

COATESVILLE AREA SCHOOL DISTRICT SPECIAL SCHOOL BOARD MEETING MINUTES

Coatesville Area Senior High School Auditorium

November 12, 2019

(Immediately Following Committee Meetings)

OPENING ACTIVITIES

1. CALL TO ORDER 10:51 PM

2. PURPOSE OF MEETING

The purpose of this meeting is to approve the bills payable, and any other matters that may come before the Board.

3. 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.

4. 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.

5. ROLL CALL

Board of School Directors

Robert J. Fisher, President - <i>present</i>	<i>(Education Committee)</i>
Thomas N. Keech, Vice President - <i>present</i>	<i>(Finance Committee)</i>
Henry J. Assetto - <i>present</i>	<i>(Education Committee)</i>
Tyrone Carter - <i>present</i>	<i>(Operations Committee)</i>
James Hills - <i>present</i>	<i>(Finance Committee)</i>
Robert T. Marshall, Jr. - <i>present</i>	<i>(Education & Policy Committees)</i>
Brandon J. Rhone - <i>present</i>	<i>(Operations & Policy Committees)</i>
Thomas Siedenbuehl - <i>excused</i>	<i>(Policy Committee)</i>
Donna M. Urban - <i>present</i>	<i>(Finance & Operations Committees)</i>

Administration

Richard F. Dunlap, Jr., Ed.D., Superintendent of Schools - *present*
Dr. Kimberly R. Donahue, Assistant to the Superintendent of Curriculum and Learning - *present*
Karen Hall, Director of Human Resources and School Board Secretary - *absent*
Lisa Hauswirth, Director of Special Education - *present*
Jason Palaia, Director of Elementary and Secondary Education - *present*
Rita Perez, Director of Pupil Services - *present*

Solicitor

Michael I. Levin, Esquire - *not present*

6. MOMENT OF SILENCE AND SALUTE TO THE FLAG

ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

Addition:

- Education Committee: Overnight Field Trip Request – C.A.S.H.S.

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.

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 (Robert Fisher, Board President)

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

Items to be removed from Consent Agenda:

2. B. Act 93 and Non-Certified Agreements
2. C. Coatesville Area Federation of Educational Employees Collective Bargaining Agreement
2. I. Human Resources Addendum
3. B. Overnight Field Trip Request – C.A.S.H.S.

Motion: Robert Marshall

Second: Brandon Rhone

Vote: 8-0-0

2. FINANCE COMMITTEE (Thomas Keech, Chair)

A. Financial Statements

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

B. Act 93 and Non-Certified Agreements

RECOMMENDED MOTION: That the Board of School Directors approve the Act 93 and Non-Certified Agreements for 7/1/2019 – 6/30/2021, as presented. ([Enclosure Act 93 Certified](#)) and ([Enclosure Act 93 Non-Certified](#))

Motion: James Hills

Second: Brandon Rhone

Vote: 7-0-1
Abstained: Fisher

C. Coatesville Area Federation of Educational Employees Collective Bargaining Agreement

RECOMMENDED MOTION: That the Board of School Directors approve the Coatesville Area Federation of the Educational Employees (CAFEE) Agreement as ratified by CAFEE on 11-9-2019 and authorize the officers of the Board of School Directors to execute the collective bargaining agreement for a term beginning July 1, 2018 through June 30, 2022 after the officers of CAFEE execute same. (*Enclosure Pending*)

Motion: Robert Marshall, Jr.

Second: Tyrone Carter

Vote: 7-0-1
Abstained: Fisher

D. Forecast5 Analytics (5-Sight) Contract

RECOMMENDED MOTION: That the Board of School Directors approve the contract with Forecast5 Analytics (5Sight) at a cost of \$4,635. (*Enclosure*)

E. MTI Production Contract – Shrek the Musical – C.A.S.H.

RECOMMENDED MOTION: That the Board of School Directors approve the contract with MTI for the production of “Shrek the Musical”, as presented. (*Enclosure*)

F. Procurement Card Manual

RECOMMENDED MOTION: That the Board of School Directors approve the Procurement Card Manual for CASD, employee card usage agreement, and the list of cards to be issued, effective 12/1/2019. (*Enclosure PC Manual* and *Enclosure PC Agreement*)

G. Commonwealth Fleet Fuel Card System

RECOMMENDED MOTION: That the Board of School Directors approve the participation in the Commonwealth Fleet Fuel Card system for use by Coatesville employees who utilize district vehicles, effective November 13, 2019. (*Enclosure*)

H. 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) Healy, Amelia, Health and Physical Education Teacher for the Coatesville Area Intermediate High School. Letter Dated: 10/28/2019. Reason: Personal. Effective: 12/20/2019.

b. CATSS

- 1) Conlin, Patrick, 6.5 Hour Aide for the Coatesville Area Senior High School. Letter Dated: 10/21/2019. Reason: Personal. Effective: 11/1/2019.

c. FEDERATION

- 1) Smith, Jeanette, 4 Hour Food Service General Utility Worker for Scott 6th Grade Center. Reason: Retirement. Effective: 11/1/2019.
- 2) Talbot, Joanne, 3 Hour General Utility Worker for North Brandywine Middle School. Letter Dated: 10/28/2019. Reason: Personal. Effective: 11/8/2019.
- 3) Triboletti, Pasquale, Custodian for the Coatesville Area Intermediate High School. Letter Dated: 10/22/2019. Reason: Retirement. Effective: 12/19/2019.

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) Ball, Ashley, Color Guard/Band Front Instructor for the Coatesville Area High School Campus. Posted: 8/12/2019. Salary: \$2,886 (prorated). Effective: 2019—2020 School Year. SP4: Approved. Pending 168 Forms.
- 2) Bird, Lauren, Positive Behavior Intervention Support Team Member for Scott 6th Grade Center. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 3) Buckwash, Nichol, Positive Behavior Intervention Support Team Member for East Fallowfield Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 4) Chain, John, Positive Behavior Intervention Support Team Member for the Coatesville Area Intermediate High School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 5) Cole, Kelly, Positive Behavior Intervention Support Team Member for the Coatesville Area Intermediate High School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 6) Cooper, Renee, Yearbook Co-Advisor for North Brandywine Middle School. Effective: 2019—2020 School Year. SP4: Staff.
- 7) Daugherty, Rebecca, Positive Behavior Intervention Support Team Member for Caln Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 8) DeAngelo, Anna, After School Tutor Program for Rainbow Elementary School. Posted: 9/16/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 9) Dehaut, Michael, Positive Behavior Intervention Support Team Member for Caln Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.

- 10) Gunlefinger, Margaret, After School Tutor Program for Scott 6th Grade Center. Posted: 9/16/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 11) Gushanas, Elizabeth, Mentor for Tara McGuirl for Scott 6th Grade Center. Posted: 7/18/2019. Salary: \$500 (prorated). Effective: 2019—2020 School Year. SP4: Staff.
- 12) Gushanas, Elizabeth, Positive Behavior Intervention Support Team Member for Scott 6th Grade Center. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 13) Handerhan, Matthew, Student Council Advisor for North Brandywine Middle School. Effective: 2019—2020 School Year. SP4: Staff.
- 14) Harpel, Carmen Marisol, Spanish Club Co-Advisor for King's Highway Elementary School. Posted: 9/12/2018. Salary: \$217.50. Effective: 2019—2020 School Year. SP4: Staff.
- 15) Harre, Maureen, After School Tutor Program for East Fallowfield Elementary School. Posted: 9/16/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 16) Hashem, Lyndsay, Positive Behavior Intervention Support Team Member for the Coatesville Area Intermediate High School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 17) Hengel, Carol, Spanish Club Co-Advisor for King's Highway Elementary School. Posted: 9/12/2018. Salary: \$217.50. Effective: 2019—2020 School Year. SP4: Staff.
- 18) Kaiser, Amanda, After School Tutor Program for Rainbow Elementary School. Posted: 9/16/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 19) Kreger, Michelle, Yearbook Co-Advisor for North Brandywine Middle School. Effective: 2019—2020 School Year. SP4: Staff.
- 20) Leyden, William, After School Tutor Program for Reeceville Elementary School. Posted: 9/16/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 21) Long, Timothy, Positive Behavior Intervention Support Team Member for Caln Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 22) Long, Timothy, Robotics/STEM Club Advisor for Caln Elementary School. Posted: 9/20/2019. Salary: \$797.50 (prorated). Effective: 2019—2020 School Year. SP4: Staff.
- 23) Masishin, Marisa, Positive Behavior Intervention Support Team Member for Caln Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.

- 24) McHugh, Tammy, Student Council Co-Advisor for Scott 6th Grade Center. Posted: 10/1/2019. Salary: \$1834.25. Effective: 2019—2020 School Year. SP4: Staff.
- 25) McIlhenny, Melissa, Positive Behavior Intervention Support Team Member for Scott 6th Grade Center. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 26) Nichols, Sean, After School Tutor Program for King’s Highway Elementary School. Posted: 9/16/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 27) Renshaw, Sharon, Homebound Instructor for the Coatesville Area School District. Posted: 11/28/2016. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 28) Schuler, Jamie, Positive Behavior Intervention Support Team Member for Caln Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 29) Shirk, Stephen, Positive Behavior Intervention Support Team Member for the Coatesville Area Intermediate High School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 30) Sisko, Amelia, Positive Behavior Intervention Support Team Member for East Fallowfield Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 31) Sisko, Amelia, After School Tutor Program for East Fallowfield Elementary School. Posted: 9/16/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 32) Stewart, Pamela, After School Tutor Program for Caln Elementary School. Posted: 9/16/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 33) Tabakelis, Margaret, After School Tutor Program for King’s Highway Elementary School. Posted: 9/16/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 34) Ulrich, Charles, Positive Behavior Intervention Support Team Member for the Coatesville Area Intermediate High School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 35) Zurcher, Tina, Art Club Advisor for Scott 6th Grade Center. Posted: 10/1/2019. Salary: \$948.75. Effective: 2019—2020 School Year. SP4: Staff.

3. Leave(s) of Absence

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

a. CATA

- 1) Lloyd, Mallory, Special Education Teacher for King's Highway Elementary School. Effective: 8/19/2019—6/12/2020.
- 2) Rigg, Kelly, Math Teacher for North Brandywine Middle School. Effective: 9/9/2019—1/23/2020.
- 3) Shaffer, Karen, Teacher for Scott 6th Grade Center. Effective: 10/14/2019—10/25/2019.

4. Change of Status

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

a. FEDERATION

- 1) Kilgore, Pereice, move from 5.5 Hour Cook for Reeceville Elementary School to 5.5 Hour Lead Worker for East Fallowfield Elementary School. Posted: 8/26/2019. Salary: \$14.50/hour (\$15.50 after 1040-hour probation period). Effective: 11/13/2019. SP4: Staff.

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.

a. CATA

- 1) Emma-Kate Knightly, Effective 10/3/2019

I. Human Resources Addendum

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. EXTRA DUTY

- 1) Giunta, Nicklous, 7th Grade Wrestling Coach for North Brandywine Middle School. Letter Dated: 10/23/2019. Reason: Personal. Effective: 10/23/2019.

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. CATA

- 1) Campbell, Renee, Special Education Teacher for the Scott 6th Grade Center. Posted: 9/18/2019. Salary: \$69,131 (prorated). Level: M+30. Step: 1. Temporary Employee Contract. Degree: BS—Early Childhood Education, West Chester University. MS—Education, Cabrini University. Certifications: Special Education PK-8, Early Childhood N-3, Reading Specialist PK-12. Effective: TBD. SP4: Approved. Pending 168 Forms.

b. EXTRA DUTY

- 1) Abgarian, Jillian, National Junior Honor Society Advisor for Scott 6th Grade Center. Posted: 10/22/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 2) Bien, Jessica, National Junior Honor Society Advisor for North Brandywine Middle School. Posted: 10/22/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 3) Bien, Jessica, After School Tutor—ELA for North Brandywine Middle School. Posted: 9/16/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 4) Bird, Lauren, Dance Program Advisor for Scott 6th Grade Center. Posted: 10/22/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 5) Carpia, Francine, Positive Behavior Intervention Support Team Member for North Brandywine Middle School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 6) Jones, Heather, Positive Behavior Intervention Support Team Member for North Brandywine Middle School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 7) Norton, Sheila, Positive Behavior Intervention Support Team Member for East Fallowfield Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 8) Olsen, Abigail, After School Tutor for Caln Elementary School. Posted: 9/16/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.
- 9) Osenbach, Laura, Positive Behavior Intervention Support Team Member for North Brandywine Middle School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 10) Smith, Karen, Positive Behavior Intervention Support Team Member for North Brandywine Middle School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 11) Smoker, Deborah, Food Service Substitute for the Coatesville Area School District. Posted: 8/1/2019. Salary: \$9/hour. Effective: TBD. SP4: Approved. Pending 168 forms.

12) Waters, Mia, After School Tutor for Scott 6th Grade Center. Posted: 9/16/2019. Salary: \$33/hour. Effective: TBD. SP4: Staff.

13) Wise, Bryan, Positive Behavior Intervention Support Team Member for North Brandywine Middle School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.

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) Leyden, William, Teacher for Reeceville Elementary School. Effective: 10/25/2019—Intermittent.

b. CATSS

1) Vazquez-Sanchez, Maria, Receptionist for the Administration Building. Effective: 4/30/2019—1/31/2020.

c. FEDERATION

1) Chase, Ivy, 3 Hour General Utility Worker for the Coatesville Area Intermediate High School. Effective: 11/8/2019—11/26/2019.

Motion: Robert Marshall

Second: Brandon Rhone

Vote: 8-0-0

3. EDUCATION COMMITTEE (*Robert Fisher, Chair*)

A. Out-of-State Field Trip Request – CASD 2nd Grade Class

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

B. Overnight Field Trip Request – C.A.S.H.

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

Motion: Tyrone Carter

Second: Robert Marshall

Vote: 8-0-0

4. OPERATIONS COMMITTEE (*Brandon Rhone, Chairperson*)

A. Request to Waive Fees – Red Run Challenge – Scott

RECOMMENDED MOTION: That the Board of School Directors approve the request to waive fees in the amount of \$1,486.50 for use of the facilities at Scott on Friday, December 6th from 6:00-8:00 p.m. and Saturday, December 7th from 7:00 a.m. to 12 noon, as presented. The organization is willing to pay custodial fees in the amount of \$181.50 for this event. ([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.

- 1) Deborah Thompson – Scholarships and Honor Society
- 2) Laurie Shannon-Bailey – Increase passing grade; Alternative Education and PBIS Program
- 3) Ann Wuertz – Mr. Newsuan

INFORMATION ITEMS

Update on Chromebook Initiative – Mike Sobczak ([Enclosure](#))

ADJOURNMENT

This meeting was adjourned at 11:25 p.m. on a motion by Brandon Rhone and seconded by Robert Marshall, Jr.

Respectfully submitted,

Karen Jackson, Recording Secretary

Karen M. Hall, School Board Secretary

Anyone wishing to view the video of this meeting may do so by visiting our website.