

COATESVILLE AREA SCHOOL DISTRICT SPECIAL SCHOOL BOARD MEETING MINUTES

Virtual Live Stream

June 9, 2020

(Immediately following Committee Meetings)

OPENING ACTIVITIES

1. CALL TO ORDER 9:09PM

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>Policy Committee</i>)
Thomas N. Keech, Vice President (<i>Present</i>)	(<i>Finance Committee</i>)
Henry J. Assetto (<i>Present</i>)	(<i>Education Committee</i>)
James Bookman (<i>Present</i>)	(<i>Operations Committee</i>)
Andrew C. Finkbohner (<i>Present</i>)	(<i>Finance & Policy Committees</i>)
Rebecca L. Harlan (<i>Present</i>)	(<i>Education Committee</i>)
Mary Ann Harris (<i>Present</i>)	(<i>Operations Committee</i>)
Amelia Mills (<i>Present</i>)	(<i>Education & Finance Committees</i>)
Brandon J. Rhone (<i>Present</i>)	(<i>Operations & 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 (*absent*)
Lori Diefenderfer, Director of Business Administration and Board Secretary (*Present*)
Carol Heindel, Director of Human Resources (*Present*)
Jason Palaia, Director of Elementary and Secondary Education (*Present*)

Solicitor

Michael I. Levin, Esquire (*absent*)

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.

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:

Motion: Tom Keech

Second: Amelia Mills

Vote: 9-0-0

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. Reconsideration of Tabled Items

RECOMMENDED MOTION: That the Board of School Directors reconsider the following items tabled at the May 27, 2020, Board Meeting regarding the job description and the posting of a Non-Certified position for the Purchasing Coordinator/Fiscal Services Specialist; and the posting of a Certified position for the Director of Operations and Facilities for the Coatesville Area School District, as presented. ([Enclosure-Purchasing](#)) ([Enclosure-Operations](#)) ([Enclosure-Chart](#))

Motion: Tom Keech

Second: Brandon Rhone

Vote: 9-0-0

C. Job Description—Transportation Specialist

RECOMMENDED MOTION: That the Board of School Directors approve the job description and posting for the Transportation Specialist, as presented. ([Enclosure](#))

D. Temporary Director of Operations—CCRES

RECOMMENDED MOTION: That the Board of School Directors approve the extension of employment with the Temporary Director of Operations, with an effective end date of October 9, 2020, through the existing Agreement of Services with CCRES at a cost of \$440 per day.

E. Addendum to the Administrative Compensation Plan

RECOMMENDED MOTION: That the Board of School Directors approve the Addendum for the Administrative Compensation Plan, as presented. ([Enclosure](#))

F. Addendum to the Non-Certified Compensation Plan

RECOMMENDED MOTION: That the Board of School Directors approve the Addendum for the Non-Certified Compensation Plan, as presented. ([Enclosure](#))

E. MDJ Rudy Holdings, LLC – LERTA Tax Appeal Agreement

RECOMMENDED MOTION: That the Board of School Directors approve the LERTA tax appeal agreement between MDJ Rudy Holdings, LLC and the Coatesville Area School District, as presented. ([Confidential Enclosure-Agreement](#)) ([Confidential Enclosure-Tax Bills](#))

F. Valbridge Property Advisors – District-Initiated Appeals

RECOMMENDED MOTION: That the Board of School Directors approve the quotation from Valbridge Property Advisors for professional services to provide assessment analysis to the Coatesville Area School District at a cost of \$4,000, as presented. ([Confidential Enclosure](#))

G. Lamb McErlane PC – District-Initiated Appeals

RECOMMENDED MOTION: That the Board of School Directors approve the proposal from Lamb McErlane PC to provide legal services for District-initiated assessment appeals at a cost not to exceed \$10,000.

H. 2020-2021 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 \$175,900,000 for the 2020-2021 Fiscal Year with a real estate tax rate of 38.2018 Mills of the assessed valuation, \$3.82018 per \$100 of assessed value, 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 these taxes). ([Enclosure](#))

Motion: Henry Assetto

Second: Brandon Rhone

Vote: 9-0-0

I. School Homestead/Farmstead Resolution for 2020-2021

RECOMMENDED MOTION: That the Board of School Directors approve the Homestead/Farmstead Property Tax Reduction amounts, as presented, in the amount of \$254.42 per Homestead/Farmstead with an assessed value exclusion of \$6,660 per Homestead/Farmstead. ([Enclosure](#))

J. Temporary Rate for Summer Food Service Managers

RECOMMENDED MOTION: That the Board of School Directors approve the temporary hourly rate for two Food Service Managers. The rate will be \$20.00/hour from 6/15/2020—8/26/2020.

K. Temporary Rate for Regular and Substitute Summer Food Service Workers

RECOMMENDED MOTION: That the Board of School Directors approve the temporary hourly rate for ten regular and substitute Food Service Workers. The rate will increase from \$11.00/hour to \$15.00/hour from 6/15/2020—8/26/2020.

L. 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) Downing, Shannon, Assistant Principal for the Coatesville Area Intermediate High School. Letter Dated: 5/27/2020. Reason: Personal. Effective: 6/26/2020.

b. CATA

- 1) Borton, Nadine, Elementary Teacher for Reeceville Elementary School. Letter Dated: 6/4/2020. Reason: Retirement. Effective: 6/12/2020.
- 2) Gunlefinger, Margaret, Family and Consumer Science Teacher for Scott 6th Grade Center. Letter Dated: 5/22/2020. Reason: Retirement. Effective: 6/12/2020.
- 3) Hinkley, Robert, Science Teacher for Scott 6th Grade Center. Letter Dated: 5/27/2020. Reason: Retirement. Effective: 6/12/2020.

c. CATSS

- 1) Bucy, Elizabeth, 8 Hour Library Secretary for the Coatesville Area Senior High School. Letter Dated: 5/30/2020. Reason: Personal. Effective: 6/11/2020.

d. EXTRA DUTY

- 1) DeLorenzo, Sue Ann, Summer School Teacher for the Coatesville Area School District. Letter Dated: 5/4/2020. Reason: Personal. Effective: 5/4/2020.
- 2) Welsh, Kayla, Summer School Teacher for the Coatesville Area School District. Letter Dated: 5/28/2020. Reason: Personal. Effective: 5/28/2020.

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) Stowell, Sandra, ESY Special Education Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.

b. NON-CERTIFIED

- 1) Lark, Catherine, Accountant for the Coatesville Area School District. Posted: 4/6/2020. Salary: \$58,000 (prorated). Effective: 7/6/2020. SP4: Approved.

Pending 168 Forms.

3. Leave(s) of Absence

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

a. CATA

- 1) Boone, Erin, Teacher for Reeceville Elementary School. Effective: 8/31/2020—10/23/2020.
- 2) Kaiser, Amanda, Special Education Teacher for Rainbow Elementary School. Effective: 8/31/2020—11/20/2020.
- 3) Newton, Daniel, Teacher for North Brandywine Middle School. Effective: 4/14/2020—6/12/2020.

4. Voluntary Transfers:

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

a. CATA

- 1) Drewicz, Sarah, move from Elementary Teacher for King's Highway Elementary School to Reading Specialist for the Coatesville Area School District. Posted: 4/8/2020. Effective: TBD.
- 2) DiSands, Dana, move from Elementary Teacher for King's Highway Elementary School to Reading Specialist for the Coatesville School District. Posted: 4/8/2020. Effective: TBD.
- 3) Kaptur, Hannah, move from Elementary Teacher for Rainbow Elementary School to Gifted Elementary Teacher for the Coatesville Area School District. Posted: 4/8/2020. Effective: 2020—2021 School Year.
- 4) Mento, Daniel, move from Technology Education Teacher for the Coatesville Area Intermediate High School to Technology Education Teacher for the Coatesville Area Senior High School. Posted: 2/20/2020. Effective: TBD.
- 5) Nelson, Luke, move from Social Studies Teacher for the Coatesville Area Senior High School to Technology Education Teacher for the Coatesville Area Senior High School. Posted: 2/20/2020. Effective: TBD.

b. CATSS

- 1) Dunne, Cynthia, move from Attendance Secretary for North Brandywine Middle School to Attendance Secretary for Rainbow Elementary School. Effective: 2020—2021 School Year.

5. Involuntary Transfers:

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

a. CATSS

- 1) McDonald, Gail, move from Facilities Secretary for the Coatesville Area School District to Receptionist for the Coatesville Area Administration Building. Effective: 7/1/2020.

6. Change of Status

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

a. ADMINISTRATION

- 1) Palaia, Jason, move from Director of Elementary and Secondary Education for the Coatesville Area School District to Director of Educational Services for the Coatesville Area School District. Salary: \$138,468.54. Effective: 7/1/2020.
- 2) Perez, Rita, assume additional duties as the Director of Pupil Services for the Coatesville Area School District. Salary: \$138,878.94. Effective: 3/16/2020.

7. Correction

RECOMMENDED MOTION: That the Board of School Directors approve the name Correction from New Appointments, as indicated:

a. EXTRA DUTY

- 1) Osenbach, Laura, ESY Substitute Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.

8. Creation of New Position(s)

RECOMMENDED MOTION: That the Board of School Directors approve the creations and transfers of the following Extra Duty positions:

a. ADMINISTRATION

- 1) Director of Operations and Facilities for the Coatesville Area School District. This position directs the Operations and Facilities and oversees the physical facilities and grounds within the School District.

Motion: Henry Assetto Second: Tom Keech Vote: 9-0-0

b. NON-CERTIFIED

- 1) Purchasing Coordinator/Fiscal Services Specialist for the Coatesville Area School District. This position is responsible for understanding and implementing all state requirements and District procedures related to the purchasing process to ensure full compliance.
- 2) Transportation Specialist for the Coatesville Area School District. This position supports the Transportation Supervisor and will effectively manage the Coatesville student transportation system.

Motion: Henry Assetto Second: Tom Keech Vote: 8-1-0

c. EXTRA DUTY

- 1) Transfer of the Spanish Pilot Program to a permanent Extra Duty Club for Rainbow, East Fallowfield, and Reeceville Elementary Schools. The number of units will be 110 per year.
- 2) Transfer of the Student Council Pilot Program to a permanent Extra Duty Club for Rainbow, King's Highway, and Reeceville Elementary Schools. The number of units will be 110 per year.
- 3) Transfer of the Safety Pilot Program to a permanent Extra Duty Club for East Fallowfield, King's Highway, and Reeceville Elementary Schools. The number of units will be 110 per year.
- 4) Transfer of the Garden Pilot Program to a permanent Extra Duty Club for King's Highway Elementary School. The number of units will be 110 per year.
- 5) Transfer of the Stem Pilot Program to a permanent Extra Duty Club for Coatesville Area Intermediate High School. The number of units will be 170 per year.
- 6) Transfer of the Robotics Pilot Program to a permanent Extra Duty Club for the Coatesville Area Intermediate High School and the Coatesville Area Senior High School. The number of units will be 295 per year.
- 7) Transfer of the B.R.I.D.G.E. Pilot Program to a permanent Extra Duty Club for the Coatesville Area Senior High School. The number of units will be 135 per year.

9. **Elimination of Position(s)**

RECOMMENDED MOTION: That the Board of School Directors approve the elimination of the following positions:

a. ADMINISTRATION

- 1) Director of Special Education for the Coatesville Area Administration Building.

Motion to Table

Motion: Andrew Finkbohner

Second: Rebecca Harlan

Vote: 2-7-0

- 2) Assistant to the Superintendent for the Coatesville Area Administration Building.

Motion: Henry Assetto

Second: Tom Keech

Vote: 9-0-0

- 3) Three (3) Special Education Supervisor positions for the Coatesville Area Administration Building.

b. NON-CERTIFIED

- 1) Recording Secretary for the Coatesville Area Administration Building.

- 2) One (1) Human Resource Generalist position for the Coatesville Area Administration Building.

10. Suspension of Coatesville Area Teacher's Association Employees

RECOMMENDED MOTION: That the Board of School Directors authorize the suspension of the following employees, effective June 12, 2020, pursuant to Sections 1124 and 1125.1 of the Public School Code:

Jessica Bien	English Teacher
Joann Billman	Elementary Teacher
Michael Bonner	Health & PE Teacher
Jocelyn Brown	Elementary Teacher
Jessica Butler	Elementary Teacher
John Chain	English Teacher
Karen Close	English Teacher
Brian Cotter	Gifted Teacher
Casey Craven	Elementary Teacher
Anna Deangelo	Elementary Teacher
Jaclyn Dzedzy	Secondary Guidance Counselor
Rebecca Eberly	Social Studies Teacher
Colin English	Science Teacher
Shannon Erdman	Science Teacher
Darren Gibb	Social Studies Teacher
Nancy Gober	Elementary Teacher
Alixandra Green	Elementary Teacher
Lyndsay Hashem	Business Teacher
Eric Hofmann	Science Teacher
Heather Jones	Science Teacher
Alexandra Keller	Elementary Teacher
Sarah Kilgore	Mathematics Teacher
Charles Mohler	Mathematics Teacher
Jennifer O'Neill	Elementary Teacher
Meredith Rinehart	Mathematics Teacher
Jamielynn Sauer	English Teacher
Amelia Sisko	Elementary Teacher
Marilyn Stephens-Franklyn	Health and PE Teacher
Kayla Welsh	Elementary Teacher
Jessica Whelihan	Elementary Teacher

Motion: Tom Keech

Second: Brandon Rhone

Vote: 9-0-0

11. Suspension of Non-Certified Employees

RECOMMENDED MOTION: That the Board of School Directors authorize the suspension of the following Non-Certified employee, effective June 30, 2020:

Karen Jackson

Recording Secretary

Motion: Tom Keech

Second: Brandon Rhone

Vote: 9-0-0

2. **EDUCATION COMMITTEE** (*Henry Assetto, Chair*)

A. **Confidential Release and Settlement Agreement—10010014**

RECOMMENDED MOTION: That the Board of School Directors approve the release and settlement agreement 10010014, as presented. ([Confidential Enclosure](#))

3. **OPERATIONS COMMITTEE** (*Brandon Rhone, Chair*)

A. **Continuation of Current Food Service Program through Summer**

RECOMMENDED MOTION: That the Board of School Directors approve the continuation of the current Food Service program from June 17, 2020, through August 26, 2020, in response to the Covid-19 crisis, as presented. The District is applying for additional funding through the CARES Act. ([Enclosure](#))

B. **Coventry Environmental Inc.—Underground Storage Tank Removal**

RECOMMENDED MOTION: That the Board of School Directors approve the approve the contract with Coventry Environmental Inc. to perform the full scope of work described in its proposal regarding removal of a 1,000-gallon underground storage tank at the former Friendship Elementary School at no cost to the School District, as presented. ([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.

- Ann Wuertz

INFORMATION ITEMS

- Superintendent Search

ADJOURNMENT

Motion: Tom Keech

Second: Henry Assetto

Time: 9:46PM

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2020 and on the District website.
Copies of the minutes will be maintained in the office of the Board Secretary.*