

**INTERBORO SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
MINUTES OF PUBLIC MEETING – JANUARY 20, 2021**

There was a regular public meeting of the Board of School Directors of the Interboro School District on Wednesday, January 20, 2021 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  
Ms. Danielle Fagan  
Mr. Jack Evans  
Mr. Justin Shivone  
Mr. William Phelps

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; Principals, Mr. Timothy Fanning, Ms. Miesja Cubito, Mr. Daniel Mills, Mr. Robert Kelly. Approximately 10 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 December 16, 2020 be approved.*

**VOTE**  
*All members present voted 'aye' - motion carried 9-0 (Agenda Item 5.1 – 1/20/2021)*

**SOLICITOR'S REPORT**  
1) Memorandum of Agreement with the CCHD, 2) Resolution with the CCHD, 3) Policy 920 for Rapid Testing Sites, 4) 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 December 31, 2020, be approved.*

**VOTE**  
*All members present voted 'aye' – motion carried 9-0. (Agenda Item 7.1 – 1/20/2021)*

**MOTION**  
*Funds Disbursement* Motion by Mr. Evans, seconded by Mr. Shivone, *to ratify and approve All Fund Disbursements in the amount of \$8,888,311.55.*

## VOTE

*All members present voted 'aye' - motion carried 9-0  
(Agenda Item 7.2 – 1/20/2021)*

## CORRESPONDENCE –

NONE

## COMMITTEE UPDATES

### Finance Committee – Mr. Justin Shivone - Monday, January 11, 2021

The first item was the 21/22 Budget. We discussed the following items:

- 2021 – 2022 Tax Index which is the maximum tax increase can pass without going for exception. That rate is 3.5%. Historically we have stayed well below that amount.
- Our finance director provided us with a preliminary look at revenues and expenditures for the 21/22 budget as well as our current deficits are the various tax rates.
  - 80% of our expenditures are on negotiated salary and benefits
    - In this budget salaries increase 1.2 million and first look at benefits increased 981K
    - There was also an increase in our contribution to PSERS which has increased steadily over the years.
  - 60% of our revenues come from real estate taxes. The numbers we discussed at the finance meeting are with the new assessment numbers that were conducted by the county. There is some uncertainty with the revenues at this point because of potential appeals. We will be monitoring those and discussing them throughout the budget process.
- Overall, this preliminary budget shows a 2.8 million dollars deficit with a 0% tax increase and a 1.3 million deficit with a 3.5% tax increase. Again, most of this comes from the salary and benefit increases but we will be setting up department budget meeting this month and continue to decrease that deficit as best we can.

The second major item we discussed was the estimated money we should be receiving from the federal government through the second relief package that was passed in December. The allocation for public education was 4x greater in this package as we are estimated to receive 1.8 million dollars. Now, there are stipulations on what this money can be spent on such as HVAC, technology, and instructional supports. As I mentioned above most of our expenditures are on salary and benefits. This money cannot be used to offset that. The administration presented some options with preliminary figures that we will discuss next month as well.

Potential items include

- Updating the District Data Center
- Purchasing more Chrome books
- Purchasing for promethean boards for classrooms
- Math and ELA curriculum material.

These items all would have to be budgeted for through our general fund budget but by strategically doing them with these relief funds could help us with this year's budget as well as budgets for the next couple of years.

Finally, we discussed the preliminary financial statements and board members had an opportunity to ask questions.

We adjourned our meeting and our next finance meeting will be the first week of February.

### GBO Committee – Mr. Glenn Goldsborough - Monday, January 11, 2021

- Update given by Mr. Galloway on the approved design/LED Signs that will be placed at all our District schools. The signs will be paid from remaining bond funds and installed by end of April.
- An update was also provided on the Fire/Burglary and Verizon POTS(Plain Old Telephone Service) lines. The POTS Lines were not integrating with our current systems, and we will now move onto a cellular system which will provide better communications. Paid for by the Safety and Security Grants.
- Last update was given by Dr. Avitabile on the District Equity, Inclusion and Diversity Plan.
- Next GBO meeting will be February 1, 2021.

### **Legislative Committee – Mr. Justin Shivone**

- The State legislature will be starting to work on the budget, more updates will be provided as it pertains to educational finding for Interboro.
- PSBA is hosting two events open for all board members:
  - Spring Virtual Advocacy Day in March
  - Zoom Monthly exchanges – networking opportunity
- Federal Dollars received to assist with COVID. With the new administration there are talks about further COVID relief for education.

### **Delaware County Intermediate Unit – Mr. Edward Harris - Monday, January 6, 2021**

- Approval to contract with Reading School District to provide curriculum review, course and professional development
- Approved the purchase of a Virtual Reality Welding Simulator
- Approved the Partnership Agreement with Scenario Learning for Safe Schools online training
- Approved the purchase of a Palo Alto network firewall
- The next DCIU Board meeting is February 3, 2021 at 6:45pm
- For more information please visit: [www.dciu.org](http://www.dciu.org).

### **MOTION** *Personnel*

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

#### **Appointments**

*Name:* Ashely Reinmiller  
*Position:* LTS Teacher – Kindergarten  
*Rate of pay:* \$200.00 daily  
*Effective:* October 15, 2020 – January 8, 2021 (ISD \$75.00)

*Replacing:* January 11, 2021 (\$200.00)  
Laura Blocksom (Leave of Absence)

*Name:* Paige Smith  
*Position:* LTS Elementary Teacher – Glenolden  
*Rate of pay:* \$200.00 daily  
*Effective:* January 20, 2021  
*Replacing:* Kaitlin Kalman

*Name:* Samantha Markun  
*Position:* LTS Kindergarten – Norwood  
*Rate of pay:* \$200.00 daily  
*Effective:* February 1, 2021  
*Replacing:* Emily Grentz (Leave of Absence)

*Name:* Monica Parker  
*Position:* Personal Care Assistant – High School  
*Rate of pay:* \$12.15 per hour  
*Effective:* January 20, 2021  
*Replacing:* Trennell Owens (Resigned)

*Name:* Jessica Hinchey  
*Position:* Clerical Substitute - Districtwide  
*Rate of pay:* \$11.00 per hour  
*Effective:* January 21, 2021  
*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**

*Kellie Medendorp – Assistant Coach Track – High School  
Effective Date – December 15, 2020*

**Reclassify**

*Chris Goldberg  
New Teacher Induction Mentor - Glenolden  
From: Full Year Mentor – Thomas Lucas  
To: .5 Year Mentor  
Effective Date: January 2021/June 2021*

**Appointment**

*Name: Heather Egan  
Position: .5 New Teacher Induction Mentor –  
Carolyn Cuesta – Norwood  
Rate of pay: \$555.00  
Effective: January 2021/June 2021*

*Name: Marguerite MacManus  
Position: .5 New Teacher Induction Mentor –  
Caitlyn Johnson – Kindergarten  
Rate of pay: \$555.00  
Effective: January 2021/June 2021*

*Name: Marguerite MacManus  
Position: .5 New Teacher Induction Mentor –  
Carolyn Cuesta – Norwood  
Rate of pay: \$555.00  
Effective: January 2021/June 2021*

*Name: Kerri Urzillo  
Position: .5 New Teacher Induction Mentor –  
Thomas Lucas – Glenolden  
Rate of pay: \$555.00  
Effective: January 2021/June 2021*

*Name: Ty Taylor  
Position: .86 Head Coach Girls Basketball – High School  
Rate of pay: \$4,773.00  
Effective: January 1, 2021*

*Name: Michelle Goodman  
Position: .86 Asst Coach Girls Basketball – High School  
Rate of pay: \$3,182.00  
Effective: January 1, 2021*

Name: MaryKate Rumbaugh  
Position: .86 JV Head/Assistant Varsity Coach Girls Basketball – High School  
Rate of pay: \$3,182.00  
Effective: January 1, 2021

Name: Daniel Tobin  
Position: .86 Head Coach Wrestling – High School  
Rate of pay: \$5,354.00  
Effective: January 1, 2021

Name: Edward Hall  
Position: .86 Assistant Coach Wrestling – High School  
Rate of pay: \$3,569.00  
Effective: January 1, 2021

Name: Conrad Kirk lady  
Position: .56 Head Coach Boys Basketball– High School  
Rate of pay: \$3,292.00  
Effective: January 1, 2021

Name: James Swiggett  
Position: .56 Asst. Coach Boys Basketball– High School  
Rate of pay: \$2,195.00  
Effective: January 1, 2021

Name: Neva Jenkins  
Position: .58 Head Coach Swimming– High School  
Rate of pay: \$2,602.00  
Effective: January 1, 2021

Name: John Bradley  
Position: .58 Assistant Coach Swimming– High School  
Rate of pay: \$1,582.00  
Effective: January 1, 2021

Name: Kirk McGrotty  
Position: .58 Head Coach Indoor Track– High School  
Rate of pay: \$2,839.00  
Effective: January 1, 2021

Name: Francis McNally  
Position: .58 Head Coach Indoor Track– High School  
Rate of pay: \$2,633.00  
Effective: January 1, 2021

**Please adjust the following salary:**

Stephanie Kowchak  
Position: Administrative Assistant/Director of Technology  
From: \$29,350.00 annually  
To: \$30,550.00 annually  
Effective Date: December 7, 2020

**Please reclassify the following individual:**

*Thomas Lucas  
From: LTS – Glenolden  
Rate of Pay: \$200.00 daily  
To: Elementary Teacher -Glenolden  
Rate of Pay: \$ 46,742.00 annually  
Effective Date: January 25, 2020  
Replacing: Jennifer Rowe  
Effective Date: December 7, 2020*

**Please approve the following individuals for a Leave of Absence:**

*Noelle Hokanson, Librarian/Media Specialist at the Kindergarten, be approved for an Intermittent Family Medical Leave of Absence effective January 4, 2021 through June 14, 2021. The first twelve (12) weeks of this leave are granted under the guidelines and regulations of FMLA.*

*Kelly Pescatore, Ten Month Secretary at Glenolden School, be approved for an Intermittent Family Medical Leave of Absence effective January 8, 2021 through June 30, 2021. The first twelve (12) weeks of this leave are granted under the guidelines and regulations of FMLA.*

*Warren Bittner, Mathematics Teacher at Glenolden School, be approved for a Childbearing/Rearing Leave of Absence effective January 22, 2021 through April 6, 2021. The first twelve (12) weeks of this leave are granted under the guidelines and regulations of FMLA.*

*Barry Cunningham, Custodian at Tinicum School, be approved for a Medical Leave of Absence effective February 1, 2021 through February 22, 2021. The first twelve (12) weeks of this leave are granted under the guidelines and regulations of FMLA.*

*Christina King, Reading Specialist at Tinicum School, be approved for a Childbearing/Rearing Leave of Absence effective April 19, 2021 through May 31, 2021. The first twelve (12) weeks of this leave are granted under the guidelines and regulations of FMLA.*

*Cheryl Boyd, Bus Driver with Transportation, be approved to extend her Unpaid Leave of Absence through February 8, 2021.*

*Laura Blocksom, Kindergarten Teacher, be approved to extend her Medical Leave of Absence through February 22, 2021. The first twelve (12) weeks of this leave are granted under the guidelines and regulations of FMLA.*

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

*Kelly Pescatore – Secretary - Glenolden  
December 14, 2020 – Return January 4, 2021*

*Lisa Kyle – Personal Care Assistant – Prospect Park  
December 14, 2020 – Return January 4, 2021*

*Jennifer Ashleigh – Teacher – Glenolden  
December 14, 2020 – Return January 11, 2021*

*Elizabeth Wells – Custodian – High School  
December 15, 2020 – Return January 4, 2021*

*Sherri Kilgore – Personal Care Assistant – Tinicum  
December 21, 2020 – Return January 4, 2021*

*Katie Ciavarelli – Personal Care Assistant – Kindergarten  
December 21, 2020 – Return January 4, 2021*

**Please remove the following person from the Clerical/Classified Substitute List:**

*Samantha Bellano, Stephanie Blythe, Kathy Crisanti, Jolie Golato, Cynthia Lefkof, Veronica Smith, Shawn O'Shea, Daniel Korinth, Kristy Kern, MaryJo Warner, Shawna Juricek, Cheryl Kanavel, Robin Rhoades, Courtney Currie*

**Please remove the following person from the Classified Substitute List:**

*William Lord*

**Please remove the following person from the 2020-2021 Homebound Instruction List:**

*Nadine Abowitz*

**Please accept the following Resignations:**

*Christine Lusch – Instructional Assistant, Special Ed – Prospect Park  
Effective Date - December 23, 2020*

*JoAnn Ashbridge – Personal Care Assistant – Prospect Park  
Effective Date – January 4, 2021*

*Mary Bradley – School Assistant – High School  
Effective Date – January 6, 2021*

*Rachel McGowan – Instructional Assistant, Special Ed – Norwood  
Effective Date – January 15, 2021*

**Please approve the suspension without pay for Employee C on February 10, 2021.**

**VOTE**

*All members present voted 'aye' – motion carried 9-0  
(Agenda Item #10 – 1/20/2021)*

**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:*

*Kimberlyann King, Kindergarten Teacher with Thirty-five (35) years of service to the District, be approved for Retirement effective January 13, 2021.*

**Board Comment**



**VOTE**

*All members present voted 'aye' – motion carried 9-0  
(Agenda Item #11 – 1/20/2021)*

**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 4 School Generation Genius, for grades K-8, at a cost not to exceed \$1900 to be paid from Title IV funds.*

**VOTE**

*All members present voted 'aye' – motion carried 9-0.  
(Agenda Item #12 – 1/20/2021)*

**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 Action Plan for a Brain Steps referral from the DCIU for Student O, at a rate of \$191.00 per hour for up to twelve (12) hours not to exceed \$1,452.00 to be paid from District funds.*

*That the Board of School Directors approve the invoice from AFLSonline for a yearly subscription for sixteen (16) licenses at a cost not to exceed \$863.28 to be paid from District funds.*

*That the Board of School Directors approve the Affiliation Agreement with East Stroudsburg University for unpaid Internships during the 2020-2021 school year.*

**VOTE**

*All members present voted 'aye' – motion carried 9-0  
(Agenda Item #13 – 1/20/2021)*

**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 a 1 Year Renewal of Meraki MR Enterprise License from SHI. Total cost not to exceed \$27,947.64. Expenses to be paid from District Funds.*

*That the Board of School Directors approve the purchase of five (5) hotspots from T-Mobile at \$20 per month for 1 year. Total cost of \$1,200.00 to be paid from Intel CDW First Book grant fund.*

**VOTE**

*All members present voted 'aye' – motion carried 9-0  
(Agenda Item #14 – 1/20/2021)*

**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 Directors approve the contracts with Keystone Fire Protection to provide Cellular Setup and Monitoring for the Interboro School District for Fire and Security for three (3) years (2020-2021, 2021-2022, 2022-2023). Set up costs not to exceed \$13,280.00, \$6,596 to be paid from the Safety & Security Grant and \$6,684 to be paid from District funds. An annual monitoring fee of \$7,080.00 to be paid out of District funds.*



*That the Board of School Director's approve the additional quote with KC Sign & Awnings for LED Signs for signs at the Kindergarten/Administration Bldg. at a total cost of \$20,097.50 to be paid from 2019 Bond Funds.*

**Board Comment**

**VOTE**

*All members present voted 'aye' – motion carried 9-0  
(Agenda Item #15 – 1/20/2021)*

**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 Directors approve the Index Resolution (not to exceed a 3.5 % increase) for fiscal year 2021/2022 consistent with Special Session Act 1 of 2006.*

**Board Comment**

**VOTE**

*All members present voted 'aye' – motion carried 9-0  
(Agenda Item #16 – 1/20/2021)*

**MOTION**

*Transportation Consultant*

*Motion by Mr. Evans, seconded by Mr. Shivone that the Board of School Directors approve the Independent Contractor's Agreement between Interboro School District and Burchard V. Blackburn, Transportation Consultant, effective January 1, 2021 to June 30, 2021 not to exceed \$1,500.00 to be paid from District funds.*

**Board Comment**

**VOTE**

*All members present voted 'aye' – motion carried 9-0  
(Agenda Item #17 – 1/20/2021)*

**MOTION**

*Chichester SD Swim Pool*

*Motion by Mr. Evans, seconded by Mr. Shivone that the Board of School Directors approve the lease agreement between Chichester School District and the Interboro High School Swim Team for pool usage for the 2020-2021 school year at a cost of \$3,200.00 to be paid from District funds.*

**VOTE**

*All members present voted 'aye' – motion carried 9-0  
(Agenda Item #18 – 1/20/2021)*

**MOTION**

*21/22 Prelim Program of Studies*

*Motion by Mr. Evans, seconded by Mr. Shivone that the Board of School Directors approve the Preliminary Interboro High School Program of Studies Book for the 2021-2022 school year.*

**Roll Call**

**VOTE**

*Mr. Fralinger, Ms. Krajewski, Mr. Harris, Mr. Goldsborough, Ms. Joseph, Ms. Fagan, Mr. Evans, Mr. Shivone, Mr. Phelps voted 'aye' – motion carried 9-0 (Agenda Item #19 – 1/20/2021)*

**MOTION**

*Risen Hope Church – Parking Lots*

*Motion by Mr. Evans, seconded by Mr. Shivone that the Board of School Directors approve the three (3) year License Agreement with Risen Hope Church for use of various Interboro School District parking lots.*

**Board Comment**

**Roll Call**

**VOTE**

*Mr. Fralinger, Ms. Krajewski, Mr. Harris, Mr. Goldsborough, Ms. Joseph, Ms. Fagan, Mr. Evans, Mr. Shivone, Mr. Phelps voted 'aye' – motion carried 9-0 (Agenda Item #20 – 1/20/2021)*

**MOTION**

*IEA MOU – POST FFCRA COVID*

*Motion by Mr. Evans, seconded by Mr. Shivone that the Board of School Directors approve the following Memorandum of Understanding between the Interboro School District and the Interboro Education Association (7/1/2020 - 6/30/2025) under the terms and conditions of the Collective Bargaining Agreements:*

- *Post FFCRA COVID MOU*

**Board Comment**

**Roll Call**

**VOTE**

*Mr. Fralinger, Ms. Krajewski, Mr. Harris, Mr. Goldsborough, Ms. Joseph, Ms. Fagan, Mr. Evans, Mr. Shivone, Mr. Phelps voted 'aye' – motion carried 9-0 (Agenda Item #21 – 1/20/2021)*

**MOTION**

*MOA - CCHD*

*Motion by Mr. Evans, seconded by Mr. Shivone that the Board of School Directors approve the Memorandum of Agreement between the Chester County Health Department and Interboro School District to provide COVID-19 testing at no cost to the District.*

**Board Comment**

**VOTE**

*All members present voted 'aye' – motion carried 9-0 (Agenda Item #22 – 1/20/2021)*

**MOTION**

*COVID Vaccine Resolution*

*Motion by Mr. Evans, seconded by Mr. Shivone that the Board of School Directors call upon the General Assembly to secure the proper amount of COVID-19 vaccines in order to Vaccinate Our Educators Now.*

**VOTE**

*All members present voted 'aye' – motion carried 9-0 (Agenda Item #23 – 1/20/2021)*

**MOTION**

*COVID Testing Policy*

*Motion by Mr. Evans, seconded by Mr. Shivone that the Board of School Directors approve that the District has entered into a Memorandum of Agreement with the CCHD regarding Project ACE-IT. The Board hereby incorporates the Minimum Participation Requirements as set forth in the MOA into the District policy manual.*

**VOTE**

*All members present voted 'aye' – motion carried 9-0 (Agenda Item #24 – 1/20/2021)*

**MOTION**

*2<sup>nd</sup> Reading*

*Motion by Mr. Evans, seconded by Mr. Shivone that the Board of School Directors approve the 2<sup>nd</sup> 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 9-0 (Agenda Item #25 – 1/20/2021)*

**OLD BUSINESS –**

None

**NEW BUSINESS –**

None

**Superintendent Comments  
Board Comments**

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*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](http://www.interborosd.org) for further information.*

*On Monday, February 1, 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, February 15, 2021 at 7:00 P.M.*

*The next regular monthly public meeting of the Interboro Board of School Directors will be held on Wednesday, February 17, 2021 at 7:00 P.M.*

**MOTION**

*Adjournment*

Mr. Phelps called for the meeting to adjourn at 7:51 P.M.

**VOTE**

*All members present voted 'aye' - motion carried 9-0.*



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Mr. Jack Evans, Board Secretary