

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

**Minutes of the Board of School Directors
JANUARY 23, 2019**

A regular meeting of the Board of School Directors of the Penn-Delco School District convened on Wednesday, January 23, 2019, at 7:32 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
Leon Armour

School Directors Absent:

Dawn Jones
Kevin Tinsley

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 special meeting of December 17, 2018 as presented, be and are hereby approved.

Motion to approve the resolution was made by Mrs. Denney and seconded by Mrs. Stone 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 December 2018 – January 2019 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

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 December 2018, as presented, be and is hereby approved.

Mrs. Powell presented the Treasurer's Report for December 2018.

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

STAFF, STUDENT AND COMMUNITY RECOGNITION

Dr. Steinhoff recognized Ryan Hayes, Alexander Siekierski, Shane O'Neill and Nicholas David Bailey, who all received the highest honor awarded in Scouting – the rank of Eagle Scout. On behalf of the Penn-Delco School District and Board of School Directors, each was presented with a certificate of accommodation.

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 team has their first match on January 25th.
- A number of seniors visited their elementary schools and worked with students of all grades and answered questions they may have about middle and high school.
- The current phase of the SVHS renovations will be substantially complete on February 15. Teachers in the modular classrooms will move into their new classrooms..
- Winter sports are under way, and the teams are having a good season.
- The Annual Volleyball Marathon will be held on February 22 & 23.

SUPERINTENDENT'S REPORT

Dr. Steinhoff thanked the Board, during School Board Appreciation Month, for their countless hours given to the District. Dr. Steinhoff, on behalf of the District and Administration thanked them for their service.

Dr. Steinhoff introduced Cherie Freeman, President of PDEA, who along with their members thanked and presented the Board with a token of their appreciation.

Dr. Steinhoff highlighted "Men Sing" led by chorus teachers Liz Hazlett and Nicole Moyer, the unique event brought boys from the middle school choir to the high school for a day of accelerated practice with their more experienced peers. He shared a short video to showcase the event.

Dr. Steinhoff announced the State launched Safe 2 Say Something (S2SS) last week. This is a life-saving and changing school safety program that teaches students, educators, and administrators how: (1) to recognize the signs and signals of individuals who may be at risk of hurting themselves or others and (2) to anonymously report this information through the S2SS app, website, or 24/7 Crisis Center Hotline. Students at Northley have already received training and students at Sun Valley will be trained next week.

Dr. Steinhoff noted the 2019 – 2020 Instructional Calendar is on the agenda for approval this evening. This will allowing parents to plan accordingly.

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.

Dr. Steinhoff noted two retirements on the agenda this evening. Tracy Marshall, Business Administration and Sean Lilly, Director of Human Resources have both announced their retirement.

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

10.01 Personnel – Professional

(1) Extra Pay – Extended Employment

(a) After School and Saturday Detentions

<u>Teacher</u>	<u>Hours</u>
Deborah Blaisse	.75
Kate Doroshenko	3.00
Francine Im	3.00
Theresa McHugh	3.00
Lisa Pasceri	4.50
Michelle Ritz	.75
Shari Sharp	3.00
Kathleen Taylor	3.00

(b) Portrait of a Graduate Meeting, 12/20/18

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

<u>Teacher</u>	<u>Hours</u>
Nicole Armbruster	1.0
Danielle Clark	1.0
Joe Kochersperger	1.0
Virginia Lee	1.0
Karen Scharrer	1.0

(c) Summer Student Testing - Parkside, 7/10/18 - 8/27/18

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

<u>Teacher</u>	<u>Hours</u>
Michelle Craley	11.5 hours
Deborah Politano	2.5 hours

(d) IEP Writing, 12/18/18

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

<u>Teacher</u>	<u>Hours</u>
Kathleen Taylor	12.0

(e) Curriculum Planning – AP Government, 11/5/18 - 12/14/18

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

<u>Teacher</u>	<u>Hours</u>
Ken McCormick	17.0

(f) Tier I PBIS Team Meeting, 8/20/18

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

<u>Teacher</u>	<u>Hours</u>
John Clark	4.0
Maureen Irving	4.0
Virginia Lee	4.0
Alison Miller	4.0
Roseanne Newcomb	4.0
Meghan Pringle	4.0

ITEMS FOR BOARD ACTION - Continued

(g) Title I Parent Meeting – NMS, 1/16/19

#10-1190-123-411-10-00-00-000

<u>Teacher</u>	<u>Hours</u>
Jessica Wooleyhan	1.0
Lisa Pasceri	1.0

(2) Retirements

(a) Sean Lilly, Director of Human Resources, effective 8/2/19.

(b) Tracy Marshall, Business Administrator, effective 6/28/19.

(c) James Pearn, MCJROTC Instructor, effective 6/17/19.

(3) Change of Status

(a) Kristin Buckmaster from Sun Valley Social Studies Teacher to Teacher on Special Assignment – Online Learning, effective 1/25/19 through 6/17/19.

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

Rescissions:

Sun Valley Athletics

Gina Pearn	Girls Asst. Softball	10 Units @ \$291	\$2,910.
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Sun Valley Non-Athletics

Kristin Buckmaster	National Honor Society	2 Units @ \$291	\$582.
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Northley Athletics

Casey Simpkins	Boys 8 th Gr. Baseball	9 Units @ \$291	\$2,619.
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Appointments:

Sun Valley Athletics

Kevin Meenan	Girls Asst. Softball	10 Units @ \$291	\$2,910.
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Nicholas Meehan	Boys Asst. Baseball	10 Units @ \$276	\$2,760.
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Zachary Bush	Asst. Indoor Track	10 Units @ \$276	\$2,760.
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Casey Simpkins	Girls Asst. Softball	10 Units @ \$276	\$2,760.
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Brian McGeehan	Girls Head Track	15 Units @ \$276	\$4,140.
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Erin Carboni	Girls Asst. Lacrosse	10 Units @ \$276	\$2,760.
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Sun Valley Non-Athletics

Kenneth McCormick	National Honor Society	2 Units @ \$291	\$582.
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Northley Athletics

Colleen Kelly	Girls 7 th Gr. Track	7 Units @ \$276	\$1,932.
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(5) Extra Duty Pay Assignments for the 2019/2020 school year

(See Attached)

(6) Tuition Reimbursement

Budget Code: 10-2260-240-000-10-00-00-000

Budget Code: 10-2260-240-000-30-00-00-000

Eric Kuminka	\$3,097.00	Widener University
Assistant Superintendent		-Dissertation Seminar

ITEMS FOR BOARD ACTION - Continued

Budget Code: 10-2260-240-000-10-00-00-000

Danielle Murray	\$6,024.00	Widener University
Supervisor, C&I		-Qualitative Research Methods

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

Patrick Sasse	\$3,870.00	West Chester University
Principal, Sun Valley		-Doctoral Seminar in Educational Studies
		-Social & Ethical Foundations of Education
		Policy and Practice

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

Elizabeth Berezna	\$1,287.00	Villanova University
Northley		-Social Issues & Schools
Erin Burns	\$2,574.00	Wilkes University
Sun Valley		-Foundations for Future Ready Students
		-Mobile Devices for Teaching and Learning
Christopher Gorniok	\$2,748.00	Temple University
Technology		-Foundations of Language Teaching: Meeting
		The Needs of English Language Learners
Jennifer Maiale	\$2,574.00	West Chester University
Northley		-Critical Action Research Thesis Project
		-Transformative Curriculum and Evaluation
Joseph Malaczewski	\$2,574.00	Wilmington University
Sun Valley		-Curriculum Leadership
		-Education for Equity and Social Justice
Ashlyn Marabella	\$643.50	LaSalle University
Sun Valley		-Motivation: The Art and Science of Inspiring
		Classroom Success
Zachary Orenstein	\$2,574.00	Gwynedd-Mercy University
Northley		-School Resources Management
		-School-Community Relations
Kristin Prosper	\$1,287.00	Wilkes University
Northley		-Impacting Learning Environments
Christine Soring	\$643.50	West Chester University
Sun Valley		-Instructional Design with Emerging Technologies
Budget Code: 10-2271-240-000-10-00-00-000		
Lauren Cassimatis	\$1,287.00	West Chester University
Aston		-Writing Instruction and Development

ITEMS FOR BOARD ACTION - Continued

Rachael Kestenbaum Aston	\$1,287.00	West Chester University -Organization & Supervision of Literacy Programs
Virginia Lee Parkside	\$643.50	Rosemont College -Addiction and the Family
Kaitlyn McPhillips Aston	\$643.50	Immaculata University -Literacy Assessment and Intervention
Alisha Miller Pennell	\$1,287.00	West Chester University -Orthographic Knowledge, Language and Literacy Development
Courtney Neale Pennell	\$1,287.00	West Chester University -Orthographic Knowledge, Language and Literacy Development
Panagiotis Papageorge Aston	\$1,287.00	Rosemont College -Educational Leadership -School Law and Ethics
Kristie Pennoni Coebourn	\$1,287.00	Eastern University -Research Design & Statistics
Emily Wreath Aston	\$1,287.00	West Chester University -Writing Instruction and Development
Tamara Scheuermann Aston	\$1,287.00	West Chester University -Writing Development and Instruction

(7) Wage and Salary Adjustment

- (a) Joseph Malaczewski, Mathematics Teacher at Sun Valley, from Bachelors, step 17 @ \$78,555 to Masters, step 17 @ \$90,000 effective 1/22/19.

10.02 Personnel – Classified

(1) Appointment

- (a) Megan DeGrand, Paraprofessional (A2HQ, step 1) at Pennell Elementary @ \$12.60/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 1/4/19.
- (b) Mary Marano, Paraprofessional (A2HQ, step 1) at Pennell Elementary @ \$12.60/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 1/7/19.
- (c) Marci Dunn, Playground/Café Assistant (A1, step 1) at Parkside Elementary @ \$10.85/hour, up to 22.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 1/8/19.
- (d) Henry Babenko, substitute Custodian @ \$12.28/hour, on call as needed, no benefits, effective 1/9/19.

ITEMS FOR BOARD ACTION - Continued

- (e) Letitia Barlow, substitute Classroom Assistant @ \$11.00/hour, on call as needed, no benefits, effective 1/22/19.
- (f) Vernice Johnson, substitute Custodian @ \$12.28/hour, on call as needed, no benefits, effective 1/22/19.
- (g) Amanda Keaton, Playground/Café Assistant (A1, step 1) at Aston Elementary @ \$10.85/hour, up to 22.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 1/22/19.
- (h) Amanda Perkins, Playground/Café Assistant (A1, step 1) at Coebourn Elementary @ \$10.85/hour, up to 22.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 1/28/19.
- (i) Chase Segool, Lifeguard at Northley @ \$11.89/hour, on call as needed, no benefits, effective 1/24/19.

(2) Resignation

- (a) Cheryl Filbert, Paraprofessional at Pennell Elementary, effective 12/21/18.
- (b) Carrie Diamond, substitute Classroom Assistant, effective 12/21/18.
- (c) Christine Riley, Secretary to the Coebourn Principal, effective 1/18/19.
- (d) William Baer, Head Custodian at Pennell Elementary, effective 1/2/19.
- (e) Shanika Womack, substitute Classroom Assistant, effective 1/25/19.

(3) Leave of Absence

- (a) Debra Meara, Bus Aide, adjusted temporary leave from 10/24/18 through 4/30/19.
- (b) Erin Miller, Bus Driver, FMLA from 1/14/19 through 2/25/19.
- (c) Kristie Ellis, Library Assistant at Northley, temporary leave from 1/22/19 through 2/5/19.

(4) Sick Day Payout for Retiree

- (a) Alan Miller, 110.205 days

(5) Change of Status

- (a) JoAnn Robinson from substitute Classroom Assistant to Paraprofessional (A2HQ, step 1) at Pennell Elementary @ \$12.60/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract effective 12/17/18.
- (b) Nancy Kinsler from substitute Assistant to Paraprofessional (A2HQ, step 1) at Northley @ \$12.60/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract effective 1/9/19.
- (c) Altin Dukaj from Custodian at Northley to Head Custodian at Pennell @ \$19.59/hour, 8 hours/day, 261 days/year, with full-time benefits in accordance with the PDSSPA contract, effective 2/4/19.

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 Ms. Hilferty and seconded by Mrs. Powell the above motions were unanimously approved.

Voting Aye: All
Voting No: None

ITEMS FOR BOARD ACTION - Continued

10.03 American Red Cross Authorized Provider Agreement

MOTION: To approve the Authorized Provider Agreement with the American Red Cross, as presented.

10.04 Overnight Field Trip - Sun Valley Cheerleaders, Disney Resorts, Orlando, FL

MOTION: The Sun Valley High School Administration requests permission for 17 Sun Valley cheerleaders and 2 chaperons to attend The National High School Cheer Competition. The group will travel February 6, 2019 through February 11, 2019.

10.05 DCIU Agreement for Title II-A Services

MOTION: To approve the Agreement with the DCIU to provide Title II-A Services for the period September 1, 2018 through December 31, 2021, as presented.

10.06 Act 1 Resolution

MOTION: To approve the Act 1 resolution certifying that the Penn-Delco School District will not exceed the index (2.8%) calculated by the Pennsylvania Department of Education for the 2019 – 2020 fiscal year, as presented.

10.07 Bus Buy-Back Bid Award

MOTION: To approve the bus buy-back bid award, to Rohrer Bus Sales of Duncannon, PA, as presented, lowest responsible bidder, in accordance with all bid specifications.

10.08 Technology Agreement

MOTION: To approve the contract extension with CDW-G, LLC for district-wide email security program as presented.

10.09 Change Orders – Sun Valley Renovations

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

Summer 2017 Project

1. EC-03 McGoldrick Electric, Inc. for credit amount of \$560.18 for project closeout, as presented.

Summer 2018 Project

1. EC-02 McGoldrick Electric, Inc. owner directed changes in the amount \$2,345.68, as presented.

10.10 Final Application of Payment – Sun Valley 2017 Project

MOTION: To approve the final payment application #5 for McGoldrick Electric, Inc. of Havertown, PA, in the amount of \$50,695.91. This brings the total amount paid to \$396,997.82.

10.11 Special Education and Student Placement Agreements

MOTION: To approve the Agreement with CADES for Student #43486, as presented.

10.12 DCIU Title III Consortium MOU

MOTION: To approve the Memorandum of Understanding with the Delaware County Intermediate Unit for supplemental services and resources utilized by the DCIU Title III Consortium for the 2018-2019 fiscal year.

ITEMS FOR BOARD ACTION - Continued

10.13 Convert a Teaching Position

MOTION: To convert the current long-term substitute secondary English teaching position to a permanent secondary English teaching position beginning with the 2019-2020 school year.

10.14 Secondary English Teacher Appointment

MOTION: To appoint Patrick O'Brien to the permanent secondary English teaching position at the start of the 2019-2020 school year.

10.15 School Board Policies - Adoption

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

#004 - Membership

#103 - Nondiscrimination/Discriminatory Harassment - School and Classroom Practices

#103.1 - Nondiscrimination - Qualified Students with Disabilities

#104 - Nondiscrimination/Discriminatory Harassment - Employment Practices

#113 - Special Education

#113.1 - Discipline of Students with Disabilities

#113.2 - Behavior Support

#113.3 - Screening and Evaluations for Students with Disabilities

#113.4 - Confidentiality of Special Education Student Information

#138 - Language Instruction Educational Program for English Learners

#150 - Title I - Comparability of Services

10.16 Administrative Regulation - Adoption

#103.1-AR-0 - Nondiscrimination - Qualified Students with Disabilities

10.17 New Student Information System Software License

MOTION: To approve the agreement with Skyward, Inc. for the provision of Student Information and other School Data Management Services, as presented, and subject to solicitor review.

ITEMS FOR BOARD ACTION - Continued

10.18 Disenrollment for Failure to Complete Residency Reverification

MOTION: To approve administrative action to disenroll and exclude the following identified students from Penn-Delco School District, effective January 30, 2019, for failure to comply, despite repeated warnings, with Board policy requiring parents/legal guardians/custodians to reverify legal residency within Penn-Delco School District (*student numbers as presented*):

55256	24984	43371	35525
36038	25125	43617	35017
35771	35377	43616	55058
35240	43376	43683	54987
36121	43302	43578	76688
36212	43542	24690	76687
36211	54918	24852	24803
81816	24924	35594	24424
55518	35047	81833	24858
24691	35310	76736	24858
25171	43093	43284	34880
43771	35133	81781	76805
25104	43267	35334	76806
36197	35519	54501	43392
25170	76728	54755	43393
25182	55265	43109	43391
54916	36188	76749	43182
55063	76841	43546	42908
35790	23527	34763	43524
34739	43370	54832	34778

The Administration shall immediately reenroll and include in the Penn-Delco School District any student whose parent/legal guardian/custodian complies with the District reverification requirement.

10.19 2019-2020 Instructional Calendar

MOTION: To approve the instructional calendar for the 2019-2020 school year, as presented.

10.20 MCNDCC Memorandum of Agreement

MOTION: To approve the agreement for the establishment of the Marine Corps National Defense Cadet Corps Unit with Penn-Delco School District and the United States Marine Corps, as presented, pending solicitor review.

Following a motion by Mrs. Stone and seconded by Mrs. Jones, motions 10.03 – 10.20 were unanimously approved.

Voting Aye: All
Voting No: None

COMMENTS BY MEMBERS OF THE PUBLIC

None

COMMENTS BY MEMBERS OF THE BOARD

None

ADJOURNMENT

Following a motion by Ms. Hilferty and seconded by Mrs. Esler, 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, February 20, 2019 - Study Session - Service Center - 7:30 p.m.
Wednesday, February 27, 2019 - Business Meeting - Service Center - 7:30 p.m.