

COATESVILLE AREA SCHOOL DISTRICT
SPECIAL SCHOOL BOARD MEETING AGENDA
Coatesville Area District Administration Office
DECEMBER 17, 2019 - 9:00 A.M.

OPENING ACTIVITIES

1. CALL TO ORDER

2. PURPOSE OF MEETING

The purpose of this meeting is to approve the bills payable, and any other matters that may come before the Board.

3. READING OF MISSION STATEMENT

The mission of the Coatesville Area School District, rich in diversity and committed to excellence, is to create innovative educational experiences which are funded by the taxpayers, supported by the community, delivered by dedicated teachers and administrators, to ensure all students will become responsible, contributing global citizens.

4. 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.

5. ROLL CALL

Board of School Directors

Robert J. Fisher, President	(Policy Committee)
Thomas N. Keech, Vice President	(Finance Committee)
Henry J. Assetto	(Education Committee)
Andrew C. Finkbohner	(Finance & Policy Committees)
Rebecca L. Harlan	(Operations Committee)
Mary Ann Harris	(Operations Committee)
Amelia Mills	(Education & Finance Committees)
Brandon J. Rhone	(Operations & Policy Committees)
Jill J. Santiago	(Education Committee)

Administration

Richard F. Dunlap, Jr., Ed.D., Superintendent of Schools
Dr. Kimberly R. Donahue, Assistant to the Superintendent of Curriculum and Learning
Karen Hall, Director of Human Resources and School Board Secretary
Lisa Hauswirth, Director of Special Education
Jason Palaia, Director of Elementary and Secondary Education
Rita Perez, Director of Pupil Services

Solicitor

Michael I. Levin, Esquire

6. 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 approve the minutes for the November 26, 2019 School Board meeting subject to any additions, deletions, modifications or clarifications. ([Enclosure](#))

Motion: _____ Second: _____ Vote: _____

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approve the minutes for the December 3, 2019 Reorganization meeting subject to any additions, deletions, modifications or clarifications. ([Enclosure](#))

Motion: _____ Second: _____ Vote: _____

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approve the minutes for the December 3, 2019 School Board meeting subject to any additions, 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 at 5:30 pm on Monday, December 16th for legal and personnel reasons. An executive session was held on Tuesday, December 3, 2019 for legal and personnel reasons. A Board Retreat was held on Saturday, December 7th and Tuesday, December 10th.

SUPERINTENDENT'S REPORT

Richard F. Dunlap, Jr., Ed.D.

SPECIAL REPORTS

- Presentation - Scott Middle School Students
- Audit Review – Maillie, LLP
- Budget Update – Richard F. Dunlap, Jr., Ed.D. and Chuck Linderman ([Confidential Enclosure](#))

IMPORTANT DATES

Date	Time	Meetings	Place
December 23 rd – January 3 rd		<i>Schools Closed for Winter Recess</i>	All CASD Schools
<i>Wishing everyone a joyous holiday season and a New Year filled with peace and happiness!</i>			
January 14, 2020	6:00 pm	Committees & Special Board Meeting	C.A.S.H. Auditorium
January 28, 2020	7:00 pm	School Board Meeting	C.A.S.H. Auditorium

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. FINANCE COMMITTEE (Thomas Keech, Chair)

A. Financial Statements

RECOMMENDED MOTION: That the Board of School Directors approve the financial statements and the bills payable list, as presented. ([Enclosure](#))

B. Adjudications 012733, 012988, 013083, 012737, 012329 and 011127

RECOMMENDED MOTION: That the Board of School Directors adopt and approve the adjudications regarding the discipline and/or discharge of custodians 012733, 012988, 013083, 012737, 012329 and 011127. The Superintendent is directed to mail the appropriate adjudication to each individual.

C. Approval of Independent Audit

RECOMMENDED MOTION: That the Board of School Directors accept the Audit for the Fiscal Year-Ending June 30, 2019, as presented. ([Confidential Enclosure](#))

D. Budget Resolution(s)

RECOMMENDED MOTION: That the Board of School Directors select Option “A” (*possible use of referendum Exceptions*) -or- Option “B” (*stay within the 3.3% Act 1 Index for Budget*) and approve the appropriate Resolution, as presented. ([Enclosure A](#) -or- [Enclosure B](#))

E. CATA Memorandum of Understanding – Emergency Dismissal

RECOMMENDED MOTION: That the Board of School Directors approve the Memorandum of Understanding on Emergency Dismissal with the Coatesville Area Teachers’ Association, as presented. ([Enclosure](#))

F. Donations

RECOMMENDED MOTION: That the Board of School Directors approve the attached donations, as presented. ([Enclosure](#))

G. Environmental Control Systems, Inc. Contract

RECOMMENDED MOTION: That the Board of School Directors approve the contract with Environmental Control Systems, Inc. for a term through June 30, 2022 for professional engineering, environmental management consulting, and asbestos control services in connection with our AHERA Management Plan. ([Enclosure](#))

H. Lifetouch Portrait Agreements – All Schools

RECOMMENDED MOTION: That the Board of School Directors approve the Portrait Agreements for all schools, as presented. ([Enclosure](#))

I. Director of Activities for Grades K-12, Athletics for Grades 7-12, & Compliance

RECOMMENDED MOTION: That the Board of School Directors approve the job description for Director of Activities for Grades K-12, Athletics for Grades 7-12, & Compliance, as presented. ([Enclosure](#))

J. 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. CATSS

- 1) McMillan, Imani, Attendance Secretary for the Coatesville Area Senior High School. Letter Dated: 12/9/2019. Reason: Personal. Effective: 12/20/2019.

b. EXTRA DUTY

- 1) Gotthold, Thomas, Head Soccer Coach for the Coatesville Area High School Campus. Letter Dated: 12/2/2019. Reason: Personal. Effective: 12/2/2019.

c. NON-CERTIFIED

- 1) Hamilton, Christian, School Police Officer for the Coatesville Area School District. Letter Dated: 12/9/2019. Reason: Personal. Effective: 12/9/2019.

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. EXTRA DUTY

- 1) Gushanas, Elizabeth, Mentor for Lisa Adamski for Scott 6th Grade Center. Posted: 7/18/2019. Salary: \$500 (prorated). Effective: TBD. SP4: Staff.
- 2) Gushanas, Elizabeth, Mentor for Renee Campbell for Scott 6th Grade Center. Posted: 7/18/2019. Salary: \$500 (prorated). Effective: TBD. SP4: Staff.

- 3) Leyden, William, Homebound Instructor for the Coatesville Area School District. Posted: 11/28/2016. Salary: \$33/hour. Effective: 2019-2020 School Year. SP4: Staff.
- 4) Bartholomew, Robert, Game/Event Worker for the Coatesville Area School District. Posted: 2/9/2016. Effective: 2019—2020 School Year. SP4: Staff.
- 5) Guyer, Jessica, Positive Behavior Intervention Support Team for Rainbow Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 6) Lammey, April, Positive Behavior Intervention Support Team for Rainbow Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 7) Mathisen, Denise, Positive Behavior Intervention Support Team for Rainbow Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 8) Neff, Valerie, Positive Behavior Intervention Support Team for Reeceville Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 9) Schreiber, Stephen, Game/Event Worker for the Coatesville Area School District. Posted: 2/9/2016. Effective: 2019—2020 School Year. SP4: Staff.
- 10) Toth, Amy, Positive Behavior Intervention Support Team for Rainbow Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 11) Wooten, Dawn, Positive Behavior Intervention Support Team for Rainbow Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.

3. Leave of Absence

RECOMMENDED MOTION: That the Board of School Directors approve the following leave of absence as indicated:

a. CATA

- 1) Newton, Daniel, English Teacher for North Brandywine Middle School. Effective: 11/18/2019-11/20/2019.
- 2) Newton, Daniel, English Teacher for North Brandywine Middle School. Effective: 2/10/2020-2/14/2020.
- 3) Peter, Susan, Teacher for King's Highway Elementary School. Effective: 10/30/2019—12/20/2019.
- 4) Pilz, David, Teacher for the Coatesville Area Senior High School. Effective: 10/7/2019-10/11/2019 and 10/17/2019-12/20/2019.

- b. NON-CERTIFIED
 - 1) Robinson, Michelle, Administrative Assistant for the Coatesville Area School District. Effective: 10/15/2019—12/31/2019.
 - c. FEDERATION
 - 1) Graham, Bernice, 3.75-Hour General Utility Worker for the Coatesville Area Intermediate High School. Effective: 11/8/2019-12/13/2019.
- 4. Change of Status**
RECOMMENDED MOTION: That the Board of School Directors approve the change of status as indicated:
- a. ADMINISTRATION
 - 1) Chenger, Brian, move from Principal for the Coatesville Area Intermediate High School to Director of Athletics, Activities, and Compliance for the Coatesville Area School District. Posted: 10/10/2019. Effective: TBD. SP4: Staff.

2. EDUCATION COMMITTEE (*Robert Fisher, Chair*)

A. Confidential Release and Settlement Agreement – 17000442

RECOMMENDED MOTION: That the Board of School Directors approve the Release and Settlement Agreement for 17000442, as presented. ([Confidential Enclosure](#))

B. Homebound Instruction – 10006650

RECOMMENDED MOTION: That the Board of School Directors approve homebound instruction request 1920-0042 for 10006650.

C. Independent Contractor Contract – Devereux/Brandywine Education Program - 10008379

RECOMMENDED MOTION: That the Board of School Directors approve the Independent Contractor Contract for 10008379, as presented. ([Confidential Enclosure](#))

D. Meistersingers Public Performance

RECOMMENDED MOTION: That the Board of School Directors approve the request for a public performance.

E. Out-of-State Field Trip Request – AFJROTC

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

F. Out-of-State Field Trip Request – High School Music & Art Department

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

G. Request to Attend Out-of-State and Sunday Track Meets

RECOMMENDED MOTION: That the Board of School Directors approve the request to attend Sunday and out-of-state track meets, as presented. ([Confidential Enclosure](#))

H. Request to Attend Sunday Wrestling Match

RECOMMENDED MOTION: That the Board of School Directors approve the request to attend a Sunday wrestling match, as per the attachment. (*Confidential Enclosure*)

3. OPERATIONS COMMITTEE (*Committee Chairperson*)

A. Demolition Bidding Schedule – Friendship Elementary School

RECOMMENDED MOTION: That the Board of School Directors approve the demolition bidding schedule for the Friendship Elementary School, as presented. (*Enclosure*)

B. Request to Waive Fees – Coatesville Boosters Football Banquet – C.A.S.H.

RECOMMENDED MOTION: That the Board of School Directors approve the request to waive fees in the amount of \$1,078 for use of the auditorium on Sunday, January 11, 2020 for the football banquet, as presented. The Boosters are willing to pay custodial fees in the amount of \$198 for this event. (*Enclosure*)

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.

INFORMATION ITEMS

ADJOURNMENT

Motion: _____ Second: _____ Time: _____

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2019 and on the District website.
Copies of the minutes will be maintained in the office of the Board Secretary.*