

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

**Monday, May 13, 2019
Middle School Library 7:00 p.m.**

BOARD OF SCHOOL DIRECTORS

Dr. Marilyn Huff, President
Dr. Robert Reiger, Vice President
Dr. David Grande, Treasurer
Ms. Wendy Voet, Assistant Secretary
Ms. Chapin Cimino
Dr. Michele Downie
Mr. Damon Orsetti
Dr. Richard Sonntag
Mrs. Kelly Wachtman

EX-OFFICIO MEMBER

Dr. Lisa Palmer, Superintendent

NON-MEMBERS

Ms. Darlene Klingerman, Secretary
Mr. Kyle Berman, Solicitor

STUDENT REPRESENTATIVE

Ms. Gretchen Clauss

I. CALL TO ORDER

II. OPENING

III. STUDENT REPRESENTATIVE'S REPORT

IV. SUPERINTENDENT'S REPORT

V. BOARD ANNOUNCEMENTS

VI. FOCUS TOPICS

• Presentation: STEM Advisory Council Progress

Dr. Denise Citarelli Jones, Director of Secondary Education; Dr. Jennifer Gaudio, Director of Elementary Education; Lisa Cobb, SHMS Science; Dan DeMara, SHMS Technology Education; Katie McLead SHHS Technology Education; Kari Reese, SHHS Science; Robin Smith, SHHS School Counselor

• Presentation: 2019-2020 Proposed Final General Fund Budget

Ms. Martha Kew, Business Administrator

VII. AUDIENCE RECOGNITION: RESPONSE TO ITEMS FOR ACTION ON THE AGENDA

District taxpayers and residents have the privilege of addressing comments to the Board concerning matters that are included on the agenda for action. All such individuals must state their name and address and group affiliation, if applicable, prior to addressing the Board and must limit their Board-directed statements to only matters that are on the agenda for action.

From WSSD Policy 903:

- Participants must be recognized by the presiding officer and must preface their comments by an announcement of their name, address, and group affiliation if applicable.
- All statements shall be directed to the presiding officer; no participant may address or question Board members individually.
- The presiding officer may interrupt or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant.

VIII. MINUTES

A. Item for Action

1. The Administration recommends that the Board of School Directors approve the minutes of the April 22, 2019, Regular Business Meeting of the Board of School Directors. (see enclosed)

IX. PERSONNEL

A. Items for Action

1. The Administration recommends that the Board of School Directors approve the following leaves of absences, resignation and retirements:

(a) Certified Staff

Shawn Conti, Assistant Principal, Strath Haven High School, resignation, effective at the end of the day, June 28, 2019

(b) Non-Certified Staff

David Kiefer, Instructional Support, Strath Haven High School, resignation, effective at the end of the day, May 3, 2019

Anne Mulhern, Instructional Support, Wallingford Elementary School, retirement, effective at the end of the day, June 19, 2019

Diane Silzle, Instructional Support, Wallingford Elementary School, retirement, effective at the end of the day, June 19, 2019

IX. PERSONNEL

A. Items for Action - continued

(b) Non-Certified Staff continued -

Tracey Bratton, Bus Driver, paid FMLA leave (use of sick and emergency days), mid-day April 3, 2019 through mid-day April 11, 2019; unpaid FMLA leave, mid-day April 11, 2019 through April 22, 2019

Toya McDougal, Instructional Support, Nether Providence Elementary School, unpaid FMLA leave, January 30, 2019 through May 1, 2019; unpaid leave of absence, May 2, 2019 through on or about May 16, 2019

Michael Glavin, Bus Driver, paid FMLA leave (use of sick and emergency days), on or about June 3, 2019 through on or about mid-day June 14, 2019; unpaid FMLA leave, mid-day June 14, 2019 through on or about September 5, 2019

Kelly Kaiser, Accounting Supervisor, Business Office, paid FMLA leave (use of sick, emergency, holidays, vacation days), on or about September 9, 2019 through on or about November 15, 2019

2. The Administration recommends that the Board of School Directors approve the following appointment:

Name:	<u>Lawrence Kelly</u>
Position:	.33 Special Education Teacher
Assignment:	Strath Haven High School, effective April 22, 2019 through the end of the year
Replacing:	New Position
Salary Contract:	\$62.70 per diem (\$190 x .33), Short-Term Substitute
Education:	West Chester University, West Chester, PA - Bachelor's Degree
Experience:	Strath Haven High School, Wallingford, PA - Long-Term Substitute Special Education Teacher Central Middle School, Dover, DE - Personal Finance Teacher Strath Haven High School, Wallingford, PA - Emotional Support Paraprofessional Northley Middle School, Aston, PA - Building Substitute Teacher
Certification:	Social Studies; Bus-Computer-Info Tech K-12 and Special Education (Emergency Certification)
Interviewed by:	N/A: Previous Employee
References checked by:	N/A
FBI/Criminal/Child Abuse Background Checks:	8/2/2019 - 8/19/2019 - 8/13/2019

IX. PERSONNEL

A. Items for Action

3. The Administration recommends that the Board of School Directors approve the renewal of Long-Term Disability, Vision and Life Insurance coverages, as stipulated. (see enclosed)
4. The Administration recommends that the Board of School Directors approve additions to the 2019 summer school program appointment list, as stipulated. (see enclosed)
5. The Administration recommends that the Board of School Directors approve the deletion and addition to the 2018-2019 Spring Athletic Supplemental appointment list, as stipulated. (see enclosed)
6. The Administration recommends that the Board of School Directors approve the quote for WFR Other Services Fee between Kronos and the Wallingford-Swarthmore School District to provide software updates and training that enables the Transportation Department to utilize the staff scheduling function of Kronos Workforce Ready (WFR) time clock system, as stipulated. (see enclosed)
7. The Administration recommends that the Board of School Directors approve the Memorandum of Understanding to the 2016 - 2020 Collective Bargaining Agreement, between the Wallingford-Swarthmore School District and the Wallingford-Swarthmore Education Association, as stipulated. (see enclosed)

X. CURRICULUM

A. Items for Action

1. The Administration recommends that the Board of School Directors approve the following:

Related Services Provider Contracts for: (see enclosed)

- 2018-2019 School Year
- Extended School Year Summer 2019

Tuition Contracts for: (see enclosed)

- Extended School Year Summer 2019

X. CURRICULUM

A. Items for Action - continued

2. The Administration recommends that the Board of School Directors approve the Educational Services Agreement for student #2221009. (see enclosed)
3. The Administration recommends the following student for approval for homebound instruction:

Student #1927081 – Strath Haven High School
4. The Administration recommends that the Board of School Directors approve Widener University Institute for Graduate Clinical Psychology to conduct educational research in the Wallingford-Swarthmore School District as per its proposal (see attached) and in accordance with Policy #105.3 “Educational Research in the Schools.”
5. The Administration recommends that the Board of School Directors prioritize the study of adolescent sleep needs and school start times as a District Goal; establish a special committee of the School Board to study these important topics; and join the Regional Adolescent Sleep Needs Coalition (RASNC).

XI. FINANCE

A. Items for Action

1. The Administration recommends that the Board of School Directors approve the nominees listed to be elected as members of the Delaware County Intermediate Unit Board for the terms indicated, as stipulated. (see enclosed)
2. The Administration recommends that the Board of School Directors approve the Facility Usage and Rental Agreement between Wallingford-Swarthmore School District and Trinity Cooperative Day Nursery, to occupy a portion of the Nether Providence Elementary School, as stipulated (see enclosed).

XI. FINANCE

A. Items for Action - continued

3. The Administration recommends that the Board of School Directors approve the retainer, hourly rates, and other services as submitted by Jeffrey T. Sultanik, Esq., Fox Rothschild LLP, effective July 1, 2019 as detailed in the March 25, 2019 proposal and accompanying Standard Terms of Engagement for Legal Services. (see enclosed)
4. The Administration recommends that the Board of School Directors approve the HIPAA Business Associate Agreement between the District and Fox Rothschild LLP as the result of Fox Rothschild LLP handling cases that involve protected health information on behalf of the District. (see enclosed)
5. The Board of School Directors authorizes Fox Rothschild LLP to enter into an agreement for the property located at 40 Wellesley Road in Swarthmore Borough, identified as Folio No. 43-00-01318-00, setting the assessment of the property at \$813,400 for tax year 2019 (school tax year 2019-2020) and for each subsequent tax year until a change in the property's assessment pursuant to applicable law.
6. The Administration recommends that the Board of School Directors adopt the 2019-2020 Proposed Final General Fund Operating Budget of \$84,573,655 with the following millage rates as listed:

Nether Providence Township/Rose Valley Borough – 46.7588
Rutledge Borough/Swarthmore Borough – 47.7208
7. The Board of School Directors directs the Administration to advertise the School Board's intention to adopt its 2019-2020 Final General Fund Operating Budget at the Board of School Director's regularly scheduled meeting to take place on June 10, 2019 and to make the Proposed Final Budget available to the public at least twenty days prior to the adoption.

XI. AUDIENCE RECOGNITION: RESPONSE TO ANY OTHER TOPICS

District taxpayers and residents have the privilege of addressing comments to the Board concerning non-agenda matters. All such individuals must state their name and address and group affiliation, if applicable, prior to addressing the Board. Also, the purpose of such public comment is to address matters that are or may reasonably come before the Board for consideration. Therefore, the content of each such statement must be on those matters. The public is also reminded that this is not the appropriate venue for discussing matters that directly relate to any individual student, whether your child or not, or an individual staff member.

From WSSD Policy 903:

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- The presiding officer may interrupt or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant.

Members of the public are reminded that they may still meet and/or communicate with individual board members and administrators outside of the Board's meeting structure even if they or their comments do not meet the above criteria, and the Board encourages such interaction. Where the Board can direct a member of the public to an appropriate administrator to address a concern, it will do so.

XII. OLD BUSINESS

XIII. NEW BUSINESS

A. Appointment of Committee Members

Sleep and School Start Time Committee:

Dr. Michele Downie

Dr. David Grande

Mr. Damon Orsetti

Ms. Kelly Wachtman

XIV. ADJOURNMENT