

**COATESVILLE AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING AGENDA
MARCH 24, 2009 - 7:00 PM
9/10 CENTER AUDITORIUM**

OPENING ACTIVITIES

1. CALL TO ORDER

2. READING OF MISSION STATEMENT

THE MISSION OF THE COATESVILLE AREA SCHOOL DISTRICT, A LEARNING COMMUNITY RICH IN DIVERSITY AND COMMITTED TO EXCELLENCE, IS TO EDUCATE ALL STUDENTS BY PROVIDING RIGOROUS EDUCATIONAL OPPORTUNITIES TO BECOME RESPONSIBLE, PRODUCTIVE, LIFE-LONG LEARNERS IN A GLOBAL SOCIETY.

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

Donna Urban, President	<i>(Education Committee)</i>
Richard M. Ritter, Vice President	<i>(Finance Committee)</i>
Diane M. Brownfield	<i>(Education / Community & Student Relations Committees)</i>
J. Neil Campbell	<i>(Finance & Operations Committees)</i>
Donald R. Holt, Jr.	<i>(Finance Committee)</i>
Paul L. Johnson	<i>(Operations Committee)</i>
Laurie C. Knecht	<i>(Operations Committee)</i>
Robert M. Knecht	<i>(Education / Community & Student Relations Committees)</i>
Richard A. Saha, Sr.	<i>(Community & Student Relations Committee)</i>

Student Representatives:

Julia Ward, Sr. Class Representative
Nicholas Sikoutris, Jr. Class Representative

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 approves the minutes for the February 12, 2009 Special School Board meeting subject to any addition, deletions, modifications or clarifications. (*Enclosure*)

Motion: _____ Second: _____ Vote:

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approves the minutes for the February 24, 2009 School Board meeting subject to any addition, 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 will be held on Tuesday, March 24, 2009 at 5:00 p.m. for legal and personnel reasons.

SUPERINTENDENT'S REPORT

IMPORTANT DATES

Date	Time	Meetings	Place
April 6-13, 2009	~	<i>Spring Break – School Closed</i>	~
April 14, 2009	6:00 P.M.	All Committee Meetings	9/10 Center Auditorium
April 28, 2009	7:00 P.M.	School Board Meeting	9/10 Center Auditorium

BOARD PRESIDENT'S REPORT

SPECIAL REPORTS

STUDENT REPRESENTATIVE'S REPORT

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.

1. **CONSENT AGENDA** (*School Board President*)

RECOMMENDED MOTION: That the Board approves the consent agenda items:

Motion: _____ Second: _____ Vote: _____

2. **FINANCE COMMITTEE** (*Donald R. Holt, Chair*)

A. **Schedule of Bills Payable**

RECOMMENDED MOTION: That the Board of School Directors approves the Schedule of Bills Payable for the month ending February 28, 2009.

Fund	Paid
General Fund – 10	\$ 4,695,279.36
Capital Reserve Fund – 22	47,309.16
Athletic Fund – 29	22,348.56
Capital Projects Fund-32/2007 GOB	5,013,909.82
Food Service – 51	127,705.94
Trust Fund – 71	4,110.55
Student Activities Fund – 81	27,963.46
Agency Fund – 89	14,047.72
TOTAL	\$ 9,952,674.57

B. **Treasurer's Report**

RECOMMENDED MOTION: That the Board of School Directors approves the Treasurer's Report submitted for the month ending February 28, 2009.

C. **Budget Transfers**

RECOMMENDED MOTION: That the Board of School Directors approves the Budget Transfers submitted for the month ending February 28, 2009 in the amount of \$223,272.91.

D. **Schedule of Investments**

RECOMMENDED MOTION: That the Board of School Directors approves the Schedule of Investments submitted for the month ending February 28, 2009.

E. **Fixed Assets 2009-2010**

RECOMMENDED MOTION: That the Board of School Directors approves the 2009-10 Fixed Assets Inventory proposal from American Appraisal Associates, Inc. in the amount of \$16,900.00 (same price as last year).

F. Open Records Officer

RECOMMENDED MOTION: That the Board of School Directors appoints the Board Secretary to be the Open Records Officer as a requirement of the PA Right to Know Law (Act 3 of 2008).

G. Human Resources

1. Resignations - Regular and Extra Duty

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

a. ADMINISTRATION

b. CATA

c. CATSS

1) Cooper, Martha, 2 hr. Cafeteria/Playground Aide for the East Fallowfield Elementary School. Letter Dated: 3/10/09. Reason: Personal. Effective: 3/13/09.

2) Ross, Jane, 2 hr. Cafeteria/Playground Aide for the East Fallowfield Elementary School. Letter Dated: 3/11/09. Reason: Personal. Effective: 4/3/09.

d. FEDERATION

1) Johnson, Jo Ann, 5.5 hr. Food Service Cook for the South Brandywine Middle School. Letter Dated: 3/16/09. Reason: Retirement, 31 years of service. Effective: 6/16/09.

e. EXTRA DUTY

1) Anthony, Ryne, 21st CCLC Grant Afterschool Program Aide for the South Brandywine Middle School. Letter Dated: 3/10/09. Reason: Personal. Effective: 3/10/09.

2) Hoff, Ashlyn, EAP/21st Century Grant Funded Afterschool Substitute Teacher for the Caln Elementary School. Letter Dated: 2/24/09. Reason: Personal. Effective: 2/24/09.

3) Kishbaugh, Alicia, 21st Century Grant Funded Afterschool Program Aide for the South Brandywine Middle School. Letter Dated: 2/18/09. Reason: Personal. Effective: 2/18/09.

4) Nichols, Thomas, Weight Room Supervisor for the Coatesville Area High School Campus - 9/10 Center & Coatesville Area Senior High School. Letter Dated: 3/10/09. Reason: Personal. Effective: 3/10/09.

- 5) Nichols, Thomas, Head Football Coach for the Coatesville Area High School Campus – 9/10 Center & Coatesville Area Senior High School. Letter Dated: 3/10/09. Reason: Personal. Effective: 3/10/09.
- 6) Nolt, Maureen, 21st Century Grant Funded Afterschool Teacher for the Caln Elementary School. Letter Dated: 2/24/09. Reason: Personal. Effective: 2/24/09.

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. ADMINISTRATION

b. NON-CERTIFIED

c. CATA

d. CATSS

- 1) Armour, Deborah, 2 hr. Cafeteria/Playground Aide for the Reeceville Elementary School. Posted: 9/18/08 (Jones). Salary: \$9.50/hr. Effective: 3/25/09. SP4: Approved.
- 2) Hooper, Wendy, 2 hr. Cafeteria/Playground Aide for the King's Highway Elementary School. Posted: 3/5/09 (Turner). Salary: \$9.50/hr. Effective: 3/25/09. SP4: Approved.
- 3) Klimoff, Carol, Substitute Secretary/Instructional Aide for the Coatesville Area Senior High School Campus. Salary: \$14.00/\$10.50/hr. Effective: 3/25/09. SP4: Staff.
- 4) Lambert, Malika, 2 hr. Cafeteria/Playground Aide for the Caln Elementary School. Posted: 2/9/09 (Wasko). Salary: \$9.50/hr. Effective: 3/25/09. SP4: Approved.
- 5) Sager, Diane, 2 hr. Cafeteria/Playground Aide for the King's Highway Elementary School. Posted: 7/13/07 (Broush). Salary: \$9.50/hr. Effective: 3/25/09. SP4: Approved.
- 6) McDevitt, Kelly, Substitute Instructional Aide for the North Brandywine Middle School. Salary: \$10.50/hr. Effective: 3/25/09. SP4: Approved.

e. FEDERATION

f. EXTRA DUTY

- 1) Dietz, Letitia, Afterschool Tutor for EAP/Title I Grant Funded Program for the Caln Elementary School, to work with Coatesville Area School District students at CYWA satellite site. Posted: 9/3/08 (New). Salary: \$24.00/hr. Effective: 3/25/09. SP4: Approved.

3. Creation of New Position(s)

RECOMMENDED MOTION: That the Board of School Directors approves the following new positions:

a. NON-CERTIFIED

- 1) Dunlap, Lorie, Accountant for the Benner Administration Building. Posted: 11/17/08 (New). Salary: \$38,000.00. Effective: 4/13/09. SP4: Approved.

4. Leave(s) of Absence

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

a. ADMINISTRATION

b. CERTIFIED

- 1) Rubincan, Patricia, IEP Facilitator for the Coatesville Area School District. Letter Dated: 2/13/09. Reason: Intermittent FMLA. Effective: 2/13/09.
- 2) VanVooren, Cathy, Assistant Principal for the Coatesville Area Senior High School. Letter Dated: 3/6/09. Reason: FMLA. Effective: 4/17/09 – 7/6/09.

c. CATA

- 1) Berish, Chad, Physical Education Teacher for the South Brandywine Middle School. Letter Dated: 2/24/09. Reason: FMLA. Effective: 2/11/09 – 4/15/09.
- 2) Fleck, Barbara, 3rd Grade Teacher for the East Fallowfield Elementary School. Letter Dated: 3/3/09. Reason: FMLA. Effective: 2/4/09 – 2/13/09.
- 3) Waddell, Joan, 1st Grade Teacher for the Friendship Elementary School. Letter Dated: 2/18/09. Reason: FMLA. Effective: 2/23/09 – 3/6/09.

d. CATSS

- 1) Johnson, Jeanne, 6.5 hr. One-on-One Special Education Aide for the Coatesville Area Senior High School. Letter Dated: 3/17/09. Reason: FMLA. Effective: 1/7/09 – 3/31/09.
- 2) Sweigart, Rebecca, Library Secretary for the Coatesville Area High School – 9/10 Center. Letter Dated: 3/3/09. Reason: FMLA/Unpaid Medical Leave of Absence. Effective: 1/5/09 – 6/16/09.

e. FEDERATION

- 1) Bernard, Deborah, 4 hr. General Utility Worker for the North Brandywine Middle School. Letter Dated: 3/12/09. Reason: Extended Unpaid Leave of Absence. Effective: 3/12/09 – 5/11/09.

- 2) Cooper, Sandra, Custodian for the North Brandywine Middle School. Letter Dated: 3/13/09. Reason: FMLA/Worker's Compensation. Effective: 2/9/09 – 4/24/09 & 4/27/09 – 6/14/09.
- 3) Mize, Shawn, 4.5 hr. General Utility Worker for the South Brandywine Middle School. Letter Dated: 2/20/09. Reason: Unpaid Leave of Absence. Effective: 2/17/09 – 4/14/09.
- 4) Smith, Jeannette, 4 hr. General Utility Worker for the Scott Middle School. Letter Dated: 2/10/09. Reason: Unpaid Leave of Absence. Effective: 1/29/09 – 3/10/09.
- 5) Thompson, Dwayne, Custodian for the Gordon Education Center. Letter Dated: 3/10/09. Reason: FMLA. Effective: 1/21/09 – 3/13/09.

5. Voluntary Transfers:

RECOMMENDED MOTION: That the Board of School Directors approves the Voluntary Transfer of:

6. Change of Status

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

a. FEDERATION

- 1) Hamilton, James, move from Custodian "C" @ \$17.90/hr. to Custodian "B" @ \$18.29/hr. for the Scott Middle School. Effective: Retroactive to 2/9/09.
- 2) Recchiuti, Beverly, move from Substitute General Utility Worker @ \$9.00/hr. for the Coatesville Area School District to 3 hr. General Utility Worker for the South Brandywine Middle School. Posted: 12/9/08 (Moreno). Salary: \$13.56/hr. during probation period, \$13.76/hr. after probation period. Effective: 3/25/09.

3. EDUCATION COMMITTEE (Diane M. Brownfield, Chair)

A. Approval of Grant

RECOMMENDED MOTION: That the Board of School Directors approves the grant application for the Safe Schools/Healthy Students Grant in the amount of \$800,000 per year for each of four (4) years.

B. Title I Parent Involvement Policy

RECOMMENDED MOTION: That the School Board of Directors reviews and adopts the revised parent involvement policy for the Coatesville Area High School for 2008-2010.

4. **OPERATIONS COMMITTEE** (*Laurie C. Knecht, Chair*)

A. **Approval of PlanCon A & B Submission – New North & South Brandywine Schools**
RECOMMENDED MOTION: That the Board of School Directors approves the submission of PlanCon A & B to the Department of Education for the construction of the new North & South Brandywine Middle Schools.

B. **Air Filter Bids**
RECOMMENDED MOTION: That the Board of School Directors approves the awarding of the Air Filters contract for 2009-2010 to Fastenal Co. of Coatesville, Pa. in the amount of \$25,886.37. Bids were received as follows:

Fastenal of Coatesville	\$25,886.37
Indoor Environmental Sol.	\$10,097.85 (incomplete bid)
Quality Air Spec. Inc.	\$ 6,303.37 (incomplete bid)
United Refrigeration	\$33,853.11

C. **Annual Cleaning & Adjusting of Boilers Bids**
RECOMMENDED MOTION: That the Board of School Directors approves the awarding of the 2009-2010 Boiler Cleaning contract to Har-Jan Mechanical, Inc. of Temple, Pa. in the amount of \$5,650.00. Bids were received as follows:

Apex Piping Systems, Inc.	\$32,000.00
Blanski, Inc.	\$19,429.00
Bonfitto, Inc.	\$11,500.00
CCSI, Inc.	\$ 9,211.50
Har-Jan Mechanical, Inc.	\$ 5,650.00
Oliver Mechanical	\$17,940.00
Sulpizio, Inc.	\$75,000.00
The Warko Group	\$41,450.00

D. **Equipment Disposal**
RECOMMENDED MOTION: That the Board of School Directors approves the proper disposal of obsolete electronic equipment as submitted.

5. **COMMUNITY & STUDENT RELATIONS COMMITTEE** (*Robert M. Knecht, Chair*)

A. **Review of Revised Policy # 108 Adoption of Textbooks – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approves the 2nd reading of revised Policy #108, Adoption of Textbooks.

B. **Review of Revised Policy # 126 Class Sizes – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approves the 2nd reading of revised Policy #126, Class Sizes.

C. **Review of Revised Policy # 206 Assignment Within the District – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approves the 2nd reading of revised Policy #206, Assignment within the District.

- D. Review of Revised Policy # 115 Vocational Education – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approves the 1st reading of revised Policy #115, Vocational Education.
- E. Review of Revised Policy # 121 Field Trips – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approves the 1st reading of revised Policy #121, Field Trips.
- F. CASH Trip to Germany March 23 – April 3, 2010**
RECOMMENDED MOTION: That the Board of School Directors approves the CASH Trip to Germany, March 23 – April 3, 2010.
- G. CASH Trip to Argentina/Uruguay March 25 – April 3, 2010**
RECOMMENDED MOTION: That the Board of School Directors approves the CASH Trip to Argentina/Uruguay, March 25 – April 3, 2010.
- H. Uniform Dress Policy**
RECOMMENDED MOTION: That the Board of School Directors approves the Uniform Dress Policy for the Friendship Elementary School effective the 2009-2010 school year. (*Enclosure*)
- I. Student Discipline Hearings**
RECOMMENDED MOTION: That the Board of School Directors approves the following student disciplinary action(s) as recommended. (*Enclosure*)

<u>Student #</u>	<u>Actions</u>
09DH13	30 day expulsion and 25 hours of community service
09DH14	Referred to the Gordon Education Center
09DH15	20 day expulsion and 25 hours of community service
09DH16	15 day expulsion and Student Discipline Committee Behavioral Contract
09DH17	Expelled for the balance of the 2008-2009 school year
09DH18	Referred to the Gordon Education Center
09DH19	Referred to an alternative educational setting
09DH20	Expelled for the balance of the 2008-2009 school year
09DH21	30 day expulsion
09DH22	45 day expulsion
09DH23	15 day expulsion
09DH24	15 day expulsion and 20 hours of community service
09DH25	30 day expulsion
09DH26	Referred to the Gordon Education for the balance of the 3 rd marking period

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: _____

*"A notice of this public meeting was advertised in the Daily Local Newspaper on December 24, 2008, January 1st & 4th, 2009.
Copies of committee minutes will be maintained in the Office of the Board Secretary."*