

COATESVILLE AREA SCHOOL DISTRICT SCHOOL BOARD MEETING MINUTES

Virtual Meeting through Live Stream
July 28, 2020 - 7:00 PM

OPENING ACTIVITIES

1. **CALL TO ORDER** 7:00 PM

2. **READING OF MISSION STATEMENT**

The mission of the Coatesville Area School District, rich in diversity and committed to excellence, is to create innovative educational experiences which are funded by the taxpayers, supported by the community, delivered by dedicated teachers and administrators, to ensure all students will become responsible, contributing global citizens.

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

Robert J. Fisher, President (<i>absent</i>)	(<i>Policy Committee</i>)
Thomas N. Keech, Vice President (<i>present</i>)	(<i>Finance Committee</i>)
Henry J. Assetto (<i>absent</i>)	(<i>Education Committee</i>)
James Bookman (<i>present</i>)	(<i>Operations Committee</i>)
Andrew C. Finkbohner (<i>present</i>)	(<i>Finance & Policy Committees</i>)
Rebecca L. Harlan (<i>present</i>)	(<i>Education Committee</i>)
Mary Ann Harris (<i>present</i>)	(<i>Operations Committee</i>)
Amelia Mills (<i>present</i>)	(<i>Education & Finance Committees</i>)
Brandon J. Rhone (<i>present</i>)	(<i>Operations & Policy Committees</i>)

Administration

Tomás Hanna, Superintendent of Schools (*present*)
Lori Diefenderfer, Director of Business Administration and Board Secretary (*present*)
Carol Heindel, Director of Human Resources (*present*)
Jason Palaia, Director of Educational Services (*present*)
Don Mangan Ed.D., Interim Director of Pupil Services (*present*)
Matt Flannery, Ed.D., Temporary Director of Operations and Facilities (*present*)
Mike Sobczak, Director of Technology (*present*)
Frank Galbraith, Director of Student and Public Safety, Chief of Police CASD

Student Representatives

Solicitor

Michael I. Levin, Esquire

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 approve the minutes for the June 18, 2020, Special Board meeting subject to any additions, deletions, modifications, or clarifications. ([Enclosure](#))

Motion: Amelia Mills

Second: Brandon Rhone

Vote: 7-0-0

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approve the minutes for the June 23, 2020, School Board meeting subject to any additions, deletions, modifications, or clarifications. ([Enclosure](#))

Motion: Amelia Mills

Second: James Bookman

Vote: 7-0-0

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approve the minutes for the July 14, 2020, Special Board meeting subject to any additions, deletions, modifications, or clarifications. ([Enclosure](#))

Motion: Amelia Mills

Second: Brandon Rhone

Vote: 7-0-0

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.

1. Chris Gomez – Reopening plan
2. Kerri Verna – HSP enclosure, Canvas
3. Karen Hallenbeck – Canvas, HSP enclosure
4. Don Messinger – Canvas
5. Jen Manthey – Canvas
6. Robin Seagreaves – Enclosures, Canvas
7. Jill Santiago – Reopening
8. Liz Muirhead – Canvas
9. Mary Morris – Reopening
10. Laurie Shannon-Bailey – Dr. Dunlap, McGraw Hill, guidance counselor, CCRES
11. Samaria Turner – Canvas

EXECUTIVE SESSION

An executive session was held on Monday, July 13, 2020 for legal and personnel reasons.
An executive session was held on Monday, July 20, 2020 for legal and personnel reasons.
An executive session will be held on Monday, July 27, 2020 for legal and personnel reasons.

STUDENT REPRESENTATIVE’S REPORT

SUPERINTENDENT’S REPORT

The superintendent’s report was provided by Tomás Hanna.

IMPORTANT DATES

Date	Time	Meetings	Place
August 11, 2020	6:00 PM	All Committees & Special Meeting	Virtual Live Stream
August 25, 2020	7:00 PM	School Board Meeting	Virtual Live Stream

SPECIAL REPORTS

PRESENTATIONS

- Coatesville Area School District Health and Safety Plan ([Enclosure](#))—Tomás Hanna
- Title IX Interim Policy ([Enclosure-Presentation](#)) ([Enclosure](#))—Carol Heindel and Don Mangan, Ed.D.

MOTION ITEMS FOR APPROVAL

Committee meeting action items considered routine will be enacted under one motion unless removed for separate action upon Board request. The purpose of the consolidated motion is to expedite Governing Board action on all consent items, which are not held for discussion. Items that have been held for discussion by the Governing Board will be enacted upon at the time the item is discussed.

CONSENT AGENDA (*Robert Fisher, Board President*)

RECOMMENDED MOTION: That the Board of School Directors approve the consent agenda items:

Items to be removed from Consent Agenda:

- 1.A. Financial Statements
- 1.B. CCRES
- 1.D. Provident Energy Consulting, LLC
- 1.E. Tax Liens
- 1.F. Canvas

- 1.G. Human Resources Report
- 3.B. ICC–Valley Forge Educational Services
- 3.C. Coatesville Area School District Health and Safety Plan
- 3.D. Sondag System
- 3.E. ALEKS
- 3.F. 95 Percent Group
- 4.A. Title 1X Interim Policy

Motion: Amelia Mills

Second: Becky Harlan

Vote: 7-0-0

1. **FINANCE COMMITTEE** (Tom Keech, Chair)

A. **Financial Statements**

RECOMMENDED MOTION: That the Board of School Directors approve the financial statements and the bills payable list, as presented. ([Enclosure](#))

Motion: Amelia Mills

Second: Becky Harlan

Vote: 7-0-0

B. **CCRES – Agreement for Services**

RECOMMENDED MOTION: That the Board of School Directors approve the Agreement for Services with CCRES to provide staffing services, including for special education programs, as presented. ([Enclosure](#))

Motion: Amelia Mills

Second: James Bookman

Vote: 7-0-0

C. **Follett School Solutions Inc. – Library Software and Services**

RECOMMENDED MOTION: That the Board of School Directors approve the proposal from Follett School Solutions, Inc. to renew Annual Licensing and Maintenance Costs, and migrate the School District’s library database(s) to Destiny Cloud at a cost of \$12,011.80, as presented. ([Enclosure](#))

D. **Provident Energy Consulting, LLC – Energy Project Development and Management**

RECOMMENDED MOTION: That the Board of School Directors approve the professional services of Provident Energy Consulting, LLC to develop and manage a comprehensive energy services project(s), inclusive of related capital improvements, under the framework of an energy Performance Contract, following the guidelines of the Pennsylvania ”Guaranteed Energy Savings Act” (GESA), as presented. ([Confidential Enclosure](#))

Motion: James Bookman

Second: Brandon Rhone

Vote: 7-0-0

E. **Uncollectable Real Estate Property Tax Liens**

RECOMMENDED MOTION: That the Board of School Directors approve the exoneration of uncollectable real estate property tax liens and authorize the Chester County Tax Claim Bureau to remove the uncollectable tax liens for the enclosed parcels, as presented. ([Confidential Enclosure](#))

Motion: Brandon Rhone

Second: James Bookman

Vote: 7-0-0

F. **Canvas—Learning Management System**

RECOMMENDED MOTION: That the Board of School Directors approve the proposal from Instructure, Inc. to provide the Canvas Learning Management System platform, onboarding, training, and support at an annual cost of \$36,345.00 with a one-time non-recurring fee of \$11,750, as presented. ([Enclosure-Proposal](#)) ([Enclosure-Order Form](#))

Motion: Brandon Rhone

Second: Amelia Mills

Vote: 7-0-0

G. Human Resources Report

RECOMMENDED MOTION: That the Board of School Directors approve the resignations, appointments, new positions, leaves of absence, transfers, changes of status and corrections, as outlined below:

1. Resignations - Regular and Extra Duty

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

a. CATA

- 1) Black, Barbara, Elementary Teacher for Rainbow Elementary School. Letter Dated: 7/23/2020. Reason: Retirement. Effective: 6/12/2020.
- 2) Gibb, Lauren, Guidance Counselor for the Coatesville Area Senior High School. Letter Dated: 7/20/2020. Reason: Personal. Effective: 7/31/2020.

b. EXTRA DUTY

- 1) O'Grady, Erin, 8th Grade Field Hockey Coach for North Brandywine Middle School. Letter Dated: 7/23/2020. Reason: Personal. Effective: 7/23/2020.

2. New Appointments - Regular and Extra Duty

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

a. CATA

- 1) Billman, Joann, Elementary Teacher—Science Focus for East Fallowfield Elementary School. Posted: 6/22/2020. Salary: \$48,631. Level: B. Step: 5. Temporary Professional Contract. Degree: BS—Early Education, West Chester University. Certifications: Elementary K-6. Effective: 8/24/2020. SP4: Approved. Pending 168 Forms.
- 2) Lord, James, Family and Consumer Science Teacher for the Coatesville Area Intermediate High School. Posted: 5/7/2020. Salary: \$44,931. Level: B. Step: 1. Temporary Professional Contract. Degree: BA—History, West Chester University. Certifications: Family and Consumer Science PK-12, Social Studies 7-12. Effective: 8/21/2020. SP4: Approved. Pending 168 Forms.
- 3) Sisko, Amelia, 3rd Grade Teacher for Rainbow Elementary School. Posted: 6/22/2020. Salary: \$46,731. Level: B. Step: 3. Temporary Professional Contract. Degree: BS—Early Childhood Education, Penn State University. Certifications:

Grades PK-4, English as a Second Language PK-12. Effective: 8/24/2020. SP4: Approved. Pending 168 Forms.

- 4) Tosten, Hope Mae, Family and Consumer Science Teacher for Scott 6th Grade Center. Posted: 5/7/2020. Salary: \$44,931. Level: B. Step: 1. Temporary Professional Contract. Degree: BS—Family and Consumer Sciences Education, Indiana University of Pennsylvania. Certifications: Family and Consumer Science PK-12; pending approval. Effective: 8/21/2020.
- 5) Welsh, Kayla, 2nd Grade Teacher for Rainbow Elementary School. Posted: 6/22/2020. Salary: \$49,931. Level: M. Step: 3. Temporary Professional Contract. Degree: BS—Professional Education/Dance, West Chester University; M.Ed.—Elementary Education, Kutztown University. Certifications: Grades PK-4, Grades 5-6. Effective: 8/24/2020. SP4: Approved. Pending 168 Forms.
- 6) Whelihan, Jessica, 3rd Grade Teacher for Rainbow Elementary School. Posted: 6/22/2020. Salary: \$53,231. Level: B+24. Step: 7. Temporary Professional Contract. Degree: BS—Early Childhood Education, University of Delaware. Certification: Early Childhood N-3. Effective: 8/24/2020. SP4: Approved. Pending 168 Forms.

b. EXTRA DUTY

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

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

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

a. FEDERATION

- 1) Jennings, Aaron, Custodian for the Coatesville Area Senior High School. Effective: 6/30/2020—9/29/2020.

4. **Voluntary Transfer**

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

a. CATA

- 1) Shimon, Allison, move from Assistant Principal for Reeceville Elementary School to Spanish Teacher for the Coatesville Area Intermediate High School. Salary: \$80,431. Effective: 7/1/2020.

Motion: James Bookman

Second: Amelia Mills

Vote: 7-0-0

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

A. Weaver Landscape Services, LLC - Snow Removal and Salting Services

RECOMMENDED MOTION: That the Board of School Directors approve the proposal from Weaver Landscape Services, LLC to provide snow removal and salting services for the 2020-2021, 2021-2022, and 2022-2023 school years, as per Weaver's RFP response and letter dated July 7, 2020, as presented. ([Enclosure-RFP](#)) ([Enclosure-Letter](#))

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

A. Out-of-State Field Trip - AFJROTC

RECOMMENDED MOTION: That the Board of School Directors approve the out-of-state field trip requests, as presented. The field trips will only take place if the states continue to function in the green level. ([Confidential Enclosure](#))

B. Independent Contractor Contract—Valley Forge Educational Services (Vanguard School)

RECOMMENDED MOTION: That the Board of School Directors approve the Independent Contractor Contract for the 2020 ESY for student 10004536 as presented, pending legal review by the Solicitor. ([Confidential Enclosure](#))

Motion: Amelia Mills Second: Becky Harlan Vote: 7-0-0

C. Coatesville Area School District Health and Safety Plan

RECOMMENDED MOTION: That the Board of School Directors approve the 2020—2021 Coatesville Area School District Health and Safety Plan, as presented. ([Enclosure](#))

Motion: Amelia Mills Second: James Bookman Vote: 7-0-0

D. Sonday System--Reading

RECOMMENDED MOTION: That the Board of School Directors approve proposal from Winsor Learning, Inc. to purchase Sonday System reading intervention materials and professional development at a cost of \$36,113.28. ([Enclosure](#))

Motion: Amelia Mills Second: Brandon Rhone Vote: 7-0-0

E. ALEKS—Assessment and Learning System

RECOMMENDED MOTION: That the Board of School Directors approve the proposal from McGraw Hill to purchase a subscription to ALEKS assessment and learning system, as presented. ([Enclosure](#))

Motion: Amelia Mills Second: Brandon Rhone Vote: 7-0-0

F. 95 Percent Group—Reading Intervention Program

RECOMMENDED MOTION: That the Board of School Directors approve the proposal from 95 Percent Group Phonics Lesson Library reading intervention materials and professional development at a cost of \$36,113.28, as presented. ([Enclosure](#))

Motion: Amelia Mills Second: Brandon Rhone Vote: 7-0-0

4. POLICY COMMITTEE (*Robert J. Fisher, Chair*)

A. Title IX Interim Policy

RECOMMENDED MOTION: That the Board of School Directors approve the Title IX Interim Policy, as presented. ([Enclosure](#))

Motion: Brandon Rhone

Second: Amelia Mills

Vote: 7-0-0

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. Fred Kline – Reopening
2. Kathy Elicker – Reopening
3. Katie Hadzor – Reopening
4. Lyrin Yacoe – Reopening
5. Allison Hopkins – Reopening
6. Jen Manthey – Reopening
7. Tabitha Bentley – Reopening
8. Jen – Reopening
9. Kaitlyn Myers – Reopening
10. Erin Scheivert – Reopening
11. Sandra Awad – Reopening
12. Megan Murray – Reopening
13. Kaitlyn Myers – Reopening
14. Tammy Wismer – Paraprofessionals, transportation

ADDITIONAL BOARD MEMBERS' REPORTS

INFORMATION ITEMS

- School Board and Committee Meeting Agendas moving to BoardDocs next month.

ADJOURNMENT

Motion: Mary Ann Harris

Second: Amelia Mills

Time: 10:15 PM

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