

**PUBLIC MEETING OF  
BOARD OF SCHOOL DIRECTORS  
PENN DELCO SCHOOL DISTRICT  
2821 CONCORD ROAD  
ASTON, PA 19014**

**Minutes of the Board of School Directors  
APRIL 24, 2019**

A regular meeting of the Board of School Directors of the Penn-Delco School District convened on Wednesday, April 24, 2019, at 7:42 p.m. at the District Service Center pursuant to advertisement published in the Delaware County Daily Times.

**School Directors Present:**

Catherine Hilferty  
Kate Denney  
Lisa Esler  
M. Colleen Powell  
Bernie Seasock  
Georgia Stone  
Kevin Tinsley  
Leon Armour

**School Directors Absent:**

Dawn Jones

**Others in Attendance:**

Dr. George Steinhoff, Superintendent  
Eric Kuminka, Assistant Superintendent  
Tracy Marshall, Business Administrator  
Sean Lilly, Director of Human Resources

**MINUTES AND MONTHLY REPORTS**

The Agenda for this meeting is attached hereto as Appendix "1".

1. **APPROVAL OF MINUTES** – Upon considering the draft minutes attached hereto as Appendix "2", it was resolved that the minutes of the regular meeting of March 27, 2019 as presented, be and are hereby approved.

Motion to approve the resolution was made by Mrs. Esler and seconded by Mrs. Denney the motion was unanimously approved.

2. **APPROVAL OF INVOICE LISTING** – Upon considering the invoice listing attached hereto as Appendix "3", it was resolved that the invoice listing for March 2019 – April 2019 as presented, be and is hereby approved.

Motion to approve the resolution was made by Mrs. Stone and seconded by Mrs. Powell.

Voting Yea: All  
Voting No: None

### **MINUTES AND MONTHLY REPORTS - Continued**

3. **APPROVAL OF TREASURER'S REPORT** – Upon considering the draft Treasurer's Report attached hereto as Appendix "4", it was resolved that the Treasurer's Report of March 2019, as presented, be and is hereby approved.

Mrs. Powell presented the Treasurer's Report for March 2019.

Motion to approve the Treasurer's Report was made by Mrs. Stone and seconded by Mrs. Esler the motion was unanimously approved.

### **4. BUDGET TRANSFER REPORT**

MOTION: To approve the Budget Transfer Report for March – April 2019

Motion to approve the Transfer Report was made by Mrs. Denney and seconded by Mrs. Esler. The motion was unanimously approved.

### **STUDENT/STAFF RECOGNITIONS**

Dr. Steinhoff recognized Sun Valley's Boys Basketball Team on their PIAA District 1 5A Championship and their bid to the States, making it to the elite 8 before being defeated. He read a statement on behalf of Mr. Pat Rafferty. Dr. Steinhoff presented the team with a Certificate of Recognition as well as t-shirts.

### **STUDENT REPRESENTATIVES REPORT TO THE BOARD**

Ryley Marker and Kyra Green commented on the following at Sun Valley:

- Veterans from the Delco Chapter of Vietnam Veterans of America came to the Sun Valley to tell of their experiences during the Vietnam War.
- Keystone exams will take place May 14 – 22 for the underclassmen.
- Junior Prom was held on April 5 at the Waterfall Ballrooms.
- Delaware County Chamber of Commerce had two career panels at Sun Valley. One for students interested in manufacturing and medical careers.
- My Path Ahead Senior Leadership Workshops are going well.
- AP tests are from May 6 – 17.

### **SUPERINTENDENT'S REPORT**

Dr. Steinhoff introduced Ms. Tracy Marshall, who presented the proposed 2019 – 2020 Budget Presentation. Dr. Steinhoff commented on changes that have occurred for the upcoming budget.

Dr. Steinhoff announced the District just received word that Michele Raucci, Pennell teacher, will be recognized as the Franklin Mint Federal Credit Union Teacher of the Year. Also, Gina Douglas Coebourn PE Teacher, has been selected as Health and PE Teacher of the Year for Southeastern Pennsylvania.

### **ACCOUNCEMENTS FOR THE PUBLIC**

President Armour announced, pursuant to Act 48 – Sunshine Act, prior to this meeting, the Board met in executive session to discuss legal and personnel issues.

### **COMMENTS BY MEMBERS OF THE BOARD**

None

## **ITEMS FOR BOARD INFORMATION**

### **School Board Policies – First Reading for Adoption / Review of Revised Policies**

- #209.2 – Diabetes Management
- #210.01 – Possession/Administration of Diabetes Medication/Devices/Supplies/Asthma Inhalers/Epinephrine Auto-Injectors
- #323 – Tobacco/Nicotine [staff]

## **PUBLIC COMMENTS**

### **PREPARED AND INFORMAL COMMENTS AND INQUIRIES FROM CITIZENS**

#### **GUIDELINES FOR PUBLIC PARTICIPATION IN BOARD MEETINGS**

The Board recognizes the value to school governance of public comment on educational issues with the importance of involving members of the public in Board meetings. In order to permit fair and orderly expression of such comments, the Board will provide for two periods for public participation during Board meetings. The presiding officer at each public Board meeting will follow these guidelines:

- Public participation shall be permitted only as indicated on the order of business in the procedures of this Board, or at the discretion of the presiding officer on a given issue.
- Participants must be recognized by the presiding officer, and must preface their comments by an announcement of their name, address, and group affiliation, if appropriate.
- All statements shall be directed to the presiding officer; no participant may address or question Board members individually.
- Public participation at the beginning of the agenda will be limited to 15 minutes total and to three minutes per person, on agenda topics only.
- **Public participation at the end of the agenda will be limited to 30 minutes total and to three minutes per person.**

The presiding officer may interrupt or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant.

Approved January 24, 1990

#### **PUBLIC COMMENT:**

None

## **ITEMS FOR BOARD ACTION**

### **11.01 Personnel – Professional**

#### **(1) Extra Pay – Extended Employment**

##### **(a) After School and Saturday Detentions**

**#10-1110-123-000-30-70-00-000**

| <b>Teacher</b>  | <b>Hours</b> | <b>Teacher</b> | <b>Hours</b> |
|-----------------|--------------|----------------|--------------|
| Francine Im     | 3.0          | Nicole Sayre   | 6.0          |
| Theresa McHugh  | 3.0          | Shari Sharp    | 1.5          |
| Kristen Prosper | 7.5          |                |              |

##### **(b) Kindergarten Registration (Certified School Nurse)**

**#10-2420-123-000-10-00-00-000**

|                 |           |
|-----------------|-----------|
| Betsy King      | 2.0 hours |
| Kristie Pennoni | 2.0 hours |

##### **(c) SVHS Classroom Moving (Phase I)**

**#10-1110-123-000-30-80-00-000**

| <u>Teacher</u> | <u>Hours</u> |
|----------------|--------------|
| Marcus Baron   | 5.0          |

##### **(d) SVHS Classroom Moving (Phase II)**

**#10-1110-123-000-30-80-00-000**

| <b>Teacher</b>  | <b>Hours</b> | <b>Teacher</b>       | <b>Hours</b> |
|-----------------|--------------|----------------------|--------------|
| Matthew Baldys  | 4.0          | Joseph Kochersperger | 5.0          |
| Adria Bondanza  | 7.5          | John Moletteri       | 5.0          |
| Daniel Bondanza | 3.0          | Justin Nicholas      | 2.5          |
| Allison Burns   | 4.0          | James Page           | 5.0          |
| Amy Caputo      | 6.0          | Kathleen Phelps      | 6.0          |
| Louis D'Alonzo  | 6.0          | Christopher Quintans | 6.0          |
| Mary Elliott    | 6.5          | Lauren Schneider     | 5.5          |
| Amy Grady       | 7.0          | Casey Simpkins       | 6.0          |
| Erica Guidetti  | 6.0          | Cheryl Weist         | 8.5          |

##### **(e) Delaware County Reading Olympics Coaches (Elementary) – 4/2/2019**

**#10-1110-123-000-10-00-000-000**

| <b>Teacher</b>              | <b>Hours</b> | <b>Teacher</b>             | <b>Hours</b> |
|-----------------------------|--------------|----------------------------|--------------|
| Lauren Cassimatis (Aston)   | 5.0          | Michelle Craley (Parkside) | 5.0          |
| Rebecca Donkin (Aston)      | 5.0          | Lauren Mongada (Parkside)  | 5.0          |
| Julie Klotz (Aston)         | 5.0          | Debra Politano (Parkside)  | 5.0          |
| Kaitlyn McPhillips (Aston)  | 5.0          | Maria Potter (Parkside)    | 5.0          |
| Nikole Lutteroty (Coebourn) | 5.0          | Colleen Bray (Pennell)     | 5.0          |
| Trish Lydon (Coebourn)      | 5.0          | Kris Hopkins (Pennell)     | 5.0          |
| Jean Michels (Coebourn)     | 5.0          | Michele Raucci (Pennell)   | 5.0          |
| Jowel Roche (Coebourn)      | 5.0          | Jackie Samuelian (Pennell) | 5.0          |
| Megan Snyder (Coebourn)     | 5.0          | Gabby Trofa (Pennell)      | 5.0          |

**ITEMS FOR BOARD ACTION - Continued****(f) Delaware County Reading Olympics Coaches (Secondary) – 4/2/2019****#10-1110-123-000-30-00-000-000**

| <b>Teacher</b>          | <b>Hours</b> | <b>Teacher</b>          | <b>Hours</b> |
|-------------------------|--------------|-------------------------|--------------|
| Nicole Armbruster (NMS) | 5.0          | Elizabeth Berezna (NMS) | 5.0          |
| Mauri Fava (NMS)        | 5.0          | Kevin Fowler (NMS)      | 5.0          |
| Joanne Mathewson (NMS)  | 5.0          | Lisa Pasceri (NMS)      | 5.0          |
| Alison Roccio (NMS)     | 5.0          | Kate Taylor (NMS)       | 5.0          |
| Heather Thompson (NMS)  | 5.0          | Jamie York (NMS)        | 5.0          |
| Marnie Zimmerman (NMS)  | 5.0          |                         |              |

**(g) New Teacher Tech Training – 4/10/19****#10-2260-123-000-10-00-00-000**

| <b>Teacher</b>    | <b>Hours</b> | <b>Teacher</b>    | <b>Hours</b> |
|-------------------|--------------|-------------------|--------------|
| Brittany Boyer    | 1.0          | Alana Lafferty    | 1.0          |
| Lyndsay Dotzman   | 1.0          | Marybeth McGrenra | 1.0          |
| Jessica Eggleston | 1.0          | Sophie Miluski    | 1.0          |
| Rachael Harper    | 1.0          | Lauren Mongada    | 1.0          |
| Marilyn Issac     | 1.0          | Kelsey Parker     | 1.0          |
| Joshua Labik      | 1.0          | Danielle Seaman   | 1.0          |

**(h) Portrait of a Graduate Meeting - 4/11/19****#10-2260-123-000-30-00-00-000**

| <u>Teacher</u>    | <u>Hours</u> |
|-------------------|--------------|
| Nicole Armbruster | 1.0          |
| Danielle Clark    | 1.0          |
| Jillian Foster    | 1.0          |
| Chris Gorniok     | 1.0          |
| Kat James         | 1.0          |
| Virginia Lee      | 1.0          |
| Karen Scharrer    | 1.0          |

**(i) New Teacher Meeting (Secondary) 2/26/19****#10-1110-123-000-30-80-00-000**

| <u>Teacher</u>      | <u>Hours</u> |
|---------------------|--------------|
| Brittany Battinieri | 1.5          |
| Susan Koehler       | 1.5          |
| Evan Marabella      | 1.5          |
| Nicholas Meehan     | 1.5          |
| Patrick O'Brien     | 1.5          |
| Emily Willow        | 1.5          |

**(j) Curriculum Planning - Cyber Class AP Environmental (2/12/19 – 4/22/19)****#10-2260-123-000-30-00-00-000**

| <u>Teacher</u> | <u>Hours</u> |
|----------------|--------------|
| Adria Bondanza | 5.0          |

## **ITEMS FOR BOARD ACTION - Continued**

### **(2) Appointments**

(a) Andrew Kaiser, Assistant Business Manager, at a salary of \$103,102, with benefits in accordance with the Act 93 Agreement, effective 6/24/19.

#### **(b) Summer School Program @ \$33.75/hour, 6/24/19 – 7/29/19**

|                      |                 |
|----------------------|-----------------|
| Louis D'Alonzo       | John Moletteri  |
| Amy Grady            | Kathleen Phelps |
| Annamaria Guille     | Kathleen Taylor |
| Joseph Kochersperger | Christen Verna  |

### **(3) Resignation**

(a) Anna Marie Linn, Special Education Teacher at Sun Valley, effective 6/17/19.

(b) Christina Miller, Kindergarten Teacher at Parkside Elementary, effective 6/17/19.

### **(4) Leave of Absence**

(a) Megan Flanagan, Special Education Teacher at Northley, intermittent FMLA from 4/2/19 through 6/17/19.

(b) Adrienne Dever, EL Teacher, FMLA from 4/10/19 through 4/24/19.

(c) Patricia Krause, Kindergarten Teacher at Aston, FMLA from 5/15/19 through 6/17/19.

(d) Nikole Lutteroty, Reading Specialist at Coebourn Elementary, adjusted FMLA from 4/22/19 through 9/26/19.

(e) Jaclyn Samuelian, Special Education Teacher at Pennell Elementary, FMLA from 10/7/19 through 1/10/20.

### **(5) Change of Status**

(a) Samantha Simonelli, long-term substitute Social Studies Teacher, extended through the 2019-2020 school year.

### **(6) Voluntary Transfers**

(a) Amy Grady from Special Education Teacher at Sun Valley to Family and Consumer Sciences Teacher at Sun Valley.

(b) Jennifer Maiale from Science Teacher at Northley to Biology Teacher at Sun Valley.

(c) Betsy King from Nurse at Aston/Parkside to Nurse at Northley.

(d) Meghan Pringle from 3<sup>rd</sup> Grade Teacher at Parkside Elementary to 2<sup>nd</sup> Grade Teacher at Pennell Elementary.

### **(7) Wage and Salary Adjustment**

(a) James T. Pearn, MCJROTC Instructor at Sun Valley High School, from \$86,903.88 to \$88,077.48 in accordance with the agreement between the Marine Corps and Penn-Delco School District, effective 1/1/19.

### **(8) Extra Duty Pay Assignment for the 2018/2019 school year**

#### **Appointment**

#### **Sun Valley Athletics**

|            |                          |                 |          |
|------------|--------------------------|-----------------|----------|
| Cody Brees | Asst. Track/Field Shared | 9 Units @ \$276 | \$2,484. |
|------------|--------------------------|-----------------|----------|

## **ITEMS FOR BOARD ACTION - Continued**

### **(9) Extra Duty Pay Non-Athletic Assignments for the 2019/2020 school year**

#### **Appointments**

##### **Sun Valley Non-Athletics**

|                   |                            |                   |            |
|-------------------|----------------------------|-------------------|------------|
| Brandon Bittner   | Technical Director         | 12 Units @ \$291  | \$3,492.   |
| Elizabeth Hazlett | Musical Director           | 12 Units @ \$291  | \$3,492.   |
| Elizabeth Hazlett | Musical Music Director     | 4.5 Units @ \$291 | \$1,309.50 |
| Darren Hazlett    | Musical Music Director     | 4.5 Units @ \$291 | \$1,309.50 |
| Candice Jewell    | Musical Choreographer      | 6 Units @ \$291   | \$1,746.   |
| Nicole DiIorio    | Variety Show Choreographer | 6 Units @ \$291   | \$1,746.   |
| Theresa Greto     | Variety Show Director      | 8 Units @ \$291   | \$2,328.   |

##### **Northley Non-Athletics**

|                   |                        |                 |          |
|-------------------|------------------------|-----------------|----------|
| Elizabeth Hazlett | Talent Show            | 5 Units @ \$291 | \$1,455. |
| Darren Hazlett    | Stage Band             | 5 Units @ \$291 | \$1,455. |
| Darren Hazlett    | Stage Crew             | 5 Units @ \$291 | \$1,455. |
| Karen Thorpe      | Drama/Musical Director | 7 Units @ \$291 | \$2,037. |

### **(10) Extra Duty Pay Athletic Assignments for the 2019/2020 school year**

(See Attached)

## **11.02 Personnel – Classified**

### **(1) Appointment**

- (a) Gregory Leskovics, part-time Security Guard @ \$12.00/hour, on call as needed, no benefits, effective 4/2/19.
- (b) Brenda Plummer, substitute Classroom Assistant @ \$11.00/hour, on call as needed, no benefits, effective 4/22/19.
- (c) Benjamin Golder, Bus Aide @ \$14.54/hour, up to 25 hours/week, 184 days/year with part-time benefits in accordance with the PDSSPA contract, effective 4/22/19.
- (d) Daniel Murray, substitute Bus Driver @ \$19.75/hour, on call as needed, no benefits, effective 4/24/19.
- (e) Anthony Borsari, substitute Custodian @ \$12.28/hour, on call as needed, no benefits, effective 4/22/19.

### **(2) Resignation**

- (a) Brittany Miles, Paraprofessional at Coebourn Elementary, effective 4/16/19.
- (b) Edlira Kokona, substitute Custodian, effective 4/4/19.
- (c) Colleen Kelly, Paraprofessional at Pennell Elementary, effective 4/18/19.

### **(3) Leave of Absence**

- (a) Marybeth Seddon, Bus Driver, adjusted FMLA from 2/28/19 through 4/30/19.
- (b) Crystal Coleman, part-time Custodian at Parkside Elementary temporary leave from 4/1/19 through 6/30/19.

## **ITEMS FOR BOARD ACTION - Continued**

### **(4) Change of Status**

- (a)** Tracey Kane from substitute Classroom Assistant to Paraprofessional (A2HQ, step 1) at Aston Elementary @ \$12.60/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 4/1/19.
- (b)** Henry Babenko from substitute Custodian to part-time Custodian at Sun Valley @ \$15.17/hour, up to 25 hours/week, 190 days/year with part-time benefits in accordance with the PDSSPA contract, effective 4/8/19.
- (c)** Vernice Johnson from substitute Custodian to part-time Custodian at Sun Valley @ \$15.17/hour, up to 25 hours/week, 190 days/year with part-time benefits in accordance with the PDSSPA contract, effective 4/8/19.
- (d)** Taulant Kokona from substitute Custodian to part-time Custodian at Aston @ \$15.17/hour, up to 29.5 hours/week, 190 days/year with part-time benefits in accordance with the PDSSPA contract, effective 4/8/19.
- (e)** Anthony Gonzalez from Head Lifeguard to substitute Lifeguard @ \$11.89/hour, on call as needed, no benefits, effective 4/24/19.

**References: Penn-Delco Budget 2018-2019; Act 93 Plans; PDEA Agreement; PDESPA Agreement; PDSSPA Agreement; PA School Code Section 1108B.**

**Administrative Recommendation: To approve all personnel items as presented.**

Following a motion by Mrs. Denney and seconded by Mrs. Esler, the above motions were unanimously approved.

Voting Aye: All  
Voting No: None

### **11.03 Grass Cutting Agreement**

**MOTION:** Renew the Grass Cutting Agreement to KMC Property Maintenance, LLC of Chester Heights, PA, the lowest responsible, kind, quality, and services being equal for an amount not to exceed \$1,070 per cut, in accordance with all specifications.

### **11.04 Preparation and Solicitation of Bids**

**MOTION:** Request approval to prepare and solicit bids as follows:

1. Athletic Supplies – Funded by the General Fund

### **11.05 Food Services Agreement**

**MOTION:** To approve the Chartwells Food Services Agreement for the 2019 – 2020 school year in accordance with RFP received and approved by PDE and Solicitor. This Agreement shall be in effect for one year starting July 1, 2019 and may be renewed by mutual agreement for up to four additional one-year periods.



## **ITEMS FOR BOARD ACTION- Continued**

### **11.06 Disposal of Items**

**MOTION:** To approve the disposal of the following items, which are beyond repair or no longer needed, as presented below.

- 2007 Thomas C-2 36 Passenger Bus - #28, mileage 159,000.

### **11.07 Final Application of Payment – Athletic Field**

**MOTION:** to approve the final payment application #6 for Hummer Turfgrass Systems, Inc. of Manheim, PA in the amount of \$14,226.39. This brings the total amount paid to \$284,527.72.

### **11.08 Bank Account Closure**

**MOTION:** Authorize and Direct Administration to close the TD Bank Account “PDSD Bond Proceeds 2016” and to transfer the remaining funds of \$2,568.34 to the PLGIT 2016 Bond Proceeds account.

### **11.09 Food Service:**

**MOTION:** Authorize the transfer of \$54,000 from the general fund to the food service fund to cover the decrease in net position in the food service fund for the 2017-2018 school year.

### **11.10 PDSSPA Contract Extension**

**MOTION:** To approve the Memorandum of Understanding for the extension and modification of the Penn-Delco Service Support Professionals Association Collective Bargaining Agreement through June 30, 2022 as presented.

### **11.11 Special Education .5 Long-term Substitute**

**MOTION:** To extend the Special Education .5 Long-term Substitute position through the 2019-2020 school year, including the appointment of Marisa Fiorelli to the position.

### **11.12 Special Education Agreements**

**MOTION:** To approve the Settlement Agreement for student #43345, as presented.

### **11.13 2018-2019 School Year Calendar Adjustment**

**MOTION:** To amend the current school year calendar by changing the last day of school for students from a half-day Friday, June 14, 2019 to a half-day Thursday, June 13, 2019.

### **11.14 Special Education Plan**

**MOTION:** To approve the Penn-Delco School District tri-annual Special Education Plan, as presented.

Following a motion by Ms. Hilferty and seconded by Mrs. Powell, motions 11.03 – 11.14 were unanimously approved.

Voting Aye: All  
Voting No: None

**COMMENTS BY MEMBERS OF THE PUBLIC**

None

**COMMENTS BY MEMBERS OF THE BOARD**

Dr. Steinhoff welcomed Andrew Kaiser as the new Assistant Business Manager who was approved this evening.

Dr. Steinhoff will notify parents of the calendar adjustment changing the last day for students to June 13.

**ADJOURNMENT**

Following a motion by Mrs. Stone and seconded by Mrs. Esler, the Board adjourned by unanimous consent at 8:12 p.m.

Respectfully Submitted,



Tracy A. Marshall  
Board Secretary

Next Meetings: Wednesday, May 15, 2019 - Study Session - Service Center - 7:30 p.m.  
Wednesday, May 22, 2019 - Business Meeting - Service Center - 7:30 p.m.