



April 18, 2022  
MINUTES

PHOENIXVILLE AREA SCHOOL DISTRICT  
Phoenixville, PA 19460

SCHOOL BOARD MEETING  
Monday, April 18 2022, 7:00 PM  
Phoenixville Area School District  
Phoenixville Area High School Cafeteria  
(TV Channel 28 and [www.pasd.com](http://www.pasd.com))

## MINUTES

### OPENING

Mrs. Susan Turner, Board President, Presiding called the April 18, 2022, Board Meeting to Order at 7:00 PM. The meeting was held in the Phoenixville Area High School Cafeteria and broadcasted on the website and local cable Channel 28.

### ROLL CALL

Dr. Melber called the Roll of the Board.

### BOARD MEMBERS PRESENT

Ms. Susan Turner, Board President  
Mr. Scott Overland, Board Vice President  
Mr. Jerome Weiss, Board Secretary  
Ms. Caitlyn Carminito  
Mr. David Golberg  
Mrs. Betsy Ruch  
Ms. Michelle Schamis  
Dr. Ayisha Sereni  
Ms. Victoria Walker

### ADMINISTRATORS PRESENT

Dr. LeRoy Whitehead, Assistant Superintendent  
Mr. Ken Gibson, Director of Operations and Technology  
Dr. Jeremy Melber, Business Manager and Board Treasurer  
Mr. David Ramsey, Director of Specialized Programs and Services  
Mrs. Sylvia Rockwood, Director of Human Resources  
Mrs. Sandra Claus, Community Relations Coordinator  
Mr. Phil Vontor, Supervisor of Maintenance  
Dr. Jessica Kilmetz, Executive Director of Curriculum and Specialized Programs and Services  
Dr. Frank Garritano, Executive Director of Schools and DEI

### OTHERS PRESENT

Lenore Filipovic, Executive Assistant to the Superintendent and Cabinet  
Phantom TV Crew

President Turner announced the meetings held prior to this evening as well as the upcoming meetings in May

### ANNOUNCEMENT OF MEETINGS

- Board Executive Session—March 28, 2022, 5:00 RE: Employee Compensation & Negotiations (K Ctr)
- Board Meeting—March 28, 2022, 7:02 PM
- Board Building Committee—March 31, 2022, 5:00 PM
- Budget Town Hall—April 6, 2022, 6:00 PM
- Board Curriculum Committee Meeting—April 18, 2022, 5:30 PM
- Board Policy Committee Meeting—April 18, 2022, immediately following Curriculum

- Board Meeting—April 18, 2022, 7:00 PM

**PUBLIC MEETINGS**

- Board Finance/Personnel Committee Meeting—April 25, 2022, 5:30 PM
- Board Buildings & Grounds Committee Meeting—April 25, 2022, immediately following

President Turner then turned the floor over to the student representatives.

**STUDENT BOARD REPRESENTATIVE REPORTS**

Aubrey Wright – Senior Student Representative reported that students returned from a much needed Sprig Break. She did ask that for future calendars, could the administration/board consider a Wednesday through Tuesday break instead. She noted that the students and staff are excited that the fourth marking period started. She reported on the following upcoming events:

- Blood drive (students only) is Thursday from 8:00 until 12:45
- NHS elections for members / new leadership for next school year
- NHS sunrise breakfast for students on Washington Field
- PCEF has a \$2,000 scholarship available and there are other scholarships are available – please check district website and guidance office.
- Upcoming testing windows for Keystones, AP’s, PSSA’s and Finals were shared.
- Phoenixville summer registration is still open
- Congratulations to Mrs. Gray for winning the Citadel Heart of Learning Award
- And sophomore, Kenzie Padilla, has the new team record for swimming and she earned a 4<sup>th</sup> place at states and qualified as an All American

**BOARD COMMITTEE REPORTS**

Board Curriculum Committee—Ms. Michelle Schamis, Chair

1. Approval of a Memorandum of Understanding with Chester County Intermediate Unit for Brandywine Virtual Academy Program for a term of July 1, 2022 through June 30, 2023
2. Approval of a Memorandum of Understanding with Montgomery County Community College for Dual Enrollment/Credit Program for the 2022-2023 School Year
3. Approval of an Academic Affiliation Agreement with West Chester University for Cooperative Student Teaching, Practicum and Field Experiences from July 1, 2022 through June 30, 2025.
4. Approval of a Memorandum of Understanding with Big Smiles Pennsylvania, PC (dba Smile Pennsylvania) to Provide Preventative and Restorative Dental Services for the 2022-2023 School Year.
5. Approval of an Agreement with The Stepping Stones Group, LLC for Contracted Specialized Programs and Services including but not limited to Speech & Language, Occupational and Physical Therapies and Nursing for the 2022-2023 School Year.
6. Approval of Disposal / Sale / Recycling of Textbooks or Library Books
  - Phoenixville Area Middle School (Library Books)
7. Approval of Transportation and Field Trip Requests

| Date         | Destination   | Group                                      | Trip #   | Comment                 |
|--------------|---|--|----------|-------------------------|
| June 3, 2022 | Hershey Middle School Band and Orchestra<br>Hershey Park and Lebanon Valley College | Middle School Band/Orchestra<br>Grades 6-8 | 2122222  | \$713 per bus (2 buses) |
| June 3, 2022 | Music in the Parks<br>Hershey Park and Lebanon Valley College                       | Middle School Chorus<br>Grades 6-8         | 21220067 | \$713 per bus (1 bus)   |

Ms. Schamis, read the listing sent on for approval from the curriculum committee.

Board Policy Committee— Mr. David Golberg, Chair

1. Policy 119—Programs—Current Events
2. Policy 125—Programs—Adult Education

## Board Policy Committee (continued)

3. Policy 206—Pupils—Assignment Within District
4. Policy 207—Pupils—Confidential Communications of Students
5. Policy 235—Pupils—Students Rights/ Surveys
6. Policy 313—Employees—Evaluation of Employees

Mr. Golberg read through the policies and shared any changes, if applicable. The policy committee held policy 235 to allow for legal review.

**Business Office**

1. Approval of the Independent Auditors Financial Statements for year ending June 30, 2021.

## Administration Comment

Dr. Melber spoke about the approval of the independent auditor statement for year ending June 30, 2021.

## Board Representative Reports

Phoenixville Community Education Foundation – Ms. Caitlyn Carminito

Ms. Carminito noted that the PCEF board met on March 21<sup>st</sup> where they discussed the new Phantom Nation Banner at Washington Field. They hope to have it hung before graduation.

## Legislative Update – Mr. Scott Overland

Mr. Overland reported on the attached letter to PSBA regarding its decision to withdraw from NSBA. He noted that there is talk of a statewide consortium. The letter is attached if the board chooses to send it.

There is also a resolution that requests adequate funding for mental health.

## Superintendent Report – Assistant Dr. Whitehead

- Superintendent’s Report—LeRoy Whitehead, Ed.D.
  - April 2022 Enrollment
  - Presentation of the 2022-2023 Proposed Final Budget with a Tax Increase between 0.77% and 1.30% – Dr. Jeremy Melber, Director of Finance

Dr. Whitehead shared the current enrollment for April and then opened the floor for Dr. Melber, for a budget presentation.

President Turner brought the budget discussion items to the table for full board discussion. Items included the approval for proposed final budget this evening as well the requirement for board approval on a final budget by June 30<sup>th</sup>. The total revenue was reported as \$102,628,436 and the total expenditures are \$103,521,355 with a deficit of -\$892,919. It was noted that the information shared this evening is the same as what was shared last month. There are three options for approval a Preliminary Budget they included begin with a 1.3% tax increase.

If they choose to use the \$200,000 of fund balance for Capital Reserve Transfer the deficit would be \$692,919 and a .99% tax increase.

If they choose to use the \$300,000 of fund balance for Capital Reserve Transfer, the deficit would be \$592,919 and a tax increase of .85%

If they choose to use the \$300,000 of fund balance and eliminate the World Language position, the deficit would be \$532,919 and a tax increase of .77%.

Dr. Melber shared what the tax increase amounts would be based on the percentage if approved:

1.30% = \$58.36 per assessed value of \$138,970

.99% = \$44.45 per assessed value of \$138,970

.85% = \$38.17 per assessed value of \$138,970

Or .77% = \$34.57 per assessed value of \$138,970

## OPEN PUBLIC COMMENT SECTION

Open Public Comment – Comments on Consent Agenda Items

President Turner requested a motion to approve the Consent Agenda as presented. Prior to the motion, Dr. Sereni made a motion to hold #8 Business Office item, Independent Audit approval, moved until the May 9<sup>th</sup> board meeting. There was not a second. MOTION fails.

Mr. Golberg made a motion to vote on item #9 separately. (Letter to PSBA). Dr. Sereni seconded the motion. There was no discussion.

Voice vote

AYES – Golberg and Sereni

NOS – Overland, Ruch, Schamis, Carminito, Walker, Weiss and Turner

MOTION Fails 2-7

President Turner again asked for a motion to approve the Consent Agenda. Mr. Weiss made the motion with Mrs. Ruch seconding.

Roll Call Vote

Overland - YES

Ruch - YES

Schamis - YES

Golberg - NO

Carminito - YES

Sereni - No to all but a YES to #10 (Board Res for Mental Health)

Walker - YES

Weiss – YES

Turner – YES

MOTION Passes 7-2

VOTE  
CONSENT AGENDA

Board Buildings and Grounds Committee—Mr. Jerome Weiss, Chair

1. Approval of P.A. System Repair in the Middle School by Starlite in the amount of \$16,434.

Board Finance/Personnel Committee— Mrs. Betsy Ruch, Chair

PERSONNEL

1. Personnel Report – April 2022
  - a. Resignations
  - b. Appointments
  - c. Leave Requests
    - a. Volunteers
    - b. Informational Items
      1. Conference Requests
      2. Family & Medical Leave Act (FMLA) Leaves of Absence

FINANCE

Business Office Report

1. Approve the Disbursement of School District Funds – February 2022  
Check # 2795 (2/4/2022) – Check 2893 (2/25/2022)  
ACH # 212201205 (2/4/2022) – ACH # 212201410 (2/25/2022)
2. Acknowledge the Receipt of District Financial Reports – February 2022

Business Office Items

3. Approval of the Renewal for Legal Services Consultation Agreement with Sweet, Stevens, Katz, and Williams for Participation in the Pool Counsel for Special Education
4. Approval of the Chester County Intermediate Unit’s 2022-2023 Core Services Budget in the amount of

- 5. Approval of the Chester County Intermediate Unit’s 2022-2023 Occupational Education Budget in the amount of \$30,361,289.
- 6. Approval of the Tax Assessment Settlement for the Property at 711 W. Bridge Street, Parcel #15-12-0159.0100 for an Assessed Value of \$2,025,000.
- 7. Approval of the Independent Auditors Financial Statements for year ending June 30, 2021.
- 8. Approval of the Submission of Letter to PSBA regarding NSBA Membership Cancellation sent on behalf the School Districts of Chester County
- 9. Approval of the Phoenixville Area School District Board Resolution Prioritizing Mental Health Initiatives for Children and Youth

President Turner read a retirement resolution for MaryEllen Bicer and Carol Matty.

WHEREAS, Mrs. MaryEllen Bicer has served 25 years in Phoenixville and Mrs. Carol Matty has served 33 years in Phoenixville as dedicated members of the support staff at Phoenixville Area School District;

WHEREAS, Mrs. MaryEllen Bicer and Mrs. Carol Matty have tendered their resignations from the District for the purpose of retirement.

WHEREAS, The Board of School Directors of the Phoenixville Area School District wishes to recognize them for their valued service and, officially record its appreciation; be it hereby,

RESOLVED, That the Board of School Directors of the Phoenixville Area School District observes with regret the resignations of Mrs. MaryEllen Bicer and Mrs. Carol Matty from its staff and expresses its deep appreciation for their service and dedication; and be it,

FURTHER RESOLVED, That a copy of this resolution be recorded in the minutes of the meeting of the Board of School Directors of the Phoenixville Area School District held on April 18, 2022, and that a copy of this resolution be presented to Mrs. MaryEllen Bicer and Mrs. Carol Matty.

ROLL CALL VOTE

- 1. Approval of the District’s 2022-2023 Proposed Final Budget in the amount of \$\_\_\_\_\_ with a \_\_\_\_\_% tax increase.

Mr. Weiss made a motion to approve PASD 2022-2023 Proposed General Fund Budget with .99% tax increase. (\$200,000) (\$103,521,355.00)

Mrs. Ruch seconded the motion.

There was no discussion.

Roll call Vote

Walker - NO

Weiss - YES

Overland – NO

Carminito - YES

Golberg - NO

Ruch - YES

Schamis - YES

Sereni - NO

Turner - YES

MOTION passes 5-4

It was noted that this was only a Proposed Final Budget. The final budget vote will be held in May. This number may go down, it cannot go up.

OPEN PUBLIC COMMENT SECTION – ROLL CALL VOTING ITEM

President Turner opened the floor for Open Public Comment on the Roll Call agenda item.

Lisa Longo, Phoenixville resident, spoke about the boards fiduciary duties to provide accurate and complete information on topics of interest or vote.

OPEN PUBLIC COMMENT SECTION

Open Public Comment – Comments on Any School Subject

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ADJOURNMENT

President Turner adjourned the meeting at 8:00 PM

PLEASE NOTE: This agenda is subject to change. The Board requests that they be made aware of anyone taping the proceedings of this meeting.