

COATESVILLE AREA SCHOOL DISTRICT SCHOOL BOARD MEETING MINUTES

Virtual Meeting through Live Stream

APRIL 28, 2020 - 7:00 PM

OPENING ACTIVITIES

1. **CALL TO ORDER** 7:00PM

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

Robert J. Fisher, President (<i>present</i>)	(<i>Policy Committee</i>)
Thomas N. Keech, Vice President (<i>present</i>)	(<i>Finance Committee</i>)
Henry J. Assetto (<i>present</i>)	(<i>Education Committee</i>)
James Bookman (<i>present</i>)	(<i>Operations Committee</i>)
Andrew C. Finkbohner (<i>present</i>)	(<i>Finance & Policy Committees</i>)
Rebecca L. Harlan (<i>present</i>)	(<i>Operations Committee</i>)
Mary Ann Harris (<i>present</i>)	(<i>Operations Committee</i>)
Amelia Mills (<i>present</i>)	(<i>Education & Finance Committees</i>)
Brandon J. Rhone (<i>present</i>)	(<i>Operations & Policy Committees</i>)

Administration

Richard F. Dunlap, Jr., Ed.D., Interim Superintendent of Schools (*present*)
Dr. Kimberly R. Donahue, Assistant to the Superintendent of Curriculum and Learning (*absent*)
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 (*present*)

Student Representatives

Beamlak Abraham, Senior Class Representative
Allison Carling, Junior Class Representative

Solicitor

Michael I. Levin, Esquire

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 March 24, 2020 School Board meeting subject to any additions, deletions, modifications, or clarifications. ([*Enclosure*](#))

Motion: Henry Assetto

Second: Brandon Rhone

Vote: 9-0-0

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approve the minutes for the April 14, 2020 Special Board meeting subject to any additions, deletions, modifications, or clarifications. ([*Enclosure*](#))

Motion: Henry Assetto

Second: Tom Keech

Vote: 9-0-0

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.

- Ann Wuertz

EXECUTIVE SESSION

An executive session was held on Monday, April 13, 2020 for legal and personnel reasons.

An executive session was held on Monday, April 20, 2020 for legal and personnel reasons.

An executive session will be held on Monday, April 27, 2020 for legal and personnel reasons.

STUDENT REPRESENTATIVE'S REPORT

SUPERINTENDENT'S REPORT

IMPORTANT DATES

Date	Time	Meetings	Place
May 12, 2020	6:00 PM	All Committees & Special Meeting	Virtual Live Stream
May 26, 2020	7:00 PM	School Board Meeting	Virtual Live Stream

SPECIAL REPORTS

- Budget Update – Richard F. Dunlap, Jr., Ed.D. and Chuck Linderman ([Confidential Enclosure](#))
- Roofing/Turf Field/Track Replacement Update – Matthew R. Flannery, Ed.D. ([Confidential Enclosure-Letter](#)) ([Confidential Enclosure-Roof Summary](#)) ([Confidential Enclosure-Turf 1](#)) ([Confidential Enclosure-Turf 2](#)) ([Confidential Enclosure-Panels](#))
- Parameters Resolution – Helen Espenshade and Tim O’Neill, Lamb McErlane ([Enclosure-Ad](#)) ([Enclosure-Resolution](#)) ([Enclosure-Agreement](#))

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.

CONSENT AGENDA (*Robert Fisher, Board President*)

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

Motion: Tom Keech

Second: Brandon Rhone

Vote: 9-0-0

1. FINANCE COMMITTEE (*Tom Keech, Chair*)

A. Financial Statements

RECOMMENDED MOTION: That the Board of School Directors approve the financial statements and the bills payable list, as presented. ([Enclosure](#))

Motion: Henry Assetto

Second: Tom Keech

Vote: 9-0-0

B. Director of Human Resources

RECOMMENDED MOTION: Pending legal review of a contract, that the Board of Directors, pursuant to section 508 of the Public School Code of 1949, (a) appoint Carol Heindel as Director of Human Resources for a term of five (5) years beginning May 11, 2020 and ending May 10, 2025; and (b) approve the Director of Human Resources contract between Carol Heindel and the Coatesville Area School District for a term of five (5) years beginning May 11, 2020 and ending May 10, 2025, at an annual salary of \$140,000.00.

Motion: Henry Assetto

Second: Tom Keech

Vote: 7-2-0

C. Preliminary Budget Adoption and Notice of Special Meeting

RECOMMENDED MOTION: That the Board of School Directors approve the resolution adopting the preliminary budget and the Notice of Special Meeting for June 9, 2020, in accordance with Act 1 of 2006, as presented. ([Enclosure-Resolution](#)) ([Enclosure-Notice](#))

Motion: Henry Assetto

Second: Tom Keech

Vote: 9-0-0

D. Parameters Resolution for the Restructuring of Debt and New Capital Funds

RECOMMENDED MOTION: That the Board of School Directors approve the Parameters Resolution for the Restructuring of the District's Debt and the New Capital Funds, as presented. ([Enclosure-Ad](#)) ([Enclosure-Resolution](#)) ([Enclosure-Agreement](#))

Motion: Henry Assetto

Second: Tom Keech

Vote: 9-0-0

E. Appointment of Auditor

RECOMMENDED MOTION: That the Board of School Directors appoint an auditor to provide auditing services for 2019-2020, 2020-2021, and 2021-2022, as presented. ([Confidential Enclosure](#))

F. Chester County Tax Claim Bureau – Request to Exonerate Uncollectable Property Tax Liens

RECOMMENDED MOTION: That the Board of School Directors authorize the Chester County Tax Claim Bureau to remove the property tax liens on certain parcels, as presented. ([Enclosure-Request](#)) ([Enclosure-Authorization](#))

G. Donations

RECOMMENDED MOTION: That the Board of School Directors approve the attached donation/grant from Kids Gardening, as presented. ([Enclosure](#))

H. Pennsylvania American Water – Donation

RECOMMENDED MOTION: That the Board of School Directors accept a donation in the amount of \$2,500 from Pennsylvania American Water to support the District's Student Meal Program.

Motion: Henry Assetto

Second: Tom Keech

Vote: 9-0-0

I. Human Resources Report

RECOMMENDED MOTION: That the Board of School Directors approve the resignations, appointments, new positions, leaves of absence, transfers, changes of status and corrections, as outlined below:

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) Bernard, Lori, Teacher for Reeceville Elementary School. Letter Dated: 4/16/2020. Reason: Retirement. Effective: 6/12/2020.

b. CATSS

- 1) Knecht, Melissa, 6.5 Hour One-on-One Aide for Scott 6th Grade Center. Reason: Retirement. Effective: 4/15/2020.

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. EXTRA DUTY

- 1) Rigg, Kelly, National Junior Honor Society Advisor for North Brandywine Middle School. Posted: 2/20/2020. Salary: \$33/hour. Effective: 2/20/2020. SP4: Staff.

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

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

a. CATSS

- 1) Knecht, Melissa, 6.5 Hour One-on-One Aide for Scott 6th Grade Center. Effective: 1/6/2020—4/15/2020.

b. FEDERATION

- 1) Hardy, Kristy, 4 Hour Food Service General Utility Worker for Rainbow Elementary School. Effective: 4/1/2020—6/11/2020.

Motion: Henry Assetto

Second: Tom Keech

Vote: 9-0-0

2. **OPERATIONS COMMITTEE** (*Brandon Rhone, Chair*)

A. **School Configuration Changes**

RECOMMENDED MOTION: That the Board of School Directors approve the grade configuration changes for North Brandywine Middle School, Coatesville Area Intermediate High School, and Coatesville Senior High School. North Brandywine will serve 7th Grade students. Coatesville Area Intermediate High School will serve 8th and 9th Grade students. Coatesville Area Senior High School will serve 10th, 11th, and 12th grade students. ([Enclosure](#)) ([Enclosure-8th Grade](#)) ([Enclosure-Athletics](#))

Motion: Henry Assetto

Second: Brandon Rhone

Vote: 7-2-0

B. **Proposals for Roof Repair/Replacements**

RECOMMENDED MOTION: That the Board of School Directors direct the Interim Director of Business Administration and Interim Director of Operations to work with the District's roofing consultant, Roofing Resources, Inc., to seek proposals from state or national co-operative purchasing agreements for roof repair/replacements, as presented. ([Confidential Enclosure-Letter](#)) ([Confidential Enclosure-Roof Summary](#))

Motion: Henry Assetto

Second: Tom Keech

Vote: 9-0-0

C. **Proposals for Turf Field/Track Replacements**

RECOMMENDED MOTION: That the Board of School Directors approve and direct the Interim Director of Business Administration and Interim Director of Operations to seek proposals from state or national co-operative purchasing agreements for turf field/track replacements, as presented. ([Confidential Enclosure-Turf 1](#)) ([Confidential Enclosure-Turf 2](#)) ([Confidential Enclosure-Panels](#))

Motion: Henry Assetto

Second: Tom Keech

Vote: 9-0-0

3. **EDUCATION COMMITTEE** (*Henry Assetto, Chair*)

A. **Discipline Code of Conduct**

RECOMMENDED MOTION: That the Board of School Directors approves the Elementary and Secondary Discipline Code of Conduct, eliminating the Uniform Dress Code for Elementary and middle school students, as presented. ([Enclosure—Elementary](#)) ([Enclosure—Secondary](#))

Motion: Brandon Rhone

Second: Tom Keech

Vote: 7-2-0

B. **Naviance Contract**

RECOMMENDED MOTION: That the Board of School Directors approved the contract with Naviance. We will have an updated agreement due to changing the start date to May 4, 2020. ([Enclosure—Contract](#)) ([Enclosure—Terms of Service](#))

C. **Lancaster-Lebanon Intermediate Unit—Amendment to Title I Letter of Agreement**

RECOMMENDED MOTION: That the Board of School Directors approve the amendment to the letter of agreement between CASD and the LLIU to provide Title I services to non-public eligible schools, as presented. ([Enclosure](#))

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.

- Dawn Barringer
- Robin Seagraves
- Doreen Taylor
- Ann Wuertz

ADDITIONAL BOARD MEMBERS' REPORTS

INFORMATION ITEMS

ADJOURNMENT

Motion: Henry Assetto

Second: Brandon Rhone

Time: 9:00PM

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2020 and on the District Website.
Copies of the minutes will be maintained in the Office of the Board Secretary.*

