

# Operations Committee Minutes

August 9, 2016 ~ 6:00 PM

C.A.S.H. Auditorium

(1<sup>st</sup> Committee Meeting of the Evening)

**CHAIRPERSON:** Brenda Geist  
**BOARD MEMBERS:** Laurie Knecht and Dean Snyder (*Absent*)  
Tom Siedenbuehl (*Substitute*)  
**ADMINISTRATION:** Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire  
**CALL TO ORDER:** 6:05 PM

## APPROVAL of MINUTES

Approval of the July 12, 2016 Operations Committee meeting minutes. (*Enclosure*)

Motion: Tom Siedenbuehl                      Second: Laurie Knecht                      Vote: 3-0

## Addition(s) to the Agenda

- Request to Waive Fees – Coatesville Kid Raiders Football League – CASH & Scott Fields  
RECOMMENDED MOTION: That the Board of School Directors approve the addition of the request to waive fees for the Coatesville Kid Raiders Football League, as presented.

Motion: Tom Siedenbuehl                      Second: Laurie Knecht                      Vote: 3-0

- Installation of Baseball Field - Caln Elementary School  
RECOMMENDED MOTION: That the Board of School Directors approve the addition of the request to install a baseball field at Caln Elementary School.

Motion: Laurie Knecht                      Second: Tom Siedenbuehl                      Vote: 3-0

## AGENDA ITEMS

### **A. Approval of 2016-2017 Bus Runs**

RECOMMENDED MOTION: That the Board of School Directors approve the list of bus runs for 2016-2017, as presented.

Motion: Laurie Knecht                      Second: Tom Siedenbuehl                      Vote: 3-0

### **B. Request to Waive Fees – Summer League for Youth - Black Top Classics**

RECOMMENDED MOTION: That the Board of School Directors approve the request from Black Top Classics to waive fees for a Summer League for Youth at Scott Middle School, as presented.

Motion: Laurie Knecht                      Second: Tom Siedenbuehl                      Vote: 3-0

**C. Addendum to the Lease – Anti-Discrimination Clause**

**RECOMMENDED MOTION:** That the Board of School Directors approve the addendum to the Art Partners, Coatesville Youth Initiative, Newlin Foundation, Lincoln University, and the Y.M.C.A. leases to include an anti-discrimination clause, as presented.

Motion: Tom Siedenbuehl                      Second: Laurie Knecht                      Vote: 3-0

**D. Coatesville Area School District Cyber Academy**

**RECOMMENDED MOTION:** That the Board of School Directors approve Coatesville Area School District Cyber Academy as the official name for the CASD Cyber Academy/Alternative Education. For purposes of clarity and completeness in the School District's records, the Turning Point Program was never approved by the Board.

Motion: Tom Siedenbuehl                      Second: Laurie Knecht                      Vote: 3-0

**E. Change Order No. 16-129, CO1 – 9/10 Center - Gettle**

**RECOMMENDED MOTION:** That the Board of School Directors approve Change Order No. 16-129, CO1, in the amount of \$3,978.00, to install a wall-mounted IDF cabinet in the 9/10 Center.

Motion: Laurie Knecht                      Second: Tom Siedenbuehl                      Vote: 3-0

**F. Change Order No. 6014-80-003 – 9/10 Center – Perrotto Builders, Inc.**

**RECOMMENDED MOTION:** That the Board of School Directors approve Change Order No. 6014-80-003 to provide an extension of time to September 30, 2016 to Perrotto Builders, Ltd. due to storefront procurement lead times not caused by Perrotto.

Motion: Tom Siedenbuehl                      Second: Laurie Knecht                      Vote: 3-0

**G. Policy Manual**

**RECOMMENDED MOTION:** That the Board of School Directors approve the revisions to the Coatesville Area School District's Public Safety Department Standard Operations and Procedures Manual, as presented, pending review of General Counsel.

Motion: Tom Siedenbuehl                      Second: Laurie Knecht                      Vote: 3-0

**H. Purchase Services for Supervisor of Police and Security**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Security Services agreement with Schaad Detective Agency to provide Director of Public and School Safety to perform supervisory services over police and security, as presented, pending review of General Counsel.

Motion: Tom Siedenbuehl                      Second: Laurie Knecht                      Vote: 3-0

**I. Amendment to Transportation Contract**

**RECOMMENDED MOTION:** That the Board of School Directors approve the amendment to the Transportation Service Agreement to permit the use of audio and video equipment.

Motion: Laurie Knecht                                      Second: Tom Siedenbuehl                                      Vote: 3-0

**J. BerkOne, Inc. – Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the agreement between BerkOne, Inc. and CASD to provide printing and mailing services for bus run information, as presented.

Motion: Laurie Knecht                                      Second: Tom Siedenbuehl                                      Vote: 3-0

**K. Organization Chart Revisions**

**RECOMMENDED MOTION:** That the Board of School Directors approve the revisions to the organization chart to denote outsourced security and outsourced management of school and public safety, as well as the addition of the Athletic Director, as presented.

Motion: Tom Siedenbuehl                                      Second: Laurie Knecht                                      Vote: 3-0

**L. Request to Waive Fees – Coatesville Kid Raiders Football League – CASH & Scott Fields**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Use of Facilities request from Coatesville Kid Raiders Football League to waive fees for a youth football league serving Coatesville kids age 5-15, as presented.

Motion: Laurie Knecht                                      Second: Tom Siedenbuehl                                      Vote: 3-0

**M. Installation of Baseball Field - Caln Elementary School**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to install a baseball field at Caln Elementary School.

Motion: Tom Siedenbuehl                                      Second: Laurie Knecht                                      Vote: 3-0

**INFORMATIONAL ITEM(S)**

**OLD BUSINESS**

- Laurie Knecht: Sewer concerns

**NEW BUSINESS**

**PUBLIC COMMENT**

**ADJOURNMENT**      This meeting adjourned at 6:30 p.m.

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

# Education Committee Minutes

August 9, 2016 ~ 6:00 PM

C.A.S.H. Auditorium

(2<sup>nd</sup> Committee Meeting of the Evening)

**CHAIRPERSON:** Deborah Thompson  
**BOARD MEMBERS:** James Hills (*Absent*) and Ann Wuertz  
Bashera Grove (*Substitute*)  
**ADMINISTRATION:** Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire  
**CALL TO ORDER:** 6:30 PM

## APPROVAL of MINUTES

Approval of the July 12, 2016 Education Committee meeting minutes. (*Enclosure*)

Motion: Ann Wuertz                      Second: Deborah Thompson                      Vote: 3-0

## AGENDA ITEMS

### A. Apex Learning - Contract

**RECOMMENDED MOTION:** That the Board of School Directors renew the contract with Apex Learning for digital curriculum for Cyber School students, in the amount of \$19,250.00, as presented.

Motion: Ann Wuertz                      Second: Bashera Grove                      Vote: 3-0

### B. Penn Literacy Network

**RECOMMENDED MOTION:** That the Board of School Directors approve CASD's admission into the Penn Literacy Network Professional Development Program for the 2016-2017 school year at a cost of \$10,800.00, as presented.

Motion: Ann Wuertz                      Second: Bashera Grove                      Vote: 3-0

### C. Units of Study in Reading - Contract

**RECOMMENDED MOTION:** That the Board of School Directors approve the contract with the Reading and Writing Project Network for K-5 teachers, at a cost of \$16,000.00, as presented.

Motion: Ann Wuertz                      Second: Bashera Grove                      Vote: 3-0

### D. School Messenger -- Contract Renewal

**RECOMMENDED MOTION:** That the Board of School Directors approve the renewal contract with School Messenger Notification Services in the amount of \$14,000.00, as presented.

Motion: Ann Wuertz                      Second: Bashera Grove                      Vote: 3-0

### E. School Messenger Classroom Messaging - Contract

**RECOMMENDED MOTION:** That the Board of School Directors approve the contract for the addition of Classroom Messaging, in the amount of \$2,608.50, which includes set-up and training, as presented.

Motion: Ann Wuertz                      Second: Bashera Grove                      Vote: 3-0

**F. Student Teaching, Practicum and Field Experiences Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the agreement between West Chester University and the Coatesville Area School District for the 2016-2017, 2017-2018 and 2018-2019 academic years, as presented, pending review of General Counsel.

Motion: Ann Wuertz                                  Second: Bashera Grove                                  Vote: 3-0

**G. GBC Equipment Maintenance Agreement Renewal – King’s Highway Laminator**

**RECOMMENDED MOTION:** That the Board of School Directors approve the contract for laminator repairs, in the amount of \$514.80, as presented.

Motion: Ann Wuertz                                  Second: Bashera Grove                                  Vote: 3-0

**H. Walnut Street Theatre Agreement – Scott Middle School**

**RECOMMENDED MOTION:** That the Board of School Directors approve the agreement between the Walnut Street Theatre Touring Outreach Company and the Coatesville Area School District for a performance at Scott Middle School, and at no cost to the District, as presented.

Motion: Ann Wuertz                                  Second: Bashera Grove                                  Vote: 3-0

**I. Wrestling Tournament**

**RECOMMENDED MOTION:** That the Board of School Directors approve the overnight trip, entrance and participation of the CASD Wrestling Team into the War on the Shore Wrestling Tournament, as presented.

Motion: Ann Wuertz                                  Second: Bashera Grove                                  Vote: 3-0

**J. Bayada Nursing Contract – Student 10006868**

**RECOMMENDED MOTION:** That the Board of School Directors approve the nursing contract for student 10006868, as presented.

Motion: Ann Wuertz                                  Second: Bashera Grove                                  Vote: 3-0

**K. The Concepts School – Student 17000123**

**RECOMMENDED MOTION:** That the Board of School Directors approve the contract for student 17000123, as presented.

Motion: Ann Wuertz                                  Second: Bashera Grove                                  Vote: 3-0

**L. Adjudication - Student 17000325**

**RECOMMENDED MOTION:** That the Board of School Directors approve the adjudication for student 17000325, as presented.

Motion: Ann Wuertz                                  Second: Bashera Grove                                  Vote: 3-0

**M. Adjudication - Student 10011291**

**RECOMMENDED MOTION:** That the Board of School Directors approve the adjudication for student 10011291, as presented.

Motion: Ann Wuertz                                  Second: Bashera Grove                                  Vote: 3-0

**N. Memorandum of Understanding – R. S. V. P.**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Memorandum of Understanding between RSVP and CASD to provide literacy volunteers, at no cost to the District, pending approval of General Counsel.

Motion: Ann Wuertz

Second: Basherah Grove

Vote: 3-0

**INFORMATIONAL ITEM(S)**

- Coatesville Area Senior High School (C.A.S.H.S.) - Schedule Update
- Coatesville Area Intermediate High School (9/10 Center) - Schedule Update
- RSVP - Responding to Community Needs Through Volunteerism
- School Start Times

**OLD BUSINESS**

**NEW BUSINESS**

- Ann Wuertz: Invited parents to attend the start-up of a new parent group.
- Deb Thompson: Encouraged the engagement of positive activities at the bus stop.

**PUBLIC COMMENT**

**ADJOURNMENT** This meeting adjourned at 7:26 p.m.

*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

August 9, 2016 - 6:00 PM

C.A.S.H. Auditorium

(3<sup>rd</sup> Committee Meeting of the Evening)

**CHAIRPERSON:** Stuart Deets  
**BOARD MEMBERS:** James Hills (*Absent*) and Tom Siedenbuehl  
Deborah Thompson (*Substitute*)  
**ADMINISTRATION:** Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire  
**CALL TO ORDER:** 7:28 PM

## APPROVAL of MINUTES

Approval of the July 12, 2016 Finance Committee meeting minutes. (*Enclosure*)

Motion: Tom Siedenbuehl      Second: Deborah Thompson      Vote: 2-0

## Addition to the Agenda

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

Motion: Tom Siedenbuehl      Second: Deborah Thompson      Vote: 3-0

## 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: Tom Siedenbuehl      Second: Deborah Thompson      Vote: 3-0
- B. Donation – Bentley Systems, Inc.**  
RECOMMENDED MOTION: That the Board of School Directors accept the donation from Bentley Systems, Inc. in the amount of \$1,000.
- Motion: Tom Siedenbuehl      Second: Deborah Thompson      Vote: 3-0
- C. Donation – C.A.S.H. Sports Hall of Fame**  
RECOMMENDED MOTION: That the Board of School Directors accept the donation from the C.A.S.H. Sports Hall of Fame in the amount of \$600, to be used for the 9/10 Center's Library.
- Motion: Tom Siedenbuehl      Second: Deborah Thompson      Vote: 3-0
- D. Assistant Principal Job Description**  
RECOMMENDED MOTION: That the Board of School Directors approve the update and revisions to the Assistant Elementary and Secondary Principals' job description, as presented.
- Motion: Tom Siedenbuehl      Second: Deborah Thompson      Vote: 3-0

**E. Human Resources Report**

**RECOMMENDED MOTION:** That the Board of School Directors approve the resignations, appointments, new positions, leave of absences, transfers, changes of status and corrections, as presented. (*Enclosure*)

Motion: Tom Siedenbuehl

Second: Deborah Thompson

Vote: 3-0

**F. Human Resources Addendum**

**RECOMMENDED MOTION:** That the Board of School Directors approve the following Human Resources Addendum, as presented.

Motion: Tom Siedenbuehl

Second: Deborah Thompson

Vote: 3-0

**INFORMATIONAL ITEM(S)**

- CASD and Charter School Enrollment Reports for the month ending July 31, 2016 (*Enclosure*)
- Introduction of New Administrators – *Deferred until the next meeting*

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

**ADJOURNMENT** This meeting adjourned at 7:34 p.m.

*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

August 9, 2016 - 6:00 PM

C.A.S.H. Auditorium

(4<sup>th</sup> Committee Meeting of the Evening)

**CHAIRPERSON:** Ann Wuertz  
**BOARD MEMBERS:** Bashera Grove and Tom Siedenbuehl  
**ADMINISTRATION:** Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire  
**CALL TO ORDER:** 7:35 PM

## APPROVAL of MINUTES

Approval of the July 12, 2016 Policy Committee meeting minutes. (*Enclosure*)

Motion: Tom Siedenbuehl                      Second: Bashera Grove                      Vote: 3-0

## AGENDA ITEMS

### **A. Policy 247 – Anti-Hazing**

**RECOMMENDED MOTION:** That the Board of School Directors approve the changes to Policy 247, Anti-Hazing, as presented. (*Enclosure*)

Motion: Tom Siedenbuehl                      Second: Bashera Grove                      Vote: 3-0

## **INFORMATIONAL ITEM(S)**

The Board will begin reviewing the remainder of the 200 Series next month.

## **OLD BUSINESS**

## **NEW BUSINESS**

## **PUBLIC COMMENT**

*None*

**ADJOURNMENT**      This meeting adjourned at 7:38 p.m.

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