

**BOARD OF SCHOOL DIRECTORS MONTHLY ACTION MEETING MINUTES****Thursday, September 29, 2016**

Generated by Renai Cardillo on Friday, September 30, 2016

**Members present**

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

**Absent:** Nicholas Braccio**Others present:** Brigitte Bagocius, Sharon Fuhrman, Henry Franz, Frank Gallagher, Lisa Gurgick, Christopher Hey, Ray Kase, Katie Kennedy-Reilly, Elisa Snedaker, William Stone, and Jeff Sultanik.**1. Welcome**

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

Mr. Jelinski called the meeting to order at 7:13 P.M.

1.2 Meeting Protocol

Mr. Jelinski announced the meeting protocol for public comment.

1.3 Pledge of Allegiance

Mr. Jelinski lead the meeting in the Pledge.

1.4 Roll Call - William R. Stone, Jr., Board Secretary

Mr. Stone called the roll. Eight members were present. Mr. Braccio was absent.

**2. Souderton Spotlight**

2.1 The Maple Legacy ~ Memories Shared at Breakfast

Mr. Gallagher introduced the SAHS Creative Writing project that was a collaboration with the residents of the Peter Becker Community.

**3. Report of the Student Representatives to the Board**

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

High School junior Ben Heckler and senior Emma Spangler gave an update on recent activities at the high school that included the Link Crew and Student Council team building activity at Camp Men-O-Lan, a well attended Movie Night hosted by Student Council, which asked for canned food donations, and a high school club fair offering 65 different opportunities for students. Ben and Emma also noted that SAT's were being held at SAHS on Saturday, that the week of October 17th will be Spirit Week, leading up to Homecoming on October 21st and that a Mock Election will be held in late October.

**4. Public Comments on Agenda Items**

4.1 Public Comment

There were no public comments.

**5. Report of the President**

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

Mr. Jelinski announced that an Executive Session was held on September 7, 2016 to discuss the annual Superintendent's evaluation. The meeting lasted approximately 50 minutes in duration. Mr. Jelinski

also announced that an Executive Session was held prior to tonight's meeting to discuss negotiations with the Souderton Area Education Association, personnel items that include new hires, resignations and transfers. This meeting was approximately 80 minutes in duration.

## **6. Consent/Action Agenda**

### 6.1 Consent/Action Agenda Protocol

Mr. Gallagher announced the action items for consideration on tonight's agenda.

### 6.2 Approve School Board Meeting Minutes from August 25, 2016

The Administration is seeking approval of the School Board Meeting Minutes from August 25, 2016 as presented.

### 6.3 Approve Financial Statements and Check Listings - August 2016

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

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

The Administration is seeking Board approval of conference/workshop requests as listed below:

Kimberly Musselman  
 ESL Teacher, SAHS  
 WIDA Conference  
 Worldclass Instructional Design & Assessment  
 Phila., PA  
 Oct. 13-15, 2016  
 \$413.90  
 Funding: Title III

Lisa Nelson  
 ESL Teacher, SAHS  
 WIDA Conference  
 Worldclass Instructional Design & Assessment  
 Phila., PA  
 Oct. 13-15, 2016  
 \$413.90  
 Funding: Title III

Sam Varano  
 Principal, SAHS  
 MCIU - Collaborative Decision Making for School Leaders  
 Norristown, PA  
 November 4, 2016  
 January 13, 2017  
 March 3, 2017  
 \$469.80  
 Funding: Superintendent's Budget

Christopher Hey  
 Asst. Superintendent  
 MCIU - Collaborative Decision Making for School Leaders  
 Norristown, PA  
 November 4, 2016  
 January 13, 2017

March 3, 2017  
\$469.80  
Funding: Superintendent's Budget

Frank Gallagher  
Superintendent  
MCIU - Collaborative Decision Making for School Leaders  
Norristown, PA  
November 4, 2016  
January 13, 2017  
March 3, 2017  
\$469.80  
Funding: Superintendent's Budget

Matt Haines  
Assistant Principal High School  
PA Principals Association Conference  
State College, PA  
October 30 - Nov. 1, 2016  
\$866.38  
Funding: Building Budget  
Act 45 Requirement

Frank Gallagher  
Superintendent  
PA Principals Association Conference  
State College, PA  
October 30 - Nov. 1, 2016  
\$1,216.66  
Funding: Superintendent's Budget  
Act 45 Requirement

Sam Varano  
High School Principal  
PA Principals Association Conference  
State College, PA  
October 30 - Nov. 1, 2016  
\$1,061.00  
Funding: Superintendent's Budget  
Act 45 Requirement

Tom Ferlick  
Principal Oak Ridge ES  
PA Principals Association Conference  
State College, PA  
October 30 - Nov. 1, 2016  
\$1,201.66  
Funding: Superintendent's Budget  
Act 45 Requirement

Janet Johnson  
Registrar / Child Accounting  
A/CAPA - Attendance & Child Accounting Prof. Association Conference  
Hershey, PA  
November 2 - 4, 2016  
\$807.00  
Funding: Pupil Services

Maureen Unger  
PIMS / Child Accounting  
A/CAPA - Attendance & Child Accounting Prof. Association Conference  
Hershey, PA  
November 2 - 4, 2016  
\$913.38  
Funding: Pupil Services

Katie Kennedy-Reilly  
Director Curriculum, Instruction & Assessment  
Apple Education Training Information  
MCIU  
Norristown  
Oct. 18-19, 2016  
\$395.00  
Funding: Curriculum Budget

Allison Ruth  
Teacher, Salford Hills ES  
Apple Education Training Information  
MCIU  
Norristown  
Oct. 18-19, 2016  
\$436.04  
Funding: Building & Curriculum Budget

Jennifer Kling  
Teacher, Vernfield & Franconia ES  
Apple Education Training Information  
MCIU  
Norristown  
Oct. 18-19, 2016  
\$436.04  
Funding: Building & Curriculum Budget

Katie McCoy  
Principal, Indian Crest MS  
Innovator's Mindset Workshop  
Chester County Intermediate Unit  
Chester County, PA  
Oct. 18, Nov. 15, Jan. 24, Mar. 16, May 18  
\$475.00  
Funding: Building Budget  
Act 45 Requirement

Tom Ferlick  
 Principal, Oak Ridge ES  
 Innovator's Mindset Workshop  
 Chester County Intermediate Unit  
 Chester County, PA  
 Oct. 18, Nov. 15, Jan. 24, Mar. 16, May 18  
 \$778.10  
 Funding: Building Budget  
 Act 45 Requirement

Ellen Sykes  
 Assistant Principal, Souderton Area HS  
 Innovator's Mindset Workshop  
 Chester County Intermediate Unit  
 Chester County, PA  
 Oct. 18, Nov. 15, Jan. 24, Mar. 16, May 18  
 \$661.62  
 Funding: Building Budget  
 Act 45 Requirement

Christopher Hey  
 Assistant Superintendent  
 Innovator's Mindset Workshop  
 Chester County Intermediate Unit  
 Chester County, PA  
 Oct. 18, Nov. 30, Jan. 25, Mar. 29, May 24  
 \$737.60  
 Funding: Human Resources  
 Act 45 Requirement

6.5 Approve Personnel Items - Professional Staff

<b>TRANSFER</b>	
SILBERMAN, JESSICA	From: .6 Music Teacher, Indian Crest Middle School To: .7 Music Teacher, Indian Crest Middle School Effective: August 29, 2016 Salary: \$36,194.90 (pro-rated)
<b>REQUEST FOR CHILDREARING LEAVE</b>	
VOORHEES, TARA	Social Studies Teacher, Indian Valley Middle School Request for Childrearing Leave, following 12-weeks leave under FMLA, through the end of the 2016-2017 school year. Mrs. Voorhees plans to return for the start of the 2017-2018 school year.

## 6.6 Approve Personnel Items - Support Staff

<b>RESIGNATIONS</b>	
AXELSSON, STACEY	Intervention Teaching Assistant, Salford Hills Elementary School Effective: August 23, 2016
COLELLI, ANTHONY	Summer Custodial Substitute Effective: August 25, 2016
COLOMBO, GRETCHEN	ESL Teaching Assistant, Franconia Elementary School Effective: September 5, 2016
CUNNINGHAM, DAVID	Electrician/HVAC Technician Effective: September 16, 2016
HACKMAN, MOLLY	ESL Teaching Assistant, Indian Crest Middle School Effective: August 29, 2016
HAMMERSCHMIDT, KRISTIN	Substitute Cafeteria/Playground Aide, West Broad Street Elementary School Effective: September 12, 2016
RODKEY, KRISTINA	Intervention Teaching Assistant, Indian Crest Middle School Effective: September 30, 2016
SHELLY, JEAN	Summer Custodial Substitute Effective: August 26, 2016
THOMAS, THERESA	ESL Teaching Assistant, West Broad Street Elementary School Effective: September 13, 2016
YERGER, CHAYCE	Part-Time Custodian, Oak Ridge Elementary School Effective: September 1, 2016
<b>NEW HIRES</b>	
BACON-PICARDI, EMILY Replacement for Ali Rosenberger (Resigned)	Title I Teaching Assistant, E. Merton Crouthamel Elementary School Effective: September 6, 2016 Wage: \$14.46 per hour - Hours: 5.5 per day
BOLTON, MEGAN Replacement for Cynthia Crouthamel (Retired)	Special Education Instructional Assistant, E. Merton Crouthamel Elementary School Effective: August 29, 2016 Wage: \$12.88 per hour - Hours: 5.75 per day
BRODISH, CHRISTINA New Position	ESL Classroom Assistant, Souderton Area High School Effective: September 20, 2016 Wage: \$10.90 per hour - Hours: 5.75 per day
CHAMBERLAIN, MICHELLE Replacement for Kayleigh Trumbore (Transfer)	Special Education Instructional Assistant, Oak Ridge Elementary School Effective: August 31, 2016 Wage: \$12.18 per hour - Hours: 7 per day
CROSSGROVE, ALEXA	Lifeguard/Swim Instructor, Aquatics Program Effective: September 14, 2016 Wage: \$9.00 per hour - Hours: As needed
DENTON, CAROL Replacement for Lauren Gavinski (Resigned)	Title I Teaching Assistant, West Broad Street Elementary School Effective: August 29, 2016 Wage: \$14.46 per hour - Hours: 5.5 per day
DERSTINE, REBECCA Replacement for Stacey Axelsson (Resigned)	Intervention Teaching Assistant, Salford Hills Elementary School Effective: August 29, 2016 Wage: \$14.46 per hour - Hours: 5.5 per day

DIGIUSEPPE, KAREN New Position	Classroom Instructional Assistant, Salford Hills Elementary School Effective: August 29, 2016 Wage: \$10.90 per hour - Hours: 4 per day
ECKERT, MARY	Substitute Cafeteria/Playground Aide, Oak Ridge Elementary School Effective: August 30, 2016 Wage: \$9.95 per hour - Hours: As needed
ELDER, KRISTIN New Position	Special Education Instructional Assistant, Vernfield Elementary School Effective: August 29, 2016 Wage: \$12.88 per hour - Hours: 5.75 per day
FADDEN, ANN New Position	Classroom Instructional Assistant, West Broad Street Elementary School Effective: September 13, 2016 Wage: \$10.90 per hour - Hours: 5.75 per day
FORD, REBECCA Replacement for Joshua Homa (Resigned)	Special Education Instructional Assistant, Souderton Area High School Effective: August 29, 2016 Wage: \$12.68 per hour - Hours: 6.5 per day
GARBACZ, TINA	Substitute Cafeteria/Playground Aide, Oak Ridge Elementary School Effective: September 19, 2016 Wage: \$9.95 per hour - Hours: As needed
GEIGER, CORRINE Replacement for Barry Zakroff (Transfer)	ESL Teaching Assistant, E. Merton Crouthamel Elementary School Effective: September 6, 2016 Wage: \$14.46 per hour - Hours: 5.75 per day
HARDIE, RYAN New Position	Intervention Teaching Assistant, West Broad Street Elementary School Effective: August 29, 2016 Wage: \$14.46 per hour - Hours: 2.75 per day
HAY, JOSEPH MICHAEL Replacement for Renee Casani (Resigned)	Special Education Instructional Assistant, Souderton Area High School Effective: August 29, 2016 Wage: \$12.68 per hour - Hours: 6.5 per day
KARNS, DEBRA New Position	Special Education Instructional Assistant, Salford Hills Elementary School Effective: September 13, 2016 Wage: \$12.48 per hour - Hours: 3.5 per day
KOLB, GINA Replacement for Lorena Rosario-Mejias (Resigned)	Special Education Instructional Assistant, Indian Valley Middle School Effective: August 29, 2016 Wage: \$12.68 per hour - Hours: 6.5 per day
LAFREDO, LISA Replacement for Carolyn Magee (Resigned)	Cafeteria/Playground Aide, Salford Hills Elementary School Effective: September 12, 2016 Wage: \$9.95 per hour - Hours: 1.5 per day
LAMBERT, CARLIE Replacement for Gretchen Colombo (Transfer)	ESL Teaching Assistant, E. Merton Crouthamel Elementary School Effective: September 26, 2016 Wage: \$14.46 per hour - Hours: 2.75 per day
LAMBERT, CARLIE New Position	Intervention Teaching Assistant, Franconia Elementary School Effective: September 26, 2016 Wage: \$14.46 per hour - Hours: 2.75 per day
LOBASSO, MARINO	Substitute Security Guard Effective: September 20, 2016 Wage: \$18.00 per hour - Hours: As needed
MEENAN, MARISSA Replacement for	ESL Teaching Assistant, Souderton Area High School

Stacey Metzler (Resigned)	Effective: September 12, 2016 Wage: \$14.46 per hour - Hours: 5.75 per day
O'BRIEN, LAUREN Replacement for Connie Hollinger (Resigned)	Study Hall Proctor, Souderton Area High School Effective: September 6, 2016 Wage: \$10.90 per hour - Hours: 3.75 per day
RAMAGE, LAURA New Position	Classroom Instructional Assistant, Salford Hills Elementary School Effective: August 30, 2016 Wage: \$10.90 per hour - Hours: 5.75 per day
REED, MEREDITH Replacement for Rikki Jones (Resigned)	Special Education Instructional Assistant, Vernfield Elementary School Effective: August 29, 2016 Wage: \$12.68 per hour - Hours: 6.75 per day
RICCI, TINA New Position	Special Education Instructional Assistant, Indian Valley Middle School Effective: August 29, 2016 Wage: \$13.06 per hour - Hours: 6.5 per day
RITTENHOUSE, RENE	Substitute Secretary Effective: September 20, 2016 Wage: \$12.43 per hour - Hours: As needed
ROMERO, YUMI Replacement for Adriane Carickhoff (Resigned)	Special Education Instructional Assistant, West Broad Street Elementary School Effective: August 29, 2016 Wage: \$12.18 per hour - Hours: 6.5 per day
STAEHLE, MONICA Replacement for Christine Martin (Resigned)	Special Education Instructional Assistant, Oak Ridge Elementary School Effective: September 6, 2016 Wage: \$12.68 per hour - Hours: 5.75 per day
THAYRES, JACOB Replacement for Brian Diehl (Resigned)	Part-Time Custodian, Salford Hills Elementary School Effective: August 22, 2016 Wage: \$11.45 per hour - Hours: 4 per day
TRAHEY, VALERIE Replacement for Adelia Bryant (Resigned)	Cafeteria/Playground Aide, West Broad Street Elementary School Effective: October 4, 2016 Wage: \$9.95 per hour - Hours: 1.5 per day
URICH, DOUGLAS Replacement for Chayce Yerger (Resigned)	Part-Time Custodian, Salford Hills I Elementary School Effective: September 13, 2016 Wage: \$11.45 per hour - Hours: 4 per day
WELLER, DONALD Replacement for Andrew Goetz (Resigned)	Part-Time Custodian, E. Merton Crouthamel Elementary School Effective: September 13, 2016 Wage: \$11.45 per hour - Hours: 4 per day
ZIEGLER, STEPHANIE New Position	Classroom Instructional Assistant, West Broad Street Elementary School Effective: September 7, 2016 Wage: \$10.90 per hour - Hours: 3 per day
<b>TRANSFERS</b>	
BROWN, JENNIFER Replacement for Donald Noble (Resigned)	From: Food Service Substitute To: Special Education Instructional Assistant, Indian Crest Middle School Effective: August 29, 2016 Wage: \$12.68 per hour - Hours: 5.75 per day
	From: Summer Custodial Substitute



POLITSKY, ANDREW

To: Part-Time Custodial Substitute

Effective: August 29, 2016

Wage: \$11.45 per hour - Hours: As needed

## 6.7 Approve Personnel Items - Additions to Substitute List

**Substitute Teachers:**

Makenna Altomare  
 Emma Barnard  
 Shelby Bennett  
 Megan Bolton  
 Kelly Boyd  
 Carol Darragh  
 Megan David  
 Jacqueline DiCandilo  
 Adam Frank  
 Morgan Kratz  
 Juliana McNamee  
 Laura Mill  
 Krysten Momsen  
 Alyssa Nyeholt  
 Clint Passarella  
 Amber Roatche  
 Olivia Sanders-Herndon  
 Michele Sapovits  
 Meg Serravalle  
 Deana Taverna  
 Nicole Walker

## 6.8 Approve Personnel Items - Additions to Supplemental Contracts

<b>Name</b>	<b>Position</b>	<b>Building</b>	<b>Salary</b>
Tina Bachman	Related Arts Chair	Indian Crest Middle School	\$1,200
Linda Robinson	English Intervention Specialist	Indian Crest Middle School	\$1,750
Gail Harter	Related Arts Chair	Indian Valley Middle School	\$1,200
Michelle Strenko	Math Intervention Specialist	Indian Valley Middle School	\$1,750
Nancy Cianchetta (Now a shared position)	Science Fair Co-Advisor	Indian Valley Middle School	\$375
Jeffrey Herber (Now a shared position)	Science Fair Co-Advisor	Indian Valley Middle School	\$375
Michelle Maraschiello	Elementary Social Studies Coordinator	District	\$3,500
Andrew McClintock	Secondary 6-8 Social Studies Coordinator	District	\$3,500
Jaime Stone	Secondary 6-8 English/Language Arts Coordinator	District	\$3,500
Christine Wuelfing	Math Club Advisor	West Broad Street Elementary School	\$500

## 6.9 Approve Mentors and Peer Coaches for the 2016-2017 School Year

Christine Wuelfing	Mentor for Kathleen McLaughlin	\$600.00
Kristen Mazurek	Peer Coach for Wendy Wiedemier	\$300.00
Stephanie Szewczak	Mentor for Julia Alderfer	\$600.00
Matthew Benner	Peer Coach for Chad Mitchell	\$300.00
Marianne Butler	Peer Coach for Cassandra Pugmire	\$300.00

## 6.10 Approve Personnel Items - Additions to Fall Coaching Staff

<b>Name</b>	<b>Position</b>	<b>Building</b>	<b>Salary</b>
Hudak, Andrew	Head Boys Soccer Coach	Indian Crest Middle School	\$2,356 *Replacing Richard Hess
Tobias, Katherine	Head Field Hockey Coach	Indian Crest Middle School	\$2,703
Yoder, Taylor	Freshman Field Hockey Coach	Souderton Area High School	\$2,395

## 6.11 Approve Personnel Items - Additions to Fall 2016 Community Education Staff

<b>Name</b>	<b>Position</b>	<b>Rate</b>	<b>Salary</b>
Good, Lauren	Acrylic Painting	\$20 per hour / 12 hours	\$240
Good, Lauren	Charcoal Drawing	\$20 per hour / 12 hours	\$240
Good, Lauren	Digital Photography	\$20 per hour / 12 hours	\$240
Kapusta, Juliana	Wool Rug Hooking	\$20 per hour / 10 hours	\$200
O'Brien, Colleen	Laughter Yoga	\$20 per hour / 10 hours	\$200
Panning, Janet	Life Coaching	\$20 per hour / 6 hours	\$120
Ramos, Jacqueline	Cocktail Party	\$20 per hour / 4 hours	\$80
Ramos, Jacqueline	Make-Bake Decorate	\$20 per hour / 10 hours	\$200

To be paid via Purchase Order:

<b>Name</b>	<b>Position</b>	<b>Rate</b>
Kulathum, Paty	Spanish Club - 30 minutes	\$185 per child paid to Spanish Club
Kulathum, Paty	Spanish Club - 30 minutes (second child)	\$175 per child paid to Spanish Club
Kulathum, Paty	Spanish Club - 45 minutes	\$205 per child paid to Spanish Club
Kulathum, Paty	Spanish Club - 45 minutes (second child)	\$195 per child paid to Spanish Club

## 6.12 Second Reading of Revised Policy 005 - Organization

Administration is seeking a Second Reading of revised Policy No. 005. - Organization.

## 6.13 First Reading of Revised Policy No. 620

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

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

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

MOTION TO APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED.

Motion by Thomas Kwiatkowski, second by William Brong.

Final Resolution: Motion Carries

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

## **7. Discussion/Action Agenda**

There were no items on the discussion/action agenda.

## **8. Future Meetings**

### 8.1 Future Meetings

Mr. Jelinski announced the future meetings:

Wednesday October 5 2016	SASD Board Committee Meetings	6:30 PM	District Administrative Office
Monday October 17 2016	NMTCC Joint Operating Committee Meetings	7:00 PM	NMTCC 1265 Sumneytown Pike Lansdale
Wednesday October 26 2016	MCIU Board of School Directors Meeting	7:00 PM	MCIU 2 West Lafayette Street Norristown
Thursday October 27 2016	SASD Board Action Meeting	7:00 PM	District Administrative Office

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

### 9.1 Report of the Solicitor

There was no report from Solicitor Jeff Sultanik.

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

### 10.1 Unfinished/New Business from the Board

Mrs. Basile gave an update on the Indian Valley Education Foundation noting that Executive Director RuthE Potter recently received a certificate of completion for leadership from the National Education Foundation. Mrs. Basile also noted that the IVEF would be in attendance at the Indian Valley Chamber of Commerce Business Expo being held on Tuesday, October 4th. In addition Mrs. Basile announced that the Harlem Wizards Basketball team would be returning to Souderton on March 24, 2017.

## **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.

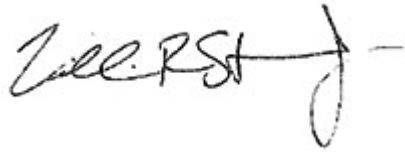
Motion by Jill Basile, second by William Brong.

Final Resolution: Motion Carries

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

The meeting was adjourned at 7:31 P.M.

Respectfully Submitted,

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

William R. Stone  
Board Secretary