

Education Committee Minutes

Coatesville Area Senior High School Auditorium

January 14, 2020 - 6:00 PM

(1st Committee Meeting of the Evening)

CHAIRPERSON: Henry Assetto
BOARD MEMBERS: Amelia Mills and Jill Santiago
ADMINISTRATION: Richard F. Dunlap, Jr., Ed.D., Dr. Kim Donahue, Lisa Hauswirth,
Jason Palaia, Rita Perez and Darian Smith
CALL TO ORDER: 6:00PM

APPROVAL of MINUTES

Approval of the November 12, 2019 Education Committee meeting minutes. ([Enclosure](#))

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

AGENDA ITEMS

A. 2019-2020 Calendar Revision

RECOMMENDED MOTION: That the Board of School Directors approve the revisions to the 2019-2020 calendar, as presented. ([Enclosure](#))

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

B. 2020-2021 Calendar – 1st Draft

RECOMMENDED MOTION: That the Board of School Directors approve the first draft of the 2020-2021 calendar, as presented. ([Enclosure](#))

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

C. Confidential Release and Settlement Agreement – 10015012

RECOMMENDED MOTION: That the Board of School Directors approve the release and settlement agreement for 10005012, as presented. ([Confidential Enclosure](#))

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

D. Confidential Release and Settlement Agreement – 90003126

RECOMMENDED MOTION: That the Board of School Directors approve the release and settlement agreement for 90003126, as presented. ([Confidential Enclosure](#))

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

E. Course Catalog

RECOMMENDED MOTION: That the Board of School Directors approve the course catalog, as presented. ([Enclosure-6th Grade](#)) ([Enclosure-7th/8th Grade](#)) ([Enclosure-Campus](#))

Motion: Amelia Milla Second: Henry Assetto Vote: 2-0-1

F. Out-of-State Field Trip - B.R.I.D.G.E.E. Club

RECOMMENDED MOTION: That the Board of School Directors approve the out-of-state field trip request, as presented. ([Confidential Enclosure](#))

Motion: Amelia Milla Second: Henry Assetto Vote: 2-0-1

G. Out-of-State Field Trip - Art, Music and Stage Crew

RECOMMENDED MOTION: That the Board of School Directors approve the out-of-state field trip request, as presented. ([Confidential Enclosure](#))

Motion: Amelia Milla Second: Henry Assetto Vote: 2-0-1

H. Out-of-State Field Trip - AFJROTC

RECOMMENDED MOTION: That the Board of School Directors approve the out-of-state field trip request, as presented. ([Confidential Enclosure](#))

Motion: Amelia Mills Second: Henry Assetto Vote: 3-0

I. Request to Attend Conference – Dr. Kathryn Buschan – Orlando, Florida

RECOMMENDED MOTION: That the Board of School Directors approve Dr. Kathryn Buschan's attendance at the 2020 Learning Disabilities Association Conference in Orlando, Florida on February 17 through February 20, 2020 at no cost to the District.

Motion: Amelia Mills Second: Henry Assetto Vote: 3-0

J. Student Adjudications 10002902, 10002482 and 10006522

RECOMMENDED MOTION: That the Board of School Directors approve student adjudications 10002902, 10002482 and 10006522.

Motion: Amelia Mills Second: Henry Assetto Vote: 3-0

K. Student Teacher/Intern/Practicum Placements

RECOMMENDED MOTION: That the Board of School Directors approves the following student teacher/intern/practicum placements, as presented:

➤ **Immaculata University effective January 2020 through April 2020**

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Location</u>
Jason Roamer	Gabriel Hughes	CASH

➤ **Point Park University effective January 2020 through May 2020**

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Location</u>
Hoang-An Le	TBD	CAIHS

➤ **West Chester University effective March 2020 through May 2020**

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Location</u>
Damian Walls	Lisa Barnes	North Brandywine MS
Richard Baron	Lori Bernard	Reeceville Elementary
Alexander Marshall	Megan DiPiano	Caln Elementary

Motion: Amelia Mills Second: Henry Assetto Vote: 3-0

L. Title I Letter of Agreement - Lancaster-Lebanon Intermediate Unit

RECOMMENDED MOTION: That the Board of School Directors approve the Letter of Agreement between CASD and the LLIU to provide Title I services to non-public eligible schools, as presented. ([Enclosure](#))

Motion: Amelia Mills Second: Henry Assetto Vote: 3-0

M. Title II Letter of Agreement - Chester County Intermediate Unit

RECOMMENDED MOTION: That the Board of School Directors approve the Letter of Agreement between CASD and the CCIU to provide Title II services to non-public eligible schools, as presented. ([Enclosure](#))

Motion: Amelia Mills Second: Henry Assetto Vote: 3-0

N. Title IV Letter of Agreement - Chester County Intermediate Unit

RECOMMENDED MOTION: That the Board of School Directors approve the Letter of Agreement between CASD and the CCIU to provide Title IV services to non-public eligible schools, as presented. ([Enclosure](#))

Motion: Amelia Mills Second: Henry Assetto Vote: 3-0

O. Valley Forge Educational Services, Inc. – Enrollment Agreement – 10016294

RECOMMENDED MOTION: That the Board of School Directors approve the Enrollment Agreement between Valley Forge Educational Services, Inc. and the Coatesville Area School District prorated for the regular school year 2019-2020 for 10016294. ([Confidential Enclosure](#))

Motion: Amelia Mills Second: Henry Assetto Vote: 3-0

P. Principal Practicum Placement – University of Scranton – Erin Grune

RECOMMENDED MOTION: That the Board of School Directors approve the following principal practicum placement, as outlined below:

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Location</u>
Erin Grune	Dr. Eugenia Roberts, Michele Snyder	NBMS, CASH

Motion: Amelia Mills Second: Henry Assetto Vote: 3-0

INFORMATIONAL ITEM(s)

• **A-TSI Schools Data Presentation**

- The Principals of Rainbow, Reeceville, North, CAIHS and CASH will present progress on improving school culture, an overview of their school improvement plans and an update on progress to date. This is the second of a series of presentations that will provide the Board of School Directors an update on school improvement progress. (Enclosure - pending) – Rita Perez, Principals

• **CASD and Charter School Enrollment Reports as of 12/31/2019** ([Enclosure](#))

- **Siemens STEM Program Presentation – Roeg Williamson, JD, Siemens Industry, Inc.**

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

- Lauren Shannon-Bailey (A-TSI Presentation)

NEXT MEETING Tuesday, February 11, 2020

ADJOURNMENT 7:13PM

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2020 and on the District website.
Copies of the minutes will be maintained in the office of the Board Secretary.*

Finance Committee Minutes

Coatesville Area Senior High School Auditorium

January 14, 2020 - 6:00 PM

(2nd Committee Meeting of the Evening)

CHAIRPERSON: Thomas N. Keech
BOARD MEMBERS: Andrew Finkbohner and Amelia Mills
ADMINISTRATION: Richard F. Dunlap, Jr., Ed.D. and Chuck Linderman
CALL TO ORDER: 7:13PM

APPROVAL of MINUTES

Approval of the November 12, 2019 Finance Committee meeting minutes. ([Enclosure](#))

Motion: Andrew Finkbohner Second: Amelia Mills Vote: 3-0

AGENDA ITEMS

A. Financial Statements

RECOMMENDED MOTION: That the Board of School Directors approve the enclosed financial statements/bills payable list, as presented. ([Enclosure](#))

Motion: Andrew Finkbohner Second: Amelia Mills Vote: 3-0

B. Administrator Salary Increases

RECOMMENDED MOTION: That the Board of School Directors approve the Administrator Salary Increases as presented.

Motion: Andrew Finkbohner Second: Amelia Mills Vote: 3-0

C. College Board Donation – C.A.S.H.S.

RECOMMENDED MOTION: That the Board of School Directors accept a donation in the amount of \$250 for participating in Advanced Placement testing.

Motion: Andrew Finkbohner Second: Amelia Mills Vote: 3-0

D. Interim Director of Business Administration - CCRES

RECOMMENDED MOTION: That the Board of School Directors approve the temporary employment of Ed Smith as an Interim Director of Business Administration through the existing Agreement of Services with CCRES at a cost of \$650/per day.

Motion: Andrew Finkbohner Second: Amelia Mills Vote: 3-0

E. LifeTouch Commission Checks - CASH, Reeceville, Kings Hwy, E. Fallowfield, Rainbow & Scott

RECOMMENDED MOTION: That the Board of School Directors accept commission checks for above mentioned schools, as per the attachment:

\$9,200	CASH	\$712	Rainbow ES
\$444	East Fallowfield ES	\$456	Reeceville ES
\$600	King's Highway ES	\$368	Scott MS

Motion: Andrew Finkbohner Second: Amelia Mills Vote: 3-0

F. Trapani Communications Contract

RECOMMENDED MOTION: That the Board of School Directors approve the contract with Trapani Communications for communications and public relations services. ([Enclosure](#))

Motion: Andrew Finkbohner Second: Amelia Mills Vote: 3-0

G. Release & Settlement Agreement – Employee #11336

RECOMMENDED MOTION: That the Board of School Directors approved the confidential Release and Settlement Agreement for Employee #11336, as presented. ([Confidential Enclosure](#))

Motion: Andrew Finkbohner Second: Amelia Mills Vote: 3-0

H. Human Resources Report

RECOMMENDED MOTION: That the Board of School Directors approve the resignations, appointments, new positions, leaves of absence, transfers, changes of status and corrections, as outlined below:

1. Resignations - Regular and Extra Duty

RECOMMENDED MOTION: That the Board of School Directors approve the following Resignations - Regular and Extra Duty:

a. ADMINISTRATION

- 1) Marvil, Jennifer, Special Education Supervisor for the Coatesville Area School District. Letter Dated: 12/18/2019. Reason: Personal. Effective: 1/31/2020.

b. EXTRA DUTY

- 1) Gober, Nancy, Garden Club Advisor for King's Highway Elementary School. Letter Dated: 1/6/2020. Reason: Personal. Effective: 10/18/2019.

2. New Appointments - Regular and Extra Duty

RECOMMENDED MOTION: That the Board of School Directors approve the following New Appointments - Regular and Extra Duty:

a. CATA

- 1) Hoffmaster, Crystal, Special Education Teacher for North Brandywine Middle School. Posted: 9/24/2019. Salary: \$76,531 (prorated). Level: M. Step: 15. Professional Employee Contract. Degree: BS—Special Education, West Chester University; MS—Elementary Education, West Chester University. Certifications: Special Education PK-12, Elementary K-6. Effective: 1/6/2020. SP4: Approved. Pending 168 Forms.

b. EXTRA DUTY

- 1) Deck, Susan, Positive Behavior Intervention Support Team Member for the Coatesville Area Senior High School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.

- 2) DelliCompagni, Ryan, Assistant Wrestling Coach for the Coatesville Area High School Campus. Posted: 11/15/2019. Salary: \$2697 (prorated). Effective: 2019—2020 School Year. SP4: Approved. Pending 168 Forms.
- 3) Donnelly, Patrick, Positive Behavior Intervention Support Team Member for the Coatesville Area Senior High School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 4) Groff, Janene, Positive Behavior Intervention Support Team Member for the Coatesville Area Senior High School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 5) Hughes, Gabriel, Positive Behavior Intervention Support Team Member for the Coatesville Area Senior High School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 6) MacCausland, Shawn, Positive Behavior Intervention Support Team Member for Reeceville Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 7) Waterman, Stephanie, Positive Behavior Intervention Support Team Member for Scott 6th Grade Center. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 8) Wolf, Michelle, Positive Behavior Intervention Support Team Member for the Coatesville Area Senior High School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.

3. Involuntary Transfers:

RECOMMENDED MOTION: That the Board of School Directors approve the involuntary Transfer of:

a. CATA

- 1) Gober, Nancy, move from Elementary Teacher for King’s Highway Elementary School to Elementary Teacher for Reeceville Elementary School. Effective: 12/17/2019.

4. Voluntary Transfers:

RECOMMENDED MOTION: That the Board of School Directors approve the Voluntary Transfer of:

a. CATA

- 1) Barnes, Lisa, move from Health and Physical Education Teacher for North Brandywine Middle School to Health and Physical Education Teacher for the Coatesville Area Intermediate High School. Posted: 11/7/2019. Effective: TBD.

b. CATSS

- 1) Carlin, Jennifer, move from 2.5 Hour Cafeteria/Playground/Library Aide for Reeceville Elementary School to 2.5 Hour Cafeteria/Playground/Library Aide for King’s Highway Elementary School. Effective: 1/6/2020.

5. Change of Status

RECOMMENDED MOTION: That the Board of School Directors approve the Change of Status as indicated:

a. ADMINISTRATION

- 1) Cole, Kelly, move from English Teacher for the Coatesville Area Intermediate High School to Interim Assistant Principal for the Coatesville Area Intermediate High School. Posted: 11/21/2019. Salary: \$502.81/day. Effective: 1/6/2020. SP4: Staff.

Motion: Andrew Finkbohner

Second: Amelia Mills

Vote: 3-0

INFORMATIONAL ITEM(S)

- Budget Update ([Confidential Enclosure 1](#)) ([Confidential Enclosure 2](#)) ([Confidential Enclosure 3](#))

INFORMATIONAL ITEM(S)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

NEXT MEETING Tuesday, February 11, 2020

ADJOURNMENT 7:50PM

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2020 and on the District website.
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Policy Committee Minutes
Coatesville Area Senior High School Auditorium
January 14, 2020 - 6:00 PM
(3rd Committee Meeting of the Evening)

CHAIRPERSON: Robert J. Fisher
BOARD MEMBERS: Andy C. Finkbohner and Brandon J. Rhone
ADMINISTRATION: Richard F. Dunlap, Jr., Ed.D. and Dr. Kimberly Donahue
CALL TO ORDER: 7:50PM

APPROVAL of MINUTES

Approval of the November 12, 2019 Policy Committee meeting minutes. ([Enclosure](#))

Motion: Andrew Finkbohner Second: Tom Keech Vote: 3-0

AGENDA ITEMS

A. Policy 707 – Use of School Facilities – 2nd Reading

RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 707, as presented. ([Enclosure](#))

Motion: Andrew Finkbohner Second: Tom Keech Vote: 3-0

B. Policy 126 – Class Size – 2nd Reading

RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 126, as presented. ([Enclosure](#))

Motion: Andrew Finkbohner Second: Tom Keech Vote: 3-0

C. Policy 233 – Suspension and Expulsion – 1st Reading

RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 233, as presented. ([Enclosure](#))

Motion: Andrew Finkbohner Second: Tom Keech Vote: 3-0

INFORMATIONAL ITEM(S)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

NEXT MEETING Tuesday, February 11, 2020

ADJOURNMENT 7:57PM

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Operations Committee Minutes

Coatesville Area Senior High School Auditorium

January 14, 2020 - 6:00 PM

(4th Committee Meeting of the Evening)

CHAIRPERSON: Robert Fisher
BOARD MEMBERS: Becky Harlan and Mary Ann Harris
ADMINISTRATION: Richard F. Dunlap, Jr., Ed.D., Chuck Linderman, Jason Palaia,
Matthew Flannery and Frank Galbraith
CALL TO ORDER: 7:57PM

APPROVAL of MINUTES

Approval of the November 12, 2019 Operations Committee meeting minutes. ([Enclosure](#))

Motion: Rebecca Harlan Second: Mary Ann Harris Vote: 3-0

AGENDA ITEMS

A. Request to Waive Fees – Coatesville Parents Music Club – C.A.I.H.S.

RECOMMENDED MOTION: That the Board of School Directors approve the request to waive fees in the amount of \$9,156 for the Mid Atlantic Percussion Championships (Drumline) to be held on April 3-4, 2020 from 6:00-9:00 p.m. on Friday and 8:00 a.m. to 8:00 p.m. on Saturday. The Club is willing to pay custodial fees in the amount of \$990 for this event. ([Enclosure](#))

Motion: Rebecca Harlan Second: Mary Ann Harris Vote: 3-0

B. PCI Auctions East Coast, LLC Consignment Agreement

RECOMMENDED MOTION: That the Board of School Directors approve the Consignment Agreement with PCI Auctions East Coast, LLC for the disposal of surplus furniture and equipment. ([Enclosure](#))

Motion: Rebecca Harlan Second: Mary Ann Harris Vote: 3-0

INFORMATIONAL ITEM(S)

- Friendship Elementary School Demolition Update
- North Brandywine Middle School Update
- Transportation Study
- Food Service Reimbursement/Participation Report for the month ending 12/31/19. ([Enclosure](#))

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

NEXT MEETING Tuesday, February 11, 2020

ADJOURNMENT 8:09PM

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2020 and on the District website.
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