

# COATESVILLE

## AREA SCHOOL DISTRICT

### SCHOOL BOARD MEETING

#### AGENDA, MINUTES & ENCLOSURES



**23 SEPTEMBER 2014**

Board Directors

J. Neil Campbell, President  
James L. Fox, Vice President  
Diane M. Brownfield  
Stuart C. Deets  
James Hills  
Laurie C. Knecht  
Kimberly M. Mammel  
Dean A. Snyder  
Deborah L. Thompson

Administration

Dr. Cathy Taschner, Superintendent  
Ronald Kabonick, Board Secretary  
Karen Jackson, Recording Secretary

Solicitor

James E. Ellison, Esquire

**COATESVILLE AREA SCHOOL DISTRICT  
SCHOOL BOARD MEETING AGENDA  
SEPTEMBER 23, 2014 - 7:00 PM  
9/10 CENTER AUDITORIUM**

**OPENING ACTIVITIES**

**1. CALL TO ORDER**

**2. READING OF MISSION STATEMENT**

*THE MISSION OF THE COATESVILLE AREA SCHOOL DISTRICT, A LEARNING COMMUNITY RICH IN DIVERSITY AND COMMITTED TO EXCELLENCE, IS TO EDUCATE ALL STUDENTS BY PROVIDING RIGOROUS EDUCATIONAL OPPORTUNITIES TO BECOME RESPONSIBLE, PRODUCTIVE, LIFE-LONG LEARNERS IN A GLOBAL SOCIETY.*

**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**

J. Neil Campbell, President  
James L. Fox, Vice President  
Diane M. Brownfield  
Stuart C. Deets  
James Hills  
Laurie C. Knecht  
Kimberly M. Mammel  
Dean A. Snyder  
Deborah L. Thompson

*(Finance & Operations Committees)*  
*(Community & Student Relations Committee)*  
*(Education & Community & Student Relations Committees)*  
*(Finance & Operations Committees)*  
*(Education Committee)*  
*(Operations Committee)*  
*(Education Committee)*  
*(Finance Committee)*  
*(Education & Community & Student Relations Committees)*

**Student Representatives**

Katie Stefanski, Senior Class Representative  
Andrew Scott Patterson, Junior Class Representative

**Solicitor**

James E. Ellison, Esquire

**Administration**

Dr. Cathy Taschner, Superintendent of Schools  
Abdallah Hawa, Director of Technology  
Ronald G. Kabonick, Director of Business Administration | School Board Secretary  
Dave Krakower, Director of High School & Curriculum Instruction | Special Education (6-12)  
Jason Palaia, Director of Elementary Education (3-5) | Special Education (K-5)  
Dr. Teresa Powell, Director of Middle School Education & Curriculum Instruction  
John Reid, Director of Pupil Services/Data & Assessment  
Dr. Angelo Romaniello, Jr., Assistant Superintendent  
Erika Zeigler, Director of Human Resources

5. **MOMENT OF SILENCE AND SALUTE TO THE FLAG**

**ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA**

**APPROVAL OF THE MINUTES**

**RECOMMENDED MOTION:** That the Board of School Directors approves the minutes for the August 26, 2014 School Board meeting subject to any addition, deletions, modifications or clarifications. (Enclosure #1)

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

**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.

**EXECUTIVE SESSION**

- An executive session will be held on **Tuesday, September 23, 2014 at 6:00 p.m.** for legal and personnel reasons.
- An executive session will be held on **Monday, September 22, 2014 at 5:30 p.m.** for legal and personnel reasons.
- An executive session was held on Tuesday, September 16, 2014 for legal and personnel reasons.
- An executive session was held on Monday, September 15, 2014 for legal and personnel reasons.
- An executive session was held on Tuesday, September 9, 2014 for legal and personnel reasons.
- An executive session was held on Wednesday, September 3, 2014 for legal and personnel reasons.
- An executive session was held on Tuesday, August 26, 2014 for legal and personnel reasons.

**SUPERINTENDENT'S REPORT**

**IMPORTANT DATES**

<b>Date</b>	<b>Time</b>	<b>Meetings</b>	<b>Place</b>
October 14, 2014	6:00 pm	All Committee Meetings	9/10 Center Auditorium
October 28, 2014	7:00 pm	School Board Meeting	9/10 Center Auditorium

**SPECIAL REPORTS**

- Elementary School Progress Reports
  - Middle School Progress Reports
  - High School Progress Reports
  - Update on Wireless Progress by Building
  - New Website Demonstration – Reveal New Site
- Jason Palaia  
Dr. Teresa Powell  
Dave Krakower  
Abdallah Hawa  
Abdallah Hawa

**STUDENT REPRESENTATIVE’S REPORT**

**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** (*Neil Campbell, School Board President*)

**RECOMMENDED MOTION:** That the Board approves the consent agenda items:

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

2. **FINANCE COMMITTEE** (*Stuart Deets, Chair*)

A. **Schedule of Bills Payable**

**RECOMMENDED MOTION:** That the Board of School Directors approves the Schedule of Bills Payable as submitted for the month ending August 31, 2014.

B. **Treasurer’s Report**

**RECOMMENDED MOTION:** That the Board of School Directors approves the Treasurer’s Report as submitted for the month ending August 31, 2014.

C. **Human Resources**

1. **Resignations - Regular and Extra Duty**

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

a. CATA

- 1) Berger, Ellen, ESL Teacher for the Rainbow and King’s Highway Elementary Schools. Letter Dated: 9/2/14. Reason: Personal. Effective: 60 days or sooner from 9/2/14.
- 2) Panichelli, Keely, Special Education Teacher for the Rainbow Elementary School. Letter Dated: 9/5/14. Reason: Personal. Effective: 60 days or sooner from 9/5/14.

- 3) Powel, Jason, Business Teacher for the Coatesville Area Senior High School. Letter Dated: 8/26/14. Reason: Personal. Effective: 60 days or sooner from 8/26/14.
- 4) Yates, Steven, French Teacher for the Coatesville Area Senior High School. Letter Dated: 8/28/14. Reason: Personal. Effective: 60 days or sooner from 8/28/14.

b. CATSS

- 1) Boggs, Marquis, 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center. Letter Dated: 9/3/14. Reason: Personal. Effective: 9/5/14.
- 2) Groce, Donna, 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center. Letter Dated: 9/2/14. Reason: Personal. Effective: 8/28/14.
- 3) Holmes Jr., Roland, 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School. Letter Dated: 9/3/14. Reason: Personal. Effective: 9/17/14.
- 4) Norman, Michele, 2.0 Hour Cafeteria/Playground Aide for the Friendship Elementary School. Letter Dated: 9/3/14. Reason: Personal. Effective: 9/5/14.

c. EXTRA DUTY

- 1) Girafalco, Paul, Co-Head Wrestling Coach for the Coatesville Area Senior High School Campus. Letter Dated: 9/15/14. Reason: Personal. Effective: 9/15/14.
- 2) Girafalco, Paul, Co-Assistant Wrestling Coach for the Coatesville Area Senior High School Campus. Letter Dated: 9/15/14. Reason: Personal. Effective: 9/15/14.
- 3) O'Neill, Kristin, Assistant Girls' Soccer Coach for the Coatesville Area Senior High School Campus. Letter Dated: 9/5/14. Reason: Personal. Effective: 9/15/14.
- 4) Sandone, Chelsea, Head Girls' Lacrosse Coach for the Coatesville Area Senior High School. Letter Dated: 9/4/14. Reason: Personal. Effective: 9/4/14.

2. **New Appointments - Regular and Extra Duty**

**RECOMMENDED MOTION:** That the Board of School Directors approves the following New Appointments - Regular and Extra Duty:

a. CATA

- 1) Bartholomew, Robert, LTS 7<sup>th</sup> & 8<sup>th</sup> Grade Math Teacher for the Scott Middle School. Posted: 9/2/14. Salary: \$51,100.00 (prorated). Temporary Substitute Contract. Degrees: BA – Criminal Justice, Temple University. MA – Elementary Education, Rosemont College. Certifications: Elementary K-6, Citizen Education 7-9, Science 7-9, Mathematics 7-9. Years of Exp.: 5. Effective: TBD – 6/8/15. SP4: Approved.
- 2) Campbell, Aileen, Special Education Teacher for the Reeceville Elementary School. Posted: 8/19/14. Salary: \$51,500.00 (prorated). Professional Employee Contract. Degree: BS – Elementary and Special Education, West Chester University. Certifications: Elementary K-6, Special Education N-12. Years of Exp.: 7. Effective: TBD. SP4: Approved.
- 3) Cunningham, Elizabeth, Special Education Teacher for the North Brandywine Middle School. Posted: 8/15/14. Salary: \$43,000.00. Temporary Professional Contract. Degree: BA – English, Immaculata University. Certifications: Secondary English, Special Education N-12. Years of Exp.: 1. Effective: 9/3/14. SP4: Approved.
- 4) Darlington, Sandi, Spanish Teacher for the North Brandywine Middle School. Posted: 7/17/14. Salary: \$54,100.00. Temporary Professional Contract. Degrees: BA – Spanish, The Pennsylvania State University, MA – Spanish, West Chester University. Certification: Spanish PK – 12. Years of Exp.: 7. Effective: 9/12/14. SP4: Approved.
- 5) English, Rodney, Spanish Teacher for the South Brandywine Middle School. Posted: 8/21/14. Salary: \$80,800.00 (prorated). Professional Contract. Degrees: BS – Secondary Education, Spanish, Lock Haven University, MA – Spanish, Millersville University. Certifications: Spanish, French, German. Years of Exp.: 17. Effective: 9/17/14. SP4: Approved.
- 6) Fulmer, Kimberly, 5<sup>th</sup> Grade Teacher for the East Fallowfield Elementary School. Posted: 8/18/14. Salary: \$44,000.00. Temporary Professional Employee. Degree: BS – Elementary Education. Certifications: Elementary K-6, Special Education N-12, Middle Mathematics 7-9, Immaculata University. Years of Exp.: 1. Effective: 9/3/14. SP4: Approved.
- 7) Jakatt, Jessica, Special Education Teacher for the North Brandywine Middle School. Posted: 9/2/14. Salary: \$48,400.00 (prorated). Temporary Professional Contract. Degrees: BS – Interior Design, The Art Institute of Philadelphia, MS – Elementary Education, Drexel University. Certifications: Elementary K-6, Special Education N-12, Secondary English. Years of Exp.: 3. Effective: TBD. SP4: Approved.

- 8) Lowry, Sarah, LTS 2<sup>nd</sup> Grade Teacher for the Caln Elementary School. Posted: 8/18/14. Salary: \$43,000.00. Temporary Substitute Contract. Degree: BS – Early Childhood Education, Shippensburg University. Certification: Elementary PK-4. Years of Exp.: 1. Effective: 9/2/14 – 6/8/14. SP4: Approved.
- 9) Muthersbaugh, Pamela, LTS 5<sup>th</sup> Grade Teacher for the Caln Elementary School. Posted: 9/2/14. Salary: \$44,000.00 (prorated). Temporary Substitute Contract. Degree: BS – Elementary Education, The Pennsylvania State University. Certification: Elementary K-6. Years of Exp.: 1. Effective: TBD – 6/8/15. SP4: Approved.
- 10) O'Neill, Kristin, 4<sup>th</sup> Grade Teacher for the Reeceville Elementary School. Posted: 8/18/14. Salary: \$50,200.00. Temporary Professional Employee. Degree: BA – Communication, Villanova University. Certifications: Elementary K-6, Middle Mathematics 7-9, Middle English 7-9, Easter University. Years of Exp.: 6. Effective: 9/3/14. SP4: Approved.
- 11) Panichelli, Keely, Special Education Teacher for the Rainbow Elementary School. Posted: 8/5/14. Salary: \$47,900.00. Temporary Professional Contract. Degree: BS – Special Education, West Chester University. Certifications: Elementary K-6, Special Education N-12. Years of Exp.: 4. Effective: 9/2/14. SP4: Approved.
- 12) Shariatmadari, Jennifer, Special Education Teacher for the Scott Middle School. Posted: 8/15/14. Salary: \$44,000.00. Temporary Professional Contract. Degree: BS – Liberal Studies, West Chester University. Certifications: Special Education N-12, Middle English 6-9. Years of Exp.: 1. Effective: 9/8/14. SP4: Approved.
- 13) Sweet, Joshua, English Teacher for the Coatesville Area Senior High School. Posted: 8/19/14. Salary: \$50,200.00 (prorated). Temporary Professional Contract. Degree: BA – Philosophy, German, Haverford College. Certifications: ESL, German, West Chester University. Years of Exp.: 6. Effective: 9/17/14. SP4: Approved.

b. CATSS

- 1) Sidoli, Christopher, (MSgt), Air Force Junior ROTC ASI (NCO-Enlisted, secondary position), for the Coatesville Area Senior High School Campus – 9/10 Center. Salary: \$75,116.00. Effective: 9/8/14. SP4: Approved.

c. EXTRA DUTY

- 1) Andrey, Art, Assistant Football Coach for the South Brandywine Middle School. Posted: 7/16/14. Salary: \$3,030.00. Effective: 2014 – 2015 School Year. SP4: Staff.

- 2) Casero, Jessica, 8<sup>th</sup> Grade Boys' Soccer Coach for the South Brandywine Middle School. Posted: 7/16/14. Salary: \$1,792.00. Effective: 2014 – 2015 School Year. SP4: Staff.
- 3) DiNicola, Danielle, Co-Special Education Department Head for the Coatesville Area Senior High School Campus. Posted: 8/19/14. Salary: \$1,875.00. Effective: 2014 – 2015 School Year. SP4: Staff.
- 4) Douglass, Kristi, Co-Special Education Department Head for the Coatesville Area Senior High School Campus. Posted: 8/19/14. Salary: \$1,875.00. Effective: 2014 – 2015 School Year. SP4: Staff.
- 5) London, Kevin, 7<sup>th</sup> Grade Football Coach for the Scott Middle School. Posted: 9/2/14. Salary: \$2,727.00. Effective: 2014 – 2015 School Year. SP4: Staff.
- 6) Luciani, Lisa, Assistant Volleyball Coach for the Coatesville Area Senior High School Campus. Posted: 7/16/14. Salary: \$1,556.00 (prorated). Effective: 2014 – 2015 School Year. SP4: Staff.
- 7) Martin, Gail, 7<sup>th</sup> Grade Field Hockey Coach for the South Brandywine Middle School. Posted: 9/3/14. Salary: \$1,344.00. Effective: 2014 – 2015 School Year. SP4: Staff.
- 8) Martin-Toney, Joseph, Cross Country Coach for the South Brandywine Middle School. Posted: 8/15/14. Salary: \$1,561.00. Effective: 2014 – 2015 School Year. SP4: Staff.
- 9) Noonan, Sean, Faculty Manager for the Scott Middle School. Posted: 7/21/14. Salary: \$4,482.00. Effective: 2014 – 2015 School Year. SP4: Staff.
- 10) Viscuso, Victoria, Assistant Girls' Soccer Coach for the Coatesville Area Senior High School Campus. Posted: 8/8/14. Salary: \$1,798.20 (prorated). Effective: Starting 9/15/14 for the 2014 – 2015 School Year. 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. ADMINISTRATION

- 1) Bolden, Anthony, Assistant Principal for the South Brandywine Middle School. Letter Dated: 8/19/14. Reason: FMLA. Effective: 8/5/14 – 9/8/14.



b. CATA

- 1) Levan, Megan, Mathematics Teacher for the Coatesville Area Senior High School. Letter Dated: 9/2/14. Reason: FMLA. Effective: 10/22/14 – 1/9/15.

c. CATSS

- 1) Hines, Jerod, 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center. Letter Dated 8/26/14. Reason: Medical Leave of Absence. Effective: 8/25/14 – 10/1/14.

4. **Change of Status**

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

a. CATA

- 1) Viscuso, Victoria, move from LTS 7<sup>th</sup> & 8<sup>th</sup> Grade Mathematics Teacher for the Scott Middle School to Mathematics Teacher for the Coatesville Area Senior High School Campus – 9/10 Center. Effective: 9/2/14.

b. FEDERATION

- 1) Panik, Mike, move from Labor Pool Level “D” @ \$18.68/hr. for Coatesville Area School District for Labor Pool Level “C” @ \$19.07/hr. for the Coatesville Area School District. Effective: Retro to 8/5/14.

3. **EDUCATION COMMITTEE** (*Diane Brownfield, Chair*)

A. **Discipline Code**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Discipline Code, as amended. (*Enclosure #2*)

B. **Language Line Solutions**

**RECOMMENDED MOTION:** That the Board of School Directors approve the contract with Language Line pending the School District Solicitor’s review and approval.

C. **Board Member’s Request to Attend the 2014 P.S.B.A. School Law Workshop**

**RECOMMENDED MOTION:** That the Board of School Directors approve the request from James Hills to attend the 2014 PSBA School Law Workshop at The Hotel Hershey on October 22, 2014.

4. **OPERATIONS COMMITTEE** (*Laurie Knecht, Chair*)

*None*

5. **COMMUNITY & STUDENT RELATIONS COMMITTEE** (*James Fox, Chair*)

A. **Act 126 Training Contract**

**RECOMMENDED MOTION:** That the Board of School Directors approve the contractual services between Lebanon-Lancaster Intermediate Unit #13 and the Coatesville Area School District to provide Act 126 Training for all employees, volunteers and any contracted service employees that have regular contact with children, in the amount of \$3,050, for a total of 1000 licensed accounts.

B. **Review of Policy 217 – Graduation Requirements – 2<sup>nd</sup> Reading**

**RECOMMENDED MOTION:** That the Board of School Directors approve the 2<sup>nd</sup> reading of Policy 217, Graduation Requirements.

C. **Review of Policy 916 – School Volunteers – 1<sup>st</sup> Reading**

**RECOMMENDED MOTION:** That the Board of School Directors approve the 1<sup>st</sup> reading of Policy 916, School Volunteers.

D. **Review of Policy 123.1 – Volunteer Coaches – 1<sup>st</sup> Reading**

**RECOMMENDED MOTION:** That the Board of School Directors approve the 1<sup>st</sup> reading of Policy 123.1, Volunteer Coaches.

E. **Community Partnership with Young Men and Women in Charge**

**RECOMMENDED MOTION:** That the Board of School Directors approve Young Men and Women in Charge as a community partner with the Coatesville Area School District. (*Enclosure #3*)

**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.

**ADDITIONAL BOARD MEMBERS' REPORTS**

**INFORMATION ITEMS**

**ADJOURNMENT**

Motion: \_\_\_\_\_ Second: \_\_\_\_\_ Time: \_\_\_\_\_

*Copies of the minutes will be maintained in the Office of the Board Secretary.  
Notice of this public meeting was advertised in the Daily Local News on January 1, 2014 and on the District Website.*

# *Board Agenda*

## *Enclosure #1*

**COATESVILLE AREA SCHOOL DISTRICT  
SCHOOL BOARD MEETING MINUTES  
AUGUST 26, 2014 - 7:00 PM  
9/10 CENTER AUDITORIUM**

**OPENING ACTIVITIES**

**1. CALL TO ORDER**

**2. READING OF MISSION STATEMENT**

*THE MISSION OF THE COATESVILLE AREA SCHOOL DISTRICT, A LEARNING COMMUNITY RICH IN DIVERSITY AND COMMITTED TO EXCELLENCE, IS TO EDUCATE ALL STUDENTS BY PROVIDING RIGOROUS EDUCATIONAL OPPORTUNITIES TO BECOME RESPONSIBLE, PRODUCTIVE, LIFE-LONG LEARNERS IN A GLOBAL SOCIETY.*

**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**

J. Neil Campbell, President-present	<i>(Finance &amp; Operations Committees)</i>
James L. Fox, Vice President-present	<i>(Community &amp; Student Relations Committee)</i>
Diane M. Brownfield-present	<i>(Education &amp; Community &amp; Student Relations Committees)</i>
Stuart C. Deets-present	<i>(Finance &amp; Operations Committees)</i>
James Hills-present	<i>(Education Committee)</i>
Laurie C. Knecht-present	<i>(Operations Committee)</i>
Kimberly M. Mammel-absent	<i>(Education Committee)</i>
Dean A. Snyder-present	<i>(Finance Committee)</i>
Deborah L. Thompson-present	<i>(Education &amp; Community &amp; Student Relations Committees)</i>

**Student Representatives**

Katie Stefanski, Senior Class Representative-not present  
Andrew Scott Patterson, Junior Class Representative-not present

**Solicitor**

James E. Ellison, Esquire-present

**Administration**

Dr. Cathy Taschner, Superintendent of Schools-present  
Abdallah Hawa, Director of Technology-absent  
Ronald G. Kabonick, Director of Business Administration | School Board Secretary-present  
Dave Krakower, Director of High School & Curriculum Instruction | Special Education (6-12)-present  
Jason Palaia, Director of Elementary Education (3-5) | Special Education (K-5)-present  
Dr. Teresa Powell, Director of Middle School Education & Curriculum Instruction)-present  
John Reid, Director of Pupil Services/Data & Assessment)-present  
Dr. Angelo Romaniello, Jr., Assistant Superintendent-present  
Erika Zeigler, Director of Human Resources-present

**5. MOMENT OF SILENCE AND SALUTE TO THE FLAG**

**ADDITIONS, DELETIONS OR MODIFICATIONS TO THE AGENDA**

*Additions:*

- 2. G. Human Resources Addendum
- 2. H. CSI Solar Services Agreement
- 2. I. CSI Easement Agreement
- 2. J. CSI Added Values Deliverables Agreement

**APPROVAL OF THE MINUTES**

**RECOMMENDED MOTION:** That the Board of School Directors approves the minutes for the June 26, 2014 School Board meeting subject to any addition, deletions, modifications or clarifications. (*Enclosure #1*)

Approval of Minutes  
6-26-2014  
Approved  
Vote: 7-0-1  
Abstained: Snyder

Motion: Jim Fox                      Seconded: Diane Brownfield                      Vote: 7-0-1

**APPROVAL OF THE MINUTES**

**RECOMMENDED MOTION:** That the Board of School Directors approves the minutes for the July 29, 2014 Special School Board meeting subject to any addition, deletions, modifications or clarifications. (*Enclosure #2*)

Approval of Minutes  
7-29-2014  
Approved  
Vote: 7-0-1  
Abstained: Snyder

Motion: James Hills                      Seconded: James Fox                      Vote: 7-0-1

**APPROVAL OF THE MINUTES**

**RECOMMENDED MOTION:** That the Board of School Directors approves the minutes for the August 12, 2014 Special School Board meeting subject to any addition, deletions, modifications or clarifications. (*Enclosure #3*)

Approval of Minutes  
8-12-2014  
Approved  
Vote: 8-0-0

Motion: Diane Brownfield                      Seconded: Deborah Thompson                      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.

- 1) Bob Beckershoff requested dollar amounts for the legal bills listed on the agenda for Board approval. The dollar amounts were given during the meeting.

**EXECUTIVE SESSION**

- Two executive sessions were held on Tuesday, August 26, 2014 for legal and personnel reasons.
- An executive session will be held on Monday, August 25, 2014 for legal and personnel reasons.
- An executive session was held on Tuesday, August 12, 2014 for legal and personnel reasons.
- An executive session was held on August 12, 2014 from 7:13 to 7:31 p.m. for personnel reasons.
- An executive session was held on Friday, August 8, 2014 for legal and personnel reasons.
- An executive session was held on Monday, July 28, 2014 for legal and personnel reasons.
- An executive session was held on Monday, July 28, 2014 for legal and personnel reasons.

**SUPERINTENDENT’S REPORT**

The superintendent’s report was provided by Dr. Cathy Taschner.

**IMPORTANT DATES**

<b>Date</b>	<b>Time</b>	<b>Meetings</b>	<b>Place</b>
August 25, 2014	~	<i>1<sup>st</sup> Day of School for Students</i>	<i>All Schools</i>
August 29 <sup>th</sup> – September 1 <sup>st</sup>	~	Labor Day Recess	No School for Students & Staff
September 9, 2014	6:00 pm	All Committee Meetings	9/10 Center Auditorium
September 23, 2014	7:00 pm	School Board Meeting	9/10 Center Auditorium

**SPECIAL REPORTS**

**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** (*Neil Campbell, School Board President*)

**RECOMMENDED MOTION:** That the Board approves the consent agenda items:

*Items to be removed from Consent Agenda:*

- 2. A. Rhoads & Sinon LLP - Bill for Legal Services
- 2. B. Susquehanna Legal Group - Bill for Legal Services
- 2. C. Conrad O’Brien PC – Bill for Legal Services
- 2. D. Conrad O’Brien PC – Bill for Legal Services
- 2. E. Conrad O’Brien PC – Bill for Legal Services
- 2. H. CSI Solar Services Agreement
- 2. I. CSI Easement Agreement
- 2. J. CSI Added Values Deliverables Agreement

Consent Agenda
Approved
Vote: 8-0-0

Motion: Diane Brownfield

Seconded: James Fox

Vote: 8-0-0

2. **FINANCE COMMITTEE** (*Stuart Deets, Chair*)

A. **Rhoads & Sinon LLP - Bill for Legal Services**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Rhoads & Sinon bill for legal services dated July 1, 2014, in the amount of \$29,923.99, as presented. (*Confidential Enclosure #4*)

B. **Susquehanna Legal Group - Bill for Legal Services**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Susquehanna Legal Group bill for legal services on invoice #1038 dated August 5, 2014, in the amount of \$26,069.60, as presented. (*Confidential Enclosure #5*)

C. **Conrad O'Brien PC – Bill for Legal Services**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Conrad O'Brien bill for legal services on invoice #001239-00002-61508/MHH dated July 10, 2014, in the amount of \$77,926.98, as presented. (*Confidential Enclosure #6*)

D. **Conrad O'Brien PC – Bill for Legal Services**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Conrad O'Brien bill for legal services on invoice #001239-00003-61509/MHH dated July 10, 2014, in the amount of \$2,150.00, as presented. (*Confidential Enclosure #7*)

E. **Conrad O'Brien PC – Bill for Legal Services**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Conrad O'Brien bill for legal services on invoice #001239-00002-61706/MHH dated August 7, 2014, in the amount of \$66,120.54, as presented. (*Confidential Enclosure #8*)

Motion: Neil Campbell                      Seconded: Diane Brownfield                      Vote: 7-0-1

F. **Appointment of Auditor**

**RECOMMENDED MOTION:** That the Board of School Directors approve the proposal from Maillie LLP to provide auditing services as follows:

<u>Fiscal Year</u>	<u>Amount</u>	<u>Per Hour Service Rate</u>
2013-2014	\$25,000.00	\$75 - \$300
2014-2015	\$25,000.00	\$75 - \$300
2015-2016	\$25,000.00	\$75 - \$300

The Single Audit Report is included in the above rate.

*Note:* Proposals are due August 22<sup>nd</sup> at 1:00 p.m. A copy of the proposal will be emailed to Board members after 2:00 p.m. on Friday, August 22, 2014.

Motion: James Fox                      Seconded: Diane Brownfield                      Vote: 8-0-0

**5 Bills for Legal Services**  
*(Ratified Under One Vote)*

- Rhoads & Sinon LLP
- Susquehanna Legal Group
- Conrad O'Brien PC
- Conrad O'Brien PC
- Conrad O'Brien PC

Approved

Vote: 7-0-1  
 Abstained: Dean Snyder

Appointment of Auditor

Approved

Vote: 8-0-0

**G. Human Resources**

**1. Resignations - Regular and Extra Duty**

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

a. CATA

- 1) Dobbin, Lauren, Special Education Teacher for the Coatesville Area Senior High School Campus – 9/10 Center. Letter Dated: 8/7/14. Reason: Personal. Effective: 60 days or sooner from 8/11/14.
- 2) Fraumeni, Patricia, Learning Support Teacher for the North Brandywine Middle School. Letter Dated: 8/6/14. Reason: Personal. Effective: 8/7/14.

b. CATSS

- 1) Burdett, Hester, 6.5 Hour Special Education One-on-One Aide for the Reeceville Elementary School. Letter Dated: 8/18/14. Reason: Personal. Effective: 8/18/14.
- 2) Hannum, Rita, 4.75 Hour Instructional Aide for the East Fallowfield Elementary School. Letter Dated: 8/11/14. Reason: Retirement. Effective: 8/11/14.
- 3) Milligan, Chrisie, 2.0 Hour Cafeteria/Playground Aide for the Rainbow Elementary School. Letter Dated: 8/4/14. Reason: Personal. Effective: 8/4/14.
- 4) Yarnall, Patricia, 6.5 Hour Special Education Classroom Aide for the Friendship Elementary School. Letter Dated: 8/4/14. Reason: Retirement. Effective: 8/4/14.

c. FEDERATION

- 1) Desiderio, George, Substitute Custodian for the Coatesville Area School District. Letter Dated: 8/6/14. Reason: Retirement. Effective: 8/31/14.
- 2) Lee, Jason E., Custodian for the North Brandywine Middle School. Letter Dated: 8/13/14. Reason: Personal. Effective: 8/13/14.
- 3) Thompson, Joyce, 4.5 Hour General Utility Worker for the South Brandywine Middle School. Letter Dated: 8/13/14. Reason: Retirement. Effective: 6/16/14.

d. EXTRA DUTY

- 1) Scangarella, Craig, Faculty Manager for the North Brandywine Middle School. Letter Dated: 8/8/14. Reason: Personal. Effective: 8/8/14.



2. **New Appointments - Regular and Extra Duty**

**RECOMMENDED MOTION:** That the Board of School Directors approves the following New Appointments - Regular and Extra Duty:

a. CATA

- 1) Cain, Kristen, 2<sup>nd</sup> Grade Teacher for the King's Highway Elementary School. Posted: 7/21/14. Salary: \$48,200.00. Temporary Professional Contract. Degree: BA – Sociology, Shippensburg University. MA – Education, Cabrini College. Certifications: Elementary Education and Special Education, K-12. Years of Exp.: 2. Effective: 8/18/14. SP4: Approved.
- 2) Coppadge, Charlene, Kindergarten Teacher for the Caln Elementary School. Posted: 7/21/14. Salary: \$51,100.00. Temporary Professional Contract. Degree: BS – Business Administration, Stockton State College. MS Ed. – Instructional Leadership, Neumann University. Certification: Elementary Education and Special Education, K-12. Years of Exp.: 5. Effective: 8/18/14. SP4: Approved.
- 3) Cumens, Caitlin, 3<sup>rd</sup> Grade Teacher for the Rainbow Elementary School. Posted: 8/18/14. Salary: \$45,600.00. Temporary Professional Contract. Degree: BS – Education. Certification: Elementary K-6, West Chester University. Years of Exp.: 3. Effective: 8/18/14. SP4: Approved.
- 4) DelliCompagni, Christa, Kindergarten Teacher for the Rainbow Elementary School. Posted: 7/21/14. Salary: \$63,200.00. Temporary Professional Contract. Degree: BS – Early Childhood Education/Elementary Education, Wilmington College. Certifications: Elementary K-6, Early Childhood N-3. Years of Exp.: 13. Effective: 8/18/14. SP4: Approved.
- 5) Dimitri, Lauren, 4<sup>th</sup> Grade Teacher for the Friendship Elementary School. Posted: 7/21/14. Salary: \$46,900.00. Temporary Professional Contract. Degree: BS – Elementary Education, East Stroudsburg University. Certifications: Elementary K-6, English as a Second Language, The Pennsylvania State University. Years of Exp.: 3. Effective: 8/18/14. SP4: Approved.
- 6) Finkbohner, Kristen, Kindergarten Teacher for the Reeceville Elementary School. Posted: 6/26/14. Salary: \$46,900.00. Temporary Professional Contract. Degree: BS – Elementary Education, West Chester University. Certifications: Elementary Education - West Chester University, Special Education PK-8 - Slippery Rock University. Years of Exp.: 3. Effective: 8/18/14. SP4: Approved.
- 7) Groff, Jessica, 3<sup>rd</sup> Grade Teacher for the East Fallowfield Elementary School. Posted: 7/16/13. Salary: \$46,400.00. Temporary Professional Contract. Degree: BS – Elementary Education, West Chester University. Certification: Elementary Education. Years of Exp.: 4. Effective: 8/18/14. SP4: Approved.

- 8) Kerlin, Joanna, Guidance Counselor for the Rainbow Elementary School. Posted: 6/26/14. Salary: \$45,000.00. Temporary Professional Contract. Degree: BS – Recreational Administration, York College. MED – Counseling, Elementary and Secondary, West Chester University. Certifications: Elementary and Secondary Counseling. Years of Exp.: 1. Effective: 8/19/14. SP4: Approved.
- 9) Kline, Victoria, 3<sup>rd</sup> Grade Teacher for the East Fallowfield Elementary School. Posted: 6/26/14. Salary: \$44,800.00. Temporary Professional Contract. Degree: BS – Elementary Education, The Pennsylvania State University. Certification: Elementary Education. Years of Exp.: 2. Effective: 8/18/14. SP4: Approved.
- 10) McCunney, Laura, Special Education Teacher for the Reeceville Elementary School. Posted: 7/21/14. Salary: \$44,800.00. Temporary Professional Contract. Degree: BS – Education, West Chester University. Certifications: Elementary Education and Special Education, K-12. Years of Exp.: 2. Effective: 8/18/14. SP4: Approved.
- 11) Mercier, Michelle, Special Education Teacher for the East Fallowfield Elementary School. Posted: 7/21/14. Salary: \$51,100.00. Temporary Professional Contract. Degree: BA – Psychology, English, Dennison University. MA – Education, Johns Hopkins University. Certifications: Elementary Education and Special Education, K-12. Years of Exp.: 3. Effective: 8/18/14. SP4: Approved.
- 12) Morrison, Elizabeth, 2<sup>nd</sup> Grade Teacher for the Rainbow Elementary School. Posted: 7/21/14. Salary: \$46,400.00. Temporary Professional Contract. Degree: BS – Elementary Education, Millersville University. Certifications: Elementary K-6, Early Childhood N-3. Years of Exp.: 4. Effective: 8/18/14. SP4: Approved.
- 13) Parker, Tracey, Family & Consumer Science Teacher for the Coatesville Area Senior High School. Posted: 8/1/14. Salary: \$44,000.00. Temporary Professional Contract. Degree: BS – Family & Consumer Science, Immaculata University. Certification: Family & Consumer Science and Special Education. Years of Exp.: 1. Effective: 8/18/14. SP4: Approved.

New Appointment Tracey Parker
Approved
Vote: 7-0-1 Abstained: Hills

Motion: Neil Campbell      Seconded: Diane Brownfield      Vote: 7-0-1

- 14) Quinn, Gwen, 1<sup>st</sup> Grade Teacher for the Rainbow Elementary School. Posted: 8/1/14. Salary: \$55,900.00. Temporary Professional Employee. Degree: BA – Education, Arcadia University. MS – Education, Cabrini College. Certifications: Elementary K-6, Reading Specialist. Years of Exp.: 8. Effective: 8/20/14. SP4: Approved.

- 15) Rogowski, Jessica, 4<sup>th</sup> Grade Teacher for the Caln Elementary School. Posted: 8/1/14. Salary: \$44,000.00. Temporary Professional Contract. Degree: BS – Elementary Education. Certification: Elementary K-6. Years of Exp.: 1. Effective: 8/19/14. SP4: Approved.
- 16) Ulkloss, Brian, STEM Teacher for the Coatesville Area Senior High School. Posted: 7/23/14. Salary: \$49,700.00. Temporary Professional Contract. Degree: BS – Astrophysics, The Pennsylvania State University. MS – Education, LaSalle University. Certifications: Chemistry, Physics 7-12 and Mathematics 7-12. Years of Exp.: 4. Effective: 8/19/14. SP4: Approved.
- 17) Viscuso, Victoria, LTS 7<sup>th</sup> & 8<sup>th</sup> Grade Math Teacher for the Scott Middle School. Posted: 7/24/14. Salary: \$43,000.00. Temporary Substitute Contract. Degree: BS – Mathematics, West Chester University. Certification: Mathematics 7-12. Years of Exp.: 1. Effective: 8/20/14 (2014 – 2015 School Year only). SP4: Approved.
- 18) Vogel, Jennifer, 5<sup>th</sup> Grade Teacher for the Reeceville Elementary School. Posted: 7/21/14. Salary: \$51,500.00. Temporary Professional Contract. Degree: BS – Elementary Education, University of Pittsburgh. Certification: Elementary K-6. Years of Exp.: 7. Effective: 8/18/14. SP4: Approved.
- 19) West, Patricia, Family & Consumer Science Teacher for the Coatesville Area Senior High School Campus – 9/10 Center. Posted: 7/17/14. Salary: \$80,500.00. Professional Employee Contract. Degree: BS – Clothing, Bennett College. Certification: Family & Consumer Science, Immaculata University. Years of Exp.: 32. Effective: 8/18/14. SP4: Approved.
- 20) Williams, Heidi, 4<sup>th</sup> Grade Teacher for the Rainbow Elementary School. Posted: 6/26/14. Salary: \$48,400.00. Temporary Professional Contract. Degree: BS – Elementary Education, West Chester University. Certification: Elementary Education. Years of Exp.: 6. Effective: 8/18/14. SP4: Approved.
- 21) Yelicanin, Kelsey, 2<sup>nd</sup> Grade Teacher for the Rainbow Elementary School. Posted: 7/26/14. Salary: \$43,000.00. Temporary Professional Contract. Degree: BS – Early Childhood Education, Kutztown University. Certification: Early Childhood Education. Years of Exp.: 1. Effective: 8/18/14. SP4: Approved.

b. GRANT FUNDED

- 1) Moore, Charles, Conflict Resolution Mediator/Family Liaison for the Coatesville Area Senior High School Campus. Posted: 7/16/14. Salary: \$33.00/hr. Effective: 8/25/14 – 6/6/15. SP4: Staff.

c. EXTRA DUTY

- 1) Taylor, Doreen, Assistant Field Hockey Coach for the Coatesville Area Senior High School Campus. Posted: 2/19/14. Salary: \$2,817.00. Effective: 2014 – 2015 School Year. 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) Pearson, Rebecca, Math Teacher for the South Brandywine Middle School. Letter Dated: 7/22/14. Reason: FMLA/Childrearing. Effective: 9/15/14 – 1/21/15.
- 2) Waterman, Stephanie, Math Teacher for the North Brandywine Middle School. Letter Dated: 6/3/14. Reason: FMLA. Effective: 8/25/14 – 10/10/14.

b. CATSS

- 1) Fountain, Brian, 6.5 Hour Special Education One-on-One Aide for the East Fallowfield Elementary School. Letter Dated: 8/11/14. Reason: Medical Leave of Absence. Effective: 8/25/14 – 9/4/14.
- 2) Shortlidge, Barbara, Facilities Secretary for the Coatesville Area School District. Letter Dated: 7/28/14. Reason: FMLA. Effective: 8/26/14 – 10/10/14.

c. FEDERATION

- 1) Gibson, Philip, Technician Tradesman for the Coatesville Area School District. Letter Dated: 8/7/14. Reason: Extended Medical Leave of Absence. Effective: 8/12/14 – 8/29/14.
- 2) Hamilton, Walter, Tradesman – HVAC for the Coatesville Area School District. Letter Dated: 8/6/14. Reason: FMLA. Effective: 8/25/14 – 9/5/14.
- 3) Ibrahim, Alie, Custodian for the South Brandywine Middle School. Letter Dated: 7/31/14. Reason: Extended Medical Leave of Absence. Effective: 8/27/14 – 11/6/14.
- 4) Reason, John, Head Custodian for the Friendship Elementary School. Letter Dated: 8/11/14. Reason: Extended Medical Leave of Absence. Effective: 8/12/14 – 8/29/14.

4. **Voluntary Transfers**

**RECOMMENDED MOTION:** That the Board of School Directors approves the Voluntary Transfer of:

a. CATA

- 1) DiSands, Dana, move from Reading Specialist for the South Brandywine Middle School to Reading Specialist for the King's Highway Elementary School. Posted: 7/2/14. Effective: 2014 – 2015 School Year.
- 2) DiFrancesco, Trina, move from Kindergarten Teacher for the Rainbow Elementary School to Gifted Teacher for the Friendship, Rainbow, and Caln Elementary Schools. Posted: 7/24/14. Effective: 2014 – 2015 School Year.
- 3) Hall, John, move from School Psychologist for the King's Highway Elementary School to School Psychologist for the Scott Middle School. Effective: 2014 – 2015 School Year.
- 4) Harris, Joanne, move from 1<sup>st</sup> Grade for the King's Highway Elementary School to Librarian for the Rainbow Elementary School. Posted: 6/26/14. Effective: 2014 – 2015 School Year.
- 5) McKee, Elizabeth, move from 5<sup>th</sup> Grade Teacher for the East Fallowfield Elementary School to Reading Specialist for the South Brandywine Middle School. Effective: 2014 – 2015 School Year.
- 6) Vanemon, Michael, move from Business Teacher for the Coatesville Area Senior High School Campus – 9/10 Center to English Teacher for the Coatesville Area Senior High School. Effective: 2014 – 2015 School Year.
- 7) Von Pinho, Vivian, move from School Psychologist for the Scott Middle School to School Psychologist for the King's Highway Elementary School. Effective: 2014 – 2015 School Year.

b. CATSS

- 1) Brown, Judy, move from 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School to 6.5 Hour Special Education One-on-One Aide for the North Brandywine Middle School. (Assigned new student.) Effective: 8/25/14.
- 2) Hines, Dehaven, move from 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center to 6.5 Hour Special Education One-on-One Aide for the North Brandywine Middle School. (Assigned new student.) Effective: 8/25/14.
- 3) Hunt, Leon, move from 6.5 Hour Special Education One-on-One Aide for the Coatesville Area School District Turning Point Program to 6.5 Hour Special Education One-on-One Aide for the South Brandywine Middle School. (Assigned new student.) Effective: 8/25/14.

- 4) Mobley, Ella Marie, move from 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center to 6.5 Hour Special Education One-on-One Aide for the North Brandywine Middle School. (Assigned new student.) Effective: 8/25/14.

5. **Involuntary Transfers**

**RECOMMENDED MOTION:** That the Board of School Directors approves the Involuntary Transfer of:

a. CATA

- 1) DeNicola, Jennifer, move from Concepts of Problem Solving Teacher for the South Brandywine Middle School to 2<sup>nd</sup> Grade Teacher for the Caln Elementary School. Effective: 2014 – 2015 School Year.
- 2) Elliott, Bridget, move from 6<sup>th</sup> Grade Teacher for the South Brandywine Middle School to 3<sup>rd</sup> Grade Teacher for the King’s Highway Elementary School. Effective: 2014 – 2015 School Year.
- 3) Newton, Daniel, move from English Teacher for the Coatesville Area Senior High School to English Teacher for the South Brandywine Middle School. Effective: 2014 – 2015 School Year.
- 4) Sweet, Mark, move from Math Teacher for the Coatesville Area Senior High School Campus – 9/10 Center to 5<sup>th</sup> Grade Teacher for the Rainbow Elementary School. Effective: 2014 – 2015 School Year.

6. **Change of Status**

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

a. FEDERATION

- 1) Graham, Bernice L., move from Substitute General Utility Worker for the Coatesville Area School District to 3.75 Hour General Utility Worker for the Coatesville Area Senior High School Campus – 9/10 Center. Salary: \$14.46/hr. (\$14.66/hr. after 90 day probation). Effective: 8/25/14.

**Human Resources Addendum:**

7. **Resignations - Regular and Extra Duty**

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

a. CATA

- 1) White, Matthew, Special Education Teacher for the North Brandywine Middle School. Letter Dated: 8/18/14. Reason: Personal. Effective: 60 days or sooner from 8/18/14.

b. CATSS

- 1) Abrams, Arlene, 2.0 Hour Cafeteria/Playground Aide for the Friendship Elementary School. Letter Dated: 8/22/14. Reason: Personal. Effective: 8/22/14.

8. **New Appointments - Regular and Extra Duty**

**RECOMMENDED MOTION:** That the Board of School Directors approves the following New Appointments - Regular and Extra Duty:

a. CATA

- 1) Conlan, Mary Grace, Spanish Teacher for the North Brandywine Middle School. Posted: 7/17/14. Salary: \$57,700.00. Temporary Professional Contract. Degrees: BA – Spanish, MS – Education, State University of New York. Certification: Spanish. Years of Exp.: 9. Effective: TBD. SP4: Approved.
- 2) Demos, John, Physics Teacher for the Coatesville Area Senior High School. Posted: 8/1/14. Salary: \$44,800.00. Temporary Professional Contract. Degree: BS – Physics Teacher, Brigham Young University. Certifications: Secondary Physics, Secondary Math, Secondary Chemistry. Years of Exp.: 2. Effective: 8/25/14. SP4: Approved.
- 3) Dimitri, Eric, Language Arts Teacher for the North Brandywine Middle School. Posted: 8/4/14. Salary: \$46,400.00. Temporary Professional Contract. Degree: BS – Secondary Education Social Studies, Cairn University. Certification: Social Studies 7-12, English 7-12. Years of Exp.: 4. Effective: 8/27/14. SP4: Approved.
- 4) Douglas, Itasha, Spanish Teacher for the Scott Middle School. Posted: 7/17/14. Salary: \$76,500.00. Professional Contract. Degrees: BA – History, University of Maryland. MA – History, West Chester University. PhD – Educational Administration, Capella University. Certification: Spanish, Immaculata University. Years of Exp.: 13. Effective: TBD. SP4: Approved.
- 5) Gilbert, Amy, Special Education Teacher for the Reeceville Elementary School. Posted: 8/5/14. Salary: \$44,000.00. Temporary Professional Contract. Degrees: BS – Special Education/Elementary Education, Bloomsburg University. Certifications: Elementary K–6, Special Education N–12. Years of Exp.: 1. Effective: 8/22/14. SP4: Approved.
- 6) Judge, Diane, LTS 7<sup>th</sup> Grade Math Teacher for the South Brandywine Middle School. Posted: 8/11/14. Salary: \$46,000.00 (prorated). Temporary Substitute Contract. Degrees: BS – Chemistry, University College Cork. MS – Environmental and Occupational Health, Hunter Brookdale. Certifications: Mathematics 4-8, Science 4-8, Temple University. Years of Exp.: 1. Effective: 9/2/14 – 1/21/15 only. SP4: Approved.

- 7) Kriston, Breanna, Kindergarten Teacher for the East Fallowfield Elementary School. Posted: 8/1/14. Salary: \$43,000.00. Temporary Professional Contract. Degree: BS – Elementary Education, West Chester University. Certification: Elementary PK – 4. Years of Exp.: 1. Effective: 8/21/14. SP4: Approved.
- 8) Phelan, Tracy, Spanish Teacher for the South Brandywine Middle School. Posted: 7/17/14. Salary: \$54,900.00. Professional Contract. Degree: BA – Spanish and Latin American Studies, University of South Carolina. Certifications: Spanish and Secondary Education, West Chester University. Years of Exp.: 9. Effective: TBD. SP4: Approved.
- 9) Solano, Melanie, Kindergarten Teacher for the Rainbow Elementary School. Posted: 8/1/14. Salary: \$44,000.00. Temporary Professional Contract. Degrees: BS – Elementary/Special Education, St. Joseph’s University. MS – Reading Specialist, St. Joseph’s University. Certifications: Elementary K-6, Special Education N-12, Mid-level Citizen Ed. 7-9, Mid-level English 7-9, Mid-level Mathematics 7-9, Mid-level Science 7-9. Years of Exp.: 1. Effective: 8/25/14. SP4: Approved.
- 10) Walker, Kyle, Business Teacher for the Coatesville Area Senior High School Campus – 9/10 Center. Posted: 8/15/14. Salary: \$50,200.00. Temporary Professional Contract. Degree: BS – Business Management, West Chester University. Certifications: Business/Computer/Info Tech K-12, Mathematics 7-9, Delaware Valley College. Years of Exp.: 6. Effective: 8/26/14. SP4: Approved.

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

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

a. CATA

- 1) Kline, Victoria, 3<sup>rd</sup> Grade Teacher for the East Fallowfield Elementary School. Letter Dated: 8/15/14. Reason: Medical Leave of Absence. Effective: 8/18/14 – 10/6/14.

b. CATSS

- 1) Gilbert, Christine, 2.0 Hour Cafeteria/Playground Aide for the Friendship Elementary School. Letter Dated: 8/7/14. Reason: Extended Medical Leave of Absence. Effective: 8/25/14 – 9/3/14.

c. FEDERATION

- 1) Paup, Lynn, 4.75 Hour General Utility Worker for the Coatesville Area Senior High School. Letter Dated: 8/19/14. Reason: Medical Leave of Absence. Effective: 8/25/14 – 11/1/14.



**10. Voluntary Transfers**

**RECOMMENDED MOTION:** That the Board of School Directors approves the Voluntary Transfer of:

a. CATA

- 1) Wise, Bryan, move from 4<sup>th</sup> Grade Teacher for the East Fallowfield Elementary School to 4<sup>th</sup> Grade Teacher for the Rainbow Elementary School. Effective: 2014 – 2015 School Year.

b. CATSS

- 1) Andrews, Stacy, move from 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center to 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School. (Following student.) Effective: 8/25/14.
- 2) Carter, Antoinette, move from 6.5 Hour Special Education One-on-One Aide for the Friendship Elementary School to 6.5 Hour Special Education One-on-One Aide for the East Fallowfield Elementary School. (Assigned new student.) Effective: 8/25/14.
- 3) Boggs, Marquis, move from 6.5 Hour Special Education One-on-One Aide for the North Brandywine Middle School to 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center. (Following student.) Effective: 8/25/14.
- 4) Groce, Donna, move from 6.5 Hour Special Education One-on-One Aide for the North Brandywine Middle School to 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center. (Following student.) Effective: 8/25/14.
- 5) Holmes, Cassandra, move from 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School to 6.5 Hour Special Education One-on-One Aide for the Rainbow Elementary School. (Assigned new student.) Effective: 8/25/14.
- 6) Holmes, Roland, move from 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School to 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center. (Assigned new student.) Effective: 8/25/14.
- 7) Johnson, Jackie, move from 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center to 6.5 Hour Special Education One-on-One Aide for the Friendship Elementary School. (Assigned new student.) Effective: 8/25/14.
- 8) Knecht, Melissa, move from 6.5 Hour Special Education One-on-One Aide for the Rainbow Elementary School to 6.5 Hour Special Education One-on-One Aide for the South Brandywine Middle School. (Following student.) Effective: 8/25/14.

- 9) Kosek, Heidi, move from 6.5 Hour Special Education One-on-One Aide for the Friendship Elementary School to 6.5 Hour Special Education One-on-One Aide for the South Brandywine Middle School. (Following student.) Effective: 8/25/14.
- 10) Martin-Toney, Joseph, move from 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School to 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center. (Assigned new student.) Effective: 8/25/14.
- 11) Massey, Sharon, move from 6.5 Hour Special Education One-on-One Aide for the Friendship Elementary School to 6.5 Hour Special Education One-on-One Aide for the Scott Middle School. (Following student.) Effective: 8/25/14.
- 12) Meredith, Barbara, move from 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center to 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School. (Following student.) Effective: 8/25/14.
- 13) Mull, Tammie, move from 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School to 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center. (Assigned new student.) Effective: 8/25/14.
- 14) Teson, Deb, move from 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School to 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center. (Assigned new student.) Effective: 8/25/14.
- 15) Weaver, Erin, move from 6.5 Hour Special Education One-on-One Aide for the Rainbow Elementary School to 6.5 Hour Special Education One-on-One Aide for the South Brandywine Middle School. (Following student.) Effective: 8/25/14.
- 16) Williams, Allison, move from 6.5 Hour Special Education One-on-One Aide for the King’s Highway Elementary School to 6.5 Hour Special Education One-on-One Aide for the North Brandywine Middle School. (Following student.) Effective: 8/25/14.

**11. Change of Status**

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

a. FEDERATION

- 1) Steward, Natalie, move from 3.75 Hour General Utility Worker Level “C” @ \$14.92/hr. for the Coatesville Area Senior High School Campus – 9/10 Center to 3.75 Hour General Utility Worker Level “B” @ \$15.33/hr. for the Coatesville Area Senior High School Campus – 9/10 Center. Effective: 8/25/14.

**12. Corrections:**

**RECOMMENDED MOTION:** That the Board of School Directors approves the Corrections as indicated:

a. CATA

- 1) Felus, Nicholas, move from Alternative Education Teacher for the Coatesville Area School District Alternative Education Center to 1<sup>st</sup> Grade Teacher for the Rainbow Elementary School. Effective: 2014 – 2015 School Year. (Still Involuntary Transfer on August 12, 2014 HR Agenda, however no right of recall.)
- 2) Newton, Daniel, move from English Teacher for the Coatesville Area Senior High School to English Teacher for the South Brandywine Middle School. Effective: 2014 – 2015 School Year. (Was Involuntary Transfer on August 26, 2014 HR Agenda, now corrected to Voluntary Transfer.)
- 3) Ortega, Matthew, move from Dean of Students/Character Development for the Coatesville Area Senior High School to Science Teacher for the South Brandywine Middle School. Effective: 2014 – 2015 School Year. (Still Involuntary Transfer on August 12, 2014 HR Agenda, however no right of recall.)
- 4) Sweet, Mark, move from Math Teacher for the Coatesville Area Senior High School Campus – 9/10 Center to 5<sup>th</sup> Grade Teacher for the Rainbow Elementary School. Effective: 2014 – 2015 School Year. (Still Involuntary Transfer from August 26, 2014 HR Agenda, however no right of recall.)

b. CATSS

- 1) Hines, Dehaven, move from 6.5 Hour Special Education One-on-One Aide for the Scott Middle School to 6.5 Hour Special Education One-on-One Aide for the North Brandywine Middle School. (Correction to August 26, 2014 HR Agenda.)
- 2) Hunt, Leon, move from 6.5 Hour Special Education One-on-One Aide for the Coatesville Area Senior High School Campus – 9/10 Center to 6.5 Hour Special Education One-on-One Aide for the South Brandywine Middle School. (Correction to August 26, 2014 HR Agenda.)

**H. CSI Solar Services Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Coatesville Solar Initiative (CSI) Solar Services Agreement for the supply and provision of electrical power to the Main Campus (CASH and 9/10 Center) for a term of twenty five (25) years at an initial cost of \$.0765 per kWh for years 1 through 3, and at a discounted market price subject to specified floor and ceiling prices thereafter, as set forth in the agreement.

CSI Solar Services Agreement
Approved
Vote: 8-0-0

Motion: Neil Campbell

Seconded: Deborah Thompson

Vote: 8-0-0

**I. CSI Easement Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Coatesville Solar Initiative (CSI) Easement Agreement granting CSI a right of access across specified points of ingress and egress at the Main Campus for construction, installation, operation and maintenance of a solar facility for the sum of One Hundred Twenty-Five Thousand Dollars (\$125,000.00).

CSI Easement Agreement
Approved
Vote: 8-0-0

Motion: Neil Campbell

Seconded: Stuart Deets

Vote: 8-0-0

**J. CSI Added Values Deliverables Agreement**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Coatesville Solar Initiative (CSI) Added Values Deliverables Agreement for the provision and installation of improved outdoor lighting utilities and fixtures at the Main Campus and Friendship Elementary School, an electrical vehicle for District use, solar education kiosks for designated District locations, and an Education and Conference Center to be made available to District students at no cost to the District, as amended.

CSI Added Values Deliverables Agreement
Approved
Vote: 8-0-0

Motion: Diane Brownfield

Seconded: Stuart Deets

Vote: 8-0-0

*Friendly Amendment to edit wording of motion:*

Motion: Dean Snyder

Seconded: James Fox

Vote: 8-0-0

Friendly Amendment
Approved
Vote: 8-0-0

**3. EDUCATION COMMITTEE (Diane Brownfield, Chair)**

*None*

**4. OPERATIONS COMMITTEE (Laurie Knecht, Chair)**

**A. Approval of the 2014-2015 Bus Runs**

**RECOMMENDED MOTION:** That the Board of School Directors approve the list of bus runs for 2014-2015 submitted. (*Enclosure #9*)

**5. COMMUNITY & STUDENT RELATIONS COMMITTEE (James Fox, Chair)**

*None*

### **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. Anyone interested in reviewing the public's comments may contact the Board Secretary to request access to the digital recording. Public comments were made by the following:

- |    |             |    |                    |
|----|-------------|----|--------------------|
| 1) | Greg Wynn   | 4) | Coleen Beckershoff |
| 2) | Rich Hall   | 5) | Ron Suber          |
| 3) | Casey Jones | 6) | Rev. Richard King  |

### **ADDITIONAL BOARD MEMBERS' REPORTS**

### **INFORMATION ITEMS**

### **ADJOURNMENT**

This meeting was adjourned at 8:24 p.m. on a motion by Neil Campbell and seconded by Diane Brownfield.

Respectfully submitted,  
*Karen Jackson, Recording Secretary*

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Ronald G. Kabonick, School Board Secretary

*If any Board Member or member of the public wishes to review the minutes verbatim, please contact the School Board Secretary and make arrangements to request an electronic/digital copy the recording.*

*Board Agenda*

*Enclosure #2*

*Elementary Discipline Code*

**Coatesville Area School District  
Elementary Discipline Code  
2014/2015 School Year**

**I. GENERAL DISCIPLINE PROCEDURE**

The purpose of the Elementary Discipline Code is to assist students in developing a positive attitude toward self-discipline, regular attendance, and socially accepted behavior. The Elementary Discipline Code is intended to ensure that each student has the opportunity to benefit from the maintenance of a learning environment that is safe, conducive to learning, and is free from unnecessary distractions. Further, the Discipline Code serves as a communication tool between home and school and ensures that students and families are aware of District expectations. The Coatesville Area School District believes that an environment where each student shows respect for authority and peers, follows District rules and policies, and follows state and federal laws regarding conduct in school, is one in which all students can learn. Parents/guardians and students play an integral role in establishing an environment that is conducive to learning and academic success. Developing academic behaviors often requires moments of self- redirection/reflection by students, coupled with adult support and redirection. As such, the support of parents, guardians, students, and staff during times of redirection and correction is critical in the development of a learning community.

Learning is a right to which all students are entitled. No one person should be permitted to interrupt or distract from the learning of others. To this end, teachers will use the resources available to them to handle classroom engagement-related discipline problems. In instances where there is a classroom disruption, teachers will notify the parents/guardians of the disruptive student. If the efforts of the teacher do not result in appropriate the elimination of the disruptive behavior and academic re-engagement of the student, building level administrators will be asked to provide additional support.

Serious offenses and repeated incidents which interrupt the learning of others and require large amounts of teacher time to be diverted from the class as a whole may signify the need for varied/increase support. These incidents will be referred to a building administrator and any serious disciplinary case in the elementary school shall be referred to guidance and other administrative personnel in an

effort to ensure that students have the support needed to resolve the problems that interfere with learning.

In order to ensure continued communication between home and school, if requested by a Principal/designee/teacher, one or both parents/guardians must come to school for a conference. If parents/guardians refuse to come for the conference on behalf of the child, the child may be suspended until the parents/guardians and school personnel are able to meet to discuss a plan of action that will result in success for the student.

The Instructional Support Team is available within each elementary school. The process used by the Instructional Support Team is inclusive of five component areas from which elementary support teams draw expertise to design and implement intervention strategies. Collaborative consultation offers a systematic method for data gathering and problem solving when challenged with the individual academic and behavioral needs of children. The Instructional Support Team, through leadership of the principal, has the responsibility to obtain consultative help from all staff who have received specialized intensive training.

In addition to the Instructional Support Team, the District employs a Home and School Visitor. The Home and School Visitor provides consultation and follow-up with families regarding the education, social, and emotional needs of students who are experiencing serious personal problems which significantly impede on the students' attendance and progress in school. The role of the Home and School Visitor encompasses efforts to serve as an advocate, liaison, case manager and consultant for students, parents, school staff, and community agency personnel. The Home and School Visitor is available to participate in various school conferences, make home visits, and initiate phone contacts with parents and agency personnel. The Home and School Visitor can provide information on issues of abuse/neglect, homelessness, compulsory attendance law, policy and procedures, parental involvement, family resource centers, parenting issues, utilization of student assistance program, community resources, etc.

## II. BEHAVIOR VIOLATIONS

The School District reserves the right to call in the police to assist with the investigation of any suspected criminal activities occurring in the school building. Act 26 of 1995 mandates that PA school districts “shall report the discovery of any weapon prohibited by the Act to local law enforcement official.”

A. The following offenses are examples of behavior violations which will result in suspension, expulsion or other disciplinary action if committed on school grounds, during school related activities, on school buses, or vehicles, or while otherwise under the jurisdiction of the Coatesville Area School District:

1. Possession of any weapon, facsimile weapon, or instrument of crime (including but not limited to, any bomb, grenade, \*firearm(example: pistol, machine gun, sawed-off shotgun, etc.), blackjack, sandbag, metal knuckles, dagger, knife, razor or cutting instrument or other instruments that could be used for inflicting of bodily injury.

Act 26, promulgated by the Pennsylvania General Assembly provides for a mandatory one school year expulsion of students found guilty at a proper hearing for possession of a weapon.

2. Fighting
3. Assaulting school personnel
4. Assault on fellow students
5. Third party individuals found guilty of provoking or instigating a fight.
6. Insubordination or impudence.
7. Defacing of or destruction of school property (parent/student responsible for costs of repair). Any student found to have been involved in the defacing or destruction of school property will be subject to progressive discipline based on the severity of the offense, ranging from suspension through expulsion. Act 16 of 1994, known as the Graffiti Crimes Law, provides for criminal prosecution for the possession of spray paint and indelible marking pens with the intention of defacing school property.
8. Using profanity or obscenities; or possessing pornographic material.
9. Stealing
10. Leaving school without permission.
11. Frequent lateness to school or classes (applies K-5)

12. Smoking or the possession of smoking materials – Act 145 of 1996, commonly named the School Tobacco Control Act, amends the Pennsylvania Crimes Code, and prohibits students from possessing and/or using tobacco products in school buildings, on school buses and on school property. Pennsylvania school districts are authorized to prosecute students for violating this state law. Students convicted of violating the School Tobacco Control Act may be fined up to \$50.00 plus court costs.
13. Purchase, use, possession, distribution, consumption, or transportation of any alcoholic beverage, controlled substance (“look-a-likes”), or inhalants, including any over the counter medications known to have any potential harmful effects. These “over the counter” products include, but are not limited to, cough medicines, painkillers, diet aids, laxatives, and any stimulants. Any students found to have committed this offense must be referred to the Student Disciplinary Committee.
14. Possession of illegal or dangerous materials (firecrackers, chemicals, mace, pepper spray, bullets, etc.).
15. Arson or intentional false alarms. (A student responsible for setting a fire shall be immediately referred to the Student Disciplinary Committee of the Coatesville Area School Board for possible expulsion from school. Any person who gives false information concerning placement or setting off of a bomb or other explosives in a school shall be prosecuted).
16. Students may not wear spiked collars, spiked bracelets, spiked belts, long metal chains, or other potentially dangerous articles while under the jurisdiction of the school. This includes class time, field trips, and school buses.
17. Students violating provisions of the Accepted Use of the Internet Policy will be subject to discipline (CASD Policy No. 815).
18. Terroristic threats made by students with the intent to terrorize others, or committing terroristic acts (CASD Policy No. 218.2). Any student found to have made terroristic threats or committed terroristic acts will be subject to disciplinary actions ranging from suspension through expulsion.
19. All electronic devices must be concealed throughout the course of the school day (CASD Policy No. 237). **The Board only permits the use of electronic devices by students in the following approved areas of the school building:**



- a. During Class When Used as an Appropriate Instructional Tool with Approval from the Classroom Teacher
- b. Buses
- c. Extracurricular Activities
- d. Other reasons determined appropriate by the building principal

The administration shall possess the right to regulate the use of electronic devices when improperly used during school and extracurricular hours. **Electronic devices are subject to the following restrictions:**

- a) Electronic devices may not be used to conduct any activities which violate state and/or federal law, board policy or school rules.
- b) Electronic devices may not be used in any manner which interferes with, or is disruptive to, educational or extracurricular activities or events.
- c) Taking photos or recording videos is strictly prohibited.
- d) Students will not use their electronic devices to make voice and/or video phone calls. With permission from the teacher or administrator, any student needing to make a phone call may use the main office telephone.
- e) Students will not use their electronic devices for taking, storing, disseminating, transferring, viewing, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or other means, including but not limited to texting and e-mailing.
- f) Students shall not use social media during school hours as a means of targeting, harassing, bullying or any other form that may cause another student to feel threatened or uncomfortable.

**Students found by the administration to have violated the Electronic Device section of the Discipline Code are to be disciplined as follows:**

1<sup>st</sup> Offense - Warning. Electronic device will be confiscated by an administrator and returned to the student at a time determined by the building administrator in the main office.

2<sup>nd</sup> Offense - Recess Detention. Electronic device will be confiscated by an administrator and returned to the student at a time determined by the building administrator in the main office.

3<sup>rd</sup> Offense - Morning or After School Detention. Electronic device will be confiscated by an administrator and returned to the student's parent/guardian at a time determined by the administrator in the main office.

~~4<sup>th</sup> Offense - Obligation fee of \$15.00. Electronic device will be confiscated by an administrator and returned to the student's parent/guardian at a time determined by the administrator in the main office.~~

\* Additional offenses will result in elevated consequences.

\*\* Depending upon the severity of the offense, the school administrator has the right to retain the electronic device for any length of time.

The district shall not be liable for the loss, damage, theft or misuse of any electronic device. The district also shall not be responsible for any accidents or injuries to a student or any other person or persons as a result of that student's negligent, wanton or willful misuse or acts in violation of the student conduct code of any electronic devices.

The Board prohibits the possession of laser pointers and attachments.

- 20. Any other action detrimental to the effective operation of the school.
- 21. Unlawful harassment (CASD Policy No. 248).
- 22. Other violations – depending on seriousness of the offense, the administration may recommend expulsion or automatic suspension for offense not listed herein. In addition, the district reserves the right to provide an alternative process for educating the student upon return from expulsion.
- 23. Failing to report to detention
- 24. Teasing
- 25. Bullying and Cyber Bullying (CASD Policy No. 249)
- 26. Hazing (CASD Policy No. 247)
- 27. Indecent Exposure
- 28. Students are prohibited from involvement in any gang related activity or symbolism on school property, in school vehicles or at school-related activities. Such activities may include, but are not limited to:

- a. The use of hand signals, graffiti or the presence of any apparel, jewelry, accessory or manner of grooming which, by virtue of its color, arrangement, trademark, symbol or

any other attribute which indicates or implies membership in/or affiliation with a gang, present a clear and present danger to the school environment.

- b. Gang initiations, hazing, intimidation and/or related activities of such gang affiliations.
  - c. The wearing, carrying or displaying of gang paraphernalia, or exhibiting behavior or gestures which symbolize gang membership or causing and/or participating in activities which intimidate or affect the attendance of another student.
  - d. Gang related violence
29. Unintentional physical contact with school personnel.

### III. CORRECTIVE MEASURES & PENALTIES

#### Detentions:

Administrators or teachers may detain a student, after school hours for a period of **not less than 30 minutes**. Pupils shall be given **24 hour** notice of such detention to inform their parents of their whereabouts. In such instances, however, pupils / parents **must make their own arrangements for transportation to their homes. Refusals to serve detentions may result in suspension.**

#### Suspension:

Suspension generally results in exclusion from classes for a period of one (1) to ten (10) consecutive school days. A student or parent of a student may get the suspended student's work from other students. District personnel are not obligated to gather work for students who are suspended. Parents may come into the building to secure work for students. However, the previous day's work must be returned before securing additional work.

#### Expulsion:

Expulsion occurs when the student is excluded from school by the Student Discipline Committee of the School Board of Directors for a period exceeding ten (10) consecutive school days.

#### MULTIPLE OR REPEATED VIOLATIONS OF SCHOOL REGULATIONS AND FLAGRANT INTERFERENCE WITH THE LEARNING OF

#### OTHERS MAY RESULT IN REFERRAL TO THE STUDENT DISCIPLINE COMMITTEE OF THE COATESVILLE AREA SCHOOL BOARD FOR POSSIBLE EXPULSION FROM SCHOOL, REFERRAL TO THE APPROPRIATE JUVENILE AUTHORITIES AND/OR EXCLUSION FROM EXTRA-CURRICULAR ACTIVITIES AS DEEMED BY BUILDING PRINCIPAL.

NOTE: During suspension or expulsion the student is not permitted to be on school district property or attend school sponsored activities or functions.

Reminder: Any student found guilty of being in possession of a weapon will be expelled from school for a period of not less than one (1) year (one hundred and eighty school days); and, will be prosecuted to the fullest extent of the law. Promulgated by State and Federal Law; and affirmed by CASD Board of School Directors.

#### **Administrative Probation & Progressive Discipline**

The Building Administrator reserves the right to place students on "Administrative Probation" for frequent and repeated disciplinary code violations. Parental notification will be made by phone and mail when such a decision is determined.

A student placed on "Administrative Probation" faces:

- a. Progressive out of school suspension days for each disciplinary incident the student is sent to the office for will result in the student being suspended progressively at a rate of 1, 2, 3, 5, 7, 10 days.
- b. Automatic Student Discipline Committee referral with the initiation of the maximum 10 days of out of school suspension penalty.

Removal from "Administrative Probation" may be acquired when the student has consecutively served 30 days of school attendance without disciplinary referrals to the office.

#### **Community Service**

The Student Discipline Committee, Principals and Assistant Principals may elect to assign various periods of Community Service as a corrective measure for various infractions.

#### IV. CONTROLLED SUBSTANCE, ALCOHOL ABUSE, AND OVER THE COUNTER SUBSTANCES

1. The school district reserves the right to call in the police to assist with the investigation of any alleged criminal activities occurring in the school buildings. The district will utilize trained sniff dogs in a continuing effort to provide a safe, wholesome, and drug free school.
2. Any student found to have been involved in the distribution, use, possession, possession with intent to distribute, and/or under the influence of a controlled substance, anabolic steroids, alcoholic beverages, or mood altering substances, including any prescription medication or inhalants, or any “over the counter medications”, while under the jurisdiction of the Coatesville Area School District must be referred to the Student Discipline Hearing Committee of the Coatesville Area School Board as well as the Student Assistance Program team and shall be suspended from school. Over the counter products include, but not limited to, cough medicines, pain-killers, diet aids, laxatives, and any stimulants. Controlled substances are those listed in the schedule I through V of the Controlled Substance, Drug, Device, and Cosmetic Act, 35 PS 780-101 et seq. (Examples include: marijuana, cocaine, hashish, etc.)
3. Students who are present during an incident of distribution, possession, possession with intent to distribute and/or use of a controlled substance or alcoholic beverage are urged to immediately separate themselves from any individual(s) who is involved.
4. Students found by the Student Discipline Committee of the Coatesville Area School Board to have violated the Controlled Substance, Alcohol Abuse, and Over the Counter Substances section of the Discipline Code are to be disciplined as follows:
  - a. **First Offense:**  
Use, possession, consumption, purchase, or under the influence (CASD Policy No. 227) – Additional suspension or expulsion up to thirty (30) school days.  
  
Intent to distribute, distribution, or sale  
Expulsion up to forty-five (45) school days.

#### b. Any subsequent offense of Controlled Substance, Alcohol and/or Over the Counter Substances:

Possession, use, consumption, purchase, under the influence, intent to distribute, distribution or sale may result in an **expulsion up to one hundred eighty (180) school days**. NOTE: Definitions are intended to be consistent with the PA Criminal Code (18 PA C.S.A. §101, et seq.)

5. In addition to actions taken by the School Board students involved in controlled substance violations will be referred to the appropriate Police Department.
6. A student who is suspended or expelled for any type of controlled substance, alcohol abuse and/or over the counter substance violations (1<sup>st</sup> Offense) will be required to attend 6 one hour (or its equivalent) drug and alcohol educational sessions at a site to be determined by the Student Discipline Committee within 30 school days of formal hearing. The sessions will be held after school hours. If the student does not successfully complete the required hours, he/she may be referred back to the Student Discipline Committee.

#### V. STUDENT SEARCHES AND INTERVIEWS

Schools are a microcosm of society at large and experience the same characteristics, including criminal activities. The recent proliferation of weapons, drug paraphernalia, contraband, and theft in the nation’s schools warrants and justifies actions necessary to combat these to protect all students, staff, the school community, as well as the overall school environment. Consequently, in order to maintain a wholesome and safe learning environment, school officials will exercise their right to conduct searches of students and/or their student belongings. Searches will be conducted based upon a majority opinion of the US Supreme Court citing “reasonable suspicion” as the grounds by which a decision may be made to conduct a student search. As a guide, examples of student searches are cited herein the following listing:

- A. **Examples of Search Devices/Methods:**  
Magnetometers (metal detectors), sniff dogs, surveillance cameras, breathalyzers

**B. Examples of Searches:** Autos, electronic devices, personal (pat down), book bags, storage areas and the environment

**C. Locker Searches:**

School lockers are the property of the Coatesville Area School District. Student use of these lockers is a privilege. No items violative of school district regulations or PA law may be kept in the lockers at any time. School authorities may search a student's locker and seize any illegal materials. Such materials may be used as evidence against the student in disciplinary proceedings. Prior to a locker search, the student may be notified and given an opportunity to be present. However, where school authorities have a reasonable suspicion that the locker contains materials which pose a threat to the health, welfare and safety of students in the school, student lockers may be searched without prior warning.

**(Locker searches are conducted in accordance with CASD Policy No. 226, adopted 1996)**

**D. Criminal Charges**

The Coatesville Area School District reserves the right to file criminal charges against any student, or non-student, involved in any criminal activity. The District further reserves the right to call upon the appropriate authorities to assist with the investigation of a matter of a criminal nature. The District may also file reports of suspected criminal violations. Parent/Guardians, teachers, and staff will be encouraged to personally file criminal charges including, but not limited to, assault, theft, harassment, vandalism, etc., whenever deemed appropriate.

PA Act 26 of 1995 mandates that PA school district "shall report the discovery of any weapon prohibited by the Act to local law enforcement officials."

**NOTE:**

School officials, police, and protective service agents will make every effort to contact parents when searches or interrogation are conducted; however, this decision will be based upon the urgency and immediacy of circumstances. Consideration will be given as to the safety or harm to the student or others when determining the immediacy of calling parents.

**VI. READMITTANCE FOLLOWING EXPULSION**

The parent/guardian of any student who has been expelled must appear at a hearing before the Student Discipline Committee of the School Board and seek formal re-admittance to school. A written request must be submitted to the Student Discipline Committee at least one (1) month prior to the start of school if the student was expelled for the remainder of the previous year.

**VII. HEADCOVERING, CLOTHING, AND EXPENSIVE PERSONAL ITEMS**

The wearing of headcoverings by students of either sex, including sweat bands while indoors is prohibited. This includes all interior areas of school buildings such as classrooms, corridors, auditoriums, offices, etc., during school related events, as well as during the school day. Exceptions will be granted for medical reasons or as part of a religious practice.

In addition, buttons, badges, patches, shirts, jackets, hats, or other articles displaying messages referring to alcohol, drugs, sex, or a cult are prohibited.

Principals are authorized to establish standards of dress for special related events, including, but not limited to, graduation ceremonies, music concerts, induction ceremonies, awards ceremonies, and other school related functions.

In addition, the Board of School Directors prohibits clothing attire or regalia, construed to be cult or gang related. (Dress and Grooming Policy #221)

Students are discouraged from bringing expensive personal property to school, i.e. electronic devices (CASD Policy No. 237) or wearing expensive clothing or jewelry. The school district cannot be responsible for the loss or theft of any such items.

**VIII. UNIFORM DRESS CODE**

All elementary schools will have the uniform dress code. Students are expected to wear black or tan bottoms (no jeans) and polo tops (collared shirt) of red, white, or black or a combination thereof.

Failure to comply with the dress code will result in the following progressive disciplinary action being taken:

First Offense: Student's Parent Contacted

Second Offense: Detention with Mandatory Parent Conference

Third Offense: 2 Day Suspension

Fourth Offense: 5 Day Suspension & Administrative Review Team Hearing

#### **IX. VIDEO SURVEILLANCE**

The School District may install and use surveillance cameras to record activity in school buildings, on school property and buses. Administration and/or School District Police may use images and recorded information for disciplinary and other appropriate proceedings.

Revised: 5/2014

*Board Agenda*

*Enclosure #2*

*Secondary Discipline Code*

**COATESVILLE AREA SCHOOL DISTRICT  
SECONDARY DISCIPLINE CODE  
2014/2015 School Year**

**I. GENERAL DISCIPLINE PROCEDURE**

The purpose of the Secondary Discipline Code is to assist students in developing a positive attitude toward self-discipline, regular attendance, and socially accepted behavior. The Secondary Discipline Code is intended to ensure that each student has the opportunity to benefit from the maintenance of a learning environment that is safe, conducive to learning, and is free from unnecessary distractions. Further, the Discipline Code serves as a communication tool between home and school and ensures that students and families are aware of District expectations. The Coatesville Area School District believes that an environment where each student shows respect for authority and peers, follows District rules and policies, and follows state and federal laws regarding conduct in school, is one in which all students can learn. Parents/guardians and students play an integral role in establishing an environment that is conducive to learning and academic success. Developing academic behaviors often requires moments of self-redirection/reflection by students, coupled with adult support and redirection. As such, the support of parents, guardians, students, and staff during times of redirection and correction is critical in the development of a learning community.

Learning is a right to which all students are entitled. No one person should be permitted to interrupt or distract from the learning of others. To this end, teachers will use the resources available to them to handle classroom engagement-related discipline problems. In instances where there is a classroom disruption, teachers will notify the parents/guardians of the disruptive student. If the efforts of the teacher do not result in appropriate the elimination of the disruptive behavior and academic re-engagement of the student, building level administrators will be asked to provide additional support.

Serious offenses and repeated incidents which interrupt the learning of others and require large amounts of teacher time to be diverted from the class as a whole may signify the need for varied/increase support. These incidents will be referred to a building administrator and any serious disciplinary case in the secondary school

shall be referred to guidance and other administrative personnel in an effort to ensure that students have the support needed to resolve the problems that interfere with learning.

In order to ensure continued communication between home and school, if requested by a Principal/designee/teacher, one or both parents/guardians must come to school for a conference. If parents/guardians refuse to come for the conference on behalf of the child, the child may be suspended until the parents/guardians and school personnel are able to meet to discuss a plan of action that will result in success for the student.

A Student Assistance Program is available in each secondary school. The purpose of the student assistance program is to assist students, parents, teachers and administration with students who demonstrate behaviors that are consistent with being deemed "at risk". The student assistance program is referred to as the PRO Team (People Reaching Out Team). The PRO team is a multi-disciplinary team that includes teachers, administrators, the school nurse and a guidance counselor. The team is trained to understand and work with adolescents involved with chemical use, abuse and dependency. The team's primary role is to identify, refer and intervene when students are excluded from school due to chemical substance use, abuse, possession and/or distribution. Parents and students are urged to follow the recommendations of the PRO Team Staff.

In addition to the PRO team, the District employs a Home and School Visitor. The Home and School Visitor provides consultation and follow-up with families regarding the educational, social and emotional needs of students who are experiencing serious personal problems which significantly interfere with a students' attendance and/or progress in school. The Home and School Visitor serves as an advocate, liaison, case manager and consultant for students, parents, school staff and community agency personnel. The Home and School Visitor is available to participate in various school conferences, make home visits, initiate phone contacts with parents and agency personnel. The Home and School Visitor can provide

information on issues of abuse/neglect, homelessness, compulsory attendance law, policy and procedures, parental involvement, family resource centers, parenting issues, utilization of student assistance programs, community resources, etc.

## II. BEHAVIOR VIOLATIONS AND CONSEQUENCES

### A. Violation Resulting in Disciplinary Actions and Possible Suspension

If committed on school grounds, during school related activities or on school buses or vehicles, or while otherwise under the jurisdiction of the Coatesville Area School District, the following offenses will result in DISCIPLINARY ACTION AND POSSIBLE SUSPENSION:

1. Inappropriate Sexual Behavior/Lewd Conduct (Students shall refrain from making unwelcome sexual advances, request for sexual favors, and/or other inappropriate verbal, written or physical conduct of a sexual nature toward other students or school staff members). Any repeat or continuation of the offensive behavior, after being notified, may result in a harassment charge being filed. An offense involving Inappropriate Sexual Behavior/Lewd Conduct shall subject the student to progressive discipline based upon the severity of the offense, ranging from verbal reprimand through expulsion.
2. Third party individuals provoking or instigating a fight
3. Insubordination
4. Using profanity or obscenities
5. Unexcused absence from or lateness to class or school (including cutting classes – 10 minutes or longer and/or advisory)
6. Threatening, harassing, teasing, or intimidating a fellow student (CASD Policy No. 248)
7. Forging names on passes or other school related documents
8. Refusing to serve detention or report to class or the Discipline Office when sent by a teacher
9. Any other action detrimental to the effective operation of the school
10. Gambling and/or paraphernalia
11. Academic cheating or plagiarism
12. Use of Electronic Devices (CASD Policy No. 237)

13. Solicitation of unauthorized merchandise is prohibited without consent of administration. No student has the right to sell or buy cell phones, IPODS or any other electronic device.
14. Interference with the learning of others.
15. Disrespectful speech or action.
16. Bullying and Cyber Bullying (CASD Policy No. 249)
17. Stealing or receiving/possession of stolen property
18. Smoking materials
19. Entering or leaving school buildings or grounds without permission
20. Being in an unauthorized area
21. Violating the Accepted Use of the Internet Policy (CASD Policy No. 815). Depending upon the severity of the violation, students will be subject to disciplinary actions, ranging from after school detention through suspension.
22. Refusing to give name or providing false name, failing to provide identification to teacher, support staff or school police.

### B. Violations Resulting in Mandatory and Automatic Suspension

The following offenses are those for which suspension shall be **Mandatory and Automatic\*** if committed on school grounds, during school related activities or on school buses or vehicles:

1. Threatening or intimidating school staff / administrator
2. Extortion, attempted extortion, or robbery
3. Possession or distribution of counterfeit money
4. Smoking
5. Trespassing on any school property or building that students do not have authorization to enter
6. Possession of illegal or dangerous materials (firecrackers, chemicals, bullets, etc.) Possession of pepper mace/gas is not permitted
7. Defacing or destruction of school property (parent/student responsible for cost of repair). Any student found to have been involved in the defacing or destruction of school property will be subject to progressive discipline based upon the severity of the offense, ranging from suspension through expulsion. Act 16 of the 1994, known as the Graffiti Crimes Law,



provides for criminal prosecution for the possession of spray paint and indelible marking pens with the intent of defacing school property.

8. ~~Refusing to give name or providing false name, failing to provide identification to teacher, support staff or school police~~
9. Assaulting fellow students
10. Making terroristic threats with the intent to terrorize others, or committing terroristic acts (CASD Policy No. 218.2). Any student found to have made terroristic threats or committed terroristic acts will be subject to disciplinary actions ranging from suspension through expulsion.
11. Fighting
12. Gang-related activity or symbolism. Any student found to have been involved in gang-related activity or symbolism will be subject to progressive discipline based upon the severity of the offense, ranging from suspension through expulsion.
13. Possession of pornographic materials.
14. Indecent exposure.
15. Unintentional physical contact with school personnel.

**\*Automatic suspension: Exclusion from class for periods of one (1) to ten (10) days (additional time may be assigned by School Board action). To be reinstated after such suspension it shall be necessary for one or both parents/guardians of the suspended child to consult with the administrator responsible for discipline.**

**C. Offenses Resulting in Mandatory Referral to the Student Discipline Committee of the School Board for Additional Suspension or Possible Expulsion**

1. Possession of any weapon, facsimile weapon, or instrument of crime including but not limited to, any bomb, grenade, firearm (example: pistol, machine gun, sawed-off shotgun, etc.), blackjack, sandbag, metal knuckles, dagger, knife, razor or cutting instrument or other implements that could be used for the inflicting of bodily injury.  
**Act 26, promulgated by the Pennsylvania General Assembly, provides that students found guilty at a proper hearing of being in possession of a weapon shall be expelled from the PA School District for a period of one (1) school year.** Such incidents must be

reported to the local law enforcement officials.

2. Possession, use, under the influence, intent to distribute, purchase, distribution or sale of any alcoholic beverage or controlled substance (including “look-alikes,” i.e. fake, counterfeit controlled substances, over the counter medications, prescription medications, or “drug paraphernalia, i.e., pipes, rolling papers) (prior to re-enrollment, the expelled student must complete 6 one hour (or it’s equivalent) drug and alcohol educational sessions.
3. Assaulting school personnel
4. Arson or intentional false alarms (fire or bomb threat) (any person who gives false information concerning placement or setting off a bomb or other explosives in a school shall be prosecuted.) Also, any student found guilty of intentionally setting off a false alarm or intentionally discharging a fire extinguisher will be subject to expulsion and prosecution.
5. Multiple/repeated offenses (after violation of administrative probation or other remedies are exhausted)
6. Violation of Student Discipline Committee Behavioral Contract.
7. Confrontations involving any student /school personnel who require medical treatment by a physician and/or hospital, as a result of a fight or an assault.
8. Hazing (CASD Policy No. 247)

**D. Other Violations**

Depending on the seriousness of the offense, the administration may recommend expulsion or automatic suspension for offenses **not listed herein** (examples include, but not limited to, charges of conspiracy and/or acting as an accessory). In addition, the district reserves the right to provide an alternative process for educating the student upon their return from an expulsion.

**E. Criminal Charges and/or School Charges**

The Coatesville Area School District reserves the right to file criminal charges against any student, or non-student, involved in any criminal activity. The District further reserves the right to call upon the appropriate authorities to assist with the investigation of a matter of criminal nature. The District may also file reports of **suspected** criminal violations. Parents/guardians, teachers

and staff will be encouraged to personally file criminal charges including but not limited to, assault charges including, but not limited to, assault, theft, harassment, vandalism, etc., whenever deemed appropriate.

PA Act 26 of 1995 mandates that PA school district “shall report the discovery of any weapon prohibited by the Act to local enforcement officials.”

### III. DISCIPLINARY ACTIONS PERTAINING TO SPECIFIC OFFENSES

#### A. Smoking/Smoking Materials

PA Act 145 of 1996, commonly named the school Tobacco Control Act, amends the Pennsylvania Crimes Code, and prohibits students from possessing and/or using tobacco products in school buildings, on school buses, and on school property. Pennsylvania school districts are authorized to prosecute students for violating this state law. Students convicted of violating the School Tobacco Control Act may be fined up to \$50.00 plus court cost.

The Coatesville Area School Board **does not permit** smoking in its buildings or its grounds there is **no reason** for students to have smoking materials in their possession while attending school.

Smoking materials shall include but are not limited to tobacco products (in any form) and tobacco delivery devices; any and all nicotine innovations; nicotine delivery devices (or similar devices) such as electronic smoking/vapor devices, vapor pens, nonprescribed inhalers; and any item which can be used to ignite smoking materials (e.g., matches, lighters, cigar torches, etc.).

Students found smoking shall be disciplined as follows (in addition to prosecution referred to above):

#### 1. First Offense:

Out of school suspension (grades 6-12) for one day, confiscation of materials and notification of parent.

#### 2. Second or Any Subsequent Offenses:

#### Suspension for not less than two (2) or more than four (4) school days

Administrators, in assessing the length of suspension, will consider the interval of time between the first and second offense and the circumstances under which the offense occurred.

#### B. Arson and Intentional False Alarm

A student who is found responsible for intentionally setting a fire in a school shall be immediately referred to the Student Discipline Committee of the School Board for possible expulsion. Any person who gives false information concerning the placement or setting of a bomb or any other explosion in a school shall be prosecuted. Also, a student guilty of intentionally discharging a fire extinguisher or setting of a false alarm will be subject to expulsion and prosecution.

#### C. Controlled Substance, Alcohol Abuse and Over the Counter Substances

1. The school district reserves the right to call in the police to assist with the investigation of any alleged criminal activities occurring in the school buildings. The district will utilize trained sniff dogs in a continuing effort to provide safe, wholesome, and drug free schools.
2. Any student found to have been involved in the distribution, use, consumption, purchase, possession/possession with intent to distribute alcohol or controlled substance, transportation of any alcoholic beverage / controlled substance, and or under the influence of a controlled substance, anabolic steroids, alcoholic beverages, or mood altering substances, including any prescription medication or inhalants, or any “over the counter medications,” while under the jurisdiction of the Coatesville Area School District must be referred to the Student Discipline Committee of the Coatesville Area School Board as well as the Student Assistance Program team and shall be suspended from school. Over the counter products include, but not limited to, cough medicines, pain-killers, diet aids, laxatives, and any stimulants. **Controlled substances** are those listed in the schedule I through V of the Controlled Substance Drug, Device & Cosmetic Act, 35 PA 789-101 et. seq.

(Examples include: marijuana, cocaine, hashish, etc.)

3. Any student under suspension/expulsion for any controlled substance or alcohol related reason **will not** be permitted to participate / attend school dances, commencement activities, including awards assemblies, prom, baccalaureate or commencement while the suspension/expulsion is in effect.
4. Students who are present during an incident of distribution, possession, possession with intent to distribute and/or use of controlled substance or alcoholic beverage are **urged** to **immediately** separate themselves from any individual(s) who is involved.
5. Students found by the Student Discipline Committee of the School Board to have violated the Controlled Substance, Alcohol Abuse and Over the Counter Substance section of the Discipline Code are to be disciplined as follows:
  - a. **First Offense:**

Use, possession, consumption, purchase, or under the influence (CASD Policy No. 227) additional suspension or expulsion up to thirty (30) school days.

Intent to distribute, distribution, or sale  
Expulsion up to forty-five (45) school days.
  - b. **Any subsequent offense of a Controlled Substance, Alcohol Abuse and/or Over the Counter Substances:**

Possession, use, consumption, purchase, being under the influence, intent to distribute, distribution or sale may result in an **expulsion up to one hundred eighty (180) school days.** NOTE: Definitions are intended to be consistent with the PA Criminal Code (18 PA C.S.A. S101, et.seq.)
6. In addition to actions taken by the School Board, students involved in **controlled substance violations will be referred** to the appropriate Police Department and Student Assistance Program. The Student Assistance Liaison (PRO TEAM) will determine student need for additional services (i.e. screening)

and submit recommendation to the Student Discipline Committee of the Coatesville Area School Board.

7. **A student who is suspended or expelled for any type of controlled substance, alcohol abuse and/or over the counter substance violations (1<sup>st</sup> Offense) will be required to attend 6 one hour (or its equivalent) drug and alcohol educational sessions at a site to be determined by the Student Discipline Committee within 30 school days of formal hearing. The sessions will be held after school hours. If the student does not successfully complete the required hours, he/she may be referred back to the Student Discipline Committee.**
- D. The use of anabolic steroids by students is prohibited, except for a valid medical purpose.** For students involved in school related athletics, discipline for violations of this policy shall include the following:
1. First violation, suspension from school athletics for the remainder of the season.
  2. Second violation, suspension from school athletics for the remainder of the season and for the following season.
  3. Third violation, permanent suspension from school athletics.
- No student shall be eligible to resume participation in school athletics unless there has been a medical determination that no evidence of steroid use exists and the student has been referred to an appropriate counseling rehabilitative agency.
- E. Use of Electronic Devices**  
(CASD Policy No. 237)
1. The Board permits the use of electronic devices by students during non-instructional time in the following approved areas of the school building:
    - a) Transition Between Classes
    - b) Cafeteria
    - c) Library
    - d) During Class When Used as an Appropriate Instructional Tool with Approval from the Classroom Teacher
    - e) Buses
    - f) Extra-curricular Activities
    - g) Other reasons determined appropriate by the building principal

2. Restrictions on Use of Personal Electronic Devices:

The administration shall possess the right to regulate the use of electronic devices when improperly used during school and extracurricular hours. Electronic devices are subject to the following restrictions:

- a) Electronic devices may not be used to conduct any activities which violate state and/or federal law, board policy or school rules.
- b) Electronic devices may not be used in any manner which interferes with, or is disruptive to, educational or extracurricular activities or events.
- c) Taking photos or recording videos is strictly prohibited.
- d) Students will not use their electronic devices to make voice and/or video phone calls. With permission from the teacher or administrator, any student needing to make a phone call may use the main office telephone.
- e) Students will not use their electronic devices for taking, storing, disseminating, transferring, viewing, or sharing of obscene, pornographic, lewd, or otherwise illegal images or photographs, whether by electronic data transfer or other means, including but not limited to texting and e-mailing.
- f) Students shall not use social media during school hours as a means of targeting, harassing, bullying or any other form that may cause another student to feel threatened or uncomfortable.

3. Students found by the administration to have violated the Electronic Device section of the Discipline Code are to be disciplined as follows:

1<sup>st</sup> Offense - Warning. Electronic device will be confiscated by an administrator and returned to the student at a time determined by the building administrator in the main office.

2<sup>nd</sup> Offense - ~~After school detention.~~ Electronic device will be confiscated by an administrator and returned to the student at

a time determined by the building administrator in the main office.

3<sup>rd</sup> Offense – ~~After school detention One Secondary Saturday Program session.~~ Electronic device will be confiscated by an administrator and returned to the student's parent/guardian at a time determined by the administrator in the main office.

4<sup>th</sup> Offense – **Suspension.** Electronic device will be confiscated by an administrator and returned to the student's parent/guardian at a time determined by the administrator in the main office.

\* Additional offenses will result in elevated consequences

\*\* Depending upon the severity of the offense, the school administrator has the right to retain the electronic device for any length of time.

The district shall not be liable for the loss, damage, theft or misuse of any electronic device. The district also shall not be responsible for any accidents or injuries to a student or any other person or persons as a result of that student's negligent, wanton or willful misuse or acts in violation of the student conduct code of any electronic devices.

**The Board prohibits the possession of laser pointers and attachments.**

F. Unlawful Harassment (CASD Policy No. 248) in any form will not be tolerated.

G. Repeated or Multiple Violations

**REPEATED OR MULTIPLE VIOLATIONS OF SCHOOL REGULATIONS AND FLAGRANT INTERFERENCE WITH THE LEARNING OF OTHERS WILL RESULT IN REFERRALS TO THE STUDENT DISCIPLINE COMMITTEE OF THE SCHOOL BOARD FOR POSSIBLE EXPULSION, REFERRAL TO THE PROPER JUVENILE AUTHORITIES AND/OR EXCLUSION FROM EXTRA-CURRICULAR ACTIVITIES AS DEEMED BY BUILDING ADMINISTRATOR.**

#### **H. Gang-Related Activity or Symbolism**

1. Students are prohibited from involvement in any gang-related activity or symbolism on school property, in school vehicles or at school-related activities. Such activities may include, but are not limited to:
  - a. The use of hand signals, graffiti or the presence of any apparel, jewelry, accessory or manner of grooming which, by virtue of its color, arrangement, trademark, symbol or any other attribute which indicates or implies membership in/or affiliation with a gang, present a clear and present danger to the school environment.
  - b. Gang initiations, hazing, intimidation and/or related activities of such gang affiliations.
  - c. The wearing, carrying or displaying of gang paraphernalia, or exhibiting behaviors or gestures which symbolize gang membership or causing and/or participating in activities which intimidate or affect the attendance of another student.
  - d. Gang-related violence.

#### **I. UNIFORM DRESS CODE**

All middle schools will have the uniform dress code. Students are expected to wear black or tan bottoms (no jeans) and polo tops (collared shirt) of red, white, or black or a combination thereof.

Failure to comply with the dress code will result in the following progressive disciplinary action being taken:

- First Offense: Student's Parent Contacted
- Second Offense: Detention with Mandatory Parent Conference
- Third Offense: 2 Day Suspension
- Fourth Offense: 5 Day Suspension & Administrative Review Team Hearing

#### **IV. BREATH TESTING FOR ALCOHOL USE**

A test, using an appropriate testing device, may be administered to any student reasonably suspected of being under the influence of alcohol on school grounds, during school related activities or on school buses/vehicles, or while otherwise under the jurisdiction of the Coatesville Area School District.

The testing device will be kept in the Nurse's Office, Building Principal's Office, and/or CASD Department of Public Safety Office and be tested for accuracy on a regular basis. The school nurse and/or building principal or school police will administer the test.

A student **refusing** to take the breath test for alcohol use will be referred to the Student Discipline Committee.

#### **V. Controlled Substance Assessment**

Any student reasonably suspected of being under the influence of a controlled substance or over the counter medication must be assessed by the school nurse. A student refusing to participate in the assessment will be referred to the Student Discipline Committee.

#### **VI. VIDEO SURVEILLANCE**

The School District may install and use surveillance cameras to record activity in school buildings, on school property and buses. Administration and/or School District Police may use images and recorded information for disciplinary and other appropriate proceedings.

#### **VII. STUDENT SEARCHES AND INTERVIEWS**

Schools are a microcosm of society at large; and experience the same characteristics, including criminal activities. The recent proliferation of weapons, drug paraphernalia, contraband, and theft in the nation's schools warrants and justifies actions necessary to combat these to protect all students, staff, the school community, as well as the overall school environment. Consequently, in order to maintain wholesome and safe learning environment school officials will exercise their right to conduct searches of students and/or their belongings. Searches will

be conducted based upon a majority opinion of the US Supreme Court citing “reasonable suspicion” as the grounds by which a decision may be made to conduct a student search. As a guide, examples of student searches are cited herein in the following listings:

**A. Examples of Search Devices/Methods**

Including but not limited to:  
Magnetometers (metal detectors), sniff dogs, surveillance cameras, and breathalyzers

**B. Examples of Searches:**

Autos, electronic devices, personal (pat down, book bags, and the environment)

**C. Locker Searches**

School lockers are the property of Coatesville Area School District. Student use of these lockers is a privilege. No item that violates school district regulations or Pennsylvania law may be kept in the lockers at any time. School authorities may search a student’s locker and seize any illegal materials. Such materials may be used as evidence against the student in disciplinary proceedings. However, where school authorities have a reasonable suspicion that the locker contains materials that pose a threat to the health, safety and welfare of students in school, student lockers may be searched without prior warning.

**(Locker searches are conducted in accordance with CASD Policy No. 226, adopted 1996).**

**D. Interview**

In addition, it must be recognized that it may become necessary to question students during an alleged criminal incident.

**NOTE:**

School officials, police, and protective service agents will make every effort to contact parents when searches or interrogation are conducted, however, this decision will be based upon the urgency and immediacy of circumstances. Consideration will be given as to the safety or harm to the student or others when determining the immediacy of calling parents.

**VIII. CORRECTIVE MEASURES AND PENALTIES**

**A. Detention**

Administrators or teachers may detain a student before or after school hours for a period of **not less than 30 minutes**. Pupils shall be given **24 hours’** notice of such detention to inform their parents of their whereabouts. In such instances, however, pupils/parents **must make their own arrangements for transportation to their homes. Refusals to serve a detention may result in assignment to Secondary Saturday Program student assignment to Structured Study Center (Extended Detention) or in-school suspension.**

**B. Structured Study Center (Extended Detention)**

Administrators may detain a student after school hours for a period of not less than 2 hours and 30 minutes. Pupils will be given 24 hours’ notice of such extended detention to inform their parents of their whereabouts. In such instances, however, pupils/parents must make their own arrangements for transportation to their homes. Extended detentions will be issued at the discretion of administration and will not replace the offenses listed under mandatory suspension. Refusal to serve an extended detention may result in assignment to ~~Secondary Saturday Program~~ in-school suspension.

**C. Secondary Saturday Program**

~~Administrators may assign a student to the Secondary Saturday Program for behavior violations that warrant disciplinary actions or possible suspension. Offenses resulting in a mandatory referral to the Student Discipline Committee will not apply.~~

~~The Secondary Saturday Program will be held from 8:00 a.m. to 10:00 a.m. on the High School Campus. Transportation to and from the program is the responsibility of student and/or parent/guardian. Students who arrive late to the building will not be admitted.~~

~~Absences without prior administrative approval or appropriate medical documentation may result in the assignment of an additional session or suspension. Documentation must be provided to building administrator no later than noon on the~~

~~Monday following the assigned session. If the absence is excused, the student must make-up the session on the next scheduled Saturday.~~

~~Students who violate Secondary Saturday Program rules will be removed immediately and assigned an out of school suspension.~~

#### **D. In-School Suspension**

1. Students may not participate in school activities while assigned to In-School Suspension.
2. Students assigned to In-School Suspension Classes **must make-up** any days they are absent from those classes.
3. If a student assigned to In-School Suspension Classes is twice removed from the class for misconduct, the student may lose the privilege of attending that class for the balance of the school year.
4. Students assigned to In-School Suspension will spend one (1) to nine (9) days in ISS.
5. Students refusing to report to ISS will be assigned OSS and will forfeit their right to make-up work missed.

#### **E. Out of School Suspension**

Exclusion from classes for a period of one (1) to ten (10) consecutive school days. (To be reinstated, the same conditions must be met as those following automatic suspension, Section II.B).

#### **F. Administrative Probation and Progressive Discipline**

The Building Administrator reserves the right to place students on “Administrative Probation” for frequent and repeated disciplinary code violations. Parental notification will be made by phone and mail when such a decision is determined.

A student placed on “Administrative Probation” faces:

- a. Progressive out of school suspension days for each disciplinary incident he/she is sent to the office for (example: 1, 2, 3, 5, 7, 10 days)

- b. Automatic Student Discipline Committee referral with the initiation of the maximum 10 days out of school suspension penalty.

Removal from “Administrative Probation” may be acquired when the student has consecutively served 45 days of school attendance without disciplinary referrals to the office.

#### **G. Student Discipline Committee Behavioral Contract**

Students appearing before the Student Discipline Hearing Committee and found to have committed one or more violations may be placed on probation at the discretion of the committee. Placement of a student on probation serves to provide that student with a second chance to prove his/her commitment to abide by the School District regulations, while avoiding the imposition of expulsion or other severe disciplinary measures. An offense committed by a student will result in a violation of behavioral contract and immediate expulsion.

#### **H. Community Service**

The Student Discipline Committee, Principals and Assistant Principals may elect to assign various periods of Community Service as a corrective measure for various infractions.

#### **I. Parking Permits**

A parking permit is a privilege that is extended to students based upon qualifications. Only Juniors and Seniors are eligible for permits. All obligations and responsibilities must be cleared before applying for a permit. The building administrator may revoke a parking permit at any time that he/she feels it in the best interest of the school or student. Reasons may include irregular attendance, disruptive behavior, repeated violations of traffic regulations, or other actions in violation of the Codes of Student Conduct.

**J. Equivalency Examination/Prohibition**

Students excluded from school by action of the School Board will not be permitted to take an equivalency examination to advance to the next highest grade.

**K. Counseling may be required for serious incidents, such as sexual harassment or terroristic threats.**

**L. Expulsion:**

Expulsion from school by the Student Discipline Committee of the School Board of Directors for a period exceeding ten (10) consecutive school days.

**NOTE:** During suspension or expulsion the student is not permitted to be on school property or attend school sponsored activities or functions.

When a suspension exceeds three (3) days the student and parent are entitled to an informal hearing. The purpose of the informal hearing is to enable the student to meet with the appropriate school official to explain the circumstances surrounding the event for which the student is being suspended or show why the student should not be suspended.

In a case involving possible expulsion (i.e., exclusion for more than 10 school days) the student is entitled to a formal hearing which is a fundamental element of due process.

**M. Turning Point Program**

Referrals to the Turning Point Program may be initiated by the Student Discipline Committee of the School Board, the Superintendent, or building principal with approval of Superintendent.

**IX. MAKE UP WORK BY STUDENTS**

**A. Students shall be permitted to make up exams and work missed; UNLESS, absences were due to willful and intentional cutting class or school, or other unacceptable reason.**

**B. Make up time for school work necessitated by sick days (regardless of the number of days) and suspension periods for less than**

five (5) days shall be one day for every day out.

**C. Upon return to school, a student has five (5) school days in which to make up work missed while out of school on a five (5) to ten (10) day suspension.**

**D. Upon return to school, a student has fifteen (15) school days in which to make up work missed while out of school on a thirty (30) day expulsion.**

**E. Upon return to school, a student has twenty (20) school days in which to make up work missed while out of school on a forty (40) day or more expulsion.**

**F. Upon return to school, it is the responsibility of the student to contact the teacher(s) for the make-up work. If a teacher is not available during the make-up period, the student should report to his/her guidance counselor for further instructions. NOTE: Teachers are not required to provide schoolwork without authorization by the principal. A student or parent of a student may get work for students who are suspended. Parents may come into the building daily to secure work for students only with the principal's authorization.**

However, the previous days' work must be returned before securing additional work.

**G. A student will receive a grade of "F" for all work not made up within the required time following a suspension or expulsion, unless there are accepted extenuating circumstances.**

**H. If a student has been excluded from school when final exams are given, he/she will be permitted to make up the missed final(s) if prior satisfactory arrangements are made with school administration. The burden is on the student to arrange a satisfactory time and date for make-up exams(s). Those students who do not promptly take make-up finals will be given an "F."**

Fourth (4<sup>th</sup>) marking period grades will be assigned by the student's teacher(s) if the student is excluded during that period.

**I. Students who have refused to report to ISS will forfeit the above rights.**



## **X. Readmittance Following Expulsion**

The parent/guardian of any student who has been **expelled must appear** at a hearing before the Student Discipline Committee of the School Board and **seek formal re-admittance** for the student. A written request must be submitted to the Student Discipline Committee at least one (1) month prior to the start of school if the student was expelled for the remainder of the previous year.

## **XI. HEADCOVERING, CLOTHING, AND EXPENSIVE PERSONAL ITEMS**

The wearing of headcoverings by students of either sex, including sweat bands while indoors **is prohibited**. This includes all interior areas of school building such as classrooms, corridors, auditoriums, offices, etc., during school related events, as well as during the school day. Exceptions will be granted for medical reasons or as part of a religious practice.

In addition, buttons, badges, patches, shirts, jackets, hats or other articles displaying messages referring to alcohol, drugs, sex or a cult are prohibited.

Students violating the dress code will be sent to an administrator. Students will be sent home after parental contact or the parent must bring in a change of clothes. Continued violation of the Student Dress & Grooming Policy will be regarded as insubordination and the student may be suspended.

The Board of School Directors also prohibits clothing attire or regalia; construed to be cult, or gang related (CASD Policy No. 221).

Students are discouraged from bringing expensive personal property i.e., electronic devices to school or wearing expensive clothing or jewelry. The school district cannot be responsible for the loss or theft of any such items.

Principals are authorized to establish standards of dress for special related events, including but not limited to, graduation ceremonies, music concerts, induction ceremonies, award ceremonies, and other school related functions.

## **XII. STUDENT IDENTIFICATION – CARD / BADGE**

Every student must have their photo taken for their identification card each year at a time designated by the Building Principal.

All secondary students must wear or be in possession of their District issued photo identification card anytime they are on school property during normal school hours.

At all other times, while on school property students must be in possession of their district issued photo identification unless engaged in athletic or other extra-curricular activities. Building principals may suspend this requirement with cause.

Students must provide their ID card immediately upon the request of a District /Building Administrator, school police/security officer or properly identified building staff member.

District identification cards are the property of the Coatesville Area school District and must be returned to the District upon request.

The loss or theft of an ID card must be reported to the Building Administrator or the CASD Department of Public Safety immediately. Lost or stolen identification cards will be replaced at a cost of \$5.00

Revised: 9/2014

*Board Agenda*

*Enclosure #3*



**YOUNG MEN AND WOMEN IN CHARGE  
FOUNDATION, INC.**

**Wednesday, September 17, 2014**

**6PM – 8PM**

**7<sup>th</sup> – 9<sup>th</sup> Grade Girls**

**Parent and Scholar Information Session**

**Scott Middle School**

**800 Olive Street**

**Coatesville, PA 19320**

**Auditorium**

**Mission:** To empower and prepare economically disadvantaged and historically underrepresented youth to excel and become leaders in Science, Technology, Engineering and Math (STEM) careers through academic tutoring, mentoring and financial assistance programs accomplished by leveraging alliances with K-12 school districts, universities, corporations, and our committed partners.

Register at: <https://ymicfoundation.org/event-sign-up/> or email to:  
[service@ymicfoundation.org](mailto:service@ymicfoundation.org)

**Phone: 610-340-2844**



YOUNG MEN AND WOMEN IN CHARGE  
FOUNDATION INC.

## The Credo

### **I am a Young Scholar in Charge!**

I am bold and strong. I will banish fear and doubt and I know that I am not alone in my journey towards success.

### **I am a Young Scholar in Charge!**

I have accepted the challenge of committing myself to YMWIC Foundation Inc. I understand the importance of being able to draw from my faith and experiences to shape and influence my academics, my relationships and my future as a professional.

### **I am a Young Scholar in Charge!**



**YMWIC**

**YOUNG MEN AND WOMEN IN CHARGE  
FOUNDATION, INC.**

**Presenting  
Young Men and Women In Charge  
(YMWIC) Foundation, Inc.**

**Richard Roberts, III  
President and CEO**

# Background

- African Americans and Latinos account for a mere 7% of the nation's workers in Science, Technology, Engineering and Math (STEM) fields, although they represent nearly 28% of the population.
- Many African American males lack adequate academic preparation in math and science in their K-12 academic experience. Others face additional barriers that include rising costs of college tuition and few role models in those fields.
- Freeman A. Hrabowski III (1998) investigated the mathematical experiences of successful African American men:
  - Exposure to advanced mathematics courses
  - Surrounded themselves with academically motivated peers
  - Were positively influenced by their mathematics teachers
  - Participated in special school-based organizations in mathematics and science
- 12% of 4<sup>th</sup> grade black male reading skills qualify as proficient compared to 40% to their counter part white males.
- Young black men are twice as likely to drop out of schools compared to their white male counter parts.





# Background Continued

- The achievement gap refers to the observed disparity on a number of educational measures between the academic performance of groups of students, especially groups defined by gender, race/ethnicity, and socioeconomic status. Any country's ability to compete globally depends greatly on the educational attainment of all citizens. YMIC Foundation, Inc. was founded in 2007 to address the achievement gap in math and science among male youth of color. YMIC has expanded into YMWIC to support young women.

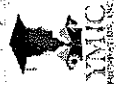


# The YMWIC Mission

- To empower and prepare economically disadvantaged and historically underrepresented youth to excel and become leaders in Science, Technology, Engineering and Math (STEM) careers through academic tutoring, mentoring and financial assistance programs accomplished by leveraging alliances with K-12 school districts, universities, corporations, and our committed partners.



YOUNG MEN AND WOMEN IN CHARGE  
FOUNDATION, INC.





# An Integrated Effort

- After-School Programs
- Academic Tutoring
- Research Projects
- Social Skills
- Job Shadowing and Internships
- Summer Science and Math Camps
- College Financial Assistance

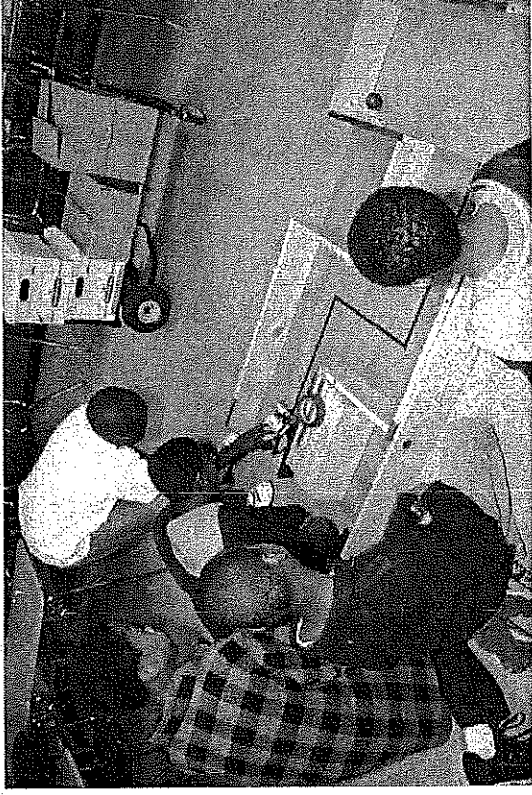


# Accomplished Through

- Alliances with local school districts
  - Use of local schools for after-school activities and events
- Alliances with colleges and universities
  - Peer counseling, STEM camps and exposure tours
- Corporate Partnerships and Sponsorships
  - Material support and Technical workshops
  - Technical and Research project Coaching
  - Sustainability support
- Strong parental and community involvement
  - All volunteer organization



# Enrichment Details



- After school hands-on learning, company tours
  - Academic Tutoring to prepare for HS honors STEM classes
  - Mentoring, tutoring and SAT prep
  - Annual Science Fair
  - Robotics Competition
  - Summer science and math camps
  - College visits
  - Financial assistance
  - Leadership and public Speaking
- Eligibility for Financial Assistance
- 3.2 GPA in grades 9-12
  - Acceptance in a four year college
  - Enrollment in STEM field
  - Parent participation
  - Maintain a 3.0 GPA in college



# Expectations

The Parent/Guardian commits to:

- Be active in at least one standing committee
- Attend at least 80% of after school sessions



The Scholar commits to:

- Attend at least 80% of after school sessions
- Maintain 85% grade in math, science & English
- Participate in the Science Fair
- Participate in 2 out of 4 Community Outreach projects
- Upon graduation, enroll in STEM related field of study in a four year college



# 2013-2014 Operations

- Operating in Chester, Delaware, and Montgomery Counties
- Fully volunteer-run organization
- Current enrollment of 70 scholars
- Using local school facilities for after-school events
- Key Sponsors Include;

AGI

First Niagara

State Farm

Citizens bank

**West Pharmaceuticals \***

Dow Chemical

Novo Nordisk

DuPont

LaFrance Corporation

CTDI

\* West Pharmaceutical Services is a Foundation Sponsor with a 3 year commitment



# Short-Term Growth Plans

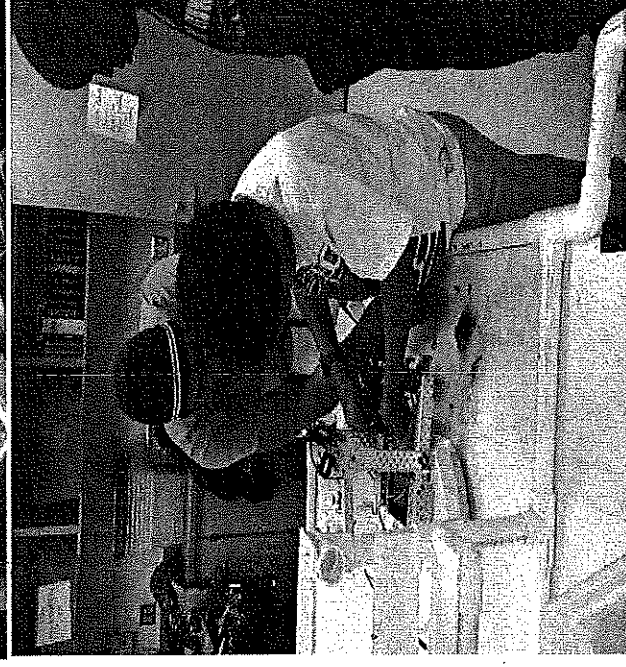
- Add professional staff to Foundation
  - Executive, administrative, grant writers
- Establish a permanent center for operations
  - Training and research center for scholars: *Robotics, Biotechnology, Chemistry, Engineering*
- Establish funding for scholars approaching college
  - YMWIC is committed to every scholar
- Enhance existing programs: *Scholar Development, Tutoring, High School and college preparedness*





# Long-Term Goals

- Establish multi-year sponsorships to ensure program sustainability
- Expand program to other local municipalities with appropriate demographics
- Increase funding available for Scholarship Fund and Operating Expense
- Institutionalize YMWIC at college level to enhance professional readiness



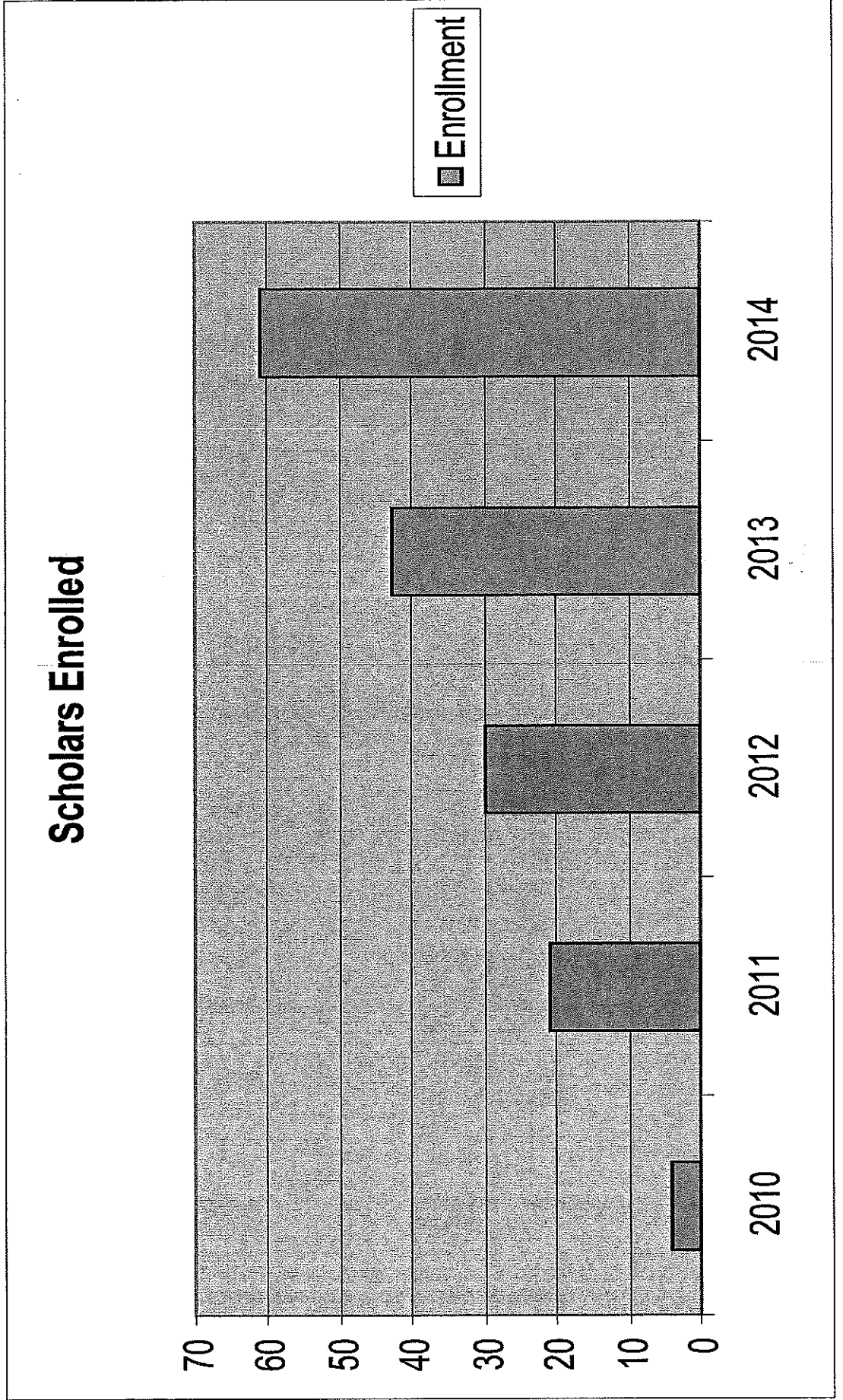
# Demonstrated Success

- While 100% of our alumni scholars are in college, 80% are pursuing a STEM related degree
- Computer Engineering at North Carolina A&T
- Chemical Engineering at University of Dayton
- Biology at Saint Johns University
- Biology at University of Pittsburgh
- Electrical Engineering at Norfolk State University
- Pre-medicine at Temple University
- Industrial Engineering at Morgan State University



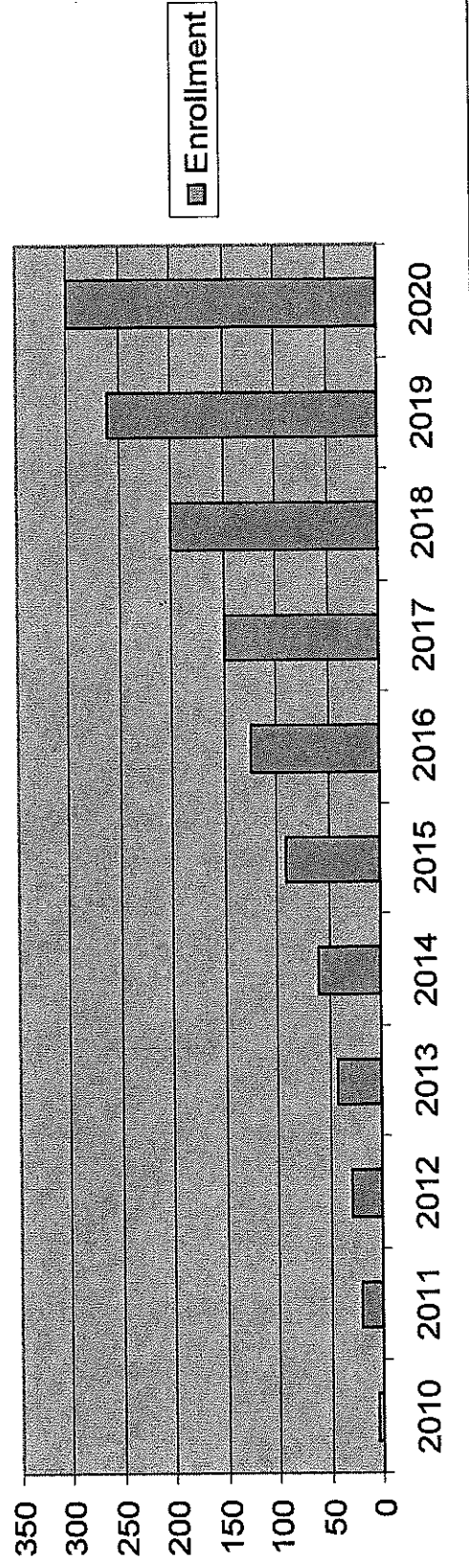


# Demonstrated Success

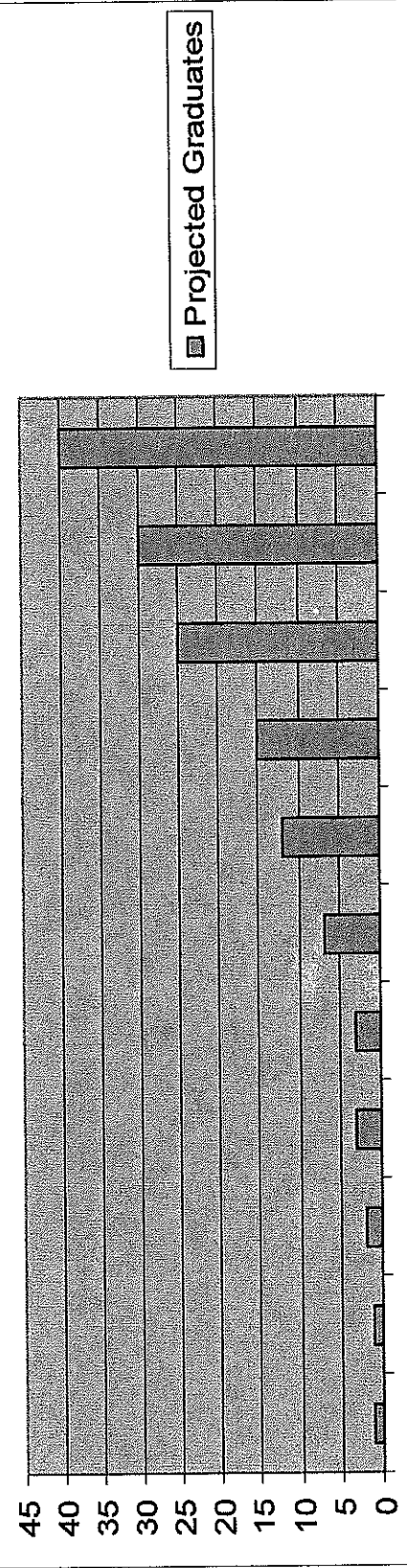


# Future Growth

Projected Enrollment



Projected Graduates



# Partnership Benefits

- **Pipeline for our partners**
  - Scientists
  - Engineers and Technologists
  - Manufacturing
- Partner engagement to invest in future
  - Sustainability to support resource demands
  - Product area teams to support YMWIC and its mission
  - Employee participation as project coaches and mentors
  - High School Job Shadowing
  - Undergraduate internship
- To Partner with YMWIC to support economic development and its mission



## Education Improvement Tax Credit (EITC)

- PA State sponsored program for companies registered in PA
- 75% tax credit for single year contributions
- 90% tax credit for multiple year contributions
- YMWIC has been recognized by PA as an “innovative educational program” that enhances regular public school curriculum
- Application forms are available now





*This concludes*

*the*

*Board Packet*

*for*

*Tuesday*

*September 23, 2014*