

COATESVILLE AREA SCHOOL DISTRICT SPECIAL SCHOOL BOARD MEETING MINUTES

Coatesville Area Senior High School Auditorium

SEPTEMBER 10, 2019

(Immediately Following Committee Meetings)

OPENING ACTIVITIES

1. CALL TO ORDER AT 8:09 PM

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>present</i>	<i>(Education & Policy Committees)</i>
Brandon J. Rhone – <i>present via teleconference</i>	<i>(Operations & Policy Committees)</i>
Thomas Siedenbuehl - <i>present</i>	<i>(Policy Committee)</i>
Donna Urban	<i>(Finance & Policy Committees)</i>

Administration

Richard F. Dunlap, Jr., Ed.D., 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 - *present*
Jason Palaia, Director of Elementary and Secondary Education - *present*
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

Additions:

- 1.G. Confidential Release and Settlement Agreement – 011376
- 1. H. GASB 75 Valuation & Related Services Agreement – PA Trust Contract
- 1. I. Human Resources Addendum
- 1. J. NASPO Contract Participating Addendum
- 1. K. Resolution – Director of Athletics, Activities and Compliance
- 1. L. Superintendent Search – Request for Proposals
- 2. B. Gordon Early Literacy Center - Transition of Preschool Classes
- 2. C. Adoption of Chromebook 1:1 Handbook

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) Ann Wuertz
- 2) Deb Thompson

Appointment of School Board Director for Region II Board Vacancy – Donna M. Urban

RECOMMENDED MOTION: That the Board of School Directors appoint a new School Board Director to fill the unexpired term in Region II recently vacated by Ann M. Wuertz.

Motion: Robert Marshall, Jr.

Second: Henry Assetto

Vote: 8-0-0

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.

CONSENT AGENDA *(Robert Fisher, Board President)*

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

Items to be removed from Consent Agenda:

- 1.G. Confidential Release and Settlement Agreement – 011376
1. H. GASB 75 Valuation & Related Services Agreement – PA Trust Contract
1. I. Human Resources Addendum
1. I. 2. a. 3) Human Resources Addendum – New Appointments – Lena McKim

- 1. J. NASPO Contract Participating Addendum
- 1. K. Resolution – Director of Athletics, Activities and Compliance
- 1. L. Superintendent Search – Request for Proposals
- 2. B. Gordon Early Literacy Center - Transition of Preschool Classes
- 2. C. Adoption of Chromebook 1:1 Handbook

Motion: Tom Keech

Second: Robert Marshall

Vote: 8-0-0

1. **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. **C. C. I. U. IDEA-B Use of Funds and Intergovernmental Agreement for 2019-2020**

RECOMMENDED MOTION: That the Board of School Directors approve the 2019-2020 IDEA-B Use of Funds and Intergovernmental Agreement between the Chester County Intermediate Unit and the Coatesville Area School District, as presented. ([Enclosure](#))

C. **Chester County Tax Claim Bureau Repository Sale**

RECOMMENDED MOTION: That the Board of School Directors approve the repository sale as recommended by the Chester County Tax Claim Bureau of the following parcel. ([Enclosure](#))

- Bidder: MICRO, LLC
- Parcel No: 37-2-4800.328-T
- Bid Amount: \$3,000
- Total School Taxes: \$13,872.82

D. **Independent Contractor Contract – Dr. Jose Monasterio**

RECOMMENDED MOTION: That the Board of School Directors approve the Independent Contractor's Contract with Dr. Jose Monasterio, as presented. ([Enclosure](#))

E. **Walnut Street Theatre – Anti-Bullying and Bullying Awareness – All Elementary Schools**

RECOMMENDED MOTION: That the Board of School Directors approve the Assembly Agreements between Walnut Street Theatre and CASD, as presented. ([Enclosure](#))

F. **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. CATA

- 1) Giles, Linda, Reading Specialist for North Brandywine Middle School. Letter Dated: 9/1/2019. Reason: Personal. Effective: 9/10/2019.

- 2) Thompson, Jacqueline, Elementary Teacher for Rainbow Elementary School. Letter Dated: 8/28/2019. Reason: Personal. Effective: 10/28/2019.

b. CATSS

- 1) Haarstick, Jennifer, 5.75 Hour Aide for Caln Elementary School. Letter Dated: 8/26/2019. Reason: Personal. Effective: 8/26/2019.

c. EXTRA DUTY

- 1) Kahanofsky, Jesse, Assistant Basketball Coach for the Coatesville Area High School Campus. Letter Dated: 9/3/2019. Reason: Personal. Effective: 9/3/2019.

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. EXTRA DUTY

- 1) Canning, Jessica, STEM Advisor for Reeceville Elementary School. Posted: 6/7/2019. Salary: \$907.50. Effective: 2019—2020 School Year. SP4: Staff.
- 2) Crawford, Brittany, Vocal Music Director for the Coatesville Area High School Campus. Posted: 7/29/2019. Salary: \$5,550. Effective: 2019—2020 School Year. SP4: Staff.
- 3) Gormley, Audrey, Mentor for Abigail Olsen for Caln Elementary School. Posted: 7/18/2019. Salary: \$1,000. Effective: 2019—2020 School Year. SP4: Staff.
- 4) Hines, Gabrielle, Cheerleading Coach for North Brandywine Middle School. Effective: 2019—2020 School Year. SP4: Staff.
- 5) Strauber, Sarah, Mentor for Jacqueline Miehle for Rainbow Elementary School. Posted: 7/18/2019. Salary: \$1,000. Effective: 2019—2020 School Year. SP4: Staff.
- 6) Thompson, Tyree, Mentor for Nicole Dillon for the Coatesville Area Senior High School. Posted: 7/18/2019. Salary: \$500. Effective: 2019—2020 School Year. SP4: Staff.
- 7) Thompson, Tyree, Mentor for Sarah Toth for East Fallowfield Elementary School and Caln Elementary School. Posted: 7/18/2019. Salary: \$1,000. Effective: 2019—2020 School Year. SP4: Staff.
- 8) Yerk, San Dee, Mentor for Ashley Viscuso for North Brandywine Middle School. Posted: 7/18/2019. Salary: \$500. Effective: 2019—2020 School Year. SP4: Staff.

3. Leave(s) of Absence

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

a. CATSS

- 1) Heckert, Kathie, Payroll Secretary for the Coatesville Area School District. Effective: 12/14/2018—10/10/2019.
- 2) Vazquez-Sanchez, Maria, Receptionist for the Administration Building. Effective: 4/30/2019—9/5/2019.

4. Voluntary Transfers

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

a. CATSS

- 1) Cotto, Ruth, move from Special Education One-on-One Aide for King's Highway Elementary School to Special Education One-on-One Aide for East Fallowfield Elementary School. Effective: 2019—2020 School Year.

5. Involuntary Transfers

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

a. CATSS

- 1) Andrews, Stacey, move from Special Education One-on-One Aide for the Coatesville Area Senior High School to Special Education One-on-One Aide for the Coatesville Area Intermediate High School. Effective: 2019—2020 School Year.
- 2) Dunlap, George, move from Special Education One-on-One Aide for South Brandywine Middle School to Special Education One-on-One Aide for North Brandywine Middle School. Effective: 2019—2020 School Year.
- 3) Frymiare, Carol, move from Special Education One-on-One Aide for South Brandywine Middle School to Special Education One-on-One Aide for North Brandywine Middle School. Effective: 2019—2020 School Year.
- 4) Gatano, Ann, move from Special Education One-on-One Aide for South Brandywine Middle School to Special Education One-on-One Aide for Rainbow Elementary School. Effective: 2019—2020 School Year.
- 5) Gray, Voncille, move from Special Education One-on-One Aide for the Coatesville Area Intermediate High School to Special Education One-on-One Aide for the Coatesville Area Senior High School. Effective: 2019—2020 School Year.
- 6) Harvey, Carla, move from Special Education One-on-One Aide for the Coatesville Area Intermediate High School to Special Education One-on-One Aide for the Coatesville Area Senior High School. Effective: 2019—2020 School Year.
- 7) Henderson, Nancy, move from Special Education One-on-One Aide for King's Highway Elementary School to Special Education One-on-One Aide for Scott 6th Grade Center. Effective: 2019—2020 School Year.

- 8) Holmes, Casandra, move from Special Education One-on-One Aide for the Coatesville Area Intermediate High School to Special Education One-on-One Aide for the Coatesville Area Senior High School. Effective: 2019—2020 School Year.
- 9) Hunt, Leon, move from Special Education One-on-One Aide for South Brandywine Middle School to Special Education One-on-One Aide for the Coatesville Area Intermediate High School. Effective: 2019—2020 School Year.
- 10) Knecht, Melissa, move from Special Education One-on-One Aide for the North Brandywine Middle School to Special Education One-on-One Aide for Scott 6th Grade Center. Effective: 2019—2020 School Year.
- 11) Matuszewski, Amelia, move from Special Education One-on-One Aide for South Brandywine Middle School to Special Education One-on-One Aide for North Brandywine Middle School. Effective: 2019—2020 School Year.
- 12) Miles, Vincent, move from Special Education One-on-One Aide for South Brandywine Middle School to Special Education One-on-One Aide for North Brandywine Middle School. Effective: 2019—2020 School Year.
- 13) Mull, Tammie, move from Special Education One-on-One Aide for the Coatesville Area Senior High School to Special Education One-on-One Aide for the Coatesville Area Intermediate High School. Effective: 2019—2020 School Year.
- 14) Musick, Joyce, move from Special Education One-on-One Aide for South Brandywine Middle School to Special Education One-on-One Aide for North Brandywine Middle School. Effective: 2019—2020 School Year.
- 15) Norris, Demetrius, move from Special Education One-on-One Aide for Scott 6th Grade Center to Special Education One-on-One Aide for the Coatesville Area Intermediate High School. Effective: 2019—2020 School Year.
- 16) Parker, Jackie, move from Special Education One-on-One Aide for Reeceville Elementary School to Special Education One-on-One Aide for North Brandywine Middle School. Effective: 2019—2020 School Year.
- 17) Shekells, Joanne, move from Special Education One-on-One Aide for Rainbow Elementary School to Special Education One-on-One Aide for Caln Elementary School. Effective: 2019—2020 School Year.
- 18) Sipprell, Dawn, move from Special Education One-on-One Aide for Reeceville Elementary School to Special Education One-on-One Aide for Scott 6th Grade Center. Effective: 2019—2020 School Year.
- 19) Sweigart, Hope, move from Special Education One-on-One Aide for Reeceville Elementary School to Special Education One-on-One Aide for East Fallowfield Elementary School. Effective: 2019—2020 School Year.

- 20) Tooles, Margaret, move from Special Education One-on-One Aide for Scott 6th Grade Center to Special Education One-on-One Aide for the Coatesville Area Intermediate High School. Effective: 2019—2020 School Year.
- 21) Warren, Dottie, move from Special Education One-on-One Aide for King’s Highway Elementary School to Special Education One-on-One Aide for Scott 6th Grade Center. Effective: 2019—2020 School Year.
- 22) Wright, Heather, move from Special Education One-on-One Aide for South Brandywine Middle School to Special Education One-on-One Aide for North Brandywine Middle School. Effective: 2019—2020 School Year.

6. Change of Status

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

a. CATSS

- 1) Grant, Dianne, move from 2.5 Hour Cafeteria/Playground Aide for East Fallowfield Elementary School to 5 Hour Cafeteria/Playground Aide for East Fallowfield Elementary School and North Brandywine Elementary School. Effective: 8/26/19. SP4: Staff.
- 2) Hilton, Betty, move from 5 Hour Cafeteria/Playground Aide for East Fallowfield Elementary School to 3 Hour Cafeteria/Playground Aide for East Fallowfield Elementary School and North Brandywine Elementary School. Effective: 8/26/19. SP4: Staff.

7. Creation of New Position(s)

RECOMMENDED MOTION: That the Board of School Directors approve the creation of Title 1 Tutoring for Elementary Grades K-5, Scott 6th Grade Center and North Brandywine Middle School to be funded by Title 1 grant money for the duration of the 2019—2020 School Year. Number of tutors needed will be based upon enrollment.

8. Tenure

RECOMMENDED MOTION: That the Board of School Directors approve tenure for the following temporary professionals who have been certified by the District Superintendent as being eligible for the professional status. Each person shall be provided with a Professional Employee Contract per Section 1108 of the School Code:

- | | |
|---------------------|----------------------|
| ➤ Emily Fichter | Effective: 8/22/2019 |
| ➤ Audrey Gormley | Effective: 8/23/2019 |
| ➤ Carol Hengel | Effective: 8/29/2019 |
| ➤ Meredith Johnston | Effective: 8/25/2019 |
| ➤ Tammy McHugh | Effective: 4/26/2019 |
| ➤ Luke Nelson | Effective: 8/23/2019 |
| ➤ Sean Nichols | Effective: 8/22/2019 |
| ➤ Thora Schlosser | Effective: 8/22/2019 |
| ➤ Heather Stine | Effective: 8/22/2019 |

9. Correction

RECOMMENDED MOTION: That the Board of School Directors approve the Correction from Involuntary Transfers as indicated:

a. CATA

- 1) Bien, Jessica, remain at North Brandywine Middle School. Effective: 2019—2020 School Year.

G. Confidential Release and Settlement Agreement – 011376

RECOMMENDED MOTION: That the Board of School Directors approve the Release and Settlement Agreement for 011376, as presented.

Motion: Tom Keech

Second: Brandon Rhone

Vote: 5-3-0

Opposed:

Carter, Hills & Siedenbuehl

H. GASB 75 Valuation & Related Services Agreement – PA Trust Contract

RECOMMENDED MOTION: That the Board of School Directors approve the contract with the Pennsylvania Trust in an amount not to exceed \$8,300 for actuarial services from Conrad Seigel to calculate GASB 45 and GASB 75 amounts related to post-employment benefits. ([Enclosure](#))

Motion: Robert Marshall

Second: Tom Keech

Vote: 8-0-0

I. Human Resources Addendum

RECOMMENDED MOTION: That the Board of School Directors approve the resignations, appointments, new positions, leaves of absence, transfers, changes of status and corrections, as per the attachment. ([Enclosure](#))

1. Resignations - Regular and Extra Duty

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

a. FEDERATION

- 1) DiPaola, Margaret, 5.5 Hour Lead Worker for East Fallowfield Elementary School. Letter Dated: 8/23/2019. Reason: Personal. Effective: 6/6/2019.

b. NON-CERTIFIED

- 1) Sperratore, McKenzie, School Police Officer for the Coatesville Area School District. Letter Dated: 9/4/2019. Reason: Personal. Effective: 9/3/2019.

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. EXTRA DUTY

- 1) Carrozza, Kyle, 7th Grade Girls' Soccer Coach for North Brandywine Middle School. Posted: 7/24/2019. Salary: \$1,486.25. Effective: 9/5/2019. SP4: Staff.

- 2) Cole, Kelly, Mentor for Kevin Maggs for the Coatesville Area Intermediate High School. Posted 7/18/2019. Salary: \$1,000. Effective: TBD. SP4: Staff.
- 3) McKim, Lena, Junior Class Cabinet Advisor for the Coatesville Area Senior High School. Posted: 7/30/2019. Salary: \$1,975.50. Effective: 2019-2020 School Year. SP4: Staff.

Motion: Tom Keech

Second: Robert Marshall

Vote: 7-0-1
Abstained: Assetto

- 4) Renshaw, Sharon, Mentor for Colin English for the Coatesville Area Intermediate High School. Posted: 7/18/2019. Salary: \$1,000. Effective: TBD. SP4: Staff.
- 5) Smiley, Matthew, Cyber Assessment for the Coatesville Cyber Academy. Posted: 8/20/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 6) Warren-Ward, Octavia, Cyber Assessment for the Coatesville Cyber Academy. Posted: 8/20/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.

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) Schwarz, Susan, Teacher for Reeceville Elementary School. Medical Sabbatical. Effective: 8/19/2019—1/23/2020.

b. CATSS

- 1) Vazquez-Sanchez, Maria, Receptionist for the Coatesville Area School District. Effective: 4/30/2019—10/5/2019.

4. Change of Status

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

a. FEDERATION

- 1) Richardson, Florence, move from 3 Hour General Utility Worker to 4 Hour General Utility Worker for King's Highway Elementary School. Effective: 9/3/2019.
- 2) Scullin, Regina, move from Food Service Substitute for the Coatesville Area School District to 3 Hour General Utility Worker. Posted: 8/1/2019. Salary: \$13.66/hour (\$14.66 after 520-hour probation period). Effective: 9/16/2019.

Motion: Robert Marshall

Second: Tom Keech

Vote: 8-0-0

3. OPERATIONS COMMITTEE (Committee Chairperson)

A. Request to Waive Fees – Bridge Academy Middle School Youth Group – Scott MS

RECOMMENDED MOTION: That the Board of School Directors approve the request from the Bridge Academy to waive fees in the amount of \$4,590 for use of the gymnasium on Mondays from 6:15 - 8:00 p.m. on the following dates: ([Enclosure](#))

September 30, 2019	February 24, 2020
October 28, 2019	March 30, 2020
November 25, 2019	April 20, 2020
January 27, 2020	May 11, 2020

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.

- 1) Beth Brindle - Preschool
- 2) Deb Thompson – Act 93
- 3) Jill Santiago – North Brandywine 7th & 8th Grade Center
- 4) Kerri Verna – North Brandywine 7th & 8th Grade Center
- 5) Liz Muirhead – Violation of Board Policy 903 / Public Participation in Board Meetings

INFORMATION ITEMS

ADJOURNMENT

This meeting was adjourned at 8:52 p.m. on a motion by Tom Keech.

Karen M. Hall, School Board Secretary

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