

SCHOOL DISTRICT OF BOROUGH OF MORRISVILLE  
Morrisville, Pennsylvania

MINUTES OF THE MEETING OF BOARD OF SCHOOL DIRECTORS  
**Work Session**—Wednesday, June 15, 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 June 15, 2016, after due notice of the meeting had been given as required by law. Mr. Miller, President, called the meeting to order at 7:42 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 Ms. Getty, and passed by a unanimous voice vote of 8 ayes.

*The following members were present:*

Messrs. Gilleo, Perry, Stoneburner, Dingle, Miller and Ms. Kartal, Ms. Getty and Ms. Grau

*Member absent:* Mr. Colon

*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 Mr. Colon had notified him that he would not be able to attend tonight's meeting.

Mr. Miller stated that an Executive Session was held this evening prior to tonight's meeting in regards to HR, real estate, litigation, and a confidential student issue.

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

**Student Spotlight**

*There is no Student Spotlight for the month of June*

**Reports**

- Student Representatives to the Board – No reports for the month of June
- 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 was held this month; therefore, there is nothing to report at this time.

**PTO Report – Ms. Getty**

Ms. Getty reported on the following:

- There is an Officer's meeting scheduled for June 29<sup>th</sup> at 7:30 p.m. The Officer's will be meeting throughout the summer, once per month, to plan for next year.
- The PTO gave the 5<sup>th</sup> grade a pizza party to celebrate them moving on to middle school.
- No parent general public meetings are scheduled until September.

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

Mr. Miller stated that the next meeting is not scheduled until August. He stated that there is some movement in regards to the traffic signals. All of the plans have been signed and have been submitted to Penn Dot.

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

Mr. Miller stated that the committee will not meet until August; therefore, there is nothing to report at this time.

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

Ms. Kartal reported that the meeting will be held next week and she will give her report at next week's business meeting.

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

Ms. Kartal stated that she will report on the legal updates at next week's business meeting.

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

Mr. Miller stated that they are waiting for an updated report from Council.

***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 ***MOTION*** is in order to approve the minutes of the April 27, 2016 Business Meeting.

**2.2** A ***MOTION*** is in order to approve the minutes of the May 18, 2016 Agenda Meeting.

**2.3** A ***MOTION*** is in order to approve the minutes of the May 18, 2016 Special Meeting.

**2.4** A ***MOTION*** is in order to approve the minutes of the May 25, 2016 Business Meeting.

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

**Facilities Committee – Mr. Stoneburner**

Mr. Stoneburner stated that the committee met a week ago and discussed the following:

- Capital View School and Magic Cottage not renewing their lease and what to do with this building/property in the future
- Potential use of Manor Park
- Grandview Garden project
- Alarm panel issue at M. R. Reiter and replacement part and costs
- Personnel
- Curtain wall in the gym
- Summer projects
- Move of Pre-K back to Grandview (Mr. Kopakowski discussed details regarding this move from a facilities viewpoint)
- Disposal of excess items (outdated computers)
- The next meeting will take place on August 10<sup>th</sup>

Mr. Miller discussed the lease with Magic Cottage in which the lease clearly stated that they were to keep up with the repairs of the M. R. Reiter property/building and that the rental price was extremely favorable to them to allow for them to do so. He stated that the terms of the lease ended on their own this month with no further renewals contemplated and that the parties would have had to renegotiate a new lease starting on June 17<sup>th</sup>.

Mr. Stoneburner stated that during the inspection of the property the RADON test came back negative and that we should have the engineering report soon.

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

**ACTION ITEMS:**

**3.1 Approval, Trash and Recycling Services 2016-17, 2017-18**

**A MOTION** is in order to approve the contract with Waste Management for trash and recycling services at the annual rate of \$15,960 for the 2016-17 and the 2017-18 school years.

**3.2 Approval, Disposal of Excess Items**

**A MOTION** is in order to approve the disposal of the excess items as presented at no cost to the District.

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

**Human Resource Committee – Mr. Miller**

Mr. Miller stated that the Human Resource Committee has been meeting on an as needed basis in regards to finalizing the MESPA Contract and other issues that have been brought to their attention. No news to report at this time.

***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> |
|-----------------|--|-------------------|----------------|---------------|
| Summer Branche  | Assignment Homework:<br>Where, When & Why            | Learners Edge     | 3              | \$ 399.00     |
| Tracie Galante  | Achieving Success with<br>English Language Learners  | Learners Edge     | 3              | \$ 399.00     |
| Tracie Galante  | The Culturally Competent<br>Educator                 | Learners Edge     | 3              | \$ 399.00     |
| Tracie Galante  | Dive into Digital;<br>Understanding Digital          | Learners Edge     | 3              | \$ 399.00     |
| Tracie Galante  | Lost in Translation; New<br>Language, New Learning   | Learners Edge     | 3              | \$ 399.00     |
| Gina Leary      | In the Face of Poverty                               | Learners Edge     | 3              | \$ 374.00     |
| Gina Leary      | What Kids Need: Building<br>Self-Discipline          | Learning Edge     | 3              | \$ 374.00     |
| Stephanie Price | Evidence Practices Learner<br>Exceptionality         | Holy Family Univ. | 3              | \$2345.00     |
| Justin Allegra  | Teaching and Learning<br>With Technology             | Ashford Univ.     | 3              | \$1680.00     |
| Justin Allegra  | Assessing Knowledge &<br>Skills in Online Learning   | Ashford Univ.     | 3              | \$1731.00     |
| Justin Allegra  | Online Teaching Internship                           | Ashford Univ.     | 3              | \$1731.00     |
| Justin Allegra  | Collaboration & Learning<br>In a Virtual Environment | Ashford Univ.     | 3              | \$1731.00     |
| Justin Allegra  | Capstone: A Project<br>Approach                      | Ashford Univ.     | 3              | \$1731.00     |

**4.2 Approval, Contractual Leave**

***A MOTION*** is in order to approve a contractual leave for David Cylinder for the 2016-17 school year, per MEA Contract.

**4.3 Approval, Acceptance of Resignation**

**4.3.a A MOTION** is in order to accept the resignation of Nicholas Colon, with regret, effective June 18, 2016.

**4.3.b A MOTION** is in order to accept the resignation of Kara Pachnieski, with regret, effective June 15, 2016.

**4.4 Approval, 2016-17 Athletic Trainer Contract**

**A MOTION** is in order to approve the 2016-17 Contract with Bucks County Physical Therapy for the Athletic Trainer at a cost not to exceed \$35,000 and a maximum total amount of \$2,500 for any extra time approved by the School District.

**4.5 Approval, Appointment to Extra Curricular Position**

**A MOTION** is in order to approve the appointment of Gloria Bramble as National Honor Society Advisor and Jr. National Honor Society for the 2016-17 school year at a stipend of \$1000 for each, per MEA Contract.

**4.6 Approval, Extension of Contractual Leave**

**A MOTION** is in order to approve the extension of a contractual leave for Elizabeth Glaum-Lathbury, effective August 30, 2016 through January 27, 2017.

**4.7 Approval, Contractual Leave**

**A MOTION** is in order to approve a contractual leave for Kelly Marlin-Peroni effective (to be determined) through (to be determined) .

**4.8 Approval, Appointment – Long Term Substitute**

**A MOTION** is in order to approve the appointment of Adriana Morris as a long-term substitute (filling in for Elizabeth Glaum-Lathbury), effective August 30, 2016 through January 27, 2017.

**4.9 Approval, Appointment, Full Time Art Teacher**

**A MOTION** is in order to approve the appointment of a full-time Art Teacher, per MEA Contract.

**4.10 Approval, Appointment, Part Time Van Driver**

**A MOTION** is in order to approve the appointment of Natara Nesbitt as a part-time Van Driver, per MESPA Contract.

Mr. Miller asked that the following motion (4.11) be added to the agenda for next week's Business Meeting.

**4.11 Approval, Posting for a Part Time Custodian**

**A MOTION** is in order to approve the posting for a part time Custodian, per MESPA Contract.

**4.12 Approval, Appointment and Contract Approval of Business Manager**

**A MOTION** is in order to approve the appointment of Thaddeus Thompson as Business Manager for the Morrisville School District, effective July 1, 2016, and also to approve his contract as presented.

**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 – Ms. Getty**

Ms. Getty stated that a meeting was held on June 8<sup>th</sup> and they discussed the following:

- The next meeting will be held on August 10<sup>th</sup>
- Closing out the school year with a healthy fund balance
- State still owes us about \$500,000 for basic educational funding which we hope to get back during the next school year
- Examined budget for further funding in order to change the proposed final budget

Mr. Kopakowski discussed and explained the School Wide Positive Behavior Interventions and Supports (SWPBIS) Activity Account. Any funds that are raised will be used to provide rewards for our students.

***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, School Wide Positive Behavior Interventions and Supports (SWPBIS) Activity Account**

**A MOTION** is in order to approve the establishment of a School Wide Positive Behavior Interventions and Supports Activity Account.

**5.2 Approval, Class of 2019 Activity Account**

**A MOTION** is in order to approve the establishment of a Class of 2019 Activity Account.

**5.3** **Approval, Agreement with the Bucks County IU (Ombudsman Alternative School)**

*A MOTION* is in order to approve an agreement with the Bucks County Intermediate Unit for placements at Ombudsman Alternative School as follows:

***2016-17 School Year 3 slots \$10,353 per slot (Total \$31,059)***

***2017-18 School Year 3 slots \$10,561 per slot (Total \$31,683)***

***2018-19 School Year 3 slots \$10,772 per slot (Total \$32,316)***

***Payments will be made on a quarterly basis per agreement.***

**5.4** **Approval, Resolution to Approve and Adopt the 2016-17 Final Budget**

*A MOTION* is in order to approve the Resolution to approve and adopt the 2016-17 Final Budget in the amount of \$19,149,772.

**5.5** **Approval, 2016-17 Final Tax Rate**

*A MOTION* is in order to approve the 2016-17 Tax Rate of 197.5713 mills.

**5.6** **Approval, 2016-17 Homestead and Farmstead Exclusion Resolution**

*A MOTION* is in order to approve the 2016-17 Homestead and Farmstead Exclusion Resolution and corresponding real estate tax reduction in the maximum amount of \$206.67 for qualifying properties.

**5.7** **Approval, Tax Installment Payment Plan Resolution**

*A MOTION* is in order to approve the Real Estate Tax Installment Payment Plan Resolution.

**5.8** **Approval, Ordinary and Necessary Payments**

*A MOTION* is in order to approve ordinary and necessary payments by the Business Administrator during the months of June and July 2016.

**5.9** **Approval, Appointment of Treasurer to the Board of School Directors**

*A MOTION* is in order to appoint and approve the Treasurer to the Board of School Directors through June 30, 2017.

**5.10** **Approval, PNC and Plgit for 2016-17**

*A MOTION* is in order to approve PNC and Plgit for 2016-17.

**5.11** **Approval, End of Year Budget Transfers per School Code, Section 68**

*A MOTION* is in order to approve the end of the year budget transfers per School Code, Section 68.



**5.12 Approval, Insurance Coverage**

*A MOTION* is in order to approve insurance coverage for the 2016-17 school year as listed below:

|  |                 |
|--|-----------------|
| <i>Property (Granite State Ins. Co.)</i>   | <i>\$45,491</i> |
| <i>General Liability (American Alternative Ins. Co.)</i>                               | <i>\$18,218</i> |
| <i>Crime (American Alternative Ins. Co.)</i>   | <i>\$ 424</i>   |
| <i>Automobile (American Alternative Ins. Co.)</i>                                      | <i>\$11,005</i> |
| <i>Boiler and Machinery (Hartford Steam Boiler Ins. Co.)</i>                           | <i>\$ 4,652</i> |
| <i>Umbrella (American Alternative Ins. Co.)</i>  | <i>\$13,466</i> |
| <i>School Board Legal Incl. Employment Practices Liability (Old Republic Ins. Co.)</i> | <i>\$13,306</i> |
| <i>Privacy/Network Security (Westchester Fire Ins. Co.)</i>                            | <i>\$ 3,575</i> |
| <i>Student Accident (AXIS Ins. Co.)</i>  | <i>\$ 6,674</i> |
| <i>Workers Compensation (Old Republic Ins. Co.)</i>                                    | <i>\$69,372</i> |

**5.13 Approval, Contract with Bucks County Intermediate Unit #22 to provide Business Office and Human Resource Staff and Services**

*A MOTION* is in order to approve a contract with the Bucks County Intermediate Unit #22 to provide Business Office and Human Resource Staffing Services from July 1, 2016 through June 30, 2017 for a base amount of \$ (to be determined), subject to Solicitor review and approval.

**5.14 Approval, Addendum to Extend Source 4 Teachers Contract**

*A MOTION* is in order to approve the Addendum to Extend Agreement with S4Teachers, LLS.

**5.15 Approval, Treasurer's Report**

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

**5.16 Approval, Investment Report**

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

**5.17 Approval, Budget Transfers**

*A MOTION* is in order to approve budget transfers in the amount of \$207,242.28.

**5.18 Approval, Settlement Agreement**

*A MOTION* is in order to approve the Settlement Agreement regarding Student X.

**5.19 Approval, Payment of Bills**

*A MOTION* is in order to approve payment 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. Perry discussed the ADHOC Committee's involvement regarding the interviews for the Business Manager position. He welcomed Thaddeus Thompson to the District as the new Business Manager and thanked Michael Braun for his services to the District as the Business Manager. Mr. Braun stated that it has been an honor to work for the District and he thanked everyone for the opportunity.

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

**Education Committee – Mr. Miller**

Mr. Miller stated that Education Committee met on the first Thursday of the month and they discussed the following items:

- The next meeting will be held on August 4<sup>th</sup> at 7:00 p.m. in the LGI
- Presentation by two Middle School Math teachers as well as one from the high school regarding a new math program for Grades 6, 7 and 8 (GO Math Program). Mr. Miller discussed this program. Mr. Kopakowski thanked the teachers involved and further discussed this program and also thanked the Board for their support in regards to the curriculum upgrades.
- Budget recommendations/considerations for 17-18

**ACTION ITEMS:**

**6.1 Approval, Purchase of the Houghton Mifflin Harcourt GO Math Program**  
***A MOTION*** is in order to approve the purchase of the Houghton Mifflin Harcourt GO Math Program and for grades 6, 7 and 8 and Algebra Program, at an approximate annual cost of \$7,066.75.

**6.2 Approval, Purchase of Textbooks for New Elective Course – Criminology**  
***A MOTION*** is in order to approve the purchase of 30 Criminology: The Core, 6th Edition, by Larry J. Siegel, at an approximate cost of \$4,944.60.

**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 200, Enrollment in District**

**A MOTION** is in order to approve the second reading of Policy #200, Enrollment in District.

**7.2 Approval, Second Reading Policy 201, Admission of Students**

**A MOTION** is in order to approve the second reading of Policy #201, Admission of Students.

**7.3 Approval, Second Reading Policy 827, Conflict of Interest**

**A MOTION** is in order to approve the second reading of Policy #827, Conflict of Interest.

**7.4 Approval, Second Reading Policy 626, Federal Fiscal Compliance**

**A MOTION** is in order to approve the second reading of Policy #626, Federal Fiscal Compliance.

**7.5 Approval, Second Reading Policy 626.1, Travel Reimbursement-Federal Programs**

**A MOTION** is in order to approve the second reading of Policy #626.1, Travel Reimbursement-Federal Programs.

**8. OLD BUSINESS**

None at this time.

**9. NEW BUSINESS**

Mr. Miller asked that the following motion be added to the agenda:

**9.1 Approval, Upgrade to Capital View School**

**A MOTION** is in order to approve the upgrade to the Capital View School since it has now been vacated by Magic Cottage.

## PUBLIC SESSION #2

There were no speakers for Public Session #2.

*Mr. Miller, in regards to the recent shootings in Florida at the nightclub, asked for a moment of silence. He stated that our hearts go out to the family and friends of those whose lives were lost during that unfortunate event.*

### **10. ADJOURNMENT**

Mr. Miller made a motion to adjourn the meeting at 8:27 p.m. This motion was seconded by Ms. Getty, and passed by a unanimous voice vote of 8 ayes.

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Damon Miller, President

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Wanda Kartal, Secretary