

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

**Minutes of the Board of School Directors  
April 23, 2025**

A regular meeting of the Board of School Directors of the Penn-Delco School District convened on Wednesday, April 23, 2025, at 7:37 p.m., pursuant to advertisement published in the Delaware County Daily Times.

**School Directors Present:**

Melissa Huber  
Dawn Jones  
John Mancinelli  
Pat Twisler  
Leon Armour

**School Directors Absent:**

Kate Denney  
Stephanie Ellis  
Brent Hefton  
Bernie Seasock

**Others in Attendance:**

Dr. George Steinhoff, 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 March 26, 2025, as presented, be and are hereby approved.

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

Voting Yea: All  
Voting No: None

2. **APPROVAL OF INVOICE LISTING** – Upon considering the invoice listing attached hereto as Appendix "3", it was resolved that the invoice listing for March – April 2025 as presented, be and is hereby approved.

Motion to approve the resolution was made by Mrs. Jones and seconded by Mr. Mancinelli 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 March, 2025, as presented, be and is hereby approved.

Erik Zebley presented the Treasurer's Report for March, 2025

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

Voting Yea: All

Voting No: None

## **4. BUDGET TRANSFER REPORT**

**MOTION:** To approve the Budget Transfer Report for March - April 2025.

Motion to approve the resolution was made by Mrs. Jones and seconded by Mr. Twisler 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:

- Track & Field is successful halfway through the season. Congrats to Xavier Howard and Jacob Summers for making Districts, along with the Boys 4x100 meter relay team of Xavier Howard, Kaiden Robinson, Jack Penzone and Manny Wahdan;
- Penn Relays start tomorrow;
- Track & Field will be holding a fundraiser "Come Together, Run Together on Sunday April 27<sup>th</sup> with a portion going to the Eagles Autism Foundation;
- Senior Angelina Ellis, Girls' Lacrosse reached over 200 career saves;
- Junior JP Griswold, reached over 500 career saves for Boys' Lacrosse;
- Many students have taken advantage of the AP practice testing opportunities, which helps ease their nerves before taking the real test;
- Arts Alive will take place on May 21<sup>st</sup>;
- Junior Prom will be on Friday, April 25<sup>th</sup> at The Waterfall, Claymont, DE;
- Junior Class trip to Virginia is quickly approaching. An information meeting will be held for parents and students attending on April 29<sup>th</sup>;
- Freshman trip to Hershey will be held on May 17<sup>th</sup>;
- The Choir Concert will be held April 30, and is free to attend;
- Sun Valley Marching Band announced theme for next year. They will be performing the music from Alice in Wonderland;
- Keystone exams will take place May 12 – 19;
- AP Exams will also occur the week of May 12<sup>th</sup>.

## **DCIU REPORT**

None

## **SUPERINTENDENT'S REPORT**

Dr. Steinhoff reviewed the items discussed during the study season; which included the 2025- 2026 Proposed Final Budget Presentation, items on tonight's agenda and growth of the District's Dual Enrollment offerings.

Dr. Steinhoff gave a Kindergarten Registration update, we currently have 135 students in the registration process. There will be a parent orientation May 12 at 6:30 p.m. at Pennell and May 13 at 9:30 a.m. at Coebourn. Parents can choose either date/time to attend.

PSSA Testing is underway through May 2<sup>nd</sup>. Many parents have asked does it hurt to opt your child out of this test? Dr. Steinhoff indicated it does impact the District's ranking; the District needs 95% participation for it to not impact our ranking.

Coebourn hosted a Kindergarten Comedy Club to boost their public speaking skills at an early age. Their hilarious performances highlighted their reading fluency as well.

Penn-Delco celebrates Autism Acceptance during April; which is dedicated to raising awareness, promoting understanding and fostering acceptance of individuals on the spectrum. He highlighted some of the events held at our schools.

Dr. Steinhoff announced Sun Valley students braved the water shower during their Rain Rally to support Special Olympics Pennsylvania's Unified Champion Schools program. The National Art Honor Society hosted its first-ever Color Run to raise funds for Sun Valley's Unified Sports and peer buddy programs.

Penn-Delco received funding from Giant through their 2025 Feeding School Kids initiative to support and expand our school food programs. This donation was possible, due to the round-up donation program allows customers to donate the extra change from their purchase to support local school food programs.

Sun Valley Mock Interview Day was held for the Class of 2025. There were professionals from a variety of industries, business leaders, school board members, administrators and community partners to help prepare students to be Ready for Life. Students had the opportunity to create professional resumes and cover letters and came dressed to impress.

Northley hosted Career Day just before Spring Break. Sixth grade welcomed guest speakers to learn about a wide variety of careers. Seventh grade visited local businesses to see the working world up close and 8<sup>th</sup> grade explored career pathways, high school options and more. Dr. Steinhoff thanked the volunteers, chaperones, teachers and counselors for making this a meaningful and memorable experience.

Congratulations to music teacher Laura O'Kane who received the Delaware Valley Excellence in Teaching Award. Also, senior Aidan Hearn was one of just 21 students countywide selected to the All-Delco Hi-Q Team. Both were honored at the Franklin Mint Federal Credit Union Partners in Education Celebration recently.

Dr. Steinhoff reviewed upcoming student performances taking place April 10 – May 9. This includes school Band and Chorus Concerts; Art Shows and Sun Valley's Arts Alive.

Dr. Steinhoff reviewed Portrait of a Graduate 2.0 and how we would like to have this evolve and increase the value next school year. This Ready for Life Program helps connect our students with the world outside, as well as the people around them.

### **SUPERINTENDENT'S REPORT - Continued**

Dr. Steinhoff will recognize the amazing work of ALL Penn-Delco staff members during Teacher/Staff Appreciation Week, May 5 – 9. He thanked them for making a difference in the lives of our students every single day!

### **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:**

None

## **ITEMS FOR BOARD ACTION**

### **10.01 Personnel – Professional**

#### **(1) Resignation**

- (a) Lauren Vitale, 3<sup>rd</sup> Grade Teacher at Coebourn Elementary School, effective June 6, 2025.

#### **(2) Leaves of Absence**

- (a) Employee #1619, extension to FMLA 04/01/2025 through 04/06/2025  
(b) Employee # 1248 FMLA from 03/21/2025 through 06/17/2025.  
(c) Employee #3191, FMLA/Childrearing from 08/26/2025 through the remainder of the 2025/2026 school year.

#### **(3) ESY staff, at Rate of \$45.00/hour, 07/01/2025 – 07/31/2025**

##### **K-12 Teacher**

Hill, Julianne

##### **Elementary**

Annunziato, Madeline

Furia, Kate

Harner, Lauren

Phillips, Emily

Russella, Liz

Sayre, Nicole

Trofa, Gabby

##### **Secondary**

Flanagan, Megan

Malone, Julie

Martone, Kim

O'Brien, Megan

Scarcelli, Ciara

Taylor, Kate

Willow, Emily

##### **ESY Substitute**

Frias, Isabella

#### **(4) Extra Duty Pay Assignments 2025/2026 School Year**

<b>Job</b>	<b>Bd. Meeting</b>	<b>2025/2026</b>	<b># Units</b>	<b>Location</b>	<b>Rate/Unit</b>	<b>Total Remun.</b>
Boys Soccer Asst. 1	April	Parente, Owen	10	SV	315	3150
Girls Field Hockey Head	April	Gentile, Mallory	15	SV	315	4725
Cheerleading Head	April	Bosler, Angela	21	SV	315	6615
Cheerleading Asst.	April	Liss, Masison	13	SV	315	4095
Boys Football Head	April	Ellis, Ernest	24	SV	315	7560

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

##### **(a) SVHS, Class Coverage (3/3/25 - 3/31/25)**

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

	<b><u>Hours</u></b>		<b><u>Hours</u></b>
Amy Grady	22.50	Michael Johnson	15.00
Julianne Hill	44.50	Madison Starinieri	13.50

##### **(b) SVHS, "Ready to Learn" Tutoring (2/6/25 - 3/28/25)**

**#10-1110-123-222-30-80-00-000**

	<b><u>Hours</u></b>		<b><u>Hours</u></b>
Elizabeth Boccella	5.00	Joseph Malaczweski	17.00
Amy Grady	8.00	Olivia Mancarella	20.00
Sue Koehler	12.50	Kathleen Phelps	3.00

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

- (c) **SVHS, Dance and Field Trip Chaperone (3/7/25 – 3/27/25)**

#10-1110-123-000-30-80-00-000	<u>Hours</u>
Mallory Gentile	7.00

- (d) **SVHS, Extra Tech. Hours, (1/10/25 – 3/27/25)**

#10-1110-123-000-30-80-00-000	<u>Hours</u>
Tim Pry	10.50

- (e) **SVHS, Dean of Students Additional Hours (2/25/2025 - 4/4/2025)**

#10-2110-123-000-30-80-00-000	<u>Hours</u>
John Moletteri	24.25

- (f) **NMS, After School Academic Support (2/3/2025 – 4/10/2025)**

#10-1110-123-000-30-70-00-000			
	<u>Hours</u>		<u>Hours</u>
Elizabeth Berezna	3.00	Virginia Place	8.00
Jackie Matys	9.00	Jamie York	4.00
Colleen Miller	9.00	Marnie Zimmerman	8.00

- (g) **NMS, 5<sup>th</sup> Grade Parent Night, 2.00 Hours (3/20/2025)**

#10-2120-123-000-30-70-00-000	
Suzanne Brindle	Lisa Pasceri
Colleen Miller	Kate Taylor

- (h) **NMS, National Junior Honor Society Applications, 3.00 Hours (3/20/2025)**

#10-2120-123-000-30-70-00-000
Joanne Mathewson
Marnie Zimmerman

- (i) **NMS, Dean of Students Additional Hours (3/3/2025 - 3/27/2025)**

#10-2110-123-000-30-70-00-000	<u>Hours</u>
Karen Scharrer	18.50

- (j) **NMS, Title I Parent Meeting, 2.00 Hours (2/19/2025 and 2/26/2025)**

#10-3300-123-411-10-00-01-000
Lisa Pasceri
Jessica Wooleyhan

- (k) **NMS, WSCAM Awards Ceremony, 3.00 Hours (4/9/2025)**

#10-2120-123-000-30-70-00-000
Renee DiPietro

### **10.02 Personnel – Classified**

#### **(1) Appointment**

- (a) Samantha Reeder, A3-PDESPA paraprofessional to Paraprofessional (A2HQ, step 1) at Coebourn @ \$17.78/hour, 27.5 hours/week, one-time payment of \$250, 184 days/year, with part-time benefits in accordance with the PDESPA contract, effective 04/22/2025.
- (b) Katharine Thibodeau, Playground/Cafeteria Assistant at Aston Elementary, @\$13.78/hour, up to 22.5 hours/week, 184 days/year, with part-time benefits in accordance with the PDESPA contract, effective 04/22/2025.

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

### **(2) Retirement**

- (a) Michael Nelson, Maintenance Laborer at the Service Center, effective 06/18/2025.
- (b) Sheena Litwin, Bus Driver with Transportation, effective 06/25/2025.
- (c) Donna Butterworth, Bus Driver with Transportation, effective 06/13/2025.

### **(3) Resignation**

- (a) Christina Studzinski, substitute custodian, effective 04/10/2025

### **(3) Change in Status**

- (a) Richard Parris, from Regular Bus Driver to Substitute Driver @ \$23.90/hour, on call as needed, no benefits effective 04/19/2025

### **(5) Extended School Year (ESY) Staff 07/01/25 – 07/31/25**

#### **Paraprofessionals**

Benson, Christine

Colonna, Erika

LaBeau, Connie

Lancellotti, Theresa

McKeon, Patricia

Sheldon, Christine

Steel, Michelle

Summers, Sherry

Vancleve, Mary

#### **Substitute Paraprofessionals Extended School Year (ESY)**

Robb, Barbara

**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 Mrs. Jones and seconded by Dr. Huber above motions were unanimously approved.

Voting Aye: All

Voting No: None

### **10.03 Proposed Final Budget for 2025 – 2026**

The Proposed Final Budget was presented on April 9, 2025. Passage on April 23, 2025, enables the document to become public and a budget hearing to be scheduled.

#### **1. Approval of 2025 – 2026 Proposed Final Budget**

**MOTION:** To approve the Proposed Final Budget for 2025 – 2026 (PDE-2028), as presented.

### **10.04 Tax Appeal**

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

- 2430 W. Dutton Mill Road, Aston Township (Folio No. 02-00-00461-00) at an assessment of \$1,076,250 for 2025.

### **10.05 Disposal of Items**

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

- Weeded library books – Pennell

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

- 10.06 Vehicle Purchase**  
**MOTION:** To approve the purchase of a new 2025 F-250 4 x 4 SD Regular Cab truck from Pacifico Marple Ford of Broomall, PA for an amount not to exceed \$73,540.64 in accordance with CoStars Contract 025-E23-572.
- 10.07 Special Education Plan**  
**MOTION:** To approve the Penn-Delco School District tri-annual Special Education Plan, as presented.
- 10.08 Special Education Agreements**  
**10.08.01 MOTION:** To approve the Confidential Settlement Agreement and Release for Student 24905, as presented.  
  
**10.08.02 MOTION:** To approve the Confidential Settlement Agreement and Release for Student 55626, as presented.
- 10.09 District Physician Agreement**  
**MOTION:** To ratify the agreement between Lou Giangulio, MD, d/b/a Sugartown Pediatrics, LLC, and the Penn-Delco School District to provide physician services, as presented.
- 10.10 Donation**  
**MOTION:** To accept the donation from Acme Markets, through Summer Nourishing Neighbors fund in the amount of \$2,500.
- 10.11 BAS Upgrade Agreement**  
**MOTION:** To ratify the agreement between The Tri-M Group, LLC of Kennett Square, PA and the Penn-Delco School District, for an amount not to exceed \$52,000, as presented.
- 10.12 Interior Improvements – SV & NMS**  
**MOTION:** To approve proposal 085313, from KC Sign & Awnings of Aston, PA in accordance with CoStars Contract 032-E22-069, as presented.
- 10.13 ACT 93 (Confidential Secretarial Group) Agreement**  
**Motion:** To approve the 3-year agreement, July 1, 2025 to June 30, 2028, with the ACT 93 Confidential Secretaries Group as presented.
- 10.14 PDSSPA Collective Bargaining Agreement**  
**Motion:** To approve the Collective Bargaining Agreement between the Penn-Delco Service Support Professionals Association and the Penn-Delco School District, effective July 1, 2025 through June 30, 2028, as presented
- 10.15 SchoolLinks**  
**MOTION:** To approve the quote from SchoolLinks for grades 6-12 in the reoccurring subtotal of \$12,600.00 to begin July 1, 2025, as presented.
- 10.16 Senior Class Trip 2026**  
**MOTION:** The Sun Valley High School Administration requests permission for the SVHS 2026 senior class to travel to Walt Disney World in Orlando Florida. Students and faculty members will travel May 21, 2026 and return May 25, 2026.



**ITEMS FOR BOARD ACTION - Continued**

**10.17 NMS Assistant Principal**

**MOTION:** To appoint Karen Scharrer as Assistant Principal, Northley Middle School, effective July 1, 2025, at an annual salary of \$111,000.

**10.18 Polling Place**

**MOTION:** To authorize District solicitor to file an appeal of the Delaware County Board of Election's decision on April 11, 2025 to relocate a polling place.

Following a motion by Mrs. Jones and seconded by Mr. Mancinelli, the above motions 10.03 – 10.18, were unanimously approved.

Voting Aye: All

Voting No: None

**COMMENTS BY MEMBERS OF THE PUBLIC**

None

**COMMENTS BY MEMBERS OF THE BOARD**

Dr. Steinhoff has confirmed the upgrades to the planetarium are now complete and ready for the Board to explore.

**ADJOURNMENT**

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

Respectfully Submitted,



Erik Zebley  
Board Secretary

Next Meeting:      Wednesday, May 21, 2025 - Study Session – Pennell Elementary - 7:30pm  
                             Wednesday, May 28, 2025 - Business Meeting – Northley Middle School - 7:30pm