

MINUTES OF THE MEETING OF BOARD OF SCHOOL DIRECTORS
Board Meeting – Wednesday, September 25, 2013
Large Group Instruction Room
Morrisville Middle/Senior High School
7:30 p.m.

SCHOOL DISTRICT OF BOROUGH OF MORRISVILLE
Morrisville, Pennsylvania

This meeting was recorded for televising

The regular monthly meeting of the Morrisville Board of School Directors was held in the LGI Room located in the Morrisville Middle/Senior High School, 550 West Palmer Street, Morrisville, Pennsylvania on Wednesday, September 25, 2013, after due notice of this meeting had been given as required by law. Mr. Miller, President, called the meeting to order at 7:36 p.m. with the following members present on roll call:

- Pledge of Allegiance

In attendance: Messrs. Buckman, DeWilde, Worob, Stoneburner, Stout, Dingle, Miller and Ms. Kartal.

Member(s) absent: Mr. Parker

Mr. Miller stated that Mr. Parker did notify him that he would be unable to make tonight's meeting.

Quorum Present:

Also attending this evening's meeting were Mr. William Ferrara, Superintendent; Mr. Paul DeAngelo, Business Administrator; David Truelove, Esq., Solicitor; media, MEA representation, and members of the community.

Mr. Miller stated that there was an Executive Session this evening prior to tonight's meeting to discuss real estate, litigation and personnel matters.

STUDENT SPOTLIGHT

Paraprofessional and Field Hockey Coach, Katie Klausner, introduced student, Sidney Knott and they discussed Sidney's accomplishments and awards received as a member of the Varsity Field Hockey Team.

A presentation was given by Fran Orlando, Director of Art Mobile from the Bucks County Community College regarding the Art Mobile, which will be at the Morrisville School District from October 18th through the 24th.

ITEMS OF GENERAL INFORMATION

Student Representative to the Board – (Morrisville High School)

There was no student representative present at tonight's meeting.

Student Representative to the Board – (Bucks County Technical High School)

Student representative, Waysia Williams, discussed the following:

- Opening of school
- Back to School Night
- Occupational Advisory Committee Meetings
- Open House
- Mathletes
- Intramural football and powder puff football
- Skills USA
- Student Ambassadors

1. SUPERINTENDENT'S/ADMINISTRATOR'S REPORTS

→ This week in our Schools

Mr. Ferrara - Superintendent

Mr. Ferrara discussed the following:

- PSAT Tests will take place in October
- Blood Drive will take place on October 3rd
- Back to School Nights
- Sports teams
- Bulldogs to be featured on the Courier Times website
- Opening of School

Mr. DeAngelo – Business Administrator

Mr. DeAngelo discussed the following:

- Thanked the Business Office thanked the Business Office for their help and cooperation regarding the 2012-13 audit

⇒ **Enrollment Report**

District Enrollments as of September 18, 2013			
<u>Student Population</u>			
Pre-Kindergarten	18		
Kindergarten 56 + 12	54	GRANDVIEW	308
Grade 1	77	INTERMEDIATE SCHOOL (4-6)	224
Grade 2	79		532
Grade 3	80		
Grade 4	83	INTERMEDIATE SCHOOL (7-8)	149
Grade 5	71	HIGH SCHOOL 9-12	224
Grade 6	70		373
Grade 7	89		
Grade 8	60	TECHNICAL SCHOOL	39
Grade 9	70	HOME SCHOOLED	16
Grade 10	45	CHARTER SCHOOLS	32
Grade 11	68	Regular Ed	24
Grade 12	41	Special Ed	8
		OUT OF DISTRICT	54
		Regular Ed	15
		Special Ed	39
TOTAL ENROLLMENT			1046

Routine Action Items

At the meeting of the Board of School Directors on September 22, 2010, the Board of School Directors approved a motion that Agenda 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.

2. Approval of Minutes

Motions 2.1 through 2.3 were moved by Mr. Miller, seconded by Mr. DeWilde, and passed by a voice vote of 8 ayes.

2.1 *The Board approved a motion* to approve the minutes of the May 15, 2013 Monthly Agenda Meeting.

2.2 *The Board approved a motion* to approve the minutes of the May 22, 2013 Monthly Business Meeting.

2.3 *The Board approved a motion* to approve the minutes of the June 19, 2013 Monthly Agenda Meeting.

PUBLIC SESSION #1 (Only items on the agenda to be discussed)

Ms. Panzitta – 401 Hillcrest Avenue

Ms. Panzitta discussed Item 5.2 on tonight's agenda regarding the RFP for a Real Estate Broker for M. R. Reiter.

INFRASTRUCTURE

**3. INFRASTRUCTURE
INFORMATIONAL/DISCUSSION ITEMS:**

Mr. Stoneburner stated that he gave the Facility Committee Report at last week's Agenda Meeting, but he wanted to add that the roof repair in E Hall started this morning and will be completed sometime tomorrow afternoon.

ACTION ITEMS:

3.1 *The Board DID NOT APPROVE a motion* to approve the Boiler Bid (Oliver Mechanical – low bidder).

Moved by Mr. Miller, seconded by Mr. Buckman, and rejected by a unanimous voice vote of 8 nays.

Mr. Truelove stated that after reviewing the information, it is recommended to reject all boiler bids and re-bid.

Mr. Buckman stated that he is glad that we decided to redo the bid. Mr. Miller stated that the information received was not complete enough for the Board to make an educated decision.

3.2 *The Board approved a motion* to reject all boiler bids.

Moved by Mr. Miller, seconded by Mr. Buckman, and passed by a unanimous voice vote of 8 ayes.

4. **HUMAN RESOURCES**
INFORMATIONAL/DISCUSSION ITEMS:
ACTION ITEMS:

Motions 4.1.a through 4.1.g were moved by Mr. Miller, seconded by Mr. Worob, and passed by a unanimous voice vote of 8 ayes.

4.1 **Approval, Appointments**

4.1.a *The Board approved a motion* to approve the following 21st Century Hires:

Kim Shugar	Educational Consultant	\$17/hr.
Michael Walsh	Site Coordinator	\$17/hr.
Janine LaRosa	Site Coordinator	\$17/hr.
Margaret Leib	Site Coordinator	\$22/hr.
Shannon O'Connell	Homework Zone Tutor	\$22/hr.
Stephen Wajda	Site Monitor	\$12/hr.
Wanda Badilla	Site Monitor	\$9/hr.
Nicolas Giurand	Site Monitor	\$9/hr.
Kaila Murray-Dye	Site Monitor	\$9/hr.
Brittney William	Site Monitor	\$9/hr.

4.1.b *The Board approved a motion* to approve the following AESOP substitutes:

Brian Cohen	Anthony Catanzaro	Victoria DeTample
Megan Klemmer	Todd Miller	Marcy Rednor
William Watkins		

4.1.c *The Board approved a motion* to approve the appointment of Amber Gonzalez as a Personal Care Assistant, effective September 26, 2013, Category B Salary (\$12.42/hour) and Benefit Schedule.

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Mr. Ferrara stated that the motion 4.1.c references a Benefit Schedule, but no health care benefits are offered, and this only refers to days off.

4.1.d *The Board approved a motion* to approve the following individuals to the extra-curricular positions listed below:

Traci Coley	After School Technology Monitor	\$22/hr.
Bethany Coleman	Elementary Newspaper	\$1125
Kevin Jones	Yearbook Advisor	\$2200

4.1.e *The Board approved a motion* to approve the following paraprofessionals for the 2013-14 school year:

Alan Benjamin
Nicole White
Melissa Pilla

4.1.f *The Board approved a motion* to approve the following Winter Coaches:

Orick Smith	Boys Varsity Basketball	\$3675
Kyle Miller	Asst. Boys Varsity Basketball	\$2325
Dave Howell	Girls Varsity Basketball	\$3450
Rebecca Howell	Asst. Girls Varsity Basketball	\$2175
Jim Donovan	Girls Middle-School Basketball	\$1950
Jim Donovan	Boys Middle-School Basketball	\$1950

Mr. Stoneburner asked for an explanation for the difference in salaries between the girls and boys coaching positions. Mr. Ferrara stated that this has been past practice. Mr. King, who was present in the audience, explained that the game schedule for most of the boy's basketball games start much later in the evening, sometimes returning back to the school at 9:30 or 10:00 p.m. Mr. King stated that most of the girl's basketball games either start at 3:45 or 5:00 p.m. Mr. King stated that when the union put together the coaches salaries, they took that rationale into consideration.

4.1.g *The Board approved a motion* to approve Marissa Cylinder as a long-term substitute teacher (filling in for Meredith Wiley), effective October 7, 2013, per School Board Policy #429 (Substitute Compensation).

Mr. Stoneburner asked how long Ms. Cylinder would be filling in for Mr. Wiley, and Mr. Ferrara stated that Ms. Wiley should be returning by the first week in March.

4.2 Approval, Tuition Reimbursement

The Board approved a motion to approve tuition reimbursement for the following individuals:

Name	Course	College	Credits	Amount
Richard Boats	Cognition Utilizing Emerging Technologies To Improve Learning	Wilkes Univ.	3	\$1283
Sandy Sims	Reading & Writing Across the Curriculum	Wilkes Univ.	3	\$1263
Mike Teefy	E-Learning	Univ. Of the Arts	3	\$945
Mike Teefy	Theories & Best Practices of Curriculum and Instruction	Univ. Of Phoenix	3	\$525

Moved by Mr. Miller, seconded by Mr. DeWilde, and passed by a unanimous voice vote of 8 ayes.

**5. BUSINESS OPERATIONS/FINANCE COMMITTEE
INFORMATIONAL/DISCUSSION ITEMS:**

Expenditures - August

Budget 2013-14	Period Expended	Y-T-D Expended	Balance
\$17,504,284	\$858,821	\$1,411,371	\$16,092,913

Revenues - August

Budget 2013-14	Period Amount	Y-T-D Amount	Balance
\$17,504,284	\$4,344,789	\$5,333,934	\$12,170,350

Finance Committee Report – Mr. Dingle

See Attachment A to these minutes.

ACTION ITEMS:

5.1 Approval, Budget Calendar

The Board approved a motion to approve the 2014-15 Budget Calendar.

Moved by Mr. Miller, seconded by Mr. Dingle, and passed by a unanimous voice vote of 8 ayes.

5.2 Approval, Development of RFP for Real Estate Broker

The Board approved a motion to approve the development of an RFP for a Real Estate Broker for M. R. Reiter.

Moved by Mr. Miller, seconded by Mr. DeWilde, and passed by a unanimous voice vote of 8 ayes.

5.3 Approval, Treasurer's Report

The Board approved a motion to approve the Treasurer's Report.

Moved by Mr. Miller, seconded by Mr. Dingle, and passed by a unanimous voice vote of 8 ayes.

5.4 Approval, Investment Report

The Board approved a motion to approve the Investment Report.

Moved by Mr. Miller, seconded by Mr. Dingle, and passed by a unanimous voice vote of 8 ayes.

5.5 Approval, Payment of Bills

The Board approved a motion to approve payment of bills, as listed, subject to final audit by the Business Administrator in the amount of:

Miscellaneous/General Fund (8/29/13 - 9/25/13)	\$ 1,150,817.02
Legal	\$ 7,526.88
Athletic Fund (9/25/13)	\$ 1,800.00
Cafeteria Fund (9/25/13)	\$ 25,082.18
Capital Reserve	\$ <u>-0-</u>
TOTAL BILLS	\$ 1,185,226.08

Moved by Mr. Miller, seconded by Mr. Dingle, and passed by a unanimous voice vote of 8 ayes.

Ms. Kartal discussed the information the Board members received regarding the cafeteria account and asked why staff members would have outstanding lunch charges. Mr. DeAngelo stated that this is normal practice with the District, and they do collect those debts throughout the year. Mr. Donovan, from Metz, was in the audience and stated that staff members have accounts just like the students, and records are kept and debts collected as the need arises.

Ms. Kartal asked when there are meetings with other area Metz General Managers if the District pays for the Metz General Manager who works in our District to attend these meetings or does Metz pay for it. Mr. DeAngelo stated that he will check and get this information to the Board.

6. EDUCATIONAL COMMITTEE
INFORMATIONAL/DISCUSSION ITEMS:
ACTION ITEMS:

6.1 Approval, Revised 2013-14 School Calendar

The Board approved a motion to approve the revised 2013-14 School Calendar. (Due to the emergency closing of school on 9/19/13, the day will now be made up on 4/17/14.)

Moved by Mr. Miller, seconded by Mr. Worob, and passed by a unanimous voice vote of 8 ayes.

6.2 Approval, Settlement Agreement and Release

The Board approved a motion to approve the Settlement Agreement and Release for special education matter with student, John Doe, per the terms of a document included in the Board packet.

Moved by Mr. Miller, seconded by Mr. DeWilde, and passed by a unanimous voice vote of 8 ayes.

7. POLICY COMMITTEE
INFORMATIONAL/DISCUSSION ITEMS:
ACTION ITEMS:

7.1 Approval, 1st Reading of Policy #103.1

The Board approved a motion to approve the 1st Reading of Policy 103.1 - Non-Discrimination in School and Classroom Practices - Qualified Students With Disabilities.

Moved by Mr. Miller, seconded by Mr. Worob, and passed by a unanimous voice vote of 8 ayes.

Future Meetings and Items of Interest

The meetings will be held in the LGI
Wednesday, October 16, 2013.....Monthly Agenda Meeting 7:30 p.m.
Wednesday, October 23, 2013.....Monthly Business Meeting 7:30 p.m.

*For Community and District Information
visit our community website www.mv.org
and Channel 28 on your Local Cable*

8. OLD BUSINESS

8.1 Approval, Donation

The Board approved a motion to approve the donation of excess cafeteria items.

Moved by Mr. Miller, seconded by Mr. Worob, and passed by a unanimous voice vote of 8 ayes.

Mr. DeAngelo read a list of the items to be donated.

Mr. Stoneburner asked for a copy of the list of items so he can contact Snack Shack to see if they can use any of these items.

9. NEW BUSINESS

9.1 Establishment of a High School Basketball Account

The Board approved a motion to approve the establishment of a high school basketball account.

Moved by Mr. Miller, seconded by Mr. Dingle, and passed by a unanimous voice vote of 8 ayes.

Mr. Ferrara stated that this account will be for the men's high school basketball team. Mr. Ferrara explained why accounts are set up for any money collected and the procedure on how money is deposited and withdrawn from these accounts to protect all individuals involved.

Mr. Miller asked if all of our sports have their own account. Mr. Ferrara stated that he believes that almost all of our sports teams have their own accounts. Mr. Miller suggested that an account be set up for each team to avoid any confusion in the future and having to come to the Board month after month to set up various accounts. Mr. Ferrara stated that he will have Mr. DeAngelo review those teams that have accounts, and those that don't will be brought to the Board next month for approval to set up accounts.

Mr. DeWilde asked if, at this time, a discussion should take place regarding the Little Bulldogs. Mr. Miller stated that we still need to reach out to them in regards to their use of the fields. Mr. Miller stated that there has been some discussion as to other organizations using our fields as well. Mr. Miller stated that he feels that the whole topic needs to be revisited in regards to everybody because what is there and

what is available to everyone is not clearly defined and we want to be sure that everyone is on the same page and everyone knows who is responsible for what. The Board members and administration the current procedure and all agreed that we need to update our facilities usage policy.

9.2 Approval, Re-advertisement of the Boiler Maintenance RFP

The Board approved a motion to approve the re-advertisement of the Boiler Maintenance RFP.

Moved by Mr. Miller, seconded by Mr. Buckman, and passed by a unanimous voice vote of 8 ayes.

9.3 Approval, Authorization to engage the services of Pressure Solutions to assist in the start up of the Boilers

The Board approved a motion authorizing Mr. DeAngelo to engage the services of Pressure Solutions to assist in the start up of the boilers in the Morrisville School District, not to exceed \$1500.

Moved by Mr. Miller, seconded by Mr. Buckman, and passed by a unanimous voice vote of 8 ayes.

Mr. Stoneburner asked what liability Pressure Solutions would be accepting to assist in the start up of the boilers. Mr. DeAngelo stated that they would have to have a Certificate of Insurance in place, but at this point we would be paying them to be present while the boilers are started up, and then if something were to go wrong we would have to pay them to fix it.

Ms. Kartal discussed the National Foundation of Governor's Fitness Council and the National Grant they are offering to various schools up to \$100,000 to fitness centers near your school to help promote fitness among youth. Ms. Kartal asked that this be looked into and passed the information onto Mr. Ferrara. Mr. Ferrara stated that, through the 21st Century, the YMCA offers our 7th grade students free membership for the year.

LIAISON REPORTS

Bucks County Technical High School Joint Board – Ms. Kartal

Please see Attachment B to these minutes for the BCTHS Joint Board Report given by Ms. Kartal.

Mr. Stout asked if we are still paying more than any other District, per child, to go to the Tech School. Mr. Ferrara discussed the funding formula and the Articles of Agreement with the Tech School. Ms. Kartal stated that the Articles of Agreement expire in 2018, and the funding committee is trying to reorganize and get the districts talking so we are ready when that time comes.

Mr. Buckman asked if we have received an answer to our request for additional seats. Ms. Kartal stated that she is trying to get an answer.

The Board members discussed the funding formula, what has been done in the past. Mr. DeWilde stated that he is very interested in discussing this matter further, and it was decided that it would be discussed at the next agenda meeting.

9.4 Approval, 2014 PSBA Board of Directors

The Board approved a motion to endorse the slate of candidates for PSBA Board of Directors as follows:

President:	Mark B. Miller
Vice President:	Larry B. Breech
Treasurer:	Otto W. Voit III
At-Large Representative:	Maura Buri

Moved by Mr. Miller, seconded by Mr. DeWilde, and passed by a unanimous voice vote of 8 ayes.

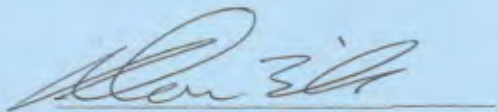
PUBLIC SESSION #2


There were no speakers for Public Session #2.

10. Adjournment

The Board approved a motion to adjourn the meeting at 9:08 p.m.

Moved by Mr. Miller, seconded by Mr. Worob, and passed by a unanimous voice vote of 8 ayes.


Damon Miller, President


Wanda Kartal, Secretary

Karen McQuillan

Attachment A to minutes
dated 9-25-13

From: Daniel Dingle
Sent: Tuesday, October 08, 2013 4:33 PM
To: Karen McQuillan
Subject: Finance Committee Report

9/23/13 @1900Hrs

Committee meeting was called to order with committee members present - D. Dingle, D. Stoneburner. Committee members not in attendance - S. Worab. Others present - Paul DeAngelo.

Topics discussed:

Financial Review from Business Office

Paul DeAngelo provided a review of the current revenue and expenses of the district. A review of the check register was conducted along with a review of other financial reports. Discussion about imbalances on the report took place. Paul DeAngelo indicated that imbalances in terms of the percentage of line items used was the result of pending transfers within the budget that will rectify after October 1st. Item to be reviewed at next meeting.

Financial Snapshot

The group discussed the inclusion of a financial snapshot within the agenda which would provide both the board and the public with a quick look at the district's financial situation. This tool is designed to keep finances at the front of everyone's mind. Additional changes and improvements may follow.

Boiler Bids

The bids for the boiler service were reviewed by the committee. Discussion covered the ranges of the prices, the scope of work to be performed and concerns over paperwork that was not filed from specific bidders. Item to be discussed at agenda meeting.

Legal Bills

Discussion on the legal bills lead to a request to have Hill-Wallack email the bills to the committee members or the district so that they can be reviewed and discussed at the Finance Committee meetings. Legal bills will be broken out as a separate line under Payment of Bills on the agenda for easy review by members of the board. Legal bills will be a standing agenda item for this committee.

Notes from Joint BCTHS board meeting 9/23/13

Submitted by Wanda Kartal:

The board approved a Memorandum of understanding between BCTHS and the Bristol Police department re: safety procedures at the school. *(do we have anything similar between Mville police and MSD?)*

BCTHS submitted for a PDE supplemental equipment grant (submitted 1.7mill in requests because the grant \$ amount was unknown) they were approved for \$53,016.01 and we voted to receive the grant. The \$ must go to equipment so they will prioritize what was submitted and maximize the use of the \$ received *(is this anything MSD would be eligible to apply for perhaps to upgrade woodshop, photography, etc? can Darletta look into it if we haven't already?)*

We voted on the PSBA 2013-2014 officers which MSD will be doing tonight.

Increased Enrollment at BCTHS was discussed and the options include building expansion, limiting students by decreasing the current 500 per grade allotment (2000) to 425 (1700). There are many more discussions to be had about this and a feasibility study will also be done at BCTHS to see what options they have re: usable space. Decisions have to be made in the next two months before applications are reviewed and lottery done for next school year to know how many seats are open per district. *(Of course I brought up the fact that we tried to get them to change the 500 # during the funding meetings but they kept telling the committee that would limit the number of students and you wouldn't want to do that at your districts and deny a technical education)*

They mentioned during student reports there is no late bus offered again by Bristol or Morrisville. I would like to make sure we have looked into options for our students to stay late on Tuesday and Thursdays when extra instruction is provided and clubs are meeting so our kids have a fair chance to participate. *(What about our vans providing so many seats to return on those days at 4pm? What about Pennsbury, asking if they would transport our students back to the HS along with theirs? What about something through Darletta and 21st century or cohort?)*

Joanne Pierotti, Director of Strategic Services for the IU, gave a presentation last night on the process for developing comprehensive plans. BCTHS is in Phase III and will be starting their plan in next month. Morrisville is also Phase III and she will be working with our school as well.

We also approved a Memorandum to close the Building during Christmas Break (4 extra days) to save on heating, electric etc. Estimated savings would be about \$10,000 and that \$ would be used to offset the cost to add more Students to the Skills USA competition. The school is already closed during this time, teachers/kids off. Only support staff in building. Pennsbury did this during the summer for 2 days and due to peak load times etc it saved them over \$190,000 across all their buildings. *(MSD needs to look into this option)*

Next meeting 10/28