

**Education Committee Agenda**  
*Coatesville Area Senior High School Auditorium*  
**October 8, 2019 - 6:00 PM**  
*(1<sup>st</sup> Committee Meeting of the Evening)*

**CHAIRPERSON:** Robert J. Fisher  
**BOARD MEMBERS:** Henry J. Assetto and Robert T. Marshall, Jr.  
**ADMINISTRATION:** Richard F. Dunlap, Jr., Ed.D., Dr. Kim Donahue,  
Lisa Hauswirth, Jason Palaia, Rita Perez and Darian Smith  
**CALL TO ORDER:** \_\_\_\_\_

**APPROVAL of MINUTES**

Approval of the September 10, 2019 Education Committee meeting minutes. ([Enclosure](#))

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**AGENDA ITEMS**

**A. Camphill School Enrollment Contracts – 2019-2020 Regular School Year**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Camphill School Enrollment Contracts for the 2019-2020 regular school year, as presented. ([Confidential Enclosure](#))

10005280	10008300
10005435	10008313

**B. Devereux Foundation Independent Contractor Contract – Regular School Year – 90003126**

**RECOMMENDED MOTION:** That the Board of School Directors retroactively approve the Independent Contractor Contract with The Devereux Foundation for the 2018-2019 regular school year for 90003126. ([Confidential Enclosure](#))

**C. Devereux Foundation Independent Contractor Contract – Extended School Year**

**RECOMMENDED MOTION:** That the Board of School Directors retroactively approve the Independent Contractor Contract with The Devereux Foundation for the 2019 extended school year for the following: ([Confidential Enclosure](#))

10003705	50001011
10008242	90002464
10009629	90003126

**D. Out-of-State Overnight Trip – C.A.S.H. Ski Club**

**RECOMMENDED MOTION:** That the Board of School of Directors approve the annual overnight ski trip, as presented. ([Confidential Enclosure](#))

**E. Pathway School – Lower School Program – 10006923**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Agreement with the Pathway School for the 2019-2020 school year at the Lower School for 10006923. ([Confidential Enclosure](#))

**F. Pathway School – One-to-One Aide Services Agreement - 10009334**

**RECOMMENDED MOTION:** That the Board of School Directors approve the agreement with the Pathway School for one-to-one aide services for the 2019-2020 school year for student 10009334. ([Confidential Enclosure](#))

**G. Timothy School – Regular School Year Agreements**

**RECOMMENDED MOTION:** That the Board of School of Directors approve the Timothy School agreements for the 2019-2020 school year for the following: ([Confidential Enclosure](#))

10002887	10011163
10006642	10011233
10006765	10011675
10007861	10013478
10008080	10013900

**H. Valley Forge Educational Services - Food Services Agreements for 2019-2020**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Food Services Contractual Agreement with Valley Forge Educational Services for the 2019-2020 school year for the following: ([Confidential Enclosure](#))

10002057	10008084
10004377	10011125
10004536	10015530
10007726	

**INFORMATIONAL ITEM(S)**

- CPR Training - (Recent Bill signed by Governor Wolf) Act 7 requires PDE to provide a curriculum to schools to teach “hands-only” CPR, a no breath, compression-only technique recommended by the American Heart Association for sudden cardiac arrest. The curriculum must also include the use of automatic external defibrillators. The Sports Medicine Class offered at the 9/10 this year will be adding the First Aid/CPR/AED handbook by the American Red Cross. This is an additional resource for the class.
- Kindergarten Online Registration ([Enclosure](#))
- Substitute Shortage ([Enclosure](#))
- Enrollment Reports ([Enclosure](#))

**OLD BUSINESS**

**NEW BUSINESS**

**REVIEW OF AGENDA ITEMS**

**PUBLIC COMMENT**

**ADJOURNMENT** \_\_\_\_\_

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2019 and on the District website.  
Copies of the minutes will be maintained in the office of the Board Secretary.*

# Finance Committee Agenda

Coatesville Area Senior High School Auditorium

**October 8, 2019 - 6:00 PM**

(2<sup>nd</sup> Committee Meeting of the Evening)

**CHAIRPERSON:** Thomas N. Keech  
**BOARD MEMBERS:** James Hills and Donna M. Urban  
**ADMINISTRATION:** Richard F. Dunlap, Jr., Ed.D. and Chuck Linderman  
**CALL TO ORDER:** \_\_\_\_\_

## APPROVAL of MINUTES

Approval of the September 10, 2019 Finance Committee meeting minutes. ([Enclosure](#))

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

## AGENDA ITEMS

### **A. Financial Statements**

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

### **B. Asbestos Abatement – Friendship School**

**RECOMMENDED MOTION:** That the Board of School Directors approve the contract with PRISM in the amount of \$9,776.00 for asbestos removal at the Friendship School. ([Enclosure](#))

### **C. 2020-2021 Budget Building Allocations**

**RECOMMENDED MOTION:** That the Board of School Directors approve the building budget allocations for 2020-2021 so the building principals and staff may begin the budgeting process. ([Enclosure](#))

### **D. 2020-2021 Budget Calendar – Timeline for Events**

**RECOMMENDED MOTION:** That the Board of School Directors approve the budget calendar for use in the 2020-2021 budget planning process, as presented. ([Enclosure #1](#)) ([Enclosure #2](#)) ([Enclosure #3](#))

### **E. C.C.I.U. Marketplace Services Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the marketplace service rates and participation and potential participation in marketplace services. ([Enclosure](#))

### **F. Donations**

**RECOMMENDED MOTION:** That the Board of School of Directors approve the donations, as presented. ([Enclosure](#))

### **G. Harrisburg University of Science and Technology – Dual Enrollment/Articulation Agreement**

**RECOMMENDED MOTION:** That the Board of School of Directors approve the Dual Enrollment/Articulation Agreement between CASD and Harrisburg University of Science and Technology commencing on October 1, 2019 and continue in effect for five (5) years. ([Enclosure](#))

**H. New Holland Auto Group – Replacement of Police Vehicle – State Contract Purchase**

**RECOMMENDED MOTION:** That the Board of School Directors authorize the purchase of a replacement School District Police vehicle from **New Holland Auto Group** through PA State Contract **#13-034** in the amount of \$35,812.00. ([Enclosure](#))

**I. Replacement of School District Police Vehicle Emergency Equipment – State Contract Purchase**

**RECOMMENDED MOTION:** That the Board of School Directors authorize the purchase and installation of replacement School District Police Vehicle Emergency Equipment from **Metropolitan Communications, Inc.** through PA State Contract **#012-137** in the amount of **\$10,884.00**. ([Enclosure](#))

**J. Tams-Witmark “The Wizard of Oz” Contract / Performance License Agreement – 9/10 Center**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Contract/Performance License Agreement between CASD and Tams-Witmark for the non-exclusive right to produce and present “The Wizard of Oz – Young Performers” Edition and for the Royalty and Show Kit and additional materials for the Drama Club at a cost of \$850. ([Enclosure](#))

**K. Policy 126 - Class Size Guidelines**

**RECOMMENDED MOTION:** That the Board of School Directors recommend the Policy Committee review Policy 126-Class Size and develop class size guidelines for use future planning.

**L. Caln Township Local Economic Revitalization Tax Assistance Act (LERTA)**

➤ Presentation and Discussion:

- Charles Kramer, Caln Township Commissioner
- Kristen Denne, Caln Township Manager

**RECOMMENDED MOTION:** That the Board of School Directors rescind the motion from 2017 regarding participation in the 10-year LERTA with Caln Township, effective November 1, 2019.

**M. Temporary Director of Operations - CCRES**

➤ Discussion:

**RECOMMENDED MOTION:** That the Board of School Directors approve the temporary employment of a Director of Operations through the existing Agreement of Services with CCRES at a cost of \$440/per day.

**N. 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. CATSS

- 1) Houck, Carol, Food Service Secretary for the Coatesville Area School District. Letter Dated: 9/26/2019. Reason: Personal. Effective: 10/9/2019.

b. NON-CERTIFIED

- 1) Jiang, Xiaoping, Accountant for the Coatesville Area School District. Letter Dated: 9/24/2019. Reason: Personal. Effective: 11/1/2019.

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. ADMINISTRATION

- 1) Messenger, Heather, Assistant Principal for Scott 6<sup>th</sup> Grade Center and the Cyber Academy. Posted: 6/19/2019. Salary: \$93,000 (prorated). Degree: BA—Psychology, Shippensburg University; MA—Counseling Psychology, Immaculata University; M. Ed.—Education and Administrative Principal Program, California University. Certifications: Administrative Principal PK-12, Educational Specialist Secondary School Counselor 7-12. Effective: 10/9/2019. SP4: Approved. Pending 168 Forms.

b. CATSS

- 1) Siddiqui, Tehmina, 2.5 Hour Cafeteria/Playground/Library Aide for Caln Elementary School. Posted: 8/26/2019. Salary: \$9.50/hour. Effective: TBD. SP4: Approved. Pending 168 Forms.

c. FEDERATION

- 1) Kilgore, Pereice, 5.5 Hour Food Service Cook for Reeceville Elementary School. Posted: 9/16/2019. Salary: \$15.60/hour (\$16.60 after 1,040-hour probation period). Effective: TBD. SP4: Approved. Pending 168 Forms.

d. EXTRA DUTY

- 1) Ballard, Douglas, Band Director for North Brandywine Middle School. Effective: 2019—2020 School Year. SP4: Staff.
- 2) Beegle, Bernard, 7<sup>th</sup> Grade Football Coach for North Brandywine Middle School. Posted: 7/29/2019. Salary: \$2,196.75. SP4: Staff.
- 3) Bennett, Elizabeth, Co-Robotics/STEM Club Advisor for King's Highway Elementary School. Posted: 9/13/2018. Salary: \$217.50. Effective: 2019—2020 School Year. SP4: Staff
- 4) Blankley, Jaimie, Co-Student Council Advisor for Scott 6<sup>th</sup> Grade Center. Effective: 2019—2020 School Year. SP4: Staff.

- 5) DiGuiseppe, Alexander, Drama Club Advisor for Scott 6<sup>th</sup> Grade Center. Effective: 2019—2020 School Year. SP4: Staff.
- 6) Ellis, Daniel, Head Lacrosse Coach for the Coatesville Area High School Campus. Posted: 8/22/2019. Salary: \$5,345.37. Effective: 2019—2020 School Year. SP4: Approved. Pending 168 Forms.
- 7) Fianza, Anjanette, Twilight/Credit Recovery Tutor: Spanish for the Coatesville Area High School Campus. Posted: 9/5/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 8) Freeman-Petersen, Jesseka, Twilight/Credit Recovering Tutor: Algebra for the Coatesville Area High School Campus. Posted: 9/5/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 9) Gamber, Claarissa, Band Director for Scott 6<sup>th</sup> Grade Center. Effective: 2019—2020 School Year. SP4: Staff.
- 10) Gamber, Claarissa, Vocal Music Director for Scott 6<sup>th</sup> Grade Center. Effective: 2019—2020 School Year. SP4: Staff.
- 11) Gehris, Michele, Game/Event Worker for the Coatesville Area School District. Posted: 2/9/2016. Effective: 2019—2020 School Year. SP4: Staff.
- 12) Hughes, Gabriel, Mentor for Brittany Crawford for the Coatesville Area Senior High School. Posted: 7/18/2019. Salary: \$1,000. Effective: 2019—2020 School Year. SP4: Staff.
- 13) Leyden, William, Garden Club Advisor for Reeceville Elementary School. Posted: 9/13/2018. Salary: \$435. Effective: 2019—2020 School Year. SP4: Staff.
- 14) Mangiovillano, Joanna, Vocal Music Director for North Brandywine Middle School. Effective: 2019—2020 School Year. SP4: Staff.
- 15) Murray, Megan, Yearbook Advisor for Scott 6<sup>th</sup> Grade Center. Effective: 2019—2020 School Year. SP4: Staff.
- 16) Noonan, Sean, Faculty Manager for North Brandywine Middle School. Effective: 2019—2020 School Year. SP4: Staff.
- 17) Pandosh, Elizabeth, Co-Robotics/STEM Club Advisor for King's Highway Elementary School. Posted: 9/13/2018. Salary: \$217.50. Effective: 2019—2020 School Year. SP4: Staff.
- 18) Rebhorn, Erin, Mentor for Kenneth Vaughn for Rainbow Elementary School. Posted: 7/18/2019. Salary: \$1,000. Effective: 2019—2020 School Year. SP4: Staff.
- 19) Rocco, Judith, Twilight/Credit Recovery Tutor: Earth & Space Science for the Coatesville Area High School Campus. Posted: 9/5/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.

- 20) Sayles, Mary Carol, Spanish Club Advisor for Reeceville Elementary School. Posted: 7/18/2019. Salary: \$435. Effective: 2019—2020 School Year. SP4: Staff.
  - 21) Shallis, Bruce, Assistant Lacrosse Coach for the Coatesville Area High School Campus. Posted: 8/22/2019. Salary: \$3,135.75. Effective: 2019—2020 School Year. SP4: Approved. Pending 168 Forms.
  - 22) Sweeney, Dawn, Assistant Girls' Basketball Coach for the Coatesville Area High School Campus. Posted: 7/2/2019. Salary: \$4,412.25. Effective: 2019—2020 School Year. SP4: Approved. Pending 168 Forms.
  - 23) Tassoni, Joseph, Twilight/Credit Recovery Tutor: Early/Modern History for the Coatesville Area High School Campus. Posted: 9/5/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
  - 24) Tingle-Lewis, Rita, Mentor for Sean Pastorok for the Coatesville Area Intermediate High School. Posted: 7/18/2019. Salary: \$1,000. Effective: 2019—2020 School Year. SP4: Staff.
3. **Leave of Absence**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the following leave of absence requests as indicated:
- a. CATA
    - 1) Demos, John, Teacher for the Coatesville Area Senior High School. Effective: 9/4/2019—9/30/2019.
    - 2) Peter, Susan, Teacher for King's Highway Elementary School. Effective: 10/30/2019—12/16/2019.
    - 3) Pilz, David, Teacher for the Coatesville Area Senior High School. Effective: 10/17/2019—11/29/2019.

4. **Creation of New Position(s)**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the creation of the following extra duty position:
- 1) Pilot STEM/Robotics Club for Scott 6<sup>th</sup> Grade Center and North Brandywine Middle School. Effective: 2019—2020 School Year.

#### INFORMATIONAL ITEM(S)

- **Benner Building Discussion**
  - Review of lease vs costs to maintain building. ([Enclosure](#))
  - Email to "Build-A-Band" Organization. ([Enclosure](#))

- **Capital Projects**

- King's Highway Update – Continue Approval Process
- Friendship – Asbestos Abatement ([Enclosure](#))
- Friendship – Razing of building later this year

- **Cyber School Alternative – Brandywine Virtual Academy**

- Brandywine Virtual Academy Presentation - Mary Curley ([Enclosure](#))
- Consider Academic Stipend for Students

**OLD BUSINESS**

**NEW BUSINESS**

**REVIEW OF AGENDA ITEMS**

**PUBLIC COMMENT**

**ADJOURNMENT** \_\_\_\_\_

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**Policy Committee Agenda**  
*Coatesville Area Senior High School Auditorium*  
**October 8, 2019 - 6:00 PM**  
*(3<sup>rd</sup> Committee Meeting of the Evening)*

**CHAIRPERSON:** Robert T. Marshall, Jr.  
**BOARD MEMBERS:** Brandon J. Rhone and Thomas Siedenbuehl  
**ADMINISTRATION:** Richard F. Dunlap, Jr., Ed.D. and Dr. Kim Donahue  
**CALL TO ORDER:** \_\_\_\_\_

**APPROVAL of MINUTES**

Approval of the September 10, 2019 Policy Committee meeting minutes. ([\*Enclosure\*](#))

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

**AGENDA ITEMS**

*None*

**INFORMATIONAL ITEM(S)**

**OLD BUSINESS**

**NEW BUSINESS**

**REVIEW OF AGENDA ITEMS**

**PUBLIC COMMENT**

**ADJOURNMENT** \_\_\_\_\_

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# Operations Committee Agenda

Coatesville Area Senior High School Auditorium

**October 8, 2019 - 6:00 PM**

(4<sup>th</sup> Committee Meeting of the Evening)

**CHAIRPERSON:** Brandon J. Rhone  
**BOARD MEMBERS:** Tyrone Carter and Donna M. Urban  
**ADMINISTRATION:** Richard F. Dunlap, Jr., Ed.D., Chuck Linderman,  
Dennis Dankenbring, Frank Galbraith, Jack Morales and Jason Palaia  
**CALL TO ORDER:** \_\_\_\_\_

## APPROVAL of MINUTES

Approval of the September 10, 2019 Operations Committee meeting minutes. ([Enclosure](#))

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Vote: \_\_\_\_\_

## AGENDA ITEMS

### A. 3CTVLive.com - Permission to Broadcast – October 11, 2019

**RECOMMENDED MOTION:** That the Board of School of Directors approve the request for permission to broadcast the October 11<sup>th</sup> football game vs. Bishop Shanahan, as presented. ([Enclosure](#))

### B. Request to Waive Fees – A Child’s Place – Caln Elementary School

**RECOMMENDED MOTION:** That the Board of School of Directors approve the request to waive fees in the amount of \$2,048 for use of the cafeteria from 6:30-8:00 p.m. for monthly meetings as listed below. The meetings will be held during normal working hours. ([Enclosure](#))

September 25, 2019	February 18, 2020
October 24, 2019	March 26, 2020
November 21, 2019	April 29, 2020
January 20, 2020	May 28, 2020

### C. Request to Waive Fees – Chester County Food Bank – Scott Middle School

**RECOMMENDED MOTION:** That the Board of School of Directors approve the request to waive fees in the amount of \$1,116 for use of the cafeteria on Friday, November 22<sup>nd</sup> from 3:30 - 9:00 p.m. and Saturday, November 23<sup>rd</sup> from 8:30 a.m. to 2:00 p.m. for the annual Thanksgiving turkey distribution. The Food Bank is willing to pay custodial fees in the amount of \$198 on Saturday. ([Enclosure](#))

### D. Request to Waive Fees – Coatesville Area Aquatics – C.A.S.H. Pool

**RECOMMENDED MOTION:** That the Board of School of Directors approve the request to waive fees in the amount of \$45,552.50 for use of the swimming pool from Monday through Thursday, from 5:00 - 7:15 p.m., October 10<sup>th</sup> through June 2020. The program will be held during normal working hours. ([Enclosure](#))

### E. Request to Waive Fees – Coatesville Football Booster Club – Campus Football Field & Stadium

**RECOMMENDED MOTION:** That the Board of School of Directors approve the request to waive fees in the amount of \$3,100 for use of the turf football field and stadium on Saturday, November 23, 2019 from 7:00 a.m. to 7:00 p.m. for the Bert Bell Youth Football Championships. The organization is willing to pay custodial fees in the amount of \$462 for this event. ([Enclosure](#))

**F. Request to Waive Fees – The Good News Club – (3) Elementary Schools**

**RECOMMENDED MOTION:** That the Board of School of Directors approve the request from Child Evangelism Fellowship to waive fees in the amount of \$4,224/per elementary school [total \$12,672] for use of the facilities from October 2019 through March 2020 at three (3) elementary schools as outlined below. The Good News Club will be held during normal working hours. ([Enclosure](#))

- King’s Highway Elementary School                      Tuesdays from 3:45 – 5:00 p.m.
- Caln Elementary School                                      Wednesdays from 3:30 – 5:00 p.m.
- East Fallowfield Elementary School                      Thursdays from 3:30 – 5:00 p.m.

**G. Request to Waive Fees – Coatesville Kid Raiders Awards Ceremony – C.A.S.H.**

**RECOMMENDED MOTION:** That the Board of School of Directors approve the request to waive fees in the amount of \$766 for use of the facilities for their awards ceremony on Saturday, December 7<sup>th</sup> from 1:00 - 3:00 p.m. The group is willing to pay custodial fees in the amount of \$132 for this event. ([Enclosure](#))

**H. Request to Waive Fees - Out-of-the-Box Robotics Mentoring – C.A.S.H.**

**RECOMMENDED MOTION:** That the Board of School of Directors approve the request to waive fees in the amount of \$21,340 for classroom use from July 1, 2019 through June 30, 2020, Monday through Friday from 6:00 to 10:00 p.m. and on the weekends from 8:00 a.m. to 4:00 p.m. for robotics mentoring. ([Enclosure](#))

**I. Request to Waive Fees – Parents Music Club Spaghetti Dinner Fundraiser – C.A.S.H. Cafeteria**

**RECOMMENDED MOTION:** That the Board of School of Directors approve the request to waive fees in the amount of \$698.50 for use of the cafeteria on October 17, 2019 from 2:30 - 8:00 p.m. for a spaghetti dinner fundraiser. This event will be held during normal working hours. ([Enclosure](#))

**INFORMATIONAL ITEM(S)**

- ABM Update - Staffing and Small Building Projects ([Enclosure](#))
- Food Service Reimbursement/Participation Report for the month ending 9/30/2019 ([Enclosure](#))
- Recommend the Policy Committee review Policy 707-Use of Facilities including review of the classifications for groups and the rental fees and impact fees.

**OLD BUSINESS**

**NEW BUSINESS**

**REVIEW OF AGENDA ITEMS**

**PUBLIC COMMENT**

**ADJOURNMENT** \_\_\_\_\_

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