POTTSVILLE AREA SCHOOL DISTRICT - BOARD MEETING MINUTES

DHH LENGEL MIDDLE SCHOOL AUDITORIUM

Wednesday, October 21, 2026 - 7:00 p.m.

MEETING OPENING - The meeting was called to order at 7:12 p.m.

1. OPENING & PLEDGE – Mr. Harry Ciavarella

2. ROLL CALL – Mrs. Mindy Zimerofsky

Board Members Present: Kerry Ansbach, Stephanie Buchanan, Harry Ciavarella, Kyle Crouse, Dr. Ashley DeWitt, Chris Kelly, Craig Shields

Board Members Absent: Rachael Hobbs, Bob Thomas

Administration Present: Mindy Zimerofsky, Board Secretary; Stephanie Wood, Business Manager, Guy Lowery, Ed.D., and Kevin Reid, Solicitor.

Public Comment – Mr. Harry Ciavarella

Harry Ciavarella – Board Statement

A reminder to the public that the public comment period is not a question-and-answer period, but rather the opportunity for the public to submit comments to the Board. If members of the public wish to make public comments, then they must do so in person. Public comments will follow School Board Policy 903 and public comment procedures. Members of the public who are residents and/or taxpayers of the school district who wish to comment shall identify themselves by indicating name, address, and topic upon which they want to address. If the subject matter is on the agenda, such persons shall be given priority over residents and/or taxpayers who want to comment on non-agenda items. Please limit your comments to three minutes. The public comment segment of each Board meeting shall be a maximum of one hour per public meeting. Anyone who does not get the opportunity to speak because of the expiration of this one-hour time period shall be afforded a priority speaking position at the next public Board meeting. After the School Board agenda is posted online, questions may be emailed to mzimerofsky@pottsville.k12.pa.us by 2:00 PM the day of the meeting. Questions will be forwarded to all Board members. The meeting will be available online.

Are there any public comments at this time?

1. Savas Logothetides of Pottsville spoke regarding City of Pottsville Land Bank Resolutions.
2. Amy Babcock of Pottsville spoke regarding concerns within the District.

2.A. BOARD MEETING MINUTES - Mrs. Mindy Zimerofsky

It is recommended that the Board approve the Minutes from the September 9, 2026, Committee of the Whole and the September 16, 2026, Board Meeting.

May I please have a motion to approve as recommended?

Motion: Mr. Ansbach. Second: Mrs. Buchanan. Roll Call Vote: All aye.

3. FINANCIAL REPORTS – MRS. STEPHANIE WOOD

It is recommended by the Finance Committee that the Board approve the following:

- Treasurer's Report (All Funds) – General Fund Balance as of September 30, 2026 – $11,307,251.94; Cafeteria Fund Balance as of September 30, 2026 – $959,306.48.
- General Fund Condensed Board Summary Revenue Report
- General Fund Condensed Board Summary Expenditure Report
- Cafeteria Condensed Board Summary Report
- Payment Summary
- Budget Transfers

May I please have a motion to approve as recommended?

Motion: Mr. Kelly. Second: Mr. Crouse. Roll Call Vote: All aye.

4. UNFINISHED BUSINESS – Mr. Craig Shields
None.

5. SOLICITOR'S REPORT – Kevin Reid, Attorney At Law
None.

6. DONATIONS – Mr. Harry Ciavarella
None.

7. INFORMATION

7.A FEDERAL PROGRAMS – Mr. Harry Ciavarella
None.

7.B CRIMSON TIDE FOUNDATION – Mr. Harry Ciavarella
None.

8. COMMITTEE REPORTS

8.A. ATHLETICS AND EXTRACURRICULARS – Mr. Craig Shields
None.

8.B. FACILITIES AND GROUNDS – Mr. Chris Kelly

1. It is recommended that the Board approve the proposal and service agreement between the Pottsville Area School District and Sciens Service Suite/Eastern Time Division, for Fire Alarm Only Monitoring and Fire Alarm Cell Dialer - $3,500.00, pending solicitor review and approval.
2. It is recommended that the Board approve the quote from LMB Industrial Services, Inc. for a Boiler Rear Wall Door Header and a Burner Block, including install and demolition of old steel header - $4,900.00.
3. It is recommended that the Board approve and ratify the September 18, 2026 quote from Arnold's Office Furniture for the purchase of office furniture - $23,000.00.
4. It is recommended that the Board approve and ratify the September 15, 2026 quote from B&H Landscaping, LLC for repairs at the Girls' Softball Field - $9,970.00.
5. It is recommended that the Board approve the quotes from McNulty's Building Supply, Inc. for replacement carpet and installation in two offices - $3,100.00.

May I please have a motion to approve as recommended?

Motion: Mr. Ansbach. Second: Mr. Crouse. Roll Call Vote: All aye.

8.C. TRANSPORTATION – Dr. Ashley DeWitt

1. It is recommended that the Board approve and ratify the 2026-2027 Contract for the Transportation of School Pupils between the Pottsville Area School District and Schuylkill Technology Center, pending solicitor review and approval.
2. It is recommended that the Board approve the Student Assistance Program Agreement Limited Engagement between Pottsville Area High School and The R J Caron Foundation (DBA Caron Treatment Centers) for services to be provided (at no cost to the District), pending solicitor review and approval.
3.

May I please have a motion to approve as recommended?

Motion: Mr. Shields. Second: Mrs. Buchanan. Roll Call Vote: All aye.

8.D. PERSONNEL – Dr. Ashley DeWitt

It is recommended by the Personnel Committee that the Board approve the following employment recommendations, contingent upon receipt and verification of all required employment paperwork, certifications, licenses, and clearances:

1. It is recommended that the Board approve the following ratifications:
- Clarence Herndon as Cafeteria Aide and Cafeteria Substitute at John S. Clarke Elementary Center, at the hourly rate of $13.00, effective September 21, 2026.
- Dilcia Diaz Batista as Bus Driver, at the hourly rate of $19.75, effective September 28, 2026.
- Gabrielle Brode as part-time Paraprofessional at the John S. Clarke Elementary Center, at the hourly rate of $14.50, effective October 12, 2026.
- Salisha Justice as full-time Paraprofessional at the DHH Lengel Middle School, at the hourly rate of $15.00, effective October 1, 2026.
- Janine Hamilton as Transportation Aide, at the hourly rate of $13.00, effective September 29, 2026.
- Krystina Hampton as part-time Cafeteria Worker, at the John S. Clarke Elementary Center, at the hourly rate of $13.00, effective October 5, 2026.
- Nicole Frace as part-time Cafeteria Worker, at the John S. Clarke Elementary Center, at the hourly rate of $13.00, effective October 5, 2026.
- Shawna Piccolo as part-time Cafeteria Worker, at the Pottsville Area High School, at the hourly rate of $13.00, effective October 12, 2026.
- Lisa Phillip part-time Van Driver, at the hourly rate of $15.75, effective October 19, 2026.

2. It is recommended that the Board ratify the correction to Shaniya McShaw's hourly rate, increasing it from $15.00 to $15.75 following her Board-approved change from part-time to full-time Paraprofessional.
3. It is recommended that the Board approve the position change of Heather Skripko from Girls' Jr. High Basketball Coach to Girls' Varsity Basketball Assistant Coach, at the annual stipend of $2,700.00 for the 2026-2027 season.
4. It is recommended that the Board approve Kaycee Hess as Fourth Grade Lead Teacher for the 2026-2027 school year at a stipend of $2,200.00.
5. It is recommended that the Board approve the following coaches for the 2026-2027 school year:
- Kevin Corby - Boys' Junior High Basketball Coach - $2,400.00 stipend.
- Olivia Eagan - Girls' Junior High Basketball Coach - $2,400.00 stipend.

6. It is recommended that the Board approve Michael Allen as a Volunteer Boys' Junior High Basketball Coach for the 2026-2027 school year.
7. It is recommended that the Board approve Ashley Porter as School Nurse (Floater) at a salary of $47,500.00, effective, October 12, 2026.
8. It is recommended that the Board approve Daulton Mates as a Social Studies Teacher at DHH Lengel Middle School at a salary of $47,500.00, Bachelor's - step 1, effective October 22, 2026.

9. It is recommended that the Board approve Roselyn Bernhard as an Elementary Teacher (Fourth Grade) at John S. Clarke Elementary Center at a salary of $47,500.00, Bachelor's - step 1, with a start date to be determined.
10. It is recommended that the Board approve Joseph H. Murton as a full-time School Police Officer at his current hourly rate, effective October 26, 2026.
11. It is recommended that the Board approve John W. Roberts as a full-time School Police Officer at his current hourly rate, effective October 26, 2026.
12. It is recommended that the Board approve Sherry Hushen as the Director of Curriculum, Instruction, Assessment & Data at a salary of $104,000.00 (Act 93 - 12 months), effective November 1, 2026.
13. It is recommended that the Board approve the following lists of Tutoring teachers and After School program teachers at an hourly rate of $35.00 as per contract:

- John S. Clarke Elementary Center: Beth Bauers, Emily Earlley, Giavanna Hannon, Heather Martin, Heather McDonald, Gwen Rodgers, Ashley Rumpf, Katherine Williams
- DHH Lengel Middle School: Alicia Fehr, Elizabeth Grow, Paula Heffner, Cara Holman, Stephanie Maroukis, Mary Matulevich, Katelynn Miller, Sydney Murray, Rachelle Price, Anya Wood, Leah Zerbe
- Pottsville Area High School: Serena Foulk, David Sterner

14. It is recommended that the Board approve the following resignations:

- Jennifer Brindle, Fourth Grade Teacher, at John S. Clarke Elementary Center, letter dated September 15, 2026.
- Alycia Semanco, Special Education Teacher (Emotional Support), at Pottsville Area High School, letter dated September 23, 2026.
- Amy Withelder, Bocce Coach, at Pottsville Area High School, effective October 21, 2026.

15. It is recommended that the Board rescind the August 19, 2026 Motion for Brooklyn Nagle, Girls' Soccer Volunteer Assistant Coach, at Pottsville Area High School.
16. It is recommended that the Board approve the following FMLA/LOA requests:

- Employee #1483 - 9/18/26; 10/9/26
- Employee #1868 - 10/2/26; 10/5/26
- Employee #1583 - 10/21/26
- Employee #1929 - 9/26/26

17. It is recommended that the Board approve the pre-approval of credit hours indicated for the following professional employee(s) be ratified in accordance with the negotiated agreement between PASD and the PASDEA: Scott Burcik - 6 Credits; Michael Walser - 6 Credits; Michala Zembas - 3 Credits.
18. It is recommended that the Board approve the following professional employee(s) be reimbursed as indicated for the successful completion of pre-approved credit courses in accordance with the negotiated agreement between the PASD and PASDEA: Scott Burcik - $3,204.00; Lauren Deibert

- $1,602.00; Nicole Doran - $1,080.00; Katelynn Miller- $300.00; Kimberly O'Brien - $300.00; Gwen Rodgers - $937.50; Melissa Scheetz - $300.00; Kayla Watt - $750.00.

19. It is recommended that the following salary adjustments be approved and made effective the 2026-2027 school year: Bailey Ditzler – Master's Degree; Katelynn Miller – Master's + 15.
20. It is recommended that the Board approve the 2026-2027 Pottsville Area School District Employee Handbook.
21. It is recommended that the Board approve attendance of David Gonzalez, Director of Technology at the Tech Academics Conference (November 1-3, 2026) in San Antonio, Texas, at a cost not to exceed $1,000.00.
22. It is recommended that the Board approve the Superintendent's annual performance evaluation for the 2025-2026 school year, determining that Dr. Guy Lowery satisfied the mutually agreed performance standards.

May I please have a motion to approve as recommended?

Motion: Mr. Kelly. Second: Mrs. Buchanan. Roll Call Vote: All aye.

8.E. FINANCE – Mr. Harry Ciavarella

1. It is recommended that the Board approve the sale of 351 Nichols Street, Pottsville, Parcel No. 68-14-0026.000, from the County Repository in the amount of $2,500.00.
2. It is recommended that the Board approve the 2026-2027 Title I Letter of Agreement between Pottsville Area School District and Schuylkill Intermediate Unit in effect from August 24, 2026 until May 28, 2027, pending solicitor review and approval.
3. It is recommended that the Board approve and ratify the three-year Athletic Sponsorship Agreement for a Single Static Sign Advertising between the Pottsville Area School District and Alvernia University, effective September 1, 2026 through August 30, 2029.
4. It is recommended that the Board approve and ratify the three-year Athletic Sponsorship Agreement for a Single Static Sign Advertising between the Pottsville Area School District and Mid Penn Bank, effective September 1, 2026 through August 30, 2029.
5. It is recommended that the Board approve the First Amendment to the Plan Administration Agreement with U.S. OMNI & TSACG Compliance Services, Inc. for retirement plan administration services, pending solicitor review and approval.
6. It is recommended that the Board approve a reimbursement to the Pottsville Area High School Girls' Basketball Booster Club for a coach bus rental in the amount of $1,350.00.
7. It is recommended that the Board approve the Quote from Greens Communications for forty-eight Portable Radios, COSTARS Contract #012-E23-317 for $62,284.80.

8. It is recommended that the Board authorize the administration and its designated representatives to prepare specifications and advertise for competitive bids for the Martz Hall Door Project.
9. It is recommended that the Board approve the Memorandum of Understanding between Learning on Laurel, LLC Preschool and Childcare Center and Pottsville Area School District to establish an emergency relocation and reunification site, pending solicitor review and approval.
10. It is recommended that the Board authorize PSDLAF to reinvest the $4,000,000.00 investment maturing on October 21, 2026 for (6) six months at an annualized rate of 4.21%.

May I please have a motion to approve as recommended?

Motion: Dr. DeWitt. Second: Mrs. Buchanan. Roll Call Vote: All aye.

8.F. PROMOTION, PUBLIC RELATIONS & SOCIAL MEDIA – Mr. Kyle Crouse

1. DHH Lengel Middle School Students of the Month: Freya Waddel (5th Grade), Hugh Reilly (6th Grade), Victoria Retzlaff (7th Grade), Liam McShaw (8th Grade).
2. Pottsville Area High School Rotary Students of the Month: Jo Barnhart and Colin McGinley.
3. Pottsville Area High School Artist of the Month: Charlie Hemerly.

8.G. TECHNOLOGY – Mr. Harry Ciavarella

1. It is recommended that the Board approve and ratify the agreement with PowerSchool for the one-year renewal of SchoolMessenger for the period of August 4, 2026, through August 3, 2027, at a cost of $3,900.10, pending solicitor review and approval.

May I please have a motion to approve as recommended?

Motion: Dr. DeWitt. Second: Mrs. Buchanan. Roll Call Vote: All aye.

8.H. CURRICULUM – Mrs. Stephanie Buchanan

1. It is recommended that the Board approve the decommissioning of the Drama Club items as listed in the supporting documentation.
2. It is recommended that the Board approve the updated proposed field trip locations for the 2026-2027 academic year as requested from school principals.
3. It is recommended that the Board approve and ratify the Homebound Instruction for Student 35-0065, effective October 12, 2026.
4. It is recommended that the Board approve the agreements with Navigate 360 for Positive Behavior Supports and Interventions (PBIS) subscription

services for John S. Clarke Elementary Center and DHH Lengel Middle School, effective October 22, 2026 through August 31, 2027.

5. It is recommended that the Board approve the Aggregate Clinical Site Approval with Commonwealth University of Pennsylvania, Affiliation Agreement Amendment Number 1, pending solicitor review and approval.

May I please have a motion to approve as recommended?

Motion: Mr. Ciavarella. Second: Dr. DeWitt. Roll Call Vote: All aye.

8.I. POLICY & PROCEDURE – Mr. Harry Ciavarella

1. It is recommended that the Board approve the second reading and adoption of revised policy 137.2 - Participation in Co-curricular Activities and Academic Courses by Home Education Students.

May I please have a motion to approve as recommended?

Motion: Mr. Ciavarella. Second: Dr. DeWitt. Roll Call Vote: All aye.

8.J. FOOD SERVICE – Mr. Kerry Ansbach
None.

8.K. LABOR RELATIONS – Mr. Harry Ciavarella
None.

9. INFORMATION AND BOARD MEMBER REPORTS

9.A. LEGISLATION – Mrs. Stephanie Buchanan
None.

9.B. IU REPRESENATIVE – Mr. Harry Ciavarella
None.

9.C. SAINT CLAIR COMMITTEE – Mrs. Stephanie Buchanan
None.

9.D. PSBA REPRESENTATIVE – Mrs. Harry Ciavarella
None.

10. NEW BUSINESS

10.A. APPOINTMENTS – Mr. Harry Ciavarella
None.

10.B. UPCOMING EVENTS – Junior Board Member
None.

10.C. USE OF FACILITIES – Mrs. Mindy Zimerofsky

It is recommended that the Board approve the following use of facilities requests:

- DHH Lengel Middle School: Pottsville Youth Wrestling (Practices in Wrestling Room on Weekdays from 11/02/26 - 03/31/27, 5:30pm-8:30pm; Tournaments in Martz Hall on 01/03/27 and 02/28/27 from 6:30am-6:30pm).
- Pottsville Area High School: Pottsville Youth Wrestling (Matches in Gymnasium on 12/27/26 and 01/24/27 from 10:00am-6:00pm); City of Pottsville (Fitness Test at Veteran's Memorial Stadium on 10/31/26 from 11:00am-1:00pm).
- John S. Clarke Elementary Center: Scouting America Hawk Mountain Council Sign Up Night (Library on October 27, 2026 from 6:30 p.m. - 7:30 p.m.).

May I please have a motion to approve as recommended?

Motion: Mr. Ansbach. Second: Dr. DeWitt. Roll Call Vote: All aye.

10.D. DATES FOR FUTURE MEETINGS – Mrs. Mindy Zimerofsky

- Facilities Committee Meeting: October 30, 2026 at 10:00 a.m. at the Howard S. Fernsler Academic Center.
- Committee of the Whole Meeting: November 11, 2026 at 6:00 p.m. at the Howard S. Fernsler Academic Center.
- Board Meeting: November 18, 2026 at 7:00 p.m. at the DHH Lengel Middle School Auditorium.

ANNOUNCEMENT OF EXECUTIVE SESSION

11. EXECUTIVE SESSION – Mrs. Mindy Zimerofsky

Executive Sessions were held on the following dates and times for personnel matters:

- October 13, 2026 from 7:21 p.m. to 8:22 p.m.
- October 14, 2026 from 6:59 p.m. to 8:16 p.m.
- October 21, 2026 from 6:44 p.m. to 7:09 p.m.

12. ADJOURNMENT

Motion: Dr. DeWitt. Second: Mrs. Buchanan. Roll Call Vote: All aye.

The meeting was adjourned at 7:35 p.m.

Respectfully submitted,

Mindy Zimerofsky
Board Secretary