

**INTERBORO SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
MINUTES OF PUBLIC MEETING – NOVEMBER 16, 2016**

There was a regular public meeting of the Board of School Directors of the Interboro School District on Wednesday, November 16, 2016 at 7:00 P.M., in the Auditorium of the Interboro High School, 16<sup>th</sup> & Amosland Road, Pennsylvania 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. Justin Shivone  
Mr. Kevin McGarvey  
Mrs. Deborah DiBattista  
Mr. Jack Evans  
Mr. Paul Eckert  
Mr. Michael Burns  
Mr. Edward Harris  
Mr. William Phelps

Ms. Kelly Boyle was absent.

Also present were Mrs. Bernadette C. Reiley, Superintendent; Ms. Gabrielle Sereni, Solicitor, Mr. Martin Heiskell, Director of Finance; Mr. George Wolhufe, Director of Facilities; Principals; Ms. Nancy DeSanctis, Mr. Robert Kelly, and Ms. Rachel Lambert. Approximately 25 community members and 10 staff members. Reporter, Kevin Tustin.

**STUDENT REPORTS –** Presented by Aryonna Orth

**RECOGNITION –**

**30 Years of Service**

The Board of School Directors and Mrs. Bernadette Reiley would like to recognize and honor Ms. *Kimberlyann King*, and Ms. *Judith Konowal* who have given 30 or more years of service to the students of the Interboro School District.

**Mr. Phelps** *congratulated the teachers for their service to the District.*

**COMMENTS FROM PERSONS IN ATTENDANCE –**

**Phyllis Floyd – Prospect Park resident**

- Personally acknowledged the teachers who were recognized. Retirement of Diane Sampson – personally trained her and took her for her test, such a good person. Kelly Mack taught both her twins, wonderful teacher. Great people that we are losing.
- Motion 12.1 - Dr. Rapoza – Dental Examiner. Dr. Rapoza doesn't take any compensation and does this as a community service for many years. He should be acknowledged for his care of the kids.
- Expressed gratitude to Mr. Harris, Mr. McGarvey and Ms. Boyle for the research the of the proposal on the Districtwide printers, with a savings of \$19,000. Good to see Board Members looking for ways to save money.
- Motion 15.1 & 15.2 - Split Dollar - Poor decision was made many years ago, many Boards ago. Payments are being made to not have policies lapse. Reviewed by solicitor for many years. This is not going away and needs to be addressed as there could be complications.

**Mr. Harris** *wishes Mrs. Floyd a happy birthday for her service to the community and District.*

**MOTION**  
*Public Minutes*

Motion by Mr. Burns, seconded by Mr. Harris, *that the Minutes of the Interboro Board of School Directors regular public meeting held on October 19, 2016, be approved.*

**VOTE**

*All members present voted 'aye' - motion carried 8-0.  
(Agenda Item 5.1 – 11/16/2016)*

**SOLICITOR'S REPORT**

1) Provided Professional Development to teachers and para professional on all ears of Education law focusing on Special Education, 2) Potential Land Development for Glenolden School, 3) Split Dollar issue, 4) Monthly contracts

**MOTION**  
*Treasurer's Report*

Motion by Mr. Burns, seconded by Mr. Harris, *that the Treasurer's Report for the month ending October 31, 2016, be approved.*

**MOTION**  
*Funds Disbursement*

Motion by Mr. Burns, seconded by Mr. Harris, *to ratify and approve All Fund Disbursements in the amount of \$3,804,549.37.*

**MOTION**  
*Budget Transfers*

Motion by Mr. Burns, seconded by Mr. Harris, *that the attached budget transfers for the fiscal year 2016-2017, be approved.*

**VOTE**

*All members present voted 'aye' - motions carried 8-0.  
(Agenda Item 7.1, 7.2, 7.3 – 11/16/2016)*

**CORRESPONDENCE –**

None

**COMMITTEE REPORTS –**

Finance Committee meeting – Mr. Jack Evans – Tuesday, November 1, 2016

- The Finance Committee Meeting commenced at 6:02pm in the Board Room at the Administration Building.
- Mr. Heiskell presented the committee with a Preliminary Financial Statement current as of October 31, 2016 and a copy has been uploaded to Board Docs for Board members to peruse. He also provided information regarding the 2016/2017 Budget timeline with suggested and mandatory dates as a reminder to the Board. The PA State Base Index is 2.5 %, Interboro's adjusted state index of 3.4% was received on 9/30/2016.
- There are still a few questions/suggestions regarding the "Line-Item" budget format.
- There was some discussion regarding the Audit Reports. As of the Finance Meeting the auditors hadn't provided a report to the District. When they do, the Audit Committee will schedule a public meeting to discuss the findings.
- The Finance Committee Meeting was adjourned at 6:29 PM.

GBO Committee meeting – Mr. Paul Eckert – Tuesday, November 1, 2016

- Presentation on the Comprehensive Guidance Plan was given by Dr. Eckman, Ms. McEvoy and Mr. Conti.
- Tabled an Efficiency Study.
- There will be no GBO Meeting for December due to Re-Organization.

Legislative Update – Mr. Mike Burns

- Elections took place and this affects Pennsylvania as follows:
  - Senate - Republicans picked up 3 seats in general election, they now have 34 members. 16 for the Democrats.
    - Veto majority.
  - House - Republicans gained 3 seats at 122 members to the 81 democrats.
    - Significant gain. Republicans control legislative side. House and in the Senate.

Delaware County Community College – Mr. Justin Shivone - Wednesday, October 26, 2016

- School Board Recognition Dinner
- Current Enrollment is down 2 %. Dr. Parker felt this was better than anticipated.
- Honor Roll recognition by faculty and staff citing DCCC as a great place to work.
- Preliminary Budget was discussed. District Share to increase by \$13,845.
- Next meeting will be January 25, 2017.

Delaware County Intermediate Unit – Mr. Edward Harris – Wednesday, November 2, 2016

- Approved an agreement with Premiere Speakers Bureau for a full day session.
- Approved an agreement with Code.org to serve as a Professional Learning Partner.
- Approval to extend an agreement with Radnor Township School District for 168 hours for substitute personnel services to fill an administrative vacancy.
- Approved an agreement to provide professional development for Springfield School District.
- Approval to renew the Long Term Disability insurance with Madison National Life.
- For more information please visit: [www.dciu.org](http://www.dciu.org).

**MOTION**  
*Personnel*

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

**Appointments**

*Name: Lisa Marie Czaplicki  
Position: LTS Kindergarten Teacher  
Location: Kindergarten  
Salary: \$200.00 daily  
Effective: October 14, 2016  
Substitute for: Stephanie Hundermark*

*Name: John McGettigan  
Position: LTS Spanish Teacher  
Location: High School  
Salary: \$200.00 daily  
Effective: November 21, 2016  
Substitute for: Jessica Vazquez*

*Name: Kathy Theuer  
Position: School Assistant  
Location: Tinicum School  
Salary: \$9.18 hourly  
Effective: October 31, 2016  
Replacing: Barbara Frost*

*Name: Bridget Nestor  
Position: Personal Care Assistant  
Location: Kindergarten  
Salary: 10.89 hourly  
Effective: November 7, 2016  
Replacing: New*

*Name: Michelle Messatzzia  
Position: Instructional Assistant, Special Education  
Location: Kindergarten  
Salary: \$9.99 hourly  
Effective: November 7, 2016  
Replacing: Lisa Connelly*

Name: Alisa Conmy  
Position: Instructional Assistant, Special Education Elementary  
Location: Prospect Park School  
Salary: \$9.99 hourly  
Effective: November 9, 2016  
Replacing: Lisa Marie Czaplicki

Name: Beth Huggins  
Position: Personal Care Assistant Secondary  
Location: Glenolden School  
Salary: \$10.89 hourly  
Effective: November 17, 2016  
Replacing: Susan Rossano

**Please approve the following Supplementals:**

**Nullifications:**

Name: Adam Culbertson  
Position: Assistant Coach Boys Lacrosse – High School  
Effective Date: November 3, 2016

Name: Charles Kane  
Position: Assistant Coach Boys Varsity Basketball – High School  
Effective Date: November 4, 2016

**Adjustment:**

Name: Nicole Werner  
Position: Head Coach Outdoor Track Girls – High School  
From: \$4,620.00 (Level 2, 6 years of service, 12 points)  
To: \$4,980.00 (Level 3, 7 years of service, 12 points)  
Effective Date: November 1, 2016

Name: Nicole Werner  
Position: Head Coach Indoor Track Girls – High School  
From: \$4,620.00 (Level 2, 6 years of service, 12 points)  
To: \$4,980.00 (Level 3, 7 years of service, 12 points)  
Effective Date: November 1, 2016

**Appointments:**

Name: John Phillips  
Position: Head Coach 9<sup>th</sup> Grade Boys Basketball – High School  
Rate of Pay: \$3,060.00 (Level 1, 1 year of service, 8.5 points)  
Effective Date: November 1, 2016  
Replacing: Brian Hines

**Please approve the following people for Cyber School Case Manager at their contractual rate of pay to be paid from the District budget, effective November 7, 2016:**

Name: Pamela McCloskey  
Rate of Pay: \$37.00 hourly

Name: Joseph Sirianni  
Rate of Pay: \$40.00 hourly

**Please approve the following people for Cyber School Tutors at their contractual rate of pay to be paid from the District budget, effective November 7, 2016:**

Name: Brian Peltz  
Rate of Pay: \$40.00 hourly

Name: Cori Frede  
Rate of Pay: \$37.00 hourly

Name: Joseph Sirianni  
Rate of Pay: \$40.00 hourly

Name: Susan Price  
Rate of Pay: \$38.00 hourly

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

*Ronald Citerone, Technology Teacher at Norwood School, be approved for a Medical Leave of Absence effective October 24, 2016 through December 1, 2016. This leave is to be granted under the guidelines and regulations of FMLA for a maximum period of twelve (12) weeks per year.*

*Kelly Sweeney, Kindergarten Teacher, be approved for a Childbearing/Rearing Leave of Absence effective January 1, 2017 through August 28, 2017. This leave is to be granted under the guidelines and regulations of FMLA for a maximum period of twelve (12) weeks per year.*

*Alan Carducci, Head day Custodian at Norwood School, be approved for a Medical Leave of Absence effective December 1, 2016 through March 1, 2017. This leave is to be granted under the guidelines and regulations of FMLA for a maximum period of twelve (12) weeks per year.*

*Brittany Garraty, School Nurse at Prospect Park School, be approved for a Childbearing/Rearing Leave of Absence effective April 22, 2017 through August 28, 2017. This leave is to be granted under the guidelines and regulations of FMLA for a maximum period of twelve (12) weeks per year.*

*Bridget Zito, Instructional Assistant at the Kindergarten, be approved for a Childbearing/Rearing Leave of Absence from November 18, 2016 through January 2, 2017.*

*Lauren Marsalo, Instructional Assistant at the Kindergarten, be approved for a Childbearing/Rearing Leave of Absence from December 12, 2016 through January 23, 2017.*

*Jessica Kephart, Personal Care Assistant at Prospect Park School, be approved for an Unpaid Medical Leave of Absence from September 22, 2016 through December 5, 2016.*

*Kathryn Martin, Bus Monitor for the District, be approved for an Unpaid Medical Leave of Absence from October 20, 2016 through November 15, 2016.*

*Tammy Farris, Bus Driver for the District, be approved for an Unpaid Medical Leave of Absence from October 26, 2016 through December 12, 2016.*

*Dawn Bilbrough, Instructional Assistant at Tincum School, be approved for an Unpaid Medical Leave of Absence from November 28, 2016 through January 31, 2017.*

*Krista Cesarine, Kindergarten Teacher, be approved to extend her Medical Leave of Absence through January 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.*

*Nancy Donato, Teacher at Norwood School, be approved to extend her Childbearing/Rearing Leave of Absence through January 2, 2017.*

*Susan Carducci, Instructional Assistant/Breakfast Assistant, be approved to extend her Unpaid Leave of Absence through January 3, 2017.*

**Please remove the following people from the 2016-2017 Professional/Homebound Substitute List:**

*Name: Jessica Dalessio  
Name: Christina Tittaferante*

**Please approve the following people to the 2016-2017 Professional/Homebound Substitute List:**

*Name: Devon Larason  
Name: Colleen Biehl*

**Please add the following person to the 2016-2017 Homebound Instructional List:**

*Name: Laura Einspahr  
Rate of Pay: \$37.00 hourly*

*Name: Lisa Emery  
Rate of Pay: \$40.00 hourly*

*Name: Liliana Ruiz  
Rate of Pay: \$40.00 hourly*

**Please add the following person the 2016-2017 Clerical Substitute List at a rate of \$11.00 per hour:**

*Name: Amanda Demski*

**Please add the following person the 2016-2017 Classified Substitute List at a rate of \$9.00 per hour:**

*Name: Aimee Tompkins*

**Please approve the increase to the Substitute Registered Nurses/Licensed Practical Nurses hourly rate of pay from \$16.80 per hour to \$17.30 per hour, effective December 1, 2016.**

**Accept the following Resignations:**

*Name: Robert Robinson  
Position: Community School Engineer - Districtwide  
Effective: November 7, 2016*

**Please accept the following termination:**

Name: Employee B  
Position: Bus Driver  
Effective: November 1, 2016

**VOTE**

All members present voted 'aye' - motion carried 8-0.  
(Agenda Item 10 – 11/16/2016)

**MOTION**

*Retirements*

Motion by Mr. Burns, seconded by Mr. Harris that the Board of School Directors approve with regret, the following Retirements:

Name: Diane Sampson  
Position: Bus Driver  
Years of Service: 28 years  
Effective: December 16, 2016

Name: Jacqueline Kelly Mack  
Position: Third Grade Teacher  
Years of Service: 19 years  
Effective: October 31, 2016

**VOTE**

All members present voted 'aye' - motion carried 8-0.  
(Agenda Item 11 – 11/16/2016)

**Upon Reading of the Motions for Curriculum and Instruction, Mr. McGarvey posed a question.**

**Mr. McGarvey** stated that he was not familiar with Motion 12.1 and stated that he will not be voting on this.

**Mr. Burns** withdrew his Motion for Curriculum and Instruction and read Motion 12.1 as a separate item.

**MOTION**

*Dr. Rapoza*

Motion by Mr. Burns, seconded by Mr. Harris that the Board of School Directors approve the following:

That the Board of School Directors approve the attached Independent Contractor's Agreement between Interboro School District and Dr. Anthony J. Rapoza as Dental Examiner for the District, at a cost of \$5.35 per examination paid from District funds.

**VOTE**

Mr. Shivone, Mrs. DiBattista, Mr. Evans, Mr. Eckert, Mr. Burns, Mr. Harris and Mr. Phelps voted 'aye' – Mr. McGarvey voted 'nay' - motion carried 7-1  
(Agenda Item #12.1 – 11/16/2016)

**MOTION**

*Office of Curriculum & Instruction*

Motion by Mr. Burns, seconded by Mr. Harris that the Board of School Directors approve the following:

That the Board of School Directors approve the following professional staff to attend the MAP Regional Applying Reports Workshop to be held at the Delaware County Intermediate Unit on December 1, 2016, not to exceed \$1,800, to be paid from Keystone to Opportunities Grant funds.

Kelly Spiotta, Karen Lawler, Kimberly Marcone, Barbara McNamara, Nicholas Wood, Mary Beth Barnes, Lauren Harrell and Judith Tilles

*That the Board of School Directors approve Keith Saroka to attend the Pennsylvania Science Teachers Association Conference (PSTA) on December 1 & 2, 2016 to be held at University Park, PA, at a cost for the registration fee of \$170.00, to be paid from District funds.*

*That the Board approve Valerie Eckman and Mark Avitabile to attend the 2016 Curriculum Summit from November 16-18, 2016 to be held at the Flanders Hotel and Conference Center, Ocean City, NJ, at a cost not to exceed \$1,055 to be paid from District funds.*

*That the Board of School Directors approve the attached Memorandum of Understanding from the Philadelphia Young Playwrights, at a cost not to exceed \$8,500, to be paid from Keystones to Opportunity Grant Funds.*

*That the Board of School Directors approve the K-12 Comprehensive Guidance & Counseling Plan as required by Chapter 339 of the PA School Code.*

**VOTE**

*All members present voted 'aye' – motion carried 8-0.  
(Agenda Item #12.2 to 12.6 – 11/16/2016)*

**MOTION**

*Office of Special Education/  
Pupil Services*

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

*That the Board of School Directors approve the attached agreement with Elwyn Davidson School for the provision of a 1:1 services for Student O, a current 4010, for the 2016-2017 school year at a cost of \$160.34 per day, to be paid from District funds.*

*That the Board of School Directors approve the attached agreement from Education, Inc. along with supporting documentation for the provision of ten (10) hours of educational services per week provided to Student P, at cost of \$44.00 per hour, to be paid from District funds.*

*That the Board of School Directors approve the attached conference request form for Molly DiEnno to attend the American Speech Language Hearing Association National Conference on Friday, November 18<sup>th</sup> at the PA Convention Center, Philadelphia PA. Total cost not to exceed \$165.00, to be paid from District funds.*

*That the Board of School Directors approve Christine Bryan's provision of Special Education Audit support (BA- 6/22/16 & 8/17/2016) be extended by an additional thirty (30) hours at her contractual extra rate of pay, to be paid from District funds.*

*That the Board of School Directors approve Lori Lonergan's provision of Special Education Audit support (BA 8/17/16) be extended to provide an additional thirty (30) hours at her contractual extra rate of pay, to be paid from District funds.*

*That the Board of School Directors approve Jennifer Fanning's provision of Special Education Audit support (BA 6/22/2016) be extended to provide an additional thirty (30) hours at her contractual extra rate of pay, to be paid from District funds.*

**VOTE**

*All members present voted 'aye' - motion carried 8-0.  
(Agenda Item #13 – 11/16/2016)*



**MOTION**  
Office of Technology

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

*That the Board of School Directors approve the attached agreement with CCIU for Brandywine Virtual Academy, from August 29, 2016 through June 8, 2017. Cost to be paid from District Funds.*

*That the Board of School Directors approve the 36-month print services agreement with Fraser Advanced Information Systems pending final review by the solicitor. Cost not to exceed \$101,941.44 per year, to be paid from District Funds.*

**Mr. Phelps** thanked Ms. Boyle, Mr. McGarvey and Mr. Harris for their work on the printing contracts. Outstanding job.

**VOTE**

*All members present voted 'aye' - motion carried 8-0.  
(Agenda Item #14 – 11/16/2016)*

**MOTION**  
Office of Finance

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

*That the Board of School Directors approves the expenditure for the split dollar life insurance premium (policy #1190871520) to Nationwide Life Insurance Company in the amount of \$1,083.00. The current policies are under review by the district solicitor and further premium payments would be pending the solicitor review and school board approval.*

*That the Board of School Directors approves the expenditure for the split dollar life insurance premium (policy #1190871640) to Nationwide Life Insurance Company in the amount of \$1,992.99. The current policies are under review by the district solicitor and further premium payments would be pending the solicitor review and school board approval.*

**VOTE**

*All members present voted 'aye' - motion carried 8-0.  
(Agenda Item #15 – 11/16/2016)*

**OLD BUSINESS –**

**NEW BUSINESS –**

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

**Superintendent - Mrs. Bernadette Reiley**

- This evening the Board approved the District's K-12 Comprehensive Guidance and Counseling plan. Through the collaborative efforts of our Curriculum Team, our Guidance Dept., administrators, and teachers, the District's plan is reflective of our mission and vision, and ensures that all of our students have multiple pathways to being college and career ready students. I would like to thank members of our board, community, and businesses leaders that attended our Advisory meeting to offer their feedback and insight into our plan. The plan will be available on our website within the next few weeks.
- This is a friendly reminder to all of our parents that all students in grades K-8 are off November 21<sup>st</sup>, 22<sup>nd</sup>, and 23<sup>rd</sup>, due to conferences. The High School is in session with an 11:20am dismissal on Wednesday, Nov 23<sup>rd</sup> for the Thanksgiving holiday.

- I would like to wish everyone a Happy Thanksgiving, and a reminder that the Annual Interboro/Ridley Football Game will take place on Thanksgiving Day at the South Avenue Complex beginning at 10:00am. Please check out the website for more information. There will be a shuttle service all morning beginning at 8:45am from the High School parking lot, to and from the game.
  - Thank you to Ms. Teri Davis for the Art Work displayed at the meeting tonight.
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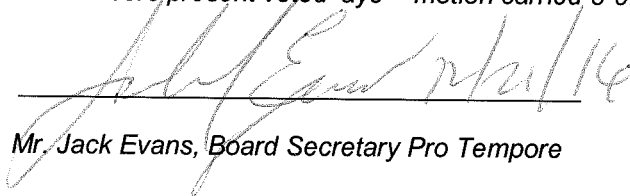
On Tuesday, December 6, 2016, a Board Reorganization Meeting will be held at 6:30 P.M. in the Kindergarten Academy Multi-Purpose Room.

**MOTION**  
*Adjournment*

*Mr. Phelps called for the meeting to adjourn at 7:30 P.M.*

**VOTE**

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

  
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*Mr. Jack Evans, Board Secretary Pro Tempore*