

BOARD OF SCHOOL DIRECTORS MONTHLY ACTION MEETING MINUTES

Thursday, April 27, 2017

Generated by Renai Cardillo on Wednesday, May 3, 2017

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

Others present: Brandon Bilohlavek, Tamara Callahan, Renai Cardillo, Phil Cerami, Henry Franz, Sharon Fuhrman, Frank Gallagher, Lisa Gurgick, Christopher Hey, Raymond Kase, Katie Kennedy-Reilly, Carol Luciani, Andrew McClintock, Elisa Snedaker, William Stone, Sam Varano and Teresa Washam.

1. Welcome

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

Mr. Jelinski called the meeting to order at 7:11 P.M.

1.2 Meeting Protocol

Mr. Jelinski announced the meeting protocol for public comments.

1.3 Pledge of Allegiance

Mr. Jelinski led the meeting in the Pledge of Allegiance.

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

Mr. Stone called the roll. Nine Board members were present.

2. Student Recognition

2.1 Recognition of Academic Decathlon Student

Dr. Varano introduced the Academic Decathlon advisor and chemistry teacher Phil Cerami. Mr. Cerami gave a brief overview of the Academic Decathlon team and recognized senior Jerry Zheng as the first student in Souderton Area High School history to be awarded the Individual State Championship at the 2017 Pennsylvania Academic Decathlon.

MOTION TO RECOGNIZE JERRY ZHANG FOR INDIVIDUAL STATE CHAMPIONSHIP AT THE 2017 PENNSYLVANIA ACADEMIC DECATHLON

Motion by Thomas Kwiatkowski, second by Ken Keith.

Final Resolution: Motion Carries

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

2.2 Recognition of Choral Students

Dr. Varano introduced music teacher and choir director Teresa Washam. Mrs. Washam announced that the students being recognized this evening had excelled at very high levels at various Pennsylvania Music Education Association festivals during this school year. The students performed an acapella song for the Board and were recognized for their musical achievement:

District 11 Chorus:

Jon Barber
Derek Booz
Cameron Hart
Alex Mast
Christian Souder
Stephanie Zhang

District 11 & Region VI Chorus:

Emma Ford
Sam Majka

District 11, Region VI & All-State Chorus:

Brandon Nelson

District 11, Region VI, All-State & All-Eastern Chorus:

Emily Afflerbach
Samantha Krot
Kyle Ryan

MOTION TO RECOGNIZE STUDENT EXCELLENCE IN CHORUS

Motion by William Brong, second by Nicholas Braccio.

Final Resolution: Motion Carries

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

2.3 Recognition of Instrumental Music Students

Dr. Varano introduced the following instrumental music students who excelled in their participation at the Pennsylvania Music Educators Association spring festivals:

District Band

Jessica Colyer
Carolyn Bean
Christopher Hanlon

District Band and Region Band

Devon Kolumber

District Band, Region Band and State Band

Jonathan Detwiler

District and Region Orchestra

Annalise Cole

District Orchestra

Liam Flynn

MOTION TO RECOGNIZE STUDENT EXCELLENCE IN INSTRUMENTAL MUSIC

Motion by Donna Scheuren, second by Jill Basile.

Final Resolution: Motion Carries

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

3. Report of the Student Representatives to the Board

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

Senior David Gayle commented on the beginning of the spring sports season which includes a Unified track and field team. He noted that the high school hosted a college signing ceremony where 37 student athletes announced their post high school commitments. David noted that several groups of students won awards at the recent state FBLA conference including a first place win for three students who qualified to compete at the national FBLA conference in Los Angeles this summer. Junior Makenna Kregel noted that Advanced Placement and Keystone exams will be happening during the month of May. Other May events include Special Olympics, a spring pep rally, the high school art show and junior prom.

4. Public Comments on Agenda Items

4.1 Public Comment

Crystal Savignano of Telford and parent of three students at EMC thanked the Board for the recent renovations and improvements to the school. Mrs. Savignano commented that the renovations have been a great improvement to the building.

5. Report of the President

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

Mr. Jelinski reported that an informational Executive Session was held on April 5, 2017 to discuss negotiations with the professional staff and the sale of a district property. The meeting lasted approximately 45 minutes in duration.

Mr. Jelinski also reported that an Executive Session was held prior to tonight's meeting to discuss the personnel matters on the agenda, including professional and support staff retirements, a teacher on assignment at Indian Valley Middle School and a real estate update on district property.

6. Consent/Action Agenda

6.1 Consent/Action Agenda Protocol

6.2 Approve School Board Meeting Minutes from March 23, 2017

The Administration is seeking approval of the School Board Meeting Minutes from March 23, 2017 as presented.

6.3 Approve Financial Statements and Check Listings - March 2017

The Administration is seeking Board approval for the Financial Statements and Check Listings for March 2017 as presented.

6.4 Approve Request(s) to Attend Conferences/Workshops

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

Katie Kennedy-Reilly
 Director Curriculum, Instruction & Assessment
 PASA Women's Caucus Conference
 PA Association of School Administrators
 Hershey, PA
 April 30 - May 1, 2017
 \$393.47
 Funding: Curriculum Budget

Lisa Nelson
 SAHS, ESL Teacher
 At-Risk & Struggling Students Conference
 Atlanta, GA
 June 21-24, 2017
 \$350.00
 Funding: High School Building Budget

Bill Stone
 Director of Business Affairs
 PICPA School District Conference
 King of Prussia, PA
 June 1, 2017
 \$329.00
 Funding: Business Department Budget

Nicole Bauer
 Staff Developer
 ISTE 2017
 Int'l Society for Technology in Education
 San Antonio, TX
 June 25-28, 2017
 \$495.00
 Funding: Curriculum Budget

John-Paul Franzen
 Supervisor, Curriculum, Instruction & Assessment
 PA Association of Federal Program Coordinators
 Seven Springs, PA
 May 7-9, 2017
 \$824.85
 Funding: Title I

Susan Hadfield
 Principal
 PA Association of Federal Program Coordinators
 Seven Springs, PA
 May 7-9, 2017
 \$530.00
 Funding: Title I

6.5 Ratify Request to Attend Conference/Workshop

amie Kane, SH Teacher
 Susan Hughes, ICMS Teacher
 Gretchen Walter, IV Teacher
 Jessica Pillo, EMC Teacher
 Sandra Campagna, HS Teacher
 April 10-11, 2017
 Just Words - Wilson Reading
 Conshohocken, PA
 \$2,044.22
 Funding: Special Education Budget

Constance Meyers, IVMS Literacy Specialist
 Jamie Stone, ICMS Literacy Specialist
 April 10-11, 2017
 Just Words - Wilson Reading
 Conshohocken, PA
 \$885.58
 Funding: Curriculum Budget

Tessa Colucci
 Instructional Coach
 AIMS/Wilson Just Words
 April 10-11, 2017
 Conshohocken, PA
 \$442.79
 Funding: Curriculum Budget

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

High School Marching Band
 T.I.A. (Tournament Indoor Association)
 Tournament of Bands
 Indoor Championship
 Wildwood Crest, NJ
 May 4-7, 2017
 54 students / 15 chaperones
 Funding: Student

Salford Hills ES
 Camp Men-O-Lan
 Finland, PA
 5th Grade Outdoor School
 May 31 - June 2, 2017
 75 students / 14 chaperones
 Funding: Home & School and Student

High School Science Fair Club
 Penn State University
 PA Junior Academy of Science State Competition
 State College, PA
 May 13-15, 2017
 18 students / 2 adults
 Funding: Student and High School Building Budget

High School S.A.V.E. Students
 Grounds for Sculpture
 Hamilton, New Jersey
 May 15, 2017
 15 students / 2 teachers
 Funding: Student

6.7 Approve Personnel Items - Professional Staff

RETIREMENTS	
BALL, VICTORIA	Student Support Teacher, Oak Ridge Elementary School Effective: End of 2016-2017 School Year
FOERING, MARY	Second Grade Teacher, Franconia Elementary School Effective: End of 2016-2017 School Year
HANDERHAN, JOHN	Social Studies Teacher, Indian Valley Middle School Effective: End of 2016-2017 School Year
ITALIANO, DONA	English Teacher, Indian Valley Middle School Effective: End of 2016-2017 School Year
REQUEST FOR COMPENSATED PROFESSIONAL LEAVE	
CLEMMER, BROOKE	First Grade Teacher, Salford Hills Elementary School Request for Compensated Professional Leave for the first semester of the 2017-2018 School Year.

6.8 Approve Personnel Items - Support Staff

RETIREMENTS	
BUONFIGLIO, KAREN	Receptionist, Indian Valley Middle School Effective: June 30, 2017
PARSONS, LINDA	Special Education Instructional Assistant, Franconia Elementary School Effective: June 30, 2017
WENGER, CHERYL	Staff Nurse, Franconia Elementary School Effective: End of 2016-2017 School Year
RESIGNATION	
HOLLIDAY, PATRICIA	Cafeteria/Playground Aide, Vernfield Elementary School Effective: April 21, 2017
NEW HIRES	
DITZLER, PAIGE	Lifeguard, Aquatics Program Effective: April 19, 2017 Wage: \$9.00 per hour - Hours: As needed
GAHAGAN, SHAYLA Replacement for Stephanie Ziegler (Resigned)	Classroom Instructional Assistant, West Broad Street Elementary School Effective: April 21, 2017 Wage: \$10.90 per hour - Hours: 3 per day
KENAH, STEPHANIE Replacement for Nicole Hollinger (Temporary Transfer)	Intervention Teaching Assistant, Franconia Elementary School Effective: April 11, 2017 through June 2, 2017 Wage: \$14.46 per hour - Hours: 5.5 per day
KRAMER, MACKENZIE	Lifeguard, Aquatics Program Effective: April 19, 2017 Wage: \$9.00 per hour - Hours: As needed
PASTERNAK, CONCETTA Replacement for Paula Berry (Retired)	Special Education Instructional Assistant, Salford Hills Elementary School Effective: April 19, 2017 Wage: \$12.18 per hour - Hours: 6.75 per day

RYAN, LORI New Position	Special Services Nurse, One-to-One, Vernfield Elementary School Effective: May 8, 2017 Wage: \$19.63 per hour - Hours: 8 per day
TAYLOR, KELLY Replacement for Georgette Washel (Resigned)	Classroom Assistant, Oak Ridge Elementary School Effective: February 27, 2017 Wage: \$10.90 per hour - Hours: 1.25 per day
WETZEL, PHILIP Replacement for Jordan Liester (Resigned)	Part-Time Custodian, Indian Valley Middle School Effective: April 3, 2017 Wage: \$11.45 per hour - Hours: 4 per day
TRANSFER	
COLE, LISA Replacement for Karen Hengey (Retired)	From: Secretary to the Assistant Principal, Souderton Area High School To: Building Secretary, Souderton Area High School Effective: July 1, 2017 Wage: \$18.43 per hour - Hours: 7.5 per day, 261 days per year
KITSON, MARY Replacement for Kim Fadden (Resigned)	From: .5 Intervention Teaching Assistant, West Broad Street Elementary School To: Special Education Instructional Assistant, West Broad Street Elementary School Effective: April 19, 2017 Wage: \$13.31 per hour - Hours: 5.5 per day

6.9 Approve Personnel Items - Additions to Community Education Winter/Spring 2017 Instructor List

Name	Course	Rate	Amount
Barrick, Susan	Recreational Volleyball - Monday's at Salford Hills	\$10 Per Hour / 8 Hours	\$80
Burger, Lisa	Crochet for Beginners (Two courses)	\$20 Per Hour / 12 Hours	\$240
Burger, Lisa	Crochet: The Next Step	\$20 Per Hour / 6 Hours	\$120
Burger, Lisa	Washington DC Trip Escort	\$50 Fee	\$50
Burger, Lisa	Baltimore Inner Harbor Trip Escort	\$50 Fee	\$50
Burger, Lisa	New York City Food Festival Trip Escort	\$50 Fee	\$50
Cohan, Lorraine	EZ Toning	\$30 Per Hour / 8 Hours	\$240
McDowell, Patrick	Recreational Volleyball - Monday's at Salford Hills	\$10 Per Hour / 8 Hours	\$80

Prior to the vote on the Consent/Action agenda items, Mrs. Scheuren asked that items 6.10 through 6.13 be moved to the Discussion/Action Agenda.

6.10 APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED

The Administration is seeking approval for Consent/Action Agenda items as presented.

Motion by Thomas Kwiatkowski, second by Janet Flisak.

Final Resolution: Motion Carries

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

7. Discussion/Action Agenda

7.1 Approve PlanCon Documents and Award Bids for the EMC Project

It is recommended that Godshall Kane O'Rourke Architects be authorized to submit PlanCon Part F, Attachment C, *Post-Bid Opening Certification*, and PlanCon Part G, *Project Accounting Based on Bids*, on behalf of the Souderton Area School District. It is further recommended that the Board Secretary sign approval for the submission of PlanCon Part F, Attachment C and PlanCon Part G. This action approves the acceptance of responsible low-bid contractors and to award the following construction contracts for the E. Merton Crouthamel Elementary School Project, contingent upon receipt of Part F, Attachment C and Part G approvals, contracts, bonds, insurances and required agency approvals and School District Solicitor's approval.

General Trades - Rampart Construction Company, Inc., accept base bid in the amount of \$4,849,000 and includes no alternates.

Electrical - MJF Electrical Contracting, Inc., accept base bid for \$1,269,000 and includes no alternates.

The Board further directs the Administration to issue Notice to Proceed to these contractors and execute the necessary contracts to commence Phase II of the project upon receipt of PDE approval.

7.2 Approve Second Addendum to Agreement with Reynolds Construction, LLC for the E.M. Crouthamel ES Project

The Administration recommends approval of an addendum to the Agreement with Reynolds Construction, LLC to provide for on-site construction management services for the duration of the EMC Project.

7.3 Approve Proceeding to Construction Phase of the EMC Project

The Administration has determined that the Design Professional and Construction Manager have completed all required Bidding & Negotiation phase services under their respective agreements with the School District.

It is therefore recommended that Godshall Kane O'Rourke Architects be authorized to commence Construction Phase Services under the Agreement Between Owner and Design Professional dated April 23, 2015, as amended, between the Souderton Area School District and Godshall Kane O'Rourke Architects **at a cost not to exceed \$82,985**.

It is further recommended that Reynolds Construction, LLC be authorized to commence Construction Phase Services under the Construction Management Agreement dated April 23, 2015, as amended, between the Souderton Area School District and Reynolds Construction, LLC **at a cost not to exceed \$397,800**.

7.4 Approve Amendments to Guaranteed Energy Savings Agreement (GESA)

The Administration recommends approval of two amendments to the Guaranteed Energy Savings Agreement (GESA) with Reynolds Energy Services, Inc. for renovations at E. Merton Crouthamel Elementary School in the total amount of:

- Amendment No. 1: **-\$100,000 (credit back to SASD)**
- Amendment No. 2: **\$1,700,000**

Mrs. Scheuren commented that while being in favor of the EMC renovation she felt that the timing for approval was critical. She stated that as a fiscal conservative, she believes that additional capital collected from the sale of real estate would eliminate risk to the taxpayers. Therefore, she intended to vote no.

Mrs. Flisak commented that while she supports the project, she felt that there were some contingencies that were not disclosed and she would be voting no.

Mr. Kwiatkowski commented that he supports the renovation and addition to EMC, appreciating the work done by the Administration and the Operations committee in preparing the project for bid. Mr. Kwiatkowski expressed some questions and concerns about the contract documents and requested review of said documents prior to execution.

Mr. Jelinski stated that this Board and Administration were committed to the EMC project and noted the amount of thoughtful discussion that occurred to determine what was best for the taxpayer.

MOTION TO APPROVE DISCUSSION/ACTION AGENDA ITEMS 7.1, 7.2, 7.3 AND 7.4 AS THEY PERTAIN TO THE E.M.C. RENOVATION AND ADDITION PROJECT

Motion by William Brong, second by Ken Keith.

Final Resolution: Motion Carries

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

Nay: Janet Flisak, Donna Scheuren

8. Future Meetings

Information: 8.1 Future Meetings

Mr. Jelinski read a list of future meetings.

DATE	ORGANIZATION	TIME	LOCATION
Wednesday May 10 2017	SASD Special Board Action Meeting	6:30 PM	District Administrative Office

Wednesday May 10 2017	SASD Board Committee Meetings	6:45 PM	District Administrative Office
Monday May 15 2017	NMTCC Joint Operating Committee	7:00 PM	NMTCC 1265 Sumneytown Pike Lansdale
Tuesday May 23 2017	Indian Valley Regional Planning Commission	7:00 PM	Franconia Township Building
Wednesday May 24 2017	MCIU Board of School Directors	7:00 PM	MCIU 2 W. Lafayette St. Norristown
Thursday May 25 2017	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.

10. Unfinished/New Business of the Board

10.1 Unfinished/New Business from the Board

There was no new or unfinished business.

11. Public Comments

11.1 Public Comments

Ms. Marianne Vargo Wright of Franconia Township reiterated her concerns to the Board regarding the main entrance traffic at the high school. Mr. Gallagher responded that we are still analyzing and reviewing traffic procedures to alleviate congestion. Ms. Vargo Wright also inquired to the Board about a Land Development agreement involving the relationship between the Souderton Area School District and the Franconia Sewer Authority that stipulates a refund on sewer bills. Mr. Gallagher acknowledged that an agreement does exist that would permit a decrease in the high schools' sewer bills in the event that local residents would elect to hook up to the sewer line within 15 years of its original installation.

Mr. Jeff Wright of Franconia Township inquired to the Board about the high school parking fee and how long it had been in existence. Mr. Gallagher responded that the fee to park at the high school had been in place at the old high school. Mr. Gallagher noted that the school district provides bus transportation for all students attending the high school and that driving to school is a privilege. Students who elect to drive to school are given the option to waive their seat on a school bus, thus lowering the District transportation cost (by eliminating the need for some buses) and in turn, are eligible for a reduced parking fee.

Ms. Peggy Hoffner of Franconia Township expressed concerns regarding traffic on Halteman Road. Ms. Hoffner stated that because of recent area road closures she has noticed an increase of traffic on Halteman Road and believes that the opening of the Halteman Road gate for student use would only add to what she believes are already dangerous conditions. Mr. Gallagher responded that there are no current plans to open the gate to student traffic. It will remain open for faculty, staff and parent drop off only.

12. Adjournment

12.1 Adjournment of the Meeting

MOTION TO ADJOURN THE BOARD OF SCHOOL DIRECTORS' MEETING.

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

The meeting was adjourned at 8:05 P.M.

Respectfully Submitted,

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

William R. Stone
Director of Business Affairs