

MINUTES OF THE MEETING OF BOARD OF SCHOOL DIRECTORS  
**Board Meeting** – Wednesday, March 23, 2016  
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, March 23, 2016, after due notice of this meeting had been given as required by law.

- Pledge of Allegiance

Mr. Miller made a motion to appoint Michael Braun, Business Administrator, as the Recording Secretary for tonight's meeting. This motion was seconded by Mr. Stoneburner, and passed by a unanimous voice vote of 8 ayes.

Mr. Miller, President, called the meeting to order at 7:30 p.m. with the following members present on roll call:

In attendance: Messrs. Colon, Gilleo, Perry, Stoneburner, Miller and Ms. Getty, Ms. Grau, and Ms. Kartal

Member(s) absent: Mr. Dingle

*Quorum Present:*

Also attending this evening's meeting were Mr. Michael Kopakowski, Superintendent; Mr. Michael Braun, Business Administrator; Mr. Truelove, Esq., Solicitor; media, MEA representation, and members of the community.

Mr. Miller stated that Mr. Dingle had contacted him earlier this week stating that due to another commitment, he would be unable to attend this evening's meeting.

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

## **STUDENT SPOTLIGHT**

- **Program Coordinators for Cinderella's Closet, Robin Reithmeyer and Donna Wilson**

Ms. Reithmeyer and Donna Wilson discussed Cinderella's Closet, what it involves and stated that donations are always welcome. They supplied flyers to be posted on the bulletin boards with detailed information regarding this program.

## **ITEMS OF GENERAL INFORMATION**

### ***Student Representative to the Board – (Morrisville High School)***

There was no Student Representative from the Morrisville High School at tonight's meeting.

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

There was no Student Representative from the Bucks County Technical High School at tonight's meeting.

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

→ **This week in our Schools**

### **Mr. Kopakowski - Superintendent**

Mr. Kopakowski's report can be found in Attachment A to these minutes.

### **Mr. Braun – Business Administrator**

Mr. Braun discussed the items that the Business Office will be reporting on this evening which are on the agenda.

### **Bucks County Technical High School Report – Mr. Gilleo**

Mr. Gilleo stated that he had nothing to report at this time since the meeting will not take place until next Wednesday.

⇒ **Enrollment Report**

<b>District Enrollments as of March 18, 2016</b>			
<u>Student Population</u>			
Pre-Kindergarten	18		
Kindergarten	68	GRANDVIEW	301
Grade 1	77	INTERMEDIATE SCHOOL (4-5)	<u>155</u>
Grade 2	66		456
Grade 3	72		
Grade 4	74	INTERMEDIATE SCHOOL (6-8)	199
Grade 5	81	HIGH SCHOOL 9-12	<u>227</u>
Grade 6	71		426
Grade 7	70		
Grade 8	58	TECHNICAL SCHOOL	46
Grade 9	69	HOME SCHOOLED	22
Grade 10	58	CHARTER SCHOOLS	36
Grade 11	52	Regular Ed	29
Grade 12	48	Special Ed	7
		OUT OF DISTRICT	49
		Regular Ed	6
		Special Ed	43
<b>TOTAL ENROLLMENT</b>			<b>1035</b>

**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.*

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

There were no speakers for Public Session #1.

**2. INFRASTRUCTURE**  
**INFORMATIONAL/DISCUSSION ITEMS:**  
**ACTION ITEMS:**

None at this time.

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

**3.1 Approval, Tuition Reimbursement**

*The Board approved a motion* to approve tuition reimbursement as follows:

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

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

**3.2 Approval, FMLA**

*The Board approved a motion* to approve FMLA for Katherine Klausner effective February 23, 2016 through March 1, 2016.

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

**3.3 Approval, Appointment Food Service Compliance Officer**

*The Board approved a motion* to approve the appointment of Marie Wallace as a Food Service Compliance Officer, effective April 1, 2016 up to June 30, 2016, if necessary, pending verification of all clearances.

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

**3.4 Approval, Unpaid Leave of Absence**

*The Board approved a motion* to approve an unpaid leave of absence for Cheri Tabit for the 2016-17 school year.

Moved by Mr. Miller, seconded by Mr. Colon, and passed by a voice vote of 7 ayes and 1 nay. Member opposed to this motion was Mr. Stoneburner.

Mr. Stoneburner questioned this leave and why any would be permitted to take a year off. Mr. Miller stated that it is part of the MEA Contract. Mr. Stoneburner stated that it is nothing personal; he is opposed to the idea.

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

**INFORMATIONAL ITEMS**

**Finance Report (Informational Item)**

<i><u>Expenditures</u></i>				
Budget 2015-16	Year to Date Encumbrances		Y-T-D Expended	Available Balance
\$17,959,158	\$2,946,932		\$10,789,783	\$4,222,441
 <i><u>Revenues</u></i>				
Budget 2015-16		Y-T-D Amount		Balance
\$17,959,158		\$13,940,579		\$4,018,578

Mr. Miller announced that the State Budget has been passed, but we do not know how much we will be receiving. Mr. Perry stated that it will be allocated in accordance with the formula and disbursements may begin as soon as Monday.

**ACTION ITEMS:**

**4.1 Approval, Bucks County IU #22 Schedule of Projected Costs for 2016-2017**  
*The Board approved a motion* to approve the Bucks County IU #22 Schedule of Projected Costs for 2016-2017.

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

**4.2 Approval, Disposal of Excess Items**  
*The Board approved a motion* to approve the disposal of excess items as listed:

- |                             |                |
|-----------------------------|----------------|
| <i>1 Round Table</i>        | <i>Room H4</i> |
| <i>1 TV</i>                 | <i>Room H4</i> |
| <i>1 VCR</i>                | <i>Room H4</i> |
| <i>6 Desktop Computers,</i> | <i>Room H4</i> |
| <i>keyboards, monitors,</i> |                |
| <i>modems, mouse</i>        |                |
| <i>2 Brown Top Tables</i>   | <i>Room H4</i> |

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

**4.3**     **Approval, Budget Transfers**

*The Board approved a motion* to approve budget transfers in the amount of \$188,641.64.

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

**4.4**     **Approval, Acknowledgement of Single Audit Report results from PDE for the year ended June 30, 2014**

*The Board approved a motion* acknowledging the receipt of the Single Audit Report results from PDE for the year ended June 30, 2014.

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

**4.5**     **Approval, Independent Auditor's Report for year ending June 30, 2015**

*The Board approved a motion* to approve the Independent Auditor's Report for year ending June 30, 2015, as prepared by BBD, LLP.

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

Mr. Miller thanked BBD for providing a very thorough report.

**4.6**     **Approval, Apex Learning on-line Learning Program for Grades 9-12**

*The Board approved a motion* to approve the renewal of the Apex Learning on-line Learning Program for Grades 9-12 enrollment subscription in the amount of \$7,700. Payment to be made on or before May 3, 2016 for curriculum and instruction for the 2016-17 school year.

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

*Motions 4.7 and 4.8 were moved by Mr. Miller, seconded by Ms. Kartal, and passed by a unanimous voice vote of 8 ayes.*

**4.7**     **Approval, Treasurer's Report**

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

**4.8**     **Approval, Investment Report**

*The Board approved a motion* to approve the Investment Report.

**4.9**      **Approval, Payment of Bills**

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

Miscellaneous (3/2/16 - 3/16/16)	\$	62,327.88
Legal (3/23/16)	\$	10,003.36
Athletic Fund (2/24/16)	\$	495.00
General Fund (3/31/16)	\$	228,892.43
Capital	\$	-0-
Cafeteria Fund (3/31/16)	\$	<u>80,731.20</u>
TOTAL BILLS	\$	382,449.87

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

Mr. Miller questioned a tax refund check on the check register which should have a motion on the agenda to be approved. The tax bill is in the amount of \$1037.76. Mr. Braun stated that this would come out of the General Fund and reduced from the revenues received. Therefore, the General Fund was revised to \$228,892.43, and the total bills are \$382,449.87. Mr. Miller stated that the motion for the tax refund will be added to this agenda for approval.

**5.**      **EDUCATION COMMITTEE**  
**INFORMATIONAL/DISCUSSION ITEMS:**  
**ACTION ITEMS:**

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

*The Board approved a motion* to approve the 2016-17 School Calendar for the Morrisville School District.

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

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

*The Board approved a motion* to approve the 2016-17 Program of Studies for the Morrisville School District.

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

**6. POLICY COMMITTEE**  
**INFORMATIONAL/DISCUSSION ITEMS:**  
**ACTION ITEMS:**

*Motions 6.1 through 6.5 were moved by Mr. Miller, seconded by Ms. Grau, and passed by a unanimous voice vote of 8 ayes.*

- 6.1 Approval, Second Reading Policy 209.1, Food Allergy Management**  
*The Board approved a motion to approve the second reading of Policy #209.1, Food Allergy Management.*
- 6.2 Approval, First Reading Policy 207, Confidential Communications of Students**  
*The Board approved a motion to approve the first reading of Policy #207, Confidential Communications of Students.*
- 6.3 Approval, First Reading Policy 208, Withdrawal from School**  
*The Board approved a motion to approve the first reading of Policy #208, Withdrawal from School.*
- 6.4 Approval, First Reading Policy 209, Health Examinations Screenings**  
*The Board approved a motion to approve the first reading of Policy #209, Health Examinations Screenings.*
- 6.5 Approval, First Reading Policy 209.2, Latex Allergy Management**  
*The Board approved a motion to approve the first reading of Policy #209.2, Latex Allergy Management.*

**Future Meetings and Items of Interest**

Wednesday, April 20, 2016.....Monthly Agenda Meeting 7:30 p.m.  
Wednesday, April 27, 2016.....Monthly Business Meeting 7:30 p.m.

*For Community and District Information  
visit our community website [www.mv.org](http://www.mv.org)  
and Channel 28 on your Local Cable*



**7. OLD BUSINESS**

Mr. May discussed the progress of the gym door refurbishment and the changes in the schedule.

**8. NEW BUSINESS**

*The following motion was added to the agenda.*

**8.1 Approval, Tax Refund for Tax Parcel #24-004-472**

*The Board approved a motion* to approve school property tax refund in the amount of \$1,037.76, for tax parcel #24-004-472 representing 8 months of overpayment for tax year 2015.

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

Since this motion was added to the agenda, Mr. Miller opened the floor for public comment. There were no comments.

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## **PUBLIC SESSION #2**

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There were no speakers for Public Session #2.

**9. ADJOURNMENT**

*The Board approved a motion* to adjourn the meeting at 8:15 p.m.

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

\_\_\_\_\_  
Damon Miller, President

\_\_\_\_\_  
Wanda Kartal, Secretary

**Report from the Superintendent**

**Wednesday, March 23, 2016**

**Large Group Instruction Room**

**7:30 p.m.**

1. On Thursday, February 25, 2016, all middle school and high school teachers, paraprofessionals, personal care assistants, instructional aides, and non-instructional aides participated in mandated Office of Civil Rights (OCR) training on "Sensitivity Training and How to Prevent or Report Discrimination/Harassment on the Basis of Disability and/or Sex." The presenter was an attorney from the firm of Sweet, Stevens, Katz and Williams. The elementary and intermediate staff will participate in this training on Monday, April 4, 2016.
2. The football banquet was held on Saturday, February 27, 2016. Many thanks to coach Derrick Savage and his staff for organizing this event.
3. The superintendent's roundtable meetings were held on Monday, February 29, 2016 and Monday, March 14, 2016. The next superintendent's roundtable is scheduled for Monday, April 18, 2016. The meeting will be held in room A-3 beginning at 7:00 p.m.
4. Gym Night was held on Friday, March 4, 2016. Many thanks to David Vaccaro and Sean Haines for organizing all the events related to Gym Night. I would especially like to thank the students who also participated in decorating the school and assisted in organizing all the activities.
5. Morrisville Science Symposium's Second Annual Bird Town Community Day was held on Saturday, March 5, 2016. Many thanks to Elizabeth Glaum-Lathbury and her students for organizing the activities.
6. Cinderella's Closet was held on Saturday, March 12, 2016. The next Cinderella's Closet will be held on Saturday, April 2, 2016 and Saturday, April 16, 2016. Many thanks to Robin Reithmeyer and Donna Wilson for organizing this event to support our students.
7. I attended the Aria 3B Orthopaedic Institute High School Sportsmanship Awards Breakfast Ceremony to recognize Denis Sacco on Monday, March 14, 2016. Congratulations to Denise for receiving this prestigious award.
8. The "Art Goes to School" Program visited our intermediate school on Tuesday, March 15, 2016, Wednesday, March 16, 2016, and Friday, March 18, 2016. This program brings art appreciation and art history to elementary students.
9. I attended the Bucks County Intermediate Unit (BCIU) Student Art Reception Wednesday, March 16, 2016. Congratulations to Madelyn Carpenter for being recognized for her talent. Her work will be displayed at the BCIU throughout the upcoming year.
10. The Parent Teacher Organization (PTO) conducted a Pretzel Day fundraiser on Wednesday, March 23, 2016. Many thanks to the PTO for all the support they provide for our students.

The next PTO meeting is scheduled for Thursday, April 21, 2016. The meeting will be held at Grandview Elementary School beginning at 7:00 p.m.

11. Schools will be closed on Thursday, March 24, 2016, Friday, March 25, 2016, and Monday, March 28, 2016 for spring break. Schools will reopen on Tuesday, March 29, 2016.
12. Kindergarten registration will be held at Grandview Elementary School on Wednesday, March 30, 2016, Thursday, March 31, 2016, and Friday, April 1, 2016.
13. On Wednesday, April 6, 2016, David May, our school resource officer, Chris Reardon, and I will attend the Bucks County School Safety and Security Advisory Council meeting. This is the second of three scheduled meetings. The next one is scheduled for Wednesday, Wednesday, June 8, 2016. We will be using these training sessions to update our own security plans. Once these plans are completed, they will be incorporated into our regularly-scheduled emergency drill procedures.
14. The next Public Relations/Communications/PTO Committee meeting is scheduled for Wednesday, April 6, 2016. The meeting will be held in the large group instruction room beginning at 7:00 p.m.
15. The third marking period will end on Friday, April 8, 2016. All students will have an early dismissal. The fourth marking period will begin on Monday, April 11, 2016.
16. The Pennsylvania System of School Assessment (PSSA) English Language Arts assessment will be administered on Tuesday, April 12, 2016, Wednesday, April 13, 2016, Thursday, April 14, 2016, and Friday, April 15, 2016.
17. The next Finance Committee meeting is scheduled for Wednesday, April 13, 2016. The meeting will be held in the large group instruction room beginning at 6:30 p.m. The Facilities Committee meeting will follow at 7:30 p.m.
18. Report cards will be distributed on Friday, April 15, 2016.
19. The middle school student government will sponsor a car show on Friday, April 15, 2016. The rain date is Friday, April 22, 2018.
20. The Pennsylvania System of School Assessment (PSSA) Math assessment will be administered on Tuesday, April 19, 2016, Wednesday, April 20, 2016, and Thursday, April 21, 2016.
21. The next Morrisville Opportunity Educational Fund meeting is scheduled for Wednesday, April 20, 2016. The meeting will be held in room G-9 beginning at 5:30 p.m.
22. The next School Board Agenda meeting is scheduled for Wednesday, April 20, 2016. The meeting will be held in the large group instruction room beginning at 7:30 p.m.
23. The Jewish War Veterans of the United States of America (U.S.A.) Ferguson-Young-Feinberg Post 697 will sponsor a Holocaust Remembrance Education program assembly on Thursday, April 21, 2016. The assembly will be held in the auditorium beginning at 9:00 a.m.
24. Schools will be closed for Election Day on Tuesday, April 26, 2016.
25. The Pennsylvania System of School Assessment (PSSA) Science assessment will be administered on Wednesday, April 27, 2016, and Thursday, April 28, 2016.
26. The next School Board meeting is scheduled for Wednesday, April 27, 2016. The meeting will be held in the large group instruction room beginning at 7:30 p.m.