

# Operations Committee Minutes

Coatesville Area Senior High School Auditorium

**July 10, 2018 - 6:00 PM**

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

**CHAIRPERSON:** James Hills  
**BOARD MEMBERS:** Robert Marshall, Jr. and Ann Wuertz (Acting Chair)  
**ADMINISTRATION:** Dr. Cathy Taschner and Karen Hall  
**CALL TO ORDER:** at 6:04 p.m.

## APPROVAL of MINUTES

Approval of the June 12, 2018 Operations Committee meeting minutes. ([Enclosure](#))

Motion: James Hills                      Second: Robert Marshall                      Vote: 3-0

## AGENDA ITEMS

### A. Request for Waiver of Fees:

**RECOMMENDED MOTION:** That the Board of Directors approve the request for waiver of fees from the Coatesville Soccer program to host an indoor winter soccer futsal league. The event occurs during custodial working hours. ([Enclosure](#))

Motion: James Hills                      Second: Robert Marshall                      Vote: 3-0

## INFORMATIONAL ITEM(S)

- ❖ Facilities Update on Summer Projects: Randall Glass, Director of Facilities
- ❖ Food Service Comparison Report as of June 30, 2018 ([Enclosure](#))
- ❖ Enrollment Report ([Regular](#) & [Charter](#))

## OLD BUSINESS

## NEW BUSINESS

**PUBLIC COMMENT**                      1) Elwood Dixon

**ADJOURNMENT**                      at 6:19 p.m.

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2018 and on the District website.  
Copies of the minutes will be maintained in the office of the Board Secretary.*

# Education Committee Minutes

Coatesville Area Senior High School Auditorium

**July 10, 2018 - 6:00 PM**

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

**CHAIRPERSON:** Bashera Grove  
**BOARD MEMBERS:** Robert Fisher (Absent) and Thomas Keech  
Dean Snyder (Substitute)  
**ADMINISTRATION:** Dr. Cathy Taschner and Karen Hall  
**CALL TO ORDER:** 6:20 p.m.

## APPROVAL of MINUTES

Approval of the June 12, 2018 Education Committee meeting minutes. ([Enclosure](#))

Motion: Thomas Keech                      Second: Dean Snyder                      Vote: 3-0

## AGENDA ITEMS

### A. Confidential Student Agreement

**RECOMMENDED MOTION:** That the Board of School Directors approve the confidential student agreement for student 1718100054720. ([Confidential Enclosure](#))

Motion: Thomas Keech                      Second: Dean Snyder                      Vote: 3-0

### B. Confidential Student Agreement

**RECOMMENDED MOTION:** That the Board of School Directors approve the confidential student agreement for student 1718100063960. ([Confidential Enclosure](#))

Motion: Thomas Keech                      Second: Dean Snyder                      Vote: 3-0

### C. AFJROTC Out of State Field Trip Request

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

Motion: Thomas Keech                      Second: Dean Snyder                      Vote: 3-0

### D. Homebound Instruction

**RECOMMENDED MOTION:** That the Board of School Directors approve the homebound instruction request for the following students: [171810005080](#), [1718100045830](#) ([Confidential Enclosure](#))

Motion: Thomas Keech                      Second: Dean Snyder                      Vote: 3-0

### E. ESY Independent Contractor Contract

**RECOMMENDED MOTION:** That the Board of School Directors approve the independent contractor contract with Lori Vanderbilt for ESY tutoring as presented. ([Enclosure](#))

Motion: Thomas Keech                      Second: Dean Snyder                      Vote: 3-0

F. **ESY Independent Contractor Contract**

**RECOMMENDED MOTION:** That the Board of School Directors approve the independent contractor contract with Chris Roberts for ESY tutoring as presented. ([Enclosure](#))

Motion: Thomas Keech                      Second: Dean Snyder                      Vote: 3-0

G. **ESY Independent Contractor Contract**

**RECOMMENDED MOTION:** That the Board of School Directors approve the independent contractor contract with Fred Strong for ESY tutoring as presented. ([Enclosure](#))

Motion: Thomas Keech                      Second: Dean Snyder                      Vote: 3-0

H. **School Physician Independent Contractor Contract**

**RECOMMENDED MOTION:** That the Board of School Directors approve the independent contractor contract with Dr. Robert E Schmidt as presented. ([Enclosure](#))

Motion: Thomas Keech                      Second: Dean Snyder                      Vote: 3-0

I. **School Physical Independent Contractor Contract**

**RECOMMENDED MOTION:** That the Board of School Directors approve the independent contractor contract with Sandra Kreiss-Schmidt, CSN SNP as presented. ([Enclosure](#))

Motion: Thomas Keech                      Second: Dean Snyder                      Vote: 3-0

J. **ESY Contracts**

**RECOMMENDED MOTION:** That the Board of School Directors approve the ESY Contracts for The following students: (*Confidential Enclosure*)

[1718100037000](#)  
[1718100082420](#)  
[1718800004780](#)  
[1718700003710](#)  
[1718100025540](#)  
[1718100074190](#)  
[1718100096290](#)  
[1718100034960](#)  
[1718500010110](#)

Motion: Thomas Keech                      Second: Dean Snyder                      Vote: 3-0

**INFORMATIONAL ITEM(S)**

AFJROTC: Year in Review

Preschool Presentation & Update: Dr. Bridgette Miles

Charter School Update: Kindergarten Readiness Camp (To be presented at the July Regular Mtg. By Mr. Palaia)

Act 339 Plan: Mrs. Rita Perez

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

**ADJOURNMENT** at 7:05 p.m.

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# Finance Committee Minutes

Coatesville Area Senior High School Auditorium

**July 10, 2018 - 6:00 PM**

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

**CHAIRPERSON:** Dean Snyder  
**BOARD MEMBERS:** Robert Fisher and James Hills  
**ADMINISTRATION:** Dr. Cathy Taschner and Karen Hall  
**CALL TO ORDER:** at 7:05 p.m.

## APPROVAL of MINUTES

Approval of the June 12, 2018 Finance Committee meeting minutes. ([Enclosure](#))

Motion: Robert Fisher                      Second: Dean Snyder                      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. ([Enclosure](#))

Motion: James Hills                      Second: Robert Fisher                      Vote: 3-0

### B. Donation for Caln Maker Space

**RECOMMENDED MOTION:** That the Board of School Directors accept the donation of supplies and equipment for a STEM maker spaced in memory of Jeni Stanley, beloved Caln teacher. The donation is valued at approximately \$5,500. ([Enclosure](#))

Motion: Robert Fisher                      Second: James Hills                      Vote: 3-0

### C. Donation for Scott Middle School Lunch Accounts

**RECOMMENDED MOTION:** That the Board of School Directors accept the donation in the amount of \$300 from the Scott Middle School PTO to be used towards Scott Middle School lunch accounts. (Scott MS PTO received the donation from Coatesville Area Interfaith Coalition. ([Enclosure](#)))

Motion: Robert Fisher                      Second: James Hills                      Vote: 3-0

### D. Donation from Track & Field Coaches Association of Greater Philadelphia

**RECOMMENDED MOTION:** That the Board of School Directors accept the donation from the Track & Field Coaches Association of Greater Philadelphia. ([Enclosure](#))

Motion: Robert Fisher                      Second: James Hills                      Vote: 3-0

### E. Agreement with Element Environmental Solutions

**RECOMMENDED MOTION:** That the board of School Directors approve the Agreement with Element Environmental Solutions to perform asbestos inspections and serve as the Designated Person

for asbestos related issues from July 2018 through June 2022 for the District at a cost of \$5,545 per year. ([Enclosure](#))

Motion: Robert Fisher                      Second: James Hills                      Vote: 3-0

**F. Agreement with The Protection Bureau**

**RECOMMENDED MOTION:** That the board of School Directors approve the Agreement with The Protection Bureau for fire and burglar security monitoring as presented. ([Confidential Enclosure](#))

Motion: Robert Fisher                      Second: James Hills                      Vote: 3-0

**G. Administrator Salary Increases**

**RECOMMENDED MOTION:** That the board of School Directors approve the Administrator Salary increases as presented (*Confidential Enclosure*).

Motion: Robert Fisher                      Second: James Hills                      Vote: 3-0

**H. 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. ADMINISTRATION

- 1) Sturdivant, Stephanie, Principal for Reeceville Elementary School. Letter Dated: 6/27/2018. Reason: Personal. Effective: TBD.

b. CATA

- 1) Allen, Nicholas, Teacher for North Brandywine Middle School. Letter Dated: 6/29/2018. Reason: Personal. Effective: 8/2/2018.
- 2) Barbarin, Virginia, Teacher for East Fallowfield Elementary School. Letter Dated: 6/25/2018. Reason: Personal. Effective: 6/25/2018.
- 3) Lee, Shawn, Teacher for South Brandywine Middle School, North Brandywine Middle School, and Scott Middle School. Letter Dated: 6/21/2018. Reason: Personal. Effective: 6/21/2018.
- 4) Moncrief, Lisa, Teacher for East Fallowfield Elementary School. Letter Dated: 6/29/2018. Reason: Personal. Effective: 6/29/2018.
- 5) Neubauer, Jaclyn, Teacher for Scott Middle School. Letter Dated: 6/25/2018. Reason: Personal. Effective: 6/25/2018.

- 6) Yi, James, Teacher for Caln Elementary School. Letter Dated: 6/21/2018. Reason: Personal. Effective: 6/21/2018.

c. EXTRA DUTY

- 1) Hughes, Gabriel, Student Council Advisor for the Coatesville Area High School Campus. Letter Dated: 6/12/2018. Reason: Personal. Effective: 6/12/2018.
- 2) Hughes, Gabriel, Junior Class Advisor for the Coatesville Area Senior High School. Letter Dated: 6/12/2018. Reason: Personal. Effective: 6/12/2018.
- 3) Smith, Carl, Assistant Cross-Country Coach for the Coatesville Area High School Campus. Letter Dated: 6/25/2018. Reason: Personal. Effective: 6/25/2018.

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. ADMINISTRATION

- 1) Galbraith, Frank, Director of School and Public Safety for the Coatesville Area School District. Salary: \$70,000. Effective: 7/11/18. SP4: Staff.

b. CATA

- 1) Rosoff, Janet, School Psychologist for the Coatesville Area School District. Posted: 1/3/2018. Salary: \$56,331. Level: M+60. Step: 4. Temporary Professional Contract. Degree—BA Psychology, Temple University; MS—Counseling Psychology, University of Pennsylvania; Doctor of Philosophy and School Psychology, Temple University. Certification: Educational Specialist School Psychologist PK-12. Effective: 2018—2019 School Year. SP4: Approved. Pending 168 Forms.

c. EXTRA DUTY

- 1) Brosius, William, Summer School Teacher for the Coatesville Area Senior High School. Posted: 1/23/2018. Salary: \$33/hour. Effective: 6/25/2018—8/2/2018. SP4: Staff.
- 2) Cumens, Christine, Summer School Food Service Substitute for the Coatesville Area School District. Posted: 6/4/2018. Salary: \$11/hour. Effective: 6/25/2018—8/2/2018. SP4: Staff.
- 3) Lindquist, Anne, ESY Aide Substitute for the Coatesville Area School District. Posted: 1/22/2018. Salary: \$12.50/hour. Effective: 6/25/2018—8/2/2018. SP4: Approved. Pending 168 Forms.

- 4) McCarthy, Dennis, Summer School Teacher for the Coatesville Area Senior High School. Posted: 1/23/2018. Salary: \$33/hour. Effective: 6/25/2018—8/2/2018. SP4: Staff.
- 5) Thompson, Jacqueline, ESY Substitute Teacher for the Coatesville Area School District. Posted: 1/22/2018. Salary: \$33/hour. Certifications: Special Education PK-12, Elementary K-6. Effective: 6/25/2018—8/2/2018. SP4: Staff.

**3. Change of Status**

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

a. ADMINISTRATION

- 1) Colf, Jeffery, move from Principal for South Brandywine Middle School to Assistant Principal for the Coatesville Area Senior High School. Posted: 4/25/2018. Effective: TBD. SP4: Staff.

Motion: Robert Fisher

Second: James Hills

Vote: 3-0

**INFORMATIONAL ITEM(S)**

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

**ADJOURNMENT** at 7:15 p.m.

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