

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

**Minutes of the Board of School Directors
NOVEMBER 18, 2020**

A regular meeting of the Board of School Directors of the Penn-Delco School District convened on Wednesday, November 18, 2020, at 7:34 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

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 October 21, 2020 as presented, be and are hereby approved.

Motion to approve the resolution was made by Mrs. Jones and seconded by Mrs. Esler 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 October - November 2020 as presented, be and is hereby approved.

Motion to approve the resolution was made by Mrs. Jones and seconded by Mrs. Esler

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

Mrs. Powell presented the Treasurer's Report for October 2020.

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

4. BUDGET TRANSFER REPORT

MOTION: To approve the Budget Transfer Report for November, 2020.

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

STUDENT REPRESENTATIVES REPORT TO THE BOARD

Autumn Brown, Felicia Christaldi and Gianna Ellis reported on the following happenings at Sun Valley:

- Commented on virtual learning and completing the first marking period;
- Forty-Four new students were inducted into the National Honor Society;
- Seniors took SAT's on October 14th and Juniors took PSAT's on October 29th;
- Senior, Jessica Phillips won the Widener University High School Leadership Award;
- Sports had a short successful season;
- Students held a virtual homecoming week including a Shoebox Homecoming Parade and Crowned Homecoming King and Queen, Antonio Rivera and Chiara Robinson;
- Virtual learning has some technical issues, but everyone is doing the best that they can;

SUPERINTENDENT'S REPORT

Dr. Steinhoff gave a PowerPoint presentation on the following:

- American Education Week highlights;
- Shared images around the District including a construction update;
- Congratulated Aiden Hearn, Northley Middle School student received the PA Page Distinguished Award for 2020;
- Covid update – stay the course. Penn-Delco has avoided extreme staffing issues. Community Levels remain high.
- Congratulated the 2020 National Honor Society inductees

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 gave accolades to our staff and teachers and noted our schools remain safe during the pandemic.

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

10.01 Personnel – Professional

(1) Leave of Absence

- (a) Employee #2100, adjusted FMLA from 10/12/2020 through 10/20/2020, and 10/23/2020.
- (b) Employee #2835, adjusted FMLA from 9/1/2020 through 10/30/2020.
- (c) Employee #3335, FFCRA from 10/27/2020 through 12/23/2020.
- (d) Employee #3039, FFCRA from 10/26/2020 through 10/27/2020.
- (e) Employee #176, intermittent FMLA from 10/5/2020 through 1/27/2021.
- (f) Employee #3569, FFCRA from 10/19/2020 through 10/19/2020.
- (g) Employee #3237, FFCRA from 10/29/2020 through 10/30/2020.
- (h) Employee #1759, FFCRA from 11/6/2020 through 11/13/2020.
- (i) Employee #3376, FFCRA from 11/5/2020 through 11/11/2020.
- (j) Employee #434, FFCRA from 11/5/2020 through 11/5/2020.
- (k) Employee #3622, FFCRA from 11/12/2020 through 11/12/2020.
- (l) Employee #97, FMLA from 12/7/2020 through 3/7/2021.

ITEMS FOR BOARD ACTION - Continued

(2) Extra Duty Pay Assignments

Rescission:

Sun Valley Athletics

Zachary Bush	Head Indoor Track	12 Units @ \$291	\$3,492.
Angela Shicatano	Asst. Co-ed Swimming	10 Units @ \$291	\$2,910.

Appointments:

Sun Valley Athletics

Paul Egleston	Head Indoor Track	12 Units @ \$291	\$3,492.
Angela Shicatano	Head Co-ed Swimming	16 Units @ \$291	\$4,656.
Michael Komorowski	Asst. Swimming/Diving	10 Units @ \$291	\$2,910.

(3) Wage and Salary Adjustment

(a) Kathleen Phelps, Teacher at Sun Valley, from Master's, step 13 @ \$74,185 to Master's 60, step 13 @ \$80,475 effective 10/28/2020.

(4) Professional Contract

(a) Colleen Kelly, Science Teacher at Northley

(5) Extra Pay

(a) Class Coverage SVHS, 9/14/2020-10/30/2020

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

Louis D'Alonzo	21.00
Paul Egleston	22.50
Amy Grady	27.00
Erica Guidetti	72.00
Amanda Potter	30.00
Christopher Quintans	22.50

(b) Guidance Hours SVHS - Freshman Transfer Orientation, 10/8/2020

10-2260-123-000-30-00-00-000 Hours

Kathryn James	2.00
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(c) Special Education Hours Outside of Contractual Hours, 10/2020

10-1243-123-000-00-00-00-000 Hours

Rachelle Carstensen	9.00
Amy Grady	6.00

(d) Kindergarten Parent Meeting, 8/24/2020

10-2260-123-986-10-00-00-000 Hours

Karen Cage	1.00
Rachael Kestenbaum	1.00
Pat Krause	1.00
Jessica LaTour	1.00
Trish Lydon	1.00
Ashley McColgan	1.00

ITEMS FOR BOARD ACTION - Continued

10.02 Personnel – Classified

(1) Appointments

- (a) JoAnn Robinson, Playground/Café Assistant (A1, step 1) at Pennell Elementary @ \$11.12/hour, 22.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 10/29/2020.
- (b) Deborah Portner, Technology Support Technician (SB, step 1) @ \$16.30/hour, up to 37.5 hours/week, 261 days/year with full-time benefits in accordance with the PDESPA contract, effective 11/9/2020.
- (c) Michael Mann, Health Room Licensed Assistant @ \$21.28/hour, 22.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 11/12/2020.
- (d) Dawn Howe, Playground/Café Assistant (A1, step 1) at Coebourn Elementary @ \$11.12/hour, 22.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 11/19/2020.

(2) Retirement

- (a) Joanne Carter, substitute Assistant, effective 10/29/2020.

(3) Resignation

- (a) Enton Elbasani, Electrician, effective 11/11/2020.
- (b) Gina Leiby, Paraprofessional at Sun Valley, effective 11/13/2020.

(4) Rescission

- (a) Louise Ernst, substitute Bus Aide, effective 3/10/2020.

(5) Change of Status

- (a) Richard Hildebrand from substitute Bus Driver to regular Bus Driver @ \$25.92/hour, up to 27.5 hours/week, 190 days/year with part-time benefits in accordance with the PDSSPA contract, effective 11/16/2020.

(6) Leave of Absence

- (a) Employee #2646, FFCRA from 10/21/2020 through 12/23/2020.
- (b) Employee #3344, FFCRA from 10/5/2020 through 10/6/2020.
- (c) Employee #2414, Temporary leave from 9/28/2020 through 11/30/2020.
- (d) Employee #3462, FFCRA from 10/26/2020 through 11/6/2020.
- (e) Employee #3482, adjusted FFCRA from 9/8/2020 through 12/23/2020.
- (f) Employee #155, adjusted temporary leave from 9/29/2020 through 11/30/2020.
- (g) Employee #2909, FMLA from 10/22/2020 through 11/16/2020.
- (h) Employee #3605, adjusted FFCRA from 10/12/2020 through 12/31/2020.
- (i) Employee #3514, FFCRA from 10/26/2020 through 11/06/2020.
- (j) Employee #2165, FFCRA from 11/2/2020 through 11/13/2020.
- (k) Employee #3512, FFCRA from 11/2/2020 through 11/9/2020.
- (l) Employee #2877, FFCRA from 11/2/2020 through 11/12/2020.
- (m) Employee #3436, adjusted FFCRA from 9/2/2020 through 12/23/2020.
- (n) Employee #3507, FFCRA from 11/10/2020 through 11/23/2020.

ITEMS FOR BOARD ACTION - Continued

- (o) Employee #3016, FFCRA from 11/2/2020 through 11/13/2020.
- (p) Employee #2139, Temporary leave from 10/20/2020 through 11/6/2020.
- (q) Employee #2604, FFCRA from 11/2/2020 through 11/10/2020.
- (r) Employee #1638, FFCRA from 11/16/2020 through 11/20/2020.

References: Penn-Delco Budget 2020-2021; 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 motion was unanimously approved.

Voting Aye: All
Voting No: None

10.03 Commitment of Fund Balance

MOTION: To approve the following fund balance commitments for the fiscal year ending June 30, 2020.

- \$4,000,000 Capital Projects
- \$1,871,982 Debt Service
- \$1,200,000 Retirement Rate Stabilization Fund

10.04 Accept Local Audit

MOTION: To accept the local audit completed by Maillie, LLP of Oaks, PA for the 2019 – 2020 school year, as presented.

10.05 Tax Appeals

MOTION: To grant the solicitor's office leave to appeal any and all decisions of the county tax assessment appeal board for the 2021 tax year to the Court of Common Pleas as it deems appropriate.

10.06 Payment of Routine Bills

MOTION: To authorize the Administration to pay all routine bills incurred for necessary operational expenses between November 18, 2020 and January 27, 2021.

10.07 Donation of Masks

MOTION: To accept the cloth mask donation from the U. S. Department of Health and Human Services.

10.08 CARES Act Agreement

MOTION: To ratify the CARES act pass through funding agreement with the Delaware County Intermediate Unit in the amount of \$388,134.10, as presented.

10.09 Substitute Bus Driver Wage Adjustment

MOTION: To approve and set the hourly pay rate for substitute bus drivers to \$21.75, per hour, effective December 1, 2020.

ITEMS FOR BOARD ACTION - Continued

10.10 Special Education Agreements

10.10.1 MOTION: To approve the Agreement with Elwyn, for student #36264, as presented.

10.10.2 MOTION: To approve the Agreement with Elwyn, for student #24764, as presented.

10.10.3 MOTION: To approve the Transportation Agreement for student #55259, as presented.

10.10.4 MOTION: To approve the Educational Services Agreement for student #76879, as presented.

10.11 Private Purpose Trust – Scholarship Fund

MOTION: To approve and authorize the Administration to establish a Private Purpose Trust Fund to report all fiduciary activities of the Sun Valley Scholarship Program held in a trustee capacity.

10.12 Change Orders – SV – Secure Entry and Nurse Addition

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

- GC-03 John S. McManus, Inc.: for unforeseen conditions and owner directed changes, for an amount not to exceed \$5,749.
- EC-01 J. R. Metzger, Inc.: for owner directed changes, for an amount not to exceed \$1,379.50.

10.13 Copier Lease

MOTION: To approve the lease with Ricoh USA, Inc. as presented, subject to review and approval by the district’s solicitor.

10.14 Preparation and Solicitation of Bids

MOTION: Request approval to prepare and solicit bids for the school bus buy-back bid, funded by General Fund.

10.15 Bid Award – Sun Valley Window Replacement & Façade Repair

MOTION: To approve the bid as follows:

General Construction: L. J. Paoella Construction, Inc. of Brookhaven, PA to approve the Base Bid of \$1,300,000; and Alternates - Add 4A \$208,500 and Deduct Alternates 8A \$63,000 and 8B \$21,000, for a total bid award of \$1,424,500 in accordance with all bid specifications, subject to solicitor’s review and execution of a mutually agreeable contract.

10.16 Wireless Access Points

MOTION: To authorize the purchase of wireless access points from ePlus Technology, Inc. in accordance with PEPPM contract mini-bid not to exceed \$153,406.54 and subject to category 2 E-rate funding commitment for year 2020, not to exceed a discount of 40% or \$61,362.62, as presented.

Following a motion by Mrs. Jones and seconded by Mrs. Powell motions 10.03 – 10.16 were unanimously approved.

Voting Aye: All
Voting No: None

COMMENTS BY MEMBERS OF THE PUBLIC

None

COMMENTS BY MEMBERS OF THE BOARD

President Armour congratulated the local contractor who was awarded the Sun Valley Project this evening.

Mr. Tinsley gave thanks for District staff members.

Dr. Steinhoff indicated that the Board meeting agendas are on our District website.

ADJOURNMENT

Following a motion by Mrs. Powell and seconded by Mrs. Jones the Board adjourned by unanimous consent at 8:15 p.m.

Respectfully Submitted,



Erik Zebley
Board Secretary

Next Meetings: Monday, December 7, 2020 – Reorganizational Meeting – via Zoom - 7:30pm