

**SOUDERTON AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS MONTHLY ACTION MEETING MINUTES
Thursday, October 26, 2017**

Generated by Renai Cardillo on Friday, October 27, 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, Steve Bukowski, Henry Franz, Sharon Fuhrman, Frank Gallagher, Christopher Hey, Raymond Kase, Katie Kennedy-Reilly, Carol Luciani, Andy McClintock, Lisa Snedaker, and William Stone.

1. Welcome

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

Mr. Jelinski called the meeting to order at 7:04 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 - William R. Stone, Jr., Board Secretary

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

2. Recognition of Tax Collectors

2.1 Recognition of Tax Collectors

The Administration and Board of School Directors recognized three retiring tax collectors each with more than 10 years of service: Gerald DeLong, Franconia Township; Carol Casper, Salford Township; and Emiline Weiss, Telford. Mr. Stone commented on the often difficult task of the tax collector and the importance of the position to the School District. Mr. Gallagher also thanked them for their service. Mr. Stone presented Mr. DeLong and Mrs. Weiss with a token gift of recognition on behalf of the school district. Mrs. Casper was not present at the meeting.

MOTION TO RECOGNIZE THREE RETIRING TAX COLLECTORS

Motion by Thomas Kwiatkowski, second by William Brong.

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 Ben Heckler reported on the success of recent Homecoming activities that included large attendance at the football game and the Homecoming Dance. He also reported on the recent College Fair and the Pathways Arts & Humanities Expo. Ben also commented on Shakespeare Day where students were able to view a live performance of Romeo & Juliet by professional theater actors of DeSales University. Ben also noted upcoming school events that included the S.A.V.E. Night Hike, the Women's Symposium, the Quidditch match, the Fall Play, and the During the Day 5K. Ben remarked that senior projects were scheduled during November and course selection would soon begin for underclassmen.

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 reported that an Executive Session was held prior to tonight's meeting to discuss the personnel matters on this agenda, including professional staff resignations, long term substitutes, support staff resignations, appointments, substitute teacher appointments, the Guest teacher program, a confidential settlement agreement and a real estate update on the potential sale of a district property. This meeting lasted approximately 15 minutes in duration.

Mr. Jelinski also commented that the Guest teacher program is currently open, information is on the School District website.

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 as Consent/Action items. Board members were invited to remove items from the Consent/Action agenda if further discussion was needed.

6.2 Approve School Board Meeting Minutes from September 28, 2017

The Administration is seeking approval of the School Board Meeting Minutes from September 28, 2017 as presented.

6.3 Approve Financial Statements and Check Listings

The Administration is seeking Board approval for the Financial Statements and Check Listings for September 2017.

6.4 Approve Request(s) to Attend Conferences/Workshops

Frank Gallagher
Superintendent of Schools
PASCD
Digital Leadership & Innovation
On-line
October 27, 2017
\$465.00
Funding: Superintendent's Budget

Lisa Nelson
SAHS - ESL Teacher
MCIU - Effective Strategies for All Teachers of English Language (ESL)
Norristown, PA
November 2 and 30, 2017
\$334.16
Funding: High School Budget

Maureen Unger and Janet Johnson
 Child Accounting PIMS Supervisor and Registrar
 A/CAPA Fall Conference - Attendance/Child Accounting Professional Association
 Hershey, PA
 November 1-2, 2017
 \$1,228.86
 Funding: Pupil Services Budget

6.5 Ratify Request to Attend Conference/Workshop

Caitlin Warren
 SAHS Teacher
 STEC CAP Annual Conference
 Lincoln, NE
 June 13-15, 2017
 \$417.90
 Funding: STEC Grant

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

SAHS Academic Decathlon Club
 Academic Decathlon State Championships
 Clarion University
 Clarion, PA
 March 8-10, 2018
 15 students / 3 adults
 Funding: Student

SAHS Future Business Leaders of America
 F.B.L.A. Officer Training & Planning
 Kalahari Resorts & Convention Center
 Mt. Pocono, PA
 November 5-6, 2017
 11 students / 2 adults
 Funding: Student

SAHS Choir Students
 Circle in the Square Theater & Metropolitan Museum of Art
 New York, NY
 May 19, 2018
 80 students / 10 adults
 Funding: Student

6.7 Approve Personnel Items - Professional Staff

| RESIGNATIONS | |
|-----------------------|--|
| SILBERMAN, JESSICA | .7 Music Teacher, Indian Crest Middle School Effective: October 2, 2017 |
| SMITH, COVINGTON | .8 Gifted Support Long-Term Substitute Teacher, Elementary Schools Effective: October 18, 2017 |
| NEW HIRE | |
| ALE, KYLE | Art Teacher, Vernfield Elementary School LONG-TERM SUBSTITUTE Effective: October 23, 2017 through the remainder of the 2017-2018 school year Education: Bloomsburg University (BA) 2011 |

| | |
|--|--|
| Replacement for Alexandra Aiken (Childrearing) | <u>Experience</u> : August 2017-present - Ridley School District, LTS Art Teacher, Ridley High School; Summers 2015-present - Kinder Works, Art Studio Specialist; Jan-May 2017 - North Penn and Spring-Ford School Districts, Art Student Teacher <u>Recommended Salary</u> : \$45,544 (to be pro-rated) - B (1) |
|--|--|

6.8 Approve Personnel Items - Additions to Substitute List

Substitute Teachers/Aides:

Ronald Benner
Amanda Lorenc
Schuyler Walden

Substitute Nurses:

Nicole Hinckle
Nicolette Petrusky

6.9 Approve Personnel Items - Ratify Supplemental Pay for Coach

| Name | Activity | School | Salary |
|-------------|------------------------------|----------------------------|---------------------------------|
| Adam Street | Marching Band Drill Designer | Souderton Area High School | \$3,000 (Paid by Band Boosters) |

6.10 Approve Personnel Items - Support Staff

| RESIGNATIONS | |
|--|---|
| GAHAGAN, SHAYLA | Cafeteria/Recess Aide, West Broad Street Elementary School Effective: October 6, 2017 |
| KAPINOS, DEBORAH | Food Service Substitute Effective: October 2, 2017 |
| SHELLY, DAYNA | Part-Time Summer Custodian Effective: October 6, 2017 |
| TRAVOR, VICTORIA | Intervention Teaching Assistant, Indian Valley Middle School Effective: September 28, 2017 |
| WETZEL, PHILIP | Part-Time Custodian, Indian Valley Middle School Effective: October 6, 2017 |
| WILLIAMS, KELLI | Intervention Teaching Assistant, Oak Ridge Elementary School Effective: October 11, 2017 |
| WOLFE, ALEXANDER | Part-Time Custodian, Indian Valley Middle School Effective: October 20, 2017 |
| NEW HIRES | |
| CAMACHO, MARIA | Substitute Cafeteria/Playground Aide, West Broad Street Elementary School Effective: October 23, 2017 Wage: \$10.20 per hour - Hours: As needed |
| DAVID, MEGAN Replacement for Jeannette Helmstetter (Resigned) | Intervention Teaching Assistant, E. Merton Crouthamel Elementary School Effective: October 20, 2017 Wage: \$15.01 per hour - Hours: 5.5 per day |
| ECHEVERRIA, KELVIN | Part-Time Custodial Substitute Effective: October 23, 2017 Wage: \$12.01 per hour - Hours: As needed |
| FERRARA, JENNIFER Replacement for Shayla Gahagan (Resigned) | Cafeteria/Playground Aide, West Broad Street Elementary School Effective: October 17, 2017 Wage: \$10.20 per hour - Hours: 1.5 per day |

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|--|--|
| FISHER, HOLLY | Food Service Substitute Effective: October 16, 2017 Wage: \$9.67 per hour - Hours: As needed |
| JUREWICZ, KELSEY Replacement for Kelli Wililams (Resigned) | Intervention Teaching Assistant, Oak Ridge Elementary School Effective: October 12, 2017 Wage: \$15.01 per hour - Hours: 5.5 per day |
| MAZAK, MACKENZIE Replacement for Stephanie Malfaro (Resigned) | Intervention Teaching Assistant, Salford Hills Elementary School Effective: October 2, 2017 Wage: \$15.01 per hour - Hours: 5.5 per day |
| MAZAK, MACKENZIE Replacement for Stephanie Malfaro (Resigned) | Classroom Teaching Assistant, Salford Hills Elementary School Effective: October 2, 2017 Wage: \$11.40 per hour - Hours: 0.5 per day |
| MEEHAN, COLLEEN | Food Service Substitute Effective: October 9, 2017 Wage: \$9.67 per hour - Hours: As needed |
| MSCICHOWSKI, SHANNON | Substitute Cafeteria/Playground Aide, E. Merton Crouthamel Elementary School Effective: September 27, 2017 Wage: 10.20 per hour - Hours: As needed |
| PLANTE, ANNE | Substitute Cafeteria/Playground Aide, West Broad Street Elementary School Effective: October 16, 2017 Wage: \$10.20 per hour - Hours: As needed |
| WISSER, ALEXANDRA | Cafeteria/Playground Aide, Salford Hills Elementary School Effective: October 9, 2017 Wage: \$10.20 per hour - Hours: 1.5 per day (M, W, F only) |
| WUNSCH, MEGAN Replacement for Gabrielle Sparling (Resigned) | Intervention Teaching Assistant, E. Merton Crouthamel Elementary School Effective: October 2, 2017 Wage: \$15.01 per hour - Hours: 5.5 per day |
| ZUK, COLTON Replacement for Philip Wetzel (Resigned) | Part-Time Custodian, Indian Valley Middle School Effective: October 23, 2017 Wage: \$12.01 per hour - Hours: 4 per day |
| TRANSFER | |
| EVERHARDT, JENNIFER | From: Special Education Instructional Assistant, Franconia Elementary School To: Classroom Assistant, Franconia Elementary School Effective: October 23, 2017 Wage: \$11.40 per hour - Hours: 5.5 per day |

6.11 Approve Personnel Items - Supplemental Contract Additions

| Name | Position | Salary |
|---------------|----------------------------------|---------------|
| Tara Voorhees | 6-8 Social Studies Chair | \$1,200 |
| Jennifer Toby | 6-8 School Counselor Coordinator | \$2,000 |

6.12 Approve Mentors and Peer Coaches

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|---------------|---------------------------------|--------|
| William Gross | Mentor for Kyle Ale (pro-rated) | \$471. |
|---------------|---------------------------------|--------|

6.13 Approve Personnel Items - Additions to Community Education Fall 2017 Staff

| Name | Course | Rate | Salary |
|-------------|-------------------------------|---------------------|--------|
| Lisa Lyons | Create Your Own Perfume | 3 hrs / \$20 per hr | \$60 |
| Lisa Lyons | Homemade Spa Gifts | 3 hrs / \$20 per hr | \$60 |
| Lisa Lyons | Cleaning Cabinet Makeover | 3 hrs / \$20 per hr | \$60 |
| Lisa Lyons | Essential Oils | 3 hrs / \$20 per hr | \$60 |
| Lisa Lyons | Homemade Healthy Gifts | 3 hrs / \$20 per hr | \$60 |
| Lisa Burger | Crochet - Beginners 2nd class | 6 hrs / \$20 per hr | \$120 |
| John Mills | Intermediate Photography | 6 hrs / \$25 per hr | \$150 |

To be paid via Purchase Order:

| Name | Position | Rate |
|----------------|--|--------------------------------------|
| 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 |

6.14 Approve Third Reading and Final Adoption of Program of Studies

The Administration is seeking a Third Reading and Final Adoption of the High School Program of Studies for the 2018-2019 academic year.

6.15 Approve Third Reading and Final Adoption of Revised Policy #204 - Student Attendance

The Administration is seeking a Third Reading and Final Adoption of revisions to Policy #204 - Student Attendance

6.16 Approve Third Reading and Final Adoption of Revised Policy #246 - Student Wellness

The Administration is seeking a Third Reading and Final Adoption of revisions to Policy #246 - Student Wellness.

6.17 Approve Third Reading and Final Adoption of Revised Policy 815.2 - Web Site Development

The Administration is seeking a Third Reading and Final Adoption of Policy No. 815.2 which revises the District's Web Site Development policy.

6.18 Approve Confidential Release and Settlement Agreement for (1) Student

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

6.19 Approve the Disposal of Excess, Obsolete and Non-Repairable Equipment

The Administration recommends approving the disposal of unusable / unrepairable items and equipment as per *Policy #706.1*.

6.20 Approve First Addendum to License Agreement

The Administration recommends approval of a First Addendum to the License Agreement to allow Allan Myers, LP to rent a portion of the Maintenance Facility parking area for vehicle and material storage.

6.21 APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED

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

Motion by Donna Scheuren, second by William Brong.

Final Resolution: Motion Carries

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

7. Discussion/Action Agenda

There were no Discussion/Action agenda items.

8. Future Meetings

8.1 Future Meetings

Mr. Jelinski announced future meetings:

| DATE | ORGANIZATION | TIME | LOCATION |
|----------------------------------|--|-------------|--|
| Wednesday November 8 2017 | SASD Board Committee Meetings | 6:30 PM | District Administrative Office |
| Wednesday November 15 2017 | Montgomery County Intermediate Unit Board of School Directors Meeting | 7:00 PM | M.C.I.U. 2 West Lafayette St. Norristown |
| Thursday November 16 2017 | SASD Board Action Meeting | 7:00 PM | District Administrative Office |
| Monday November 20 2017 | North Montco Technical Career Center Joint Operating Committee Meeting | 7:00 PM | N.M.T.C.C. 1265 Sumneytown Pike Lansdale |
| Tuesday November 28 2017 | Indian Valley Regional Planning Commission | 7:00 PM | Franconia Township Building 861 Allentown Road Telford |

9. Report of the Solicitor

9.1 Report of the Solicitor

There was no report from the Solicitor.

10. Unfinished/New Business of the Board

10.1 Unfinished/New Business from the Board

Mr. Jelinski commented on the *Tasting's* event hosted by The Indian Valley Chamber of Commerce, of which the Indian Valley Education Foundation was the recipient of a portion of the proceeds. Mr. Jelinski commented on the positive attendance. Mrs. Flisak also commented on the Indian Valley Education Foundation and announced an on-line auction fundraiser will be coming soon.

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.

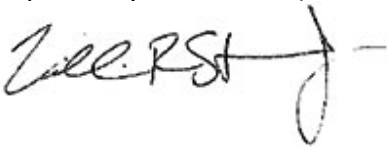
Motion by William Brong, second by Ken Keith.

Final Resolution: Motion Carries

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

The meeting was adjourned at 7:20 P.M.

Respectfully Submitted,



William R. Stone
Board Secretary