

**COATESVILLE AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING AGENDA
FEBRUARY 24, 2015 ~ 7:00 PM
9/10 Center Auditorium**

OPENING ACTIVITIES

1. CALL TO ORDER

2. READING OF MISSION STATEMENT

THE MISSION OF THE COATESVILLE AREA SCHOOL DISTRICT, A LEARNING COMMUNITY RICH IN DIVERSITY AND COMMITTED TO EXCELLENCE, IS TO EDUCATE ALL STUDENTS BY PROVIDING RIGOROUS EDUCATIONAL OPPORTUNITIES TO BECOME RESPONSIBLE, PRODUCTIVE, LIFE-LONG LEARNERS IN A GLOBAL SOCIETY.

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>(Finance & Personnel Committee)</i>
Stuart C. N. Deets, Vice President	<i>(Operations and Finance & Personnel Committees)</i>
Diane M. Brownfield	<i>(Education Committee)</i>
James Hills	<i>(Education and Operations Committees)</i>
Laurie C. Knecht	<i>(Operations Committee)</i>
Michele S. Maffei	<i>(Finance & Personnel Committee)</i>
Deborah L. Thompson	<i>(Education and Policy Committees)</i>
Ann M. Wuertz	<i>(Policy Committee)</i>
Gregory D. Wynn	<i>(Policy Committee)</i>

Student Representatives

Katie Stefanski, Senior Class Representative
Andrew Scott Patterson, Junior Class Representative

Solicitor

Michael I. Levin, Esquire

Administration

Dr. Cathy Taschner, Superintendent of Schools
Dr. Kimberly R. Donahue, Assistant to the Superintendent of Curriculum & Learning
Ronald G. Kabonick, Director of Business Administration & School Board Secretary
Erika Zeigler, Director of Human Resources
John Reid, Director of Pupil Services, Data & Assessment
Dave Krakower, Director of High School & Curriculum Instruction – Special Education (6-12)
Jason Palaia, Director of Elementary Education & Special Education (K-5)

5. MOMENT OF SILENCE AND SALUTE TO THE FLAG

ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approve the minutes for the January 13, 2015 Special Board meeting subject to any addition, deletions, modifications or clarifications. *(Enclosure 1)*

Motion: _____ Second: _____ Vote:

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approve the minutes for the January 27, 2015 School Board meeting subject to any addition, deletions, modifications or clarifications. *(Enclosure 2)*

Motion: _____ Second: _____ Vote:

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approve the minutes for the February 10, 2015 Special Board meeting subject to any addition, deletions, modifications or clarifications. *(Enclosure 3)*

Motion: _____ Second: _____ Vote:

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 will be held on Tuesday, February 24, 2015 at 5:30 p.m. for legal and personnel reasons.

SUPERINTENDENT'S REPORT

IMPORTANT DATES

Date	Time	Meetings	Place
March 10, 2015	6:00 PM	All Committee Meetings	9/10 Center Auditorium
March 24, 2015	7:00 PM	School Board Meeting	9/10 Center Auditorium

SPECIAL REPORTS

- Budget Report – Mr. Ron Kabonick
- Technology Project Report – Dr. Noreen O’Neill

STUDENT REPRESENTATIVE’S REPORT

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 approve the consent agenda items:

Motion: _____ Second: _____ Vote: _____

2. **FINANCE COMMITTEE** (*Stuart Deets, Chair*)

A. **Bills Payable and Financial Statements**

RECOMMENDED MOTION: That the Board of School Directors approve the bills payable and the financial statements as presented.

B. **Technology Support Services**

RECOMMENDED MOTION: That the Board of School Directors extend the Chester County Intermediate Unit Technology Support Services Agreement, as stipulated, until March 30, 2015.

C. **Settlement Agreement between Jason Palaia and CASD**

RECOMMENDED MOTION: That the Board of School Directors approve the settlement agreement between Jason Palaia and the Coatesville Area School District, as presented.

D. **Engagement Letter for Saul Ewing, Esquire**

RECOMMENDED MOTION: That the Board of School Directors approve the engagement letter for Saul Ewing, Esquire, for consulting purposes on the Coatesville Solar Initiative (CSI), not to exceed \$5,000.

E. **Technology Purchase Services**

RECOMMENDED MOTION: That the Board of School Directors approve purchase services from the Chester County Intermediate Unit (CCIU) for a Network Administrator and Systems Administrator.

- F. Athletic Trainer Memorandum of Agreement**
RECOMMENDED MOTION: That the Board of School Directors approve the Memorandum of Agreement between the Coatesville Area Teachers' Association (CATA) and the Coatesville Area School District (CASD), as presented.
- G. Memorandum of Agreement Regarding Assessment**
RECOMMENDED MOTION: That the Board of School Directors accept the Memorandum of Agreement regarding Assessment between the Coatesville Area Teachers' Association (CATA) and the Coatesville Area School District (CASD), as presented.
- H. Mutual Release between Mario Priori and CASD**
RECOMMENDED MOTION: That the Board of School Directors approve the Mutual Release between Mario Priori and the Coatesville Area School District, as attached. (*Enclosure 4*)
- I. Job Description Amendment – Recording Secretary**
RECOMMENDED MOTION: That the Board of School Directors approve the amended job description for the Recording Secretary. (*Enclosure 5*)
- J. Job Description Amendment – Language Arts Specialist**
RECOMMENDED MOTION: That the Board of School Directors approve the amended job description for the Language Arts Specialist. (*Enclosure 6*)
- K. Waiver of Privileges**
RECOMMENDED MOTION: That the Board of School Directors approve the Resolution to waive attorney-client privileges, as presented. (*Enclosure 7*)
- L. Human Resources**
- 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) Hostutler, Mark, English Teacher for the Coatesville Area Senior High School. Letter Dated: 2/18/15. Reason: Personal. Effective: 2/19/15
 - b. EXTRA DUTY
 - 1) Haitz, Heather, Assistant Girls' Lacrosse Coach for the Coatesville Area Senior High School Campus. Letter Dated: 1/28/15. Reason: Personal. Effective: 1/28/15.
 - 2) Lee, Henry, Assistant Girls' Lacrosse Coach for the Coatesville Area Senior High School Campus. Letter Dated: 2/6/15. Reason: Personal. Effective: 2/6/15.

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) Staab, Leslie, Business Education Teacher for the Coatesville Area Senior High School. Posted: 9/12/14. Salary: \$45,000.00 (prorated). Temporary Professional Contract. Degree: BS – Business Administration, Villanova University. M. Ed. – Business Education, Gwynedd-Mercy College. Certifications: Business, Computer, Information Technology Education K-12. Years of Exp.: 1. Effective: TBD. SP4: Approved.

b. EXTRA DUTY

- 1) Glah, Sarah, Re-Teach Detention Coordinator for the Scott Middle School. Posted: 11/20/15. Salary: \$33.00/hr. Effective: 2/10/15. 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. ADMINISTRATION

- 1) Groff, Richell, Supervisor of Transportation for the Coatesville Area School District. Letter Dated: 1/28/15. Effective: 3/5/15 – 4/20/15.
- 2) Powell, Teresa, Director of Middle School Education and Curriculum and Instruction. Letter Dated: 1/15/15. Effective: 1/5/15 – 4/1/15.

b. CATA

- 1) Altland, Peter, 4th Grade Teacher for the King's Highway Elementary School. Letter Dated: 2/11/15. Effective: 4/30/15 – 5/29/15.
- 2) Borton, Nadine, 2nd Grade Teacher for the Friendship Elementary School. Letter Dated: 2/2/15. Effective: 2/12/15 – 2/27/15.
- 3) Brown, Christy, 2nd Grade Teacher for the Reeceville Elementary School. Letter Dated: 12/1/14. Effective: 1/26/15 – 6/5/15.
- 4) Cain, Kristen, 2nd Grade Teacher for the King's Highway Elementary School. Letter Dated: 1/21/15. Effective: 2/23/15 – 4/17/15.
- 5) Girafalco, Paul, Earth and Space Science Teacher for the Coatesville Area Senior High School. Letter Dated: 1/29/15. Effective: 2/2/15 – 2/6/15.
- 6) Knecht, Marcy, Guidance Counselor for the Caln Elementary School. Letter Dated: 1/29/15. Effective: 11/24/14 – 6/5/15.

- 7) Peter, Susan, 5th Grade Teacher for the King's Highway Elementary School. Letter Dated: 1/23/15. Effective: 3/9/15 – 4/7/15.
- 8) Ritter, John, 7th and 8th Grade Social Studies Teacher for the North Brandywine Middle School. Letter Dated: 2/13/15. Effective: 5/4/15 – 6/5/15.
- 9) Stirling, Cathy, Kindergarten Teacher for the Rainbow Elementary School. Letter Dated: 1/14/15. Effective: 2/4/15 – 3/4/15.
- 10) Stracinski, Kimberly, 3rd Grade Teacher for the Friendship Elementary School. Letter Dated: 2/18/15. Effective: 2/27/15 – 3/27/15.
- 11) Sweet, Mark, 5th Grade Teacher for the Rainbow Elementary School. Letter Dated: 2/11/15. Effective: 3/12/15 – 3/25/15.

c. CATSS

- 1) Donohue, Antoinette, Principal's Secretary for the North Brandywine Middle School. Letter Dated: 1/9/15. Effective: 1/5/15 – 2/13/15.
- 2) Pennington, Claudette, 3.0 Hour Cafeteria Aide for the South Brandywine Middle School. Letter Dated: 1/30/15. Effective: 1/19/15, Intermittent.

d. FEDERATION

- 1) Bookman, Theodore, Custodian for the Coatesville Area Senior High School. Letter Dated: 1/13/15. Effective: 1/5/15 – 2/6/15.
- 2) Paup, Lynn, 4.75 Hour General Utility Worker for the Coatesville Area Senior High School. Letter Dated: 1/22/15. Effective: 12/1/14 – 2/27/15.

4. **Voluntary Transfers**

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

a. CATA

- 1) Gast, Jennifer, move from Mental Health Specialist for the Rainbow, King's Highway and Friendship Elementary Schools to Mental Health Specialist for the Coatesville Area Senior High School and Rainbow Elementary School. Effective: 1/12/15.

5. **Involuntary Transfers:**

RECOMMENDED MOTION: That the Board of School Directors approve the Involuntary Transfers of:

a. CATA

- 1) Dantzler-Hoggard, Tasha, move from Mental Health Specialist for the East Fallowfield Elementary School and South Brandywine Middle School to Mental Health Specialist for the South Brandywine Middle School, Friendship Elementary School, King’s Highway Elementary School and East Fallowfield Elementary School. Effective: 1/20/15. (No right of recall.)
- 2) Hills, Joseph, move from Mental Health Specialist for Scott Middle School, Caln Elementary School and the Turning Point to Mental Health Specialist for Scott Middle School, Caln Elementary School and East Fallowfield Elementary School. Effective: 1/12/15. (No right of recall.)

6. **Change of Status**

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

a. FEDERATION

- 1) McWilliams, Mary Ann, move from 3.0 Hour General Utility Worker for the Caln Elementary School to 4.5 Hour General Utility Worker for the Caln Elementary School. Posted: 1/13/15. Effective: 2/25/15.
- 2) Myer, Victoria, move from 4.5 Hour General Utility Worker Level “D” @ \$14.66/hr. for the Rainbow Elementary School to 4.5 Hour General Utility Worker Level “C” @ \$14.92/hr. for the Rainbow Elementary School. Effective: Retro to 1/15/15.

7. **Elimination of Extra Duty Positions**

RECOMMENDED MOTION: That the Board of School Directors authorizes the elimination of the following extra duty positions, effective June 30, 2015:

Nursing K-12 Coordinator	Claire Lindelow
Global Studies K-12 Coordinator	Lisa Doan-Harley
Guidance K-12 Coordinator	Kimberly Kiszely
Music K-12 Coordinator	Charles Ulrich
Science K-12 Coordinator	Denim Kurtzhals
Language Arts K-12 Coordinator	Linda Giles
Mathematics K-12 Coordinator	Karen Smith and Tabitha Bentley
Athletic Trainer	Rebecca Layfield

3. **EDUCATION COMMITTEE** (*Deborah Thompson, Chair*)

A. **Homebound Instruction Students**

RECOMMENDED MOTION: That the Board of School Directors approve the Homebound Instruction for student #007.

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

A. **Change Order No. 03b – Credit - Scott Middle School Miscellaneous Upgrades**

RECOMMENDED MOTION: That the Board of School Directors accept the credit from Change Order No. 03b in the amount of \$10,200.35, resulting from miscellaneous upgrades at Scott Middle School.

B. **Memorandum of Understanding with Township Police**

RECOMMENDED MOTION: That the Board of School Directors approve the Memorandum of Understanding with the following Township Police Departments, as presented: (*Enclosure 8*)

- Caln Township Police Department
- City of Coatesville Police Department
- East Fallowfield Police Department
- Valley Township Police Department
- West Brandywine Township Police Department
- West Caln Township Police Department

5. **POLICY COMMITTEE** (*Ann Wuertz, Chair*)

A. **Review of Policy 103.1 – Non-Discrimination in Employment – 30/Day Review**

RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 103.1, Non-Discrimination in Employment.

B. **Review of Policy 103.2 – Equal Employment Opportunity Policy & Affirmative Action Program – 30/Day Review**

RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 103.2, Equal Employment Opportunity Policy & Affirmative Action Program.

C. **Review of Policy 348 – Unlawful Harassment – Administrative Employees – 30/Day Review**

RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 348, Unlawful Harassment – Administrative Employees.

D. **Review of Policy 448 – Unlawful Harassment – Professional Employees – 30/Day Review**

RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 448, Unlawful Harassment – Professional Employees.

E. **Review of Policy 548 – Unlawful Harassment – Classified Employees – 30/Day Review**

RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of Policy 548, Unlawful Harassment – Classified Employees.

F. **Adoption of New Policy 309.1 – Resignation Acceptance of Administrative Employees**

RECOMMENDED MOTION: That the Board of School Directors adopt Policy 309.1, Resignation Acceptance of Administrative Employees, with modifications. (*Enclosure 9*)

- G. Adoption of New Policy 409.1 – Resignation Acceptance of Professional Employees**
RECOMMENDED MOTION: That the Board of School Directors adopt Policy 409.1, Resignation Acceptance of Professional Employees, with modifications. (*Enclosure 10*)
- H. Adoption of New Policy 509.1 – Resignation Acceptance of Classified Employees**
RECOMMENDED MOTION: That the Board of School Directors adopt Policy 509.1, Resignation Acceptance of Classified Employees, with modifications. (*Enclosure 11*)
- I. Review of Policy 601 – Budget & Financial Management – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the 2nd reading of Policy 601, Budget and Financial Management, with modifications. (*Enclosure 12*)
- J. Review of Policy 615 – Payroll Deductions – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the 2nd reading of the revised Policy 615, Payroll Deductions, with modifications. (*Enclosure 13*)
- K. Review of Revised Policy 707 – Use of Facilities – 30/Day Review**
RECOMMENDED MOTION: That the Board of School Directors approve the 30-day review of revised Policy 707, Use of Facilities, with modifications.
- L. Review of Policy 917 – Volunteer Coaches – 2nd Reading**
RECOMMENDED MOTION: That the Board of School directors approve 2nd Reading of Policy 917, Volunteer Coaches.

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.

ADDITIONAL BOARD MEMBERS' REPORTS

INFORMATION ITEMS

ADJOURNMENT

Motion: _____ Second: _____ Time: _____

*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.*