

Operations Committee Agenda

Coatesville Area Senior High School Auditorium

February 13, 2018 - 6:00 PM

(1st Committee Meeting of the Evening)

CHAIRPERSON: James Hills
BOARD MEMBERS: Ann Wuertz
ADMINISTRATION: Dr. Cathy Taschner and Karen Hall
CALL TO ORDER: _____

APPROVAL of MINUTES

Approval of the January 9, 2018 Operations Committee meeting minutes. (*Enclosure*)

Motion: _____ Second: _____ Vote: _____

AGENDA ITEMS

- A. **Request to Waive Fees – Boy Scouts of America – East Fallowfield Elementary School**
RECOMMENDED MOTION: That the Board of School Directors approves the request to waive fees in the amount of \$295 for use of the cafeteria at East Fallowfield ES for the Annual Pinewood Derby, as presented. (*Confidential Enclosure*)
- B. **Request to Waive Fees – Brandywine Health Foundation – NBMS, Friendship & Reeceville**
RECOMMENDED MOTION: That the Board of School Directors approves the request to waive fees in the amount of \$120 for use of the facilities at North Brandywine Middle School, Friendship and Reeceville Elementary Schools for the Strawberry Festival's 4-day event from May 31st through June 2nd 2018, as presented. (*Confidential Enclosure*)
- C. **Request to Waive Fees – Women Destined for Change Conference – 9/10 Center**
RECOMMENDED MOTION: That the Board of School Directors approves the request to waive all, or a portion, of the fees in the amount of \$2,930 for the use of facilities at the Intermediate High School on April 27-28, 2018, as presented. (*Confidential Enclosure*)
- D. **Request to Waive Fees - Basketball Tournament – Scott Middle School**
RECOMMENDED MOTION: That the Board of School Directors approves the request to waive fees in the amount of \$807 for the use of facilities to host a 3-on-3 basketball tournament at Scott Middle School on February 24, 2018, as presented. (*Confidential Enclosure*)
- E. **Request to Waive Fees – District I Track Championships - C.A.S.H.S.**
RECOMMENDED MOTION: That the Board of School Directors approves the request to waive fees in the amount of \$7,584 for the use of facilities to host the District I track and Field Championships at C.A.S.H. on May 18-19, 2018, as presented. (*Confidential Enclosure*)

F. Donation from Smith and Associates

RECOMMENDED MOTION: That the Board of School Directors accept the donation of projectors from Smith and Associates. The projectors are valued at \$50,000.

G. Engineering Services Proposal – Fire Pump Transfer Switch Replacement - 9/10 Center

RECOMMENDED MOTION: That the Board of School Directors approves the Agreement with The Schrader Group and Barton Associates for engineering work related to replacing the fire pump transfer switch at the Intermediate High School (9/10 Center), as presented. (*Confidential Enclosure*)

H. Engineering Services Proposal – Electrical Panel Replacement – South Brandywine M. S.

RECOMMENDED MOTION: That the Board of School Directors approves the Agreement with The Schrader Group and Barton Associates for engineering work related to replacing the electrical panel at South Brandywine Middle School, as presented. (*Confidential Enclosure*)

INFORMATIONAL ITEM(S)

- Scott Field Presentation, Steven Kirk
- Friendship Elementary School Closure – Redistricting Update, Dr. Cathy Taschner
- Elementary and Middle School Mascot and School Colors, Dr. Cathy Taschner
- Food Service Reimbursement/Participation Report for the month ending 1/31/2018. (*Enclosure*)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT _____

*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.*

Finance Committee Agenda
Coatesville Area Senior High School Auditorium
February 13, 2018 - 6:00 PM
(2nd 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: _____

APPROVAL of MINUTES

Approval of the January 9, 2018 Finance Committee meeting minutes. (*Enclosure*)

Motion: _____ Second: _____ Vote: _____

AGENDA ITEMS

- A. Financial Statements**
RECOMMENDED MOTION: That the Board of School Directors approves the enclosed financial Statements and the bills payable list, as presented. (*Enclosures*)
- B. Approve Preliminary Budget - Resolution**
RECOMMENDED MOTION: That the Board of School Directors approves the 2018-2019 Preliminary General Fund Budget resolution, as presented. (*Enclosure*)
- C. Community Church of Coatesville – License Agreement – Scott Middle School**
RECOMMENDED MOTION: That the Board of School Directors approves the license agreement with the Community Church of Coatesville for the use of the Scott Middle School Auditorium for a monthly fee of \$1,600.00 effective March 1, 2018 through February 28, 2019 with an extension available at Lessee’s option. (*Confidential Enclosure*)
- D. Tax Collector Agreement**
RECOMMENDED MOTION: That the Board of School Directors approves the tax collector compensation agreement with Barry Beach of Caln Township. (*Enclosure*)
- E. Building Authority**
RECOMMENDED MOTION: That the Board of School Directors approves the process for receiving applications to become a member of the Coatesville Area School District Building Authority. Applications will be accepted through March 7, 2018 with appointments made at the March 27, 2018 Board Meeting.
- F. Artwork Award – Domestic Violence Center for Chester County – Emily Allen**
RECOMMENDED MOTION: That the Board of School Directors accept a check in the amount of \$250 on behalf of the artwork submitted by student Emily Allen who won an award for artwork submitted to the DVCCC.

G. Donation from Track & Field Coaches Association of Greater Philadelphia
RECOMMENDED MOTION: That the Board of School Directors accept the donation check in the amount of \$1,000, as presented. *(Confidential Enclosure)*

H. Donation Check - Food Services Meal Debt for Students
RECOMMENDED MOTION: That the Board of School Directors accept a donation check in the amount of \$50 to pay down student meal debt within the District. *(Confidential Enclosure)*

I. Army Educational Outreach Program 2017-2018 eCYBERMISSION Mini-Grant
RECOMMENDED MOTION: That the Board of School Directors accept the 2017-18 eCYBERMISSION Mini-Grant in the amount of \$6,512. *(Confidential Enclosure)*

J. Bentley Colleague STEM Grant – 9/10 Center
RECOMMENDED MOTION: That the Board of School Directors accept a grant in the amount of \$400 from Bentley Systems, Inc. to be used at the Intermediate High School within the field of Science and Technology. *(Confidential Enclosure)*

K. Lifetouch National School Studios Commission Checks
RECOMMENDED MOTION: That the Board of School Directors accept the following commission checks Lifetouch National School Studios for the following school buildings: *(Confidential Enclosures)*

Caln ES	\$318 + \$200 = \$518
Friendship ES	\$200 + \$236 = \$436
North Brandywine MS	\$259 + \$100 = \$359
Scott MS	\$156 + \$100 = \$256
9/10 Center	\$2,500
C.A.S.H.S.	\$1,200 + \$7,000 = \$8,200

L. Disposal of Old Vehicles
RECOMMENDED MOTION: That the Board of School Directors approves the Business Administrator to dispose of the following vehicles via use of the Municipal Bids website with the vehicles being sold to the highest bidder:

<u>YEAR</u>	<u>MAKE/MODEL</u>	<u>VIN</u>
1993	Jeep Grand Cherokee	1JHG258Y8PC674170
1998	GMC Jimmy	1GKDT13W7W2558864
2003	Ford Cruiser	2FAFP71WX3X188622
2007	Ford Cruiser	2FAHP71W7X136472

M. MRS Audio Visual, Inc. - Sound Equipment Rental
RECOMMENDED MOTON: That the Board of School Directors approves the rental of sound equipment from MRS Audio Visual, Inc. in the amount of \$4,966.00 for campus drama production. *(Confidential Enclosure)*

N. Human Resources Report

RECOMMENDED MOTION: That the Board of School Directors approves the resignations, appointments, new positions, leave of absences, transfers, changes of status and corrections, as presented. (*Enclosure*)

O. Confidential Release and Settlement Agreement – Employee 012588

RECOMMENDED MOTION: That the Board of School Directors approves the confidential Release and Settlement Agreement for employee 012588, as presented. (*Confidential Enclosure*)

INFORMATIONAL ITEM(S)

- Budget Presentation & CASD Building Authority Presentation – Jeff Ammerman
- Enrollment Reports for CASD & Charter Schools for the period ending January 31, 2018. (*Enclosure*)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT _____

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HUMAN RESOURCES REPORT

for

February 13, 2018

1. Resignations - Regular and Extra Duty

RECOMMENDED MOTION: That the Board of School Directors approves the following Resignations - Regular and Extra Duty:

a. CATA

- 1) Baxter, Elizabeth, Art Teacher for North Brandywine Middle School. Letter Dated: 1/23/2018. Reason: Retirement. Effective: 6/8/2018.
- 2) Kelleman, Timothy, Biology Teacher for the Coatesville Area Intermediate High School. Letter Dated: 1/26/2018. Reason: Personal. Effective: 2/2/2018.
- 3) Mier, Dustin, Special Education Teacher for the Coatesville Area Senior High School. Letter Dated: 1/16/2018. Reason: Personal. Effective: 2/2/2018.
- 4) Toth, Gabriella, Mathematics Teacher for the Coatesville Area Senior High School. Letter Dated: 1/25/2018. Reason: Personal. Effective: 2/9/2018.
- 5) Tredway, Brianna, Elementary Teacher for Caln Elementary School. Letter Dated: 1/23/2018. Reason: Personal. Effective: 1/23/2018.

b. CATSS

- 1) Lewis, Cassie, 5.75 Hour Special Education Aide for Friendship Elementary School. Letter Dated: 2/1/2018. Reason: Personal. Effective: 2/15/2018.

c. EXTRA DUTY

- 1) Mier, Dustin, 9th Grade Baseball Coach for the Coatesville Area High School Campus. Letter Dated: 1/16/2018. Reason: Personal. Effective: 1/16/2018.
- 2) Viscuso, Ashley, Lacrosse Coach for South Brandywine Middle School. Letter Dated: 2/4/2018. Reason: Personal. Effective: 2/4/2018.

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. CATA

- 1) Meehan, Andrew, Music Teacher for Rainbow Elementary School. Posted: 12/15/2017. Salary: \$43,133 (pro-rated). Level: B. Step: 1. Temporary Professional Contract. Degree: BA—Music Business and Performance, Berklee College of Music. Certification: Music PK-12. Effective: 2/8/2018. SP4: Approved. Pending 168 Forms.

b. EXTRA DUTY

- 1) Beegle, Bernard Scott, Assistant Wrestling Coach for the Coatesville Area High School Campus. Posted: 11/6/2017. Salary: \$2,697 (pro-rated). Effective: 1/29/2018. SP4: Staff.
- 2) Beegle, Bernard Scott, Game/Event Worker for the Coatesville Area School District. Posted: 2/9/2016. Effective: 2017—2018 School Year. SP4: Staff.
- 3) Borton, Nadine, Mentor for Aubrey DeFazio for Friendship Elementary School. Posted: 6/1/2016. Salary: \$1,000 (pro-rated). Effective: 1/3/2018. SP4: Staff.
- 4) Meehan, Andrew, Elementary Orchestra Advisor for Rainbow Elementary School. Posted: 12/15/2017. Salary: \$725 (pro-rated). Effective: 2/9/2018.
- 5) Meehan, Andrew, Elementary Band Advisor for Rainbow Elementary School. Posted: 12/15/2017. Salary: \$1,341.25 (pro-rated). Effective: 2/9/2018.
- 6) Ortega, Matt, Game/Event Worker for the Coatesville Area School District. Posted: 2/9/2016. Effective: 2017—2018 School Year. SP4: Staff.

3. Leave(s) of Absence

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

a. CATA

- 1) Kriston, Breanna, Elementary Teacher for East Fallowfield Elementary School. Effective: 1/24/2018—1/31/2018.
- 2) McAllister, Shelly, Teacher for South Brandywine Middle School. Effective: 12/20/2017—1/3/2018.
- 3) Pacana, Maureen, Elementary Teacher for King's Highway Elementary School. Effective: 1/8/2018—1/16/2018.
- 4) Roach, Angela, Teacher for the Coatesville Area Intermediate High School. Effective: 2/7/2018—4/4/2018.

4. Leave(s) of Absence—Unpaid Personal

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

a. CATA

- 1) Jaskot, Gregory, Teacher for Reeceville Elementary School. Effective: 1/26/2018.
- 2) Masciandaro, Victoria, Special Education Teacher for the Coatesville Area Intermediate High School. Effective: 2/28/2018—3/5/2018.
- 3) Neubauer, Jaclyn, Teacher for Scott Middle School. Effective: 1/17/2018.

b. CATSS

- 1) Abele, Maureen, Principal's Secretary for North Brandywine Middle School.
Effective: 1/19/2018.

c. NON-CERTIFIED

- 1) Miller, Belinda, Cook Manager for the Coatesville Area Intermediate High School.
Effective: 1/30/2018.

Policy Committee Agenda
Coatesville Area Senior High School Auditorium
February 13, 2018 - 6:00 PM
(3rd Committee Meeting of the Evening)

CHAIRPERSON: Thomas Siedenbuehl
BOARD MEMBERS: Brandon Rhone and Ann Wuertz
ADMINISTRATION: Dr. Cathy Taschner and Karen Hall
CALL TO ORDER: _____

APPROVAL of MINUTES

Approval of the January 9, 2018 Policy Committee meeting minutes. (*Enclosure*)

Motion: _____ Second: _____ Vote: _____

AGENDA ITEMS

Consent Agenda

RECOMMENDED MOTION: That the Board of School Directors approves the Consent Agenda items:

- A. **Policy 218.2 – Terroristic Threats – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approves the 30-day review of Policy 218.2.

- B. **Policy 226 – Searches – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approves the 30-day review of Policy 226.

- C. **Policy 233 – Suspension and Expulsion – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approves the 30-day review of Policy 233.

- D. **Policy 237 – Electronic Devices – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approves the 30-day review of Policy 237.

- E. **Policy 249 – Bullying and Cyber Bullying – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approves the 30-day review of Policy 249.

- F. **Policy 338 – Sabbatical Leave – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approves the 30-day review of Policy 338.

- G. **Policy 338.1 – Compensated Professional Leave – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approves the 30-day review of Policy 338.1.

- H. Policy 705.1 – School District Police Authorized to Carry Weapons – 30 Day Review**
RECOMMENDED MOTION: That the Board of School Directors approves the 30-day review of Policy 705.1.

INFORMATIONAL ITEM(S)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT _____

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Education Committee Agenda
Coatesville Area Senior High School Auditorium
February 13, 2018 - 6:00 PM
(4th Committee Meeting of the Evening)

CHAIRPERSON: Bashera Grove, Chair
BOARD MEMBERS: Robert Fisher and Thomas Keech
ADMINISTRATION: Dr. Cathy Taschner and Karen Hall
CALL TO ORDER: _____

APPROVAL of MINUTES

Approval of the January 9, 2018 Education Committee meeting minutes. (*Enclosure*)

Motion: _____ Second: _____ Vote: _____

AGENDA ITEMS

- A. Longwood Gardens Grant for Caln Elementary Kindergarten Class**
RECOMMENDED MOTION: That the Board of School Directors accepts a grant from Longwood Gardens to provide transportation for the kindergarten classes to attend the Design in the Garden Program, as presented. (*Confidential Enclosure*)
- B. Gospel Choir – Public Performance**
RECOMMENDED MOTION: That the Board of School Directors approves the Gospel Choir's public performance, as presented. (*Confidential Enclosure*)
- C. Public Performance and Out-of-State Trip – Combined Middle School Chamber Orchestra**
RECOMMENDED MOTION: That the Board of School Directors approves the request to participate in a public performance at one of two locations and, if warranted, permission for an out-of-state field trip, as presented. (*Confidential Enclosure*)
- D. Out-of-State Field Trip – 8th Grade Science Curriculum Study**
RECOMMENDED MOTION: That the Board of School Directors approves the request for an out-of-state field trip, as presented. (*Confidential Enclosure*)
- E. Revisions to the Course Selection Guide – Grades 9 thru 12**
RECOMMENDED MOTION: That the Board of School Directors approves the revisions to the 2018-2019 Course Selection Guide, as presented. (*Enclosure*)
- F. Confidential Release and Settlement Agreement – Student 90001373**
RECOMMENDED MOTION: That the Board of School Directors approves the confidential Release and Settlement Agreement for student 90001373, as presented. (*Confidential Enclosure*)
- G. Confidential Release and Settlement Agreement – Student 10008399**
RECOMMENDED MOTION: That the Board of School Directors approves the confidential Release and Settlement Agreement for student 10008399, as presented. (*Confidential Enclosure*)

- H. Chadds Ford Alternacare, Inc. d/b/a/ Criticare – Professional Services Agreement**
RECOMMENDED MOTION: That the Board of School Directors approves the professional services agreement between CASD and Chadds Ford Alternacare, Inc. d/b/a/ Criticare, as presented. (*Confidential Enclosure*)
- I. 2018-2019 School Calendar – Draft #1**
RECOMMENDED MOTION: That the Board of School Directors approves Draft #1 of the 2018-2019 school calendar, as presented. (*Enclosure*)
- J. Homebound Instruction – Students 0029, 0030 and 0031**
RECOMMENDED MOTION: That the Board of School Directors approves Homebound Instruction for the following students, as presented: (*Confidential Enclosure*)
- 1718-0029 – Student 10005623
1718-0030 – Student 10012985
1718-0031 – Student 10007895

INFORMATIONAL ITEM(S)

- Charter School Update – Jason Palaia
- T-shirt Support Campaign – Jared Elters

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT _____

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