

# COATESVILLE AREA SCHOOL DISTRICT SCHOOL BOARD MEETING AGENDA

Coatesville Area Senior High School Auditorium

NOVEMBER 26, 2019 - 7:00 PM

## OPENING ACTIVITIES

### 1. CALL TO ORDER

### 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	(Education Committee)
Thomas N. Keech, Vice President	(Finance Committee)
Henry J. Assetto	(Education Committee)
Tyrone Carter	(Operations Committee)
James Hills	(Finance Committee)
Robert T. Marshall, Jr.	(Education & Policy Committees)
Brandon J. Rhone	(Operations & Policy Committees)
Thomas Siedenbuehl	(Policy Committee)
Donna M. Urban	(Finance & Operations Committees)

#### Administration

Richard F. Dunlap, Jr., Ed.D., Interim Superintendent of Schools  
Dr. Kimberly R. Donahue, Assistant to the Superintendent of Curriculum and Learning  
Karen Hall, Director of Human Resources and School Board Secretary  
Lisa Hauswirth, Director of Special Education  
Jason Palaia, Director of Elementary and Secondary Education  
Rita Perez, Director of Pupil Services

#### Student Representatives

Beamlak Abraham, Senior Class Representative  
Allison Carling, Junior Class Representative

#### 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 October 22, 2019 School Board meeting subject to any additions, deletions, modifications or clarifications. (*Enclosure*)

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**APPROVAL OF THE MINUTES**

**RECOMMENDED MOTION:** That the Board of School Directors approve the minutes for the November 12, 2019 Special Board meeting subject to any additions, deletions, modifications or clarifications. (*Enclosure*)

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**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.

**EXECUTIVE SESSION**

An executive session was held on Monday, November 11, 2019 for legal and personnel reasons.  
 An executive session was held on Monday, November 25, 2019 for legal and personnel reasons.

**STUDENT REPRESENTATIVE’S REPORT**

**SUPERINTENDENT’S REPORT**

**IMPORTANT DATES**

<b>Date</b>	<b>Time</b>	<b>Meetings</b>	<b>Place</b>
December 3, 2019	6:00 PM	Reorganization Meeting	C.A.S.H. Auditorium
December 3, 2019	<i>Immediately following ReOrg Mtg</i>	School Board Meeting	C.A.S.H. Auditorium
December 17, 2019	9:00 AM	School Board Meeting	District Administration Office

**SPECIAL REPORTS**

**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:

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

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

**A. Financial Statements**

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

**B. Donations**

**RECOMMENDED MOTION:** That the Board of School Directors approve the donations, as per the attachment. ([Enclosure](#))

**C. Portnoff Law Associates, Ltd. Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Agreement between CASD and Portnoff Law Associates, Ltd. for the collection of delinquent real estate taxes on behalf of the Coatesville Area School District. ([Enclosure](#))

**D. Delinquent Tax Collection Procedures Resolution**

**RECOMMENDED MOTION:** That the Board of School Directors approve the collection procedures and adopting interest and schedule of attorney fees and charges to be added to the amount collected as part of unpaid real estate taxes for delinquent accounts. ([Enclosure](#))

**E. Chester County Tax Claim Bureau Resolution**

**RECOMMENDED MOTION:** That the Board of School Directors direct the Chester County Tax Claim Bureau not to collect delinquent real estate taxes on behalf of the Coatesville Area School District. ([Enclosure](#))

**F. PASBO Transportation Study**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Transportation Study with the Pennsylvania Association of School Business Officials at a cost of \$10,000. ([Enclosure](#))

**G. M & M Farms Lease Renewal**

**RECOMMENDED MOTION:** That the Board of School Directors approve the lease with M & M Farms for the leasing of open land as described in the attached lease. ([Enclosure](#))

**H. MTI Production of “Shrek Junior the Musical” – Performance License Agreement – NBMS**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Performance License Agreement for “*Shrek Junior the Musical*” to be presented at North Brandywine Middle School on March 13<sup>th</sup> and 14<sup>th</sup> of 2020. ([Enclosure](#))

**I. Inactive Agency Accounts**

**RECOMMENDED MOTION:** That the Board of School Directors approve the disbursement of the remaining funds in the inactive Agency Fund accounts as presented. ([Enclosures #1](#) and [Enclosure #2](#))

**J. 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 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. ADMINISTRATION

- 1) Kohr, Becky, Special Education Supervisor for the Coatesville Area School District. Letter Dated: 11/19/2019. Reason: Personal. Effective: 1/17/2020.
- 2) Rudisill, Eileen, Assistant Principal for the Coatesville Area Intermediate High School. Letter Dated: 11/11/2019. Reason: Personal. Effective: 1/10/2020.

b. CATA

- 1) Valentine, Terry, Teacher for Reeceville Elementary School. Letter Dated: 11/6/2019. Reason: Retirement. Effective: 12/20/2019.

**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) Neubert, Molly, Reading Specialist for North Brandywine Middle School. Posted: 9/3/2019. Salary: \$57,831 (prorated). Level: M+30. Step: 1. Temporary Professional Contract. Degree: BS—Early Childhood Education, West Chester University; MS—Education, Cabrini University. Certifications: Special Education PK-8, Early Childhood N-3, Reading Specialist PK-12. Effective: TBD. SP4: Approved. Pending 168 Forms.

- b. EXTRA DUTY
- 1) Kane, Abigail, After School Tutor Program for East Fallowfield Elementary School. Posted: 9/16/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
  - 2) Mathisen, Denise, After School Tutor Program for Rainbow Elementary School. Posted: 9/16/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
3. **Leave(s) of Absence**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the following Leave of Absence as indicated:
- a. CATA
- 1) Smith, Karen, Teacher for North Brandywine Middle School. Effective: 11/20/2019—Intermittent.
4. **Involuntary Transfers**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the involuntary Transfer of:
- a. CATSS
- 1) Deck, Elizabeth, move from 5.75 Hour Special Education One-on-One Aide for Reeceville Elementary School to 5.75 Hour Special Education One-on-One Aide for Rainbow Elementary School. Effective: 11/25/2019.
  - 2) Keen, Melissa, move from 5.75 Hour Special Education One-on-One Aide for King's Highway Elementary School to 5.75 Hour Special Education One-on-One Aide for Reeceville Elementary School. Effective: 11/25/2019.
5. **Correction**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the name Correction from Resignations as indicated:
- a. FEDERATION
- 1) Talbot, Joanne, 3 Hour General Utility Worker for North Brandywine Middle School. Letter Dated: 10/28/2019. Reason: Personal. Effective: 11/26/2019.
6. **Change of Status**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Change of Status as indicated:

a. FEDERATION

- 1) Schweitzer, Brian, move from 3.75 Hour General Utility Worker for the Coatesville Area Intermediate High School to 5.5 Hour Cook for Reeceville Elementary School. Posted: 10/23/2019. Salary: \$16.60/hour. Effective: 12/2/2019. SP4: Staff.

2. **EDUCATION COMMITTEE** (*Robert Fisher, Chair*)

A. **Chester County Intermediate Unit – Title I Letter of Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the letter of agreement between CASD and the CCIU to provide Title I services to non-public eligible schools, as presented. ([Enclosure](#))

B. **Confidential Release and Settlement Agreement – 10005044**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Release and Settlement Agreement for 10005044, as presented. ([Confidential Enclosure](#))

C. **Confidential Release and Settlement Agreement – 50000812**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Release and Settlement Agreement for 50000812, as presented. ([Confidential Enclosure](#))

D. **Donation**

**RECOMMENDED MOTION:** That the Board of School Directors accept the donation of 50 tickets for the One World Concert 2019: Together We Play for Peace performed at the Temple Performing Arts Center on November 2, 2019. The Harmony for Peace Foundation sponsored the 50 tickets and transportation for high school students, teachers and parents to attend the musical performance. A campus administrator also participated on the trip.

E. **Independent Contractor Contract - The Devereux Foundation - 10008379**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Independent Contractor Contract between CASD and The Devereux Foundation for 10008379, as presented. ([Confidential Enclosure](#))

F. **Out-of-State 8<sup>th</sup> Grade Field Trip Request – North Brandywine Middle School**

**RECOMMENDED MOTION:** That the Board of School Directors approve the out-of-state field trip request from the 8<sup>th</sup> grade class at North Brandywine Middle School. ([Confidential Enclosure](#))

G. **Out-of-State Field Trip Request – CASD 2<sup>nd</sup> Grade Class**

**RECOMMENDED MOTION:** That the Board of School Directors approve the out-of-state field trip request for the elementary schools, as presented. ([Confidential Enclosure](#))

H. **Out-of-State Field Trip Request – CASD 3<sup>rd</sup> Grade Class**

**RECOMMENDED MOTION:** That the Board of School Directors approve the out-of-state field trip request from Caln Elementary School. This trip is paid for through a grant which also allows for a mobile session to take place within the schools. ([Confidential Enclosure](#))

- I. Overbrook School for the Blind Vision and Orientation and Mobility Services**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Agreement between CASD and the Overbrook School for the Blind for fiscal year ending 6/30/2020. ([Confidential Enclosure](#))
- J. Overnight, Out-of-State Field Trip Request – C.A.S.H. Basketball Team**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the field trip request for an out-of-state overnight field trip, as presented. ([Confidential Enclosure](#))
- K. PDE Comprehension Plan Extension Request**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the District Administration to request, in writing to the Pennsylvania Department of Education, for an extension on the submission of the Coatesville Area School District Comprehensive Plan until March of 2021, enabling the inclusion of the new Superintendent of Schools to have an active role in the development of the Comprehensive Plan.
- L. Public Performance Request – CAISH Vocal Music Department**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the request for a public performance, as presented. ([Confidential Enclosure](#))
- M. Public Performance Request – Meistersingers**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the request for a public performance, as presented. ([Confidential Enclosure](#))
- N. Public Performance Request – North Brandywine Band**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the request for a public performance, as presented. ([Confidential Enclosure](#))
- O. Request to Video Small Group Lesson – Caln Elementary School**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the request to video a small group at Caln Elementary School, as presented. ([Enclosure](#))
- P. Silver Springs Martin Luther School Services Agreement 2019 - 2020**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Agreement between CASD and Silver Springs – Martin Luther school for the following:  
([Confidential Enclosure](#))

10006578 10007153 10008544 10010384 10011167

- Q. Speech Interns**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Interns from West Chester University for placement at Rainbow Elementary assigned to EBS Speech Therapists from January 13, 2020 until May 1, 2020.

<b>Student Intern</b>	<b>EBS Speech Therapist</b>	<b>Building</b>
Brianna Farrelly	Patricia Vaselli	Rainbow Elementary School
Kate O'Neill	Emily Sweet	Rainbow Elementary School

**R. Student Teacher/Intern/Practicum Placements**

**RECOMMENDED MOTION:** That the Board of School Directors approves the following student teacher/intern/practicum placements, as presented:

➤ **West Chester University effective January 2020 through May 2020**

<b><u>Student</u></b>	<b><u>Cooperating Teacher(s)</u></b>	<b><u>Location</u></b>
Jenna Brower	Lynn Stover	East Fallowfield Elementary
Allyson Drames	Hagar Nero, Sean Nichols	Rainbow, King's Highway
Alexander Falcone	Kathy Elicker	Rainbow Elementary
Mary McDonald	Megan Gray	Rainbow Elementary
Jaime Pompe	Lena McKim	CASH
Damian Walls	Jamie Ritter	Caln Elementary

**S. Permission to do Doctoral Research – Jennifer Chrisman**

**RECOMMENDED MOTION:** That the Board of School Directors grant permission for educational research, as presented. ([Enclosure](#))

**T. Permission to do Doctoral Research – Kelly JP Cole**

**RECOMMENDED MOTION:** That the Board of School Directors grant permission for educational research, as presented. ([Enclosure](#))

**U. Permission to do Doctoral Research – Nate Quattlebaum**

**RECOMMENDED MOTION:** That the Board of School Directors grant permission for educational research, as presented. ([Enclosure](#))

**V. Permission to do Doctoral Research – Alicia A. Hines**

**RECOMMENDED MOTION:** That the Board of School Directors grant permission for educational research, as presented. ([Enclosure](#))

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

**A. Request to Waive Fees - Lady Thunder Basketball Practice – Scott 6<sup>th</sup> Grade Center**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees in the amount of \$14,040 for use of the gymnasium on Tuesdays from 5:30-7:30 p.m. beginning November 2019 through May 27, 2020, as presented. ([Enclosure](#))

**B. Request to Waive Fees – Raider Starz – Cheerleading Competition – C.A.S.H. & C.A.I.H.S.**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees in the amount of \$2,962 for use of the facilities at CASH and the 9/10 Center for the Annual Raider Rumble Cheerleading Competition on Saturday, March 28, 2020 from 6:00 a.m. to 6:00 p.m. The team is willing to pay custodial fees in the amount of \$1,188 for this event. ([Enclosure](#))

**C. Request to Waive Fees – Special Olympics of Chester County – C.A.S.H. Football Stadium**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees in the amount of \$2,825 for use of the football stadium from 8:00 a.m. to 2:30 p.m. on Friday, May 8, 2020 [rain date Friday, May 22<sup>nd</sup>]. The organization is willing to pay custodial fees in the amount of \$214.50 for this event. ([Enclosure](#))



**D. Request to Waive Fees – PIAA / PA State Championship Game – C.A.S.H.S.**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees in the amount of \$2,800 from the PA Interscholastic Athletic Association (PIAA) for use of the facilities on Friday, November 29, 2019 from 5:00-10:00 p.m. to host the PA State Championship 6A Football Eastern Final Game (Semi-Final) between Downingtown West High School vs. Central Dauphin High School beginning at 7:00 p.m. The PIAA is willing to pay custodial fees in the amount of \$1,056 for this event. ([Enclosure](#))

**4. POLICY COMMITTEE** (*Robert Marshall, Jr., Chair*)

**A. Policy 126 – Class Size – 1<sup>st</sup> Reading**

**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 126, as presented. ([Enclosure](#))

**B. Policy 707 – Use of Facilities – 1<sup>st</sup> Reading**

**RECOMMENDED MOTION:** That the Board of School Directors approve the first reading of Policy 707, as presented. ([Enclosure](#))

**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.

**ADDITIONAL BOARD MEMBERS' REPORTS**

**INFORMATION ITEMS**

**ADJOURNMENT**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Time: \_\_\_\_\_

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2019 and on the District Website.  
Copies of the minutes will be maintained in the Office of the Board Secretary.*