

COATESVILLE AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING MINUTES
Coatesville Area Senior High School Auditorium
JANUARY 23, 2018 - 7:00 PM

OPENING ACTIVITIES

1. CALL TO ORDER AT 7:01 P.M.

2. 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.

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

Board of School Directors

Dean A. Snyder, President - <i>present</i>	(Finance Committee)
Ann M. Wuertz, Vice President - <i>present</i>	(Operations & Policy Committees)
Robert J. Fisher - <i>present</i>	(Education & Finance Committees)
Bashera Grove - <i>present</i>	(Education Committee)
James Hills - <i>excused</i>	(Finance & Operations Committees)
Thomas N. Keech - <i>present</i>	(Education Committee)
Brandon J. Rhone - <i>present</i>	(Policy Committee)
Thomas Siedenbuehl - <i>present</i>	(Policy Committee)

Administration

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

Student Representatives

Jared Elters, Senior Class Representative - *present*
Diamond Marrow, Junior Class Representative - *present*

Solicitor

Michael I. Levin, Esquire - *not present*

5. **MOMENT OF SILENCE AND SALUTE TO THE FLAG**

ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

Addition(s):

4-B Request to Waive Fees – Raider Starz – High School Campus

Motion: Tom Keech

Second: Brandon Rhone

Vote: 7-0-0

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approves the minutes for the December 5, 2017 Reorganization meeting subject to any additions, deletions, modifications or clarifications. (*Enclosure*)

Motion: Ann Wuertz

Second: Tom Keech

Vote: 7-0-0

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approves the minutes for the December 5, 2017 School Board meeting subject to any additions, deletions, modifications or clarifications. (*Enclosure*)

Motion: Basher Grove

Second: Tom Keech

Vote: 7-0-0

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approves the minutes for the January 9, 2018 Special Board meeting subject to any additions, deletions, modifications or clarifications. (*Enclosure*)

Motion: Ann Wuertz

Second: Basher Grove

Vote: 7-0-0

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 was held on Monday, January 22, 2018 for legal and personnel reasons.
An executive session was held on Monday, January 8, 2018 for legal and personnel reasons.
A budget retreat was held on Thursday, January 18, 2018.

STUDENT REPRESENTATIVE'S REPORT

The student representative's report was provided by Jared Elters and Diamond Marrow.

SUPERINTENDENT’S REPORT

The superintendent’s report was provided by Dr. Cathy Taschner. The following teams were acknowledged for their athletic accomplishments:

- ✚ Coatesville Football Team (Ches-Mont & District I Champions)
- ✚ Fall Athlete Ches-Mont League Honors

IMPORTANT DATES

Date	Time	Meetings	Place
Monday, February 5 th	7:00 PM	Special Meeting to fill Board Vacancy	CASH Auditorium
Monday, February 12 th	6:00 PM	School Board Hearing – Friendship Closure	CASH Auditorium
Tuesday, February 13 th	6:00 PM	All Committees & Special Meeting	CASH Auditorium
Monday, February 19 th	~	<i>Observance of President’s Day</i>	<i>No School</i>
Tuesday, February 27 th	7:00 PM	School Board Meeting	CASH Auditorium

SPECIAL REPORTS

- ❖ Budget Report – Jeff Ammerman, Director of Business Administration
- ❖ Building Authority, Attorney Helen L. Esbenshade, Lamb McErlane, PC
- ❖ Building Authority, Mike Lillys and Dan O’Brian, RBC Capital

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 (Dean Snyder, Board President)

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

Items to be removed from Consent Agenda:

- 2-B Budget Transfers
- 2-H Johnson Controls Service Agreement Renewal – HVAC Support
- 2-I Resolution - Petition for School Police Chief / Officer - Darrell James
- 2-J Appointment of Bond Counsel and Underwriter and/or Bank Loan Agent
- 3-G Out-of-State Field Trip – AFJROTC
- 3-H Out-of-State [Girls’] Track Meet
- 4-A Resolution – Friendship Elementary School Closure
- 4-B Request to Waive Fees – Raider Starz – High School Campus

Motion: Ann Wuertz

Second: Tom Siedenbuehl

Vote: 7-0-0

2. **FINANCE COMMITTEE** (*Dean Snyder, Chair*)

A. **Financial Statements**

RECOMMENDED MOTION: That the Board of School Directors approves the financial statements and the bills payable list, as presented. (*Enclosures*)

B. **Budget Transfers**

RECOMMENDED MOTION: That the Board of School Directors approves the budget transfers, as presented at the January 9, 2018 Special Board meeting.

Budget Transfers Approved Vote: 7-0-0

Motion: Tom Siedenbuehl

Second: Ann Wuertz

Vote: 7-0-0

C. **Provident Energy Consulting**

RECOMMENDED MOTION: That the Board of School Directors approves the Director of Business Administration to lock in the pricing for natural gas for the remainder of the 2017-2018 and for all of 2018-2019 and to lock in electricity pricing from July 2019 through June 2021 with Constellation Energy. (*Confidential Enclosure*)

D. **Anonymous Check Donation to Pay-Off Meal Balances @ Scott Middle School**

RECOMMENDED MOTION: That the Board of School Directors accept a donation check in the amount of \$356.96 to pay off all outstanding meal balances for the students at Scott Middle School.

E. **Ohio Pyle Prints, Inc. Spirit-wear Sales Royalty Check**

RECOMMENDED MOTION: That the Board of School Directors accept the quarterly royalty check in the amount of \$115.98 for spirit-wear sales.

F. **Oak Systems – Postage Machine Agreement**

RECOMMENDED MOTION: That the Board of School Directors approves the 5-year agreement between Oak Systems as presented, which reflects a cost savings of \$100.04/month which amounts to an 18% reduction and term savings of \$6,001.40 during the life of the agreement.

G. **Memorandum of Understanding – Employees 11776 and 11805**

RECOMMENDED MOTION: That the Board of School Directors approves the Memorandum of Understanding for Employees 11776 and 11805.

H. **Johnson Controls Service Agreement Renewal – HVAC Support**

RECOMMENDED MOTION: That the Board of School Directors approves the Service Agreement renewal with Johnson Controls, in the amount of \$125,330 for a one-year term from January 1, 2018 until December 31, 2018 to provide HVAC support, as presented. (*Confidential Enclosure*)

Johnson Controls Agreement Renewal HVAC Support Approved Vote: 7-0-0
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Motion: Tom Siedenbuehl

Second: Ann Wuertz

Vote: 7-0-0

I. Resolution - Petition for School Police Chief / Officer - Darrell James

RECOMMENDED MOTION: That the Board of School Directors approves the Resolution, as presented, and authorize Lamb McErlane, PC to initiate and prosecute a petition under 24 P.S. § 7-778 in the name of the School District seeking the appointment by the Court of Common Pleas of Chester County of Mr. Darrell James as a school police officer for the School District, hereby Mr. James will be authorized to exercise the above-described powers and duties and to carry a firearm in the course of his duties as a school police officer, provided the School Board authorizes or directs Mr. James to carry a firearm in the course of his duties. (*Confidential Enclosure*)

Resolution School Police Petition Darrell James
Approved
Vote: 7-0-0

Motion: Ann Wuertz Second: Brandon Rhone Vote: 7-0-0

J. Appointment of Bond Counsel and Underwriter and/or Bank Loan Agent

RECOMMENDED MOTION: That the Board of School Directors approves a Resolution appointing Bond Counsel and Underwriter and/or Bank Loan Agent to work with the school district administration and Solicitor to develop a financing plan to address anticipated budget deficits; authorizing and directing action to accomplish the same. (*Enclosure*)

Resolution / Appointment of Bond Counsel/Underwriter and/or Bank Loan Agent
Approved
Vote: 7-0-0

Motion: Tom Keech Second: Ann Wuertz Vote: 7-0-0

K. Donation from the Friends of PA 771

RECOMMENDED MOTION: That the Board of School Directors accept a donation in the amount of \$1,215 from the Friends of PA 771.

<u>Motion to Table</u>
Donation Friends of PA #771
Approved
Vote: 7-0-0

Motion to Table:

Motion: Tom Siedenbuehl Second: Brandon Rhone Vote: 7-0-0

L. Human Resources Report

RECOMMENDED MOTION: That the Board of School Directors approves 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 approves the following Resignations - Regular and Extra Duty:

a. CATA

- 1) Wood, Lisa, Teacher for the Coatesville Area Intermediate High School.
Letter Dated: 1/15/2018. Reason: Personal. Effective: 1/12/2018.

b. EXTRA DUTY

- 1) Wood, Lisa, Assistant Girls' Basketball Coach for the Coatesville Area High School Campus. Letter Dated: 1/15/2018. Reason: Personal. Effective: 1/12/2018.
- 2) Wood, Lisa, Assistant JV Softball Coach for the Coatesville Area High School Campus. Letter Dated: 1/15/2018. Reason: Personal. Effective: 1/12/2018.
- 3) Wood, Lisa, 8th Grade Field Hockey Coach for North Brandywine, South Brandywine, and Scott Middle Schools. Letter Dated: 1/15/2018. Reason: Personal. Effective: 1/12/2018.

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. CATA

- 1) Treadway, Brianna, Elementary Teacher for Caln Elementary School. Posted: 11/16/2017. Salary: \$43,133 (pro-rated). Level: B. Step: 1. Temporary Professional Contract. Degree: BA—Early Childhood Education, Wagner College. Certification: Grades PK-4, Grades 5-6. Effective: 1/22/2018. SP4: Approved. Pending 168 Forms.

b. NON-CERTIFIED

- 1) James, Darrell, School Police Officer for the Coatesville Area School District. Posted: 6/5/2017. Salary: \$34,000 (pro-rated). Effective: TBD. SP4: Approved. Pending 168 Forms.

c. EXTRA DUTY

- 1) Limper, James, Assistant Baseball Coach for the Coatesville Area High School Campus. Posted: 12/11/2017. Salary: \$3,604.41. Effective: 2017—2018 School Year. SP4: Staff.

3. **Leave(s) of Absence**

RECOMMENDED MOTION: That the Board of School Directors approves the following Leave(s) of Absence as indicated:

a. CATA

- 1) Vollmer, Shirl, Teacher for North Brandywine Middle School. Effective: 1/2/2018—1/8/2018.

b. CATSS

- 1) Peachey, Julia, Accounts Payable Secretary for the Coatesville Area School District. Effective: 1/9/2018—1/12/2018.

c. NON-CERTIFIED

- 1) Maloney, Melissa, Human Resources Generalist for the Coatesville Area School District. Effective: 2/21/2018—6/29/2018.

4. **Leave(s) of Absence - Unpaid Personal**

RECOMMENDED MOTION: That the Board of School Directors approves the following Unpaid Personal Leave(s) of Absence as indicated:

a. CATA

- 1) Sturgeon, Kathleen, Elementary Teacher for Caln Elementary School. Effective: 3/5/2018—3/16/2018.

b. CATSS

- 2) McLaughlin, Jena, 5.75 Hour Special Education One-On-One Aide for South Brandywine Middle School. Effective: 1/29/2018—4/23/2018.

5. **Correction**

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

a. EXTRA DUTY

- 1) Coates, Kellie, is no longer a Mentor for Katya Hubiak for South Brandywine Middle School. Due to experience and tenure, it has been determined that a Mentor is not needed. Effective: 2017—2018 School Year.

3. **EDUCATION COMMITTEE** (*Bashera Grove, Chair*)

A. **Student Teacher/Intern/Practicum Placements**

RECOMMENDED MOTION: That the Board of School Directors approves the following student teacher/intern/practicum placements, as presented:

➤ **West Chester University effective January 2018 until May 2018**

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Location</u>
Danielle Leach	Merrie Wood	Friendship Elementary
Theresa Morris	Lindsey Todd	Reeceville Elementary
Sara Trost	Amanda Kaiser	Rainbow Elementary
Sara Trost	Shawn MacCausland	Friendship Elementary
April Melson	John Raibley	CAIHS / 9-10 Center

➤ **Immaculata University effective January 2018 until May 2018**

<u>Student</u>	<u>Cooperating Teacher</u>	<u>Location</u>
Abigail Douglas	Danielle Cricks	Rainbow Elementary

- B. Education, Inc. Agreement – Students 10015501 and 17000441**
RECOMMENDED MOTION: That the Board of School Directors approves the agreement for educational services between Education Inc. and CASD for students 10015501 and 17000441.
- C. Out-of-State Indoor Color Guard and Drumline Competitions**
RECOMMENDED MOTION: That the Board of School Directors approves the request to attend and complete in the indoor color guard competition and the drumline competition.
- D. Devereux Foundation Contracts–Students 10001835, 10002554, 10005736 & 10008544**
RECOMMENDED MOTION: That the Board of School Directors approves the Independent Contractor’s Contract with the Devereux Foundation for students 10001835, 10002554, 10005736 and 10008544.
- E. Release and Settlement Agreement – Student 10008491**
RECOMMENDED MOTION: That the Board of School Directors approves the Release and Settlement Agreement for student 10008491.
- F. Release and Settlement Agreement – Student 10001296**
RECOMMENDED MOTION: That the Board of School Directors approves the Release and Settlement Agreement for student 10001296.

- G. Out-of-State Field Trip – AFJROTC**
RECOMMENDED MOTION: That the Board of School Directors approves the request for an out-of-state drill competition for the AFJROTC, as presented. (*Confidential Enclosure*)

JROTC Out-of-State Drill Competition Approved Vote: 7-0-0
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Motion: Tom Siedenbuehl Second: Basher Grove

Vote: 7-0-0

- H. Out-of-State Track Meet**
RECOMMENDED MOTION: That the Board of School Directors approves the request to attend and compete in an "invitation only" out-of-state event, as presented. (*Confidential Enclosure*)

Out-of-State Track Meet Approved Vote: 7-0-0
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Motion: Tom Siedenbuehl Second: Basher Grove

Vote: 7-0-0

4. OPERATIONS COMMITTEE (*James Hills, Chair*)

- A. Resolution – Friendship Elementary School Closure**
RECOMMENDED MOTION: That the Board of School Directors approves the Resolution to consider the closing of Friendship Elementary School at the close of the 2017-2018 school year.

Resolution Friendship School Closure Approved Vote: 7-0-0
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Motion: Tom Siedenbuehl Second: Rob Fisher

Vote: 7-0-0

- B. Request to Waive Fees – Raider Starz – High School Campus**
RECOMMENDED MOTION: That the Board of School Directors approves the request to waive fees in the amount of \$2,832.00 for the use of facilities at the 9/10 Center and an amount of \$1,000 for the use of facilities at C.A.S.H. for a cheerleading competition on April 7, 2018, as presented.

Amended Motion

Request to
Waive Fees
Raider Starz

Approved

Vote: 7-0-0

Friendly Amendment:

RECOMMENDED MOTION: That the Board of School Directors approves the request to waive the use of facility fees at the 9/10 Center and include the fee for one (1) custodian, and waive fees in the amount of \$1,000 for the use of facilities at C.A.S.H., for a cheerleading competition to be held on April 7, 2018, as presented.

Motion: Tom Siedenbuehl

Second: Ann Wuertz

Vote: 7-0-0

5. POLICY COMMITTEE (Tom Siedenbuehl, Chair)

A. Deletion of Policies

RECOMMENDED MOTION: That the Board of School Directors approves the deletion of the following policies:

601.1	606.1	623	705.2	706.1
810.1-b	819 Vol II 2015	919		

B. Policy 802 – School Organization – Revision

RECOMMENDED MOTION: That the Board of School Directors approves the revision to Policy 802 to include Cyber School.

C. Policy 626 – Federal Fiscal Compliance – Adoption

RECOMMENDED MOTION: That the Board of School Directors approves the adoption of Policy 626.

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.

- 1) Lyryn Yacoe: Concerned about procedures for filling vacant seats on the School Board.
- 2) Elwood Dixon: Legal fees, number of attorneys currently retained at CASD, and the results.
- 3) Dara Crane: [*Inaudible*]
- 4) Laurie Shannon-Bailey: On behalf of the Coatesville Juvenile Criminal Offenders Alliance, she is grateful for the partnership with CASD.
- 5) Katie Hadzor: Region III School Board vacancy and CATA contract negotiations.
- 6) Kristin Gorgo: Region III School Board vacancy; support from parents and the community; and input from the teachers.

ADDITIONAL BOARD MEMBERS' REPORTS

INFORMATION ITEMS

Rob Fisher replaced Brenda Geist as the new CASD Board Representative for the Chester County Intermediate Unit and the Chester County Board Authority. The first meeting was held on Wednesday, January 17th. They will soon be hosting S.T.E.M. Saturdays for grades 3 thru 8.

ADJOURNMENT

This meeting was adjourned at 8:53 p.m. on a motion by Ann Wuertz.

Respectfully submitted,
Karen Jackson, Recording Secretary

Karen M. Hall, School Board Secretary

Anyone wishing to review the minutes verbatim should contact the School Board Secretary to request a copy of the digital/audio file or you may visit our website to view the video of this meeting.