

SCHOOL DISTRICT OF BOROUGH OF MORRISVILLE
Morrisville, Pennsylvania

MINUTES OF THE MEETING OF BOARD OF SCHOOL DIRECTORS
Work Session – Wednesday, March 21, 2012
Large Group Instruction Room
Morrisville Intermediate/Senior High School
7:30 p.m.

This meeting was recorded for televising

The regular monthly agenda meeting of the Morrisville Board of School Directors was held in the LGI Room located in the Morrisville Intermediate/Senior High School, 550 West Palmer Street, Morrisville, Pennsylvania on March 21, 2012, after due notice of the meeting had been given as required by law. Mr. DeWilde, President, called the meeting to order at 7:30 p.m.

PLEDGE OF ALLEGIANCE

Mr. DeWilde stated that an Executive Session was held prior to tonight's agenda meeting to discuss matters of personnel, real estate and legal matters.

Mr. DeWilde made a motion to appoint Ms. Kartal as Temporary Recording Secretary for tonight's meeting. This motion was seconded by Ms. Marone, and passed by a unanimous voice vote of 9 ayes.

ROLL CALL

The following members were present on roll call:

Messrs. Buckman, DeWilde, Parker, Stoneburner, Stout, Miller, Worob and Ms. Marone and Ms. Kartal.

Quorum Present:

Also attending this evening's meeting was Mr. William Ferrara, Superintendent; Ms. Laurie Ruffing, Elementary/Intermediate Principal; Mr. Donald Harm, Secondary Principal; Mr. Tony Gesualdi, Director of Special Education/Pupil Services; Thomas Profy, IV, Esq., Solicitor; media, MEA representatives and members of the community.

Student Spotlight

Mr. Ferrara and Ms. Ruffing stated that the High School Girl's Basketball Team, the 5th and 6th Grade Odyssey of the Mind Teams, and the 3rd Grade School Wide Positive Behavior Support students will be present at the March School Board meeting. Ms. Ruffing stated that she will not be present at the March School Board meeting, but that Ms. Colon will be handling the 3rd Grade School Wide Positive Behavior Support students and their presentation.

Mr. DeWilde stated that they are still looking for a Board member to be a MOEF representative.

Morrisville Opportunity Education Foundation – MOEF

PUBLIC SESSION

Ms. Mihok

Ms. Mihok stated that if the Board raises taxes up to the 1.7 index, the average household, assessed at \$20,000, would pay approximately \$56.61 in additional taxes, multiplied by 2,998 tax parcels, which would bring in about \$170,000 to the district. Ms. Mihok stated that she imagines that this would be used in the General Fund. Ms. Mihok stated that if they proceed and open up Manor Park Elementary, she does not want to see what happens to the taxes next year. Ms. Mihok stated that she, and many other people, are afraid for this to happen. She stated that she heard that the plan was to place Grades K-1 at Manor Park. Ms. Mihok stated that when the renovations were being done at the schools, a walk through was performed at the high school, Grandview, Manor Park and Magic Cottage, and at that time Manor Park looked like a storage warehouse for Head Start. The report from the walk through came back stating that about a million and a half dollars was needed to bring Manor Park up to code and to be able to put students back in that school. Ms. Mihok stated that the opening of Manor Park would require a Principal, Janitor, and a Secretary at the cost of one million dollars. Ms. Mihok asked the Board where they plan on getting this money. She stated that there are banks out there that will give it to us. Ms. Mihok stated to Ms. Kartal that she is an alumna.

Mr. DeWilde stated that the Board members would be reporting on their committee work sessions this evening. He directed the Board members to their agenda to begin this process.

Superintendent/Administrator's Reports

Mr. Stoneburner read the following items to be discussed at the March 28, 2012 Regular School Board meeting

INFRASTRUCTURE/FINANCIAL/HUMAN RESOURCES

INFRASTRUCTURE

INFORMATIONAL/DISCUSSION ITEMS:

ACTION ITEMS:

1. Board action is requested to approve a Synergy Insurance Claim regarding Grandview Elementary.
2. Board action is requested to approve the hiring of an Electrician at a rate of \$55 per hour.

Mr. Ferrara stated that the Synergy Insurance Claim is to test the ground at Grandview to be sure there are no issues with the oil tank that was there. Mr. Ferrara stated that a decision was made by the administration and Board to have this done at this time, rather than waiting and leaving it for someone else to deal with.

Mr. Ferrara stated that many times at the Facilities Meetings, they discuss how they can't get to things because we don't have the people who are qualified to do them. Therefore, we are looking to hire an Electrician at \$55 an hour. Mr. Ferrara stated that someone came in today to work on the kill switch in the Technology Lab, and they are satisfied with the work performed with this individual, which may lead into some other things to be repaired in the auditorium.

Facilities Committee Report - Mr. Stoneburner

Mr. Stoneburner stated that a Facilities Meeting was held last night, and the next meeting will be held on April 17th, which he will put on the website. Mr. Stoneburner stated that at the meeting last night they discussed a number of potential issues. They want to develop a wish list and will be getting together with Mr. Lastichen, and whoever else might be interested, before the next meeting to find out if there are any specific pressing Facility issues. Some of the items discussed to be put on the wish list are the auditorium, air conditioning, and alternate uses for several of the unused schools. One of the pressing issues they discussed as a Board is housing the Kindergarten and potentially how to get away from using modulars and paying rent for the use of the modulars. Mr. Stoneburner stated that at the present time the Facilities Committee consists of two individuals from the public, Mr. Stout, Mr. Parker and himself. Mr. Stoneburner stated that also discussed full day Kindergarten vs. half day Kindergarten, and how it would affect us from a facilities standpoint. Mr. Stoneburner stated that the next meeting on April 17th will be held in the A-3 conference room or the LGI if it is available, at 7:30 p.m.

Mr. Ferrara stated that at the Facilities Meeting last night a request was made for the cost of the modular classrooms. Mr. DeAngelo will be providing this information to all Board members in their Friday packets. This will include the cost of each modular, the cost for purchasing them outright, the cost for removal and the cost to rent the modulars.

Mr. Stoneburner asked who would be the electrician's direct supervisor, and if that supervisor would be responsible for verifying the time spent and verifying the work done by this electrician. Mr. Ferrara stated that a priority list will be developed, such as the kill switch which was a safety issue, which was recently repaired. Mr. Ferrara stated that Mr. DeAngelo will be responsible to make sure the time on task is where it needs to be. Mr. Lastichen will be responsible to make sure the quality of work is where it needs to be. Mr. Stoneburner asked if the electrician would be here full time, on a prearranged schedule, or on call. Mr. Ferrara stated that the electrician would not be on call or on a retainer fee, but that we would call this individual on an as needed basis and use them as we see fit.

Mr. DeWilde read the following items to be discussed at the March 28, 2012 Regular School Board meeting

SPECIAL EDUCATION

INFORMATIONAL/DISCUSSION ITEMS:

ACTION ITEMS:

1. Board action is requested to approve the Bucks County IU #22 Programs and Services Agreement for the 2012-13 school year.
2. Board action is requested to approve an ESY (Extended School Year) Program to be held at the Morrisville Intermediate/High School. Estimated cost will be \$7480 and will potentially be funded by the 21st Century Grant.

Mr. Ferrara read the following items to be discussed at the March 28, 2012 Regular School Board meeting

HUMAN RESOURCES

INFORMATIONAL/DISCUSSION ITEMS:

ACTION ITEMS:

1. Board action is requested to approve the following appointments:
 - a. AESOP Substitutes
 - b. 21st Century Hires
 - c. Van Driver
2. Board action is requested to accept the resignation of a Personal Care Assistant.

Mr. Ferrara stated that Mr. Gesualdi and Mr. Harm interviewed two individuals for the Van Driver position and the Board will receive their recommendation and a bio of that individual in their Friday packets.

Mr. Ferrara stated that the resignation of the Personal Care Assistant will not be effective until the end of the school year. Mr. Gesualdi has asked that this position be posted as soon as possible due to the fact that this position is a one on one for one of our special needs students and we would like the opportunity to have the new hire for this position become acclimated with the student. The person that is leaving is accepting a position somewhere else.

Mr. Ferrara added the following items to the agenda:

3. Board action is requested to approve tuition reimbursement per MEA contract.
4. Board action is requested to accept the resignation of our Middle School Cheerleading Coach.

These changes will be added the final agenda for next weeks meeting and be in the Friday packet.

Financial Committee Report - Mr. Miller

Mr. Miller stated that last Thursday, the Financial Committee consisting of Mr. Stoneburner, Mr. Buckman and himself met with the Advisory Panel, along with one community member. At this meeting, questions were brought up by the community on the budget process, where we're at on certain levels, projections on how much we'll be spending on PSERS in the future and if there would be any carry over of money from this current budget. They also discussed revenue generating items for the district. One item that was mentioned is that if we are going to borrow money, now may be the time to do that because of the favorable rates. At the meeting, they also discussed the bonds that we currently have, questioned how many we have and when they expire, research to generate some revenue for the district to possibly help fund sports or other activities by advertising, possibly with local businesses, booster clubs, and a fundraising effort for the auditorium. They also discussed working with the Joint Borough Council and School Board to see about some advertising in other locations as well for where sports are held in the district. Full day/half day Kindergarten was discussed and the funds that may help us by going to a half day. Mr. Miller stated that their next meeting is scheduled for April 12th at 7:00 p.m. in the LGI or another room if the LGI is not available. He stated that the meeting will be posted on the website calendar. Mr. Miller added that they were looking to have up to five members for the Advisory Panel, including himself, and stated that the application process remains open to community members. Any community members should send a letter of interest to Ms. Barbara Bucuy at the Morrisville High School.

Mr. Miller read the following items to be discussed at the March 28, 2012 Regular School Board meeting

FINANCIAL/BUSINESS

INFORMATIONAL/DISCUSSION ITEMS:

- Budget Presentation (1300's, 1400's, 1800's, 2100's, 2200's)

ACTION ITEMS:

1. Board action is requested to approve an Insurance Consortium payment in the amount of \$5000, plus \$5 per employee.
2. Board action is requested to approve the excess items agreement with Midwest Surplus.
3. Board action is requested to approve the Business Manager's attendance at the PICPA Conference.
4. Board action is requested to approve the Modular Classroom renewal.
5. Board action is requested to approve the following bids for the 2012-13 school year:
 - a) Transportation
 - b) Lawn and Snow Service
 - c) Trash and Recycle
6. Board action is requested to approve the Treasurer's Report.
7. Board action is requested to approve the Investment Report.
8. Board action is requested to approve Budget Transfers.
9. Board action is requested to approve Payment of Bills.

Mr. Ferrara stated that we are looking to have the MEA pay the \$5 per employee for the Insurance Consortium.

Mr. Ferrara stated that the cost for the Business Manager's attendance at the PICPA Conference is \$305 and the date is June 7, 2012.

Mr. Ferrara read the following items to be discussed at the March 28, 2012 Regular School Board meeting

EDUCATION COMMITTEE

INFORMATIONAL/DISCUSSION ITEMS:

- Half Day Kindergarten

Mr. Ferrara stated that he will send the link to the Board members for information regarding the standards for Kindergarten. Any Board member needing a hard copy of these standards may request one from Mr. Ferrara and he will send it in their Friday packet.

ACTION ITEMS:

1. Board action is requested to approve a student Waiver to Expulsion.

Mr. Ferrara stated that we are currently doing our PSSA testing and a phone blast went out to parents stating that only two of our students were absent for this testing. One of these students can't be here, and the other student attends our district from another district in an IU class housed here in Morrisville. Other than that, Mr. Ferrara stated that all students in Grades 6, 7, 8 and 11 were present for the testing and he sent his appreciation out to the parents for their help in this area. Today, we had three students absent for the PSSA testing. There are a total of about 200 students involved in the PSSA testing, and, again, Mr. Ferrara thanked the parents for helping to make this testing go as smoothly as possible by having their children in attendance at school. Mr. Ferrara also thanked the teachers for their hard work and knowledge in the value of this testing.

Mr. DeWilde read the following items to be discussed at the March 28, 2012 Regular School Board meeting

POLICY COMMITTEE

INFORMATIONAL/DISCUSSION ITEMS:

ACTION ITEMS:

1. Board action is requested to approve the 1st reading of Policy 008, Organization Chart.

Mr. Buckman asked that work be started to update the policy regarding bullying. Mr. Buckman referred to Policy #203 and referred to an article in the Courier Times dated 3/20/12 regarding No Shots, No School. He also asked that Policy #203 be updated in order for us to be in compliance. Mr. Ferrara stated that in previous Friday packets, the Board was informed that our School Nurse, Ms. Lelli, has sent out information to parents regarding immunization requirements, and that Morrisville is adhering to this compliance with the State Law. If any student is not up to date on their immunizations by the first week of May, they will not be permitted to attend our schools. Ms. Kartal asked if the Board members could be updated on where we stand in this matter to be in compliance.

Mr. Buckman stated that he received information about the joint meeting between the school district and Borough Council. In the material he received, there was talk about public safety regarding kids in school and after school. Mr. Buckman passed out a letter from Jack Jones who did a previous study regarding this matter and Mr. Buckman asked what can be done at this time.

Mr. Harm stated that the bid openings mentioned earlier in the evening for Transportation, Lawn and Snow Service, and Trash and Recycling will take place on March 26, 2012. He stated that we have also locked in our Provident gas prices.

OLD BUSINESS

No items.

NEW BUSINESS

1. Board action is requested to direct the Administration to develop a Request for Proposal (RFP) for a Real Estate Broker.
2. Update on the Joint School Board/Borough Meetings.
3. Paul DeAngelo has sent a request to Mrs. Renderio, Lower Bucks Technical School Business Administrator, to attend the April Agenda and/or Business Meeting.

Mr. Ferrara informed the public that they are requesting an RFP for a Broker at this time, but that we are not looking for this Broker to make any sales. A Broker is being obtained to help the District make decisions on whether or not to sell, rent, etc. any properties that they own.

Regarding Item #3 under New Business, Mr. Ferrara stated that Dr. Poeske will be available to answer questions from the Board regarding the Tech School and the funding formula. Mrs. Renderio will be coming to the Board meeting to discuss how the Tech School budget is formed and how it affects our budget. Mr. Ferrara asked the Board to have any questions they may have for Mrs. Renderio forwarded to him by the first week of April so that he can get them to Mrs. Renderio so that she can research them and be prepared to answer them.

Mr. Miller asked that the following items be added under Old Business for discussion.

Mr. Miller asked for the status of the RFP regarding the solicitor. Mr. Ferrara stated that all of the wording has been updated on the RFP and was sent to the Board members in their Friday packets. Mr. Ferrara stated that they are ready to move forward with the RFP and it should be out by this time next week.

Mr. Miller also asked if we would be supplying the Tech School with a Facilities Representative. Mr. Miller asked for any type of job description for this position. Ms. Kartal stated that she had sent what information she had for this position to the Board members and that this committee will be meeting either in April or May. Mr. Miller asked if the updated job description could be placed on our website. Ms. Kartal stated that she would forward to Mr. Ferrara any information she has regarding this position. Mr. Ferrara stated that this committee does not meet monthly. Mr. Ferrara stated that this position will be placed on April's agenda in anticipation that they will have an interested and qualified person for this position.

Ms. Mihok, stating that there were no agendas available for the public this evening and that she couldn't hear the motions being read. She asked Mr. Miller if he read a motion earlier this evening regarding the removal of the modular classrooms. Mr. Miller again read the motion under Financial/Business (#4) as follows: "Board action is required to approve the Modular Classroom renewal."

Mr. DeWilde asked Ms. Kartal for a report regarding the meeting for the Joint School Board meeting. Ms. Kartal stated that they met about two weeks ago at the Borough Hall. The next meeting is scheduled for April 4, 2012, in the LGI at 7:00 pm. At the last two meetings they focused on the traffic at Grandview, which has been an ongoing problem, and on all the different streets coming into Grandview. At the past meeting, they talked about looking into remarking the school zone, which may possibly require a new ordinance being added to enforce it. The two groups discussed many good ideas and are working very well together. Mr. Cicero filled in for Ms. Sherlock this month and he had a lot of background history and information that was included in the minutes from this meeting. They were able to move forward on some ideas and some things that they are going to look into further. They are looking into lights being installed and the cost for the lights and they are hoping that after the Walk-ability Study is complete, they will be able to file by November for the infrastructure monies available to help with costs for the lights. Ms. Kartal stated that they also talked about crossing guards, and stated that Mr. Cicero talked about having the Chief check in with the guards on each corner because they believe some of those guards may need to be moved now that some of the traffic situations have changed and children are coming from different areas. They want to be sure that the crossing guards are being used effectively. They also discussed starting a School Safety Program that used to be handled by the elementary students, possibly using seniors in our schools to help cross the younger students on Palmer Avenue. Ms. Kartal also stated they discussed talking with St. Joseph's School on New Falls Road and the Diocese to see if we could obtain any of their left over signs either by donating them to us or by us purchasing them at a reduced cost. Ms. Kartal stated they also discussed the bus issue with lights not being properly used, both on Palmer when they pick up the students, as well as in the driveway at Grandview. This was discussed with Ms. Ruffing who contacted the bus company informing them that the lights must be used for safety reasons. The No Loading signs were also discussed which are very confusing for parents pulling up at Grandview, and the possibility of changing these signs to "No Parking During School Days During Certain Hours". Again, Ms. Kartal, stated that these changes may require a new ordinance, requiring contacting the parents of this change.

Mr. Miller stated that he went to Grandview today at dismissal time, and he met with two of the aides that help dismiss the students. He stated that these aides would be willing to meet with the Board as part of the committee to discuss the traffic at Grandview. Ms. Ruffing stated that she would also like to be part of the committee.

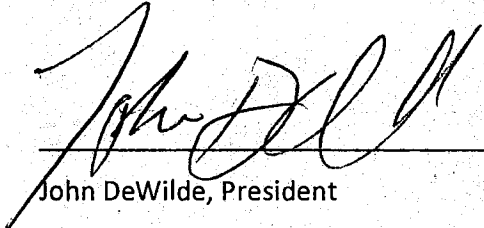
The Board members decided that the lights on the bus should always be on during the loading and unloading of students. Ms. Ruffing stated that at the end of every day, when the bus is going to pick up the Kindergarten and Grades 1-3 students, the bus is prepared in the driveway at Grandview. There is an aide that walks these students to the bus. For the second run, when the bus comes back to pick up the Manor Park students, there are no other cars in the driveway. In the morning, when dropping off students at Grandview, the bus arrives a little before 8 am, which is not a heavy traffic period. There is also an aide that assists the students getting off of the bus, and the loading of the students who have already had breakfast to get on the bus to go to the intermediate/high school. Mr. Miller asked if there is an aide that watches the driveway. Ms. Ruffing stated that she has three points of power in the driveway, which consists of Ms. Colon and Ms. Colon-Rivera who are in the driveway in the morning, and then another aide who is at the top of the driveway directing the students to walk on the sidewalk. This last aide also stops traffic to allow the bus to come out of the driveway. Mr. Miller stated that he wants the community to understand that they are trying to find the best case scenario working with the people who are on the front lines to find the best way to move the traffic and get our students safely into the school. Mr. Stout asked if anyone has ever been to another school district during drop off and pick up time. Mr. Stout stated that it is a circus no matter what school district you go to. Mr. Stout stated that he has not seen any students at Grandview running all over the driveway during drop off or pick up times, but does see Ms. Ruffing and the aides assisting the students in a controlled manner and does not see any danger at Grandview as is being discussed. Mr. Miller commended the aides for doing their job and stated that he has heard concerns that when the bus comes in the driveway and there are cars parked in the driveway, there is the fear of a student being injured. There are concerns of the bus jumping the curb because of the cars parked in the driveway and hitting one of the students standing along the sidewalk in front of the school. Ms. Kartal stated that there was a recent incident where the bus had to back up because of parked cars and came very close to the curb, and even though there were no children at that point of the curb at that time, parents were concerned that if this happened again, it would be possible to back up into students. Mr. DeWilde stated that the committee is exploring all of the issues and trying to come up with the best scenario. Mr. Miller stated that he has been at other schools where they have the same situation, but no cars are allowed to pass that school bus when the lights are on, even though it's in a parking lot. Mr. DeWilde stated that a phone blast can go out advising the parents of any new procedures. Ms. Marone stated that in the morning, her son does take the school bus from the M. R. Reiter location due to the fact that she was aware of the traffic situation at Grandview, and rather than driving him to school, she chose to put him on the bus. Ms. Marone feels that if more parents took advantage of the bus, it could alleviate some of the traffic at Grandview. Ms. Marone stated that the parents are only asked at the beginning of the year if their children will be riding the bus. Ms. Ruffing stated that the bus information is in the handbook which is available on the website or hard copies of the handbook are also available. Ms. Marone stated that she feels that having handbooks on line is not useful. Ms. Marone feels that when a new community member enrolls their child or children in our school, a handbook should be given to them. Ms. Kartal suggested that another reminder be sent to the parents of the available shuttle busing in our district. Mr. DeWilde suggested that Ms. Ruffing do a phone blast to everyone to remind them that it is available. Ms. Marone said that there is room on the bus for additional students. Ms. Ruffing stated that in the morning, the shuttle bus makes one stop at Manor Park and two stops at M. R. Reiter. In the afternoon, it does one trip for Kindergarten, dropping off at M. R. Reiter and then Manor Park. Then it picks up and does a drop off at M. R. Reiter, comes back and does a drop off at Manor Park. Mr. Miller stated that personally he would like to see the stop sign and lights working on the bus for all drop offs and pick ups of students. Mr. Stout asked how much

time it takes to dismiss all of the students out the school and get them on the bus. Ms. Ruffing stated that we have different dismissal times; Kindergarten being let out at 2:15 p.m., Pre-K at 2:30 p.m., walkers at 2:55 p.m., and then everyone else at 3:00 p.m. Ms. Ruffing stated that the traffic is different every day, sometimes starting as early as 2:40 p.m., but it is usually cleared out by 3:07 p.m. on a good day. Mr. DeWilde stated that since this matter was really talked out tonight, he asked the Board if they would be in agreement to have a phone blast should go out advising parents that no one will be permitted to pass the bus while the lights are on. Ms. Kartal stated that the lights should be on while loading and unloading students, and this is not happening consistently when the bus is on Palmer Avenue. Ms. Ruffing suggested that the bus could pull up to the end of the driveway at Grandview, thereby, leaving the rest of the driveway available for cars to pull up behind it. Ms. Ruffing stated that she will speak with the bus driver in the morning, advising the driver to have the lights on and the stop sign out on the bus at all times during the loading and unloading of students. Mr. Ferrara asked Mr. Gesualdi to have Ms. McQuillan contact the bus company advising them of this request to take place at all locations. Mr. Stoneburner suggested that since the bus sits at M. R. Reiter for awhile in the morning waiting for children to arrive to get on the bus, that the lights and stop sign are only used while the students are getting on, and not left on continuously while waiting for other students to arrive. Mr. Ferrara stated that in the morning, when the Tech School students are getting on the bus at M. R. Reiter, the lights and stop sign do not have to be used at this time. Mr. Ferrara and Mr. May will be at this stop to check out any safety issues.

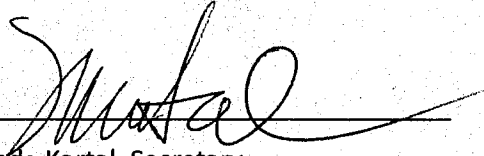
Mr. Stoneburner stated that as discussed at the Finance and Facilities Committee meetings, he wanted to know if the Board wants to consider beginning people who might be interested in developing a community committee to start to look at ways we can begin to improve the auditorium. He stated that it is in dire need of some serious upgrades and replacement of things. This would be a community effort to promote the upgrades needed and the get the assistance needed. Mr. DeWilde stated that he feels that this should be a Facilities Committee discussion. Mr. Stoneburner stated that he would like to promote this through the Board meetings to try to get various groups involved that have used the auditorium in the past to help fundraise, oversee, and develop a plan for the improvements/upgrades in the auditorium. Mr. Stoneburner stated that no one presently on the Facilities Committee has the expertise, knowledge or understanding in the area of the auditorium. Mr. Stoneburner asked how we can begin to advertise and promote this project. Mr. Ferrara stated that Mr. DeAngelo will put any information they have received regarding pricing on the auditorium's projects in the Friday packets. Mr. Miller stated that he has seen the pricing on two of the proposed projects, and the pricing is not comparable to be able to say that either company is cheaper because the services listed in one is very different from the services listed in the other. Mr. Miller suggested that if we at least get someone to acknowledge or say this is what could be done, then we would have an idea of what we are looking to replace or renovate. This way we would be able to start some type of fundraiser. Mr. Ferrara stated that the pricing received for the projects so far was to give the Board a starting point of what the projects may cost. Mr. Stout asked if anyone could check with the old movie theatre in Morrisville to see if they still had their old sound system that we could possibly use in the auditorium. Mr. Stoneburner stated that this could possibly be discussed with the theatre for possibly donating the sound system to the school district. Mr. DeWilde suggested that this matter be discussed within the committee, come up with some parameters and decision, and then proceed to find someone to perform the work. Mr. DeWilde stated that he may know someone who could help with the suggestions who has some experience in working on renovations in older schools.

ADJOURNMENT

Mr. DeWilde made a motion to adjourn the meeting at 8:40 p.m. This motion was seconded by Mr. Stoneburner, and passed by a unanimous voice vote.



John DeWilde, President



Wanda Kartal, Secretary