

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

OPENING ACTIVITIES

1. CALL TO ORDER AT 7:14 P.M.

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 – present (*via Telecom*) (*Finance & Personnel Committee*)
Stuart C. N. Deets, Vice President - present (*Operations and Finance & Personnel Committees*)
Diane M. Brownfield – present (*Education Committee*)
James Hills – present (*Education and Operations Committees*)
Laurie C. Knecht – absent (*Operations Committee*)
Michele S. Maffei – present (*Finance & Personnel Committee*)
Deborah L. Thompson – absent (*Education and Policy Committees*)
Ann M. Wuertz – present (*Policy Committee*)
Gregory D. Wynn – present (*Policy Committee*)

Student Representatives

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

Solicitor

Michael I. Levin, Esquire – not present

Administration

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

5. MOMENT OF SILENCE AND SALUTE TO THE FLAG

ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

Additions:

2. H. 8. – 10. Human Resources Addendum
3. B. CASD Partnership with Art Partners Studios
4. C. Prepayment Waiver for Use of Facilities for the Rip City Basketball League
4. D. Technology Projects

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: Stuart Deets Second: Michele Maffei Vote: 6-0-1

Approval of Minutes 1-13-2015 Approved Vote: 6-0-1 Abstained: Wynn
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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: Stuart Deets Second: Diane Brownfield Vote: 6-0-1

Approval of Minutes 1-27-2015 Approved Vote: 6-0-1 Abstained: Wynn
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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: Stuart Deets Second: Gregory Wynn Vote: 7-0-0

Approval of Minutes 1-13-2015 Approved 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.

None

EXECUTIVE SESSION

An executive session was held on Monday, February 23, 2015 for legal, personnel and collective bargaining reasons.

SUPERINTENDENT'S REPORT

The superintendent's report was provided by Dr. Cathy Taschner. She introduced special guest, Gabriella Vetter, a 9th grade student inspired by Dr. King's fight for the equal rights of all African Americans. She then read her "I have a dream" speech to the Board and the audience.

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
- AFJROTC Drill Competitions ~ James E. Turnbull, Lt. Col. (Ret), USAF – Senior Aerospace Science Instructor
 - The next AFJROTC Drill Competition will be held on April 11, 2015 at North Penn High School in Lansdale, PA. The competition starts at 8:30 a.m. and will end at approximately 4:30 p.m.
 - The Bridgeton High School Drill Competition will be held on May 2, 2015 in New Jersey. Doors open for registration at 6:30 a.m. For more information, please contact USAF Aerospace Science Instructor, Christopher J. Sidoli, MSgt (Ret), at the Coatesville Area Senior High School campus.

STUDENT REPRESENTATIVE’S REPORT

The student representative’s report was provided by Katie Stefanski and Andrew Scott Patterson.

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:

Items to be removed from Consent Agenda:

- 2. H. Mutual Release between Mario Priori and CASD
- 2. I. Job Description Amendment – Recording Secretary
- 2. J. Job Description Amendment – Language Arts Specialist
- 2. K. Resolution to Waive Attorney-Client Privileges
- 2. L. 2. a. 1) Human Resources, New Appointment - Staab, Leslie
- 2. L. 5. a. 2) Human Resources, Involuntary Transfer – Hills, Joseph

Consent Agenda
Approved
Vote: 7-0-0

Motion: Stuart Deets

Second: Diane Brownfield

Vote: 7-0-0

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*)

Mutual Release - Priori Approved Vote: 7-0-0
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Motion: Stuart Deets

Second: James Hills

Vote: 7-0-0

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*)

Motion: Stuart Deets

Second: Diane Brownfield

Amended Job Descriptions Recording Secretary & Language Arts Specialist Approved Vote: 7-0-0
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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*)

Motion Items I and J were ratified under one vote:

Motion: Stuart Deets Second: Michele Maffei Vote: 7-0-0

K. Resolution to Waive Attorney-Client Privileges

RECOMMENDED MOTION: That the Board of School Directors approve the Resolution to waive attorney-client privileges with Rhoads & Sinon, James Ellison and the Susquehanna Legal Group, as presented. (*Enclosure 7*)

Waiver of Privileges Approved Vote: 7-0-0

Motion: Stuart Deets Second: Greg Wynn Vote: 7-0-0

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.

New Appointment Leslie Staab Business Teacher Approved Vote: 7-0-0
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Motion: Stuart Deets Second: Diane Brownfield Vote: 7-0-0

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.)

Involuntary Transfer Joseph Hills Approved Vote: 6-0-1 Abstained: James Hills

Motion: James Hills

Second: Stuart Deets

Vote: 6-0-1

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

8. New Appointments - Regular and Extra Duty

RECOMMENDED MOTION: That the Board of School Directors approve the following New Appointments - Regular and Extra Duty:

a. FEDERATION

- 1) Sonsini, James, Substitute General Utility Worker for the Coatesville Area School District. Posted: 1/5/15. Salary: \$9.00/hr. Effective: TBD. SP4: Approved.

9. Leave(s) of Absence

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

a. CATA

- 1) Guiseppe, Mary Beth, 3rd Grade Teacher for the Reeceville Elementary School. Letter Dated: 1/26/15. Effective: 2/20/15 – 4/6/15.
- 2) Michnuk, Rebecca, Nurse for the North Brandywine Middle School. Letter Dated: 2/6/15. Effective: 2/5/15 – 3/9/15.

- 3) Polk, Scott, English Teacher for the Coatesville Area Senior High School. Letter Dated: 2/19/15. Effective: 2/9/15 – 2/20/15.

b. FEDERATION

- 1) Crespo, Melissa, Custodian for the Rainbow Elementary School. Letter Dated: 1/20/15. Effective: 1/5/15 – 2/26/15.

10. Change of Status

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

a. ADMINISTRATION

- 1) Jackson, Karen, move from Administrative Assistant to the Director of Business Administration for the Coatesville Area School District to Recording Secretary. Effective: 2/25/15.

b. FEDERATION

- 1) Panik, Mike move from Labor Pool “C” @ \$19.07/hr. for the Coatesville Area School District to Labor Pool “B” @ \$19.48/hr. for the Coatesville Area School District. Effective: Retro to 1/29/15.

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.

The following individuals spoke on behalf of the removal of a Certified Registered School Nurse at Pope John Paul II Regional Catholic School (PJP II). The group consisted of parents, residents, voters/taxpayers, a healthcare professional, a public health official, teachers and administrators. Their names are as follows:

- | | |
|-----------------------|------------------------|
| 1. Domenic Carnuccio | 8. Sister Anne McGuire |
| 2. Stephanie Stevens | 9. Kirsten Farish |
| 3. Derek Vattelana | 10. Helen Last |
| 4. Leah Fox | 11. Kristin Engel |
| 5. Sean McAleen | 12. Scott Graham |
| 6. Danielle Civitelle | 13. Jennifer Jones |
| 7. Karla Taylor | |

Each speaker expressed their dissatisfaction regarding the recent change in RN staffing at PJP II. They summarized various reasons for their concerns, giving examples of prior situations that required the attention of a healthcare professional, citing mild to acute medical conditions from seizures to cardiovascular illnesses, allergic reactions, and teachers dispensing medication, to justify their need for a full-time Certified Registered School Nurse on the premises at their school.

ADDITIONAL BOARD MEMBERS' REPORTS

Ms. Diane Brownfield reported on the Chester County I. U. Authority Board meeting(s), ie: the targeted date for the Pickering facility, the acceptance of PlanCon K, and the I. U. Core Budget that reflects either a slight reduction or zero increase for Coatesville.

INFORMATION ITEMS

ADJOURNMENT

This meeting was adjourned at 9:29 p.m. on a motion by Stuart Deets and seconded by Diane Brownfield.

Respectfully submitted,
Karen Jackson, Recording Secretary

Ronald G. Kabonick, 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.