



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

**Thursday, February 27, 2020**

Generated by Renai Cardillo on Friday, February 28, 2020

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

**Members absent:** Ken Keith

**Others present:** Frank T. Gallagher, Christopher D. Hey, Katie Kennedy-Reilly, Brian Pawling and Megan Zweiback

### **1. Welcome**

#### 1.1 Call to Order - Board President

Mrs. Scheuren called the meeting to order at 7:07 P.M.

#### 1.2 Meeting Protocol

Mrs. Scheuren announced meeting protocol for public comment.

#### 1.3 Pledge of Allegiance

Mrs. Scheuren led the Pledge of Allegiance.

#### 1.4 Roll Call - Board Secretary

Mr. Pawling called the roll. Eight Board members were present.

### **2. Souderton Spotlight**

#### 2.1 Recognition for the SASD Business Office in receiving ASBO International's 2019-20 Meritorious Budget Award

Recognition for the SASD Business Office in receiving ASBO International's 2019-20 Meritorious Budget Award. Dr. Wayne McCullough, Executive Director of PASBO, presented the award to Mr. Brian Pawling, Director of Business Affairs, on behalf of ASBO.

### **3. Student Recognition**

#### 3.1 Recognition of Students - NMTCC Pennsylvania Farm Show Award Winners

The Administration recognized Horticulture student Kayla Bauman of North Montco Technical Career Center who won first place at the 2020 Pennsylvania Farm Show for her Silk Flower and Miniature Succulent Garden entries.

#### 3.2 Recognition of North Montco Technical Career Center Skills USA Champion

The Administration recognized Joshua Riley for his first place finish in the Power Equipment category of the 2020 Pennsylvania Skills USA Leadership and Skills competition which showcases career and technical education students.

#### MOTION TO RECOGNIZE NMTCC STUDENT FOR SKILLS USA CHAMPIONSHIP AWARD

Motion by William Brong, second by Courtney Barbieri.

Final Resolution: Motion Carries

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

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

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

Junior Representative Caroline Kelly spoke about the prom fashion show, and winter sports playoffs that include girl's basketball, bocce, swim and winter track. Caroline also mentioned the grant that will allow for the creation of a Red Alert podcast studio. Senior Representative Naila Neely spoke about the recent Teachers In The Workplace and the experiences that they shared with students. Naila also mentioned that retired SASD teacher Julie Henning was a guest speaker at the Cultural Awareness Club. Naila also spoke favorably about the next session of Lunch & Learn which students really seemed to enjoy.

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

##### 5.1 Public Comment

Mr. Souchet of Franconia Township asked about the Network Administration position appearing on this evening's agenda and it was confirmed that it is a new position. Mr. Souchet also inquired about the policies appearing on the agenda and Mrs. Zweiback explained that there are three readings before policy adoption.

#### **6. Report of the President**

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

An Executive Session was held prior to tonight's meeting to discuss personnel matters including three staff retirements and a new Act 93 position. A confidential settlement agreement was also discussed. The session lasted approximately 15 minutes.

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

##### 7.1 Consent/Action Agenda Protocol

The Superintendent made a recommendation to the Board to approve the Consent/Action agenda items as 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 January 8 and January 23, 2020

Resolution: MOTION TO APPROVE THE JANUARY 8 AND JANUARY 23, 2020 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 JANUARY 31, 2020.

##### 7.4 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:

EMC - Leo Kindergarten  
Adventure Aquarium  
Camden, NJ  
March 25, 2020  
27 students / 5 teachers  
\$639.00  
Funding: Title II

SAHS Baseball Team  
Ripken Baseball Complex  
Aberdeen, MD  
March 20-21, 2020  
20 students / 8 chaperones  
\$1,000.00  
Funding: Baseball Booster Club

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

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

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

Brandon Bilohlavek  
Enterprise Software & PIMS Administrator  
PDE Data Summit  
Hershey, PA  
March 16-18, 2020  
\$1019.72  
Funding: Title II

Fran Masin-Moyer  
Instructional Coach/Data Analyst  
PDE Data Summit  
Hershey, PA  
March 16-18, 2020  
\$1019.73  
Funding: Title II

Megan Zweiback  
Director of Pupil Services  
PDE Data Summit  
Hershey, PA  
March 16-17, 2020  
\$488.85  
Funding: Pupil Services Budget

Kelsey Faehner  
Indian Valley MS Teacher  
WEB Basic Training  
The Boomerang Project  
Skytop, PA  
March 22-25, 2020  
\$2,948.62  
Funding: Building Budget

Bonnie Miller  
Souderton Area HS Nurse  
PA Assoc. of School Nurses Conference  
State College, PA  
March 28-29, 2020  
\$812.15  
Funding: Pupil Services Budget

Resolution: MOTION TO APPROVE REQUEST(S) TO ATTEND CONFERENCES/WORKSHOPS AS LISTED.

## 7.6 Ratify Request to Attend Conference

The Administration is seeking to ratify the following conference attendance:

Gail Harter  
Indian Valley MS  
PA Educational Technology Expo & Conference  
Pittsburgh, PA  
February 23-26, 2020  
\$862.20  
Funding: Curriculum

Karen Fiorillo  
Indian Crest MS  
PA Educational Technology Expo & Conference  
Pittsburgh, PA  
February 23-26, 2020  
\$909.50  
Funding: Curriculum

Resolution: MOTION TO RATIFY REQUEST TO ATTEND CONFERENCE

## 7.7 Approve Personnel Items - Administrative Staff

<b>NEW HIRE</b>	
TRESSLER, TROY New Position	Network Administrator ACT 93 POSITION Effective: March 23, 2020 Education: Strayer University (BS) 2005 Experience: 2007-present - B. Braun Medical Inc., Senior Network Analyst; 2000-2007 - ThruPoint Inc., Senior Network Engineering Consultant; 1998-2000 - Penn Mutual Life, Senior Network Administrator Recommended Salary: \$79,000 (prorated)

Resolution: MOTION TO APPROVE PERSONNEL ITEMS - ADMINISTRATIVE STAFF

## 7.8 Approve Personnel Items - Professional Staff

<b>RETIREMENT</b>	
JOHNSON-BOROWSKI, ELIZABETH	Art Teacher, Oak Ridge Elementary School Effective: End of 2019-2020 School Year
<b>NEW HIRE</b>	
O'SHURA, KELLY Replacement for Samantha Horton (Childrearing)	School Counselor, Indian Crest Middle School LONG-TERM SUBSTITUTE Effective: Second Semester of 2019-2020 School Year Education: West Chester (BS) 2001 Arcadia (MA) 2007 Experience: Nov. 2019-present - Souderton Area School District, ESL Intervention Teaching Assistant, Franconia Elementary School; Jan. 2018-Nov. 2019 - Buxmont Academy, Counselor; Aug. 2008-June 2010 - PA Virtual Charter School, Counselor; Aug. 2007-July 2008 - Ambler Day School, Counselor Recommended Salary: \$27,896 - M (1)
<b>REQUEST FOR CHILDREARING LEAVE</b>	
MENSCH, ALLISON	.5 Kindergarten Teacher, Vernfield Elementary School Request for childrearing leave beginning on approximately March 24, 2020 and extending through the end of the 2019-2020 school year. Mrs. Mensch plans to return at the start of the 2020-2021 school year.

Resolution: MOTION TO APPROVE PERSONNEL ITEMS - PROFESSIONAL STAFF

## 7.9 Approve Personnel Items - Support Staff

<b>RETIREMENTS</b>	
INDRISANO, PETER	Study Hall Proctor, Souderton Area High School Effective: January 29, 2020
JENKINS, EVELYN	Food Service Assistant, Vernfield Elementary School Effective: June 30, 2020
MOYER, MARY E.	Special Education Instructional Assistant, West Broad Street Elementary School Effective: March 27, 2020
RAMBO, RAYMOND	Building Facilities Manager, Souderton Area High School Effective: March 13, 2020
<b>RESIGNATIONS</b>	
BURTON, RICHARD	Part Time Custodian, West Broad Street Elementary School Effective: February 14, 2020
LORINC, VICTORIA	Special Education Instructional Assistant, Oak Ridge Elementary School Effective: February 4, 2020
O'SHURA, KELLY	ESL Intervention Teaching Assistant, Franconia Elementary School Effective: January 22, 2020
<b>NEW HIRES</b>	
CLAUSS, CASEY Replacement for Peter Indrisano (Retired)	Study Hall Proctor, Souderton Area High School Effective: January 30, 2020 Wage: \$12.04 per hour - Hours: 7 per day
COALE, CHRISTOPHER	Part-Time Custodial Substitute Effective: February 18, 2020 Wage: \$12.65 per hour - Hours: As Needed
DELAWARE, BRITTANY New Position	ESL Classroom Assistant, Souderton Area High School Effective: February 18, 2020

	Wage: \$12.04 per hour - Hours: 5.75 per day
DELPE, MADELINE Replacement for Victoria Lorinc (Resigned)	Special Education Instructional Assistant, Oak Ridge Elementary School Effective: February 19, 2020 Wage: \$14.35 per hour - Hours: 6.75 per day
EVANS, VALERIE Replacement for Charlotte Schankweiler (Resigned)	Cafeteria/Playground Aide, E. Merton Crouthamel Elementary School Effective: January 24, 2020 Wage: \$10.59 per hour - Hours: 2 per day
FORNWALL, ERICA	Swim Instructor, Aquatics Program Effective: February 14, 2020 Wage: \$10.00 per hour - Hours: As Needed
LEARN, THERESA Replacement for Emily Benner (Transfer)	Cafeteria/Playground Aide, E. Merton Crouthamel Elementary School Effective: January 21, 2020 Wage: \$10.59 per hour - Hours: 2 per day
MELRATH, KIRSTEN New Position due to Enrollment Size	Classroom Instructional Assistant, Vernfield Elementary School Effective: January 27, 2020 Wage: \$12.04 per hour - Hours: 2.5 per day
SIEVING, TRACEY Replacement for Kelly O'Shura (Resigned)	ESL Intervention Teaching Assistant, Franconia Elementary School Effective: February 3, 2020 Wage: \$15.65 per hour - Hours: 5.5 per day

Resolution: MOTION TO APPROVE PERSONNEL ITEMS - SUPPORT STAFF

7.10 Approve Personnel Items - Additions to Substitute Teacher List

Amy Anderson  
Allison Beresovoy  
Gretchen Berry  
Kaylee Braithwaite  
Penelope Breen  
Richard Chieffo  
Kristen Chynoweth  
Stephanie Cross  
Jason Dietrich  
Christine Farren  
Philip Halteman  
Ami Hays  
Tiffany Hopkins  
Stephanie Kull  
Jennifer Landis  
Linda Landis  
Carrie Lutz  
Norman MacMullan  
Taylor Magee  
Michael McQuarrie  
Nicole Miles  
Danielle Moyer  
Logan Moyer  
Nicole Noll  
Stephanie Parente  
Kristen Pendergraft  
Kimberly Roberts  
Mattea Ruth  
Sharon Schaeffer  
Wanda Schwandt  
James Seaton  
Tracey Sieving  
Heather Thomsen  
Sara Walker  
Alexandra Wisser  
Kimberly Wheeler

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

## 7.11 Approve Personnel Items - Spring 2020 Coaching Staff

Name	School	Position	Salary
Luke Pinto	Souderton Area High School	Head Boys Volleyball Coach	\$3,898
Jared Hunsinger	Souderton Area High School	JV Boys Volleyball Coach	\$2,649
Claudia LaMarca	Souderton Area High School	Head Girls Lacrosse Coach	\$3,340
Melanie Radcliff	Souderton Area High School	Assistant Girls Lacrosse Coach	\$2,605
Rachel Judge	Souderton Area High School	JV Girls Lacrosse Coach	\$2,338
Mark Cornes	Souderton Area High School	Head Boys Lacrosse Coach	\$3,340
Craig Hunsberger	Souderton Area High School	Assistant Boys Lacrosse Coach	\$2,408
John Donahue	Souderton Area High School	Head Boys Track & Field Coach	\$5,683
Krysten Momsen	Souderton Area High School	Assistant Boys Track & Field Coach	\$2,890
David McDonough	Souderton Area High School	Assistant Boys Track & Field Coach	\$2,977
Michael Feliciani	Souderton Area High School	Head Girls Track & Field Coach	\$5,123
David Klein	Souderton Area High School	Assistant Girls Track & Field Coach	\$3,220
Richard Hess	Souderton Area High School	Assistant Girls Track & Field Coach	\$3,750
Carol Atkinson	Souderton Area High School	Head Softball Coach	\$3,544
Richard Bair	Souderton Area High School	Assistant Softball Coach	\$2,989
Michael Childs	Souderton Area High School	Head Baseball Coach	\$5,180
David Meyers	Souderton Area High School	Assistant Baseball Coach	\$3,624
Paul Meara	Souderton Area High School	JV Baseball Coach	\$2,989
T. Joshua Myers	Souderton Area High School	Freshman Baseball Coach	\$2,763
Robert Campbell	Souderton Area High School	Head Boys Tennis Coach	\$3,070
Russell Biegalski	Souderton Area High School	Assistant Boys Tennis Coach	\$1,987
Thomas Lavella	Indian Crest Middle School	Head Baseball Coach	\$2,825
Anthony Pace	Indian Crest Middle School	Head Track & Field Coach	\$2,400
Jeremy Lias	Indian Crest Middle School	Assistant Track & Field Coach	\$1,730
Jeremy Steglik	Indian Crest Middle School	Head Softball Coach	\$2,167
Kimberly Dudek	Indian Crest Middle School	Head Lacrosse Coach	\$2,925
James O'Neill	Indian Valley Middle School	Head Track & Field Coach	\$3,305
Amy Gahman	Indian Valley Middle School	Head Softball Coach	\$2,167
Lucas Denczi	Indian Valley Middle School	Head Baseball Coach	\$2,105
Suzanne Thomas	Indian Valley Middle School	Head Lacrosse Coach	\$2,344

## Resolution: MOTION TO APPROVE PERSONNEL ITEMS - SPRING 2020 COACHING STAFF

## 7.12 Approve Personnel Items - Additions to Winter/Spring 2020 Community Education Instructors

Name	Course	Rate	Salary
Burger, Lisa	Crochet - Beginners (2nd Session)	6 Hours/\$20 Per Hour	\$120
Burger, Lisa	Dump and Go (2nd Session)	4 Hours/\$20 Per Hour	\$80
Clark, Diane	Dump and Go (2nd Session)	4 Hours/\$20 Per Hour	\$80
Czapp-Rotondi, Patricia	Belly Dancing	6 Classes/\$50 Per Class	\$300

The following is a change to a previously approved instructor at the December 19, 2019 meeting:

Name	Course	Rate	Salary
Thurman, Melissa	Ceramics - Open Studio	15 Hours/\$20 Per Hour *Previously approved for 10 Hours	\$300

## Resolution: MOTION TO APPROVE PERSONNEL ITEMS - ADDITIONS TO WINTER/SPRING 2020 COMMUNITY EDUCATION INSTRUCTORS

## 7.13 Approve First Reading of Revised Policy No. 208 - Withdrawal From School

The Administration is recommending that the Board approve a first reading for Policy No. 208 - Withdrawal from School. The recommendation from Pennsylvania School Board Association is to revise the policy from noting a specific age limit to the wording, "compulsory school age".

Resolution: MOTION TO APPROVE A FIRST READING OF REVISED POLICY NO. 805 - WITHDRAWAL FROM SCHOOL

#### 7.14 Approve First Reading of Revised Policy No. 805 - Emergency Preparedness and Response

The Administration is recommending that the Board approve a first reading of revised Policy No. 805. These changes will update the policy to the recommendations from Pennsylvania School Board Association.

Resolution: MOTION TO APPROVE A FIRST READING OF REVISED POLICY NO. 805 - EMERGENCY PREPAREDNESS AND RESPONSE

#### 7.15 Approve First Reading of New Policy No. 805.1 - Relations with Law Enforcement Agencies

The Administration is recommending a First Reading of Policy 805.1 Relations with Law Enforcement Agencies as per recommendations from the Pennsylvania School Board Association.

Resolution: MOTION TO APPROVE FIRST READING OF NEW POLICY NO 805.1 - RELATIONS WITH LAW ENFORCEMENT AGENCIES

#### 7.16 Approve First Reading of New Policy 805.2 - School Security Personnel

The Administration is recommending that the Board approve the first reading of new Policy No 805.2 - School Security Personnel as recommended by Pennsylvania School Board Administrators.

Resolution: MOTION TO APPROVE THE FIRST READING OF NEW POLICY NO. 805.2 - SCHOOL SECURITY PERSONNEL

#### 7.17 Approve Delegates to the Montgomery County Tax Collection Committee

Approve Mr. Brian Pawling, Director of Business Affairs, as delegate and Ms. Lisa Ball, Assistant Business Manager, as first alternate voting delegate to the Montgomery County Tax Collection Committee.

Resolution: Approve Delegates to the Montgomery County Tax Collection Committee

#### 7.18 Approve KCBA Architects to conduct a Comprehensive Facilities Study

Approve KCBA Architects to conduct a Comprehensive Facilities Study at a cost not to exceed \$14,860.

Resolution: Approve KCBA Architects to conduct a Comprehensive Facilities Study

#### 7.19 Approve the Settlement Agreement with Rampart Construction for the EMC Elementary School Project

Approve the Settlement Agreement with Rampart Construction for the EMC Elementary School Project

Resolution: Approve the Settlement Agreement with Rampart Construction for the EMC Elementary School Project

#### 7.20 Approve the 2020-21 Montgomery County Intermediate Unit Membership Services Budget

As required by PA School Code, the Board must vote on the membership services budget for the Montgomery County Intermediate Unit.

Resolution: MOTION TO APPROVE THE 2020-2021 MONTGOMERY COUNTY INTERMEDIATE UNIT MEMBERSHIP SERVICES BUDGET

#### 7.21 Approve School Club for 2019-2020 School Year

The Administration recommends the approval of a student club for the 2019-2020 school year.

Resolution: MOTION TO APPROVE SCHOOL CLUB FOR 2019-2020 SCHOOL YEAR

#### 7.22 Approve Confidential Release and Settlement Agreement for (1) Student

Resolution: MOTION TO APPROVE A CONFIDENTIAL RELEASE AND SETTLEMENT AGREEMENT FOR ONE (1) SOUDERTON AREA SCHOOL DISTRICT STUDENT

**7.23 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 Stephen Nelson.

Final Resolution: Motion Carries

Aye: Nicholas Braccio, 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
Wednesday March 11 2020	SASD Board Committee Meetings	6:30 PM	District Administrative Office
Monday March 16 2020	North Montco Technical Career Center Joint Operating Committee	7:00 PM	North Montco Technical Career Center 1265 Sumneytown Pike Lansdale, PA 19446
Tuesday March 24 2020	Indian Valley Regional Planning Commission	7:00 PM	Franconia Township Building 671 Allentown Road Telford, PA 18969
Wednesday March 25 2020	Montgomery County Intermediate Unit Board of School Directors	6:45 PM	Montgomery County Intermediate Unit 2 West Lafayette Street Norristown
Thursday March 26 2020	SASD Board Action Meeting	7:00 PM	District Administrative Office

**10. Report of the Solicitor****10.1 Report of the Solicitor**

There was no report.

**11. Unfinished/New Business of the Board****11.1 Unfinished/New Business from the Board**

Mr. Brong noted that the North Montco Technical Career Center had 26 students participating in the Skills USA competition held to showcase the achievements of Career & Technical School students.

Mr. Brong also praised the high school staff for successfully hosting the Southeastern Pennsylvania Youth Wrestling Tournament. Mr. Brong commented positively on the facilities and staffing of the event.

Mrs. Flisak mentioned several items that were discussed at the Montgomery County Intermediate Unit Board of School Directors meeting including specifics from Governor Wolf's Budget Address.

**12. Public Comments****12.1 Public Comments**



Dr. Gallagher stated that the school district had recently sent an email update regarding Coronavirus protocol

### **13. Adjournment**

#### 13.1 Adjournment of the Meeting

MOTION TO ADJOURN THE BOARD OF SCHOOL DIRECTORS' MEETING.

Motion by William Brong, second by Thomas Kwiatkowski.

Final Resolution: Motion Carries

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

Respectfully Submitted,



Brian R. Pawling  
Board Secretary / Director of Business Affairs