

Finance Committee Agenda

Coatesville Area Senior High School Auditorium

March 10, 2020 - 6:00 PM

(1st Committee Meeting of the Evening)

CHAIRPERSON: Thomas N. Keech
BOARD MEMBERS: Andrew Finkbohner and Amelia Mills
ADMINISTRATION: Richard F. Dunlap, Jr., Ed.D. and Chuck Linderman
CALL TO ORDER: _____

APPROVAL of MINUTES

Approval of the February 11, 2020 Finance Committee meeting minutes. ([Enclosure](#))

Motion: _____ Second: _____ Vote: _____

PRESENTATIONS

- Chester County Intermediate Unit (CCIU) Budget Presentation – Joe Lubitsky and George Fiore ([Enclosure](#)) ([Enclosure](#))
- Diligent Corporation presentation on BoardDocs—Marc Sitterud ([Enclosure](#))

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. 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

C. 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](#))

D. 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](#)).

E. Interim Principal at Rainbow Elementary School

RECOMMENDED MOTION: That the Board of School Directors approve the temporary employment of Dr. Bill Bailey as an Interim Principal for Rainbow Elementary School through the existing Agreement of Services with CCRES at a cost of \$400/per day.

F. 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) Pacana, Maureen, Teacher for King's Highway Elementary School. Letter Dated: 2/28/2020. Reason: Retirement. Effective: 6/12/2020.
- 2) Schmerse, Katie, Spanish Teacher for Scott 6th Grade Center. Letter Dated: 2/21/2020. Reason: Personal. Effective: 2/21/2020.
- 3) VanBuskirk, George, Technology Education Teacher for the Coatesville Area Senior High School. Letter Dated: 2/27/2020. Reason: Retirement. Effective: 6/12/2020.

b. EXTRA DUTY

- 1) Trimboli, Kristen, Assistant Field Hockey Coach for the Coatesville Area High School Campus. Letter Dated: 2/26/2020. Reason: Personal. Effective: 2/26/2020.

c. FEDERATION

- 1) Carey, Al, Food Service Inventory Supply Person for the Coatesville Area School District. Letter Dated: 2/26/2020. Reason: Retirement. Effective: 6/11/2020.
- 2) Carter, Adriane, 4.5 Hour General Utility Worker for Scott 6th Grade Center. Letter Dated: 2/21/2020. Reason: Personal. Effective: 3/6/2020.

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) Stambaugh, Madison, LTS Elementary Teacher for Reeceville Elementary School. Posted: 2/3/2020. Salary: \$44,931 (prorated). Level: B+24. Step: 1. Temporary

Substitute Contract. Degree: BS—Business Administration/Marketing, Auburn University. Certifications: Grades PK-4, Grades 5-6. Effective: 3/3/2020. SP4: Approved. Pending 168 Forms.

b. EXTRA DUTY

- 1) Brown, Nicole, Summer School Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 2) Byerly, Stephanie, Summer School Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 3) Byrne, Emily, Summer School Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 4) Campbell, Renee, ESY Special Education Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 5) Carrozza, Kyle, Lacrosse Coach for North Brandywine Middle School. Posted: 1/14/2020. Salary: \$1,783.50. Effective: 2019—2020 School Year. SP4: Staff.
- 6) Cavitt, Amanda, Positive Behavior Intervention Support Team Member for King's Highway Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 7) Chalfant, Jesse, Summer School Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 8) Coppadge, Charlene, Kindergarten Camp Teacher for Rainbow Elementary School. Posted: 2/11/2020. Salary: \$33/hour. Effective: 7/27/2020. SP4: Staff.
- 9) DeAngelo, Anna, Summer School Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 10) DeFazio, Aubrey, Summer School Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 11) Donnelly, Patrick, ESY Special Education Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 12) Elicker, Kathleen, Summer School Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 13) Gatano-Swisher, Lisa, Positive Behavior Intervention Support Team Member for King's Highway Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.

- 14) Gwinn, Rachel, ESY Special Education Substitute Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 15) Hines, Alicia, ESY Special Education Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 16) Holdsworth, Catherine, ESY Special Education Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 17) Hubiak, Katya, ESY Special Education Substitute Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 18) Hunt, Leon, ESY Special Education Paraprofessional for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$12.50/hour. Effective: 7/13/2020. SP4: Staff.
- 19) Kailer, Jessica, Lacrosse Coach for North Brandywine Middle School. Posted: 1/14/2020. Salary: \$1,783.50. Effective: 2019—2020 School Year. SP4: Staff.
- 20) Matijasich, Brian, Summer School Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 21) Mayan, Cara, Positive Behavior Intervention Support Team Member for King’s Highway Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 22) McConnell, Bryan, Kindergarten Camp Teacher for Rainbow Elementary School. Posted: 2/11/2020. Salary: \$33/hour. Effective: 7/27/2020. SP4: Staff.
- 23) Mendenhall, William, Summer School Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 24) Mundy, Amanda, Summer School Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 25) Nichols, Sean, Positive Behavior Intervention Support Team Member for King’s Highway Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 26) Ollis, Michele, Kindergarten Camp Teacher for Rainbow Elementary School. Posted: 2/11/2020. Salary: \$33/hour. Effective: 7/27/2020. SP4: Staff.
- 27) Ollis, Michele, Positive Behavior Intervention Support Team Member for King’s Highway Elementary School. Posted: 10/7/2019. Salary: \$33/hour. Effective: 2019—2020 School Year. SP4: Staff.
- 28) Olsen, Abigail, Summer School Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.

- 29) Quattlebaum, Nathaniel, ESY Special Education Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 30) Rainer, Veronica, Summer School Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 31) Schuler, Jaimie, Kindergarten Camp Teacher for Rainbow Elementary School. Posted: 2/11/2020. Salary: \$33/hour. Effective: 7/27/2020. SP4: Staff.
- 32) Tabakelis, Margaret, Summer School Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 33) Waters, Mia, ESY Special Education Substitute Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 34) Welsh, Kayla, Summer School Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.
- 35) Witman, Lori, Summer School Teacher for the Coatesville Area School District. Posted: 1/24/2020. Salary: \$33/hour. Effective: 7/13/2020. SP4: Staff.

c. VOLUNTEER

- 1) Boykin, Michael, Volunteer Wrestling Coach for the Coatesville Area High School Campus. Effective: 2019—2020 School Year. SP4: Approved.
- 2) Burch, Taylor, Volunteer Lacrosse Coach for the Coatesville Area High School Campus. Effective: 2019—2020 School Year. SP4: Approved.

3. Change of Status

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

a. ADMINISTRATION

- 1) Maloney, Clifford, move from Principal for Rainbow Elementary School to Principal for the Coatesville Area Intermediate High School. Posted: 12/20/2019. Effective: 3/11/2020. SP4: Staff.

b. CATSS

- 1) Watterson, LuAnn, move from 6.5 Hour Attendance Secretary for Rainbow Elementary School to 8 Hour Attendance Secretary for the Coatesville Area Senior High School. Posted: 12/11/2019. Effective: TBD. SP4: Staff.

INFORMATIONAL ITEM(S)

- Budget Update ([Enclosure](#))
- Charter School Funding Scenario ([Enclosure](#))

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

NEXT MEETING Tuesday, April 14, 2020

ADJOURNMENT _____

*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.*

Education Committee Agenda

Coatesville Area Senior High School Auditorium

March 10, 2020 - 6:00 PM

(2nd Committee Meeting of the Evening)

CHAIRPERSON: Henry Assetto
BOARD MEMBERS: Amelia Mills
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 February 11, 2020 Education Committee meeting minutes. ([Enclosure](#))

Motion: _____ Second: _____ Vote: _____

AGENDA ITEMS

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](#))

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. Student Adjudications 10007287, 10007546, 10007499, 10003173, 50001180, 10007253, 17000405, 10010149, 10016458, 50001045, 10010289, 10018008, 10002393, 10006795, and 10006517

RECOMMENDED MOTION: That the Board of School Directors approve student adjudications 10007287, 10007546, 10007499, 10003173, 50001180, 10007253, 17000405, 10010149, 10016458, 50001045, 10010289, 10018008, 10002393, 10006795, and 10006517.

INFORMATIONAL ITEM(s)

- Student Enrollment ([Enclosure – CASD](#)) ([Enclosure – Charter](#))
- CASD Staffing/CASD Support Programming Update

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

NEXT MEETING Tuesday, April 14, 2020

ADJOURNMENT _____

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Operations Committee Agenda

Coatesville Area Senior High School Auditorium

March 10, 2020 - 6:00 PM

(3rd Committee Meeting of the Evening)

CHAIRPERSON: Brandon J. Rhone
BOARD MEMBERS: Becky Harlan and Mary Ann Harris
ADMINISTRATION: Richard F. Dunlap, Jr., Ed.D., Chuck Linderman, Jason Palaia,
Matthew Flannery and Frank Galbraith
CALL TO ORDER: _____

APPROVAL of MINUTES

Approval of the February 11, 2020 Operations Committee meeting minutes. ([Enclosure](#))

Motion: _____ Second: _____ Vote: _____

PRESENTATION

- Valley Township Proposal—Carol R. Lewis ([Enclosure](#))

INFORMATIONAL ITEM(S)

- Facilities Update
- Transportation Study Review
- Building Configuration Options ([Enclosure](#))

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

NEXT MEETING Tuesday, April 14, 2020

ADJOURNMENT _____

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Policy Committee Agenda
Coatesville Area Senior High School Auditorium
March 10, 2020 - 6:00 PM
(4th Committee Meeting of the Evening)

CHAIRPERSON: Robert J. Fisher
BOARD MEMBERS: Andy C. Finkbohner and Brandon J. Rhone
ADMINISTRATION: Richard F. Dunlap, Jr., Ed.D. and Dr. Kimberly Donahue
CALL TO ORDER: _____

APPROVAL of MINUTES

Approval of the February 11, 2020 Policy Committee meeting minutes. ([Enclosure](#))

Motion: _____ Second: _____ Vote: _____

AGENDA ITEMS

- A. Second Draft of Policy PS 233—Suspension and Expulsion**
RECOMMENDED MOTION: Authorized Committee of Board Members conducts the Expulsion Hearing ([Enclosure](#))
- B. Policy 805—Emergency Preparedness—First Read**
RECOMMENDED MOTION: That the Board of School Directors approve the first reading of Policy 805, as presented. ([Enclosure](#))

INFORMATIONAL ITEM(S)

- PS 800 Records Management ([Enclosure](#)) ([Confidential Enclosure](#))
- PS 717 Cellular Telephones ([Enclosure](#))

OLD BUSINESS

NEW BUSINESS

PUBLIC COMMENT

NEXT MEETING Tuesday, April 14, 2020

ADJOURNMENT _____

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