

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

**Minutes of the Board of School Directors
DECEMBER 16, 2015**

A regular meeting of the Board of School Directors of the Penn-Delco School District convened on Wednesday December 16, 2015, at 8:04 p.m. at the District Service Center pursuant to advertisement published in the Delaware County Daily Times.

School Directors Present:

Leon Armour
Kate Denney
John Dougherty
Lisa Esler
Dawn Jones
M. Colleen Powell
Georgia Stone
Kevin Tinsley

School Directors Absent:

Catherine Hilferty

Others in Attendance:

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

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 special meeting of November 18, 2015, regular meeting of November 23, 2015 and the reorganization meeting of December 7, 2015 as presented, be and are hereby approved.

Motion to approve the resolution was made by Mrs. Jones and seconded by Mrs. Powell. 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 November – December 2015 as presented, be and is hereby approved.

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

Voting Yea: All
Voting No: None

MINUTES AND MONTHLY REPORTS - Continued

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 November 2015, as presented, be and is hereby approved.

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

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

ACCOUNCEMENTS 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

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

None

ITEMS FOR BOARD ACTION

7.01 Personnel – Professional

(1) Extra Pay – Extended Employment

(a) *After School and Saturday Detention*

Michelle Ritz	1.5 hours
Keith Sgrillo	4.75 hours
Marianna Constantino	4 hours

(b) Extra Hours for class coverage, meeting, and phone conference

(Account #10-1241-123-000-0-00-00-000)

Cara Miller	8.75 hours
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(c) *GIEP Writing*

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

Mindy Ross	8 hours
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(d) *Summer Tech Training Hours, July 15 – August 27, 2015*

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

Jeffrey Deckman	10 hours
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(e) Northley Middle School Acting Dean of Students (9/15 -11/15)

(Account #10-1110-123-000-30-70-00-000)

Nicole Armbruster	45 hours
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(2) Appointments

(a) Kelsey Bogan, Temporary Professional Employee, effective 12/14/15

Education

Arcadia University
Bachelor of Arts, Art History
Drexel University
MS, Library & Information Science

Professional Experience

Montgomery County Law Library
Library Assistant
Blank Rome, LLP
Library Assistant

Cert/Assign

Library Science PK-12
Parkside/Pennell Librarian

Salary

M/1
\$50,205

Rationale

V. Schwartz, resignation

(3) Extra Duty Pay Assignments for the 2015/2016 school year

Rescission:

Aston Non-Athletics

Patricia Krause	.5 Safety Patrol	2.5 Units @ \$276	\$690.
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Appointments:

Sun Valley Athletics

Emily Myhal	.5 Assistant Indoor Track	5 Units @ \$276	\$1,380.
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Aston Non-Athletics

Susan Weber	.5 Safety Patrol	2.5 Units @ \$276	\$690.
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ITEMS FOR BOARD ACTION - Continued

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

Voting Aye: All
Voting No: None

7.02 Personnel – Classified

(1) Resignations

- (a) Cynthia Haughey, substitute Health Room Licensed Assistant, effective 12/31/15.
- (b) Eleanore McGlinn, part-time Residency Clerk/Receptionist, effective 12/30/15.

(2) Appointments

- (a) Heather Skinner, One on One Assistant (A2HQ, step 1) at Northley Middle School @ \$11.50/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 12/1/15.
- (b) Amy Malin, One on One Assistant (A2HQ, step 1) at Coebourn Elementary @ \$11.50/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 1/4/16.
- (c) Paul Philiposian, Substitute Custodian @ \$12.28/hour, on call as needed, no benefits, effective 12/17/15.
- (d) Lauren Bondrowski, Lifeguard at Northley Middle School @ \$11.60/hour, on call as needed, no benefits, effective 12/17/15.

(3) Change in Status

- (a) Jim Gentile from part-time Bus Mechanic to full-time Bus Mechanic @ \$25.21/hour (no change), 40 hours/week, 261 days per year with full-time benefits in accordance with the PDSSPA contract effective 12/21/15.
- (b) Janice Hazinsky, from Clerical Assistant to full-time Custodian (step 1) at Coebourn Elementary @ \$14.94/hour, up to 40 hours/week, 261 days/year with full-time benefits in accordance with the PDSSPA contract, effective 12/21/15.

(4) Leaves of Absence

- (a) Judith Jones, Secretary at Northley, paid FMLA from 1/8/16 through 3/3/16.
- (b) Jill Cape, Playground/Cafeteria Assistant, temporary leave of absence from 12/15/15 through 1/29/16.

(5) 2015 Fall Adult School Pay

Class	Instructor	Pay
Aquatics	Karen Sullivan	\$710
Yoga	Ava Woodring-Emmison	\$990
Volleyball A	Dwain Darkon	\$615
Volleyball B	Debbie Clowesley	\$885

ITEMS FOR BOARD ACTION - Continued

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.

7.03 Transportation Staff

Motion: To convert one (1) part-time bus mechanic position to one (1) full-time bus mechanic at the Transportation Center.

7.04 Security Guard Compensation

MOTION: To set the hourly rate for school district security guards at \$12.00 per hour, and \$12.50 per hour for security guards with 10+ years' experience, effective December 28, 2015.

7.05 Bus Buy-Back Bid Award

MOTION: To approve the bus buy-back bid award, to Rohrer Bus Sales of Duncannon, PA, as presented, lowest responsible bidder, in accordance with all bid specifications.

7.06 Copier Lease

MOTION: To approve the lease with Ricoh USA, Inc. as presented, subject to review and approval by the district's solicitor.

7.07 Final Payment Applications – Construction

MOTION: To approve the final payment application

1. Degler-Whiting, Inc. of Frazer, PA

in the amount of \$17,250 for the Bleacher Replacement at Northley Middle School. This brings the total amount paid to \$32,886.

2. Worth and Company, Inc. of Pipersville, PA

in the amount of \$148,973.73 for HVAC Contract at New Coebourn Elementary School. This brings the total amount paid to \$2,979,474.59.

3. Superior Electric Service Co. of Wilmington, DE

in the amount of \$25,000 for Electrical Contract at New Coebourn Elementary School. This brings the total amount paid to \$1,911,903.03.

7.08 Act 1 Resolution

MOTION: To approve the Act 1 index resolution certifying that the Penn-Delco School District will not exceed the tax rate index (2.9%) calculated by the Pennsylvania Department of Education for the 2016 – 2017 fiscal year, as presented.

7.09 Suicide Awareness, Prevention and Response

MOTION: To approve PDSD Policy #819 (Suicide Awareness, Prevention and Response), as presented.

7.10 GPS – TRANSPORTATION

MOTION: To approve the 5-year agreement with Synovia Solutions, LLC to provide GPS Hardware and Service as presented.

ITEMS FOR BOARD ACTION - Continued

7.11 Accept Local Audit

MOTION: To accept the Local Audit completed by Maillie, LLP of Oaks, PA for the 2014 – 2015 school year as presented.

7.12 DCIU Board Representative

MOTION: To nominate Cathy Hilferty as Penn-Delco School District representative to the Delaware County Intermediate Unit Board.

7.13 Preparation and Solicitation of Bids

MOTION: Request approval to prepare and solicit bids as follows:

1. Sun Valley Restrooms Renovations – Funded by Capital Project Fund
2. Floor restoration for Northley Middle School Locker Rooms & Pool Office – Funded by Capital Project Fund

Following a motion by Mrs. Jones and seconded by Mr. Armour, the above motions (7.12 – 7.13) were unanimously approved.

Voting Aye: All

Voting No: None

7.14 PDSD/Student Residency for Students #24450, #24451, and # 24452

MOTION: To disenroll students as presented, effective January 4, 2016.

Following a motion by Mrs. Powell and seconded by Mrs. Stone, the above motion was approved as follows:

Voting Aye: Denney, Esler, Powell, Stone & Tinsley

Voting No: Armour, Dougherty & Jones

COMMENTS BY MEMBERS OF THE PUBLIC

None

COMMENTS BY MEMBERS OF THE BOARD

None

ADJOURNMENT

Following a motion by Mrs. Jones, seconded by Mrs. Powell, the Board adjourned by unanimous consent at 8:10 p.m.

Respectfully Submitted,



Tracy A. Marshall
Board Secretary

Next Meetings: Wednesday, January 20, 2016, 7:30 PM, – Study Session – District Service Center
Wednesday, January 27, 2016, 7:30 PM, - Business Meeting – District Service Center