

**COATESVILLE AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING AGENDA
JUNE 25, 2013 - 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

Board of School Directors

J. Neil Campbell, President	<i>(Operations Committee)</i>
Richard M. Ritter, Vice-President	<i>(Finance Committee)</i>
Diane M. Brownfield	<i>(Education & Community & Student Relations Committees)</i>
Joseph E. Dunn, Jr.	<i>(Finance & Operations Committees)</i>
James L. Fox	<i>(Education & Community & Student Relations Committees)</i>
Paul L. Johnson	<i>(Operations Committee)</i>
Laurie C. Knecht	<i>(Operations Committee)</i>
William A. Sweigart	<i>(Finance & Education Committees)</i>
Dr. Tonya Thames Taylor	<i>(Finance & Community & Student Relations Committees)</i>

Administration

Richard W. Como, Superintendent of Schools
Dr. Angelo Romaniello, Jr., Assistant Superintendent | Board Secretary
Dave Krakower, Director of High School & Curriculum Instruction | Special Education (6-12)
Jonette Marcus, Director of Elementary & Curriculum Instruction (K-2) | Prof. Dev., Public Relations & Title 1
Jason Palaia, Director of Elementary Education (3-5) | Special Education (K-5)
Dr. Teresa Powell, Director of Middle School & Curriculum Instruction
John Reid, Director of Pupil Services | Data Assessment
Abdallah Hawa, Director of Technology
Erika Zeigler, Director of Human Resources

Solicitor

James E. Ellison, Esquire

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 May 29, 2013 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, June 25, 2013 at 6:00 p.m. for legal and personnel reasons.

SUPERINTENDENT'S REPORT

IMPORTANT DATES

Date	Time	Meetings	Place
July 2013	~	School Board Hiatus	No Board or Committee meetings in July
August 13, 2013	6:00 PM	Committee Meetings	9/10 Center Auditorium
August 19, 2013	~	All Teachers Report Back	~
August 26, 2013	~	First Day of School for Students	All Schools
August 27, 2013	7:00 PM	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 (Neil Campbell, School Board President)

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

Motion: _____ Second: _____ Vote: _____

2. FINANCE COMMITTEE (Richard Ritter, Chair)

A. Schedule of Bills Payable

RECOMMENDED MOTION: That the Board of School Directors approves the Schedule of Bills Payable as submitted for the month ending May 31, 2013.

Fund	Paid
General Fund – 10	\$ 4,420,094.40
Capital Projects Fund 32 / 2007 GOB	0.00
Capital Projects Fund 33 / 2009A GOB	0.00
Capital Projects Fund 34 / 2010 GOB	145,545.37
New Capital Reserve Fund 38	0.00
Food Service – 51	139,300.23
Trust Fund – 71	43,050.00
Student Activities Fund – 81	40,373.89
Agency Fund – 89	76,411.30
TOTAL	\$ 4,864,775.19

B. Treasurer’s Report

RECOMMENDED MOTION: That the Board of School Directors approves the Treasurer’s Report as submitted for the month ending May 31, 2013.

C. Schedule of Investments

RECOMMENDED MOTION: That the Board of School Directors approves the Schedule of Investments as submitted for the month ending May 31, 2013.

D. Property and Casualty Insurance

RECOMMENDED MOTION: That the Board of School Directors approves the purchase of Property and Casualty Insurance from Willis North America, 100 Matsonford Road, Radnor, PA 19087, according to the following rates for 2013-2014:

	12-13	13-14	13-14
	<u>Actual</u>	<u>Budget</u>	<u>Proposal</u>
Package & Automobile	\$247,312	\$273,000	\$ 269,841 <i>Indemnity Inc. Co. of NA</i>
Boiler & Machinery	\$ 10,387	\$ 11,000	\$ 10,550 <i>Hartford Steam Boiler</i>
Umbrella (\$20 Million)	\$ 22,498	\$ 23,000	\$ 26,765 <i>PSBA/Old Republic</i>
School Board Legal	\$ 52,844	\$ 59,000	\$ 63,414 <i>PSBA/Old Republic</i>

- E. Authorization to Hire and Accept Resignations**
RECOMMENDED MOTION: That the Board of School Directors authorizes the Superintendent to hire any required and budgeted employees and accept resignations prior to School Board approval between June 26, 2013 and September 24, 2013. Such actions will be ratified at the next subsequent meeting.
- F. Appointment of Treasurer**
RECOMMENDED MOTION: That the Board of School Directors appoints Danette Murphy as School Board Treasurer for a one-year term, effective July 1, 2013 to June 30, 2014, as per PA School Code, Section 404.
- G. Appointment of Depositories**
RECOMMENDED MOTION: That the Board of School Directors approves the appointment of the Pennsylvania School District Liquid Asset Fund (PSDLAF) as the primary depository for the use of the District in 2013-14, as per PA School Code, Section 621 (this is the second year of a four-year contract). Also included in the motion is the appointment of the following as secondary depositories: PA Local Government Investment Trust (PLGIT) and Citizens Bank.
- H. 2013-2014 Joint Purchases/Bids – C. C. I. U.**
RECOMMENDED MOTION: That the Board of School Directors approves the following Chester County Intermediate Unit Joint Purchasing purchases for 2013-2014: Cafeteria Small Equipment in the amount of \$7,246.16, Copy Paper in the amount of \$91,379.53, Technology Equipment in the amount of \$0, and Custodial Supplies in the amount of \$275,776.45; a total of \$374,402.14.
- Last year's purchases were: Cafeteria Small Equipment - \$9,478.68; Technology Equipment - \$2,056.34; and Custodial Supplies - \$298,216.68; a total of \$309,751.70.
- I. Tax and Revenue Anticipation Note of Fiscal Year 2013-2014**
RECOMMENDED MOTION: That the Board of School Directors adopts a resolution authorizing the issuance of a Tax and Revenue Anticipation Note of Fiscal Year 2013-2014, of the Coatesville Area School District, Commonwealth of Pennsylvania in the maximum principal amount not to exceed \$12,512,000.00; establishing the terms, conditions and form of such note; accepting a proposal to purchase the note; providing security and establishing a sinking fund for the note; appointing a paying agent and sinking fund depository; authorizing certain officials to execute and deliver the note and to prepare and file certain certificates and other proceedings; making certain covenants with regard to the Internal Revenue Code of 1986 and designating the note as a "Qualified Tax-Exempt Obligation"; and authorizing other necessary action.
- J. 2013-2014 Food Service Budget Adoption**
RECOMMENDED MOTION: That the Board of School Directors adopts the 2013-2014 Food Service Fund Budget in the amount of \$2,954,807.76 (4.65% increase). There will be no increase in meal prices for the 2013-2014 school year. Current meal prices are:

Elementary Schools	Breakfast \$1.00	Lunch \$1.95
Middle Schools	Breakfast \$1.25	Lunch \$2.15
High Schools	Breakfast \$1.25	Lunch \$2.50

- K. 2013-2014 Final Budget Adoption**
RECOMMENDED MOTION: That the Board of School Directors adopts the 2013-2014 final budget in the amount of \$144,266,337. The final budget includes a property tax increase of 3.60%, to 31.1926 mills, no change in the earned income tax rate, no change in the real estate transfer tax rate, and no change in the local services tax. In conjunction with the 2013-2014 final budget, the Board of School Directors further adopts the 2013-2014 update to Schedule A for Policy 623 (attached), and waives the required 1% budget reserve in Policy 624 for the 2013-2014 fiscal year. The budget reserve in the 2013-2014 final budget is 653,948, or approximately 0.50% of the budget (less debt service). (*Enclosure*)
- L. 2013-2014 School Bids**
RECOMMENDED MOTION: That the Board of School Directors approves the awarding of the attached school bids for 2013-14 in the amount of \$88,293.82. (*Enclosure*)
- M. Tax-Exempt Bonds Policy**
RECOMMENDED MOTION: That the Board of School Directors waives the first and second reading of the Tax-Exempt Bonds Policy and hereby adopts the same as Policy #626 (Finances). (*Enclosure*)
- N. 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. CATA
 - 1) Chung, Stephanie, Reading Specialist for the Caln Elementary School. Letter Dated: 5/30/13. Reason: Personal. Effective: 7/31/13.
 - 2) Friling, Barbara, School Nurse for the Rainbow Elementary School. Letter Dated: 5/28/13. Reason: Retirement. Effective: 6/11/13.
 - 3) Johnson, Leon, AFJROTC Teacher for the Coatesville Area Senior High School Campus – 9/10 Center. Letter Dated: 6/4/13. Reason: Retirement. Effective: 6/11/13.
 - 4) Kamara, Alimamy, Social Studies Teacher for the Coatesville Area Senior High School Campus – 9/10 Center. Letter Dated: 6/7/13. Reason: Personal. Effective: 6/11/13.
 - 5) Mobile, Debra, School Psychologist for the Coatesville Area Senior High School Campus. Letter Dated: 6/13/13. Reason: Retirement. Effective: 6/18/13.

b. CATSS

- 1) Foley, Deborah, Substitute Cafeteria/Playground Aide for the Coatesville Area School District. Letter Dated: 6/8/13. Reason: Personal. Effective: 6/8/13.
- 2) Kraft, Andrew, ROTC Aide for the Coatesville Area Senior High School Campus – 9/10 Center. Letter Dated: 6/11/13. Reason: Retirement. Effective: 6/27/13.

c. FEDERATION

- 1) Book, Albert, Custodian for the King's Highway Elementary School. Letter Dated: 5/30/13. Reason: Termination. Effective: 6/17/13.
- 2) Refford, Jean, 3.5 Hour General Utility Worker for the King's Highway Elementary School. Letter Dated: 6/12/13. Reason: Retirement. Effective: 6/7/13.

d. EXTRA DUTY

- 1) Givler, Leah, Yearbook Advisor for the Rainbow Elementary School. Letter Dated: 6/10/13. Reason: Personal. Effective: 7/1/13.
- 2) Lara-Ferrufino, Jose, 8th Grade Boys' Soccer Coach for the Scott Middle School. Letter Dated: 6/3/13. Reason: Personal. Effective: 6/3/13.
- 3) Lepori, Barry, Assistant Wrestling Coach for the North Brandywine Middle School. Letter Dated: 5/30/13. Reason: Personal. Effective: 5/30/13.
- 4) Sanger, John, Assistant Girls' Soccer Coach for the Coatesville Area Senior High School Campus. Letter Dated: 5/22/13. Reason: Job Abandonment. Effective: 5/22/13.
- 5) Sheridan, Jacqueline, Assistant Cross Country Coach for the Coatesville Area Senior High School Campus. Letter Dated: 6/4/13. Reason: Personal. Effective: 6/4/13.
- 6) Vanemon, Michael, 8th Grade Girls' Soccer Coach for the South Brandywine Middle School. Letter Dated: 5/20/13. Reason: Personal. Effective: 5/20/13.

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. EXTRA DUTY

- 1) Atkinson, Kim, ESY Elementary and Secondary LPN for the Coatesville Area School District. Posted: 6/3/13. Salary: \$16.50/hr. Effective: 7/2/13 – 7/30/13. SP4: Staff.
- 2) Burns, Jamie, Assistant Volleyball Coach for the Coatesville Area Senior High School Campus. Posted: 9/17/12 (McCandless). Salary: \$2,224.00. Effective: 2013 – 2014 School Year. SP4: Staff.

- 3) Eckert, Jason, Assistant Boys' Soccer Coach for the Coatesville Area Senior High School Campus. Posted: 5/2/13 (Yates). Salary: \$2,997.00. Effective: 2013 – 2014 School Year. SP4: Staff.
- 4) Jakubowski, Candy, ESY Elementary and Secondary Mental Health Specialist for the Coatesville Area School District. Posted: 6/3/13. Salary: \$33.00/hr. Effective: 7/2/13 – 7/30/13. SP4: Staff.
- 5) Moore, Charles, Head Boys' Basketball Coach for the Coatesville Area Senior High School Campus. Posted: 4/16/13 (Nelms). Salary: \$6,606.00. Effective: 2013-2014 School Year. SP4: Pending.

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) Abgarian, Jillian, Math Teacher for the Scott Middle School. Letter Dated: 6/11/13. Reason: FMLA. Effective: 9/19/13 – 11/22/13.
- 2) Chenger, Lauren, 1st Grade Teacher for the East Fallowfield Elementary School. Letter Dated: 6/18/13. Reason: Extended Childrearing Leave. Effective: 8/19/13 – 6/6/14.
- 3) Gassert, Katie, Reading Specialist for the Reeceville Elementary School. Letter Dated: 5/17/13. Reason: FMLA. Effective: 5/20/13 – 6/3/13.
- 4) Haitz, Philip, Math Teacher for the South Brandywine Middle School. Letter Dated: 5/8/13. Reason: FMLA/Childrearing Leave. Effective: 8/26/13 – 10/25/13.
- 5) Kida, Kathleen, Reading Specialist for the Reeceville Elementary School. Letter Dated: 5/22/13. Reason: FMLA. Effective: 5/24/13 – 6/11/13.
- 6) Rudolph, Nicole, English Teacher for the Coatesville Area Senior High School. Letter Dated: 6/10/13. Reason: FMLA. Effective: 9/16/13 – 12/6/13.

b. CATSS

- 1) Armstrong, Elizabeth, 6.5 Hour Special Education One-on-One Aide for the Friendship Elementary School. Letter Dated: 5/20/13. Reason: FMLA. Effective: 4/29/13 – 5/7/13.

c. FEDERATION

- 1) Gibson, Philip, Technician Tradesman for the Coatesville Area School District. Letter Dated: 6/3/13. Reason: Medical Leave of Absence. Effective: 6/3/13 – 7/1/13.
- 2) Ibrahim, Alie, Custodian for the South Brandywine Middle School. Letter Dated: 5/24/13. Reason: FMLA/Medical Leave of Absence. Effective: 4/3/13 – 6/28/13.

- 3) Jones, Rita, Head Custodian for the Scott Middle School. Letter Dated: 6/18/13.
Reason: Extended Medical Leave of Absence. Effective: 7/2/13 – 8/2/13.

4. Change of Status

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

a. FEDERATION

- 1) Myer, Victoria, move from Substitute General Utility Worker for the Coatesville Area School District to 4.5 Hour General Utility Worker for the Rainbow Elementary School. Posted: 1/15/13 (Myer). Salary: \$14.46 (\$14.66 after 90 day probationary period). Effective: 8/26/13.

5. Correction(s)

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

a) CATSS

- 1) Grear, Cynthia, 5.0 Hour Clerical Aide for the Coatesville Area Senior High School Campus – 9/10/ Center. Letter Dated: 5/13/13. Reason: Personal. Effective: 6/7/13. **Correction:** Reason: Retirement.

6. Suspension of Coatesville Area Teacher’s Association Employees

RECOMMENDED MOTION: That the Board of School Directors authorizes the suspension of the following employees, effective June 30, 2013, pursuant to Sections 1124 and 1125.1 of the Public School Code:

Christy Brown	Elementary Teacher
Morgan DeSimone-Glover	Special Education Teacher
Kayla Finch	Elementary Teacher
Juana Herman	ESL Teacher
Casey Hoffman	ESL Teacher
Cari Jones	Elementary Teacher
Robert Knecht	Special Education Teacher
John Knowles	Social Studies Teacher
Megan McConaghy	Elementary Teacher
Abigail Oppenheim	Elementary Teacher
Amy Rosato	English Teacher
Kristin Unger	Reading Specialist
Jennifer Varga	English Teacher
Zachary Wilson	English Teacher

7. Tenure

RECOMMENDED MOTION: That the Board of School Directors approves 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.

Kristine Anderson	8/23/13
Virginia Barbarin	8/23/13
Jessica Bonaduce	8/23/13
Christy Brown	8/23/13
Marcus Brown	8/23/13
Sheena Dantzler	8/23/13
Tasha Dantzler-Hoggard	8/23/13
Nicole Evans	8/23/13
Kayla Finch	8/23/13
Robert Findora	8/23/13
Lorie Glackman	8/23/13
Matthew Grannells	8/23/13
Barry Hawkins	8/23/13
Megan Hilbolt	8/23/13
Stephen Jamison	8/27/13
Cassandra Jones	8/23/13
Kimberly Krykew	8/23/13
Megan McConaghy	8/23/13
Judith Rocco	8/23/13
Amy Rosato	8/23/13
Kinsey Sullivan	8/23/13
Kristin Unger	8/23/13
Jennifer Varga	8/23/13

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

A. **Continuation of AFJROTC Fundraising Efforts**

RECOMMENDED MOTION: That the Board of School Directors approves the AFJROTC to continue fundraising efforts to August 13, 2013.

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

A. **Cleaning and Adjusting Boilers**

RECOMMENDED MOTION: That the Board of School Directors approves the awarding of the Cleaning and Adjusting of Boilers contract for 2013-2014 to Burns Mechanical of Horsham, Pa. in the amount of \$10,360.00. Quotes were received as follows:

Burns Mechanical	\$10,360.00
Combustible Mech. Svc.	\$10,500.00
Blanski, Inc.	\$15,672.00
Bonifetto, Inc.	\$12,000.00

B. **North Brandywine Middle School Bids**

RECOMMENDED MOTION: That the Board of School Directors approves the apparent lowest bids for the North Brandywine Middle School Project. Bid information packets will be available for review at meeting.

5. **COMMUNITY & STUDENT RELATIONS COMMITTEE** (*Dr. Tonya Thames Taylor, Chair*)

A. **Review of Revised Policy #201 – Admission of Students – 2nd Reading**

RECOMMENDED MOTION: That the Board of School Directors approves the 2nd reading of revised Policy #201, Admission of Students.

B. **Coatesville Senior High School French Club Trip to France, April 10–20, 2014**

RECOMMENDED MOTION: That the Board of School Directors approves the Coatesville Area Senior High School French Club Trip to France April 10–20, 2014.

C. **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>Action(s)</u>
13DH55	Permanent expulsion
13DH56	Expelled through the 1 st marking period of the 2013-2014 academic school year.

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: _____

*Copies of the minutes will be maintained in the Office of the Board Secretary.
Notice of this public meeting was advertised in the Daily Local News on January 13, 2013 and on the District Website.*