

**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 20, 2019**

A regular meeting of the Board of School Directors of the Penn-Delco School District convened on Wednesday, November 20, 2019, at 7:34 p.m. at the District Service Center pursuant to advertisement published in the Delaware County Daily Times.

**School Directors Present:**

Lisa Esler  
Dawn Jones  
M. Colleen Powell  
Bernie Seasock  
Georgia Stone  
Kevin Tinsley  
Leon Armour

**School Directors Absent:**

Kate Denney  
Catherine Hilferty

**Others in Attendance:**

Dr. George Steinhoff, Superintendent  
Eric Kuminka, Assistant Superintendent  
Erik Zebley, Business Administrator  
Nina Tyre, 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 October 23, 2019 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 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 October 2019, as presented, be and is hereby approved.

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

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

4. **BUDGET TRANSFER REPORT**

MOTION: To approve the Budget Transfer Report for October 2019

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**

No Report

**ITEMS FOR BOARD INFORMATION**

Dr. Steinhoff introduced Mr. Ed Furman, of Maillie, LLP, who gave an overview of the District's 18 – 19 audit. Mr. Furman reported an unmodified opinion on the financial statement of the District.

Dr. Steinhoff noted a trend with this audit; EIT has declined over the last 2-years and since 2015 Instructional costs increased by \$4.6 million, but taxes have only increased by \$4.5 million. He also thanked Erik Zebly and the Business Office staff for their hard work.

President Armour congratulated Mr. Furman on his retirement; it's been a pleasure working with him.

**SUPERINTENDENT'S REPORT**

Dr. Steinhoff, on behalf of PSBA, presented Lisa Esler with a Certificate for her 8-years of service as PSBA Liaison and Legislative Chairperson for Penn-Delco.

Dr. Steinhoff presented Mrs. Georgia Stone with a planter for her 4-years of service and commitment to the District. He wished her well on her judgeship.

Dr. Steinhoff announced this week we are celebrating National Education Week. It is a wonderful opportunity to celebrate public education and honor individuals who are making a difference in ensuring that every child receives a quality education.

Dr. Steinhoff noted that House Bill 1800, School Voucher Bill was once again removed from being voted on. This would not be helpful for taxpayers or students in our District.

Dr. Steinhoff congratulated Sun Valley Seniors and Teachers who participated in the Senior Variety School. It's a great time for all those involved.

Dr. Steinhoff is recommending this evening, the appointment of Mr. Joel Alutius, for Principal at Northley Middle School.

**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**

President Armour congratulated Mrs. Stone on her election win as District Justice and welcomed Mrs. Stephanie Ellis to the Board; who will be sworn in next month.

Mr. Tinsley thanked the Community on coming out to vote during the general election earlier this month. He also congratulated Mrs. Stone on her win and highlighted some memorable events during her time on the Board.

**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) Extra Pay – Extended Employment**

**(a) Secondary Counselors - Financial Aid Night, 10/15/2019**

**#10-2120-123-000-30-80-00-000**

<u>Teacher</u>	<u>Hours</u>
Jillian Foster	2.0
Bill Hartwell	2.0
Francine Im	2.0
Kat James	2.0

**(b) Secondary Counselors - College Fair, 10/23/2019**

**#10-2120-123-000-30-80-00-000**

<u>Teacher</u>	<u>Hours</u>
Jillian Foster	4.0
Bill Hartwell	3.0
Francine Im	3.0
Kat James	3.0
Erin Judge	3.0

**(c) Special Education File Review NMS, 11/5/19**

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

<u>Teacher</u>	<u>Hours</u>
Karen Scharrer	1.5

**(d) Special Education IEP Meeting, 11/11/19**

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

<u>Teacher</u>	<u>Hours</u>
Jillian Foster	1.0
John Moletteri	1.0

**(e) ILT Data Meeting – NMS, 8/7/19**

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

<u>Teacher</u>	<u>Hours</u>
Gina Ragan	4.0

**(f) Professional Ed. Council Meeting, 10/23/19**

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

<u>Teacher</u>	<u>Hours</u>
Elisha Deni	1.0
Courtney Hatch	1.0
Maureen Irving	1.0
Jessica King	1.0
Theresa McHugh	1.0
Georgia Polites	1.0
Jowel Roche	1.0

**ITEMS FOR BOARD ACTION - Continued**

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

<u>Teacher</u>	<u>Hours</u>
Adria Bondanza	1.0
Megan Flanagan	1.0
Dan Hill	1.0
Lisa Pasceri	1.0
Shari Sharp	1.0

**(g) Math Study Council, 11/4/19**

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

<u>Teacher</u>	<u>Hours</u>
Mike Bushnell	1.0
Pete Papageorge	1.0
Meg Snyder	1.0
Jessica Wood	1.0
Emily Wreath	1.0

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

<u>Teacher</u>	<u>Hours</u>
Suzanne Brindle	1.0
Amy Caputo	1.0
Louis D'Alonzo	1.0
Christiane Guydish	1.0
Evan Marabella	1.0

**(h) After School and Saturday Detentions**

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

<u>Teacher</u>	<u>Hours</u>
Danielle Cook	.75
Maureen Irving	3.00
Lauren Notorfrancesco	.75
Lisa Pasceri	3.00
Kathleen Phelps	3.00
Kristin Prosper	1.50
Michelle Ritz	.75
Nicole Sayre	4.50
Shari Sharp	4.50
Kevin Siegel	3.00
Richard Stetson	.75
Christen Verna	.75

**ITEMS FOR BOARD ACTION - Continued**

**(i) Secondary Ready For Life Planning Meeting, 10/24/2019  
#10-1110-123-000-30-80-00-000**

<u>Teacher</u>	<u>Hours</u>
Nicole Armbruster	1.25
Jillian Foster	1.25
Joe Kochersberger	1.25
Karen Scharrer	1.25

**(j) Elementary Title I Parent Meeting, 11/11/19  
#10-1190-123-411-10-00-00-000**

<u>Teacher</u>	<u>Hours</u>
Julie Klotz	2.0
Morgan Zimmerman	2.0
Deborah Politano	2.0
Michelle Craley	2.0

**(k) Project Lead the Way Training, 7/6/19 – 7/19/19  
#10-2271-360-000-30-00-00-000**

<u>Teacher</u>	<u>Hours</u>
Daniel Bondanza	87.0

**(l) EL Parent Night, 11/14/19  
#10-1190-123-421-10-10-00-000**

<u>Teacher</u>	<u>Hours</u>
Adrienne Dever	3.0
Danielle Cook	3.0

**(2) Professional Contract**

**(a) Lindsey Wiley, Special Education Teacher at Pennell**

**(3) Wage and Salary Adjustment**

**(a) Kristie Pennoni, School Nurse at Coebourn/Pennell, from Bachelor's, step 6 @ \$54,880 to Master's, step 6 @ \$57,395 effective 10/30/19.**

**(4) Appointment**

**(a) Jodi Cunniffe, Professional Employee, effective on or before 1/21/20, pending pre-employment paperwork**

**Education**

West Chester University  
BS, Health and Physical Education  
Wheelock College  
MS, Early Intervention  
Neumann University  
Doctorate Candidacy Dec. 2019  
Counseling Education and Supervision

**Professional Experience**

Downingtown Area School District  
Easter Seals of Southeastern PA

**Cert/Assign**

School Psychologist,  
Special Education N-12  
Northley - Psychologist

**Salary**

\$80,000

**Rationale**

K. Policastro, resignation

**ITEMS FOR BOARD ACTION - Continued**

(b) Kelly Lamberto, Professional Employee, effective on or before 1/21/20, pending pre-employment paperwork

**Education**

Monmouth University  
BA, Criminal Justice and Political Science  
Neumann University  
MS, Education

**Cert/Assign**

Special Education PK-8,  
Grades PK-4  
Northley – Special Education

**Salary**

M60/4 \$58,950

**Professional Experience**

William Penn School District  
Philadelphia School District

**Rationale**

K. Scharrer, transfer

**(5) Resignation**

(a) Lanny Blair, Principal at Northley Middle School, effective 12/2/19.

(b) Ashlyn Marabella, Special Education Teacher at Sun Valley, on or before 1/17/20.

**(6) Change of Status**

(a) Joel Alutius from Acting Principal for Northley Middle School to Principal of Northley Middle School at a salary of \$133,630 effective 12/3/19.

**(7) Leave of Absence**

(a) Shannon Berkheimer, 1<sup>st</sup> Grade Teacher at Coebourn Elementary, FMLA from 10/23/19 through 11/1/19.

(b) Kelly Muller, 4<sup>th</sup> Grade Teacher at Pennell Elementary, intermittent FMLA from 10/25/19 through 12/20/19.

(c) Nicole Sayre, Guidance Counselor at Northley, FMLA from 4/10/20 through 6/17/20.

(d) Jacqueline McElhenney, Special Education Teacher at Coebourn Elementary, FMLA from 2/3/20 through the first semester of the 2020/2021 school year.

**(8) Extra Duty Pay Assignments**

**Rescissions:**

**Sun Valley Athletics**

Cody Brees	Asst. Indoor Track	10 Units @ \$291	\$2,910.
Cody Brees	Asst. Track/Field Shared	9 Units @ \$291	\$2,619.

**Appointments:**

**Sun Valley Athletics**

Albert Juliano	Asst. Indoor Track	10 Units @ \$276	\$2,760.
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## **ITEMS FOR BOARD ACTION - Continued**

### **10.02 Personnel – Classified**

#### **(1) Appointments**

- (a) Komi Nyadzo, part-time Custodian at Aston Elementary @ \$15.61/hour, up to 25 hours/week, 190 days/year, with part-time benefits in accordance with the PDSSPA contract, effective 10/28/19.
- (b) Amele Medjago, part-time Custodian at Pennell Elementary @ \$15.61/hour, up to 25 hours/week, 190 days/year, with part-time benefits in accordance with the PDSSPA contract, effective 10/28/19.
- (c) Nicole Osborn, substitute Health Room Licensed Assistant @ \$21.16/hour, on call as needed, no benefits, effective 11/11/19.
- (d) Anzhelika Stefanovich, full-time Custodian at Sun Valley @ \$16.74/hour, 8 hours/day, 261 days/year, with full-time benefits in accordance with the PDSSPA contract, effective 12/6/19.
- (e) Coleen Cunningham, substitute Classroom Assistant @ \$11.00/hour, on call as needed, no benefits, effective 12/2/19.

#### **(2) Resignation**

- (a) Amanda Perkins, Playground/Café Assistant at Coebourn Elementary, effective 10/29/19.
- (b) Karen Borcky, substitute Health Room Licensed Assistant, effective 11/8/19.
- (c) Marci Dunn, Playground/Café Assistant at Parkside Elementary, effective 11/27/19.
- (d) Hope Kolb, Paraprofessional at Pennell Elementary, effective 11/28/19.

#### **(3) Change of Status**

- (a) Lisa Goldsmith from regular Bus Driver to substitute Bus Driver @ \$19.75/hour, on call as needed, no benefits, effective 11/4/19.

#### **(4) Leave of Absence**

- (a) Cynthia Ives, Paraprofessional at Aston Elementary, temporary leave from 12/9/19 through 1/1/20.
- (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 4/6/20.

#### **(5) Sick Day Payout for Retiree**

- (a) Vivian Allison, 2.5 days



**ITEMS FOR BOARD ACTION - Continued**

**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. Esler, the above motions were unanimously approved.

Voting Aye: All  
Voting No: None

**10.03 Overnight Field Trip - Sun Valley Senior Class, Orlando, FL**

**MOTION:** The Sun Valley High School Administration requests permission for the senior class of 2020 and five (5) chaperons to travel to Walt Disney World in Orlando, Florida for their senior class trip. The group will travel May 22, 2020 through May 26, 2020.

**10.04 Accept Local Audit**

**MOTION:** To accept the local audit completed by Maillie, LLP of Oaks, PA for the 2018 – 2019 school year, as presented.

**10.05 Commitment of Fund Balance**

**MOTION:** To approve the following fund balance commitments for the fiscal year ending June 30, 2019.  
\$4,000,000 Capital Projects  
\$3,588,439 Debt Service  
\$1,200,000 Retirement Rate Stabilization Fund

**10.06 2020 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 2020 tax year to the Court of Common Pleas as it deems appropriate.

**10.07 Payment of Routine Bills**

**MOTION:** To authorize the Administration to pay all routine bills incurred for necessary operational expenses between November 21, 2019 and January 22, 2020.

**10.08 Neumann University License Agreement with Penn-Delco School District**

**MOTION:** To approve the License Agreement between Penn-Delco School District and Neumann University to hold the Sun Valley High School graduation ceremonies at the Mirenda Center of Neumann University on Tuesday, June 9, 2020, as presented.

**ITEMS FOR BOARD ACTION - Continued**

**10.09 Special Education and Student Placement Agreements**

**10.09.01 MOTION:** To approve the Agreement with the Davidson School at Elwyn for Student #36264, as presented.

**10.09.02 MOTION:** To approve the Agreement with Jay Tarnoff, certified School Psychologist, as presented.

**10.09.03 Staffing Plus Services Agreement**

**MOTION:** Approve the agreement with Staffing Plus, as presented, subject to solicitor review.

**10.10 PlanCon Submission**

**MOTION:** Authorize and direct the Administration and Architect to submit PlanCon F for the renovations and additions to Sun Valley High School as presented.

**10.11 2012 Bond Redemption**

**MOTION:** To approve a Resolution authorizing the optional redemption of the General Obligation Bonds, Series 2012, with an outstanding principal amount of \$3,135,000, as presented.

**10.12 Professional Education Plan**

**MOTION:** To approve the PDSB Professional Education Plan in fulfillment of the PA Comprehensive Plan requirement, as presented.

**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 Request to Establish Student Activity Club for Sun Valley High School English National Honor Society**

**MOTION:** To establish the English National Honor Society at Sun Valley High School, as presented. This entity will recognize accomplishments of students who excel in ELA and will foster literacy within the school and community.

**10.15 Change Orders – Parkside –Secure Entry & Renovations**

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

- GC-04 John S. McManus, Inc.: for unforeseen conditions and owner directed changes, for an amount not to exceed \$1,079.28.

**10.16 DCIU Suicide Risk and Threat Assessment Services Agreement**

**MOTION:** To approve the Agreement with Delaware County Intermediate Unit for Suicide Risk and Threat Assessment Trainings and Consultation Services, as presented.

**10.17 Final Application of Payment – Parkside Secure Entrance – Base Bid 2**

**MOTION:** to approve the final payment application #5, Parkside Secure Entrance, Base Bid 2, for John S. McManus, Inc. of Chester Heights, PA in the amount of \$7,500. This brings the total amount paid to \$150,000.

**ITEMS FOR BOARD ACTION - Continued**

**10.18 School Board Policies - Adoption**

**MOTION:** To approve for adoption the following revised policy, as presented.  
#808 - Food Services

Following a motion by Mrs. Powell and seconded by Mrs. Jones, motions 10.03 – 10.18 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 Mrs. Jones and seconded by Mrs. Esler, the Board adjourned by unanimous consent at 8:03 p.m.

Respectfully Submitted,



Erik Zebley  
Board Secretary

Next Meetings: Monday, December 2, 2019 - Reorganization Meeting - Service Center - 7:30pm  
Monday, December 2, 2019 - Business Meeting - Service Center - 7:30pm  
(immediately following re-organization meeting)  
Wednesday, December 18, 2019 - Business Meeting - Service Center - 7:30pm