

**INTERBORO SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS'  
REORGANIZATION MINUTES – DECEMBER 4, 2023**

The annual Reorganization Meeting of the Interboro School District Board of School Directors was held on Monday evening, December 4, 2023 at 7:00 P.M. in the Board Room of the Administration Building, 900 Washington Avenue, Prospect Park PA.

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

Ms. Jaime Wilkin  
Mr. Chas Willis  
Mr. Edward Harris  
Mr. Glenn Goldsborough  
Ms. Kelly Joseph  
Ms. Danielle Fagan (arrive at 7:07pm)  
Mr. Jack Evans  
Mr. Justin Shivone  
Mr. William Phelps

Also present were Mrs. Bernadette Reiley, Superintendent; Mr. Martin Heiskell, Director of Finance; Mr. Robret Kelly, Director of Human Resources; Ms. Rachel Lambert, Director of Student Services; Dr. Valerie Eckman, Director of Curriculum & Instruction; Mr. Robert Sonet, Director of Technology, and Ms. Kate Meehan, Solicitor. Approximately 5 attendees.

**NOTICE OF  
REORGANIZATION**

**Mr. Evans** *read the Notice of Reorganization*

**PUBLIC COMMENTS –**

**None**

**MOTION**

*Temporary President*

Mr. Phelps calls for nominations for the Election of a Temporary President.  
(Section 4-405, Pennsylvania School Code)

Mr. Shivone nominated Mr. Evans as Temporary President.

*Seconded by Mr. Goldsborough to close nominations and elect Mr. Evans as Temporary President.*

**VOTE**

*All members present voted 'aye' – motion carried 8-0.  
(Agenda Item #5 – 12/4/2023)*

**OATH OF OFFICE**

*Oath of Office and Seating of newly elected and reelected members elected in November 2023:*

***Swear In performed by Judge Lippart***

*Ms. Jaime Wilkin – Glenolden Borough  
Mr. Chas. M. Willis – Glenolden Borough  
Mr. Edward Harris – Glenolden Borough  
Mr. Glenn Goldsborough – Norwood Borough  
Mr. Justin Shivone – Prospect Park Borough*

**RECOGNITION**

*Judge Lippart Years of Service*

**MOTION**

*Election of President*

Temporary President, Mr. Evans called for nominations for the Office of President to serve from December 4, 2023 until the Reorganization Meeting to be held during the first week in December 2024. (Section 404, Pennsylvania School Code).

Nomination by Mr. Goldsborough for Mr. Justin Shivone as President.

*No other nominees.*

**VOTE**

*All members present voted 'aye' for Mr. Shivone as President – motion carried 9-0. (Agenda Item #8 – 12/4/2023)*

**Board Comment**

President, Mr. Shivone, resumed the meeting.

**MOTION**

*Election of Vice President*

Mr. Shivone called for nominations for the Office of Vice President to serve from December 4, 2023 until the Reorganization Meeting to be held during the first week in December 2024. (Section 404, Pennsylvania School Code).

Nomination by Mr. Phelps for Mr. Jack Evans as Vice President.

*No other nominees.*

**VOTE**

*All members present voted 'aye' for Mr. Evans as Vice President – motion carried 9-0. (Agenda Item #9 – 12/4/2023)*

**RESIGNATION**

Mr. Evans announced his resignation as Board Secretary whose term runs until June 30, 2025.

**AMEND AGENDA**

*Mr. Shivone called a Motion to amend the agenda in order to elect a Secretary, seconded by Mr. Phelps.*

**VOTE**

*All members present voted 'aye' – motion carried 9-0 (AMEND - 12/4/2023)*

**MOTION**

*Election of Secretary*

Mr. Shivone called for nominations for the Office of Secretary to serve from December 4, 2023 until June 30, 2025. (Section 404, Pennsylvania School Code).

Nomination by Mr. Evans for Mr. Glenn Goldsborough as Secretary.

*No other nominees*

**VOTE**

*All members present voted 'aye' for Mr. Goldsborough as Secretary– motion carried 9-0. (added Motion 12/4/2023)*

**MOTION**

*General Solicitor*

Motion by Mr. Shivone, seconded by Mr. Goldsborough, *to appoint the Law firm of Raffaele Puppio as Solicitor for Interboro School District at an annual retainer of \$2,000 and at an hourly rate of \$210.00 This appointment will be in effect from December 4, 2023 until the organization meeting to be held during the first week of December 2024. (Section 406, Pennsylvania School Code)*

**VOTE**

*All members present voted 'aye' – motion carried 9-0 (Agenda Item # 10.1 – 12/4/2023)*

**MOTION**

*Special Education Solicitor*

Motion by Mr. Shivone, seconded by Mr. Evans, *to appoint Sereni Law Group LLC as Solicitor for special education matters for Interboro School District at an hourly rate of \$205.00 and \$100.00 for legal assistant time. This appointment will be in effect from December 4, 2023 until the organization meeting to be held during the first week of December 2024.. (Section 406, Pennsylvania School Code)*

**VOTE** *All members present voted 'aye' – motion carried 9-0  
(Agenda Item # 10.2 – 12/4/2023)*

**MOTION**  
*Labor Solicitor* Motion by Mr. Shivone, seconded by Mr. Evans, *to appoint the Law Firm of McNichol, Byrne and Matlawski, P.C. as Solicitor for labor issues at an hourly rate of \$235. This appointment will be in effect from December 4, 2023 until the organization meeting to be held during the first week of December 2024. (Section 406, Pennsylvania School Code)*

**VOTE** *All members present voted 'aye' – motion carried 9-0.  
(Agenda Item #10.3 – 12/4/2023)*

**MOTION**  
*Residency Solicitor* Motion by Mr. Shivone, seconded by Mr. Evans, *to accept the Limited Scope Engagement letter from the Law Firm of DiOrio & Sereni, LLP as s Special Counsel for Interboro School District at an hourly rate of \$205.00 and \$100.00 for legal assistant time for residency matters. This appointment will be in effect from December 4, 2023 until the organization meeting to be held during the first week of December 2024. (Section 406, Pennsylvania School Code)*

**VOTE** *All members present voted 'aye' – motion carried 9-0.  
(Agenda Item #10.4– 12/4/2023)*

**MOTION**  
*Depository* Motion by Mr. Shivone, seconded by Mr. Evans, *that the WSFS Bank, be named depository for school district funds for a period extending from December 1, 2023, until the organization meeting to be held during the first week in December 2024. (Section 621, Pennsylvania School Code)*

**VOTE** *All members present voted 'aye' – motion carried 9-0  
(Agenda Item #11 – 12/4/2023)*

**MOTION**  
*Meeting Schedule* Motion by Mr. Shivone, seconded by Mr. Evans *that the following schedule of Board meetings to begin at 7:00 P.M., in which the meetings will be conducted in the Board Room of the Administration Building, 200 S. MacDade Blvd, Glenolden, PA 19036 or any facility as noted in the Interboro School District be approved:*

*January 17, 2024  
February 22, 2024  
March 20, 2024  
April 17, 2024  
May 15, 2024  
June 19, 2024  
July 17, 2024  
August 21, 2024  
September 18, 2024  
October 16, 2024  
November 20, 2024  
December 11, 2024*

**VOTE** *All members present voted 'aye' – motion carried 9-0  
(Agenda Item #12 – 12/4/2023)*

**MOTION**  
*Tax Assessment Appeals* Motion by Mr. Shivone, seconded by Mr. Evans, *that the Board of School Directors grant the solicitor's office leave to appeal any and all decisions of the County Tax Assessment Appeal Board for the 2024 tax year to the Court of Common pleas as it deems appropriate.*

**VOTE** *All members present voted 'aye' – motion carried 9-0  
(Agenda Item #13 – 12/4/2023)*

*Comments, announcements from:*

Board Members

**William L. Phelps:** Announced his resignation effective December 31, 2023.

*Please visit the Interboro School District website at [www.interborosd.org](http://www.interborosd.org) for further information on the meetings listed below.*

An Audit Committee Meeting will be held virtually on Monday, December 11, 2023 at 5:30 P.M.

The next Work Session of the Interboro Board of School Directors will be held virtually on Monday, December 11, 2023 at 7:00 P.M.

The next public meeting of the Interboro Board of School Directors will be held in the Board Room of the Administration Building on Wednesday, December 13, 2023 at 7:00 P.M.

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**MOTION**

*Adjournment*

Motion by Mr. Shivone, *that the meeting be adjourned at 7:30 P.M.*

**VOTE**

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



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Mr. Glenn Goldsborough - Board Secretary