



Board of School Directors Reorganization Meeting Minutes Monday, December 4, 2023

Generated by Renai Cardillo on Tuesday, December 5, 2023

Members present: William Brong, Janet Flisak, Andrew Landis, Stephen Nelson

Others present: Elisa Ball, Michael Barnacz, Nicholas Braccio, William Formica, Frank Gallagher, Tim Gilsbach, Christopher Hey, Ken Keith, Katie Kennedy-Reilly, Michael Taylor, Kimberly Wheeler, and Megan Zweiback

1. Call to Order

1.1 Call to Order

Mr. Taylor called the meeting to order at 6:30 P.M. He announced the names of seated Board members; William Brong, Janet Flisak, Andrew Landis and Stephen Nelson. He also announced the names of the newly elected Board members; Michael Barnacz, Nicholas Braccio, William Formica, Ken Keith and Kimberly Wheeler.

2. Pledge of Allegiance

2.1 Pledge of Allegiance

Mr. Taylor led the Pledge of Allegiance.

3. Notice of the Reorganization Meeting

3.1 Notice of the Reorganization Meeting

Mr. Taylor announced the annual reorganization meeting of the Souderton Area School District Board of School Directors, stating the date and location of the meeting as Monday, December 4, 2023 in the Tinner Board Room at the District Administrative Office Building located at 760 Lower Road, Souderton, Pennsylvania.

Mr. Taylor stated that The purpose of this meeting is to hold the annual election of officers and that no other business will be transacted at this meeting.

4. Comments from the Public

4.1 Comments from the Public

There were no comments from the public.

5. Nominations for Temporary President

5.1 Nominations for Temporary President

Mr. Taylor opened the floor for nominations of Temporary President.

MOTION TO ACCEPT NOMINATIONS FOR THE OFFICE OF THE TEMPORARY PRESIDENT

Motion by Stephen Nelson, second by William Brong

Final Resolution: Motion carries

Aye: William Brong, Janet Flisak, Andrew Landis, Stephen Nelson

6. Election of Temporary President

6.1 Election of Temporary President

Mr. Brong was elected to serve as Temporary President

MOTION TO ELECT THE TEMPORARY PRESIDENT

Motion by Stephen Nelson, second by Andrew Landis

Final Resolution: Motion Carries

Aye: William Brong, Janet Flisak, Andrew Landis, Stephen Nelson

7. Seating of Newly Elected and Re-Elected Board Members

7.1 Seating of Newly Elected and Re-Elected Board Members

Mr. Brong stated that earlier this evening the Honorable Judge Coggins administered the Oath of Office to the newly elected Board members.

Mr. Brong read aloud the names of the newly seated members; Michael Barnacz, Nicholas Braccio, William Formica, Ken Keith and Kimberly Wheeler. All Board members proceeded to be seated at the dais.

8. Nominations for Board President

8.1 Nominations for Board President for a Term of One (1) Year

Mrs. Brong opened the floor for nominations of Board President

MOTION TO ACCEPT NOMINATIONS FOR THE OFFICE OF BOARD PRESIDENT FOR A TERM OF ONE (1) YEAR

Motion by Stephen Nelson, second by Michael Barnacz

Final Resolution: Motion Carries

Aye: Michael Barnacz, Nicholas Braccio, William Brong, Janet Flisak, William Formica, Ken Keith, Andrew Landis, Stephen Nelson, and Kimberly Wheeler

9. Election of Board President

9.1 Election of Board President

Mr. Keith was nominated to serve and accepted the gavel.

MOTION TO ELECT THE BOARD PRESIDENT FOR A TERM OF ONE (1) YEAR

Motion by Stephen Nelson, second by Nicholas Braccio

Final Resolution: Motion Carries

Aye: Michael Barnacz, Nicholas Braccio, William Brong, Janet Flisak, William Formica, Ken Keith, Andrew Landis, Stephen Nelson, and Kimberly Wheeler

10. Nominations for Board Vice President

10.1 Nominations for Board Vice President for a Term of One (1) Year

Mr. Keith opened the nominations for Board Vice President.

MOTION TO ACCEPT NOMINATIONS FOR THE OFFICE OF VICE PRESIDENT FOR A TERM OF ONE (1) YEAR

Motion by William Brong, second by Nicholas Braccio

Final Resolution: Motion Carries

Aye: Michael Barnacz, Nicholas Braccio, William Brong, Janet Flisak, William Formica, Ken Keith, Andrew Landis, Stephen Nelson, and Kimberly Wheeler

11. Election of Board Vice President

11.1 Election of Board Vice President

Mr. Nelson was elected to serve as Board Vice President

MOTION TO ELECT BOARD VICE PRESIDENT FOR A TERM OF ONE (1) YEAR

Motion by William Brong, second by Michael Barnacz

Final Resolution: Motion Carries

Aye: Michael Barnacz, Nicholas Braccio, William Brong, Janet Flisak, William Formica, Ken Keith, Andrew Landis, Stephen Nelson, and Kimberly Wheeler

12. Resolution to Authorize Continuation of Existing Signature Plates (Optional)

12.1 Resolution to Authorize Continuation of Existing Signature Plates (Optional)

Mr. Keith stated that because there were no changes to the board leadership, the existing signature plates for banking purposes could continue to be used.

13. Committee Appointments

13.1 Committee Appointments

Mr. Keith stated that Committee assignments would be made within the next month.

14. Comments from the Board

14.1 Comments from the Board

Mr. Brong welcomed the returning and newly elected board members.

Mr. Nelson thanked everyone for their service and offered encouragement toward board duties.

15. Comments from the Superintendent

15.1 Comments from the Superintendent

Superintendent Gallagher congratulated new and returning Board members.

16. Comments from the Public

16.1 Comments from the Public

Mrs. Scheuren of Harleysville offered congratulations to new board members and praised the board for their strength on policies and governance on behalf of students.

Mr. Keith thanked Mrs. Scheuren for her statement, both as a resident and a member of the state legislature.

Mr. Keith also congratulated board members and reiterated the personal return and gratification of volunteering for the community. Mr. Keith also acknowledged the challenges and rewards of the position, and encouraged new board members to take their time to learn procedures and practices of serving on the school board.

Mr. Keith thanked his family and the community for their support. He also thanked fellow board members and the administration.

Mr. Nelson stated his humility in serving in a leadership position and indicated that he is looking forward to a great year.

A member of the audience asked to share a reading to the Board. Mr. Keith responded that the request would be granted upon the adjournment of the business meeting.

17. Adjournment

17.1 Adjournment

The meeting was adjourned at 6:48 P.M.

MOTION TO ADJOURN THE REORGANIZATION MEETING

Motion by William Brong, second by Nicholas Braccio

Motion Carries

Aye: Michael Barnacz, Nicholas Braccio, William Brong, Janet Flisak, William Formica, Ken Keith, Andrew Landis, Stephen Nelson, and Kimberly Wheeler

Respectfully Submitted,



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

BOARD OF SCHOOL DIRECTORS OF THE

SCHOOL DISTRICT

OATH OF OFFICE AS SCHOOL DIRECTOR

I, Michael Barnacz, do solemnly swear
(or affirm) that I will support, obey, and defend the Constitution of the
United States and Constitution of this Commonwealth, and that I will
discharge the duties of my office with fidelity.

Date: 12/4/2024

Michael Barnacz
Signature

Certificate of Temporary President or other authorized official administering the oath (Revised Uniform Law on Notarial Acts, 57 Pa.C.S. § 315)

State of Pennsylvania }

County of Montgomery }

On this date, December 4, 2023, in accordance with Section 321 of the Public School Code of
1949, I administered the foregoing oath of office to the person whose name and signature appear above, who
appeared before me in person, who was known to me (or satisfactorily proven) to be such person, and whose
signature subscribing to this oath I witnessed, all immediately preceding the issuance of this certificate.

Name of Person Administering Oath (print): Maureen Caggins

Title: Magisterial District Judge

Signature of Person Administering Oath: Maureen Caggins

My commission expires: _____

[Expiration date of commission is required only if the oath was administered by a notary public]

* It is recommended that this form be appended to the minutes of the meeting at which the oath was
administered, or at which the certificate was presented if the oath was taken at another time. An explanation of
applicable provisions of law is provided on the reverse side of this certificate.

BOARD OF SCHOOL DIRECTORS OF THE

SCHOOL DISTRICT

OATH OF OFFICE AS SCHOOL DIRECTOR

I, Kimberly Wheeler, do solemnly swear
(or affirm) that I will support, obey, and defend the Constitution of the
United States and Constitution of this Commonwealth, and that I will
discharge the duties of my office with fidelity.

Date: 12/4/2024



Signature

Certificate of Temporary President or other authorized official administering the oath (Revised Uniform Law on Notarial Acts, 57 Pa.C.S. § 315)


State of Pennsylvania

County of Montgomery

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appeared before me in person, who was known to me (or satisfactorily proven) to be such person, and whose
signature subscribing to this oath I witnessed, all immediately preceding the issuance of this certificate.

Name of Person Administering Oath (print): Maureen Coggins

Title: Magisterial District Judge

Signature of Person Administering Oath: 

My commission expires: _____

[Expiration date of commission is required only if the oath was administered by a notary public]

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applicable provisions of law is provided on the reverse side of this certificate.

BOARD OF SCHOOL DIRECTORS OF THE

SCHOOL DISTRICT

OATH OF OFFICE AS SCHOOL DIRECTOR

I, William Formica, do solemnly swear
(or affirm) that I will support, obey, and defend the Constitution of the
United States and Constitution of this Commonwealth, and that I will
discharge the duties of my office with fidelity.

Date: 12/4/2024

Signature



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State of Pennsylvania

County of Montgomery

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signature subscribing to this oath I witnessed, all immediately preceding the issuance of this certificate.

Name of Person Administering Oath (print): Maureen Coggins

Title: Magisterial District Judge

Signature of Person Administering Oath: Maureen Coggins

My commission expires: _____

[Expiration date of commission is required only if the oath was administered by a notary public]

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applicable provisions of law is provided on the reverse side of this certificate.

BOARD OF SCHOOL DIRECTORS OF THE

SCHOOL DISTRICT

OATH OF OFFICE AS SCHOOL DIRECTOR

I, Nicholas Braccio, do solemnly swear
(or affirm) that I will support, obey, and defend the Constitution of the
United States and Constitution of this Commonwealth, and that I will
discharge the duties of my office with fidelity.

Date: 12/4/2024

Nicholas Braccio
Signature

Certificate of Temporary President or other authorized official administering the oath (Revised Uniform Law on Notarial Acts, 57 Pa.C.S. § 315)

State of Pennsylvania

County of Montgomery

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signature subscribing to this oath I witnessed, all immediately preceding the issuance of this certificate.

Name of Person Administering Oath (print): Maureen Coggins

Title: Magisterial District Judge

Signature of Person Administering Oath: Maureen Coggins

My commission expires: _____

[Expiration date of commission is required only if the oath was administered by a notary public]

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administered, or at which the certificate was presented if the oath was taken at another time. An explanation of
applicable provisions of law is provided on the reverse side of this certificate.

BOARD OF SCHOOL DIRECTORS OF THE

SCHOOL DISTRICT

OATH OF OFFICE AS SCHOOL DIRECTOR

I, Ken R. Keith, do solemnly swear
(or affirm) that I will support, obey, and defend the Constitution of the
United States and Constitution of this Commonwealth, and that I will
discharge the duties of my office with fidelity.

Date: 12/4/2024

[Signature]
Signature

Certificate of Temporary President or other authorized official administering the oath (Revised Uniform Law on Notarial Acts, 57 Pa.C.S. § 315)

State of Pennsylvania }

County of Montgomery }

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appeared before me in person, who was known to me (or satisfactorily proven) to be such person, and whose
signature subscribing to this oath I witnessed, all immediately preceding the issuance of this certificate.

Name of Person Administering Oath (print): Maureen Coggins

Title: Magisterial District Judge

Signature of Person Administering Oath: [Signature]

My commission expires: _____

[Expiration date of commission is required only if the oath was administered by a notary public]

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