

**MINUTES OF THE REGULAR PUBLIC MEETING OF THE
BOARD OF SCHOOL DIRECTORS OF THE
WALLINGFORD-SWARTHMORE SCHOOL DISTRICT**

**Monday, June 25, 2018
Strath Haven Middle School Library**

The Board of School Directors of the Wallingford-Swarthmore School District met in the library of the Strath Haven Middle School on the 25TH day of June 2018, in accordance with public notice. The following Directors and Officers were present:

President	Dr. Marylin Huff
Vice President	Dr. Robert Reiger - <i>absent</i>
Treasurer	Ms. Sally Morbeck (<i>Non-Member-not present</i>)
Assistant Secretary	Ms. Wendy Voet
	Ms. Chapin Cimino
	Dr. Michele Downie – <i>via telephone</i>
	Dr. David Grande - <i>absent</i>
	Mr. Damon Orsetti
	Dr. Richard Sonntag - <i>absent</i>
	Mrs. Kelly Wachtman
Superintendent	Dr. Lisa A. Palmer
Secretary	Mrs. Darlene Klingerman
Solicitor	Mr. Kyle Berman

Dr. Huff called the Regular Business Meeting of the Wallingford-Swarthmore School Directors to order at 7:07 p.m., followed by the pledge of allegiance.

FOCUS TOPIC

- **Wellness Committee Report**

Ms. Martha Kew, Business Administrator & Chairperson of the Wellness Committee

BOARD ANNOUNCEMENTS

Dr. Huff announced that Board of School Directors met in Executive Session on June 18, 2018, on June 19, 2018, and tonight prior to this meeting to discuss Personnel matters. Dr. Huff also announced that Dr. Downie was participating in the meeting this evening via telephone.

AUDIENCE RECOGNITION: RESPONSE TO TOPICS FOR ACTION ON THE AGENDA

There were no comments from the audience.

MINUTES

Mr. Orsetti moved, seconded by Ms. Voet, that the Board of School Directors approve the Minutes of the June 11, 2018 Regular Meeting of the Board of School Directors. (Copy to be inserted into official minutes)

The motion carried with the vote of Ms. Cimino, aye; Dr. Downie, aye; Dr. Grande, absent; Dr. Huff, aye; Mr. Orsetti, aye; Dr. Reiger, absent; Dr. Sonntag, absent; Ms. Voet, aye; Mrs. Wachtman, aye.

PERSONNEL

Mr. Orsetti moved, seconded by Mrs. Wachtman, that the Board of School Directors approve the following Personnel items:

The Board of School Directors approved the following resignations, leave of absence and change of resignation:

Certified Staff

Rebecca Jones, German Teacher, Strath Haven High School, resignation, effective at the end of the day June 14, 2018

Dina Dormer, Chemistry Teacher, Strath Haven High School, resignation, effective at the end of the day June 19, 2018

Patrick Murray, Music Teacher, Strath Haven High School, resignation, effective at the end of the day June 19, 2018

Sara Tourscher, Science Teacher, Strath Haven Middle School, unpaid leave for the 2018-2019 school year

Non-Certified Staff

Mary Martin, Accounting Supervisor, Business Office, change of resignation date from June 13, 2018 to end of day on June 29, 2018

The Board of School Directors approved the following appointments:

Certified Staff

Tom Waitzman, Art Teacher, Strath Haven High School, effective August 21, 2018 through June 21, 2019, replacing Daniel Zimmerman, \$55,101, Step 5.0, Long-Term Substitute, WSEA

Erin Confer, Language Arts Teacher, Strath Haven Middle School, effective August 21, 2018, replacing Richard Law, \$55,101, BA. Step 5.0

Non-Certified Staff

Susan Kofroth, Substitute Bus Driver, Transportation Department, effective June 26, 2018 replacing Patrick Dix, \$24.49 per hour, hours as needed.

The Board of School Directors approved the change of salary status for the following employee, effective July 1, 2018:

<u>Name</u>	<u>From</u>	<u>To</u>
Albert Heinle	2018-2019 Salary: \$131,781	2018-2019 Salary: \$135,781

The Board of School Directors approved the 2018-2019 appointment and stipend for Thomas McLaughlin, as District Safety Coordinator, as stipulated. (Copy to be inserted into official minutes)

The Board of School Directors approved the change of assignment, effective August 21, 2018:

<u>Name</u>	<u>From</u>	<u>To</u>
Patience Scott	Instructional Support, SHHS	3 rd Grade Teacher, WES, M, 5.0, \$57,101, replacing Marsha Liberi

The Board of School Directors approved the payment for unused sick days, as stipulated. (Copy to be inserted into official minutes)

The Board of School Directors approved the additions to the 2018 spring supplemental post-season pay, as stipulated. (Copy to be inserted into official minutes)

The Board of School Directors approved the 2018-2019 conference request, as stipulated. (Copy to be inserted into official minutes)

The Board of School Directors approved all WSSD certificated staff to be 2018-2019 homebound staff and tutors. (Copy to be inserted into official minutes)

The Board of School Directors approved the 2018-2019 Non-Staff Homebound and Tutor Appointments, as stipulated. (Copy to be inserted into official minutes)

The Board of School Directors approved the appointment of Amy Light as an Independent Contractor to provide Accounting Supervisor services, effective June 7, 2018 through on or about, August 20, 2018, as stipulated. (Copy to be inserted into official minutes)

The Board of School Directors approved the 2018 Summer School Transportation hours, as stipulated. (Copy to be inserted into official minutes)

The motion carried with the vote of Ms. Cimino, aye; Dr. Downie, aye; Dr. Grande, absent; Dr. Huff, aye; Mr. Orsetti, aye; Dr. Reiger, absent; Dr. Sonntag, absent; Ms. Voet, aye; Mrs. Wachtman, aye.

POLICY

Mr. Orsetti moved, seconded by Ms. Cimino, that the Board of School Directors approve the third and final reading of the following policies, as presented: (Copies to be inserted into official minutes)

Third and Final Reading

- 210 Medications
- 210.1 Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors (NEW)
- 222 Prohibition of Tobacco Use
- 227.1 Vaporizers, E-Cigarettes & Other Electronic Substance-Delivery Systems (NEW)
- 251 Homeless Students (NEW)
- 259 Gender Expansive & Transgender Students – Ensuring Equity and Nondiscrimination (NEW)
- 302 Employment of Superintendent/Assistant Superintendent
- 311 Reduction of Staff (NEW)
(replaces current Policy 311 entitled Suspension and Furloughs)
- 808 Food Services
- 917 Parent and Family Engagement
- 918 Title I Parent and Family Engagement)
WSSD Code of Conduct

The Board of School Directors approved the third and final reading of the repeal of Policy 310 – Abolishing a Position, as presented: (Copy to be inserted into official minutes)

The motion carried with the vote of Ms. Cimino, aye; Dr. Downie, aye; Dr. Grande, absent; Dr. Huff, aye; Mr. Orsetti, aye; Dr. Reiger, absent; Dr. Sonntag, absent; Ms. Voet, aye; Mrs. Wachtman, aye.

CURRICULUM

Mr. Orsetti moved, seconded by Dr. Downie, that the Board of School Directors approve the following Curriculum items:

The Board of School Directors approved the Related Services Provider Contract for the 2017-2018 School Year and for the 2018 Summer Extended School Year. (Copies to be inserted into official minutes)

The Board of School Directors approved the Tuition Contracts for the 2017-2018 School Year and for the Summer 2018 Extended School Year. (Copies to be inserted into official minutes)

The motion carried with the vote of Ms. Cimino, aye; Dr. Downie, aye; Dr. Grande, absent; Dr. Huff, aye; Mr. Orsetti, aye; Dr. Reiger, absent; Dr. Sonntag, absent; Ms. Voet, aye; Mrs. Wachtman, aye.

FINANCE

Mrs. Wachtman moved, seconded by Ms. Voet, that the Board of School Directors approve the following Finance items, as stipulated:

The Board of School Directors approved payment of Invoices to vendors dated 05/23/2018 through 06/19/2018. (Copies to be inserted into official minutes)

The Board of School Directors approved the following, as stipulated: (Copy to be inserted into official minutes)

- Treasurer's Report MAY 2018

The Board of School Directors acknowledged receipt of the following, as stipulated:
(Copies to be inserted into official minutes)

- General [Fund 10] MAY 2018
 ✓ Balance Sheet, Revenue, & Expenditure Reports
- Capital Reserve [Fund 32] MAY 2018
 ✓ Balance Sheet, Revenue, & Expenditure Reports
- Food Service Operating Statement [Fund 51] MAY 2018
- Student Activities [Fund 81] MAY 2018

The Board of School Directors approved the following, as stipulated: (Copy to be inserted into official minutes)

- Budget transfers 2017 - 2018 school year

The Board of School Directors approved the consulting agreement with Candoris Technologies, LLC for 25 hours of remote network support for the 2018-2019 school year. (Copy to be inserted into official minutes)

The Board of School Directors approved the consulting agreement with Candoris Technologies, LLC for 16 hours of onsite network support for the 2018-2019 school year. (Copy to be inserted into official minutes)

The Board of School Directors approved the 3-year renewal agreement with Blackboard, Inc. for the District's website hosting. (Copy to be inserted into official minutes)

The Board of School Directors approved a maintenance agreement for the Strath Haven High School chillers, cooling towers, and pumps with Wilgro Services, Inc. for the period July 1, 2018 through June 30, 2019. (Copy to be inserted into official minutes)

The Board of School Directors approved the proposal for sod and irrigation services provided by Hummer Turfgrass Systems, Inc. at a rate not to exceed \$34,500 for a remediation of the Providence Road grass play area at Wallingford Elementary School. Project to be paid from Capital Reserve Funds. (Copy to be inserted into official minutes)

The Board of School Directors approved the proposal for architectural and engineering services with EI Associates at a rate not to exceed \$18,000 for a district-wide study for security entrance concepts and building compartmentalization. (Copy to be inserted into official minutes)

The Board of School Directors approved a 2017-2018 school year interfund transfer, from the General Fund to the Capital Reserve Fund, in the approximate amount of \$1,000,000. The effective date of the transfer would be June 30, 2018 with the final amount of the transfer to be determined in conjunction with the District’s annual audit which will be completed on or about October 31, 2018. These funds will be used for capital improvement projects.

The Board of School Directors approved the following quoted insurance proposals from Arthur J. Gallagher Risk Management Services Inc. for the 2018-2019 school year:

Commercial Package, including TRIA and Federal Flood Coverage	\$ 126,933
Automobile Coverage	\$ 76,096
School Board Legal Liability Coverage	\$ 50,283
Umbrella & Excess Liability Coverage	\$ 41,684
International Travel Coverage	\$ 5,961
Student/Sports Accident Coverage	\$ 32,275
Workers’ Compensation Coverage	\$ 198,911
Security & Privacy Insurance	\$ 17,452

The Board of School Directors approved the following banks as depositories of school funds during the 2018-2019 fiscal year:

- PNC
- Pennsylvania School District Liquid Asset Fund
- The Bryn Mawr Trust Company
- Univest
- TD Bank

The Board of School Directors authorized the Business Administrator to make auditor approved budget transfers to close out the 2017-2018 school year in preparation for the year-end local audit.

The motion carried with the vote of Ms. Cimino, aye; Dr. Downie, aye; Dr. Grande, absent; Dr. Huff, aye; Mr. Orsetti, aye; Dr. Reiger, absent; Dr. Sonntag, absent; Ms. Voet, aye; Mrs. Wachtman, aye.

AUDIENCE RECOGNITION: RESPONSE TO ANY OTHER TOPICS

Mrs. Elizabeth Orye of 216 Sykes Lane, Wallingford, Pennsylvania, thanked the Board of School Directors for their dedication and hard work on the WES play field.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

ADJOURNMENT

As there were no other matters to come before the Board of School Directors, Dr. Huff adjourned the meeting at 7:33 p.m.

Respectfully submitted,

Darlene Klingerman
Board Secretary