



School Board Agenda

January 27, 2015

Board Directors

Dean A. Snyder, President
Stuart C. N. Deets, Vice President
Diane M. Brownfield
James A. Fox
James Hills
Laurie C. Knecht
Michele S. Maffei
Deborah L. Thompson
Ann Wuertz

Administration

Dr. Cathy Taschner, Superintendent
Ronald Kabonick, Board Secretary
Karen Jackson, Recording Secretary

Solicitor

Michael I. Levin, Esquire

**COATESVILLE AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING AGENDA
JANUARY 27, 2015 ~ 7:00 PM
9/10 Center Auditorium**

OPENING ACTIVITIES

1. CALL TO ORDER

2. READING OF MISSION STATEMENT

THE MISSION OF THE COATESVILLE AREA SCHOOL DISTRICT, A LEARNING COMMUNITY RICH IN DIVERSITY AND COMMITTED TO EXCELLENCE, IS TO EDUCATE ALL STUDENTS BY PROVIDING RIGOROUS EDUCATIONAL OPPORTUNITIES TO BECOME RESPONSIBLE, PRODUCTIVE, LIFE-LONG LEARNERS IN A GLOBAL SOCIETY.

3. 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.

4. ROLL CALL

Board of School Directors

Dean A. Snyder, President	<i>(Finance & Personnel Committee)</i>
Stuart C. N. Deets, Vice President	<i>(Operations and Finance & Personnel Committees)</i>
Diane M. Brownfield	<i>(Education Committee)</i>
James A. Fox	<i>(Policy Committee)</i>
James Hills	<i>(Education and Operations Committees)</i>
Laurie C. Knecht	<i>(Operations Committee)</i>
Michele S. Maffei	<i>(Finance & Personnel Committee)</i>
Deborah L. Thompson	<i>(Education and Policy Committees)</i>
Ann Wuertz	<i>(Policy Committee)</i>

Student Representatives

Katie Stefanski, Senior Class Representative
Andrew Scott Patterson, Junior Class Representative

Solicitor

Michael I. Levin, Esquire

Administration

Dr. Cathy Taschner, Superintendent of Schools
Dr. Kimberly R. Donahue, Assistant to the Superintendent of Curriculum & Learning
Ronald G. Kabonick, Director of Business Administration & School Board Secretary
Erika Zeigler, Director of Human Resources
John Reid, Director of Pupil Services, Data & Assessment
Dave Krakower, Director of High School & Curriculum Instruction – Special Education (6-12)
Jason Palaia, Director of Elementary Education (3-5) – Special Education (K-5)

5. MOMENT OF SILENCE AND SALUTE TO THE FLAG

ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approves the minutes for the November 25, 2014 School Board meeting subject to any addition, deletions, modifications or clarifications. (*Enclosure 1*)

Motion: _____ Second: _____ Vote:

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approves the minutes for the December 4, 2014 Reorganization Board meeting subject to any addition, deletions, modifications or clarifications. (*Enclosure 2*)

Motion: _____ Second: _____ Vote:

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approves the minutes for the December 4, 2014 Regular School Board meeting subject to any addition, deletions, modifications or clarifications. (*Enclosure 3*)

Motion: _____ Second: _____ Vote:

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approves the minutes for the December 16, 2014 Special Board meeting subject to any addition, deletions, modifications or clarifications. (*Enclosure 4*)

Motion: _____ Second: _____ Vote:

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.

EXECUTIVE SESSION

- An executive session will be held at 5:30 p.m. on Tuesday, January 27, 2015 for legal, personnel reasons and collective bargaining purposes.

- An executive session was held on Saturday, January 17, 2015 for personnel, legal and collective bargaining reasons.
- An executive session was held on Wednesday, January 7, 2015 for personnel and legal reasons.

SUPERINTENDENT’S REPORT

IMPORTANT DATES

Date	Time	Meetings	Place
February 10, 2015	6:00 PM	All Committee Meetings	9/10 Center Auditorium
February 16, 2015	~	<i>Observance of President’s Day</i>	No School for Students & Staff
February 24, 2015	7:00 PM	School Board Meeting	9/10 Center Auditorium

SPECIAL REPORTS

STUDENT REPRESENTATIVE’S REPORT

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** (*Dean Snyder, School Board President*)

RECOMMENDED MOTION: That the Board approves the consent agenda items:

Motion: _____ Second: _____ Vote: _____

2. **FINANCE COMMITTEE** (*Stuart Deets, Chair*)

A. **Bills Payable and Financial Statements**

RECOMMENDED MOTION: That the Board of School Directors approve the bills payable and the financial statements as submitted for the month ending December 31, 2014.

B. **Berkheimer One Source Comparison and Processing of Act 80 Records**

RECOMMENDED MOTION: That the Board of School Directors approve the proposal of Berkheimer One Source to provide Act 80 Comparison Records for the amount of \$745.00. The Act 80 Comparison accurately determines a taxpayer’s resident taxing jurisdiction. The accuracy of the data is important when the district’s personal income aid ratio is calculated.

C. Valuation Engineers Incorporated Proposal for Appraisal Services

RECOMMENDED MOTION: That the Board of School Directors approve the proposal of Valuation Engineers Incorporated to complete a district wide appraisal for an amount of \$14,500.00. This will correct audit finding 13-2 on page 47 of the 2012-13 audit report.

D. Technology Staffing Agreement

RECOMMENDED MOTION: That the Board of School Directors extend the Chester County Intermediate Unit Technology Staffing Agreement, as stipulated, until March 24, 2015.

E. Reject Two-Way Radio Bids

RECOMMENDED MOTION: That the Board of School Directors reject all bids received for Two Way Radio Services.

F. Maille LLP

RECOMMENDED MOTION: That the Board of School Directors approve the proposal of Maille LLP to audit the Coatesville Area High School Project #3400 for the time period of August 2006 - September 2010 for an estimated amount of \$2,500.00 plus out of pocket expenses (postage, copying, etc.). An independent audit report is required to complete the final cost report and establish the permanent reimburse rate. Attached is a sample of the independent auditor letter. (*Enclosure 5*)

G. Memorandum of Voluntary Consent

RECOMMENDED MOTION: That the Board of School Directors authorize the Superintendent to execute on behalf of the School District such Memorandum of Voluntary consent as requested in order to allow a search of school district records and other things in relationship to criminal investigations that the district attorney's office and/or law enforcement is/are conducting provided that the following conditions are met:

- 1) That this consent does not apply to any record or matter that is confidential under law or contract;
- 2) That the Superintendent does not object to the Consent of a particular request; provided that in these instances that the Superintendent does not sign a requested consent, that the Superintendent so advise the School Board.

H. Human Resources

1. Resignations - Regular and Extra Duty

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

a. ADMINISTRATION

- 1) Malinics, Martin, Network Manager for the Coatesville Area School District. Letter Dated: 1/14/15. Reason: Retirement. Effective: 3/12/15.
- 2) Olseski, Jr., Anthony F., Police Officer for the Coatesville Area School District. Letter Dated: 1/12/15. Reason: Retirement. Effective: 2/2/15.

b. CATSS

- 1) Grannells, Bonnie, Facilities Secretary for the Coatesville Area School District. Letter Dated: 12/15/14. Reason: Retirement. Effective: 2/2/15.
- 2) Hooper, Wendy, 2.0 Hour Cafeteria/Playground Aide for the King's Highway Elementary School. Letter Dated: 12/18/14. Reason: Personal. Effective: 12/31/14.
- 3) Patton, Gwen, 6.5 Hour Special Education Classroom Aide for the Friendship Elementary School. Letter Dated: 1/12/15. Reason: Retirement. Effective: 1/12/15.

c. FEDERATION

- 1) Montgomery, Tyler, Substitute Custodian for the Coatesville Area School District. Letter Dated: 1/12/15. Reason: Personal. Effective: 1/12/15.
- 2) Priori, Mario, Tradesman Electronic Technician for the Coatesville Area School District. Letter Dated: 1/14/15. Reason: Retirement. Effective: 1/23/15.

d. EXTRA DUTY

- 1) Haiko, Kristi, Assistant Cheerleading Coach for the Coatesville Area Senior High School Campus. Letter Dated: 1/6/15. Reason: Personal. Effective: 1/6/15.
- 2) Herr, Ashley, 8th Grade Track Coach for the South Brandywine Middle School. Letter Dated: 1/6/15. Reason: Personal. Effective: 1/6/15.
- 3) Hummel, Matthew, 7th Grade Track Coach for the South Brandywine Middle School. Letter Dated: 1/14/15. Reason: Personal. Effective: 1/14/15.

2. **New Appointments - Regular and Extra Duty**

RECOMMENDED MOTION: That the Board of School Directors approves the following New Appointments - Regular and Extra Duty:

a. EXTRA DUTY

- 1) Holmes, Cassandra, 21st CCLC (Cohort 6A) Afterschool Program Aide for the South Brandywine Middle School. Salary: \$10.50/hr. Effective: 1/12/15. SP4: Staff.

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

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

a. ADMINISTRATION

- 1) Conlin, Ray, Benefits and Safety Specialist for the Coatesville Area School District. Letter Dated: 12/23/14. Effective: 1/19/15 – 3/16/15.
- 2) Foley, Robert, Maintenance Manager for the Coatesville Area School District. Letter Dated: 12/2/14. Effective: 12/2/14 – 1/16/15.
- 3) MacNamara, Joseph, Assistant Principal for the Coatesville Area Senior High School Campus – 9/10 Center. Letter Dated: 11/24/14. Effective: 11/17/14 – 11/25/14.
- 4) Skiles, Lisa, Cook/Manager for the King's Highway Elementary School. Letter Dated: 1/13/15. Effective: 12/10/14 – 2/23/15.
- 5) Zeigler, Erika, Director of Human Resources for the Coatesville Area School District. Letter Dated: 11/20/14. Effective: 3/5/15 – 5/28/15.

b. CATA

- 1) Chalfant, W. Jesse, 3rd Grade Teacher for the King's Highway Elementary School. Letter Dated: 12/18/14. Effective: 2/23/15 – 4/1/15.
- 2) Polk, Erica, ESL Teacher for the Coatesville Area Senior High School Campus. Letter Dated: 12/8/14. Effective: 2/3/15 – 4/3/15.
- 3) Shick, Erin, Kindergarten Teacher for the King's Highway Elementary School. Letter Dated: 12/23/14. Effective: 1/14/15 – 2/12/15.
- 4) Struk, Irena, Spanish/Russian Teacher for the Coatesville Area Senior High School. Letter Dated: 12/5/14. Effective: 12/8/14 – 12/19/14.

c. FEDERATION

- 1) Jelke, Rose, 5.25 General Utility Worker for the King's Highway Elementary School. Letter Dated: 12/9/14. Effective: 12/11/14 – 12/19/14.
- 2) Raysor, David, Custodian for the Coatesville Area Senior High School. Letter Dated: 12/30/14. Effective: 12/31/14 – 1/23/15.

4. **Change of Status**

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

a. CATSS

- 1) Loughhead, Paula, move from 4.75 Hour Instructional Aide for the Rainbow Elementary School to 6.5 Hour Special Education Classroom Aide for the Friendship Elementary School. Effective: 1/20/15.

b. FEDERATION

- 1) Cheung, Hedrick, move from Custodian Level "D" @ \$18.68/hr. for the Benner Building to Custodian Level "C" @ \$19.07/hr. for the Benner Building. Effective: Retroactive to 10/31/14.
- 2) Lopez, Candelaria, move from Custodian Level "B" @ \$19.48/hr. for the Coatesville Area Senior High School to Custodian Level "A" @ \$20.05/hr. for the Coatesville Area Senior High School. Effective: Retroactive to 10/16/14.
- 3) Teel, Quincy, move from Custodian Level "C" @ \$19.07/hr. for the Coatesville Area Senior High School to Custodian Level "B" @ \$19.48/hr. for the Coatesville Area Senior High School. Effective: Retroactive to 11/1/14.

5. **Tenure**

RECOMMENDED MOTION: That the Board of School Directors approves 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.

Paul Girafalco	8/22/14
Terence Wiggins	8/22/14

3. **EDUCATION COMMITTEE** (*Deborah Thompson, Chair*)

A. **Homebound Instruction Students**

RECOMMENDED MOTION: That the Board of School Directors approve the Homebound Instruction for students #002, #003, #004, #005 and #006.

B. **2015-2016 School Calendar**

RECOMMENDED MOTION: That the Board of School Directors approve the school calendar for the 2015-2016 school year.

C. **Lock in Graduation Date**

RECOMMENDED MOTION: That the Board of School Directors approve Thursday, June 4, 2015 as the official date for graduation ceremonies for the Class of 2015.

D. **Lifetouch Photography Agreement**

RECOMMENDED MOTION: That the Board of School Directors approve Lifetouch Photography Agreement for the 2015-2016 school year for 9/10 Center.

E. **Community Partnerships**

RECOMMENDED MOTION: That the Board of School Directors approve the following Community Organizations as Community Partners with the Coatesville Area School District:

- 1) Bridge Academy (*Enclosure 6*)
- 2) Coatesville Community & Educational Foundation

4. **OPERATIONS COMMITTEE** (*James Hills, Chair*)

A. **Technology Audit Report**

RECOMMENDED MOTION: That the Board of School Directors accept the findings and recommendations of the Technology Audit Report completed by the Chester County Intermediate Unit.

B. **Demand Response Program**

RECOMMENDED MOTION: That the Board of School Directors approve Johnson Controls for Demand Response Programs.

5. **POLICY COMMITTEE** (*Ann Wuertz, Chair*)

A. **Review of Policy 601 – Budget & Financial Management – 1st Reading**

RECOMMENDED MOTION: That the Board of School Directors approve the 1st reading of Policy 601, Budget and Financial Management.

B. **Review of Revised Policy 348–Unlawful Harassment for Administrative Employees–2nd Reading**

RECOMMENDED MOTION: That the Board of School Directors approve the 2nd reading of revised Policy 348, Unlawful Harassment for Administrative Employees, with revisions.

C. **Review of Revised Policy 448–Unlawful Harassment for Professional Employees–2nd Reading**

RECOMMENDED MOTION: That the Board of School Directors approve the 2nd reading of revised Policy 448, Unlawful Harassment for Professional Employees, with revisions.

D. **Review of Revised Policy 548–Unlawful Harassment for Classified Employees–2nd Reading**

RECOMMENDED MOTION: That the Board of School Directors approve the 2nd reading of revised Policy 548, Unlawful Harassment for Classified Employees, with revisions.

E. **Review of Revised Policy 103 – Non-Discrimination in School, School Programs & Activities and Classroom – 2nd Reading**

RECOMMENDED MOTION: That the Board of School Directors approve the 2nd reading of revised Policy 103, Non-Discrimination in School, School Programs & Activities and Classroom.

F. **Review of New Policy 103.1 – Non-Discrimination in Employment – 2nd Reading**

RECOMMENDED MOTION: That the Board of School Directors approve the 2nd reading of Policy 103.1, Non-Discrimination in Employment.

- G. **Review of New Policy 103.2 – Equal Employment Opportunity Policy and Affirmative Action Program – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the 2nd reading of Policy 103.2, Equal Employment Opportunity Policy and Affirmative Action Program, with amendments.
- H. **Review of Revised Policy 104 – Non-Discrimination in Employment and Contract Practices – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the 2nd reading of Policy 104, Non-Discrimination in Employment and Contract Practices, and waive the 30-day public review, as amended.
- I. **Review of Revised Policy 615 – Payroll Deductions – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the 1st reading of Policy 615, Payroll Deductions, to add the Coatesville Community Education Foundation. (*Enclosure 7*)
- J. **Review of new Policy 309.1 – Resignations of Administrative Employees – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 309.1, Resignation of Administrative Employees. (*Enclosure 8*)
- K. **Review of new Policy 409.1 – Resignations of Professional Employees – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 409.1, Resignation of Professional Employees. (*Enclosure 9*)
- L. **Review of new Policy 509.1 – Resignations of Classified Employees – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 509.1, Resignation of Classified Employees. (*Enclosure 10*)

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.

ADDITIONAL BOARD MEMBERS' REPORTS

INFORMATION ITEMS

- CASD & Charter School Enrollment Report as of January 1, 2015. (*Enclosure 11*)

ADJOURNMENT

Motion: _____ Second: _____ Time: _____

*Notice of this public meeting was advertised in the Daily Local News on December 25, 2014 and on the District Website.
Copies of the minutes will be maintained in the Office of the Board Secretary.*

Board Agenda

Enclosure #1

**COATESVILLE AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING MINUTES
NOVEMBER 25, 2014 - 7:00 PM
9/10 Center Auditorium**

OPENING ACTIVITIES

1. CALL TO ORDER AT 7:10 P.M.

2. READING OF MISSION STATEMENT

THE MISSION OF THE COATESVILLE AREA SCHOOL DISTRICT, A LEARNING COMMUNITY RICH IN DIVERSITY AND COMMITTED TO EXCELLENCE, IS TO EDUCATE ALL STUDENTS BY PROVIDING RIGOROUS EDUCATIONAL OPPORTUNITIES TO BECOME RESPONSIBLE, PRODUCTIVE, LIFE-LONG LEARNERS IN A GLOBAL SOCIETY.

3. 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.

4. ROLL CALL

Board of School Directors

J. Neil Campbell, President - absent	<i>(Finance & Operations Committees)</i>
James L. Fox, Vice President - present	<i>(Community & Student Relations Committee)</i>
Diane M. Brownfield - present	<i>(Education & Community & Student Relations Committees)</i>
Stuart C. Deets - present	<i>(Finance & Operations Committees)</i>
James Hills - present	<i>(Education Committee)</i>
Laurie C. Knecht - present	<i>(Operations Committee)</i>
Dean A. Snyder - present	<i>(Finance Committee)</i>
Deborah L. Thompson - present	<i>(Education & Community & Student Relations Committees)</i>

Student Representatives

Katie Stefanski, Senior Class Representative - present
Andrew Scott Patterson, Junior Class Representative - present

Solicitor

Michael I. Levin, Esquire - present

Administration

Dr. Cathy Taschner, Superintendent of Schools - present
Dr. Angelo Romaniello, Jr., Assistant to the Superintendent - absent
Dr. Kimberly R. Donahue, Assistant to the Superintendent of Curriculum & Learning - present
Ronald G. Kabonick, Director of Business Administration & School Board Secretary - present
Erika Zeigler, Director of Human Resources - present
Abdallah Hawa, Director of Technology - present
John Reid, Director of Pupil Services, Data & Assessment - present
Dave Krakower, Director of High School & Curriculum Instruction - Special Education (6-12) - present
Dr. Teresa Powell, Director of Middle School Education & Curriculum Instruction - present
Jason Palaia, Director of Elementary Education (3-5) - Special Education (K-5) - present

5. MOMENT OF SILENCE AND SALUTE TO THE FLAG

ADDITION, DELETIONS OR MODIFICATIONS TO THE AGENDA

Additions:

1. Resignations of School Board Directors

RECOMMENDED MOTION: That the Board of School Directors accept the resignations of Kimberly Mammel and J. Neil Campbell.

Motion: Deborah Thompson

Second: Stuart Deets

Vote: 7-0-0

2. Resolution

RECOMMENDED MOTION: That the Board of School Directors approve a resolution on Mr. James E. Ellison, as presented. (*Addendum Enclosure*)

Motion: Deborah Thompson

Second: Stuart Deets

Vote: 7-0-0

3. Rearrange Order of the Agenda

RECOMMENDED MOTION: That the Board of School Directors approve the rearrangement of the order of the agenda to advance Public Comment.

Motion: Stuart Deets

Second: Dean Snyder

Vote: 7-0-0

4. OPERATIONS COMMITTEE

- A. Change Order No. 001-001 – Caln Elementary School Miscellaneous Upgrades
- B. Change Order No. 002-001 – King’s Highway Elementary School Miscellaneous Upgrades
- C. Change Order No. 001-001 – North Brandywine Middle School Refurbishing Project
- D. Change Order No. 003-001 – North Brandywine Middle School Refurbishing Project
- E. Change Order No. 002-001 – Caln Elementary School Miscellaneous Upgrades

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.

None

APPOINTMENT OF NEW BOARD MEMBER

Michele S. Maffei was appointed the new Region III School Board Director of the Coatesville Area School District based on a 4-3 vote in her favor. The Board then took a 20-minute recess for a brief executive session.

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approve the minutes for the October 28, 2014 School Board meeting subject to any addition, deletions, modifications or clarifications. (*Enclosure 1*)

Approval of Minutes 10-28-2014 Approved Vote: 7-0-1 Abstained: Maffei

Motion: Diane Brownfield

Second: Dean Snyder

Vote: 7-0-1

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approve the minutes for the November 11, 2014 Special Board meeting subject to any addition, deletions, modifications or clarifications. (*Enclosure 2*)

Approval of Minutes 11-11-2014 Approved Vote: 6-0-2 Abstained: Maffei & Thompson
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Motion: Diane Brownfield

Second: Dean Snyder

Vote: 6-0-2

SUPERINTENDENT'S REPORT

- The superintendent's report was provided by Dr. Cathy Taschner.
- Advanced Placement Student Honors

EXECUTIVE SESSION

- An executive session was held on Friday, November 7, 2014 for legal and personnel reasons.
- An executive session will be held on Thursday, November 20, 2014 at 6:00 p.m. for legal and personnel reasons.
- An executive session will be held on Tuesday, November 25, 2014 at 6:00 p.m. for legal and personnel reasons.

IMPORTANT DATES

Date	Time	Meetings	Place
November 26 to 28, 2014	~	Thanksgiving Vacation	<i>No School for Students & Staff</i>
November 27 & 28, 2014	~	Thanksgiving Holiday	<i>Administration Offices Closed</i>
December 2, 2014	6:00 PM	Reorganization Meeting	9/10 Center Auditorium
December 2, 2014	<i>Immediately following Reorganization Meeting</i>	School Board Meeting	9/10 Center Auditorium
Dec. 22 – January 2, 2015	~	Winter Break	<i>No School for Faculty, Staff & Students</i>

SPECIAL REPORTS

Diane Brownfield reported on the I. U. Board meeting held on November 19, 2014. A tentative agreement was reached with teachers and is now pending a final vote.

STUDENT REPRESENTATIVE'S REPORT

The student representative's report was provided by Miss Stefanski and Mr. Patterson.

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** (*Neil Campbell, School Board President*)
RECOMMENDED MOTION: That the Board approves the consent agenda items:

Consent Agenda Approved Vote: 7-0-1 Abstained: Maffei
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Motion: Diane Brownfield

Second: Dean Snyder

Vote: 7-0-1

2. **FINANCE COMMITTEE** (*Stuart Deets, Chair*)

A. **Financial Statements**

RECOMMENDED MOTION: That the Board of School Directors approve the financial statements as submitted for the month ending October 31, 2014.

B. **Cap on Travel Reimbursements**

RECOMMENDED MOTION: That the Board of School Directors approve the cap on travel reimbursements for Non-Certified Act 93 employees required to travel from building to building at a maximum of \$75/month.

C. **Budget Calendar for 2015-2016**

RECOMMENDED MOTION: That the Board of School Directors approve the Budget Calendar for fiscal year 2015-2016.

D. **Coatesville Youth Initiative Agreement**

RECOMMENDED MOTION: That the Board of School Directors approve the Coatesville Youth Initiative Agreement, as presented. (*Confidential Enclosure 3*)

E. **The Protection Bureau Addendum for Scott Middle School**

RECOMMENDED MOTION: That the Board of School Directors approve the Philadelphia Protection Bureau, Inc. Addendum for Security Services Agreement #11101499JTB for Scott Middle School for a one-time fee of \$350. (*Enclosure 4*)

F. **Resolution**

RECOMMENDED MOTION: That the Board of School Directors approve a Resolution on Mr. James E. Ellison, as presented. (*Addendum Enclosure #1*)

Resolution on Mr. Ellison Approved Vote: 7-0-0
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Motion: Deborah Thompson

Second: Stuart Deets

Vote: 7-0-0

G. Rearrange Order of the Agenda

RECOMMENDED MOTION: That the Board of School Directors approve the rearrangement of the order of the agenda to advance Public Comment.

Rearrange Order of Agenda

Approved

Vote: 7-0-0

Motion: Stuart Deets

Second: Dean Snyder

Vote: 7-0-0

H. Human Resources

1. Resignations - Regular and Extra Duty

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

a. CATA

- 1) Knecht, Robert, Special Education Teacher for the Scott Middle School. Letter Dated: 8/21/14. Reason: Termination. Effective: 11/25/14.

b. FEDERATION

- 1) Leslie, Wendy, 4.5 Hour General Utility Worker for the Caln Elementary School. Letter Dated: 11/16/14. Reason: Personal. Effective: 11/28/14.

c. EXTRA DUTY

- 1) Herman, Neil, Assistant Baseball Coach for the Coatesville Area Senior High School Campus. Letter Dated: 11/10/14. Reason: Personal. Effective: 11/10/14.

- 2) Rawls, Irene, 8th Grade Girls' Basketball Coach for the Scott Middle School. Letter Dated: 11/5/14. Reason: Personal. Effective: 11/5/14.

2. New Appointments - Regular and Extra Duty

RECOMMENDED MOTION: That the Board of School Directors approves the following New Appointments - Regular and Extra Duty:

a. ADMINISTRATION

- 1) Burgess, Cassandra, Substitute Administrator for the Coatesville Area School District. Salary: \$500.00/day. Degrees: BS – Business Administration, MS – Education, University of New Haven; MS - Educational Leadership, Southern Connecticut State University. Certification: Emergency Permit Principal PK-12. Years of Exp.: 14. Effective: TBD. SP4: Approved.

b. CATA

- 1) Thomas Brown, Annette, .5 Spanish Teacher for the South Brandywine Middle School. Salary: \$23,500.00 (prorated). Temporary Professional Contract. Degrees: BA – Spanish, Lincoln University, M. Ed. - Cabrini College, MS – Science of Instruction, Drexel University. Certifications: Spanish K-12, ESL K-12. Years of Exp.: 1. Effective: TBD. SP4: Approved.

c. CATSS

- 1) Welch, Roxanne, 6.5 Hour Health Assistant for the Reeceville Elementary School. Posted: 8/27/14. Salary: \$18.50/hr. Effective: 11/15/14. SP4: Approved.

d. EXTRA DUTY

- 1) Foster, Alain, 8th Grade Boys' Soccer Coach for the Scott Middle School. Posted: 9/19/14. Salary: \$1,792.00 (prorated). Effective: 11/3/14 (2014 – 2015 School Year). SP4: Approved.
- 2) Liberato, Kyle, Assistant Wrestling Coach for the Coatesville Area Senior High School Campus. Posted: 10/6/14. Salary: \$2,976.00. Effective: 2014 – 2015 School Year. SP4: Approved.

3. Leave(s) of Absence

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

a. ADMINISTRATION

- 1) Hawa, Abdallah, Director of Technology for the Coatesville Area School District. Letter Dated: 10/29/14. Reason: FMLA. Effective: 9/26/14 – 10/13/14, intermittent.
- 2) Skiles, Lisa, Cook/Manager for the King's Highway Elementary School. Letter Dated: 11/14/14. Reason: FMLA. Effective: 11/5/14 – 12/1/14.

b. CATA

- 1) Dougherty, Kevin, Mathematics Teacher for the Coatesville Area Senior High School Campus – 9/10 Center. Letter Dated: 10/24/14. Reason: Medical Leave of Absence. Effective: 10/21/14 – 11/10/14.
- 2) Glackman, Lorie, 3rd Grade Teacher for the Caln Elementary School. Letter Dated: 11/3/14. Reason: FMLA/Childrearing. Effective: 12/8/14 – 4/10/15.
- 3) Jamison, Stephen, Special Education Teacher for the South Brandywine Middle School. Letter Dated: 11/10/14. Reason: FMLA. Effective: 11/17/14 – 12/12/14.
- 4) Pearson, Eric, 6th Grade Science Teacher for the South Brandywine Middle School. Letter Dated: 9/25/14. Reason: Leave of Absence for Professional Development (Sabbatical Leave of Absence). Effective: 1/22/15 – 6/8/15.

c. CATSS

- 1) Stewart, Bonnie, 6.5 Hour Special Education Classroom Aide for the South Brandywine Middle School. Letter Dated: 8/6/14. Reason: FMLA. Effective: 9/30/14 – 10/14/14, intermittent.
- 2) Wallace, Margie, Principal's Secretary for the Coatesville Area Senior High School Campus – 9/10 Center. Letter Dated: 11/18/14. Reason: FMLA. Effective: 12/12/14 – 12/19/14.

d. FEDERATION

- 1) DiSciullo, Jeanette, 3.0 Hour General Utility Worker for the Caln Elementary School. Letter Dated: 11/6/14. Reason: Medical Leave of Absence. Effective: 12/1/14 – 2/19/15.
- 2) Raysor, David, Custodian for the Coatesville Area Senior High School. Letter Dated: 11/19/14. Reason: FMLA. Effective: 11/14/14 – 12/30/14.

4. **Change of Status**

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

a. CATSS

- 1) Barnhart, Karen, move from 6.5 Hour Building Instructional Aide for the Friendship Elementary School to Library Secretary for the Coatesville Area Senior High School Campus – 9/10 Center. Posted: 9/22/14. Effective: 12/1/14. SP4: Staff.
- 2) Miller, Dawn, move from 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School to Library Secretary for the Coatesville Area Senior High School. Posted: 9/25/14. Effective: 12/1/14. SP4: Staff.

b. FEDERATION

- 1) McWilliams, Mary Ann, move from General Utility Worker Level "B" @ \$15.33/hr. for the Caln Elementary School to General Utility Worker Level "A" @ \$15.63/hr. for the Caln Elementary School. Effective: Retro to 9/21/2014.

3. **EDUCATION COMMITTEE** (*Diane Brownfield, Chair*)

A. **Comprehensive Planning Team Appointment**

RECOMMENDED MOTION: That the Board of School Directors approve members of the Comprehensive Planning Team as specified by the PDE regulations.

4. **OPERATIONS COMMITTEE** (*Laurie Knecht, Chair*)

Ken Johnson from Gilbert Architects will present and discuss the summer projects Change Orders. The Administration (Mr. William Androwick) recommends the approval of the following changes orders:

A. **Change Order No. 001-001 – Caln Elementary School Miscellaneous Upgrades**

RECOMMENDED MOTION: That the Board of School Directors approve Change Order #001-001 for miscellaneous upgrades at Caln Elementary School. (*Addendum Enclosure 1*)

Balton Construction Inc. General Contractor \$54,596.12

B. **Change Order No. 002-001 – King’s Highway Elementary School Miscellaneous Upgrades**

RECOMMENDED MOTION: That the Board of School Directors approve Change Order #001-001 for miscellaneous upgrades at King’s Highway Elementary School. (*Addendum Enclosure 2*)

Jay R. Reynolds Inc. Plumping Contractor \$1,766.00

C. **Change Order No. 001-001 – North Brandywine Middle School Refurbishing Project**

RECOMMENDED MOTION: That the Board of School Directors approve Change Order #001-001 for the refurbishing project at North Brandywine Middle School. (*Addendum Enclosure 3*)

Columbus Construction, LLC General Contractor \$18,571.56

D. **Change Order No. 003-001 – North Brandywine Middle School Refurbishing Project**

RECOMMENDED MOTION: That the Board of School Directors approve Change Order #003-001 for the refurbishing project at North Brandywine Middle School. (*Addendum Enclosure 4*)

Phillips Brothers Electrical Inc. Electrical Contractor (\$5,154.00)

E. **Change Order No. 002-001 – Caln Elementary School Miscellaneous Upgrades**

RECOMMENDED MOTION: That the Board of School Directors approve Change Order #002-001 for miscellaneous upgrades at Caln Elementary School. (*Addendum Enclosure 5*)

Phillips Brothers Electrical Inc. Electrical Contractor \$51,405.89

Motion to Table Change Orders 4. A – 4. E Approved Vote: 8-0-0

Motion to Table Items 4-A thru 4-E:

Motion: Diane Brownfield Second: Deborah Thompson Vote: 8-0-0

5. **COMMUNITY & STUDENT RELATIONS COMMITTEE** (*James Fox, Chair*)
- A. **Review of New Policy 916 – School Volunteers – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the 2nd reading of Policy 916, School Volunteers.
- B. **Review of Revised Policy 707 – Use of School Facilities – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the 2nd reading of revised Policy 707, Use of School Facilities.
- C. **Policy 123.1 – Volunteer Coaches**
RECOMMENDED MOTION: That the Board of School Directors post Policy 123.1, Volunteer Coaches, for a 30-day public review.
- D. **Policy 217 – Graduation Requirements**
RECOMMENDED MOTION: That the Board of School Directors post Policy 217, Graduation Requirements, for a 30-day public review.
- E. **Review of Revised Policy 348 – Unlawful Harassment for Administrative Employees – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the 1st reading of revised Policy 348, Unlawful Harassment for Administrative Employees.
- F. **Review of Revised Policy 448 – Unlawful Harassment for Professional Employees – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the 1st reading of revised Policy 448, Unlawful Harassment for Professional Employees.
- G. **Review of Revised Policy 548 – Unlawful Harassment for Classified Employees – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the 1st reading of revised Policy 548, Unlawful Harassment for Classified Employees.
- H. **Review of Revised Policy 103 – Non-Discrimination in School, School Programs and Activities and Classroom – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the 1st reading of revised Policy 103, Non-Discrimination in School, School Programs and Activities and Classroom.
- I. **Review of New Policy 103.1 – Non-Discrimination in Employment – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the 1st reading of Policy 103.1, Non-Discrimination in Employment.
- J. **Review of New Policy 103.2 – Equal Employment Opportunity Policy and Affirmative Action Program – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the 1st reading of Policy 103.2, Equal Employment Opportunity Policy and Affirmative Action Program.

- K. Rescind Policy 008 – Legal Fees and Damages**
RECOMMENDED MOTION: That the Board of School Directors rescind Policy 008, Legal Fees and Damages.
- L. Review of Revised Policy 104 – Non-Discrimination in Employment and Contract Practices – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the 1st reading of Policy 104, Non-Discrimination in Employment and Contract Practices, and waive the 30-day public review.
- M. Amendment to the Student Discipline Code**
RECOMMENDED MOTION: That the Board of School Directors approve the amendment to page SD-3 of the Student Discipline Code.

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) *Monica Lukanski* (a teacher at Head Start) requested that the Board take steps to strengthen the Attendance Policy and Procedures at CASD with regards to absences of more than 3 days.
- 2) *Tammy Zimmerman* (lifelong resident of Coatesville and ‘voice for the voiceless’) shared statistics regarding child abuse. She applauded CASD for their efforts in Little Scotty’s situation and wanted the Board to know she was not pointing fingers or placing blame, but merely here to ask the Board to consider the proposed changes to its Attendance Policy.
- 3) Rich Hall commended Mr. Levin for his work and expertise, calling it nothing short of stout. Mr. Hall asked Mr. Levin for clarification regarding the filings against Richard Como and James Donato. He also inquired about James Ellison’s limitations with regards to his legal work at CASD.

ADDITIONAL BOARD MEMBERS’ REPORTS

INFORMATION ITEMS

The next football game will be held this Friday in Souderton. It will be streamed live, and a link will be placed on the CASD website.

ADJOURNMENT

This meeting was adjourned at 9:58 p.m. on a motion by Diane Brownfield and seconded by Dean Snyder.

Respectfully submitted,
Karen Jackson, Recording Secretary

Ronald G. Kabonick, School Board Secretary

Anyone wishing to review the minutes verbatim should contact the Board Secretary to request a copy of the digital/audio file.

Board Agenda

Enclosure #2

**COATESVILLE AREA SCHOOL DISTRICT
REORGANIZATION MEETING MINUTES
DECEMBER 4, 2014 - 6:00 PM
9/10 CENTER AUDITORIUM**

District Mission Statement

The Mission of the Coatesville Area School District, a learning community rich in diversity and committed to excellence, is to educate all students by providing rigorous educational opportunities to become responsible, productive, life-long learners in a global society.

1. **CALL TO ORDER AT 6:15 P.M.**

2. **ADVISEMENT**

This meeting was called for the reorganization of the School Board under appropriate sections of Article IV of the School Laws of Pennsylvania as amended. Public notice was given for this meeting in accordance with Act 93 of 1998, Section 1. By notice of the Board Secretary, Board Members are advised that all votes shall be regarded as roll call votes.

3. **ROLL CALL**

Board of School Directors

James L. Fox, Vice President – present
Diane M. Brownfield – present
Stuart C. Deets – present
James Hills – present
Laurie C. Knecht – present
Michele S. Maffei – present
Dean A. Snyder – present
Deborah L. Thompson – present

Solicitor

Michael I. Levin, Esquire – not present

Administration

Dr. Cathy Taschner, Superintendent of Schools – present
Dr. Angelo Romaniello, Jr., Assistant to the Superintendent - absent
Dr. Kimberly R. Donahue, Assistant to the Superintendent for Curriculum & Learning - absent
Ronald G. Kabonick, Director of Business Administration | School Board Secretary – present
Erika Zeigler, Director of Human Resources – present
Abdallah Hawa, Director of Technology - absent
John Reid, Director of Pupil Services/Data & Assessment – present
Dave Krakower, Director of High School & Curriculum Instruction | Special Education (6-12) - absent
Dr. Teresa Powell, Director of Middle School Education & Curriculum Instruction - absent
Jason Palaia, Director of Elementary Education (3-5) | Special Education (K-5) - absent

4. **MOMENT OF SILENCE AND FLAG SALUTE**

5. **SCHOOL BOARD REORGANIZATION (Board Secretary)**

Reading of the List of Legally Elected and/or Qualified School Directors:

<u>Region I</u>	(Coatesville, Valley)	Diane M. Brownfield James Hills Deborah L. Thompson
<u>Region II</u>	(West Brandywine, Caln)	Stuart C. Deets Dean A. Snyder (Vacant)
<u>Region III</u>	(East Fallowfield, Modena, Sadsbury, West Caln, South Coatesville)	James L. Fox Laurie C. Knecht Michele S. Maffei

6. **REVIEW OF VOTING PROCEDURES**

Mr. Fox reviewed the voting procedures.

7. **ELECTION OF TEMPORARY PRESIDENT**

Nominations were entertained for election of a temporary president.

Stuart Deets moved to nominate Deborah Thompson for Temporary President. Laurie Knecht seconded the nomination.

A motion was made by Jim Fox, and seconded by Laurie Knecht, that nominations for temporary president be closed.

Deborah Thompson took the chair.

8. **ELECTION OF OFFICERS**

A. **PRESIDENT**

Temporary President Thompson asked for nominations for President for the year 2015.

Nominations for President:

- Laurie Knecht nominated Dean Snyder
- James Hills nominated Deborah Thompson
- Deborah Thompson declined the nomination
- Diane Brownfield nominated James Fox

A motion was made by Jim Fox, and seconded by Laurie Knecht, that nominations for president be closed.

On a 5-3 vote in favor of Dean Snyder, Temporary President Thompson relinquished the chair to the newly elected School Board President for 2015, Mr. Dean Snyder.

B. VICE PRESIDENT

President Snyder asked for nominations for Vice President for the year 2015.

Nominations for Vice President:

- Laurie Knecht nominated Stuart Deets
- Diane Brownfield nominated James Hills
- James Hills declined the nomination
- Laurie Knecht nominated Diane Brownfield
- Diane Brownfield declined the nomination

A motion was made by Deborah Thompson, and seconded by Michele Maffei, that the nominations for Vice President be closed.

On a unanimous roll call vote, Stuart Deets was elected as the Vice President for 2015.

9. BOARD MEMBERS REMARKS

Each board member was given the opportunity to speak publically about their goals and initiatives in the upcoming year.

10. PUBLIC BOARD MEETING DATES

RECOMMENDED MOTION: That the Board of School Directors approve the Public School Board Meetings for 2015 be advertised as per the attachment. (*Enclosure*)

In accordance with School Board Policy #006, adopted September 27, 2001 and revised on May 23, 2002 and October 19, 2004, all Board Members and the District Superintendent shall be advised of the dates and times for the scheduled public Committee and Board meetings.

BOARD MEETINGS

January 27, 2015
February 24, 2015
March 24, 2015
April 28, 2015
May 26, 2015
June 23, 2015
July 28, 2015
August 25, 2015
September 22, 2015
October 27, 2015
November 24, 2015
December 1, 2015

COMMITTEE MEETINGS

January 13, 2015
February 10, 2015
March 10, 2015
April 14, 2015
May 12, 2015
June 9, 2015
No Committee Meetings in July
August 11, 2015
September 8, 2015
October 13, 2015
November 10, 2015
No committee meetings in December

Friendly Amendment:

RECOMMENDED MOTION: That the Board of School Directors add July 28, 2015 to the Official Public School Board Meeting Schedule for 2015.

Motion: Dean Snyder

Second: Deborah Thompson

Vote: 8-0-0

Original Motion with Addition:

Motion: Diane Brownfield

Second: Jim Fox

Vote: 8-0-0

11. **PUBLIC COMMENT**

The Board has requested 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.

None

12. **ADJOURNMENT**

This meeting was adjourned at 6:42 p.m. on a motion by Diane Brownfield and seconded by Jim Fox.

Respectfully submitted,
Karen Jackson, Recording Secretary

Ronald G. Kabonick, School Board Secretary

Anyone wishing to review the minutes verbatim should contact the Board Secretary to request a copy of the digital/audio file.

Board Agenda

Enclosure #3

**COATESVILLE AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING MINUTES
9/10 CENTER AUDITORIUM
December 4, 2014
*Immediately following Reorganization Meeting***

OPENING ACTIVITIES

1. **CALL TO ORDER AT 6:45 P.M.**
2. **READING OF MISSION STATEMENT**

THE MISSION OF THE COATESVILLE AREA SCHOOL DISTRICT, A LEARNING COMMUNITY RICH IN DIVERSITY AND COMMITTED TO EXCELLENCE, IS TO EDUCATE ALL STUDENTS BY PROVIDING RIGOROUS EDUCATIONAL OPPORTUNITIES TO BECOME RESPONSIBLE, PRODUCTIVE, LIFE-LONG LEARNERS IN A GLOBAL SOCIETY.

3. **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.

4. **ROLL CALL**

Board of School Directors

James L. Fox - present
Diane M. Brownfield - present
Stuart C. Deets - present
James Hills - present
Laurie C. Knecht - present
Michele S. Maffei - present
Dean A. Snyder - present
Deborah L. Thompson - present

Student Representatives

Katie Stefanski, Senior Class Representative - absent
Andrew Scott Patterson, Junior Class Representative - absent

Solicitor

Michael I. Levin, Esquire - present

Administration

Dr. Cathy Taschner, Superintendent of Schools - present
Dr. Angelo Romaniello, Jr., Assistant to the Superintendent - absent
Dr. Kimberly R. Donahue, Assistant to the Superintendent of Curriculum & Learning - present
Ronald G. Kabonick, Director of Business Administration & School Board Secretary - present
Erika Zeigler, Director of Human Resources - absent
Abdallah Hawa, Director of Technology - absent
John Reid, Director of Pupil Services, Data & Assessment - present
Dave Krakower, Director of High School & Curriculum Instruction - Special Education (6-12) - absent
Dr. Teresa Powell, Director of Middle School Education & Curriculum Instruction - absent
Jason Palaia, Director of Elementary Education (3-5) - Special Education (K-5) - absent

5. **MOMENT OF SILENCE AND SALUTE TO THE FLAG**

BOARD PRESIDENT'S REPORT

ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

Modification to Amend:

2. B. Constellation NewEnergy, Inc. Electricity Supply Agreement

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approves the minutes for the November 20, 2014 Special Board meeting subject to any addition, deletions, modifications or clarifications. (*Enclosure 1*)

Approval of Minutes 11-20-2014 Approved Vote: 8-0-0
--

Motion: Jim Fox

Second: Diane Brownfield

Vote: 8-0-0

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.

None

EXECUTIVE SESSION

- An executive session will be held on Thursday, December 4, 2014 after the meeting for legal and personnel reasons.
- Two executive sessions were held before and after the meeting on Tuesday, November 25, 2014 for legal and personnel reasons.
- An intermission executive session was held on Tuesday, November 25, 2014 for new board member briefing.

SUPERINTENDENT'S REPORT

The superintendent's report was provided by Dr. Cathy Taschner.

IMPORTANT DATES

Date	Time	Meetings	Place
December 16, 2014	7:00 pm	Special School Board Meeting	9/10 Center Auditorium
Dec. 22 – Jan. 2, 2015	~	Winter Break	<i>No School for Faculty, Staff & Students</i>
<i>The following dates are tentative until the calendar is Board approved.</i>			
January 13, 2015	6:00 pm	All Committee Meetings	9/10 Center Auditorium
January 19, 2015	~	<i>Observance of Dr. Martin Luther King, Jr. Day</i>	Schools & Offices Closed
January 27, 2015	7:00 pm	School Board Meeting	9/10 Center Auditorium

SPECIAL REPORTS

STUDENT REPRESENTATIVE’S REPORT

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** (*School Board President*)

RECOMMENDED MOTION: That the Board approves the consent agenda items:

Items to be removed from Consent Agenda:

- 2. A. Substitute Teacher Service Agreement
- 2. C. 2. b. Human Resources--New Appointment--Extra Duty--21st CCLC Cohort
6A After School Teachers for South Brandywine Middle School

Motion: Diane Brownfield Second: Laurie Knecht Vote: 8-0-0

Consent Agenda
Approved
Vote: 8-0-0

2. **FINANCE COMMITTEE**

A. **Substitute Teacher Service Agreement**

RECOMMENDED MOTION: That the Board of School Directors approve the Substitute Teacher Service Agreement, pending review of the District Solicitor. (*Enclosure 2*)

Motion: Laurie Knecht Second: Deborah Thompson Vote: 8-0-0

Substitute Teacher
Service Agreement
Approved
Vote: 8-0-0

B. Constellation NewEnergy, Inc. Electricity Supply Agreement

RECOMMENDED MOTION: That the Board of School Directors approve the Electricity Supply Agreement with Constellation NewEnergy, Inc., as presented. (*Enclosure 3*)

Friendly Amendment
Constellation NewEnergy

Approved

Vote: 8-0-0

Friendly Amendment to include the new Administration building to the Constellation NewEnergy, Inc. Electricity Supply Agreement.

Motion: Stuart Deets

Second: Deborah Thompson

Vote: 8-0-0

C. Human Resources

1. Resignations - Regular and Extra Duty

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

a. ADMINISTRATION

1) Edwards, Karen K., Network Manager for the Coatesville Area School District. Letter Dated: 12/1/14. Reason: Personal. Effective: 9/15/14.

b. FEDERATION

1) Ibrahim, Alie, Custodian for the South Brandywine Middle School. Letter Dated: 11/21/14. Reason: Personal. Effective: 11/21/14.

c. EXTRA DUTY

1) Fenimore, Shawn, 8th Grade Boys Soccer Coach for the North Brandywine Middle School. Letter Dated: 11/25/14. Reason: Personal. Effective: 11/25/14.

2. New Appointments - Regular and Extra Duty

RECOMMENDED MOTION: That the Board of School Directors approves the following New Appointments - Regular and Extra Duty:

a. CATSS

1) Sterner, Kimberly, 6.5 Hour Special Education One-on-One Aide for the King's Highway Elementary School. Posted: 10/21/14. Salary: \$12.50/hr. Effective: 12/8/14. SP4: Approved.

b. EXTRA DUTY

1) 21st CCLC Cohort 6A After School Teachers for the South Brandywine Middle School. Posted: 10/22/14. Salary: \$33.00/hr. Effective: 2014 - 2015 School Year. SP4: Staff.

Extra Duty 21st
CCLC

Approved

Vote: 8-0-0

Kimberly Gredzinski
Anthony Olseski

Steve Jamison
Karen Smith

Motion: Diane Brownfield

Second: Jim Fox

Vote: 8-0-0

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

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

a. CATA

- 1) Burns, Jamie, Physical Education Teacher for the Caln Elementary School. Letter Dated: 12/1/14. Reason: FMLA. Effective: 2/6/15 – 5/1/15.
- 2) Griggs, Leila, Physical Education Teacher for the King's Highway Elementary School. Letter Dated: 10/31/14. Reason: FMLA. Effective: 1/5/15 – 3/13/15.
- 3) Jones, Cassandra, Special Education Teacher for the South Brandywine Middle School. Letter Dated: 11/20/14. Reason: FMLA. Effective: 1/21/15 – 4/15/15.

b. CATSS

- 1) Bisignaro, Carol, 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School. Letter Dated: 11/25/14. Reason: FMLA. Effective: 11/17/14 – 12/19/14, Intermittent.

4. **Change of Status**

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

a. CATSS

- 1) Holmes, Cassandra, move from 6.5 Hour Special Education One-on-One Aide for the Rainbow Elementary School to 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center. Posted: 10/29/14. Effective: 1/5/2015.
- 2) Stauffer, Kerri, move from 6.5 Hour Special Education One-on-One Aide for the East Fallowfield Elementary School to 6.5 Hour Special Education Classroom Aide for the East Fallowfield Elementary School. Posted: 10/21/14. Effective: 12/5/14.

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.

None

ADDITIONAL BOARD MEMBERS' REPORTS

INFORMATION ITEMS

- CASD and Charter School Enrollment Reports as of December 1, 2014 (*Enclosure 4*)

ADJOURNMENT

This meeting was adjourned at 7:14 p.m. on a motion by Laurie Knecht and seconded by Stuart Deets.

Respectfully submitted,
Karen Jackson, Recording Secretary

Ronald G. Kabonick, School Board Secretary

Anyone wishing to review the minutes verbatim should contact the Board Secretary to request a copy of the digital/audio file.

Board Agenda

Enclosure #4

**COATESVILLE AREA SCHOOL DISTRICT
SPECIAL BOARD MEETING MINUTES
9/10 CENTER AUDITORIUM
December 16, 2014 ~ 7:00 p.m.**

OPENING ACTIVITIES

1. **CALL TO ORDER AT 7:05 P.M.**
2. **READING OF MISSION STATEMENT**

THE MISSION OF THE COATESVILLE AREA SCHOOL DISTRICT, A LEARNING COMMUNITY RICH IN DIVERSITY AND COMMITTED TO EXCELLENCE, IS TO EDUCATE ALL STUDENTS BY PROVIDING RIGOROUS EDUCATIONAL OPPORTUNITIES TO BECOME RESPONSIBLE, PRODUCTIVE, LIFE-LONG LEARNERS IN A GLOBAL SOCIETY.

3. **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.

4. **ROLL CALL**

Board of School Directors

Dean A. Snyder, President - present
Stuart C. N. Deets, Vice President - present
Diane M. Brownfield - present
James A. Fox - present
James Hills - present
Laurie C. Knecht - present
Michele S. Maffei - present
Deborah L. Thompson - present

Student Representatives

Katie Stefanski, Senior Class Representative - present
Andrew Scott Patterson, Junior Class Representative - present

Solicitor

Michael I. Levin, Esquire - not present

Administration

Dr. Cathy Taschner, Superintendent of Schools - present
Dr. Angelo Romaniello, Jr., Assistant to the Superintendent - absent
Dr. Kimberly R. Donahue, Assistant to the Superintendent of Curriculum & Learning - present
Ronald G. Kabonick, Director of Business Administration & School Board Secretary - present
Erika Zeigler, Director of Human Resources - absent
Abdallah Hawa, Director of Technology - absent
John Reid, Director of Pupil Services, Data & Assessment - present
Dave Krakower, Director of High School & Curriculum Instruction - Special Education (6-12) - absent
Dr. Teresa Powell, Director of Middle School Education & Curriculum Instruction - present
Jason Palaia, Director of Elementary Education (3-5) - Special Education (K-5) - present

5. MOMENT OF SILENCE AND SALUTE TO THE FLAG

ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

Modifications:

• **Amend Public Comment To Allow Second Public Comment**

RECOMMENDED MOTION: That the Board of School Directors amend Public Comment to allow a second Public Comment and to also allow open dialogue during the Building and Grounds discussion.

Motion: Laurie Knecht

Second: Deborah Thompson

Vote: 8-0-0

Additions:

• **Addition of Two Informational Items**

RECOMMENDED MOTION: That the Board of School Directors add two informational items to the December 16, 2014 School Board Agenda.

1. Waiver Resolution
2. Release of the Conrad O'Brien Report

Motion: Michele Maffei

Second: Diane Brownfield

Vote: 8-0-0

• **Move Informational Items**

RECOMMENDED MOTION: That the Board of School Directors move the Informational Items to appear before the Operations Committee section.

Motion: Stuart Deets

Second: Diane Brownfield

Vote: 8-0-0

SUPERINTENDENT'S REPORT

- A. The student representative's report was provided by Katie Stefanski.
- B. Honoring of the Advanced Placement Graduates
- C. Announcement of the Winning Christmas Card

PUBLIC COMMENT ON APPOINTMENT OF NEW BOARD MEMBER FOR REGION II

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) *Fonz Newsuan* spoke on behalf of Region II candidate, Mr. Corey Fields, whom he has known for more than 25 years. Mr. Fields has always been engaged in community service, and is a champion for the people in the community. He is an active church member currently working with the TMS (*Training, Introspect, Mentoring & Service*) Program and puts in the hard work. His motto is "Be all you can be". Mr. Fields is a School Administrator/Assistant Principal, who has been involved with our kids forever. He brings diversity to CASD, and he would be good for the community.

- 2) *James Jackson (Region I)*: Mr. Jackson spoke on behalf of Region II candidate, Mr. Corey Fields, a well-known individual in the CASD community. Mr. Fields would be an asset to the School Board and the community. Mr. Jackson thanked Dr. Cathy Taschner and the new Board Members for their hard work this year, and he also thanked them for their transparency.

APPOINTMENT of NEW BOARD MEMBER for REGION II (*Confidential Enclosures 1*)

Mrs. Ann Wuertz was appointed the new Region II School Board Director of the Coatesville Area School District based on a 5-3 vote in her favor. The Board recessed for a brief executive session.

ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

Additions:

• **Waiver of Privileges Resolution**

RECOMMENDED MOTION: Be it resolved that senior management and legal counsel determine what waivers may be needed to allow the District Attorney's office to obtain the waivers they seek to review records, conduct interviews, etc., with attorneys at Rhoads & Sinon, and James Ellison.

Motion: Deborah Thompson

Second: Laurie Knecht

Vote: 9-0-0

• **Release of the Conrad O'Brien Report**

RECOMMENDED MOTION: Be it resolved that the Conrad O'Brien report, their supplemental report, and the forensic audit be made public after they are redacted by Conrad O'Brien to the extent that there are legal or privacy issues justifying the redaction. Conrad O'Brien will not charge for the redaction of the materials.

Motion: Stuart Deets

Second: Michele Maffei

Vote: 9-0-0

• **Human Resources Addendum**

RECOMMENDED MOTION: That the Board of School Directors approve the addition of the Human Resources Addendum.

Motion: Dean Snyder

Second: Diane Brownfield

Vote: 9-0-0

EXECUTIVE SESSION

An executive session was held at 5:30 p.m. on Tuesday, December 16, 2014 for legal and personnel reasons.

1. **Amendment of Policy 005 - Organization**

RECOMMENDED MOTION: That the Board of School Directors amend Policy 005, Organization, in the area of standing committees. (*Enclosure 2*)

Motion: Diane Brownfield

Second: Deborah Thompson

Vote: 9-0-0

2. **FINANCE COMMITTEE**

A. **Schedule of Bills Payable**

RECOMMENDED MOTION: That the Board of School Directors approve the Bills Payable list, as submitted. (*Enclosure 3*)

Motion: Stuart Deets Second: Diane Brownfield Vote: 8-0-1
Abstained: Wuertz

B. **Temporary Facilities & Maintenance Staffing Agreement**

RECOMMENDED MOTION: That the Board of School Directors approve the Temporary Facilities and Maintenance Staffing Agreement through the Chester County Intermediate Unit, as indicated. (*Enclosure 4*)

Motion: Stuart Deets Second: Deborah Thompson Vote: 9-0-0

C. **Temporary Technology Staffing Agreement**

RECOMMENDED MOTION: That the Board of School Directors approve the Temporary Technology Staffing Agreement through the Chester County Intermediate Unit, as indicated. (*Enclosure 5*)

Motion: Deb Thompson Second: Stuart Deets Vote: 9-0-0

D. **Human Resources Addendum**

1. **Resignations - Regular and Extra Duty**

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

a. CATA

- 1) Jakubowski, Candy, Mental Health Specialist for the Coatesville Area Senior High School. Letter Dated: 11/25/14. Reason: Personal. Effective: 12/19/14.

b. CATSS

- 1) Mickens, Malcom, Technology Associate for the King's Highway Elementary School. Letter Dated: 12/2/14. Reason: Personal. Effective: 12/5/14.
- 2) Shortlidge, Barbara, Facilities Secretary for the Coatesville Area School District. Letter Dated: 12/8/14. Reason: Retirement. Effective: 1/5/15.
- 3) Watson, Kim, 3.5 Hour Cafeteria Aide for the Coatesville Area Senior High School. Letter Dated: 12/1/14. Reason: Retirement. Effective: 6/30/15.

c. EXTRA DUTY

- 1) Jakubowski, Candy, SADD Club Advisor for the Coatesville Area Senior High School Campus. Letter Dated: 12/16/14. Reason: Personal. Effective: 12/19/14.

2. **New Appointments - Regular and Extra Duty**

RECOMMENDED MOTION: That the Board of School Directors approves the following New Appointments - Regular and Extra Duty:

a. CATSS

- 1) Chan, Kristin, 6.5 Hour Special Education One-on-One Aide for the Friendship Elementary School. Posted: 11/4/14. Salary: \$12.50/hr. Effective: TBD. SP4: Approved.

b. EXTRA DUTY

- 1) Morrison, Jamie, Assistant Softball Coach for the Coatesville Area Senior High School Campus. Posted: 10/13/14. Salary: \$2,464.00. Effective: 2014 – 2015 School Year. SP4: Approved.
- 2) Pearson, Eric, 8th Grade Wrestling Coach for the South Brandywine Middle School. Posted: 10/22/14. Salary: \$1,647.00. Effective: 12/11/14 (2014 – 2015 School Year). SP4: Staff.

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

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

a. ADMINISTRATION

- 1) MacNamara, Joseph, Assistant Principal for the Coatesville Area Senior High School Campus – 9/10 Center. Letter Dated: 12/9/14. Effective: 2/4/15 – 2/18/15.
- 2) Olseski, Anthony F., Police Officer for the Coatesville Area School District. Letter Dated: 12/10/14. Effective: 11/24/14 – 1/20/15.

b. CATA

- 1) Delp, Kristine, 1st Grade Teacher for the Rainbow Elementary School. Letter Dated: 12/10/14. Effective: 12/15/14 – 2/6/15.
- 2) Freeman-Petersen, Jessika, Mathematics Teacher for the Scott Middle School. Letter Dated: 10/29/14. Effective: 10/29/14 – 12/5/14.
- 3) Girafalco, Paul, Earth & Space Science Teacher for the Coatesville Area Senior High School Campus. Letter Dated: 11/21/14. Effective: 11/11/14 – 1/30/15.

- 4) Shuman, Pamela, Special Education Teacher for the Scott Middle School. Letter Dated: 12/15/14. Effective: 12/15/14 – 2/27/15.
- 5) Stanley, Jennifer, 4th Grade Teacher for the Caln Elementary School. Letter Dated: 12/11/14. Effective: 1/22/15 – 6/8/15.
- 6) Stracinski, Kimberly, 3rd Grade Teacher for the Friendship Elementary School. Letter Dated: 11/20/14. Effective: 12/13/14 – 12/19/14.

c. FEDERATION

- 1) Leusky, Mark, Custodian for the Coatesville Area Senior High School Campus – 9/10 Center. Letter Dated: 12/4/14. Effective: 1/12/15 – 4/3/15.

4. Voluntary Transfers

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

a. CATSS

- 1) Grannells, Bonnie, move from Receptionist for the Coatesville Area School District Administration Building to Facilities Secretary for the Coatesville Area School District Facilities Department. Effective: 12/15/14.

3. EDUCATION COMMITTEE

A. Special Counsel for Student Discipline Hearings

RECOMMENDED MOTION: That the Board of School Directors approve special counsel for student discipline hearings to represent the administrators, at a rate not to exceed \$190 per hour.

Motion: Diane Brownfield Second: Stuart Deets Vote: 9-0-0

B. Professional Development

RECOMMENDED MOTION: That the Board of School Directors approve Professional Development funds from Title II for the administrative team training with Divinely Equine, LLP. (*Enclosure 6*)

Motion: Deborah Thompson Second: Stuart Deets Vote: 9-0-0

C. Homebound Instruction Approval

RECOMMENDED MOTION: That the Board of School Directors approve Student #0001 for Homebound Instruction. (*Confidential Enclosure 7*)

Motion: Stuart Deets Second: Diane Brownfield Vote: 9-0-0

INFORMATIONAL ITEMS

- 1) 3CTVLive.com Proposal
- 2) Chester County Intermediate Unit's Upcoming Election for the I. U. Board (*Confidential Enclosure 9*)
- 3) The recent forensic audit, thus far, has revealed theft, a lack of oversight and a high risk area regarding the transfer of funds. Ms. Thompson encouraged fellow Board Members to strongly consider asking the Superintendent to have a discussion and work with the District Solicitor to have a discussion with the District Attorney to engage the FBI or other State Agency such as the Attorney General's Office to come and perform such an investigation for the Coatesville Area School District.

RECOMMENDED MOTION: That the Board of School Directors move this item to the Finance Committee as an action Item.

Motion: Stuart Deets Second: Deborah Thompson Vote: 9-0-0

- 4) Release of the Conrad O'Brien Report

4. OPERATIONS COMMITTEE (*Laurie Knecht, Chair*)

Ken Johnson from Gilbert Architects, and Jeff Chambers of Chambers Associates, will present and discuss the summer projects and Change Orders. (Enclosure 8)

A. Change Order No. 001-001 – Caln Elementary School Miscellaneous Upgrades

RECOMMENDED MOTION: That the Board of School Directors approve Change Order #001-001 for miscellaneous upgrades at Caln Elementary School.

Balton Construction Inc. General Contractor \$54,596.12

Motion: Laurie Knecht Second: Diane Brownfield Vote: 8-0-1
Abstained: Wuertz

B. Change Order No. 002-001 – Caln Elementary School Miscellaneous Upgrades

RECOMMENDED MOTION: That the Board of School Directors approve Change Order #002-001 for miscellaneous upgrades at Caln Elementary School.

Phillips Brothers Electrical Inc. Electrical Contractor \$51,405.89

Motion:

C. Change Order No. 002-001 – King's Highway Elem. School Miscellaneous Upgrades

RECOMMENDED MOTION: That the Board of School Directors approve Change Order #001-001 for miscellaneous upgrades at King's Highway Elementary School.

Jay R. Reynolds Inc. Plumping Contractor \$1,776.00

Motion: Stuart Deets Second: Deborah Thompson Vote: 8-0-1
Abstained: Wuertz

- D. Change Order No. 001-001 – North Brandywine Middle School Refurbishing Project**
RECOMMENDED MOTION: That the Board of School Directors approve Change Order #001-001 for the refurbishing project at North Brandywine Middle School.

Columbus Construction, LLC General Contractor \$18,571.56

Motion: Laurie Knecht Second: Diane Brownfield Vote: 8-0-1
Abstained: Wuertz

- E. Change Order No. 003-001 – North Brandywine Middle School Refurbishing Project**
RECOMMENDED MOTION: That the Board of School Directors approve Change Order #003-001 for the refurbishing project at North Brandywine Middle School.

Phillips Brothers Electrical Inc. Electrical Contractor (\$5,154.00)

Motion: Stuart Deets Second: Diane Brownfield Vote: 8-0-1
Abstained: Wuertz

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) Mr. Barringer asked “Who is watching the store?” Who determines who gets proposals; who is supposed to keep their eye on things in order for the public to have a better understanding of this? Mr. Barringer also questioned the process that lead up to the current construction issues.
- 2) *Tom Audette* read excerpts from the Grand Jury Report pertaining to nepotism violations and poor hiring practices by the Human Resources Director as named certain employees and outlined their unacceptable backgrounds. He requested their immediate termination, as well as that of those responsible for allowing this action to take place without questioning. Mr. Audette requested that five coaches, hired and given bogus positions for years, be terminated immediately regardless of the good they have done for this District. He also called for the investigation of two coaches who accepted \$250 from the Bert Bell Championship for security. Mr. Audette requested the resignation of certain board members for costing taxpayers millions of dollars due to their incompetence and dishonesty.
- 3) *Gregg Wynn* questioned whether or not existing employment laws and procedures are (*now*) being carried out, as recommended by the District Attorney. He also questioned the actions previously taken, and not questioned, by certain board members and reiterated the District Attorney’s recommendation that every board member receive family relationship and background check reports on every new hire, and that all board members request the same. Mr. Wynn also questioned certain entries on the Bills Payable list.
- 4) *Linda Messinger* thanked Ms. Thompson for requesting the Attorney-Client Waiver of Privilege. She also referenced the ongoing investigation and questioned the qualifications and current status of the Human Resources Director. Mrs. Messinger commended those (*employees*) who maintained honesty during the investigative interviews with the Grand Jury, despite the threat of losing their job.

ADDITIONAL BOARD MEMBERS' REPORTS

ADJOURNMENT

This meeting was adjourned at 11:24 p.m. on a motion by Stuart Deets and seconded by Deborah Thompson.

Respectfully submitted,
Karen Jackson, Recording Secretary

Ronald G. Kabonick, School Board Secretary

Anyone wishing to review the minutes verbatim should contact the Board Secretary to request a copy of the digital/audio file.

Board Agenda

Enclosure #5

January 9, 2015

To the Board of School Directors
c/o Mr. Ronald Kabonick
Coatesville Area School District
3030 C. G. Zinn Road
Thorndale, PA 19372-1130

Partners
Robert L. Caruso
James M. Powers
Glenn B. Bachman
D. Scott Detar
Edward J. Furman
Robert L. Boland
Donald J. Pierce
Richard A. Flanagan IV
Craig S. Springer
Robert C. Hershey, Jr.
Gregory J. Shank
Laurie E. Harvey
William Breslawski, Jr.

You have requested that we audit the accompanying schedule for Project Accounting Based on Final Costs and Financial Report for Project #3400 of the Plan Con-J for the Coatesville Area School District for the period from August 2006 to September 2010. We understand that the accompanying schedule will be presented on the cash basis of accounting.

AUDITOR RESPONSIBILITIES

The Objective of an Audit

The objective of our audit is the expression of an opinion as to whether your schedules are fairly presented, in all material respects, in conformity with the cash basis of accounting. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such an opinion. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion on the schedules is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

General Audit Procedures

We will conduct our audit in accordance with auditing standards generally accepted in the United States of America (GAAS). Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the schedules are free from material misstatement. An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the schedules. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the schedules, whether due to error, fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the schedules.

To the Board of School Directors
c/o Mr. Ronald Kabonick
Coatesville Area School District

- 2 -

January 9, 2015

Internal Control Audit Procedures

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with GAAS.

In making our risk assessments, we consider internal control relevant to the entity's preparation and fair presentation of the schedules in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the schedules that we have identified during the audit.

Compliance with Laws and Regulations

As part of obtaining reasonable assurance about whether the schedules are free of material misstatement, we will perform tests of the Coatesville Area School District's compliance with the provisions of applicable laws, regulations, contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

REPORTING

We will issue a written report upon completion of our audit of the Coatesville Area School District's schedules. Our report will be addressed to the governing body of the Coatesville Area School District. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

MANAGEMENT RESPONSIBILITIES

Our audit will be conducted on the basis that management and those charged with governance acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the schedules in accordance with the cash basis of accounting;
2. For the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the schedules that are free from material misstatement, whether due to error; fraudulent financial reporting, misappropriation of assets, or violations of laws, governmental regulations, grant agreements, or contractual agreements;

To the Board of School Directors
c/o Mr. Ronald Kabonick
Coatesville Area School District

- 3 -

January 9, 2015

3. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the schedules, such as records, documentation and other matters;
 - b. Additional information that we may request from management for the purpose of the audit; and
 - c. Unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.
4. For including the auditors' report in any document containing the schedules that indicates that such schedules have been audited by the entity's auditor;
5. For identifying and ensuring that the entity complies with the laws and regulations applicable to its activities; and
6. For adjusting the schedules to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year under audit are immaterial, both individually and in the aggregate, to the schedules as a whole.

As part of our audit process, we will request from management and those charged with governance, written confirmation concerning representations made to us in connection with the audit.

OTHER

We understand that your employees will prepare all confirmations we request and will locate any documents or invoices selected by us for testing.

If you intend to publish or otherwise reproduce the schedules and make reference to our firm, you agree to provide us with printers' proofs or masters for our review and approval before printing. You also agree to provide us with a copy of the final reproduced material for our approval before it is distributed.

During the course of the engagement, we may communicate with you or your personnel via fax or e-mail, and you should be aware that communication in those mediums contains a risk of misdirected or intercepted communications.

Edward J. Furman, CPA, is the engagement partner for the audit services specified in this letter. His responsibilities include supervising Maillie LLP's services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the audit report.

To the Board of School Directors
c/o Mr. Ronald Kabonick
Coatesville Area School District

- 4 -

January 9, 2015

Our fees are based on the amount of time required by the individuals assigned to the engagement, plus direct out-of-pocket expenses. Invoices will be rendered as work progresses and expenses are incurred and are payable upon presentation. We estimate that our fee for the audit will be \$2,500. We will notify you immediately of any circumstances we encounter that could significantly affect this initial fee estimate.

In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

The audit documentation for this engagement is the property of Maillie LLP and constitutes confidential information. However, we may be requested to make certain audit documentation available to various regulators pursuant to authority given to them by law or regulation, or to peer reviewers. If requested, access to such audit documentation will be provided under the supervision of Maillie LLP's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to various regulators. The various regulators may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

It is our policy to keep records related to this engagement for seven years. However, Maillie LLP does not keep any original client records, so we will return those to you at the completion of the services rendered under this engagement. When records are returned to you, it is your responsibility to retain and protect your records for possible future use, including potential examination by government or regulatory agencies.

At the conclusion of our audit engagement, we will communicate to those charged with governance the following significant findings from the audit:

- Our view about the qualitative aspects of the entity's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;



To the Board of School Directors
c/o Mr. Ronald Kabonick
Coatesville Area School District

- 5 -

January 9, 2015

- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

Please sign and return the attached copy of this letter to indicate your acknowledgment of, and agreement with, the arrangements for our audit of the schedules including our respective responsibilities.

We appreciate the opportunity to be your financial statement auditors and look forward to working with you and your staff.

Respectfully,

MAILLIE LLP

Edward J. Furman

RESPONSE:

This letter correctly sets forth our understanding.

Acknowledged and agreed on behalf of the **Coatesville Area School District** by:

Title: _____

Date: _____

INDEPENDENT AUDITOR'S REPORT

PREPARE ON COMPANY LETTERHEAD

We have audited the accompanying schedules for Project Accounting Based on Final Costs (Pages J02 and J03), and Financial Report (J04) for project {indicate PDE project number} of the {name of project building} for the {name of school district or CTC} for the period {period covered by the schedules}. These schedules are the responsibility of the {name of school district's or CTC's} management. Our responsibility is to express an opinion on these schedules based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards required that we plan and perform the audit to obtain reasonable assurance about whether the schedules referenced in the first paragraph are free of material misstatements. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall presentation of the schedules. We believe that our audit provides a reasonable basis for our opinion.

The accompanying schedules were prepared for the purpose of complying with the Pennsylvania Department of Education's rules and regulations used to determine a project's final reimbursement and its permanent reimbursable percentage, and as described on Page J06. The schedules were prepared on the basis of cash receipts and disbursements, which is a comprehensive basis of accounting other than generally accepted accounting principles.

In our opinion, the schedules referred to above present fairly, in all material respects, the costs incurred, revenues collected and available funds arising from cash transactions for project {indicate PDE project number} of the {name of project building} for the {name of school district or CTC} for the period {indicate period} on the basis of accounting and cost allocation methodology indicated in Page J06.

This report is intended solely for the information and use of the board of directors and management of the {name of school district or CTC} and the Pennsylvania Department of Education and should not be used for any other purpose.

Signature, CPA/Firm

CPA/Firm's Name, Printed or Typed

CPA/Firm's Address

Date

Board Agenda

Enclosure #6

School Year Programs 2014-15

Starting September 15

Mondays:

4:00-6:00pm

Cooking Class: Middle school students will prepare the dinner for the "MS Night" program while learning proper nutrition. A devotional will be included.

6:30-8:00pm

Middle School Night: Eat a full meal together and have free time, fun games, access to computers, and a devotional.

Interested in serving at the BACC?

We have many volunteer needs from tutoring to cooking! To find out how you can help, contact us at info@thebridgeacademy.org or at our website www.thebridgeacademy.org

Tuesdays:

3:30-5:00pm

Cooking Class: Will run in 6 week periods that focus on specific cooking methods. Each class has a devotional and memorizes a Bible verse.

5:30-8:00pm Equestrian Leadership Program:

A small group of students that have shown leadership qualities go to Locust Lane Riding Center for lessons with horses that provide life and equestrian skills. \$25.00

6:30-8:00pm Pre-School to 2nd Grade Homework Club:

Eat a full meal together and have free time, homework help, fun games, access to computers, and a devotional.

Wednesdays:

12:30-2:30pm

Mom's Club: We eat lunch together, have a Bible study, pray for each other, and build relationships. We also offer free childcare.

3:30-5:00pm Wood Chips - Elem. & Middle School Boys: After a meal and fellowship, the boys have a group devotion. Then they work on their projects. 3rd grade and up.

6:30-8:00pm 3rd - 5th Grade Homework Club:

Eat a full meal together and have free time, fun games, homework help, access to computers, and a devotional.

Thursdays:

4:00-6:00pm

Kid's Club: Get on the bus at various stops in town in order to come out to Mr. Jack's camp for a Bible study and fun times!

7:00-8:30pm

Teen Night: 'Club' consists of hanging out, music, games, a lesson, and food. 9th-12th grade only.

Parents must sign our yearly permission slip before students can attend programs

Afterschool Tutoring 2:30-5:00pm

(Pre-registration is required)

Monday, Tuesday, Wednesday

Middle/High School students - 2:30pm-4:00pm

● Elementary students - 3:30pm-5:00pm



bridgeacademy
& community center

570 Olive Street

Coatesville, PA 19320

P: 610-466-9505

www.thebridgeacademy.org

Board Agenda

Enclosure #7

COATESVILLE AREA SCHOOL DISTRICT

SECTION: FINANCES
TITLE: PAYROLL DEDUCTIONS
ADOPTED: June 28, 1990
REVISED: January 27, 2015

615. PAYROLL DEDUCTIONS	
1. Authority	<p>The Board may at its discretion act on behalf of individual employees to deduct a certain amount from the employee's paycheck and remit an equal amount to an agent designated by the employee. It is the purpose of this policy to designate those purposes not otherwise mandated by law for which the Board is willing to act on behalf of the employee.</p>
2. Guidelines	<p>No deduction may be made from the wages of an employee except for federal income tax, social security, PA unemployment, State income tax, and School Employees' Retirement Fund without proper authorization by the employee.</p> <p>Deductions may also include the following:</p> <ol style="list-style-type: none">1. Tax Sheltered Annuities2. Association Membership Dues3. United Way Contributions4. United States Treasury Bonds5. Keystone Credit Union6. Coatesville Community Education Foundation
School Code 513	

Board Agenda

Enclosure #8

COATESVILLE
AREA
SCHOOL DISTRICT

SECTION: ADMINISTRATIVE EMPLOYEES

TITLE: RESIGNATION ACCEPTANCE OF
ADMINISTRATIVE EMPLOYEES

ADOPTED: January 27, 2015

REVISED:

<p>Section 1.</p>	<p style="text-align: center;">309.1 Resignation Acceptance of Administrative Employees</p> <p>The Superintendent and his/her designee(s) shall have the power and authority to accept resignations of employees. The acceptance of a resignation shall be deemed accepted when received by the Superintendent or his/her designee unless the Superintendent or his/her designee expressly rejects the resignation in writing. The Superintendent shall report all resignations that have been accepted by the Superintendent or his/her designee(s) in a written report to the school board at each regularly scheduled public meeting or any other meeting that the Superintendent shall deem appropriate. The report from the Superintendent shall be acknowledged by the School Board and made a part of the minutes of the meeting. The failure or refusal of the School Board to acknowledge the report shall not invalidate the effectiveness of any resignation or acceptance thereof by the Superintendent or his/her designee.</p>
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Board Agenda

Enclosure #9

COATESVILLE
AREA
SCHOOL DISTRICT

SECTION: ADMINISTRATIVE EMPLOYEES
TITLE: RESIGNATION ACCEPTANCE OF
PROFESSIONAL EMPLOYEES
ADOPTED: January 27, 2015
REVISED:

<p>Section 1.</p>	<p style="text-align: center;">409.1 Resignation Acceptance of Professional Employees</p> <p>The Superintendent and his/her designee(s) shall have the power and authority to accept resignations of employees. The acceptance of a resignation shall be deemed accepted when received by the Superintendent or his/her designee unless the Superintendent or his/her designee expressly rejects the resignation in writing. The Superintendent shall report all resignations that have been accepted by the Superintendent or his/her designee(s) in a written report to the school board at each regularly scheduled public meeting or any other meeting that the Superintendent shall deem appropriate. The report from the Superintendent shall be acknowledged by the School Board and made a part of the minutes of the meeting. The failure or refusal of the School Board to acknowledge the report shall not invalidate the effectiveness of any resignation or acceptance thereof by the Superintendent or his/her designee.</p>
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Board Agenda

Enclosure #10

COATESVILLE
AREA
SCHOOL DISTRICT

SECTION: CLASSIFIED EMPLOYEES

TITLE: RESIGNATION ACCEPTANCE OF
CLASSIFIED EMPLOYEES

ADOPTED: January 27, 2015

REVISED:

<p>Section 1.</p>	<p style="text-align: center;">509.1 Resignation Acceptance of Classified Employees</p> <p>The Superintendent and his/her designee(s) shall have the power and authority to accept resignations of employees. The acceptance of a resignation shall be deemed accepted when received by the Superintendent or his/her designee unless the Superintendent or his/her designee expressly rejects the resignation in writing. The Superintendent shall report all resignations that have been accepted by the Superintendent or his/her designee(s) in a written report to the school board at each regularly scheduled public meeting or any other meeting that the Superintendent shall deem appropriate. The report from the Superintendent shall be acknowledged by the School Board and made a part of the minutes of the meeting. The failure or refusal of the School Board to acknowledge the report shall not invalidate the effectiveness of any resignation or acceptance thereof by the Superintendent or his/her designee.</p>
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Board Agenda

Enclosure #11

Enrollment Report

- *CASD*
- *Charter Schools*

COATESVILLE AREA SCHOOL DISTRICT ENROLLMENT REPORT

Date: 1/1/15

Current Building Name	01	02	03	04	05	06	07	08	09	10	11	12	K	Total
CALN ELEMENTARY	94	100	93	104	121								103	615
COATESVILLE AREA SENIOR HIGH SCHOOL									550	516	543	502		2111
EAST FALLOWFIELD ELEMENTARY	47	69	60	57	54								57	344
FRIENDSHIP ELEMENTARY	70	69	63	74	62								65	403
KINGS HIGHWAY ELEMENTARY	91	111	89	79	93								102	565
NORTH BRANDYWINE MIDDLE SCHOOL						157	164	159						480
RAINBOW ELEMENTARY	145	140	147	137	145								136	850
REECEVILLE ELEMENTARY	77	74	85	93	85								78	492
SCOTT MIDDLE SCHOOL						174	162	165						501
SOUTH BRANDYWINE MIDDLE SCHOOL						196	214	230						640
	524	563	537	544	560	527	540	554	550	516	543	502	541	7001

ABOVE TOTALS INCLUDE:

ALTERNATIVE EDUCATION PROGRAM									1		28	19		48
COATESVILLE CYBER LEARNING ACADEMY						1	2	3	4	7	20	18		55
														103

CASD CHARTER SCHOOL ENROLLMENT REPORT

Date: 1-1-15

Current Building Name	Current Building	01	02	03	04	05	06	07	08	09	10	11	12	K	Total
21ST CENTURY CYBER CHARTER SCHOOL	5011							3	1	3	1	4	2		14
ACHIEVEMENT HOUSE CHARTER SCHOOL (CYB	5012								1		1	1			3
AGORA CYBER CHARTER SCHOOL	5025	2	1	3		3	4	1	3	4	4	6	2	2	35
AVON GROVE CHARTER SCHOOL	5013	10	14	12	14	24	19	20	13	16	17	11	10	12	192
CHESTER COUNTY FAMILY ACADEMY	5014	10	6											9	25
COLLEGIUM CHARTER SCHOOL	5015	192	144	121	119	113	88	86	75	62	47	48	27	155	1277
COMMONWEALTH CONNECTIONS CYBER CHAR	5016	3	1	1	5	2	3	5	5	3	4	3	2	1	38
EDUCATION PLUS ACADEMY CYBER CS	8128			1			1							1	3
PA CYBER CHARTER SCHOOL, THE	5019	3	4	2	3	4		1	7	5	3	1	1		34
PA DISTANCE LEARNING CHARTER SCHOOL	5027											1			1
PA LEADERSHIP CYBER CHARTER SCHOOL	5020	2	4	2	5	7	6	8	9	16	14	8	9	4	94
PA VIRTUAL CYBER CHARTER SCHOOL	5021	2		1	2		1	3	1	1	1	1	1	1	15
RENAISSANCE	5022		1				1	1	1		1			3	8
		224	175	143	148	153	123	128	116	110	93	84	54	188	1739

This concludes

the

Packet

for

Tuesday

January 27, 2015