

**COATESVILLE AREA SCHOOL DISTRICT**  
**SPECIAL SCHOOL BOARD MEETING MINUTES**  
*Coatesville Area School District Administration Office*  
**December 18, 2018 – 9:00 AM**

**OPENING ACTIVITIES**

**1. CALL TO ORDER AT 9:00 A.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**

|   |  |
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| Robert J. Fisher, President - <i>present</i>    | ( <i>Education &amp; Finance Committees</i> )  |
| Thomas N. Keech, Vice President - <i>absent</i> | ( <i>Finance Committee</i> )                   |
| Henry J. Assetto - <i>present</i>               | ( <i>Education Committee</i> )                 |
| Bashera Grove – <i>absent</i>                   | ( <i>Education Committee</i> )                 |
| James Hills - <i>absent</i>                     | ( <i>Finance &amp; Operations Committees</i> ) |
| Robert T. Marshall, Jr. – <i>arrived @ 9:04</i> | ( <i>Operations Committee</i> )                |
| Brandon J. Rhone - <i>present</i>               | ( <i>Policy Committee</i> )                    |
| Thomas Siedenbuehl - <i>present</i>             | ( <i>Policy Committee</i> )                    |
| Ann M. Wuertz - <i>present</i>                  | ( <i>Operations &amp; Policy Committees</i> )  |

**Administration**

Dr. Cathy Taschner, Superintendent of Schools - *present*  
Dr. Kimberly R. Donahue, Assistant to the Superintendent of Curriculum and Learning - *present*  
Jeffrey Ammerman, Director of Business Administration - *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:*

- ❖ Request to Waive Fees - Community Church of Coatesville – Scott Middle School

Motion: Tom Siedenbuehl

Second: Brandon Rhone

- ❖ Request to Waive Fees - Valley Township Public Hearing – Rainbow Elementary School

Motion: Brandon Rhone

Second: Ann Wuertz

**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.

**MOTION ITEMS FOR APPROVAL**

**A. Financial Statements**

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

Motion: Ann Wuertz

Second: Brandon Rhone

Vote 6-0-0

**B. 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 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) Heller, Jeb, Math Teacher for South Brandywine Middle School. Letter Dated: 12/10/2018. Reason: Personal. Effective: 2/7/2019.

b. FEDERATION

- 1) Edwards-Tate, Donna, Food Service Utility Worker for the Coatesville Area Intermediate High School. Letter Dated: 12/4/2018. Reason: Personal. Effective: 12/19/2018.

**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) Close, Karen, English Language Arts Teacher for South Brandywine Middle School. Posted: 10/9/2018. Salary: \$49,931 (prorated). Level: M. Step: 4. Temporary Professional Contract. Degree: BS—Marketing, Penn State University; MA—Teaching, Texas Women’s University. Certifications: English 7-12, Social Studies 7-12, Grades 4-8 (All subjects 4-6, ELA and Reading 7-8). Effective: 12/17/2018. SP4: Approved. Pending 168 Forms.
- 2) Roehrs, Kimberly, School Psychologist for Scott Middle School. Posted: 1/3/2018. Salary: \$66,431 (Prorated). Level: M. Step: 13. Professional Employee Contract. Degree: BA—Psychology, Penn State University; MA—Counseling Psychology, Immaculata College. Certifications: Education Specialist II, School Psychologist PK-12. Effective: 1/2/2019. SP4: Approved. Pending 168 Forms.
- 3) Viscuso, Ashley, Special Education Teacher for Scott Middle School. Posted: 10/31/2018. Salary: \$43,131 (prorated). Level: B. Step: 11. Temporary Professional Contract. Degree: BS—Early Childhood Education and Special Education, West Chester University. Certifications: PK-4, Special Education PK-8. Effective: 1/2/2019. SP4: Approved. Pending 168 Forms.

b. EXTRA DUTY

- 1) Atkins, Jonathan, Mentor for Sarah Kilgore the Coatesville Area Senior High School. Posted: 8/8/2018. Salary: \$1,000 (prorated). Effective: 2018—2019 School Year. SP4: Staff.
- 2) Kahanofsky, Jesse, Assistant Boys’ Basketball Coach for the Coatesville Area High School Campus. Posted: 9/12/2018. Salary: \$3,935.25 (prorated). Effective: 2018—2019 School Year. SP4: Approved. Pending 168 Forms.
- 3) Kratz, Glenn, Assistant Boys’ Basketball Coach for the Coatesville Area High School Campus. Posted: 9/12/2018. Salary: \$3,458.25 (prorated). Effective: 2018—2019 School Year. SP4: Approved. Pending 168 Forms.
- 4) Reeves, Darren, Assistant Girls’ Basketball Coach for the Coatesville Area High School Campus. Posted: 11/28/2018. Salary: \$4,412.25 (prorated). Effective: 2018—2019 School Year. SP4: Approved. Pending 168 Forms.
- 5) Williams, Kathryn, Title 1 Reading/Math Club Tutor for South Brandywine Middle School. Posted: 9/10/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.

**3. Voluntary Transfers**

**RECOMMENDED MOTION:** That the Board of School Directors approve the voluntary transfer of:

a. CATA

- 1) Wise, Bryan, move from Elementary Teacher for Rainbow Elementary School to Social Studies Teacher for South Brandywine Middle School. Posted: 9/7/2018. Effective: 1/2/2019.

**4. Involuntary Transfers**

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

a. FEDERATION

- 1) Harper, Kenneth, move from Custodian for East Fallowfield Elementary School to Custodian for the Coatesville Area Senior High School. Effective: 12/10/2018.
- 2) Lopez, Candelaria, move from Custodian for Caln Elementary School to Custodian for the Coatesville Area Senior High School. Effective: 12/10/2018.
- 3) Ortiz, Juan, move from Custodian for Reeceville Elementary School to Custodian for the Coatesville Area Intermediate High School. Effective: 12/10/2018.

Motion: Tom Siedenbuehl

Second: Rob Marshall

Vote: 6-0-0

**C. Request to Waive Fees - Community Church of Coatesville – Scott Middle School**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees, in the amount of \$535, to host the community Christmas dinner at Scott Middle School. (*Enclosure*)

Motion: Rob Marshall

Second: Tom Siedenbuehl

Vote: 6-0-0

**D. Request to Waive Fees - Valley Township Public Hearing – Rainbow Elementary School**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees, in the amount of \$166, to hold a public meeting concerning the closure of Bucktorn Drive, and bus stops in Roundhill, Robinson and Oaklyn Lanes. (*Enclosure*)

Motion: Brandon Rhone

Second: Rob Marshall

Vote: 6-0-0

**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 9:08 a.m. on a motion by Tom Siedenbuehl and seconded by Robert Marshall.

Respectfully submitted,

*Karen Jackson, Recording Secretary*

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Karen M. Hall, School Board Secretary

*Anyone wishing to view the video of this meeting may visit our website.*