

MINUTES OF THE MAY 16, 2019 ACTION MEETING

The May Board Action meeting of the Pennsbury Board of School Directors was held in the Fallsington School Multi-Purpose Room on Thursday, May 16, 2019. Mr. Kannan called the meeting to order at 7:38 p.m. The first order of business was the Pledge of Allegiance.

Board Members Present: Mrs. Lawson, Mr. Palmer, Mrs. Redner, Mr. Sanderson, Mr. Schwartz, Mrs. Toy-Dragoni (arrived 8:25 p.m.), Mrs. Wachspress and Mr. Kannan.

Board Members Absent: Mr. Waldorf.

Administrators Present: Dr. Gretzula, Mrs. Aldridge, Mr. Dumin, Mr. Gretton, Mrs. Langtry, Mrs. Ricci, Mrs. Spack and Ms. Zedalis.

Administrator Absent: Mrs. Morett and Mrs. Rarrick.

Others Present: Mr. Cooper and Mr. Turner, Student Representatives and Mr. Amuso, Solicitor.

Mr. Kannan reported that the Board met in Executive Session to discuss legal and personnel matters.

Mr. Kannan wished Dr. Gretzula a happy birthday and presented him a signed card from the Board. The Pennsbury Falconairs harmonized singing happy birthday while students in special shirts and staff presented Dr. Gretzula with a special hat, cupcakes, a Pennsbury wood bench and stained glass piece. Dr. Gretzula was deeply touched with this celebration and wholeheartedly thanked everyone.

LYFT PENNSBURY CHARACTER AWARD PRESENTATION

Pastor Vicky Allen, Executive Chair of LYFT, shared that the character trait recognized this month is for leadership. Pastor Vicky explained that the award recognizes the recipient as one who demonstrates initiative and motivates others to action. The awardee listens and is supportive of other students and makes decisions jointly when possible. The young person accepts responsibility and maintains a positive attitude which may inspire others. He or she may lead the charge in organizing events or advocating changes.

Mr. Sanderson announced the following honorees: Joley Hohman, a 4th grader at Penn Valley Elementary; Cameryn Miller, a 1st grader at Oxford Valley Elementary; Zoe Lear, an 8th grader at Charles Boehm Middle and Alpha Camara, an 11th grader at Pennsbury High School.

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SCHOOL BUS ALTERNATE FUEL PRESENTATION

Mr. Kannan invited high school students, Shivani Patel, Erika Hansen, Jason Turner and Mason Paterson to present their research on the environmental impact, safety efficiency and health impact of propane, electric and diesel school buses.

Mr. Kannan requested that Mrs. Wachspress read the following resolution:

A. RESOLUTION – STUDENT REPRESENTATIVE

RESOLUTION: WHEREAS, Cameren Cooper, a senior at Pennsbury High School, has completed a two-year term as Student Representative to the Pennsbury School Board; and

WHEREAS, he diligently served the Pennsbury School District from September 2017 to May 2019; and

WHEREAS, he represented the interests of the students of Pennsbury High School, placing them above his own personal convenience; and

WHEREAS, he challenged himself throughout his career at Pennsbury High School by taking Honors courses and rigorous electives in such areas as Business, Applied Engineering, and World Languages; and

WHEREAS, he was honored with a LYFT Character Award for his leadership skills; and

WHEREAS, he advocated for building positive relationships among students, faculty, and support staff; and

WHEREAS, he served as a member of the Principals' Advisory Council; and

WHEREAS, he was a member of the Pennsbury chapter of the National Honor Society and the National Business Honor Society, and was also named to the PHS Honor Roll; and

WHEREAS, he served as Editor-in-Chief of the high school newspaper, the *Pennsbury Voice*; and

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A. RESOLUTION – STUDENT REPRESENTATIVE (continued)

WHEREAS, he also served as President of the Video Production Club;
and

WHEREAS, he was appointed to be a student representative on the
District Food Service Committee and the Future Ready Committee;
and

WHEREAS, he was a member of the PHS Stage Crew and served as a
lighting technician for theatrical productions; and

WHEREAS, he was a peer mentor with the Peers of Pennsbury
program; and

WHEREAS, he worked annually during four consecutive summer
camp seasons to educate children as a Counselor-in-Training for
KidsCare of Pennsbury; and

WHEREAS, he was also employed locally and received recognition in
a variety of paid positions at such locations as the Office Depot of
Fairless Hills and the Pennsbury Technology Department; and

WHEREAS, he has volunteered in a variety of capacities over the
years for such area organizations as Bristol Riverside Theatre, the
Crohn's and Colitis Foundation, Laurel House, Operation Brotherly
Love, and a previous election campaign for current State Senator Steve
Santarsiero; and

WHEREAS, he has accepted an offer of admission to the
undergraduate program at Bloomsburg University of Pennsylvania in
the fall; and

WHEREAS, his youthful energy and articulate manner continue to
inspire others; and

WHEREAS, members of the Pennsbury Board of School Directors and
all the Pennsbury community they serve wish to acknowledge his
contributions and commend his devoted service; now therefore be it

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A. RESOLUTION – STUDENT REPRESENTATIVE (continued)

RESOLVED, that the Pennsbury Board of School Directors hereby commends and thanks Cameren Cooper.

Mr. Cooper shared that he is forever grateful to everyone for this experience and for all that Pennsbury has taught him.

MATHCOUNTS AND MATHLETES RECOGNITION – MR. MCMANUS

Mr. McManus, Supervisor of Mathematics K-12, recognized the Mathcount students as well as, Ms. Jana Vanbuskirk, the Mathletes Captain at the high school. Mr. McManus shared that this year Pennsbury had five students place in the top ten in the Bucks County Mathcounts Competition. Mr. McManus explained that Mathcounts is a middle school club that acts as a bridge for mathematically-talented and competitive students into Pennsbury High School's Mathletes Team. Ms. Vanbuskirk introduced the Mathcount students and thanked the Board for their continued support contributing to Pennsbury's successful math program.

ELEMENTARY SPARK PROGRAM – MRS. SPACK AND TEAM

Mrs. Spack, Director of Elementary Education, introduced the team consisting of Gary McManus, Supervisor of Mathematics K-12, Jamie Swanson, Science Coordinator K-12 and Jessica Perfetto, Applied Engineering and Tech Ed Coordinator K-12. This team worked together to explore a STEM/SPARK (STEM through Perseverance, Application, Resilience and Kinetic Knowledge) program for the elementary level at Pennsbury School District.

All questions were addressed.

2019-2020 PROPOSED FINAL BUDGET – DR. GRETZULA, MR. GRETTON AND MS. ZEDALIS

Mr. Gretton outlined revenue by source and expenditures by object for the 2019-2020 Proposed Final Budget. Ms. Zedalis described revenue strategies following the First Draft of the Budget as well as, 2019-2020 expenditure assumptions. She further stated that since the First Draft the team has been able to reduce expenditures by about \$3,000,000 which included retirements, reduction in employer benefits, reduction in staffing, PSERS rate adjustment, reduction in workers' comp and debt service, BCTHS share of costs as well as, GESA savings.

Ms. Zedalis further shared that the future debt service is being reduced by \$500,000. She explained that the First Draft of the Budget included 3 million dollars for future debt service and it was reduced to 2.5 million dollars.

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2019-2020 PROPOSED FINAL BUDGET – DR. GRETZULA, MR. GRETTON AND MS. ZEDALIS (continued)

Dr. Gretzula shared that most of the news out of Harrisburg is very positive about getting this budget done on time. Dr. Gretzula reviewed the next steps which include the adoption of the Proposed Final Budget at tonight's meeting which if approved requires posting at least 30 days prior to vote on the Final Budget. He also reminded everyone that there is one more Board Finance Committee meeting on June 13th at 6:00 p.m. in the Superintendent's Conference Room with adoption of the Final Budget at the Board Action Meeting on June 20th.

Dr. Gretzula outlined the proposal put forward to the Board six weeks ago regarding the short and long term future of Village Park Academy. He reiterated that he is in full support of trying to build a continuum of services for all of our students. Dr. Gretzula stated that it is important to have accurate numbers if we are going to have a conversation about what to do with Village Park Academy moving forward. He shared that his proposal is not factored into the proposed Final Budget presented this evening.

All questions and concerns were addressed.

BOARD POLICIES SECOND READ – MR. SANDERSON

Mr. Sanderson reported that the Board Policies Committee met last Tuesday to discuss the following policies on tonight's agenda for Board approval:

Board Policy 328.3R4 – *Payment of Substitute Classified Employees*

Board Policy 707.1R5 – *Buildings and Grounds Usage*

Board Policy 915.1 – *Booster Clubs and Parent Organizations*

Board Policy 918.1R1 – *Title I Parent and Family Engagement*

STUDENT REPRESENTATIVES' REPORTS

Mr. Turner reported that as the 2018-2019 school year comes to a close, there has been much happening within Pennsbury. With regard to sports, the boys' and girls' track teams had their lead championship meets last weekend and Pennsbury will be sending a group of athletes to Coatesville for Districts. The baseball team recently won the SOL League Championship and will be heading into playoffs in the coming week. In other sports, girls' and boys' lacrosse, boys' volleyball, tennis and softball teams have their regular seasons coming to a close.

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STUDENT REPRESENTATIVES' REPORTS (continued)

Mr. Turner stated that within the schools over the past week, there has been a multitude of different tests taking place. Students who participated in any AP classes have had the opportunity to take the College Board official exam in hopes of earning credit for college. Meanwhile sophomores and anyone taking Algebra 1 this semester have been occupied with Keystone testing. On another note, last month was Earth Day and on the morning announcements Shivani Patel of the Pennsbury Channel highlighted ways in which individuals can help save the planet. It is very important that we as a District take actions to help protect our environment and it can start with ensuring every building in the District recycles. In light of the school shooting in Colorado last week, Mr. Turner shared that there was a schoolwide moment of silence in the morning. Many teachers took time out of class to talk about school safety. Mr. Turner added that it is great that we are having these conversations about security and what to do in the case of an active shooter but we need to do more than just talk about security. He stated that we need to find out why our schools have become unsafe in the first place. As a District we need to take action towards prevention. We must incorporate discussion based classes not just for gifted students but starting at the elementary level in which all students learn and talk about topics of bullying, mental wellness, feelings of isolation, not to mention topics of social justice, civic duty, financing and many other subject areas which are not currently available for all students in Pennsbury. He commented that just as it is important that we are well versed in physical health and driver's education, it is equally important if not more that we get early exposure as young people to the list of subjects just mentioned which as of now we do not. Lastly, our seniors will be graduating on Monday, June 10th including fellow student representative, Cameren Cooper. Mr. Turner voiced that it has been an honor working with Mr. Cooper not only as a great mentor but as a friend.

Mr. Cooper reported for his final report as the student representative that he would like to start off with one of the biggest events for seniors besides graduation, the prom. The big event is only two weeks away and the public is invited to a walk through to see all of the work that everyone has done to truly make it the "Best Prom in America." Students, parents, district employees and community members have all come together to create all of the artwork and pieces that will be displayed to compliment the theme, "Prom to the Music." With the community invited to view the decorations in the afternoon, the prom parade will be taking place at 5:45 p.m. with the actual prom beginning at 6:00 p.m. On the topic of Pennsbury Art, the Art Department will be hosting its annual Art Show in the East Gym on May 21 through 23rd. The show will feature artwork from students from all Pennsbury schools. The time for the event is from 6:00 p.m. to 8:00 p.m. on all three nights. There will be a variety of charitable events coming up from multiple clubs

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STUDENT REPRESENTATIVES' REPORTS (continued)

including "Paws for a Good Cause" hosting their third annual 5K on May 18th, 10:00 a.m. to 2:00 p.m. at the Falls Township Community Park Pavilion with a picnic following. All proceeds will be donated to local animal shelters. Another event that will be taking place is the "Soles for Souls" Inaugural 5K Run on Sunday, May 19th held at Tyler State Park. All proceeds for the event will be donated to the National Soles for Souls Organization. Lastly, Pennsbury's National Honor Society will be hosting their Spring Blood Drive on May 24th in the West Orange Gym. The final and most anticipated event for the seniors will be happening on June 10th at 5:45 p.m. in Falcon Field, Graduation. Many events that are surrounding the big day such as the rehearsal as well as, the senior picnic are planned. Mr. Cooper thanked Mr. Turner as well as, the Board while serving as Student Representative.

SUPERINTENDENT'S REPORT

Dr. Gretzula reported on the following:

Across the District
In the Schools
Commendable Accomplishments

His report has been posted on the Pennsbury Website under "This Month in Pennsbury."

BUCKS COUNTY TECHNICAL HIGH SCHOOL JOINT BOARD COMMITTEE

Mr. Schwartz reported that because of the timing of Spring Break, there has not been a Joint Board Tech School meeting since the last Pennsbury Action Board meeting. The Joint Board meeting is scheduled to meet on May 28th.

BUCKS COUNTY SCHOOLS INTERMEDIATE UNIT BOARD REPRESENTATIVE COMMITTEE

No report was given this evening.

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BOARD EDUCATION COMMITTEE

Mrs. Toy-Dragoni reported that the Board Education Committee at their last meeting reviewed the SPARK presentation that was presented tonight. The Committee was also presented with the proposal of a 9th Grade Academy. The proposal included two options that is in the “thinking about it stage” to coincide with the renovation of the high school. School start times were discussed and on hold until the new Business Administrator starts.

BOARD FACILITIES COMMITTEE

Mr. Schwartz reported that the Board Facilities Committee met on May 2nd and were presented a preview of the high school campus options mentioned in the Education Report as well as, one for the middle school. The roof work was explained by Mr. Schwartz. He outlined the current steps being worked through which include the application of the educational specs to schools, application of the demographic projections, development of capital improvements and construction options. This will finish with a developed written report and presentation of the study results. The current steps are producing building concepts which will include all the wants and needs of Administration. Neither the Facilities Committee nor the Board has set any deep input or discussion into what is being included as of yet. The Administration has also used some community input gathered from the Comprehensive Plans Community Conversation held in March. To date we have first concepts for the high school and middle school with elementary concepts to come. No project has been chosen as of this year, no budget set and no bonds issued.

BOARD POLICY COMMITTEE

Mr. Sanderson provided the second read for the four policies on tonight’s agenda earlier this evening.

BOARD FINANCE/PARTNERSHIPS COMMITTEE

No report was given this evening.

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ADDENDUMS AND CHANGES TO ACTION BOARD AGENDA MAY 16, 2019

Mr. Sanderson reported the following change and addendums to the Action Board Agenda of May 16, 2019:

CHANGE

New Business

Item J, 2019-2020 PROPOSED BUDGET – Change in the proposed budget amount. It should read \$216,974,362.

ADDENDUMS

New Business

Item AA, Capital Project Fund Transfer
Item BB, Settlement and Release Agreement

Personnel Changes Professional

Item P, Election of Teachers – 2018-2019
Item Q, Sabbatical Leave of Absence
Item R, Interim Elementary Principal – Per Diem
Item S, Administrative Intern – Extension
Item T, Medical Leave of Absence
Item U, Military Leave of Absence/Military Reserve Duty Leave
Item V, Special Services

Personnel Changes Classified

Item I, Leave of Absence
Item J, Permanent Employment

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PUBLIC COMMENT

Mr. Kannan opened the floor to public comment at 10:09 p.m. The following people came forward and public comment was closed at 10:55 p.m.

Frank Carr, Falls Township	Budget
April Calderone, Falls Township	Village Park Academy
Sally Cantara, Tullytown Township	Village Park Academy
Pamela Conkin, Falls Township	Village Park Academy
Robert Abrams, Lower Makefield Township	Budget, BCTHS and Roof
Lizanne Wilkinson, Lower Makefield Township	9 th Grade Academy
Donna Anderson, Lower Makefield Township	Village Park Academy
Dr. Watson, Lower Makefield Township	Village Park Academy

BOARD ACTION MEETING

A motion was made by Mr. Schwartz, seconded by Mrs. Redner and unanimously approved with no abstentions that the minutes of the Board Action Meeting held on April 25, 2019 be approved as duplicated.

FINANCIAL STATEMENTS

A motion was made by Mr. Schwartz, seconded by Mrs. Redner and unanimously approved with no abstentions that the Pennsbury School District Financial Statements for the General, Special Programs and Student Activities Funds for the month of March 2019 and the budget transfers listed be approved subject to audit. (Appendix A)

BILLS PENDING – ALL FUNDS

A motion was made by Mr. Schwartz, seconded by Mrs. Redner and unanimously approved with no abstentions that the Pennsbury School District bills for “All Funds” in the amount of \$13,055,749.21 be approved for payment. (Appendix B)

OLD BUSINESS

A motion was made by Mr. Schwartz, seconded by Mrs. Redner and unanimously approved with no abstentions that the Board approve Items A through C on pages 4-1 through 4-3 of the Official Board Agenda.

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OLD BUSINESS

A. CONTRACT AWARD – FIRST AID/NURSING SUPPLIES

MOTION: Move that the vendors listed are awarded contracts for first aid/nursing supplies in the total amount of \$14,099.98.

<u>VENDOR</u>	<u>AMOUNT</u>
Diamond Medical Supply	\$ 617.50
Dash Medical	427.50
Henry Schein Medical	1,503.25
Medco Supply Inc.	1,109.01
McKesson Medical	894.21
Everything Medical	8,737.68
Epic Medical Supply	<u>810.83</u>
Total bid award	\$14,099.98

B. CONTRACT AWARD – BUS PARTS AND SUPPLIES

MOTION: Move that the vendors listed be awarded contracts for school bus parts and bus garage supplies in the total amount of \$103,450.96.

<u>VENDOR</u>	<u>AMOUNT</u>
Batteries & Bulbs	\$ 7,052.00
Bucks County International	10,398.12
Bus Parts Warehouse	11,981.50
D & W Diesel	3,337.52
Del-Val International	1,093.62
Eastern Warehouse Dist.	632.40
Fleet Pride	28,240.53
Fred Beans	975.00
Hough Petroleum	3,614.40
Penn Power Group	3,052.50
PWD Lubricants	11,069.50
School Bus Parts	2,599.80
Sosmetal	120.52
Vehicle Maintenance Programs	1,404.22
Wolfington	17,871.85
Y-Pers	<u>7.48</u>
Total bid award	\$103,450.96

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OLD BUSINESS

C. TAX REFUNDS

MOTION: Move that the Board approve the listed tax refund, which totals \$59,911.86.

<u>TAXPAYER</u>	<u>PARCEL #</u>	<u>AMOUNT</u>
Equity Ind. LTD	#13-0028-062-004	\$18,367.41
Lam, Eric Chun Kau & Kwan, Siu Ping	#13-030-480	515.56
Merrigan, Alana & Lancieri, Hannah	#13-047-030-1048	626.59
Nollie, Riley and Lisa	#13-034-018	3,548.27
Shennard, Mary/Joseph/Theodore Trust	#20-032-008-002	660.39
Thrift Drug (a/k/a Rite Aid)	#13-003-008-012	<u>36,193.64</u>
TOTAL		<u>\$59,911.86</u>

Refunds are charged as a current year expense, or as a reduction to current year revenue.

NEW BUSINESS

A motion was made by Mr. Schwartz, seconded by Mrs. Redner and unanimously approved with no abstentions that the Board approve Items A through I on pages 5-1 through 5-6, Items K through X on pages 5-7 through 5-14, Items Z through BB on pages 5-14 through 5-16 of the Official Board Agenda.

B. WAIVER OF EXPULSION HEARING AND STIPULATION

MOTION: Move that the Board approve the proposed agreement regarding Waiver of Expulsion Hearing and Stipulation for student 1101419. The agreement term is effective from the date of the execution until the first day of the 2019-2020 school term. During this agreement, the student is to be educated through Edgenuity and will do up to 10 hours per week of supplemental instruction. The District will fund a parent-obtained PA certified teacher at a rate not to exceed \$50 per hour.

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NEW BUSINESS

C. INTERNSHIP AGREEMENT

Lehigh University

MOTION: Move that the Board approve the School Psychology Internship Agreement for the 2019-2020 school year between the District and Lehigh University to provide intern, Kristen Stack, the opportunity to carry out major professional functions under appropriate supervision. The District will provide a minimum of 1,500 supervised hours, for a fee of \$7,000 for the 2019-2020 school year.

D. AGREEMENT FOR SERVICES – PENN MEDICINE PRINCETON HEALTH

MOTION: Move that the Board approve the proposed Agreement between the District and Penn Medicine Princeton Health to render Occupational and/or Physical Therapy Services to Pennsbury students who attend Katzenbach School for the Deaf. The District shall pay the Medical Center for the services at a rate of \$93 per visit. This agreement shall be in effect from July 1, 2019 through June 30, 2020.

E. FORENSICS TEAM TOURNAMENT

MOTION: Move that the Board approve participation of the Pennsbury High School Forensics team in the National Speech and Debate Tournament as listed.

National Speech and Debate Tournament

June 16 - 21, 2019

Dallas, TX

Number of students: approximately 2 (parents will chaperone)

Cost: approximately \$400 (student registration and hotel fees)

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NEW BUSINESS

F. THESPIAN TRIP

MOTION: Move that the Board approve participation of students and sponsors in the Thespian overnight trip as listed.

Pennsylvania State Thespian Conference
January 2 – 4, 2020
York, PA
Number of students – TBD in fall 2019
Cost: approximately \$520 for 2 substitutes/2 days

G. FRENCH EXCHANGE PROGRAM

MOTION: Move that the Board waive the policy provision requiring three bids for international travel because of the unique arrangements of our participation in our exchange program with Education et Culture Sainte-Therese in Ozoir la Ferriere, France and approve the participation of approximately 15 students and faculty member chaperones in the Pennsbury High School World Language Department's French student exchange program from November 4 - 13, 2019 as documented in the itinerary provided to the Board, subject to the requirements of Board Policy 121.2, Student Trips to Foreign Lands. The only cost to the District will be approximately \$1,040 to pay for substitutes for two chaperones/four days.

H. NATIONAL ENERGY EDUCATION DEVELOPMENT (NEED) YOUTH ENERGY CONFERENCE AND AWARDS

MOTION: Move that the Board approve participation of approximately fifteen William Penn Middle School students in the National Energy Education Development Youth Energy Conference and Awards as listed.

National Energy Education Development Youth Conference and Awards
June 21-24, 2019
Washington, DC
Number of Students: approximately 15
Cost: No cost to District

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NEW BUSINESS

I. TEXTBOOK ADOPTION

MOTION: Move that the Board approve the adoption of the program *Delta Education FOSS Next Generation Subscription Model*; published by Delta Education. The proposed materials will be used for the Elementary School Science Courses at a cost of \$204,338 for the first year, \$183,361 for the second year, and for years 3 to 5 the cost is \$126,368 annually. Costs will be shared between the Director of Elementary Education budget and the Science Curriculum budget.

K. BUCKS COUNTY IU SERVICES AGREEMENT

Ed Tech Pool Legal Council

MOTION: Move that the Board approve the agreement between Bucks County Intermediate Unit #22 and the District for 2019-2020 and the District agrees to pay Bucks County Intermediate Unit #22 a fee of \$807.53, which is the proportionate share of the fees incurred.

L. LEGAL SERVICES CONSULTATION AGREEMENT

MOTION: Move that the Board approve the Legal Services Consultation Agreement for Sweet, Stevens, Katz & Williams LLP as counsel relating to special education matters for the Pennsbury School District for the 2019-2020 school year. This agreement covers a retainer in the amount of \$15,000 annually, payable in a single lump sum or equal monthly installments, as the District shall designate in writing.

M. PROPOSAL ACCEPTANCE – HEALTH BENEFITS SPECIALIST

MOTION: Move that the Board accept the proposal of Stalker and Associates, Inc., to review, evaluate, and provide consultation for the purpose of making recommendations on the School District's health benefit plans, for a fee of \$1,500 per month for the 2019-2020 school year.

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NEW BUSINESS

N. CONTRACT AWARD – TRANSPORTATION VANS

MOTION: Move that the Board approve the purchase of three (3) 2019 Transit-150 XL vans from Fred Beans Ford, Langhorne, PA through the Pennsylvania COSTARS Program (Contract 026-119) at a cost of \$27,620.40 per van and a total cost of \$82,861.20.

O. BOARD TREASURER APPOINTMENT

MOTION: Move that Kimberly Zedalis be appointed as Treasurer of the Pennsbury School District for the 2019-2020 fiscal year (per Section 436 of the School Code) and receive \$1,000 in compensation.

P. RECOGNITION OF BUSINESS PARTNERS

MOTION: Move that the Board recognize with appreciation the donations listed.

PPP Sponsorships/Donations

ShopRite of Yardley	\$2,000.00
KidsCare	2,000.00
Rudolph Clarke LLC	750.00
Wells Fargo	750.00
Pennsbury Education Association	750.00
Waste Management	500.00
McCaffrey's Food Markets	500.00
Bonnett Associates, Inc.	500.00
Fraytak Veisz Hopkins & Duthie PC	250.00
Chick-fil-A	250.00
Keystone Industrial Port Complex	250.00
Levittown-Fairless Hills Rotary Club	250.00
Jewish War Veterans of U.S. Post 697	250.00
Veterans of Foreign Wars, Post 6393	250.00
D'Huy Engineering, Inc.	250.00
William H. Urban & Associates	250.00

PPP In-Kind Donations

Bry Mar Trophy	\$ 500.00
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NEW BUSINESS

P. RECOGNITION OF BUSINESS PARTNERS (continued)

<u>Career Fair Sponsorships/Donations</u>	
Fraytak Veisz Hopkins & Duthie PC	\$ 300.00
Rob's Automotive & Collision Center	100.00
C. Chia Calabria – Mccor Taylor	500.00
Sesame Place	75.00
Chick-fill-A @ Oxford Valley	300.00
Michael Frezza – Chiro/Injury	50.00
A & A Macheriney Moving, Inc.	100.00
Jones Engineering	500.00
Levittown Beauty Academy	250.00
 <u>Career Fair Sponsorships/Donations</u>	
ShopRite	\$ 250.00
BrightView	100.00
Dr. Claude Lessard	20.00
PA American Water	100.00
Republic Bank	200.00
Penn Community Bank	100.00
 <u>Career Fair In-Kind Donations</u>	
The Nutrition Group	\$1,000.00

Q. BUS REQUEST – MEMORIAL DAY

MOTION: Move that the Board authorize the use of two Pennsbury vans to participate in the Yardley Memorial Day parade on Monday, May 27, 2019 and that any related fees for the use of the two vans be waived.

R. CHANGE ORDER PROCEDURE

2019-2020 Facilities Repair Projects

MOTION: Move that the Superintendent and the Business Administrator be authorized to approve summer change orders of less than \$10,000 for the 2019-2020 facilities repair and renovations projects in accordance with the procedure listed below.

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NEW BUSINESS

R. CHANGE ORDER PROCEDURE (continued)

2019-2020 Facilities Repair Projects (continued)

Identification of need and request for proposal are provided to a specific contractor.

The contractor submits a proposal to the project engineer or architect.

The project engineer or architect reviews quantity and prices and sends the proposal with a recommendation to the Director of Facilities.

The Director of Facilities reviews the change order with the project engineer or architect.

The Director of Facilities presents the change order to the Business Administrator or Superintendent.

The Superintendent or Business Administrator may approve the change order.

Any change order approved in this manner shall be brought to the Board for ratification.

S. MEMORANDUM OF UNDERSTANDING

MOTION: Move that the Board authorize the Board President to execute a Memorandum of Understanding (MOU) between the Board and the Pennsbury Education Association (PEA) to establish a new supplemental to be added to Appendix "B" Supplemental Contracts, Pennsbury High School East, Other, AFJROTC. The stipend for this supplemental shall be paid to two (2) AFJROTC instructors in the amount of \$5,600 each as set forth in the MOU effective with the 2018-2019 school year, and that a copy of the MOU be attached to the minutes of this meeting and to the agreement between the Board and PEA for the term July 1, 2016 to June 30, 2021. (Appendix C)

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T. MEMORANDUM OF UNDERSTANDING

MOTION: Move that the Board authorize the Board President to execute a Memorandum of Understanding (MOU) between the Board and the Pennsbury Educational Support Professionals Association to include step grandchildren and step-grandparents in the definition of near relative for bereavement leave, effective with the 2018-2019 school year, and that a copy of the MOU be attached to the minutes of this meeting and to the agreement between the Board and PESPA for the term July 1, 2017 through June 30, 2022. (Appendix D)

U. BOARD POLICY

Board Policy 328.3R4 – Payment of Substitute Classified Employees

MOTION: Move that the Board cancel Board Policy 328.3R3 titled *Payment of Substitute Classified Employees* and approve Board Policy 328.3R4 by the same title, effective May 16, 2019.

V. BOARD POLICY

Board Policy 707.1R5 – Building and Grounds Usage

MOTION: Move that the Board cancel Board Policy 707.1R4 titled *Building and Grounds Usage* and approve Board Policy 707.1R5 by the same title, effective May 16, 2019.

W. BOARD POLICY

Board Policy 915.1 – Booster Clubs and Parent Organizations

MOTION: Move that the Board approve Board Policy 915.1 titled *Booster Clubs and Parent Organizations*, effective May 16, 2019.

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NEW BUSINESS

X. BOARD POLICY

Board Policy 918.1R1 – Title I Parent and Family Engagement

MOTION: Move that the Board cancel Board Policy 918.1 titled *Title I Parent and Family Engagement* and approve Board Policy 918.1R1 by the same title, effective May 16, 2019.

Z. OVERNIGHT EDUCATIONAL AND OTHER LEAVES

MOTION: Move that the overnight educational and other leaves be authorized for the individuals listed, and if a substitute becomes necessary the Superintendent would be authorized to designate one.

WITHIN STATE:

<u>NAME</u>	<u>PURPOSE</u>	<u>LOCATION</u>	<u>DATE</u>	<u>ESTIMATED COST</u>
McEachern, Justine Admin. Intern/PHS W	Seneca Valley School District Visit	Seneca Valley, PA	4/30-5/1	\$ 222.30 *
Bauerle, Kerry Teacher/Penn Valley	PSEA House of Delegates	Philadelphia, PA	5/17-18	\$ - 0 - **
Kershaw, Marianne Teacher/Manor	PSEA House of Delegates	Philadelphia, PA	5/17-18	\$ - 0 - **
Lipkin, Marla Secretary/PHS E	PSEA House of Delegates	Philadelphia, PA	5/17-18	\$ - 0 - **
Lowden, Steven Security/PHS E	PSEA House of Delegates	Philadelphia, PA	5/17-18	\$ - 0 - **
Ranniello, Sal Teacher/Manor	PSEA House of Delegates	Philadelphia, PA	5/17-18	\$ - 0 - **
Haidinger, Eric Teacher/Charles Boehm	PA Junior Academy of Science State Comp.	State College, PA	5/19-21	\$ - 0 - ***
Mengert, Heather Teacher/Charles Boehm	PA Junior Academy of Science State Comp.	State College, PA	5/19-21	\$ - 0 - ***

MINUTES OF THE MAY 16, 2019 ACTION MEETING

NEW BUSINESS

Z. OVERNIGHT EDUCATIONAL AND OTHER LEAVES (continued)

OUT OF STATE:

<u>NAME</u>	<u>PURPOSE</u>	<u>LOCATION</u>	<u>DATE</u>	<u>ESTIMATED COST</u>
Rowe, Linda Teacher/PHS E	NCFL Grand Nat'l. Tournament	Milwaukee, WI	5/24-27	\$ - 0 - ***
Slota, Kristin Teacher/William Penn	NEED Youth Energy Conf. & Awards	Washington, DC	6/21-24	\$ - 0 - ****

- * Replacing Gary McManus.
- ** Union business.
- *** Trip approved at the April 25, 2019 Board meeting.
- **** Trip being presented for approval at the May 16, 2019 Board meeting.

AA. CAPITAL PROJECT FUND TRANSFER

MOTION: Move that the Board approve the transfer of \$2.0 million from the 2018-19 General Fund to the Capital Project Fund for the purpose of funding identified capital projects from the current Capital Plan.

BB. SETTLEMENT AND RELEASE AGREEMENT

MOTION: Move that the Board approve the proposed Settlement and Release Agreement between the District and C.S. and D.S., individually and on behalf of their child, J.S. The District will pay for the student to attend the Lewis School at the following tuition amounts: \$40,125 for the 2019-20 term, \$35,730 for the 2020-21 term, \$37,400 for the 2021-22 term, \$39,135 for the 2022-23 term and \$40,940 for the 2023-24 term. The District will pay Bradley Goldsmith Law, LCC a sum of \$7,500 for documented attorney's fees. The District will also provide transportation to and from the Lewis School during those terms.

MINUTES OF THE MAY 16, 2019 ACTION MEETING

NEW BUSINESS

A motion was made by Mr. Schwartz, seconded by Mrs. Toy-Dragoni and approved with no abstentions that the Board approve Item J on page 5-7 of the Official Board Agenda.

J. 2019-2020 PROPOSED BUDGET

MOTION: Move that the Board adopt the 2019-2020 Proposed Budget in the amount of \$216,974,362 and that the budget be made available to the public in accordance with Act 1 of 2006 and the School Code.

Vote polled:

Mrs. Lawson	– Aye	Mrs. Toy-Dragoni	– Aye
Mr. Palmer	– Nay	Mrs. Wachspress	– Aye
Mrs. Redner	– Nay	Mr. Kannan	– Aye
Mr. Schwartz	– Nay	Mr. Sanderson	– Aye

Motion approved 5 – 3 – 0.

A motion was made by Mr. Schwartz, seconded by Mrs. Redner and unanimously approved with no abstentions that the Board approve Item Y on page 5-14 of the Official Board Agenda.

Y. DONATION

Pennsbury High School/Helping Hand Fund

MOTION: Move that the donation of \$5,000 received from Ina Katz/KIM Foundation be accepted by the Pennsbury School District with appreciation.

PERSONNEL CHANGES

PROFESSIONAL

A motion was made by Mr. Schwartz, seconded by Mrs. Redner and unanimously approved with no abstentions that the Board approve Items A through N on pages 6-1 through 6-7 and Items P through V on pages 6-8 through 6-10 of the Official Board Agenda.

MINUTES OF THE MAY 16, 2019 ACTION MEETING

PERSONNEL CHANGES

PROFESSIONAL

A. RESIGNATIONS/TERMINATIONS

MOTION: Move that the resignation of the professional employees listed be accepted on the effective dates indicated.

<u>NAME</u>	<u>REASON</u>	<u>DATE HIRED</u>	<u>EFFECTIVE DATE</u>
Doto, Mary Ellen	Resignation	08/29/2012	06/17/2019
Michelin, Joseph	Retirement	08/28/1997	06/17/2019

B. ELECTION OF TEACHERS – 2018-2019

MOTION: Move that the following professional personnel be appointed as teachers, and where indicated, full time substitute teachers for the 2018-2019 school year on the effective dates indicated and at the salaries indicated.

<u>NAME</u>		<u>SALARY</u>	<u>EFFECTIVE DATES</u>
Danko, Jamie	Replacement	\$47,628 *	05/02/19-06/17/19
Molino-Wolff, Paula	Replacement	52,137 *	04/23/19-05/09/19

* Salary will be prorated - less than full year

C. ELECTION OF TEACHERS – 2018-2019

MOTION: Move that the following professional personnel be appointed as long term per diem substitutes on the effective dates indicated and at the salary indicated pending completion of appropriate documentation and clearances.

<u>NAME</u>	<u>SALARY</u>	<u>EFFECTIVE DATE</u>
Johnson, Rosemarie	\$100.00/Day	05/13/2019
Meurer, William	100.00/Day	05/01/2019
Wells, Megan	100.00/Day	04/29/2019

MINUTES OF THE MAY 16, 2019 ACTION MEETING

PERSONNEL CHANGES

PROFESSIONAL

D. EXTENSION OF SUBSTITUTE APPOINTMENTS

MOTION: Move that the full-time substitute teacher listed be extended at her current salary.

<u>NAME</u>	<u>SALARY</u>
DeGulis, Danielle *	\$47,628

* Extended through June 17, 2019

E. REINSTATEMENT FROM SABBATICAL LEAVE OF ABSENCE

MOTION: Move that the professional employee listed be reinstated from her Sabbatical Leave of Absence.

<u>NAME</u>	<u>EFFECTIVE DATE</u>
Majikas, Alison	05/24/2019

F. DEMONSTRATION TEACHERS

MOTION: Move that the professional staff members listed be recognized as Demonstration Teachers for the 2019-2020 school year at the salary indicated.

<u>NAME</u>	<u>SALARY</u>
Barth, Anthony	\$3,037.04
Bloom, Adam	4,128.16
McDannell, Pamela	4,128.16
Sunday, Alyssa	2,390.72
Tomko, Amy	4,128.16

MINUTES OF THE MAY 16, 2019 ACTION MEETING

PERSONNEL CHANGES

PROFESSIONAL

G. FAMILY MEDICAL LEAVE OF ABSENCE

MOTION: Move that the following professional employee be approved for a Family Medical Leave of Absence for the effective dates indicated.

<u>NAME</u>	<u>SCHOOL</u>	<u>DATE HIRED</u>	<u>EFFECTIVE DATES</u>
Walsh, Heather	OV	10/30/2015	03/05/19-03/15/19

H. REINSTATEMENT FROM FAMILY MEDICAL LEAVE OF ABSENCE

MOTION: Move that the following professional employee be reinstated from a Family Medical Leave of Absence for the effective date indicated.

<u>NAME</u>	<u>SCHOOL</u>	<u>DATE HIRED</u>	<u>EFFECTIVE DATE</u>
Allen, Tamara	CB	08/26/1999	05/24/2019
Walsh, Heather	OV	10/30/2015	03/18/2019

I. MEDICAL LEAVE OF ABSENCE

MOTION: Move that the request for Medical Leave of Absence from the professional employees listed be approved for the effective dates indicated.

<u>NAME</u>	<u>SCHOOL</u>	<u>DATE HIRED</u>	<u>EFFECTIVE DATES</u>
Cockerham, Olivia	WD	09/28/2017	05/21/19-06/12/19
Hough, Megan	CO	08/26/2013	05/08/19-06/07/19 *
Walsh, Heather	OV	10/30/2015	04/30/19-06/13/19

* Revised

MINUTES OF THE MAY 16, 2019 ACTION MEETING

PERSONNEL CHANGES

PROFESSIONAL

J. CHILD REARING LEAVE OF ABSENCE

MOTION: Move that the professional employees listed be approved for a Child Rearing Leave of Absence for the effective dates indicated.

<u>NAME</u>	<u>SCHOOL</u>	<u>DATE HIRED</u>	<u>EFFECTIVE DATES</u>
Abriola, Megan	QH	08/29/2011	05/13/19-05/17/19
Chong, Lindsay	QH	08/29/2016	04/26/19-05/23/19 *
Hough, Megan	CO	08/26/2013	06/10/19-06/17/19
Silva, Laurie	PW	08/29/2012	06/04/19-06/17/19

* Revised

K. REINSTATEMENT FROM CHILD REARING LEAVE OF ABSENCE

MOTION: Move that the following professional employees be reinstated from her Child Rearing Leave of Absence on the effective dates indicated.

<u>NAME</u>	<u>SCHOOL</u>	<u>DATE HIRED</u>	<u>EFFECTIVE DATE</u>
Abriola, Megan	QH	08/29/2011	05/20/2019
Chong, Lindsay	QH	08/29/2016	05/24/2019 *
DeCarlo, Kristyn	QH	09/09/2016	05/22/2019

* Revised

L. NATIONAL BOARD CERTIFICATION –STIPEND

MOTION: Move that the professional staff member listed be approved for payment of the stipend for National Board Certification at the amount listed and for the date indicated.

<u>NAME</u>	<u>ANNUAL STIPEND</u>	<u>EFFECTIVE DATE</u>
O'Neill, Kevin	\$2,000.00	08/22/2018

MINUTES OF THE MAY 16, 2019 ACTION MEETING

PERSONNEL CHANGES

PROFESSIONAL

M. SPECIAL SERVICES – SPEECH PATHOLOGISTS

MOTION: Move that the professional employees listed be approved for per diem days at their per diem rate not to exceed a total of 20 days for the group for the 2019 – 2020 school year.

<u>NAME</u>	<u>PER DIEM RATE</u>
Dormer, Patricia	\$ 347.12
Fiorelli, Sarah	300.04
Kawoczka, Kiera	334.84
Lieberman, Jodie	361.51
McDonald, Amanda	286.62
McNally, Erin	318.50
Messinger, Sherrill	334.84
Mohan, Julie	347.12
Sherenian, Maritsa	322.76

N. SPECIAL SERVICES – PSYCHOLOGISTS

MOTION: Move that the professional employees listed be approved for per diem days at their per diem rate not to exceed a total of 60 days for the group for the 2019 – 2020 school year.

<u>NAME</u>	<u>PER DIEM RATE</u>
Bilinsky, Christopher	\$ 326.65
Carl, Kimberly	334.84
Carpenter, Kaley	334.84
Collazo, Cristina	334.84
Galanek, Michelle	334.84
Goldman, Cathleen	543.18
Greenspan, Bradley	460.85
Hoffman, Elisa F	439.66
Hurwitz, Madison	334.84
Levin, Matthew S	543.18
Marcinkus, Michelle A.	543.18
McBride, Johnna	326.65
O'Neill, Kevin	334.84

MINUTES OF THE MAY 16, 2019 ACTION MEETING

PERSONNEL CHANGES

PROFESSIONAL

N. SPECIAL SERVICES – PSYCHOLOGISTS (continued)

<u>NAME</u>	<u>PER DIEM RATE</u>
Sanko, Susan	\$ 543.18
Smith, Alison J	366.77
Tedesco, Alison	381.07

P. ELECTION OF TEACHERS 2018-2019

MOTION: Move that the following professional personnel be appointed as a full time substitute teacher for the 2018-2019 school year on the effective dates indicated and at the salary indicated.

<u>NAME</u>		<u>SALARY</u>	<u>EFFECTIVE DATE</u>
Molino-Wolff, Paula	Replacement	\$52,137 *	04/23/19-06/17/19 **

* Salary prorated – less than a full year.

** Revised

Q. SABBATICAL LEAVE OF ABSENCE

MOTION: Move that the request for a Sabbatical Leave of Absence from the professional employee listed be approved for the effective dates indicated.

<u>NAME</u>	<u>SCHOOL</u>	<u>REASON</u>	<u>EFFECTIVE DATES</u>
Downie, Marisa	WD	Health	05/01/19-11/27/19

R. INTERIM ELEMENTARY PRINCIPAL – PER DIEM

MOTION: Move that the Board approve Fay Manicke as Interim Elementary Principal effective May 13, 2019 at a per diem rate of \$557.78.

MINUTES OF THE MAY 16, 2019 ACTION MEETING

PERSONNEL CHANGES

PROFESSIONAL

S. ADMINISTRATIVE INTERN – EXTENSION

MOTION: Move that the individual listed be extended as Administrative Intern for the Special Education Department through June 17, 2019. Salary shall be at her current rate.

<u>NAME</u>	<u>SALARY</u>
D’Andrea, Lori	\$56,752.00

T. MEDICAL LEAVE OF ABSENCE

MOTION: Move that the request for Medical Leave of Absence from the professional employee listed be approved for the effective dates indicated.

<u>NAME</u>	<u>SCHOOL</u>	<u>DATE HIRED</u>	<u>EFFECTIVE DATES</u>
Hahn, Courtney	CB	08/29/2016	06/03/19-06/17/19

U. MILITARY LEAVE OF ABSENCE / MILITARY RESERVE DUTY LEAVE

MOTION: Move that the following professional employee be approved for a Military Leave of Absence/Military Reserve Duty Leave for the effective dates indicated.

<u>NAME</u>	<u>SCHOOL</u>	<u>DATE HIRED</u>	<u>EFFECTIVE DATES</u>
Meltzer, Aaron	WP	08/31/2015	06/12/19-06/17/19

V. SPECIAL SERVICES

MOTION: Move that the professional employees be approved for the number of per diem days and amounts indicated from the 2018-2019 school year.

<u>SERIES 2100</u>	<u>NO. OF DAYS</u>	<u>AMOUNT</u>
Altieri, Evan	1	\$274.41
Tran, Madelena	1	274.41

MINUTES OF THE MAY 16, 2019 ACTION MEETING

PERSONNEL CHANGES

CLASSIFIED

A motion was made by Mr. Schwartz, seconded by Mrs. Redner and unanimously approved with no abstentions that the Board approve Items A through F on pages 7-1 through 7-3 and Items I and J on page 7-4 of the Official Board Agenda.

A. RESIGNATIONS/TERMINATIONS

MOTION: Move that the resignation of employment for the following classified employees be accepted at the effective dates indicated.

<u>NAME</u>	<u>DATE HIRED</u>	<u>TERM. DATE</u>	<u>REASON</u>
Creighton, Alexes, Para. I	10/30/17	08/02/19	Resignation
Polster, Denise, RN	09/23/13	05/24/19	Resignation

B. LEAVE OF ABSENCE

MOTION: Move that the following classified employees be granted a Leave of Absence at the effective dates indicated.

<u>NAME</u>	<u>LOC</u>	<u>DATE HIRED</u>	<u>EFFECTIVE DATES</u>
Bidlingmaier, Ellen	WP	09/03/85	05/20/19-06/20/19
Godown, Raymond	CO	09/26/16	04/24/19-04/26/19
Keyes, Maryann	OV	03/18/19	04/25/19-04/26/19
Martin, Robin	PV	02/26/01	05/02/19-05/03/19

C. REINSTATEMENT FROM LEAVE OF ABSENCE

MOTION: Move that the following employees be reinstated from a Leave of Absence.

<u>NAME</u>	<u>EFFECTIVE DATE</u>	<u>SALARY</u>
Godown, Raymond, Mechanic	04/29/19	\$23.16/hr.
Keyes, Maryann, Cleaner	04/29/19	15.61/hr.
Lerie, Elizabeth, Secretary	05/02/19	24.45/hr.
Martin, Robin, Paraprofessional I	05/06/19	22.25/hr.

MINUTES OF THE MAY 16, 2019 ACTION MEETING

PERSONNEL CHANGES

CLASSIFIED

D. CHANGE OF CONTRACT

MOTION: Move that the Board approve the change of contract for the following individuals on the date and salary indicated.

<u>NAME</u>	<u>FROM</u>	<u>TO</u>	<u>DATE</u>	<u>SALARY</u>
Forester, Daniel	5.5 hr. Bus Dr.	6 hr. Bus Dr.	04/15/19	\$22.25/hr. *
Joyce, Jo Ann	F/T Custodian	F/T Cleaner	05/02/19	20.36/hr.

* revised

E. CHANGE OF CONTRACT - TEMPORARY

MOTION: Move that the Board approve the temporary change of contract for the following individual on the date and salary indicated.

<u>NAME</u>	<u>FROM</u>	<u>TO</u>	<u>DATE</u>	<u>SALARY</u>
McCool, Amber	School Aide 2 hr.	Temp. School Aide 4 hr.	04/30/19	\$16.96/hr.

F. SUBSTITUTE STAFF

MOTION: Move that the individual be added to the Classified Substitute Staff.

<u>VAN DRIVER</u>	
Patel, Krupa	\$15.07/hr.

I. LEAVE OF ABSENCE

MOTION: Move that the following classified employees be granted a Leave of Absence at the effective dates indicated.

<u>NAME</u>	<u>LOC</u>	<u>DATE HIRED</u>	<u>EFFECTIVE DATES</u>
Maglio, Ashley Paraprofessional I	PHS W	04/03/18	05/15/19-05/24/19
Smith-Burke, Erin, School Aide/ P/T Cleaner	MN WP	09/13/99	05/16/19-05/29/19

MINUTES OF THE MAY 16, 2019 ACTION MEETING

PERSONNEL CHANGES

CLASSIFIED

J. PERMANENT EMPLOYMENT

MOTION: Move that the following individual be appointed at the salary indicated.

<u>NAME</u>	<u>BEG. PROB.</u>	<u>END PROB.</u>	<u>SALARY</u>
McIntyre, Craig Tech. Support Tech.	02/24/19	05/24/19	\$21.85/hr.

OTHER BUSINESS

A. UPCOMING MEETINGS

- Board Facilities Committee
5:00 p.m., June 6, 2019 – Superintendent’s Conference Room
- Board Education Committee
7:30 p.m., June 6, 2019 – Superintendent’s Conference Room
- Board Finance/Partnerships Committee
6:00 p.m., June 13, 2019 – Superintendent’s Conference Room
- Action Board Meeting
7:30 p.m., June 20, 2019 – Fallsington Elementary School Multi-Purpose Room

SECOND PUBLIC COMMENT

Mr. Kannan opened the floor to second public comment at 11:01 p.m. No one came forward to speak and second public comment was closed at 11:02 p.m.

BOARD DISCUSSION AND COMMENT

There was no further Board Discussion and Comment.

MINUTES OF THE MAY 16, 2019 ACTION MEETING

OTHER BUSINESS

ADJOURNMENT

A motion was made by Mr. Schwartz, seconded by Mrs. Redner and unanimously approved with no abstentions to adjourn the meeting at 11:03 p.m.

Respectfully submitted,

Gary S. Sanderson
Assistant Board Secretary