

**INTERBORO SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MINUTES OF PUBLIC MEETING – AUGUST 16, 2017**

There was a regular public meeting of the Board of School Directors of the Interboro School District on Wednesday, August 16, 2017 at 7:00 P.M., in the Board Room of the Administration Building, 900 Washington Avenue, Pennsylvania Avenue, Prospect Park, Pennsylvania.

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

Ms. Kelly Boyle
Mr. Justin Shivone
Mr. William Phelps
Mr. Paul Eckert
Mr. Kevin McGarvey
Mr. Jack Evans
Mrs. Deborah DiBattista
Mr. Edward Harris

Mr. Michael Burns was absent.

Also present were Mrs. Bernadette C. Reiley, Superintendent; Ms. Gabrielle Sereni, Solicitor; Mr. David Criscuolo, Director of Human Resources; Mr. Martin Heiskell, Director of Finance; and Ms. Rachel Lambert, Supervisor of Special Education; Assistant Principals, Mr. Brad Kohlhepp, Approximately 8 community members, 12 staff members; Delco Times Report, Kevin Tustin

COMMENTS FROM PERSONS IN ATTENDANCE –

Phyllis Floyd – Prospect park resident

- Complemented the Board on the decisions made regarding cost effectiveness. Money needed to be saved within the guidelines of the School Code.
- Commented that employee positions would not be jeopardized should they participate in the public comment portion. Comments should be factual.

MOTION
Public Minutes

Motion by Mr. Evans, seconded by Mrs. DiBattista, *that the Minutes of the Interboro Board of School Directors' regular public meeting held on July 19, 2017, be approved.*

VOTE

*All members present voted 'aye' - motion carried 8-0.
(Agenda Item 3.1 – 8/16/2017)*

SOLICITOR'S REPORT

1) Various Special Education matters, 2) Split Dollar 3) Contract review

MOTION
Treasurer's Report

Motion by Mr. Evans, seconded by Mrs. DiBattista, *that the Treasurer's Report for the month ending July 31, 2017, be approved.*

VOTE

*All members present voted 'aye' - motions carried 8-0.
(Agenda Item 5.1 – 8/16/2017)*

MOTION
Funds Disbursement

Motion by Mr. Evans, seconded by Mrs. DiBattista, *to ratify and approve All Fund Disbursements in the amount of \$9,027,514.46.*

VOTE

*All members present voted 'aye' - motions carried 8-0.
(Agenda Item 5.2 – 8/16/2017)*

CORRESPONDENCE –

None

MOTION
Personnel

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

Appointments

Name: Sharon Books
Position: Special Education Teacher
Location: Glenolden
Rate of Pay: \$48,924.00 annually (Step 1, Class II, Bachelors +15)
Effective: August 28, 2017
Replacing: Joseph Coffey (resigned)

Name: Gabrielle Capuano
Position: Spanish Teacher
Location: High School
Rate of pay: \$46,742.00 (Step 1, Class I, Bachelor's)
Effective: August 28, 2017
Replacing: New

Name: Hannah Dependahl
Position: LTS Second Grade Teacher
Location: Norwood
Rate of pay: \$200.00 daily
Effective: August 28, 2017
Replacing: Jaclyn McDonald (maternity)

Name: Alicyn Huddell
Position: LTS Second Grade Teacher
Location: Glenolden
Rate of pay: \$200.00 daily
Effective: August 28, 2017
Replacing: Deborah Rhodes (Leave of Absence)

Name: Roseanna P. Mitchell
Position: LTS Art Teacher
Location: Norwood
Rate of pay: \$200.00 daily
Effective: August 28, 2017
Replacing: Tracey Ticknor (Leave of Absence)

Name: James Ryan
Position: LTS Social Studies Teacher
Location: High School
Rate of pay: \$200.00 daily
Effective: October 9, 2017
Replacing: Tina Moore (maternity)

Name: Molly Collington
Position: Health Office Assistant
Location: Tinicum
Rate of pay: \$9.70 per hour
Effective: September 5, 2017
Replacing: Aimee Thompson (resigned)

Name: Dianne Diem
Position: School Assistant
Location: High School
Rate of pay: \$9.18 per hour
Effective: September 5, 2017
Replacing: Jane Lentz (retired)

Name: Jacqueline Shanahan
Position: School Assistant
Location: Prospect Park
Rate of pay: \$9.18 per hour
Effective: September 5, 2017
Replacing: Lorraine Richter (resigned)

Name: Emily Joseph
Position: Professional/ Homebound Substitute
Location: Districtwide
Rate of pay: \$80.00 daily/\$37.00 per hour
Effective: August 28, 2017
Replacing: As Needed

Name: Jennifer Venditti
Position: Clerical/Classified Substitute
Location: Districtwide
Rate of pay: \$11.00/\$9.00 per hour
Effective: August 17, 2017
Replacing: As needed

Name: Judith Harley
Position: Clerical/Classified Substitute
Location: Districtwide
Rate of pay: \$11.00/\$9.00 per hour
Effective: August 17, 2017
Replacing: As needed

Name: Josephine Rumsey
Position: Classified Substitute
Location: Districtwide
Rate of pay: \$9.00 per hour
Effective: August 17, 2017
Replacing: As needed

Reclassify the following people:

Robin Berkheimer
From: Instructional Assistant, Special Education – Norwood
Rate of Pay: \$10.19 per hour
To: PreK Parqa Professional – High School
Rate of Pay: \$12.54 per hour
Effective Date: September 5, 2017
Replacing: New

Chad Donovan
From: .4 German Teacher – High School
Rate of Pay: \$30,730 annually
To: .4 German Teacher/.6 Spanish Teacher – High School
Rate of Pay: \$76,825 annually
Effective Date: August 28, 2017

Brad Kohlhepp
From: Assistant Principal - Glenolden
Rate of Pay: \$86,054 annually
To: Principal – Kindergarten Academy
Rate of Pay: \$100,000 annually
Effective Date: September 11, 2017

Please approve the following Supplementals:

Appointments:

Name: Deanna Wilson
Position: Preseason/ Assistant Coach Girls Field Hockey
Location: High School
Rate of Pay: \$360.00/\$2,700.00 (Level 1, 7.5 points, 1 year of service)
Replacing: Karen Markunas (resigned)

Name: John McLaughlin
Position: Preseason/ Assistant Coach Boys Soccer
Location: High School
Rate of Pay: \$360.00/\$2,880.00 (Level 1, 8 points, 1 year of service)
Replacing: Jason Clayton (resigned)

Name: George Zagame
Position: Preseason/ Assistant Coach Varsity Football
Location: High 720.00/\$3,960.00 (Level 1, 8 points, 11 years of service)
Replacing: Joseph Coffey (resigned)

Name: Ingrid Fiorelli
Position: .5 Freshman Class Sponsor
Location: High School
Rate of Pay: \$720.00 (Level 1, 2 points, 1 year of service)

Name: Katherine Malenich
Position: .5 Freshman Class Sponsor
Location: High School
Rate of Pay: \$720.00 (Level 1, 2 points, 1 year of service)

Name: Crystal Wilchensky
Position: SAC K to 5 Reading LA
Location: \$3,000.00

Name: Jessica Vazquez
Position: New Teacher Mentor – High School
Rate of Pay: \$1,080.00 (Length of Induction - 1 year, 1 Year of service)

Name: Jamie Kovatch
Position: New Teacher Mentor - Norwood
Rate of Pay: \$1,155 (Length of Induction - 1 year, 4 Years of service)

Name: Jennifer Dalton
Position: New Teacher Mentor – Tinicum
Rate of Pay: \$1,080.00 (Length of Induction - 1 year, 1 Year of service)

Name: Joseph Sirianni
Position: New Teacher Mentor – Glenolden
Rate of Pay: \$1,080.00 (Length of Induction - 1 year, 2 Years of service)

Please approve the salary schedule per the Interboro Education Association (IEA) contract July 1, 2014 to June 30, 2017 for the 2017-2018 school year.

Please approve the Athletic Supplemental Contracts for the 2017-2018 school year.

Please approve the Professional/Homebound Substitute List for the 2017-2018 school year.

Please approve the Homebound Instructional Only List for the 2017-2018 school year.

Please approve the following people as Extra Curricular Workers at a rate of \$35.00 per game and \$45.00 for two (2) back to back games for 2017-2018:

*Michael D'Esposito
Nicholas Dostellio
Bridie Scanlan
Catherine Powers
Daniel Tobin
Norma Crouse
Murray Schiff
Janet Sirkin
Kerri Urzillo
Jennifer Hayn
Amy Salisbury
Daniel Meli
Nicole Werner
Anthony Meccariello*

*Diane Boon
Joan Custer
Marion Johnson
John McLaughlin
William Soroka
William McLaughlin
Letitia Carney
Katie Ciavarelli
Christine Wallace
Brian Peltz
James Jackson
Christiana Laky
Lori Perillo
Robin Pitts*

Please approve the following people for a Leave of Absence:

Deborah Rhodes, Teacher at Glenolden School, be approved for a Medical Leave of Absence effective August 28, 2017 through October 16, 2017. This leave is to be granted under the guidelines and regulations of FMLA for a maximum period of twelve (12) weeks per year.

Corey LaVenture, Custodian at the Administration Building, be approved for a Medical Leave of Absence effective September 12, 2017 through October 2, 2017. This leave is to be granted under the guidelines and regulations of FMLA for a maximum period of twelve (12) weeks per year.

Fiore Stabilo, Spanish Teacher for the District, be approved for an Intermittent Family Medical Leave of Absence with effective as listed using his sick days. This leave is to be granted under the guidelines and regulations of FMLA for a maximum period of twelve (12) weeks per year.

*Week of September 25, 2017 through September 29, 2017
Week of October 31, 2017 through November 8, 2017
Week of December 4, 2017 through December 8, 2017*

Christopher Ofalt, Teacher at Glenolden School, be approved for a FMLA Leave of Absence effective November 20, 2017 through January 2, 2018. This leave is to be granted under the guidelines and regulations of FMLA for a maximum period of twelve (12) weeks per year.

Tracey Ticknor, Teacher at Norwood School, be approved to extend her Unpaid Medical Leave of Absence through January 2, 2018.

Please add the following person the 2017-2018 Clerical Substitute List at a rate of \$11.00 per hour effective July 1, 2017:

Deborah O'Brien

Please accept the following Resignations:

Name: Joseph Coffey
Position: Special Education Teacher
Location: Tinicum
Effective Date: August 7, 2017

Name: Christina Sheppard
Position: Health Office Assistant
Location: Prospect Park
Effective Date: August 10, 2017

Mr. Shivone made comment that if this motion passes Mr. Kohlhepp would become the new Kindergarten Principal. He wishes him the best on behalf of the School Board. Being part of the interview committee, Mr. Kohlhepp was spectacular. Our Kindergarten kids, socially, emotionally, academically, are going to be successful because of Mr. Kohlhepp.

Mr. Eckert commented on the fact that Principals and Assistant Principals were moving up in the Administration, such as Rachel Lambert did last month. The people we have hired at the District have stayed here for a reason and they have faith in us. They are taking advantage of opportunities. Good Luck to you all.

VOTE

All members present voted 'aye' – motion carried 8-0.
(Agenda Item #7 – 8/16/2017)

MOTION

Office of Curriculum &
Instruction

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

That the Board of School Directors approve the Independent Contractor's Agreement between Interboro School District and Anthony Costanzo, effective from July 1, 2017 to June 30, 2018, to perform certain services in connection with assisting the Senior High School Administration in coordinating student activities and promoting strategies and programs that assist in creating a more positive school climate.

That the Board of School Directors approve the contract for student-only participation between the The Virtual High School (VHS), Inc. and Interboro School District in the amount not to exceed \$11,250, to be paid from Title IV and District funds. Pending Solicitor review.

That the Board of School Directors approve the Professional Development Onsite Initial Implementation Workshop from Carnegie Learning, in the amount of \$2,500, to be paid from Title II funds.

That the Board of School Directors approve the renewal of Naviance – District Edition and a Private Web-Based Training in the amount of \$7,661.54 to be paid from District and Ready to Learn Grant funds.

That the Board of School Directors approve the following professional staff for summer curriculum writing to be paid at their contractual extra rate of pay from District funds:

- **8th Grade Wellness Course** (not to exceed 10 hours): Brett Rambo
- **8th Grade Explorations in Spanish** (not to exceed 10 hours): Jessica Vazquez

That the Board of School Directors approve the following professional staff for summer curriculum writing to be paid at their contractual extra rate of pay from Keystones to Opportunity Grant funds:

- **High School Research Writing with LDC Principles** (not to exceed 6 hours each): Matthew Larsen, Noelle Catino, Katherine Malenich, Gregory Sciandra

That the Board of School Directors approve Deborah Schnellenbach to be reimbursed the registration fee to attend the English Literature & Composition 2017 Advanced Placement Summer Institute at a cost not to exceed \$900, to be paid from Title II funds.

That the Board of School Directors approve the purchase of Houghton Mifflin Harcourt, Big Day, for the Pre-K Program, in the amount of \$3,148.95 to be paid from Ready to Learn Grant funds.

That the Board of School Directors approve the proposal from Houghton Mifflin Harcourt: Go Math Hybrid 3yr Multi-Vol 2015, for the Kindergarten Academy. Total amount for all three years is \$19,854.65, to be paid from District funds.

VOTE

*All members present voted 'aye' – motion carried 8-0.
(Agenda Item #8 – 8/16/2017)*

MOTION

*Office of Special Education/
Pupil Services*

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

That the Board of School Directors approve the agreement for Student A to attend the Davidson School at Elwyn for the 2017-2018 school year at a cost of \$281.50 per day, to be paid from District funds.

That the Board of School Directors approve 2017/2018 school year agreement and tuition costs for Student B to attend the Child Guidance Resource Center. Total cost not to exceed \$56,500, to be paid from District funds.

That the Board of School Directors approve the 2017/2018 school year agreement's for two (2) students to attend the George Crother's Memorial School (CADES) at a cost of \$260.51 per day, not to exceed \$46,809 per student per year, to be paid from District funds.

That the Board of School Directors approve the agreement with the DCIU for providing information on deaf culture, sensitivity training, and sign language vocabulary on June 27, 2017. Total cost not to exceed \$300, to be paid from District funds.

That the Board of School Directors approve the 2017/2018 school year contract with the DCIU for fifty (50) hours of professional development and consultation support for Autistic support teachers. Total cost not to exceed \$5,750, to be paid from District funds.

That the Board of School Directors approve the 2017/2018 school year contract for Bethany Lengel CRNP to provide required medical review of students IEP's that are eligible for the ACCESS program at a rate of \$8.50 per IEP, to be paid from District funds.

That the Board of School Directors approve the contract with Janet and Zach Hamm to provide a total of thirty (30) hours of CPR instruction and recertification for the 2017/2018 school year at a cost not to exceed \$1,950, to be paid from District funds.

That the Board of School Directors approve the contract with Janice Thompson, Independent Physical Therapist for the 2017/2018 school year at a cost not to exceed \$46,000 annually, to be paid from District funds.

That the Board of School Directors approve the contract with Michael Menseck, for the provision of independent travel training services for the 2017/2018 school year at a cost of \$45 per hour, not to exceed \$12,000 annually, to be paid from District funds.

That the Board of School Directors approve the contract with Susanne Smith, Independent Provider of Educational Tutoring Services for the period of August 21, 2017 to June 30, 2018 at a cost of \$65 per hour for up to 180 hours. Not to exceed \$11,700 annually, to be paid from District funds.

That the Board of School Directors approve Christine Martin and Patricia Overstreet, Assistants at their hourly rate of pay to attend an Autism training on August 23rd. Not to exceed seven (7) hours, paid from District Funds.

VOTE

*All members present voted 'aye' – motion carried 8-0
(Agenda Item #9 – 8/16/2017)*

MOTION

Office of Technology

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

That the Board of School Directors approves the proposal for Cisco SmartNet Phone System Licensing and Support in the amount of \$34,756.48 to be paid from 2017-2018 District funds.

That the Board of School Directors approves the contract agreement with the Chester County Intermediate Unit for on-line courses through Brandywine Virtual Academy for the 2017-2018 school year with total costs to be determined based on the attached Marketplace Programs Pricing Schedule.

Motion that the Board of School Directors approves the revision of the renewal of Data Licensing for the Server by Dell EMC, Board approved June 21, 2017. Costs not to exceed \$15,956.68, paid from District Funds.

VOTE

*All members present voted 'aye' – motion carried 8-0.
(Agenda Item #10 – 8/16/2017)*

MOTION

Office of Facilities

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

That the Board of School Directors approve the revision to the agreement with Wheat Services, Inc. for the transportation of ambulatory students via passenger vehicles during the 2017-2018 school year due a 10% insurance renewal increase on proposed and on additional runs. (Board approved 7-19-17)

That the Board of School Directors rescind the agreement with McNeil Sales and Service for the 2017-2018 school year, for the annual District-wide boiler cleaning in the amount of \$9,428.00 that was board approved at the public meeting on 6-21-17. This service will be under the DWD contract that was also approved on 6-21-17.

That the Board of School Directors approve the attached Invoice with A to U Services, Inc. for additional stone wall repairs at the Tinicum School in the amount of \$1695.00, paid through District funds.

VOTE

*Members present voted 'aye' – motion carried 8-0.
(Agenda Item #11 – 8/16/2017)*

MOTION

Office of Finance

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

That the Board of School Directors approve the attached Municipal Lease-Purchase Agreement with Santander Bank for buses to be supplied by the Wolfington Body Company and delivered July 1, 2017. The initial payment of \$46,000 is due 9/01/2017, the second payment of \$46,000 is due 9/01/2018, and the third payment of \$46,000 is due on 9/01/2019 with the fourth payment of \$146,939 due on 9/01/2020 to be made by Wolfington Body Company. The Interboro School District reserves the right to make the fourth and final payment only if the district opts to keep the buses included in the above agreement.

VOTE

*All members present voted 'aye' – motion carried 8-0
(Agenda Item #12 – 8/16/2017)*

MOTION

2017-2018 Kid Stop

Motion by Mr. Evans, seconded by Mrs. DiBattista that the Board of School Directors approve contract with Kid Stop Before and After School Program for the 2017-2018 school year.

Roll Call

VOTE

*All members present voted 'aye' - motion carried 8-0.
(Agenda Item #13 – 8/16/2017)*

MOTION

Residency Officer

Motion by Mr. Evans, seconded by Mrs. DiBattista that the Board of School approve Independent Contractor's Agreement for Residency Officer between Interboro School District and Scott Dickson, effective July 1, 2017 to June 30, 2018 not to exceed \$25,000.00, to be paid from District funds.

Mr. Shivone *commended the Administration and our Residency Officer for doing such a good job working diligently to make sure that our tax payer money is going towards our students. Residency is continuously checked. Thank you.*

VOTE

*All members present voted 'aye' - motion carried 8-0.
(Agenda Item #14 – 8/16/2017)*

MOTION
First Reading

Motion by Mr. Evans, seconded by Mrs. DiBattista *that the Board of School approve the First Reading of the following policy the category of Operations:*

800 Operations

820 Photo Identification Badges

VOTE

*All members present voted 'aye' - motion carried 8-0.
(Agenda Item #15 – 8/16/2017)*

MOTION
Revisions

Motion by Mr. Evans, seconded by Mrs. DiBattista *that the Board of School approve the Revisions of the following policies in the category of Pupils:*

200 Pupils

204 Attendance

225 School Uniform Policy/Student Dress Code

Mr. Eckert *advised parents to review the Attendance Policy. And your child's handbook. Unexcused absences are becoming stricter. It can affect the outcome of graduation.*

VOTE

*All members present voted 'aye' - motion carried 8-0.
(Agenda Item #16 – 8/16/2017)*

OLD BUSINESS –

None

NEW BUSINESS –

None

Comments, announcements, items of interest from the Superintendent and Board Members were invited.

Superintendent - Mrs. Bernadette C. Reiley

- There are a number of families that have not come into the Registration Office to satisfy the summer registration requirements. This pertains to all students entering 1st, 6th, 9th and 11th grade and also those families who live in a multiple occupancy situation. This process must be completed by August 28, 2017 in order for the students to begin school on September 5, 2017.
 - For your convenience, the Registration Office will have extended hours during the week of August 21 and Monday, August 28th. The extended hours are Mondays/Wednesdays 7:30 – 7:00pm and Tuesday, Thursday, and Friday 7:30 -4:00pm. If you have any questions do not hesitate to contact the Registration Office at 610-461-6700 x1279.
- Back to School packets which include your child's teacher/or homeroom assignment will be mailed out the week of August 21, 2017. If you do not receive your packet, please contact your school.
- The Department of Health has changed the immunization requirements for students attending schools in PA. Unless your child has a medical or religious/ philosophical exemption, a child must have at least one dose of the required vaccines or risk being excluded from school. Please visit our website for all of the requirements and additional information.
- We have made some revisions to the Attendance and School Uniform policies. This information will be available to parents on the website along with a letter on the first day of school. Please review the information.
- Welcome to Brad Kohlhepp to the Administration Bldg. as the new Kindergarten Principal. The job can be very challenging, but you have proven in your position as Assistant Principal of Glenolden and having gone through a rigorous screening and interview process that you are ready for the task. I am happy to have you on board and look forward to working with you. You will be a great benefit to our students at the Kindergarten.

Mr. Justin Shivone

- Wishes all the students, faculty and staff a wonderful start to the new school year. Start the school year off well.

On Monday, September 11, 2017, 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, September 18, 2017 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, September 20, 2017 at 7:00 P.M.

MOTION

Adjournment

Mr. Harris *called for the meeting to adjourn at 7:16 P.M.*

VOTE

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



Mr. Jack Evans, Board Secretary

