

COATESVILLE AREA SCHOOL DISTRICT
SCHOOL BOARD MEETING MINUTES
Coatesville Area Senior High School Auditorium
March 24, 2020 - 7:00 PM

OPENING ACTIVITIES

1. CALL TO ORDER 7:00PM

2. 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.

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

Robert J. Fisher, President (<i>present</i>)	(<i>Policy Committee</i>)
Thomas N. Keech, Vice President (<i>present</i>)	(<i>Finance Committee</i>)
Henry J. Assetto (<i>present</i>)	(<i>Education Committee</i>)
Andrew C. Finkbohner (<i>present</i>)	(<i>Finance & Policy Committees</i>)
Rebecca L. Harlan (<i>present</i>)	(<i>Operations Committee</i>)
Mary Ann Harris (<i>present</i>)	(<i>Operations Committee</i>)
Amelia Mills (<i>present</i>)	(<i>Education & Finance Committees</i>)
Brandon J. Rhone (<i>present</i>)	(<i>Operations & Policy Committees</i>)

Administration

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

Student Representatives

Beamlak Abraham, Senior Class Representative
Allison Carling, Junior Class Representative

Solicitor

Michael I. Levin, Esquire

5. MOMENT OF SILENCE AND SALUTE TO THE FLAG

ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA

Emergency Resolution

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

Motion: Henry Assetto

Second: Brandon Rhone

Vote: 8-0-0

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approve the minutes for the February 25, 2020 Special School Board meeting subject to any additions, deletions, modifications or clarifications. ([Enclosure](#))

Motion: Tom Keech

Second: Henry Assetto

Vote: 8-0-0

APPROVAL OF THE MINUTES

RECOMMENDED MOTION: That the Board of School Directors approve the minutes for the March 10, 2020 Special Board meeting subject to any additions, deletions, modifications or clarifications. ([Enclosure](#))

Motion: Henry Assetto

Second: Tom Keech

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.

Appointment of School Board Director for Region I Board Vacancy

RECOMMENDED MOTION: That the Board of School Directors appoint a new School Board Director to fill the unexpired term in Region I recently vacated by Jill Santiago.

Motion: Robert Fisher

Second: Brandon Rhone

Vote: 8-0

EXECUTIVE SESSION

An executive session was held on Monday, March 2nd for legal and personnel reasons.
An executive session was held on Monday, March 9th for legal and personnel reasons.
An executive session will be held on Monday, March 23rd for legal and personnel reasons.

STUDENT REPRESENTATIVE'S REPORT

SUPERINTENDENT’S REPORT

IMPORTANT DATES

Date	Time	Meetings	Place
Apr. 14, 2020	6:00 PM	All Committees & Special Meeting	C.A.S.H.S. Auditorium
Apr. 28, 2020	7:00 PM	School Board Meeting	C.A.S.H.S. Auditorium

SPECIAL REPORTS

- Budget Update—Richard F. Dunlap, Jr., Ed.D. and Chuck Linderman ([Confidential Enclosure](#))
- Review of Building Configuration Options

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.

CONSENT AGENDA (*Robert Fisher, Board President*)

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

Motion: Henry Assetto Second: Tom Keech Vote: 8-0-0

1. **FINANCE COMMITTEE** (*Tom Keech, Chair*)

A. Financial Statements

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

Motion: Tom Keech Second: Andrew Finkbohner Vote: 8-0-0

B. Suspension Resolution

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

Motion: Tom Keech Second: Andrew Finkbohner Vote: 8-0-0

C. Resolution to Pay Hourly Employees

RECOMMENDED MOTION: That the Board of School Directors approve the Resolution to Pay Hourly Employees, as presented. ([Enclosure](#))

Motion: Henry Assetto Second: Tom Keech Vote: 8-0-0

D. Billing and Contracts

RECOMMENDED MOTION: That the Board of School Directors instruct the Superintendent and Business Manager to pay bills and enter into small contracts as needed from March 24, 2020 to June 30, 2020. The Board will ratify all actions at their next public meeting.

Motion: Henry Assetto Second: Tom Keech Vote: 8-0-0

E. Business Manager

RECOMMENDED MOTION: Pending legal review of a contract, that the Board of Directors, pursuant to section 508 of the Public School Code of 1949, (a) appoint Lori Diefenderfer as Business Manager for a term of five (5) years beginning May 1, 2020 and ending April 30, 2025; and (b) approve the Business Manager contract between Lori Diefenderfer and the Coatesville Area School District for a term of five (5) years beginning May 1, 2020 and ending April 30, 2025, at an annual salary of \$140,000.00.

Motion: Henry Assetto Second: Tom Keech Vote: 5-2-1

F. PAsmart Grant

RECOMMENDED MOTION: That the Board of School Directors approve the PAsmart Grant in the amount of \$35,000.

Motion: Henry Assetto Second: Tom Keech Vote: 8-0-0

G. Build Something Different

RECOMMENDED MOTION: That the Board of School Directors approves Build Something Different as the selected provider for the PAsmart Grant, at a total cost of \$42,000 of which the district shall pay \$7,500 and the PAsmart Grant shall cover the remaining \$35,000, as presented. ([Enclosure](#))

Motion: Henry Assetto Second: Tom Keech Vote: 7-1-0

H. Commission Checks – CASH

RECOMMENDED MOTION: That the Board of School Directors accept commission checks for above mentioned schools, as per the attachment. ([Enclosure](#))

CASH: \$50.00
CASH: \$65.51

I. Diligent Corporation – End User Agreement

RECOMMENDED MOTION: That the Board of School Directors approve the End User Agreement with Diligent Corporation, pending review by the Solicitor, to use the web-based service BoardDocs for an initial one-year term at an annual cost of \$18,000 plus a remote implementation charge, as presented. ([Enclosure](#))

J. Tax Collection Committee (TCC) Delegate Appointment Resolution

RECOMMENDED MOTION: That the Board of School Directors adopt the enclosed Resolution appointing primary and alternate voting delegates to the Tax Collection Committee for Act 32 – Consolidation of Earned Income Tax Collection. ([Enclosure](#)).

K. 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. ADMINISTRATION

- 1) Hall, Karen, Director of Human Resources for the Coatesville Area School District. Letter Dated: 3/11/2020. Reason: Personal. Effective: 5/8/2020.

b. CATA

- 1) Curran, Pete, Technology Education Teacher for the Coatesville Area Senior High School. Letter Dated: 3/1/2020. Reason: Retirement. Effective: 6/12/2020.
- 2) Givler, Leah, Teacher for Rainbow Elementary School. Letter Dated: 3/19/2020. Reason: Retirement. Effective: 6/12/2020.
- 3) Harre, Maureen, Teacher for East Fallowfield Elementary School. Letter Dated: 3/16/2020. Reason: Retirement. Effective: 6/12/2020.
- 4) Sell, Maryanne, Teacher for Caln Elementary School. Letter Dated: 3/9/2020. Reason: Retirement. Effective: 6/12/2020.
- 5) Viscuso, Ashley, Special Education Teacher for North Brandywine Middle School. Letter Dated: 3/4/2020. Reason: Personal. Effective: 3/13/2020.
- 6) West, Patricia, Teacher for the Coatesville Area Intermediate High School. Letter Dated: 3/19/2020. Reason: Retirement. Effective: 6/12/2020.

c. EXTRA DUTY

- 1) Hashem, Lyndsay, Positive Behavior Intervention Support Team Member for the Coatesville Area Intermediate High School. Letter Dated: 3/9/2020. Reason: Personal. Effective: 3/9/2020.
- 2) Viscuso, Ashley, ESY Teacher for the Coatesville Area School District. Letter Dated: 3/4/2020. Reason: Personal. Effective: 3/13/2020.

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) Shelinsky, Laura, LTS Elementary Teacher for Reeceville Elementary School. Posted: 2/3/2020. Salary: \$47,331 (prorated). Level: M. Step: 1. Temporary Substitute Contract. Degree: BA—Early Childhood Education, Ashford University. MA—Special Education, Ashford University. Certifications: Grades PK-4. Effective: TBD. SP4: Approved. Pending 168 Forms.

b. EXTRA DUTY

- 1) Brooks, Tammy, Homebound Instructor for the Coatesville Area School District. Posted: 11/28/2016. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 2) Coppadge, Charlene, Summer School Substitute Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 3) Davis, Brian, 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.
- 4) Dehaut, Michael, Summer School Teacher for the Coatesville Area Senior High School. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 5) DiPiano, Megan, Summer School Substitute Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 6) Duncan, Gary, 7th Grade Track and Field Coach for North Brandywine Middle School. Posted: 8/22/2019. Salary: \$1,699.50. Effective: 2019—2020 School Year. SP4: Staff.
- 7) Hoffmaster, Crystal, 7th Grade Track and Field Coach for North Brandywine Middle School. Posted: 8/22/2019. Salary: \$1,699.50. Effective: 2019—2020 School Year. SP4: Staff.
- 8) Mork, Christopher, Summer School Teacher for the Coatesville Area Senior High School. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 9) Nichols, Tom, 7th Grade Baseball Coach for North Brandywine Middle School. Posted: 1/14/2020. Salary: \$2214. Effective: 2019—2020 School Year. SP4: Staff.
- 10) Pandosh, Elizabeth, Kindergarten Camp Teacher for Rainbow Elementary School. Posted: 2/11/2020. Salary: \$33/hour. Effective: 7/27/2020. SP4: Staff.
- 11) Rinehart, Meredith, Summer School Teacher for the Coatesville Area Senior High School. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 12) Schuler, Jaimie, Summer School Substitute Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.

- 13) Stauffer, Nicole, Summer School Teacher for the Coatesville Area Senior High School. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 14) Tingle-Lewis, Rita, 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.
- 15) Warren-Ward, Octavia, Summer School Teacher for the Coatesville Area Senior High School. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 16) Wilson-Stenz, Mary, Summer School Teacher for the Coatesville Area Senior High School. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 17) Wingenroth, Allison, Summer School Teacher for the Coatesville Area Senior High School. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.

c. **FEDERATION**

- 1) Escalona, Maria, Custodian for the Coatesville Area Senior High School. Posted: 12/19/2019. Salary: \$15.97/hour (\$16.97/hour after 1040 hour probation period). Effective: 3/16/2020. SP4: Approved. Pending 168 Forms.

3. Leave(s) of Absence

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

a. **CATA**

- 1) Bolko, Linda, Teacher for Reeceville Elementary School. Effective: 1/27/2020—6/12/2020.
- 2) Hines, Alicia, Teacher for the Coatesville Area Intermediate High School. Effective: 2/24/2020—Intermittent.
- 3) Kenworthy, Laura, Teacher for Reeceville Elementary School. Effective: 4/3/2020—6/12/2020.
- 4) Jackson, Karen, Recording Secretary for the Coatesville Area School District. Effective: 1/8/2020—4/6/2020.
- 5) Long, Timothy, Teacher for Caln Elementary School. Effective: 2/14/2020—2/24/2020.
- 6) Woodard, Diana, Guidance Counselor for Reeceville Elementary School. Effective: 5/1/2020—6/12/2020.

4. Voluntary Transfers:

RECOMMENDED MOTION: That the Board of School Directors approve the Voluntary Transfer of:

a. CATSS

- 1) Barr, Jodie, move from Principal's Secretary for Rainbow Elementary School to Principal's Secretary for the Coatesville Area Intermediate High School. Posted: 2/11/20. Effective: TBD. SP4: Staff.

5. Change of Status

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

a. ADMINISTRATION

- 1) Kelly, Michelle, Assistant Business Manager, move from previous salary of \$94,916.00 to adjusted salary of \$120,000.00. Effective: 5/1/2020.

Motion: Henry Assetto

Second: Tom Keech

Vote: 5-2-1

6. 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.

Alicia Davis, Effective: 3/5/2020.

Jamielynn Sauer, Effective: 2/13/2020.

Stephen Schreiber, Effective: 1/23/2020.

Motion: Henry Assetto

Second: Tom Keech

Vote: 8-0-0

2. EDUCATION COMMITTEE (*Henry Assetto, Chair*)

A. Public Performance—Gospel Choir

RECOMMENDED MOTION: That the Board of School Directors approve the public performance by the Coatesville Area Senior High School Gospel Choir, as presented. ([Confidential Enclosure](#))

B. Out-of-State, Overnight Field Trip Request—German Club

RECOMMENDED MOTION: That the Board of School Directors approve the request for an out-of-state trip for the German Club as presented. ([Confidential Enclosure](#))

C. Discipline Code of Conduct

RECOMMENDED MOTION: That the Board of School Directors the Elementary and Secondary Discipline Code of Conduct, as presented. ([Enclosure—Elementary](#)) ([Enclosure—Secondary](#))

Motion: Robert Fisher

Second: Henry Assetto

Vote: 8-0-0

D. Food Services Agreement with Valley Forge Educational Services for 10016294

RECOMMENDED MOTION: That the Board of School Directors approve the food services agreement for the academic year ending in June 2020 with Valley Forge Educational Services for 10016294. ([Confidential Enclosure](#))

E. Independent Contractor Contract with the Devereux Foundation for 10015169

RECOMMENDED MOTION: That the Board of School Directors approve the independent contractor request with The Devereux Foundation ending 6/30/2020 for 10015169. ([Confidential Enclosure](#))

F. Release and Settlement—1008347

RECOMMENDED MOTION: That the Board of School Directors approve the release and settlement agreement for 1008347. ([Confidential Enclosure](#))

G. Memorandum of Understanding—California University of Pennsylvania for Susan Deck

RECOMMENDED MOTION: That the Board of School Directors grant permission for principal internship, as presented. ([Enclosure](#))

H. Educere Contract

RECOMMENDED MOTION: That the Board of School Directors approved the contract with Educere to provide homebound and temporary instruction. ([Enclosure](#))

I. Big Air Entertainment, LLC Contract—North Brandywine Middle School

RECOMMENDED MOTION: That the Board of School Directors approved the contract with Big Air Entertainment, LLC to provide an outdoor movie event for families on May 1, 2020. ([Enclosure](#))

Motion to Delete: Robert Fisher Second: Tom Keech Vote: 8-0-0

3. POLICY COMMITTEE (*Robert J. Fisher, Chair*)

A. Final Draft of Policy PS 233—Suspension and Expulsion

RECOMMENDED MOTION: Authorized Committee of Board Members conducts the final reading of the Expulsion Hearing ([Enclosure](#))

B. Policy 805—Emergency Preparedness—Second Read

RECOMMENDED MOTION: That the Board of School Directors approve the second reading of Policy 805, as presented. ([Enclosure](#))

Motion: Andrew Finkbohner Second: Brandon Rhone Vote: 8-0-0

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.

- Dawn Barringer
- Ann Wuertz
- Jen Manthey
- Evelyn Chesnet

- Michelle Miranda
- Kimberly Tuisso
- Kacey Schnaitman
- Audra Ritter
- Katie Hadzor

ADDITIONAL BOARD MEMBERS' REPORTS

INFORMATION ITEMS

ADJOURNMENT

Motion: Henry Assetto

Second: Tom Keech

Time: 8:40PM

*Notice of this public meeting was advertised in the Daily Local News on January 1, 2020 and on the District Website.
Copies of the minutes will be maintained in the Office of the Board Secretary.*