



BOARD OF SCHOOL DIRECTORS MONTHLY ACTION MEETING MINUTES

Thursday, April 25, 2019

Generated by Renai Cardillo on Friday, May 3, 2019

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

Others present: Lisa Ball, Henry Franz, Frank T. Gallagher, Christopher Hey, Katie Kennedy-Reilly, David Thayres, Adam Tucker, Sam Varano and Teresa Washam

1. Welcome

1.1 Call to Order - Board President

Mr. Keith called the meeting to order at 7:03 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 - Assistant Superintendent/Director of Human Resources

Dr. Hey called the roll. Nine Board members were present.

2. Student Recognition

2.1 Recognize Student Excellence in Band, Orchestra and Choir

Dr. Gallagher introduced High School Principal Dr. Varano who announced the intent to recognize the following students for outstanding excellence in music education and performance:

- **Liam Flynn** - PMEA District 11 Orchestra, PMEA Region VI Orchestra
- **Sarah Tindall** - PMEA District 11 Orchestra, PMEA Region VI Orchestra
- **Nick Marateo** - NAFME All-National Honors Choir, NAFME All-Eastern Chorus, PMEA District Chorus
- **Victoria Lewis** - NAFME All-Eastern Chorus, PMEA Region VI Chorus, PMEA District 11 Chorus
- **Juliana Alderfer** - PMEA Region VI Chorus, PMEA District 11 Chorus
- **Owen Hershberger** - PMEA Region VI Chorus, PMEA District 11 Chorus
- **Kaileigh Tuttle** - PMEA Region VI Chorus, PMEA District 11 Chorus
- **Kelly Hogan** - PMEA Region VI Chorus, PMEA District 11 Chorus
- **Avery Gallagher** - PMEA District 11 Chorus
- **Lenora Thompson** - PMEA District 11 Chorus
- **Devon Kolumber** -PMEA District 11 Band, PMEA Region VI Band, PMEA All-State Band, PMEA All-State Jazz Ensemble, PMEA District 11 Orchestra
- **Karina Martin** -PMEA District 11 Band, PMEA Region VI Band, PMEA All-State Band
- **Christopher Hanlon** - PMEA District 11 Band, PMEA Region VI Band
- **Anna Leshner** -PMEA District 11 Band, PMEA Region VI Band
- **Conner Kim** - NAFME All East Orchestra

Mr. Tucker and Mrs. Washam introduced the student musicians and recognized them for their individual achievements. The choir performed a song and was praised by the audience. Mr. Keith commented that he was at the recent Phillies game when the choir performed The National Anthem at Citizens Bank Park and praised their performance.

Resolution: MOTION TO RECOGNIZE STUDENT EXCELLENCE IN BAND, ORCHESTRA AND CHOIR

Motion by Donna Scheuren, second by Stephen Nelson.

Final Resolution: Motion Carries

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

2.2 Recognize the North Penn Valley Boys & Girls Club Youth of the Year

Dr. Varano introduced Abena Otu-Adum announcing her recent appointment as "Youth of the Year" by The North Penn and Indian Valley Boys & Girls Clubs. Dr. Varano noted that this is a very unique award with a vigorous application process. Abena spoke about her experiences with the Clubs and expressed her gratitude for winning the award.

Resolution: MOTION TO RECOGNIZE N.P. VALLEY BOYS & GIRLS CLUB YOUTH OF THE YEAR

Motion by Thomas Kwiatkowski, 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, Courtney Barbieri

3. Report of the Student Representatives to the Board

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

Junior Naila Neely spoke on the recent events at the high school which included the LEO Club Senior's Prom, the Link Crew 9th grade Mixer of transition activities, commenting that it had a 90% attendance rate. Naila also noted the High School Choir performance at the Phillies game, the training of Special Olympics volunteers, noting that the County-wide event will be held at the high school on May 20th. Naila spoke about the recent Student-Athlete signing ceremony, the College Fair and the Allen Iverson Classic hosted by the Student Leadership Council. Naila also mentioned upcoming events that include spring concerts, indoor color guard show, the S.A.V.E. Recycling Day on Saturday, May 4th, Keystone and AP exams and the senior prom.

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 an Executive Session was held prior to tonight's meeting to discuss a professional retirement, support staff resignations and the Proposed Final Budget. The meeting lasted for approximately 15 minutes.

6. Consent/Action Agenda

6.1 Consent/Action Agenda Protocol

6.2 Approve School Board Meeting Minutes from March 13 and March 28, 2019

Resolution: MOTION TO APPROVE THE MARCH 13 AND MARCH 28, 2019 SCHOOL BOARD MEETING MINUTES AS PRESENTED.

6.3 Approve Financial Statements and Check Listings

Resolution: MOTION TO APPROVE THE FINANCIAL STATEMENTS AND CHECK LISTINGS FOR MARCH 2019

6.4 Ratify Request to Attend Conferences/Workshops

Kimberly Musselman
High School Teacher
2019 Migrant Education Program and ELL Development Conference
Harrisburg, PA
April 3-4, 2019
\$302.34
Funding: Title III

Resolution: MOTION TO RATIFY REQUEST TO ATTEND CONFERENCE/WORKSHOPS

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

High School Students
Penn State University
PA Junior Academy of Science State Competition
State College, PA
May 19-21, 2019
20 students / 2 adults
Funding: student

Salford Hills 5th Grade Outdoor School
Camp Men-O-Lan
Quakertown, PA
May 29-31, 2019
89 students / 11 adults
Funding: student

Resolution: MOTION TO APPROVE OUT-OF-STATE/OVERNIGHT FIELD TRIP REQUEST(S) AS LISTED:

6.6 Approve Personnel Items - Professional Staff

RETIREMENT	
BOOKHEIMER, ALISON	Special Education Teacher, Souderton Area High School Effective: End of 2018-2019 school year
RESIGNATION	
CARROLL, LYNN	Math Teacher, Indian Crest Middle School Effective: End of 2018-2019 school year
NEW HIRE	
GONCE, ALBERT Replacement for Sandra George (Resigned)	Special Education Teacher, Souderton Area High School Effective: April 15, 2019 Education: Temple (BS) 1998 Experience: Nov. 2008-present - Souderton Area School District - Substitute Teacher/Building Substitute/Extended Per-Diem Special Education Substitute/Long-Term Special Education Substitute, Secondary Schools Recommended Salary: \$52,144 (pro-rated) - B12 (3)

Resolution: MOTION TO APPROVE PERSONNEL ITEMS - PROFESSIONAL STAFF

6.7 Approve Personnel Items - Changes to Community Education Instructors

Name	Course	Rate	Salary
Laura Aquilante	Red Cross Life Guard Training	\$22 per hour/Maximum of 40 hours	Up to \$880 total
Megan Campbell	Red Cross Life Guard Training	\$22 per hour/Maximum of 40 hours	Up to \$880 total
Fiona Melissen	Red Cross Life Guard Training	\$22 per hour/Maximum of 40 hours	Up to \$880 total

The following is a change to a previously approved instructor on December 20, 2018:

Name	Course	Rate	Salary
Judi Landis *Replacing Lisa Burger	Trip Chaperone	\$50 per trip/1 trip	\$50

Resolution: MOTION TO APPROVE PERSONNEL ITEMS - CHANGES TO COMMUNITY EDUCATION INSTRUCTORS

6.8 Approve Personnel Items - Additions to Substitute Teacher List

Sheryl Burke
Casey Cioppa
Madeline Clemens
Jessie Cucciarre
Alexander Koehler
Stephanie Smith
Austin Wisser

Resolution: MOTION TO APPROVE PERSONNEL ITEMS - ADDITIONS TO SUBSTITUTE TEACHER LIST

6.9 Approve Personnel Items - Support Staff

RETIREMENTS	
COLL, DEBORAH	Food Service Manager, Franconia Elementary School Effective: June 14, 2019
GEARHART, CHERYL	Food Service Assistant, Franconia Elementary School Effective: June 30, 2019
RESIGNATIONS	
DIPPOLITO, JULIE	Guidance Office Secretary, Souderton Area High School Effective: April 26, 2019
FADDEN, ANN	Special Education Instructional Assistant, Indian Valley Middle School Effective: April 12, 2019
FRIEL, MARY	Substitute Cafeteria/Playground Aide, Franconia Elementary School Effective: April 4, 2019
KNAPPENBERGER, TERRY	Athletic Secretary, Souderton Area High School Effective: May 3, 2019
MCCAULEY, BRITTANY	Intervention Teaching Assistant, Indian Valley Middle School Effective: March 27, 2019
NEW HIRES	
CAMPBELL, MEGAN	Swim Instructor, Aquatics Program Effective: April 1, 2019 Wage: \$15.00 per hour - Hours: As needed
CHRISTIE, HANNAH	Lifeguard, Aquatics Program Effective: April 10, 2019 Wage: \$9.00 per hour - Hours: As needed
CHRISTIE, HANNAH	Swim Instructor, Aquatics Program Effective: April 10, 2019 Wage: \$10.00 per hour - Hours: As needed
SANCHEZ, MIRIAM	Food Service Substitute Effective: April 3, 2019 Wage: \$9.82 per hour - Hours: As needed
SEIPT, LOUANNE Replacement for Rachel Tyson (Resigned)	Special Education Instructional Assistant, Oak Ridge Elementary School Effective: April 8, 2019 Wage: \$13.76 per hour - Hours: 5.75 per day
PALAZZI-SERRATORE, ANITA	Food Service Substitute Effective: April 5, 2019 Wage: \$9.82 per hour - Hours: As needed
WENTZEL, DAWNE	Swim Instructor, Aquatics Program Effective: March 18, 2019 Wage: \$10.00 per hour - Hours: As needed
TRANSFERS	
BRUECKS, SUZANNE Replacement for Tricia Pinkney (Transfer)	From: Special Education Instructional Assistant, Indian Crest Middle School To: Secretary to the Assistant Principal, Indian Crest Middle School Effective: April 29, 2019 Wage: \$15.54 per hour - Hours: 7.5 per day
CORMAN, MICHELLE Replacement for Cheryl Bates (Retired)	From: Food Service Assistant, Indian Crest Middle School To: Food Service Manager, Indian Crest Middle School Effective: April 1, 2019 Wage: \$15.19 per hour - Hours: 8 per day
FARZETTA, JEANNINE Replacement for Ann Fadden (Resigned)	From: Food Service Assistant, Indian Crest Middle School To: Special Education Instructional Assistant, Indian Valley Middle School Effective: April 23, 2019 Wage: \$13.26 per hour - Hours: 6.5 per day
LANDIS, TERRI Replacement for Jennifer Ferrara (Resigned)	From: Special Education Instructional Assistant, West Broad Street Elementary School To: Cafeteria/Playground Aide, West Broad Street Elementary School Effective: April 15, 2019 Wage: \$10.70 per hour - Hours: 1.5 per day

PINKNEY, TRICIA Replacement for Elishia Young-Platt (Resigned)	From: Secretary to the Assistant Principal, Indian Crest Middle School To: Human Resources Secretary Effective: April 23, 2019 Wage: \$18.88 per hour - Hours: 7.5 per day
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Resolution: MOTION TO APPROVE PERSONNEL ITEMS - SUPPORT STAFF

6.10 Approve Act 80 Days

The Administration recommends approval of the following Act 80 days for the 2018-2019 school year:

All Grades (1-11)	KA, KF, Gr 12	KP
October 12, 2018	October 12, 2018	October 12, 2018
November 6, 2018	November 6, 2018	November 6, 2018
	November 19, 2018	November 19, 2018
		November 20, 2018
		November 21, 2018
March 15, 2019	March 15, 2019	March 15, 2019

Resolution: MOTION TO APPROVE THE ACT 80 DAYS FOR THE 2018-2019 SCHOOL YEAR

6.11 Approve Third Reading and Final Adoption of Policy No. 222 - Tobacco/Nicotine

Administration is seeking a Third Reading and Final Adoption of Policy 222 - Tobacco/Nicotine. This action will revise existing Board Policy to include recommendations from PSBA.

Resolution: MOTION TO APPROVE THIRD READING AND FINAL ADOPTION OF POLICY NO. 222 - TOBACCO/NICOTINE

6.12 Approve Third Reading and Final Adoption of Policy No. 247 - Hazing

Administration is seeking a Third Reading and Final Adoption of Policy 247-Hazing. This action will revise exiting Board Policy to include recommendations from PSBA.

Resolution: MOTION TO APPROVE THIRD READING AND FINAL ADOPTION OF POLICY NO. 247 - HAZING

6.13 Approve Third Reading and Final Adoption of Policy No. 249 - Anti-Bullying/Cyber bullying

Administration is seeking a Third Reading and Final Adoption of Policy 249 - Anti-Bullying/Cyber bullying. This action will revise existing Board Policy to include recommendations from PSBA.

Resolution: MOTION TO APPROVE THIRD READING AND FINAL ADOPTION OF POLICY NO 249 - ANTI-BULLYING/CYBER BULLYING

6.14 Approve Third Reading and Final Adoption of Policy No. 323 - Tobacco/Nicotine Use

Administration is seeking a Third Reading and Final Adoption of Policy 323 - Tobacco/Nicotine use. This action will revise existing Board Policy to included recommendations from PSBA.

Resolution: MOTION TO APPROVE THIRD READING AND FINAL ADOPTION OF POLICY NO. 323 - TOBACCO/NICOTINE USE

6.15 Approve Third Reading and Final Adoption of Policy No. 423 - Tobacco/Nicotine Use

Administration is seeking a Third Reading and Final Adoption of Policy 423 - Tobacco/Nicotine use. This action will revise existing Board Policy to include recommendations from PSBA.

Resolution: MOTION TO APPROVE THIRD READING AND FINAL ADOPTION OF POLICY NO. 423 - TOBACCO/NICOTINE USE

6.16 Approve Third Reading and Final Adoption of Policy No. 523 - Tobacco/Nicotine Use

Administration is seeking a Third Reading and Final Adoption of Policy 523 - Tobacco/Nicotine Use. This action will revise existing Board Policy to include recommendations from PSBA.

Resolution: MOTION TO APPROVE THIRD READING AND FINAL ADOPTION OF POLICY NO. 523 - TOBACCO/NICOTINE USE

6.17 Approve Third Reading and Final Adoption of Policy No. 904 - Public Attendance at School Events

Administration is seeking a Third Reading and Final Adoption of Policy 904 - Public Attendance at School Events. This action will revise existing Board Policy to include recommendations from PSBA.

Resolution: MOTION TO APPROVE THIRD READING AND FINAL ADOPTION OF POLICY NO. 904 - PUBLIC ATTENDANCE AT SCHOOL EVENTS

6.18 Approve Second Reading of Policy No. 512.1 - Special Education Evaluations and Independent Educational Evaluations at Public Expense

Administration is seeking a Second Reading of Policy 512.1 - Special Education Evaluations and Independent Educational Evaluations at Public Expense as recommended by our attorney **SWEET | STEVENS | KATZ | WILLIAMS**.

Resolution: MOTION TO APPROVE SECOND READING OF POLICY 512.1 - SPECIAL EDUCATION EVALUATIONS AND INDEPENDENT EDUCATIONAL EVALUATIONS AT PUBLIC EXPENSE

6.19 Motion to Recommend a Nomination of a District Representative to the M.C.I.U. Board of Directors

The Administration will be recommending a motion to nominate Janet Flisak as the District's representative to the Montgomery County Intermediate Unit Board of Directors for a three (3) year term.

Resolution: MOTION TO RECOMMEND THE NOMINATION OF JANET FLISAK AS A DISTRICT REPRESENTATIVE TO THE MONTGOMERY COUNTY INTERMEDIATE UNIT BOARD OF DIRECTORS

6.20 Approve an Agreement with the Montgomery County Planning Commission to provide a school enrollment projection through the 2028-2029 school year, effective May 1, 2019 through August 31, 2019

The Administration will recommend the approval of an agreement with the Montgomery County Planning Commission to provide Souderton Area School District school enrollment projections through the 2028-2029 school year, effective May 1, 2019 through August 31, 2019

Resolution: MOTION TO APPROVE AN AGREEMENT WITH MONTGOMERY COUNTY PLANNING COMMISSION TO PROVIDE SCHOOL ENROLLMENT PROJECTIONS THROUGH THE 2028-2029 SCHOOL YEAR

6.21 Approve Colleges and Universities for Student-Teacher Partnering

Motion to 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 2019-2020 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
- Eastern University
- East Stroudsburg University
- Gwynedd-Mercy College
- Holy Family University
- Immaculata College
- Lehigh University
- Liberty University
- Mansfield University
- The Pennsylvania State University
- St. Joseph's University
- Temple University
- West Chester University
- Ursinus College

Resolution: MOTION TO APPROVE COLLEGES AND UNIVERSITIES FOR STUDENT-TEACHER PARTNERING

6.22 Approve Fox Rothschild as District Solicitor for 2019-2020

Resolution: MOTION TO APPROVE FOX ROTHSCHILD AS DISTRICT SOLICITOR FOR 2019-2020

6.23 Approve HIPAA Business Associate Agreement with Fox Rothschild for 2019-2020

Resolution: MOTION TO APPROVE HIPAA BUSINESS ASSOCIATE AGREEMENT WITH FOX ROTHSCHILD FOR 2019-2020

6.24 Approve the 2019-2020 North Montco Technical Career Center Budget

Resolution: MOTION TO APPROVE THE 2019-2020 NORTH MONTCO TECHNICAL CAREER CENTER BUDGET

6.25 Approve Sweet Stevens Katz & Williams as District Special Education Counsel for 2019-2020

Resolution: MOTION TO APPROVE SWEET STEVENS KATZ & WILLIAMS AS SPECIAL EDUCATION COUNSEL FOR 2019-2020

6.27 Approve Amendment No. 3 to Guaranteed Energy Savings Agreement (GESA)

The Administration recommends approval of amendment No. 3 to the Guaranteed Energy Savings Agreement (GESA) with Reynolds Energy Services, Inc. for HVAC work at Indian Crest Middle School for a cost not to exceed \$139,682.

Resolution: MOTION TO APPROVE AMENDMENT NO. 3 TO THE GUARANTEED ENERGY SAVINGS AGREEMENT WITH REYNOLDS ENERGY SERVICES, INC.

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

7. Discussion/Action Agenda

Approve 2019-2020 Proposed Final Budget

The Administration is requesting approval of a Proposed Final Budget. This request is happening one month earlier than usual in order to avoid having to schedule a special action meeting in May (which was always needed to comply with Act 1). This will allow an extra month of work between the Proposed Final and Final Budgets.

The Proposed Final Budget document (PDE-2028) will be posted for review after the April 25 action meeting, and will reflect the recommended 2.3% real estate tax increase.

Dr. Gallagher noted that the approval of the Proposed Final Budget keeps the School District on the budget timeline and additional work will continue to occur. Mr. Keith also stated that the budget season has two months remaining which will allow for further review.

Resolution: MOTION TO APPROVE THE 2019-2020 PROPOSED GENERAL FUND BUDGET

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

Motion by Donna Scheuren, second by Stephen Nelson.

Final Resolution: Motion Carries

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

8. Future Meetings

8.1 Future Meetings

DATE	ORGANIZATION	TIME	LOCATION
Wednesday	SASD	6:30	

May 8, 2019	Board Committee Meetings	PM	District Administrative Office
Monday May 20, 2019	SASD Board Committee Meetings	6:30 PM	District Administrative Office
Monday May 20, 2019	North Montco Technical Career Center Joint Operating Committee Meeting	7:00 PM	North Montco Technical Career Center 1265 Sumneytown Pike Lansdale, PA
Wednesday May 22, 2019	Montgomery County Intermediate Unit Board of Directors Meeting	7:00 PM	Montgomery County Intermediate Unit 2 West Lafayette Street Norristown, PA
Thursday May 23, 2019	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

Dr. Gallagher commented on the annual High School Athletic signing ceremony, noting there were 42 students announcing their post high school plans.

Mrs. Scheuren commented on the end of her term serving on the Montgomery County Intermediate Unit for eight years and wished Mrs. Flisak well as she begins to serve in the position.

11. Public Comments

11.1 Public Comments

12. Adjournment

12.1 Adjournment of the Meeting

The meeting was adjourned at 7:39 P.M.

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, Courtney Barbieri

Respectfully Submitted,



Brian R. Pawling
Board Secretary