

Education Committee Agenda
Coatesville Area Senior High School Auditorium
May 9, 2017 - 6:00 PM
(1st Committee Meeting of the Evening)

CHAIRPERSON: Deborah Thompson
BOARD MEMBERS: James Hills and Ann Wuertz
ADMINISTRATION: Dr. Cathy Taschner and Ronald Kabonick
CALL TO ORDER: _____

APPROVAL of MINUTES

Approval of the April 11, 2017 Education Committee meeting minutes. (*Enclosure*)

Motion: _____ Second: _____ Vote: _____

AGENDA ITEMS

- A. Request to Attend Title I State Parent Conference**
RECOMMENDED MOTION: That the Board of School Directors approve student 10013216 family's attendance to the Title I State Parent Conference in Champion, Pennsylvania on July 10-12, 2017, at a cost of \$1,130 to be paid with Title I Parent Involvement funds. (*Confidential Enclosure*)
- B. Student Adjudication – ID 10012708**
RECOMMENDED MOTION: That the Board of School Directors approve the adjudication for student 10012708, as presented.
- C. Student Adjudication – ID 10001161**
RECOMMENDED MOTION: That the Board of School Directors approve the adjudication for student 10001161, as presented.
- D. Student Adjudication – ID 10010660**
RECOMMENDED MOTION: That the Board of School Directors approve the adjudication for student 10010660, as presented.
- E. Student Adjudication – ID 10002227**
RECOMMENDED MOTION: That the Board of School Directors approve the adjudication for student 10002227, as presented.
- F. Student Adjudication – ID 10013305**
RECOMMENDED MOTION: That the Board of School Directors approve the adjudication for student 10013305, as presented.
- G. Valley Forge Educational Services Contract for 2016-2017**
RECOMMENDED MOTION: That the Board of School Directors approve the extended school year contracts with Valley Forge Educational Services for the following students:
(*Confidential Enclosure*)

10008667

10002249

60000563

- H. The Devereux Foundation – Student Contract 10002554**
RECOMMENDED MOTION: That the Board of School Directors approve the contract for student 10002554, as presented. (*Confidential Enclosure*)
- I. The Devereux Foundation – Student Contract 10004835**
RECOMMENDED MOTION: That the Board of School Directors approve the contract for student 10004835, as presented. (*Confidential Enclosure*)
- J. The Devereux Foundation – Student Contract 10006034**
RECOMMENDED MOTION: That the Board of School Directors approve the contract for student 10006034, as presented. (*Confidential Enclosure*)
- K. Lindamood-Bell for Instructional Services Contract - Student 60000652**
RECOMMENDED MOTION: That the Board of School Directors approve the Instructional Services contract with Lindamood-Bell Learning Processes for the student 60000652, as presented. (*Confidential Enclosure*)
- L. Professional Services / Independent Contractor Contract - Lori Vanderbilt**
RECOMMENDED MOTION: That the Board of School Directors approve the Independent Contractor contract for professional services with Lori Vanderbilt (Wilson Tutor), as presented. (*Confidential Enclosure*)
- M. Professional Services / Independent Contractor Contract - Christopher Roberts**
RECOMMENDED MOTION: That the Board of School Directors approve the Independent Contractor contract for professional services with Christopher Roberts (Wilson Tutor), as presented. (*Confidential Enclosure*)
- N. Professional Services / Independent Contractor Contract - Fred Strong, LLC**
RECOMMENDED MOTION: That the Board of School Directors approve the Independent Contractor contract for professional services with Fred Strong, LLC (Wilson Tutor), as presented. (*Confidential Enclosure*)

INFORMATIONAL ITEM(S)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT _____

Policy Committee Agenda
Coatesville Area Senior High School Auditorium
May 9, 2017 - 6:00 PM
(2nd Committee Meeting of the Evening)

CHAIRPERSON: Ann Wuertz
BOARD MEMBERS: Bashera Grove and Tom Siedenbuehl
ADMINISTRATION: Dr. Cathy Taschner and Ronald Kabonick
CALL TO ORDER: _____

APPROVAL of MINUTES

Approval of the April 11, 2017 Policy Committee meeting minutes. (*Enclosure*)

Motion: _____ Second: _____ Vote: _____

AGENDA ITEMS – 600

- A. **Policy 601 – Fiscal Objectives – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 601.

- B. **Policy 602 – Budget Planning – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 602.

- C. **Policy 603 – Budget Preparation – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 603.

- D. **Policy 604 – Budget Adoption – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 604.

- E. **Policy 605 – Tax Levy – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 605.

- F. **Policy 606 – Tax Collection – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 606.

- G. **Policy 607 – Tuition Income – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 607.

- H. Policy 608 – Bank Accounts – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 608.
- I. Policy 609 – Investment of District Funds – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 609.
- J. Policy 610 – Purchase Subject to Bid/Quotation – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 610.
- K. Policy 611 – Purchases Budgeted – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 611.
- L. Policy 612 – Purchases Not Budgeted – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 612.
- M. Policy 613 – Cooperative Purchasing – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 613.
- N. Policy 614 – Payroll Authorization – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 614.
- O. Policy 615 – Payroll Deductions – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 615.
- P. Policy 616 – Payment of Bills – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 616, with revisions.
- Q. Policy 617 – Petty Cash – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 617.
- R. Policy 618 – Student Activity Funds – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 618.

- S. **Policy 619 – District Audit – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 619.
- T. **Policy 620 – Fund Balance – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 620.
- U. **Policy 621 – Local Taxpayer Bill of Rights – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 621.
- V. **Policy 622 – GASB Statement 34 – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 622, with revisions.
- W. **Policy 624 - Taxable Fringe Benefits – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 624.
- X. **Policy 625 – Procurement Cards – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 625.
- Y. **Policy 626 – Federal Fiscal Compliance – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 626.
- Z. **Policy 626.1 – Travel Reimbursement – Federal Programs – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 626.1.

AGENDA ITEMS – 700

- A. **Policy 701 – Facilities Planning – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 701.
- B. **Policy 702 – Gifts, Grants, Donations – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 702.
- C. **Policy 703 – Sanitary Management – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 703.

- D. Policy 704 – Maintenance – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 704.
- E. Policy 705 – Safety – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 705.
- F. Policy 705.1 – School District Policy Authorized to Carry Weapons – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 705.1.
- G. Policy 706 – Property Records – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 706.
- H. Policy 707 – Use of School Facilities – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 707.
- I. Policy 708 – Lending of Equipment and Books – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 708.
- J. Policy 709 – Building Security – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 709.
- K. Policy 710 – Use of Facilities by Staff – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 710.
- L. Policy 713 – Buildings and Grounds Management – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 713.
- M. Policy 716 – Integrated Pest Management – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 716, with revisions.
- N. Policy 717 – Cellular Phones – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 717.

- O. Policy 718 – Service Animals in Schools – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 718.

AGENDA ITEMS – 800

- A. Policy 800 – Records Management – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 800.
- B. Policy 801 – Public Records – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 801.
- C. Policy 802 – School Organization – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 802.
- D. Policy 803 – School Calendar – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 803.
- E. Policy 804 – School Day – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 804.
- F. Policy 805 – Emergency Preparedness – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 805.
- G. Policy 805.1 – Relations with Law Enforcement Agencies – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 805.1.
- H. Policy 806 – Child Abuse – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 806.
- I. Policy 807 – Opening Exercises/Flag Displays – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 807.
- J. Policy 808 – Food Services – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 808.

- K. Policy 810.1 – Drug/Alcohol Testing – Covered Drivers – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 810.1.
- L. Policy 810.2 – Transportation – Video/Audio Recording – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 810.2.
- M. Policy 811 – Bonding – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 811.
- N. Policy 812 – Property Insurance – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 812.
- O. Policy 813 – Other Insurance – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 813.
- P. Policy 814 – Copyright Material – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 814.
- Q. Policy 815 – Acceptable Use of Internet, Computers and Network Resources – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 815.
- R. Policy 818 – Contracted Services – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 818.
- S. Policy 819 – Suicide Awareness, Prevention and Response – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 819.
- T. Policy 822 – Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR) – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 822.
- U. Policy 823 – Naloxone – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 823.

- V. **Policy 824 – Maintaining Professional Adult/Student Boundaries – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 824.
- W. **Policy 827 – Conflict of Interest – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 827.
- X. **Policy 828 – Fraud – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 828.
- Y. **Policy 830 – Breach of Computerized Personal Information – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 830.

INFORMATIONAL ITEM(S)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT _____

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2017 and on the District website.
Copies of the minutes will be maintained in the office of the Board Secretary.*

Operations Committee Agenda

Coatesville Area Senior High School Auditorium

May 9, 2017 - 6:00 PM

(3rd Committee Meeting of the Evening)

CHAIRPERSON: Brenda Geist
BOARD MEMBERS: Laurie Knecht and Dean Snyder
ADMINISTRATION: Dr. Cathy Taschner and Ronald Kabonick
CALL TO ORDER: _____

APPROVAL of MINUTES

Approval of the April 11, 2017 Operations Committee meeting minutes. (*Enclosure*)

Motion: _____ Second: _____ Vote: _____

AGENDA ITEMS

- A. **Request to Waive Fees – New life In Christ Fellowship – C.A.I.H.S. (9/10 Center)**
RECOMMENDED MOTION: That the Board of School Directors approve the request to waive fees, in the amount of \$3,520, from New Life In Christ Fellowship, as presented. (*Confidential Enclosure*)
- B. **Request to Waive Fees – G. I. F. T. S. – C.A.I.H.S. (9/10 Center)**
RECOMMENDED MOTION: That the Board of School Directors approve the request to waive fees, in the amount of \$765, for a charity basketball game to be held in the 9/10 Center gymnasium. (*Confidential Enclosure*)
- C. **Request to Waive Fees – Football Booster Club – C.A.S.H.S. and C.A.I.H.S. (9/10 Center)**
RECOMMENDED MOTION: That the Board of School Directors approve the request to waive fees, in the amount of \$330, for a Cross Fit Challenge fundraiser in the 9/10 Center weight room, the CASH stadium, and the Derrick Morgan field on Saturday, August 12, 2017, as presented. (*Confidential Enclosure*)

INFORMATIONAL ITEM(S)

- Food Service Reimbursement/Participation Report for the month ending April 30, 2017 (*Enclosure*)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT _____

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2017 and on the District website.
Copies of the minutes will be maintained in the office of the Board Secretary.*

Finance Committee Agenda
Coatesville Area Senior High School Auditorium
May 9, 2017 - 6:00 PM
(4th Committee Meeting of the Evening)

CHAIRPERSON: Stuart Deets
BOARD MEMBERS: James Hills and Tom Siedenbuehl
ADMINISTRATION: Dr. Cathy Taschner and Ronald Kabonick
CALL TO ORDER: _____

APPROVAL of MINUTES

Approval of the April 11, 2017 Finance Committee meeting minutes. (*Enclosure*)

Motion: _____ Second: _____ Vote: _____

AGENDA ITEMS

- A. Financial Statements**
RECOMMENDED MOTION: That the Board of School Directors approve the enclosed Financial Statements and the Bills Payable list, as presented. (*Enclosures*)
- B. Downingtown Rental Agreement**
RECOMMENDED MOTION: That the Board of School Directors approve the vehicle rental agreement with the Downingtown Area School District, as per the attached agreement. (*Confidential Enclosure*)
- C. Piano Rental - Bauder Audio Systems, Inc.**
RECOMMENDED MOTION: That the Board of School Directors approve the rental of a piano, two microphones and accessories, in the amount of \$350, from Bauder Audio Systems, Inc. (*Confidential Enclosure*)
- D. Lifetouch Portrait Agreement for 2017-2018 School Year – 9/10 Center (C.A.I.H.S.)**
RECOMMENDED MOTION: That the Board of School Directors approve the Agreement with Lifetouch Studios for student portraits, as presented. (*Confidential Enclosure*)
- E. Scholastic Refund Check – 9/10 Center (C.A.I.H.S.)**
RECOMMENDED MOTION: That the Board of School Directors accept the Scholastic refund check in the amount of \$100. (*Confidential Enclosure*)
- F. Donation from Conestoga Shrine Club**
RECOMMENDED MOTION: That the Board of School Directors accept the donation check from the Conestoga Shrine Club, in the amount of \$150, to the AFJROTC program. (*Confidential Enclosure*)
- G. Donation from Axalta Coating Systems, LLC**
RECOMMENDED MOTION: That the Board of School Directors accept the donation check from Axalta Coating Systems, LLC, in the amount of \$500, to the AFJROTC program. (*Confidential Enclosure*)

H. Termination of Employment Contract of General Counsel

RECOMMENDED MOTION: That the Board of School Directors approves the termination of the employment contract of Judy Shopp, Esquire, in accordance with Paragraph 1 of Judy Shopp's December 1, 2015 employment contract. The Coatesville Area School District previously provided Judy Shopp with written three (3) month notice of its intent to terminate her employment contract. Termination effective: May 5, 2017.

I. Wrestling Tournament Contract

RECOMMENDED MOTION: That the Board of School Directors approve the wrestling tournament contract, as presented. (*Confidential Enclosure*)

J. Lenny Rogers Photo Booth Contract – North Brandywine Middle School

RECOMMENDED MOTION: That the Board of School Directors approve the photo booth agreement, in the amount of \$350, as presented. (*Confidential Enclosure*)

K. Human Resources Report

RECOMMENDED MOTION: That the Board of School Directors approve the resignations, appointments, new positions, leave of absences, transfers, changes of status and corrections, as presented. (*Enclosure*)

INFORMATIONAL ITEM(S)

- 2017–2018 Budget Update
- CASD and Charter School Enrollment Reports for the month ending April 30, 2017 (*Enclosure*)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT _____

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2017 and on the District website.
Copies of the minutes will be maintained in the office of the Board Secretary.*

HUMAN RESOURCES REPORT – MAY 9, 2017

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) Leavey, Vincent, Athletic Director of the Coatesville Area School District. Letter Dated: 5/1/2017. Reason: Personal. Effective: 6/25/2017.
- 2) Nicolino, Danielle, Assistant Principal for Scott Middle School. Letter Dated: 5/1/2017. Reason: Personal. Effective: 6/30/2017.

b. CATA

- 1) Brown, Theodore, Teacher at Reeceville Elementary School. Letter Dated: 4/24/2017. Reason: Retirement. Effective: 6/9/2017.
- 2) Hanson, Barbara, Teacher at Reeceville Elementary School. Letter Dated: 4/24/2017. Reason: Retirement. Effective: 6/9/2017.
- 3) Hare, Judith, Teacher at East Fallowfield Elementary School. Letter Dated: 4/28/2017. Reason: Retirement. Effective: 6/9/2017.
- 4) Hinkelman, Stephanie, Preschool Teacher at Gordon Early Literacy Center. Letter Dated: 3/10/2017. Reason: Personal. Effective Date: 2/6/2017.

c. CATSS

- 1) Angus, Cynthia, 6.5 Hour Special Education One-on-One Aide for Reeceville Elementary School. Letter Dated: 4/24/2017. Reason: Retirement. Effective: 6/9/2017.

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. EXTRA DUTY

- 1) Cumens, Markelle, Summer Clerical Position for the Coatesville Area School District. Posted: 4/3/2017. Salary: \$10/hour. Effective: TBD. SP4: Staff.
- 2) Hines, Delores, ESY Substitute Teacher for the Coatesville Area School District. Posted: 2/2/2017. Salary: \$33/hour. Effective: 6/26/2017. SP4: Staff.
- 3) Gathercole, Susan, Food Service Substitute for the Coatesville Area School District. Posted: 5/31/2017. Salary: \$9/hour. Effective: TBD. SP4: Approved. Pending 168 Forms.

- 4) Loughhead, Paula, ESY Special Education Aide for the Coatesville Area School District. Posted: 2/2/2017. Salary: \$12.50/hour. Effective: 6/26/2017. SP4: Staff.
- 5) Game/Event Workers for the Coatesville Area School District. Posted: 2/9/16. Effective: 2016—2017 School Year. SP4: Staff.

Cynthia Crouse

Elizabeth Gardner

Janene Groff

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

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

a. CATA

- 1) Davis, Alicia, Teacher for Friendship Elementary School. Effective: 5/30/2017—6/9/2017.
- 2) Herr, Pamela, Teacher for Caln Elementary School. Effective: 4/7/2017—4/19/2017.

4. **Voluntary Transfers:**

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

a. FEDERATION

- 1) Schweitzer, Brian, move from 3 Hour General Utility Worker at Rainbow Elementary School to 3 Hour General Utility Worker at South Brandywine Middle School. Effective: 4/24/2017.

5. **Change of Status**

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

a. FEDERATION

- 1) Henan, Madline, move from Food Service Substitute for the Coatesville Area School District to 3 Hour General Utility Worker for Rainbow Elementary School. Posted: 5/31/2016. Salary: \$13.66 (\$14.66 after 520 hour probation period). Effective: 5/1/2017.

b. EXTRA DUTY

- 1) Fanning, April, move from 3 Hour General Utility Worker for South Brandywine Middle School to Food Service Substitute. Salary: \$9/hour. Effective: 4/12/2017.