

**INTERBORO SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MINUTES OF PUBLIC MEETING – DECEMBER 16, 2020**

There was a regular public meeting of the Board of School Directors of the Interboro School District on Wednesday, December 16, 2020 at 7:00 P.M. held remotely via a Zoom meeting platform.

The meeting was called to order by Mr. William Phelps, President and roll call was taken. The following members were present:

Mr. John Fralinger
Ms. Anne Krajewski
Mr. Edward Harris
Mr. Glenn Goldsborough
Ms. Kelly Joseph
Mr. Jack Evans
Mr. Justin Shivone
Mr. William Phelps

Ms. Danielle Fagan was absent.

Also present were Mrs. Bernadette C. Reiley, Superintendent; Mr. Michael Puppio, Solicitor; Mr. Martin Heiskell, Director of Finance; Dr. David Criscuolo, Director of Human Resources; Mr. William Galloway, Director of Facilities; Ms. Rachel Lambert, Supervisor of Special Education; Dr. Valerie Eckman, Director of Curriculum; Dr. Mark Avitabile, Director of STEM and Professional Learning; Mr. Robert Sonet, Director of Technology; Mr. Eric Paterson, Supervisor of Literacy; Mr. Ryan Snyder, Acting Special Education Supervisor; Principal, Mr. Timothy Fanning and Ms. Miesja Cubito. Approximately 20 attendees (staff and community).

STUDENT REPORTS – Francesca Parker and Grace Hughes

RECOGNITION – None

COMMENTS FROM PERSONS IN ATTENDANCE – None

MOTION
Public Minutes Motion by Mr. Evans, seconded by Mr. Shivone, *that the Minutes of the Interboro Board of School Directors' regular public meeting held on November 18, 2020 be approved.*

VOTE
*All members present voted 'aye' - motion carried 8-0
(Agenda Item 5.1 – 12/16/2020)*

MOTION
Reorganization Minutes Motion by Mr. Evans, seconded by Mr. Shivone, *that the Minutes of the Interboro Board of School Directors' reorganization meeting held on December 7, 2020 be approved.*

VOTE
*All members present voted 'aye' - motion carried 8-0
(Agenda Item 5.2 – 12/16/2020)*

SOLICITOR'S REPORT 1) Reassessment monitoring and appeal process in Delaware County

MOTION
Treasurer's Report Motion by Mr. Evans, seconded by Mr. Shivone, *that the Treasurer's Report for the month ending November 30, 2020, be approved.*

VOTE
*All members present voted 'aye' – motion carried 8-0.
(Agenda Item 7.1 – 12/16/2020)*

MOTION
Funds Disbursement

Motion by Mr. Evans, seconded by Mr. Shivone, *to ratify and approve All Fund Disbursements in the amount of \$3,397,227.01.*

VOTE

*All members present voted 'aye' - motion carried 8-0
(Agenda Item 7.2 – 12/16/2020)*

MOTION
Budget Transfer

Motion by Mr. Evans, seconded by Mr. Shivone, *to approve the 2020-2021 budget transfers.*

VOTE

*All members present voted 'aye' - motion carried 8-0
(Agenda Item 7.3 – 12/16/2020)*

CORRESPONDENCE –

NONE

COMMITTEE UPDATES

Audit Committee – Mr. Justin Shivone Monday, December 7, 2020

The audit was conducted by Barbacane, Thornton and Company

- There were no findings regarding internal controls over financial reporting and our federal awards.
- Our previous audit showed there was a finding regarding financial statements that needed to be addressed. The auditors deemed this issue to be resolved.

Financial Highlights for the 2019/2020 Budget

- We ended with 3,199,676 million in our fund balance which is an increase of 125,330 from the previous year. Which is about 4.6% of our operating budget. It is estimated to be between 5-8% of your operating budget. It has been a goal of this board to increase our fund balance strategically and it is always part of our budget discussion. Our estimated fund balance at the closing of this fiscal year is 3.7 million.
- We also maintained an A+ credit rating.
- Although we did add to our fund balance there were some precarious situations during this budget due to COVID 19 that could negatively impacted our budget
 - Revenues came in less than 1.3 million than we budgeted (*decrease in real estate, parking lot*) but fortunately we were able to control expenditures (*healthcare, maintenance, transportation, overtime wages*) as well to offset the lost in revenue. I want to commend Mrs. Reiley and the directors for working diligently throughout the year monitoring their spending.

Concerns on the horizons

- Aging buildings and the need to maintain them
- Poor economic conditions due to COVID 19
- Increase in tax appeals from the reassessment that can affect our revenue
- Special Education increase
- PSERS increases

Committee Appointments:

- **Finance:** Edward Harris, Jack Evans, **Justin Shivone (chair)**
- **GBO:** Anne Krajewski, Kelly Joseph, **Glenn Goldsborough (chair)**

Board Liaisons:

- **DCIU:** Edward Harris
- **DCCC:** Glenn Goldsborough
- **Legislative:** Justin Shivone
- **Community Outreach:** n/a

The Finance/GBO Meetings will be held on the first Monday of each month at 7:00 P.M., virtually until further notice as follows:

January 11, 2021
February 1, 2021
March 1, 2021
April 12, 2021
May 3, 2021

June 7, 2021
No Finance/GB0 Meetings July and August
September 13, 2021 (combined with Work Session)
October 4, 2021
November 1, 2021

MOTION
Personnel

Motion by Mr. Evans, seconded by Mr. Shivone *that the Board of School approve the following personnel actions:*

Appointments

Name: Jennifer Pavlovitch
Position: Second Grade Teacher – Prospect Park
Rate of pay: \$50,452.00 annually (Step 2, Class II, Bachelor's +15)
Effective: December 7, 2020
Replacing: Judith Konowal

Name: Carolyn Cuesta
Position: Music Teacher – Norwood
Rate of pay: \$46,742.00 annually (Step 1, Class I, Bachelor's)
Effective: January 11, 2021
Replacing: Sandra Gatch 9(Retirement)

Name: Connor Donovan
Position: LTS Social Studies Teacher – High School
Rate of pay: \$200.00 daily
Effective: January 11, 2021
Replacing: Tina Moore (Leave of Absence)

Name: Margaret Knapp
Position: Temp Health Office Assistant – High School
Rate of pay: \$11.06 per hour
Effective: November 30, 2020
Replacing: Dawn Nelling

Name: Christopher Long
Position: PE/Health Teacher - Norwood
Rate of pay: \$50,452.00 annually (Step 2, Class II, Bachelor's +15)
Effective: To Be Determined
Replacing: Linda Mullin (Retirement)

Name: Erica Scott
Position: Personal Care Assistant - Norwood
Rate of pay: \$12.15 per hour
Effective: December 14, 2020
Replacing: New

Name: Renee Lundberg
Position: Instructional Assistant, Special Ed - Norwood
Rate of pay: \$11.03 per hour
Effective: December 7, 2020
Replacing: Jennifer Caldwell (resigned)

Name: Sarah Gach
Position: Part-time RN/LPN - Districtwide
Rate of pay: \$18.00 per hour
Effective: November 30, 2020
Replacing: Rosemary Loran

Name: William Lord
Position: Classified Substitute
Rate of pay: \$9.00 per hour
Effective: November 18, 2020
Replacing: As needed

Please approve the following Supplementals:

Approve the following individuals to be paid their contracted rate of pay to provide supplemental services actually rendered as directed by administration.

Nullify

*Brian Hines – Assistant Coach Varsity Boys Basketball – High School
Effective Date – October 21, 2020*

Appointment

Name: John Mitch
Position: STEM Sponsor
Rate of pay: \$740.00
Effective: December 17, 2020

Name: Connie Allison
Position: .5 New Teacher Induction Mentor – Jennifer Pavlovitch – Prospect Park
Rate of pay: \$555.00
Effective: December 17, 2020

Name: Pasquale DiCostanzo
Position: .5 New Teacher Induction Mentor – Marc Arnone – High School
Rate of pay: \$555.00
Effective: December 17, 2020

Name: Jennifer Sylvester
Position: .5 New Teacher Induction Mentor – Glenolden
Rate of pay: \$555.00
Effective: December 17, 2020

Please reclassify the following people:

*Carissa (Joann) McDougald
From: Acting Administrative Asst. to Director of Technology – Administration
Rate of pay: \$28,100.00 annually
To: 10-month Administrative Assistant – Districtwide
Rate of Pay: \$20,000.00 annually
Effective Date: December 7, 2020*

*Stephanie Kowchak
From: Acting Web Technician – Administration
Rate of Pay: \$50,000.00 annually
To: Administrative Asst. to Director of Technology – Administration
Rate of Pay: \$29,350.00 annually
Effective Date: December 7, 2020*

Caitlyn Johnson
From: LTS Special Education Teacher - Kindergarten
Rate of Pay: \$200.00 daily
To: Elementary Education Teacher – Kindergarten
Rate of Pay: \$46,742.00 annually
Effective Date – January 4, 2021

Please approve the following IEA Reclassifications effective December 1, 2020:

William Senatore

Please approve the following individuals to the 2020-2021 Homebound Instruction List:

Danielle DiCristino, Nadine Abowitz, Helen Dalessio, Thomas D'Alonzo
William Eschenbach, Marie Furey, Rebecca Slate, Deborah Gruhler
Dina Lombardi, Michael Hagan, Suzanne Mitchell, Maria Falcone
Anil Mathew, Thomas Lucas, Adele Holmes, Alicyn Huddell, Annette
Helmandollar, Alicia Lazar, Ashely Chamberlain, Dona Marie Fabrizio
Christine VanWyk, Michael Chiacchiere, Sharon Shuter, Erin Leuthold
Theresa Long, Michelle Beck, Ashley Reinmiller, Kenneth Mobley
Lori Perillo, Anne Orloff, Jean Innaurato, Elaine Wasekanes, Sandra
Zehnder

Please approve the following person for a Leave of Absence:

Tina Moore, Social Studies Teacher at the High School, be approved for a Childbearing/Rearing Leave of Absence effective January 19, 2021 through March 22, 2021. This leave is to be granted under the guidelines and regulations of FMLA for a maximum period of twelve (12) weeks per year.

Brian Peltz, Math Teacher at the High School, be approved for a Childbearing/Rearing Leave of Absence effective February 16, 2021 through May 14, 2021. This leave is to be granted under the guidelines and regulations of FMLA for a maximum period of twelve (12) weeks per year.

Hannah Dependahl, Second Grade Teacher at Norwood School, be approved for a Childbearing/Rearing Leave of Absence effective May 10, 2021 through June 14, 2021. This leave is to be granted under the guidelines and regulations of FMLA for a maximum period of twelve (12) weeks per year.

Cheryl Boyd, Bus Driver with Transportation, be approved for an Unpaid Leave of Absence effective December 7, 2020 through January 15, 2021.

Laura Blocksom, Kindergarten Teacher be approved to extend her Medical Leave of Absence through January 4, 2021. This leave is to be granted under the guidelines and regulations of FMLA for a maximum period of twelve (12) weeks per year.

Please approve the following individuals for The Families First Coronavirus Response Act (FFCRA):

*Sandra Gatch – Teacher – Norwood
November 16, 2020 – Return November 30, 2020*

*Jean Nolan – Personal Care Assistant – Norwood
November 13, 2020 – Return November 25, 2020
December 7, 2020 – Return December 9, 2020*

*Dana Kerr – Personal Care Assistant – Norwood
November 13, 2020 – Return November 30, 2020*

*Andrea Donahue – Personal Care Assistant – Norwood
November 13, 2020 – Return November 30, 2020*

*Polly Castagliuolo – Personal Care Assistant – Norwood
November 13, 2020 – Return November 23, 2020*

*Heather Egan – Teacher – Norwood
November 14, 2020 – Return November 24, 2020*

*Meghan McCray – Teacher – Norwood
November 14, 2020 – Return November 20, 2020*

*Barbara McNamara – Teacher – Norwood
November 16, 2020 – Return November 30, 2020*

*Shannon Tangradi – Counselor – High School
November 16, 2020 – Return November 30, 2020*

*Tracey Ticknor – Teacher – Norwood
November 16, 2020 – Return November 30, 2020*

*Alicia Brough – Teacher – High School
November 17, 2020 – Return November 30, 2020*

*Melanie Ziegler – Teacher – Tinicum
November 16, 2020 – Return November 19, 2020*

*Lynn Chadwick – Paraprofessional – Glenolden
November 16, 2020 – Return November 19, 2020*

*Nicole Werner – Teacher – High School
November 17, 2020 – Return November 30, 2020*

*Holly Ladigoski – Paraprofessional – Tinicum
November 18, 2020 – Return November 20, 2020*

*Kaitlyn Kalman – Teacher – Glenolden
November 18, 2020 – Return November 23, 2020*

*Ralph Andrews – Teacher – Tinicum
November 19, 2020 – Return November 30, 2020*

*Carolann Hagerty – School Assistant – Norwood
November 18, 2020 – Return December 1, 2020*

*Casey McGlade – Health Office Assistant – Prospect Park
November 20, 2020 – Return December 2, 2020*

*Patricia Gavin – Personal Care Assistant – Glenolden
November 20, 2020 – Return December 11, 2020*

*Patricia Phillips – Teacher – Prospect Park
November 24, 2020 – Return December 9, 2020*

*Michelle Messatzzia – Secretary – Administration
November 26, 2020 – Return December 9, 2020*

*Daniel Meli – Teacher – High School
November 23, 2020 – Return December 3, 2020*

*Barbara Hutchinson – Bus Monitor – Transportation
November 30, 2020 – Return December 14, 2020*

*Sandra DeMarcontonio – Bus Driver – Transportation
November 30, 2020 – Return December 14, 2020*

*Carmella McLaughlin – Library Assistant – Tinicum
November 30, 2020 – Return December 2, 2020*

*Hannah Dependahl – Teacher – Norwood
December 2, 2020 – Return December 11, 2020*

*Julie Peterson – Personal Care Assistant – Norwood
December 3, 2020 – Return December 15, 2020*

*Nancy Caulfield – Bus Monitor – Transportation
December 1, 2020 – Return December 14, 2020*

*Denise Murphy – Messenger – Administration
December 4, 2020 – To be Determined*

*Deborah Hackenburg – Bus Driver – Transportation
December 4, 2020 – To be Determined*

*Gina Jackson – Personal Care Assistant – Tinicum
December 4, 2020 – Return December 17, 2020*

*Mary Ann Bailey – Library Assistant – Glenolden
December 5, 2020 – Return December 11, 2020*

*Denise Nau – Personal Care Assistant – Norwood
December 6, 2020 – To be Determined*

*Nia Davis – Personal Care Assistant – Norwood
December 6, 2020 – To be Determined*

*Carolyn Magill – Personal Care Assistant – Kindergarten
December 6, 2020 – To be Determined*

*Vera Kopchuk – Custodian – High School
December 7, 2020 – To be Determined*

*Josephine Rumsey – Personal Care Assistant – Prospect Park
December 7, 2020 – To be Determined*

*Dawn Bierman – Personal Care Assistant – Prospect Park
December 7, 2020 – To be Determined*

*Raymond Cianci – Bus Driver – Transportation
December 8, 2020 – Return January 4, 2021*

*Carolyn Cianci – Bus Driver – Transportation
December 8, 2020 – Return January 4, 2021*

*Lynsi Martin – Personal Care Assistant - Tinicum
December 8, 2020 – Return December 14, 2020*

*Timothy King – Personal Care Assistant – High School
December 10, 2020 – To Be Determined*

*Bridget Zito – Administrative Assistant - Administration
December 11, 2020 – To Be Determined*

*Carolyn Brown – Personal Care Assistant – Norwood
December 14, 2020 – To be Determined*

*Jennifer Venditti – Personal Care Assistant – Glenolden
December 15, 2020 – Return December 23, 2020*

Please accept the following Resignations:

*Maliah Ernst – Instructional Assistant – Kindergarten
Effective Date – December 3, 2020*

*Denise Nau – Instructional Assistant – Norwood
Effective Date – December 11, 2020*

*Trennell Owens – Personal Care Assistant – High School
Effective Date – December 23, 2020*

*Anastasia Preciado – Science Teacher – High School
Effective Date – January 22, 2021*

VOTE

*All members present voted 'aye' – motion carried 8-0
(Agenda Item #10 – 12/16/2020)*

MOTION

Retirements

*Motion by Mr. Evans, seconded by Mr. Shivone that the Board of
School Directors approve the following:*

With regret, that the following Retirements be accepted:

*Lisa Emery, Learning Support Teacher at the High School with Thirty-two
(32) years of service to the District, be approved for Retirement effective
January 22, 2021.*

Board Comment

VOTE

*All members present voted 'aye' – motion carried 8-0
(Agenda Item #11 – 12/16/2020)*

MOTION

Office of Curriculum & Instruction

*Motion by Mr. Evans, seconded by Mr. Shivone that the Board of
School Directors approve the following:*

*That the Board of School Directors approve Natalie Tozer and Christine
Bryan to plan and facilitate two (2) social-emotional early childhood
family engagement events at their extra contractual rate of pay not to
exceed six (6) hours per person to be paid from PreK Counts family
engagement funds.*

*That the Board of School Directors approve the Memorandum of
Understanding between the Interboro School District and Today's Child
PreK Counts program to maintain a partnership. Today's Child newly
hired PreK Counts teachers will participate in the District's New Teacher
Induction and Mentoring Program from December 2020 through
December 2021.*

That the Board of School Directors approve New Teacher Induction Coordinators Meghan Magee and Crystal Wilchensky to receive a stipend of \$150.00 each according to the terms and conditions of the MOU with Today's Child and Interboro School District.

That the Board of School Directors approve Andrea Ricevuto, Christine Bryan and Christine Regino as a New Teacher Induction Mentors under the MOU between Today's Child and Interboro School District.

That the Board of School Directors approve the contract with Edvative to provide the follow professional development courses:

- *"Teaching with Schoology: A Deeper Dive" for PreK – 12th grade professional staff at \$16,000 to be paid from PCCD School Safety and Security Fund (ESSER Fund)*
- *"Think Like an Instructional Designer" for 9th-12th grade professional staff at \$900 per teacher not to exceed \$16,000 to be paid from Continuity of Education Grant for A-TSI Schools*

That the Board of School Directors approve IMSE (Institute for Multi Sensory Education) to provide second grade teachers and reading specialists with two, 30 minute sessions of virtual consultation related to how to interpret assessment data and use it to plan next steps of teaching for the Orton Gillingham framework of instruction on November 23 and November 30, 2020, at a cost not to exceed \$250 to be paid from District funds.

That the Board of School Directors approve the Pilot Memorandum of Understanding between the Interboro School District and LinkIt! to provide third party data warehousing, assessment content library, analytics, and associated integration services through June 30, 2021 at no cost to the District.

VOTE

*All members present voted 'aye' – motion carried 8-0.
(Agenda Item #12 – 12/16/2020)*

MOTION

Office of Special Education

Motion by Mr. Evans, seconded by Mr. Shivone that the Board of School Directors approve the following:

That the Board of School Directors approve the quote from Move This World for two (2) "Team and Community Building Series" for up to seven (7) staff members, on dates To Be Determined total cost no to exceed \$2,750.00 to be paid from the PCCD grant funds.

That the Board of School Directors approve the Amendment to the 2020-2021 agreement between CADES and Interboro School District.

VOTE

*All members present voted 'aye' – motion carried 8-0
(Agenda Item #13 – 12/16/2020)*

MOTION

Office of Technology

Motion by Mr. Evans, seconded by Mr. Shivone that the Board of School Directors approve the following:

That the Board of School Directors approve the purchase of Security Cameras/HANWHA through CDW. Total cost not to exceed \$23,403.78. Expenses to be paid from PCCD Safety and Security Grant.

That the Board of School Directors approve the purchase of PowerSchool Keys to Ownership Training. Total cost not to exceed \$2,100.00. Expenses to be paid from District Funds.

That the Board of School Directors approve the purchase of PowerSchool SIS Scheduling Training. Total cost not to exceed \$5,340.00. Expenses to be paid from District Funds.

VOTE

*All members present voted 'aye' – motion carried 8-0
(Agenda Item #14 – 12/16/2020)*

MOTION

Office of Facilities

Motion by Mr. Evans, seconded by Mr. Shivone that the Board of School Directors approve the following:

That the Board of School Director's approve the quotes with KC Sign & Awnings for LED Signs for five (5) Interboro School District Schools at a total cost of: \$95,107.55 to be paid from 2019 Bond Funds.

VOTE

*All members present voted 'aye' – motion carried 8-0
(Agenda Item #15 – 12/16/2020)*

MOTION

Office of Finance

Motion by Mr. Evans, seconded by Mr. Shivone that the Board of School Directors approve the following:

That the Board of School Director's approve the Audited Financial Statements prepared by Barbacane, Thornton & Company, LLP for the School Year ending June 30, 2020.

VOTE

*All members present voted 'aye' – motion carried 8-0
(Agenda Item #16 – 12/16/2020)*

MOTION

PA REAP

Motion by Mr. Evans, seconded by Mr. Shivone that the Board of School Directors approve the PA REAP Technology Services Agreement with NSAN, INC for January 1, 2021 through December 31, 2021 in the amount of \$1,049.00 to be paid from District funds.

VOTE

*All members present voted 'aye' – motion carried 8-0
(Agenda Item #17 – 12/16/2020)*

MOTION

2nd Reading

Motion by Mr. Evans, seconded by Mr. Shivone that the Board of School Directors approve the 2nd Reading of the following policies in the category of Operations:

800 Operations

818 Contracted Services Personnel

VOTE

*All members present voted 'aye' – motion carried 8-0
(Agenda Item #18 – 12/16/2020)*

MOTION

1st Reading

Motion by Mr. Evans, seconded by Mr. Shivone that the Board of School Directors approve the 1st Reading of the following policies in the category of Programs:

100 Programs

105.2 Exemption from Instruction

VOTE

*All members present voted 'aye' – motion carried 8-0
(Agenda Item #19– 12/16/2020)*

OLD BUSINESS –

None

NEW BUSINESS –

None

Superintendent Comments
Board Comments

The Interboro School District will continue to hold all future meetings remotely until further notice. Please visit the Interboro School District website at www.interborosd.org for further information.

On Monday, January 11, 2021 the Finance/GBO Committee meeting will be held at 7:00 P.M.

The next Work Session of the Interboro Board of School Directors will be held on Monday, January 18, 2021 at 7:00 P.M.

The next regular monthly public meeting of the Interboro Board of School Directors will be held on Wednesday, January 20, 2021 at 7:00 P.M.

MOTION

Adjournment

Mr. Phelps called for the meeting to adjourn at 7:37 P.M.

VOTE

All members present voted 'aye' - motion carried 8-0.



Mr. Jack Evans, Board Secretary