

**INTERBORO SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MINUTES OF PUBLIC MEETING – APRIL 18, 2018**

There was a regular public meeting of the Board of School Directors of the Interboro School District on Wednesday, April 18, 2018, in the Board Room of the Administration Building, 900 Washington Avenue, Prospect Park, Pennsylvania.

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

Mr. Edward Harris
Ms. Jennifer Varricchio – arrived at 7:05pm
Ms. Kelly Joseph
Mr. Kevin McGarvey
Mr. Jack Evans
Mr. Justin Shivone
Mr. William Phelps

Ms. Bridget Bernauer was absent.

Also present were Mrs. Bernadette C. Reiley, Superintendent; Mrs. Gaby Goham, Solicitor; Mr. Martin Heiskell, Director of Finance; Mr. David Criscuolo, Director of Human Resources; Mr. William Galloway, Director of Operations; Ms. Rachel Lambert, Supervisor of Special Education and Mrs. Barbara Hagerty, Director of Technology; Principals, Mr. Daniel Mills, Mr. Timothy fanning; Assistant Principal, Mrs. Stephanie Farmer. Approximately 6 community members, 2 staff member.

STUDENT REPORTS –

RECOGNITION – **Pennsylvania 2018 National Outstanding Assistant Principal**
 Mrs. Stephanie Farmer - Tinicum School
 Presented by Mr. Pat Quinn

COMMENTS FROM PERSONS IN ATTENDANCE –

Pat Quinn, Prospect Park

- Runs Delco Boys Basketball ages 7-18. Thanks Interboro for allowing his organization to use the gyms and giving the kids a place to play and stay out of trouble. Thank you for welcoming the kids.

Phyllis Floyd, Prospect Park

- Budget in the black – but fund balance is low, feels this is deceitful. Airport funds, is this money in the fund balance or in a separate account?
- Finance Committee – feels the whole committee should be thanked for their hard work.
- Transparency by the Board.

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 March 22, 2018, be approved.*

VOTE

*All members present voted 'aye' - motion carried 7-0.
(Agenda Item 5.1 – 4/18/2018)*

SOLICITOR'S REPORT

1) Review of Board Policies, 2) Contract review, 3) Special Education issues, 4) Day to Day student issues

MOTION
Treasurer's Report

Motion by Mr. Evans, seconded by Mr. Shivone, *that the Treasurer's Report for the month ending March 31, 2018, be approved.*

VOTE

*All members present voted 'aye' - motions carried 7-0.
(Agenda Item 7.1 – 4/18/2018)*

MOTION
Funds Disbursement

Motion by Mr. Evans, seconded by Mr. Shivone, *to ratify and approve All Fund Disbursements in the amount of \$6,335,558.73.*

VOTE

*All members present voted 'aye' - motions carried 7-0.
(Agenda Item 7.2 – 4/18/2018)*

MOTION
Budget Transfers

Motion by Mr. Evans, seconded by Mr. Shivone, *to approve the 2017-2018 school year budget transfers.*

VOTE

*All members present voted 'aye' - motions carried 7-0.
(Agenda Item 7.3 – 4/18/2018)*

CORRESPONDENCE –

Mrs. Margie Evans – “Caught Doing Good”

COMMITTEE REPORTS –

Finance Committee – Mr. Justin Shivone – Monday, April 9, 2018

- The first item discussed was the **2018-2019 Preliminary Budget**
 - Mr. Heiskell reviewed the preliminary budget and highlighted the differences compared to the preliminary budget from the March meeting
 - Overall our budget saw in an increase in its **revenue** by \$253,190.
 - This increase is due to various assessment changes received by the county, increase in local grants and Federal Title II money being put back into the federal budget.
 - Our **expenditures** decreased by \$694,734
 - The two major factors that allowed us to decrease expenditures were:
 - a. Retirements, which showed a net decrease of \$308,445. These retirements are on the agenda tonight for board approval
 - b. The benefit line item for employees decreased by \$570,178 because of the reduction in medical and prescription benefit rates based on the first look estimates. We originally budgeted a 10% increase to medical benefits but DVHT is showing a 5.6% increase.
 - Reduced:
 - a. The Special education line item by \$60,000 because a student left the district and we no longer have to pay tuition for that student.
 - b. We also reduced the Transportation line item by \$46,720 due to a reduction in special education transportation services based on a preliminary review of the transportation contract.
 - Overall, we were able to decrease the deficit by \$947,734. The current budget surplus sits at \$129,861 at a 3% tax increase. If we raised taxes 3.2% we would have a surplus of 210,022. As the tax increase goes down the surplus goes away and the deficit increases. A 0% tax increase would have us sitting at a 1 million dollar deficit.
 - Board Members were asked to think about what type of tax increase or lack thereof, they would feel comfortable supporting for their constituents. It is important that the administration knows where the Board wants to land so that they can make the necessary adjustments to their department budgets. It is imperative that we provide the necessary academic, social and emotional supports for our students, and top notch professional development for our staff but we also have to be cognizant of the community members who are paying property taxes to fund our schools and we have to be focused on the level of the fund balance.
 - Mr. Heiskell, Mrs. Reiley, and the Board will continue to work to this month to reduce expenditures as much as possible while maintaining the necessary supports for our students and staff.

- The second item on the agenda was the Budget Presentations for the Curriculum and Instruction Department and the Special Education Department
 - The Curriculum and Instruction Department Budget is **\$241,626**. This is an increase from last fiscal year because we no longer have the Federal Keystone to Opportunity Grant and some of the items that were funded through that grant are now absorbed into the C&I budget. Some include Elementary & Secondary Map testing, Math Seeds, and Hands on manipulatives. There is also an increase in the Professional Development portion of the Curriculum budget.
 - The Special Education Budget is **\$4,229,805**. There is a lot of uncertainty with this budget because families can move into and out of the district and we are responsible for educating or finding the appropriate placement for them. Students are also identified with different needs at different times and we are responsible to provide the necessary supports and services. Within this budget we appropriate funds for approved private schools, cyber charter schools, extended school year, staffing agencies for our students, gifted services, testing materials and DCIU supports for our students. Mrs. Reiley, Mr. Heiskell, Mr. Korinth, and Ms. Lambert work diligently to reign in the costs that can be incurred within this department's budget. But as a district our primary goal is to absolutely do what is in the best interest of our students while maintaining fiscal responsibility. I commend the administration for thinking outside the box and presenting ideas to the board on ways in keep our students within the district through innovative ideas like the Cyber School Program and the Apartment at the high school. It not only saves us money, but our students are being educated by our highly qualified teachers.
 - More Departments will be presented at the may Finance meeting.
- The **Preliminary Financial statements** were discussed. All board directors had the opportunity to read the Monthly department spending, Year to date revenues, and year to date expenditures and ask questions.
- The committee adjourned. And our next Finance meeting will be held on Tuesday, May 8th at 7pm in the Board Room of the admin building.

GBO Committee – Mr. Jack Evans – Monday, April 9, 2018

- Meeting commenced at 8:00 PM.
- Director of Technology, Barbara Hagerty, provided an update on the eGold Fax program, which will eventually eliminate the use of older fax technology and ultimately reduce costs associated with maintaining older facsimile equipment. It was decided to move forward and to add it to the agenda for the public meeting.
- Mr. Galloway also mentioned that he is working towards having a storage container placed at the complex to alleviate some of the storage concerns at that location and that his staff would be cleaning out some of the equipment and materials that were no longer needed at the athletic complex.
- Dr. Eckman and Mr. Avitabile provided a presentation from Corbett Inc. on Collaborative Learning Spaces. Each of the elementary school buildings is going to have classrooms reconfigured as collaborative spaces, providing an alternative learning environment that is more geared toward the team concept and creative processes. This program is funded by the Boeing Grant.
- Meeting was adjourned at 8:35 PM.

Legislative Update – Mr. Kevin McGarvey – Wednesday, April 11, 2018

- House Bill 1213: Restrictions on property assessment appeals
- Senate Bill 1095: Changes to High School graduation requirements.
- Senate Bill 2: Education Savings Accounts (ESA Vouchers)
- SR293: School Safety Review
- Annual Legislative Breakfast, Friday, May 18, 2018
- For more information, please contact the Superintendent or Mr. McGarvey. Information will also be available on the Website.

Delaware County Community College – Mr. Kevin McGarvey – Wednesday, April 4, 2018

- West Chester University Partnership: DCCC has recently collaborated with WCU in providing a BS degree to students enrolled in the Business Management program at DCCC. Students must complete the Associate Degree program at DCCC to be eligible to enroll in the WCU program. Some of the advantages are;
 - Increased retention of DCCC students

- Increased enrollment of prior DCCC students who want to return for a bachelor's degree
- Increased potential of new students
- Early selection of WCU courses that fill quickly
- On-site admissions, registration, and academic advising Partnership is hoping to begin this Fall. The student cost will be WCU tuition.
- Think 30 Campaign: DCCC staff working with students to "Make Every Credit Count". This Campaign is to assist students in making the correct choices in classes to complete the degree requirements in 2 years (30 credits per year).
- The next Liaison Meeting is scheduled for Wednesday October 24, 2018, following the School Board Appreciation Dinner.

Delaware County Intermediate Unit – Mr. Edward Harris – Wednesday, April 4, 2018

- Approved to contract with the following school districts for training and presentations on Growth Mindset: Springfield, Radnor, Haverford Township, and Rose Tree Media.
- Approved to contract with Wonder Workshop to provide online courses
- Approved a two day workshop with Dr. Ross Greene titled *Collaborative and Proactive Solutions: Understanding and Helping Student with Social, Emotional and Behavior Challenges*.
- Approved to provide after school tutoring to English Learners.
- Approved the new DCTS Biomedical and Lab Sciences program.
- For more information please visit: 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: Alicyn Huddell
Position: LTS Special Education Teacher
Location: Prospect Park
Rate of pay: \$200.00 daily
Effective: April 6, 2018
Replacing: Amanda Hoffman (maternity)

Name: Bianca Blizzard
Position: Personal Care Assistant
Location: Tinicum
Rate of pay: \$10.89 per hour
Effective: April 6, 2018
Replacing: New

Name: Nicole Rityavong
Position: Personal Care Assistant
Location: Norwood
Rate of pay: \$10.89 per hour
Effective: April 3, 2018
Replacing: New

Name: Shannon Phelps
Position: Substitute RN/LPN
Location: Districtwide
Rate of pay: \$17.30 per hour
Effective: April 19, 2018
Replacing: As Needed

Name: Nia Davis
Position: Classified Substitute
Location: Districtwide
Rate of pay: \$9.00 per hour
Effective: April 19, 2018
Replacing: As needed

Name: Dona Marie Fabrizio
Position: Professional/Homebound Substitute
Location: Districtwide
Rate of pay: \$100.00 daily/\$37.00 hourly
Effective: April 19, 2018
Replacing: As needed

Please reclassify the following person:

Name: Olivia Marigliano
From: Instructional Assistant Spec Ed – Prospect Park
Rate of pay: \$9.84 per hour
To: Personal Care Assistant - Districtwide
Rate of pay: \$10.89 per hour
Effective: April 19, 2018
Replacing: Antoinette Mosloskie (Tinicum)

Please approve the following people for a Leave of Absence:

Chad Donovan, Teacher at the High School, be approved for a Medical Leave of Absence effective January 29, 2018 through March 23, 2018. This leave is to be granted under the guidelines and regulations of FMLA for a maximum period of twelve (12) weeks per year.

Antoinette Petrone, School Assistant at Norwood School, be approved for an Unpaid Medical Leave of Absence effective April 5, 2018 through May 17, 2018.

Allison Robovitsky, Bus Monitor, be approved for an Unpaid Leave of Absence effective April 13, 2018 through May 11, 2018.

Susan Carducci, Instructional Assistant/Breakfast Assistant at Glenolden School, be approved for an Unpaid Leave of Absence effective April 23, 2018 through June 14, 2018.

Pamela McCloskey, Teacher at the Administration Building, be approved for a Medical Leave of Absence effective May 16, 2018 through June 14, 2018. This leave is to be granted under the guidelines and regulations of FMLA for a maximum period of twelve (12) weeks per year.

Paul Pavlovitch, Teacher at Norwood School, be approved for an FMLA Leave of Absence effective June 4, 2018 through June 15, 2018. This leave is to be granted under the guidelines and regulations of FMLA for a maximum period of twelve (12) weeks per year.

Katherine Malenich, Teacher at the High School, be approved for a Childbearing/Rearing Leave of Absence effective August 27, 2018 through October 15, 2018. This leave is to be granted under the guidelines and regulations of FMLA for a maximum period of twelve (12) weeks per year.

Kerri Barrar, Teacher at Norwood School, be approved for an Education Sabbatical effective August 27, 2018 through June 14, 2019.

Patricia Reeps, Custodian at Norwood School, be approved to extend her Medical Leave of Absence through April 30, 2018.

Peggy McDonough, Custodian at Prospect Park School, be approved to extend her Medical Leave of Absence through April 30, 2018.

Please remove the following people from the 2017-2018 Custodian Substitute Lists:

Alfreda Campbell

Please accept the following resignation:

Name:	Audrey Charlton
Position:	Personal Care Assistant/Nurse (Remaining on the Substitute RN/LPN)
Location:	High School
Effective:	April 6, 2018

VOTE

All members present voted 'aye' with the exception of Mr. Phelps for Item 10.1 – motion carried 7-0 with an Abstention by Mr. Phelps for Item 10.1. (Agenda Item #10 – 4/18/2018)

MOTION
Retirements

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

William Eschenbach, Sixth Grade Teacher, with Forty-two (42) years of service to the District, be approved for retirement effective June 14, 2018 under the terms and conditions set forth in the current agreement with the Interboro Education Association.

Caryl Atmajian, Family & Consumer Science Teacher, with Thirty-three (33) years of service to the District, be approved for retirement effective June 14, 2018 under the terms and conditions set forth in the current agreement with the Interboro Education Association.

William Gardner, Special Education Teacher, with Thirty-two (32) years of service to the District, be approved for retirement effective June 14, 2018 under the terms and conditions set forth in the current agreement with the Interboro Education Association.

Jean Rothstein, Speech Therapist, with Nineteen (19) years of service to the District, be approved for retirement effective June 14, 2018 under the terms and conditions set forth in the current agreement with the Interboro Education Association.

Board Members commented on dedication and teacher service.

VOTE

All members present voted 'aye' – motion carried 7-0. (Agenda Item #11 – 4/18/2018)

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 Noelle Hokanson to attend the Pennsylvania School Librarians Association (PSLA) annual conference on May 4, 2018, to be held at the Hershey Lodge and Conference Center, at a cost not to exceed \$105 registration fee, to be paid from District funds.

That the Board of School Directors approve a contract between Jimmy Casas and Interboro School District in accordance with Attachment "A", Contract for Speaking Services for Jimmy Casas, Discipline Associates, LLC, at a cost not to exceed \$17,500.00, to be paid from District funds.

That the Board of School Directors approve the cost proposal from Corbett, Inc. for Makerspaces/Collaborative Learning Spaces at a cost of \$83,422.35, to be paid from Boeing Grant funds.

That the Board of School Directors approve the "Looking Closely, Thinking Critically" workshop at the Philadelphia Museum of Art on May 15, 2018, at a cost not to exceed \$600, to be paid from the KTO Incentive Award Funds.

That the Board of School Directors approve Shannon Tangradi and Megan Lesky for additional hours, at their contractual extra rate of pay, for the planning and preparation of CAPS Creation/Science Kit Distribution Center at Interboro High School, to be paid from CCRES Grant funds.

- *Tangradi not to exceed two (2) hours*
- *Lesky not to exceed one (1) hour*

Board Member comments on unique Professional Developments which increases student growth.

VOTE

*All members present voted 'aye' – motion carried 7-0.
(Agenda Item #12 – 4/18/2018)*

MOTION

Office of Special Education/
Pupil Services

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 placement for student Y to attend DCIU for the remainder of the 2017-2018 school year at the rate of \$156.12 per day, to be paid from District Funds.

That the Board of School Directors approve the agreement for student Z to receive Special Education services from Devereux Cares Education Program at a rate of \$458.00 per day for the 2017-2018 school year beginning February 2018, to be paid from District Funds.

That the Board of School Directors approve the cost of the stipend for Kaitlin Licciardone, Philadelphia College of Osteopathic Medicine Psychology student, to complete her internship course work with the Interboro School District during the 2018-2019 School Year. Total cost not to exceed \$5,000 to be paid from District Funds.

That the Board of School Directors approve the agreement with Elwyn for a Positive Behavior Support Worker, 5 days per week for 7.25 hours per day at a rate of \$30.00 per hour for the remainder of the 2017-2018 school year, to be paid from District Funds.

That the Board of School Directors approve the reimbursement to Sabrina Daluisio from the Summit Spring Conference in Hershey, attended on March 24-28, 2018 in the amount of \$122.70, to be paid from District funds.

That the Board of School Directors approve Paul Korinth and Shawn Conti to attend and present at PA PBS Implementers' Forum in Hershey, PA May 22-23 2018, at a cost not exceed \$720.00, to be paid from District funds, to be reimbursed by Quality Indicators of Emotional Support Grant.

VOTE

*All members present voted 'aye' – motion carried 7-0
(Agenda Item #13 – 4/22/2018)*

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 DCIU Internet Service Agreement (renewal): Total cost of \$425.00 monthly to be paid from District Funds.

- *Monthly bandwidth quantity of 500 Mbps for 2018-2020 to be delivered to Customer's current hub site location at a monthly cost of \$0.69 per MB, for a monthly charge of \$345.00 (Eligible for E-rate support)*
- *\$80 per month administrative fee for DCIU services (not eligible for E-rate support)*

That the Board of School Directors approve the eGoldFax Secure Cloud Fax Service Plan, Total cost is the Initial fee of \$336.00 and a monthly fee of \$44.40 to be paid from District Funds.

- *Initial one – time service fee of \$336.00 for the porting of 14 fax numbers*
- *Monthly service fees of \$44.40 for eGoldFax Cloud fax service.*

Board Member comment on reduction of cost but not services.

VOTE

*All members present voted 'aye' – motion carried 7-0
(Agenda Item #14 – 4/18/2018)*

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 DCIU joint purchasing bid for trash removal with Republic Services LLC. This bid is for a three-year agreement in the amount of \$50,447.88 for the 2018-2019 school year, \$51,487.43 for the 2019-2020 school year and \$52,517.17 for the 2020-2021 school year, to be paid out of district funds.

Board Member comment on cost savings.

VOTE

*All members present voted 'aye' – motion carried 7-0
(Agenda Item #15 – 4/18/2018)*

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 Audited Financial Statements prepared by Majors and Mastro, LLC for the Fiscal Year ending June 30, 2017.

Per Board: Audit Committee Audio available on website for further review.

VOTE

*All members present voted 'aye' – motion carried 7-0
(Agenda Item #16 – 4/18/2018)*

MOTION
2018-2019 DCCC GOB

Motion by Mr. Evans, seconded by Mr. Shivone *that the Board of School Directors approve General Operating Budget of the Delaware County Community College for the fiscal year July 1, 2018 through June 30, 2019 in the form and amounts presented at this meeting totaling \$92,054,093.00. Interboro School District's share is \$450,298.00.*

Roll Call

VOTE

*Mr. Harris, Mrs. Varricchio, Ms. Joseph, Mr. McGarvey, Mr. Evans, Mr. Shivone and Mr. Phelps voted 'aye' – motion carried 7-0.
(Agenda Item #17 – 4/18/2018)*

MOTION
Capital One Program

Motion by Mr. Evans, seconded by Mr. Shivone *that the Board of School Directors approve the Capital One Commercial Card Program agreement at no cost to the District, pending solicitor review.*

Per Board: Repeat Motion from March – needed a Roll Call vote.

Roll Call

VOTE

*Mr. Harris, Mrs. Varricchio, Ms. Joseph, Mr. McGarvey, Mr. Evans, Mr. Shivone and Mr. Phelps voted 'aye' – motion carried 7-0.
(Agenda Item #18 – 4/18/2018)*

MOTION
2017-2018 revised Calendar

Motion by Mr. Evans, seconded by Mr. Shivone *that the Board of School Directors approve the revisions to the 2017-2018 school year calendar.*

Roll Call

VOTE

*Mr. Harris, Mrs. Varricchio, Ms. Joseph, Mr. McGarvey, Mr. Evans, Mr. Shivone and Mr. Phelps voted 'aye' – motion carried 7-0.
(Agenda Item #19 – 4/18/2018)*

MOTION
Summer Work Week

Motion by Mr. Evans, seconded by Mr. Shivone *that the Board of School Directors the four (4) day summer work week, beginning the week of June 25, 2018 and continuing through the week ending August 17, 2018.*

VOTE

*All members present voted 'aye' – motion carried 7-0
(Agenda Item #20– 4/18/2018)*

OLD BUSINESS –

None

NEW BUSINESS –

None

On Tuesday, May 8, 2018, a Finance Committee Meeting with the GBO Meeting immediately following will be held at 7:00 P.M. in the Board Room of the Administration Building.

The next Work Session of the Interboro Board of School Directors will be convened in the Board Room of the Administration Building on Monday, May 14, 2018 at 7:00 P.M.

The next regular monthly public meeting of the Interboro Board of School Directors will be convened in the Auditorium of the High School on Wednesday, May 16, 2018 at 7:00 P.M.

MOTION

Adjournment

Mr. Phelps *called for the meeting to adjourn at 7:56 P.M.*

VOTE

All members present voted 'aye' - motion carried 7-0.



Mr. Jack Evans, Board Secretary

