

Education Committee Minutes

Coatesville Area Senior High School Auditorium

April 11, 2017 - 6:00 PM

(1st Committee Meeting of the Evening)

CHAIRPERSON: Deborah Thompson (*Absent*)
BOARD MEMBERS: James Hills and Ann Wuertz (*Acting Chair*)
Brenda Geist (*Substitute*)
ADMINISTRATION: Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire
CALL TO ORDER: 6:27 p.m.

APPROVAL of MINUTES

Approval of the March 15, 2017 Education Committee meeting minutes. (*Enclosure*)

Motion: Brenda Geist Second: James Hills Vote: 3-0

AGENDA ITEMS

A. Event Central Rental and Sales – Chairs for Graduation

RECOMMENDED MOTION: That the Board of School Directors approve the rental and 50% advance payment of chairs, from Event Central Rental and Sales, in the amount of \$1,500. (*Enclosure*)

Motion: Brenda Geist Second: James Hills Vote: 3-0

B. Out-of-State Trip for the 6ABC Annual “Best of the Class”

RECOMMENDED MOTION: That the Board of School Directors approve the out of state trip to attend WPVI-TV 33rd Annual “Best of the Class” salute to academic excellence. (*Confidential Enclosure*)

Motion: James Hills Second: Brenda Geist Vote: 3-0

C. Proposal for Meistersingers’ Performance in Hawaii – National Festival of the States

RECOMMENDED MOTION: That the Board of School Directors approve the proposal for the Meistersingers’ performance in Hawaii, as presented. (*Confidential Enclosure*)

Motion to Table:

Motion: Brenda Geist Second: James Hills Vote: 3-0

D. One-on-One Support Services – Valley Forge/Vanguard School – Student #60000563

RECOMMENDED MOTION: That the Board of School Directors approve the agreement between CASD and Valley Forge Educational Services/The Vanguard School for One-on-One Support Services for the 2016-2017 school year for student 60000563. (*Confidential Enclosure*)

Motion: James Hills Second: Brenda Geist Vote: 3-0

K. 2017-2018 Student Handbooks

RECOMMENDED MOTION: That the Board of School Directors approve the student handbooks for the 2017-2018 school year, as presented. (*Enclosure*)

Motion: Brenda Geist

Second: James Hills

Vote: 3-0

L. Student Adjudication for 10001205

RECOMMENDED MOTION: That the Board of School Directors approve the student adjudication 10001205, as presented. (*Confidential Enclosure*)

Motion: James Hills

Second: Brenda Geist

Vote: 3-0

M. Student Adjudication for 90001417

RECOMMENDED MOTION: That the Board of School Directors approve the student adjudication 90001417, as presented. (*Confidential Enclosure*)

Motion: James Hills

Second: Brenda Geist

Vote: 3-0

INFORMATIONAL ITEM(S)

- Summer School Update
- CPM Teacher Trainers
- Grading Scale/Assessment Proposal

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT This meeting adjourned at 7:31 p.m.

Respectfully submitted, Karen Jackson

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

Finance Committee Minutes

Coatesville Area Senior High School Auditorium

April 11, 2017 - 6:00 PM

(2nd Committee Meeting of the Evening)

CHAIRPERSON: Stuart Deets
BOARD MEMBERS: James Hills and Tom Siedenbuehl
ADMINISTRATION: Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire
CALL TO ORDER: 7:31 p.m.

APPROVAL of MINUTES

Approval of the March 15, 2017 Finance Committee meeting minutes. (*Enclosure*)

Motion: James Hills Second: Stuart Deets Vote: 2-0 | Abstained: Siedenbuehl

AGENDA ITEMS

A. Financial Statements

RECOMMENDED MOTION: That the Board of School Directors approve the enclosed Financial Statements and the Bills Payable list, as presented. (*Enclosures*)

Motion: James Hills Second: Tom Siedenbuehl Vote: 3-0

B. CCIU Core and Occupational Education Budget

RECOMMENDED MOTION: That the Board of School Directors approve the Chester County Intermediate Unit Core and Occupational Education Budget. (*Confidential Enclosure*)

Motion: James Hills Second: Tom Siedenbuehl Vote: 3-0

C. Chester County Tax Claims Bureau

RECOMMENDED MOTION: That the Board of School Directors approve the repository sale of Parcel #16-6-572 in the amount of \$9,500.00. (*Enclosures*)

Motion: James Hills Second: Tom Siedenbuehl Vote: 3-0

D. Confidential Release and Settlement Agreement – Employee 010578

RECOMMENDED MOTION: That the Board of School Directors approve the confidential release and settlement agreement for employee 010578, as presented. (*Confidential Enclosure*)

Motion: James Hills Second: Tom Siedenbuehl Vote: 3-0

E. Confidential Release and Settlement Agreement – Employee 013874

RECOMMENDED MOTION: That the Board of School Directors approve the confidential release and settlement agreement for employee 013874, as presented. (*Confidential Enclosure*)

Motion: James Hills Second: Tom Siedenbuehl Vote: 3-0

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT This meeting adjourned at 8:00 p.m.

Respectfully submitted, Karen Jackson

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

Policy Committee Minutes
Coatesville Area Senior High School Auditorium
April 11, 2017 - 6:00 PM
(3rd Committee Meeting of the Evening)

CHAIRPERSON: Ann Wuertz
BOARD MEMBERS: Bashera Grove (*Absent*) and Tom Siedenbuehl
Dean Snyder (*Substitute*)
ADMINISTRATION: Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire
CALL TO ORDER: 8:00 p.m.

APPROVAL of MINUTES

Approval of the March 15, 2017 Policy Committee meeting minutes. (*Enclosure*)

Motion: Dean Snyder Second: Tom Siedenbuehl Vote: 3-0

AGENDA ITEMS

Consent Agenda

RECOMMENDED MOTION: That the Board of School Directors approve the Consent Agenda items:

Items to be removed from Consent Agenda:

JJ. Policy 338
KK. Policy 338.1
LL. Policy 339
MM. Policy 340

Motion: Dean Snyder Second: Tom Siedenbuehl Vote: 3-0

- A. **Policy 301 – Creating A Position – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 301.
- B. **Policy 302 – Employment of Superintendent/Assistant Superintendent – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 302.
- C. **Policy 303.1 – Nepotism/Cronyism – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 303.1.
- D. **Policy 304 – Employment of District Staff – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 304.
- E. **Policy 305 – Employment of Substitutes – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 305.
- F. **Policy 306 – Employment of Summer School Staff – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 306.

- G. **Policy 307 – Student Teachers/Interns – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 307.
- H. **Policy 308 – Employment Contract/Board Resolution – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 308.
- I. **Policy 309 – Assignment and Transfer – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 309.
- J. **Policy 309.1 – Resignation Acceptance of Employees – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 309.1.
- K. **Policy 311 – Suspensions/Furloughs – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 311.
- L. **Policy 312 – Performance Assessment of Superintendent/Assistant Superintendent – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 312.
- M. **Policy 313 – Evaluation of Employees – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 313.
- N. **Policy 314 – Physical Examination – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 314.
- O. **Policy 314.1 – HIV Infection – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 314.1.
- P. **Policy 317 – Conduct/Disciplinary Procedures – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 317.
- Q. **Policy 317.1 – Educator Misconduct – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 317.1.
- R. **Policy 318 – Penalties for Tardiness – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 318.
- S. **Policy 319 – Outside Activities – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 319.
- T. **Policy 320 – Freedom of Speech in Non-School Settings – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 320.
- U. **Policy 321 – Political Activities – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 321.
- V. **Policy 322 – Gifts – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 322.

- W. **Policy 323 – Tobacco – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 323.
- X. **Policy 324 – Personnel Files – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 324.
- Y. **Policy 325 – Dress and Grooming – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 325.
- Z. **Policy 326 – Complaint Process -Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 326.
- AA. **Policy 328 – Compensation Plans/Salary Schedules – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 328.
- BB. **Policy 330 – Overtime – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 330.
- CC. **Policy 331 – Job Related Expenses – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 331.
- DD. **Policy 332 – Working Periods – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 332.
- EE. **Policy 333 – Professional Development – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 333.
- FF. **Policy 334 – Sick Leave – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 334.
- GG. **Policy 335 – Family and Medical Leaves – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 335.
- HH. **Policy 336 – Personal Necessity Leave – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 336.
- II. **Policy 337 – Vacation – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 337.
- JJ. **Policy 338 – Sabbatical Leave – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 338, as presented.
- KK. **Policy 338.1 – Compensated Professional Leaves – Adoption**
RECOMMENDED MOTION: That the Board of School Directors approve the adoption of Policy 338.1.

- XX. Policy 605 – Tax Levy – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 605.
- YY. Policy 606 – Tax Collection – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 606.
- ZZ. Policy 607 – Tuition Income – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 607.
- AAA. Policy 608 – Bank Accounts – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 608.
- BBB. Policy 609 – Investment of District Funds – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 609.
- CCC. Policy 610 – Purchase Subject to Bid/Quotation – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 610.
- DDD. Policy 611 – Purchases Budgeted – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 611.
- EEE. Policy 612 – Purchases Not Budgeted – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 612.
- FFF. Policy 613 – Cooperative Purchasing – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 613.
- GGG. Policy 614 – Payroll Authorization – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 614.
- HHH. Policy 615 – Payroll Deductions – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 615.

- III. Policy 616 – Payment of Bills – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 616, with revisions.
- JJJ. Policy 617 – Petty Cash – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 617.
- KKK. Policy 618 – Student Activity Funds – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 618.
- LLL. Policy 619 – District Audit – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 619.
- MMM. Policy 620 – Fund Balance – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 620.
- NNN. Policy 621 – Local Taxpayer Bill of Rights – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 621.
- OOO. Policy 622 – GASB Statement 34 – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 622, with revisions.
- PPP. Policy 624 – Taxable Fringe Benefits – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 624.
- QQQ. Policy 625 – Procurement Cards – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 625.
- RRR. Policy 626 – Federal Fiscal Compliance – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 626.
- SSS. Policy 626.1 – Travel Reimbursement – Federal Programs – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 626.1.

INFORMATIONAL ITEM(S)

OLD BUSINESS

NEW BUSINESS

Tom Siedenbueh would like the Board to establish a legislation committee.

PUBLIC COMMENT

1) Amelia Mills – Legislative Committee

ADJOURNMENT This meeting adjourned at 8:04 p.m.

Respectfully submitted, Karen Jackson

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

Operations Committee Minutes

Coatesville Area Senior High School Auditorium

April 11, 2017 - 6:00 PM

(4th Committee Meeting of the Evening)

CHAIRPERSON: Brenda Geist
BOARD MEMBERS: Laurie Knecht and Dean Snyder
ADMINISTRATION: Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire
CALL TO ORDER: 8:04 p.m.

APPROVAL of MINUTES

Approval of the March 15, 2017 Operations Committee meeting minutes. (*Enclosure*)

Motion: Laurie Knecht Second: Dean Snyder Vote: 3-0

AGENDA ITEMS

A. 3B Services, Inc.

RECOMMENDED MOTION: That the Board of School Directors approve the 3B Services, Inc. proposal to repair two sections of the H. B. Smith boiler at the Scott Middle School as per the attached proposal for a total amount of \$17,448.00. The total cost includes two boiler sections, gasket set, graphite seals and labor. Other proposals received were from Johnson Controls for \$30,651.00 and Worth & Company for \$23,600.00. (*Enclosure*)

Motion: Laurie Knecht Second: Dean Snyder Vote: 3-0

B. Property Owner Acknowledgement Letter – Reeceville Road Wawa TPD No. RWHO.00018

RECOMMENDED MOTION: That the Board of School Directors approve the Property Owner Acknowledgement Letter for the Reeceville Road Wawa TPD No. RWHO.00018 from Traffic Planning and Design, Inc. acknowledging the left-turn lane, as presented. (*Enclosure*)

Motion to Table:

Motion: Laurie Knecht Second: Dean Snyder Vote: 3-0

C. Disposal of Technology Equipment

RECOMMENDED MOTION: That the Board of School Directors approve the proper disposal of obsolete technology equipment, as submitted. (*Enclosure*)

Motion: Dean Snyder Second: Laurie Knecht Vote: 3-0

INFORMATIONAL ITEM(S)

- Facilities Update
- Food Service Reimbursement/Participation Report for the month ending March 31, 2017 (*Enclosure*)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT This meeting adjourned at 8:41 p.m.

Respectfully submitted, Karen Jackson

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