

Finance Committee Agenda

Coatesville Area Senior High School Auditorium

October 9, 2018 - 6:00 PM

(1st Committee Meeting of the Evening)

CHAIRPERSON: _____, *Chair*
BOARD MEMBERS: Robert Fisher and James Hills
ADMINISTRATION: Dr. Cathy Taschner and Karen Hall
CALL TO ORDER: _____

APPROVAL of MINUTES

Approval of the September 11, 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. ([Enclosure](#))

B. Rescind Postage Machine Lease Agreement with Oak Systems

RECOMMENDED MOTION: That the Board of School Directors rescind the postage machine lease agreement with Oak Systems approved in January 2018.

C. Mailroom Systems Trial Agreement

RECOMMENDED MOTION: That the Board of School Directors approve a 60-day trial Agreement with Mailroom Systems to process District mail. ([Enclosure](#))

D. Response to Auditor General Performance Audit

RECOMMENDED MOTION: That the Board of School Directors approve the response to the findings and recommendations to the July 1, 2012 through June 30, 2016 Auditor General's Performance Audit Report issued on September 12, 2018. ([Confidential Enclosure](#))

E. Award Bid for Used Phones to BB&T Commercial Equipment

RECOMMENDED MOTION: That the Board of School Directors award the bid for used phone equipment to BB&T Commercial Equipment for \$33,943 per lease end buyout terms. (*No other bids received*).

F. Waiver of Back Taxes for County Owned Properties

RECOMMENDED MOTION: That the Board of School Directors waive back taxes for now tax exempt properties at 116 and 118 Creamery Road, Coatesville, PA, purchased by the County and used as a park. ([Enclosure](#))

G. Walnut Street Theatre Performance Agreements

RECOMMENDED MOTION: That the Board of School Directors approve the Performance Agreement between CASD and the Walnut Street Theatre for performances at Caln, King's Highway, Rainbow and Reeceville elementary schools, and Scott Middle School, as presented. ([Enclosure](#))

H. Young Audiences Arts for Learning Assembly Contracts

RECOMMENDED MOTION: That the Board of School Directors approve the Assembly Contract with Young Audiences for performances at Caln, King's Highway, Rainbow and Reeceville elementary schools, as presented. ([Enclosure](#))

I. Human Resources Report

RECOMMENDED MOTION: That the Board of School Directors approve the resignations, appointments, new positions, leave of absences, 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. CATA

- 1) DiSante, Thomas, English Language Arts Teacher for South Brandywine Middle School. Letter Dated: 9/29/2018. Reason: Personal. Effective: 11/27/2018.
- 2) Moose, Bryan, Biology Teacher for the Coatesville Area Intermediate High School. Letter Dated: 9/25/2018. Reason: Personal. Effective: 10/9/2018.

b. CATSS

- 1) Friel, Deborah, Principal Secretary for the Coatesville Area Senior High School. Letter Dated: 10/1/2018. Reason: Retirement. Effective: 1/2/2019.
- 2) Rohr, Dennis, 2.5 Hour Cafeteria/Playground Aide for King's Highway Elementary School. Effective: 9/25/2018.

c. EXTRA DUTY

- 1) Gardner, Elizabeth, Student Council Advisor for Scott Middle School. Letter Dated: 9/30/2018. Reason: Personal. Effective: 10/19/2018.
- 2) Gardner, Elizabeth, Yearbook Advisor for Scott Middle School. Letter Dated: 9/30/2018. Reason: Personal. Effective: 10/19/2018.

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. CATSS

- 1) Parlett, Michael, 5.75 Hour Special Education One On One Aide for the Coatesville Area Intermediate High School. Posted: 8/29/2018. Salary: \$12.50/hour. Effective: 10/15/2018. SP4: Approved. Pending 168 Forms.

b. EXTRA DUTY

- 1) Bien, Jessica, Discipline Committee Member for North Brandywine Middle School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 2) Blankley, Jamie, Mentor for Maribel Eggles for North Brandywine Middle School. Posted: 8/8/2018. Salary: \$1,000. Effective: 2018—2019 School Year. SP4: Staff.
- 3) Borda, Anthony, Twilight American and European History Tutor for the Coatesville Area High School Campus. Posted: 9/11/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 4) Borda, Anthony, Mentor for Susan Deck for the Coatesville Area Senior High School. Posted: 8/8/2018. Salary: \$1,000 (prorated). Effective: 2018—2019 School Year. SP4: Staff.
- 5) Borton, Nadine, Discipline Committee Member for Reeceville Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 6) Caffarello, Jenna, Discipline Committee Member for East Fallowfield Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 7) Campayo, Karin, Discipline Committee Member for the Coatesville Area Senior High School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 8) Cavitt, Amanda, Discipline Committee Member for King’s Highway Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 9) Chain, John, Mentor for Nicholas Kennedy for the Coatesville Area Intermediate High School. Posted: 8/8/2018. Salary: \$1,000 (prorated). Effective: 2018—2019 School Year. SP4: Staff.
- 10) Chain, John, Twilight English Tutor for the Coatesville Area High School Campus. Posted: 9/11/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 11) Chain, John, Discipline Committee Member for the Coatesville Area Intermediate High School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 12) Cole, Kelly, Discipline Committee Member for the Coatesville Area Intermediate High School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 13) Dehaut, Mike, Discipline Committee Member for Caln Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 14) DelGrippo, Kristen, Disciple Committee Member for the Coatesville Area Senior High School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.

- 15) Domsohn, Tricia, Twilight English Tutor for the Coatesville Area High School Campus. Posted: 9/11/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 16) Elicker, Kathleen, Discipline Committee Member for Rainbow Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 17) Fidanza, Anjanette, Twilight Spanish Tutor for the Coatesville Area High School Campus. Posted: 9/11/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 18) Ford, Wendy, Discipline Committee Member for the Coatesville Area Senior High School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 19) Glass, Barbara, Discipline Committee Member for the Coatesville Area Intermediate High School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 20) Hill-Kimes, Denise, Discipline Committee Member for Reeceville Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 21) Hubiak, Katya, Discipline Committee Member for South Brandywine Middle School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 22) Long, Timothy, Discipline Committee Member for Caln Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 23) MacCausland, Shawn, Discipline Committee Member for Reeceville Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 24) Masishin, Marisa, Discipline Committee Member for Caln Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 25) Monte, Audrey, Discipline Committee Member for East Fallowfield Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 26) Mui, Kathryn, Discipline Committee Member for Reeceville Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 27) Norton, Sheila, Discipline Committee Member for East Fallowfield Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 28) Parker, Tracey, Discipline Committee Member for the Coatesville Area Senior High School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 29) Quattlebaum, Nate, Discipline Committee Member for Scott Middle School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 30) Quinn, Gwen, Discipline Committee Member for East Fallowfield Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.

- 31) Rigg, Kelly, Discipline Committee Member for North Brandywine Middle School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 32) Ritrovato, Jean, Twilight Health and Wellness Tutor for the Coatesville Area High School Campus. Posted: 9/11/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 33) Rumford, Karena, Discipline Committee Member for Rainbow Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 34) Rusnak, Hillory, Discipline Committee Member for Rainbow Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 35) Schreiber, Stephen, Discipline Committee Member for North Brandywine Middle School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 36) Schuler, Jamie, Discipline Committee Member for Caln Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 37) Shirk, Stephen, Discipline Committee Member for the Coatesville Area Intermediate High School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 38) Tassoni, Joseph, Twilight Government/Modern American History Tutor for the Coatesville Area High School Campus. Posted: 9/11/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 39) Warren-Ward, Octavia, Twilight Biology Tutor for the Coatesville Area High School Campus. Posted: 9/11/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 40) Waterman, Stephanie, Discipline Committee Member for North Brandywine Middle School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 41) Williams, Kathryn, Game/Event Worker for the Coatesville Area School District. Posted: 2/9/2016. Effective: 2018—2019 School Year. SP4: Staff.
- 42) Wooten, Dawn, Discipline Committee Member for Rainbow Elementary School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.
- 43) Yerck, San Dee, Discipline Committee Member for South Brandywine Middle School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.

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

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

a. CATA

- 1) Healy, Amelia, Teacher for the Coatesville Area Intermediate High School. Effective: 9/28/2018—12/20/2018.
- 2) Renshaw, Sharon, Teacher for the Coatesville Area Intermediate High School. Effective: 8/29/2018—9/7/2018.

4. **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.

- Jessica Bien, Effective: 9/30/2018

INFORMATIONAL ITEM(S)

- Bond Refinancing - Mike Lillys of RBC Capital Markets
- Budget Timeline - Jeff Ammerman

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.*

Operations Committee Agenda

Coatesville Area Senior High School Auditorium

October 9, 2018 - 6:00 PM

(2nd Committee Meeting of the Evening)

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

APPROVAL of MINUTES

Approval of the September 11, 2018 Operations Committee meeting minutes. ([Enclosure](#))

Motion: _____ Second: _____ Vote: _____

AGENDA ITEMS

A. Public Hearing to Discuss Responses to an RFP for Custodial Services

RECOMMENDED MOTION: That the Board of School Directors schedule a Public Hearing to discuss, and receive feedback on, responses to an RFP for Custodial Services prior to the Special Board Meeting on Tuesday, November 13, 2018 in the auditorium at the Coatesville Area Senior High School.

B. Public Hearing for the Closure of South Brandywine Middle School

RECOMMENDED MOTION: That the Board of School Directors schedule a Public Hearing for the closure of South Brandywine Middle School at 6:00 p.m. on Tuesday, November 27, 2018 in the auditorium at the Coatesville Area Senior High School.

C. Request to Waive Fees – PIAA District I Track and Field Championships – C.A.S.H.S.

RECOMMENDED MOTION: That the Board of School Directors approve the request to waive fees in the amount of \$6,662 for use of the outdoor athletic facilities at CASH for two (2) days to accommodate and host the District I Track and Field Championships, as presented. District I is willing to pay the custodial fees for Saturday. ([Confidential Enclosure](#))

D. Request to Waive Fees – Zeta Phi Beta Sorority, Inc. – Scott Middle School

RECOMMENDED MOTION: That the Board of School Directors approve the request to waive fees in the amount of \$1,176 for use of the facilities on Saturday, November 17, 2018 and Saturday, December 15, 2018, as presented. The Sorority is willing to pay the custodial fees for this event. ([Enclosure](#))

INFORMATIONAL ITEM(S)

- 6th Grade Center Presentation
- Potential Closure of South Brandywine Middle School
- New Elementary School Planning
- Food Service Reimbursement/Participation Report for the month ending 9/30/2018 ([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.
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Policy Committee Agenda
Coatesville Area Senior High School Auditorium
October 9, 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 September 11, 2018 Policy Committee meeting minutes. ([Enclosure](#))

Motion: _____ Second: _____ Vote: _____

AGENDA ITEMS

Consent Agenda

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

Motion: _____ Second: _____ Vote: _____

A. Policy 142 – Migrant Students – 2nd Reading

RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 142, as presented. ([Enclosure](#))

B. Policy 210.1 – Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors – Revision(s)

RECOMMENDED MOTION: That the Board of School Directors approve the revisions to Policy 210.1, as presented. ([Enclosure](#))

C. Policy 246 – School Wellness – Revision(s)

RECOMMENDED MOTION: That the Board of School Directors approve the revisions to Policy 246, as presented. ([Enclosure](#))

D. Policy 311 – Reduction of Staff – Revisions

RECOMMENDED MOTION: That the Board of School Directors approve the revisions to Policy 311, as presented. ([Enclosure](#))

INFORMATIONAL ITEM(S)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT _____

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Education Committee Agenda
Coatesville Area Senior High School Auditorium
October 9, 2018 - 6:00 PM
(4th Committee Meeting of the Evening)

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

APPROVAL of MINUTES

Approval of the September 11, 2018 Education Committee meeting minutes. ([Enclosure](#))

Motion: _____ Second: _____ Vote: _____

AGENDA ITEMS

A. Independent Contractor Contract – Student 10005379

RECOMMENDED MOTION: That the Board of School Directors approve the Independent Contractor Contract for student 10005379, as presented. ([Confidential Enclosure](#))

B. Independent Contractor Contract – Regular School Year - Student 10015568

RECOMMENDED MOTION: That the Board of School Directors approve the regular school year Independent Contractor Contract for student 10015568, as presented. ([Confidential Enclosure](#))

C. Independent Contractor Contract – Extended School Year - Student 10015568

RECOMMENDED MOTION: That the Board of School Directors approve the extended school year Independent Contractor Contract for student 10015568, as presented. ([Confidential Enclosure](#))

D. Independent Contractor Contract – Student 90000285

RECOMMENDED MOTION: That the Board of School Directors approve the Independent Contractor Contract for student 90000285, as presented. ([Confidential Enclosure](#))

E. Independent Contractor Contract – Student 10005435

RECOMMENDED MOTION: That the Board of School Directors approve the Independent Contractor Contract for student 10005435, as presented. ([Confidential Enclosure](#))

F. Independent Contractor Contract – Student 10008313

RECOMMENDED MOTION: That the Board of School Directors approve the Independent Contractor Contract for student 10008313, as presented. ([Confidential Enclosure](#))

G. Independent Contractor Contract – Student 10008300

RECOMMENDED MOTION: That the Board of School Directors approve the Independent Contractor Contract for student 10008300, as presented. ([Confidential Enclosure](#))

H. Independent Contractor Contract – Student 10005280

RECOMMENDED MOTION: That the Board of School Directors approve the Independent Contractor Contract for student 10005280, as presented. ([Confidential Enclosure](#))

I. Release and Settlement Agreement – Student 10005080

RECOMMENDED MOTION: That the Board of School Directors approve the Release and Settlement Agreement for student 10005080, as presented. ([Confidential Enclosure](#))

J. Request for a Weekend/Out-of-State Curriculum-based Field Trip – AFJROTC

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

K. Request for Out-of-State Drill Competitions – AFJROTC

RECOMMENDED MOTION: That the Board of School Directors approve the request for two (2) out-of-state drill competitions, as presented. ([Confidential Enclosure](#))

INFORMATIONAL ITEM(S)

- High School Discipline Committee Report – Jason Palaia and High School Committees
- Kindergarten Kickoff Presentation – Jason Palaia
- CASD and Charter School Enrollment Reports for the month ending September, 2018 ([Enclosure](#))

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT _____

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