

SCHOOL DISTRICT OF BOROUGH OF MORRISVILLE  
Morrisville, Pennsylvania

MINUTES OF THE MEETING OF BOARD OF SCHOOL DIRECTORS  
**Work Session**—Wednesday, March 16, 2016  
Large Group Instruction Room  
Morrisville Intermediate/Senior High School

***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 16, 2016, after due notice of the meeting had been given as required by law. Mr. Miller, President, called the meeting to order at 7:43 p.m.

**PLEDGE OF ALLEGIANCE**

Mr. Miller made a motion to appoint Michael Braun as the Recording Secretary for tonight's meeting. This motion was seconded by Mr. Gilleo, and passed by a unanimous voice vote of 7 ayes.

*The following members were present:*

Messrs. Colon, Gilleo, Perry, Stoneburner, Miller and Ms. Grau and Ms. Kartal

*Members absent:* Mr. Dingle and Ms. Getty

Mr. Miller stated that Ms. Getty and Mr. Dingle had notified him that they would not be able to attend this evening's meeting.

*Quorum Present:*

Also attending this evening's meeting was Mr. Michael Kopakowski, Superintendent; Mr. Michael Braun, Business Administrator; Ms. Felicity Hanks, Esq.; media, MEA representatives and members of the community.

Mr. Miller stated that an Executive Session was held prior to this evening's meeting in regards to real estate and collective bargaining.

Mr. Miller stated that the following areas will be covered at next week's Business Meeting:

**Student Spotlight**

*Program Coordinators: Robin Reithmeyer and Donna Wilson*

***Cinderella's Closet***

**Reports**

- Student Representatives to the Board
- Bucks County Technical High School

**ITEMS OF GENERAL INFORMATION**

**1.** SUPERINTENDENT/ADMINISTRATOR'S REPORTS

- This week in our Schools (Reports from Superintendent and Administration)
- Enrollment Report

## **PUBLIC SESSION #1 (Agenda Items Only)**

There were no speakers for Public Session #1.

**LIASION REPORTS**

**Morrisville Opportunity Education Foundation/MOEF Report – Ms. Grau**

Ms. Grau stated that no meeting has been held. The next meeting will be held on April 20<sup>th</sup>.

**PTO Report – Mr. Miller (on behalf of Ms. Getty)**

- Thank you to all of the families who participated in Crazy Hair Day. They were able to raise \$106.
- Yankee Candle Fundraiser started on March 16<sup>th</sup> and will run until April 1<sup>st</sup>. The money raised will be used towards Field Day.
- Barnes and Noble Night is scheduled for April 28<sup>th</sup>
- Scholastic Book Fair will be the week of May 9<sup>th</sup>
- The PTO will be joining the 6<sup>th</sup> through 8<sup>th</sup> grade team to assist in fundraising activities
- The Gertrude Hawk Fundraiser was a joint fundraiser
- Field Day is scheduled for May 27<sup>th</sup>. Flyers will be going home with students asking for volunteers. They are planning on having 10 stations for the day, and each station will require two to three volunteers. Information regarding clearances, etc. for volunteers is located on the website.
- Order forms for Field Day t-shirts will be going home with the students.

**Joint Borough Council/School Board Report – Mr. Miller**

Mr. Miller stated that the committee will be meeting on a quarterly basis and the next meeting will be held on May 4<sup>th</sup> at 7:30 p.m.

**Public Relations/Communications Report – Mr. Miller**

Mr. Miller stated that the committee met a few weeks ago. The meetings are held on the first Wednesday of every month at 7:00 p.m. At the last meeting the committee discussed communication and ways to promote the efforts of PTO through their use of the website and phone blasts. Mr. Miller stated that we will be doing a re-enrollment during the summer for the entire school district.

**Bucks County Intermediate Unit Report – Ms. Kartal**

Ms. Kartal stated that she was not able to attend the meeting due to work travel. Ms. Kartal stated that there was an Art Reception at which our student, Madelyn Carpenter, among students from other districts was honored.

**PSBA/Legislative Report – Ms. Kartal**

Mr. Kartal stated that there was no report at this time.

Mr. Miller stated that as of this afternoon, the State Senate as well as the PA House has passed the budget. The budget will now go to Governor Wolf to sign, and the last Mr. Miller read is that the Governor is going to veto it.

**M. R. Reiter Repurposing Report – Mr. Miller**

Mr. Miller stated that we are still waiting for the State Budget to be approved.

***Mr. Miller stated that the following motions will be on the agenda at next week's Business Meeting for approval:***

**ACTION ITEMS:**

**2. Approval of Minutes**

**2.1.a** ***A MOTION*** is in order to approve the minutes of the February 17, 2016 regular monthly agenda meeting.

**2.1.b** ***A MOTION*** is in order to approve the minutes of the February 24, 2016 regular monthly business meeting.

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

**Facilities Committee – Mr. Stoneburner**

Mr. Gilleo stated that a meeting was held on March 9<sup>th</sup> and they discussed the following:

- The next meeting will be held on April 13<sup>th</sup>.
- Leasing or sale of Manor Park and the use of the property and the costs involved
- Repair of gym doors/partitions that was approved last month at the Board meeting
- Updates to Grandview Gardens

Ms. Kartal asked that the Board members receive information regarding the plans/updates for the Grandview Gardens. Mr. Stoneburner stated that he would get this information to the Board members.

**ACTION ITEMS:**

None at this time.

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

**Human Resource Committee – Mr. Miller**

Mr. Miller stated that the Human Resource Committee has been meeting regarding negotiations with our Support Staff and once a contract is ready, it will be forwarded to the Board members. The committee is looking at possible staffing possibilities, which hinges on the State budget and where that leaves us.

***At next week's Board meeting Mr. Miller stated that the following motions will be on the agenda under the Human Resource Section:***

**ACTION ITEMS:**

**4.1 Approval, Tuition Reimbursement**

***A MOTION*** is in order to approve tuition reimbursement as follows:

<b>Name</b>	<b>Course</b>	<b>College</b>	<b>Credits</b>	<b>Amount</b>
Michael Scott	Teaching Students Responsible Behavior	Drake Univ.	3	\$360.00
Julie Shemelia	PA Notary Training	National Notary Assoc.		\$230.00

**4.2 Approval, FMLA**

**A MOTION** is in order to approve FMLA for Catherine Klausner effective February 23, 2016 through March 1, 2016.

**4.3 Approval, Appointments**

**4.3.a**

**A MOTION** is in order to approve the appointment of \_\_\_\_\_ as a long-term substitute (filling in for Amy Giblin) effective March 29, 2016 through the last teacher day of the 2015-16 school year, pending verification of all clearances.

**4.3.b**

**A MOTION** is in order to approve the appointment of \_\_\_\_\_ as a long-term substitute (filling in for Elizabeth Glaum-Lathbury) effective May 1, 2016 through the last teacher day of the 2015-16 school year, pending verification of all clearances.

**4.3.c**

**A MOTION** is in order to approve the appointment of \_\_\_\_\_ as a Food Service Compliance Officer, effective April 1, 2016 through the last teacher day of the 2015-16 school year, pending verification of all clearances.

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

- **Finance Report (Informational Item)**  
Numbers to be provided in next week's Business Meeting Agenda

**Finance Committee – Mr. Perry**

Mr. Perry stated that the committee met on March 9<sup>th</sup> and discussed the following:

- How long the District can sustain itself without a State Budget and the State funding that comes from that budget

Mr. Braun stated that at this time, he is going to begin the process of slow pay, which means that only necessary bills will be paid and payroll will be done. All other bills will be held. Mr. Braun stated that he completed the cash flow statement and at this point we are going to be very conservative on what we pay. Mr. Braun stated that he believes, with the slow pay plan, the District will be able to remain open for the remainder of the year. Mr. Miller read an article regarding the State Budget. The Board members discussed the State Budget and what monies we have for next school year if the budget is not passed, and if it would be necessary to borrow any money and what steps we should be taking to prepare. Mr. Braun stated that he would contact our Bond Counsel to inquire what we would need to do.

***At next week's Board meeting Mr. Perry stated that the following motions will be on the agenda under the Business Operations/Finance Section:***

**ACTION ITEMS:**

**5.1 Approval, Bucks County IU #22 Schedule of Projected Costs for 2016-2017**  
***A MOTION*** is in order to approve the Bucks County IU #22 Schedule of Projected Costs for 2016-2017.

**5.2 Approval, Disposal/Storage of Excess Items**  
***A MOTION*** is in order to approve either the disposal or storage of excess items as listed.

Mike Braun discussed the items on the excess list. Costs for disposal of these items, if any, will be forthcoming.

Mr. Stoneburner stated that we disposed of a full dumpster of broken and old items from the Manor Park multi-purpose room, with the possibility of having one more dumpster to be filled and disposed of.

**5.3 Approval, Budget Transfers**  
***A MOTION*** is in order to approve budget transfers in the amount of \$146,185.25.

Mr. Braun stated that he will be supplying the Board members with another list of budget transfers which will change this number by next week's Board meeting.

**5.4 Approval, Acknowledgement of Single Audit Report results from PDE for the year ended June 30, 2014**  
For the record, ***A MOTION*** is in order to acknowledge the receipt of the Single Audit Report results from PDE for the year ended June 30, 2014.

**5.5 Approval, Treasurer's Report**  
***A MOTION*** is in order to approve the Treasurer's Report.

**5.6 Approval, Investment Report**  
***A MOTION*** is in order to approve the Investment Report.

**5.7 Approval, Payment of Bills**  
***A MOTION*** is in order to approve payments of bills as listed below, subject to final audit by the Business Administrator:  
(Numbers to be provided in next week's Business Meeting Agenda)

Mr. Miller stated that a motion should be added to next week's agenda to approve and accept the Independent Auditor's Report for year ending June 30, 2015.

**6. EDUCATION COMMITTEE  
INFORMATIONAL/DISCUSSION ITEMS:**

**Education Committee – Mr. Miller**

Mr. Miller stated that Education Committee met on March 3<sup>rd</sup>. The April 7<sup>th</sup> meeting has been cancelled. At the meeting in March they discussed the following:

- Looking at staffing in regards to bringing back specials
- Looking at adding a Science teacher, which would open the door to other prospects
- The math program as described in the Program of Studies and questions regarding this matter
- Looking at how specials could be offered next year for Middle School
- Developing a schedule for re-registration over the summer
- Our Music Program and a proposal from Pro Line for next year, including summer lessons

***At next week's Board meeting Mr. Miller stated that the following motions will be on the agenda under the Education Section:***

**ACTION ITEMS:**

**6.1 Approval, 2016-17 School Calendar**

**A MOTION** is in order to approve the 2016-17 School Calendar for the Morrisville School District.

**6.2 Approval, 2016-17 Program of Studies**

**A MOTION** is in order to approve the 2016-17 Program of Studies for the Morrisville School District.

Regarding the Program of Studies, Mr. Miller discussed the Math Program and having alternating Honors classes as previously discussed. Mr. Miller stated that he did not see this in the 2016-17 Program of Studies. Mr. Kopakowski stated that he will look into this and get back to Mr. Miller. Mr. Miller also discussed Business Courses and when they will be offered (what school years) as worded in the Program of Studies. Kevin Jones, one of the elective coordinators, explained how the Business Courses will be offered which will maximize the availability to our students.

Mr. Stoneburner expressed his concerns and our ability to run some of the programs and do some of the projects that are being brought before the Board for approval for this summer without the State Budget being approved. Mr. Miller stated that we will be keeping a close eye on our finances. Mr. Braun stated that capital projects and repairs would have to be delayed. Mr. Miller stated that the repairs to the gym doors/partitions is very important in order to keep the various grades separated and that he feels that the Board should move forward with this project.

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

**Policy Committee Report**

No report.

***At next week's Board meeting Mr. Miller stated that the following motions will be on the agenda under the Policy Section:***

**ACTION ITEMS:**

- 7.1 Approval, Second Reading Policy 209.1, Food Allergy Management**  
***A MOTION*** is in order to approve the second reading of Policy #209.1, Food Allergy Management.
- 7.2 Approval, First Reading Policy 207, Confidential Communications of Students**  
***A MOTION*** is in order to approve the first reading of Policy #207, Confidential Communications of Students.
- 7.3 Approval, First Reading Policy 208, Withdrawal from School**  
***A MOTION*** is in order to approve the first reading of Policy #208, Withdrawal from School.
- 7.4 Approval, First Reading Policy 209, Health Examinations Screenings**  
***A MOTION*** is in order to approve the first reading of Policy #209, Health Examinations Screenings.
- 7.5 Approval, First Reading Policy 209.2, Latex Allergy Management**  
***A MOTION*** is in order to approve the first reading of Policy #209.2, Latex Allergy Management.



**8. OLD BUSINESS**

None at this time.

**9. NEW BUSINESS**

Ms. Kartal that she has been asked by community members and the Class of 2016 to discuss with the Board members the possibility of the Graduation ceremonies for the Class of 2016 being held outside this year. Realizing the additional cost for rental of chairs if it is held outside, the Class of 2016 has offered to do some fundraising and we an offer of a \$300 donation to also help defray the costs. Mr. Miller stated that the last time graduation was held outside was approximately 4 years ago, and that we should look at those records to see what the additional costs were compared to having it inside the school.

## **PUBLIC SESSION #2**

There were no speakers for Public Session #2.

**10. ADJOURNMENT**

Mr. Miller made a motion to adjourn the meeting at 8:45 p.m. The motion was seconded by Mr. Colon, and passed by a unanimous voice vote of 7 ayes.

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Damon Miller, President

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Wanda Kartal, Secretary