

Souderton Area School District
760 Lower Road
Souderton, PA 18964

A regular public meeting of the Souderton Area Board of School Directors was held Thursday, April 12, 2007 at the District Administrative Office in the Tinner Board Room. The meeting was called to order at 7:30 PM by President Eric MacDougall, followed by the Pledge of Allegiance.

The roll call was as follows:

PRESENT:	William J. Brong	Mark D. Leer
	Tracy G. Cole	Eric R. MacDougall
	Bernard S. Currie	Victor M. Verbeke
ABSENT:	Dr. R. Paul Baumgartner	Dr. Jack A. Parry
	R. Bud Miller	
SOLICITOR:	Jeffrey Sultanic, Esq.	

Also present at the meeting were: Dr. Charles Amuso, Brigitte Bagocius, Karen Berk, Brenda J. Bray, Donna Brown, Stephen Bukowski, Brad Clemens, Grace Eves, Henry Franz, Frank Gallagher, Steve Pollack, Gail Ryan, Jack Silva, Wayne Walton, representatives from The Reporter, The Souderton Independent, Radio Station WNPV, and the public.

PRESENTATION

Status of New High School Project by D’Huy Engineering Construction Management

Dr. Amuso began the meeting by mentioning that one year ago yesterday, the Board voted to award contracts for the high school project. He introduced Arif Fazil and Joe Slivka from D’Huy Engineering, Inc., and John VanMulders from Breslin Ridyard Fadero Architects, who presented a PowerPoint presentation on the eleven month construction update of the new high school project.

Mr. Slivka briefly reviewed the different phases of construction. Phase I included the initial groundbreaking and site work. This part of Phase I began on May 18, 2006 and finished on June 21, 2006. Phase 2 began on June 21, 2006 with erosion and sediment controls, the building foundations on engineered fill, and grading for beam footing installation. Phase 2 was completed on September 1, 2006, 11 days early. In Phase 3, the team continued footing and foundation installation and wetland mitigation along with construction of sediment basins #2 and #3. Structural steel began going up around August 11, 2006, with Phase 3 running from September 5 to October 24, 2006.

The project is presently in Phase 4 with building foundations being completed before the end of 2006 and roof construction during January and February 2007. Structural steel began six weeks earlier than

PRESENTATION

Status of New High School Project by D'Huy Engineering Construction Management (continued)

planned and was completed on March 21st with a topping ceremony. This portion of the project was scheduled to be completed on April 14th.

Mr. Slivka mentioned that the entire team is working well together. The workers are trying to keep the site as clear of debris as possible. He also mentioned that the neighbors have been very good to work with and are very cooperative.

Presently, work is beginning on the grandstands and tennis court, steel stud exterior walls are being constructed and the demolishing of the farmhouse and related structures have taken place. Installation of curbs, entrance drive, bus loop and parking areas are underway.

Mr. Fazil spoke about the key contract milestones and key building systems, such as engineered fill for the building pad, the grade beam foundation system and the unclassified rock excavation alternate. Other key building systems in the project include light weight concrete roof, natural daylight and glazing, a daylight harvesting system, exterior brick veneer finish, HVAC and mechanical systems, the variable frequency drive, and lastly the roofing membrane system. Mr. Fazil indicated that the project's cost per square foot is \$167, which is very economical, for this area.

The restroom/concession building must be bid separately since PlanCon regulations do not permit outbuildings to be included in project costs for PDE reimbursement. Mr. Fazil recognized members of the District administrative staff and Board for their time and hard work that has been invested in this project.

Mr. Jim Ullman, of Franconia Township, asked for clarification on why the restroom/concession building was not included in the total project. Mr. MacDougall explained that the law does not permit outbuildings to be included in the cost of construction projects when PDE reimbursement is involved. Mr. MacDougall also explained the sewer issues that occurred with Franconia Township.

Mr. Bill Hodson, from Franconia, asked if the basins would be able to handle a long-term rain event.

Mr. Slivka and Mr. Fazil explained the basin systems of the project. Steve Pollack added additional basin operational information.

PUBLIC COMMENT ON AGENDA ITEMS

Mr. MacDougall announced that item E, under Section IX – Action/Discussion Items, would be withdrawn from tonight's agenda. The item, *Recommendation to Transfer \$4,220,000 from the General Fund to the Capital Reserve Fund* will be sent back to the Finance Committee for further discussion.

Hugh Donnelly, from Franconia Township, commented on the high school project presentation. He also addressed the transfer of \$4,220,000 from the General Fund to the Capital Reserve Fund stating that the money should go back to the taxpayers.

PUBLIC COMMENT ON AGENDA ITEMS (CONTINUED)

Robert Schick, from Franconia Township, also commented that the money should stay in the general fund or given back to the taxpayers.

Bill Hodson, from Franconia Township, commented on the transfer of funds and asked the Board to lower the tax rate.

Mr. MacDougall indicated that the transfer of funds would be discussed at the next Finance Committee meeting and again at the next Board meeting. He explained the thought process behind the transfer.

David Lord, from Telford, commented on the budget timeline.

Mr. MacDougall addressed the new budget process and the time constraints that the Board is dealing with.

REPORT OF THE PRESIDENT

Eric R. MacDougall

An Executive Session was held on March 29, 2007 for a Board development workshop follow-up and to consult with solicitor on sale of real estate. The meeting lasted one and one half hours.

An Executive Session was held this evening prior to the Board meeting to discuss personnel items. The meeting lasted 20 minutes.

BOARD COMMITTEE REPORTS

Education-Personnel Committee – Mr. Mark Leer, Chairperson

Mr. Leer announced that at next week's Education-Personnel Committee meeting a few items to be discussed would be the secondary health curriculum, revisions for the sixth grade Art planned course, the Governor's Commission on College and Career Success Report, and also a preview of the Secondary Reorganization Plan.

Operations Committee – Mr. R. "Bud" Miller, Chairperson

Mr. Brong presented the report in Mr. Miller's absence.

The Board took a tour of the high school project prior to the Operations Committee meeting. Mr. Pollack reported on the annual Certification of Emergency Drills and the required documentation on bus evacuation drills has been prepared and will be filed. The monthly construction update, given by Warren Gericke of D'Huy Engineering, was brief as progress at the site is going smoothly. Of particular interest is the structural steel contract that was completed on March 21; this milestone was scheduled for completion on April 15. Bids for the Indian Crest Oil Tank Replacement were reviewed and action will be taken later on tonight's agenda. Mr. Pollack reported on a problem that occurred with both of Vernfield Elementary School's boilers on Friday, March 23. An outside company was able to

BOARD COMMITTEE REPORTS (CONTINUED)

Operations Committee (continued)

repair one of the boilers on March 24 and the school was able to function with one boiler. An investigation is continuing and a complete report will be given at the May 2nd Committee meeting.

Finance Committee – Dr. Jack Parry, Chairperson

Mr. Currie presented the report in Dr. Parry's absence.

The 2005-06 Audited Financial Statements for Souderton Area School District and the related management letter were discussed. A recommendation to accept the financial statements is on tonight's agenda. The administration's recommendation to transfer \$4.22 M from the General Fund to the Capital Reserve Fund was reviewed and discussed. There were several questions from the Board for more detailed reporting. Paper bids for 2007-08 were reviewed and discussed along with the solicitor's 2007-08 retainer agreement. These two items will be up for action later this evening.

A resolution setting forth the terms of real estate tax installment payments, as mandated by Act 1, was reviewed. This resolution will allow residential real estate owners to pay their school taxes in three equal installments, but those residents who chose to do so will not be eligible for the 2% discount traditionally allowed for payments received in July and August. The Board will take action on this resolution later this evening. The new budget timeline requirements of Act 1 and the implication for Souderton Area School District's 2007-2008 budget prompted a lengthy discussion about possible changes to the Board calendar for the months of May and June to facilitate the passage of that budget. The recommendation is to use the May 16 committee meeting date for a special board meeting to adopt the "Proposed Final Budget," and to use the June 20 committee meeting date for a special board meeting to take action on the "Final Budget" for 2007-2008.

Mr. Currie indicated that Dr. Amuso also reviewed federal, state, and local mandates by budget function at the last meeting. This topic will be further reviewed at the April 18 Finance Committee meeting.

Policy Committee – Mrs. Tracy Cole, Chairperson

Mrs. Cole reported that the committee will continue to discuss the admission of beginners policy at their next meeting, along with the introduction of an anti-bullying policy.

ACTION ITEMS/CONSENT AGENDA

Dr. Amuso presented the action items from the consent agenda, along with the addendum items for approval.

Upon a motion by Mr. Currie, second by Mr. Brong, and on a vote of 6 to 0, it was

RESOLVED, That the Board approve the administrative recommendations from the consent agenda as listed:

- A. Recommendation to Approve Minutes of the March 29, 2007 School Board Meeting.

ACTION ITEMS/CONSENT AGENDA (CONTINUED)

B. Recommendation to Approve Requests to Attend Conferences/Workshops

DOREEN HANSEN
Fifth Grade, E. M. Crouthamel
Elem.
BARBARA SCOTT
CARS, E. M. Crouthamel Elem.

Writing About Mathematics: An Essential
Skill in Developing math Proficiency
Bethlehem, PA
April 17, 2007 (Tues.)
Est. Expenses: \$370.00 (combined)
Sub. Expenses: 103.00 (Hansen)
Total Est. Expenses: \$473.00 (combined)

REBECCA FOGEL
Supervisor of Special Ed.
Secondary

Paid with Federal Funds.

Council for Exceptional Children Convention
and Expo
Louisville, KY
April 18-20, 2007 (Wed.-Fri.)
Est. Expenses: \$327.00
Sub. Expenses: 0.00
Total Est. Expenses: \$327.00

KAREN KUKUCHKA-MANN
ESL, High School

Paid with Federal Funds.

The Governor's Institute for English As A
Second Language
Immaculata, PA
July 22-27, 2007 (Sun.-Fri.)
Est. Expenses: \$37.15
Sub. Expenses: 0.00
Total Est. Expenses: \$37.15

VICTORIA BALL
Student Support Teacher
Oak Ridge Elem.
CHRISTINE BENNETT
Fourth Grade, Oak Ridge Elem.
SUSAN McFADDEN
School Counselor, Oak Ridge Elem.
LAUREN SEACHRIST
Title I Aide, Oak Ridge Elem.

Motivating Unmotivated Students
King of Prussia, PA
April 25, 2007 (Wed.)
Est. Expenses: \$832.86 (combined)
Sub. Expenses: 103.00 (Bennett only)
Total Est. Expenses: \$935.86 (combined)

Partially paid with Federal Funds.

ACTION ITEMS/CONSENT AGENDA (CONTINUED)

C. Recommendation to Approve Requests for Overnight Field Trips

Souderton Area High School – Future Business Leaders of America

Date(s): April 30 to May 2, 2007 (Mon.-Wed.)

Destination: Hershey, PA

Purpose of Trip: FBLA State Competitive Events – Business content testing and competition.

Number of Students: 13

Number of Chaperones: 2

Requesting Teacher/Sponsor: Maria Halteman

Trip financed by: Students, District funds and fundraising activities.

Indian Crest Junior High School – Eighth and Ninth Grade Students

Date(s): May 20 to May 22, 2007 (Sun.-Tues.)

Destination: State College, PA

Purpose of Trip: Pennsylvania Junior Academy of Science (Science Fair)

Number of Students: 7

Number of Chaperones: 1 Teacher/ 1 Parent

Requesting Teacher/Sponsor: Mrs. Frazier

Trip financed by: Students and District funds.

Salford Hills Elementary School – Fifth Grade Students

Date(s): May 30 to June 1, 2007 (Wed. – Fri.)

Destination: Camp Men-O-Lan, Quakertown, PA

Purpose of Trip: Outdoor School

Number of Students: 71

Number of Chaperones: 11 Teachers or Staff/ 3 Parents

Requesting Teacher/Sponsor: Fifth Grade Teachers

Trip financed by: Students and Home and School Association

D. Personnel Items

1. Support Staff

Resignations

BARBARA BEHE

Attendance Clerk, Senior High School
Effective: March 30, 2007

MICHAEL CHAVEZ

Full-Time Custodian, E. M. Crouthamel
Effective: April 2, 2007

ROBERT GLOSE

Part-Time Custodial Substitute
Effective: March 23, 2007

ACTION ITEMS/CONSENT AGENDA (CONTINUED)

D. Personnel Items (continued)

1. Support Staff (continued)

Transfers

JUSTIN HANGE From: Substitute Teacher
Replacement for To: Special Education Aide –
Jennifer Graham (resigned) Learning Support, Salford Hills
Hourly Wage: \$9.40
Hours: 5.5 per day

ANGELA LAROCCO From: Substitute Teacher
Replacement for To: Special Education Aide
Brigitte Fluehr (resigned) One on One, Salford Hills Elem.
Hourly Wage: \$10.23
Hours: 6.5 per day

Recommendations for Employment

TIMOTHY CODY Part-Time Custodian, E. M. Crouthamel
Replacement for Beginning: April 13, 2007
Zachary Heinrich (resigned) Hourly Wage: \$9.21 per hour
Hours: 4 per day

DANIELLE PETTIT Part-Time Custodial Substitute
Beginning: April 13, 2007
Hourly Wage: \$9.21 per hour
Hours: 4 per day

E. Recommendation to Approve 2007-2008 Paper Bids.

EXHIBIT A

ACTION/DISCUSSION ITEMS

Dr. Amuso presented the following items for either action or discussion:

- A. Financial Statements for the Month Ending March 31, 2007
Financial Statements were presented as an informational item.

Mrs. Cole questioned the General Fund Revenue Report which showed a zero balance for IDEA. Mrs. Bray responded that the district should be receiving the money from the Montgomery County Intermediate Unit either late April or early May and then again in June.

Dr. Amuso explained IDEA funding from the Montgomery County Intermediate Unit.

ACTION/DISCUSSION ITEMS (CONTINUED)

B. Recommendation to Approve Student Expulsions

Dr. Amuso recommended Board approval.

Pursuant to the laws of Pennsylvania, that the Board approve the expulsion of **Student I. D. #238098** and **Student I. D. #259242** from the Souderton Area School District for the remainder of the school year, with the option to return during the next school year based on a report of good behavior, the completion of a counseling program, and successfully completing his/her academic program, all at the discretion of the superintendent.

There was a motion by Mr. Leer, second by Mrs. Cole, and on a vote of 6 to 0, it was

RESOLVED, That the Board approve the expulsion of two Souderton Area School District students as presented.

C. Recommendation to Award Indian Crest Oil Tank Replacement to Gateway Project Management, LLC in the Amount of \$97,400.

Dr. Amuso presented this recommendation for approval.

There was a motion by Mr. Brong, second by Mr. Currie.

Mr. Brong commented that this bid came in under budget.

The vote was taken, and on a vote of 6 to 0, it was

RESOLVED, That the Board award the Indian Crest oil tank replacement bid to Gateway Project Management, LLC in the amount of \$97,400.

EXHIBIT B

D. Recommendation to Accept 2005-2006 Audited Financial Statements Report.

Dr. Amuso recommended approval of the Audited Financial Statements Report as of June 30, 2006 as prepared by Bergey Yoder and Associates.

There was a motion by Mr. Verbeke, second by Mr. Currie to approve the 2005-2006 Audited Financial Statements Report. The vote was taken, and on a vote of 6 to 0, it was

RESOLVED, That the Board accept the 2005-2006 Audited Financial Statements Report as presented.

E. Recommendation to Transfer \$4,220,000 from the General Fund to the Capital Reserve Fund. This item was withdrawn from the agenda and will be returned to the Finance Committee for further discussion.

ACTION/DISCUSSION ITEMS (CONTINUED)

- F. Recommendation to Re-Appoint Solicitor and Approve Retainer and Other Fees
Dr. Amuso recommended this item for approval indicating that the retainer had not increased from the 2005-2006 school year. The amount of the retainer is \$24,313. Fox Rothschild has been the district's solicitor for many years and has done a great job.

There was a motion by Mr. Verbeke, second by Mr. Brong, and with a vote of 6 to 0, it was

RESOLVED, That the Board approve the re-appointment of Fox Rothschild as the District's solicitor and approve the retainer and other fees as presented.

EXHIBIT C

Mr. Sultanik thanked the Board on behalf of his firm for their vote of confidence.

- G. Recommendation to Approve Tax Collector Installment Resolution
Dr. Amuso presented this item for consideration.

Mrs. Bray explained that Special Session Act 1 mandates that the District offer qualified taxpayers the opportunity to pay their Real Estate taxes through installment payments under conditions set forth in §1502(b) of the Act. This program will begin in the 2007-2008 school year with each installment payment to be one-third (1/3) of the full face value of the property tax bill.

There was a motion by Mr. Currie, second by Mrs. Cole.

Mr. Verbeke asked if taxpayers who pay in installments would receive the discount. Mrs. Bray responded that Act 1 states that no discounts are available to taxpayers who opt to pay in installments.

The vote was taken, and on a vote of 6 to 0, it was

RESOLVED, That the Board approve the Tax Installment Resolution as presented.

EXHIBIT D

- H. Recommendation to Revise Budget Adoption Timeline
Dr. Amuso indicated that due to the ambitious 2007-2008 budget schedule, it was necessary to make a few changes in Souderton's Budget Adoption Timeline. He reviewed the proposed revised timeline with the Board.

The Board discussed this issue at length at the last Finance Committee meeting. They felt it was necessary to wait until after the May 15th primary to finalize Souderton's budget with information received on the state's budget.

ACTION/DISCUSSION ITEMS (CONTINUED)

H. Recommendation to Revise Budget Adoption Timeline (continued)

Dr. Amuso explained the various changes in the schedule due to timelines set by the budget process and tax collector's need for information for printing of the tax bills.

There was a motion by Mr. Leer, second by Mrs. Cole.

Mr. Currie expressed that he would prefer to have discussion on the preliminary budget on May 10th. There would be only three (3) items on the revenue side of the budget that would need to be changed after the May 15th primary.

The vote was taken, and on a vote of 5 to 1, with Mr. Currie voting no, it was

RESOLVED, That the Board approve the revised Budget Adoption Timeline as listed:

May 2, 2007 – Regular Board Committee Meetings beginning at 6:30 PM
Operations and Finance Committees

May 10, 2007 – Scheduled Board Meeting – 7:30 PM

May 16, 2007 – No Policy Committee Meeting
Education-Personnel Committee Meeting at 6:30 PM
Special School Board Meeting – 7:30 PM

Vote on Proposed 2007-2008 Final Budget

May 24, 2007 – Scheduled Board Meeting – 7:30 PM

June 6, 2007 – Workshop Meeting for all Board Committees – 6:30 PM

June 14, 2007 – Cancel Regular Board Meeting Due to Graduation

June 20, 2007 – Special Board Meeting – 7:30 PM
Adoption of 2007-2008 Final Budget

June 28, 2007 – Cancel Regular Board Meeting

Dr. Amuso indicated that the changes will be advertised.

I. Review of Second Reading of Policy #201.2 – Admission of Beginner

Dr. Amuso indicated that Policy #201.2 was presented for a second reading and asked the Board for any comments or discussion. He explained the changes in the policy and mentioned that the policy would be effective for the 2008-2009 school year.

INFORMATIONAL

Mr. MacDougall announced the upcoming meeting schedule as listed:

Monday, April 16, 2007 at 7:30 PM **North Montco Technical Career Center Joint Operating Committee Meeting** in the Administrative Conference Room, North Montco Technical Career Center, 1265 Sumneytown Pike, Lansdale, PA.

INFORMATIONAL (CONTINUED)

Policy Committee Meeting will be held on Wednesday, April 18, 2007 beginning at 6:30 PM. The **Education-Personnel Committee Meeting** will start immediately following the 6:30 PM Policy Committee meeting, with the **Finance Committee Meeting** immediately following Education-Personnel. All meetings will be held in the Tinner Board Room of the Souderton Area School District Administrative Office Building, 760 Lower Road, Souderton, PA.

Wednesday, April 25, 2007 at 7:45 PM **Montgomery County Intermediate Unit Board of Directors Meeting** in Conference Rooms B3/B4, Montgomery County Intermediate Unit, 1605 West Main Street, Norristown, PA.

The next School Board Meeting will be held on Thursday, April 26, 2007 beginning at 7:30 PM in the Tinner Board Room of the Souderton Area School District Administrative Office Building, 760 Lower Road, Souderton, PA.

Operations Committee Meeting will be held on Wednesday, May 2, 2007 beginning at 6:30 PM. The **Finance Committee Meeting** will start immediately following the 6:30 PM Operations Committee Meeting in the Tinner Board Room of the Souderton Area School District Administrative Office Building, 760 Lower Road, Souderton, PA.

REPORT OF THE SOLICITOR

Mr. Jeffrey Sultanik, Esq.

No report.

UNFINISHED/NEW BUSINESS FROM THE BOARD

2007-2008 Board Meeting Calendar

Dr. Amuso highlighted the structure of the Board Meeting Calendar for 2007-2008 and asked the Board for discussion regarding the schedule. He explained the two calendar options and reasoning for each option. The administration would like to have this decided very soon for scheduling purposes.

The Board members discussed Option A and Option B of the meeting calendar. Mr. MacDougall asked for comments from each Board member.

Mrs. Cole preferred Option B.

Mr. Brong sided with Option B due to the fact that there would be less meetings per month.

Mr. Leer preferred Option A since he was not sure if important issues could be covered in one evening.

Mr. Currie sided with Option B providing the Board develops policies on how the Board is governed and how the Board guides the administration.

UNFINISHED/NEW BUSINESS FROM THE BOARD (CONTINUED)

2007-2008 Board Meeting Calendar (continued)

Mr. Verbeke indicated his preference was Option B. He mentioned that the Board has been working with Dr. Jorgensen, a consultant, in being more efficient and effective.

Mr. MacDougall indicated that the Board needed to decide on this topic now since the administration needs to work on next year's scheduling. He favored Option B, but feels there would be times throughout the year when additional meetings/workshops may be needed to discuss issues as a whole.

There was a motion by Mr. Currie to approve Option B with the proviso that additional meetings are called when needed. Mr. Verbeke second the motion.

Mr. Brong clarified for the public that committee meetings would be combined with board meetings and the public would still be able to comment on agenda items.

The vote was taken, and on a vote of 5 to 1, with Mr. Leer voting no, it was

RESOLVED, That the Board approve the 2007-2008 Meeting Calendar Option B as presented with the proviso that additional meetings are called when needed. **OPTION E**

Mrs. Cole spoke about an invitation she had received to participate in a workshop regarding costs associated with students meeting academic standards. The workshop will take place on May 16th in Philadelphia.

PUBLIC COMMENTS

Mr. Ernie Rosato, Upper Salford Township, asked the Board to curtail spending and not raise taxes.

Mr. MacDougall responded that the Board is trying to keep costs down as much as possible. The Board indicated last year that the 2006-2007 year would be a struggle due to the high school project. It is the Board's goal to stay under the index in the future.

ADJOURNMENT

With no further business to discuss, there was a motion by Mr. Currie, second by Mr. Verbeke, and on a vote of 6 to 0, it was

RESOLVED, That the Board adjourn the meeting at 9:00 PM.

Souderton Area School District

Brenda Jones Bray
Board Secretary