

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

**Minutes of the Board of School Directors
NOVEMBER 28, 2018**

A regular meeting of the Board of School Directors of the Penn-Delco School District convened on Wednesday, November 28, 2018, at 7:35 p.m. at the District Service Center pursuant to advertisement published in the Delaware County Daily Times.

School Directors Present:

Catherine Hilferty
Kate Denney
Dawn Jones
M. Colleen Powell
Bernie Seasock
Georgia Stone
Leon Armour

School Directors Absent:

Lisa Esler
Kevin Tinsley

Others in Attendance:

Dr. George Steinhoff, Superintendent
Eric Kuminka, 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 regular meeting of October 24, 2018 as presented, be and are hereby approved.

Motion to approve the resolution was made by Mrs. Powell 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 October 2018 – November 2018 as presented, be and is hereby approved.

Motion to approve the resolution was made by Mrs. Jones and seconded by Mrs. Powell.

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 October 2018, as presented, be and is hereby approved.

Mrs. Powell presented the Treasurer's Report for October 2018.

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

STUDENT REPRESENTATIVES REPORT TO THE BOARD

Kyra Green commented on the following at Sun Valley with a great start to the school year:

- PBIS Turkey Bowl contest was held last week.
- Teacher rotation from the modular classrooms was a success.
- Hi-Q team has begun their season.
- Boys Ice Hockey beat Chichester in the Annual Ice Bowl.
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SUPERINTENDENT'S REPORT

Dr. Steinhoff introduced Mr. Ed Furman, of Maillie, LLP, who gave an overview of the District's 17 – 18 audit. Mr. Furman reported an unmodified opinion on the financial statement of the District.

Dr. Steinhoff thanked Tracy Marshall, Erik Zebley and the Business Office for their hard work.

Dr. Steinhoff commented on the Thanksgiving events which took place last week. Unfortunately, Sun Valley lost to Chichester in the Turkey Bowl, but is looking forward to hosting the game next year on our nearly new turf field.

Dr. Steinhoff welcomed Lis Palmarini, who has jumped right in with keeping our websites updated. He announced the State has released the Future Ready Data on their website. The Administrators are just now pulling this information over. He is pleased to announced that our SAT & ACT scores are at an all-time high.

Dr. Steinhoff publically recognized our bus drivers & aides, maintenance staff and administrators who stayed as long as necessary during our recent snowstorm to ensure everyone got home safely.

ACCOUNCEMENTS FOR THE PUBLIC

President Armour announced, pursuant to Act 48 – Sunshine Act, prior to this 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 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

9.01 Personnel – Professional

(1) Extra Pay – Extended Employment

(a) After School and Saturday Detentions

<u>Teacher</u>	<u>Hours</u>
Nicole Armbruster	3.00
Kate Doroshenko	2.25
Francine Im	3.00
Theresa McHugh	3.00
Lisa Pasceri	7.50
Kristen Prosper	.75
Nicki Sayre	3.00
Shari Sharp	4.50
Kevin Siegel	3.00
Richard Stetson	2.25

(b) Summer Student Testing, Coebourn – 8/7/18 – 8/21/18

Lutteroty, Nikole – 10 hours
Politano, Deborah – 6.5 hours

(c) Financial Aid Night, Sun Valley – 10/16/18

Foster, Jillian – 2.5 hours
Hartwell, Bill – 2.5 hours
Im, Francine – 2.5 hours
Judge, Erin – 2.5 hours

(d) Elementary Title I Parent Meeting – 10/23/18

Craley, Michele – 1.5 hours
Lutteroty, Nikole – 1.5 hours
Politano, Deborah – 1.5 hours

(e) Professional Education Council Meeting, 10/24/18

#10-2260-123-000-10-00-00-000

Teacher	Hours
Armbruster, Nicole	1
Bondanza, Adria	1
King, Jess	1
Neale, Courtney	1
Roche, Jowel	1
Sharp, Shari	1
Talley, Elisha	1
TOTAL	7

(2) Change of Status

(a) Marilyn Issac, long-term substitute Special Education Teacher, extended through 6/17/19.

(3) Resignation

(a) Daniel Palmer, Assistant Principal at Sun Valley High School, effective 11/29/18.

ITEMS FOR BOARD ACTION - Continued

(4) Leaves of Absence

- (a) Valerie Carr, Special Education Teacher at Sun Valley, Sabbatical Leave for Professional Development from 1/25/19 through 6/17/19.
- (b) Rose Carroll, School Psychologist, FMLA from 2/27/19 through 5/28/19.
- (c) Morgan Zimmerman, Reading Specialist at Aston Elementary, FMLA from 3/14/19 through 6/6/19.
- (d) Megan Flanagan, Special Education Teacher at Northley, FMLA from 11/27/18 through 1/8/19.
- (e) Lindsey Wiley, Special Education Teacher at Pennell Elementary, FMLA from 3/29/19 through 6/17/19.

(5) Extra Duty Pay Assignments for the 2018/2019 school year

Rescissions:

Sun Valley Athletics

Casey Simpkins	Boys Asst. Baseball	10 Units @ \$291	\$2,910.
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Sun Valley Non-Athletics

Valerie Carr	Department Head	8 Units @ \$291	\$2,328.
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Appointments:

Sun Valley Athletics

Christopher Quintans	Boys Head Baseball	15 Units @ \$291	\$4,365.
Brian Palmore	Boys Asst. Baseball	10 Units @ \$291	\$2,910.
Ryan Burton	Boys 9 th Gr. Asst. Baseball	9 Units @ \$291	\$2,619.
Angela Shicatano	Asst. Co-ed Swimming	10 Units @ \$276	\$2,760.

Northley Athletics

Maxwell Rowley	Boys 7 th Gr. Basketball	10 Units @ \$276	\$2,760.
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Sun Valley Non-Athletics

Amy Grady	Department Head	8 Units @ \$276	\$2,208.
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Northley Non-Athletics

Deborah Blaisse	Yearbook	8 Units @ \$291	\$2,328.
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9.02 Personnel – Classified

(1) Appointment

- (a) Jennifer Herman, substitute Assistant @ \$10.35/hour, on call as needed, no benefits, effective 11/8/18.
- (b) Jennifer Benchino, Playground/Café Assistant (A1, step 1) at Coebourn Elementary @ \$10.85/hour, up to 22.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 11/12/18.
- (c) Deanna Durante, Playground/Café Assistant (A1, step 1) at Aston Elementary @ \$10.85/hour, up to 22.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 12/3/18.

ITEMS FOR BOARD ACTION - Continued

(2) Resignation

- (a) Elizabeth Lukes, Paraprofessional at Aston Elementary, effective 11/9/18.
- (b) Ryan Polsky, Lifeguard, effective 10/30/18.
- (c) David Gasiorowski, part-time Security Guard, effective 11/9/18.
- (d) Paul Philiposian, part-time Security Guard, effective 11/28/18.
- (e) Marlena Sciecinski, Bus Aide, effective 11/15/18.
- (f) Diana Dur, substitute Health Room Licensed Assistant, effective 11/16/18.
- (g) Nicole Cannon, Maintenance Specialist, effective 11/19/18.
- (h) Robert Johnson Griffin, Bus Driver, effective 11/27/18.
- (i) George Sycz, Bus Aide, effective 11/19/18.

(3) Leave of Absence

- (a) Debra Meara, Bus Aide, temporary leave from 10/24/18 through 12/21/18.
- (b) Crystal Coleman, part-time Custodian at Parkside, temporary leave from 10/22/18 through 11/12/18.

(4) Change of Status

- (a) Danalynn Fennell from substitute Classroom Assistant to Paraprofessional (A2HQ, step 1) at Pennell @ \$12.60/hour, 5.5 hours/day, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 10/26/18.
- (b) Hope Kolb from substitute Classroom Assistant to Paraprofessional (A2HQ, step 1) at Pennell @ \$12.60/hour, 5.5 hours/day, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 10/26/18.
- (c) Elizabeth Dougherty from Playground/Café Assistant at Parkside to Substitute Assistant @ \$10.35/hour, on call as needed, no benefits, effective 10/29/18.
- (d) Shannon Tucker from Paraprofessional at Northley to Bus Aide @ \$14.54/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDSSPA contract, effective 10/31/18.
- (e) Theresa Micklo from Library Assistant at Coebourn to Paraprofessional (A2HQ, step 18) at Coebourn @ \$16.55/hour, up to 27.5 hours/week, 184 days/year with part-time benefits in accordance with the PDESPA contract, effective 10/31/18.
- (f) Koffitse Nyagblo from part-time Custodian at Sun Valley to substitute Custodian @ \$12.28/hour, on call as needed, no benefits effective 11/16/18.
- (g) Michael Ancone from Maintenance Specialist to Skilled Maintenance – Grounds @ \$22.70/hour, 8 hours/day, 261 days/year with full-time benefits in accordance with the PDSSPA contract, effective 12/17/18.
- (h) Karen Heisler from Health Room Licensed Assistant to substitute Health Room Licensed Assistant @ \$21.06/hour, on call as needed, no benefits, effective 12/12/18.

References: Penn-Delco Budget 2018-2019; 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 Ms. Hilferty the above motions were unanimously approved.

Voting Aye: All
Voting No: None

ITEMS FOR BOARD ACTION - Continued

9.03 Accept Local Audit

MOTION: To accept the local audit completed by Maillie, LLP of Oaks, PA for the 2017 – 2018 school year, as presented.

9.04 Moving Agreement

MOTION: To approve the Agreement between Penn-Delco School District and Wayne Moving & Storage Company, of West Chester, PA to provide moving and storage services at Sun Valley High School in conjunction with the classroom renovations, as presented.

9.05 Commitment of Fund Balance

MOTION: To approve the following fund balance commitments for the fiscal year ending June 2018.

\$2,800,000 Retirement Rate Stabilization Fund

\$4,800,000 Capital Projects

\$2,238,439 Debt Service

9.06 Special Education and Student Placement Agreements

9.06.01 MOTION: To approve the Agreement with Community Integrated Services, Inc. for Student #130037, as presented.

9.07 Transfer of Funds

MOTION: To approve the transfer of \$1,000,000 from General Fund capital projects to Capital Reserve Fund (32) for capital improvements to Parkside Elementary School.

9.08 DCIU Renewal Agreement for Frontline Consortium Partnership

MOTION: To approve the renewal agreement for participation in the Frontline (formerly MyLearningPlan) Consortium partnership agreement as presented.

9.09 School Board Policies - Adoption

MOTION: To approve for adoption the following new and revised policies, as presented.

Board Policy #006 - Meetings

Board Policy #007 - Policy Manual Access

Board Policy #108 - Adoption of Textbooks

Board Policy #302 - Employment of Superintendent/Assistant Superintendent

Board Policy #311 - Reduction of Staff

Board Policy #336 - Personal Necessity Leave

Board Policy #704 - Maintenance

Board Policy #810.2 - Transportation - Video/Audio Recording

Board Policy #827 - Conflict of Interest

9.10 Administrative Regulations - Adoption

MOTION: To approve Administrative Regulation #800-AR-1, Records Retention Schedule, as presented.

ITEMS FOR BOARD ACTION - Continued

9.12 Change Orders - Sun Valley HS Summer 2018 Project

MOTION: To approve change order(s) as presented:

GC-03 John S. McManus, Inc.: for an amount not to exceed \$8,745

- Fencing Rental - \$1,241
- Additional Steel Framing - \$4,236
- Flash Patching Second Floor Corridor - \$3,268

Following a motion by Mrs. Stone and seconded by Mrs. Jones, motions 9.03 – 9.10 & 9.12 were unanimously approved.

Voting Aye: All

Voting No: None

9.11 Property Tax

MOTION: To approve the request to waive penalty for 2018 property tax, as presented.

Following a motion to deny this request was made by Mrs. Jones and seconded by Mrs. Denney, the motion to deny was approved as follows:

Voting Aye: Denney, Hilferty, Jones, and Powell

Voting No: Seasock, Stone and Armour

COMMENTS BY MEMBERS OF THE PUBLIC

None

COMMENTS BY MEMBERS OF THE BOARD

None

ADJOURNMENT

Following a motion by Mrs. Jones and seconded by Ms. Hilferty, the Board adjourned by unanimous consent at 8:00 p.m.

Respectfully Submitted,



Tracy A. Marshall
Board Secretary

Next Meeting: Monday, December 3, 2018 – Reorganization Meeting – Service Center - 7:30pm
Monday, December 3, 2018 - Special Meeting - Service Center - immediately
following Reorganization Meeting