# COATESVILLE AREA SCHOOL DISTRICT SPECIAL SCHOOL BOARD MEETING MINUTES

# **OCTOBER 13, 2015**

9/10 CENTER AUDITORIUM (Immediately Following Committee Meetings)

# **OPENING ACTIVITIES**

# 1. CALL TO ORDER AT 8:03 P.M.

# 2. PURPOSE OF MEETING

The purpose of this meeting is to approve the bills payable, and any other matters that may come before the Board.

### 3. READING OF MISSION STATEMENT

THE MISSION OF THE COATESVILLE AREA SCHOOL DISTRICT, 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.

## 4. ADVISEMENT

By notice of the President, Board Members are advised that all votes shall be regarded as roll call votes. The minutes should also note that public notice was given for this meeting in accordance with Act 93 of 1998, Section 1. School Board meetings shall proceed in accordance with School Board policy.

## 5. ROLL CALL

#### **Board of School Directors**

Dean A. Snyder, President - present Stuart C. N. Deets, Vice President - present

Diane M. Brownfield - present

James Hills - absent

Laurie C. Knecht - present

Michele S. Maffei - present Deborah L. Thompson - present

Ann M. Wuertz - present

Gregory D. Wynn - present

### **Solicitor**

Michael I. Levin, Esquire - not present

#### Administration

Dr. Cathy Taschner, Superintendent of Schools - present

Dr. Kimberly R. Donahue, Assistant to the Superintendent of Curriculum & Learning - present Ronald G. Kabonick, Director of Business Administration & School Board Secretary - present

John Reid, Director of Pupil Services, Data & Assessment - not present

Jason Palaia, Director of Elementary Education & Special Education (K-5) - not present

## 6. MOMENT OF SILENCE AND SALUTE TO THE FLAG

(Finance & Personnel Committee)

(Operations and Finance & Personnel Committees)

(Education Committee)

(Education and Operations Committees)

(Operations Committee)

(Finance & Personnel Committee)

(Education and Policy Committees)

(Policy Committee)

(Policy Committee)

# ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

# **PUBLIC COMMENT ON AGENDA ITEMS**

The Board has requested all persons making comments on <u>agenda items</u> 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

# **MOTION ITEMS FOR APPROVAL**

# A. Financial Statements

**RECOMMENDED MOTION:** That the Board of School Directors approve the Financial Statements, as presented.

Motion: Laurie Knecht Second: Stuart Deets Vote: 8-0-0

# **B.** Human Resources Report

**RECOMMENDED MOTION:** That the Board of School Directors approve the Human Resources Report including resignations, appointments, new positions, leave of absences, transfers, changes of status, and corrections, as presented.

### 1. Resignations - Regular and Extra Duty

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

### a. ADMINISTRATION

1) Marcus, Jonette, Assistant Principal for the Caln Elementary School. Letter Dated: 10/1/2015. Reason: Personal. Effective: 60 days or sooner from 10/1/2015.

#### b. CATA

1) Summa, Amy, 5<sup>th</sup> Grade Teacher for the Caln Elementary School. Letter Dated: 9/29/2015. Reason: Personal. Effective: 60 days or sooner from 9/29/2015.

### c. CATSS

- 1) Collins, Georgine, Attendance Secretary for the Coatesville Area Senior High School. Letter Dated: 9/15/2015. Reason: Retirement. Effective: 12/1/2015.
- 2) Maye, Tracyanne, 5.75 Hour Special Education One on One Aide for the Caln Elementary School. Letter Dated: 9/25/2015. Reason: Personal. Effective: 10/2/2015.

#### d. FEDERATION

1) Purnell, Maurice, Custodian for the East Fallowfield Elementary School. Letter Dated: 10/6/2015. Reason: Retirement. Effective: 10/16/2015.

#### e. EXTRA DUTY

- 1) Gluck, Paul, Faculty Manager for the South Brandywine Middle School. Letter Dated: 9/30/2015. Reason: Personal. Effective: 10/5/2015.
- 2) Mendenhall III, William, Girls' Softball Coach for the North Brandywine Middle School. Letter Dated: 9/22/2015. Reason: Personal. Effective: 9/22/2015.
- 3) Pearson, Eric, Assistant Wrestling Coach for the South Brandywine Middle School. Letter Dated: 9/22/2015. Reason: Personal. Effective: 9/22/2015.

### 2. New Appointments – Regular and Extra Duty

**RECOMMENDED MOTION:** That the Board of School Directors approve the following New Appointments – Regular and Extra Duty:

#### a. NON-CERTIFIED

- Dukes, Erin, Human Resources Generalist for the Coatesville Area School District. Posted: 9/4/2015 by CCIU. Salary: \$52,451. Degree: BA – Piano & Voice, University of Delaware. Master of Public Administration concentration in Human Resources, West Chester University. Years of Exp: 1. Effective: TBD. SP4: Approved. Pending 168 Forms.
- 2) Heindel, Carol, Human Resources Generalist for the Coatesville Area School District. Posted: 9/4/2015 by CCIU. Salary: \$60,000. Degree: BS Business Administration, Neumann College. Masters Public Administration concentration in Human Resources, West Chester University. Years of Exp: 7. Effective: 10/22/2015. SP4: Approved. Pending 168 Forms.

#### b. CATA

- Bien, Jessica, Language Arts Teacher for the North Brandywine Middle School. Posted: 9/4/2015. Salary: \$43,133 (Prorated). Temporary Professional Contract. Degree: BS – Education, Temple University. Certification: English 7-12. Years of Exp: 1. Effective: 9/30/2015. SP4: Approved. Pending 168 Forms.
- 2) Brown de Gerena, Melissa, Biology Teacher for the Coatesville Area Senior High School. Posted: 9/1/2015. Salary: \$55,033 (Prorated). Temporary Professional Contract. Degree: BA Anthropology, Temple University. MS.-Forensic Science, Pace University. Certification: Biology 7-12, Mid-Level Science 6-9, Mid-Level Mathematics 6-9, General Science 7-12, ESL Program Specialist PK-12. Years of Exp: 5. Effective: 10/12/2015. SP4: Approved. Pending 168 Forms.

3) Cooper, Susan, Long Term Substitute Language Arts Teacher for the Scott Middle School. Posted 9/4/2015. Salary: \$89,133 (Prorated). Temporary Professional Contract. Degree: BA – English, University of Pennsylvania. MS.-Education, University of Pennsylvania. Certification: English 7-12. Years of Exp: 19. Effective: 9/28/2015. SP4: Approved. Pending 168 Forms.

#### c. EXTRA DUTY

- 1) Drelick, Jesse, Girls and Boys Cross Country Coach for the South Brandywine Middle School. Posted: 9/16/2015. Salary: \$1,561 (Prorated). Effective: 9/29/2015. SP4: Staff.
- 2) Jamison, Stephen, 8<sup>th</sup> Grade Football Coach for the South Brandywine Middle School. Posted: 9/8/2015. Salary: \$2,653 (Prorated). Effective: 9/22/2015. SP4: Staff.
- 3) McAllister, Shelly, 8<sup>th</sup> Grade Field Hockey Coach for the North Brandywine Middle School. Posted: 5/18/2015. Salary: \$1,687 (Prorated). Effective: 9/29/2015. SP4: Staff.
- 4) Rode, David, Faculty Manager for the Coatesville Area Senior High School. Posted: 5/19/2015. Salary: \$9,950 (Prorated). Effective: 9/25/2015. SP4: Approved. Pending 168 Forms.
- 5) Tassoni, Joseph, Social Studies Department Head for the Coatesville Area Senior High School. Posted: 7/16/2015. Salary: \$3,750 (Prorated). Effective: 9/24/2015. SP4: Staff.
- 6) Wood, Lisa, 8<sup>th</sup> Grade Field Hockey Coach for the South Brandywine Middle School. Posted: 7/16/2015. Salary: \$1,928 (Prorated). Effective: 9/16/2015. SP4: Staff.

# 3. <u>Leave(s) of Absence</u>

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

### a. CATA

1) Layfield, Rebecca, Teacher for the North Brandywine Middle School. Letter Dated: 8/31/2015. Effective: 8/31/2015 – 9/9/2015.

## 4. Voluntary Transfers

**RECOMMENDED MOTION:** That the Board of School Directors approve the Voluntary Transfers of:

#### a. FEDERATION

1) Hillworth, Carol, 5.5 Hour Lead Worker – Food Service. Move from Turning Point Program to East Fallowfield Elementary School. Effective: 9/30/2015.

2) Sonsini, Elizabeth, 3 Hour General Utility Worker – Food Service. Move from North Brandywine Middle School to South Brandywine Middle School. Effective: 9/30/2015.

Motion: Diane Brownfield Second: Ann Wuertz Vote: 8-0-0

C. PlanCon-K Refinancing of the 1999, 2005, 2006, 2009 and 2014 Series A General Obligation Bonds RECOMMENDED MOTION: That the Board of School Directors approve the submission of PlanCon-K documents for the refinancing of the 1999, 2005, 2006, 2009 and 2014 Series A General Obligation Bonds. Note the refinancing of the Bonds for the years 1999, 2005, 2006 and 2009 were completed prior to the current administration.

Motion: Stuart Deets Second: Diane Brownfield Vote: 8-0-0

# D. <u>Crown Benefits Administration, Inc. COBRA Benefits Program</u>

**RECOMMENDED MOTION:** That the Board of School Directors approve the agreement between Crown Benefits Administration, Inc. for the administration of the School District's COBRA Benefits Program as per the attached agreement. The school district will pay a \$2.50 one-time General Notification fee plus \$1.40 per month per member Administration Charge. The district will charge the allowable 2% COBRA administrative fee for each active member. The terms of the agreement are December 1, 2015 to June 30, 2016 with an annual option to renew.

Motion: Stuart Deets Second: Ann Wuertz Vote: 8-0-0

# **E.** Prudential Insurance Company

**RECOMMENDED MOTION:** That the Board of School Directors approve the attached proposal from Prudential Insurance Company to provide Basic Term Life Insurance, Accidental Death & Dismemberment and Long Term Disability Insurance as per the benefits stated within each bargaining unit agreement and other district employee agreements.

Motion: Greg Wynn Second: Michele Maffei Vote: 8-0-0

## F. Tri-M Cyber Station Software

**RECOMMENDED MOTION:** That the Board of School Directors approve the attached proposal from Tri-M for the installation of Andover Continuum LAN HVAC Cyberstation and Graphics Engineering Software for Caln Elementary School.

Motion: Greg Wynn Second: Diane Brownfield Vote: 8-0-0

## **G.** Benner Building Chiller Installation

**RECOMMENDED MOTION:** That the Board of School Directors approve Johnson Controls to install the Benner Building Chiller for a cost of \$141,980.00.

Motion: Deborah Thompson Second: Stuart Deets Vote: 8-0-0

# H. <u>Human Resources Assistant Job Description Revision</u>

**RECOMMENDED MOTION:** That the Board of School Directors approve the update and revisions to the Human Resources Assistant job description.

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

# **PUBLIC COMMENT**

The Board has requested that all persons making comments of public concern to list their name, address, telephone number and topic(s) on the sheet provided. There is a three (3) minute time limit per person.

- 1) Fonz Newsuan Mission Statement, Diversity, Students, Staffing and Ethnicity
- 2) Steve Reynolds Coatesville Solar Initiative (CSI)
- 3) Rob Tompkins Youth LaCrosse Team

# **ADDITIONAL BOARD MEMBERS' REPORTS**

• Ms. Brownfield will attend the IU Board meeting in Coatesville on Wednesday, October 21st.

# **INFORMATION ITEMS**

- Board President Dean Snyder encouraged everyone to reach out to Harrisburg regarding the budget impasse.
- Please support Coatesville's Heritage Day on Saturday, October 17<sup>th</sup>.
- Meet-the-Candidates will be held at the Coatesville Public Library on Monday, October 19<sup>th</sup>.
- Dr. Cathy Taschner provided an update on the installation of the new telephone system.

# **ADJOURNMENT**

This meeting was adjourned at 8:48 p.m. on a motion by Stuart Deets 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 School Board Secretary to request a copy of the digital/audio file.