

**COATESVILLE AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING MINUTES
MONDAY - NOVEMBER 24, 2008 - 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 Ritter, V-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 October 28, 2008 School Board meeting subject to any additions, deletions, modifications or clarifications. (*Enclosure*)

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

SUPERINTENDENT’S REPORT

IMPORTANT DATES

Date	Time	Meetings	Place
December 2, 2008	6:00 P.M.	Reorganization Meeting	9/10 Center Auditorium
December 2, 2008	<i>Immediately following Reorganization Meeting</i>	School Board Meeting	9/10 Center Auditorium
<i>Dec. 24th – Jan. 2nd</i>	~	<i>Winter Break – No School</i>	~

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:

2. **FINANCE COMMITTEE** *(Don Holt, Chair)*

A. **Schedule of Bills Payable**

RECOMMENDED MOTION: That the Board of School Directors approves the Schedule of Bills Payable for October 31, 2008.

Fund	Paid
General Fund – 10	\$ 7,766,526.49
Capital Reserve Fund – 22	25,952.00
Athletic Fund – 29	59,507.66
Capital Projects Fund-32/2007 GOB	5,800,058.76
Food Service – 51	156,864.24
Trust Fund – 71	0.0
Student Activities Fund – 81	16,890.55
Agency Fund – 89	9,494.15
TOTAL	\$ 13,835,293.85

B. **Treasurer’s Report**

RECOMMENDED MOTION: That the Board of School Directors approves the Treasurer’s Report submitted for the month ending October 31, 2008.

C. **Budget Transfers**

RECOMMENDED MOTION: That the Board of School Directors approves the Budget Transfers in the amount of \$233,895.00.

D. **Schedule of Investments**

RECOMMENDED MOTION: That the Board of School Directors approves the Schedule of Investments for the month ending October 31, 2008.

E. **Student Activities Report**

RECOMMENDED MOTION: That the Board of School Directors approves the Student Activities Report for the month ending October 31, 2008.

F. **2009-2010 Budget Calendar**

RECOMMENDED MOTION: That the Board of School Directors approves the 2009-2010 Budget Calendar as submitted.

G. **Joint Purchasing – CCIU and Pennsylvania Education Joint Purchasing Council**

RECOMMENDED MOTION: That the Board of School Directors approves the District’s participation in the CCIU and the Pennsylvania Education Joint Purchasing Council for the 2009-2010 fiscal year for the following categories: custodial supplies, copy & computer paper, technology, cafeteria small equipment, disposable wares, fuel oil, gasoline, propane gas, general supplies, art supplies, science supplies, woodworking supplies, musical instruments, and athletic supplies.

- H. Resignation of Interim Treasurer**
RECOMMENDED MOTION: That the Board of School Directors approves the resignation of Paul DeAngelo as Interim School Board Treasurer, effective November 14, 2008.
- I. Appointment of Treasurer**
RECOMMENDED MOTION: That the Board of School Directors approves Danette Murphy as School Board Treasurer, effective November 14, 2008, as per PA School Code, Section 404.
- J. Harrison Enterprises Tax Assessment Settlement Agreement**
RECOMMENDED MOTION: That the Board of School Directors approves the Harrison Enterprises Tax Assessment Settlement Agreement, as presented by the Solicitor. (*Enclosure*)
- K. 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 - NON-CERTIFIED
 - 1) DeAngelo, Paul, Assistant Director of Business Administration for the Coatesville Area School District. Letter Dated: 10/30/08. Reason: Personal. Effective: 11/14/08.
 - b. CATA
 - 1) Antes, Amylou, Business Education Teacher for the Coatesville Area Senior High School. Letter Dated: 11/17/08. Reason: Retirement – 20 years of service. Effective: 1/23/09.
 - 2) Crans, Jordan, Gifted & Math Proficiency Teacher for the Scott Middle School. Letter Dated: 10/31/08. Reason: Personal. Effective: 11/14/08.
 - 3) Purcell, Kathryn, Special Education Teacher for the Gordon Education Center. Letter Dated: 11/3/08. Reason: Personal. Effective: 60 days or sooner from 11/3/08.
 - c. CATSS
 - 1) Faust, Cortina, 6.5 hr. Special Education Classroom Aide for the Coatesville Area High School Campus - 9/10 Center. Letter Dated: 11/5/08. Reason: Personal. Effective: 9/24/08.
 - 2) Kay, Lindsey, 6.5 hr. Classroom Instructional Aide for the Caln Elementary School. Letter Dated: 11/1/08. Reason: Personal. Effective: 10/29/08.

- 3) Legree, Cherlonda, 6.5 hr. Special Education Classroom Aide for the Gordon Education Center. Letter Dated: 11/17/08. Reason: Job Abandonment. Effective: 9/2/08.
- 4) Pavelik, Ruth, Assistant Principal's Secretary for the Caln Elementary School. Letter Dated: 11/12/08. Reason: Retirement – 21 years of service. Effective: 12/31/08.
- 5) Todd, Amy, 6.5 hr. Special Education One-on-One Instructional Aide for the Friendship Elementary School. Letter Dated: 10/22/08. Reason: Personal. Effective: 10/21/08.

d. FEDERATION

- 1) Martin Jr., Joseph K., Custodian for the North Brandywine Middle School. Letter Dated: 11/12/08. Reason: Personal. Effective: 11/12/08.
- 2) Moreno, Raquel, 3.0 hr. General Utility Worker for the South Brandywine Middle School. Letter Dated: 11/7/08. Reason: Retirement – 3 years of service. Effective: 11/13/08.

e. EXTRA DUTY

- 1) Antes, Amylou, Business/Computer Technology Education Department Head for the Coatesville Area Senior High School. Letter Dated: 11/17/08. Reason: Retirement. Effective: 1/23/09.
- 2) Antes, Amylou, Business/Computer Technology Education District Coordinator for the Coatesville Area School District. Letter Dated: 11/17/08. Reason: Retirement. Effective: 1/23/09.
- 3) Austin, Lawrence, Boys Assistant Basketball Coach for the Coatesville Area High School - 9/10 Center. Letter Dated: 11/7/08. Reason: Personal. Effective: 11/7/08.
- 4) Foster, Michael, Girls' 7th Grade Basketball Coach for the North Brandywine Middle School. Letter Dated: 11/14/08. Reason: Personal. Effective: 11/14/08.
- 5) Kennedy, Deborah, Afterschool Grant Funded Program Aide for the Regency Park Apartments Community Center. Letter Dated: 11/3/08. Reason: Personal. Effective: 11/3/08.
- 6) Lilienfeld, J. Keith, 7th Grade Lacrosse Coach for the Scott Middle School. Letter Dated: 10/28/08. Reason: Personal. Effective: 10/28/08.
- 7) McGibboney, Aesha, Girls' 8th Grade Basketball Coach for the South Brandywine Middle School. Letter Dated: 10/27/08. Reason: Personal. Effective: 2008 – 2009 season only, will return for 2009 – 2010 season.

- 8) Rudolph, Bryan, Boys' Head Wrestling Coach for the North Brandywine Middle School. Letter Dated: 11/13/08. Reason: Personal. Effective: 11/13/08.

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. CATA

- 1) Fichter, Amy, Autistic Support Teacher for the Friendship Elementary School. Posted: 11/4/08 (New). Salary: \$42,150.00. Temporary Professional Contract. Degree: BS – Human Development & Family Studies, The Pennsylvania State University; Dual Certification Elementary Education & Special Education, Immaculata University. Years of Exp.: 1. Effective: 12/15/08. SP4: Pending.
- 2) Sullivan, Kinsey, LTS Elementary Strings Music Teacher for the Friendship & Caln Elementary Schools. Posted: 10/9/08 (Mendoza). Salary: \$41,400.00. Substitute Temporary Contract. Degree: BS - Music Education, West Chester University. Years of Exp.: 1. Effective: 11/25/08 – 6/12/09. SP4: Approved.
- 3) Toth, Tiffany, LTS 4th Grade Teacher for the Reeceville Elementary School. Posted: 10/23/08 (Cloud). Salary: \$41,400.00. Substitute Temporary Contract. Degree: BS – Elementary Education, West Chester University. Years of Exp.: 1. Effective: 1/26/09 – 6/12/09. SP4: Pending.

c. CATSS

- 1) Armstrong, Elisabeth, Substitute Instructional Aide for the Coatesville Area School District – South Brandywine Middle School. Salary: \$10.50/hr. Effective: 11/25/08. SP4: Approved.
- 2) Brown, Jaron L., 6.5 hr. Special Education One-on-One Instructional Aide for the Friendship Elementary School. Posted: 10/24/08 (Todd). Salary: \$12.50/hr. Effective: 11/25/08. SP4: Approved.
- 3) Brown, Maytha, 6.5 hr. Special Education One-on-One Instructional Aide for the North Brandywine Middle School. Posted: 8/26/08 (Johnson). Salary: \$12.50/hr. Effective: 11/25/08. SP4: Approved.
- 4) Cooper, Martha, 2 hr. Cafeteria/Playground Aide for the East Fallowfield Elementary School. Posted: 9/18/08 (Fox). Salary: \$9.50/hr. Effective: 11/25/08. SP4: Approved.
- 5) Moreno, Tierre, 2 hr. Cafeteria/Playground Aide for the Friendship Elementary School. Posted: 9/18/08 (Brickus). Salary: \$9.50/hr. Effective: 11/25/08. SP4: Approved.

- 6) Moreno, Tierre, Substitute Instructional Aide for the Coatesville Area School District – Friendship Elementary School. Salary: \$10.50/hr. Effective: 11/25/08. SP4: Approved.
- 7) Pavelik, Ruth A., Substitute Secretary for the Coatesville Area School District. Salary: \$14.00/hr. Effective: 1/5/09. SP4: Staff.
- 8) Phillips, Joanne, Secretary to the Director of Elementary Education for the Coatesville Area School District. Posted: 10/30/08 (Murphy). Salary: \$15.50/hr. Effective: 12/1/08. SP4: Approved.
- 9) Turner, Brenda, 6.5 hr. Special Education Classroom Aide for the Friendship Elementary School. Posted: 10/21/08 (White-Scalies). Salary: \$12.50/hr. Effective: 11/25/08. SP4: Approved.
- 10) Ross, Jane, 2 hr. Cafeteria/Playground Aide for the East Fallowfield Elementary School. Posted: 9/4/08 (Dorsheimer). Salary: \$9.50/hr. Effective: 11/25/08. SP4: Approved.

d. FEDERATION

- 1) Hines, Glen, Substitute Custodian for the Coatesville Area School District. Salary: \$10.00/hr. Effective: 11/25/08. SP4: Staff.
- 2) Lee, Jason, Substitute Custodian for the Coatesville Area School District. Salary: \$10.00/hr. Effective: 11/25/08. SP4: Approved.
- 3) Martin, Joseph C., Substitute Custodian for the Coatesville Area School District. Salary: \$10.00/hr. Effective: 11/25/08. SP4: Approved.
- 4) Moreno, Raquel, Substitute General Utility Worker for the Coatesville Area School District. Salary: \$9.00/hr. Effective: 11/25/08. SP4: Staff.
- 5) Ortiz, Mario, Substitute Custodian for the Coatesville Area School District. Salary: \$10.00/hr. Effective: 11/25/08. SP4: Approved.
- 6) Recchiuti, Beverly, Substitute General Utility Worker for the Coatesville Area School District. Salary: \$9.00/hr. Effective: 11/25/08. SP4: Approved.

e. EXTRA DUTY

- 1) Carlino, Patricia, EAP/21st Century Grant Funded Afterschool Tutor for the South Brandywine Middle School. Posted: 9/3/08 (New). Salary: \$31.00/hr. Effective: 11/25/08. SP4: Staff.
- 2) March, Barbara, EAP Grant Funded Afterschool Tutor for the Reeceville Elementary School. Posted: 9/3/08 (New). Salary: \$31.00/hr. Effective: 11/25/08. SP4: Staff.

- 3) Martinez, Adrianna, EAP/21st Century Grant Funded Afterschool Instructional Aide for the Rainbow Elementary School. Posted: 9/5/08 (New). Salary: \$10.50/hr. Effective: 11/25/08. SP4: Approved.
- 4) Norman, Michele, Title III Grant Funded ESL Adult Night Class Aide for the Scott Middle School. Posted: 10/29/08 (New). Salary: \$10.50/hr. Effective: 11/25/08. SP4: Staff.
- 5) EAP Grant Funded Afterschool Tutors for the Coatesville Area High School Main Campus. Posted: 9/3/08 (New). Salary: \$31.00/hr. Effective: 11/25/08. SP4: Staff.

Jonathan Atkins

Kevin Dougherty

Matt Smiley

- 6) Afterschool Grant Funded ESL Title III Teachers for the Caln Elementary School. Posted: 10/17/08 (New). Salary: \$31.00/hr. Effective: 11/25/08. SP4: Staff.

Kristine Anderson

Emily Nefos

- 7) Afterschool Grant Funded ESL Instructional Aide(s) for the Caln Elementary School. Posted: 10/17/08 (New). Salary: \$10.50/hr. Effective: 11/25/08. SP4: Staff.

Dawn Miller (Substitute)

Michele Norman

- 8) Mentors for the Coatesville Area School District. Salary: \$1,000.00. If Mentor is assigned two teachers, the salary for mentoring the additional teacher is \$500.00. One-half (½) pay will be provided if only one (1) semester is served as a mentor.

Mentor

Jeff Guy

Karen Bendowski

Kathleen Booker

New Teacher

Kinsey Sullivan – Effective: 11/25/08

Tiffany Toth – Effective: 1/26/09

Amy Fichter – Effective: 12/15/08

3. Creation of New Position(s)

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

a. NON-CERTIFIED

- 1) Accountant for the Coatesville Area School District

b. CATA

- 1) Autistic Support Teacher for the Friendship Elementary School

c. CATSS

- 1) Secretary to the Director of Educational Research & Development/Pupil Personnel Services for the Coatesville Area School District

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. CATA

- 1) Biddle, Heather, Special Education Teacher for the Coatesville Area High School – 9/10 Center. Letter Dated: 11/7/08. Reason: FMLA. Effective: 11/17/08 – 2/20/09.
- 2) Weidner, Kathryn, 2nd Grade Teacher for the Rainbow Elementary School. Letter Dated: 10/30/08. Reason: FMLA. Effective: 11/3/08 – Intermittent.
- 3) Ziegler, Alyece, 4th Grade Teacher for the East Fallowfield Elementary School. Letter Dated: 11/17/08. Reason: Extended Childrearing Leave. Effective: 1/26/09 – 6/12/09.
- 4) Vogt, Emily, 3rd Grade Teacher for the Friendship Elementary School. Letter Dated: 9/30/08. Reason: FMLA. Effective: 2/2/09 – 4/24/09.

c. CATSS

- 1) Pavelik, Ruth A., Assistant Principal's Secretary for the Caln Elementary School. Letter Dated: 9/2/08. Reason: FMLA/Medical Leave of Absence. Effective: 11/3/08 – 12/15/08.
- 2) Stafford, Margo, Technology Associate for the Caln Elementary School. Letter Dated: 11/7/08. Reason: FMLA. Effective: 11/10/08 – Intermittent.

d. FEDERATION

- 1) London, Eugene, Custodian for the Scott Middle School. Letter Dated: 10/24/08. Reason: FMLA. Effective: 10/24/08 – 12/5/08.
- 2) Newsuan, Donna, Custodian for the East Fallowfield Elementary School. Letter Dated: 10/31/08. Reason: FMLA. Effective: 11/3/08 – 11/14/08.

5. Voluntary Transfers:

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

a. CATSS

- 1) Claycomb, Tammy, move from 6.5 hr. Special Education One-on-One Instructional Aide for the Rainbow Elementary School to 6.5 hr. Special Education One-on-One Instructional Aide for the Caln Elementary School (following student). Effective: 11/6/08. SP4: Staff.
- 2) Claycomb, Tammy, move from 6.5 hr. Special Education One-on-One Instructional Aide for the Caln Elementary School to 6.5 hr. Title 1 Clerical Aide for the Rainbow Elementary School. Posted: 8/20/08 (Mobley). Effective: 12/1/08. SP4: Staff.

6. Change of Status

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

a. NON-CERTIFIED

- 1) DeShullo, Karen, move from Comptroller @ \$98,117.00 to Assistant Director of Business Administration @ \$108,000.00 for the Coatesville Area School District. Effective: 12/1/08.
- 2) Rose, Paul, move from Assistant Comptroller @ \$66,580.00 to Comptroller @ \$75,000.00 for the Coatesville Area School District. Effective: 12/1/08.

b. FEDERATION

- 1) D'Angelo, Anthony W., move from Custodian "D" @ \$17.53/hr. to Custodian "C" @ \$17.90/hr. for the Rainbow Elementary School. Effective: Retroactive to 10/20/08.
- 2) Keehn, Kelly, move from Custodian "D" @ \$17.53/hr. to Custodian "C" @ \$17.90/hr. for the Coatesville Area High School – 9/10 Center. Effective: Retroactive to 10/15/08.
- 3) Ortiz, Ascencion, move from Labor Pool "D" @ \$17.53/hr. to Labor Pool "C" @ \$17.90/hr. for the Coatesville Area School District. Effective: Retroactive to 10/15/08.
- 4) Washington, Barbara, move from Custodian "B" @ \$18.29/hr. to Custodian "A" @ \$18.82/hr. for the Coatesville Area Senior High School. Effective: Retroactive to 11/3/08.

7. **Correction(s)**

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

a. CATA

- 1) Maloney, Kirstin, - Correct FMLA dates should be 10/27/08 – 12/19/08.

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

A. **Title I Parent Involvement Policies**

RECOMMENDED MOTION: That the School Board of Directors reviews and adopts the newly created Parent Involvement Policies at Caln and East Fallowfield for the 2008-2009 school year.

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

A. **Approval of PlanCon J Submission – Gordon Elementary School**

RECOMMENDED MOTION: That the Board of School Directors approves the submission of PlanCon J (final accounting) to the Department of Education for the renovation of Gordon Elementary School (now Gordon Education Center).

B. **Change Order No. EC – 03 at 9/10 Center**

RECOMMENDED MOTION: That the Board of School Directors approves Change Order No. EC – 03 with Phillips Brothers Electrical Contractors, Inc. (Electrical Contractor) at 9/10 Center, at a total deduction of \$11,368.00 (total of \$2,881.00 adds and \$14,249.00 deducts), for providing various services (the most significant is utilizing existing conduits).

C. **Reeceville Elementary School Partial Carpet Replacement**

RECOMMENDED MOTION: That the Board of School Directors approves the partial carpet replacement contract at Reeceville Elementary School with Franklin Flooring in the amount of \$30,681.47 through the State Contract No. 0000310841. Funding will be the Capital Reserve.

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

A. **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>
08DH76	15 day expulsion
08DH77	25 day expulsion
08DH78	Referred to an alternative educational setting.

- B. Review of Policy #120 – Human Development Program - 2nd Reading**
RECOMMENDED MOTION: That the Board of school directors approves the 2nd reading of the repeal of Policy #120 – Human Development Program as recommended by PSBA.
- C. Review of Revised Policy #140 – Charter Schools - 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approves the 2nd reading of revised Policy #140 – Charter Schools.
- D. Review of Revised Policy #111 – Lesson Plans – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approves the 1st reading of revised Policy #111 – Lesson Plans.
- E. North Brandywine Middle School Trip to New York City – May 27-29, 2009**
RECOMMENDED MOTION: That the Board of School Directors approves the North Brandywine Middle School 7th grade trip to New York City, May 27-29, 2009.
- F. North Brandywine Middle School Trip to Williamsburg, VA – June 3-5, 2009.**
RECOMMENDED MOTION: That the Board of School Directors approves the North Brandywine Middle School 8th grade trip to Williamsburg, VA – June 3-5, 2009.
- G. Review of Revised Policy 104 – Non Discrimination in Employment and Contract Practices – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approves the 2nd reading of revised Policy 104 – Non Discrimination in Employment and Contract Practices.

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: _____