

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

Minutes of the Board of School Directors

FEBRUARY 27, 2019

A regular meeting of the Board of School Directors of the Penn-Delco School District convened on Wednesday, February 27, 2019, at 7:45 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
Dawn Jones
M. Colleen Powell
Bernie Seasock
Georgia Stone
Kevin Tinsley
Leon Armour

School Directors Absent:

None

Others in Attendance:

Dr. George Steinhoff, 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 January 23, 2019 as presented, be and are hereby approved.

Motion to approve the resolution was made by Mrs. Jones 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 January 2019 – February 2019 as presented, be and is hereby approved.

Motion to approve the resolution was made by Mrs. Jones 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 January 2019, as presented, be and is hereby approved.

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

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

STUDENT REPRESENTATIVES REPORT TO THE BOARD

Kyra Green commented on the following at Sun Valley with a great start to the school year:

- Unified Bocce Blue team placed 3rd in their bracket and the Gold team won the county and are returning to the State Tournament.
- Girls swimming is sending a relay team to Districts at LaSalle University on March 1st.
- Wrestler Hunter Catka won gold at the District Tournament and will be competing at Regionals this weekend with a change to return to States and defend his gold medal.
- Class scheduling for the 2019 – 2020 school year has begun.
- Boys basketball team won their playoff game this evening against Pottsgrove and advanced to the District Championship game on Saturday.

SUPERINTENDENT'S REPORT

Dr. Steinhoff thanked and credited Brian Datte, Mr. Sasse and their staff for the transition into the new renovated classrooms.

Dr. Steinhoff praised the performance by Northley Middle School students in their production of Fiddler on the Roof, Jr. He commented on the countless hours of commitment from both the students and parent volunteers.

Dr. Steinhoff congratulated Phoebe Snow, who for the third year in a row won the Delaware County Spelling Bee. She will once again represent Northley and the County at the National Bee in Washington, DC.

Dr. Steinhoff announced a new program "Lead the Way", which will be introduced at Sun Valley in September. This program will be phased in over the next four years. Students will learn to build, maintain and support computer network systems which form the foundation for beginning a career in Information Technology.

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

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) Extra Pay – Extended Employment

(a) After School and Saturday Detentions

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

<u>Teacher</u>	<u>Hours</u>
Lisa Pasceri	7.50
Kathleen Phelps	3.00
Kristin Prosper	3.75
Jaclyn Samuelian	3.00
Shari Sharp	6.00
Kevin Siegel	2.25

(b) Class Coverage - SVHS 11/30/18 – 12/14/18

#10-2260-123-000-30-00-00-000

<u>Teacher</u>	<u>Hours</u>
Kevin Dougherty	33.0

(c) Portrait of a Graduate Meeting – 1/24/19

#10-2260-123-000-10-00-00-000

<u>Teacher</u>	<u>Hours</u>
Danielle Clark	1.0
Virginia Lee	1.0

#10-2260-123-000-30-00-00-000

<u>Teacher</u>	<u>Hours</u>
Jillian Foster	1.0
Joe Kochersperger	1.0

(d) Professional Ed. Council Meeting - 1/23/19

#10-2260-123-000-10-00-00-000

<u>Teacher</u>	<u>Hours</u>
Jessica King	1.0
Theresa McHugh	1.0
Georgia Polites	1.0
Jowel Roche	1.0
Elisha Talley	1.0

#10-2260-123-000-30-00-00-000

<u>Teacher</u>	<u>Hours</u>
Adria Bondanza	1.0
Amy Grady	1.0
Dan Hill	1.0
Jennifer Maiale	1.0
Lisa Pasceri	1.0
Shari Sharp	1.0

(e) SVHS Classroom Moving (Phases I & IA) - 10/31/18

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

<u>Teacher</u>	<u>Hours</u>
Lou D'Alonzo	3.0
Casey Simpkins	3.0
Christine Soring	3.0

ITEMS FOR BOARD ACTION- Continued

(f) First Semester Teacher Mentor Stipend

#10-2260-123-000-10-00-00-000

<u>Teacher</u>	<u>School</u>
Barry, Sarah	Coebourn
Dever, Adrienne	Coebourn
Fulginiti, Andrea	Coebourn
Mooney, Jessica	Coebourn
Clark, John	Parkside
Craley, Michelle	Parkside
McHugh, Theresa	Parkside
Polites, Georgia	Parkside
Pringle, Megan	Parkside
Small, Nicole	Parkside
Cage, Karen	Pennell
Carlin, Katherine	Pennell
Furia, Kate	Pennell
Raucci, Michele	Pennell

#10-2260-123-000-30-00-00-000

<u>Teacher</u>	<u>School</u>
Carstensen, Rachelle	SVHS
D'Alonzo, Louis	SVHS
Dougherty, Kevin	SVHS
McCarthy, Colleen	SVHS
Morris, Matthew	SVHS
Hartwell, William	SVHS

(g) New Teacher Meeting - 2/5/19

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

<u>Teacher</u>	<u>Hours</u>
Chris Orlando	1.0

(h) IEP Writing - 12/12/18

#10-1241-123-000-30-00-00-000

<u>Teacher</u>	<u>Hours</u>
Julia Frei	1.0

(i) Curriculum Planning - 9/11/18 – 12/20/18

#10-2260-123-000-10-00-00-000

<u>Teacher</u>	<u>Hours</u>
Lindsey Wiley	5.0

ITEMS FOR BOARD ACTION- Continued

(2) Appointment

(a) Samantha Simonelli, Long-term Substitute, on or before 4/25/19 through 6/17/19, pending pre-employment paperwork

Education

Albright College

BA, History

Professional Experience

Substitute Teaching Service

Cert/Assign

Social Studies 7-12

Sun Valley – Social Studies

Salary

B/1 \$49,900

Rationale

K. Buckmaster, Transfer

(3) Change of Status

(a) Jessica Eggleston, long-term substitute 2nd Grade Teacher at Parkside, extended through the 19-20 school year.

(4) Extra Duty Pay Assignments for the 2018/2019 school year

Rescissions:

Sun Valley Athletics

Stephen Bush Boys Head Track/Field 15 Units @ \$291 \$4,365.

Brian McGeehan Girls Head Track 15 Units @ \$276 \$4,140.

Appointments:

Sun Valley Athletics

Erin Carboni Girls Lacrosse Asst. 10 Units @ \$291 \$2,910.

Revised

Brian McGeehan Boys Head Track/Field 15 Units @ \$276 \$4,140.

Sun Valley Non-Athletics

Michael Wright .5 Band Assistant 2.5 Units @ \$276 \$690.

Andrew Williams Band Assistant 5 Units @ \$291 \$1,455.

Northley Athletics

Evan Marabella Boys Head Track/Field 9 Units @ \$276 \$2,484.

Chris Jackson Boys 8th Gr. Lacrosse 9 Units @ \$276 \$2,484.

(5) Tuition Reimbursement

Budget Code: 10-2271-240-000-30-00-00-000

Amanda Potter \$2,574.00 Wilmington University
Sun Valley -- Measurement, Accountability and Student Learning
-- Technology and School Environment

Christine Soring \$ 643.50 West Chester University
Sun Valley -- Digital Media Production and Storytelling

Richard Stetson \$1,287.00 Wilmington University
Northley -- Education, Ethics and the Law

ITEMS FOR BOARD ACTION- Continued

(6) Wage and Salary Adjustment

- (a) Jennifer Maiale, Science Teacher at Northley, from Bachelors, step 5 @ \$52,725 to Masters 60, step 5 @ \$58,900, effective 1/30/19.
- (b) Rachael Kestenbaum, Kindergarten Teacher at Aston, from Bachelors, step 5 @ \$52,725 to Masters, step 5 @ \$54,855, effective 2/8/19.
- (c) Zachary Orenstein, Social Studies Teacher at Northley, from Bachelors, step 2 @ \$50,255 to Masters, step 2 @ \$52,855, effective 2/13/19.

(7) Leave of Absence

- (a) Allison Carey, 4th grade Teacher at Coebourn Elementary, adjusted FMLA from 2/4/19 through 5/9/19.
- (b) Christopher Lawson, Business Teacher at Northley, FMLA from 1/28/19 through 2/10/19.
- (c) Megan Flanagan, Special Education Teacher at Northley, adjusted FMLA from 11/27/18 through 1/4/19 and intermittent from 1/5/19 through 2/28/19.
- (d) Morgan Zimmerman, Reading Specialist at Aston Elementary, adjusted FMLA from 2/19/19 through 5/14/19.
- (e) Valerie Carr, Special Education Teacher at Sun Valley, Sabbatical Leave for Professional Development from 8/28/19 through 1/24/20.
- (f) Colleen McCarthy, Art Teacher at Sun Valley, Sabbatical Leave for Professional Development from 8/28/19 through 6/17/20.
- (g) Gabrielle Mack, 2nd grade Teacher at Aston Elementary, FMLA from 3/30/19 through 6/17/19.
- (h) Rose Carroll, School Psychologist, adjusted FMLA from 2/28/19 through 5/30/19.
- (i) Christen Verna, Special Education Teacher at Northley, FMLA from 2/14/19 through 2/27/19 and temporary leave from 2/28/19 through 3/10/19.

ITEMS FOR BOARD ACTION- Continued

9.02 Personnel – Classified

(1) Appointment

- (a) Ashley Reyes, Paraprofessional (A2HQ, step 1) at Sun Valley @ \$12.60/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 2/4/19.
- (b) Ryan McCann, Maintenance Specialist @ \$17.25/hour, 8 hours/day, 261 days/year, with full-time benefits in accordance with the PDSSPA contract, effective 2/1/19.
- (c) Nicholas Martin, Maintenance Specialist @ \$17.25/hour, 8 hours/day, 261 days/year, with full-time benefits in accordance with the PDSSPA contract, effective 2/19/19.
- (d) Taulant Kokona, substitute Custodian @ \$12.28/hour, on call as needed, no benefits, effective 2/8/19.
- (e) Edlira Kokona, substitute Custodian @ \$12.28/hour, on call as needed, no benefits, effective 2/8/19.
- (f) Janet MacCall, Bus Aide @ \$14.54/hour, up to 25 hours/week, 184 days/year with part-time benefits in accordance with the PDSSPA contract, effective 2/6/19.
- (g) Justin Emery, HVAC/Plumber Mechanic @ \$33.59/hour, 8 hours/day, 261 days/year, with full-time benefits in accordance with the PDSSPA contract, effective 3/15/19.
- (h) Staci Armour, Secretary to the Coebourn Principal (SB, step 1) @ \$15.99/hour, up to 37.5 hours/week, 261 days/year with full-time benefits in accordance with the PDESPA contract, effective 3/18/19.
- (i) Spring 2019 Community Education Program Instructors

<u>Class</u>	<u>Instructor</u>
Aquatic Conditioning	Karen Sullivan
Mindfulness	Susan Long
Vigor Yoga	Ava Woodring-Emmison
Virtue Yoga	Ava Woodring-Emmison
Volleyball A	Karen Giannakarios
Volleyball B	Debbie Clowesley

(2) Resignation

- (a) Ashley Reyes, Paraprofessional at Sun Valley, effective 2/5/19.

(3) Retirement

- (a) William Green, Bus Mechanic, effective 7/5/19.

(4) Job Abandonment

- (a) John Morgan, part-time Custodian at Coebourn Elementary, effective 2/20/19.

ITEMS FOR BOARD ACTION- Continued

(5) Leave of Absence

- (a) Crystal Coleman, part-time Custodian at Parkside, temporary leave from 1/14/19 through 2/3/19.
- (b) Odalis Morales, Paraprofessional at Aston, temporary leave from 12/4/18 through 2/5/19.
- (c) Susan Nolek, Technology Clerical Assistant, FMLA from 1/30/19 through 2/8/19.
- (d) Marybeth Seddon, Bus Driver, FMLA from 2/28/19 through 3/28/19.
- (e) Sunny West, Technology Assistant at Coebourn/Parkside Elementary, FMLA from 3/1/19 through 3/31/19.
- (f) Thomas Kennedy, part-time Custodian at Sun Valley, FMLA from 2/15/19 through 3/15/19.
- (g) Dawn Armstrong, Paraprofessional at Coebourn Elementary, intermittent leave from 2/19/19 through 6/14/19.

(6) Change of Status

- (a) Shannon Tucker from regular Bus Aide to substitute Bus Driver @ \$19.75/hour, on call as needed, no benefits, effective 2/14/19.
- (b) Dennis Call from substitute Bus Driver to regular Bus Driver @ \$24.48/hour, 5.5 hours/day, 190 days/week with part-time benefits in accordance with the PDSSPA contract, effective 1/28/19.
- (c) Christina Gentile from substitute Assistant to Paraprofessional (A2HQ, step 1) at Sun Valley @ \$12.60/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 2/26/19.
- (d) Michele Russello from substitute Classroom Assistant to Paraprofessional (A2HQ, step 1) at Sun Valley @ \$12.60/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 2/26/19.

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. Jones and seconded by Mrs. Denney the above motions were approved as presented.

Voting Aye: Denney, Esler, Hilferty, Jones, Powell, Seasock, Stone and Tinsley

Voting No: None

Abstain: Armour

ITEMS FOR BOARD ACTION- Continued

9.03 Bid Award – Parkside Secure Entrance & Renovations Project

MOTION: To approve the following base bids, for the following:

General Construction – Base Bid #1: John S. McManus, Inc. of Chester Heights, PA to approve the Base Bid 1 of \$1,357,900.

General Construction – Base Bid #2: John S. McManus of Chester Heights, PA, to approve the Base Bid of \$ 150,000.

HVAC: Five Star Mechanical of West Chester, PA to approve the Base Bid of \$285,000.

Plumbing: Cook’s Services Co., of Avondale, PA to approve the Base Bid of \$142,000.

Electrical Contractor: AJM Electric, Inc. of Chester Township, PA, to approve the Base Bid of \$275,742.

In accordance with all bid specifications, subject to solicitor’s review and execution of a mutually agreeable contract.

9.04 School Portraits

MOTION: To approve the extension of the proposal submitted by Barksdale Studios of Aston, PA for the 2019 – 2020 school year in accordance with RFP received May 28, 2009.

9.05 Exonerate TD Bank from Collecting Delinquent Taxes

MOTION: To exonerate TD Bank, deputized School District tax collector of Aston, Brookhaven, and Parkside, from collecting delinquent 2018 – 2019 real estate tax bills, and to ratify the filing of unpaid delinquent real estate taxes with Delaware County Tax Claim Bureau.

9.06 Change Orders - Sun Valley HS Summer 2018 Project

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

1. GC-04 John S. McManus, Inc.: for unforeseen conditions and owner directed changes, for an amount not to exceed \$17,917.

8.07 School Board Policies - Adoption

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

Board Policy #105 - Curriculum

Board Policy #105.1 - Review of Instructional Materials by Parents/Guardians and Students

Board Policy #123.1 - Concussion Management

Board Policy #123.2 - Sudden Cardiac Arrest

9.08 Instructional Coach Position

MOTION: To extend the grant-funded, full-time Teacher on Special Assignment position through the 2019-20 school year, including the appointment of Danielle Clark-Contrady to this position.

ITEMS FOR BOARD ACTION- Continued

9.09 IEP Writer Special Education Data Management

MOTION: To approve the Agreement with Leader Services, for provision of Special Education data management, as presented.

9.10 Blackboard, Inc. Website and Hosting and Messaging Software

MOTION: To approve the Agreement with Blackboard, Inc., as presented, subject to solicitor's review.

9.11 New Special Education Teacher Position

MOTION: To approve the creation of one additional Special Education teacher position, effective for the start of the 2019-2020 school year.

(NOTE: The district has confirmation of increased special education enrollment at the primary grades for the next school year).

9.12 Special Education and Student Placement Agreements

9.12.01 MOTION: To approve the Agreement with Lindamood-Bell Learning Processes for Student #36213 as presented.

9.12.02 MOTION: To approve the Agreement with Lindamood-Bell Learning Processes for Student #35215 as presented.

9.13 Business Administrator Appointment

MOTION: To approve an employment agreement with Mr. Erik Zebley, PDSD Business Administrator, effective July 1, 2019 – June 30, 2022, as presented.

9.14 Final Payment - Sun Valley

MOTION: To approve the final payment for the Sun Valley - Kitchen/Cafeteria renovations for the following:

1. Aireko Abroad of Norristown, PA in the amount of \$90,688.24. This brings the total amount paid to \$1,583,407.71.

Following a motion by Mrs. Jones and seconded by Mrs. Esler, motions 9.03 – 9.14 were unanimously approved.

Voting Aye: All

Voting No: None

COMMENTS BY MEMBERS OF THE PUBLIC

None

COMMENTS BY MEMBERS OF THE BOARD

Dr. Steinhoff said it was a pleasure to recommend to the Board, the appointment of Erik Zebley as the new Business Administrator.

President Armour welcomed Mr. Zebley to a different part of the team at Penn-Delco.

ADJOURNMENT

Following a motion by Mrs. Jones and seconded by Mrs. Denney, the Board adjourned by unanimous consent at 8:03 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, reading "Tracy A. Marshall".

Tracy A. Marshall
Board Secretary

Next Meetings: Wednesday, March 20, 2019 - Study Session - Service Center - 7:30 p.m.
Wednesday, March 27, 2019 - Business Meeting - Service Center - 7:30 p.m.