

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

**Minutes of the Board of School Directors
January 24, 2024**

A regular meeting of the Board of School Directors of the Penn-Delco School District convened on Wednesday, January 24, 2024, at 7:45 p.m., pursuant to advertisement published in the Delaware County Daily Times.

School Directors Present:

Kate Denney
Stephanie Ellis
Melissa Huber
Dawn Jones
John Mancinelli
Bernie Seasock
Pat Twisler
Leon Armour

School Directors Absent:

None

Others in Attendance:

Dr. George Steinhoff, Superintendent of Schools
Dr. Eric Kuminka, Assistant Superintendent of Schools
Erik Zebley, Business Administrator
Dr. Dave Criscuolo, 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 regular meeting of November 20, 2023, the Special meeting of December 4, 2023 and the Reorganization meeting of December 4, 2023, as presented, be and are hereby approved.

Motion to approve the resolution was made by Mrs. Jones and seconded by Mrs. Denney 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 2023 – January 2024 as presented, be and is hereby approved.

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

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 December 2023, as presented, be and is hereby approved.

Mrs. Ellis presented the Treasurer’s Report for December 2023.

Motion to approve the Treasurer’s Report was made by Mrs. Jones and seconded by Mrs. Denney. The motion was unanimously approved.

3. **BUDGET TRANSFER REPORT**

MOTION: To approve the Budget Transfer Report for November - December 2023.

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

Voting Yea: All

Voting No: None

STUDENT REPRESENTATIVES’ REPORT TO THE BOARD

Seamus McGroary and Olivia Ellis reported on the following:

- Mid-terms will conclude tomorrow.
- The Annual Decades Show will be held on February 1st.
- Sun Valley Choirs, with a total of 10 students, will partake in PMEA District 12 Choir Festival.
- 2nd Quarter ends Friday, January 26th.
- Math Honor Society inductions recently took place.
- National Honor Society’s winter formal dance has been postponed to February 15th.
- National Honor Society members helped administer tours to upcoming SV Students in 8th grade.
- Sun Valley Wrestling Team is heading into duals tonight, and may be headed to their 5th Chesmont Championship in a row.
- Sun Valley Swim Team has a few new pool records from Kara Damico as well as other swimmers and divers qualifying for Districts.
- Sun Valley Boys’ Basketball a recent win against Ridley and the Girls’ team had a win over Oxford yesterday.

DCIU REPORT

None

SUPERINTENDENT’S REPORT

Dr. Steinhoff recognized our Board, who has given their commitment, time and stewardship to the District and Community. January is PSBA School Board Recognition month.

Dr. Steinhoff thanked Mrs. Ford, who presented an overview and recognitions of happenings at Coebourn during last weeks’ Committee of the Whole.

Dr. Steinhoff congratulated and thanked the Aston Staff who presented at the Statewide PDE Conference on Best Practices in Schoolwide-MTSS.

Dr. Steinhoff recognized our Facilities Department for their hard work during last weeks’ snowstorms.

SUPERINTENDENT'S REPORT - Continued

Dr. Steinhoff noted the addition of three additional AP classes on the agenda this evening for approval. Also, trimesters will begin at the elementary schools.

National School Counselor Week is February 5 – 9, and Penn-Delco has a great group of Counselors.

Dr. Steinhoff reviewed the 2024 – 2025 instructional calendar on the agenda for approval. It includes 191 teacher days and 182 student days. The first day of school will be September 3, 2024.

Dr. Steinhoff gave an overview of the 2024 – 2025 Budget Development. The District will not exceed the Act 1 index, while addressing the surge in special education costs. The budget will be finalized in late April for Adoption in June.

Dr. Steinhoff gave an update on negotiations for PDEA and PDESPA, which have begun ahead of their end date.

Universal breakfast at the elementary schools, which started in December has been smooth sailing. Breakfast will begin at Northley on January 29th.

Dr. Steinhoff discussed flexible learning schedule going forward, since we've utilized the two snow days which were built into our calendar. The next emergency closing will trigger flexible learning days.

Dr. Steinhoff congratulated Jenna Jones, who was named All-Delco Player of the Year for Volleyball. Jenna will be recognized at next month's Board meeting. He also congratulated Sun Valley's Noah Griffin who was named to All-Delco First Team for football.

Dr. Steinhoff recognized Katelynn Bunch, Cheyenne Brady and Evelyn Chaney who participated in the 2024 District 12 Band Festival in January. Evelyn was selected to perform at the Regional Band Festival and will also perform in the District 12 Orchestra Festival in February.

Dr. Steinhoff also recognized the members of the Sun Valley Chorus who will attend the District 12 Festival later this week. There they will audition for the Regional Festival. Christian Daniele, Jermain Howard, Gabriel Palmarini, Dakota Herman, Jonathan Michael, Pat Willey, Seamus McGroary, Madison Meehan, Mikayla Leary, and Alexandra McKeown will represent Penn-Delco.

Lastly, Dr. Steinhoff invited everyone to Northley's performance of James and the Giant Peach, Jr January 25, 26, & 27 as well as Sun Valley's Decades Show 2023 on February 1.

ANNOUNCEMENTS FOR THE PUBLIC

President Armour announced, pursuant to Act 48 – Sunshine Act, this evening, the Board met in executive session to discuss legal and personnel issues.

ITEMS FOR BOARD INFORMATION AND DISCUSSION

None

COMMENTS BY MEMBERS OF THE BOARD

Mrs. Ellis congratulated Jenna Jones on being named All-Delco Player of the year for Volleyball.

PUBLIC COMMENTS

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

The Board recognizes the value to school governance of public comment on educational issues with 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 for 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.
- Public participation at the beginning of the agenda will be limited to 15 minutes total and to three minutes per person, on agenda topics only.
- **Public participation at the end of the agenda will be limited to 30 minutes total and to three minutes per person.**

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 COMMENT:

None

ITEMS FOR BOARD ACTION

10.01 Personnel – Professional

(1) Appointment

(a) Maura Bernatowicz, Temporary Professional Employee, effective 01/25/2024

Education

Cabrini University
BS, Elementary Education

Professional Experience

Lower Merion School District

Cert/Assign

Grades PK-4
Aston-3rd Grade

Salary

B/1 \$53,304

Rationale

Kaitlyn Casey, Resignation

(b) Jamie McArdle Temporary Professional Employee, effective 01/25/2024

Education

West Chester University
BS, Elementary Education

Professional Experience

Penn-Delco School District
Union-Chadds Ford School District

Cert/Assign

Grades PK-4
Aston-4th Grade

Salary

B/2 \$53,974

Rationale

Kaitlyn Ranieri, Resignation

ITEMS FOR BOARD ACTION - Continued

(c) Allison Riley, Long-term Substitute, extended through 06/14/2024

Education

Penn State University
BS, Elementary Education

Professional Experience

Media Children's House

Cert/Assign

Grades PK-4
Aston- 1st Grade

Salary

B/1 \$53,304

Rationale

Leave, EE #3237

(d) Benjamin Revak, Long-term Substitute, effective 1/22/2024 through 6/14/2024

Education

Chestnut Hill College
BA, Communications
Chestnut Hill College

MA, English Literature

Professional Experience

Kelly Education
Southeast Delco School District

Cert/Assign

English 7-12
Sun Valley – Business

Salary

M/1 \$56,449

Rationale

Leave, EE #3568

(e) Alyssa Gantz, Long-term Substitute, effective 1/25/2024 through 6/14/2024

Education

Millersville University
Cert)

BS, Biology

Professional Experience

Kelly Education

Cert/Assign

General Science (Emergency

Northley – Science

Salary

B/1 \$53,304

Rationale

Leave, EE #3567

(2) Wage and Salary Adjustment

(a) Michael Johnson, Special Education Teacher at Sun Valley, from Bachelor's, step 9 @ \$61,699 to Master's, step 9 @ \$67,514 effective 01/04/2024.

(b) Jamie Lansberry, High School English Teacher at Sun Valley, from Bachelor's, step 4 @ \$55,774 to Master's, step 4 @ \$57,904 effective 01/10/2024.

(c) Alyssa Croulet, Special Education Teacher at Pennell, from Master's, step 6 @ \$60,444 to Master's 60, step 6 @ \$64,839 effective 01/09/2024.

(3) Leaves of Absence

(a) Employee #3915, FMLA from 05/13/2024 through 06/14/2024

(b) Employee #3582, FMLA from 01/08/2024 through 02/18/2024

(c) Employee #3117, Intermittent FMLA from 01/16/2024 through 06/16/2024

(d) Employee #1377, FMLA from 01/23/2024 through 02/11/2024

(4) Resignation

(a) Scott Taylor, Science Teacher at Sun Valley High School, effective 03/31/2024.

(b) Katherine Carlin, 5th Grade Teacher at Pennell Elementary, effective not later than March 13, 2024.

ITEMS FOR BOARD ACTION - Continued

Budget Code: 10-2271-240-000-10-00-00-000 (continued)

Danielle Seaman Parkside	\$1,500	Wilkes University -Literacy and Learning in the Content Areas
Pamela Sola Parkside	\$1,500	West Chester University -PSY 521
Jacqueline Zingani Parkside	\$3000	Widener University -Reading and Language Arts -Diag & Remed RDG DIFF

Budget Code: 10-2271-240-000-30-00-00-000

Brittany Barr Sun Valley	\$3,000	LaSalle University -Brain-Based Teaching and Learning -Motivation: The Art and Science of Inspiring Classroom Success
Renee DiPietro Northley	\$525	University of the Arts -AI in the Classroom
Danielle Dougherty Sun Valley	\$1,095	Immaculata University -Making an Impact: Building Positive Relationships with your Students
Erin Kenney Northley	\$750	La Salle University Assessment Techniques: Assessing for Student Learning
Jamie Lansberry Sun Valley	\$3,000	West Chester University -Capstone Writing and Research Seminar -Critical Pedagogies and Literacies
Ciara Scarcelli Sun Valley	\$3,000	La Salle University -Assessment Techniques: Assessing for Student Learning -Differentiated Instruction
Christa Ventura Northley	\$750	La Salle University Assessment Techniques: Assessing for Student Learning
Christine Soring Sun Valley	\$1,500	St. Joseph University -Data Information Assessment -Equitable Fiscal Allocation
Madison Starinieri Sun Valley	\$1,500	La Salle University -Styles of Teaching: Personality Type in the Classroom

ITEMS FOR BOARD ACTION - Continued

(8) Extra Pay – Extended Employment

(a) Elementary, Additional Curriculum Work, Outside of Contractual Hours

#10-2260-123-000-10-00-00-000 Hours
Meghan Pringle 3.00

(b) Elementary Esser Before School Tutoring (1/3/24 - 1/12/24)

#10-1190-123-998-10-00-00-000

	<u>Hours</u>		<u>Hours</u>
Karen Cage	2.00	Kristine Hopkins	2.00
Catherine Furia	2.00	Gabriella Trofa	2.00

(c) NMS, Dean of Students Additional Hours (11/1/2023 - 12/21/2023)

#10-2110-123-000-30-70-00-000 Hours
Karen Scharrer 16.75

(d) SVHS, Dean of Students Additional Hours (11/1/2023 - 12/21/2023)

#10-2110-123-000-30-80-00-000 Hours
John Moleterri 10.50

(e) NMS, Class Coverage (11/15/23 - 12/22/23)

#10-1110-123-000-30-70-00-000

	<u>Hours</u>		<u>Hours</u>
Nicole Armbruster	22.50	Danielle Dougherty	7.00
Deborah Blaisse	46.00	Kevin Fowler	32.50
Jeff Deckman	15.00	Kathleen Sundquist	22.50

(f) NMS, Winter Formal Chaperones, 3:00 Hours (12/8/23)

#10-1110-123-000-30-70-00-000

Samantha Amicone	Molly Dwyer
Kathleen DiMichele	Brooke Teefy

(g) NMS, Before / After School Tutoring (10/30/23 - 12/20/23)

#10-1190-123-996-30-70-00-000

	<u>Hours</u>		<u>Hours</u>
Deborah Blaisse	12.00	Michelle Ritz	5.00
Kathleen DiMichele	18.00	Kevin Siegel	5.00
Colleen Miller	11.00	Jamie York	4.50
Jennifer Porter	5.00		

(h) SVHS, Homebound Instruction (12/7/23 - 12/21/23)

#10-1430-123-000-30-00-00-000 Hours

Christopher Bell	4.50
Erica Guidetti	8.00
Danella Shallow	4.00

(i) SVHS, Esser Before / After School Tutoring (10/30/23 - 12/20/23)

#10-1190-123-998-30-80-00-000

	<u>Hours</u>		<u>Hours</u>
Anthony DiProspero	2.00	Cori Lark Fiorelli	3.75
Julianne Hill	14.50	Madison Starinieri	4.50
Susan Koehler	14.75		

ITEMS FOR BOARD ACTION - Continued

(j) SVHS, Class Coverage (10/11/23 - 12/22/23)

#10-1110-123-000-30-80-00-000

	<u>Hours</u>		<u>Hours</u>
Anthony DiProspero	87.00	Michael Komorowski	42.00
Amy Grady	40.50	Madison Starinieri	45.00
Dan Hill	49.50		

(k) SVHS, Guidance, Outside of Contractual Hours, 11/3/2023

#10-2120-123-000-30-80-00-000 Hours

Jillian Foster 1.25

(l) Special Education Work, Outside of Contractual Hours (11/2023-12/2023)

#10-1241-123-000-10-00-00-000 Hours

Megan Flanagan 6.00

Melissa Lidstone 6.00

Kate Taylor 4.00

10.02 Personnel – Classified

(1) Appointment

(a) Fall 2023 and Spring 2024 Community Education Program Instructor

<u>Class</u>	<u>Instructor</u>
Vigor Yoga	Ava Woodring-Emmison
Virtue Yoga	Ava Woodring-Emmison

(b) Claire Campbell, Lifeguard at Northley, @ \$13.08/hour, on call as needed, no benefits, effective upon the completion of pre-employment paperwork.

(2) Leaves of Absence

(a) Employee #2206, FMLA from 01/11//2024 through 02/22/2024

(3) Resignation

(a) Spring Walker-Williams, Substitute Classroom Assistant at Pennell Elementary, effective 12/01/2023.

(4) Change in Status

(a) Edlyne Surpris, from part-time Bus Aide to substitute Bus Aide @ \$13.00/hour, on call as needed, no benefits effective 12/08/2023.

References: Penn-Delco Budget 2023-2024; 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 Mrs. Jones and seconded by Mrs. Ellis, the above motions were unanimously approved.

Voting Aye: All
Voting No: None

ITEMS FOR BOARD ACTION - Continued

10.03 Donations

MOTION: To accept the donation from *Marotta/Main Architects*, in the amount of \$500.

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

Voting Aye: All
Voting No: None

10.04 Grass Cutting Agreement

MOTION: Renew the Grass Cutting Agreement to KMC Property Maintenance, LLC of Chester Heights, PA, the lowest responsible, kind, quality, and services being equal for an amount not to exceed \$1,503 per cut, in accordance with all specifications.

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

Voting Aye: All
Voting No: None

10.05 Board Member Resignation

MOTION: To accept the resignation of Board Member Mr. Kevin Tinsley, effective January 1, 2024.

Comments:

President Armour thanked Mr. Tinsley for his service; he was the longest tenured Board Member. Mr. Tinsley was appointed Aston 6th Ward Commissioner, and you can't hold two political positions at once.

Following a motion by Mr. Mancinelli and seconded by Mrs. Ellis, the above motion was unanimously approved.

Voting Aye: All
Voting No: None

10.06 Board Member Appointment

MOTION: To fill the vacancy and term of former school director Mr. Kevin Tinsley, by appointing Brent Hefton as school director according to School Code Section 315, effective January 24, 2024.

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

Voting Aye: All
Voting No: None

ITEMS FOR BOARD ACTION - Continued

10.07(a) Table Motion 10.07

MOTION: To table Motion 10.07 and postpone until the February 28, 2024 Board meeting.

10.07 Board Vice-President Appointment - TABLED

MOTION: To appoint _____ as Vice-President of the Penn-Delco Board of School Directors, effective January 24, 2024.

Following a motion to table motion 10.07, Board Vice-Resident Appointment, by Mr. Armour and seconded by Mr. Mancinelli, the motion was unanimously tabled.

Voting Aye: All
Voting No: None

10.08 Overnight Field Trip - Sun Valley Basketball Team

MOTION: The Sun Valley High School Administration requests permission for the SVHS Boys Basketball Team to travel to Kissimmee, Florida for a KSA Tournament. The group will travel December 26, 2024 and return December 31, 2024.

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

Voting Aye: All
Voting No: None

10.09 Disposal of Items

MOTION: To approve the disposal of the following items, which are no longer needed, as presented below.

- 3 Older desks (Sun Valley)
- 1 4-drawer file cabinet (Sun Valley)
- 1 5-drawer file cabinet (Sun Valley)

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

Voting Aye: All
Voting No: None

10.10 School Psychologist Intern Stipend

MOTION: To approve the pass through stipend payments of \$25,000 each to Janelle Pierce and Karlene Rutherford for participation in the PA Mental Health Education Learning Program in Schools. Payment is subject to district's receipt of funds from PHEAA and completion of the eligibility requirements for participation in the PA HELPS program.

Following a motion by Mrs. Ellis and seconded by Mr. Mancinelli, the above motion was unanimously approved.

Voting Aye: All
Voting No: None

ITEMS FOR BOARD ACTION - Continued

10.11 Appointment of Local Auditor

MOTION: To appoint the firm of Maillie, LLP of Oaks, Pa to perform the Annual Financial Audit and the Single Audit for the 2023 - 2024, 2024 - 2025, and 2025 - 2026 school years, as presented.

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

Voting Aye: All
Voting No: None

10.12 SVHS Junior Prom 2025

MOTION: To approve the Agreement with The Waterfall, in Claymont, Delaware, for the Class of 2026 Junior Prom, as presented.

Following a motion by Mr. Twisler and seconded by Mr. Seasock, the above motion was unanimously approved.

Voting Aye: All
Voting No: None

10.13 ATI Service Agreement

MOTION: To approve the Agreement with ATI for Athletic Trainer Services, as presented.

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

Voting Aye: All
Voting No: None

10.14 Athletic Trainer

MOTION: To approve the creation of one (1) Athletic Trainer position, with salary and benefits in accordance with the Act 93 Agreement.

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

Voting Aye: All
Voting No: None

10.15 2024-2025 Instructional Calendar

MOTION: To approve the instructional calendar for the 2024-2025 school year, as presented.

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

Voting Aye: All
Voting No: None

ITEMS FOR BOARD ACTION - Continued

10.16 Roof & Wall Restoration Awards

10.16.1 MOTION: To accept the proposal from Garvey Roark, LLC of West Chester, PA for roof restoration at Pennell (base bid #1) and insulation and roof repairs at Northley Middle School and Sun Valley High School (add Alternate 1), through Omnia Partners Contract #R180903 for an amount not to exceed \$789,739. In accordance with all RFP/bid specifications, subject to solicitor review.

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

Voting Aye: All
Voting No: None

10.16.2 MOTION: To accept the proposal from Palmer Masonry Restoration of Philadelphia, PA for wall restoration and skylight work at Parkside Elementary (base bid #1), through Omnia Partners Contract #R180903 for an amount not to exceed \$181,900. In accordance with all RFP/bid specifications, subject to solicitor review.

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

Voting Aye: All
Voting No: None

10.17 Approval of New Curriculum at Sun Valley High School

MOTION: To approve the following new curriculum at Sun Valley High School, as presented:

- Course: AP African American Studies (Social Studies)
- Course: AP Computer Science Principles (STEM)
- Course: AP Pre-Calculus (Math)

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 Student Activities Fund

MOTION: Request Approval to close the following Student Activities Funds as listed below:
#81-0496-000-000-70-79-00-000 - Archery Club - NMS

Following a motion by Dr. Huber and seconded by Mrs. Jones, 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

Dr. Steinhoff noted that Sun Valley Marching Band will be recognized at the March meeting, on their recent Championship.

Also, Jenna Jones will be recognized for her recent accomplishment. Mr. Tinsley will be back as well.

ADJOURNMENT

Following a motion by Mrs. Ellis and seconded by Mrs. Jones the Board adjourned by unanimous consent at 8:18 p.m.

Respectfully Submitted,



Erik Zebley
Board Secretary

Next Meetings: Wednesday, February 21, 2024 – Study Session – Service Center – 7:30 p.m.
Wednesday, February 28, 2024 – Business Meeting – Service Center – 7:30 p.m.