

**COATESVILLE AREA SCHOOL DISTRICT**  
**SCHOOL BOARD MEETING AGENDA**  
*Coatesville Area Senior High School Auditorium*  
**JANUARY 23, 2018 - 7:00 PM**

**OPENING ACTIVITIES**

**1. CALL TO ORDER**

**2. READING OF MISSION STATEMENT**

*The Mission of the Coatesville Area School District, rich in diversity and committed to excellence, is to create innovative educational experiences which are funded by the taxpayers, supported by the community, delivered by dedicated teachers and administrators, to ensure all students will become responsible, contributing global citizens.*

**3. ADVISEMENT**

By notice of the President, Board Members are advised that all votes shall be regarded as roll call votes. The minutes should also note that public notice was given for this meeting in accordance with Act 93 of 1998, Section 1. School Board meetings shall proceed in accordance with School Board policy.

**4. ROLL CALL**

**Board of School Directors**

Dean A. Snyder, President	(Finance Committee)
Ann M. Wuertz, Vice President	(Operations & Policy Committees)
Robert J. Fisher	(Education & Finance Committees)
Bashera Grove	(Education Committee)
James Hills	(Finance & Operations Committees)
Thomas N. Keech	(Education Committee)
Brandon J. Rhone	(Policy Committee)
Thomas Siedenbuehl	(Policy Committee)

**Administration**

Dr. Cathy Taschner, Superintendent of Schools  
Dr. Kimberly R. Donahue, Assistant to the Superintendent of Curriculum and Learning  
Dr. Cynthia Ajemian, Director of Special Education  
Jeffrey Ammerman, Director of Business Administration  
Karen Hall, Director of Human Resources and School Board Secretary  
Jason Palaia, Director of Elementary and Secondary Education  
Rita Perez, Director of Pupil Services

**Student Representatives**

Jared Elters, Senior Class Representative  
Diamond Marrow, Junior Class Representative

**Solicitor**

Michael I. Levin, Esquire

5. **MOMENT OF SILENCE AND SALUTE TO THE FLAG**

**ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA**

**APPROVAL OF THE MINUTES**

**RECOMMENDED MOTION:** That the Board of School Directors approves the minutes for the December 5, 2017 Reorganization meeting subject to any additions, deletions, modifications or clarifications. (*Enclosure*)

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**APPROVAL OF THE MINUTES**

**RECOMMENDED MOTION:** That the Board of School Directors approves the minutes for the December 5, 2017 School Board meeting subject to any additions, deletions, modifications or clarifications. (*Enclosure*)

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**APPROVAL OF THE MINUTES**

**RECOMMENDED MOTION:** That the Board of School Directors approves the minutes for the January 9, 2018 Special Board meeting subject to any additions, deletions, modifications or clarifications. (*Enclosure*)

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**PUBLIC COMMENT ON AGENDA ITEMS**

The Board has requested all persons making comments on **agenda items** to list their name, address, telephone number and motion item(s) on the sheet provided. There is a three (3) minute limit per person. The Board does not take action or discuss items not appearing on the agenda. The Board values public comments and wishes to convey that although Board members cannot discuss items that are not on the agenda, they listen carefully and appreciate and value input from the public.

**EXECUTIVE SESSION**

An executive session will be held on Monday, January 22, 2018 for legal and personnel reasons.  
An executive session was held on Monday, January 8, 2018 for legal and personnel reasons.  
A budget retreat was held on Thursday, January 18, 2018.

**STUDENT REPRESENTATIVE'S REPORT**

**SUPERINTENDENT'S REPORT**

**IMPORTANT DATES**

<b>Date</b>	<b>Time</b>	<b>Meetings</b>	<b>Place</b>
Monday, February 5 <sup>th</sup>	7:00 PM	Special Meeting to fill Board Vacancy	CASH Auditorium
Monday, February 12 <sup>th</sup>	6:00 PM	School Board Hearing – Friendship Closure	CASH Auditorium
Tuesday, February 13 <sup>th</sup>	6:00 PM	All Committees & Special Meeting	CASH Auditorium
Monday, February 19 <sup>th</sup>	~	<i>Observance of President's Day</i>	<i>No School</i>
Tuesday, February 27 <sup>th</sup>	7:00 PM	School Board Meeting	CASH Auditorium

**SPECIAL REPORTS**

Budget Report – Jeff Ammerman, Director of Business Administration

**MOTION ITEMS FOR APPROVAL**

Committee meeting action items considered routine will be enacted under one motion unless removed for separate action upon Board request. The purpose of the consolidated motion is to expedite Governing Board action on all consent items, which are not held for discussion. Items that have been held for discussion by the Governing Board will be enacted upon at the time the item is discussed.

1. **CONSENT AGENDA** (*Dean Snyder, Board President*)

**RECOMMENDED MOTION:** That the Board of School Directors approves the consent agenda items:

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

2. **FINANCE COMMITTEE** (*Dean Snyder, Chair*)

A. **Financial Statements**

**RECOMMENDED MOTION:** That the Board of School Directors approves the financial statements and the bills payable list, as presented. (*Enclosures*)

B. **Budget Transfers**

**RECOMMENDED MOTION:** That the Board of School Directors approves the budget transfers, as presented at the January 9, 2018 Special Board meeting.

C. **Provident Energy Consulting**

**RECOMMENDED MOTION:** That the Board of School Directors approves the Director of Business Administration to lock in the pricing for natural gas for the remainder of the 2017-2018 and for all of 2018-2019 and to lock in electricity pricing from July 2019 through June 2021 with Constellation Energy. (*Confidential Enclosure*)

D. **Anonymous Check Donation to Pay-Off Meal Balances @ Scott Middle School**

**RECOMMENDED MOTION:** That the Board of School Directors accept a donation check in the amount of \$356.96 to pay off all outstanding meal balances for the students at Scott Middle School.

- E. Ohio Pyle Prints, Inc. Spirit-wear Sales Royalty Check**  
**RECOMMENDED MOTION:** That the Board of School Directors accept the quarterly royalty check in the amount of \$115.98 for spirit-wear sales.
- F. Oak Systems – Postage Machine Agreement**  
**RECOMMENDED MOTION:** That the Board of School Directors approves the 5-year agreement between Oak Systems as presented, which reflects a cost savings of \$100.04/month which amounts to an 18% reduction and term savings of \$6,001.40 during the life of the agreement.
- G. Memorandum of Understanding – Employees 11776 and 11805**  
**RECOMMENDED MOTION:** That the Board of School Directors approves the Memorandum of Understanding for Employees 11776 and 11805.
- H. Johnson Controls Service Agreement Renewal – HVAC Support**  
**RECOMMENDED MOTION:** That the Board of School Directors approves the Service Agreement renewal with Johnson Controls, in the amount of \$125,330 for a one-year term from January 1, 2018 until December 31, 2018 to provide HVAC support, as presented. (*Confidential Enclosure*)
- I. Resolution - Petition for School Police Chief / Officer - Darrell James**  
**RECOMMENDED MOTION:** That the Board of School Directors approves the Resolution, as presented, and authorize Lamb McErlane, PC to initiate and prosecute a petition under 24 P.S. § 7-778 in the name of the School District seeking the appointment by the Court of Common Pleas of Chester County of Mr. Darrell James as a school police officer for the School District, hereby Mr. James will be authorized to exercise the above-described powers and duties and to carry a firearm in the course of his duties as a school police officer, provided the School Board authorizes or directs Mr. James to carry a firearm in the course of his duties. (*Confidential Enclosure*)
- J. Appointment of Bond Counsel and Underwriter and/or Bank Loan Agent**  
**RECOMMENDED MOTION:** That the Board of School Directors approves a Resolution appointing Bond Counsel and Underwriter and/or Bank Loan Agent to work with the school district administration and Solicitor to develop a financing plan to address anticipated budget deficits; authorizing and directing action to accomplish the same. (*Enclosure*)
- K. Donation from the Friends of PA 771**  
**RECOMMENDED MOTION:** That the Board of School Directors accept a donation in the amount of \$1,215 from the Friends of PA 771.
- L. Human Resources Report**  
**RECOMMENDED MOTION:** That the Board of School Directors approves the resignations, appointments, new positions, leave of absences, transfers, changes of status and corrections, as outlined below:
- 1. Resignations - Regular and Extra Duty**  
**RECOMMENDED MOTION:** That the Board of School Directors approves the following Resignations - Regular and Extra Duty:

a. CATA

- 1) Wood, Lisa, Teacher for the Coatesville Area Intermediate High School. Letter Dated: 1/15/2018. Reason: Personal. Effective: 1/12/2018.

b. EXTRA DUTY

- 1) Wood, Lisa, Assistant Girls' Basketball Coach for the Coatesville Area High School Campus. Letter Dated: 1/15/2018. Reason: Personal. Effective: 1/12/2018.
- 2) Wood, Lisa, Assistant JV Softball Coach for the Coatesville Area High School Campus. Letter Dated: 1/15/2018. Reason: Personal. Effective: 1/12/2018.
- 3) Wood, Lisa, 8<sup>th</sup> Grade Field Hockey Coach for North Brandywine, South Brandywine, and Scott Middle Schools. Letter Dated: 1/15/2018. Reason: Personal. Effective: 1/12/2018.

2. **New Appointments - Regular and Extra Duty**

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

a. CATA

- 1) Treadway, Brianna, Elementary Teacher for Caln Elementary School. Posted: 11/16/2017. Salary: \$43,133 (pro-rated). Level: B. Step: 1. Temporary Professional Contract. Degree: BA—Early Childhood Education, Wagner College. Certification: Grades PK-4, Grades 5-6. Effective: 1/22/2018. SP4: Approved. Pending 168 Forms.

b. NON-CERTIFIED

- 1) James, Darrell, School Police Officer for the Coatesville Area School District. Posted: 6/5/2017. Salary: \$34,000 (pro-rated). Effective: TBD. SP4: Approved. Pending 168 Forms.

c. EXTRA DUTY

- 1) Limper, James, Assistant Baseball Coach for the Coatesville Area High School Campus. Posted: 12/11/2017. Salary: \$3,604.41. Effective: 2017—2018 School Year. SP4: Staff.

3. **Leave(s) of Absence**

**RECOMMENDED MOTION:** That the Board of School Directors approves the following Leave(s) of Absence as indicated:

a. CATA

- 1) Vollmer, Shirl, Teacher for North Brandywine Middle School. Effective: 1/2/2018—1/8/2018.

b. CATSS

- 1) Peachey, Julia, Accounts Payable Secretary for the Coatesville Area School District. Effective: 1/9/2018—1/12/2018.

c. NON-CERTIFIED

- 1) Maloney, Melissa, Human Resources Generalist for the Coatesville Area School District. Effective: 2/21/2018—6/29/2018.

4. **Leave(s) of Absence - Unpaid Personal**

**RECOMMENDED MOTION:** That the Board of School Directors approves the following Unpaid Personal Leave(s) of Absence as indicated:

a. CATA

- 1) Sturgeon, Kathleen, Elementary Teacher for Caln Elementary School. Effective: 3/5/2018—3/16/2018.

b. CATSS

- 2) McLaughlin, Jena, 5.75 Hour Special Education One-On-One Aide for South Brandywine Middle School. Effective: 1/29/2018—4/23/2018.

5. **Correction**

**RECOMMENDED MOTION:** That the Board of School Directors approves the Correction as indicated:

a. EXTRA DUTY

- 1) Coates, Kellie, is no longer a Mentor for Katya Hubiak for South Brandywine Middle School. Due to experience and tenure, it has been determined that a Mentor is not needed. Effective: 2017—2018 School Year.

3. **EDUCATION COMMITTEE** (*Bashera Grove, Chair*)

A. **Student Teacher/Intern/Practicum Placements**

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

➤ **West Chester University effective January 2018 until May 2018**

<b><u>Student</u></b>	<b><u>Cooperating Teacher</u></b>	<b><u>Location</u></b>
Danielle Leach	Merrie Wood	Friendship Elementary
Theresa Morris	Lindsey Todd	Reeceville Elementary
Sara Trost	Amanda Kaiser	Rainbow Elementary
Sara Trost	Shawn MacCausland	Friendship Elementary
April Melson	John Raibley	CAIHS / 9-10 Center

➤ **Immaculata University effective January 2018 until May 2018**

<b><u>Student</u></b>	<b><u>Cooperating Teacher</u></b>	<b><u>Location</u></b>
Abigail Douglas	Danielle Cricks	Rainbow Elementary

**B. Education, Inc. Agreement – Students 10015501 and 17000441**

**RECOMMENDED MOTION:** That the Board of School Directors approves the agreement for educational services between Education Inc. and CASD for students 10015501 and 17000441.

**C. Out-of-State Indoor Color Guard and Drumline Competitions**

**RECOMMENDED MOTION:** That the Board of School Directors approves the request to attend and complete in the indoor color guard competition and the drumline competition.

**D. Devereux Foundation Contracts—Students 10001835, 10002554, 10005736 & 10008544**

**RECOMMENDED MOTION:** That the Board of School Directors approves the Independent Contractor's Contract with the Devereux Foundation for students 10001835, 10002554, 10005736 and 10008544.

**E. Release and Settlement Agreement – Student 10008491**

**RECOMMENDED MOTION:** That the Board of School Directors approves the Release and Settlement Agreement for student 10008491.

**F. Release and Settlement Agreement – Student 10001296**

**RECOMMENDED MOTION:** That the Board of School Directors approves the Release and Settlement Agreement for student 10001296.

**G. Out-of-State Field Trip – AFJROTC**

**RECOMMENDED MOTION:** That the Board of School Directors approves the request for an out-of-state drill competition for the AFJROTC, as presented.  
(*Confidential Enclosure*)

**H. Out-of-State Track Meet**

**RECOMMENDED MOTION:** That the Board of School Directors approves the request to attend and compete in an "invitation only" out-of-state event, as presented.  
(*Confidential Enclosure*)

**4. OPERATIONS COMMITTEE (*James Hills, Chair*)**

**A. Resolution – Friendship Elementary School Closure**

**RECOMMENDED MOTION:** That the Board of School Directors approves the Resolution to consider the closing of Friendship Elementary School at the close of the 2017-2018 school year.

5. **POLICY COMMITTEE** (*Tom Siedenbuehl, Chair*)

A. **Deletion of Policies**

**RECOMMENDED MOTION:** That the Board of School Directors approves the deletion of the following policies:

601.1	606.1	623	705.2	706.1
810.1-b	819 Vol II 2015	919		

B. **Policy 802 – School Organization – Revision**

**RECOMMENDED MOTION:** That the Board of School Directors approves the revision to Policy 802 to include Cyber School.

C. **Policy 626 – Federal Fiscal Compliance – Adoption**

**RECOMMENDED MOTION:** That the Board of School Directors approves the adoption of Policy 626.

**PUBLIC COMMENT**

The Board has requested that all persons making comments of public concern to list their name, address, telephone number and topic(s) on the sheet provided. There is a three (3) minute time limit per person.

**ADDITIONAL BOARD MEMBERS' REPORTS**

**INFORMATION ITEMS**

**ADJOURNMENT**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Time: \_\_\_\_\_

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2018 and on the District Website.  
Copies of the minutes will be maintained in the Office of the Board Secretary.*