

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

**Minutes of the Board of School Directors  
October 23, 2024**

A regular meeting of the Board of School Directors of the Penn-Delco School District convened on Wednesday, October 23, 2024, at 7:36 p.m., pursuant to advertisement published in the Delaware County Daily Times.

**School Directors Present:**

Brent Hefton  
Melissa Huber  
John Mancinelli  
Bernie Seasock  
Leon Armour

**School Directors Absent:**

Kate Denney  
Stephanie Ellis  
Dawn Jones  
Pat Twisler

**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 September 25, 2024, as presented, be and are hereby approved.

Motion to approve the resolution was made by Mr. Mancinelli and seconded by Mr. Hefton the motion was unanimously approved.

Voting Yea: All  
Voting No: None

**MINUTES AND MONTHLY REPORTS - Continued**

2. **APPROVAL OF INVOICE LISTING** – Upon considering the invoice listing attached hereto as Appendix “3”, it was resolved that the invoice listing for September – October 2024 as presented, be and is hereby approved.

Motion to approve the resolution was made by Mr. Mancinelli and seconded by Mr. Hefton the motion was unanimously approved.

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 September, 2024, as presented, be and is hereby approved.

Mr. Zebley presented the Treasurer’s Report for September, 2024.

Motion to approve the resolution was made by Mr. Mancinelli and seconded by Mr. Hefton the motion was unanimously approved.

Voting Yea: All  
Voting No: None

4. **BUDGET TRANSFER REPORT**

**MOTION:** To approve the Budget Transfer Report for October 2024.

Motion to approve the resolution was made by Mr. Mancinelli and seconded by Mr. Hefton the motion was unanimously approved.

Voting Yea: All  
Voting No: None

**STUDENT REPRESENTATIVES’ REPORT TO THE BOARD**

Olivia Ellis and Madeline Ajarko reported on the following:

- Most of the Fall sports have come to a close; football has a game this week and the Turkey Bowl left;
- Ryan Messick, SV Golf, finished tied for 9<sup>th</sup> at Districts; securing a spot in PIAA Golf Championship;
- Katelyn Vickers and Trevor Fursman, cross-country seniors, secured new school records;
- Winter athletes must turn in their physicals by November 1<sup>st</sup> to be able to participate in their season;
- Sun Valley marching Band’s season is coming to an end. They will travel to New Oxford for the Cavalcade Championships on November 2<sup>nd</sup>;
- Student Senate will have a meeting tomorrow to discuss an upcoming blood drive;
- Sun Valley’s Theater Fall Cabaret will be held tomorrow beginning at 7:00 p.m.;
- Homecoming Game and Dance were held earlier this month. Kaiden Robinsons and Caroline Cisco were crowned King & Queen;
- Sun Valley will host ACT’s this Saturday.

**DCIU REPORT**

None

## **SUPERINTENDENT'S REPORT**

Dr. Steinhoff commented on the positive vibe during Homecoming Weekend; including the parade, powder puff game and the dance.

Dr. Steinhoff thanked the local fire companies coming to our schools for fire prevention week. It's great to see them involved with our students.

The Northley Environmental Club are working along with master gardeners on planting the Northley Garden, which is coming along nicely.

Dr. Steinhoff congratulated Ryan Messick, who will compete, as a sophomore in the PIAA Golf Championship after he tied in 9<sup>th</sup> place at Districts. He also congratulated Trevor Fursman and Kate Vickers who earned medals and set records for cross country.

Dr. Steinhoff reviewed upcoming events in November, which include Wellness Day for all staff and in-service days to name a few.

Dr. Steinhoff commended on the Administrations recommended appointments on the agenda this evening for approval.

Dr. Steinhoff thanked Parkside Principal Tara Young and Nicki Sayre, Alex Scargill, Katie Maloney and Danielle Seaman, who hosted the Board last week for our study session. They gave a presentation on Leader in Me, which has been implemented at Parkside.

He thanked Mr. Mancinelli for his legislative update at last week's meeting. Lastly, he thanked Dr. Kuminka for his update on dual enrollment with local colleges and universities.

Dr. Steinhoff will be working with the Administration, parents and students to bring back to the forefront "Portrait of a graduate".

Dr. Steinhoff announced he will sending a message to parents regarding social media content and students should report and not repost threats. These threats are taken seriously, and will be investigated fully.

## **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.

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

None

## **ITEMS FOR BOARD INFORMATION AND DISCUSSION**

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:**

Peter Missiras, Marshall Rd – Brookhaven, commented on taxes not being stamped paid anymore since TD Bank isn’t a payment location.

Dr. Steinhoff apologized for him not getting a call back and asked Mr. Zebley to comment on the current process, which he did. He noted that it was TD Bank’s decision to stop serving as a payment location for taxes as they could no longer provide the required level of staffing at the local bank branch.

Jim Mancini – 118 Stella Ln – Aston, Would like to honor one of our former football coaches who recently passed away by naming the field Bob Fithian Field at Walley Stadium.

**ITEMS FOR BOARD ACTION**

**10.01 Personnel – Professional**

**(1) Appointment**

**(a) Aleksandra Ivanskaia, Temporary Professional Employee, effective 01/02/2025**

**Education**

Moscow State Pedagogical  
University  
MA Russian Language &  
Literature  
West Chester University  
BA in Foreign Languages  
(December 2024)

**Professional Experience**

**Cert/Assign**

Anticipated Emergency  
Permit French  
French Teacher/Sun Valley

**Salary**

B/1 \$55,276

**Rationale**

Amy Varacalli,  
Resignation

**ITEMS FOR BOARD ACTION - Continued**

**(b) Madeline Martin, Temporary Professional Employee**, effective upon the completion of preemployment paperwork

**Education**

Albright College  
Psychology and Art  
Villanova University  
MS in School Counseling

**Professional Experience**

New Hope Solebury School District  
Lower Moreland Township School District

**Cert/Assign**

Educational Specialist II  
Elementary & Secondary  
School Counselor PK-12  
Counselor/Sun Valley

**Salary**

M/5 \$60,421

**Rationale**

Erin Judge,  
Resignation

**(c) Madeline Annunziato, Temporary Professional Employee**, effective upon the completion of preemployment paperwork

**Education**

West Chester University  
BA Psychology  
Immaculata University  
MA Clinical Mental Health Counseling  
(December 2024)

**Professional Experience**

Wallingford-Swarthmore School District

**Cert/Assign**

Anticipated Educational Specialist I  
Elementary School  
School Counselor PK-12  
Counselor/ Coebourn

**Salary**

M/1 \$57,758

**Rationale**

Tara Czerwinski,  
Resignation

**(2) Resignation**

**(a)** Tara Czerwinski, School Counselor at Coebourn and Pennell Elementary, effective 10/11/2024

**(b)** Erin Judge, School Counselor at Sun Valley High School, effective not later than, 11/27/24.

**(3) Leaves of Absence**

**(a)** Employee #4012, temporary leave from 10/15/2024 through 1/02/2025.

**(b)** Employee #1486, FMLA from 11/19/2024 through 01/02/2025.

**(4) Tuition Reimbursement for the 2024-2025 School Year**

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

Suzanne Brindle Northley	\$175	Immaculata University -ADHD in Education
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Erin Kenney Northley	\$1,125	Immaculata University -ADHD in Education
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Christa Ventura Northley	\$1,125	Immaculata University -ADHD in Education
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**Budget Code: 10-2271-240-000-10-00-00-000**

**ITEMS FOR BOARD ACTION - Continued**

Laura O’Kane Coebourn	\$428	American College of Education -Jazzing Up Your Classroom
Bridget McCaffrey Aston	\$1,800	Neumann University -Research Design and Methods
Maria Potter Coebourn	\$475	American College of Education -A moving Body, A Thinking Brain
Tara Roe Coebourn	\$475	American College of Education -Learning to Learn: Student Skills for School and Life

**(5) Wage and Salary Adjustment**

- (a) Laura O’Kane, Music Teacher at Coebourn and Pennell Elementary, from Master’s, Step 12 @ \$76,661 to Master’s 60, Step 12 @ \$81,736 effective 10/02/2024.
- (b) Susan Koehler, Learning Support Teacher at Sun Valley High School, from Master’s, Step 11 @ \$74,121 to Master’s 60, Step 11 @ \$78,881 effective 10/09/2024.
- (c) Jaclyn Mazuk, STEM Teacher at Northley Middle School, from Bachelor’s Step 2 @ \$55,829 to Master’s, Step 2 @ \$58,218 effective 10/09/24.
- (d) Maria Potter, Reading Specialist at Coebourn Elementary, from Master’s, Step 16 @ \$94,649 to Master’s 60, Step 16 @ \$100,649 effective 10/11/2024.

**(6) Extra Duty Pay Assignments: 2024/2025 School Year**

**Appointments**  
**Athletics**

Job	Bd. Meeting	2024/2025	# Units	Location	Rate/Unit	Total Remun.
Girls Wrestling Asst. 1	October	Barlow III, Robert	8	SV	315	2520
Boys Wrestling Head	October	Barlow Jr, Robert	18	SV	315	5670
Boys Wrestling Asst. 1	October	Marano, Andrew	12	SV	315	3780
Girls Basketball Asst. 1	October	Winner Jr, James	12	SV	315	3780
Boys Basketball 7th Gr	October	Johnson, Michael	12	NMS	315	3780
Girls Softball 8th Gr	October	Vincent, Bruce	9	NMS	315	2835
Assistant Co-ed Swimming/Diving Coach	October	DiGiacomo, Brianna	8	SV	315	2520
Boys Head Wrestling Coach - Northley	October	Holefelder, Shane	12	NMS	315	3780
Assistant Co-ed Swimming/Diving Coach	October	Reeves, Rachel	11	SV	315	3465
JV Boys Soccer coach	October	Chambers, Robert	6	SV	315	1890
Girls Assistant Lacrosse Coach	October	O’Brien, Megan	10	SV	315	3150

**ITEMS FOR BOARD ACTION - Continued**

**Extra Duty Pay Rescissions: 2024/2025 School Year**

<b>Job</b>	<b>Bd. Meeting</b>	<b>2024/2025</b>	<b># Units</b>	<b>Location</b>	<b>Rate/Unit</b>	<b>Total Remun.</b>
Boys Basketball Asst. 1	September	Winner Jr, James	12	SV	315	3780
Swimming/Diving Asst.	July	Reeves, Rachel	8	SV	315	2520

**(7) Extra Pay – Extended Employment**

**(a) EL Back to School Night (9/26/2024)**

#10-1110-123-000-10-00-00-000 Hours  
Alison Miller 5.00

#10-1110-123-000-30-80-00-000 Hours  
Jill Bednar 5.00

**(b) NMS, Dean of Students Additional Hours (8/30/2024 - 9/30/2024)**

#10-2110-123-000-30-70-00-000 Hours  
Karen Scharrer 18.50

**(c) SVHS, Dean of Students Additional Hours (7/8/2024 - 8/22/2024)**

#10-2110-123-000-30-80-00-000 Hours  
John Moletteri 13.75

**(d) SVHS, Student Meeting Outside of Contractual Hours (9/23/24)**

#10-1110-123-000-30-80-00-000 Hours  
Charles Breiling 1.00

**(e) SVHS, Guidance Hours, Outside of Contractual Hours (10/9/2024)**

#10-2120-123-000-30-80-00-000 Hours Hours  
Jillian Foster 1.00 Kat James 1.00  
Francine Im 2.50 Megan Snyder 1.00

**(f) SVHS, Class Coverage (10/7/24 - 10/17/24)**

#10-1110-123-000-30-80-00-000 Hours Hours  
Amy Grady 8.00 Emily Willow 4.00  
Susan Koehler 4.00

**(g) Nurse Summer Work, Outside of Contractual Hours (8/27 – 9/2/2024)**

#10-2420-123-000-10-00-00-000 Hours  
Claire Gold 16.00

**(h) Special Education Work, Outside of Contractual Hours (9/19-9/27/2024)**

#10-1241-123-000-10-00-00-000 Hours Hours  
James Blocksom 1.00 Ciara Scarcelli 1.00  
Julianne Hill 7.25

**ITEMS FOR BOARD ACTION - Continued**

**10.02 Personnel – Classified**

**(1) Appointment**

- (a) Cameron Trainer, from part-time evening Custodian, to full-time Head Day Custodian at Coebourn @ \$23.33/hour, up to 40 hours/week, 261 days/year with full-time benefits in accordance with the PDSSPA contract, effective 10/07/2024.
- (b) Jessica Williams, Lifeguard at Northley, @ \$13.08/hour, on call as needed, no benefits, effective upon the completion of pre-employment paperwork.
- (c) Marrah Lonnquist, Lifeguard at Northley, @ \$13.08/hour, on call as needed, no benefits, effective upon the completion of pre-employment paperwork.
- (d) Christina Johnston, Lifeguard at Northley, @ \$13.08/hour, on call as needed, no benefits, effective upon the completion of pre-employment paperwork.
- (e) Ahmad Rahim, part-time evening Custodian at Parkside @ \$17.06/hour, up to 25 hours/week, 190 days/year with part-time benefits in accordance with the PDSSPA contract, effective upon the completion of pre-employment paperwork.

**(2) Leaves of Absence**

- (a) Employee #3749, FMLA leave from 10/02/2024 through 10/21/2024
- (b) Employee # 3985, temporary leave from 07/02/2024 through 08/14/2024; and childrearing leave from 08/15/2024 through 10/31/2024.
- (c) Employee #3507, FMLA leave from 10/04/2024 through 10/20/2024

**(3) Resignation**

- (a) Ryan McKenna, Lifeguard at Northley Pool, effective 10/23/24.
- (b) Owen Day, Lifeguard at Northley Pool, effective 10/23/24
- (c) Olivia Ellis, Lifeguard at Northley Pool, effective 10/23/24.
- (d) Gianna Ellis, Lifeguard at Northley Pool, effective 10/23/24.
- (e) Annamarie Bellace, Lifeguard at Northley Pool, effective 10/23/24.

**(4) Change in Status**

- (a) Marcquist Merchant, from Regular Bus Driver to Substitute Driver @ \$23.90/hour, on call as needed, no benefits effective 10/21/2024

**(5) Retirement**

- (a) Joseph Comey, Bus Driver at the Service Center, effective 10/09/24.

**(6) Termination**

- (a) Employee #3691 effective 09/16/2024.

**(7) Extra Pay**

- (a) To approve 3 hours of paid Mandated Reporter Training for Transportation employees at the hourly pay rate.

**References: Penn-Delco Budget 2024-2025; 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 Mr. Mancinelli and seconded by Mr. Hefton, the above motions were unanimously approved.

Voting Aye: All

Voting No: None



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

### **10.03 Tax Appeal**

**MOTION:** To authorize and direct the Solicitor to finalize the settlement of the real estate tax assessment appeals for the following properties:

- 300 Harvin Way – Unit 314, Brookhaven (Folio No. 05-00-00350-28) at an assessment of \$198,555.
- 300 Harvin Way – Unit 334, Brookhaven (Folio No. 05-00-00350-06) at an assessment of \$200,183.

### **10.04 Professional Services Agreement**

**MOTION:** To approve the professional services agreement with Marotta/Main Architects of Lancaster, PA for Northley Middle School and Sun Valley High School for public spaces and interior design, as presented.

### **10.05 Special Education Agreements**

**10.05.01 MOTION:** To approve the Addendum D with The Vanguard School for One-to-One Support Service for Student #35385, as presented.

**10.05.02 MOTION:** To approve the Settlement and Release Agreement for Student #76919, as presented.

**10.05.03 MOTION:** To approve the Independent Contractor Agreement Between PDSB and Family Focused ABA LLC, as presented.

**10.05.04 MOTION:** To approve the Settlement and Release Agreement for Student #43249, as presented.

### **10.06 School Board Policies/Administrative Regulations - Second Reading/Adoption**

**MOTION:** To approve for adoption the following Administrative Regulation, as presented.

- Policy #111 Vol V - Lesson Plans
- Policy #202 Vol V - Eligibility of Nonresident Students
- Policy #323 Vol II - Tobacco and Vaping Products
- Policy #340 Vol V - Responsibility for Student Welfare
- Policy #351 Vol II - Controlled Substance Abuse
- Policy #610 Vol VI - Purchases to subject to Bid/Quotation
- Policy #611 Vol VI - Purchases Budgeted
- Policy #622 - GASB Statement 34
- Policy #800 Vol II - Records Management
- Policy #803 - School Calendar
- Policy #805 Vol III - Emergency Preparedness and Response
- Policy #805.1 Vol III - Relations with Law Enforcement Agencies
- Policy #805.2 Vol III - School Security Personnel
- Policy #806 - Child Abuse
- Policy #807 Vol IV - Opening Exercises/Moment of Silence/Flag Displays

### **10.07 Facility Use**

**MOTION:** To authorize the administration to approve the limited use of the Northley pool by the Springfield School District dive team for practices during the 2024 – 2025 season and waive any applicable pool rental fees, provided the District can accommodate scheduling, and receives the necessary forms for facilities usage.

Following a motion by Mr. Mancinelli and seconded by Mr. Hefton, the above motions 10.03 – 10.07, were unanimously approved.

Voting Aye: All

Voting No: None

**COMMENTS BY MEMBERS OF THE PUBLIC**

None

**COMMENTS BY MEMBERS OF THE BOARD**

Mr. Hefton commented on the parade, which his kids participated in, it was well attended and great to see so many people out supporting Penn-Delco.

President Armour indicated he's received positive responses on how our students represent Penn-Delco at these types of events; it's very much appreciated. He also invited everyone to support our band on the upcoming competition on November 2<sup>nd</sup> and coming out to their pre-show on November 1<sup>st</sup>.

Dr. Steinhoff noted he would post the Band schedule on social media and on our website.

**ADJOURNMENT**

Following a motion by Mr. Mancinelli and seconded by Mr. Hefton the Board adjourned by unanimous consent at 8:04 p.m.

Respectfully Submitted,



Erik Zebley  
Board Secretary

Next Meeting:      Wednesday, November 13, 2024 - Study Session - Service Center - 7:30pm  
                            Wednesday, November 20, 2024 - Board Meeting - Service Center - 7:30pm