

BOARD OF SCHOOL DIRECTORS MONTHLY ACTION MEETING MINUTES

Thursday, September 28, 2017

Generated by Renai Cardillo on Monday, October 2, 2017

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

Others present: Deborah Doebler, Henry Franz, Sharon Fuhrman, Frank T. Gallagher, Christopher D. Hey, Raymond Kase, Andy McClintock, Katie Kennedy-Reilly, Walt Salevsky, Elisa Snedaker, William R. Stone

1. Welcome

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

Mr. Jelinski called the meeting to order at 7:02 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. Report of the Student Representatives to the Board

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

Senior Makenna Kregel reported on the successful start of the school year applauding the efforts of *Link Crew* with large attendance on Freshman Orientation Day and at the Welcome Back Dance. Makenna also reported that over 70 clubs and organizations participated in the High School Club Fair and that school spirit appears to very high as witnessed at both home and away athletic events. Makenna mentioned that October 2-7 was Homecoming and several events including a pep rally, the Wing Bowl and a Homecoming Dance were planned.

3. Public Comments on Agenda Items

3.1 Public Comment

There were no public comments on agenda items.

4. Report of the President

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

1. An Executive Session was held on September 19, 2017 to discuss the annual Superintendent's performance evaluation. The meeting lasted approximately three hours in duration.

2. An Executive Session was held prior to tonight's meeting to discuss the personnel matters on this agenda, including peer coaches and mentors, support staff resignations and appointments, substitute teacher hires, the compensation plan with the Building Facility Managers and a request for child-rearing leave, the traffic patterns at the High School, the EMC project and middle school athletics. The meeting lasted approximately 15 minutes in duration.

5. Consent/Action Agenda

5.1 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.

5.2 Approve School Board Meeting Minutes from August 24, 2017

The Administration is seeking approval of the School Board Meeting Minutes from August 24, 2017 as presented.

5.3 Approve Financial Statements and Check Listings

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

5.4 Approve Request(s) to Attend Conferences/Workshops

Renai Cardillo
Administrative Assistant to the Superintendent
DSBSA - Dept. of School Board Secretaries & Affiliates Annual Conference
Hershey, PA
October 19, 2017
\$642.13
Funding: Superintendents' Budget

Catherine Heller
IVMS Assistant Principal
PASCD
Digital Leadership & Innovation
On-line
October 27, 2017
\$465.00
Funding: Building Budget

Jennifer Toby
IVMS Teacher
Student Assistance Training (SAP)
MCIU, Norristown
Sept. 26, Oct. 5 & Oct. 10, 2017
\$427.32
Funding: Curriculum Budget

Lauren Ruth
IVMS Teacher
Student Assistance Training (SAP)
MCIU, Norristown
Sept. 26, Oct. 5 & Oct. 10, 2017
\$375.00
Funding: Curriculum Budget

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

The National High School Journalism Convention
Journalism Education Association/National Scholastic Press Association
Dallas, Texas
SAHS - The Arrowhead Newspaper & The Unaliyi Yearbook
November 15-19, 2017
15 students / 2 teachers
Funding: Student

The Metropolitan Museum of Art
New York, NY
SAHS German Class
November 25, 2017
7 students / 2 teachers
Funding: Student

Ski & Snowboarding Trip
 Jay Peak, VT
 SAHS Ski Club
 February 15-18, 2018
 40 students / 8 teachers
 Funding: Student

French Class Trip
 8th Grade and HS French students
 June 13-17, 2018
 Montreal & Quebec City, Canada
 30 students / 3 teachers / 2 parents
 Funding: Student

5.6 Approve Personnel Items - Peer Coaches and Mentors for the 2017-2018 School Year
 Administration is seeking the approval of the following:

Barbara Bescher	Mentor for Kenneth Cuomo	\$600
Kim Brennan	Mentor for Morgan Kratz (pro-rated)	\$210
Marianne Butler	Peer Coach for Juliana McNamee	\$300
Grace Cowley	Peer Coach for Michelle Edinger (first semester)	\$150
Mike Darcy	Mentor for Elizabeth Garvin	\$600
Laurie Goidas	Mentor for Laxmi Bhandari (first semester)	\$300
Heather Gossler	Peer Coach for Kelsey Faehner	\$300
Alison Kircher	Mentor for Brendan Stanton	\$600
Rebecca Lemieux	Peer Coach for Kara Canale (pro-rated)	\$150
Connie Meyers	Mentor for Nicole Tomichek	\$600
Jennifer Pritchard	Peer Coach for Jennifer Pichler	\$300
Christine Yardley	Peer Coach for Michele Moyer	\$300
Jeff Zaleta	Peer Coach for Amanda Hahn	\$300

5.7 Approve Personnel Items - Professional Staff

<u>NEW HIRE</u>	
D'ANNUNZIO, MICHAEL Replacement for Christine Snyder- MacNeill (Childrearing)	Second Grade Teacher, Franconia Elementary School LONG-TERM SUBSTITUTE <u>Effective:</u> Approx. October 20, 2017 for the remainder of the 2017-2018 School Year <u>Education:</u> West Chester University (BS) 2015 <u>Experience:</u> August 2016-present - Souderton Area SD, Substitute Teacher; December 2015-June 2016 - Souderton Area SD, 5th Grade LTS, West Broad Street Elementary School; October-December 2015 - Souderton Area SD, Substitute Teacher <u>Recommended Salary:</u> \$45,244 (pro-rated based on start date) - B (1)
<u>REQUEST FOR CHILDREARING LEAVE</u>	
AIKEN, ALEXANDRA	Art Teacher, Vernfield Elementary School Request for Childrearing Leave, following 12-weeks leave under FMLA, through the end of the 2017-2018 school year. Mrs. Aiken plans to return for the start of the 2018-2019 school year.
BESCHER, BARBARA	School Psychologist, Souderton Area High School Request for Childrearing Leave, following 12-weeks leave under FMLA, through the end of the 2017-2018 school year. Mrs. Bescher plans to return for the start of the 2018-2019 school year.
CARROLL, LYNN	Math Teacher, Indian Crest Middle School Request for Childrearing Leave, following 12-weeks leave under FMLA, through the end of the 2017-2018 school year. Ms. Carroll plans to return for the start of the 2018-2019 school year.
SNYDER- MACNEILL, CHRISTINE	Second Grade Teacher, Franconia Elementary School Request for Childrearing Leave, following 12-weeks leave under FMLA, through the end of the 2017-2018 school year. Mrs. Snyder-MacNeill plans to return for the start of the 2018-2019 school year.

5.8 Approve Personnel Items - Support Staff

RESIGNATIONS	
BAKER, MELISSA	Food Service Substitute Effective: July 1, 2017
BENEDICT, WILLIAM	Part-Time Custodian, Souderton Area High School Effective: May 18, 2017
BUETIKOFER, JAMES	Summer Custodial Substitute Effective: August 24, 2017
DESANTO, JOSEPHINE	Special Education Instructional Assistant, Indian Crest Middle School Effective: August 25, 2017
GOODWIN, ZEENA	Intervention Teaching Assistant, Salford Hills Elementary School Effective: August 21, 2017
HAYES, EVELINE	ESL Teaching Assistant, Souderton Area High School Effective: August 29, 2017
HELMSTETTER, JEANETTE	Title I Teaching Assistant, E. Merton Crouthamel Elementary School Effective: August 18, 2017
JAMISON, MARK	Summer Custodial Substitute Effective: August 18, 2017
RAMAGE, LAURA	Intervention Teaching Assistant, Salford Hills Elementary School Effective: August 21, 2017
SHELLY, JEAN	Summer Custodial Substitute Effective: August 16, 2017
SNEDAKER, JULIANNE	Part-Time Custodian, West Broad Street Elementary School Effective: August 24, 2017
SPARLING, GABRIELLE	Title I Teaching Assistant, E. Merton Crouthamel Elementary School Effective: August 21, 2017
YERGER, CHAYCE	Summer Custodial Substitute Effective: August 24, 2017
NEW HIRES	
BALCO, KAYLA Replacement for Mary Kitson (Resigned)	Special Education Instructional Assistant, West Broad Street Elementary School Effective: September 25, 2017 Wage: \$13.46 per hour - Hours: 5.5 per day
BENNER, ISABELLA	Lifeguard, Aquatics Program Effective: September 8, 2017 Wage: \$9.00 per hour - Hours: As needed
BRANDTMAYR, MELISSA Replacement for Laura Ramage (Resigned)	Intervention Teaching Assistant, Salford Hills Elementary School Effective: September 11, 2017 Wage: \$15.01 per hour - Hours: 5.5 per day
BROWN, KELLI Replacement for Eveline Hayes (Resigned)	ESL Teaching Assistant, Souderton Area High School Effective: August 29, 2017 Wage: \$15.01 per hour - Hours: 6.75 per day
BUTKIEWICZ, JEANNIE Replacement for Nicole Schularick (Resigned)	Special Education Instructional Assistant, Oak Ridge Elementary School Effective: September 5, 2017 Wage: \$13.46 per hour - Hours: 6.75 per day
COLIBRARO, NICOLE Replacement for Darcy Steffy (Transfer)	Special Education Instructional Assistant, Franconia Elementary School Effective: August 29, 2017 Wage: \$12.76 per hour - Hours: 5.5 per day
DECHERT, MICHAEL	Lifeguard, Aquatics Program Effective: September 6, 2017 Wage: \$9.00 per hour - Hours: As needed

ERWIN, ALEX Replacement for Lindsay Germeroth & Carlie Lambert (Transfers)	Intervention Teaching Assistant, Franconia Elementary School Effective: September 5, 2017 Wage: \$15.01 per hour - Hours: 5.5 per day
FLUCK, SUSAN Replacement for Mary Friel (Transfer)	Cafeteria/Playground Aide, Franconia Elementary School Effective: September 8, 2017 Wage: \$10.20 per hour - Hours: 1.5 per day
FORD, NICOLE	Lifeguard, Aquatics Program Effective: September 12, 2017 Wage: \$9.00 per hour - Hours: As needed
GARTHE, ROCHELLE Replacement for Timothy Brown (Resigned)	Special Education Instructional Assistant, West Broad Street Elementary School Effective: September 6, 2017 Wage: \$13.06 per hour - Hours: 5.75 per day
HEALY, ALLISON Replacement for Patricia Holliday (Resigned)	Cafeteria/Playground Aide, Vernfield Elementary School Effective: August 29, 2017 Wage: \$10.20 per hour - Hours: 1.5 per day
HURST, JOSEPH	Lifeguard, Aquatics Program Effective: September 11, 2017 Wage: \$9.00 per hour - Hours: As needed
KEHRLE, RACHEL	Lifeguard, Aquatics Program Effective: September 12, 2017 Wage: \$9.00 per hour - Hours: As needed
KOECK, SHARI New Position	Special Education Instructional Assistant, One-to-One, Oak Ridge Elementary School Effective: August 29, 2017 Wage: \$13.46 per hour - Hours: 7 per day
KRATZ, BRITANY Replacement for Amanda McAteer (Resigned)	Special Education Instructional Assistant, Oak Ridge Elementary School Effective: September 5, 2017 Wage: \$13.46 per hour - Hours: 6.75 per day
KREISER, TATE	Lifeguard, Aquatics Program Effective: September 6, 2017 Wage: \$9.00 per hour - Hours: As needed
MALFARO, STEPHANIE Replacement for Carrie Mamzic (Transfer)	Intervention Teaching Assistant, Salford Hills Elementary School Effective: August 30, 2017 Wage: \$15.01 per hour - Hours: 5.5 per day
MALLEY, DANIEL	Lifeguard, Aquatics Program Effective: September 7, 2017 Wage: \$9.00 per hour - Hours: As needed
NORBECK, KYLIE	Lifeguard, Aquatics Program Effective: September 13, 2017 Wage: \$9.00 per hour - Hours: As needed
NORBECK, WILLIAM	Lifeguard, Aquatics Program Effective: September 13, 2017 Wage: \$9.00 per hour - Hours: As needed
O'NEILL, NANCY New Position	Cafeteria/Playground Aide, E. Merton Crouthamel Elementary School Effective: August 29, 2017 Wage: \$10.20 per hour - Hours: 2 per day
PETERSON, STEPHANIE New Position	Classroom Instructional Assistant, Franconia Elementary School Effective: September 18, 2017 Wage: \$11.40 per hour - Hours: 2.75 per day
PHIPPS, REBECCA New Position	ESL Classroom Assistant, Souderton Area High School Effective: August 29, 2017 Wage: \$11.40 per hour - Hours: 5.5 per day
PINKNEY, VINCELLA	Special Education Instructional Assistant, Indian Crest Middle School

Replacement for Lisa Kehrle (Transferred)	Effective: September 18, 2017 Wage: \$13.06 per hour - Hours: 7 per day
POWERS, OWEN Replacement for Juliann Snedaker (Resigned)	Part-Time Custodian, West Broad Street Elementary School Effective: September 6, 2017 Wage: \$12.01 per hour - Hours: 4 per day
RUSH, KAYLA	Lifeguard, Aquatics Program Effective: September 6, 2017 Wage: \$9.00 per hour - Hours: As needed
RYAN, LAUREN Replacement for Josephine DeSanto (Resigned)	Special Education Instructional Assistant, Indian Crest Middle School Effective: September 18, 2017 Wage: \$13.26 per hour - Hours: 7 per day
SAUERWALD, REBECCA	Cafeteria/Playground Aide, Oak Ridge Elementary School Effective: August 29, 2017 Wage: \$10.20 per hour - Hours: 0.5 per day
SCHANKWEILER, CHARLOTTE New Position	Cafeteria/Playground Aide, E. Merton Crouthamel Elementary School Effective: August 29, 2017 Wage: \$10.20 per hour - Hours: 2 per day
SCOTT, BRUCE Replacement for Donald Weller (Resigned)	Part-Time Custodian, Salford Hills Elementary School Effective: August 29, 2017 Wage: \$12.01 per hour - Hours: 4 per day
SHELLY, PAIGE	Part-Time Custodial Substitute Effective: September 12, 2017 Wage: \$12.01 - Hours: As needed
STRAUB, THERESA New Position	Cafeteria/Playground Aide, E. Merton Crouthamel Elementary School Effective: August 29, 2017 Wage: \$10.20 per hour - Hours: 2 per day
THOMPSON, AMY Replacement for Jennifer Linberger (Transfer)	Special Education Instructional Assistant, Vernfield Elementary School Effective: August 29, 2017 Wage: \$13.26 per hour - Hours: 2.5 per day
THOMPSON, AMY Replacement for Jennifer Linberger (Transfer)	Cafeteria/Playground Aide, Vernfield Elementary School Effective: August 29, 2017 Wage: \$10.20 per hour - Hours: 1 per day
TURNER, TARA Replacement for Kelly Taylor (Transfer)	Cafeteria/Playground Aide, Oak Ridge Elementary School Effective: August 30, 2017 Wage: \$10.20 per hour - Hours: 1.5 per day
YOUNG-PLATT, ELISHIA Replacement for Shelia Dontonville (Transfer)	Human Resources Secretary Effective: September 25, 2017 Wage: \$16.99 per hour - Hours: 7.5 per day / 261 days per year
ZRADA, LAUREANA Replacement for Jean Shelly (Resigned)	Special Education Instructional Assistant, Indian Valley Middle School Effective: August 29, 2017 Wage: \$13.46 per hour - Hours: 6.5 per day
TRANSFER	
KEHRLE, LISA	From: Special Education Instructional Assistant, Indian Crest Middle School To: Substitute Cafeteria/Playground Aide, E. Merton Crouthamel Elementary School Effective: August 29, 2017 Wage: \$10.20 per hour - Hours: As needed

5.9 Approve Personnel Items - Additions to Substitute List

Substitute Teachers:

- Becky Schaefer
- Kelsey Johnson
- Allyson Hempelmann
- Rebecca Weida
- Alisa Kelly
- Julia Flynn
- Carrie Muir
- David Pinsky
- Jessica Muller
- Jeanette Wunderly
- Karen Diehl
- Andrew Politsky
- Samantha Nash
- Fiona James
- Christina Diltz
- Laureana Zrada
- Kelli Brown
- Jeannie Butkiewicz
- Alex Erwin
- Shari Koeck
- Britany Kratz
- Stephanie Malfaro
- Tara Turner
- Amy Thompson
- Brittany McCauley
- Kayla Balco
- Michael Sciarro

Substitute Nurse:

- Dona Palonis

5.10 Approve Personnel Items - Additions to Coaching and Supplemental Contracts

Coaching Contracts:

Name	Position	School	Salary
Borisow, Heidi	Head Field Hockey Coach	Indian Valley Middle School	\$2,053
Waldon, Lloyd	Head Football Coach	Indian Valley Middle School	\$2,492

Supplemental Contracts:

Name	School	Position	Salary
Deborah Schultz	District	Elementary Instructional Support Co-Coordinator	\$1,000 (Now a shared position)
Melissa Moeller	District	Elementary Instructional Support Co-Coordinator	\$1,000
Chad Mitchell (Taking over for Christine Crim)	Indian Crest Middle School	Math Counts Advisor	\$800
Jennifer Pichler	Indian Crest Middle School	LEOS Club Advisor	\$1,050
Andrew Johnson	Indian Valley Middle School	Student Council Co-Advisor	\$547.50 (Now a shared position)
Amanda Hahn	Indian Valley Middle	Student Council Co-Advisor	\$525

	School		
Amy Spangler-Welsh (Taking over for Andrew Johnson)	Indian Valley Middle School	Academic Challenge Co-Advisor	\$275
Jami Mazin	Vernfield Elementary School	Student Council Co-Advisor	\$235 (Now a tri-shared position)
Susan Mandia	Vernfield Elementary School	Student Council Co-Advisor	\$225 (Now a tri-shared position)
Cynthia Edgar	Vernfield Elementary School	Student Council Co-Advisor	\$225
Philip Cerami	Souderton Area High School	Academic Decathlon Co-Advisor	\$482.50 (now a shared position)
Carolyn Scott	Souderton Area High School	Academic Decathlon Co-Advisor	\$482.50 (now a shared position)

5.11 Approve Personnel Items - Additions to Fall 2017 Community Education Instructors

Name	Course	Rate	Salary
Earl, Robyn	Country-Popular Line Dances	9 hrs / \$37.50 per hr	\$338
Moyer, Tom	Volleyball Supervisor-Crest (Tuesdays)	Workshop Fee	\$250
Burger, Lisa	Bus Trip Chaperone	4 trips / \$50.00 per trip	\$200
Burger, Lisa	Soups On! - 2nd Session	3 hrs / \$20.00 per hr	\$60
Clark, Diana	Soups On! - 2nd Session	3 hrs / \$20.00 per hr	\$60

5.12 Approve Building Facility Managers' Compensation Plan July 1, 2017 - June 30, 2021

Approve Building Facility Managers' Compensation Plan effective July 1, 2017 through June 30, 2021

5.13 Approve Third Reading and Final Adoption of New Policy 828 - Fraud Reporting

The Administration recommends approval of a Third Reading and Final Adoption of a new policy, Policy No. 828, *Fraud Reporting*.

5.14 Approve Second Reading of Revised Policy #204 - Student Attendance

The Administration is seeking a Second Reading of revisions to Policy #204 - Student Attendance

5.16 Approve Second Reading of Program of Studies

The Administration is seeking a Second reading of the High School Program of Studies for the 2018-2019 academic year.

5.17 Approve Second Reading of Revised Policy 815.2 - Web Site Development

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

5.18 Approve a Disabled Veterans Real Property Tax Exemption Certification

The Administration recommends approving a Disabled Veterans Real Property Tax Exemption Certification for a property located in Franconia Township.

5.19 Approve Transfer from the General Fund to the Food Service Fund

The Administration recommends approval to transfer \$1,454.25 of anonymous donations for student cafeteria accounts from the General Fund to the Food Service Fund.

5.20 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 No. 706.1.

5.21 APPROVE ALL CONSENT/ACTION AGENDA ITEMS AS PRESENTED

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

Motion by Thomas Kwiatkowski, 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

6. Discussion/Action Agenda

There were no Discussion/Action agenda items.

7. Future Meetings

7.1 Future Meetings

DATE	ORGANIZATION	TIME	LOCATION
Wednesday October 11 2017	SASD Board Committee Meetings	6:30 PM	District Administrative Office
Monday October 16 2017	North Montco Technical Career Center Joint Operating Committee Meeting	7:00 PM	NMTCC 1265 Sumneytown Pike Lansdale
Wednesday October 25 2017	Montgomery County Intermediate Unit Board of Directors Meeting	7:00 PM	MCIU 2 West Lafayette Street Norristown
Thursday October 26	SASD Board Action Meeting	7:00 PM	District Administrative Office

Mrs. Scheuren noted that the October 25th meeting of the Montgomery County Intermediate Units Board of Directors Meeting has been cancelled.

8. Report of the Solicitor

Information: 8.1 Report of the Solicitor

There was no report from the Solicitor.

9. Unfinished/New Business of the Board

Information: 9.1 Unfinished/New Business from the Board

Mr. Jelinski commented on the design of the new school district website.

10. Public Comments

Information: 10.1 Public Comments

Mr. & Mrs. Joseph Dille of Telford spoke about suicide awareness. Mrs. Dille said that she is working with the Montgomery County and has received QPR training and would like to find an avenue to share that same training to teachers, faculty and students.

Stephanie Carmody of Lower Salford Township suggested that student training for suicide awareness begin as early as eighth grade.

11. Adjournment

11.1 Adjournment of the Meeting

MOTION TO ADJOURN THE BOARD OF SCHOOL DIRECTORS' MEETING.

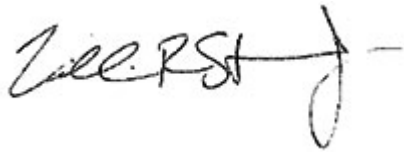
Motion by William Brong, second by Donna Scheuren.

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 7:20 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
Board Secretary