

**COATESVILLE AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING MINUTES
MONDAY - NOVEMBER 23, 2009 - 7:00 PM
9/10 CENTER AUDITORIUM**

OPENING ACTIVITIES

1. CALL TO ORDER AT 7:03 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

Donna Urban - present	<i>(Education Committee)</i>
Richard M. Ritter - present	<i>(Finance Committee)</i>
Diane M. Brownfield - present	<i>(Education / Community & Student Relations)</i>
J. Neil Campbell - present	<i>(Finance & Operations Committees)</i>
Donald R. Holt, Jr. - present	<i>(Finance Committee)</i>
Paul L. Johnson - present	<i>(Operations Committee)</i>
Laurie C. Knecht - present	<i>(Operations Committee)</i>
Robert M. Knecht - present	<i>(Education / Community & Student Relations)</i>
Richard A. Saha, Sr. - present	<i>(Community & Student Relations Committee)</i>

Student Representatives:

Nicholas Sikoutris, Senior Class Representative - present
Kelsey McKee, Junior Class Representative - absent

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 October 27, 2009 School Board meeting subject to any addition, deletions, modifications or clarifications. (*Enclosure*)

Approval of Minutes October 27, 2009 Approved Vote: 9-0-0
--

Motion: Diane Brownfield Second: Laurie Knecht Vote: 9-0-0

SUPERINTENDENT’S REPORT

The superintendent’s report was provided by Richard Como.

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 was held on Monday, November 23, 2009 from 6:00 to 6:30 p.m. for legal and personnel reasons.

IMPORTANT DATES

Date	Time	Subject	Place
November 26-27, 2009	~	Thanksgiving Vacation	<i>All Schools & Offices Closed</i>
December 1, 2009	6:00 PM	Reorganization Meeting	9/10 Center Auditorium
December 1, 2009	<i>Immediately following Reorganization Meeting</i>	School Board Meeting	9/10 Center Auditorium

BOARD PRESIDENT’S REPORT

Presentation by the Coatesville Area Senior High School - Rob Fisher, Principal

SPECIAL REPORTS

Donna Urban delivered a heartfelt farewell.

STUDENT REPRESENTATIVE’S REPORT

The student representative’s report was provided by Nick Sikoutris.

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. C. Budget Transfers

Motion: Diane Brownfield Second: Laurie Knecht Vote: 9-0-0

Consent Agenda
Approved
Vote: 9-0-0

2. FINANCE COMMITTEE (Donald Holt, Chair)

A. Schedule of Bills Payable

RECOMMENDED MOTION: That the Board of School Directors approves the Schedule of Bills Payable as submitted for the month ending October 31, 2009.

Fund	Paid
General Fund – 10	\$ 5,612,159.21
Capital Reserve Fund – 22	35,086.05
Athletic Fund – 29	50,530.22
Capital Projects Fund 32 / 2007 GOB	0.00
Capital Projects Fund 33 / 2009A GOB	3,014,008.98
Food Service – 51	154,934.18
Trust Fund – 71	300.00
Student Activities Fund – 81	20,010.30
Agency Fund – 89	4,867.84
TOTAL	\$ 8,891,896.78

B. Treasurer’s Report

RECOMMENDED MOTION: That the Board of School Directors approves the Treasurer’s Report as submitted for the month ending October 31, 2009.

C. Budget Transfers

RECOMMENDED MOTION: That the Board of School Directors approves the Budget Transfers as submitted for 2008-09 in the amount of \$28,220,676.92.

Budget Transfers
Approved
Vote: 9-0-0

D. Motion: Diane Brownfield Second: Neil Campbell Vote: 9-0-0

- E. Budget Transfers**
RECOMMENDED MOTION: That the Board of School Directors approves the Budget Transfers as submitted for 2009-10 in the amount of \$93,193.03.
- F. Schedule of Investments**
RECOMMENDED MOTION: That the Board of School Directors approves the Schedule of Investments as submitted for the month ending October 31, 2009.
- G. Joint Purchasing – CCIU and Pennsylvania Education Joint Purchasing Council**
RECOMMENDED MOTION: That the Board of School Directors approves the District's participation in the CCIU and the Pennsylvania Education Joint Purchasing Council for the 2010-11 fiscal year for the following categories: custodial supplies, copy & computer paper, technology, cafeteria small equipment, disposable wares, fuel oil, gasoline, propane gas, general supplies, art supplies, science supplies, woodworking supplies, musical instruments, and athletic supplies.
- H. Special Counsel**
RECOMMENDED MOTION: That the Board of School Directors approves the Agreement for Legal Services and Contingent Fee Arrangement with Duane Morris as presented.
- I. 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
 - b. CATA
 - c. CATSS
 - 1) Bennett-Fox, Patty, 2.0 Hour Cafeteria/Playground Aide for the East Fallowfield Elementary School. Letter Dated: 10/19/09. Reason: Personal. Effective: 10/30/09.
 - 2) Lichtner, Candace, 2.0 Hour Cafeteria/Playground Aide for the Rainbow Elementary School. Letter Dated: 10/30/09. Reason: Personal. Effective: 11/6/09.
 - 3) Mullen, Barbara, 2.0 Hour Cafeteria/Playground Aide for the Gordon Education Center. Letter Dated: 11/4/09. Reason: Personal. Effective: 11/4/09.
 - 4) Woodloe, Lynne, Afterschool Program Aide for the Regency Park Community Center. Letter Dated: 11/4/09. Reason: Personal. Effective: 11/19/09.

d. FEDERATION

- 1) Stauffer, April, Substitute General Utility Worker for the Coatesville Area School District. Letter Dated: 10/27/09. Reason: Personal. Effective: 10/27/09.

e. EXTRA DUTY

- 1) Auberzinsky, John, Boys' 8th Grade Football Coach for the North Brandywine Middle School. Letter Dated: 11/10/09. Reason: Personal. Effective: 11/10/09.
- 2) Dickinson, Kim, Girls' 7th Grade Basketball Coach for the North Brandywine Middle School. Letter Dated: 10/7/09. Reason: Change of Position. Effective: 10/7/09.
- 3) Diehl, Aimee, Girls' 7th Grade Softball Coach for the North Brandywine Middle School. Letter Dated: 11/2/09. Reason: Personal. Effective: 11/2/09.
- 4) McClure, William, Boys' 7th Grade Football Coach for the North Brandywine Middle School. Letter Dated: 11/11/09. Reason: Personal. Effective: 11/11/09.
- 5) Shockites, Stephanie, Gardening Club Advisor for the Reeceville Elementary School. Letter Dated: 10/28/09. Reason: Personal. Effective: 10/28/09.
- 6) Stewart, Doug, 7th Grade Wrestling Coach for the Scott Middle School. Letter Dated: 11/16/09. Reason: Personal. Effective: 11/16/09.

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) Donato, James, Director of Activities, Athletics & Compliance for the Coatesville Area School District. Posted: 7/27/09 (Chenger). Salary: \$86,614.00. Professional Contract. Degree: BS – Health & PE, West Chester University; Certified Master Athletic Administrator, Ohio University; National Interscholastic Athletic Association Certificate. Years of Exp.: 15. Effective: 12/1/09. SP4: Staff.

b. CATA

- 1) Lance, Tess, LTS Kindergarten Teacher for the Caln Elementary School. Posted: 11/2/09 (Schuler). Salary: \$42,000.00. Temporary Substitute Contract. Degree: BS – Elementary Education, West Chester University. Years of Exp.: 1. Effective: 1/22/10 – 6/9/10. SP4: Approved.

c. CATSS

- 1) Ben, David, 6.5 Hour Special Education One-On-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center. Posted: 10/1/09 (Walker). Salary: \$12.50/hr. Effective: 10/26/09. SP4: Pending.
- 2) Dimpter, Jo-Ann, Substitute Cafeteria/Playground Aide, One-On-One Aide, Instructional Aide, Clerical Aide & Secretary for the Reeceville Elementary School. Salary: \$9.50/hr./\$10.50/hr./\$12.50/hr./\$14.00/hr. Effective: 11/24/09. SP4: Approved.
- 3) Domsohn, Jr., Stephen, Technology Associate for the Coatesville Area Senior High School CAMPUS. Posted: 10/6/09 (Pham). Salary: \$14.00/hr. Effective: 12/7/09. SP4: Approved.
- 4) Ford, Victor, 6.5 Hour Special Education Classroom Aide for the Gordon Education Center. Posted: 10/5/09 (Hamilton). Salary: \$12.50/hr. Effective: 11/2/09. SP4: Pending.
- 5) Mammarella, Donna, Substitute 2.0 Hour Cafeteria/Playground Aide for the Friendship Elementary School. Salary: \$9.50/hr. Effective: 11/24/09. SP4: Approved.
- 6) Sager, Diane, Substitute 2.0 Hour Cafeteria/Playground Aide for the King's Highway Elementary School. Salary: \$9.50/hr. Effective: 10/27/09. SP4: Staff.

d. FEDERATION

- 1) Leslie, Jamie, Substitute Custodian for the Coatesville Area School District. Salary: \$10.00/hr. Effective: 11/24/09. SP4: Approved.
- 2) Riehl, Steven, Substitute Custodian for the Coatesville Area School District. Salary: \$10.00/hr. Effective: 11/24/09. SP4: Approved.
- 3) Vollmer, Patrick, Substitute Custodian for the Coatesville Area School District. Salary: \$10.00/hr. Effective: 11/24/09. SP4: Approved.

e. EXTRA DUTY

- 1) DeHaut, Michael, Chess Club Advisor for the Caln Elementary School. Posted: 9/30/09 (Long). Salary: \$420.00. Effective: 2009 – 2010 School Year. SP4: Staff.
- 2) Dickinson, Kim, Girls' 8th Grade Basketball Coach for the North Brandywine Middle School. Posted: 9/24/09 (Allison). Salary: \$2,345.00. Effective: 2009 – 2010 School Year. SP4: Staff.
- 3) Hall, John, 21st Century Afterschool Program Tutor for the Scott Middle School. Posted: 8/27/09 (New). Salary: \$33.00/hr. Effective: 11/24/09. SP4: Staff.

- 4) Hunt, Sharan, 21st Century Afterschool Program Aide for the Scott Middle School. Posted: 8/27/09 (New). Salary: \$10.50/hr. Effective: 11/24/09. SP4: Staff.
- 5) Lepori, Jr., Barry, 7th Grade Wrestling Coach for the North Brandywine Middle School. Posted: 9/30/09 (Rudolph). Salary: \$1,632.00. Effective: 2009 – 2010 School Year. SP4: Approved.
- 6) Loescher, Pablo, Substitute 21st Century Afterschool Program Tutor for the Caln Elementary School. Posted: 8/27/09 (New). Salary: \$33.00/hr. Effective: 11/25/09. SP4: Staff.
- 7) Stukes, Jeannette, 7th Grade Girls Basketball Coach for North Brandywine Middle School. Posted: 11/9/09 (Dickinson). Salary: \$1,876.00. Effective: 2009 – 2010 School Year. SP4: Approved.
- 8) Milbourne, Shaneen, Assistant Girls' Basketball Coach for the Coatesville Area Senior High School CAMPUS. Posted: 10/21/09 (Hostutler). Salary: \$3,488.00. Effective: 2009 – 2010 School Year. SP4: Approved.
- 9) Mentor for the Coatesville Area School District. Salary: \$1,000.00. If Mentor is assigned two teachers, the salary for mentoring the additional teacher is \$500.00. One-half (½) pay will be provided if only one (1) semester is served as a mentor.

CALN

MENTOR

Sharon Yoder – 2nd Semester Only

NEW TEACHER

Tess Lance

- 10) 4 Sight Scoring Grant Funded Personnel for the Coatesville Area School District. Posted: 9/8/09. Salary: \$33.00/hr. Effective: 2009 – 2010 School Year. SP4: Staff.

CAMPUS

Michelle Cline
Denim Kurtzhals
Jason Warren

Deborah Herman
William I. Mendenhall

3. Creation of New Position(s)

RECOMMENDED MOTION: That the Board of School Directors approves the following new positions:

a. EXTRA DUTY

- 1) Fraterman, Amanda, Technology Club Co-Advisor for the Reeceville Elementary School. Posted: 10/27/09 (New). Salary: \$210.00. Effective: 2009 – 2010 School Year. SP4: Staff.
- 2) Steiner, Drew, Technology Club Co-Advisor for the Reeceville Elementary School. Posted: 10/27/09 (New). Salary: \$210.00. Effective: 2009 – 2010 School Year. SP4: Staff.

4. Leave(s) of Absence

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

a. ADMINISTRATION

b. CATA

- 1) Bright, Megan, Spanish Teacher for the Coatesville Area Senior High School Campus – 9/10 Center. Letter Dated: 10/21/09. Reason: Extended Childrearing Leave. Effective: 1/25/10 – 6/9/10.
- 2) Hicks, Linda, First Grade Teacher for the East Fallowfield Elementary School. Letter Dated: 11/5/09. Reason: FMLA. Effective: 10/19/09 – 11/19/09.
- 3) Phelan, Tracy, Spanish Teacher for the Coatesville Area Senior High School CAMPUS – 9/10 Center. Letter Dated: 11/13/09. Reason: FMLA. Effective: 4/23/10 – 6/9/10.
- 4) Schuler, Jamie, Kindergarten Teacher for the Caln Elementary School. Letter Dated: 10/27/09. Reason: Extended Childrearing Leave. Effective: 1/25/10 – 6/9/10.

c. CATSS

- 1) Johnson, Jeanne, 6.5 Hour One-On-One Special Education Aide for the Coatesville Area Senior High School. Letter Dated: 10/27/09. Reason: Medical Leave of Absence. Effective: 8/31/09 – 1/4/10.
- 2) Washington, Carrie, 2.0 Hour Cafeteria/Playground Aide for the Caln Elementary School. Letter Dated: 11/6/09. Reason: Unpaid Medical Leave of Absence. Effective: 11/6/09 – 12/23/09.

d. FEDERATION

- 1) Book, Albert, Custodian for the King's Highway Elementary School. Letter Dated: 10/26/09. Reason: FMLA. Effective: 10/21/09 – 1/21/10.
- 2) Bruggar, Cheryl, 5.5 Hour General Utility Worker for the Coatesville Area Senior High School CAMPUS. Letter Dated: 10/12/09. Reason: Medical Leave of Absence. Effective: 4/14/09 – 11/13/09.
- 3) Cooper, Sandra, Custodian for the North Brandywine Middle School. Letter Dated: 10/2/09. Reason: Medical Leave of Absence. Effective: 6/15/09 – 10/30/09.
- 4) Heckert, Brian, Custodian for the Caln Elementary School. Letter Dated: 11/2/09. Reason: FMLA/Medical Leave of Absence. Effective: 9/17/09 – 12/17/09.

- 5) Jones, Rita, Custodian for the Coatesville Area Senior High School. Letter Dated: 11/11/09. Reason: FMLA. Effective: 8/24/09 – 9/21/09.

5. Voluntary Transfers:

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

a. CATSS

- 1) Hicklen, Dominic, 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 King's Highway Elementary School (assigned new student). Effective: 11/10/09. SP4: Staff.
- 2) Payne, Susan, move from 4.75 Hour Special Education Classroom Aide for the Friendship Elementary School to 6.5 Hour ESL Instructional Aide for the King's Highway Elementary School (Martinez). Effective: 11/24/09. SP4: Staff.

6. Change of Status

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

a. CATSS

- 1) Houck, Stacy, move from 2.0 Hour Cafeteria/Playground Aide & 4.75 Hour Instructional Aide for the Friendship Elementary School to 4.75 Special Education Classroom Aide for the Friendship Elementary School. Posted: 10/23/09 (Barnhart). Salary: \$12.50/hr. Effective: 11/24/09.

b. FEDERATION

- 1) Dean, Tim, move from High Technician "B" Level @ \$28.86/hr. to High Technician "A" @ \$29.26/hr. for the Coatesville Area School District. Effective: Retroactive to 10/26/09.
- 2) Wiggins, Betty Lee, move from 2.5 Hour General Utility Worker for the East Fallowfield Elementary School to 4.0 Hour General Utility Worker for the East Fallowfield Elementary School. Effective: 10/28/09.

3. EDUCATION COMMITTEE (Diane Brownfield, Chair)

A. Computer Order for Special Education

RECOMMENDED MOTION: That the Board of School Directors approves the purchase of seventy-seven (77) desktop computers and twenty-nine (29) laptop computers for Special Education in an amount not to exceed ninety thousand (\$90,000.00) dollars through Central Susquehanna Intermediate Unit's PEPPM and/or PA Department of General Service's COSTARS, with funding from IDEA Stimulus Funding.

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

A. **Approval of PlanCon G and H Submission – Rainbow Elementary School**

RECOMMENDED MOTION: That the Board of School Directors approves the submission of PlanCon G (Project Accounting Based on Bids) and PlanCon H (Project Financing) to the Department of Education (PDE) for the new construction of Rainbow Elementary School. Once PlanCon H is approved by the PDE, reimbursement on the project commences.

B. **Approval of PlanCon G and H Submission – Coatesville Area Senior High School**

RECOMMENDED MOTION: That the Board of School Directors approves the submission of PlanCon G (Project Accounting Based on Bids) and PlanCon H (Project Financing) to the Department of Education (PDE) for the renovation of Coatesville Area Senior High School. Once PlanCon H is approved by the PDE, reimbursement on the project commences.

C. **Approval of Reverse Subdivision – North Brandywine Middle School**

RECOMMENDED MOTION: That the Board of School Directors authorizes that a reverse subdivision be created, presented, and recorded to consolidate the existing North Brandywine Middle School lot with the surrounding Reeceville Elementary School lot, thus eliminating the historic boundary lines of the existing North Brandywine Middle School lot and that a deed of consolidation be then drawn, executed, and recorded to make the one hundred thirty three (133) existing parking spaces available as overflow parking on the same lot as the proposed new North Brandywine Middle School as shown in the Plans.

D. **Approval of Temporary Work Easements**

RECOMMENDED MOTION: That the Board of School Directors approves the temporary work space easement agreement with Caln Township Municipal Authority as it replaces the old sewer force main underground near the Lincoln Highway and Railroad Right of Way fence on the Coatesville Area Senior High School Campus.

E. **Expand Wireless Network**

RECOMMENDED MOTION: That the Board of School Directors approves equipment purchases to expand the wireless network district wide in the amount not to exceed one hundred and five thousand (\$105,000.00) dollars, through Central Susquehanna Intermediate Unit's PEPPM and/or PA Department of General Service's COSTARS, with funding from the general fund.

F. **Infrastructure Upgrade**

RECOMMENDED MOTION: That the Board of School Directors approves equipment purchases to upgrade network infrastructure district wide (remove old hubs/upgrade to switches) in the amount not to exceed two hundred and fifty five thousand (\$255,000.00) dollars, through Central Susquehanna Intermediate Unit's PEPPM and/or PA Department of General Service's COSTARS, with funding from the general fund.

- G. Change Order No. 001 at Coatesville Area Senior High School**
RECOMMENDED MOTION: That the Board of School Directors approves Change Order No. 001 with Lechmanik, Inc. (General Contractor) at the Coatesville Area Senior High School baseball field, at no additional cost, to increase the time of the contract by forty-eight (48) days. This change order is necessary because of the delay in township approval. (*Enclosure*)

5. COMMUNITY & STUDENT RELATIONS COMMITTEE (*Robert Knecht, Chair*)

- A. Review of New Policy #828 – Fraud – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approves the 2nd reading of new Policy #828, Fraud.
- B. Review of New Policy #718 – Service Animals in Schools – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approves the 1st reading of new Policy #718, Service Animals in Schools.
- C. CASD Comprehensive Safe School Plan**
RECOMMENDED MOTION: That the Board of School Directors approves the CASD Comprehensive Safe School Plan as presented. The plan will go into effect immediately and supersede all previous editions.
- D. North Brandywine Middle School Trip to New York City – May 20 -21, 2010**
RECOMMENDED MOTION: That the Board of School Directors approves the North Brandywine Middle School trip to New York City, May 20 -21, 2010.
- E. North Brandywine Middle School Trip to Williamsburg, Va. – May 26 -28, 2010**
RECOMMENDED MOTION: That the Board of School Directors approves the North Brandywine Middle School trip to Williamsburg, Va., May 26 -28, 2010.
- F. Student Discipline Hearings**
RECOMMENDED MOTION: That the Board of School Directors approves the following student disciplinary action(s) as recommended. (*Enclosure*)

<u>Student #</u>	<u>Action(s)</u>
09DH87	30 day expulsion.
09DH88	40 day expulsion.
09DH89	25 day expulsion.
09DH90	30 days of in-home instruction; referred to Gordon Education Center for balance of 2009-10 school year.
09DH91	30 days of in-home instruction.
09DH92	35 day expulsion.
09DH93	30 day expulsion.
09DH94	30 day expulsion.
09DH95	25 day expulsion.
09DH96	20 day expulsion.
09DH97	30 days of in-home instruction and 25 hours of community service.

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

ADJOURNMENT

This meeting was adjourned at 8:07 p.m. on a motion by Paul Johnson and seconded by Neil Campbell.

Respectfully submitted,
Karen Jackson, Recording Secretary

Kenneth D. Lupold, School Board Secretary

If any Board Member or member of the public wishes to review the minutes verbatim, please contact the School Board Secretary and make arrangements to come to the District Office and listen to the meeting tapes.