



## **BOARD OF SCHOOL DIRECTORS MONTHLY ACTION MEETING MINUTES**

**Thursday, November 18, 2021**

Generated by Renai Cardillo on Friday, November 19, 2021

**Members present:** William Brong, Janet Flisak, Matt Holliday, Thomas Kwiatkowski, Stephen Nelson, Donna Scheuren, Courtney Barbieri

**Members absent:** Nick Braccio and Ken Keith

**Others present:** Kyle Berman, Henry Franz, Frank Gallagher, Christopher Hey, Katie Kennedy-Reilly, Michael Taylor and Megan Zweiback

### **1. Welcome**

#### 1.1 Call to Order - Board President

In the absence of Mr. Keith, Mrs. Scheuren called the meeting to order at 7:04 P.M.

#### 1.2 Meeting Protocol

Mrs. Scheuren outlined the meeting protocol as outlined below:

- Persons wishing to address the Board about an item(s) listed on the agenda must sign in on the **blue** sign-in sheet with name address, municipality, and item(s) that they wish to address. They will be called to the podium by the President.
- Persons wishing to address the Board on a matter(s) not listed on the agenda must sign in on the **yellow** sign-in sheet with name, address, municipality, and a brief description of the matter(s) that they wish to address. They will be called to the podium by the President.
- All statements are to be directed to the Board President; no participant may address or question Board members individually, unless directed by the presiding officer.

Mrs. Scheuren also asked for continued civility during public comment requesting respect on each other's opinions. Mrs. Scheuren also stated that any false allegations against the school district would be addressed by legal counsel. Mrs. Scheuren reiterated that the Board of School Directors continues to take their responsibility seriously and while there are not always simple formulas for decision-making, the Board will always operate in the best interests of the community despite the immense challenges to which they are facing.

Mrs. Scheuren also asked for patience, stating that the district is awaiting revised guidance and will proceed accordingly. She also assured everyone that all correspondence is received and read.

#### 1.3 Pledge of Allegiance

Mrs. Scheuren led the Pledge of Allegiance

#### 1.4 Roll Call - Board Secretary

Mr. Taylor called the roll and seven board members were present. Mr. Braccio and Mr. Keith were not in attendance.

### **2. Board Member Recognition**

#### 2.1 Recognition of SASB Board of School Directors Honor Roll

Superintendent Gallagher recognized Mrs. Flisak for eight years of service to the Board and Mr. Holliday for twelve years of service.

**MOTION TO RECOGNIZE JANET FLISAK AND MATT HOLLIDAY FOR ACHIEVING PSBA HONOR ROLL STATUS FOR THEIR SERVICE**

Motion by Thomas Kwiatkowski, second by Stephen Nelson.

Final Resolution: Motion Carries

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

## 2.2 Recognition of Board Member Matt Holliday

Superintendent Gallagher recognized Mr. Holliday for his twelve years of service to the Board of School Directors, as Mr. Holliday did not seek re-election after serving three terms. Dr. Gallagher thanked Mr. Holliday for his steadfast leadership, often in troubling times and praised his commitment to serving the students.

Mr. Holliday thanked everyone for their support over the years and stated that he always considered his service as "simply volunteering at his children's schools." He also thanked the administration for their leadership.

Mrs. Scheuren thanked Mr. Holliday for his dedication and commitment to service. Mr. Kwiatkowski and Mr. Brong stated that it was a pleasure to serve along side Mr. Holliday and Mrs. Flisak thanked Mr. Holliday for his mentorship, in her early days of becoming a Board member.

## MOTION TO RECOGNIZE THE TWELVE-YEAR TERM OF BOARD OF SCHOOL DIRECTOR MATT HOLLIDAY

Motion by Thomas Kwiatkowski, second by Stephen Nelson.

Final Resolution: Motion Carries

Aye: William Brong, Janet Flisak, Matt Holliday, 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

Students Brigitte Magee and Nolan Hughes reported on recent events at the high school including the Women's Symposium, the National Honor Society induction, the Fall Play, and the Veteran's Brunch hosted by the Interact Club. The students also reported on the upcoming winter sports season, jazz and orchestra concerts and Keystone testing.

## **4. Public Comments on Agenda Items**

### 4.1 Public Comment

There was no public comment on agenda items.

## **5. Report of the President**

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

Mrs. Scheuren reported that an Executive Session was held on November 10, 2021 to discuss labor contract negotiations. The session lasted approximately 30 minutes. Mrs. Scheuren also reported that an Executive Session was held prior to tonight's meeting to discuss personnel items including professional and support staff hires and winter coaching staff. The session lasted approximately 15 minutes.

## **6. Report of the Superintendent**

### 6.1 Superintendent Report

Dr. Gallagher reported that the work on the Comprehensive Plan continues and that the completion date had been extended to August 2022 by PDE. Dr. Gallagher also reported on the high school athletic season, and elementary and high school activities. Dr. Gallagher noted that there has been notable improvement in the operations of the food service department.

Dr. Gallagher also introduced Mr. Taylor as the new Director of Business Affairs and Board Secretary, noting this was his first official Board meeting.

## **7. Consent/Action Agenda**

### 7.1 Consent/Action Agenda Protocol

The Superintendent made a recommendation to the Board for a motion to approve the Consent/Action item(s) listed. Board members are invited to remove items from the Consent/Action agenda if further discussion is needed.

## 7.2 Approve School Board Meeting Minutes from October 13 and October 28, 2021

Resolution: MOTION TO APPROVE THE OCTOBER 13 AND OCTOBER 28, 2021 SCHOOL BOARD MEETING MINUTES AS PRESENTED.

## 7.3 Approve Financial Statements and Check Listings

Resolution: MOTION TO APPROVE THE FINANCIAL STATEMENTS AND CHECK LISTINGS FOR PERIOD ENDING OCTOBER 31, 2021

## 7.4 Approve Personnel Items - Professional Staff

<b>NEW HIRES</b>	
DEATON, ELIZABETH Replacement for Daniel Phillips (Teacher on Assignment)	Fifth Grade Teacher, West Broad Street Elementary School LONG-TERM SUBSTITUTE <u>Effective</u> : November 15, 2021 through remainder of 2021-2022 School Year <u>Education</u> : Temple (BS) 2009 <u>Experience</u> : Sept 2013-present - Bucks County Free Library, Programming Assistant; Dec 2011-June 2012 - Souderton Area School District, Long-Term Substitute Fifth Grade Teacher, West Broad Street Elementary School <u>Recommended Salary</u> : \$49,204 (pro-rated) - B (1)
ECKARDT, LAUREN Replacement for Ashley Calvitti (Childrearing)	Fourth Grade Teacher, Franconia Elementary School LONG-TERM SUBSTITUTE <u>Effective</u> : Approximately December 10, 2021 through remainder of 2021-2022 School Year <u>Education</u> : West Chester (BS) 2020 <u>Experience</u> : Aug 2021-present - Souderton Area School District, Building Substitute, Salford Hills Elementary School <u>Recommended Salary</u> : \$49,204 (pro-rated based on start date) - B (1)
HOWER, SARAH Replacement for Christian Young (Childrearing)	Art Teacher, E. Merton Crouthamel Elementary School LONG-TERM SUBSTITUTE <u>Effective</u> : Second semester of 2021-2022 School Year <u>Education</u> : IUP (BA) 2007 <u>Experience</u> : Sept 2013-present - Souderton Area School District, Extended Substitute/Long-Term Substitute/Intervention Teaching Assistant, Franconia & E. Merton Crouthamel Elementary Schools <u>Recommended Salary</u> : \$24,602 - B (1)
JOHNSTON, CLINT Replacement for Blair Harper (Childrearing)	English Teacher, Souderton Area High School LONG-TERM SUGBSTITUTE <u>Effective</u> : Second semester of 2021-2022 School Year <u>Education</u> : West Chester (BA) 2014 <u>Experience</u> : Aug 21-present - Souderton Area School District, Extended Substitute English Teacher, Souderton Area High School; Dec 18-May 2020 - Central Bucks & Wissahickon School Districts, Long-Term Substitute English Teacher <u>Recommended Salary</u> : \$25,508.50 - B12 (1)
WALTON, ANNA Replacement for Kenneth Cuomo (Resigned)	School Psychologist, District-Wide TEMPORARY PROFESSIONAL <u>Effective</u> : To Be Determined <u>Education</u> : Temple (BA) 2015 Eastern University (MS) 2018 <u>Experience</u> : Aug 2019-present - Central Bucks School District, School Psychologist; Sept 2018-July 2019 - Souderton Area School District, School Psychologist Intern <u>Recommended Salary</u> : \$59,435 (pro-rated based on start date) - M (2)
<b>TRANSFER</b>	
GONZALEZ, BROOKE Replacement for Todd Burns (Transfer)	From: Long-Term Substitute Second Grade Teacher, West Broad Street Elementary School To: Second Grade Teacher, West Broad Street Elementary School TEMPORARY PROFESSIONAL <u>Effective</u> : September 27, 2021 <u>Recommended Salary</u> : \$49,204 - B (1)
PHILLIPS, DANIEL Replacement for Todd Burns (Transfer) Paid with ESSER funds	From: Fifth Grade Teacher, West Broad Street Elementary School To: Special Projects Coordinator <u>Effective</u> : November 15, 2021 through end of 2021-2022 School Year <u>Recommended Salary</u> : \$76,426 - M (9)

<b>REQUEST FOR CHILDREARING LEAVE</b>	
SUDER, KELSEY	Fifth Grade Teacher, Oak Ridge Elementary School Request for Childrearing Leave, following 12-weeks leave under FMLA, through the end of the 2021-2022 school year. Mrs. Suder plans to return for the start of the 2022-2023 school year.
<b>REQUEST FOR EXTENSION OF CHILDREARING LEAVE</b>	
HARPER, BLAIR	English Teacher, Souderton Area High School Request to extend Childrearing Leave through the end of the 2021-2022 school year. Mrs. Harper plans to return for the start of the 2022-2023 school year.
<b>REQUEST FOR COMPENSATED PROFESSIONAL LEAVE</b>	
STRAVINSKY, SUSANNE	Second Grade Teacher, Oak Ridge Elementary School Request for Compensated Professional Leave for the second semester of the 2021-2022 school year.

Resolution: MOTION TO APPROVE PERSONNEL ITEMS - PROFESSIONAL STAFF

7.5 Approve Personnel Items - Support Staff

<b>RESIGNATIONS</b>	
CORREA-CASTRO, CLARA ANDREA	Cafeteria/Playground Aide, Vernfield Elementary School Effective: December 13, 2021
HETHERINGTON, LEAH	Special Education Instructional Assistant, Franconia Elementary School Effective: November 26, 2021
MORRISON, NICHOLAS	Part-Time Custodian, E. Merton Crouthamel Elementary School Effective: November 5, 2021
MYERS, SCOTT LEE	Cafeteria Monitor, Indian Crest Middle School Effective: November 1, 2021
ROMERO, YUMI	Special Education Instructional Assistant, West Broad Street Elementary School Effective: November 19, 2021
<b>NEW HIRES</b>	
CROUTHAMEL, SHELLEY Replacement for Donna Fischer (Retired)	Administrative Assistant-Copy Center Specialist Effective: November 29, 2021 Wage: \$16.86 per hour - Hours: 7.5 per day, 261 days per year
GAD, RASHA Replacement for Amanda Cole (Resigned)	Cafeteria/Playground Aide, Oak Ridge Elementary School Effective: November 15, 2021 Wage: \$11.19 per hour - Hours: 2 per day
HOOVER, KATHRYN	Swim Instructor, Aquatics Program Effective: November 10, 2021 Wage: \$10.00 per hour - Hours: As Needed
MYERS, SCOTT LEE Replacement for Vanessa Dalton (Resigned)	Cafeteria Monitor, Indian Crest Middle School Effective: October 25, 2021 Wage: \$11.19 per hour - Hours: 3 per day
PIERCE, KAITLYN Replacement for Teresa Gabel (Resigned)	Special Education Instructional Assistant, Souderton Area High School Effective: November 3, 2021 Wage: \$15.15 per hour - Hours: 6.5 per day
SCHLEIG, WILLIAM Replacement for Carol Denton (Resigned)	Intervention Teaching Assistant, West Broad Street Elementary School Effective: November 15, 2021 Wage: \$16.25 per hour - Hours: 5.5 per day
SMITH, DORIS Replacement for Thuvan Hong (Transfer)	Part-Time Custodian, Souderton Area High School Effective: October 27, 2021 Wage: \$12.96 per hour - Hours: 4 per day

**TRANSFERS**

HEATH, COLLEEN Replacement for Irene Wright (Retired)	From: Food Service Substitute To: Food Service Manager, Salford Hills Elementary School Effective: November 1, 2021 Wage: \$14.63 per hour - Hours: 7.5 per day, 193 days per year
MCNEELY, ELIZABETH Replacement for Tracy Stressman (Resigned)	From: Intervention Teaching Assistant, Indian Valley Middle School To: Title I Intervention Teaching Assistant, West Broad Street Elementary School Effective: November 8, 2021 Wage: \$16.25 per hour - Hours: 5.5 per day

Resolution: MOTION TO APPROVE PERSONNEL ITEMS - SUPPORT STAFF

## 7.6 Approve Personnel Items - Mentors and Peer Coaches

Name	Position	Term	Salary
Jennifer Wenger	Peer Coach for Leah Brock	First and Second Semesters	\$231
Daniel Stover	Mentor for Ryan Price	First and Second Semesters	\$496
Stacey Aronow	Mentor for Clint Johnston	Second Semester	\$300

Resolution: MOTION TO APPROVE PERSONNEL ITEMS - MENTORS AND PEER COACHES

## 7.7 Approve Personnel Items - Supplemental Contracts

The following is a change to a previously approved item on the September 23, 2021 board agenda:

Name	Position	School	Salary
Bryan Fagan	12th Grade Class Advisor	Souderton Area High School	\$1,615 *no longer a shared position
Suzanne MacCarty	WEB Co-Advisor	Indian Crest Middle School	\$337.50 *Replacing Sarah Riotto

Resolution: MOTION TO APPROVE PERSONNEL ITEMS - SUPPLEMENTAL CONTRACTS

## 7.8 Approve Personnel Items - Winter 2021 Coaching Staff

Name	Position	School	Salary
Anthony Pace	Head Boys Basketball Coach	Indian Crest Middle School	\$2,662
Richard Hess	Head Girls Basketball Coach	Indian Crest Middle School	\$3,538
Glenn Bateman	Head Wrestling Coach	Indian Crest/Indian Valley Middle Schools	\$4,370
John McLaughlin	Assistant Wrestling Coach	Indian Crest/Indian Valley Middle Schools	\$2,442
Patrick Diehl	Head Boys Basketball Coach	Indian Valley Middle School	\$2,741
Patrick Diehl	Head Girls Basketball Coach	Indian Valley Middle School	\$2,741
Okoteh Sackitey	Head Boys Basketball Coach	Souderton Area High School	\$5,080
Michael Ruivivar	Assistant Boys Basketball Coach	Souderton Area High School	\$3,640
Carter Knight	JV Boys Basketball Coach	Souderton Area High School	\$3,467
Azariah Parmer	Freshman Boys Basketball Coach	Souderton Area High School	\$3,467
Lynn Carroll	Head Girls Basketball Coach	Souderton Area High School	\$6,243
Edgar Holzer	Assistant Girls Basketball Coach	Souderton Area High School	\$4,474
Tyler Bui	JV Girls Basketball Coach	Souderton Area High School	\$3,268
Louis Williams	Head Swimming Coach	Souderton Area High School	\$6,976
Daniel Fleck	Assistant Swimming Coach	Souderton Area High School	\$3,268
Patricia Burns	Assistant Swimming Coach	Souderton Area High School	\$3,640
Michael Melissen	Assistant Swimming Coach	Souderton Area High School	\$3,467
Susan McDonald	Diving Coach	Souderton Area High School	\$4,474
Christopher Atkinson	Head Wrestling Coach	Souderton Area High School	\$4,560
Jeffrey Kwortnik	Assistant Wrestling Coach	Souderton Area High School	\$2,151
Gregory Nolte	Assistant Wrestling Coach	Souderton Area High School	\$2,027.50
John Donahue	Head Boys Winter Track Coach	Souderton Area High School	\$4,682
Kristen Momsen	Assistant Boys Winter Track Coach	Souderton Area High School	\$2,540
Franklyn Roman	Head Girls Winter Track Coach	Souderton Area High School	\$3,523

Resolution: MOTION TO APPROVE PERSONNEL ITEMS - WINTER 2021 COACHING STAFF

## 7.9 Approve Personnel Items - Additions to Substitute Teacher List

Elizabeth Deaton  
Celia Frattarelli  
Amelia Watts

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

#### 7.10 Ratify the Appointment of Souderton Area Board of School Directors' Secretary

The Administration is seeking to ratify the appointment of Michael Taylor as the Souderton Area Board of School Directors' Board Secretary, fulfilling the existing four-year term through June 30, 2025.

Resolution: RATIFY THE APPOINTMENT OF SOUDERTON AREA BOARD OF SCHOOL DIRECTORS SECRETARY EFFECTIVE NOVEMBER 15, 2021

#### 7.11 Approve Second Reading of Revised Policy No. 113.2 - Behavior Support

The Administration is seeking a Second Reading of revised Policy No. 113.2 - Behavior Support which modifies current policy with recommendations from Pennsylvania School Board Association.

Resolution: MOTION TO APPROVE THE SECOND READING OF REVISED POLICY NO. 113.2 - BEHAVIOR SUPPORT

#### 7.12 Approve Second Reading of Revised Policy No. 113.4 - Confidentiality of Special Education Student Information

Administration is seeking a Second Reading of revised Policy No. 113.4 - Confidentiality of Special Education Student Information which modifies current policy with recommendations from Pennsylvania School Board Association.

Resolution: MOTION TO APPROVE SECOND READING OF REVISED POLICY 113.4 - CONFIDENTIALITY OF SPECIAL EDUCATION STUDENT INFORMATION

#### 7.13 Approve Second Reading of High School Program of Studies

The Administration is requesting a second reading of the changes to the Program of Studies for the 2022-2023 school year. These changes were presented and discussed at the November 10, 2021 Education-Personnel Committee Meeting.

Resolution: MOTION TO APPROVE THE SECOND READING OF HIGH SCHOOL PROGRAM OF STUDIES

#### 7.14 Approve School Clubs for the 2021-2022 School Year

The Administration recommends the approval of (2) student clubs at the Souderton Area High School for the 2021-2022 school year.

- Data Analytix Club - to serve as an aid for students pursuing a career in any STEM-related field.
- Cornhole Club - create a space for all students to play cornhole for fun and competitively with friends and other peers.

Resolution: MOTION TO APPROVE SCHOOL CLUBS FOR THE 2021-2022 SCHOOL YEAR

#### 7.15 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 William Brong, second by Thomas Kwiatkowski.

Final Resolution: Motion Carries

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

## **8. Discussion/Action Agenda**

There were no Discussion/Action agenda items.

## **9. Future Meetings**

## 9.1 Future Meetings

DATE	ORGANIZATION	TIME	LOCATION
December 6, 2021	Souderton Area School District Board of School Directors Reorganization Meeting	6:30 PM	District Administrative Office
December 8, 2021	Souderton Area School District Board Committee Meetings	6:30 PM	District Administrative Office
December 16, 2021	Souderton Area School District Board of School Directors Board Action Meeting	7:00 PM	District Administrative Office
December 20, 2021	North Montco Technical Career Center Joint Operating Committee Meeting	7:00	Virtual

**10. Report of the Solicitor**

## 10.1 Report of the Solicitor

Mr. Berman provided a statement regarding masking, noting the rulings of the Commonwealth of Pennsylvania. Mr. Berman stated that while a new bulletin is expected on December 4, for the present, the mask mandate remains in place.

**11. Unfinished/New Business of the Board**

## 11.1 Unfinished/New Business from the Board

There was no unfinished or new business from the Board.

**12. Public Comments**

## 12.1 Public Comments

Mr. Fayer of Harleysville spoke on the Test-to-Stay program. Dr. Gallagher acknowledged that the school district would be participating in the Test-to-Stay program and additional details will be provided.

Mr. Turner of Harleysville spoke about quarantine practices and the Test-to-Stay program. Mr. Oliver Turner spoke about current mask policies and how it relates to bullying.

Ms. Perry of Salford Township spoke about masking the exemption form. Dr. Gallagher noted that the school district was performing follow up on the submitted mask exemption forms. He stated that the district has an obligation to be aware if a student has a medical reason for an exemption. He asked for cooperation as the clarification process continues.

Ms. Smith of Souderton praised the teachers and stated that they genuinely care for the students. Ms. Smith also noted improvement in the school cafeterias.

Ms. Blazo of Harleysville spoke on masking and the Test-to-Stay program.

Mr. Wagner spoke on masking exemptions and the Test-to-Stay program.

Dr. Gallagher responded that all students whether vaccinated or unvaccinated would be subject to the test-to-stay program.

Ms. McGill of Franconia Township spoke about the current quarantine protocol.

Ms. Jamison of Telford spoke about transparency and COVID protocols.

Dr. Gallagher stated that Health & Safety is a priority for the school district and that the dashboard is updated as information is confirmed and validated.

Ms. Spigel of Harleysville spoke about the the Health & Safety Plan and district communication.

Ms. Helen Spigel expressed concerns about student harassment at the high school.

Dr. Gallagher responded that he would have Director of Pupil Services, Mrs. Zweiback follow up with school guidance counselor.

Mr. DeMeno of Salford spoke about masking exemptions.

Mr. Shelly of Lower Salford spoke about equity and requested that the district implement implicit-bias training.

Ms. Wise of Upper Salford spoke about the test-to-stay program and if it will permit normalcy to return to schools. Dr. Gallagher responded that some parent volunteers are returning to schools in different capacities, and we are expecting more to occur after the new year.

Ms. Torres of Telford spoke to the importance of regular communication to stakeholders.

Ms. Phipps of Salford Township spoke about the mask mandate.

Ms. Hunsberger of Franconia spoke about the struggles that her student experienced during the pandemic. Dr. Gallagher thanked Mrs. Hershberger for her comments and expressed his concern for the health and well-being of students during the pandemic.

Ms. Derstine of Telford spoke about the mask exemption and the test-to-stay program.

Mrs. Scheuren made a statement regarding Thanksgiving and to remember each other and families in need.

### **13. Adjournment**

#### 13.1 Adjournment of the Meeting

Mrs. Scheuren adjourned the meeting at 8:53 P.M.

MOTION TO ADJOURN THE BOARD OF SCHOOL DIRECTORS' MEETING.

Motion by Stephen Nelson, second by Courtney Barbieri.

Final Resolution: Motion Carries

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

Respectfully Submitted,



Michael Taylor, C.P.A.  
Director of Business Affairs / Board Secretary