundred and fifteen dollars (\$115) per hour not to exceed one hundred and eighteen (118) hours. The total contract shall not exceed thirteen thousand five hundred and seventy dollars (\$13,570). Funding will be paid through the Special Education Budget.

11. **Rosemary T. Wisniewski**, Douglassville, PA, as a publications coordinator, replacing Anthony R. Roberts, who resigned to attend graduate school. Compensation will be set at \$25.69 an hour not to exceed \$19, 319 for the 2003-04 school year.

M. The board approved of the following **extracurricular/supplemental contract(s)** for the **High School**:

1. Frank McGuigan	Marching Band Matter Percussion Leader	\$1715-H
3. John A. Brennan	Boys' Intramural Basketball Coach	\$ 526-LB
4. Julie Cardamone	Ramoirs Literary Co-Advisor	\$ 226.50 – L½
5. Diane Myers	Ramoirs Literary Co-Advisor	\$ 226.50 – L½
6. Patrick Connors	Fitness Room – Supv., Winter	\$ 526, LB
7. Joelle Maguire	SADD Club Advisor	\$ 312-M

8.	Andrew Craig	Asst. Boys' Soccer Volunteer	\$ 1-Code 1
----	--------------	---------------------------------	-------------

N. The board approved of the following **extracurricular/supplemental contract(s)** for the **Spring City Elementary School**:

1.	Dana Day –Claffey	Science Coordinator	\$856.00 - K
2.	Pat Bateman	Safety Patrol Co-Chair	\$226.50 – L
3.	Dana Day-Claffey	Safety Patrol Co-Chair	\$226.50 – L

O. The board approved of the following **extracurricular/supplemental contract(s)** for the **Intermediate School**

1.	Dacia Williams	Science Coordinator	\$1715-H
----	----------------	---------------------	----------

P. The board approved of the following **Professional substitutes**:

1. **Rebecca J. Benz**, Collegeville, PA, Elementary Education from The Kings College, New York.
2. **Agnes Bolyn**, Norristown, PA, Mentally/Physically Handicapped from Arcadia University.
3. **Yvonne E. Brownlee**, Phoenixville PA, Social Studies from Shippensburg University.
4. **Patricia D. Grzywacz**, Gilbertsville, PA, Elementary Education from Cabrini College.
5. **Billie R. Hoch**, Limerick, PA, Music Education from Indiana University of PA.
6. **Carly J. Kline**, Royersford, PA, Elementary Education from University of Pittsburgh.
7. **Michele L. Brant Miller**, Philadelphia, PA, Biology from the University of Pennsylvania.
8. **Pamela L. Moran**, Green Lane, PA, Accounting, Office Technologies, Secretarial from Gwynedd-Mercy College.
9. **Karen A. O'Connor**, Trappe, PA, Music Education from Eastern Illinois University.
10. **Robert J. Slough**, East Greenville, PA, Chemistry & Physics from Kutztown University.

11. **Heather Steinmetz**, Perkiomenville, PA, Elementary Education & Secondary Guidance Counselor from West Chester University of PA.
12. **Melissa Toto**, Norristown, PA, Social Studies from West Chester University.
13. **Michele F. Tucker**, Phoenixville, PA, Elementary Education from Shippensburg University.
14. **Jennifer L. Vattilana**, Royersford, PA, Elementary Education from Shippensburg University.
15. **Monna J. Winslow**, Pottstown, PA, Elementary Education from Alvernia College.

Q. The board approved of the following **Support Staff substitutes**:

1. **Kathleen T. Doran**, Royersford, PA, Instructional/Clerical Asst., Playground/Lunchroom Asst., & Library Asst.
2. **Dawn M. Halteman**, Gilbertsville, PA, Instructional/Clerical Asst., Playground/Lunchroom Asst., Library Asst., Food Service, and Office/Clerical.
3. **Diane M. Hartman**, Royersford, PA, Instructional/Clerical Asst., Library Asst., Playground/Lunchroom Asst., & Office Clerical.
4. **Sandra C. Kasky**, Schwenksville, PA, Registered School Nurse, Instructional/Clerical Asst.
5. **Kimberly A. Krause**, Royersford, PA, Instructional/Clerical Asst. & Library Asst.
6. **Brydie C. Lepard**, Collegeville, PA, Registered School Nurse.
7. **Elaine Loughnane**, Royersford, PA, Instructional/Clerical Asst., Playground/Lunchroom Asst. & Library Asst.
8. **Dorothy M. McNellis**, Royersford, PA, Instructional/Clerical Asst.



- 9. **Bridget A. Siuchta**, Royersford, PA,  
Instructional/Clerical Asst., Library Asst., Office/Clerical,  
Playground/Lunchroom Asst., and Food Service.

**FINANCE**

Mr. Masciandaro made a motion to approve Items A-F3 and F5-L. Mrs. Stokes seconded it. It was approved 7-0.

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

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

Arro Consulting Inc.	Professional Services	\$	3,600.00
Fox Rothschild LLP	Professional Services (2 Inv.)	\$	6,026.62
Dave Kuterbach	Labor/Equip.-Dig around 4 Catchbasins & Reinstall Grates	\$	2,100.00
Dave Kuterbach	Labor/Equip/Install CatchBasin & install 100' N12 Drainage pipe	\$	3,600.00
Power & Communication Data,	Phone Catv Cabling	\$	28,274.68
Prisco Group	Professional Services	\$	2,720.00
R.M. Shoemaker	Applic. #22-General Contractor	\$	791,798.00
Up. Providence Twp	Professional Services	\$	20.00
ZAP Digital, Inc.	Prints (requested by Fox Roths)	\$	745.87
*Boyertown Supply	Misc. Supplies (3 Inv.)	\$	336.54
*DLR Group	Professional Services	\$	45,000.00
*Power & Communication Data,	Phone Catv Cabling	\$	<u>21,663.50</u>
	<b>TOTAL</b>	\$	<b>905,885.21</b>

**2. UPPER PROVIDENCE ELEMENTARY SCHOOL**

Brodart Company	Library Book Trucks (10)	\$	2,564.00
Collinson, Inc.	Fence-Enclose Geothermal Pit	\$	1,170.00
Fox Rothschild LLP	Professional Services (2 Inv.)	\$	6,026.63
Ray Supply	Bogen Tripod (2)	\$	294.00
Recreation Resource	Foam Wall Pads-Spec. Ed.	\$	430.00
Recreation Resource	Installation-Playground Equip.	\$	5,490.00
R.M. Shoemaker Co.	Applic. #20- General Contractor	\$	192,273.00
Singer Equip Co.	Small Kitchen Equipment	\$	12,124.19
Trophies-N-More	Name Plates & Sign Brackets	\$	191.20
Troxell, Inc	Minivox w/h Carry Bag	\$	407.37
U.S. Engineering Lab	Professional Services	\$	480.00
Virco Inc.	Trapezoid Tables	\$	144.00
ZAP Digital, Inc.	Prints (requested by Fox Roths)	\$	745.88
*Collinson, Inc.	Fence-Kindergarten Playground	\$	3,952.50
*DLR Group	Professional Services	\$	7,657.50
*Educa. Resources	(30) Califone Listen. Centers	\$	5,652.60
*Virco Inc.	(5) Lightweight Folding Tables	\$	<u>888.40</u>
	<b>TOTAL</b>	\$	<b>240,491.27</b>

**\*NEW BUSINESS**

Regarding Mr. Schroeder asked what part of the general fund financed the Winnies project. Mr. Anspach said the general fund is used then it is reimbursed once the bond is settled.

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

**WINNIES PROJECT**

Bursich Assoc. Inc.	Professional Services	\$ 237.56
Fox Rothschild LLP	Professional Services	\$ 170.00
Spring-Ford Sch Dist	Reimburse General Fund	\$ 254,864.20
Limerick Township	Application Fee	\$ 1,860.00
Limerick Township	Review Escrow Fee	\$ 7,500.00
Montgomery County	E&S Plan Review Fee	\$ 1,590.00
MCCD/Clean Water	NPDES Permit	\$ 250.00
Montgomery County	Applic. Rev. Fee –Planning Com	\$ 1,923.00
Montgomery County	Sewage Plan. Module Rev. Fee	\$ 200.00
PA DOEP	Sewage Plan. Module Rev. Fee	\$ 900.00
*DLR Group	Professional Services	\$ <u>10,000.00</u>
	TOTAL	\$ 279,494.76

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

**MIDDLE SCHOOL PROJECT**

Spring-Ford Sch Dist	Reimburse General Fund	\$ 149,876.88
*DLR Group	Professional Services	\$ <u>11,250.00</u>
	TOTAL	\$ 161,126.88

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

**Evaluation of Land Parcels**

Fox Rothschild LLP	Professional Services	\$ 290.00
Spring-Ford School Dist.	Reimburse General Fund	\$ <u>330.00</u>
	TOTAL	\$ 620.00

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

Limerick Township	No. 8-15
Royersford Borough	No. 8-24
Spring City Borough	No. 4-15
Upper Providence Township	No. 18-35

**\*NEW BUSINESS**

- F. The board approved 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:
- |    |   |              |
|----|---|--------------|
| 1. | <u>September</u>                                  |              |
|    | Check No. 93715-93818                             | \$638,175.59 |
| 2. | <u>October</u>                                    |              |
|    | Check No. 93819-94226                             | \$805,091.14 |
| 3. | <u>Check List Held for October Board Approval</u> |              |
|    | Check No. 94227-94431                             | \$256,214.57 |
| 5. | <u>Athletic Fund- August</u>                      |              |
|    | Check No. 295193-295327                           | \$24,976.24  |
- G. The board approved of the **Cafeteria Listing** of Bills:
- |                   |              |
|-------------------|--------------|
| Checks #4758-4805 | \$189,721.94 |
|-------------------|--------------|
- H. The board approved of the following Treasurers' Reports:
- Treasurer's Report – September 30, 2003
  - Money Market – September 30, 2003
  - Naturium Fund – September 30, 2003
  - Checking Accounts – September 30, 2003
  - Payroll Account – September 30, 2003
  - Athletic Fund – September 30, 2003
  - Investment Schedule – September 30, 2003
  - Note of 2000 – September 30, 2003
  - Note of 2002 – September 30, 2003
  - Note of 2003 – September 30, 2003
  - Investments – Flex CD– September 30, 2003
  - Debt Service Fund– September 30, 2003
  - Capital Reserve Fund– September 30, 2003
  - Spring-Ford High School Activity Account– September 30, 2003
  - Spring-Ford Middle School Activity Account– September 30, 2003
  - General Fund – Tax Account– September 30, 2003
  - Cafeteria M/M Account – September 30, 2003
  - Cafeteria Checking Account – September 30, 2003

- I. The board approved of the following reports:  
Cafeteria Savings Schedule  
Cafeteria Investment Schedule  
Cafeteria Participation Report  
Use of Facilities Report
- J. The board approved of the High School Activities accounts for the 2003/2004. Each activity group has completed signature records and listing of officer's records and copies are available in the business office for the State Auditors.
- K. The board approved of the Middle School Activities accounts for the 2003/2004. Each activity group has completed the signature records and listing of officer's records and copies are available in the business office for the State Auditors.
- L. The board approved the establishment of a new student activity account called the "Class of 2007" with the High School Activities.

Mr. Masciandaro made a motion to approve Item F4. Mrs. Stokes seconded it. It was approved 6-1-0 with Mr. Schroeder abstaining.

- |    |    |                         |         |
|----|----|-------------------------|---------|
| F. | 4. | <u>Plotts</u> Check No. |         |
|    |    | Check No. 94432         | \$42.99 |

#### VIII. PROPERTY

Mr. Schroeder made a motion to approve Items A-C. Mrs. Block seconded it. It was approved 7-0.

- A. The board approved of Cowan Assoc. to oversee the **5-Year Athletic Field Project, field inspections**, and testing. Total not to exceed \$5,000. Funding will be from the Capital Reserve Fund.
- B. The board approved of **Resolution 2003-16** for submission of **PlanCon Parts A and B** to the Pennsylvania Department of Education for the renovation and addition for the project known as the Ninth Grade Center. (Attachment)
- C. The board approved of **PlanCon I** Interim Reporting, which has been reviewed and approved by the Pennsylvania Department of Education Division of School Facilities for Upper Providence Elementary School change orders G-9 – G-13.

#### IX. PROGRAMMING AND CURRICULCUM

Mrs. Block made a motion to approve Item A. Mrs. Stokes seconded it. It was approved 7-0.

- A. The board approved Kris Jennings and Yvonne O’Dea, Middle School music teachers, to take the Middle School Bands and Show Choir on a overnight field trip to Virginia from Thursday, April 29<sup>th</sup> to Saturday, May 1, 2004. The trip will allow the bands to perform for a nationally selected panel of adjudicators and also give them the opportunity to perform and listen to other groups from around the country. The cost for transportation, provided by Perkiomen Tours, is \$9360.00, plus the cost of accommodations for the driver. The cost to each student is \$200.00. Participation by at least 85% of the music students is required for the trip.

**PSBA REPORT .....JOHN S. GRISPON**

Mr. Grispon reported that the committee did not meet.

**X. CONFERENCE/WORKSHOP RECOMMENDATIONS**

Mrs. Block made a motion to approve Items A-Z. Mr. Rocchio seconded it. It was approve 7-0.

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

**DISTRICT OFFICE**

- A. **Ray Rocchio**, Board Member, **Dr. Genevieve D. Coale**, Superintendent of Schools and **Richard Cechak**, Spring-Ford Education Association President to attend “*American Education Week “Kick-Off” Luncheon*” at the William Penn Inn on Monday, November 17, 2003. The cost of the luncheon is \$127 from the 580 account and \$100 from the substitute account.
- B. **Dr. Leticia M. Rodriguez**, Director of Human Resources, to attend “*Administrators Technology Leadership Academy*” at the Montgomery County Intermediate Unit in Norristown, PA on Tuesday, February 10, 2004 and Thursday, February 12, 2004. The total cost of the conference is \$680 from the 580 account.
- C. **Bruce W. Cooper**, Director of Planning, Operations and Facilities, to attend “*Advances in Environmental Mold Issues in PA*” in Lansdale, PA on Friday, November 7, 2003. The total cost of the conference is \$375 from the 580 account.
- D. **Michael McDaniel**, Director of Athletics, to attend “*Keeping Sport Parent Expectations in Perspective*” in Bethlehem, PA

on Thursday, November 20, 2003. This seminar will address the development of well-constructed policies and administrative procedures that can help avoid problems in athletics and extra-curricular programs. The total cost of this seminar is \$120 from the 580 account.

- E. **Dr. Lucille Candeloro**, Supervisor of Curriculum and Instruction, to attend "*Keystone State Reading Association Conference*" in Hershey, PA on Tuesday, October 28, 2003. This conference will assist in the screening process of publishing materials that will be used for the language arts curriculum and new reading series. The total cost of the conference is \$121 from the 580 account.
- F. **Shirley A. Rhoads**, Assistant Business Manager, to attend "*School Based ACCESS Program Semi-Annual Regional Conference*" at PaTTAN in King of Prussia, PA on Tuesday, October 28, 2003. The total cost of the conference is \$20 from the 580 account.
- G. **David Willauer**, Principal of Royersford Elementary, to attend "*NBC 10 Weatherfest and Homeland Security Awards*" at the Franklin Institute in Philadelphia, PA on Wednesday, October 15, 2003. This workshop will showcase the latest features of the WeatherNet program as well as recognize Royersford Elementary's Weather Station as a certified participant of the Homeland Security Initiative. The total cost of this event is \$26 from the 580 account.
- H. **Will Cromley, Jacqueline Havrilla, Mark Moyer, Dave Willauer**, Principals, **Jeff Kollar, Tina Weidenbaugh and William Shirk**, Assistant Principals, to attend "*The Montgomery County Principals and Supervisors Association and School Administrators Fall Conference*" in Blue Bell, PA on Thursday, October 16, 2003. The total cost of the conference is \$246 from the 580 account.
- I. **Diane Bearde**, Administrative Assistant, Business Office, to attend the School Board Access Program, Semi Annual Regional Conference at the Patton, King of Prussia, PA. The cost of the conference will be \$10 from the 580 account.

#### HIGH SCHOOL

- J. **Jason Meyer and Jason Corropolese**, School Police Officers, to attend "*Safe School Regional Training: Critical*

*Incident Response & Postvention Strategies*” at the Chester County Intermediate Unit in Downingtown, PA on Thursday, November 13, 2003. The total cost of the conference is \$42.00 from the 580 account.

- K. **Patrick Connors**, Learning Support Teacher, to attend *“Read Naturally”* at the Holiday Inn in Harrisburg, PA on Saturday, November 15, 2003. This conference will help Patrick develop additional strategies and information including materials that can be used in his reading class. The total cost of the conference is \$364.25 - \$264.25 from the 580 account and \$100 from the substitute account.
- L. **Julie Deutermann**, Home and School Visitor, to attend *“Homeless Students: Enrollment, Education, Participation, and Success”* at the PA Department of Education in Harrisburg, PA on Thursday, November 20, 2003. As the district’s new homeless liaison, the conference will increase Julie’s understanding of federal and state requirements regarding homeless students and give her the necessary tools to be effective in her role. The total cost of the conference is \$54.76 from the 580 account. No substitute is needed.
- M. **Gretchen Lavigne**, Learning Support Teacher, to attend *“Effective Writing Instruction: Programs That Work”* at PATTAN in King of Prussia on Friday, November 14, 2003. This conference will help Gretchen learn innovative ways, ideas, and programs to teach writing to her students. The total cost of the conference is \$120 - \$20 from the 580 account and \$100 from the substitute account.
- N. **Paula Love, Minty Brewer, Sherry Shaner, Gary Rhodenbaugh, Judy Wambold, Katie Davis, Brad Murlless, Beth Comport, Alisa Aerow, Dr. Denny Booher, Shannon Dallahan, Khrystin Dickey, Annie Voigt, and Bevin Wilkin**, Student Assistant Team Members, to attend *“Caron Foundation – Maintenance Day”* in Wernersville, PA on Wednesday, November 5, 2003. Based upon state guidelines for SAP, it is recommended that SAP Teams be given maintenance days during the school year to review and evaluate the SAP program and to gain knowledge about issues relating to team development, prevention, drug, alcohol, and mental health issues. The total cost of this conference is \$1100 - \$100 from the Safe and Drug Free Schools Grant and \$1000 from the substitute account.

**MIDDLE SCHOOL**

- O. **Carol Frankel**, Special Education Teacher and Department Chairperson, to attend *"The New Idea: What it Says and What it Means for States and Schools"* at PATTAN in King of Prussia, PA on Wednesday, November 19, 2003. This conference will help Carol gain knowledge of the changes to IDEA and how they affect the schools. The total cost of the conference is \$20 from the Special Education Budget. No substitute is needed.
- P. **Carol Frankel**, Special Education Teacher and Department Chairperson, to attend *"Progress Monitoring in Special Education"* at PATTAN in King of Prussia, PA on Thursday, November 20, 2003. This conference will help Carol with training as part of a team for Progress Monitoring. Carol will then provide training and support for other teachers. The total cost of the conference is \$120 - \$20 from the Special Education Budget and \$100 from the substitute account.
- Q. **Russell V. Mattison**, school psychologist, to attend *"WISC – IV Training Workshop"* at Lehigh University in Bethlehem, PA on Friday, November 14, 2003. This conference will help train Russ on the new version of the IQ test. The total cost of the conference is \$109.64 from the Psychologist's Budget. No substitute is needed.

**INTERMEDIATE SCHOOL**

- R. **Jenifer Smith**, Speech Therapist, to attend *"Mandated Assistive Technology Core Team Training"* at the Montgomery County Intermediate Unit in Norristown, PA on Wednesday, November 19, 2003. Jenifer will benefit from the training of laws and procedures pertaining to assistive technology issues to be able to chair SETT meetings in our school buildings. The total cost of the conference is \$121 - \$21 from the Special Education Budget and \$100 from the substitute account.
- S. **Jeffrey Moyer**, Health & P.E. teacher, to attend *"Pennsylvania Journal of Health, Physical Education, Recreation and Dance Annual Convention"* at the Lancaster Host Resort in Lancaster, PA from Thursday, November 20 through Saturday, November 22, 2003. The total cost of the conference is \$540.68 - \$440.68 from the 580 account and \$100 from the substitute account.



**OAKS**

- T. **Susan Larimer**, teacher, to attend *“Reading More and Loving It”* at the Holiday Inn in Philadelphia, PA on Tuesday, November 4, 2003. This workshop will provide Susan with new ideas and techniques for increasing student interest and ability in reading which supports our schools and district initiatives in improving student performance and creating life-long learners. The total cost of the conference is \$294.00 - \$194 from the 580 account and \$100 from the substitute account.

**ROYERSFORD**

- U. **Matt Bornais**, teacher, to attend *“NBC 10 Weatherfest and Homeland Security Awards”* at the Franklin Institute in Philadelphia, PA on Wednesday, October 15, 2003. This event will give Matt an opportunity to learn about the newest features of the Weathernet program and how it can be utilized in the classroom. In addition, Royersford Elementary will be recognized as a participating school as part of the Homeland Security initiative. There is no cost for this conference other than \$85 from the substitute account.
- V. **Barbara Paige**, speech therapist, to attend *“Intervention Strategies for the School Aged Child Who Stutters”* at the Gray Conference Center in Bryn Mawr, PA on Tuesday, November 4, 2003. This conference will help Barbara develop practical treatment interventions, increase functionality of her goals and in turn increase student success. Barbara presently has one student who stutters and referrals for two more. The total cost of this conference is \$228 - \$128 from the Special Education Budget and \$100 from the substitute account.
- W. **Barbara Paige**, speech therapist, to attend *“Assistive Technology New Core Team Training”* at the Montgomery County Intermediate Unit in Norristown, PA on Wednesday, November 19, 2003. This is mandated training. The total cost of the conference is \$10 from the Special Education Budget. No substitute is needed.

### SPRING CITY

- X. **Gina Lasky-Butterweck**, speech therapist, to attend *“Understanding Social Cognitive Deficits Across the School and Home Day”* at Presidential Catering in Norristown, PA on Friday, November 7, 2003. This conference will teach Gina how to help children with social deficits develop the skills they need to communicate effectively and teach them the “why” behind social behaviors. The total cost of the conference is \$170 - \$70 from the Special Education Budget and \$100 from the substitute account.

### UPPER PROVIDENCE

- Y. **David Pence**, teacher, to attend *“The Changing Face of Instruction Using Handheld Computers”* at the Bucks County Intermediate Unit in Doylestown, PA on Wednesday, December 3, 2003. This conference will help David explore the uses of a handheld computer in the classroom. The total cost of this conference is \$235 - \$135 from the technology account and \$100.00 from the substitute account.
- Z. **Sheryl Wagenseller**, teacher, to attend *“Simple Machines Now and Then”* at the Heritage Center in Pennsburg, PA on Saturday, November 1, 2003. This conference will help Sheryl learn methods to effectively teach the Science Unit – Simple Machines. The total cost of this conference is \$54.60 from the 580 account. No substitute is needed.

### XI. OTHER BUSINESS

- A. The following policies were submitted as a first reading this evening with approval at the board meeting in November:
1. Policy # 127 – PROGRAMS: Assessments
  2. Policy # 251 – PUPILS: Homeless Students
  3. Policy # 323 - ADMINISTRATIVE EMPLOYEES: Tobacco Use
  4. Policy # 423 – PROFESSIONAL EMPLOYEES : Tobacco Use
  5. Policy # 424 – PROFESSIONAL EMPLOYEES: Personnel Files
  6. Policy # 523 – CLASSIFIED EMPLOYEES: Tobacco Use
  7. Policy # 524 – CLASSIFIED EMPLOYEES: Personnel Files
  8. Policy # 826 – OPERATIONS: Privacy of Health Information
  9. Policy #801 – OPERATIONS: Public Records
  10. Policy # 904 – COMMUNITY: Public Attendance at School Events

11. Policy # 919 – COMMUNITY: District/School Report Cards

## XII. NEW BUSINESS

### PERSONNEL

Mrs. Block made a motion to approve Items A, B, and D. Mr. Masciandaro seconded it. It was approved 7-0.

- A. The board approved the following **Leave of Absences**:
1. **Regina Hoff**, Language Arts/Social Studies Teacher at the Intermediate School, for a Professional Development Leave effective the second semester of the 2003/2004 school year.
  2. **Renee Gondek**, Special Education Teacher at the Middle School for a Family & Medical Leave of Absence, effective October 21, 2003 for up to the eligible twelve (12) week period for the 2003/04 school year.
- B. The board approved of **Rebecca Rudinsky**, Pottstown, PA, as a **Long Term Substitute**, for the Language Arts/Social Studies Teacher at the Intermediate School replacing Jennifer Moyer, who will be on a Leave of Absence effective tentatively November 7, 2003. Ms. Rudinsky is a graduate of Lycoming College with certification in Elementary Education. Compensation will be set at \$35,500, BS, Step 1, prorated, with benefits as per the Collective Bargaining Agreement, effective tentatively November 7, 2003.
- D. The board approved of the following **extraurricular/supplemental contract(s)** for the **High School**:
1. Jessica Ann Beekley    Senior High Assistant  
Cheerleading Coach-Fall    \$1715-H

Mrs. Block made a motion to **TABLE** Item C. Mr. Schroeder seconded it. The board voted to **TABLE** it 7-0.

- C. The board **TABLED** the attached job description for **Part-Time Food Service Clerk**. (attachment)

## FINANCE

Mr. Masciandaro made a motion to approve Item A. Mr. Schroeder seconded it. It was approved 7-0.

- A. The board approved a correction in procedure (book entry) of wiring residual funds in the 1999 Projects fund to the General Account and then to the Capital Reserve Fund. The Board of School Directors approved a motion on the June 2003 board agenda a payment of arbitrage for the G.O.B. Series of 1999 of \$31,884.56 from the Capital Reserve Account. This was financed partially from Closing the 1999 Projects Fund and wiring in June 2003 approximately \$20,571.60 to the Capital Reserve Account. The corrected procedure should have been receiving board approval to wire remaining funds (\$20,571.60) from the 1999 Projects Funds to the General Fund and then to the Capital Reserve Fund in order to make the arbitrage payment to the IRS.

## PROPERTY

The board asked whether Penn DoT would do its own traffic study rather than have the district pick up the tab. Dr. Coale said she was told so initially, but the PennDoT staffer was overruled by his superior and told her that the district was responsible to complete the study. The board further debated the issue then Dr. Coale said it was a necessary step to apply for the traffic light.

Mrs. Block made a motion to amend the motion as follows (amended portion in *italic*). Mr. Masciandaro seconded it. The amended motion was approved 7-0.

- A. The board approved *subject to changes to contract recommended by the solicitor* to enter into an agreement with McMahon Associates, Inc., Fort Washington, PA to complete a traffic signal warrant study. The fee for the study is \$3,300 and out-of-pocket expenses, such as mileage, report production, and preparation and attendance at project, team, Penn DoT, and/or township meetings. The traffic signal warrant study is for the determination of whether the district can obtain a traffic signal on Lewis Road at the juncture of the Spring-Ford High School and Middle School.

## CONFERENCE/WORKSHOP RECOMMENDATIONS

Mrs. Block made a motion to approve Items A-C. Mrs. Stokes seconded it. It was approved 7-0.

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

### MIDDLE SCHOOL

- A. **Jean Taddeo, Cory Parsia, Brandy Miller and Helen Hiles**, Student Assistant Team Members, to attend "*Caron Foundation – Maintenance Day*" in Wernersville, PA on Wednesday, November 5, 2003. Based upon state guidelines for SAP, it is recommended that SAP Teams be given maintenance days during the school year to review and evaluate the SAP program and to gain knowledge about issues relating to team development, prevention, drug, alcohol, and mental health issues. The total cost of this conference is \$400.00 from the substitute account.

### BROOKE

- B. **Elizabeth Smith**, certified school nurse, to attend "*AHA First Aid Instructor Course*" at NPVNA in Lansdale, PA on Wednesday, November 5, 2003 from 6:00pm to 10:00pm. This conference will help Elizabeth become familiar with any current updates on first aid. Elizabeth will return from the conference and give an in-service to district nurses and trainers during the school year on the AHA First Aid Course. The total cost of the conference is \$53.60 from the 580 account. No substitute is needed.
- C. **Melissa Patschke**, Principal of Upper Providence Elementary, to attend the "*Principal's Technology Leadership Academy*" at the Bucks County Intermediate Unit on Friday, November 14, 2003 and at the Montgomery County Intermediate Unit on Monday, April 19, 2004, Thursday, April 29, 2004, Monday, May 3, 2004 and Thursday, May 6, 2004. The total cost of the academy is \$315.00 from the 580 account.

### INFORMATION ITEM

- A. The Chester County Public Schools Healthcare Affiliation of which Spring-Ford is a participating member is seeking requests for proposals for Healthcare Consulting Services. The purpose is to identify a consultant to perform a comprehensive analysis on the viability of self-insurance as a funding mechanism for the

Medical/Health Insurance programs offered to the participating members of the affiliation. The RFP has been sent to the following consulting firms; The Reschini Group; Hartz Consulting Group; Belmont Consulting; Charon Planning , Inc.; Health Benefit Consultant – the Segal Company; CGI consulting Group, Inc.

**XIII. SOLICITOR'S REPORT**

Mr. Davis said that he had minor changes to the contract for the traffic study with McMahon Associates.

**XIV. BUILDING REPORTS (enclosed)**

**XV. PUBLIC COMMENT**

There was none.

Mr. Masciandaro addressed rumors about board members allegedly thinking about closing Spring City Elementary. Mr. Pettit said he could not conceive one member of the board wanting to close Spring City Elementary and that the rumors were not true.

**XVI. ADJOURNMENT**

Mrs. Stokes made a motion to adjourn the meeting. Mr. Rocchio seconded it. The meeting adjourned at 8 p.m.

Respectfully submitted,

Martha Magee Block  
Board Secretary

Pat Dillon  
Recording Clerk