

**COATESVILLE AREA SCHOOL DISTRICT  
SCHOOL BOARD MEETING AGENDA  
9/10 CENTER AUDITORIUM  
MARCH 24, 2015 ~ 7:00 PM**

**OPENING ACTIVITIES**

**1. CALL TO ORDER**

**2. READING OF MISSION STATEMENT**

*THE MISSION OF THE COATESVILLE AREA SCHOOL DISTRICT, A LEARNING COMMUNITY RICH IN DIVERSITY AND COMMITTED TO EXCELLENCE, IS TO EDUCATE ALL STUDENTS BY PROVIDING RIGOROUS EDUCATIONAL OPPORTUNITIES TO BECOME RESPONSIBLE, PRODUCTIVE, LIFE-LONG LEARNERS IN A GLOBAL SOCIETY.*

**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	<i>(Finance &amp; Personnel Committee)</i>
Stuart C. N. Deets, Vice President	<i>(Operations and Finance &amp; Personnel Committees)</i>
Diane M. Brownfield	<i>(Education Committee)</i>
James Hills	<i>(Education and Operations Committees)</i>
Laurie C. Knecht	<i>(Operations Committee)</i>
Michele S. Maffei	<i>(Finance &amp; Personnel Committee)</i>
Deborah L. Thompson	<i>(Education and Policy Committees)</i>
Ann M. Wuertz	<i>(Policy Committee)</i>
Gregory D. Wynn	<i>(Policy Committee)</i>

**Student Representatives**

Katie Stefanski, Senior Class Representative  
Andrew Scott Patterson, Junior Class Representative

**Solicitor**

Michael I. Levin, Esquire

**Administration**

Dr. Cathy Taschner, Superintendent of Schools  
Dr. Kimberly R. Donahue, Assistant to the Superintendent of Curriculum & Learning  
Ronald G. Kabonick, Director of Business Administration & School Board Secretary  
Erika Zeigler, Director of Human Resources  
John Reid, Director of Pupil Services, Data & Assessment  
Dave Krakower, Director of High School & Curriculum Instruction – Special Education (6-12)  
Jason Palaia, Director of Elementary Education & Special Education (K-5)

**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 February 24, 2015 Special Board meeting subject to any addition, deletions, modifications or clarifications. (*Enclosure 1*)

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

**APPROVAL OF THE MINUTES**

**RECOMMENDED MOTION:** That the Board of School Directors approves the minutes for the March 10, 2015 Special Board meeting subject to any addition, deletions, modifications or clarifications. (*Enclosure 2*)

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, March 23, 2015 at 6:00 p.m. for the purpose of negotiations and for legal and personnel reasons.

**SUPERINTENDENT'S REPORT**

**IMPORTANT DATES**

<b>Date</b>	<b>Time</b>	<b>Meetings</b>	<b>Place</b>
April 14, 2015	6:00 PM	Committees Meetings & Special Board Meeting	9/10 Center Auditorium
April 28, 2015	7:00 PM	School Board Meeting	9/10 Center Auditorium

**SPECIAL REPORTS**

**STUDENT REPRESENTATIVE'S REPORT**

**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 approves the consent agenda items:

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

2. **FINANCE COMMITTEE** (*Stuart Deets, Chair*)

A. **Bills Payable and Financial Statements**

**RECOMMENDED MOTION:** That the Board of School Directors approve the bills payable and the financial statements, as presented. (*Enclosure 3*)

B. **Approval of the Municipal Revenue Service Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Agreement with Municipal Revenue Service to settle the account and to re-assign all uncollected tax liens to Chester County Tax Claims for collection. Pending the actual date of approval by the Board, the estimated amount due to CASD is \$500,376.53.

C. **Approval of the Lease Agreement with Art Partners Studio**

**RECOMMENDED MOTION:** That the Board of School Directors approve the District lease with Art Partners Studio for space on the second floor of the Benner building. The area to be leased is identified on the floor plan as the superintendent's suite, the computer technology training room and the technology office area. This area totals 2,010 square feet @ \$6.50 for a monthly amount of \$1,088.75.

D. **Approval to Solicit RFP for Forensic Audit**

**RECOMMENDED MOTION:** That the Board of School Directors authorize the Business Manager to solicit bids through an RFP process to conduct a forensic financial audit of the Business Office, the bonds, and the Facilities/Maintenance/Custodial departments.

E. **Technology Support Services Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors extend the Chester County Intermediate Unit Technology Support Services Agreement, as stipulated, until June 30, 2015. (*Enclosure 4*)

F. **Constellation NewEnergy, Inc. Electricity Supply Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Electricity Supply Agreement with Constellation NewEnergy, Inc., as presented. (*Enclosure 5*)

**G. Chester County Tax Collection Committee Delegates**

**RECOMMENDED MOTION:** That the Board of School Directors approve the removal of Angelo Romaniello, Jr. and add Loree Lonsinger as the Secondary Delegate, and that Ronald Kabonick remain the Primary Delegate for the Chester County Tax Collection Committee. (*Enclosure 6*)

**H. Human Resources**

**1. Resignations - Regular and Extra Duty**

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

a. CATSS

- 1) Martin, Julie, 6.5 Hour Special Education One-on-One Aide for the Rainbow Elementary School. Letter Dated: 3/16/15. Reason: Personal. Effective: 3/30/15.
- 2) Welch, Roxanne, Health Assistant for the Reeceville Elementary School. Letter Dated: 3/3/15. Reason: Personal. Effective: 2/20/15.

b. EXTRA DUTY

- 1) Herr, Ashley, 8<sup>th</sup> Grade Cheerleading Coach for the South Brandywine Middle School. Letter Dated: 2/26/15. Reason: Personal. Effective: 6/8/15.

**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) Bridges, Charlotte, ESL Teacher for the King's Highway and East Fallowfield Elementary Schools. Posted: 10/27/14. Salary: \$44,000.00 (prorated). Temporary Professional Contract. Degree: BS – Elementary Education, University of Phoenix. Certifications: Elementary Education, ESL K-12, English 7-12, Immaculata University. Years of Exp: 0. Effective: TBD. SP4: Approved.
- 2) Palmer, Danielle, ESL Teacher for the Caln Elementary School. Posted 12/2/14. Salary: \$47,900.00 (prorated). Temporary Professional Contract. Degree: BS - Elementary Education, Kutztown University. Certifications: Elementary Education and ESL K-12, Drexel University. Years of Exp: 3. Effective: 3/23/15. SP4: Approved.

b. CATSS

- 1) Szymborski, Sherry, Health Assistant for the Coatesville Area School District. Posted: 11/11/14. Salary: \$18.50/hr. Effective: 3/26/15. SP4: Approved.

c. EXTRA DUTY

- 1) Trego, Harold, Assistant Boys' Baseball Coach for the Coatesville Area Senior High School Campus. Posted: 1/28/15. Salary: \$3,168.00 (prorated). Effective: TBD. SP4: Approved.
- 2) Zwick, Jody, Head Girls' Lacrosse Coach for the Coatesville Area Senior High School Campus. Posted: 1/21/15. Salary: \$4,423.50 (prorated). Effective: TBD. SP4: Approved.

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

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

a. ADMINISTRATION

- 1) Fisher, Robert, Principal for the Coatesville Area Senior High School. Letter Dated: 2/27/15. Effective: 1/21/15 – 2/4/15.

b. CATA

- 1) Beren, Ursula, School Nurse for the South Brandywine Middle School. Letter Dated: 2/24/15. Effective: 1/7/15 – 2/6/15.
- 2) Dehaut, Michael, 5<sup>th</sup> Grade Teacher for the Caln Elementary School. Letter Dated: 2/9/15. Effective: 3/16/15 – 5/8/15.
- 3) Shuman, Pamela, Special Education Teacher for the Scott Middle School. Letter Dated: 2/26/15. Effective: 3/2/15 – 4/30/15.
- 4) Wagner, John, 4<sup>th</sup> Grade Teacher for the East Fallowfield Elementary School. Letter Dated: 3/4/15. Effective: 5/1/15 – 5/21/15.

c. CATSS

- 1) Armstrong, Elisabeth, 6.5 Hour Special Education One-on-One Aide for the Scott Middle School. Letter Dated: 2/27/15. Effective: 3/9/15 – 5/29/15.
- 2) Fink, Barbara, Technology Associate for the North Brandywine Middle School. Letter Dated: 3/10/15. Effective: 2/24/15 – 3/27/15.

4. **Voluntary Transfers**

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

a. ADMINISTRATION

- 1) Taylor, Chamise, requested move from Principal for the North Brandywine Middle School to Principal for the Scott Middle School. Effective: 7/1/15.

**5. Change of Status**

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

a. CATA

- 1) Thomas Brown, Annette, move from .5 Spanish Teacher for the South Brandywine Middle School to .5 Spanish Teacher and .5 ESL Teacher for the South Brandywine Middle School. Effective: 3/3/15.

**3. EDUCATION COMMITTEE (Deborah Thompson, Chair)**

**A. Homebound Instruction Students**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Homebound Instruction for student numbers 008-010.

**B. North Brandywine Williamsburg/Yorktown/Jamestown Tour on May 27-29, 2015**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Grandview Tour & Travel Agreement, as presented.

**C. South Brandywine & Scott Middle School Williamsburg Trip on May 20-22, 2015**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Williamsburg trip for Scott and South Brandywine Middle Schools on May 20-22, 2015, as presented.

**D. Administrator Leadership Training**

**RECOMMENDED MOTION:** That the Board of School Directors approve the second and final Administrator Leadership Training Series with Divinely Equine.

**E. Acelor Mittal Charitable Contribution**

**RECOMMENDED MOTION:** That the Board of School Directors approve the acceptance of a grant check in the amount of \$6,500 to support the World of Science, Engineers and Math through Legos and iPads.

**F. King's Highway Elementary School Art Show Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Agreement between King's Highway Elementary School and Artome for the execution of an art show.

**G. King's Highway Elementary School Children's Author Appearance Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the appearance Agreement for Daryl Cobb, as presented.

**H. King's Highway Elementary School Laminator**

**RECOMMENDED MOTION:** That the Board of School Directors approve the GBC Maintenance Agreement with North American Direct Sales and Services.

- I. King's Highway Elementary School & Dialed Action Sports Team**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the performance Agreement for Dialed Action Sports Team assembly on bicycle safety and anti-bullying, as presented.
- J. Establishment of a Gay Straight Alliance Chapter for C. A. S. H. S.**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the establishment of a Gay Straight Alliance Chapter for the Coatesville Area Senior High School.
- K. Request to Attend Conference – April 20 & 21, 2015**  
**RECOMMENDED MOTION:** That the Board of School Directors approve conference travel for John Reid, Director of Pupil Services/Data & Assessment, to the National Council for Behavior Health on April 20<sup>th</sup> & 21<sup>st</sup> at no cost to the District. (*Confidential Enclosure 7*)
- L. Give & Take Assembly Agreement**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Agreement with Give & Take to provide an assembly at Friendship Elementary School. (*Enclosure 8*)
- M. Walnut Street Theatre Outreach Tour Agreement**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the performance Agreement between Walnut Street Theatre and Friendship Elementary School, as presented. (*Enclosure 9*)
- 4. OPERATIONS COMMITTEE (*James Hills, Chair*)**  
  
*None*
- 5. POLICY COMMITTEE (*Ann Wuertz, Chair*)**
- A. Review of Policy 103.1 – Non-Discrimination in Employment – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors adopt Policy 103.1, Non-Discrimination in Employment.
- B. Review of Policy 103.2 – Equal Employment Opportunity Policy & Affirmative Action Program – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors adopt Policy 103.2, Equal Employment Opportunity Policy & Affirmative Action Program.
- C. Review of Policy 917 – Volunteer Coaches – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School directors approve the 30-day review of Policy 917, Volunteer Coaches.
- D. Review of Policy 348 – Unlawful Harassment – Administrative Employees – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors adopt Policy 348, Unlawful Harassment – Administrative Employees.

- E. **Review of Policy 448 – Unlawful Harassment – Professional Employees – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors adopt Policy 448, Unlawful Harassment – Professional Employees.
- F. **Review of Policy 548 – Unlawful Harassment – Classified Employees – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors adopt Policy 548, Unlawful Harassment – Classified Employees.
- G. **Review of Policy 601 – Budget & Financial Management – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 601, Budget and Financial Management, with modifications.
- H. **Review of Policy 615 – Payroll Deductions – 30/Day Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of the revised Policy 615, Payroll Deductions, with modifications.
- I. **Review of Revised Policy 707 – Use of Facilities – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors adopt revised Policy 707, Use of Facilities, with modifications.
- J. **New Policy 309.1 – Resignation Acceptance of Administrative Employees – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors adopt Policy 309.1, Resignation Acceptance of Administrative Employees, with modifications.
- K. **New Policy 409.1 – Resignation Acceptance of Professional Employees – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors adopt Policy 409.1, Resignation Acceptance of Professional Employees, with modifications.
- L. **New Policy 509.1 – Resignation Acceptance of Classified Employees – Adoption**  
**RECOMMENDED MOTION:** That the Board of School Directors adopt Policy 509.1, Resignation Acceptance of Classified Employees, with modifications.

### **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 December 25, 2014 and on the District Website.  
Copies of the minutes will be maintained in the Office of the Board Secretary.*