

Policy Committee Minutes
Coatesville Area Senior High School Auditorium
February 14, 2017 - 6:00 PM
(2nd Committee Meeting of the Evening)

CHAIRPERSON: Ann Wuertz
BOARD MEMBERS: Bashera Grove (*Absent*), Tom Siedenbuehl and Brenda Geist (*Substitute*)
ADMINISTRATION: Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire
CALL TO ORDER: 6:59 p.m.

APPROVAL of MINUTES

Approval of the January 10, 2017 Policy Committee meeting minutes. (*Enclosure*)

Motion: Tom Siedenbuehl Second: Brenda Geist Vote: 3-0

AGENDA ITEMS

Consent Agenda for Motion Items #2 through #46

RECOMMENDED MOTION: That the Board of School Directors approve the Consent Agenda for motion items 2 through 46 as outlined below:

Motion: Tom Siedenbuehl Second: Brenda Geist Vote: 3-0

1. Policy 235.1 – Surveys – 30-Day Review

RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 235.1.

Motion: Tom Siedenbuehl Second: Brenda Geist Vote: 3-0

2. Policy 301 – Creating A Position – 2nd Reading

RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 301.

3. Policy 302 – Employment of Superintendent/Assistant Superintendent – 2nd Reading

RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 302.

4. Policy 303.1 – Nepotism/Cronyism – 2nd Reading

RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 303.1.

5. Policy 304 – Employment of District Staff – 2nd Reading

RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 304.

6. **Policy 305 – Employment of Substitutes – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 305.
7. **Policy 306 – Employment of Summer School Staff – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 306.
8. **Policy 307 – Student Teachers/Interns – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 307.
9. **Policy 308 – Employment Contract/Board Resolution – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 308.
10. **Policy 309 – Assignment and Transfer – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 309.
11. **Policy 309.1 – Resignation Acceptance of Employees – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 309.1.
12. **Policy 311 – Suspensions/Furloughs – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 311.
13. **Policy 312 – Performance Assessment of Superintendent/Assistant Superintendent – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 312.
14. **Policy 313 – Evaluation of Employees – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 313.
15. **Policy 314 – Physical Examination – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 314.
16. **Policy 314.1 – HIV Infection – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 314.1.

17. **Policy 317 – Conduct/Disciplinary Procedures – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 317.
18. **Policy 317.1 – Educator Misconduct – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 317.1.
19. **Policy 318 – Penalties for Tardiness – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 318.
20. **Policy 319 – Outside Activities – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 319.
21. **Policy 320 – Freedom of Speech in Non-School Settings – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 320.
22. **Policy 321 – Political Activities – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 321.
23. **Policy 322 – Gifts – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 322.
24. **Policy 323 – Tobacco – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 323.
25. **Policy 324 – Personnel Files – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 324.
26. **Policy 325 – Dress and Grooming – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 325.
27. **Policy 326 – Complaint Process -2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 326.

28. **Policy 328 – Compensation Plans/Salary Schedules – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 328.
29. **Policy 330 – Overtime – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 330.
30. **Policy 331 – Job Related Expenses – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 331.
31. **Policy 332 – Working Periods – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 332.
32. **Policy 333 – Professional Development – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 333.
33. **Policy 334 – Sick Leave – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 334.
34. **Policy 335 – Family and Medical Leaves – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 335.
35. **Policy 336 – Personal Necessity Leave – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 336.
36. **Policy 337 – Vacation – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 337.
37. **Policy 338 – Sabbatical Leave – 1st and 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first and second readings of Policy 338, as presented.
38. **Policy 338.1 – Compensated Professional Leaves – 1st and 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first and second readings of Policy 338.1, as presented.

39. **Policy 339 – Uncompensated Leave – 1st and 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first and second readings of Policy 339, as presented.
40. **Policy 340 – Responsibility for Student Welfare – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 340.
41. **Policy 341 – Benefits for Part-Time Employees – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 341.
42. **Policy 342 – Jury Duty – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 342.
43. **Policy 343 – Paid Holidays – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 343.
44. **Policy 347 – Workers’ Compensation Transitional Return-to-Work Program – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 347.
45. **Policy 348 – Unlawful Harassment – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 348.
46. **Policy 351 – Drug and Substance Abuse – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 351.

INFORMATIONAL ITEM(S)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT This meeting adjourned at 7:01 p.m.

Respectfully submitted, Karen Jackson

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

Finance Committee Minutes

Coatesville Area Senior High School Auditorium

February 14, 2017 - 6:00 PM

(4th Committee Meeting of the Evening)

CHAIRPERSON: Stuart Deets
BOARD MEMBERS: James Hills and Tom Siedenbuehl
ADMINISTRATION: Dr. Cathy Taschner, Ronald Kabonick and Judy Shopp, Esquire
CALL TO ORDER: 7:02 p.m.

APPROVAL of MINUTES

Approval of the January 10, 2017 Finance Committee meeting minutes. (*Enclosure*)

Motion: James Hills Second: Tom Siedenbuehl Vote: 3-0

AGENDA ITEMS

A. Financial Statements

RECOMMENDED MOTION: That the Board of School Directors approve the enclosed Financial Statements and the Bills Payable list, as presented. (*Enclosures*)

Motion: James Hills Second: Tom Siedenbuehl Vote: 3-0

B. Approval of the 2017-2018 Preliminary General Fund Budget

RECOMMEND MOTION: That the Board of School Directors approve the 2017-2018 Preliminary General Fund Budget in the amount of \$168,790,501.00, as presented. (*Enclosure*)

Motion: James Hills Second: Tom Siedenbuehl Vote: 3-0

C. Church of Coatesville License Agreement – Scott Middle School

RECOMMEND MOTION: That the Board of School Directors approve the license agreement with the Church of Coatesville for the use of the Scott Middle School Auditorium for a monthly fee of \$1,567.18, effective March 1, 2017, and to terminate the license agreement with the Church of Coatesville for North Brandywine Middle School, effective February 28, 2017. (*Confidential Enclosure*)

Motion: James Hills Second: Tom Siedenbuehl Vote: 3-0

D. Anastasi Landscaping

RECOMMEND MOTION: That the Board of School Directors approve Anastasi Landscaping Service to provide landscaping services for the Coatesville Area School District facilities at the rates presented in the attached proposal. (*Confidential Enclosure*)

Motion: James Hills Second: Tom Siedenbuehl Vote: 3-0

E. Transfinder Software Management System

RECOMMEND MOTION: That the Board of School Directors approve Transfinder Software System to host and provide a transportation software management system for a period of three (3) years and five (5) months, at a total cost of \$78,417.00. (*Confidential Enclosure*)

Motion: James Hills

Second: Tom Siedenbuehl

Vote: 3-0

F. 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 presented. (*Enclosure*)

Motion: James Hills

Second: Tom Siedenbuehl

Vote: 3-0

G. Ski Club Transportation Agreements Nos. 17769, 17772 and 17773

RECOMMENDED MOTION: That the Board of School Directors approve the Transportation Agreements between Krapfs Coaches and the Coatesville Area School District for travel to Ski Club events. (*Confidential Enclosure*)

Motion: James Hills

Second: Tom Siedenbuehl

Vote: 3-0

H. Drug Detection Dog Agreement

RECOMMENDED MOTION: That the Board of School Directors approve the Agreement with the Chester County Sheriff's Office Canine Program to conduct searches of school premises in accordance with Policy 227.1, as presented. (*Confidential Enclosure*)

Motion: James Hills

Second: Tom Siedenbuehl

Vote: 3-0

I. Parchment Contract

RECOMMENDED MOTION: That the Board of School Directors approve the contract with Parchment, Inc. for electronic transcripts. (*Enclosure*)

Motion: James Hills

Second: Tom Siedenbuehl

Vote: 3-0

J. Lifetouch Portrait Agreement for 2016-17 School Year – South Brandywine Middle School

RECOMMENDED MOTION: That the Board of School Directors approve the Agreement with Lifetouch Studios for student portraits, as presented. (*Confidential Enclosure*)

Motion: James Hills

Second: Tom Siedenbuehl

Vote: 3-0

K. Lifetouch Portrait Agreement for 2016-17 School Year – North Brandywine Middle School

RECOMMENDED MOTION: That the Board of School Directors approve the Agreement with Lifetouch Studios for student portraits, as presented. (*Confidential Enclosure*)

Motion: James Hills

Second: Tom Siedenbuehl

Vote: 3-0

INFORMATIONAL ITEM(S)

- Budget Presentation
- CASD and Charter School Enrollment Reports for the month ending January 31, 2017 (*Enclosure*)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

Vince Rose:

Girls' basketball games (then & now); and Charter School motivators.

Amelia Mills:

What is the plan for recruiting CASD students back into the District?

ADJOURNMENT This meeting adjourned at 8:13 p.m.

Respectfully submitted, Karen Jackson

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