

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

**Minutes of the Board of School Directors
MARCH 30, 2020**

A regular meeting of the Board of School Directors of the Penn-Delco School District convened on Monday, March 30, 2020, at 7:32 p.m. via electronic communication, pursuant to advertisement published in the Delaware County Daily Times.

School Directors Present:

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

School Directors Absent:

None

Others in Attendance:

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

EMERGENCY POLICY APPROVAL

1.03 Policy #006.1 – Attendance at Meeting via Electronic Communication

MOTION: To approve School Board Policy #006.1, as presented

Comments:

Mr. Puppio explained the criteria requirements and what it entails for this motion.

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

Voting Yea: All

Voting No: None

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 February 26, 2020 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 February – March 2020 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

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 February 2020, as presented, be and is hereby approved.

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

Motion to approve the Treasurer’s Report was made by Mrs. Powell and seconded by Mrs. Denney the motion was unanimously approved.

4. BUDGET TRANSFER REPORT

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

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

SUPERINTENDENT’S REPORT

Dr. Steinhoff started off by saying the last couple of weeks has been challenging with a lot of unknowns. Senate bill 751, the 180 day requirement, has been waived as long as districts are making an effort for continuity of education. The District has sought a waiver, indicating that we are meeting these requirements and have submitted this information to PDE.

Dr. Steinhoff indicated there were some issues with Schoology today, but they knew there could be hiccups, but we are working through them. The first phase of distribution of Chromebooks is complete, and we will be looking to see if families require more than one per household.

Dr. Steinhoff indicated that although lunches are being offered, the turnout has been slow. Lunches will be offered on Monday and Wednesdays only and can be picked up only at Sun Valley between 11:00 a.m. – 12:00 p.m. on these days.

Dr. Steinhoff recommended looking at his Twitter account, or that of any teacher or staff. Many have put together videos to their students. Teachers want to be in school, they don’t want to be out, especially longer than originally anticipated.

Dr. Steinhoff commended Ms. Dani Murray, Mr. Ryan Coughlin and Mr. Kuminka for all their hard work, which allowed us to be able to utilize virtual learning.

SUPERINTENDENT’S REPORT - Continued

Dr. Steinhoff acknowledged Hannah Vickers, Sun Valley senior, who was recently recognized by the Delaware County Daily Times. Hannah started a writing campaign, along with the help of the National Honor Society Students, thanking health care workers, who are on the front lines during this pandemic.

ACCOUNCEMENTS FOR THE PUBLIC

President Armour announced, pursuant to Act 48 – Sunshine Act, last evening, March 29, 2020, 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) Extra Pay – Extended Employment

(a) After School and Saturday Detentions

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

<u>Teacher</u>	<u>Hours</u>
Elizabeth Bereznak	.75
Danielle Cook	6.00
Francine Im	3.00
Theresa McHugh	3.00
Lauren Notorfrancesco	1.50
Karen Scharrer	1.50
Kevin Siegel	2.25
Michelle Ritz	.75
Christen Verna	6.00

(b) PDSB Conference Day - Professional Development, 2/14/2020 (2 Hours)

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

Arra, Bryan	Kravatz, Cynthia
Cameron, Vivienne	Lindsey, Amy
Cardwell, Katie	Lutteroty, Nikole
Clark, John	Lutteroty, Wayne
Constan, Sarah	Mongada, Lauren
Crayley, Michelle	Papageorge, Pete
Dever, Adrienne	Politano, Deborah
Gordon, Nicole	Ranieri, Kaitlyn
Jacobs, Alex	Reaume, Bill
Juliano, Albert	Wiley, Lindsay
Klotz, Julie	Zimmerman, Morgan

#10-2260-123-000-30-00-00-000 (2 Hours – Unless otherwise noted)

Bednar, Jill	Nicholas, Justin
Bowman, Cole	Pasceri, Lisa
Buckmaster, Kristen (4)	Quintans, Chris
Burns, Allison	Ritz, Michelle (4)
Caputo, Amy	Sayre, Nicole
Coffman, Jennifer	Scharrer, Karen
Cook, Danielle	Schnieder, Lauren
DiPietro, Renee	Siegel, Kevin
Fava, Mauri	Siegel, Kevin
Kikut, Amanda	Turk, Lindsay
Maxwell, Jennifer	

ITEMS FOR BOARD ACTION - Continued

(c) Class Coverage – Spanish SVHS, 1/29/2020-3/6/2020

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

<u>Teacher</u>	<u>Hours</u>
Monica Diehl	27.25

(2) Appointments

(a) Carly Koelle, Long-term Substitute, effective first school day after Covid-19 Emergency School Closure through 1/27/2021, pending pre-employment paperwork.

Education

Lock Haven University
BS, Elementary Education
University of Scranton
MS, School Counseling

Cert/Assign

Elementary K-6, Elem. & Sec.
School Counselor PK-12
Northley – School Counselor

Professional Experience

Silver Springs-Martin Luther School
First Philadelphia Preparatory Charter School

Salary

M/1 \$52,855

Rationale

G. Crowley, Leave

(b) Lisa Replogle, Special Education Teacher at Sun Valley, adjusted effective date 3/10/20.

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

Appointments:

Sun Valley Athletics

Michele Lehman	Asst. Cheerleading	14 Units @ \$291	\$4,074.
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(4) Leave of Absence

(a) Jessica Mooney, Special Education Teacher at Coebourn Elementary, FMLA from 5/15/2020 through 10/23/2020 and childrearing leave from 10/24/2020 through 1/27/2021.

(b) Jacqueline McElhenney, Special Education Teacher at Coebourn Elementary, adjusted FMLA from 1/27/2020 through 5/12/2020 and childrearing leave from 5/13/2020 through 1/27/2021.

(c) Lindzy Sokol, 5th Grade Teacher at Aston Elementary, adjusted FMLA from 3/6/2020 through 6/17/2020.

(4) Wage and Salary Adjustment

(a) John Moletteri, Special Education Teacher at Sun Valley, from Master's, step 1 @ \$52,855 to Master's 60, step 1 @ \$56,250 effective 3/18/2020.

9.02 Personnel – Classified

(1) Appointment

(a) Richard Hildebrand, substitute Bus Driver @ \$19.75/hour, on call as needed, no benefits, effective 3/5/2020.

(b) Louise Ernst, substitute Bus Aide @ \$10.00/hour, on call as needed, no benefits, effective 3/10/2020.

ITEMS FOR BOARD ACTION - Continued

(2) Leave of Absence

- (a) Charles Rhoades, full-time Custodian at Northley, adjusted FMLA from 1/8/2020 through 2/28/2020.
- (b) Deborah Laverty, Paraprofessional at Northley, adjusted temporary leave from 10/7/19 through 11/19/19 and intermittent leave from 11/20/19 through 3/2/2020.
- (c) Joseph DiCamillo, Multimedia Content Specialist, FMLA from 3/4/2020 through 4/12/2020.

(3) Retirement

- (a) Thomas Krause, Technology Assistant, effective 7/3/2020.
- (b) Diane Schwandt, Secretary to the Parkside Principal, effective 6/17/2020.
- (c) Roger Bost, Head Custodian at Parkside Elementary, effective 10/16/2020.
- (d) Dawn Armstrong, Paraprofessional at Coebourn Elementary, effective 6/16/2020.

(4) Resignation

- (a) Patricia Michalkiewicz, Bus Aide, effective 3/25/2020.
- (b) Kerry Blose, substitute Bus Driver, effective 3/25/2020.
- (c) Madison Skwirut, Lifeguard, effective 3/25/2020.
- (d) Brendan Skwirut, Lifeguard, effective 3/25/2020.

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 Mrs. Jones and seconded by Mrs. Denney, the above motions were unanimously approved.

Voting Aye: All
Voting No: None

9.03 Preparation and Solicitation of Bids

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

1. Athletic Supplies – Funded by the General Fund

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

Voting Aye: All
Voting No: None

ITEMS FOR BOARD ACTION - Continued

9.04 Delaware County Intermediate Unit Special Education Funding Agreement 2020-2021

MOTION: To approve the Delaware County Intermediate Unit Special Education Budget of \$19,026,431 with Penn-Delco's estimated share for students receiving Intermediate Unit special education services in the amount of \$585,388 for the 2020-2021 school year.

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

Voting Aye: All
Voting No: None

9.05 Delaware County Intermediate Unit General Operating Budget 2020-2021

MOTION: To approve the Delaware County Intermediate Unit General Operating budget of \$9,616,248 for the 2020-2021 school year. Penn-Delco's share is projected to be not more than \$44,252.47. Submit the same for approval to the Department of Education of the Commonwealth of Pennsylvania.

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

Voting Aye: All
Voting No: None

9.06 Delaware County Intermediate Unit Technical Schools Budget 2020-2021

MOTION: To approve the Delaware County Technical School's budget of \$14,406,225 for the 2020-2021 school year. Penn-Delco's share is projected to be not more than \$644,054. Submit the same for approval to the Department of Education of the Commonwealth of Pennsylvania.

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

Voting Aye: All
Voting No: None

9.07 School Board Policies - Adoption

MOTION: To approve for adoption the following revised policy, as presented.
#249 - Bullying/Cyberbullying

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

Voting Aye: All
Voting No: None

ITEMS FOR BOARD ACTION - Continued

9.08 Consulting Agreement

MOTION: To approve the Amendment to Gallagher Benefit Services, Inc. Agreement to provide health consulting services through June 30, 2023, as presented and subject to solicitor review.

Following a motion by Mrs. Jones and seconded by Mrs. Denney, the above motion was unanimously approved.

Voting Aye: All
Voting No: None

9.09 Special Education Agreements

9.09.01 MOTION: To approve the confidential settlement agreement for student #54614, as presented.

Following a motion by Mr. Tinsley and seconded by Ms. Hilferty, the above motion was unanimously approved.

Voting Aye: All
Voting No: None

9.10 PlanCon Submission

MOTION: Authorize and direct the Administration and Architect to submit PlanCon F for the Sun Valley High School secure entry & nurse addition, as presented.

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

Voting Aye: All
Voting No: None

9.11 Bid Award – Sun Valley Secure Entry & Nurse Addition

MOTION: To approve the base bids for the following:

General Construction: John S. McManus of Chester Heights, PA to approve the Base Bid of \$1,717,000.

Mechanical: JBM Mechanical Inc. of Nazareth, PA to approve the Base Bid of \$290,000.

Plumbing: JBM Mechanical, Inc. of Nazareth to approve the Base Bid of \$169,000.

Electrical Contractor: J. R. Metzger, Inc. of Aston, PA to approve the Base Bid of \$163,000.

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

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

Voting Aye: All
Voting No: None

ITEMS FOR BOARD ACTION - Continued

9.12 Election of Intermediate Unit Board Members

MOTION: To approve the election of the following individuals to serve as members of the Delaware County Intermediate Unit Board of Directors:

For the term July 1, 2020 to June 30, 2023

Garnet Valley	Tracy Karwoski
Haverford	Susan Minge
Marple Newtown	Barbara S. Harvey
Springfield	Margaret Rovinski
William Penn	Joana Hopkins

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

Voting Aye: All
Voting No: None

9.13 Secondary Marking Period Adjustment

MOTION: To approve an extension of the third marking period for Northley Middle School and Sun Valley High School to April 30, 2020, with the fourth marking period beginning May 1, 2020.

Comments:

President Armour asked if this should remain on the agenda. Dr. Steinhoff indicated that the marking period will need to be adjusted, but they will be discussing again shortly and can adjust again is necessary.

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

Voting Aye: All
Voting No: None

9.14 Covid-19 Emergency Closing Memorandums of Understanding

MOTION: To approve the memorandums of understanding with PDESPA and PDSSPA, as presented.

Comments:

Dr. Steinhoff this MOU gives clarity that employees who normally would have worked during this time, would continue to be compensated.

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

Voting Aye: All
Voting No: None

ITEMS FOR BOARD ACTION - Continued

9.15 Covid-19 Emergency Closing Operational Authority Resolution

MOTION: To approve the resolution enumerating certain essential duties during the COVID-19 emergency closing and declaration period, as presented and as recommended by the School District Solicitor.

Comments:

Dr. Steinhoff indicated this was a recommendation from Mr. Puppio's office. It clarifies the essential duties that still need to occur within the District and allows them to occur. Mr. Puppio indicated the purpose of this item, allows the Administration to move forward with daily necessary items and vote upon such items at the next board meeting.

Following a motion by Mrs. Denney and seconded by Mrs. Jones, the above motion was unanimously approved.

Voting Aye: All

Voting No: None

COMMENTS BY MEMBERS OF THE PUBLIC

President Armour – received a message through Facebook. Asking How will the at home work be graded? Dr. Steinhoff noted this should be considered work that needs to be completed. Students should give their best effort in completing the work.

Mrs. Bigelow thanked the District for their flexibility during these unchartered times.

A. Capuano asked if the website (Schoology) is going to be balanced with the higher volume of students. They've experienced crashes here and there, and it's becomes discouraging.

Dr. Steinhoff has discussed this with our Director of Technology and this isn't anything on Penn-Delco's end. Our band width isn't maxed, in fact, it is low, since the students are working from home. But with the added access from many parents who are also working from home has an impact on the service.

Dr. Steinhoff was asked if Reading Counts could be completed at home. He was hopeful this is something that could have been done, however, it isn't possible to be completed remotely.

COMMENTS BY MEMBERS OF THE BOARD

President Armour noted it is the full intention of the Board and the District to have the students return to school. If the direction comes down from the Governor, there isn't much the District can do. It's the District's intention to have graduation, but if something happens and it needs to be moved, it will.

Dr. Steinhoff is proud of how the students have reacted so far, and haveshowed maturity.

Mr. Puppio complimented the Administration, they have not been shy reaching out to his office, and they have been very flexible during this process. Working together will be of assistance to the District.

Mr. Tinsley commented on the communication with Dr. Steinhoff throughout this entire process and thanked him for his service and support during this time.

ADJOURNMENT

Following a motion by Mrs. Jones and seconded by Ms. Hilferty, the Board adjourned by unanimous consent at 8:19 p.m.

Respectfully Submitted,



Erik Zebley
Board Secretary

Next Meetings: Wednesday, April 15, 2020 – Study Session – Electronically – 7:30 p.m.
 Wednesday, April 22, 2020 – Business Meeting - Electronically - 7:30 p.m.