

**COATESVILLE AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING MINUTES
JUNE 26, 2012 - 7:00 PM
9/10 CENTER AUDITORIUM**

OPENING ACTIVITIES

1. CALL TO ORDER AT 7:21 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

J. Neil Campbell, President - present	<i>(Operations Committee)</i>
Richard M. Ritter, Vice-President – present	<i>(Finance Committee)</i>
Diane M. Brownfield – present	<i>(Education & Community & Student Relations Committees)</i>
Joseph E. Dunn, Jr. – present	<i>(Finance Committee)</i>
James L. Fox – absent	<i>(Education & Community & Student Relations Committees)</i>
Paul L. Johnson - present	<i>(Operations Committee)</i>
Laurie C. Knecht - present	<i>(Operations Committee)</i>
William A. Sweigart – present	<i>(Finance Committee)</i>
Dr. Tonya Thames Taylor - present	<i>(Education & Community & Student Relations Committees)</i>

Administration

Richard W. Como, Superintendent of Schools - present
Kenneth D. Lupold, Director of Business Administration/Board Secretary - absent
Dr. Angelo Romaniello, Assistant Superintendent & Director of High Schools - present
Dr. Teresa Powell, Director of Elementary Education & Mathematics Specialist K-12 - present
Dr. Orysia Stanko, Director of Middle Schools – present
Dave Krakower, Director of Special Education - present
Erika Zeigler, Director of Human Resources - present
Abdallah Hawa, Director of Technology - present

Solicitor

James E. Ellison, Esquire – present

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

ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

Modification:

2. K. Tax and Revenue Anticipation Note, Series of 2012

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approves the minutes for the May 22, 2012 School Board meeting subject to any addition, deletions, modifications or clarifications. (*Enclosure*)

Approval of Minutes 5-22-2012 Approved Vote: 8-0-0

Motion: Diane Brownfield

Second: Paul Johnson

Vote: 8-0-0

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approves the minutes for the June 12, 2012 Special Board meeting subject to any addition, deletions, modifications or clarifications. (*Enclosure*)

Approval of Minutes 6-12-2012 Approved Vote: 8-0-0

Motion: Paul Johnson

Second: Diane Brownfield

Vote: 8-0-0

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.

Stuart Deetz:

Mr. Deetz inquired about the availability of the 2012-13 general fund budget, which is now posted on the district website and available for public review.

EXECUTIVE SESSION

An Executive Session was held on Tuesday, June 26, 2012 from 6:00 to 7:15 p.m. for legal and personnel reasons.

SUPERINTENDENT'S REPORT

The superintendent's report was provided by Mr. Richard Como. He began by describing his working relationship with Dr. Orysia Stanko as being enriching, and wished her well in her retirement.

IMPORTANT DATES

Date	Time	Topic	Place
July 4, 2012	~	Observance of Independence Day	Offices Closed
<i>No school board or committee meetings will be held in July.</i>			
August 14, 2012	6:00 PM	All Committee Meetings	9/10 Center Auditorium
August 20, 2012	~	New Teacher Induction	TBD
August 27, 2012	~	First Day of School	~
August 28, 2012	7:00 PM	School Board Meeting	9/10 Center Auditorium

BOARD PRESIDENT’S REPORT

Ms. Safiya Edwards updated the board on fund raising efforts to keep the AFJROTC Program open.

SPECIAL REPORTS

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 (Neil Campbell, School Board President)

RECOMMENDED MOTION: That the Board approves the consent agenda items:

Items to be removed from Consent Agenda:

- 2. F. Authorization to Hire and Accept Resignations
- 2. K. Tax and Revenue Anticipation Note, Series of 2012

Consent Agenda
Approved
Vote: 8-0-0

Motion: Diane Brownfield

Second: Dr. Tonya Taylor

Vote: 8-0-0

2. FINANCE COMMITTEE (Richard Ritter, Chair)

A. Schedule of Bills Payable

RECOMMENDED MOTION: That the Board of School Directors approves the Schedule of Bills Payable as submitted for the month ending May 31, 2012.

Fund	Paid
General Fund – 10	\$ 3,761,146.21
Capital Projects Fund 32 / 2007 GOB	0.00
Capital Projects Fund 33 / 2009A GOB	3,059.19
Capital Projects Fund 34 / 2010 GOB	19,782.29
New Capital Reserve Fund 38	22,796.00
Food Service – 51	120,996.79
Trust Fund – 71	43,725.00
Student Activities Fund – 81	53,161.58
Agency Fund – 89	52,031.28
TOTAL	\$ 4,076,698.34

B. Treasurer’s Report

RECOMMENDED MOTION: That the Board of School Directors approves the Treasurer’s Report as submitted for the month ending May 31, 2012.

C. Budget Transfers

RECOMMENDED MOTION: That the Board of School Directors approves the Budget Transfers as submitted for the month ending May 31, 2012 in the amount of \$44.89.

D. Schedule of Investments

RECOMMENDED MOTION: That the Board of School Directors approves the Schedule of Investments as submitted for the month ending May 31, 2012.

E. Property and Casualty Insurance

RECOMMENDED MOTION: That the Board of School Directors approves the purchase of Property and Casualty Insurance from Willis North America, 100 Matsonford Road, Radnor, PA 19087, according to the following rates for 2012-2013:

	11-12	12-13	12-13
	<u>Actual</u>	<u>Budget</u>	<u>Proposal</u>
Package & Automobile	\$254,235	\$298,000	\$267,239 <i>PSBA/ACE</i>
Boiler & Machinery	\$ 16,527	\$ 20,000	\$ 14,768 <i>Hartford Steam Boiler</i>
Umbrella (\$20 Million)	\$ 27,826	\$ 32,000	\$ 27,826 <i>PSBA/Old Republic</i>
School Board Legal	\$ 52,828	\$ 65,000	\$ 52,844 <i>SBIC</i>
Totals	\$351,416	\$415,000	\$362,677

	<u>Expiring</u>	<u>Renewal</u>
<i>Package & Automobile</i>	\$254,235	\$247,602 <i>PSBA/ACE</i>
<i>Boiler & Machinery</i>	\$ 16,527	\$ 10,387 <i>Hartford Steam Boiler</i>
<i>Umbrella (\$20 Million)</i>	\$ 27,826	\$ 22,500 <i>PSBA/Old Republic</i>
<i>School Board Legal</i>	\$ 52,828	\$ 52,844 <i>SBIC</i>
Totals	\$351,416	\$333,333

F. Authorization to Hire and Accept Resignations

RECOMMENDED MOTION: That the Board of School Directors authorizes the Superintendent to hire any required and budgeted employees and accept resignations prior to School Board approval between June 26, 2012 and September 25, 2012. Such actions will be ratified at the next subsequent meeting.

Authorization to Hire &
 Accept Resignations

Approved

Vote: 8-0-0

Motion: Diane Brownfield Second: Dr. Tonya Taylor Vote: 8-0-0

G. Appointment of Treasurer

RECOMMENDED MOTION: That the Board of School Directors appoints Danette Murphy as School Board Treasurer for a one-year term, effective July 1, 2012 to June 30, 2013, as per PA School Code, Section 404.

H. Appointment of Depositories

RECOMMENDED MOTION: That the Board of School Directors approves the appointment of the Pennsylvania School District Liquid Asset Fund (PSDLAF) as the primary depository for the use of the District in 2012-13, as per PA School Code, Section 621 (this is the first year of a four-year contract). Also included in the motion is the appointment of the following as secondary depositories: PA Local Government Investment Trust (PLGIT) and Citizens Bank.

I. 2012-2013 Joint Purchases/Bids – C.C.I.U.

That the Board of School Directors approves the following Chester County Intermediate Unit Joint Purchasing purchases for 2012-2013: Cafeteria Disposable Wares in the amount of \$38,810.39, Cafeteria Small Equipment in the amount of \$9,478.68, Copy Paper in the amount of \$0, Technology Equipment in the amount of \$0, and Custodial Supplies in the amount of \$298,216.68; a total of \$346,505.75. Last year's purchases were: Cafeteria Disposable Wares - \$47,100.84; Cafeteria Small Equipment - \$11,772.74; Copy Paper - \$83,963.24; Technology Equipment - \$3,641.74; and Custodial Supplies - \$200,217.01; a total of \$346,695.57 (overall, the 2012-13 award is \$189.82 less than the previous year).

J. Review of New Tax Exempt Debt Policy – 2nd Reading

RECOMMENDED MOTION: That the Board of School Directors adopts the second reading of 'Tax-Exempt Policies and Procedures' as the District will be issuing and from time to time may in the future issue debt instruments the interest on which is intended to be excluded from gross income for Federal income purposes under the Internal Revenue Code of 1986, as amended (the "Code"). In order to ensure compliance with the Code, the District hereby determines to adopt such policies and procedures regarding these tax-exempt instruments.

K. Tax and Revenue Anticipation Note, Series of 2012

RECOMMENDED MOTION: That the Board of School Directors adopts a resolution authorizing the issuance of a Tax and Revenue Anticipation, Series of 2012, of the Coatesville Area School District, Commonwealth of Pennsylvania in the maximum principal amount not to exceed \$6,500,000; establishing the terms, conditions and form of such note; accepting a proposal to purchase the note; providing security and establishing a sinking fund for the note; appointing a paying agent and sinking fund depository; authorizing certain officials to execute and deliver the note and to prepare and file certain certificates and other proceedings; making certain covenants with regard to the internal revenue code of 1986 and designating the note as a "Qualified Tax-Exempt Obligation"; and authorizing other necessary action.

Tax & Revenue Anticipation Note Series of 2012
Approved
Vote: 8-0-0

Motion: Rick Ritter

Second: Paul Johnson

Vote: 8-0-0

L. Human Resources

1. Resignations - Regular and Extra Duty

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

a. ADMINISTRATION

- 1) Lupold, Kenneth D., Director of Business Administration for the Coatesville Area School District. Letter Dated: 6/7/12. Reason: Retirement. Effective: 6/30/12.
- 2) Stanko, Orysia M., Director of Middle Schools and Professional Development for the Coatesville Area School District. Letter Dated: 6/1/12. Reason: Retirement. Effective: 6/29/12.

b. CATA

- 1) Fichter, Amy, Autism Support Teacher for the Rainbow Elementary School. Letter Dated: 5/30/12. Reason: Personal. Effective: 6/11/12.
- 2) Hurley, Kristina, Math Teacher for the Coatesville Area Senior High School. Letter Dated: 6/1/12. Reason: Personal. Effective: 6/11/12.
- 3) Johnson, Shemica L., Reading Specialist for the Scott Middle School. Letter Dated: 5/23/12. Reason: Personal. Effective: 6/11/12.
- 4) Testerman, Kristin C., English Teacher for the Coatesville Area Senior High School. Letter Dated: 5/21/12. Reason: Personal. Effective: 6/11/12.

c. CATSS

- 1) Green, Vernsia D., Assistant Principal Secretary for the North Brandywine Middle School. Letter Dated: 6/12/12. Reason: Personal. Effective: 7/5/12.

d. FEDERATION

- 1) Hamilton, James, Custodian for the Coatesville Area Senior High School. Letter Dated: 6/20/12. Reason: Retirement. Effective: 7/4/12.

e. EXTRA DUTY

- 1) Cunningham, Elizabeth, 7th Grade Cheerleading Coach for the Scott Middle School. Letter Dated: 6/4/12. Reason: Personal. Effective: 6/4/12.
- 2) Dougherty, James, 8th Grade Girls' Lacrosse Coach for the South Brandywine Middle School. Letter Dated: 6/6/12. Reason: Personal. Effective: 6/6/12.
- 3) Lewis, Wendy, Assistant Lacrosse Coach for the Coatesville Area Senior High School CAMPUS. Letter Dated: 5/29/12. Reason: Personal. Effective: 5/29/12.
- 4) McConnell, Penny, Year Book Advisor for the Rainbow Elementary School. Letter Dated: 4/20/12. Reason: Retirement. Effective: 6/11/12.
- 5) Milley, Lauren, 8th Grade Cheerleading Coach for the Scott Middle School. Letter Dated: 5/4/12. Reason: Personal. Effective: 5/18/12.

- 6) Nagy, Teresa, S.A.D.D. Club Advisor for the Coatesville Area Senior High School CAMPUS. Letter Dated: 5/23/12. Reason: Personal. Effective: 6/11/12.
- 7) Peter, Susan A., 5th Grade Level Chair for the King's Highway Elementary School. Letter Dated: 5/29/12. Reason: Personal. Effective: 6/11/12.
- 8) Peteraf, Nancy J., Science Department Head for the South Brandywine Middle School. Letter Dated: 6/4/12. Reason: Retirement. Effective: 6/11/12.
- 9) Regenski, Julie, 3rd Grade Level Chair for the King's Highway Elementary School. Letter Dated: 5/17/12. Reason: Personal. Effective: 6/11/12.
- 10) Tabakelis, Bernadette, Assistant Band Director for the Coatesville Area Senior High School CAMPUS. Letter Dated: 5/25/12. Reason: Personal. Effective: 5/25/12.
- 11) Warren-Ward, Octavia, Cheerleading Coach for the North Brandywine Middle School. Letter Dated: 6/7/12. Reason: Personal. Effective: 6/7/12.
- 12) Zwick, Jody, 7th Grade Lacrosse Coach for the North Brandywine Middle School. Letter Dated: 5/21/12. Reason: Job Abandonment. Effective: 6/26/12.

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. EXTRA DUTY

- 1) Summer School Teachers – Secondary Math, English, Social Studies, Science, Wellness and Fitness for the Coatesville Area Senior High School CAMPUS. (All positions are on an as needed basis.) Posted: 5/23/12. Salary: \$33.00/hr. Effective: 7/2/12 – 8/8/12. SP4: Staff.

James D'Angelo

William Froggatt

Denim D. Kurtzhals

Kristen DelGrippe

John Knowles, Sr.

Jason Warren

3. Leave(s) of Absence

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

a. ADMINISTRATION

- 1) Fisher, Robert, Principal for the Coatesville Are Senior High School. Letter Dated: 5/6/12. Reason: Extended FMLA. Effective: 6/12/12 – 6/21/12.

b. NON-CERTIFIED

- 1) Conlin, Ray, Benefits and Safety Specialist for the Coatesville Area School District. Letter Dated: 6/5/12. Reason: FMLA. Effective: 6/7/12 – 6/18/12.
- 2) Mayall, Susan, Dual Food Service Manager for the East Fallowfield Elementary School and the South Brandywine Middle School. Letter Dated: 4/3/12. Reason: FMLA. Effective: 4/30/12 – 5/18/12.

c. CATA

- 1) Anyan, Malaika, 4th Grade Teacher for the King's Highway Elementary School. Letter Dated: 6/11/12. Reason: Extended Childrearing Leave. Effective: 8/21/12 – 6/10/13.
- 2) Chenger, Lauren, 1st Grade Teacher for the East Fallowfield Elementary School. Letter Dated: 6/18/12. Reason: Extended Childrearing Leave. Effective: 8/21/12 – 1/23/13.
- 3) Elliott, Bridget, 6th Grade Math Teacher for the South Brandywine Middle School. Letter Dated: 5/21/12. Reason: Childrearing Leave. Effective: 8/21/12 – 6/10/13.
- 4) Magee, Suzanne, Reading Specialist for the Caln Elementary School. Letter Dated: 6/11/12. Reason: FMLA. Effective: 5/30/12 – 6/7/12.
- 5) Porter, Alyson, Special Education Teacher for the Scott Middle School. Letter Dated: 6/6/12. Reason: FMLA. Effective: 9/4/12 – 10/29/12.

d. CATSS

- 1) Baker, Maxine, Cafeteria/Playground Aide for the Caln Elementary School. Letter Dated: 5/18/12. Reason: Unpaid Leave of Absence. Effective: 4/30/12 – 5/11/12.
- 2) Fisher, Sonia, Special Education Classroom Aide for the Scott Middle School. Letter Dated: 6/6/12. Reason: FMLA. Effective: 5/30/12 – 6/8/12.
- 3) Spangler, Kathleen, Assistant Principal Secretary for the Coatesville Area Senior High School CAMPUS – 9/10 Center. Letter Dated: 5/25/12. Reason: FMLA. Effective: Intermittent starting 6/1/12.

e. FEDERATION

- 1) Book, Albert, Custodian for the King's Highway Elementary School. Letter Dated: 5/25/12. Reason: Extended Medical Leave of Absence. Effective: 5/14/12 – 6/29/12.
- 2) Hamilton, James, Custodian for the Coatesville Area Senior High School. Letter Dated: 4/6/12. Reason: Extended FMLA/Medical Leave of Absence. Effective: 5/18/12 – 7/4/12.

- 3) Kopteros, John, Tradesman – HVAC for the Coatesville Area School District. Letter Dated: 5/30/12. Reason: Extended FMLA. Effective: 6/5/12 – 6/24/12.
- 4) Newsuan, Donna, Custodian for the East Fallowfield Elementary School. Letter Dated: 6/7/12. Reason: Extended Medical Leave of Absence. Effective: 6/6/12 – 8/7/12.

4. Change of Status

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

a. FEDERATION

- 1) Gibson, Philip, move from Tradesman Level “C” @ \$28.22/hr. for the Coatesville Area School District to Tradesman Level “B” @ \$28.62/hr. for the Coatesville Area School District. Effective: Retroactive to 4/12/12.

5. Tenure

RECOMMENDED MOTION: That the Board of School Directors approves tenure for the following temporary professionals who have been certified by the District Superintendent as being eligible for the professional status. Each person shall be provided with a Professional Employee Contract per Section 1108 of the School Code.

Mileeta Baxter	8/17/12	Stephanie Chung	8/17/12
Monica Cordero	8/18/12	Lauren Dobbin	8/17/12
Katherine Doherty	8/3/12	Nick Felus	8/17/12
Gregg Fidler	8/17/12	Lauren Hallinan	8/17/12
Joseph Hills	8/17/12	Marcy Knecht	8/17/12
Timothy Lucci	8/17/12	Kevin Marcus	8/24/12
Thomas Puleo	8/17/12	John Allen Snyder	8/17/12
Patricia Lynn Stover	8/17/12		

6. Suspension of Coatesville Area Teacher’s Association Employees

RECOMMENDED MOTION: That the Board of School Directors authorizes the suspension of the following employees, effective June 11, 2012, pursuant to Sections 1124 and 1125.1 of the Public School Code:

Colleen Foy	2 nd Grade Teacher
Marisa Crapella	Autism Support Teacher
Heidi Johnson	Guidance Counselor

3. EDUCATION COMMITTEE (Diane Brownfield, Chair)

A. Scott Middle School - School Improvement Plan for the 2012-2013 School Year

RECOMMENDED MOTION: That the Board of School Directors approves the submission of the Scott Middle School’s Improvement Plan for the 2012-2013 school year.

B. Coatesville Area Senior High School - School Improvement Plan for the 2012 -2013 School Year

RECOMMENDED MOTION: That the Board of School Directors approves the submission of the Coatesville Area High School's School Improvement Plan for the 2012-2013 school year.

4. OPERATIONS COMMITTEE (Laurie Knecht, Chair)

A. Cleaning and Adjusting Boilers

RECOMMENDED MOTION: That the Board of School Directors approves the awarding of the Cleaning and Adjusting of Boilers contract for 2012-2013 to Bonfitto, Inc. of Reading, Pa. in the amount of \$12,000.00. Quotes were received as follows:

Bonfitto, Inc.	\$12,000.00
Oliver Mechanical	\$15,800.00
EPEX Piping Systems	No quote received
CCSI, Inc.	No quote received
Har-Jan Mechanical, Inc.	No quote received
The Warko Group	No quote received

5. COMMUNITY & STUDENT RELATIONS COMMITTEE (Dr. Tonya Thames Taylor, Chair)

A. Coatesville Senior High School German Club Trip to Germany, March 19–30, 2013

RECOMMENDED MOTION: That the Board of School Directors approves the Coatesville Area Senior High School German Club Trip to Germany for German III, IV Students, March 19–30, 2013.

B. Review of Revised Policy #623 – Fund Balance – 1st Reading

RECOMMENDED MOTION: That the Board of School Directors approves the first reading of Revised Policy #623, Fund Balance. (*Enclosure*)

C. Review of Revised Policy #624 – Budgetary Reserve – 1st Reading

RECOMMENDED MOTION: That the Board of School Directors approves the first reading of Revised Policy #624, Budgetary Reserve. (*Enclosure*)

D. Student Discipline Hearings

RECOMMENDED MOTION: That the Board of School Directors approves the following student disciplinary action(s) as recommended. (*Enclosure*)

<u>Student #</u>	<u>Action(s)</u>
12DH27	Expelled for the balance of the 2011-12 school year
12DH28	Expelled for the balance of the 2011-12 school year
12DH29	Expelled through the 1 st marking period of the 2012-13 school year
12DH30	180 day expulsion
12DH31	15 day expulsion
12DH32	30 day expulsion

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) *Linda Messinger:*

Ms. Messinger commented on the recent action taken by the Graystone Academy Charter School. She applauded the AFJROTC cadets and parents for their fund raising efforts to keep the program open. She spoke kindly of Dr. Orysia Stanko's dedication to the CASD community. She will be missed.

ADDITIONAL BOARD MEMBERS' REPORTS

Board President Neil Campbell announced that Dr. Romaniello will be replacing Kenneth Lupold as the School Board Secretary.

INFORMATION ITEMS

ADJOURNMENT

This meeting was adjourned at 8:40 p.m. on a motion by Diane Brownfield and seconded by Dr. Tonya Thames Taylor.

Respectfully submitted,
Karen Jackson, Recording Secretary

Dr. Angelo Romaniello, School Board Secretary

If any Board Member or member of the public wishes to review the minutes verbatim, please contact the School Board Secretary and make arrangements to come to the District Office and listen to the meeting tapes.