



## **BOARD OF SCHOOL DIRECTORS MONTHLY ACTION MEETING MINUTES** **Thursday, April 26, 2018**

Generated by Renai Cardillo on Monday, April 30, 2018

**Members present:** Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Ken Keith, Thomas Kwiatkowski, Stephen Nelson, Donna Scheuren

Scott Jelinski via phone at 7:15 P.M.

**Others present:** Lisa Ball, Kyle Berman, Deb Doebler, Henry Franz, Sharon Fuhrman, Frank Gallagher, Bill Hazel, Christopher Hey, Ray Kase, Katie Kennedy-Reilly, Carol Luciani, Andy McClintock, Sam Varano and William Stone.

### **1. Welcome**

1.1 Call to Order - Board President

Mr. Keith called the meeting to order at 7:12 P.M.

1.2 Meeting Protocol

Mr. Keith announced the meeting protocol for public comment.

1.3 Pledge of Allegiance

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

1.4 Roll Call - Board Secretary

Mr. Stone called the roll. Eight board members present.

### **2. Student Recognition**

2.1 Recognition of High School Journalism Student(s)

Dr. Gallagher introduced Dr. Varano who congratulated The Arrowhead on their achievement and introduced advisor Dr. Stacey Aronow. Dr. Aronow highlighted the philanthropic efforts of the staff which included a donation to Hurricane Harvey victims and to Marjorie Stoneman Douglas High School. Dr. Aronow also noted the attendance to the annual Journalism convention in Texas and the Columbia Press Awards in New York. Dr. Aronow listed the awards for which The Arrowhead staff were being recognized:

#### National Scholastic Press Association

- All-American Award with marks of distinction in "Coverage and Content," "Text," "Visuals," and "Presentation" (Only 5 percent of all entries received win this award.)

#### Columbia Scholastic Press Association

- Crown Finalist Award (achieved through head-to-head competition from a pool of 1,100 high school newspapers across the country")

#### Pennsylvania School Press Association

- Gold Medal

Mr. Keith praised the staff for their continued excellence.

### **MOTION TO RECOGNIZE THE SOUDERTON AREA HIGH SCHOOL JOURNALISM STUDENTS FOR ACADEMIC EXCELLENCE**

Motion by William Brong, second by Donna Scheuren.

Final Resolution: Motion Carries

Aye: Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Ken Keith, Thomas Kwiatkowski, Stephen Nelson, Donna Scheuren

## 2.2 Recognize Academic Challenge Team

Dr. Gallagher and Mrs. Scheuren presented an award-winning plaque to Academic Challenge Team advisor Mr. Mike Cahill.

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

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

Senior Ben Heckler introduced sophomore Nalia Neely who gave an update on high school activities that included the start of spring sports, AP testing and the beginning of the 4th marking period. Ben noted that the high school musical *Bye Bye Birdie* was very successful and the recent Health & Human Services Expo had over 30 presenters in attendance. Ben also commented on the upcoming Special Olympics for which 300 students have signed up to volunteer.

## **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. Keith reported that a Board Workshop was held on April 11, 2018 to discuss school security protocols and lasted approximately 45 minutes.

Mr. Keith also reported that an Executive Session was held prior to tonight's meeting to discuss the Act 93 compensation plan, personnel matters on the agenda including professional and support staff retirements, change orders for the EMC project, a student expulsion, a confidential settlement agreement and legal issue regarding the sponsorship agreement. This meeting lasted for approximately 50 minutes.

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

### 6.1 Consent/Action Agenda Protocol

Superintendent Gallagher read the list of items that were being recommended to the Board for a motion to approve on the Consent/Action portion of the agenda.

### 6.2 Approve School Board Meeting Minutes from March 2018

The Administration is seeking the approval of the Board of School Directors Meeting Minutes from March 21, 2018 .

### 6.3 Approve Financial Statements and Check Listings - March 2018

The Administration is seeking Board approval for the Financial Statements and Check Listings for March 2018 as presented.

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

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

John Franzen  
 Supervisor Curriculum, Instruction & Assessment  
 PAFPC Annual Conference  
 PA Federal Programming Conference  
 Hershey, PA  
 April 30, 2018  
 \$364.20  
 Funding: Title I

Teresa Washam  
 Vocal Music Teacher (SAHS)  
 PA Music Educators Association &  
 All-State Chorus Festival  
 Lancaster, PA  
 April 18-21, 2018  
 \$405.00  
 Funding: Building Budget

6.5 Approve Request to Ratify Conference Attendance

Administration is seeking to ratify the attendance of the following:

Julia Alderfer  
 Learning Support Teacher  
 Indian Crest Middle School  
 Just Words - Wilson Language Training  
 Conshohocken, PA  
 April 10-11, 2018  
 \$404.35  
 Funding: Building Budget

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

The Administration is seeking approval for a request for an out-of-state/overnight field trip.

Tim Wilson  
 Wesley Fazekas  
 Richard Freda  
 SAHS Indoor Percussion/Guard  
 Tournament of Bands Indoor Competition  
 Wildwood, NJ  
 May 2-6, 2018  
 51 students / 10 adults  
 Funding: Student

Karen Wolfe  
 High School Science Teacher  
 Penn State University  
 State College, PA  
 PA Junior Academy of Science Fair  
 May 20-22, 2018  
 19 students / 2 adults  
 Funding: Student

Salford Hills Fifth Grade  
 Outdoor School  
 Camp Men-O-Lan  
 Quakertown, PA  
 May 30 - June 1, 2018  
 97 students / 16 chaperones  
 Funding: Student

6.7 Approve Personnel Items - Professional Staff

<b>RETIREMENT</b>	
KERSHETSKY, CAROLE	English Teacher, Souderton Area High School Effective: End of 2017-2018 School Year
<b>REQUEST FOR COMPENSATED PROFESSIONAL LEAVE</b>	
SKOWRONSKI, LAUREN	Fifth Grade Teacher, Franconia Elementary School Request for Compensated Professional Leave for the first semester of the 2018-2019 School Year.

## 6.8 Approve Personnel Items - Support Staff

<b>RETIREMENTS</b>	
MICHENER, JANET	Food Service Assistant, Souderton Area High School Effective: June 12, 2018
ORR, KERRY	2nd Shift Custodian, Indian Crest Middle School Effective: July 6, 2018
SEALS, JOYCE	Food Service Assistant, Souderton Area High School Effective: May 25, 2018
<b>RESIGNATIONS</b>	
HOFFMAN, VICTORIA	Food Service Assistant, E. Merton Crouthamel Elementary School Effective: March 29, 2018
HUTT, MATTHEW	Food Service Substitute Effective: March 20, 2018
JUREWICZ, KELSEY	Intervention Teaching Assistant, Oak Ridge Elementary School Effective: March 29, 2018
MORRISON, ANTHONY	Part-Time Custodian, E. Merton Crouthamel Elementary School Effective: April 6, 2018
RYAN, ADAM	Special Education Instructional Assistant, Indian Valley Middle School Effective: April 26, 2018
THOMAS, JUSTIN	Part-Time Custodian, Indian Crest Middle School Effective: April 18, 2018
ZIEGLER, STEPHANIE	Cafeteria/Playground Aide, West Broad Street Elementary School Effective: April 6, 2018
<b>NEW HIRES</b>	
FREED, HAILEY	Instructor, Aquatics Program Effective: March 22, 2018 Wage: \$10.00 per hour - Hours: As needed
	Lifeguard, Aquatics Program Effective: March 22, 2018 Wage: \$9.00 per hour - Hours: As needed
LEYLAND, WILLIAM	Instructor, Aquatics Program Effective: March 22, 2018 Wage: \$10.00 per hour - Hours: As needed
	Lifeguard, Aquatics Program Effective: March 22, 2018 Wage: \$9.00 per hour - Hours: As needed
MOYER, SAMUEL Replacement for Justin Thomas (Resigned)	Part-Time Custodian, Indian Crest Middle School Effective: April 16, 2018 Wage: \$12.01 per hour - Hours: 4 per day
ROSE, AMBER Replacement for Kelsey Jurewicz (Resigned)	Intervention Teaching Assistant, Oak Ridge Elementary School Effective: April 23, 2018 Wage: \$15.01 per hour - Hours: 5.5 per day
SKINFILL, CARRIE Replacement for Erica LaLonge (Resigned)	ESL Intervention Teaching Assistant, Vernfield Elementary School & Indian Valley Middle School Effective: March 26, 2018 Wage: \$15.01 per hour - Hours: 5.5 per day
SMITH, KAIYA	Instructor, Aquatics Program Effective: March 20, 2018 Wage: \$10.00 per hour - Hours: As needed
STANCZEWSKI, KRISTIAN	Instructor, Aquatics Program Effective: March 29, 2018 Wage: \$10.00 per hour - Hours: As needed
<b>TRANSFERS</b>	
STRAUB, THERESA	From: Cafeteria/Playground Aide, E. Merton Crouthamel Elementary School To: Substitute Food Service Assistant Effective: April 27, 2018 Wage: \$9.67 per hour - Hours: As needed

<b>REQUEST FOR UNPAID LEAVE</b>	
FLUCK, SUSAN	Cafeteria/Playground Aide, Franconia Elementary School Request for unpaid leave beginning on April 3, 2018 through the remainder of the 2017-2018 school year. Ms. Fluck plans to return at the start of the 2018-2019 school year.

6.9 Approve Personnel Items - Revisions to Supplemental Contracts

<b>Name</b>	<b>School</b>	<b>Position</b>	<b>Salary</b>	<b>Replacement For</b>
Lepping, Courtney	Indian Valley Middle School	6-8 Math Coordinator	\$1,750	Lynn Carroll (2nd semester only)
Lepping, Courtney	Indian Valley Middle School	Indian Valley Math Chair	\$600	Changed to 1st Semester only - originally approved for full year
McDonough, David	Souderton Area High School	Assistant Girls Track & Field Coach	\$2,737	Richard Hess
Walker, Jeffrey	Indian Valley Middle School	Head Basketball Coach	\$1,351.50	Adam Ryan

6.10 Approve Personnel Items - Revised Pay for Community Education Instructors

<b>Name</b>	<b>Semester</b>	<b>Rate</b>	<b>Total</b>
Scovronski, Ashley	Fall 2017 Courses	\$20 per hour for an additional 8 hours worked	additional \$160 owed
Scovronski, Ashley	Winter/Spring 2018 Courses	\$20 per hour for an additional 2 hours worked	additional \$40 owed

6.11 Approve Personnel Items - Additions to Substitute Teacher List

- Austin Berbaum
- Elizabeth Detwiler
- Noelle Gaburon
- Rebecca Goldstein
- Angela Hiller
- Allison Hough
- Olivia Quatraro
- Kelli Williams

6.12 Approve Mentors and Peer Coaches

Administration will be seeking approval for the following mentors:

Trout, Nickole	Peer Coach to Lauren Ruth	\$300
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6.13 Approve Colleges and Universities for Student-Teacher Partnering

Souderton Area School District will consider student-teacher placements from the following list of eligible colleges and universities for the 2018-2019 school year. The colleges/universities will furnish a credential packet on behalf of the student teacher prior to the District securing a placement. The credential packet will include: formal placement request letter, student teacher application, essay, resume, Praxis scores (if available), letter of recommendation, Act 34 Pennsylvania Criminal Record Check, Act 114 FBI Criminal History Record, Act 151 Pennsylvania Child Abuse History Clearance, Tuberculosis test results, and academic transcripts.

- Arcadia University
- Bloomsburg University
- Bowling Green State University
- Cabrini College
- Cairn University
- Chestnut Hill College
- Delaware Valley College
- Drexel University
- East Stroudsburg University
- Eastern University
- Gwynedd-Mercy College
- Immaculata College
- Lehigh University
- Liberty University
- Mansfield University
- The Pennsylvania State University
- St. Joseph's University
- Temple University
- West Chester University
- Ursinus College

6.14 Approve Authorization to Notify and Terminate Contract for Educational Services Agreement with EdBeCo, Inc.

The Administration is seeking to authorize the notification and termination of Contract For Educational Services Agreement with EdBeCo Inc. effective 30 days from the date of the written notification.

6.15 Approve Third Reading and Final Adoption of New Policy No. 832 - Email Retention

The Administration will be seeking a Third Reading and Final Adoption of new Policy No. 832 - Email Retention.

6.16 Approve Third Reading and Final Adoption of Revised Policy No. 251 - Homeless Students

The Administration is seeking a Third Reading and Final Adoption of revisions to Policy #251 Homeless Students.

6.17 Approve Second Reading of Policy No. 103 - Nondiscrimination in School and Classroom Practices

The Administration is seeking a Second Reading of Policy #103 - Nondiscrimination in School and Classroom Practices. This action will revise existing Board Policy #103 and replace Board Policy #248.

6.18 Approve Second Reading of Policy No. 103.1 - Nondiscrimination - Qualified Students with Disabilities

The Administration is seeking a Second Reading of Policy No. 103.1 - Nondiscrimination - Qualified Students with Disabilities. This action will incorporate and update elements of existing Board Policies. Board Policy #253, #353, #453, and #553 will be merged into the revised Board Policies #103.1 and #104.

6.19 Approve Second Reading of Policy No. 104 - Nondiscrimination in Employment Practices

The Administration is requesting the approval of a Second Reading of Policy No. 104 - Nondiscrimination in Employment Practices. This action will revise existing Board Policy #104 and incorporate and update elements of existing Board Policies. Board Policies #348, #448 and #548 will be merged into the revised Board Policies #103.1 and #104.

6.20 Approve the 2018-2019 North Montco Technical Career Center Budget

The Administration recommends approval of the 2018-2019 North Montco Technical Career Center Budget.

6.21 Approve 2018-2019 General Supply Bid List Pricing

The Administration recommends approval of the general supply bid list pricing for 2018-2019.

6.22 Approve Voluntary Contribution Agreement

The Administration is seeking to renew the Voluntary Contribution Agreement with Lutheran Community at Telford.

6.23 Approve Sponsorship Agreement

The Administration recommends approval of a sponsorship agreement with Grand View Health for the Souderton Area High School stadium and gymnasium. The Agreement is for three years and totals \$82,500. The final agreement is pending final review by the solicitor.

6.24 Approve 2018-2019 Proposed Final Budget

The Administration recommends approval of the 2018-2019 Proposed Final General Fund Budget in accordance with Special Session Act 1 of 2006. The Board further directs the Administration to make the Proposed Final Budget document available on its website in the form required by the Department of Education. Dr. Gallagher noted that this is the Proposed Final Budget, not the final budget. The district is required by state law Act 1 to follow a timeline approval. The final budget is scheduled for approval in June and there is work to be done until that time.

6.25 Approve Copier and Printer Agreement

The Administration recommends approval of a five-year Unified Print Services Master Agreement with Fraser Advanced Information Systems of West Reading, PA. The recommendation is contingent upon the solicitor's final approval of the agreement.

6.26 Approve Special Education Services Contract

The Administration recommends approval of a two-year contract with the Chester County Intermediate Unit/CCRES to provide certain special education services, at estimated annual costs as outlined below.

<b>Vendor</b>	<b>Year 1</b>	<b>Year 2</b>
Level 1 PCA Services	\$270,270	\$275,405
Level 2 PCA Services	\$745,114	\$759,271
BCBA Services	\$289,000	\$294,491
<b>TOTAL COST</b>	<b>\$1,304,384</b>	<b>\$1,329,167</b>

The recommendation is contingent upon the solicitor's final approval of the agreement.

6.27 Reject Special Education Transportation Proposal

The Administration recommends rejecting the special education transportation proposal received from Montgomery County Intermediate Unit.

6.28 Approve No Cost Change Orders

The Administration recommends approval of no-cost change orders to extend the EMC project schedule.

6.29 Approve Act 80 Days

The Administration recommends approval of the following Act 80 days for the 2017-2018 school year:

<b>All Grades (K-12)</b>	<b>KA, Gr 12 Only</b>	<b>KP Only</b>
October 13, 2017	October 13, 2017	October 13, 2017
November 7, 2017	November 7, 2017	November 7, 2017
	November 20, 2017	November 20, 2017
		November 21, 2017
		November 22, 2017
March 14, 2018	March 14, 2018	March 14, 2018

6.30 Approve School Counseling Plan Chapter 339

Administration is recommending the approval of the School Counseling Plan K-12 as required in the PA School Code under Chapter 339 entitled Guidance.

6.31 Approve Special Education Plan

In accordance with PDE, the Administration will be presenting the Special Education Plan Report dated July 1, 2018 to June 30, 2021. The plan must be approved by the School Board, put on display for the public, and submitted to the PA Department of Education by May 1, 2018.

### 6.32 Approve Confidential Release and Settlement Agreement

The Administration is seeking approval for a Confidential Release and Settlement Agreement for one (1) Souderton Area School District student.

### 6.33 Approve Student Expulsion

The Administration is seeking approval for a student expulsion. Pursuant to the laws of Pennsylvania, it is recommended that the Souderton Area School District Board of Directors approve the expulsion of Student ID #306470.

### 6.34 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 Stephen Nelson, second by Donna Scheuren.

Final Resolution: Motion Carries

Aye: Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Ken Keith, Thomas Kwiatkowski, Stephen Nelson, Donna Scheuren

### 7. Discussion/Action Agenda

There were no Discussion/Action agenda items.

## **8. Future Meetings**

### 8.1 Future Meetings

DATE	ORGANIZATION	TIME	LOCATION
Wednesday May 9 2018	SASD Board Committee Meetings	6:30 PM	District Administrative Office
Monday May 21 2018	North Montco Technical Career Center Joint Operating Committee Meeting	7:00 PM	N.M.T.C.C. 1265 Sumneytown Pike Lansdale
Tuesday May 22 2018	Indian Valley Regional Planning Commission	7:00 PM	Franconia Township Building 671 Allentown Road Telford
Wednesday May 23 2018	Montgomery County Intermediate Unit Board of Directors Meeting	7:00 PM	M.C.I.U. 2 West Lafayette Street Norristown
Thursday May 24 2018	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

Mr. Brong announced that a new Executive Director had been chosen for North Montco Technical Career Center and thanked Dr. Charlie Amuso for his work as Acting Director.

## **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.

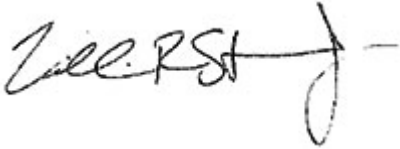
Motion by William Brong, second by Donna Scheuren.

Final Resolution: Motion Carries

Aye: Nicholas Braccio, William Brong, Janet Flisak, Matt Holliday, Ken Keith, Thomas Kwiatkowski, Stephen Nelson, Donna Scheuren

The meeting was adjourned at 7:36 P.M.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'W.R. Stone', followed by a horizontal line.

William R. Stone  
Board Secretary