

Education Committee Minutes

Coatesville Area Senior High School Auditorium

February 11, 2020 - 6:00 PM

(1st Committee Meeting of the Evening)

CHAIRPERSON: Henry Assetto
BOARD MEMBERS: Amelia Mills and Jill Santiago
ADMINISTRATION: Richard F. Dunlap, Jr., Ed.D., Dr. Kim Donahue, Lisa Hauswirth,
Jason Palaia, Rita Perez and Darian Smith
CALL TO ORDER: 6:00PM

APPROVAL of MINUTES

Approval of the January 14, 2020 Education Committee meeting minutes. (*Enclosure*)

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

AGENDA ITEMS

A. Addendum to Confidential Release and Settlement Agreement - 10002417

RECOMMENDED MOTION: That the Board of School Directors approve the Addendum to the Release and Settlement Agreement for 10002417. (*Confidential Enclosure*)

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

B. Addendum to Confidential Release and Settlement Agreement - 10002416

RECOMMENDED MOTION: That the Board of School Directors approve the Addendum to the Release and Settlement Agreement for 10002416. (*Confidential Enclosure*)

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

C. Permission to do Educational Research – Sarah Guttman, Elizabethtown College

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

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

D. 2020-2021 Calendar – 2nd Draft

RECOMMENDED MOTION: That the Board of School Directors approve the 2nd/final draft of the 2020-2021 calendar, as presented. (*Enclosure*)

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

E. Request to Attend Out-of State and Sunday Track Meets

RECOMMENDED MOTION: That the Board of School Directors approve the request to attend Sunday and out-of-state track meets, as presented: (*Confidential Enclosure*)

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

F. Out-of-State Field Trip—Indoor Colorguard Competition

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

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

G. Out-of-State Field Trip—Indoor Drumline Competition

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

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

H. Out-of-State Field Trip—AFJROTC

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

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

I. Out-of-State Field Trip—College Visit

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

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

J. Public Performance—Gospel Choir

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

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

K. Recommended Motion for BVA Contract with the Chester County Intermediate Unit and the 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](#))

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

L. Recommended Motion for RFQ for STEM Program Support and Infrastructure Operational Support

RECOMMENDED MOTION: That the Board of School Directors approve the district administration to develop a Request For Qualifications (RFQ) for support with infrastructure operational efficiently, while providing finance options to the district to reinvest in the Coatesville Area School District infrastructure, and support through teaching models with STEM learning opportunities that are aligned to the educational mission of the Coatesville Area School District.

Motion: Amelia Mills Second: Jill Santiago Vote: 3-0

INFORMATIONAL ITEM(s)

- PIAA requests the use of the Intermediate High School Gymnasium for State Playoff games.
Possible dates are as follows:
 - Friday, March 6, 2020
 - Saturday, March 7, 2020
 - Tuesday, March 10, 2020
 - Wednesday, March 11, 2020
 - Friday, March 13, 2020
 - Saturday, March 14, 2020

- Student Enrollment ([Enclosure – CASD](#)) ([Enclosure – Charter](#))

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

NEXT MEETING Tuesday, March 10, 2020

ADJOURNMENT 6:07PM

*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.*

Policy Committee Minutes
Coatesville Area Senior High School Auditorium
February 11, 2020 - 6:00 PM
(2nd Committee Meeting of the Evening)

CHAIRPERSON: Robert J. Fisher
BOARD MEMBERS: Andy C. Finkbohner and Brandon J. Rhone
ADMINISTRATION: Richard F. Dunlap, Jr., Ed.D. and Dr. Kimberly Donahue
CALL TO ORDER: 6:07PM

APPROVAL of MINUTES

Approval of the January 14, 2020 Policy Committee meeting minutes. ([Enclosure](#))

Motion: Brandon Rhone Second: Andrew Finkbohner Vote: 3-0

AGENDA ITEMS

A. Policy 707 – Use of School Facilities – Final Reading

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

Motion: Brandon Rhone Second: Andrew Finkbohner Vote: 3-0

B. Policy PS 233 – Suspension and Expulsion – Second Draft

RECOMMENDED MOTION: Authorized Committee of Board Members conducts the Expulsion Hearing ([Enclosure - Policy](#)) ([Enclosure – Expulsion AR](#)) ([Enclosure – Hearing Waiver](#))

Motion: Brandon Rhone Second: Andrew Finkbohner Vote: 3-0

C. Policy PS 126 – Class Size – Final Draft

RECOMMENDED MOTION: That the Board of School Directors adopt Policy PS 126, Class Size. ([Enclosure](#)) ([Enclosure – Policy 126](#))

Motion: Brandon Rhone Second: Andrew Finkbohner Vote: 3-0

INFORMATIONAL ITEM(S)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

1) Laurie Shannon-Bailey

NEXT MEETING Tuesday, March 10, 2020

ADJOURNMENT 6:13PM

*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.*

Operations Committee Minutes

Coatesville Area Senior High School Auditorium

February 11, 2020 - 6:00 PM

(3rd Committee Meeting of the Evening)

CHAIRPERSON: Brandon J. Rhone
BOARD MEMBERS: Becky Harlan and Mary Ann Harris
ADMINISTRATION: Richard F. Dunlap, Jr., Ed.D., Chuck Linderman, Jason Palaia,
Matthew Flannery and Frank Galbraith
CALL TO ORDER: 6:13PM

APPROVAL of MINUTES

Approval of the January 14, 2020 Operations Committee meeting minutes. ([Enclosure](#))

Motion: Becky Harlan Second: Mary Ann Harris Vote: 3-0

AGENDA ITEMS

A. S.A. Comunale – Fire Sprinkler Services

RECOMMENDED MOTION: That the Board of School Directors approve S.A. Comunale to provide service items for fire sprinkler systems in seven buildings at a cost of \$47,225, as presented. ([Enclosure](#)).

Motion: Becky Harlan Second: Mary Ann Harris Vote: 3-0

B. 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](#)).

Motion: Becky Harlan Second: Mary Ann Harris Vote: 3-0

C. 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](#)).

Motion: Becky Harlan Second: Mary Ann Harris Vote: 3-0

INFORMATIONAL ITEM(S)

- Facilities Update
- FieldTurf Presentation

OLD BUSINESS

NEW BUSINESS

- Transportation Supervisor—Proposal for interim 30-60 days at next board meeting.

PUBLIC COMMENT

NEXT MEETING Tuesday, March 10, 2020

ADJOURNMENT 6:36PM

*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.*

Finance Committee Minutes

Coatesville Area Senior High School Auditorium

February 11, 2020 - 6:00 PM

(4th Committee Meeting of the Evening)

CHAIRPERSON: Thomas N. Keech
BOARD MEMBERS: Andrew Finkbohner and Amelia Mills
ADMINISTRATION: Richard F. Dunlap, Jr., Ed.D. and Chuck Linderman
CALL TO ORDER: 6:36PM

APPROVAL of MINUTES

Approval of the January 14, 2020 Finance Committee meeting minutes. ([Enclosure](#))

Motion: Amelia Mills Second: Andrew Finkbohner Vote: 3-0

AGENDA ITEMS

A. Financial Statements

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

Motion: Amelia Mills Second: Andrew Finkbohner Vote: 3-0

B. LifeTouch Commission Checks—CAISH & Caln

RECOMMENDED MOTION: That the Board of School Directors accept commission checks for above mentioned schools, as per the attachment ([Enclosure](#)):

- Caln - \$252
- CAISH - \$6,000

Motion: Amelia Mills Second: Andrew Finkbohner Vote: 3-0

C. Donations

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

Motion: Amelia Mills Second: Andrew Finkbohner Vote: 3-0

D. Event Central Rental and Sales Contract

RECOMMENDED MOTION: That the Board of School Directors approve the contract with Event Central Rental and Sales for chairs that will be used during the graduation ceremony. ([Enclosure](#))

Motion: Amelia Mills Second: Andrew Finkbohner Vote: 3-0

E. Dyndes Inc. Contract – Intermediate High School

RECOMMENDED MOTION: That the Board of School Directors approve the contract with Dyndes Inc. for a Wireless Sound System to be used during the performance of the Wizard of Oz. ([Enclosure](#))

Motion: Amelia Mills Second: Andrew Finkbohner Vote: 3-0

F. PDM Service Contract – Scott Middle School

RECOMMENDED MOTION: That the Board of School Directors approve the contract with PDM Services for a Wireless Sound System to be used during Scott Middle School’s Spring Drama Presentation. ([Enclosure](#))

Motion: Amelia Mills Second: Andrew Finkbohner Vote: 3-0

G. Formation of Coatesville Community Education Foundation

RECOMMENDED MOTION: That the Board of School Directors approve the formation of a Coatesville Community Education Foundation to promote innovative and supplemental education programs for the benefit of students and residents of the School District, as presented. ([Enclosure–Articles](#)) ([Enclosure–Exhibit A](#))

Motion: Amelia Mills Second: Andrew Finkbohner Vote: 3-0

H. 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](#)).

Motion: Amelia Mills Second: Andrew Finkbohner Vote: 3-0

I. 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](#))

Motion: Amelia Mills Second: Andrew Finkbohner Vote: 3-0

J. 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](#)).

Motion: Amelia Mills Second: Andrew Finkbohner Vote: 3-0

K. 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 6th 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.

Motion: Amelia Mills

Second: Andrew Finkbohner

Vote: 3-0

INFORMATIONAL ITEM(S)

- Budget Update ([*Confidential Enclosure*](#))

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

NEXT MEETING Tuesday, March 10, 2020

ADJOURNMENT 7:32PM

*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.*