

EDUCATION COMMITTEE AGENDA

October 13, 2015 - 6:00 PM

9/10 Center Auditorium

(1st Committee Meeting of the Evening)

CHAIRPERSON: Deborah Thompson
BOARD MEMBERS: Diane Brownfield and James Hills
ADMINISTRATION: Dr. Cathy Taschner and Ronald Kabonick
CALL TO ORDER: _____

Approval of September 8, 2015 Education Committee meeting minutes. (*Enclosure*)

Motion: _____ Second: _____ Vote: _____

AGENDA ITEMS

- A. **Bayada Nursing Services for Student ID Number 10006868**
RECOMMENDED MOTION: That the Board of School Directors approve the contract for Nursing Services with Bayada Home Health Care, Inc. for student ID number 10006868. (*Confidential Enclosure*)
- B. **Homebound Instruction for Student ID Number 151604**
RECOMMENDED MOTION: That the Board of School Directors approve the Homebound Instruction for student ID number 151604 with a start date of September 28, 2015 for 8 weeks. (*Confidential Enclosure*)
- C. **Homebound Instruction for Student ID Number 151605**
RECOMMENDED MOTION: That the Board of School Directors approve the Homebound Instruction for student ID number 151605 with a start date of September 28, 2015 for 12 weeks. (*Confidential Enclosure*)
- D. **Independent Contractor Agreement – Holcomb Behavioral Health Systems**
RECOMMENDED MOTION: That the Board of School Directors approve the Independent Contractor's Agreement between Holcomb Behavioral Health Systems to provide Say It Straight and Safe Date Programs, and other programs as described. (*Confidential Enclosure*)
- E. **Independent Contractor Contract – CRITICARE**
RECOMMENDED MOTION: That the Board of School Directors approve the Independent Contractor's Contract with Chadds Ford Alternacare, Inc. d/b/a/ CRITICARE for Skilled Nurses (RNs and LPNs), Certified Nursing Assistants (CNA) and Personal Care Assistants (PCA) to provide nursing and/or aide services during the 2015-2016 school year. (*Confidential Enclosure*)
- F. **Independent Contractor Contract – Dr. Jose Monasterio**
RECOMMENDED MOTION: That the Board of School Directors approve the Independent Contractor's Contract with Dr. Jose Monasterio. (*Enclosure*)
- G. **Longwood Gardens Grant**
RECOMMENDED MOTION: That the Board of School Directors accept the grant funds in the amount of \$482 from Longwood Gardens for programming and transportation. (*Enclosure*)

H. InfoSnap Online Registration Software

RECOMMENDED MOTION: That the Board of School Directors approve the contract with InfoSnap to provide online registration software. (*Enclosure*)

INFORMATIONAL ITEM(S)

- PSSA Report
- Word Study Presentation

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT

*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.*

OPERATIONS COMMITTEE AGENDA

October 13, 2015 - 6:00 P.M.

9/10 Center Auditorium

(2nd Committee Meeting of the Evening)

CHAIRPERSON: James Hills
BOARD MEMBERS: Stuart Deets and Laurie Knecht
ADMINISTRATION: Dr. Cathy Taschner and Ronald Kabonick
CALL TO ORDER: _____

Approval of the September 8, 2015 Operations Committee meeting minutes. (*Enclosure*)

Motion: Second: Vote:

AGENDA ITEMS

- A. **Enrollment Projection Study**
RECOMMENDED MOTION: That the Board of School Directors approve the Sundance Associates to provide an enrollment projection study. (*Enclosure*)

INFORMATIONAL ITEM(S)

- Food Services Comparison Report for the month ending September 30, 2015 (*Enclosure*)
- HVAC Expansion at Caln Elementary School
- Gordon Center
- Farm House
- Limit Restriction

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT

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FINANCE & PERSONNEL COMMITTEE AGENDA

October 13, 2015 - 6:00 P.M.

9/10 Center Auditorium

(3rd Committee Meeting of the Evening)

CHAIRPERSON: Stuart Deets
BOARD MEMBERS: Dean Snyder and Michele Maffei
ADMINISTRATION: Dr. Cathy Taschner and Ron Kabonick
CALL TO ORDER: _____

Approval of September 8, 2015 Finance Committee meeting minutes. (*Enclosure*)

Motion: _____ Second: _____ Vote: _____

AGENDA ITEMS

A. Financial Statements for August 2015

RECOMMENDED MOTION: That the Board of School Directors approve the Financial Statements for the month ending August 2015, as presented. (*Enclosure*)

B. PlanCon-K Refinancing of the 1999, 2005, 2006, 2009 and 2014 Series A General Obligation Bonds

RECOMMENDED MOTION: That the Board of School Directors approve the submission of PlanCon-K documents for the refinancing of the 1999, 2005, 2006, 2009 and 2014 Series A General Obligation Bonds. Note the refinancing of the Bonds for the years 1999, 2005, 2006 and 2009 were completed prior to the current administration. (*Enclosure*)

C. Crown Benefits Administration, Inc. COBRA Benefits Program

RECOMMENDED MOTION: That the Board of School Directors approve the agreement between Crown Benefits Administration, Inc. for the administration of the School District's COBRA Benefits Program as per the attached agreement. The school district will pay a \$2.50 one-time General Notification fee plus \$1.40 per month per member Administration Charge. The district will charge the allowable 2% COBRA administrative fee for each active member. The terms of the agreement are December 1, 2015 to June 30, 2016 with an annual option to renew. (*Enclosure*)

D. Prudential Insurance Company

RECOMMENDED MOTION: That the Board of School Directors approve the attached proposal from Prudential Insurance Company to provide Basic Term Life Insurance, Accidental Death & Dismemberment and Long Term Disability Insurance as per the benefits stated within each bargaining unit agreement and other district employee agreements. (*Enclosure*)

E. Tri-M Cyber Station Software

RECOMMENDED MOTION: That the Board of School Directors approve the attached proposal from Tri-M for the installation of Andover Continuum LAN HVAC Cyberstation and Graphics Engineering Software for Caln Elementary School. (*Enclosure*)

F. Benner Building Chiller Installation

RECOMMENDED MOTION: That the Board of School Directors approve Johnson Controls to install the Benner Building Chiller for a cost of \$141,980.00. (*Enclosure*)

G. Human Resources Report

RECOMMENDED MOTION: That the Board of School Directors approve the resignations, appointments, new positions, leave of absences, transfers, changes of status and corrections, as presented. (*Enclosure*)

H. Job Description Revision

RECOMMENDED MOTION: That the Board of School Directors approve the update and revisions to the Human Resources Assistant job description.

INFORMATIONAL ITEM(S)

- Talent Ed Software
- CASD & Charter School Enrollment Reports for month ending September 30, 2015 (*Enclosure*)

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT

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Revised Human Resources Report – October 13, 2015

1. Resignations - Regular and Extra Duty

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

a. ADMINISTRATION

- 1) Marcus, Jonette, Assistant Principal for the Caln Elementary School. Letter Dated: 10/1/2015. Reason: Personal. Effective: 60 days or sooner from 10/1/2015.

b. CATA

- 1) Summa, Amy, 5th Grade Teacher for the Caln Elementary School. Letter Dated: 9/29/2015. Reason: Personal. Effective: 60 days or sooner from 9/29/2015.

c. CATSS

- 1) Collins, Georgine, Attendance Secretary for the Coatesville Area Senior High School. Letter Dated: 9/15/2015. Reason: Retirement. Effective: 12/1/2015.
- 2) Maye, Tracyanne, 5.75 Hour Special Education One on One Aide for the Caln Elementary School. Letter Dated: 9/25/2015. Reason: Personal. Effective: 10/2/2015.

d. FEDERATION

- 1) Purnell, Maurice, Custodian for the East Fallowfield Elementary School. Letter Dated: 10/6/2015. Reason: Retirement. Effective: 10/16/2015.

e. EXTRA DUTY

- 1) Gluck, Paul, Faculty Manager for the South Brandywine Middle School. Letter Dated: 9/30/2015. Reason: Personal. Effective: 10/5/2015.
- 2) Mendenhall III, William, Girls' Softball Coach for the North Brandywine Middle School. Letter Dated: 9/22/2015. Reason: Personal. Effective: 9/22/2015.
- 3) Pearson, Eric, Assistant Wrestling Coach for the South Brandywine Middle School. Letter Dated: 9/22/2015. Reason: Personal. Effective: 9/22/2015.

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. NON-CERTIFIED

- 1) Dukes, Erin, Human Resources Generalist for the Coatesville Area School District. Posted: 9/4/2015 by CCIU. Salary: \$52,451. Degree: BA – Piano & Voice, University of Delaware. Master of Public Administration concentration in Human

Resources, West Chester University. Years of Exp: 1. Effective: TBD. SP4: Approved. Pending 168 Forms.

- 2) Heindel, Carol, Human Resources Generalist for the Coatesville Area School District. Posted: 9/4/2015 by CCIU. Salary: \$60,000. Degree: BS – Business Administration, Neumann College. Masters Public Administration concentration in Human Resources, West Chester University. Years of Exp: 7. Effective: 10/22/2015. SP4: Approved. Pending 168 Forms.

b. CATA

- 1) Bien, Jessica, Language Arts Teacher for the North Brandywine Middle School. Posted: 9/4/2015. Salary: \$43,133 (Prorated). Temporary Professional Contract. Degree: BS – Education, Temple University. Certification: English 7-12. Years of Exp: 1. Effective: 9/30/2015. SP4: Approved. Pending 168 Forms.
- 2) Brown de Gerena, Melissa, Biology Teacher for the Coatesville Area Senior High School. Posted: 9/1/2015. Salary: \$55,033 (Prorated). Temporary Professional Contract. Degree: BA – Anthropology, Temple University. MS.-Forensic Science, Pace University. Certification: Biology 7-12, Mid-Level Science 6-9, Mid-Level Mathematics 6-9, General Science 7-12, ESL Program Specialist PK-12. Years of Exp: 5. Effective: 10/12/2015. SP4: Approved. Pending 168 Forms.
- 3) Cooper, Susan, Long Term Substitute Language Arts Teacher for the Scott Middle School. Posted 9/4/2015. Salary: \$89,133 (Prorated). Temporary Professional Contract. Degree: BA – English, University of Pennsylvania. MS.-Education, University of Pennsylvania. Certification: English 7-12. Years of Exp: 19. Effective: 9/28/2015. SP4: Approved. Pending 168 Forms.

c. EXTRA DUTY

- 1) Drelick, Jesse, Girls and Boys Cross Country Coach for the South Brandywine Middle School. Posted: 9/16/2015. Salary: \$1,561 (Prorated). Effective: 9/29/2015. SP4: Staff.
- 2) Jamison, Stephen, 8th Grade Football Coach for the South Brandywine Middle School. Posted: 9/8/2015. Salary: \$2,653 (Prorated). Effective: 9/22/2015. SP4: Staff.
- 3) McAllister, Shelly, 8th Grade Field Hockey Coach for the North Brandywine Middle School. Posted: 5/18/2015. Salary: \$1,687 (Prorated). Effective: 9/29/2015. SP4: Staff.
- 4) Rode, David, Faculty Manager for the Coatesville Area Senior High School. Posted: 5/19/2015. Salary: \$9,950 (Prorated). Effective: 9/25/2015. SP4: Approved. Pending 168 Forms.
- 5) Tassoni, Joseph, Social Studies Department Head for the Coatesville Area Senior High School. Posted: 7/16/2015. Salary: \$3,750 (Prorated). Effective: 9/24/2015. SP4: Staff.

- 6) Wood, Lisa, 8th Grade Field Hockey Coach for the South Brandywine Middle School. Posted: 7/16/2015. Salary: \$1,928 (Prorated). Effective: 9/16/2015. SP4: Staff.

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

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

a. CATA

- 1) Layfield, Rebecca, Teacher for the North Brandywine Middle School. Letter Dated: 8/31/2015. Effective: 8/31/2015 – 9/9/2015.

4. **Voluntary Transfers**

RECOMMENDED MOTION: That the Board of School Directors approves the Voluntary Transfers of:

a. FEDERATION

- 1) Hillworth, Carol, 5.5 Hour Lead Worker – Food Service. Move from Turning Point Program to East Fallowfield Elementary School. Effective: 9/30/2015.
- 2) Sonsini, Elizabeth, 3 Hour General Utility Worker – Food Service. Move from North Brandywine Middle School to South Brandywine Middle School. Effective: 9/30/2015.

POLICY COMMITTEE AGENDA
October 13, 2015 – 6:00 PM
9/10 Center Auditorium
(4th Committee Meeting of the Evening)

CHAIRPERSON: Ann M. Wuertz
BOARD MEMBERS: Deborah L. Thompson and Gregory D. Wynn
ADMINISTRATION: Dr. Cathy Taschner and Ronald Kabonick
CALL TO ORDER: _____

Approval of August 11, 2015 Policy Committee meeting minutes. *(Enclosure)*

Motion: _____ Second: _____ Vote: _____

Approval of September 8, 2015 Policy Committee meeting minutes. *(Enclosure)*

Motion: _____ Second: _____ Vote: _____

AGENDA ITEMS

- A. Policy 000 – Board Policy/Procedure/Administrative Regulations – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 000, Board Policy/Procedure/Administrative Regulations. *(Enclosure)*
- B. Policy 001 – Name and Classification – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 001, Name and Classification, with recommended changes. *(Enclosure)*
- C. Policy 002 – Authority and Powers – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 002, Authority and Powers.
- D. Policy 003 - Functions – 1st Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 003, Functions. *(Enclosure)*
- E. Policy 004 – Membership – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 004, Membership.
- F. Policy 005 - Organization – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 005, Organization, with recommended changes. *(Enclosure)*
- F. Policy 005.1 – District Solicitor – 2nd Reading**
RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 005.1, District Solicitor, with recommended change. *(Enclosure)*

G. Policy 006 - Meetings – 2nd Reading

RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 006, Meetings, with recommended changes. (*Enclosure*)

H. Policy 006.1 - Attendance at Meetings via Electronic Communications – 2nd Reading

RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 006.1, Attendance at Meetings via Electronic Communications, with recommended addition(s).

I. Policy 007 – Policy Manual Access – 2nd Reading

RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 007, Policy Manual Access.

J. Policy 011 – Board Governance Standards/Code of Conduct – 2nd Reading

RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 011, Board Governance Standards/Code of Conduct.

K. Policy 819 Vol II 2015 – Suicide Awareness, Prevention and Response – 2nd Reading

RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 819 Vol II 2015, Suicide Awareness, Prevention and Response.

INFORMATIONAL ITEM(S)

- Internet Usage and Social Media Survey Results

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

ADJOURNMENT

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