

ELWOOD UNION FREE SCHOOL DISTRICT
BOARD OF EDUCATION MEETING
REGULAR MEETING MINUTES
December 8, 2022

A. CALL TO ORDER – 6:00 p.m.

B. EXECUTIVE SESSION

1. Dr. Siddiqui moved and Mrs. Mammolito seconded a motion to go into Executive Session for the purpose of discussions related to the potential appointment of a particular administrator at 6:00 p.m.
Motion carried. Vote: 5-yes, 0-no.

Present at Executive Session were: James Tomeo, Heather Mammolito, Thomas Scarola, Dr. Sara Siddiqui, Deborah Weiss, Dr. Kenneth Bossert, Dr. Maureen Hull and Lorraine Dunkel.

2. Mr. Scarola moved and Dr. Siddiqui seconded a motion to end Executive Session at 7:31 p.m.
Motion carried. Vote: 5-yes, 0-no.

C. RECONVENE INTO OPEN SESSION – 7:40 p.m.

1. Dr. Siddiqui moved and Mrs. Mammolito seconded a motion to reconvene in to Open Session in the Elwood Middle School Library at 7:40 p.m.
Motion carried. Vote: 5-yes, 0-no.

Present:	James Tomeo	President
	Heather Mammolito	Vice President
	Thomas Scarola	Member
	Dr. Sara Siddiqui	Member
	Deborah Weiss	Member

Absent: None

Staff:	Dr. Kenneth Bossert	Superintendent of Schools
	Dr. Maureen Hull	Assistant Superintendent/Curriculum
	Lorraine Dunkel	Assistant Superintendent/Business
	Mary Lou Marx	District Clerk

Absent: None

D. PLEDGE OF ALLEGIANCE – Board President

E. MOMENT OF SILENCE

1. The Board, and those in attendance, observed a moment of silence for the passing of Joy Squires, a retired Elwood elementary teacher and environmentalist.

F. APPROVAL OF MINUTES OF A PREVIOUS MEETING

1. November 10, 2022 Regular Business Meeting

Mrs. Mammolito moved and Dr. Siddiqui seconded a motion to approve the minutes of the November 10, 2022 Regular Business Meeting, as presented to the Board at this meeting.

Motion carried. Vote: 5-yes, 0-no.

G. COMMENDATIONS

1. This section of the agenda gives the Board of Education an opportunity to publicly recognize and commend individuals for outstanding accomplishments or contributions made to Elwood Schools. We honored the following:

Girl Scout Troop 2597 Silver Award Honorees:

Magdalena Brchnel

Olivia LoBue

Sophia Vitevitch

Girl Scout Troop 1619 Silver Award Honorees:

Maeve O'Connor

Jacqueline O'Grady

Megan Scully

Rebecca Stawecki

Elizabeth Benavides

Elliott Baravarian

Ava Haddad

Nora Truncale

Louise Hartough

Megan LaMena

H. STUDENT LIAISON REPORT – James Rourke, Student Liaison to the Board

I. SUPERINTENDENT'S REPORT – Dr. Kenneth R. Bossert

J. RESIDENTS' REMARKS

The Board encourages all residents to attend its meetings, and this section of the agenda affords them the opportunity to speak. Persons wishing to speak should identify themselves, state whether they are a resident of the Elwood School District and any organization they represent at the meeting. Comments related to district business or any agenda item should be kept as brief as possible and may not exceed three minutes (Board Policy 1230). Questions or comments concerning matters which are not on the agenda will be taken under consideration and may be discontinued by the President. Public discussion of matters relating to staff, students, or others at which their reputations, privacy or right to due process could be in some way violated, is prohibited.

K. DISCUSSION ITEM – None

L. PRESENTATION – Budget Workshop #1 – Ms. Lorraine Dunkel, Assistant Superintendent for Business

M. ACCEPT DONATIONS

1. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts the following donations with gratitude:
 - 1) A custom indoor logo mat and custom logo floor sweepers from the Elwood Booster

Club with a value of \$2,925

- 2) \$880 from Elwood SEPTA to support the instructor's salary of the Boyd after-school Sign Language Club
- 3) \$400 & \$1,760 from Elwood SEPTA to support the instructors' salaries of the Harley before-school Friendship Clubs
- 4) \$880 from Elwood SEPTA to support instructor's salary of the Boyd after-school Readers' Theater Club

Mrs. Mammolito moved and Mrs. Weiss seconded a motion to approve Item M.1, as presented to the Board at this meeting.

Motion carried. Vote: 5-yes, 0-no.

N. CONSENT AGENDA VOTE

1. Mr. Scarola moved and Dr. Siddiqui seconded a motion to approve the consent agenda (Items O.1, P.1-P.22), as presented to the Board at this meeting.
Motion carried. Vote: 5-yes, 0-no.

O. FINANCIAL MATTERS

1. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby acknowledges receipt for audit of the following reports:
 - a) Treasurer's Report for October, 2022
 - b) Revenue Status Report through October 31, 2022
 - c) Cash Flow Report for October, 2022
 - d) Budget Status Report through October 31, 2022
 - e) Trial Balance Report through October 31, 2022
 - f) Executive Summary for October, 2022
 - g) Budget Transfer Report for October, 2022
 - h) School Lunch Fund Report through October 31, 2022
 - i) Claims Auditor Report for November, 2022

P. ACTION ITEMS (Personnel, Business, Special Education)

1. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts the resignation of Jennifer Artusa, from her position as a permanent substitute, effective November 18, 2022.
2. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts the resignation of Stephanie Piacentino, from her position as a permanent substitute, effective December 16, 2022.
3. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby accepts the resignation of Debra Gross, from her position as a paraprofessional, effective November 22, 2022.
4. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints Lenore Cox as a Contingent Permanent Office Assistant (11 month) in the competitive class of the civil service, to serve a twenty-six week probationary period, effective January 3, 2023, at a salary of \$32,239 (Step 1, prorated as per the terms of the collective bargaining agreement).

5. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints Christine Boschi as a part-time Office Assistant (10 month-18 hours per week), in the competitive class of the civil service, to serve a twenty-six week probationary period, effective January 3, 2023, at a salary of \$15,142.02, prorated.
6. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints Genie Worthman as an Assistant Cook (10 month), in the non-competitive class of the civil service, to serve a twelve month probationary period, effective January 3, 2023, at a salary of \$23,736, prorated.
7. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints Kristine Warren as a Senior Office Assistant (11 month), in the competitive class of the civil service, to serve a twenty-six week probationary period, effective January 3, 2023, at a salary of \$37,175 (Step 1, pro-rated as per the terms of the collective bargaining agreement).
8. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints the following as after-school advisors to the corresponding clubs as presented:
 1-Jennifer Artusa to Harley Maker Space ((3 sessions (October to November, 2022) - \$240)
 2-Kyle McMahon to Harley Maker Space ((2 sessions (November, 2022) - \$160)
9. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby amends the resolution it acted upon at its July 14, 2021 meeting, by changing Alexandra Kapuscinski's probationary term in the Social Studies tenure area from September 1, 2021, ending on August 31, 2023, to September 1, 2021, ending on October 19, 2023.
10. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints the following as Permanent Substitute Teachers, to serve at the pleasure of the Board, at a rate of \$120.00 per day worked:

Name	Effective Date
Jake Rossi	December 19, 2022 through June 9, 2023 (pending issuance of certification)
Ann Gill	December 9, 2022 through June 9, 2023

11. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby amends the following previously approved co-curricular appointments, for the 2022-2023 school year, as presented to the Board at this meeting:

Club	Building	Previously Appointed Advisor(s)	Previous Appointment Date	New Appointment
Best Buddies Club	JGHS	Dylan Kilkenny & Kristen Romanchuk	11/10/2022	Dylan Kilkenny only
Spanish Club	JGHS	TBD	11/10/2022	Will not run
Mathlete's	JGHS	Joseph Pushee	11/10/2022	Rescind appointment-will not run
Knights of the Dice Table	JGHS	Joseph Pushee	11/10/2022	Rescind appointment-will not run
Musical Costumes/Choreography	JGHS	Jennifer Most	11/10/2022	Rescind appointment
Operation Respect Club	EMS	Sherine DeJesus & Bitia Mir	11/10/2022	Increase the meetings from 1 time per month to 2 times per

				month, effective January 3, 2023 with an amended stipend of \$1,919 (pro-rated from \$2,170)
Anime Club	JGHS	Sheri Davis	11/10/2022	Rescind appointment - will not run

12. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the amended hours for the following paraprofessional, with compensation at her 2022-2023 hourly rate:

Name	Previous Hours/Day	New Hours/Day	Effective Date
Gina Antoniak	2.50 Hours	5.00 Hours	December 12, 2022

13. BE IT RESOLVED, the Board of Education hereby approves the attendance of Dr. Kenneth R. Bossert, Superintendent of Schools, at the AASA National Conference on Education, for the period February 15, 2023 - February 18, 2023.
14. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the additional Substitutes, for the 2022-2023 school year, as presented to the Board at this meeting.
15. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Superintendent of Schools is hereby authorized to sign and execute the Memorandum of Agreement dated December 8, 2022 between the District and the Council of Elwood Administrators regarding an administrator mentorship program, pending execution by the administrative union president, as presented to the Board at this meeting, a copy of which Memorandum of Agreement shall be incorporated by reference within the minutes of this meeting.
16. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoints Christina Moran as a mentor for the 2022-2023 school year, effective September 1, 2022, with compensation as delineated in the December 8, 2022 Memorandum of Agreement between the Elwood Union Free School District and the Council of Elwood Administrators.
17. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education President is hereby authorized to sign and execute a Consultant Service Contract with Scott Simpson and the District, setting forth the terms and conditions for providing IBI services to the District, effective October, 2022 through June, 2023, and said Contract will be incorporated by reference within the minutes of this meeting.
18. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education President is hereby authorized to sign and execute a Consultant Service Contract with Donna Gorelick and the District, setting forth the terms and conditions for providing piano accompanist services to the District, for the 2022-2023 school year, and said Contract will be incorporated by reference within the minutes of this meeting.
19. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education President is hereby authorized to sign and execute an Agreement with EI US, LLC d/b/a Learnwell and the District, setting forth the terms and conditions

for providing academic tutoring services for the District, effective July 1, 2022 through June 30, 2023, and said Agreement will be incorporated by reference within the minutes of this meeting.

- 20.** WHEREAS, the Elwood Union Free School District (“District”) maintains the Elwood Union Free School District 403(b) Retirement Plan (“Plan”); and
WHEREAS, the Plan was duly adopted on the 1st day of January, 2009 by the District’s Board of Education (“Board”); and
WHEREAS, the Board desires to restate and amend the Plan as regards section 5.4 Hardship Withdrawals;
NOW, THEREFORE, BE IT RESOLVED that section 5.4 of the Plan is hereby restated and amended to read as follows:
- 5.5 Hardship Withdrawals**
- (a) Hardship withdrawals shall be permitted under the Plan to the extent permitted by the Individual Agreements controlling the Account assets to be withdrawn to satisfy the hardship.
- (b) The Individual Agreements shall provide for the exchange of information among the Employer or Employer’s agent and the Service Provider(s) to the extent necessary to implement the Individual Agreements, including, in the case of a hardship withdrawal that is automatically deemed to be necessary to satisfy the Participant’s financial need (pursuant to Section 1.401(k)-1(d)(3)(iv)(E) of the Income Tax Regulations). In addition, in the case of a hardship withdrawal that is not automatically deemed to be necessary to satisfy the financial need (pursuant to Section 1.401(k)-1(d)(3)(iii)(B) of the Income Tax Regulations), the Service Provider shall obtain information from the Employer or other Service Provider(s) to determine the amount of any plan loans and rollover accounts that are available to the Participant under the Plan to satisfy the financial need.
- (c) Safe Harbor Contributions/QNECs/QMACs. Effective 1/1/2020, hardship distributions are permitted from Qualified Non-Elective Contributions, Qualified Matching Contributions or contributions used to satisfy the safe harbor requirements of Code sections 401(k)(12) or 401(k)(13), or 401(m)(11) or 401(m)(12), if available under the Plan and not held in a Custodial Account.
- (d) Amount Necessary to Satisfy Need Requirement. Effective 1/1/2020, a distribution will be determined to satisfy an immediate and heavy financial need only if the three criteria listed below are met:
- i. The distribution is not in excess of the amount required to satisfy the financial need (including any amounts necessary to pay any federal, state or local income taxes or penalties reasonably anticipated to result from the distribution);
 - ii. The Participant has obtained all other currently available distributions, other than hardship distributions, under any deferred compensation plan, whether qualified or nonqualified, maintained by the Employer; and
 - iii. The Participant has represented (in writing or by an electronic medium) that he has insufficient cash or other liquid assets to satisfy the financial need.
- (e) Six-Month Suspension. Effective 1/1/2020, the Plan will not initiate a six-month suspension period on Elective Deferrals (and after-tax contributions) following a hardship

distribution.

(f) Loan Requirement. Effective 1/1/2020, Participants are not required to take all available nontaxable loans before applying for a hardship distribution.

(g) Modification of Repair Expense. Between 1/1/18 and 2/17/19, the plan modified the safe harbor immediate and heavy financial need expense relating to damage to a principal residence (i.e., §1.401(k)-1(d)(3)(iii)(B)(6) and Basic Plan Document 5.5(g)) to include expenses for the repair of damage to the Employee's principal residence that would qualify for the casualty deduction under Code section 165. Effective 2/19/19, the plan modified the safe harbor immediate and heavy financial need expense relating to damage to a principal residence (i.e., §1.401(k)-1(d)(3)(iii)(B)(6)) to include expenses for the repair of damage to the Employee's principal residence that would qualify for the casualty deduction under Code section 165 (determined without regard to section 165(h)(5) and whether the loss exceeds 10% of adjusted gross income).

(h) New Safe Harbor Financial Need Provision. Effective 1/1/2020, the following immediate and heavy financial need will be considered as a safe harbor criteria for hardship distributions in addition to the safe harbor financial need provisions outlined in 5.5(g) of the Basic Plan Document and §1.401(k) -1(d)(3)(iii)(B):

i. Expenses and losses (including loss of income) incurred by the Employee on account of a disaster declared by the Federal Emergency Management Agency (FEMA) under the Robert T. Stafford Disaster Relief and Emergency Assistance Act, provided that the Employee's principal residence or principal place of employment at the time of the disaster was located in an area designated by FEMA for individual assistance with respect to the disaster.

IN WITNESS WHEREOF, the District has caused this Resolution and Amendment to be adopted this 8th day of December, 2022.

21. BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education hereby declares the textbooks and office supplies from the James H. Boyd Intermediate School as surplus as they are broken beyond repair or obsolete, as presented to the Board at this meeting, and allow for their appropriate removal.

22. BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the Committee and Subcommittee on Special Education's recommendations for meetings held on 10/25/22, 10/28/22, 11/2/22, 11/3/22, 11/4/22, 11/9/22, 11/16/22, 11/18/22, 11/21/22, 11/29/22 and 12/8/22 and the Committee on Preschool Special Education's recommendations for meetings held on 11/2/22, 11/9/22, 11/10/22, 11/16/22 and 11/30/22 for students' classifications/placements and/or discontinuance of services.

BE IT FURTHER RESOLVED, that the Board of Education authorizes and appropriates the use of District funds necessary to implement the special education programs and services consistent with said recommendations.

Q. ITEMS NOT LISTED ON AGENDA - None

R. COMMUNICATIONS - None

S. RESIDENTS' REMARKS

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possible and may not exceed three minutes (Board Policy 1230). Questions or comments concerning matters which are not on the agenda will be taken under consideration and may be discontinued by the President. Public discussion of matters relating to staff, students, or others at which their reputations, privacy or right to due process could be in some way violated, is prohibited.

T. RECONVENE INTO EXECUTIVE SESSION – 9:18 p.m.

Mrs. Mammolito moved and Mrs. Weiss seconded a motion to reconvene into Executive Session for the purpose of confidential discussions regarding the potential appointment of an administrator at 9:18 p.m.

Motion carried. Vote: 5-yes, 0-no.

U. RECONVENE INTO OPEN SESSION – 10:16 p.m.

Dr. Siddiqui moved and Mrs. Weiss seconded a motion to reconvene into Open Session at 10:16 p.m.

Motion carried. Vote: 5-yes, 0-no.

V. ADJOURNMENT – 10:17 p.m.

Mrs. Mammolito moved and Dr. Siddiqui seconded a motion to adjourn the meeting at 10:17 p.m.

Motion carried. Vote: 5-yes, 0-no.

Respectfully submitted,

Mary Lou Marx
District Clerk