

SCHOOL DISTRICT OF BOROUGH OF MORRISVILLE
Morrisville, Pennsylvania

Business Meeting Agenda to take place on December 13, 2017

For discussion at Work Session – December 4, 2017

Large Group Instruction Room
Morrisville Intermediate/Senior High School

Immediately following the Re-organization Meeting of the Board

This meeting will be recorded for televising

◆ **CALL MEETING TO ORDER**



Teacher: Mike Scott
Student Leadership

STUDENT REPRESENTATIVES TO THE BOARD

- Morrisville High School Student Representative
- Morrisville Bucks County Technical High School Student Representative

REPORTS

- 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

ACTION ITEMS:

2. Approval of Minutes

- 2.1** A *MOTION* is in order to approve the minutes of the June 21, 2017 Agenda Meeting.
- 2.2** A *MOTION* is in order to approve the minutes of the June 28, 2017 Business Meeting.
- 2.3** A *MOTION* is in order to approve the minutes of the July 26, 2017 Special Business Meeting.
- 2.4** A *MOTION* is in order to approve the minutes of the August 16, 2017 Agenda Meeting.
- 2.5** A *MOTION* is in order to approve the minutes of the August 23, 2017 Business Meeting.

PUBLIC SESSION #1 (Agenda Items Only)

3. INFRASTRUCTURE
INFORMATIONAL/DISCUSSION ITEMS:
ACTION ITEMS:

3.1 Approval, Posting for Request for Qualifications (RFQ) for Energy Savings Contractor (ESCo)

A *MOTION* is in order to approve the posting for Request for Qualifications (RFQ) for Energy Savings Contractor (ESCo).

3.2 Approval, Reaffirm Schrader Group as Architect of Record for the approved August 2017 Construction Project

A *MOTION* is in order to approve and reaffirm Schrader Group as Architect of Record for the approved August 2017 Construction Project.

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

4.1 Approval, Job Descriptions

4.1.a

A *MOTION* is in order to approve the Human Resource Generalist Job Description.

4.1.b

A *MOTION* is in order to approve the Administrative Assistant to the Superintendent Job Description.

4.1.c

A *MOTION* is in order to approve the Library Paraprofessional Job Description.

4.2 Approval, Transfers

4.2.a

A *MOTION* is in order to approve the transfer of Thomas Turbert from Shipping and Receiving Grounds position in the high school to Day Custodian in Grandview Elementary School, effective December 4, 2017, per MESPA Contract.

4.2.b

A *MOTION* is in order to approve the transfer of Albert Miller from Day Custodian in Grandview Elementary School to Shipping and Receiving Grounds position in the high school, effective December 4, 2017, per MESPA Contract.

4.3 Approval, Reinstatement

A *MOTION* is in order to approve the reinstatement of Laura Sonnentag from FMLA, effective January 25, 2018.

4.4 Approval, Tenure

A *MOTION* is in order to grant tenure to temporary professional employee, Michelle Argenti, due to successful completion of a three year probationary period, effective January 5, 2018.

4.5 Approval, Appointments

4.5.a

A *MOTION* is in order to approve the appointment of Debra Dawicki as a Library Paraprofessional, effective November 20, 2017, at an hourly rate of \$14.93, per MESPA Contract.

4.5.b

A *MOTION* is in order to approve the appointment of _____ as a Personal Care Assistant, effective _____, at the hourly rate of _____, per MESPA Contract.

4.5.c

A *MOTION* is in order to approve the following individuals to the position of Crowd Control at a stipend of \$41.00 per event:

- Julie Habel
- Kevin Jones
- Kelly Mott
- Rick Sabol

4.6 Approval, Attendance at Society for Human Resource Management (SHRM)

A *MOTION* is in order to approve Jocelyn Torres to participate in the SHRM Senior Certified Professional Certification Program at a cost not to exceed \$1200.

4.7 Approval, Volunteer

A *MOTION* is in order to approve the following volunteer:

<u>Parent (Name)</u>	<u>Location</u>
Shawana Biggs	Grandview (Mrs. Phelan's class)

4.8 Approval, End of Assignment

A *MOTION* is in order to approve and accept the end of assignment for Nicole Simon, Long Term Substitute Teacher/First Grade (covering for Laura Sonnentag), effective last day of work on January 26, 2018 with a 2 day overlap.

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

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

ACTION ITEMS:

5.1 Approval, Treasurer's Report

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

5.2 Approval, Investment Report

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

5.3 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)

5.4 Approval, Weidenhammer Maintenance Renewal

A *MOTION* is in order to approve renewal of the Weidenhammer Maintenance Plan in the amount of \$10,012.23.

5.5 Approval, Attendance PA Educational Technology and Conference

A *MOTION* is in order to approve Jason Harris and Joe Myat to attend the PETE&C Conference in Hershey, PA scheduled for February 11-14, 2018, in an amount not to exceed \$1,500 each.

5.6 Approval, 2018 Monthly Meetings for the Board of School Directors

A *MOTION* is in order to approve the 2018 monthly meetings for the Board of School Directors.

5.7 **Approval, Attendance at the Bucks County Superintendent's Retreat**
A *MOTION* is in order to approve Mike Kopakowski's attendance at the Annual Bucks County Superintendent's Retreat to be held in March 2018 in Hershey, PA, at a cost not to exceed \$500.

5.8 **Approval, Class Trip**
A *MOTION* is in order to approve a class trip for the 4th and 5th grade classes to Newtown Theatre on 12/7/17, at a cost not to exceed \$1000.

5.9 **Approval, Agreement with the Bucks County Intermediate Unit #22 to assist the Morrisville School District with the Superintendent Search**
A *MOTION* is in order to approve the agreement with the Bucks County Intermediate Unit #22 to assist the Morrisville School District with the Superintendent search.

5.10 **Approval, Tuition Contract**
A *MOTION* is in order to approve the Tuition Contract for a student with a disability.

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

6.1 **Approval, Participation in Lower Bucks County Reading Olympics**
A *MOTION* is in order to approve the Morrisville School District's participation in the Lower Bucks County Reading Olympics at a cost not to exceed \$3000 (\$1500 Elementary and \$1500 Secondary).

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

7.1 **Approval, Second Reading of Policy 610 – Purchases Subject to Bid Quotation**
A *MOTION* is in order to approve the second reading of Policy 610 – Purchases Subject to Bid Quotation.

8. **OLD BUSINESS (if needed)**

9. **NEW BUSINESS (if needed)**

PUBLIC SESSION #2

10. **ADJOURNMENT**