

# Finance Committee Agenda

Coatesville Area Senior High School Auditorium

**April 9, 2019 - 6:00 PM**

(1<sup>st</sup> Committee Meeting of the Evening)

**CHAIRPERSON:** Thomas N. Keech  
**BOARD MEMBERS:** James Hills and Ann M. Wuertz  
**ADMINISTRATION:** Dr. Cathy Taschner and Karen Hall  
**CALL TO ORDER:** \_\_\_\_\_

## APPROVAL of MINUTES

Approval of the March 12, 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. Bayridge Consortium, Inc. – Letter of Agreement

**RECOMMENDED MOTION:** That the Board of School Directors approve the Letter of Agreement between CASD and Bayridge Consortium to provide professional development services for the 2019-2020 school year. Services will be paid for with Title II professional development funds. ([Enclosure](#))

### C. Taylor Rental BBQ Grill Contract

**RECOMMENDED MOTION:** That the Board of School Directors approve the contract to rent a BBQ grill from Taylor Rental for the 5<sup>th</sup> grade transition/field day at the campus. ([Enclosure](#))

### D. Benner License Renewal – Coatesville Youth Initiatives

**RECOMMENDED MOTION:** That the Board of School Directors approve the extension request for the Coatesville Youth Initiative at Benner, as presented. ([Enclosure](#))

### E. Approval of Dispersal for Middle School Surplus School Items

**RECOMMENDED MOTION:** That the Board of School Directors authorize the Assistant Business Manager to publicly post and disperse of middle school surplus school items, as appropriate.

### F. Donation – AXA Achievement Scholarship Award/Grant – C.A.S.H.

**RECOMMENDED MOTION:** That the Board of School Directors accept a \$1,000 grant from AXA Equitable Life, as presented. ([Enclosure](#))

### G. Donation - Champions for Children Awards - Lamb McErlane

**RECOMMENDED MOTION:** That the Board of School Directors accept a donation of \$2,400 for sponsorship of the Champions for Children awards. ([Enclosure](#))

**H. Donation - Texas Roadhouse - Teacher Appreciation Week – Caln Elementary School**

**RECOMMENDED MOTION:** That the Board of School Directors accept a \$100/food donation from Texas Roadhouse in honor of Teacher Appreciation Week. ([Enclosure](#))

**I. Donation - Derrick Morgan**

**RECOMMENDED MOTION:** That the Board of School Directors accept a donation from Derrick Morgan, in the amount of \$11,296.60, to be used for teacher training and student materials.

**J. Donations - Sponsorships**

**RECOMMENDED MOTION:** That the Board of School Directors accept the monetary donations from the following sponsors:

<u>Amount</u>	<u>Donor/Sponsor</u>	<u>Purpose</u>
\$250	Robert Half International, Inc.	Employee Awards Dinner
\$300	Independence Blue Cross	Employee Awards Dinner
\$500	George Krapf, Jr. & Son’s, Inc.	Employee Awards Dinner
\$1,000	Insight Workforce Solutions, LLC	Employee Awards Dinner

**K. Dyndes, Inc. Contract – C.A.S.H.**

**RECOMMENDED MOTION:** That the Board of School Directors approve the contract with Dyndes, in the amount of \$3,325, for a sound system to use during the musical. ([Enclosure](#))

**L. Ellin Oliver Keene – Contract for Speaking Engagement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Contract with Ellin Oliver Keene for professional development services, as presented. Services will be paid for with Title II professional development funds. ([Enclosure](#))

**M. Healthy Equity, Inc. - Health Savings Accounts Administration**

**RECOMMENDED MOTION:** That the Board of School Directors approve Healthy Equity, Inc. for coverages in health savings account administration as recommended by the health insurance broker.

**N. Hillendale Associates - Life and Disability Insurance**

**RECOMMENDED MOTION:** That the Board of School Directors approve Hillendale Associates as the provider for Life and Disability Insurance.

**O. Notice of Adoption of Approved LEA Policies, Procedures and Use of Funds for IDEA Funding**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Notice of Adoption of Approved LEA Policies, Procedures and Use of Funds for IDEA Funding, as presented. ([Enclosure](#))

**P. Ohiopyle Spirit-Wear Quarterly Royalty Check**

**RECOMMENDED MOTION:** That the Board of School Directors accept a royalty check in the amount of \$2,623.83, as presented. ([Enclosure](#))

**Q. Reading Writing Project Network, LLC – Summer 2019**

**RECOMMENDED MOTION:** That the Board of School Directors approve the contract with the Reading Writing Project Network, LLC to provide the Homegrown Summer Writing Institute for grades K-8, as presented. Services will be paid for with Title II professional development funds. ([Enclosure](#))

**R. 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) Irwin, Timothy, Physical Education Teacher for Scott Middle School. Letter Dated: 3/20/2019. Reason: Retirement. Effective: 6/7/2019.

b. CATSS

- 1) Beam, Joann, 5.75 Hour Special Education One-on-One Aide for East Fallowfield Elementary School. Letter Dated: 4/1/2019. Reason: Retirement. Effective: 6/6/2019.

c. NON-CERT

- 1) Jones, Paula, Cafeteria Cook Manager for North Brandywine Middle School. Letter Dated: 3/25/2019. Reason: Retirement. Effective: 6/10/2019.

**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. EXTRA DUTY

- 1) Bernardo, Jaclyn, Co-Student Council Advisor for East Fallowfield Elementary School. Posted: 9/13/2018. Salary: \$435 (prorated). Effective: 2018—2019 School Year. SP4: Staff.
- 2) Brown, Amy, Game/Event Worker for the Coatesville Area School District. Posted: 2/9/2016. Effective: 2018—2019 School Year. SP4: Staff.
- 3) Gilfillan, Linda, ESY Aide for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$12.50/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 4) Hunt, Leon, ESY Aide for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$12.50/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.
- 5) Knecht, Melissa, Game/Event Worker for the Coatesville Area School District. Posted: 2/9/2016. Effective: 2018—2019 School Year. SP4: Staff.
- 6) Konchel, Lisa, Homebound Instruction Tutor for the Coatesville Area School District. Posted: 11/28/2016. Salary: \$33/hour. Effective: 4/9/2019. SP4: Staff.
- 7) Konchel, Lisa, Garden Club Advisor for East Fallowfield Elementary School. Posted: 9/13/2018. Salary: \$435 (prorated). Effective: 2018—2019 School Year. SP4: Staff.

- 8) McMillan, Imani, Game/Event Worker for the Coatesville Area School District. Posted: 2/9/2016. Effective: 2018—2019 School Year. SP4: Staff.
- 9) Miller, Patricia, Homebound Instruction Tutor for the Coatesville Area School District. Posted: 11/28/2016. Salary: \$33/hour. Effective: 4/9/2019. SP4: Staff.
- 10) Shechtman, Alize, ESY Teacher for the Coatesville Area School District. Posted: 1/9/2019. Salary: \$33/hour. Effective: 7/8/2019—8/1/2019. SP4: Staff.

b. FEDERATION

- 1) Kerns, Stacy, 3 Hour Food Service General Utility Worker for Reeceville Elementary School. Posted: 1/22/2019. Salary: \$13.66/hour (\$14.66 after 520-hour probation period). Effective: 4/8/2019. SP4: Approved. Pending 168 Forms.

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

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

a. CATA

- 1) Demos, John, Teacher for the Coatesville Area Senior High School. Effective: 12/18/2019—Intermittent.
- 2) Drelick, Jesse, Teacher for the Coatesville Area Intermediate High School. Effective: 3/19/2019—4/12/2019.
- 3) Guy, Donna, Teacher for Reeceville Elementary School. Effective: 3/29/2019—5/3/2019.
- 4) Schwarz, Susan, Teacher for Reeceville Elementary School. Effective: 1/30/2019—4/12/2019.

b. CATSS

- 1) Heckert, Kathie, Payroll Secretary for the Coatesville Area School District. Effective: 12/14/2018—TBD.

c. FEDERATION

- 1) House, Duane, Custodian for the Coatesville Area Senior High School. Effective: 3/7/2019—3/29/2019.

4. **Leave(s) of Absence—Unpaid Personal**

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

a. CATA

- 1) Nelson, Luke, Teacher for the Coatesville Area Senior High School. Effective: 5/6/2019.

**5. Tenure**

**RECOMMENDED MOTION:** That the Board of School Directors approve 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:

- 1) Taylor Burgess, Effective: 3/11/2019
- 2) Tyree Thompson, Effective: 3/16/2019

**INFORMATIONAL ITEM(S)**

- Budget Presentation
- Hillandale Associates Presentation

**OLD BUSINESS**

**NEW BUSINESS**

**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.*

# Education Committee Agenda

Coatesville Area Senior High School Auditorium

**April 9, 2019 - 6:00 PM**

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

**CHAIRPERSON:** Robert J. Fisher  
**BOARD MEMBERS:** Henry J. Assetto and Robert T. Marshall, Jr.  
**ADMINISTRATION:** Dr. Cathy Taschner and Karen Hall  
**CALL TO ORDER:** \_\_\_\_\_

## APPROVAL of MINUTES

Approval of the March 12, 2019 Education Committee meeting minutes. ([Enclosure](#))

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

## AGENDA ITEMS

### **A. AFJROTC Memorandum of Agreement to Operate Unit**

**RECOMMENDED MOTION:** That the Board of School Directors approve the AFJROTC Memorandum of Agreement to Establish and Operate Unit, as presented. ([Enclosure](#))

### **B. Comprehensive Plan**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Comprehensive Plan which has been on the District's website for public review since March 15<sup>th</sup> and will remain available for review thru April 12, 2019.

### **C. Special Education Plan**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Special Education Plan which has been on the District's website for public review since March 15<sup>th</sup> and will remain available for review thru April 12, 2019.

### **D. Course Selection Books**

**RECOMMENDED MOTION:** That the Board of School Directors approve the C.A.S.H.S. and C.A.I.H.S. course selection books. ([Enclosure #1/CASH](#)) ([Enclosure #2/CAIHS](#))

### **E. Field Trip Request – Spanish II-V Honors Class - Costa Rica**

**RECOMMENDED MOTION:** That the Board of School Directors approve the field trip request to Costa Rica, as presented. ([Confidential Enclosure](#))

### **F. Out-of-State Field Trip Request – South Brandywine Middle School**

**RECOMMENDED MOTION:** That the Board of School Directors approve the field trip request for South Brandywine Middle School, as presented. ([Confidential Enclosure](#))

### **G. Overnight & Out-of-State Field Trip Request – Color Guard Competition**

**RECOMMENDED MOTION:** That the Board of School Directors approve the overnight out-of-state field trip request, as presented. ([Confidential Enclosure](#))

**H. Confidential Release and Settlement Agreement- Student 10007216**

**RECOMMENDED MOTION:** That the Board of School Directors approve the confidential Release and Settlement Agreement for student 10007216, as presented. ([Confidential Enclosure](#))

**I. Public Performance – Meistersingers and Gospel Choir**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request for a public performance for Meistersingers and the Gospel Choir.

**INFORMATIONAL ITEM(S)**

- Enrollment Reports for the month ending March 31, 2019 ([Enclosure](#))
- Discipline Committee – Jason Palaia
- Costa Rica Field Trip
- Course Selection

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

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

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**Policy Committee Agenda**  
*Coatesville Area Senior High School Auditorium*  
**April 9, 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:** Dr. Cathy Taschner and Karen Hall  
**CALL TO ORDER:** \_\_\_\_\_

**APPROVAL of MINUTES**

Approval of the March 12, 2019 Policy Committee meeting minutes. ([\*Enclosure\*](#))

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

**AGENDA ITEMS**

**A. Policy 810.3 - School Vehicle Drivers – 30 Day Review**

**RECOMMENDED MOTION:** That the Board of School Directors approve the 30-day review of Policy 810.3, as presented. ([\*Enclosure\*](#))

**INFORMATIONAL ITEM(S)**

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

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

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# Operations Committee Agenda

Coatesville Area Senior High School Auditorium

**April 9, 2019 - 6:00 PM**

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

**CHAIRPERSON:** Ann Wuertz  
**BOARD MEMBERS:** Brandon J. Rhone and Tyrone Carter  
**ADMINISTRATION:** Dr. Cathy Taschner and Karen Hall  
**CALL TO ORDER:** \_\_\_\_\_

## APPROVAL of MINUTES

Approval of the March 12, 2019 Operations Committee meeting minutes. ([Enclosure](#))

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

## AGENDA ITEMS

### **A. Request to Waive Fees – Back-to-School Bookbag Event – Scott Middle School**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees in the amount of \$3,290 for the annual bookbag drive/giveaway on August 2, 2019. The organization is willing to pay custodial fees in the amount of \$429 for this event. ([Enclosure](#))

### **B. Request to Waive Fees – Caln Athletic Association – Little League Volunteer Practice – N.B.M.S.**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees in the amount of \$550 for use of the athletic field(s) at North Brandywine Middle School from April 10<sup>th</sup> through June 30, 2019. The organization is willing to pay custodial fees in the amount of \$528. ([Enclosure](#))

### **C. Request to Waive Fees – Ches-Mont League Track & Field Championships – C.A.S.H.S.**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees in the amount of \$2,950 for use of the athletic field(s) on Wednesday, May 8, 2019. The organization is willing to pay custodial fees in the amount of \$297 for this event. ([Enclosure](#))

### **D. Request to Waive Fees – Coatesville Youth Lacrosse – North Brandywine Middle School**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees in the amount of \$550 for use of the athletic field(s) at North Brandywine Middle School from April 10<sup>th</sup> through June 4, 2019. The organization is willing to pay custodial fees in the amount of \$528. ([Enclosure](#))

### **E. Request to Waive Fees – Red Raider Youth Football Camp – C.A.S.H.S.**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees in the amount of \$10,300 for use of the facilities from June 10<sup>th</sup> – 13<sup>th</sup>, as presented. The football booster club is willing to pay custodial fees in the amount of \$132. ([Enclosure](#))

**F. Request to Waive Fees – SVS Sports Football Combine – C.A.S.H.S.**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request to waive fees in the amount of \$4,629.75 for use of the facilities at CASHS on May 13, 2019, as presented. ([Enclosure](#))

**INFORMATIONAL ITEM(S)**

- Scott Field Project
- Food Service Reimbursement/Participation Report for the month ending March 31, 2019. ([Enclosure](#))

**OLD BUSINESS**

**NEW BUSINESS**

**PUBLIC COMMENT**

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

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