

**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 22, 2020

A regular meeting of the Board of School Directors of the Penn-Delco School District convened on Wednesday, April 22, 2020, at 7:45 p.m. via electronic communication, pursuant to advertisement published in the Delaware County Daily Times.

School Directors Present:

Stephanie Ellis
Lisa Esler
Catherine Hilferty
Dawn Jones
M. Colleen Powell
Bernie Seasock
Kevin Tinsley
Leon Armour

School Directors Absent:

Kate Denney

Others in Attendance:

Dr. George Steinhoff, Superintendent
Eric Kuminka, Assistant Superintendent
Erik Zebley, Business Administrator
Nina Tyre, Human Resources Director

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 30, 2020 as presented, be and are hereby approved.

Motion to approve the resolution was made by Ms. Hilferty and seconded by Mrs. Powell 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 – April 2020 as presented, be and is hereby approved.

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

Voting Yea: All
Voting No: None

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 2020, as presented, be and is hereby approved.

Mr. Zebley presented the Treasurer’s Report for March 2020.

Motion to approve the Treasurer’s Report was made by Ms. Hilferty and seconded by Mr. Tinsley. The motion was unanimously approved.

4. **BUDGET TRANSFER REPORT**

MOTION: To approve the Budget Transfer Report for March – April 2020.

Motion to approve the Transfer Report was made by Mrs. Powell and seconded by Mr. Tinsley. The motion was unanimously approved.

SUPERINTENDENT’S REPORT

Dr. Steinhoff introduced Mr. Erik Zebley, who presented the proposed final 2020 – 2021 Budget Presentation. Dr. Steinhoff commented on changes that have occurred for the upcoming budget.

Dr. Steinhoff recognized the building secretaries and the clerical support for their support, especially today, being Administrative Assistance Day.

Dr. Steinhoff congratulated the student athletes who were recently been recognized by the Delaware County Daily Times.

Dr. Steinhoff also recognized the Administration and Teachers, who during this time have been reaching out to parents. We all know this is a difficult time, but they have stepped up during this time. He reminded parents to reach out with any issues that they may have.

Dr. Steinhoff announced Penn-Delco received a NAMM, Best Community for Music Education recognition. The NAMM Foundation recognizes and celebrates schools and districts for their support and commitment to music education and efforts to assure access to music for all students as part of a well-rounded education. This is a great honor, and he commended Chris Orlando for submitting our Application for this award.

ACCOUNCEMENTS FOR THE PUBLIC

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

COMMENTS BY MEMBERS OF THE BOARD

None

ITEMS FOR BOARD INFORMATION

None

ITEMS FOR BOARD DISCUSSION

None

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

9.01 Personnel – Professional

(1) Appointments

- (a) Carly Koelle, Long-term Substitute School Counselor at Northley, adjusted effective date 4/14/2020.

(2) Wage and Salary Adjustment

- (a) Louis D’Alonzo, Math Teacher at Sun Valley, from Master’s, step 8 @ \$61,725 to Master’s 60, step 8 @ \$66,190 effective 4/1/2020.

(3) Extra Duty Pay Assignments for the 2020/2021 school year

Rescissions:

Sun Valley Athletics

Amanda Potter	Girls Asst. Volleyball 10 Units @ \$291	\$2,910.
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Appointments:

Sun Valley Athletics

Louis D’Alonzo	Asst. Football 14 Units @ \$291	\$4,074.
Amanda Potter	Girls Head Volleyball 15 Units @ \$291	\$4,365.

ITEMS FOR BOARD ACTION - Continued

(4) Leave of Absence

- (a) Jill Healy, 1st Grade Teacher at Aston Elementary, FMLA from 6/7/2020 through 11/13/2020 and childrearing leave from 11/14/2020 through 6/21/2021.

- (b) Rebecca Cacciola, 5th Grade Teacher at Aston Elementary, adjusted FMLA from 4/13/2020 through 9/21/2020.

- (c) Nicole Sayre, Guidance Counselor at Northley, adjusted FMLA from 4/13/2020 through 6/17/2020.

9.02 Personnel – Classified

(1) Change of Status

- (a) Coleen Cunningham from substitute Classroom Assistant to Paraprofessional (A2HQ, step 1) at Aston Elementary @ \$12.93/hour, up to 27.5 hours/week, 184 days/year, with part-time benefits in accordance with the PDESPA contract, effective 4/2/2020.

(2) Leave of Absence

- (a) Joseph DiCamillo, Multimedia Content Specialist, adjusted FMLA from 3/4/2020 through 3/16/2020.

- (b) Joseph Burch, Head Custodian at Sun Valley, intermittent FMLA from 4/14/2020 through 4/22/2020.

(3) Spring 2020 Community Education Instructor Pay

Class	Instructor	Pay
Aquatics	Karen Sullivan	\$336.00
Mindfulness	Susan Long	\$73.50
Vigor Yoga	Ava Woodring-Emmison	\$217.00
Virtue Yoga (Mon&Wed)	Ava Woodring-Emmison	\$175.00
Vortex Yoga	Ava Woodring-Emmison	\$35.00
Volleyball A	Karen Giannakarios	\$315.00
Volleyball B	Debbie Clowesley	\$199.50

References: Penn-Delco Budget 2019-2020; 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 Mr. Tinsley and seconded by Ms. Hilferty, the above motions were unanimously approved.

Voting Aye: All
Voting No: None

ITEMS FOR BOARD ACTION - Continued

9.03 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 \$1,336.00 per cut, in accordance with all specifications.

Following a motion by Ms. Hilferty and seconded by Mrs. Powell, the above motion was unanimously approved.

Voting Aye: All
Voting No: None

9.04 Kindergarten Registration for 2020/2021 School Year

MOTION: To permit the Administration to conduct a two-week Kindergarten registration period that will comply with CDC and PA Department of Health distancing guidelines, and conduct a random lottery at the conclusion of such time to determine K session preferences, should the requests for AM or PM sessions exceed capacity.

Comments:

Dr. Steinhoff indicated they would supply a 2 week window to apply on-line, but if they are not able to complete on-line registration, they can complete it after. A lottery will be used if there are more people requesting AM/PM classes

Following a motion by Ms. Hilferty and seconded by Mrs. Powell, the above motion was unanimously approved.

Voting Aye: All
Voting No: None

9.05 Minimum Graduation Requirements/SVHS Class of 2020

MOTION: To permit the Superintendent to waive certain minimum graduation requirements for students in the Class of 2020, if it is determined that the COVID-19 School Closure directly and negatively impacted a student's ability to meet these requirements, through no fault of the student. Approval for such a waiver requires the recommendation of the High School Principal with supporting and substantiating documentation.

Following a motion by Ms. Hilferty and seconded by Mrs. Ellis, the above motion was unanimously approved.

Voting Aye: All
Voting No: None

ITEMS FOR BOARD ACTION - Continued

9.06 Disbursement of Student Fees

MOTION: To permit the Administration to carry forward any student fees (grades K-11) remitted to the district for events that were cancelled due to the COVID-19 School Closure, and credit the student with those fees for use in the 2020/2021 School Year. Parents who request a refund of fees shall be issued a refund in accordance with district and business office guidelines and policies.

Following a motion by Mrs. Ellis and seconded by Mrs. Powell, the above motion was unanimously approved.

Voting Aye: All
Voting No: None

9.07 ECS AHERA Contract

MOTION: To extend the current contract with Environmental Control Systems, Inc. (ECS) of Broomall, PA as the District’s designated AHERA Management/RTK representative for a three-year period through June 30, 2023. Services will be on a time and materials basis per Exhibit “A” with prior approval of the District.

Following a motion by Mrs. Ellis and seconded by Mrs. Powell, the above motion was unanimously approved.

Voting Aye: All
Voting No: None

9.08 IXL Learning Contract

MOTION: To approve the three-year agreement with IXL Learning for a grades K-8 site license, as presented.

Following a motion by Ms. Hilferty and seconded by Mrs. Ellis, the above motion was unanimously approved.

Voting Aye: All
Voting No: None

9.09 School Board Policies - Adoption

MOTION: To approve for adoption the following policies, as presented.
Policy #335.1 - Emergency Paid Sick Leave and Emergency FMLA Expansion Leave
Policy #626 - Federal Fiscal Compliance

Following a motion by Mrs. Ellis and seconded by Mrs. Powell, the above motion was unanimously approved.

Voting Aye: All
Voting No: None

ITEMS FOR BOARD ACTION - Continued

9.10 PlanCon K

MOTION: To accept PDE approval of PlanCon K for lease 123237, as presented.

Following a motion by Ms. Hilferty and seconded by Mrs. Ellis, the above motion was unanimously approved.

Voting Aye: All
Voting No: None

9.11 Coebourn 5th Grade Class Section

MOTION: To approve the assignment of one (1) elementary teaching position to Coebourn Elementary to address increased enrollment at the 5th grade level, effective 2020-2021 school year.

Following a motion by Ms. Hilferty and seconded by Mrs. Ellis, the above motion was unanimously approved.

Voting Aye: All
Voting No: None

COMMENTS BY MEMBERS OF THE PUBLIC

Kate Bigelow, parent, asked about remaining funds in the cafeteria account and can students obtain instruments from the schools.

President Armour indicated the funds would transfer to the next year, but if parents wanted to request a refund they could do so. Dr. Steinhoff indicated the District would not be allowed to have students enter school, as this would be a violation of the Governor’s orders.

Eleana Aboretto, parent, asked about Kindergarten registration. Dr. Steinhoff addressed her concerns.

COMMENTS BY MEMBERS OF THE BOARD

President Armour announced possible options for graduation. Neumann has cancelled all events and has not allowed them to be rescheduled. However, there will be so sort of celebration.

ADJOURNMENT

Following a motion by Mrs. Powell and seconded by Mr. Armour the Board adjourned by unanimous consent at 8:21 p.m.

Respectfully Submitted,



Erik Zebley
Board Secretary

Next Meetings: Wednesday, May 20, 2020 – Study Session – Service Center – 7:30 p.m.
Wednesday, May 27, 2020 – Business Meeting – Service Center - 7:30 p.m.