

**POTTSVILLE AREA SCHOOL DISTRICT**

**Board of Directors  
Regular Meeting  
July 17, 2013  
7:30 p.m.  
Academic Center**

**Present: Mr. Boran, Dr. Cortese, Mr. Krater,  
Mrs. Grube, Mr. Thomas, Dr. Smink, Mr.  
Wagner, Dr. Zwiebel, Superintendent;  
Mr. Curran, Business Manager/Board  
Secretary; Mr. Thornburg, Solicitor;  
Mr. Pytak, Republican Herald;  
Mrs. Lombel**

**Absent: Mrs. Petchulis, Atty. Rismiller**

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The meeting was called to order at 7:30 p.m. by President John Boran.

After the Pledge of Allegiance, President Boran announced there would be an Executive Session and would resume the Board meeting at the conclusion of the Executive Session. Executive Session concluded at 8:08 p.m.

On motion of Mr. Wagner, seconded by Mr. Thomas, the Board dispensed with the reading of the minutes of both the work session held on June 12, 2013 as well as the minutes of the regular board meeting held on June 26, 2013. Since all members received copies, and there being no additions or corrections, the minutes were approved. Motion carried.

On motion of Mr. Krater, seconded by Dr. Cortese, the report of the Treasurer for the month of June 2013 was accepted and ordered appended to the minutes. Motion carried.

On motion of Mr. Thomas, seconded by Dr. Cortese, the Operating Report of the Pottsville Area School District Cafeterias for the month of June 2013 was accepted and ordered filed. Motion carried.

On motion of Mr. Thomas, seconded by Dr. Cortese, the Financial Statement of the Pottsville Area School District Cafeterias for the month of June 2013 was accepted and ordered filed. (See office files.) Motion carried.

On the recommendation of Mr. Curran, and on motion of Mr. Wagner, seconded by Mr. Thomas, the Board approved the 1<sup>st</sup> Reading of Policy 808 – Food Service and Policy 808.1 – Free/Reduced Meals. Motion carried.

A list of bills, as appended, was submitted for payment. (Copy to each Director.)

On motion of Mr. Krater seconded by Dr. Cortese, vouchers were ordered drawn in payment of the bills listed or where vouchers had been drawn, such action was approved and the list of bills was ordered appended to the minutes. Motion carried.

On recommendation of Mr. Thornburg, and on motion of Mr. Wagner, seconded by Mr. Krater, the Board approved Mr. Curran, Business Manager/Board Secretary, as the TCC Delegate, Right to Know Officer and HIPAA Officer for the Pottsville Area School District. Mr. Delenick held these positions before his retirement. Motion carried.

On recommendation of Mr. Thornburg, and on motion of Dr. Cortese, seconded by Mrs. Grube, the Board approved the 1<sup>st</sup> Reading of the following policies:

- 800 AR– Records
- 800 AR1 – Records Retention Schedule
- 800 AR2 – Litigation Hold
- 801 AR – Exempted Records
- 801 AR1 – Disclosure of Certain Records
- 801 AR2 – Fee Structure

Motion carried.

On recommendation of Mr. Thornburg, and on motion of Mr. Krater seconded by Mr. Wagner, the Board approved the 2<sup>nd</sup> Reading of the following policy:

- 909 – Municipal Gov't Relations

Motion carried.

The Superintendent submitted the part-time payroll bills and recommended payment.

On motion of Mrs. Grube, seconded by Mr. Thomas, the Board authorized payment to the persons listed in the amounts indicated after their respective names for services on the programs specified, in accordance with payroll bills submitted and approved by the Superintendent. (See office files.) Motion carried.

On the recommendation of the Superintendent, and on motion of Mrs. Grube, seconded by Mr. Thomas, the Board authorized the Superintendent, as in the past, to approve conferences, field trips, and staff development activities for the 2013-2014 school year, based on the recommendation of the building principals and the policies pertaining to conferences, field trips, and budget allocations. Each building principal will receive a budgeted allocation for these purposes. Motion carried.

On the recommendation of the Superintendent, and on motion of Mrs. Grube, seconded by Mr. Thomas, the Board ratified the Superintendent's preapproval of the credits indicated for the following professional employees in accordance with the negotiated

agreement between the Pottsville Area School District and the Pottsville Area School District Education Association: Stephen Curran – 3 credits; Brianne Drexel - 3 credits; Scott Mattea - 3 credits; Robert Shaffer – 3 credits.

Motion carried by roll call vote: Dr. Cortese, Mr. Krater, Mrs. Grube, Dr. Smink, Mr. Thomas, Mr. Wagner, Mr. Boran, Aye. Atty. Rismiller, Mrs. Petchulis, Absent.

On the recommendation of the Superintendent, and on motion of Mrs. Grube, seconded by Mr. Thomas, the Board approved the reimbursement for the following professional employees as indicated for their successful completion of preapproved credit courses in accordance with the negotiated agreement between the Pottsville Area School District and the Pottsville Area School District Education Association: Mary Fetterolf - \$540.00; and John Spleen - \$90.00. Motion carried by roll call vote: Dr. Cortese, Mr. Krater, Mrs. Grube, Dr. Smink, Mr. Thomas, Mr. Wagner, Mr. Boran, Aye. Atty. Rismiller, Mrs. Petchulis, Absent.

On the recommendation of the Superintendent, and on motion of Mrs. Grube, seconded by Mr. Thomas, the Board approved the medical and dental examiners whose names appear on the list as submitted for the 2013-2014 school year. (See Office File). Dr. Zwiebel noted the medical and dental examiners will not be limited to this list and additional applications for placement on this list will be welcomed. Motion carried.

On the recommendation of the Superintendent, and on motion of Mrs. Grube, seconded by Mr. Thomas, the Board approved the following:

- A contract with Mrs. Gayle Rehnert to serve as a School Psychologist from August 20, 2013 through June 2, 2014
- A contract with Mrs. Sarah Fridirici to serve as a School Psychologist from July 1, 2013 through June 30, 2014
- A contract with Miss Meredith Boris to serve as an Athletic Trainer from July 1, 2013 through June 30, 2014
- A contract with Mrs. Melanie Thornburg to serve as Occupational Therapist from August 20, 2013 through June 2, 2014
- The appointment of Leslie Kraft as Literacy Coach beginning with the 2013-2014 school year
- Resignation of Miss Erin Allan as an Elementary Reading Specialist be approved as per her letter dated July 2, 2013
- A contract with Mrs. Donna Romano to serve as an Assistant Nurse at the JSC Elementary Center from August 20, 2013 through June 2, 2014. It is also recommended that her salary be set at \$39,500.00 for the 2013-2014 school year.
- The following Licensed Social Workers be approved from August 20, 2013 through June 2, 2014 and set their salaries:

Migdalia Gunoskey	\$47,500.00
Jessica Coyle	\$47,500.00
Lara Swartz	\$42,000.00

Motion carried by roll call vote: Dr. Cortese, Mr. Krater, Mrs. Grube, Dr. Smink, Mr. Thomas, Mr. Wagner, Mr. Boran, Aye. Atty. Rismiller, Mrs. Petchulis, Absent.

On the recommendation of the Superintendent, and on motion of Mrs. Grube, seconded by Mr. Thomas, the Board reappointed Dr. Matthew Sophy as Physician in charge of certifying students' Individualized Educational Programs at a rate of \$3.00 per evaluation. Motion carried by roll call vote: Dr. Cortese, Mr. Krater, Mrs. Grube, Dr. Smink, Mr. Thomas, Mr. Wagner, Mr. Boran, Aye. Atty. Rismiller, Mrs. Petchulis, Absent.

On the recommendation of the Superintendent, and on motion of Mrs. Grube, seconded by Mr. Thomas, the Board approved the National School Lunch Program agreement between the Pottsville Area School District, Intermediate Unit 29, and Schuylkill County Vocational Technical Schools for the 2013-2014. Motion carried.

On further recommendation of the Superintendent, and on motion of Mrs. Grube, seconded by Mr. Thomas, the Board approved the English as Second Language Education Service Agreement between the Pottsville Area School District and the Schuylkill Intermediate Unit 29 for the 2013-2014 school year at the following scheduled payments: October 1, 2013 - \$5,905.00 and February 3, 2014 - \$5,905.00. Motion carried by roll call vote: Dr. Cortese, Mr. Krater, Mrs. Grube, Dr. Smink, Mr. Thomas, Mr. Wagner, Mr. Boran, Aye. Atty. Rismiller, Mrs. Petchulis, Absent.

On recommendation of the Superintendent, and on motion of Mrs. Grube, seconded by Mr. Thomas, the Board approved the following be elected as Temporary/Professional Employees subject to the assignment of the Superintendent and set their salaries effective August 20, 2013:

Katelynn Hranchock	MS English	Bachelor - 1	\$37,250.00
Stacey McClusky	JSC Reading Specialist	Bachelor - 1	\$37,250.00
Nicole Stock	Spec Ed/ML Math	Bachelor - 2	\$37,500.00
Christopher Vrabel	MS Science	Bachelor - 1	\$37,250.00

Motion carried by roll call vote: Dr. Cortese, Mr. Krater, Mrs. Grube, Dr. Smink, Mr. Thomas, Mr. Wagner, Mr. Boran, Aye. Atty. Rismiller, Mrs. Petchulis, Absent.

On recommendation of the Superintendent, and on motion of Mrs. Grube, seconded by Mr. Thomas, the Board approved the following be elected as Special Education Supervisors subject to the assignment of the Superintendent and set their salaries as follows:

Deneen Reese	John S. Clarke Elementary	\$63,600.00	Effective August 5, 2013
Eleanor Sanayka	Pottsville Area High School	\$83,800.00	Effective-Pending Release

Motion carried by roll call vote: Dr. Cortese, Mr. Krater, Mrs. Grube, Dr. Smink, Mr. Thomas, Mr. Wagner, Mr. Boran, Aye. Atty. Rismiller, Mrs. Petchulis, Absent.

Both Supervisors attended the Board Meeting along with Ms. Kelly A. Brennan, Special Education Director, and were introduced to the Board members.

On recommendation of the Superintendent, and on motion of Mrs. Grube, seconded by Mr. Thomas, the Board approved the 1<sup>st</sup> Reading of the following policies:

- 008 – Organization Chart
- 104 – Non Discrimination
- 216 – Student Records
- 218 – Student Discipline
- 218.1 – Weapons
- 218.2 – Terroristic Threats
- 222 – Tobacco Use
- 227 – Controlled Substances
- 806 – Child/Student Abuse
- 822 – AED
- 907 – School Visitors

Motion carried.

On recommendation of the Superintendent, and on motion of Mrs. Grube, seconded by Mr. Thomas, the Board approved the following salary adjustment be approved and become effective for the 2013-2014 school term: Leigh Ann Bosak – Master’s Degree. Motion carried.

Dr. Zwiebel noted that the Pottsville Area High School Alumni Directories were received by alumni who purchased the directories.

On the recommendation of the Committee on Athletics and Extracurricular Activities, and on motion of Mr. Krater, seconded by Mr. Wagner, the Board authorized the Secretary to advertise for bids for certain athletic equipment and supplies (Winter Sports) for the 2013-2014 school year, in accordance with the school district’s instructions and specifications, such bids to be received until 12:00, noon, August 21, 2013. Motion carried.

On the recommendation of the Committee on Athletics and Extracurricular Activities, and on motion of Mr. Krater, seconded by Mr. Thomas, the Board approved the 1<sup>st</sup> Reading of the following policies:

- 122 – Extra Curricular Activities
- 123 – Interscholastic Athletics
- 123.1 – Concussion Management
- 123.2 – Sudden Cardiac Arrest
- 123.1 AR – Procedures for Concussion Mgt.
- 123.2 AR – Signs of Cardiac Arrest

Motion carried.

On the recommendation of the Committee on Buildings, Real Estate and Transportation, and on motion of Mr. Thomas seconded by Mr. Krater, the Board approved the 1<sup>st</sup> Reading of the following policies:

- 705 – Safety
- 718 – Service Animals
- 805 – Emergency Preparedness
- 805.1 – Relations with Law Enforcement
- 818 – Contracted

Motion carried.

On the recommendation of the Committee on Finance, and on motion of Mr. Thomas, seconded by Mr. Krater, the Board authorized the payment to the Schuylkill Intermediate Unit 29 for Special Education Services for the 2013-2014 school year with a tentative amount of \$1,019,113.00 payable in six scheduled installments. Motion carried by roll call vote: Dr. Cortese, Mr. Krater, Mrs. Grube, Dr. Smink, Mr. Thomas, Mr. Wagner, Mr. Boran, Aye. Atty. Rismiller, Mrs. Petchulis, Absent.

On the recommendation of the Committee on Finance, and on motion of Mr. Wagner, seconded by Dr. Cortese, the Board authorized the payment of the first installment for the 2013-2014 Special Education Program Services in the amount of \$152,867.00 due August 1, 2013. Motion carried by roll call vote: Dr. Cortese, Mr. Krater, Mrs. Grube, Dr. Smink, Mr. Thomas, Mr. Wagner, Mr. Boran, Aye. Atty. Rismiller, Mrs. Petchulis, Absent.

On the recommendation of the Committee on Finance, and on motion of Mr. Krater, seconded by Mr. Wagner, the Board approved the 1<sup>st</sup> Reading of the following policies:

- 605 – Tax Levy
- 609 – Investment of District Funds
- 610 – Purchases subject to Bid
- 620 – Fund Balance

Motion carried

On the recommendation of the Committee on Personnel, and on motion of Dr. Smink, seconded by Mrs. Grube, the Board accepted the resignation of George H. Long, a full-time custodial employee at the Pottsville Area High School, effective July 19, 2013. Motion carried.

On the recommendation of the Committee on Personnel, and on motion of Dr. Smink, seconded by Mr. Krater, the Board approved the 1<sup>st</sup> Reading of the following policies:

- 323 – Tobacco Use
- 335 – Family/Medical Leave
- 335 AR1 – FMLA Procedures
- 335 AR2 – Request/Response FMLA
- 347 – Workers Comp Return to Work
- 351 – Drug & Substance Abuse

- 517.1 – Progressive Discipline
- 517.2 – Employee Dismissals
- 530 – Overtime

Motion carried.

Dr. Cortese, Technology Chairperson, reported that the school and libraries division (E-rate), approved funding for the period of 7/1/13 to 6/30/14 as follows:

Telecommunications (Cellular)	\$ 3,190.08
Basic Phone/Telephone System (Landline)	\$12,046.79
Long Distance (Landline)	\$ 2,389.44
PRI-Inbound/Outbound Calling (Landline)	\$ 4,778.88

The district receives a 76% discount for the 2013-2014 school year for the above services.

Skyward Implementation – Training is underway and will continue into the Fall for the district’s new Student Information System – Skyward. Parents will be given information at the beginning of the new school year on how to access their child’s grades and information.

The district’s new website is now live. It offers a more user-friendly environment to find information faster. The website has been designed to be “responsive” meaning if you visit the district website on your tablet or phone, the website reacts and resizes the information displayed on the screen for a better browsing experience.

Dr. Cortese noted that there will be a total of 700 iPads that will available for use for the 2013-2014 school year: John S. Clarke Elementary will have 540 to be used in Kindergarten and First Grade classrooms, Middle School will have 31, High School will have 124 and Speech Therapists and Itinerant Teachers will have 5.

Dr. Zwiebel also noted that a computer sale was held today at the John S. Clarke Elementary Center with a profit of approximately \$6,000.00. There will be a community computer sale at the end of July.

Mr. Wagner, IU 29 Representative, reported that Diane Best is the new Director of Curriculum at the Schuylkill IU 29. Mr. Wagner also noted that there is nothing new to report on negotiations.

Mr. Wagner, 80th Anniversary of PAHS Chairperson, met with Mr. Jim Womer concerning the installation and pattern of the bricks. The cost for the installation would be approximately \$1,250.00.

On motion of Dr. Cortese, seconded by Mr. Wagner, the Board accepted the following reports for the month of June 2013: Harry E. Ebling – Business Privilege Tax - \$13,051.71; and Delinquent Personal Tax - \$121.00. Motion carried.

On motion of Dr. Cortese, seconded by Mr. Wagner, the Board accepted the following report for the months of June 2013: Berkheimer – Earned Income Tax - \$159,133.97; and Local Service Tax - \$4,609.86. Motion carried.

On motion of Dr. Cortese, seconded by Mr. Wagner, the Board accepted the report of A. Matthew Dudish, Recorder of Deeds, for June 2013 in the amount of \$9,544.71 for Realty Transfer Tax. Motion carried.

Mr. Curran noted that in accordance with Act 84 of 1986, the Sunshine Act, an Executive Session with the Board as a whole immediately following this meeting was hereby announced for the purpose of discussing personnel matters and/or legal issues.

On motion of Mr. Krater, seconded by Dr. Cortese, the Board approved the following requests for use of facilities: Alumni Field to meet/greet Tide cheerleaders prior to Pep Rally on August 16, 2013 and Middle School parking lot for Schuylkill County Historical Society for a Gettysburg Bus trip on October 12, 2013. Motion carried.

There being no further new business and on motion of Mr. Thomas, seconded by Mr. Wagner, the meeting adjourned at 8:36 p.m.

Executive Session convened at 8:45 p.m. and adjourned at 9:40 p.m.