



*Special Board Meeting  
Agenda*

*November 11, 2014*

**COATESVILLE AREA SCHOOL DISTRICT  
SPECIAL BOARD MEETING AGENDA  
9/10 CENTER AUDITORIUM  
November 11, 2014**

*Immediately following Committee Meetings*

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

**Solicitor**

Michael I. Levin, Esquire

**Administration**

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

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

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

## **PUBLIC COMMENT ON AGENDA ITEMS**

The Board has requested all persons making comments on **agenda items** to list their name, address, telephone number and motion item(s) on the sheet provided. There is a three (3) minute limit per person. The Board does not take action or discuss items not appearing on the agenda. The Board values public comments and wishes to convey that although Board members cannot discuss items that are not on the agenda, they listen carefully and appreciate and value input from the public.

## **MOTION ITEMS FOR APPROVAL**

Committee meeting action items considered routine will be enacted under one motion unless removed for separate action upon Board request. The purpose of the consolidated motion is to expedite Governing Board action on all consent items, which are not held for discussion. Items that have been held for discussion by the Governing Board will be enacted upon at the time the item is discussed.

1. **CONSENT AGENDA** (*Neil Campbell, School Board President*)  
**RECOMMENDED MOTION:** That the Board approves the consent agenda items:
  
2. **FINANCE COMMITTEE** (*Stuart Deets, Chair*)
  - A. **Letter of Engagement for South Brandywine Middle School Internal Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Engagement Letter with Susquehanna Legal Group, LLC in the matter of the South Brandywine Middle School Internal Review. (*Enclosure 1*)
  
  - B. **Letter of Engagement for North Brandywine Middle School Internal Review**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Engagement Letter with Susquehanna Legal Group, LLC in the matter of the North Brandywine Middle School Internal Review. (*Enclosure 2*)
  
  - C. **Letter of Engagement for a Professional Employee**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Engagement Letter with Susquehanna Legal Group, LLC in the matter of a Personnel Hearing for a Professional Employee. (*Enclosure 3*)
  
  - D. **Letter of Engagement for Downing Ridge – Parkside Independent School District**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Engagement Letter with Susquehanna Legal Group, LLC in the matter regarding a Petition Establishing the Downing Ridge – Parkside Independent School District. (*Enclosure 4*)
  
  - E. **Letter of Engagement for Graystone Charter School Statutory Dissolution**  
**RECOMMENDED MOTION:** That the Board of School Directors approve the Engagement Letter with Susquehanna Legal Group, LLC in the Graystone Charter School Statutory Dissolution matter and related litigation. (*Enclosure 5*)

**F. Letter of Engagement for Personnel Hearing for an Act 93 Certified Employee**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Engagement Letter with Susquehanna Legal Group, LLC in the matter of a Personnel Hearing for an Act 93 Certified Employee. (*Enclosure 6*)

**G. Letter of Engagement for Personnel Hearing for an Act 93 Non-Certified Employee**

**RECOMMENDED MOTION:** That the Board of School Directors approve the Engagement Letter with Susquehanna Legal Group, LLC in the matter of a Personnel Hearing for an Act 93 Non-Certified Employee. (*Enclosure 7*)

**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 ITEM(S)**

Please join us in welcoming Ms. Loree Lonsinger, Assistant Business Administrator, as the new CASD Right-to-Know Officer.

**ADJOURNMENT**

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

*Notice of this public meeting was advertised in the Daily Local News on Wednesday, November 5, 2014.  
Copies of the minutes will be maintained in the Office of the Board Secretary.*

# *Special Agenda*

## *Enclosure #1*

# Susquehanna Legal Group, LLC

October 14, 2014

Re: Coatesville Area School District – Engagement Letter

J. Neil Campbell, President  
Board of School Directors  
Coatesville Area School District  
3030 C.G. Zinn Road  
Thorndale, PA 19372

Dear President Campbell:

We greatly appreciate the School Board's decision to select and appoint us to represent the Coatesville Area School District ("District") as Special Counsel in the matter of South Brandywine Middle School Internal Review, hereinafter referred to as "the Matter" and authorize us to act on your behalf. By this engagement letter we intend to set forth the terms of our engagement.

1. FEES: For the ordinary services of Special Counsel in the Matter, the District will receive a monthly statement for ordinary services rendered for which the District will be billed at a rate of \$200 per hour, to be billed in increments of 0.1 hours. Each Matter handled by me will be billed separately. This rate is subject to annual review. Bills for services rendered shall be submitted at the conclusion of each month.

2. COSTS: In addition to our fees, our statements for services rendered will include charges for disbursements reasonably necessary for my representation of the School District in the Matter, including photocopying at the cost of \$0.10 per page, travel (transportation, lodging approved in advance by the School District and meals), transcripts, overnight delivery, messenger and courier services when approved in advance by the School District, court costs, filing fees and similar expenses which we incur (subject to pre-approval by the School District) in the course of this engagement. We reserve the right in our sole discretion to either pay directly any of the costs incurred or to request the District to pay any such expense directly.

3. BILLING: In return for our best professional efforts, we anticipate that the District will keep current with our billings and give us its fullest cooperation in representing the District and its interests. Only by working together in a relationship of mutual trust and confidence can we

PO BOX 1023 | Harrisburg, PA | 17108  
Phone: 717.979.5357  
Email: jellison@susquehannalegalgroup.com

hope to maximize our performance and develop the best chance for achieving the result for which the District has retained us.

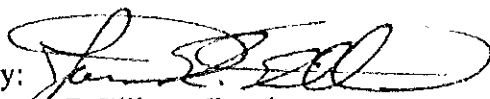
4. MODIFICATION: No change to this engagement letter shall be effective unless and until confirmed in writing and signed and acknowledged by the parties making express reference to this engagement letter, which embodies the whole agreement of the parties. There are no promises, terms, conditions or obligations other than those contained herein and applicable law, and this engagement letter shall supersede all previous communications, representations, or other agreements, either oral or written, between the parties.

5. TERMINATION: You shall have the right to terminate this engagement letter and discharge us at any time. Such termination or discharge of must be in writing. Upon termination or discharge, the District shall authorize us to make and retain a duplicate of all files. The attorney client relationship between the parties shall end upon termination and discharge of pursuant to this paragraph. However, such termination and discharge shall not relieve the District of any obligation to pay fees and costs incurred prior to the discharge, as well as any fees and costs expended after the discharge to the extent reasonably required in the our sole discretion to protect the District's interests.

If this arrangement meets with your approval, please sign below and return this letter. We have enclosed a copy of this letter for your records. If you have any questions at all, please feel free to call us. We look forward to assisting you with all such legal matters as they arise.

Very truly yours,

SUSQUEHANNA LEGAL GROUP LLC

By:   
James E. Ellison, Esquire

APPROVED AND AGREED

COATESVILLE AREA SCHOOL DISTRICT

By: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

# *Special Agenda*

## *Enclosure #2*



# Susquehanna Legal Group, LLC

October 14, 2014

Re: Coatesville Area School District – Engagement Letter

J. Neil Campbell, President  
Board of School Directors  
Coatesville Area School District  
3030 C.G. Zinn Road  
Thorndale, PA 19372

Dear President Campbell:

We greatly appreciate the School Board's decision to select and appoint us to represent the Coatesville Area School District ("District") as Special Counsel in the matter of North Brandywine Middle School Internal Review, hereinafter referred to as "the Matter" and authorize us to act on your behalf. By this engagement letter we intend to set forth the terms of our engagement.

1. **FEES:** For the ordinary services of Special Counsel in the Matter, the District will receive a monthly statement for ordinary services rendered for which the District will be billed at a rate of \$200 per hour, to be billed in increments of 0.1 hours. Each Matter handled by me will be billed separately. This rate is subject to annual review. Bills for services rendered shall be submitted at the conclusion of each month.

2. **COSTS:** In addition to our fees, our statements for services rendered will include charges for disbursements reasonably necessary for my representation of the School District in the Matter, including photocopying at the cost of \$0.10 per page, travel (transportation, lodging approved in advance by the School District and meals), transcripts, overnight delivery, messenger and courier services when approved in advance by the School District, court costs, filing fees and similar expenses which we incur (subject to pre-approval by the School District) in the course of this engagement. We reserve the right in our sole discretion to either pay directly any of the costs incurred or to request the District to pay any such expense directly.

3. **BILLING:** In return for our best professional efforts, we anticipate that the District will keep current with our billings and give us its fullest cooperation in representing the District and its interests. Only by working together in a relationship of mutual trust and confidence can we

PO BOX 1023 | Harrisburg, PA | 17108  
Phone: 717.979.5857  
Email: jellison@susquehannalegalgroup.com

hope to maximize our performance and develop the best chance for achieving the result for which the District has retained us.

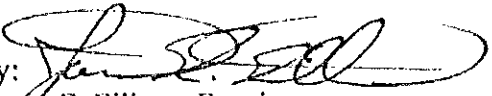
4. MODIFICATION: No change to this engagement letter shall be effective unless and until confirmed in writing and signed and acknowledged by the parties making express reference to this engagement letter, which embodies the whole agreement of the parties. There are no promises, terms, conditions or obligations other than those contained herein and applicable law, and this engagement letter shall supersede all previous communications, representations, or other agreements, either oral or written, between the parties.

5. TERMINATION: You shall have the right to terminate this engagement letter and discharge us at any time. Such termination or discharge of must be in writing. Upon termination or discharge, the District shall authorize us to make and retain a duplicate of all files. The attorney client relationship between the parties shall end upon termination and discharge of pursuant to this paragraph. However, such termination and discharge shall not relieve the District of any obligation to pay fees and costs incurred prior to the discharge, as well as any fees and costs expended after the discharge to the extent reasonably required in the our sole discretion to protect the District's interests.

If this arrangement meets with your approval, please sign below and return this letter. We have enclosed a copy of this letter for your records. If you have any questions at all, please feel free to call us. We look forward to assisting you with all such legal matters as they arise.

Very truly yours,

SUSQUEHANNA LEGAL GROUP LLC

By:   
James E. Ellison, Esquire

APPROVED AND AGREED

COATESVILLE AREA SCHOOL DISTRICT

By: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

# *Special Agenda*

## *Enclosure #3*

# Susquehanna Legal Group, LLC

October 14, 2014

Re: Coatesville Area School District – Engagement Letter

J. Neil Campbell, President  
Board of School Directors  
Coatesville Area School District  
3030 C.G. Zinn Road  
Thorndale, PA 19372

Dear President Campbell:

We greatly appreciate the School Board's decision to select and appoint us to represent the Coatesville Area School District ("District") as Special Counsel in the matter of Personnel Hearing for Professional Employee, hereinafter referred to as "the Matter" and authorize us to act on your behalf. By this engagement letter we intend to set forth the terms of our engagement.

1. FEES: For the ordinary services of Special Counsel in the Matter, the District will receive a monthly statement for ordinary services rendered for which the District will be billed at a rate of \$200 per hour, to be billed in increments of 0.1 hours. Each Matter handled by me will be billed separately. This rate is subject to annual review. Bills for services rendered shall be submitted at the conclusion of each month.

2. COSTS: In addition to our fees, our statements for services rendered will include charges for disbursements reasonably necessary for my representation of the School District in the Matter, including photocopying at the cost of \$0.10 per page, travel (transportation, lodging approved in advance by the School District and meals), transcripts, overnight delivery, messenger and courier services when approved in advance by the School District, court costs, filing fees and similar expenses which we incur (subject to pre-approval by the School District) in the course of this engagement. We reserve the right in our sole discretion to either pay directly any of the costs incurred or to request the District to pay any such expense directly.

3. BILLING: In return for our best professional efforts, we anticipate that the District will keep current with our billings and give us its fullest cooperation in representing the District and its interests. Only by working together in a relationship of mutual trust and confidence can we hope to maximize our performance and develop the best chance for achieving the result for which

PO BOX 1023 | Harrisburg, PA | 17108  
Phone: 717.979.5857  
Email: jellison@susquehannalegalgroup.com

hope to maximize our performance and develop the best chance for achieving the result for which the District has retained us.

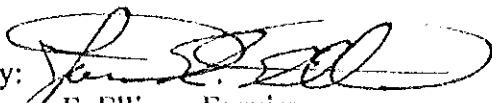
4. MODIFICATION: No change to this engagement letter shall be effective unless and until confirmed in writing and signed and acknowledged by the parties making express reference to this engagement letter, which embodies the whole agreement of the parties. There are no promises, terms, conditions or obligations other than those contained herein and applicable law, and this engagement letter shall supersede all previous communications, representations, or other agreements, either oral or written, between the parties.

5. TERMINATION: You shall have the right to terminate this engagement letter and discharge us at any time. Such termination or discharge of must be in writing. Upon termination or discharge, the District shall authorize us to make and retain a duplicate of all files. The attorney client relationship between the parties shall end upon termination and discharge of pursuant to this paragraph. However, such termination and discharge shall not relieve the District of any obligation to pay fees and costs incurred prior to the discharge, as well as any fees and costs expended after the discharge to the extent reasonably required in the our sole discretion to protect the District's interests.

If this arrangement meets with your approval, please sign below and return this letter. We have enclosed a copy of this letter for your records. If you have any questions at all, please feel free to call us. We look forward to assisting you with all such legal matters as they arise.

Very truly yours,

SUSQUEHANNA LEGAL GROUP LLC

By:   
James E. Ellison, Esquire

APPROVED AND AGREED

COATESVILLE AREA SCHOOL DISTRICT

By: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

# *Special Agenda*

## *Enclosure #4*

# Susquehanna Legal Group, LLC

October 14, 2014

Re: Coatesville Area School District – Engagement Letter

J. Neil Campbell, President  
Board of School Directors  
Coatesville Area School District  
3030 C.G. Zinn Road  
Thorndale, PA 19372

Dear President Campbell:

We greatly appreciate the School Board's decision to select and appoint us to represent the Coatesville Area School District ("District") as Special Counsel in the matter of In Re: Petition Establishing the Downing Ridge – Parkside Independent School District, hereinafter referred to as "the Matter" and authorize us to act on your behalf. By this engagement letter we intend to set forth the terms of our engagement.

1. FEES: For the ordinary services of Special Counsel in the Matter, the District will receive a monthly statement for ordinary services rendered for which the District will be billed at a rate of \$200 per hour, to be billed in increments of 0.1 hours. Each Matter handled by me will be billed separately. This rate is subject to annual review. Bills for services rendered shall be submitted at the conclusion of each month.

2. COSTS: In addition to our fees, our statements for services rendered will include charges for disbursements reasonably necessary for my representation of the School District in the Matter, including photocopying at the cost of \$0.10 per page, travel (transportation, lodging approved in advance by the School District and meals), transcripts, overnight delivery, messenger and courier services when approved in advance by the School District, court costs, filing fees and similar expenses which we incur (subject to pre-approval by the School District) in the course of this engagement. We reserve the right in our sole discretion to either pay directly any of the costs incurred or to request the District to pay any such expense directly.

3. BILLING: In return for our best professional efforts, we anticipate that the District will keep current with our billings and give us its fullest cooperation in representing the District and its interests. Only by working together in a relationship of mutual trust and confidence can we

PO BOX 1023 | Harrisburg, PA | 17108  
Phone: 717.979.5857  
Email: jellison@susquehannalegalgroup.com

hope to maximize our performance and develop the best chance for achieving the result for which the District has retained us.

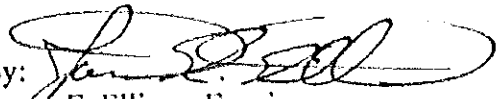
4. MODIFICATION: No change to this engagement letter shall be effective unless and until confirmed in writing and signed and acknowledged by the parties making express reference to this engagement letter, which embodies the whole agreement of the parties. There are no promises, terms, conditions or obligations other than those contained herein and applicable law, and this engagement letter shall supersede all previous communications, representations, or other agreements, either oral or written, between the parties.

5. TERMINATION: You shall have the right to terminate this engagement letter and discharge us at any time. Such termination or discharge of must be in writing. Upon termination or discharge, the District shall authorize us to make and retain a duplicate of all files. The attorney client relationship between the parties shall end upon termination and discharge of pursuant to this paragraph. However, such termination and discharge shall not relieve the District of any obligation to pay fees and costs incurred prior to the discharge, as well as any fees and costs expended after the discharge to the extent reasonably required in the our sole discretion to protect the District's interests.

If this arrangement meets with your approval, please sign below and return this letter. We have enclosed a copy of this letter for your records. If you have any questions at all, please feel free to call us. We look forward to assisting you with all such legal matters as they arise.

Very truly yours,

SUSQUEHANNA LEGAL GROUP LLC

By:   
James E. Ellison, Esquire

APPROVED AND AGREED

COATESVILLE AREA SCHOOL DISTRICT

By: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_



# *Special Agenda*

## *Enclosure #5*

# Susquehanna Legal Group, LLC

October 14, 2014

Re: Coatesville Area School District – Engagement Letter

J. Neil Campbell, President  
Board of School Directors  
Coatesville Area School District  
3030 C.G. Zinn Road  
Thorndale, PA 19372

Dear President Campbell:

We greatly appreciate the School Board's decision to select and appoint us to represent the Coatesville Area School District ("District") as Special Counsel in the matter of Graystone Charter School Statutory Dissolution and related litigation, hereinafter referred to as "the Matter" and authorize us to act on your behalf. By this engagement letter we intend to set forth the terms of our engagement.

1. FEES: For the ordinary services of Special Counsel in the Matter, the District will receive a monthly statement for ordinary services rendered for which the District will be billed at a rate of \$200 per hour, to be billed in increments of 0.1 hours. Each Matter handled by me will be billed separately. This rate is subject to annual review. Bills for services rendered shall be submitted at the conclusion of each month.

2. COSTS: In addition to our fees, our statements for services rendered will include charges for disbursements reasonably necessary for my representation of the School District in the Matter, including photocopying at the cost of \$0.10 per page, travel (transportation, lodging approved in advance by the School District and meals), transcripts, overnight delivery, messenger and courier services when approved in advance by the School District, court costs, filing fees and similar expenses which we incur (subject to pre-approval by the School District) in the course of this engagement. We reserve the right in our sole discretion to either pay directly any of the costs incurred or to request the District to pay any such expense directly.

3. BILLING: In return for our best professional efforts, we anticipate that the District will keep current with our billings and give us its fullest cooperation in representing the District and its interests. Only by working together in a relationship of mutual trust and confidence can we

PO BOX 1023 | Harrisburg, PA | 17108  
Phone: 717.979.5857  
Email: jellison@susquehannalegalgroup.com

hope to maximize our performance and develop the best chance for achieving the result for which the District has retained us.

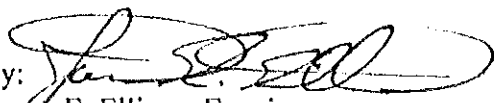
4. MODIFICATION: No change to this engagement letter shall be effective unless and until confirmed in writing and signed and acknowledged by the parties making express reference to this engagement letter, which embodies the whole agreement of the parties. There are no promises, terms, conditions or obligations other than those contained herein and applicable law, and this engagement letter shall supersede all previous communications, representations, or other agreements, either oral or written, between the parties.

5. TERMINATION: You shall have the right to terminate this engagement letter and discharge us at any time. Such termination or discharge of must be in writing. Upon termination or discharge, the District shall authorize us to make and retain a duplicate of all files. The attorney client relationship between the parties shall end upon termination and discharge of pursuant to this paragraph. However, such termination and discharge shall not relieve the District of any obligation to pay fees and costs incurred prior to the discharge, as well as any fees and costs expended after the discharge to the extent reasonably required in the our sole discretion to protect the District's interests.

If this arrangement meets with your approval, please sign below and return this letter. We have enclosed a copy of this letter for your records. If you have any questions at all, please feel free to call us. We look forward to assisting you with all such legal matters as they arise.

Very truly yours,

SUSQUEHANNA LEGAL GROUP LLC

By:   
James E. Ellison, Esquire

APPROVED AND AGREED

COATESVILLE AREA SCHOOL DISTRICT

By: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

# *Special Agenda*

## *Enclosure #6*

# Susquehanna Legal Group, LLC

October 14, 2014

Re: Coatesville Area School District – Engagement Letter

J. Neil Campbell, President  
Board of School Directors  
Coatesville Area School District  
3030 C.G. Zinn Road  
Thorndale, PA 19372

Dear President Campbell:

We greatly appreciate the School Board's decision to select and appoint us to represent the Coatesville Area School District ("District") as Special Counsel in the matter of Personnel Hearing for Act 93 Certified Employee, hereinafter referred to as "the Matter" and authorize us to act on your behalf. By this engagement letter we intend to set forth the terms of our engagement.

1. FEES: For the ordinary services of Special Counsel in the Matter, the District will receive a monthly statement for ordinary services rendered for which the District will be billed at a rate of \$200 per hour, to be billed in increments of 0.1 hours. Each Matter handled by me will be billed separately. This rate is subject to annual review. Bills for services rendered shall be submitted at the conclusion of each month.

2. COSTS: In addition to our fees, our statements for services rendered will include charges for disbursements reasonably necessary for my representation of the School District in the Matter, including photocopying at the cost of \$0.10 per page, travel (transportation, lodging approved in advance by the School District and meals), transcripts, overnight delivery, messenger and courier services when approved in advance by the School District, court costs, filing fees and similar expenses which we incur (subject to pre-approval by the School District) in the course of this engagement. We reserve the right in our sole discretion to either pay directly any of the costs incurred or to request the District to pay any such expense directly.

3. BILLING: In return for our best professional efforts, we anticipate that the District will keep current with our billings and give us its fullest cooperation in representing the District and its interests. Only by working together in a relationship of mutual trust and confidence can we

PO BOX 1023 | Harrisburg, PA | 17108  
Phone: 717.979.5857  
Email: jellison@susquehannalegalgroup.com

hope to maximize our performance and develop the best chance for achieving the result for which the District has retained us.

4. MODIFICATION: No change to this engagement letter shall be effective unless and until confirmed in writing and signed and acknowledged by the parties making express reference to this engagement letter, which embodies the whole agreement of the parties. There are no promises, terms, conditions or obligations other than those contained herein and applicable law, and this engagement letter shall supersede all previous communications, representations, or other agreements, either oral or written, between the parties.

5. TERMINATION: You shall have the right to terminate this engagement letter and discharge us at any time. Such termination or discharge of must be in writing. Upon termination or discharge, the District shall authorize us to make and retain a duplicate of all files. The attorney client relationship between the parties shall end upon termination and discharge of pursuant to this paragraph. However, such termination and discharge shall not relieve the District of any obligation to pay fees and costs incurred prior to the discharge, as well as any fees and costs expended after the discharge to the extent reasonably required in the our sole discretion to protect the District's interests.

If this arrangement meets with your approval, please sign below and return this letter. We have enclosed a copy of this letter for your records. If you have any questions at all, please feel free to call us. We look forward to assisting you with all such legal matters as they arise.

Very truly yours,

SUSQUEHANNA LEGAL GROUP LLC

By:   
James E. Ellison, Esquire

APPROVED AND AGREED

COATESVILLE AREA SCHOOL DISTRICT

By: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

*Special Agenda*

*Enclosure #7*

# Susquehanna Legal Group, LLC

October 14, 2014

Re: Coatesville Area School District – Engagement Letter

J. Neil Campbell, President  
Board of School Directors  
Coatesville Area School District  
3030 C.G. Zinn Road  
Thorndale, PA 19372

Dear President Campbell:

We greatly appreciate the School Board's decision to select and appoint us to represent the Coatesville Area School District ("District") as Special Counsel in the matter of Personnel Hearing for Act 93 Non Certified Employee, hereinafter referred to as "the Matter" and authorize us to act on your behalf. By this engagement letter we intend to set forth the terms of our engagement.

1. FEES: For the ordinary services of Special Counsel in the Matter, the District will receive a monthly statement for ordinary services rendered for which the District will be billed at a rate of \$200 per hour, to be billed in increments of 0.1 hours. Each Matter handled by me will be billed separately. This rate is subject to annual review. Bills for services rendered shall be submitted at the conclusion of each month.

2. COSTS: In addition to our fees, our statements for services rendered will include charges for disbursements reasonably necessary for my representation of the School District in the Matter, including photocopying at the cost of \$0.10 per page, travel (transportation, lodging approved in advance by the School District and meals), transcripts, overnight delivery, messenger and courier services when approved in advance by the School District, court costs, filing fees and similar expenses which we incur (subject to pre-approval by the School District) in the course of this engagement. We reserve the right in our sole discretion to either pay directly any of the costs incurred or to request the District to pay any such expense directly.

3. BILLING: In return for our best professional efforts, we anticipate that the District will keep current with our billings and give us its fullest cooperation in representing the District and its interests. Only by working together in a relationship of mutual trust and confidence can we

PO BOX 1023 | Harrisburg, PA | 17108  
Phone: 717.979.5857  
Email: jellison@susquehannalegalgroup.com



hope to maximize our performance and develop the best chance for achieving the result for which the District has retained us.

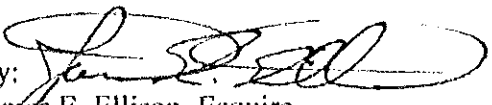
4. MODIFICATION: No change to this engagement letter shall be effective unless and until confirmed in writing and signed and acknowledged by the parties making express reference to this engagement letter, which embodies the whole agreement of the parties. There are no promises, terms, conditions or obligations other than those contained herein and applicable law, and this engagement letter shall supersede all previous communications, representations, or other agreements, either oral or written, between the parties.

5. TERMINATION: You shall have the right to terminate this engagement letter and discharge us at any time. Such termination or discharge of must be in writing. Upon termination or discharge, the District shall authorize us to make and retain a duplicate of all files. The attorney client relationship between the parties shall end upon termination and discharge of pursuant to this paragraph. However, such termination and discharge shall not relieve the District of any obligation to pay fees and costs incurred prior to the discharge, as well as any fees and costs expended after the discharge to the extent reasonably required in the our sole discretion to protect the District's interests.

If this arrangement meets with your approval, please sign below and return this letter. We have enclosed a copy of this letter for your records. If you have any questions at all, please feel free to call us. We look forward to assisting you with all such legal matters as they arise.

Very truly yours,

SUSQUEHANNA LEGAL GROUP LLC

By:   
James E. Ellison, Esquire

APPROVED AND AGREED

COATESVILLE AREA SCHOOL DISTRICT

By: \_\_\_\_\_

By: \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

*This concludes*

*the*

*packet*

*for*

*Tuesday*

*November 11, 2014*