

# COATESVILLE AREA SCHOOL DISTRICT SPECIAL SCHOOL BOARD MEETING MINUTES

*Coatesville Area Senior High School Auditorium*

**February 11, 2020**

*(Immediately following Committee Meetings)*

## **OPENING ACTIVITIES**

### **1. CALL TO ORDER**

### **2. PURPOSE OF MEETING**

The purpose of this meeting is to approve the bills payable, and any other matters that may come before the Board.

### **3. 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.*

### **4. 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.

### **5. ROLL CALL**

#### **Board of School Directors**

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

#### **Administration**

Richard F. Dunlap, Jr., Ed.D., 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

#### **Solicitor**

Michael I. Levin, Esquire

### **6. MOMENT OF SILENCE AND SALUTE TO THE FLAG**

## **ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA**

### **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) Ann Wuertz
- 2) Kenny Lucky

### **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: Brandon Rhone                                      Second: Tom Keech                                      Vote: 9-0-0

#### **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. Dependent Eligibility Audit – The Reschini Group**

**RECOMMENDED MOTION:** That the Board of School Directors approve The Reschini Group to perform a full dependent eligibility audit at a cost of \$11,000 to make sure the School District's health plans cover only those who are eligible, as presented. ([Enclosure](#)).

##### **C. BerkOne – Proposal for Act 80 Services**

**RECOMMENDED MOTION:** That the Board of School Directors approve the proposal from BerkOne to provide 2020 Act 80 Comparison Services for the School District in the amount of \$877 plus shipping, as presented. ([Enclosure-Proposal](#)) ([Enclosure-Pricing](#))

##### **D. Memorandum of Understanding—Interim Transportation Supervisor**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Memorandum of Understanding with the Teamsters Local Union 384, as presented ([Enclosure](#)).

##### **E. 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) Hauswirth, Lisa, Director of Special Education for the Coatesville Area School District. Letter Dated: 1/30/2020. Reason: Personal. Effective: 3/13/2020.

b. CATA

- 1) Buckley, Lynne, Reading Specialist for Reeceville Elementary School. Letter Dated: 1/21/2020. Reason: Personal. Effective: 2/7/2020.

c. FEDERATION

- 1) Graham, Bernice, 3.5 Hour Food Service General Utility Worker for the Coatesville Area Intermediate High School. Letter Dated: 2/5/2020. Reason: Retirement. Effective: 2/19/2020.

**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) Shepherd, Jessica, LTS Special Education Teacher for King's Highway Elementary School. Posted: 2/18/2019. Salary: \$44,931 (prorated). Level: B. Step: 1. Temporary Substitute Contract. Degree: BA—Special Education, Western Governors University. Certifications: Grades PK-4, Special Education PK-8. Effective: 2/18/2020. SP4: Approved. Pending 168 Forms.
- 2) Sipio, James, LTS English Teacher for the Coatesville Area Intermediate High School. Posted: 2/19/2019. Salary: \$47,331 (prorated). Level: M. Step: 1. Temporary Substitute Contract. Degree: BS—Business Administration, Saint Joseph's University; MS—Education, Cabrini University. Certifications: English 7-12, Social Studies 7-12. Effective: TBD through end of 2019—2020 School Year. SP4: Approved. Pending 168 Forms.

b. EXTRA DUTY

- 1) Barnes, John, After School Tutor Program for North Brandywine Middle School. Posted: 9/16/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 2) Close, Karen, After School Tutor Program for North Brandywine Middle School. Posted: 9/16/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.

- 3) Crunkleton, Kelly, After School Tutor Program for King’s Highway Elementary School. Posted: 9/16/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 4) Kinzler, Patrick, Head Soccer Coach for the Coatesville Area High School Campus. Posted: 12/2/2019. Salary: \$5253.13. Effective: 2020—2021 School Year. SP4: Approved. Pending 168 Forms.
- 5) Lee, Christina, Mentor for Heather Daniels for the Coatesville Area Intermediate High School. Posted: 7/15/2020. Salary: \$1000 (prorated). Effective: TBD. SP4: Staff.
- 6) Mundy, Amanda, After School Tutor Program for King’s Highway Elementary School. Posted: 9/16/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 7) Valentine, Tracey, Homebound Instructor for the Coatesville Area School District. Posted: 11/28/2016. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 8) Vogel, Jennifer, Positive Behavior Intervention Support Team Member for Reeceville Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.

c. VOLUNTEER

- 1) Evans, Maxwell, Volunteer Basketball Coach for the Coatesville Area High School Campus. Effective: 2019—2020 School Year.

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

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

a. ADMINISTRATION

- 1) Vietri, Rebecca, Principal for Caln Elementary School. Effective: 2/3/2020—4/1/2020.

b. CATA

- 1) Black, Joshua, Math Teacher for the Coatesville Area Intermediate High School. Effective: 3/20/2020—5/1/2020.
- 2) Schwarz, Susan, Elementary Teacher for Reeceville Elementary School. Medical Sabbatical Effective: 8/19/2019—6/12/2020.

c. CATSS

- 1) Vazquez-Sanchez, Maria, Receptionist for the Administration Building. Effective: 4/30/2019—4/27/2020.

**4. Leave(s) of Absence—Unpaid Personal**

**RECOMMENDED MOTION:** That the Board of School Directors approve the following Unpaid Personal Leave(s) of Absence as indicated:

a. CATA

- 1) Hengel, Carol, Teacher for King’s Highway Elementary School. Effective: 3/2/2020—3/6/2020.

**5. Voluntary Transfers:**

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

a. FEDERATION

- 1) Harper, Kenneth, move from Custodian for the Coatesville Area Senior High School to Custodian for Scott 6<sup>th</sup> Grade Center. Posted: 12/19/2019. Effective: 2/3/2020.

**6. Tenure**

**RECOMMENDED MOTION:** That the Board of School Directors approve tenure for the following temporary professionals who have been certified by the District Superintendent as being eligible for the professional status. Each person shall be provided with a Professional Employee Contract per Section 1108 of the School Code.

Jeffrey Bowyer, Effective: 1/23/2020.

Sarah Drewicz, Effective: 10/1/2019.

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

**A. Recommended Motion for BVA Contract with the Chester County Intermediate Unit and Coatesville Area School District.**

**RECOMMENDED MOTION:** That the Board of School Directors approve the BVA contract with the Chester County Intermediate Unit and Coatesville Area School District, pending legal review. ([Enclosure](#))

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

**A. Roofing Resources Inc. – Roof Surveys**

**RECOMMENDED MOTION:** That the Board of School Directors approve Roofing Resources Inc. to perform on-site surveys of each building included in the scope of work and develop condition assessment reports and a comprehensive capital budget plan at a cost of \$39,171, as presented. ([Enclosure](#)).

**B. Approval of Bid - Friendship Elementary School Building Demolition**

**RECOMMENDED MOTION:** That the Board of School Directors award the bid for the building demolition of Friendship Elementary School to McKenney Construction in the amount of \$189,990. McKenney Construction was the low bidder, and the award is recommended by SCHRADERGROUP, which has been Board-approved to oversee the project. ([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.

- 1) Monique Harris

**INFORMATION ITEMS**

- Coatesville Football Alumni Association

**ADJOURNMENT**

Motion: Robert Fisher                      Time: 7:35PM

*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.*