

# COATESVILLE AREA SCHOOL DISTRICT SPECIAL SCHOOL BOARD MEETING MINUTES

*Coatesville Area Senior High School Auditorium*

**JUNE 11, 2019**

*(Immediately Following Committee Meetings)*

## **OPENING ACTIVITIES**

### **1. CALL TO ORDER AT 8:25 P.M.**

### **2. PURPOSE OF MEETING**

The purpose of this meeting is to approve the bills payable, and any other matters that may come before the Board.

### **3. 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.*

### **4. 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.

### **5. ROLL CALL**

#### **Board of School Directors**

Robert J. Fisher, President - <i>present</i>	<i>(Education Committee)</i>
Thomas N. Keech, Vice President - <i>present</i>	<i>(Finance Committee)</i>
Henry J. Assetto - <i>present</i>	<i>(Education Committee)</i>
Tyrone Carter - <i>present</i>	<i>(Operations Committee)</i>
James Hills - <i>present</i>	<i>(Finance Committee)</i>
Robert T. Marshall, Jr. - <i>absent</i>	<i>(Education &amp; Policy Committees)</i>
Brandon J. Rhone - <i>absent</i>	<i>(Operations &amp; Policy Committees)</i>
Thomas Siedenbuehl - <i>absent</i>	<i>(Policy Committee)</i>
Ann M. Wuertz - <i>present</i>	<i>(Finance &amp; Operations Committees)</i>

#### **Administration**

Dr. Cathy Taschner, Superintendent of Schools - *present*  
Dr. Kimberly R. Donahue, Assistant to the Superintendent of Curriculum and Learning - *present*  
Karen Hall, Director of Human Resources and School Board Secretary - *present*  
Lisa Hauswirth, Director of Special Education - *absent*  
Jason Palaia, Director of Elementary and Secondary Education - *absent*  
Rita Perez, Director of Pupil Services - *present*

#### **Solicitor**

Michael I. Levin, Esquire - *not present*

### **6. MOMENT OF SILENCE AND SALUTE TO THE FLAG**

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

### **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.

- 1) Robin Seagreaves – Scott Field and Middle School Configuration
- 2) Jordan Crans – Additional staff

### **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** (*Robert Fisher, Board President*)

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

Motion: James Hills

Second: Tom Keech

Vote: 6-0-0

2. **FINANCE COMMITTEE** (*Thomas Keech, Chair*)

A. **Financial Statements**

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

B. **2019-2020 General Fund Budget and Tax Resolution**

**RECOMMENDED MOTION:** That the Board of School Directors approve the General Fund Budget and Tax Resolution, as presented, in the amount of \$180,688,583 for the 2019-2020 Fiscal Year with a real estate tax rate of 38.2018 Mills of the assessed valuation, \$3.82018 per \$100 of assessed value, (an increase of 3.9%) and a Realty Transfer Tax of 0.5%; an Earned Income Tax of 0.5%; and a Local Service Tax of \$5.00 (*no change in those taxes*). ([Enclosure](#))

C. **Homestead/Farmstead Resolution for 2019-2020**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Homestead/Farmstead Property Tax Reduction amounts, as presented, in the amount of \$258.40 per Homestead/Farmstead with an assessed value exclusion of \$6,764 per Homestead/Farmstead. ([Enclosure](#))

**D. BerkOne, Inc. Transportation - Letter of Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Agreement between CASD and BerkOne, Inc. for the production and mailing costs of transportation letters for the 2019-2020 school year, in the amount of \$3,500 plus postage, as presented. ([Enclosure](#))

**E. Breakfast Program Mini-Grants for 2019-2020**

**RECOMMENDED MOTION:** That the Board of School Directors approve the School Breakfast Program Mini-Grants for the 2019-2020 school year, awarded through the Pennsylvania Department of Education (PDE), Division of Food and Nutrition, in the following amounts: ([Enclosure](#))

✦ Caln ES	\$4,162
✦ East Fallowfield ES	\$4,162
✦ Kings Highway ES	\$4,162
✦ Rainbow ES	\$4,162
✦ Reeceville ES	\$4,162
✦ North Brandywine MS	\$4,162
✦ Scott MS	\$4,162
✦ 9/10 Center	\$4,162
✦ C.A.S.H.	\$4,162
<b>Grant Total</b>	<b><u>\$37,458</u></b>

**F. CATA Memorandum of Understanding – 5<sup>th</sup> Grade Promotion**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Memorandum of Understanding with CATA, as presented. ([Enclosure](#))

**G. Fiorenza’s Food for Friends - Perishable Food Donation**

**RECOMMENDED MOTION:** That the Board of School Directors approve the food service donation of highly perishable food items to Fiorenza’s Food for Friends (F4), a non-profit organization that connects food donations with local food rescue organizations including the Salvation Army, CYWA and St. Joseph’s House. ([Enclosure](#))

**H. Scott Field Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the agreement for work at Scott Field, as presented. ([Enclosure](#))

**I. Scott Middle School Grade Configuration Change**

**RECOMMENDED MOTION:** That the Board of School Directors approve the grade configuration change for Scott Middle School. Scott Middle School will serve 6<sup>th</sup> grade students.

**J. North Brandywine Middle School Configuration Change**

**RECOMMENDED MOTION:** That the Board of School Directors approve the grade configuration changes for North Brandywine Middle School. North Brandywine will serve 7<sup>th</sup> and 8<sup>th</sup> Grade students.

**K. HP Financial Services Finance for Chromebooks**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Financing from HP Financial Services for one-to-one laptops, as presented. ([Enclosure](#))

**L. New Positions – Assistant Principals and Special Education Supervisors**

**RECOMMENDED MOTION:** That the Board of School Directors approve the addition of four (4) Elementary Assistant Principal positions which will place one in each building, and five (5) Supervisors of Special Education wherein one will be appointed to serve specifically in each elementary school. The remaining Special Education Supervisors will support both middle schools, two high schools and all Early Intervention.

**M. 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) Messenger, Heather, Assistant Principal for Scott Middle School and the Coatesville Cyber Academy. Letter Dated: 5/19/2019. Reason: Personal. Effective: 7/18/2019.

b. CATA

- 1) Abbasi, Eileen, Chemistry and Biology Teacher for Coatesville Area Senior High School. Letter Dated: 5/29/2019. Reason: Personal. Effective: 6/7/2019.
- 2) Flad, Deborah, Family and Consumer Science Teacher for South Brandywine Middle School. Letter Dated: 5/31/2019. Reason: Personal. Effective: 6/7/2019.
- 3) Wallace, Wayne, Physical Education Teacher for Reeceville Elementary School. Letter Dated: 5/21/2019. Reason: Retirement. Effective: 5/21/2019.

c. EXTRA DUTY

- 1) Westmoreland, Willie, Boys' Head Tennis Coach for the Coatesville Area High School Campus. Letter Dated: 5/31/2019. Reason: Personal. Effective: 6/1/2019.

d. FEDERATION

- 1) Porcelli, Tina, 3.75 Hour Food Service General Utility Worker for the Coatesville Area Intermediate High School. Letter Dated: 5/28/2019. Reason: Personal. Effective: 5/24/2019.

**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) Ickes, Kelly, LTS Math Teacher for the Coatesville Area Intermediate High School. Salary: \$45,831 (prorated). Level: B. Step: 2. Temporary Substitute Contract. Degree: BS—Secondary Education, Mathematics, Penn State University. Certification: Mathematics 7-12. Effective: 8/19/2019—1/23/2020. SP4: Staff.

b. EXTRA DUTY

- 1) Barnes, John, Summer School Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 2) Brosius, William, Summer School Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 3) Chain, John, Summer School Lead Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 4) Cole, Kelly, Summer School Lead Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 5) Deck, Elizabeth, ESY Aide for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$12.50/hour. Effective: 7/8/2019—8/1/2019. SP4: Approved. Pending 168 Forms.
- 6) Dohmson, Trish, Summer School Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 7) Elicker, Kathleen, Summer School Substitute Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 8) Froggatt, Bill, Summer School Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 9) Jones, Heather, Summer School Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 10) Martin, Ashlea, ESY Aide for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$12.50/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 11) McCarthy, Dennis, Summer School Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 12) McIlhenny, Melissa, Summer School Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 13) Nichols, Thomas, Summer School Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.

- 14) Olseski, Anthony, Summer School Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 15) Pierce, Courtni, Summer School Substitute Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 16) Quinn, Gwen, Summer School Lead Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 17) Riker, Brian, Summer School Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 18) Rinehart, Meredith, Summer School Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 19) Rusnak, Hillory, Summer School Lead Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 20) Schreiber, Stephen, Baseball Coach for North Brandywine Middle School. Posted: 12/14/2018. Salary: \$2,235.75 (prorated). Effective: 2018—2019 School Year. SP4: Staff.
- 21) Schuler, Jamie, Summer School Substitute Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 22) Smith, Emily, ESY Aide for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$12.50/hour. Effective: 7/8/2019—8/1/2019. SP4: Approved. Pending 168 Forms.
- 23) Smith, Justin, Summer School Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 24) Ulkloss, Brian, Pilot Club Robotics Advisor for the Coatesville Area Intermediate High School. Salary: \$555. Effective: 2018—2019 School Year. SP4: Staff.
- 25) Ulkloss, Brian, Pilot Club STEM Advisor for the Coatesville Area Intermediate High School. Salary: \$495. Effective: 2018—2019 School Year. SP4: Staff.
- 26) Viscuso, Ashley, 8<sup>th</sup> Grade Lacrosse Coach for North Brandywine Middle School. Posted: 1/31/2019. Salary: \$1,783.50 (prorated). Effective: 2018—2019 School Year. SP4: Staff.
- 27) Warren, Jason, Summer School Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.

- 28) Warren-Ward, Octavia, Pilot Club Robotics Advisor for the Coatesville Area Senior High School. Salary: \$555. Effective: 2018—2019 School Year. SP4: Staff.
- 29) Waters, Mia, Summer School Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 30) Williamson, Michael. Summer School Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.

**3. Leave of Absences**

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

a. CATA

- 1) Dehaut, Michael, Teacher for Caln Elementary School. Effective: 4/29/2019—6/7/2019.
- 2) Henry, Damien, Teacher for North Brandywine Middle School. Effective: 5/13/2019—Intermittent.
- 3) Parker, Tracey, Teacher for the Coatesville Area Senior High School. Effective: 5/20/2019—6/7/2019.
- 4) Rumford, Karena, Guidance Counselor for Rainbow Elementary School. Effective: 4/29/2019—11/22/2019.
- 5) Stem, Sami Lynn, Special Education Teacher for the Coatesville Area Senior High School. Effective: 8/20/2019—11/15/2019.

b. CATSS

- 1) Grant, Dianne, Aide for East Fallowfield Elementary School. Effective: 5/14/2019—6/6/2019.
- 2) Vazquez-Sanchez, Maria, Receptionist for the Coatesville Area School District. Effective: 4/30/2019—7/2/2019.

**4. Involuntary Transfers**

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

a. CATSS

- 1) Kadel, Kathy, move from Principal's Secretary for South Brandywine Middle School to Principal's Secretary for North Brandywine Middle School. Effective: 2019—2020 School Year.

- 2) Shumate, Susan, move from Assistant Principal's Secretary for South Brandywine Middle School to Assistant Principal's Secretary for Scott Middle School. Effective: 2019—2020 School Year.

3. **EDUCATION COMMITTEE** (*Robert Fisher, Chair*)

A. **Request for Overnight Trip – Cheerleading Team Camp**

**RECOMMENDED MOTION:** That the Board of School Directors approve the overnight trip request for the cheerleading team to attend camp and focus on team building and cheer routines. ([Confidential Enclosure](#))

B. **Request for Overnight Trip – Football Team Camp**

**RECOMMENDED MOTION:** That the Board of School Directors approve the overnight trip request for the football team to attend camp and focus on team play, coaching staff, and specialty areas such as kicking and punting. ([Confidential Enclosure](#))

4. **OPERATIONS COMMITTEE** (*Ann Wuertz, Chair*)

A. **Request to Waive Fees – CrossFit Elation Challenge – C.A.S.H. Stadium and MP Fields**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees in the amount of \$5,475 for use of the stadium and fields for their competition on August 17<sup>th</sup>. The Football Booster Club is willing to pay custodial fees in the amount of \$379.50 for this event. ([Enclosure](#))

B. **Request to Waive Fees – SVS Sports Mini-Camp – C.A.S.H. Stadium**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees in the amount of \$1,317.50 for use of the stadium for an SVS sports mini-camp on July 7<sup>th</sup> from 9 am to 12 pm. The Football Booster Club is willing to pay custodial fees in the amount of \$165 for this event. ([Enclosure](#))

C. **Request to Waive Fees – West Chester NFL Flag Football Camp – C.A.S.H.S. MP Field**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees in the amount of \$3,100 for use of the Campus multi-purpose field for a youth football camp provided by the West Chester NFL Flag Football League on July 12<sup>th</sup> and 13<sup>th</sup> from 9 am to 3 pm, as presented. The organization is willing to pay custodial fees in the amount of \$528. ([Enclosure](#))

D. **Request to Waive Fees – YMWIC – C.A.S.H. Swimming Pool**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees in the amount of 400 for use of the CASH pool for an underwater robotics club July 18<sup>th</sup> and July 23<sup>rd</sup> from 9-11 a.m. YWMIC is willing to pay custodial fees in the amount of \$132. ([Enclosure](#))



**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.

**INFORMATION ITEMS**

**ADJOURNMENT**

This meeting was adjourned at 8:35 p.m. on a motion by James Hills and seconded by Tom Keech.

Respectfully submitted,

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Karen M. Hall, School Board Secretary

*Anyone wishing to view the video of this meeting may do so by visiting our website.*