

COATESVILLE AREA SCHOOL DISTRICT SPECIAL SCHOOL BOARD MEETING MINUTES

Coatesville Area Senior High School Auditorium

OCTOBER 9, 2018

(Immediately Following Committee Meetings)

OPENING ACTIVITIES

1. CALL TO ORDER AT 8:41 P.M.

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

Ann M. Wuertz, Vice President - <i>present</i>	<i>(Operations & Policy Committees)</i>
Henry J. Assetto - <i>present</i>	<i>(Committee)</i>
Robert J. Fisher - <i>present</i>	<i>(Education & Finance Committees)</i>
Bashera Grove - <i>absent</i>	<i>(Education Committee)</i>
James Hills - <i>present</i>	<i>(Finance & Operations Committees)</i>
Thomas N. Keech - <i>absent</i>	<i>(Education Committee)</i>
Robert T. Marshall, Jr. - <i>present</i>	<i>(Operations Committee)</i>
Brandon J. Rhone - <i>present</i>	<i>(Policy Committee)</i>
Thomas Siedenbuehl - <i>present</i>	<i>(Policy Committee)</i>

Administration

Dr. Cathy Taschner, Superintendent of Schools - *present*
Dr. Kimberly R. Donahue, Assistant to the Superintendent of Curriculum and Learning - *present*
Jeffrey Ammerman, Director of Business Administration - *present*
Karen Hall, Director of Human Resources and School Board Secretary - *present*
Lisa Hauswirth, Director of Special Education - *present*
Jason Palaia, Director of Elementary and Secondary Education - *present*
Rita Perez, Director of Pupil Services - *present*

Solicitor

Michael I. Levin, Esquire - *present*

6. MOMENT OF SILENCE AND SALUTE TO THE FLAG

ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

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.

- Lis Muirhead – Lamar Agreement

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.

CONSENT AGENDA (*Ann Wuertz, Vice-President*)

RECOMMENDED MOTION: That the Board of School Directors approve the consent agenda items:

Items to be removed from Consent Agenda:

- H. Request to Waive Fees – Red Raider Challenge - Reeceville E.S.
- I. Lamar Advertising Contract #3086305
- J. Release and Settlement Agreement – Employee 013067
- K.2.b.2) Human Resources Report: Jamie Blankley - Mentor for Maribel Egges – N.B.M.S.
- L. Human Resources Addendum

Motion: James Hills

Second: Robert Marshall

Vote: 7-0-0

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. 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.*)

E. 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*)

F. 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 in the auditorium at the Coatesville Area Senior High School on Tuesday, November 13, 2018.

G. 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.

H. Request to Waive Fees – Red Raider Challenge - Reeceville Elementary School

RECOMMENDED MOTION: That the Board of School Directors approve the request to waive fees in the amount of \$165, from the Coatesville Cross Country Team, for the use of facilities at Reeceville for the Red Raider Challenge for elementary and middle school students. (*Enclosure*)

Motion: James Hills

Second: Robert Marshall

Vote: 7-0-0

I. Lamar Advertising Contract #3086305

RECOMMENDED MOTION: That the Board of School Directors approve Advertising Contract #3086305 with Lamar, as presented. (*Enclosure*)

Motion: James Hills

Second: Robert Marshall

Vote: 7-0-0

J. Release and Settlement Agreement – Employee 013067

RECOMMENDED MOTION: That the Board of School Directors approve the Release and Settlement Agreement for employee 013067, as presented. (*Confidential Enclosure*)

Motion: Brandon Rhone

Second: Robert Marshall

Vote: 7-0-0

K. 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 Egges for North Brandywine Middle School. Posted: 8/8/2018. Salary: \$1,000. Effective: 2018—2019 School Year. SP4: Staff.

Motion: James Hills

Second: Brandon Rhone

Vote: 6-0-1
Abstained: Wuertz

- 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) DelGrippe, 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) Yerk, 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

L. **Human Resources Addendum**

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) Burns, Mary Beth, Principal Secretary for Scott Middle School. Letter Dated: 10/5/2018. Reason: Retirement. Effective: 2/20/2019.

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. CATA

- 1) Morrow, Duffie, Biology Teacher for the Coatesville Area Intermediate High School. Posted: 9/10/2018. Salary: \$56,031 (prorated). Level: M. Step: 8. Temporary Professional Contract. Degree: BS—Secondary Education in Biological Sciences, University of Nevada Las Vegas; MS—School Administration, Touro University. Certifications: Biology 7-12, Chemistry 7-12. Effective: 11/5/2018. SP4: Approved. Pending 168 Forms.

b. EXTRA DUTY

- 1) Hubiak, Katya, Game/Event Worker for the Coatesville Area School District. Posted: 2/9/2016. Effective: 2018—2019 School Year. SP4: Staff.
- 2) Gushanas, Elizabeth, Game/Event Worker for the Coatesville Area School District. Posted: 2/9/2016. Effective: 2018—2019 School Year. SP4: Staff.
- 3) Johnson, Jane, Game/Event Worker for the Coatesville Area School District. Posted: 2/9/2016. Effective: 2018—2019 School Year. SP4: Staff.
- 4) Smith, Karen, Discipline Committee Member for South Brandywine Middle School. Posted: 9/14/2018. Salary: \$33/hour. Effective: 2018—2019 School Year. SP4: Staff.

3. **Correction(s)**

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

a. CATA

- 1) Kennedy, Nicholas, Special Education Teacher for the Coatesville Area Intermediate High School. Posted: 7/12/2018. Salary: \$60,931 (pro-rated). Level: M+30. Step: 8. Temporary Professional Contract. Degree: BS—Secondary Education, Elizabethtown College; MS—Special Education, Wilkes University. Certifications: Special Education PK-12, Citizenship 7-12, General Science 7-12, ESL PK-12, English 7-12, Social Studies 7-12. Effective: 10/1/2018. SP4: Approved. Pending 168 Forms. (Corrected Salary and Contract).
- 2) Williams, Kathryn, Special Education Teacher for South Brandywine Middle School. Posted: 8/25/2018. Salary: \$47,031 (prorated). Level: B+24. Step: 3. Temporary Professional Contract. Degree: BS—Education, West Chester University. Certifications: Special Education PK-12, Elementary K-6, Mid-Level Math 6-9. Effective: 10/1/2018. SP4: Approved. Pending 168 Forms. (Corrected Start Date).

4. **Change of Status**

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

a. ADMINISTRATION

- 1) Giles, Linda, move from Reading Specialist for Reeceville Elementary School to Interim Assistant Principal for the Coatesville Area Senior High School. Salary: \$446/day. Effective: 10/11/2018. SP4: Staff.

5. **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.

- Lindsey Todd, Effective: 8/21/2018

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

This meeting was adjourned at 8:57 p.m. on a motion by Brandon Rhone.

Respectfully submitted,

Karen M. Hall, School Board Secretary

Anyone wishing to view the video of this meeting may visit our website.