

MINUTES OF THE BUSINESS MEETING
OF THE BOARD OF DIRECTORS OF THE WILLIAM PENN SCHOOL DISTRICT
HELD ON MONDAY, JULY 22, 2013

The Business Meeting of the Board of Directors of the William Penn School District was held on Monday, July 22, 2013, in the Administration Building Board Room, 100 Green Avenue, Lansdowne, Pennsylvania. At approximately 7:55 p.m., Ms. Leahan presided and called the meeting to order. Ms. Fitti delivered the invocation. Allegiance to the flag was pledged. Mr. Otto called the roll of attendance.

Board Members Present:

Ms. Diane Leahan, President
Ms. Marion Fitti, Vice-President
Ms. Jennifer Hoff
Ms. Charlotte Hummel
Mr. Robert Reardon
Mr. Robert E. Wright

Board Members Absent:

Ms. Eileen Johnson
Mr. Steve Kweh
Ms. Louella Richardson

Also Present:

Mr. Joseph J. Bruni - Superintendent
Mr. Joseph V. Otto - Chief Operations Officer/Board Secretary
David F. Conn, Esquire - Solicitor
Other Administrators and staff

COMMENTS/ANNOUNCEMENTS BY THE BOARD PRESIDENT

Ms. Leahan welcomed the community. She thanked Mr. Otto, Mr. Conley, Mr. Katz, Mr. Conn, Ms. Fitti, Ms. Hoff, Ms. Hummel and Mr. Reardon for their time and efforts invested while negotiating the union contracts. She explained that, due to illness, she could not attend the June Business Meeting, at which time the 2013-2014 budget had been passed. She stated that, had she been able to attend, she would have supported the other six Board members and she would have voted in favor of a tax increase. She said that, when there are reasons to do the right thing, this Board stands strong.

Ms. Leahan announced that she had been made aware of a letter written by a member of the community wherein she stated that she felt disrespected at last month's School Board meeting. Ms. Leahan stated that the community members' opinions are one of the the foremost important matters to our Board members. Ms. Hoff requested a copy of that letter.

Ms. Leahan also mentioned, when sub-committee chairpersons wish to schedule a meeting, to please consider their fellow Board members' schedules, especially during the summer months. She said that Board members need to know well in advance if a meeting is scheduled.

With sadness, Ms. Leahan announced the passing on July 21st of Therese (Terry) Gade, a dedicated 48-year food service employee who worked as Manager of the cafeteria at Park Lane Elementary School.

SUPERINTENDENT'S REPORT

Mr. Bruni thanked everyone for their attendance. He reported that, last Thursday and Friday, he had attended the Building One America 2nd National Summit in Washington, DC. He explained that this program supports suburb and middle-class communities, and he said that it was a great conference. Mr. Bruni announced that the summer school programs would finish this week and that much success had been reached with all programs. He also announced that, while he would be on vacation for the following two weeks, Ms. Harbert or Dr. Bruno would be available in his absence if an urgent matter could not wait for his return. He reported that, on July 14th, by invitation from Ms. Richardson, he and Mr. Wright had attended a Youth Day service at the First Baptist Church in Darby, where two William Penn School District students were recognized. Mr. Bruni also reported that there have been no new leads involving the apprehension of the arsonist at the high school. He said that the hope is that repairs will be finished so that the high school can reopen on schedule.

MOTION TO APPROVE THE AGENDA

Ms. Hummel made a motion, seconded by Ms. Fitti, to approve the agenda. All voted aye, except Ms. Johnson, Mr. Kweh and Ms. Richardson, who were absent. The motion carried.

MINUTES

Business Meeting – June 24, 2013

Mr. Reardon made a motion, seconded by Ms. Hummel, to approve the minutes, as indicated above.

Mr. Wright made a motion, seconded by Ms. Fitti, to amend the minutes by adding the names of Nan Barnwell and Stanley Lindner to his statements listed on page 28 regarding the accomplishments of African-American teachers. All voted aye to amend the minutes, except Ms. Johnson, Mr. Kweh and Ms. Richardson, who were absent. The motion to amend carried.

Mr. Reardon made a motion, seconded by Ms. Hummel, to approve the minutes, as amended. All voted aye, except Ms. Johnson, Mr. Kweh and Ms. Richardson, who were absent. The motion carried.

REMARKS BY STUDENT REPRESENTATIVES – None

SPECIAL AWARDS – None

PUBLIC COMMENTS REGARDING AGENDA ITEMS

Anthony Reale, East Lansdowne, spoke about the Citizens Crime Commission and the reward for identifying the person(s) who set fire to the high school. Ms. Leahan responded.

COMMUNICATIONS – None

COMMITTEE REPORTS

- A. COMMUNITY RELATIONS COMMITTEE AGENDA Charlotte Hummel - Chair
Eileen Johnson, Steve Kweh - Members

Ms. Hummel presented the Community Relations Committee Agenda.

INFORMATIONAL ITEMS:

- A1. Penn Wood Graduate Receives International Scholarship

Emmanuel Tyler, Penn Wood High School Class of 2010 graduate and junior at Cheyney University, received a Benjamin A. Gilman International Scholarship in the amount of \$4,500. He will use the money to supplement his participation in a study-abroad program in Granada, Spain in the fall semester. Through the School for International Training, Mr. Tyler will participate in a Language, Community, and Social Change Program that combines intensive language study with coursework.

Mr. Tyler, who is also a Keystone Honors Academy scholar, is also studying abroad this summer through an Honors program sponsored by the Keystone Academy. He is traveling through Western Europe in cities that include London, Salzburg, Vienna, Venice, and Rome, studying the musical, media, and communications heritage of the region. In addition, in the summer of 2012, Mr. Tyler earned nine credits studying at the Spanish School of Middlebury College in Vermont and an intensive language immersion program at Mills College in California.

A2. Mandatory Re-Registration Required for High School Freshman

Students scheduled to begin ninth-grade at Penn Wood High School – Cypress Street Campus in September must be re-registered by a parent or guardian before the start of school.

Parents of rising freshman should have received a registration packet in the mail before the end of the school year with information about the required documentation needed to re-register. Parents/guardians should complete the registration forms, obtain the required supporting documents and call the Registration Office at 610-284-8005, ext. 234 to schedule an appointment to complete the re-registration process.

Penn Wood High School freshman who have not been re-registered by the start of the 2013-2014 school year will not be admitted to school until the re-registration process has been completed.

A3. Registration for the ACT and SAT Tests

Deadlines to register for the September and October ACT tests and the October SAT test are fast approaching. Students who want to take the September and/or October ACT tests should visit the ACT website at www.actstudent.org for registration options. Students who want to take the October SAT exam should visit the College Board website at www.collegeboard.com. Penn Wood High School is a testing center for the October 5th SAT and the October 26th ACT tests. Visit the College Board (SAT) and ACT websites for complete testing schedules, registration details, and more information about the tests.

ACT Tests: Upcoming ACT test dates are September 21st and October 26th. The registration deadlines are August 23rd and September 27th, respectively.

SAT Test: An SAT exam will be administered on October 5th. The deadline to register for October's test is September 6^h.

Students should visit the StudentEdge page of the William Penn School District website to prepare for tests, find college matches, search for scholarships, and explore careers. Access the website at www.wpsd.k12.pa.us, click on the Student Access link, and select "Peterson's StudentEdge Website". The access code for Penn Wood High School students to register for the website is RSDSBACX.

A4. Summer Registration Continues for the 2013-2014 School Year

Summer registration for new students entering the William Penn School District will continue through August 16, 2013 at the Administration Building, 100 Green Avenue in Lansdowne. Registration applications will be taken Monday through Thursday from 8:30 a.m. to 3:30 p.m. The Office of Registration is closed on Fridays.

On August 19th, the Office of Registration will return to normal operating hours. These are Monday through Friday from 8:30 a.m. to 2:30 p.m.

Children must be age 5 by September 1, 2013 in order to be registered for Kindergarten. If you have questions about the registration process, call the Office of Registration at 610-284-8005, ext. 234.

The following ORIGINAL documents are required to register, and exceptions will not be made:

LIST OF REQUIREMENTS – Original Documents Only

- Birth certificate (or baptismal certificate) for child
- Transfer/Withdrawal Form and Last Report Card
- Individualized Education Plan (I.E.P.), if applicable
- Immunization records: The following are the minimum requirements for all grade levels. There are additional immunization requirements for new students (kindergarten, new first grade students, and new seventh grade students).
 - Four (4) Diphtheria (DPT) (Fourth inoculation after age four)*
 - Three (3) Polio (OPV)
 - Two (2) Measles, Mumps, Rubella (MMR) (First inoculation after age 1)
 - Three (3) Hepatitis B
 - Two (2) Varicella (Chicken Pox) (One inoculation between age 1 and age 12 years, and second inoculation at age 13 years or older; or two inoculations at age 13 years or older)

*In addition, the following are required for seventh-grade students:

- Tetanus, diphtheria, acellular pertussis (Tdap) if five years has elapsed since last tetanus (one dose required for seventh-graders)
- Meningococcal Conjugate Vaccine (MCV) one dose required for seventh-graders)

In addition to the above requirements, foreign-born students must have a complete physical by an American doctor and a recent negative TB test.

- Lease or deed (or mortgage book) in parent's or guardian's name
- Any two (2) of the following:
 - (a) valid driver's license with current address
 - (b) valid vehicle owner's card with current address
 - (c) utility bill within 30 days with current address
 - (d) second utility bill within 30 days with current address
 - (e) current and valid assistance paper or medical card
 - (f) paycheck stub within 30 days with current address

B. EDUCATION COMMITTEE AGENDA

Robert E. Wright - Chair
Steve Kweh, Louella Richardson - Members

Mr. Wright presented the Education Committee Agenda. He briefly explained the topics discussed during the recent Education Committee Meeting, and he stated that he would like to hold a similar meeting to discuss secondary curriculum.

INFORMATIONAL ITEM:

B1. Update on Education Committee Meeting

A meeting of the Education Committee, chaired by Robert E. Wright, Sr., was held at 6:30 p.m. on Wednesday, July 17th. Topics of discussion included the PA Common Core Standards and elementary curriculum.

C. PERSONNEL COMMITTEE AGENDA

Marion Fitti - Chair
Louella Richardson, Robert E. Wright - Members

Ms. Fitti presented the Personnel Committee Agenda.

Ms. Fitti made a motion, seconded by Ms. Hummel, to approve items C1 through C4 of the Personnel Committee Agenda.

The Superintendent recommends the following personnel actions:

C1. Retirement

a. Professional Staff

- (1) Sonya Songhai, SAS Teacher, Evans/Park Lane Elementary Schools, effective August 26, 2013. Ms. Songhai has been with the district since July 13, 1976.

MOTION: To approve the retirement as indicated above.

C2. Resignations

a. Professional Staff

- (1) Monika Barman, Grade 4 Teacher, Ardmore Avenue Elementary School, effective July 15, 2013. Ms. Barman has been with the district since August 31, 2004.

b. Support Staff

- (1) Joy Jackson, Instructional Assistant, Penn Wood Middle School, effective July 15, 2013. Ms. Jackson has been with the district since September 27, 2006.

MOTION: To accept the resignations as indicated above.

C3. Appointments

a. Professional Staff

- (1) Elena Bertrand, Masters, Drexel University
Professional Employee
Assignment: Mathematics Teacher
Penn Wood High School-Cypress Street Campus
Salary: Masters, Step 4, \$55,596, with benefits
Effective: August 27, 2013
Replacing: Jacob Solderitsch, resigned

b. Evans Elementary Tutoring Program-Planning for Summer Program
June 19 and/or 21, 2013 (School Improvement Grant) \$25.00/hour

Andretta Bond
Renee Jackson
Nicole Miller
Lisa Myles
Brittany White

c. Evans Elementary-Success in School Night - Parent Night
May 30, 2013 (Title I Funds) - \$25.00/hour

Danielle Al-Majidi	Barbara McCann
Lisa Bates	Nicole Miller
Rachel DeFeliciantonio	Vincentina O’Pella
Kiana Jackson	Elizabeth Schultz
Renee Jackson	Jill Shoemaker
Cynthia Kirkman	Heather Sweigert
Patricia Mattero	Angela Wagner
Jill May	Patricia Walker

- d. Special Education Extended School Year - Training/Orientation/Set-Up
June 1, 2013 through June 30, 2013

Professional Staff - \$25.00/hour

Gina Bennett	Brian McCarry
Tracy Boyle	Oree McCreary
Amy Brown	Nadia Menzano
John Bodnar	Geana Morris
Nancie Camarota	Patti O'Connor
Randolph Carpenter	Vincentina O'Pella
Shannon Carvalho	Laurie Pettit
Jacqueline Cordery	Rae-Anne Ravert
Kate Gallagher	Janet Thompson
Janell Jackson-Berry	Audrie Titchenell
Erin Mattice	Dyan Williams

Support Staff - \$15.00/hour

Dominique Brown	Stefan Matthews
Gordy Bryan	Kyra McFarland
Vivian Callahan	Rosemarie Montesjardi
Glenda Chism-Mitchell	Dana Moody
Lisa Coleman	Michelle Tabb
Benson Corbin	Patricia Thompson
Michelle Ellis	Jacqueline Townes
Cheryl Evans	Lynn Washington
L'Toray Hill	Margaret Watson
Rosella Jackson	Sharon Wheeler
Sarah Jacquett	Denise White
	Ava Williams

- e. Summer Academic/Camp Learning Academy K-3
Walnut Street Elementary School – June 24, 2013 through July 25, 2013
(Funded by School Improvement Monies)

Substitute Teacher - \$30.00/hour

Michael Lennox

Instructional Assistant - \$15.00/hour

Liberta Viera

Substitute School Nurse - \$30.00/hour

Dawn Mapp

- f. Credit Recovery Summer Program – Penn Wood High School
(Self-funded)

Teacher – Stipend - \$1,250

Suzanne Murphy – (change in rate as approved 6/24/2013)
Al Poplawski

School Safety Officer - \$15.00/hour

Gary Rickards – (change in rate as approved 6/24/2013)

- g. Curriculum Committee – Penn Wood Middle School
July 15, 2013 through July 28, 2013 - \$25.00/hour
(School Improvement Grant Funds)

Tammi Hons
Heidi Quarracino

- h. Dentist for the 2013-2014 School Year

Dr. Sonia Barbosa-Ruiz, D.M.D. PC

Duties

Dental examinations required for kindergarten, grades 3 and 7 in the William Penn School District for the 2013-2014 school year.

Dr. Barbosa-Ruiz will also examine children in the same grade levels in private and parochial schools in the William Penn School District.

Total not to exceed \$3,000.00

MOTION: To approve the appointments as indicated above, contingent on receipt of appropriate clearances and physicals, as required by law.

C4. Leaves of Absence

- (1) Lisa Marie Lammert, Mathematics Teacher, Penn Wood High School-Green Avenue Campus, requests a paid/unpaid Family and Medical Leave of Absence, effective August 27, 2013 through December 5, 2013.
- (2) Curtis Stockley, Investigator/Attendance Officer, Green Avenue Administration Building, requests a paid Medical Leave of Absence, effective June 11, 2013 through September 11, 2013.

- (3) Audrie Titchenell, Special Education Teacher, Park Lane Elementary School, requests a paid/unpaid Family and Medical Leave of Absence, effective August 27, 2013 through October 2, 2013.

MOTION: To approve the leaves of absence as indicated above.

Fitti, Hoff, Hummel, Reardon, Wright and Leahan voted aye and approved items C1, C2, C3 and C4 of the Personnel Committee Agenda. Johnson, Kweh and Richardson were absent.

D. PROPERTY COMMITTEE AGENDA

Jennifer Hoff - Chair
Diane Leahan, Eileen Johnson - Members

Ms. Hoff presented the Property Committee Agenda.

Ms. Hoff made a motion, seconded by Ms. Hummel, to approve items D1 through D4 of the Property Committee Agenda.

Mr. Reardon made a motion, seconded by Ms. Hummel, to table item D2 until such time as the Solicitor, Chief Operations Officer and Board members have had ample time to review this matter. All voted aye, except Ms. Johnson, Mr. Kweh and Ms. Richardson, who were absent. The motion to table carried.

D1. Private Contract – Transportation

Children and Adult Disability and Educational Services (CADES), effective September 1, 2013 through June 30, 2014, will transport:

Special Education Students

Round-Trip (Del. Co.)	Per student/per day	\$69.82
One Way (Del. Co.)	Per student/per day	\$39.71

MOTION: To authorize Children and Adult Disability and Educational Services (CADES) to transport special education students, effective September 1, 2013 through June 30, 2014.

Item Tabled

D2. Change Order EC-22A– Electri-Tech, Inc. – Ardmore Avenue Elementary School Renovations

A change order has been prepared for Electri-Tech, Inc. in the amount of \$75,000 for an extension of time for costs associated with the labor inefficiencies, extended field supervision, extended project management, storage and operating costs to extend the project to a completion date of 06/28/13.

MOTION: To approve Change Order EC-22A with Electri-Tech, Inc. in the amount of \$75,000 as indicated above.

D3. Change Order GC-61 - L.J. Paolella Construction, Inc. - Ardmore Avenue Elementary School Renovations

A change order has been prepared for L.J. Paolella Construction, Inc. in the amount of \$3,135 to paint the exposed stand pipes in stairways.

MOTION: To approve Change Order GC-61 with L.J. Paolella Construction, Inc. in the amount of \$3,135 as indicated above.

D4. Change Order MC-20 - Allstates Mechanical LTD - Ardmore Avenue Elementary School Renovations

A change order has been prepared for Allstates Mechanical LTD in the amount of \$4,200 for the installation of condensate lines/drain for TRU's in the attic.

MOTION: To approve Change Order MC-20 with Allstates Mechanical LTD in the amount of \$4,200 as indicated above.

Fitti, Hoff, Hummel, Reardon, Wright and Leahan voted aye and approved item D1 of the Property Committee Agenda. Johnson, Kweh and Richardson were absent. Item D2 was tabled.

Fitti, Hoff, Hummel, Reardon and Leahan voted aye and approved items D3 and D4 of the Property Committee Agenda. Wright voted no. Johnson, Kweh and Richardson were absent.

E. BUDGET AND FINANCE COMMITTEE AGENDA Robert Reardon - Chair
Marion Fitti, Diane Leahan - Members

Mr. Reardon presented the Budget and Finance Committee Agenda. He spoke about an article in this past Sunday's Philadelphia Inquirer about school tax rates and tax increases over the last ten (10) years. He indicated that Mr. Otto would summarize where the William Penn School District stands over the last ten (10) years.

Mr. Reardon made a motion, seconded by Ms. Hummel, to approve items E1 and E2 of the Budget and Finance Committee Agenda.

E1. Treasurer's Report

General Fund	Attachment B&F 1
Activities Account	Attachment B&F 2
Investments	Attachment B&F 3
Bond Fund	Attachment B&F 4

MOTION: To approve the Treasurer's Report as per Attachments B&F 1, 2, 3, and 4.

E2. List of Bills

General Fund	June 30, 2013	Attachment B&F 5
General Fund	July 22, 2013	Attachment B&F 5a

MOTION: To approve the List of Bills as per Attachment B&F 5.

Fitti, Hoff, Hummel, Reardon, Wright and Leahan voted aye and approved items E1 and E2 of the Budget and Finance Committee Agenda. Johnson, Kweh and Richardson were absent.

F. POLICY COMMITTEE AGENDA Diane Leahan - Chair
Jennifer Hoff, Steve Kweh - Members

Ms. Leahan presented the Policy Committee Agenda.

Ms. Leahan made a motion, seconded by Mr. Wright, to approve item F1 of the Policy Committee Agenda.

- F1. Second Reading of New and Revised Policies 103.1, 113, 113.1, 113.2, 218, 218.1, 218.2, 222, 227, 323, 423, 523, 351, 451, 551, 805, 805.1, 904, 909
ATTACHMENT POLICY #1

Chapter 10 of the PA State Board of Education Regulations was developed to ensure that school entities establish and maintain cooperative relationships with local police departments in the reporting and resolution of incidents that occur on school property, at a school sponsored activity, or on a conveyance as described in the Safe Schools Act providing transportation to or from a school sponsored activity. The following policies were updated to comply with the new state regulations.

William Penn School District policies have been written by the Board of School Directors and have been reviewed by the Superintendent and the Solicitor. Each Board member has received a copy of the above-named policies for review and follow-up discussion.

As required by district policy, upon approval of the first reading, these policies were entered into the minutes of June 24, 2013, with a second reading and adoption presented for approval at the July Business Meeting.

- | | | | |
|----|---------------------|--|-----------|
| a) | 103.1 | Nondiscrimination - Qualified Students With Disabilities | Programs |
| b) | 113 | Special Education | Programs |
| c) | 113.1 | Discipline of Students With Disabilities | Programs |
| d) | 113.2 | Behavior Support | Programs |
| e) | 218 | Student Discipline | Pupils |
| f) | 218.1 | Weapons | Pupils |
| g) | 218.2 | Terroristic Threats | Pupils |
| h) | 222 | Tobacco | Pupils |
| i) | 227 | Controlled Substances/Paraphernalia | Pupils |
| j) | 323, 423
and 523 | Tobacco | Employees |

- | | | | |
|----|---------------------|------------------------------------|------------|
| k) | 351, 451
and 551 | Drug and Substance Abuse | Employees |
| l) | 805 | Emergency Preparedness | Operations |
| m) | 805.1 | Relations With Law Enforcement | Operations |
| n) | 904 | Public Attendance at School Events | Community |
| o) | 909 | Municipal Government Relations | Community |

MOTION: To approve the second reading and adoption of William Penn School District Policies 103.1, 113, 113.1, 113.2, 218, 218.1, 218.2, 222, 227, 323, 423, 523, 351, 451, 551, 805, 805.1, 904 and 909 and to enter such reading into the minutes.

Fitti, Hoff, Hummel, Reardon, Wright and Leahan voted aye and approved item F1 of the Policy Committee Agenda. Johnson, Kweh and Richardson were absent.

SOLICITOR'S REPORT – David F. Conn, Esquire

Mr. Conn reported that the members of the Board of School Directors had met in executive session prior to this meeting to discuss property issues and a personnel matter.

OLD BUSINESS – None

NEW BUSINESS – None

REPORTS – There were no reports, as no meetings are held during the summer months.

Delaware County Community College - Robert E. Wright
Delaware County Intermediate Unit - Robert Reardon
Delaware County Legislative Council - Charlotte Hummel

COMMENTS FROM CITIZENS REGARDING NON-AGENDA ITEMS

Anthony Reale, East Lansdowne, spoke about last month's Board meeting, when members of the community attended and said that the William Penn School District is a failing school district. He said that those people are not present at tonight's meeting and that they do not attend other School Board meetings. He also spoke about last Sunday's Philadelphia Inquirer article about school tax rates and tax increases over the last ten (10) years.

ANNOUNCEMENT OF FUTURE MEETINGS

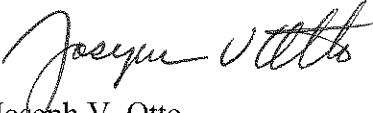
No Committee Meeting of the Whole will be held in August.

The next Business Meeting of the Board of School Directors will be held at 7:30 p.m. on Monday, August 26, 2013, in the Administration Building Board Room, 100 Green Avenue, Lansdowne, PA. Pre-Session will begin at 6:30 p.m.

ADJOURNMENT

Ms. Hoff made a motion, seconded by Ms. Hummel, to adjourn the meeting at 8:30 p.m.

Respectfully submitted,



Joseph V. Otto
Board Secretary