

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

**Minutes of the Board of School Directors
August 23, 2023**

A regular meeting of the Board of School Directors of the Penn-Delco School District convened on Wednesday, August 23, 2023, at 7:42 p.m., pursuant to advertisement published in the Delaware County Daily Times.

School Directors Present:

Kate Denney
Stephanie Ellis
Brent Hefton
John Mancinelli
Bernie Seasock
Kevin Tinsley
Leon Armour

School Directors Absent:

Pat Twisler
Dawn Jones

Others in Attendance:

Dr. George Steinhoff, Superintendent of Schools
Dr. Eric Kuminka, Assistant Superintendent
Dr. Dave Criscuolo, 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 special meeting of July 19, 2023, as presented, be and are hereby approved.

Motion to approve the resolution was made by Mrs. Denney and seconded by Mrs. Ellis 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 July – August 2023 as presented, be and is hereby approved.

Motion to approve the resolution was made by Mrs. Ellis and seconded by Mrs. Denney.

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 July 2023, as presented, be and is hereby approved.

Mrs. Ellis presented the Treasurer’s Report for July 2023.

Motion to approve the Treasurer’s Report was made by Mr. Seasock and seconded by Mr. Mancinelli. The motion was unanimously approved.

SUPERINTENDENT’S REPORT

Dr. Steinhoff hopes everyone is having a great summer. He reported on the following items.

The 23 – 24 school year has already begun. New teacher orientation is being held this week. All teachers will return next week and students start back on September 5th.

We are excited that full-day kindergarten begins this year. The Administration knows there may be issues with drop-off and pick-ups; but will be monitoring them at the schools. Busing seats will also be monitored to see if it would be possible to allow kindergarten students to ride with an older sibling.

The District is also looking into serving breakfast; updates will be provided once additional information is available.

He reviewed the 3-year Comprehensive Plan, which will be implemented and started this year through 2026.

Penn-Delco on-line Cyber Program has been successful and the number of students participating is increasing.

Congratulated Christen Verna on her appointment as Assistant Principal at Northley. Ms. Verna has been with the District for 12 years and is replacing Ms. Eileen Martin.

Sun Valley’s storm-water and parking lot projects have been completed.

Congratulated Mr. Erik Zebley and his family on their newest addition Gavin.

ANNOUNCEMENTS 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

President Armour thanked Dr. Criscuolo for his hard work in ensuring the district is fully staffed for the start of the school year.

ITEMS FOR BOARD INFORMATION AND 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

8.01 Personnel – Professional

(1) Appointment

- (a) Danielle Dougherty, Professional Employee, effective 10/23/2023, pending pre-employment paperwork**

Education

West Chester University
BS, Biology

Professional Experience

YMWIC Foundation

Cert/Assign

Grades PK-4
Grades 5-6

Interventionist - Northley

Salary

B/2 \$53,974

Rationale

Theresa Cummings, Resignation

- (b) Jaelyn Mazuk, Temporary Professional Employee, effective 8/21/2023, pending pre-employment paperwork**

Education

West Chester University
BS, Elementary Education

Professional Experience

Southeast Delco School District
Marple Newtown School District

Cert/Assign

Grades 4-6
Mathematics 7-8
Social Studies 7-8
STEM - Northley

Salary

B/1 \$53,304

Rationale

Matthew Swan, Resignation

ITEMS FOR BOARD ACTION - Continued

- (c) **Andrew Wetzel, Long-term Substitute, effective 8/21/2023 through 1/24/2024, pending pre-employment paperwork**

Education

Penn State University
BS, Elementary Education

Professional Experience

Philipsburg-Osceola Area School District

Cert/Assign

Grades PK-4
3rd Grade - Coebourn

Salary

B/1 \$53,304

Rationale

Employee #3465, Leave

- (d) **Marissa Massini, Long-term Substitute, effective 8/21/2023 through 1/24/2024, pending pre-employment paperwork**

Education

Penn State University
BS, Elementary Education

Professional Experience

Garnet Valley School District
Mifflin County School District

Cert/Assign

Grades PK-4
4th Grade-Aston

Salary

B/1 \$53,304

Rationale

Employee #3099, Leave

- (e) **Whitney Bilski, Temporary Professional Employee, effective 8/29/2023, pending pre-employment paperwork**

Education

Cabrini University
BS, Elementary Education
Neuman Cabrini University
MS, Education

Professional Experience

Lindley Academy Charter School
Delaware College Preparatory Academy

Cert/Assign

Grades K-6
5th Grade-Parkside

Salary

M/2 \$56,449

Rationale

Josh Labik, Resignation

(2) **Resignation**

- (a) **Lyndsay Blaisse, 5th Grade Teacher at Pennell Elementary School, effective not later than 10/20/2023.**

(3) **Tuition Reimbursement**

Budget Code: 10-2834-240-000-30-00-00-000

Christopher Gorniok \$1,548

Millersville University
EDSU 701: Administrative
Aspect of Supervision

(4) **Extra Duty Pay Assignments 2023/2024 School Year**

Appointments:

Sun Valley Athletics (See Attached)

Northley Athletics (See Attached)

Non-Athletics (See Attached)

ITEMS FOR BOARD ACTION - Continued

8.02 Personnel – Classified

(1) Appointment

- (a) Nancy Fisher, Kindergarten Instructional Assistant at Parkside @ \$12.87/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 9/05/2023 pending pre-employment paperwork.
- (b) Kristina Jamison, Kindergarten Instructional Assistant at Coebourn @ \$12.87/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 9/05/2023 pending pre-employment paperwork.

(2) Change in Status

- (a) Amber Johnston, from Playground/Cafeteria Assistant at Coebourn, to Kindergarten Instructional Assistant at Aston @ \$12.87/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 09/05/2023.
- (b) Dawn Howe, from Playground/Cafeteria Assistant at Coebourn, to Kindergarten Instructional Assistant at Aston @ \$13.02/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 09/05/2023.

References: Penn-Delco Budget 2022-2023; Penn-Delco Budget 2023-2024; 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. Jones and seconded by Mr. Tinsley motions the above motions were unanimously approved.

Voting Aye: All
Voting No: None

8.03 Penn-Delco Covid-19 Health and Safety Plan Review and Revision

MOTION: To approve the proposed changes to the Penn-Delco School District Health and Safety Plan, as presented.

8.04 Change Order

MOTION: To approve the following change order(s) as presented:

- CO-01 – Gem Mechanical Services, Parkside Insulation Project, for unforeseen conditions for an amount not to exceed \$26,000.

8.05 Penn-Delco Bus Routes 2023-2024

MOTION: To approve the proposed bus routes and bus stops for the 2023-2024 school year, as presented.

8.06 Hourly Rate Change

8.06.1 Substitute Bus Driver Wage Adjustment

MOTION: To approve and set the hourly pay rate for substitute bus drivers to \$23.90 per hour, effective September 4, 2023.

ITEMS FOR BOARD ACTION - Continued

8.06.2 Substitute Bus Aide Wage Adjustment

MOTION: To approve and set the hourly pay rate for substitute bus aides to \$13.00 per hour, effective September 4, 2023.

8.06.3 Substitute Custodian Wage Adjustment

MOTION: To approve and set the hourly pay rate for substitute custodians to \$15.28 per hour, effective September 4, 2023.

8.07 ELA Writing Pilot

MOTION: To approve the quote for a 3-year license for the Elementary ELA Writing Pilot from Performing in Education, LLC, in the amount of \$4,594.20.

8.08 Kindergarten Teacher at Coebourn Elementary

MOTION: To approve the addition of one (1) fulltime Kindergarten teacher at Coebourn Elementary School due to increased enrollments.

8.09 Capital Reserve Transfer

MOTION: To approve the transfer of \$1,750,000 from the general fund to the capital reserve fund for the year ended June 30, 2023.

8.10 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, 2026. Services will be on a time and materials basis per Exhibit "A" with prior approval of the District.

8.11 School Board Policies - Second Reading/Adoption

MOTION: To approve for adoption the following policies, as presented.

- Policy #247 - Hazing
- Policy #249 - Bullying/Cyberbullying
- Policy #709 - Building Security

8.12 Provision of Transportation Services for the Aston Community Day

Whereas, a request was made by Aston Township to have the School District provide busing services for Aston Community Day, Saturday, October 7, 2023 (rain date - October 14, 2023); and

Whereas, it is believed such services for the community are in the best interest of the School District and its residents;

Now, therefore, be it resolved, that the school district shall provide such busses and drivers as reasonably necessary, at the District's cost and expense, for Aston Community Day 2023, provided the District receives the necessary forms for facilities usage, and the Township's hold harmless agreement.

MOTION: To approve the request, as presented.

8.13 Penn-Delco Comprehensive Plan

MOTION: To approve the public posting of the draft PDSB Comprehensive Plan. Approval of the motion enables the School Board to approve the final plan for submission at its next monthly legislative meeting.

ITEMS FOR BOARD ACTION - Continued

- 8.14 RSVP Memorandum of Understanding (MOU)**
MOTION: To approve the Memorandum of Understanding with the RSVP Volunteer Agency for a three-year period, commencing August 24, 2023, as presented.
- 8.15 Student Handbooks**
MOTION: To approve the PDSB Student handbooks for the 2023-2024 school year, as presented.
- 8.16 Recycling of Obsolete Items**
MOTION: To recycle obsolete technology related equipment with Upcycle LLC., from Fairfield, NJ, at no cost to the district, as presented.
- 8.17 Special Education Agreements**

 - 8.17.1 MOTION:** To approve the Agreement with The Timothy School for Student #43894, as presented.
 - 8.17.2 MOTION:** To approve the Agreement with Valley Forge Educational Services for Student #35385, as presented.
 - 8.17.3 MOTION:** To approve the Agreement with Elwyn for 2:1 Services for Student #24764, as presented.
 - 8.17.4 MOTION:** To approve the Confidential Settlement Agreement for Student #55712, as presented.
 - 8.17.5 MOTION:** To approve the Agreement with Brett DiNovi & Associates PA, LLC, as presented.
 - 8.17.6 MOTION:** To approve the Rate Agreement with Delta-T Group for the period August 28, 2023 through August 27, 2024, as presented.
 - 8.17.7 MOTION:** To approve the Tuition Agreement with Child Guidance for Student #43797, as presented.
 - 8.17.8 MOTION:** To approve the Tuition Agreement with Child Guidance for Student #36607, as presented.
 - 8.17.9 MOTION:** To approve the Confidential Settlement Agreement for Student #36017, as presented.
 - 8.17.10 MOTION:** To approve the Confidential Settlement Agreement for Student #36096, as presented.
 - 8.17.11 MOTION:** To approve the Confidential Settlement Agreement for Student #35871, as presented.
 - 8.17.12 MOTION:** To approve the Confidential Settlement Agreement for Student #36174, as presented.

Following a motion by Mr. Tinsley and seconded by Mrs. Denney motions 8.03 – 8.17 were unanimously approved.

Voting Aye: All
Voting No: None

COMMENTS BY MEMBERS OF THE BOARD

None

COMMENTS BY MEMBERS OF THE PUBLIC

Noreen Tarr – 3345 Bancroft Dr. – Aston; Thanked the District for removing the tree and also commented on an on-going noise complaint with Pennell’s HVAC unit.

President Armour noted the District has done studies and testing, which doesn’t indicate any additional remediation is warranted.

Dr. Steinhoff indicated sound tests have been conducted and it’s in alignment with what is expected for an HVAC Unit in and around a school. The system will come on so moisture doesn’t build up in the building, which could cause other issues. They will look to see if it’s cycling more than normal.

Brittney McCombs – 751 Goodale Dr. – Aston; commented on busing issues for students just under the one-mile distance.

Dr. Steinhoff indicated the Board would need to amend the policy if exceptions are made; we must be fair for all students.

President Armour noted that when the assessment is done for busing; this could be considered to be changed at that time.

Cindy Broomall – 746 Goodale Dr. – Aston; commented on busing pick-up distance as well.

Cameron Wichert – 404 Shubrook Ln – Aston; commented on transportation issue with Northley.

Mr. Tinsley added that the bus routes will be on-line within 48-hours.

COMMENTS BY MEMBERS OF THE BOARD

None

ADJOURNMENT

Following a motion by Mrs. Ellis and seconded by Mrs. Denney the Board adjourned by unanimous consent at 8:13 p.m.

Respectfully Submitted,



David Criscuolo
Assistant Board Secretary

Next Meetings: Wednesday, September 20, 2023 – Study Session – Service Center – 7:30 p.m.
Wednesday, September 27, 2023 – Business Meeting – Service Center – 7:30 p.m.