

WEST CHESTER AREA SCHOOL DISTRICT – Meeting of April 22, 2013

Documents previously distributed to Board Members are not recopied or submitted with this draft. Minutes of this meeting, in compliance with Section 518 of the School Laws of Pennsylvania and after approval by the School Board Members will be transcribed into the permanent minute book together with reports indicated (copy in). Routine reports and lengthy multi-page documents made a part of the minutes of this meeting are filed separately for permanent record.

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The West Chester Area School Board met at 7:45 PM in the Auditorium of G. A. Stetson Middle School, 1060 Wilmington Pike, West Chester, PA. Mr. Murphy, Board President, called the meeting to order and along with Shreyas Rajagopal and Lauren Knopp of Mary C. Howse Elementary School, led the public in the Pledge of Allegiance.

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ROLL CALL

Members Present: Mr. Murphy, Mrs. Adsett, Mr. Carpenter, Mr. Coyle, Ms. Miller, Dr. Pimley, Ms. Raileanu, Mrs. Snook, Mrs. Tiernan. Student Representatives: Andrew Drake, East High School; Jon Schabdach, Henderson High School; Jasleen Ashta, Rustin High School.

Members Absent:

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Mr. Murphy announced that the Board met in Executive Session on April 15, 2013 with regard to Personnel Matters.

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Approval of Board Minutes

BOARD ACTION: It was moved by Mr. Carpenter and seconded by Ms. Raileanu to approve the minutes of the March 25, 2013 School Board Meeting. On roll call vote, all members present voted “aye”. Motion carried 9-0.

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Public Comments on Agenda Items

Debbie Fell, asked the Board to rethink their decision to deplete funds from the district’s PSER’s fund balance.

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Treasurer’s Report – Dr. Moore

**STATEMENT OF DISBURSEMENTS SUMMARY
For the Period MARCH 1, 2013 – MARCH 31, 2013**

GENERAL FUND DISBURSEMENTS	19,100,150.55
Includes Technology, Federal Programs and Any Special State Funds	
BILLS PAID	19,100,150.55
INVESTMENTS	0.00
CAPITAL RESERVE FUND	64,154.34
CAPITAL PROJECTS FUND	838,012.50
SPECIAL REVENUE – Athletics	1,279.26
TRUST FUNDS	10,360.85
CAFETERIA	311,288.69
STUDENT ACTIVITY FUND DISBURSEMENTS	28,987.89
TRUST AND AGENCY FUND DISBURSEMENTS	<u>103,068.79</u>
TOTAL DISBURSEMENTS	<u>20,457,302.87</u>

BOARD ACTION: It was moved by Mr. Carpenter and seconded by Ms. Miller to approve the Treasurer's Report for the period March 1, 2013 – March 31, 2013 totaling \$20,457,302.87. On roll call vote, all members present voted "aye". Motion carried 9-0.

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Financial Report – Dr. Moore

Dr. Moore, Board Treasurer, read the Financial Report as of March 31, 2013. The report is filed in entirety for permanent record in the supplemental minute file as part of the minutes of this meeting.

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Personnel Recommendations – Mr. Knebl

I. Removal From Payroll

1. Professional Staff

a. Resignation – District Funds

None

b. Retirement– District Funds

- Ms. Penny Arndt, Elementary Teacher, Exton Elem., is requesting Board approval to Retire, effective 6/18/2013. She will have served 18 years in the District.
- Ms. Marie Bennett, Guidance Counselor, Glen Acres Elem., is requesting Board approval to retire, effective 6/18/2013. She will have served 35 years in the District.
- Ms. Janet Boyd, Reading Specialist, Glen Acres Elem., is requesting Board approval to retire, effective 6/18/2013. She will have served 16 years in the District.

4. Ms. Rosemary Cappelli, Reading Specialist, Fern Hill Elem., is requesting Board approval to retire, effective 6/18/2013. She will have served 26 years in the District.
5. Ms. Robin Corcoran, Reading Specialist, Fugett MS, is requesting Board approval to retire, effective 6/18/2013. She will have served 15 years in the District.
6. Mr. Bobby Crawl, Physical Education Teacher, Glen Acres Elem., is requesting Board approval to retire, effective 6/18/2013. He will have served 35 years in the District.
7. Ms. Julie Dallett, ELL Teacher, Fugett MS, is requesting Board approval to retire, effective 6/18/2013. She will have served 8 years in the District.
8. Ms. Marie Dollfus, Math Teacher, Stetson MS, is requesting Board approval to retire, effective 5/2/2013. She will have served 30 years in the District.
9. Ms. Sandra Finsel, Math Teacher, Rustin HS, is requesting Board approval to retire, effective 6/18/2013. She will have served 31 years in the District.
10. Ms. Linda Glaum, Art Teacher, Glen Acres Elem., is requesting Board approval to retire, effective 6/18/2013. She will have served 15 years in the District.
11. Ms. Ellen Hulnick, Elementary Teacher, East Goshen Elem., is requesting Board approval to retire, effective 6/18/2013. She will have served 21 years in the District.
12. Ms. Patricia Langan, Elementary Teacher, Glen Acres Elem., is requesting Board approval to retire, effective 6/18/2013. She will have served 25 years in the District.
13. Ms. Mary Ann Ohlert, Math Teacher, Henderson HS, is requesting Board approval to retire, effective 6/18/2013. She will have served 21 years in the District.
14. Ms. Marianne Ritchie Polito, Art Teacher, Penn Wood Elem. is requesting Board approval to retire, effective 12/20/2013. She will have served 28 years in the District.
15. Ms. Mary Torardi, Elementary Teacher, East Goshen Elem., is requesting Board approval to retire, effective 6/18/2013. She will have served 29 years in the District.
16. Ms. Eliza Turner, Elementary Teacher, Hillsdale Elem., is requesting Board approval to retire, effective 6/18/2013. She will have served 8 years in the District.

2. Support Staff

a. Resignation – District Funds

1. Mr. Brian Pawling, Purchasing/Accounting Supervisor, Spellman Administration, personal reasons, effective 4/5/2013.
2. Ms. Kathleen Westergom, Special Education Instructional Assistant, Rustin HS, personal reasons, effective 4/15/2013.

II. Additions to Payroll

None

III. Status Changes

1. Support Staff

<u>Name</u>	<u>From</u>	<u>To</u>
Elizabeth Hayes	Technology Associate Class 1 East HS	Secretary to Curriculum Supervisors Class 2 Spellman Administration Rate: \$14.65 Effective: 4/8/2013

IV. Transfers

None

V. Personnel Leaves

None

VI. Supplemental Contracts

Loc	Name	Supplemental Contract	Step	% of Contract	Total Contract
<u>Additions</u>					
EHS	Sonanastaso, Anthony	Boys Tennis, Head Coach	1	100%	\$4,620
EHS	Stephen, Scott	Boys Track, Head Coach	1	100%	\$4,620
HHS	Kernaghan, Stephen	Girls Track, Assistant Coach	1	50%	\$1,848
RHS	Cesarine, Krista	Softball, Assistant Coach (9th Grade)	2	100%	\$3,780
FMS	Mazzagatti, Laura	Bus Duty			\$34.58/hr
PMS	Shapiro, Ben	Softball, Assistant Coach	1	100%	\$2,156

VII. Addition of Substitute Employees: I recommend the Board approve the addition of the following individuals to the Support Staff Substitute Listing for the West Chester Area School District:

a. Instructional Assistants

<u>Name</u>	<u>Rate</u>
Laine Hauser	\$10.19
Mary Ann Kerrigan	\$10.19
Patricia Pendleton	\$10.19

b. Substitute Secretaries

<u>Name</u>	<u>Rate</u>	
Constance DiSerafino	\$12.36	(SUMMER ONLY)
Laine Hauser	\$11.31	
Mary Ann Kerrigan	\$11.31	
Patricia Pendleton	\$11.31	
Heather Rosen	\$12.36	(SUMMER ONLY)

VIII. Additional Information

1. Ms. Debbra Savage has rescinded acceptance of contract of employment as Director of Human Resources.
2. Ms. Heidi Abbott, Chemistry Long Term Sub at East HS, start date was 4/9/2013.

BOARD ACTION: It was moved by Ms. Miller and seconded by Mr. Carpenter to approve the Personnel Recommendations as presented. On roll call vote, all members present voted "aye". Motion carried 9-0.

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CONSENT AGENDA

BOARD ACTION: It was moved by Mr. Carpenter and seconded by Ms. Miller to approve the following Consent Agenda Items:

EDUCATION COMMITTEE

1. Approval to Establish Activity Accounts(s):
 - Stetson MS – Art Club
 - Stetson MS – Stetson Cheerleading
2. Approval for the following Study/Excursion Trips:
 - East HS-Speech Club-Susquehanna Univ., Selinsgrove, PA, Fri-Sat 3/22-23/2013
 - Henderson HS-Speech Club-Susquehanna Univ., Selinsgrove, PA, Fri-Sat 3/22-23/2013
 - East HS-PMEA All State Festival Orchestra, Erie, PA, Wed-Sat 4/17-20/2013
 - Henderson HS-PMEA All State Festival Band/Orchestra, Erie, PA, Wed-Sat 4/17/20/2013
 - Rustin HS-PMEA All State Concert Band, Erie, PA, Wed-Sat 4/17-20/2013
 - Henderson HS-DECA-Hilton Anaheim, Anaheim, CA, Tue-Sun 4/23-28/2013
 - Rustin HS-DECA- Hilton Anaheim, Anaheim, CA, Mon-Sat 4/22-27/2013
 - Rustin HS-Science Olympiad Team, Juniata College, Huntington, PA, Thu-Fri 4/25-26/2013
 - Stetson MS Science Olympiad Team, Juniata College, Huntington, PA, Thus-Fri 4/25-26/2013
 - Henderson HS-Academic Team-Crystal Gateway Marriott, Arlington, Va, Fri-Sun 4/26-28/2013
 - Fugett MS-Gr 8 National History Day Finals, Mechanicsburg, PA, Fri-Sat 5/3-4/2013
 - East HS-Students in Italian III, IV & AP-Trip Abroad to Italy, Sat-Sun 4/12-20/2014
 - Henderson HS-Italian & Latin Classes-Trip Abroad to Italy, Sat-Sun 4/12-20/2014
3. Approval of Adoption of Middle School Technology Education Textbook Series, ***Engineering and Technology Education***
4. Approval of Chester County Family Academy Charter School Renewal
5. Approval of 2012-13 Final School Calendar (See Attached)

PROPERTY and FINANCE COMMITTEE

1. Approval of Resolution for State Funding of School Construction and Renovations Projects
2. Approval of 2013-14 CCIU Core Budget
3. Approval of 2013-14 Food Service Contract Addendum
4. Approval of Resolution for Participation in the Master Agreement e-Signature Pilot Program
5. Approval of Change Orders for the Renovations and Additions to Penn Wood and Westtown-Thornbury Elementary Schools

Penn Wood Change Orders:

Contractor – E. R. Stuebner, Inc.

GC-6 Modifications to Signage Package	(\$1,340.41)
GC-7 Additional abatement required in Phase 3	\$4,595.16

Westtown-Thornbury Change Orders:

Contractor – William H. Clinger

E-012 Additional equipment for emergency generator	\$14,141.45
E-013 Additional data lines	\$ 1,444.12
E-014 Additional IDF closet	\$ 7,449.94
E-015 Additional horn strobes	\$ 2,158.04

**On roll call vote to approve the above Consent Agenda Items, all members present voted “aye”.
Motion carried 9-0.**

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COMMITTEE REPORTS

PROPERTY & FINANCE COMMITTEE – Mr. Carpenter

Approval of Resolution to Adopt the Proposed 2013-14 Budget

BOARD ACTION: It was moved by Mr. Carpenter and seconded by Mr. Coyle to approve the following Resolution to Adopt the Proposed 2013-14 Budget:

WEST CHESTER AREA SCHOOL DISTRICT

Resolution to Adopt Proposed Budget for the 2013-2014 Fiscal Year

Whereas, School Code section 687, 24 P.S. § 6-687, requires the School Board to adopt a Proposed Budget for the 2013-2014 fiscal year no later than May 31, 2013; and

Whereas, School Code section 687 requires the School Board to adopt a Final Budget for the 2013-2014 fiscal year no later than June 30, 2013; and

Whereas, the 2013-2014 Proposed Budget is required to be prepared on Pennsylvania Department of Education (PDE) form 2028; and

Whereas, School Code section 687 requires that the Proposed Budget be made available for public inspection at least twenty (20) days prior to adoption of the Final Budget; and

Whereas, School Code section 687 requires ten (10) days public notice prior to the adoption of the Final Budget; and

Now Therefore be it RESOLVED, this 22nd day of April, 2013 by the West Chester Area School District School Board, that:

1. The Proposed Budget of the School District for the 2013-2014 fiscal year on form PDE 2028 is attached to this Resolution and shall be adopted as the Proposed Budget of the School District for the 2013-2014 fiscal year.
2. The Proposed Budget for the 2013-2014 fiscal year shall be made available for public inspection on April 23, 2013 at the School District offices, 829 Paoli Pike, West Chester, PA 19380.
3. At least ten (10) days before the date scheduled for adoption of the Final Budget, the Secretary shall advertise public Notice of the proposed date, time and place for the meeting for the adoption of the Final Budget.

4. The public Notice shall be advertised once in a newspaper of general circulation and shall be posted conspicuously at the School District offices.
5. The Administration and School Board will continue to review budget components, and the Proposed Budget may be revised prior to adoption as the Final Budget for the 2013-2014 fiscal year.
6. School District officials are directed to take all action necessary or appropriate to carry out the intent of this Resolution; including but not limited to making the required certification to PDE.

ATTEST:

WEST CHESTER AREA SCHOOL BOARD

Secretary

By: _____
President

On roll call vote to approve the above Resolution, eight members present voted "aye" with Mrs. Tiernan voting "nay". Motion carried 8-1.

Mr. Carpenter announced that our District Staff and Land Planning Consultants will be appearing before the members of the Westtown Township Planning Commission on May 8, 2013 to present preliminary land development plans for the excess land at Rustin High School.

Public Comments

Nora Ziegler, teacher, will start a tradition of recognizing the contributions of the many teachers in our various schools. She started tonight with those at Hillsdale Elementary School.
Kathy Liu, student at Rustin High School, bought up the issue of the ban to display student's nude art work at Rustin High School.

ADJOURNMENT: On motion by Ms. Miller and seconded by Mr. Carpenter, the meeting adjourned at 8:50 PM with all members present voting "aye".

Board Secretary

