# OPERATIONS COMMITTEE MINUTES JANUARY 13, 2015 - 6:00 P.M.

# 9/10 Center Auditorium

(1st Committee Meeting of the Evening)

CHAIRPERSON:

James Hills

**BOARD MEMBERS:** 

Stuart C. N. Deets and Laurie C. Knecht

**ADMINISTRATION:** 

Dr. Cathy Taschner and Ronald Kabonick

**CALL TO ORDER:** 

8:05 p.m.

Approval of the November 11, 2014 Operations Committee meeting minutes. (Enclosure 1)

Motion: Laurie Knecht

Second: Stuart Deets

Vote: 3-0

#### AGENDA ITEMS

#### A. Technology Audit Report

**RECOMMENDED MOTION:** That the Board of School Directors accept the findings and recommendations of the Technology Audit Report completed by the Chester County Intermediate Unit. (*Enclosure 2*)

Motion: Stuart Deets

Second: Laurie Knecht

Vote: 3-0

# B. <u>Demand Response Program</u>

**RECOMMENDED MOTION:** That the Board of School Directors approve Johnson Controls for Demand Response Programs. (*Enclosure 3*)

Motion: Laurie Knecht

Second: Stuart Deets

Vote: 3-0

#### **INFORMATIONAL ITEM(S)**

• Food Service Comparison Report for the month ending 12/31/2014. (Enclosure 4)

#### **OLD BUSINESS**

#### **NEW BUSINESS**

#### PUBLIC COMMENT

Erin Scheivert expressed her appreciation for the Technology audit report and presentation.

#### **ADJOURN**

This meeting adjourned at 9:33 p.m.

Anyone wishing to review the minutes verbatim should contact the School Board Secretary to request a copy of the digital/audio file.

# FINANCE & PERSONNEL COMMITTEE MINUTES JANUARY 13, 2015 - 6:00 P.M.

# 9/10 Center Auditorium

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

**CHAIRPERSON:** 

Stuart C. N. Deets

**BOARD MEMBERS:** 

Dean A. Snyder and Michele S. Maffei

ADMINISTRATION:

Dr. Cathy Taschner and Ron Kabonick

CALL TO ORDER:

9:34 p.m.

Approval of November 11, 2014 Finance Committee meeting minutes. (Enclosure 1)

Motion: Dean Snyder

Second: Michele Maffei

Vote: 3-0

#### **AGENDA ITEMS:**

#### 1. Financial Statements for December 2014:

- a. Treasurer's Report (Enclosure 2)
- b. Statement of Revenues & Expenditures (Enclosure 3)
- c. Bill List (Enclosure 4)
- d. Medical, Dental, Vision & Prescription Report (Enclosure 5)

Mr. Kabonick reviewed the accounting reports above for the committee. All of the financial statements listed above will be forwarded to the Board.

#### 2. Personnel Items

Resignations, appointments, new positions, leave of absences, transfers, changes of status, and corrections. (Enclosure 6)

Motion: Stuart Deets

Second: Dean Snyder

Vote: 3-0

#### 3. Berkheimer One Source Comparison and Processing of Act 80 Records

**RECOMMENDED MOTION:** That the Board of School Directors approve the proposal of Berkheimer One Source to provide Act 80 Comparison Records for the amount of \$745.00. The Act 80 Comparison accurately determines a taxpayer's resident taxing jurisdiction. The accuracy of the data is important when the district's personal income aid ratio is calculated. (*Enclosure 7*)

Motion: Stuart Deets

Second: Michele Maffei

Vote: 3-0

#### 4. Valuation Engineers Incorporated Proposal for Appraisal Services

**RECOMMENDED MOTION:** That the Board of School Directors approve the proposal of Valuation Engineers Incorporated to complete a district wide appraisal for an amount of \$14,500.00. This will correct audit finding 13-2 on page 47 of the 2012-13 audit report. (*Enclosure 8*)

Motion: Dean Snyder

Second: Stuart Deets

Vote: 3-0

# 5. Technology Staffing Agreement

**RECOMMENDED MOTION:** That the Board of School Directors extend the Chester County Intermediate Unit Technology Staffing Agreement, as stipulated, until March 24, 2015. (*Enclosure 9*)

Motion: Dean Snyder

Second: Michele Maffei

Vote: 3-0

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6. Reject Two-Way Radio Bids

RECOMMENDED MOTION: That the Board of School Directors reject all bids received for Two

Way Radio Services. (Enclosure 10)

Motion: Dean Snyder

Second: Michele Maffei

Vote: 3-0

**INFORMATIONAL ITEM(S)** 

**OLD BUSINESS** 

**NEW BUSINESS** 

PUBLIC COMMENT

ADJOURNMENT

This meeting adjourned at 10:00 p.m.

Anyone wishing to review the minutes verbatim should contact the School Board Secretary to request a copy of the digital/audio file.

# POLICY COMMITTEE MINUTES JANUARY 13, 2015 – 6:00 PM

# 9/10 Center Auditorium

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

CHAIRPERSON:

Ann Wuertz

**BOARD MEMBERS:** 

Deborah Thompson and James A. Fox (absent)

**ADMINISTRATION:** 

Dr. Cathy Taschner and Ronald Kabonick

**CALL TO ORDER:** 

10:02 p.m.

Approval of the November 11, 2014 <u>Community and Student Relations Committee</u> meeting minutes. (Enclosure 1)

Motion: Ann Wuertz

Second: Deborah Thompson

Vote: 2-0

#### **AGENDA ITEMS**

# A. Review of Policy 601 - Budget & Financial Management - 1st Reading

**RECOMMENDED MOTION:** That the Board of School Directors approve the 1<sup>st</sup> reading of Policy 601, Budget and Financial Management. (*Enclosure 2*)

Motion: Ann Wuertz

Second: Deborah Thompson

Vote: 2-0

# B. Review of New Policy 916 – School Volunteers (Version 2) – 2<sup>nd</sup> Reading

**RECOMMENDED MOTION:** That the Board of School Directors approve the 2<sup>nd</sup> reading of Version 2 of Policy 916, School Volunteers. (Enclosure 3)

Motion to Table, due to State requirements to be included in policy wording:

Motion: Ann Wuertz

Second: Deborah Thompson

Vote: 2-0

# C. Review of Revised Policy 707 – Use of Facilities – 30 Day Review

**RECOMMENDED MOTION:** That the Board of School Directors post policy 707, Use of Facilities, for a 30 day review, with modifications. (Enclosure 4)

Motion: Ann Wuertz

Second: Deborah Thompson

Vote: 2-0

#### D. Policy 917 – Volunteer Coaches

**RECOMMENDED MOTION:** That the Board of School Directors post Policy 917, Volunteer Coaches, for a 30-day public review, with revisions. (Enclosure 5)

Motion: Ann Wuertz

Second: Deborah Thompson

Vote: 2-0

# E. Review of Revised Policy 348-Unlawful Harassment for Administrative Employees-2<sup>nd</sup> Reading RECOMMENDED MOTION: That the Board of School Directors approve the 2<sup>nd</sup> reading of revised Policy 348, Unlawful Harassment for Administrative Employees, with revisions. (Enclosure 6)

Motion: Ann Wuertz

Second: Deborah Thompson

Vote: 2-0

F. Review of Revised Policy 448-Unlawful Harassment for Professional Employees-2<sup>nd</sup> Reading RECOMMENDED MOTION: That the Board of School Directors approve the 2<sup>nd</sup> reading of revised Policy 448, Unlawful Harassment for Professional Employees, with revisions. (Enclosure 7)

Motion: Ann Wuertz

Second: Deborah Thompson

Vote: 2-0

G. Review of Revised Policy 548-Unlawful Harassment for Classified Employees-2<sup>nd</sup> Reading RECOMMENDED MOTION: That the Board of School Directors approve the 2<sup>nd</sup> reading of revised Policy 548, Unlawful Harassment for Classified Employees, with revisions. (Enclosure 8)

Motion: Ann Wuertz

Second: Deborah Thompson

Vote: 2-0

H. Review of Revised Policy 103 – Non-Discrimination in School, School Programs & Activities and Classroom – 2<sup>nd</sup> Reading

**RECOMMENDED MOTION:** That the Board of School Directors approve the 2<sup>nd</sup> reading of revised Policy 103, Equal Employment Non-Discrimination in School Programs and Activities and Classroom Practices. *(Enclosure 9)* 

Motion to Table:

Motion: Ann Wuertz

Second: Deborah Thompson

Vote: 2-0

I. Review of New Policy 103.1 – Non-Discrimination in Employment – 2<sup>nd</sup> Reading RECOMMENDED MOTION: That the Board of School Directors approve the 2<sup>nd</sup> reading of Policy 103.1, Non-Discrimination in Employment. (Enclosure 10)

Motion: Ann Wuertz

Second: Deborah Thompson

Vote: 2-0

J. Review of New Policy 103.2 - Equal Employment Opportunity Policy and Affirmative Action Program - 2<sup>nd</sup> Reading

**RECOMMENDED MOTION:** That the Board of School Directors approve the 2<sup>nd</sup> reading of Policy 103.2, Equal Employment Opportunity Policy and Affirmative Action Program. (Enclosure 11)

Motion: Ann Wuertz

Second: Deborah Thompson

Vote: 2-0

K. Review of Revised Policy 104 - Non-Discrimination in Employment and Contract Practices - 2<sup>nd</sup> Reading

**RECOMMENDED MOTION:** That the Board of School Directors approve the 2<sup>nd</sup> reading of Policy 104, Non-Discrimination in Employment and Contract Practices, and waive the 30-day public review, as amended. (*Enclosure 12*)

Motion: Ann Wuertz

Second: Deborah Thompson

Vote: 2-0

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# **INFORMATIONAL ITEM(S)**

#### **OLD BUSINESS**

#### **NEW BUSINESS**

# **Mission Statement**

Recommended Motion: That the Board of School Directors develop and display a "Mission Statement" on each of the standing committees.

Motion: Ann Wuertz

Second: Deborah Thompson

Vote: 2-0

# PUBLIC COMMENT

#### **ADJOURN**

This meeting was adjourned at 10:46 p.m.

Anyone wishing to review the minutes verbatim should contact the School Board Secretary to request a copy of the digital/audio file.

# EDUCATION COMMITTEE MINUTES JANUARY 13, 2015 - 6:00 PM

# 9/10 Center Auditorium

(4th Committee Meeting of the Evening)

CHAIRPERSON:

Deborah L. Thompson

BOARD MEMBERS: ADMINISTRATION:

Diane M. Brownfield and James Hills
Dr. Cathy Taschner and Ronald Kabonick

CALL TO ORDER:

10:45 p.m.

Approval of November 11, 2014 committee meeting minutes. (Enclosure 1)

Motion: Diane Brownfield

Second: James Hills

Vote: 3-0

#### **AGENDA ITEMS**

#### A. <u>Homebound Instruction Students</u>

**RECOMMENDED MOTION:** That the Board of School Directors approve the Homebound Instruction for students #002, #003, #004, #005 and #006. (*Confidential Enclosure 2*)

Motion: James Hills

Second: Diane Brownfield

Vote: 3-0

# B. 2015-2016 School Calendar

**RECOMMENDED MOTION:** That the Board of School Directors approve the school calendar for the 2015-2016 school year. (*Enclosure 3*)

Motion: Diane Brownfield

Second: James Hills

Vote: 3-0

#### C. Lock in Graduation Date

**RECOMMENDED MOTION:** That the Board of School Directors approve Thursday, June 4, 2015 as the official date for graduation ceremonies for the Class of 2015.

Motion: Diane Brownfield

Second: James Hills

Vote: 3-0

# D. <u>Lifetouch Photography Agreement</u>

**RECOMMENDED MOTION:** That the Board of School Directors approve Lifetouch Photography Agreement for the 2015-2016 school year for 9/10 Center. (*Enclosure 4*)

Motion: James Hills

Second: Diane Brownfield

Vote: 3-0

#### **INFORMATIONAL ITEM(S)**

- P. S. B. A. Value Pass
- Lincoln University Agreement

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#### OLD BUSINESS

Ms. Thompson asked the Board to consider Judge Hines' previous request to host the Rotary Club's annual "Walk for Water" event at the middle schools. This event involves teachers giving back through volunteerism, and the students enjoyed participating in this event. Mr. Hills moved, and Ms. Brownfield seconded, to send this motion to the full Board.

Motion: James Hills

Second: Diane Brownfield

Vote: 3-0

#### **NEW BUSINESS**

#### PUBLIC COMMENT

Erin Scheivert (*Caln Township*) commented on the 16-day winter break of 2014, which she was told was for financial reasons and would provide cost effective savings to the District. She feels a 16-day break is too long and tough for the students to get back into the swing of things. She requested a breakdown of savings.

Mrs. Scheivert asked CATA to consider giving parents the option to attend Spring Parent/Teacher conferences in the evening. She also requested 'no half days' on future school district calendars.

#### ADJOURNMENT

This meeting was adjourned at 11:05 p.m.

Notice of this public meeting was advertised in the Daily Local News on December 25, 2014 and on the District Website.

Copies of the minutes will be maintained in the Office of the Board Secretary.