

## **BOARD OF SCHOOL DIRECTORS MONTHLY ACTION MEETING MINUTES**

**Thursday, November 17, 2016**

Generated by Renai Cardillo on Friday, November 18, 2016

**Members present:** Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

**Others present:** Renai Cardillo, Henry Franz, Sharon Fuhrman, Frank Gallagher, Bill Hazel, Christopher Hey, Raymond Kase, Carol Luciani, Katie Kennedy-Reilly, Andrew McClintock, Walt Salevsky, Elisa Snedaker, and Sam Varano.

### **1. Welcome**

#### 1.1 Call to Order - Scott C. Jelinski, Board President

Mr. Jelinski called the meeting to order at 7:03 P.M.

#### 1.2 Meeting Protocol

Mr. Jelinski announced the meeting protocol for public comment.

#### 1.3 Pledge of Allegiance

Mr. Jelinski led the meeting in the Pledge of Allegiance

#### 1.4 Roll Call - Christopher D. Hey, Assistant Superintendent

Dr. Hey called the roll. Nine Board members were present.

### **2. Student Recognition**

#### 2.1 Recognition of National Merit Scholarship Commended and Semi-Finalist Students

Mr. Gallagher announced high school principal Dr. Sam Varano who recognized students Sarah Priller and Jacob Smith as National Merit Scholarship Semi-Finalists. In addition Dr. Varano also recognized Evan Bozek, Michael Greve, Jarod Olson and Jerry Zheng as National Merit Scholarship Commended students. Dr. Varano praised the academic achievements of these students and noted the exclusivity of their accolade.

#### MOTION TO RECOGNIZE NATIONAL MERIT SCHOLARSHIP COMMENDED AND SEMI-FINALIST STUDENTS

Motion By: William Brong, second by Donna Scheuren

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

### **3. Souderton Spotlight**

#### 3.1 "The Wake-Up Club at Oak Ridge"

A video showcasing the early morning voluntary health and wellness program at Oak Ridge Elementary School was presented. Mr. Gallagher commented that the program was implemented by now retired teacher Colleen Wegimont. The program currently continues under the instruction of teacher, Mr. Gerry Kelly.

### **4. Report of the Student Representatives to the Board**

#### 4.1 Student Representatives Update on Activities and Events at Souderton Area High School

Ben Heckler commented on the "During the Day 5K" which had 200+ participants fundraising for local organizations. The Interact Club hosted a Veteran's Day luncheon that had 39 veterans in attendance. Ben also commented on the social media presentation made by Josh Ochs which promoted digital citizenship. Ben also gave the dates for the upcoming Rotary Basketball Tip-Off December 9 and 10.

Emma Spangler commented on the recent National Honor Society blood drive where 120 units were donated. The fall play "Almost Maine" was well attended, as was the first Student Athletic Leadership Summit sponsored by Mr. Stanton. Emma also noted the successful journalism trip to Indianapolis by the Arrowhead and Red Alert students.

## **5. Public Comments on Agenda Items**

### 5.1 Public Comment

There were no public comments.

## **6. Report of the President**

### 6.1 Report on Executive Session Meeting(s) held by the Board

Mr. Jelinski reported that an Executive Session was held on November 9, 2016 to discuss real estate matters. It lasted for approximately 55 minutes.

Mr. Jelinski also reported that an Executive Session was held prior to tonight's meeting to discuss district goals, personnel items that include new hires, resignations and transfers. This meeting was approximately 80 minutes in duration.

## **7. Consent/Action Agenda**

### 7.1 Consent/Action Agenda Protocol

Superintendent Gallagher read the list of items that were being recommended to the Board for a motion to approve the Consent/Action item(s) listed. Board members were invited to remove items from the Consent/Action agenda if further discussion was needed.

### 7.2 Approve School Board Meeting Minutes from October 27, 2016

The Administration is seeking approval of the School Board Meeting Minutes from October 27, 2016 as presented.

### 7.3 Approve Financial Statements and Check Listings

The Administration is seeking Board approval for the Financial Statements and Check Listings for October 2016 as presented.

### 7.4 Approve Request(s) to Attend Conferences/Workshops

Geri Wilkocz  
 Supervisor of Curriculum, Instruction & Assessment  
 A Vision & Plan for Science Teaching/Learning  
 Montg. County Intermediate Unit  
 Norristown  
 November 9, 2016  
 February 28, 2017  
 March 1, 2017  
 \$459.80  
 Funding: Title II

Susan Van Saun  
 District Staff Developer  
 PA Dept. of Ed - Standards Aligned System Conference  
 Presenter - SASD Next  
 Hershey, PA  
 December 4-5, 2016  
 \$303.35  
 Funding: Curriculum

Katie Kennedy-Reilly  
Director Curriculum, Instruction & Assessment  
PA Dept. of Ed - Standards Aligned System Conference  
Presenter - SASD Next  
Hershey, PA  
December 4-5, 2016  
\$303.35  
Funding: Curriculum

Hillary Cochran  
Indian Crest Middle School Science Teacher  
A Vision & Plan for Science Teaching & Learning  
Montg. County Intermediate Unit  
Norristown, PA  
November 9, 2016  
February 28, 2017  
March 1, 2017  
\$459.80  
Funding: Title II

Holly Deppen  
Indian Valley Middle School Science Teacher  
A Vision & Plan for Science Teaching & Learning  
Montg. County Intermediate Unit  
Norristown, PA  
November 9, 2016  
February 28, 2017  
March 1, 2017  
\$459.80  
Funding: Title II

## 7.5 Approve Request(s) for Out-of-State/Overnight Field Trips

SAHS Ski Club  
Ski/Snowboarding Club Trip  
Smuggler's Notch, VT  
February 16-18, 2016  
Advisor: Matthew Haines  
Students: 40  
Chaperones: 8  
Funding: Student

ICMS - 7th Grade ELA Classes  
"A Christmas Carol"  
McCarter Theater  
Princeton, NJ  
December 20, 2016  
Students: 252  
Chaperones: 18  
Funding: Student

SAHS Marching Band  
Disney World Magic Kingdom Parade  
Orlando, FL  
November 18-22, 2017  
Students: 75  
Chaperones: 9  
Funding: Student

IVMS - ELA Classes  
 McCarter Theatre  
 "A Christmas Carol"  
 Princeton, NJ  
 December 13, 2016  
 Students: 236  
 Chaperones: 15  
 Funding: Student

## 7.6 Ratify Request to Attend Out of State Field Trip

Brian Ruth  
 HS Technology/TV Production Teacher  
*Live with Kelly* TV Show  
 New York, NY  
 November 7, 2016  
 Students: 6  
 Chaperones: 3  
 Funding: Student

## 7.7 Approve Personnel Items - Professional Staff

<b><u>NEW HIRE</u></b>	
CRAWFORD, CHRISTINA Replacement for Sandra George (Medical Sabbatical)	Special Education Teacher, Souderton Area High School LONG-TERM SUBSTITUTE <u>Effective:</u> October 28, 2016 through the end of the 2016-2017 school year <u>Education:</u> Cabrini College (BS) 1993 Dowling College, NY (MS) 1995 <u>Experience:</u> Aug. 2015-present - Souderton Area School District, Souderton Area High School, Special Education Teacher; April 2014-June 2015 Palisades SD - Palisades High School, Special Education Teacher; Aug. 2013-present Bucks County Community College, Language and Literature Instructor; Sept. 2013-April 2014 Perkiomen Valley SD - Perkiomen Valley High School, Special Education Teacher; April 2013-June 2013 Abington School District - Abington Junior High School, Reading Teacher; Sept. 2012-Dec. 2012 Upper Merion SD - Upper Merion Area High School, Special Education Teacher; Nov. 2011-June 2012 Souderton Area SD - West Broad Street Elementary School, Special Education Teacher <u>Recommended Salary:</u> \$51,707 (pro-rated) - M (1)
LYON, CARLY Replacement for Iris Tompkins (Childrearing)	English Teacher, Souderton Area High School LONG-TERM SUBSTITUTE <u>Effective:</u> Second Semester of 2016-2017 School Year <u>Education:</u> Muhlenberg College (BA) 2016 <u>Experience:</u> Aug. 2016-present - Souderton Area School District, Souderton Area High School, LTS English Teacher; Nov.-Dec. 2015 - Parkland Senior High School, English Student Teacher; Sept.-Oct. 2015 - Broughal Middle School, English Student Teacher <u>Recommended Salary:</u> \$21,656.66 - B (1)
<b><u>REQUEST FOR HEALTH SABBATICAL</u></b>	
DUGGAN, JACQUELINE	English/Language Arts Teacher, Indian Valley Middle School Request for Health Sabbatical beginning November 4, 2016 and extending for approximately three months.
<b><u>REQUEST FOR MEDICAL LEAVE</u></b>	
MANCINI, KATHLEEN	Learning Support Teacher, Indian Valley Middle School Request for Medical Leave beginning October 14, 2016 and extending through the end of the 2016-2017 school year or until released by physician.
<b><u>REQUEST FOR EXTENDED CHILDREARING LEAVE</u></b>	
DOYLE, TERESA	Family & Consumer Science Teacher, Souderton Area High School Request for extension of childrearing leave through the second semester of the 2016-2017 school year. Mrs. Doyle plans to return to work for the start of the 2017-2018 school year.

TOMPKINS, IRIS	English Teacher, Souderton Area High School Request for extension of childrearing leave through the second semester of the 2016-2017 school year. Mrs. Tompkins plans to return to work for the start of the 2017-2018 school year.
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## 7.8 Approve Personnel Items - Support Staff

<b>RESIGNATION</b>	
BARNES, LEEANN	Part-Time Custodian, Vernfield Elementary School Effective: November 1, 2016
GARVIN, ELIZABETH	Special Education Instructional Assistant, Souderton Area High School Effective: January 6, 2017
KOSTEN, LISA	Substitute Food Service Assistant Effective: November 22, 2016
TRAHEY, VALERIE	Cafeteria/Playground Aide, West Broad Street Elementary School Effective: November 4, 2016
<b>NEW HIRES</b>	
BRANDIS, RYAN Replacement for LeeAnn Barnes (Resigned)	Part-Time Custodian, Vernfield Elementary School Effective: November 9, 2016 Wage: \$11.45 per hour - Hours: 4 per day
BURTON, RICHARD Replacement for Justin Knappenberger (Resigned)	Part-Time Custodian, West Broad Street Elementary School Effective: November 14, 2016 Wage: \$11.45 per hour - Hours: 4 per day
FADDEN, ANN	Trainer, Aquatics Program Effective: October 21, 2016 Wage: \$15.00 per hour - Hours: As needed
GAHAGAN, SHAYLA Replacement for Valerie Trahey (Resigned)	Cafeteria/Playground Aide, West Broad Street Elementary School Effective: November 15, 2016 Wage: \$9.95 per hour - Hours: 2 per day
GOODWIN, ZEENA Replacement for Laura Ramage (Transfer)	Classroom Instructional Assistant, Salford Hills Elementary School Effective: November 14, 2016 Wage: \$10.90 per hour - Hours: 5.75 per day
KELLY, HOLLY Replacement for Shawn Fooks (Deceased)	Cafeteria/Playground Aide, Franconia Elementary School Effective: October 24, 2016 Wage: \$9.95 per hour - Hours: 1.5 per day
MAMZIC, CARRIE Replacement for Stacey Brennan (Resigned)	Intervention Teaching Assistant, Salford Hills Elementary School Effective: October 24, 2016 Wage: \$14.46 per hour - Hours: 5.5 per day
PETERSON, STEFANIE	Substitute Cafeteria/Playground Aide, Franconia Elementary School Effective: November 7, 2016 Wage: \$9.95 per hour - Hours: As needed
STILES, MONICA New Position	ESL Classroom Assistant, Souderton Area High School Effective: November 14, 2016 Wage: \$10.90 per hour - Hours: 5.75 per day
TRAVOR, VICTORIA New Position	Intervention Teaching Assistant, Indian Valley Middle School Effective: October 26, 2016 Wage: \$14.46 per hour - Hours: 5 per day
<b>TRANSFER</b>	
ALDERFER, REBECCA	From: Food Service Assistant, Souderton Area High School To: Food Service Substitute Effective: December 23, 2016 Wage: \$9.82 per hour - Hours: As needed
GREEN, CHRISTOPHER	From: Cafeteria/Playground Aide, E. Merton Crouthamel Elementary School To: Substitute Cafeteria/Playground Aide, E. Merton Crouthamel Elementary School Effective: November 14, 2016 Wage: \$9.95 per hour - Hours: As needed
WRIGHT, IRENE Replacement for Lynda Jarinko (Retired)	From: Cafeteria Manager Trainee To: Cafeteria Manager, Salford Hills Elementary School Effective: January 4, 2017 Wage: \$14.31 per hour - Hours: 7.5 per day

## 7.9 Approve Personnel Items - Additions to Substitute Staff

### Substitute Teachers:

Jennifer Brown  
 Timothy Brown  
 Katherine Carter  
 Natalie Conard  
 Sarah Corchiolo  
 Thomas DiMarco  
 Kim Fadden  
 Elizabeth Garvin  
 Julie Gawinowicz  
 Zeena Goodwin  
 Sandra Handwerk  
 Joseph Michael Hay  
 Dawn Kester  
 Kaitlyn Landis  
 Michelle Lanzillotti  
 Lindsay Olson  
 Jennifer Pichler  
 Laura Ramage  
 Meredith Reed  
 Nadine Rogers  
 Adam Ryan  
 Monica Staehle  
 Kayleigh Trumbore

## 7.10 Approve Personnel Items - Winter Coaching Staff

<b>Name</b>	<b>Sport</b>	<b>Position</b>	<b>School</b>	<b>Salary</b>
Michael Childs	Basketball (B)	Head Coach	Indian Crest Middle School	\$2,691
Richard Hess	Basketball (G)	Head Coach	Indian Crest Middle School	\$3,015
John Handerhan	Basketball (B)	Head Coach	Indian Valley Middle School	\$3,103
Stephanie Terreri	Basketball (G)	Head Coach	Indian Valley Middle School	\$1,907
Glenn Bateman	Wrestling	Head Coach	Indian Crest/Indian Valley Middle School	\$2,777
Timothy Brown	Basketball (B)	Head Coach	Souderton Area High School	\$4,155
Brendan Stanton	Basketball (B)	Assistant Coach	Souderton Area High School	\$3,240
Brian Bisacquino	Basketball (B)	JV Coach	Souderton Area High School	\$2,908
Lynn Carroll	Basketball (G)	Head Coach	Souderton Area High School	\$5,579
Edgar Holzer	Basketball (G)	Assistant Coach	Souderton Area High School	\$3,829
Benjamin Bowman	Basketball (G)	JV Coach	Souderton Area High School	\$3,829
Robert Faccenda	Swimming	Head Coach	Souderton Area High School	\$7,400
Louis Williams	Swimming	Assistant Coach	Souderton Area High School	\$2,702
Deanne Morris	Swimming	Assistant Coach	Souderton Area High School	\$2,702
Susan McDonald	Diving	Head Coach	Souderton Area High School	\$3,593
Tristan Boyd	Wrestling	Head Coach	Souderton Area High School	\$4,853
Jeff Kwortnik	Wrestling	Assistant Coach	Souderton Area High School	\$1,525 (shared position)
Greg Nolte	Wrestling	Assistant Coach	Souderton Area High School	\$1,410 (shared position)
Eric Kitchenman	Marching Band	Drill Writer	Souderton Area High School	\$900 (Paid by Big Red Band Boosters)
Joseph Michael Hay	Swimming	Assistant Coach	Souderton Area High School	\$2,623

### 7.11 Approve Mentors and Peer Coaches

Mary Jo Garcia-Miles	Mentor to Brianna Hart (pro-rated)	\$440.
Jackie Schum	Mentor to Carly Lyon (second semester)	\$300.

### 7.12 Third Reading and Final Adoption of Revised Policy No. 620 - Fund Balance

At the request of the independent auditors, the Administration recommends revising Policy No. 620, *Fund Balance*.

### 7.13 Third Reading and Final Adoption of High School Program of Studies

Administration is seeking the approval of a Third Reading and Final Adoption of the proposed revisions to the High School Program of Studies for the 2017-2018 school year.

### 7.14 Second Reading of Revised Policy No. 918 - Title I Parental Involvement

Administration recommended a Second Reading of Revised Policy No. 918 - Title I Parental Involvement

### 7.15 Approve 2015-2016 Budget Transfers

The Administration recommends approval of the 2015-2016 Budget Transfers.

### 7.16 Approve 2016-2017 Budget Transfers

The Administration recommends approval of the 2016-2017 Budget Transfers.

### 7.17 Motion to Authorize the Financing Team to Proceed with Issuance of Bonds

The Board of School Directors of the Souderton Area School District (the "School District") does hereby authorize the Administration to work with PFM Financial Advisor LLC as Financial Advisor, Fox, Rothschild LLP, as Bond Counsel, and their Local Solicitor, in conjunction with the issuance of General Obligation Bonds, Series of 2017 in order to advance refund the District's outstanding General Obligation Bonds, Series of 2009.

### 7.18 Approve Grant Awarded to E. M. Crouthamel Elementary School

The Administration recommends approving a grant received from the Wells Fargo Foundation to E. M. Crouthamel Elementary School per Policy #702, *Gifts, Grants and Donations*.

### 7.19 Approve Student Expulsion

The Administration is seeking approval for two student expulsions. Pursuant to the laws of Pennsylvania, it is recommended that the Souderton Area School District Board of Directors approve the expulsion of Student ID# 255327 and Student ID# 259757 from the Souderton Area School District from October 31, 2016 to the end of the 2016/2017 school year.

### 7.20 APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED

Resolution: MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED

Motion by: William Brong, second by Jill Basile

Final Resolution: Motion Carries

Aye: Jill Basile, Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwatkowski, Ken Keith, Donna Scheuren

## **8. Future Meetings**

### 8.1 Future Meetings

Mr. Jelinski read the list of upcoming meetings:

Monday November 21 2016	NMTCC Joint Operating Committee Meeting	7:00 PM	North Montco Technical Career Center 1265 Sumneytown Pike Lansdale
Wednesday December 7 2016	SASD Board Reorganization Meeting	6:30 PM	District Administrative Office
Wednesday December 7 2016	SASD Board Committee Meeting	7:00 PM	District Administrative Office
Thursday December 15 2016	SASD Board Action Meeting	7:00 PM	District Administrative Office
Monday December 19 2016	NMTCC Joint Operating Committee Meeting	7:00 PM	North Montco Technical Career Center 1265 Sumneytown Pike Lansdale

## **9. Report of the Solicitor**

### 9.1 Report of the Solicitor

There was no report from Solicitor Jeffrey Sultanic.

## **10. Unfinished/New Business of the Board**

### 10.1 Unfinished/New Business from the Board

Mrs. Scheuren noted that at the recent M.C.I.U. Board Meeting, the Souderton Area School District Administration, Board of School Directors and school district community were all praised for efforts in bringing awareness of the recent charter school reform bill to local and state representatives.

Mr. Jelinski praised everyone for their efforts and commented that it is good to know that the hard work is showing progress.

Mr. Jelinski also announced the appointment of Mrs. Janet Flisak to the Board of the Indian Valley Education Foundation. Mr. Jelinski noted that Mrs. Flisak will fill the position of Jill Basile who had served in the position since 2014. Mr. Jelinski thanked Mrs. Basile for her energy and contributions to the Foundation.

Mrs. Flisak also thanked Mrs. Basile for serving on the Board. Mrs. Flisak mentioned the current partnership between the IVEF and the SASD teachers titled "Masters In Design", in which the winning classroom will receive \$1,000 toward a re-design and make over. Mrs. Flisak reminded everyone of the March 24, 2017 date for the Harlem Wizards basketball fundraiser. Mrs. Flisak also noted that Mr. Gallagher would be doing a live radio spot with IVEF Executive Director RuthE Potter on Monday, November 21 on WNPV 1440 AM.

Mr. Brong reminded the Board that the Annual Holiday Dinner hosted by the North Montco Technical Career Center will be held on December 19, 2016, preceding the monthly JOC Meeting.

Mr. Gallagher spoke of his gratitude to be able to serve the Souderton Area School District community. He thanked the Board and noted their advocacy for students.



**11. Public Comments**

## 11.1 Public Comments

There were no public comments.

**12. Adjournment**

## 12.1 Adjournment of the Meeting

MOTION TO ADJOURN THE BOARD OF SCHOOL DIRECTORS MEETING.

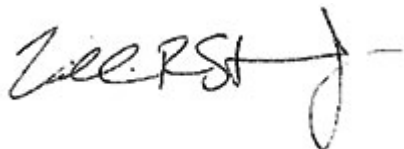
Motion by Thomas Kwiatkowski, second by Donna Scheuren

Final Resolution: Motion Carries

Aye: Jill Basiel, William Brong, Janet Flisak, Matt Holliday, Scott Jelinski, Thomas Kwiatkowski, Ken Keith, Donna Scheuren

The meeting was adjourned at 7:29 P.M.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "W.R. Stone", with a long horizontal stroke extending to the right.

William R. Stone  
Board Secretary