The Tredyffrin/Easttown Board of School Directors met in regular session on the above date at Conestoga High School, 200 Irish Road, Berwyn.

Members present: Kyle Boyer, Michele Burger, Scott Dorsey, Roberta Hotinski, Todd Kantorczyk, Katharine Murphy, Edward Sweeney, Heather Ward and Tina Whitlow.

Others in attendance:

Richard Gusick, Superintendent of Schools;

Arthur J. McDonnell, Business Manager/Board Secretary;

Ken Roos, District Solicitor;

Jeanne Pocalyko, Director of Human Resources;

Chris Groppe, Director of Individualized Student Services:

Wendy Towle, Director of Curriculum, Instruction, Staff Development, and Planning;

Mark Cataldi, Director of Assessment and Accountability;

Mike Szymendera, Director of Instructional Technology;

Oscar Torres, Director of State and Federal Programs/Curriculum Supervisor;

Nancy Adams, Curriculum Supervisor;

Michele Staves, Curriculum Supervisor;

Jeanne Braun, Coordinator of Volunteer Services;

Amy Meisinger, Principal, Conestoga High School;

Anthony DiLella, Assistant Principal, Conestoga High School;

Misty Whelan, Assistant Principal, Conestoga High School;

Jamie Bankert, Assistant Principal, Conestoga High School;

Patrick Boyle, Assistant Principal, Conestoga High School;

and members of the press.

Call to Order and Pledge to the Flag

Organization of the Tredyffrin/Easttown Board of School Directors

Swearing In of Newly Elected Board Members

Temporary President Todd Kantorczyk administered the oath of office to newly elected Board members Kyle Boyer, Heather Ward and Tina Whitlow and to re-elected Board member Scott Dorsey.

Nominations for Board President for 2018

Temporary President Todd Kantorczyk asked Board members for nominations for the office of Board President for 2018.

Michele Burger nominated Scott Dorsey for 2018 Board President.

Roberta Hotinski moved, then the motion was seconded, to close nominations for 2018 Board President. The motion passed 9-0.

Election of Board President for 2018

Todd Kantorczyk confirmed the nomination of Scott Dorsey for Board President for 2018.

Kate Murphy moved, then the motion was seconded, that the Board of School Directors suspend Policy 9131 and called for a voice vote for 2018 Board President since there was only one nominee. The motion passed 9-0.

Upon the call for the question, Scott Dorsey was elected Board President for 2018, 9-0.

Newly elected Board President Scott Dorsey then presided for the remainder of the meeting.

Scott Dorsey shared words of thanks.

Nominations for Board Vice President for 2018

Scott Dorsey called for nominations for the office of Board Vice President for 2018. Roberta Hotinski nominated Michele Burger for 2018 Board Vice President.

Election of Board Vice President for 2018

Scott Dorsey confirmed the nomination of Michele Burger for Board Vice President for 2018.

Todd Kantorczyk moved, then the motion was seconded, to close nominations for 2018 Board Vice President. The motion passed 9-0.

Kate Murphy moved, then the motion was seconded, that the Board of School Directors suspend Policy 9131 and called for a voice vote for 2018 Board President since there was only one nominee. The motion passed 9-0.

Upon the call for the question, Michele Burger was elected Board Vice President for 2018, 9-0.

Michele Burger shared words of thanks.

Comments/Questions from Community Members:

Ray Clarke welcomed the newly elected Board Members and commented on a technology contract included on the Consent Agenda.

Priority Discussion/Action

None.

Committee and Ambassador Reports

- A. Diversity Michele Burger
- B. Facilities Michele Burger
- C. Finance Todd Kantorczyk
- Education Katharine Murphy
- E. Ad Hoc Public Information Committee Roberta Hotinski
- Ad Hoc Legislative Edward Sweeney
- G. Policy Kevin Buraks
- H. Intermediate Unit/Technical School Scott Dorsey

Consent Agenda

Minutes of the November 13, 2017 Regular Board Business Meeting

The Board of School Directors approved the minutes of the November 13, 2017 Regular Board Business Meeting.

Preliminary Authorization of Accounts Payable and Payroll

The Board of School Directors approved payments of current invoices and payroll from the General Fund not to exceed the amount of \$13,000,000.00 for the month of January.

Receive Financial Reports

The Board of School Directors received and approved the following monthly reports (see attachments):

- A. Fund Balance
- B. Investments
- B. InvestmentsC. Revenues Summary
- D. Revenues
- E. Appropriations Summary
- F. Appropriations
- G. Budget Transfers
- H. Student Activity Funds
- I. Capital Projects Fund
- J. Capital Projects Bonds Fund
- K. Cafeteria Fund
- L. Check Register

M. Trust Fund

FURTHER, that the Treasurer is authorized to pay current invoices and payroll from the General Fund not to exceed the amount of \$13,000,000.00 for the month of December.

FURTHER, that the Treasurer was authorized and therefore did pay invoices and payroll from the General Fund in the actual amount of \$8,280,089.54 for the month of October.

Routine Personnel Actions

Resignations/Releases/Retirements

The Board of School Directors approved the following resignations/releases/retirements: Lula Andrews, general kitchen worker, T/E Middle, resignation, effective 12/1/17 Maria Cain, secretary, Conestoga High, resignation, effective 12/14/17 Lucia Fleitas, substitute custodian, District, resignation, effective 11/13/17 Diana Highbloom, substitute teacher, District, removal from sub list, effective 11/15/17 Tricia Rubin, teacher, Valley Forge Middle, resignation, effective on or before 1/12/18 Micah Waldman, substitute teacher, District, resignation, effective 11/13/17

Appointments

The Board of School Directors approved the following appointments; changes in position and/or location: Donna Bartha, change to Secretary "A", TEAO, at an hourly rate of \$25.55, effective 12/4/17

Kerry DeFelippo, substitute teacher, District, effective 11/14/17

Diana DiMaiuta, Secretary "A", Valley Forge Elementary, at an hourly rate of \$20.35, effective 12/28/17*

Sarah Halley, change to Secretary "AA", TEAO, at an hourly rate of \$26.95, effective 12/4/17 Sunny Hwang, teacher, Long Term Substitute Teacher Contract, Elementary Schools, salary based and prorated on an annual salary of \$50,501, effective 11/29/17 to 3/6/18*

Susan Missanelli, substitute teacher, District, effective 11/20/17*

Kelly Smart, (.5) FTE teacher, Long Term Substitute Teacher Contract, Conestoga High, salary based and prorated on an annual salary of \$50,501, effective 12/11/17 to 6/30/18, substitute teacher, District, effective 12/11/17*

* Employment contingent upon appropriate Personnel processing and State and Federal requirements.

Probationary Period Wage Adjustment

The Board of School Directors approved t the following wage adjustments consistent with the Collective Bargaining Agreement for the following employees who have completed their 90-day probationary period:

Matthew Kaminskas, security, Conestoga High, effective 11/13/17 Michael Mc Glinchey, custodian, Conestoga High, effective 11/17/17 Doree Roller, secretary, Conestoga High, effective 11/7/17 Shannon Weiss, security, Conestoga High, effective 11/21/17

Volunteer Report BEAUMONT ELEMENTARY SCHOOL

Cultural Arts

Rebecca Monro

Harvest Feast

Jen AndersonShima BriggsLuke CavanaghJulie CerviniMichelle ChernyJill HoughEllen LuLeigh MartinAlicia MendicinoKate OramCathy RainsJaclyn Wertheimer

Brian Wilkerson Lana Wilkerson

Independent Reading

Meenaish Damania Jeanne Dechiario

Lego Club

Anjuli Gairola

Library

Kim French Amanda Kaune Pikk Nga

Running Club

Alicia Mendicino

School Store

Michele Brown Katie Galef

Sock Hop 50 Days of

School

Jen AndersonKelly BickelDimitra BottosMichelle ChernyMarnia CortesNquimgo ElikeCarey GillisChristina JohnsonAlicia MendicinoCatherine MooneyCathy RainsAudrey Ryland

Lindsey Weber

Min Wang

Ashley Suchecki Sara Valenti

Walking Club

Michele Brown Katie Donnelly Nadia Gerard Jassamine Harris
Mary Itin Tricia Jackson Amanda Kaune Michelle Moua
Patty Neeb Pikk Nga Vanessa Norris Magan Pilato

Peggy Roach Mystery Reader

> Yoko Ameriks Courtney Cavanagh Julie Corcoran Jill Donald Nguin Elike Rocio Encarnacion Jina Jang Cierra Joyce

> > Garzon

Louise Rostovskis

Susan Liu Ashley Meyers Patty Neeb Courtney O'Brien
Samuel Omolewu Tosin Omolewu Cary Schockemoehl Himani Shah-Lipman

Jessica Weinberg

VALLEY FORGE

ELEMENTARY SCHOOL

Cafeteria

Lauren Doran Amanda Ivory Tracy Scully

Allie Richardson

Ann Marie Marburg

Lobby

Heather Mc Connell

Swetha Putumbaka

Susan Mc Gowan

Miscellaneous

Stacy Albert Kim Aquilante Heather Bittenbender Nicole Aqui **Emily Brunner Emily Carteen** Tarin Cataldo Elena Chernousov Laura De Jong Kim Ferroni Kris De Polo Carli Di Fabio Alexis DiLullo Lauren Doran Jessica Graves Robert Grossman Amanda Ivory Kim Jamme Claire Lartigue Jamie Lynch Esther Ma Michael Marcelli Simmer Marcelli Amanda Mlinar Susan Mc Gowan **Christine Miller** Suncire Moniz Rodriguez Vanessa Monahan Alison Murray To Phuong Ng Victoria Ostroff Moji Pour

Amy Saylor

Christine Miller

Elayne Schmidt

Marisa Narog

Julie Soura Ying Zhang

Library

Stacy Albert Melissa Almansa-Keene Heather Bittenbender **Emily Brunner** Eva Case-Issakov Tarin Cataldo Laura De Jong Alexis DiLullo Katherine Forester Lauren Doran Jenny Ham-Roberts Heather Scavello Hill Kamila Jodzio Tereza Keohane Amanda Ivory Agnes Kent Shannon Korff Chulani Heather Manifold Heather Mc Connell Kudalugodaarachchi

			T 50 N
Jo-Anna Novelli	Tina Parson	Moji Pour	To Phuong Ng
Phyllis Reid	Allison Richardson	Jon Rust	Andrea Sau
Linda Schubert	Julie Soura	Beth Stanfield	Brooke Steines
Jaclyn Wahlers	Brooks White	Patricia Willcox	Doug Wilson
Kristen Wright	Fanny Yuliana		
Publishing Center			
Tarin Cataldo	Alison Murray	Kim Reeder	Elayne Schmidt
Brooks White			
Music			
Tiffany Leong			
School Store			
Stacy Albert	Tara Karbiner	Amanda Ivory	Amanda Meyer
Beth Stanfield	Brooke Steines		
Executive Board			
Stacy Albert	Emily Carteen	Tarin Cataldo	Erika Dawson
Alexis DiLullo	Davie Greger	Shilpa Gupta	Amanda Ivory
Kim Kerns	Simmer Marcelli	Angel Mc Aveney	Heather Mc Connell
Susan Mc Gowan	Rujuta Mandelia	Adrienne Miller	Amanda Mlinar
Alison Murray	Julia Soura	Beth Stanfield	Brooks White
Doug Wilson			
T/E MIDDLE SCHOOL			
School Store			
Christina Arnault	Jennifer Bachman	Heather Burton	Jeong Duffy
Jennifer Gallagher	Coleen Hillman	Leah LeComte	Min Lubiniecki
Kathy Meaney	Wendy Mercaldo	Angella Min	Margaret Myers
Autumn O'Reilly	Erin Preston	Tracy Sloan	Barbara Todd
Kathy Van Dame	Lindsey Wisch	Carli Younce	Gita Young
Drug Abuse Prevention 8th			
Grade			
Jerry Turner			
CONESTOGA HIGH SCHOOL			
Mailing (9 th /10 th)		0 5 11	
Doug Anestad	Martha Atchinson	Suzanne Borislow	Melanie Bradish
Robin Briggs	Carol Connolly	Sherry Han	Susan Huck
Yingying Li	Cheri Lotan	Karen Ridder	Jill Semmer
Karen Williams	Yan Ye	Cindy Yu	Ann Zhang
Mailing (11th/12th)			
Martha Atchinson	Jennifer Conger	Carol Connolly	Jennifer Fryberger
Helen Huang	Cheri Lotan	Geraldine O'Leary	Cindy Overton
Deb Riener	Jennifer Roessler	Jill Semmer	Susie Tang
Weiming Wang			
Main Office			
Amy Buck	Tracy Castelli	Trish Connell	June Di Dario
Judith Dunn	Karen Freidman	Susan Huck	Heidi Lou Mallott
Cindy Sillhart	Erin Shine		
Student Services			
Barbara Bashe	Susan Hirshman	Margaret Mac Kenzie	Jane Martin
Kristy Moesler	Carol Overend	Sarah Regan	Jennifer Roessler
Jeanne Swope	Karen Williams		
Attendance Office			

Tredyffrin/Easttown School District

December 4, 2017

Annual

Melanie Bradish Suzanne Emerson Bethann Jakoboski Marina Lazaratou-Polychronopoulos

Jill Semmer Shihong Sheng Cindy Sillhart Michelle Stevenson

Karen Vadner

Achievement Center

Carol Abele Kristine Adams Margaret Auslander Mindy Bernstein

Tracy Castelli Laura Chambers Joanne Howarth Donna Hutchinson Lang

Audrey Kese Mike Mc Fadden Shihong Sheng Tina Whitlow

Contracted Services for the 2017-2018 School Year

<u>Contractor</u>	Description of Work	<u>Rates</u>
K. David Harrison, Ph.D.	Presenter for Professional	\$2,500
	Development Workshops	
Kidspeace	Educational Services	\$40/hour

Athletic Position Recommendations for the 2017-2018 School Year

					Alliuai
<u>School</u>	<u>Coach</u>	<u>Sport</u>	<u>Name</u>	<u>Step</u>	<u>Stipend</u>
CHS	Head	Basketball - Boys	Michael Troy	2	\$8,196.00
CHS	Asst to HC	Basketball - Boys	Gerald Doemling	2	\$2,916.00
CHS	Asst	Basketball - Boys JV	Daniel Massimini	1	\$3,298.00
CHS		Basketball - Boys Frshmn	David Anderson	1	\$3,076.00
CHS	Head	Basketball - Girls	Christopher Jeffries	1	\$5,715.00
CHS	Asst to HC	Basketball - Girls	Amber Keyes	1	\$2,198.00
CHS		Basketball - Girls JV	Peter Ricci	2	\$4,728.00
CHS		Basketball - Girls Frshmn	James Moran	1	\$3,076.00
CHS	Head	Cheerleading - Winter	Margaret Cannon	2	\$5,043.00
CHS	Head	Swimming - Boys	Mark Tirone	2	\$6,620.00
CHS	Head	Swimming - Girls	Robert Kirkby	2	\$6,620.00
CHS	Asst	Swimming	Leah Adams	1	\$2,417.00
CHS	Asst	Swimming (flex)	Philip Munger	1	\$750.00
CHS		Diving	Cynthia Armstrong	2	\$3,467.00
CHS	Head	Winter Track	Patricia Williams	2	\$5,674.00
CHS	Asst	Winter Track #1	Alexander Foulke	1	\$2,639.00
CHS	Asst	Winter Track #2	Aaron Lockard	1	\$2,639.00
CHS	Asst	Winter Track (flex)	Kirby Pohlidal	1	\$1,000.00
CHS	Asst	Winter Track (flex)	Joseph Puleo	1	\$1,500.00
CHS	Asst	Winter Track (flex)	Christina Riggs	1	\$1,000.00
CHS	Head	Wrestling	Thomas Elicker	1	\$5,715.00
CHS	Asst	Wrestling #1	Arthur Dudkiewicz	2	\$1,891.50
CHS	Asst	Wrestling #2	Adam Horner	1	\$2,639.00
CHS	Asst	Wrestling #3	Michael DeVitis	1	\$1,891.50
TEMS	7th	Basketball - Boys	Kevin McCarthy	2	\$3,784.00
TEMS	8th	Basketball - Boys	Wendi Wilson	2	\$3,784.00
TEMS	8th	Basketball - Girls	Nicole Tobin	1	\$2,692.00
TEMS	7th	Basketball - Girls	Wesley Parker	1	\$2,692.00
TEMS	Head	Wrestling	Charles Carter	2	\$4,729.00
TEMS	Asst	Wrestling	David Leever	2	\$3,467.00
TEMS	Asst	Wrestling	Marquis Weeks	1	\$2,466.00
VFMS	7th	Basketball - Boys	Trevor Viviani	1	\$2,692.00

VFMS	8th	Basketball - Boys	Mark DiMarino	1	\$2,692.00
VFMS	7 th	Basketball - Girls	LeRoi Leviston	1	\$2,692.00
VFMS	8 th	Basketball - Girls	Dante Coles	2	\$3,784.00
VFMS	Head	Wrestling	Patrick Ryan	2	\$4,729.00
VFMS	Asst	Wrestling	Kyle Rigg	1	\$2,466.00
VFMS	Asst	Wrestling (flex)	Scott Allison, Jr.	1	\$2,466.00

Non-Athletic Positin Recommendations for the 2017-2018 School Year

<u>School</u>	<u>Activity</u>	<u>Name</u>	<u>Step</u>	<u>Stipend</u>
CHS	Drama Club	Valerie Cunningham	1	\$1,012.00
CHS	Testing Coordinator - SSD Special	Christine Santamaria	1	\$500.00
CHS	Peer Mediation #4	Emily McGready	1	\$1,000.00
CHS	Underwater Robotics	John Kim	1	\$379.00
CHS	Stage Crew	Renee Jacobs	1	\$3,390.00

Contract with American Program Bureau, Inc.

The Board of School Directors approved a contract between the Tredyffrin/Easttown School District and American Program Bureau, Inc. for Community and Student presentations on October 3, 2018 and October 4, 2018, at a cost of \$15,000 plus travel expenses.

Contracts with the Chester County Intermediate Unit

The Board of School Directors approved two contracts between the Tredyffrin/Easttown School District and the Chester County Intermediate Unit (CCIU) for Title I services in the amount of \$2,394 and Title II services in the amount of \$12,140.

Acceptance of Gifts

The Board of School Directors accepted with pleasure and appreciation the following donations:

Acme gift card donated by the Loftus Family to the Conestoga High School for a family in need for Thanksgiving valued at \$150.

Authorization of Signatures

AND NOW, this fourth day of December, 2017, it is hereby resolved by the Board of School Directors of the Tredyffrin/Easttown School District that Fulton Bank and PA Local Government Investment Trust (PLGIT) are respectively authorized and directed to change signature cards for the following accounts:

Fulton Bank

Checking Account – General Fund Checking Account – Food Service I Checking Account – Food Service II

PA Local Government Investment Trust (PLGIT)

Checking Account - Payroll

Checking Account – Accounts Payable

to indicate that Scott Dorsey shall be President of the Board of School Directors and that Michele Burger shall be Vice President of the Board, with corresponding power to sign school district checks. The signature cards shall then be signed by Scott Dorsey, President and Michele Burger, Vice President of the Board of School Directors and they, along with the Board Secretary, are authorized to execute any additional documents to effect these changes. Arthur J. McDonnell, Board Secretary shall sign in these respective capacities.

Fund Balance Commitments and Assignments as of July 1, 2017

The Board of School Directors committed and assigned General Fund, Fund Balances as of July 1, 2017, as detailed below. The Board of School Directors authorizes the Business Manager to reflect these fund

balance commitments and assignments in any applicable submission to the Pennsylvania Department of Education.

	July 1, 2017
Committed to	• •
Subsequent year's budget	\$5,824,815
Capital Projects	\$5,206,072
Vested Employee Services	\$12,388,333
PSERS Contingency	\$4,158,731
Healthcare Contingency	\$4,450,000
Assigned to Athletic Fund	\$715,774
TOTAL FUND BALANCE	\$32,743,725

Acceptance of the 2016-2017 Audit and Annual Financial Report

The Board of School Directors accepted the Audit and Annual Financial Report for the Tredyffrin/Easttown School District for the period July 1, 2016 – June 30, 2017 submitted by the independent auditing firm of Maillie, LLP.

Contract with KnowBe4

The Board of School Directors approved a three-year contract between the Tredyffrin/Easttown School District and KnowBe4 for network security in an amount not to exceed \$18,498.48.

Successful Bids

The Board of School Directors awarded a contract to the following successful bidder(s) for:

Maintenance Request for Proposals for the 2018-2019 School Year*

Replacement of Window/Door Glass Services -- Berwyn Shower and Glass, LLC

Maintenance Request for Proposals for the 2018-2019, 2019-2020, 2020-2021 School Years*

Exterior Window Cleaning Services -- Southampton Window Cleaning & Janitorial Service, Inc.

Maintenance Bids for the 2018-2019, 2019-2020, 2020-2021 School Years*

Athletic Field Preparation and Landscape Services -- Shearon Environmental Design Company, Inc. Miscellaneous Carpentry Labor Services -- Donald E. Reisinger, Inc.

On Call Repair and Recoating of Hardwood Floors Services -- D & D Flooring Specialists, LLC

Made in accordance with the analysis prepared by the District and made part of this agenda.

Educational Services Agreements

The Board of School Directors approved an Educational Services Agreement for a District student with special needs. This agreement covers reimbursement for educational services for the 2017-2018 school year including Extended School Year at a total cost not to exceed \$22,000.

The Board of School Directors approves an Educational Services Agreement for a District student with special needs. This agreement covers reimbursement for educational services for the 2017-2018 school year including Extended School Year at a total cost not to exceed \$44,805.

Contract with Approved Private School

The Board of School Directors approved a contract between the Tredyffrin/Easttown School District and an Approved Private School to provide mandated services for a District student with intense special support needs. This contract covers services for the 2017-2018 school year at a total cost of \$146,335.

Contract Proposal with TIM Academy

^{*}These awards are contingent upon the approved budget for each Fiscal Year.

The Board of School Directors approved a one-year contract proposal between the Tredyffrin/Easttown School District and TIM Academy (The Timothy School) to provide consultative services to the District staff for the 2017-2018 school year at a cost not to exceed \$2,212.00.

Agreement with Foundations Behavioral Health

The Board of School Directors approved an agreement between the Tredyffrin/Easttown School District and Foundations Behavioral Health to provide specialized educational services.

Agreement with Child Guidance Resource Centers

The Board of School Directors approved an agreement between the Tredyffrin/Easttown School District and Child Guidance Resource Centers to provide mental health clinician services to students at the rate provided in Appendix A of the agreement.

Ed Sweeney moved, then the motion was seconded, that the Board of School Directors approve the consent agenda. Kate Murphy abstained from voting on check #115562 in the Financial Report. The motion passed 9-0.

Other Actions Under Consideration

None.

Public Comment

- Mike Viola commented on redistricting.
- Ray Clarke commented on the upcoming Facilities Committee meeting and potential legislation.
- Jerry Henige commented on potential legislation.

Information

School Board Meetings

Ken Roos, the District solicitor, stated that there will be an executive session following tonight's Board meeting to discuss a personnel matter.

Future School Board Business Meetings:

Tuesday, January 2, 2018, Regular Board Business Meeting – 7:30 pm at Conestoga High School, 200 Irish Road, Berwyn

Monday, January 22, 2018, Regular Board Business Meeting – 7:30 pm at Conestoga High School, 200 Irish Road, Berwyn

Monday, February 26, 2018, Regular Board Business Meeting – 7:30 pm at Conestoga High School, 200 Irish Road, Berwyn

General Announcements

 Michele Burger commented on the reorganization of committees and meeting dates being posted on the District website in the near future.

Kate Murphy moved, and the motion was seconded to adjourn the meeting. The motion passed 9-0.

The meeting was adjourned 8:40 pm.

Submitted by

Arthur J. McDonnell Board Secretary

(minutes prepared by M. Durante)