

**PUBLIC MEETING OF  
BOARD OF SCHOOL DIRECTORS  
PENN DELCO SCHOOL DISTRICT  
2821 CONCORD ROAD  
ASTON, PA 19014**

**Minutes of the Board of School Directors  
MARCH 25, 2015**

A regular meeting of the Board of School Directors of the Penn-Delco School District convened on Wednesday March 25, 2015, at 7:36 p.m. at the District Service Center pursuant to advertisement published in the Delaware County Daily Times.

**School Directors Present:**

Leon Armour  
A. Lewis Boughner  
Kate Denney  
John Dougherty  
Lisa Esler  
Catherine Hilferty  
Dawn Jones  
M. Colleen Powell  
Kevin Tinsley

**School Directors Absent:**

None

**Others in Attendance:**

Dr. George Steinhoff, Superintendent  
Richard Gregg, Assistant Superintendent  
Deborah Albence, Director of Human Resources  
Tracy Marshall, Business Administrator

**STAFF, STUDENT AND COMMUNITY RECOGNITION**

Dr. Steinhoff recognized the Sun Valley Wrestling Team for an outstanding season and record year; with Alex Elliott, being a State Medalist, the first, in Sun Valley History. President Tinsley presented Alex Elliott, Steve Okoorian, Christian Bateman and Sean Donahue with certificates for representing Penn-Delco at the PIAA Southeastern Regional Championship.

## **MINUTES AND MONTHLY REPORTS**

The Agenda for this meeting is attached hereto as Appendix "1".

1. **APPROVAL OF MINUTES** – Upon considering the draft minutes attached hereto as Appendix "2", it was resolved that the minutes of the regular meeting of February 25, 2015, as presented, be and are hereby approved.

Motion to approve the resolution was made by Ms. Hilferty and seconded by Mrs. Jones. The motion was unanimously approved.

2. **APPROVAL OF INVOICE LISTING** – Upon considering the invoice listing attached hereto as Appendix "3", it was resolved that the invoice listing for February – March 2015 as presented, be and is hereby approved.

Motion to approve the resolution was made by Mrs. Esler and seconded by Mrs. Denney. The motion was approved as follows:

Voting Yea: All

Voting No: None

3. **APPROVAL OF TREASURER'S REPORT** – Upon considering the draft Treasurer's Report attached hereto as Appendix "4", it was resolved that the Treasurer's Report of February 2015, as presented, be and is hereby approved.

Mrs. Powell presented the Treasurer's Report for February, 2015.

Motion to approve the resolution was made by Mrs. Jones and seconded by Ms. Hilferty. The motion was unanimously approved.

## **4. TRANSFERS**

MOTION: Approve the budget transfers as presented.

Motion to approve the budget transfers was made by Mrs. Esler and seconded by Mrs. Powell. The motion was unanimously approved.

## **SUPERINTENDENT'S REPORT**

Dr. Steinhoff is pleased to announce, two awards Penn-Delco received from 2014 PenSPRA "Excellence in Education Communication Contest". Joey DiCamillo received the Promotional Video Award of Honor for the "Northley, Schools to Watch video" and Christa Fazio received the Social Media Award of Excellence Award.

Dr. Steinhoff announced the retirement of his secretary, Eleanor Walling. Mrs. Walling has been with the District many years and will be greatly missed.

Dr. Steinhoff gave a presentation on the Proposed Final Budget. The Final Budget will be approved in May, 2015.

## **STUDENT REPRESENTATIVE REPORT TO THE BOARD**

Amani Williams and Alexia Pagano reported on the following:

- The Spring Musical "The Music Man" was a great success.
- Mock Interviews were held for seniors on March 19<sup>th</sup>.
- The Soph Hop was held on March 20<sup>th</sup>.
- Seniors are making their college choices.
- The Volleyball Marathon has been rescheduled for April 24<sup>th</sup>.

## **ANNOUNCEMENTS FOR THE PUBLIC**

President Tinsley announced, pursuant to Act 48, prior to the meeting, the Board met in executive session to discuss legal and personnel issues.

## **COMMENTS BY MEMBERS OF THE BOARD**

None

## **ITEMS FOR BOARD INFORMATION**

- A. Delaware County Intermediate Unit Report – Mr. Boughner – Mr. Boughner discussed the need to upgrade the security system at the Pennington School. The IU is addressing where students will be moved to once leases are up at their current locations. An Information Technology upgrade will need to be addressed to ensure adequate space to their system.
- B. Legislative Council – Mrs. Esler – Mrs. Esler announced Governor Wolf is working on the budget and commented on how unfunded mandates could affect the District's operating budget.

## **PUBLIC COMMENTS**

### **PREPARED AND INFORMAL COMMENTS AND INQUIRES FROM CITIZENS GUIDELINES FOR PUBLIC PARTICIPATION IN BOARD MEETINGS**

The Board recognizes the value added to school governance by public comment on educational issues, and the importance of involving members of the public in Board Meetings.

In order to permit fair and orderly expression of such comments, the Board will provide two periods for public participation during Board Meetings.

The presiding officer at each public board meeting will follow these guidelines:

- Public participation shall be permitted only as indicated on the order of business in the procedures of this Board or at the discretion of the presiding officer on a given issue;
- Participants must be recognized by the presiding officer and must preface their comments by an announcement of their name, address, and group affiliation;
- If appropriate all statements shall be directed to the presiding officer;
- No participant may address or question Board Members individually;
- The public participation in the beginning of the agenda will be limited to 15 minutes totally and to 3 minutes for individuals;
- The public participation at the end of the agenda will be limited to 30 minutes totally and to 3 minutes for individuals.

The presiding officer may:

- Interrupt or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant.

Approved January 24, 1990

## **PUBLIC COMMENTS**

Tom Ellis – 10 Miriam Avenue – Aston; thanked the Board for reviewing the rental fees.

## **ITEMS FOR BOARD ACTION**

### **10.01 Personnel – Professional**

#### **(1) Extra Pay – Extended Employment**

##### ***(a) Special Education Meetings, January-February 2015***

***(Account # 10-1200-123-000-00-00-00-000)***

Cara Miller 10 hours

##### ***(b) ESY Parent Training, February 19, 2015***

***(Account # 10-1200-123-000-00-00-00-000)***

Valerie Carr 2 hours

##### ***(c) Special Education GIEP Writing, January-March, 2015***

***(Account # 10-1243-123-000-00-00-00-000)***

Jennifer Green 3 hours

Valerie Carr 6 hours

##### ***(d) Extra Hours for .5 Teacher at Aston Elementary, February 2015***

***(Account # 10-1200-123-000-00-00-00-000)***

Jennifer Jones 4.5 hours

##### ***(e) Spring Sports Physicals, February 18, 2015***

***(Account # 10-2420-123-000-30-80-00-000)***

Christina Saunders 1.5 hours

Ginamarie Capuano 1.5 hours

##### ***(f) Evening Kindergarten Registration, March 11, 12, 2015***

***(Account # 10-2420-123-000-10-00-00-000)***

Holly Renegar 2 hours

Betsy King 2.5 hours

##### ***(g) Elementary Report Card Committee, March 23, 2015***

***(Account # 10-2260-123-000-10-00-00-000)***

Michelle Craley 1 hour

Patricia Krause 1 hour

Jill Healy 1 hour

Shannon Sullivan 1 hour

Lauri Watkins 1 hour

Theresa McHugh 1 hour

Alison Cobb 1 hour

Beth Birtwell 1 hour

George Washinko 1 hour

Tom Bennett 1 hour

Christine Leiser 1 hour

Chris Gorniok 1 hour

## **ITEMS FOR BOARD ACTION - Continued**

### ***(h) Extra Pay for Class Coverage @ \$33.00/class covered***

Danielle Pellegrini	2 classes
Alvin Lynch	1 class
Gina Ragan	1 class
Keith Sgrillo	1 class
Scott Kallal	1 class

### **(2) Retirement**

- (a) Jemma Walsh, Librarian at Pennell and Parkside Elementary Schools, effective 6/15/15.
- (b) Hollis Renegar, Certified School Nurse at Pennell and Coebourn Elementary Schools, effective 6/16/15.
- (c) Karyn Vine, Art Teacher at Aston and Coebourn Elementary Schools, effective 6/15/15.

### **(3) Extra Duty Pay for the 2014/2015 school year**

#### **Appointments**

#### **Sun Valley Athletics**

Matthew McGeehan (yr. 1)	9 <sup>th</sup> Gr. Baseball Coach	9 Units @ \$276.	\$2484.
Anthony Soligo (yr. 1)	Head Boys Lacrosse Coach	15 Units @ \$276.	\$4140.

### **(4) Leaves of Absence**

- (a) Kelly Campagna, 5<sup>th</sup> Grade Teacher at Aston Elementary School, unpaid FMLA from 9/1/15 through 11/25/15.
- (b) Melissa Huber, Kindergarten Teacher at Pennell Elementary School, adjusted paid FMLA from 3/2/15 through 4/27/15 and unpaid FMLA from 4/28/15 through 6/2/15.
- (c) Karyn Vine, Art Teacher at Aston and Coebourn Elementary Schools, paid FMLA from 3/4/15 through 4/13/15.

### **(5) Wage and Salary Adjustment**

- (a) Cheryl Wiest, Science Teacher at Sun Valley High School, from Bachelors, step 4 @ \$49,900 to Masters, step 4 @ \$51,955, effective 3/3/15.

### **(6) Teacher Mentor Stipend – 1<sup>st</sup> semester @ \$250 per assignment**

Susan Weber	Daniel Bondanza
John Starkey	Joseph Malaczewski

## **10.02 Personnel – Classified**

### **(1) Resignations**

- (a) Amanda Pugliesi, One on One Assistant at Northley Middle School, effective 3/27/15.
- (b) Melissa Harrison, Part-time Confidential Human Resources Office Assistant, effective 3/18/15.

### **(2) Retirement**

- (a) Eleanor Walling, Confidential Secretary to the Superintendent, effective 7/10/15.

## **ITEMS FOR BOARD ACTION - Continued**

### **(3) Appointments**

- (a) Kelly Ruggieri, One on One Assistant (A2HQ, step 1) at Sun Valley High School @ \$11.46/hour (+ \$0.25/hour differential), up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 3/2/15.
- (b) Panagiotis Papageorge, Classroom Assistant (A2HQ, step 1) at Northley Middle School @ \$11.46/hour, up to 28.75 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 3/16/15.
- (c) Taryn Smith, Multiple Disabilities One on One Assistant (A2HQ, step 1) at Northley Middle School @ \$11.46/hour (+ \$0.25/hour differential), up to 27.5 hours/week, 184 days/year, with part-time benefits in accordance with the PDESPA contract, effective 3/23/15.
- (d) Brandon Skwirut, Lifeguard at Northley Middle School @ \$11.60/hour, on call, as needed, no benefits, effective 3/12/15.
- (e) Daniel Taylor, Lifeguard at Northley Middle School @ \$11.60/hour, on call, as needed, no benefits, effective 3/13/15.
- (f) Victoria Mark, One on One Assistant (A2HQ, step 1) at Northley Middle School @ \$11.46/hour (+ \$0.25/hr differential), up to 28.75 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 3/23/15.
- (g) Dana Finocchiaro, Lifeguard at Northley Middle School @ \$11.60/hour, on call, as needed, no benefits, effective 3/13/15.
- (h) George Otsyina, Part-time Custodian at Pennell Elementary School @ \$13.65/hour, 25 hours/week, 190 days/year, with part-time benefits in accordance with the PDSSPA contract, effective 3/26/15.
- (i) Stacey Dougherty, Playground/Cafeteria Assistant (A1, step 1), at Parkside Elementary School @ \$10.45/hour, up to 22.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 4/7/15.
- (j) Adult School Staff, Spring 2015 semester, as presented.

### **(4) Changes in Status**

- (a) Melissa Dugan, from Head Lifeguard at Northley Middle School to Lifeguard at Northley Middle School @ \$11.60/hour, on call, as needed, no benefits, effective 3/26/15.
- (b) Vanessa Lyman, from Head Lifeguard at Northley Middle School to Lifeguard at Northley Middle School @ \$11.60/hour, on call, as needed, no benefits, effective 3/26/15.
- (c) Andrea Fellows from Lifeguard at Northley Middle School to Head Lifeguard at Northley Middle School @ \$13.64/hour, on call, as needed, no benefits, effective 3/26/15.
- (d) Alexander Micklo from Lifeguard at Northley Middle School to Head Lifeguard at Northley Middle School @ \$13.64/hour, on call, as needed, no benefits, effective 3/26/15.
- (e) Lisa McGonigle, from Temporary Playground/Cafeteria Assistant (A1, step 1) at Coebourn Elementary School to Regular Playground/Cafeteria Assistant (A1, step 1) at Coebourn Elementary School @ \$10.45/hour, up to 21.25 hours/week, 184 days/year, with part-time benefits in accordance with the PDESPA contract, effective 3/16/15.
- (f) Michelle Ziviello, from Substitute Assistant to Temporary Playground/Cafeteria Assistant (A1, step 1) at Coebourn Elementary School @ \$10.45/hour, up to 21.25 hours/week, 184 days/year, with part-time benefits in accordance with the PDESPA contract, effective 3/23/15.
- (g) Shawn Pippin, from Maintenance Laborer, step 1 to Head Custodian, step 1, at Aston Elementary School @ \$17.63/hour, 8 hours/day, 261 days/year with full-time benefits in accordance with the PDSSPA contract, effective 3/30/15.

**ITEMS FOR BOARD ACTION - Continued**

**(5) Retiree Sick Day Payout**

(a) Robert Cooke                      75 sick days

**References: Penn Delco Budget 2014-2015; Act 93 Plans; PDEA Agreement; PDESPA Agreement; PDSSPA Agreement; PA School Code Section 1108B.**

**Administrative Recommendation: To approve all personnel items as presented.**

Following a motion by Ms. Hilferty and seconded by Mrs. Powell, the above motion was unanimously approved.

Voting Aye: All

Voting No: None

**10.03 Delaware County Intermediate Unit General Operating Budget 2015-2016**

**MOTION:** To approve the Delaware County Intermediate Unit general operating budget of \$8,246,226 with Penn-Delco's estimated share, \$46,795.47.

Following a motion by Mrs. Jones and seconded by Mr. Armour, the above motion was unanimously approved.

Voting Aye: All

Voting No: None

**10.04 Delaware County Intermediate Unit Special Education Funding Agreement 2015-2016**

**MOTION:** To approve the Delaware County Intermediate Special Education Budget of \$20,090,506 with Penn Delco's estimated share for students receiving Intermediate Unit special education services in the amount of \$893,877 for the 2015-2016 school year.

Following a motion by Mrs. Jones and seconded by Mr. Armour, the above motion was unanimously approved.

Voting Aye: All

Voting No: None

**10.05 Delaware County Intermediate Unit Technical Schools Budget 2015-2016**

**MOTION:** To approve the Delaware County Technical School's budget of \$12,286,905 for the 2015-2016 school year. Penn Delco's share is projected to be not more than \$382,530. Submit the same for approval to the Department of Education of the Commonwealth of Pennsylvania.

Following a motion by Mrs. Jones and seconded by Mr. Armour, the above motion was unanimously approved.

Voting Aye: All

Voting No: None

**ITEMS FOR BOARD ACTION - Continued**

**10.06 Waiver of Fees – Delaware County Senior Games**

**MOTION:** To approve the request of the Delaware County Services for the Aging to waive fees for the use of Sun Valley Track for the Delaware County Senior Games being held Friday, June 19, 2015 from 8:30 a.m. until 1:00 p.m. (Reference School Board Policy 707 Use of Facilities).

Following a motion by Mrs. Jones and seconded by Mrs. Denney, the above motion was unanimously approved.

Voting Aye: All  
Voting No: None

**10.07 Educational Field Trip for Marine Corps Junior ROTC**

**MOTION:** To approve a request from the Sun Valley High School Administration for permission for the Marine Corps JROTC to travel to the Marine Corps Recruit Depot in San Diego, CA to compete in the National High School Physical Fitness Championship. The group of 12 students and 2 instructor/chaperones will leave after school on Wednesday, May 13, 2015 and return Monday, May 18, 2015.

Following a motion by Mrs. Jones and seconded by Mrs. Denney, the above motion was unanimously approved.

Voting Aye: All  
Voting No: None

**10.08 Educational Field Trip for Marine Corps Junior ROTC**

**MOTION:** To approve a request from the Sun Valley High School Administration for permission for the Marine Corps JROTC to travel to the Citadel in Charleston, South Carolina to take part in a Cyber and STEM Camp to help develop an interest in Cyber Security, Robotics, etc. The group of 5 students will leave on Monday, July 6, 2015 and return Tuesday, July 14, 2015. Marine Corps will cover transportation and Marine Corps instructors will be provided at the Citadel.

Following a motion by Ms. Hilferty and seconded by Mrs. Powell, the above motion was unanimously approved.

Voting Aye: All  
Voting No: None



## **ITEMS FOR BOARD ACTION - Continued**

### **10.09 Food Services Agreement**

**MOTION:** To renew the Chartwells Food Services Agreement for the 2015 – 2016 school year in accordance with RFP received and approved by PDE and Solicitor effective July 1, 2014. This Agreement is renewed by mutual agreement for up to four additional one-year periods.

Following a motion by Mrs. Jones and seconded by Mrs. Powell, the above motion was unanimously approved.

Voting Aye: All  
Voting No: None

### **10.10 George Crothers Memorial School Agreement for ESY Services**

**MOTION:** To approve the ESY agreement for Student #'s 042834, 130028, and 081540 as presented.

Following a motion by Mrs. Jones and seconded by Ms. Hilferty, the above motion was unanimously approved.

Voting Aye: All  
Voting No: None

### **10.11 Special Education Agreement for Student # 043249**

**MOTION:** To approve the Special Education agreement for Student # 043249 as presented.

Following a motion by Mrs. Powell and seconded by Ms. Hilferty, the above motion was unanimously approved.

Voting Aye: All  
Voting No: None

### **10.12 School Calendar 2015-2016**

**MOTION:** To approve the calendar for the 2015-2016 school year as presented.

*Comments:*

*Dr. Steinhoff indicated a couple of changes to this year's calendar from years past.*

Following a motion by Mrs. Jones and seconded by Mrs. Denny, the above motion was unanimously approved.

Voting Aye: All  
Voting No: None

**ITEMS FOR BOARD ACTION - Continued**

**10.13 Election to Delaware County Intermediate Unit Board of Directors**

**MOTION:** To elect A. Lewis Boughner as Penn Delco's representative to the Intermediate Unit Board of Directors for a term commencing July 1, 2015 and ending June 30, 2018.

Following a motion by Ms. Hilferty and seconded by Mrs. Esler, the above motion was unanimously approved.

Voting Aye: All  
Voting No: None

**10.14 Revision to Board Policy 229 Student Fundraising**

**MOTION:** To approve the revisions to Board Policy 229 Student Fundraising as presented.

*Comments:*

*Dr. Steinhoff noted the change that no students can participate in games of chance.*

Following a motion by Mrs. Jones and seconded by Mrs. Powell, the above motion was unanimously approved.

Voting Aye: All  
Voting No: None

**10.15 Request to Establish Student Activity Scholarship**

**MOTION:** To establish the Jordan E. Dannin Memorial Scholarship Fund at Sun Valley High School to provide a \$500 award to a graduating senior.

Following a motion by Mrs. Jones and seconded by Mrs. Denney, the above motion was unanimously approved.

Voting Aye: All  
Voting No: None

**10.16 Tax Assessment Appeal**

**MOTION:** To agree to settle the tax assessment appeal for the property located at 100 Bodley Road, Aston Township (Folio #02-00-00058-01) at an assessed value of \$81,360 as presented.

Following a motion by Ms. Hilferty and seconded by Mrs. Jones, the above motion was unanimously approved.

Voting Aye: All  
Voting No: None

## **ITEMS FOR BOARD ACTION - Continued**

### **10.17 Disposal of Items**

**MOTION:** To approve the donation or disposal of obsolete library books, as presented.

Following a motion by Mrs. Jones and seconded by Mrs. Denney, the above motion was unanimously approved.

Voting Aye: All

Voting No: None

### **10.18 Change Orders – Northley Middle School**

**MOTION:** To approve change orders as follows:

#### **C.A.D. Electric, Inc.**

- EC-20: Added costs relocation of conduit due to unforeseen existing conditions. Repair to existing emergency light fixtures and removal of existing smoke detectors - \$8,634.81.
- EC-21: Added exit lights and temporary emergency lights required for TCO - \$11,694.35.

Following a motion by Mrs. Jones and seconded by Mrs. Powell, the above motion was unanimously approved.

Voting Aye: All

Voting No: None

### **10.19 Elementary Computer/Technology Teachers**

**MOTION:** To approve the creation of up to two (2) Elementary Technology Teaching positions for the 2015-2016 school year. The administration is authorized to apply for the use of state grant funds for these positions should the positions qualify for such funding, and should such funding be available for the next school year.

Following a motion by Mrs. Powell and seconded by Mrs. Denney, the above motion was unanimously approved.

Voting Aye: All

Voting No: None

### **10.20 Facility Rental Fees**

**MOTION:** To add to the list of facility rental fees the charge of \$20/hour for use of the Sun Valley Wrestling Room. Approval of the motion directs the administration to add the Sun Valley Wrestling Room to the list of district facilities eligible for rental request, and is subject to the PDSB Board Policy 707 Use of Facilities.

Following a motion by Mrs. Powell and seconded by Mrs. Denney, the above motion was unanimously approved.

Voting Aye: All

Voting No: None

**ITEMS FOR BOARD ACTION - Continued**

**10.21 Bid Award – Administration Building HVAC**

**MOTION:** To award HVAC contract to Myco Mechanical of Telford PA in an amount not to exceed \$307,000 in accordance with all bid specifications, subject to solicitor's review and execution of a mutually agreeable contract.

Following a motion by Mrs. Powell and seconded by Mrs. Esler, the above motion was unanimously approved.

Voting Aye: All  
Voting No: None

**COMMENTS BY MEMBERS OF THE PUBLIC**

None

**COMMENTS BY MEMBERS OF THE BOARD**

Mrs. Jones congratulated the four students, as well as the entire wrestling team for an outstanding season.

**ADJOURNMENT**

Following a motion by Mrs. Denney, seconded by Mrs. Powell, the Board adjourned by unanimous consent at 8:25 p.m.

Respectfully Submitted,



Tracy A. Marshall  
Board Secretary

Next Meetings: Wednesday, April 15, 2015 – Study Session – District Service Center  
Wednesday, April 22, 2015 – Business Meeting – District Service Center