

# Education Committee Minutes

*Virtual Live Stream*

**June 9, 2020 - 6:00 PM**

*(1<sup>st</sup> Committee Meeting of the Evening)*

**CHAIRPERSON:** Henry Assetto  
**BOARD MEMBERS:** Amelia Mills and Rebecca Harlan  
**ADMINISTRATION:** Richard F. Dunlap, Jr., Ed.D., Don Mangan, Ed.D.,  
Jason Palaia, and Darian Smith  
**CALL TO ORDER:** 6:02PM

## **APPROVAL of MINUTES**

Approval of the May 12, 2020 Education Committee meeting minutes. ([Enclosure](#))

Motion: Amelia Mills                      Second: Rebecca Harlan                      Vote: 3-0

## **PRESENTATIONS**

- AFJROTC Marksmanship Program ([Enclosure](#))

## **AGENDA ITEMS**

### **A. Permission to Survey Special Education Teachers at CAIHS and CASH for Internship**

**RECOMMENDED MOTION:** That the Board of School Directors grant permission for Katya Hubiak to survey Special Education Teachers at CAIHS and CASH for her Special Education Leadership graduate program and internship with Drexel University, as presented. ([Enclosure](#))

Motion: Amelia Mills                      Second: Rebecca Harlan                      Vote: 3-0

### **B. Mentor for Audrey Gormley's Administrative Certification Program**

**RECOMMENDED MOTION:** That the Board of School Directors grant approval for Rebecca Vietri to mentor Audrey Gormley for her Administrative Certification Program, as presented. ([Enclosure 1](#)) ([Enclosure 2](#))

Motion: Amelia Mills                      Second: Rebecca Harlan                      Vote: 3-0

### **C. Mentor for Stephanie Byerly's Administrative Certification Program**

**RECOMMENDED MOTION:** That the Board of School Directors grant approval for Rebecca Vietri to mentor Stephanie Byerly for her Administrative Certification Program, as presented. ([Enclosure 1](#)) ([Enclosure 2](#))

Motion: Rebecca Harlan                      Second: Amelia Mills                      Vote: 3-0

### **D. Confidential Release and Settlement Agreement—10010014**

**RECOMMENDED MOTION:** That the Board of School Directors approve the release and settlement agreement 10010014, as presented. ([Confidential Enclosure](#))

Motion: Rebecca Harlan                      Second: Amelia Mills                      Vote: 3-0

**E. Supplemental Itinerant and Full Time Special Education Programs for 2020—2021**

**RECOMMENDED MOTION:** That the Board of School Directors approve the supplemental itinerant and full time special education programs for the 2020—2021 school year, as presented. ([Enclosure](#))

Motion: Amelia Mills                      Second: Rebecca Harlan                      Vote: 3-0

**F. ATSI Plans**

**RECOMMENDED MOTION:** That the Board of School Directors approve the ATSI Plans for submission to the Department of Education, as presented. ([Enclosure—Reeceville](#)) ([Enclosure—Rainbow](#)) ([Enclosure—North Brandywine](#)) ([Enclosure—9/10 Center](#)) ([Enclosure—CASH](#)) ([Enclosure—Presentation](#))

Motion: Amelia Mills                      Second: Rebecca Harlan                      Vote: 3-0

**G. Crosstown Agreement with Oxford Area School District**

**RECOMMENDED MOTION:** That the Board of School Directors approve the crosstown agreement with the Oxford Area School District pending legal review. ([Enclosure](#))

Motion: Amelia Mills                      Second: Rebecca Harlan                      Vote: 3-0

**H. Marksmanship Program for AFJROTC**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Marksmanship Program for the Coatesville Area School District AFJROTC-771 program for the start of the 2020—2021 school year. ([Enclosure](#))

Motion: Rebecca Harlan                      Second: Amelia Mills                      Vote: 3-0

**INFORMATIONAL ITEM(s)**

- In School Suspension—Dr. Richard F. Dunlap, Jr.
- Student Enrollment ([Enclosure—CASD](#)) ([Enclosure—Charter](#))
- Board Goals/Comprehensive Bridge Plan Update ([Enclosure](#))—Dr. Richard F. Dunlap, Jr.
- Opening of Schools 2020-2021 ([Enclosure](#))—Dr. Richard F. Dunlap, Jr. and Jason Palaia
  - PDE ([Enclosure](#))
  - CARES Act

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

- Lyrin Yacoe

**NEXT MEETING**      Tuesday, July 14, 2020

**ADJOURNMENT**      7:57PM

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2020 and on the District website.  
Copies of the minutes will be maintained in the office of the Board Secretary.*

# Finance Committee Minutes

Virtual Live Stream

**June 9, 2020 - 6:00 PM**

(2<sup>nd</sup> Committee Meeting of the Evening)

**CHAIRPERSON:** Thomas N. Keech  
**BOARD MEMBERS:** Andrew Finkbohner and Amelia Mills  
**ADMINISTRATION:** Richard F. Dunlap, Jr., Ed.D., Lori Diefenderfer and Chuck Linderman  
**CALL TO ORDER:** 7:57PM

## APPROVAL of MINUTES

Approval of the May 12, 2020 Finance Committee meeting minutes. ([Enclosure](#))

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

## PRESENTATIONS

- Proposed Final Budget – Richard F. Dunlap, Jr., Ed.D., Lori Diefenderfer, and Chuck Linderman ([Confidential Enclosure](#))

## AGENDA ITEMS

### A. Financial Statements

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

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

### B. Reconsideration of Tabled Items

**RECOMMENDED MOTION:** That the Board of School Directors reconsider the following items tabled at the May 27, 2020, Board Meeting regarding the job description and the posting of a Non-Certified position for the Purchasing Coordinator/Fiscal Services Specialist; and the posting of a Certified position for the Director of Operations and Facilities for the Coatesville Area School District, as presented. ([Enclosure-Purchasing](#)) ([Enclosure-Operations](#)) ([Enclosure-Chart](#))

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

### C. Job Description—Transportation Specialist

**RECOMMENDED MOTION:** That the Board of School Directors approve the job description and posting for the Transportation Specialist, as presented. ([Enclosure](#))

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

### D. Temporary Director of Operations—CCRES

**RECOMMENDED MOTION:** That the Board of School Directors approve the extension of employment with the Temporary Director of Operations, with an effective end date of October 9, 2020, through the existing Agreement of Services with CCRES at a cost of \$440 per day.

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**E. Criticare Professional Services Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approves the professional services agreement with Chadds Ford Alternacare, Inc. d/b/a/ Criticare to provide services from June 11, 2020, to August 31, 2022, as presented. ([Confidential Enclosure](#))

Registered Nurse (RN)	\$56/hour
Licensed Practical Nurse (LPN)	\$46/hour
Teacher's Aide (PCA)	\$25/hour

Orientation:

Registered Nurse (RN)	\$30/hour
Licensed Practical Nurse (LPN)	\$25/hour
Teacher's Aide (PCA)	\$10/hour

COVID-19 Health Screenings	\$51/hour
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Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**F. Addendum to the Administrative Compensation Plan**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Addendum for the Administrative Compensation Plan, as presented. ([Enclosure](#))

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**G. Addendum to the Non-Certified Compensation Plan**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Addendum for the Non-Certified Compensation Plan, as presented. ([Enclosure](#))

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**H. EBS Contract – Behavior Services Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the agreement with Educational Based Services (EBS) to supply Board Certified Behavior Analysts (BCBA), Registered Behavior Technicians (RBT), and Paraprofessionals for a one-year term beginning July 1, 2020, at the following rates, as presented. ([Confidential Enclosure](#))

Board Certified Behavior Analyst (BCBA)	\$84.88/hour
Registered Behavior Technician (RBT)	\$38.88/hour
Paraprofessional	\$24.00/hour

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**I. EBS Contract – Social Worker Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the agreement with Educational Based Services (EBS) to supply Social Workers for a one-year term beginning July 15, 2020, at the following rates, as presented. ([Confidential Enclosure](#))

Social Worker	\$63.87/hour
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Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**J. EBS Contract – Wilson Reading Specialists Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the agreement with Educational Based Services (EBS) to supply Wilson Reading Specialists for a one-year term upon Board approval at the following rates, as presented. ([Confidential Enclosure](#))

1:1 Student Session	\$58.84/hour
Small Group Session	\$58.84/hour for first student; \$28.88/hour for each additional student in group
Reading Specialist	\$71.00/hour

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**K. CCRN Educational and Behavioral Supports Provider Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Provider Agreement with CCRN effective July 1, 2020, through June 30, 2021, as presented. ([Enclosure](#))

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**L. Chester County Juvenile Probation Agreements for 2020-2021**

**RECOMMENDED MOTION:** That the Board of School Directors approve the School-Based Probation Program Agreements between Chester County Juvenile Probation, Chester County Department of Computing & Information Services, and Coatesville Area Senior and Intermediate High Schools, as presented. ([Enclosure-CASH](#)) ([Enclosure-9/10](#))

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**M. Chester County Intermediate Unit – PIMS Contract**

**RECOMMENDED MOTION:** That the Board of School Directors approve the contract with the Chester County Intermediate Unit (CCIU) to provide PIMS administration and child accounting services on a full-time basis from July 1, 2020, to August 31, 2021, for the annual fee of \$130,000, for a total of \$162,000 for 324 working days (one year and three months), as presented. ([Confidential Enclosure](#))

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**N. MDJ Rudy Holdings, LLC – LERTA Tax Appeal Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the LERTA tax appeal agreement between MDJ Rudy Holdings, LLC and the Coatesville Area School District, as presented. ([Confidential Enclosure-Agreement](#)) ([Confidential Enclosure-Tax Bills](#))

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**O. Valbridge Property Advisors – District-Initiated Appeals**

**RECOMMENDED MOTION:** That the Board of School Directors approve the quotation from Valbridge Property Advisors for professional services to provide assessment analysis to the Coatesville Area School District at a cost of \$4,000, as presented. ([Confidential Enclosure](#))

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**P. Lamb McErlane PC – District-Initiated Appeals**

**RECOMMENDED MOTION:** That the Board of School Directors approve the proposal from Lamb McErlane PC to provide legal services for District-initiated assessment appeals at a cost not to exceed \$10,000.

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**Q. Board Treasurer – Michelle Kelly, Assistant Business Manager**

**RECOMMENDED MOTION:** That the Board of Directors appoint Assistant Business Manager Michelle Kelly to a one-year term as Board Treasurer from July 1, 2020, to June 30, 2021.

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**R. 2020-2021 General Fund Budget and Tax Resolution**

**RECOMMENDED MOTION:** That the Board of School Directors approve the General Fund Budget and Tax Resolution, as presented, in the amount of \$175,900,000 for the 2020-2021 Fiscal Year with a real estate tax rate of 38.2018 Mills of the assessed valuation, \$3.82018 per \$100 of assessed value, and a Realty Transfer Tax of 0.5%; an Earned Income Tax of 0.5%; and a Local Service Tax of \$5.00 (no change in these taxes). ([Enclosure](#))

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**S. School Homestead/Farmstead Resolution for 2020-2021**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Homestead/Farmstead Property Tax Reduction amounts, as presented, in the amount of \$254.42 per Homestead/Farmstead with an assessed value exclusion of \$6,660 per Homestead/Farmstead. ([Enclosure](#))

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**T. Temporary Rate for Summer Food Service Managers**

**RECOMMENDED MOTION:** That the Board of School Directors approve the temporary hourly rate for two Summer Food Service Managers. The rate will be \$20.00/hour from 6/15/2020—8/26/2020.

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**U. Temporary Rate for Regular and Substitute Summer Food Service Workers**

**RECOMMENDED MOTION:** That the Board of School Directors approve the temporary hourly rate for ten regular and substitute Summer Food Service Workers. The rate will increase from \$11.00/hour to \$15.00/hour from 6/15/2020—8/26/2020.

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**V. Donation for AFJROTC Program**

**RECOMMENDED MOTION:** That the Board of School Directors approve the donation from Mark Prowell for the AFJROTC program, as presented. ([Enclosure](#))

Motion: Amelia Mills                      Second: Andrew Finkbohner                      Vote: 3-0

**W. Human Resources Report**

**RECOMMENDED MOTION:** That the Board of School Directors approve the resignations, appointments, new positions, leaves of absence, 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. ADMINISTRATION

- 1) Downing, Shannon, Assistant Principal for the Coatesville Area Intermediate High School. Letter Dated: 5/27/2020. Reason: Personal. Effective: 6/26/2020.

b. CATA

- 1) Borton, Nadine, Elementary Teacher for Reeceville Elementary School. Letter Dated: 6/4/2020. Reason: Retirement. Effective: 6/12/2020.
- 2) Gunlefinger, Margaret, Family and Consumer Science Teacher for Scott 6<sup>th</sup> Grade Center. Letter Dated: 5/22/2020. Reason: Retirement. Effective: 6/12/2020.
- 3) Hinkley, Robert, Science Teacher for Scott 6<sup>th</sup> Grade Center. Letter Dated: 5/27/2020. Reason: Retirement. Effective: 6/12/2020.

c. CATSS

- 1) Bucy, Elizabeth, 8 Hour Library Secretary for the Coatesville Area Senior High School. Letter Dated: 5/30/2020. Reason: Personal. Effective: 6/11/2020.

d. EXTRA DUTY

- 1) DeLorenzo, Sue Ann, Summer School Teacher for the Coatesville Area School District. Letter Dated: 5/4/2020. Reason: Personal. Effective: 5/4/2020.
- 2) Welsh, Kayla, Summer School Teacher for the Coatesville Area School District. Letter Dated: 5/28/2020. Reason: Personal. Effective: 5/28/2020.

**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) Stowell, Sandra, ESY Special Education Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.



b. NON-CERTIFIED

- 1) Lark, Catherine, Accountant for the Coatesville Area School District. Posted: 4/6/2020. Salary: \$58,000 (prorated). Effective: 7/6/2020. SP4: Approved. Pending 168 Forms.

3. Leave(s) of Absence

**RECOMMENDED MOTION:** That the Board of School Directors approve the following Leaves of Absence as indicated:

a. CATA

- 1) Boone, Erin, Teacher for Reeceville Elementary School. Effective: 8/31/2020—10/23/2020.
- 2) Kaiser, Amanda, Special Education Teacher for Rainbow Elementary School. Effective: 8/31/2020—11/20/2020.
- 3) Newton, Daniel, Teacher for North Brandywine Middle School. Effective: 4/14/2020—6/12/2020.

4. Voluntary Transfers:

**RECOMMENDED MOTION:** That the Board of School Directors approve the Voluntary Transfer of:

a. CATA

- 1) Drewicz, Sarah, move from Elementary Teacher for King's Highway Elementary School to Reading Specialist for the Coatesville Area School District. Posted: 4/8/2020. Effective: TBD.
- 2) DiSands, Dana, move from Elementary Teacher for King's Highway Elementary School to Reading Specialist for the Coatesville School District. Posted: 4/8/2020. Effective: TBD.
- 3) Kaptur, Hannah, move from Elementary Teacher for Rainbow Elementary School to Gifted Elementary Teacher for the Coatesville Area School District. Posted: 4/8/2020. Effective: 2020—2021 School Year.
- 4) Mento, Daniel, move from Technology Education Teacher for the Coatesville Area Intermediate High School to Technology Education Teacher for the Coatesville Area Senior High School. Posted: 2/20/2020. Effective: TBD.
- 5) Nelson, Luke, move from Social Studies Teacher for the Coatesville Area Senior High School to Technology Education Teacher for the Coatesville Area Senior High School. Posted: 2/20/2020. Effective: TBD.

- b. CATSS
  - 1) Dunne, Cynthia, move from Attendance Secretary for North Brandywine Middle School to Attendance Secretary for Rainbow Elementary School. Effective: 2020—2021 School Year.
  
- 5. **Involuntary Transfers:**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the involuntary Transfer of:
  - a. CATSS
    - 1) McDonald, Gail, move from Facilities Secretary for the Coatesville Area School District to Receptionist for the Coatesville Area Administration Building. Effective: 7/1/2020.
  
- 6. **Change of Status**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Change of Status as indicated:
  - a. ADMINISTRATION
    - 1) Palaia, Jason, move from Director of Elementary and Secondary Education for the Coatesville Area School District to Director of Educational Services for the Coatesville Area School District. Salary: \$138,468.54. Effective: 7/1/2020.
    - 2) Perez, Rita, assume additional duties as the Director of Pupil Services for the Coatesville Area School District. Salary: \$138,878.94. Effective: 3/16/2020.
  
- 7. **Correction**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the name Correction from New Appointments, as indicated:
  - a. EXTRA DUTY
    - 1) Osenbach, Laura, ESY Substitute Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
  
- 8. **Creation of New Position(s)**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the creations and transfers of the following Administration, Non-Certified, and Extra Duty positions:
  - a. ADMINISTRATION
    - 1) Director of Operations and Facilities for the Coatesville Area School District. This position directs the Operations and Facilities and oversees the physical facilities and grounds within the School District.

b. NON-CERTIFIED

- 1) Purchasing Coordinator/Fiscal Services Specialist for the Coatesville Area School District. This position is responsible for understanding and implementing all state requirements and District procedures related to the purchasing process to ensure full compliance.
- 2) Transportation Specialist for the Coatesville Area School District. This position supports the Transportation Supervisor and will effectively manage the Coatesville student transportation system.

c. EXTRA DUTY

- 1) Transfer of the Spanish Pilot Program to a permanent Extra Duty Club for Rainbow, East Fallowfield, and Reeceville Elementary Schools. The number of units will be 110 per year.
- 2) Transfer of the Student Council Pilot Program to a permanent Extra Duty Club for Rainbow, King's Highway, and Reeceville Elementary Schools. The number of units will be 110 per year.
- 3) Transfer of the Safety Pilot Program to a permanent Extra Duty Club for East Fallowfield, King's Highway, and Reeceville Elementary Schools. The number of units will be 110 per year.
- 4) Transfer of the Garden Pilot Program to a permanent Extra Duty Club for King's Highway Elementary School. The number of units will be 110 per year.
- 5) Transfer of the Stem Pilot Program to a permanent Extra Duty Club for Coatesville Area Intermediate High School. The number of units will be 170 per year.
- 6) Transfer of the Robotics Pilot Program to a permanent Extra Duty Club for the Coatesville Area Intermediate High School and the Coatesville Area Senior High School. The number of units will be 295 per year.
- 7) Transfer of the B.R.I.D.G.E. Pilot Program to a permanent Extra Duty Club for the Coatesville Area Senior High School. The number of units will be 135 per year.

9. **Elimination of Position(s)**

**RECOMMENDED MOTION:** That the Board of School Directors approve the elimination of the following positions:

a. ADMINISTRATION

- 1) Director of Special Education for the Coatesville Area Administration Building.
- 2) Assistant to the Superintendent for the Coatesville Area Administration Building.

- 3) Three (3) Special Education Supervisor positions for the Coatesville Area Administration Building.

b. NON-CERTIFIED

- 1) Recording Secretary for the Coatesville Area Administration Building.
- 2) One (1) Human Resource Generalist position for the Coatesville Area Administration Building.

**10. Suspension of Coatesville Area Teacher's Association Employees**

**RECOMMENDED MOTION:** That the Board of School Directors authorize the suspension of the following employees, effective June 12, 2020, pursuant to Sections 1124 and 1125.1 of the Public School Code:

Jessica Bien	English Teacher
Joann Billman	Elementary Teacher
Michael Bonner	Health & PE Teacher
Jocelyn Brown	Elementary Teacher
Jessica Butler	Elementary Teacher
John Chain	English Teacher
Karen Close	English Teacher
Brian Cotter	Gifted Teacher
Casey Craven	Elementary Teacher
Anna Deangelo	Elementary Teacher
Jaclyn Dzedzy	Secondary Guidance Counselor
Rebecca Eberly	Social Studies Teacher
Colin English	Science Teacher
Shannon Erdman	Science Teacher
Darren Gibb	Social Studies Teacher
Nancy Gober	Elementary Teacher
Alixandra Green	Elementary Teacher
Lyndsay Hashem	Business Teacher
Eric Hofmann	Science Teacher
Heather Jones	Science Teacher
Alexandra Keller	Elementary Teacher
Sarah Kilgore	Mathematics Teacher
Charles Mohler	Mathematics Teacher
Jennifer O'Neill	Elementary Teacher
Meredith Rinehart	Mathematics Teacher
Jamielynn Sauer	English Teacher
Amelia Sisko	Elementary Teacher
Marilyn Stephens-Franklyn	Health and PE Teacher
Kayla Welsh	Elementary Teacher
Jessica Whelihan	Elementary Teacher

**11. Suspension of Non-Certified Employees**

**RECOMMENDED MOTION:** That the Board of School Directors authorize the suspension of the following Non-Certified employee, effective June 30, 2020:

Karen Jackson

Recording Secretary

Motion: Amelia Mills

Second: Andrew Finkbohner

Vote: 3-0

**INFORMATIONAL ITEM(S)**

- ABM and GCA Contract Amendment

**OLD BUSINESS**

- Solicitor RFP

**NEW BUSINESS**

**PUBLIC COMMENT**

- Ann Wuertz
- Lyrlyn Yacoe

**NEXT MEETING**      Tuesday, July 14, 2020

**ADJOURNMENT**      8:43PM

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Copies of the minutes will be maintained in the office of the Board Secretary.*

# Operations Committee Minutes

*Virtual Live Stream*

**June 9, 2020 - 6:00 PM**

*(3<sup>rd</sup> Committee Meeting of the Evening)*

**CHAIRPERSON:** Brandon J. Rhone  
**BOARD MEMBERS:** Mary Ann Harris and James Bookman  
**ADMINISTRATION:** Richard F. Dunlap, Jr., Ed.D., Lori Diefenderfer, Chuck Linderman,  
Jason Palaia, Matthew Flannery, and Frank Galbraith  
**CALL TO ORDER:** 8:43PM

## APPROVAL of MINUTES

Approval of the May 12, 2020 Operations Committee meeting minutes. ([Enclosure](#))

Motion: James Bookman                      Second: Brandon Rhone                      Vote: 3-0

## PRESENTATION(S)

- RFP Update—Lori Diefenderfer and Chuck Linderman
- Transportation Update—Lori Diefenderfer and Chuck Linderman

## AGENDA ITEMS

### **A. Continuation of Current Food Service Program through Summer**

**RECOMMENDED MOTION:** That the Board of School Directors approve the continuation of the current Food Service program from June 17, 2020, through August 26, 2020, in response to the Covid-19 crisis, as presented. The District is applying for additional funding through the CARES Act. ([Enclosure](#))

Motion: James Bookman                      Second: Brandon Rhone                      Vote: 2-1

### **B. Coventry Environmental Inc.—Underground Storage Tank Removal**

**RECOMMENDED MOTION:** That the Board of School Directors approve the approve the contract with Coventry Environmental Inc. to perform the full scope of work described in its proposal regarding removal of a 1,000-gallon underground storage tank at the former Friendship Elementary School at no cost to the School District, as presented. ([Enclosure](#))

Motion: Mary Ann Harris                      Second: James Bookman                      Vote: 3-0

### **C. Student Parking Permit Fee – Coatesville Area Senior High School**

**RECOMMENDED MOTION:** That the Board of School Directors approve the annual fee of \$100 for a student parking permit at the Coatesville Area Senior High School. Prorated fees will be applied quarterly based on the following fee schedule.

\$100.00 – Full Year Parking Pass

\$75.00 – 2<sup>nd</sup> Quarter to 4<sup>th</sup> Quarter  
\$50.00 – 3<sup>rd</sup> Quarter to 4<sup>th</sup> Quarter  
\$25.00 – 4<sup>th</sup> Quarter Only

Motion: James Bookman

Second: Mary Ann Harris

Vote: 3-0

**INFORMATIONAL ITEM(S)**

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

➤ Lyryn Yacoe

**NEXT MEETING**      Tuesday, July 14, 2020

**ADJOURNMENT**      9:05PM

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# Policy Committee Minutes

*Virtual Live Stream*

**June 9, 2020 - 6:00 PM**

*(4<sup>th</sup> Committee Meeting of the Evening)*

**CHAIRPERSON:** Robert J. Fisher  
**BOARD MEMBERS:** Andy C. Finkbohner and Brandon J. Rhone  
**ADMINISTRATION:** Richard F. Dunlap, Jr., Ed.D. and Jason Palaia  
**CALL TO ORDER:** 9:05PM

## **APPROVAL of MINUTES**

Approval of the May 12, 2020 Policy Committee meeting minutes. ([Enclosure](#))

Motion: Brandon Rhone                                      Second: Andrew Finkbohner                                      Vote: 3-0

## **INFORMATIONAL ITEM(S)**

- PS 800 Records Management ([Enclosure – Policy 800](#)) ([Enclosure – Records Management](#)) ([Enclosure – Records Retention](#)) ([Enclosure – Litigation Hold](#))
- PS 717 Cellular Telephones ([Enclosure – Policy 717](#)) ([Enclosure – Policy 717 AG1](#)) ([Enclosure - Policy 717 AG1 Agreement](#)) ([Enclosure – Policy 717 AG2](#)) ([Enclosure – Policy 717 AG2 Agreement](#))
- Social Media Policy
- Work From Home Policy

## **OLD BUSINESS**

## **NEW BUSINESS**

## **PUBLIC COMMENT**

**NEXT MEETING**      Tuesday, July 14, 2020

**ADJOURNMENT**      9:09PM

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