



Board of School Directors Committee Meetings Minutes - Wednesday, November 12, 2025

Generated by Renai Cardillo on Friday, November 14, 2025

Members present: William Brong, Janet Flisak, Andrew Landis, Ken Keith, Stephen Nelson, William Formica, Kimberly Wheeler, Michael Barnacz

Others present: John Franzen, Beth Ann Haas, Frank Gallagher, Christopher Hey, Katie Kennedy-Reilly, Michael Taylor, and Megan Zweiback

1. Education-Personnel Committee

Mr. Landis called the Education-Personnel Committee Meeting to order at 6:31 P.M.

1.1 Fall Data Presentation

Mr. Landis and Superintendent Gallagher noted the presentation of student data reflecting the start of the school year.

Director of Curriculum, Instruction, Assessment & Technology, Dr. Kennedy-Reilly welcomed everyone and recalled a previous year data presentation mentioning the metaphor of pole vaulting; students making adjustments toward achievement. Dr. Kennedy-Reilly noted that this year, she was using two metaphors; a tree to emphasize that learning is rooted in well-being and relationships. The tree is strengthened by a trunk of enrichment, and leaves of creativity, innovation, leadership and service. The second metaphor is a puzzle, depicting the complex and diverse learning process for all students. Noting that an individual piece, never shows the entire picture of education and that every piece matters.

Dr. Kennedy-Reilly read aloud the mission statement of the district:

The Mission of the Souderton Area School District is to prepare students to demonstrate competencies needed to contribute and to succeed in a changing world by building on a commitment to excellence and innovation, by working in partnership with family and community, and by assuring a quality education for all students in a safe and nurturing environment.

Dr. Kennedy-Reilly shared a slide highlighting the MTSS (Multi-Tiered System of Support) program and its framework of collaboration that supports the district's Comprehensive Plan.

A slide was shared showing school district Demographics, Attendance and Enrollment by grade. Dr. Kennedy-Reilly noted how the use of Performance Matters software provides the analytics and insights that allows the district to view trends in learning and provide the appropriate district responses.

Dr. Kennedy-Reilly reviewed a slide titled: Strategic Focus Areas and listed the areas that will assist in streamlining the Comprehensive Plan:

- 1 - Instruction and Student Growth
- 2 - Climate, Belonging and Engagement
- 3 - Professional Learning and Collaboration
- 4 - Innovation and Systems

Dr. Kennedy-Reilly discussed Presentation Metrics, noting the NWEA Map (Measure of Academic Progress) a suite of assessments that measure Reading Fluency and Growth. Dr. Kennedy-Reilly stated the Map Growth component not only assesses student for academic growth it also assists in the evaluation of classroom instruction.

Dr. Kennedy-Reilly reviewed MAP Fall Achievement Data for K-8 in Math and Reading noting percentage increases in both areas from the last school year.

Foundational Skills and Phonological Awareness for grades K-2 were shared showing average to high average achievement for students at the start of the school year. Dr. Kennedy-Reilly indicated that this is a strong place for learning to begin.

Dr. Kennedy-Reilly reviewed Intermediate and Middle grade Data, noting the importance of school activities and events that impact student achievement. Dr. Kennedy-Reilly cited items of participation that include engagement in clubs, music and athletics. Peer mentorship opportunities and leadership programs give students voice and agency in their schools. She also cited soft skills such as communication and discipline that are developed during club participation. Dr. Kennedy-Reilly also spoke to the innovation and creative skills that are fostered in the various opportunities presented at each school, in different grade levels.

Dr. Kennedy-Reilly also cited the parent, family and community support of all of these clubs, activities and events that promote learning in all of the schools. Using a slide depicting a puzzle tree, Dr. Kennedy-Reilly indicated that its roots of well-being are nourished by its community and are the foundational support, critical for the whole child learning and achievement.

Mr. Landis praised the presentation and thanked the principals for their attendance this evening. Ms. Wheeler noted appreciation of the puzzle visual and commented on the many opportunities available for all students. Mr. Nelson commented on the MAP program and the realized results of its implementation. Other board members also commented favorably on the presentation and its results.

Mrs. Flisak commented on the positive data results. Mr. Keith and Mr. Barnacz also commented favorably on the results.

Mr. Landis ended the Data Presentation and Dr. Kennedy-Reilly introduced Dr. Beth Ann Haas, Administrative Director of North Montco Technical Career Center

1.2 North Montco Technical Career Center

Dr. Haas reviewed a slide showing the demographics of the Souderton Area School District students enrolled in the programs at the North Montco Technical Career Center. She noted consistent enrollment percentages over the course of several years. Dr. Haas stated that the school currently offers 24 career programs in the areas of manufacturing, health care, construction, Information Technology and the Arts.

Dr. Haas spoke fondly of the Joint Operating Committee, which is the Board serving the school. It is comprised of members from each of the five sending schools; Souderton, North Penn, Wissahickon, Perkiomen Valley and Methacton.

Dr. Haas expressed pride in the certifications that students are able to achieve while enrolled in the programs, citing valuable experience and proof of their achievement. Dr. Haas also stated that the program supports non-traditional students in all programs; i.e. female students enrolled in construction trades, noting increased interest and enrollment.

A brief discussion occurred among the Board regarding program capacity in which Dr. Haas said all programs are currently at capacity and some with waiting lists. She noted that healthcare and construction are most popular. Dr. Haas stated that there is not an imbalance to number of students being served by all of the districts. Other board members praised the program, the instructors and the equipment available for learning and training.

Ms. Wheeler questioned not having students attend as freshman and Dr. Haas stated confidently, that students are able to achieve precision and experience within three years. Superintendent Gallagher stated his belief that entering the program as a sophomore, students are often more mature and ready to embrace the program.

Mr. Keith asked about what's next for student growth and program innovations. Dr. Haas said that some of the changes occur individually within a program and some of the best feedback comes directly from community partners and employers regarding their specific marketplace needs. Dr. Haas commented that Occupational Advisory Committees make suggestions, and lean into that curriculum development.

Mr. Brong commented on his own graduation and career as a result of attending a Technical Career Center. He also commented on the challenges to balance enrollments while serving the needs of students in facilities that often require upgrades and renovation. Mr. Brong praised the commitment of the sending school districts and continuing to move the program forward.

Dr. Haas noted that a video highlighting some of the programs at N.M.T.C.C. is under production and is scheduled to be shared at the next Board Meeting.

A member of the audience praised the presentation and asked about the enrollment changes that are occurring within the participation in the program. Dr. Haas responded that students have been very willing to select and participate in programs of interest, rather than programs based upon traditional gender norms.

Mr. Landis adjourned the Education Personnel Meeting at 7:20 P.M.

2. Policy Committee

Mrs. Flisak called the Policy Committee to order at 7:23 P.M.

2.1 Second Reading of Policy 227 - Controlled Substances/Paraphernalia

Assistance Superintendent and Director of Human Resources, Dr. Hey introduced the second reading of Policy 227 - Controlled Substances, indicating Drugs & Alcohol. He stated that this policy has language changes and codifies the district's existing Drug and Alcohol policies. He stated that it offers guidelines for offenses and education for students and staff.

Dr. Hey stated that any use of drugs and alcohol are a violation of school district policy and that while punitive measures are necessary for violations, the school district also has student assistance programs in place to support students and families in the event that violations occur. He noted the importance of drug and alcohol education for our children.

2.2 Second Reading of Policy 904 - Public Attendance at School Events

Dr. Hey introduced the Second Reading of Policy 904 which specifically addresses use of alcohol or tobacco while attending school events. Dr. Hey stated that there are no policy changes, only language updates.

Mrs. Flisak spoke to the community aspect of policy enforcement and Dr. Hey reiterated the collaboration with the school district police department and the community. He also spoke to the importance of disciplinary actions and the reporting of incidents to the Safe Schools Report. Dr. Hey also clarified the illegal use of marijuana on a local level and the notation that it is a federal offense.

2.3 Policy 246 - Student Wellness - Administrative Update

Dr. Hey explained the triennial review and assessment of Policy 246 which covers Student Wellness. He asked Director of Pupil Services, Mrs. Zweiback to elaborate.

Mrs. Zweiback stated that the Wellness Committee which is made up of several district Wellness and PE teachers, members of The Food Service Department, and a board member. She stated that as per The Pennsylvania Department of Education, the policy is reviewed every three years for relevance and assessment. Ms. Zweiback stated at this time it was determined that no revisions are needed. She stated that the Food Service Department is promoting health and nutrition in our schools, therefore the plan will not require revision prior to the Food Service audit.

Mrs. Flisak stated that the policy will now show a current review date.

The Committee agreed to move forward.

Mrs. Flisak adjourned the Policy Committee Meeting at 7:36 P.M.

3. Finance Committee

3.1 Food Service Update

Mr. Keith called the Finance Committee Meeting to order at 7:39 P.M.

Mr. Keith recognized high school student athlete Evan Rothholz, seated in the audience, noting his achievement earlier today, winning a First Place medal in the Strength and Weight Training event at a Unified Sports competition. Applause from everyone!

Mr. Keith introduced the Food Service presentation.

Director of Business Affairs, Mr. Taylor stated that the school district is currently in its Fifth year of a contract with Food Service provider, Chartwells. He stated that at this time, PDE requires an RFP (Request for Proposal) to be issued publicly, before the school district can enter into a new agreement.

Mr. Taylor introduced Diana Cook and Gwyn Jones of Chartwells. Ms. Cook thanked the school district for the partnership and expressed the warm reception she receives when visiting district schools.

Ms. Cook shared a slide presentation highlighting our cafeterias and its food service program. Ms. Cook spoke about the use of local vendors and the creation of local partnerships with area produce companies. Director of Dining Services, Gwyn Jones cited local apples used in the apple sauce appearing in the presentation. They each also spoke about scratch cooking in the kitchens and the school community engagement with guest servers and catering events.

Ms. Cook spoke about the collaboration of the Chartwell's Marketing and Culinary Departments which shares ideas and allows the schools to modify as needed to accommodate a variety of flavors and menu options.

Gwyn Jones spoke about the *Discovery Kitchen* and *Global Eats* programs offering students the opportunity to taste-test new flavors and *Mood Boost* which reinforces healthy eating habits and wellness.

Ms. Cook spoke to the capabilities of Chartwells Catering Department available to the schools and the school community. Superintendent Gallagher commented on additional catering events for outside organizations where Chartwell's has exceeded expectations for its menus to The Indian Valley Chamber of Commerce and The Harleysville Rotary.

Ms. Cook also spoke about the nutritional bonus of being able to serve breakfast to all students. She shared the increases in meal counts and the continued encouragement for students to participate.

Ms. Jones shared photos of the construction renovations which included updated food serving lines and updated kitchens in several schools.

Mr. Keith thanked everyone for the presentation and the creative partnership. Other board members also praised the program. Mr. Nelson praised the flexibility and cooperation of Chartwell's to perform seamlessly. Mr. Barnacz stated that the caring and preparation of Chartwells Food Service program is evident. Mr. Brong praised his positive catering experiences as well as Chartwells ability to continue to function during school renovations.

Mr. Keith asked Mr. Taylor to address a rumor that the school district is missing \$8.7 million from its budget.

Mr. Taylor explained that a compliance audit performed by the Auditor General's Office from 2020 noted that \$8.7M received in transportation subsidies had not been adequately documented. Mr. Taylor stated that the documentation that had been reported was prepared by the school district transportation provider rather than a school district employee, as required for compliance, did not detail the specific information required. The Auditor General suggested that the school district should put internal controls in place which would fulfil the documentation requirements for the subsidy reimbursement.

Mr. Taylor stated that at no time, were any funds, ever missing. The school district did put the internal controls in place and the correction was acknowledged by the Auditor General's Office. Mr. Taylor also stated that the school district is subject to an annual financial audit, which in the event of any missing funds, would have been evident in that audit.

Mr. Keith reiterated that there are no money missing funds and there is no impact to the district budget.

Mr. Keith adjourned the Finance Committee Meeting at 8:22 P.M.

4. Operations Committee

4.1 Facilities Renovations Update

Mr. Brong called the Operations Committee meeting to order at 8:23 P.M.

Mr. Taylor stated that he would be presenting updates to each of the renovation projects; West Broad Street ES, Indian Crest MS, Salford Hills ES as well as an update to the Oak Ridge ES chiller system.

Mr. Taylor reviewed the scope of work for West Broad Street Elementary School:

- 16,280 sq. ft. classroom addition
- Major MEP renovations
- Renovations of new finishes - ceilings, floors, and casework
- Gymnasium Wing - resurfacing gym floor, curtain/AV system, roof
- Replace exterior windows and doors
- Altered bus loop and site circulation

- New and altered parking locations
- Extensive site rework for addition
- Modular classroom and former S.A.V.E. building demolitions
- Relocation of hard surface play area

The construction schedule and phasing plan was reviewed. The entire project is scheduled for full completion in August of 2027. Progress pictures from various locations within the project were shared.

Mr. Taylor also presented updates on the renovation project at Indian Crest MS which include the completed boiler replacement, the Science wing, Family Consumer Science and Art Labs, Locker Rooms, Fitness Center, Gymnasium, Cafeteria and Kitchen and Special Education Classrooms. Photos of completed areas were shown.

An update on Salford Hills Elementary School was reviewed including the completed exterior windows in the front of the building, Phase 1 of Classroom Renovation, boiler replacement, and the kitchen. Work continues on the new library, classroom addition, new storm water and retaining wall outside the kindergarten wing and new underground electrical duct banks. Photos from the site were shared.

Mr. Taylor also gave an update on the Oak Ridge Elementary School chiller system. He noted that the project had previously been approved and scheduled as part of the facilities and renovation grant received by the school district in October of 2024. Mr. Taylor acknowledged the failure of the system at the start of the school year and was pleased to report that the equipment and installation would begin shortly, making the project complete for the spring cooling season.

A video was shared from each of the schools under renovation, highlighting the physical updates in each of the buildings.

Mrs. Flisak praised the district for its consistent maintenance of its buildings.

Mr. Brong thanked the Board and administration for their continued support to always upgrade and keep the school environments safe and updated for the students. Mr. Brong encouraged the new board members, despite financial burdens to do their best to keep facilities projects moving forward.

Mr. Brong adjourned the Operations Committee meeting at 8:41 P.M.

Respectfully Submitted,



Michael Taylor, C.P.A.
Board Secretary / Director of Business Affairs