

MINUTES OF THE MEETING OF BOARD OF SCHOOL DIRECTORS

**Board Meeting** – Wednesday, January 25, 2017

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, January 25, 2017, after due notice of this meeting had been given as required by law.

- Pledge of Allegiance

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, Dingle, Miller and Ms. Getty, Ms. Grau, and Ms. Kartal

*Quorum Present:*

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

Mr. Miller stated that an Executive Session was held prior to this evening's meeting to discuss personnel.

**STUDENT SPOTLIGHT**

- **Dr. Michael Scott – Student Leadership**

Due to a scheduling error, the Student Spotlight was done at last week's Agenda Meeting. Mr. Miller encouraged everyone to watch the video as it speaks volumes as to how our student's present themselves.

## **ITEMS OF GENERAL INFORMATION**

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

Student Representative, Patrick Getty, discussed many items which can be found in Attachment A to these minutes.

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

Student Representative, Noah Eisengrein, discussed many items which can be found in Attachment B to these minutes.

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

Mr. Gilleo stated that they met on Monday and discussed the following:

- Held the School Director Appreciation Dinner and the Culinary student's outdid themselves
- A brief meeting was held after the dinner and committee assignments were handed out
- Mr. Gilleo had a discussion with our Authority Representative from the Tech School and he would like to begin attending our Board meetings in the near future to give his report
- The next meeting will be held on February 27<sup>th</sup> at 7:30 p.m.

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

→ **This week in our Schools**

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

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

### **Mr. Harris – Business Administrator**

Mr. Harris's report can be found in Attachment D to these minutes.

⇒ **Enrollment Report**

<b>District Enrollments as of January 19, 2017</b>			
<u>Student Population</u>			
Pre-Kindergarten	18		
Kindergarten	59	GRANDVIEW (K-2)	223
Grade 1	75	INTERMEDIATE SCHOOL (3-5)	<u>218</u>
Grade 2	71		<b>441</b>
Grade 3	64		
Grade 4	72	MIDDLE SCHOOL (6-8)	218
Grade 5	82	HIGH SCHOOL (9-12)	<u>222</u>
Grade 6	77		<b>440</b>
Grade 7	67		
Grade 8	74	TECHNICAL SCHOOL	45
Grade 9	50	HOME SCHOOLED	29
Grade 10	65	CHARTER SCHOOLS	52
Grade 11	57	Regular Ed	40
Grade 12	50	Special Ed	12
		OUT OF DISTRICT	50
		Regular Ed	6
		Special Ed	44
<b>TOTAL ENROLLMENT</b>			<b>1057</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.

## **ACTION ITEMS:**

At this time, motions 5.1 and 5.2 were voted on as follows:

### **5.1 Approval, 2015-16 Financial Audit Report from BBD, LLP**

*The Board approved a motion* to accept and approve the 2015-16 Financial Audit Report from BBD, LLP.

Moved by Mr. Miller, seconded by Mr. Perry, and passed by a unanimous voice vote of 9 ayes.

Mr. Miller stated that at last week's Agenda Meeting, Mr. Carl Hogan from BBD, LLP gave a presentation on the Financial Audit Report.

### **5.2 Approval, Reallocation of Funds**

*The Board approved a motion* to approve the reallocation of funds in the amount of \$600,000 from the Fund Balance to the Capital Reserve Account for future infrastructure upgrades and repairs.

Moved by Mr. Miller, seconded by Ms. Getty, and passed by a unanimous voice vote of 9 ayes.

## **2. Approval of Minutes**

*Motions 2.1 and through 2.5 were moved by Mr. Miller, seconded by Mr. Colon, and passed by a unanimous voice vote of 9 ayes.*

**2.1** *The Board approved a motion* to approve the minutes of the October 26, 2016 Business Meeting.

**2.2** *The Board approved a motion* to approve the minutes of the November 9, 2016 Agenda Meeting.

**2.3** *The Board approved a motion* to approve the minutes of the November 16, 2016 Business Meeting.

**2.4** *The Board approved a motion* to approve the minutes of the December 5, 2016 Re-organization Meeting.

**2.5** *The Board approved a motion* to approve the minutes of the December 5, 2016 Agenda Meeting.

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

**3.1**    **Approval, Purchase of Intercom and Public Address Equipment**

*The Board approved a motion* to approve the purchase of Intercom and Public Address equipment from Security and Data Technologies, Inc. (SDT), at an amount not to exceed \$179,405, to be paid for out of Capital Reserve, pending Solicitor review.

Moved by Mr. Miller, seconded by Mr. Gilleo, and passed by a unanimous voice vote of 9 ayes.

As requested by Ms. Kartal, Mr. Harris explained the process used to come up with this amount by not going through the normal bid procedures. Mr. Harris stated that our current intercom system is approximately 40 years old and he discussed the upgrades that will be made, and after much discussion came up with a total solution that will solve the issue of repair and will also move us forward into the 21<sup>st</sup> Century. Mr. Harris stated that SDT is part of our Government Purchasing Program that the Board approved earlier through which we get State Contract bidding prices; therefore we are not required to go out for bid.

Ms. Kartal discussed her concerns with the possible changes concerning property taxes and spending this much money without going out for a bid. Mr. Harris stated that at this time, the recommendation from the administration stands. Mr. Miller stated that he recently met in Harrisburg with a number of State Legislators to discuss Morrisville's situation and possible proposals coming down the road that could affect our District. Mr. Miller stated that sometimes the need supersedes the process. Further discussion took place with the Board members where they agreed with Ms. Kartal's concerns and also the benefits of having a new system. Ms. Kartal stated that after listening to the Board members discussion and Mr. Harris' explanation of the process that was used, she agrees that we should proceed with the purchase of a new system.

**3.2**    **Approval, Access Control System**

*The Board approved a motion* to approve the purchase of an Access Control System from Security and Data Technologies, Inc. (SDT) at a cost not to exceed \$10,990, to be paid out of Capital Funds.

Moved by Mr. Miller, seconded by Mr. Stoneburner, and passed by a unanimous voice vote of 9 ayes.

**3.3 Approval, Schrader Group Proposal**

*The Board approved a motion* to approve the Schrader Group Proposal for Master Planning Services at a cost not to exceed \$26,256, to be paid out of Capital Funds.

Moved by Mr. Miller, seconded by Mr. Colon, and passed by a unanimous voice vote of 9 ayes.

Mr. Miller stated that looking at our enrollment projections up to ten years from now, once the Board reviews the information received, we would then be able to give to Schrader some proposals of what we would like to have done, reviewed, looked into, etc. The cost will get us about 4 to 5 different plans that we can submit to Schrader to review.

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

*Motions 4.1 through 4.6 were moved by Mr. Miller, seconded by Mr. Colon, and passed by a unanimous voice vote of 9 ayes.*

**4.1 Approval, Job Descriptions for Middle School Guidance Counselor (Grades 6-8) and Secondary Guidance Counselor (Grades 9-12)**

*The Board approved a motion* to approve the following job descriptions:

- Middle School Guidance Counselor (Grades 6-8)
- Secondary Guidance Counselor (Grades 9-12)

**4.2 Approval, Paraprofessional, Paraprofessional/PCA, and Non-Instructional Paraprofessional Job Descriptions**

*The Board approved a motion* to approve the job description(s) for a Paraprofessional, Paraprofessional/PCA, and Non-Instructional Paraprofessional.

**4.3 Approval, Leave of Absence**

*The Board approved a motion* to approve a leave of absence for Ana Ramirez, per MESPA Contract, beginning January 3, 2017 through January 16, 2017.

**4.4 Approval, Appointments**

*The Board approved a motion* to approve the appointment of the following individuals as Spring Coaches at the stipends listed below:

<i>Kelly Mott</i>	<i>Varsity Softball Head Coach</i>	<i>\$3200</i>
<i>Amanda Snyder</i>	<i>Varsity Softball Asst. Coach</i>	<i>\$2100</i>
<i>Julie Habel</i>	<i>Intermediate School Softball Coach</i>	<i>\$2300</i>
<i>Jason Bresnen</i>	<i>Varsity Baseball Asst. Coach</i>	<i>\$2100</i>

**4.5 Approval, Resignation**

*The Board approved a motion* to approve and accept the resignation of Steven Walsh as a Paraprofessional/PCA, effective January 18, 2017.

**4.6 Approval, Appointment**

*The Board approved a motion* to approve the appointment of Ollisha Brown (replacing Steven Walsh) as a Paraprofessional/PCA, per MESPA Contract, pending verification of clearances and required paperwork.

*At this time, the Agenda Meeting was suspended to remove Motion 4.7 and add Motion 4.7.a.*

**~~4.7 Approval, Retirement/Resignation~~**

~~*A MOTION* is in order to approve and accept, with regret, the retirement/resignation of Michael Kopakowski, Superintendent, effective June 30, 2017.~~

**4.7.a Approval, Extension of Contract with Mike Kopakowski for the role of Superintendent for a period of one year**

*The Board approved a motion* to extend the term of the contract with Mike Kopakowski for the role of Superintendent for a period of one year, constituting a total of a 4-year term as Superintendent, with any other modifications to the contract to be documented and provided to the Board for review and approval at a subsequent meeting.

Moved by Mr. Miller, seconded by Mr. Dingle, and passed by a unanimous voice vote of 9 ayes.

**4.8 Approval, Appointment Extra-Curricular Position**

*At the May 2016 Board Meeting Michelle Riley was approved for the 7<sup>th</sup> Grade Coordinator position for the 2016-17 school year at a stipend of \$1500. At the November 2016 Board Meeting a motion was approved for her resignation from this position, effective the last day of the 2<sup>nd</sup> marking period. Her stipend will be adjusted to the amount of \$750 (half of the year). Therefore:*

***The Board approved a motion*** to approve the appointment of John Ericksson as the 7<sup>th</sup> Grade Coordinator, per MEA Contract, for the second half of the 2016-17 school year at a stipend of \$750.

Moved by Mr. Miller, seconded by Ms. Grau, and passed by a unanimous voice vote of 9 ayes.

*Motions 4.9 through 4.11 were moved by Mr. Miller, seconded by Ms. Kartal, and passed by a voice vote of 8 ayes and 1 abstention. Member abstaining was Mr. Colon.*

**4.9 Approval, Appointment Middle School Guidance Counselor**

***The Board approved a motion*** to approve the appointment of Heather Sherlock as Middle School Guidance Counselor, per MEA Contract, effective February 13, 2017, pending verification of clearances and required paperwork.

**4.10 Approval, Appointment Substitute Teacher for Einstein Program**

***The Board approved a motion*** to appoint Katherine Colon as a substitute teacher for the Einstein Program at the hourly rate of \$25.

**4.11 Approval, Tuition Reimbursement**

***The Board approved a motion*** to approve tuition reimbursement, per MEA Contract, as follows:

<b>Name</b>	<b>Course</b>	<b>College</b>	<b>Credits</b>	<b>Amount</b>
Mary Killion	Walt Whitman's Ghost in a World of Machine	LaVerne Univ.	3	\$345
Mary Killion	Teaching Shakespeare to Children and Young Adults	LaVerne Univ.	3	\$345
Mary Killion	Teaching the Short Story; Principles and Applications	LaVerne Univ.	3	\$345
Mary Killion	Making Poetry Relevant to Students	LaVerne Univ.	3	\$345
Mary Killion	The Nightmare of Reasonable Logic Madness in Poe	LaVerne Univ.	3	\$345

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

• **Finance Report (Informational Item)**

**Expenditures**

Budget 2016-17	Y-T-D Encumbrances	Y-T-D Expended	Available Balance
19,276,833	6,559,549	8,657,767	4,059,516

**Revenues**

Budget 2016-17	Y-T-D Amount	Balance
19,276,833	14,908,507	4,368,325

**ACTION ITEMS:**

*Motions 5.1 and 5.2 were approved at the beginning of this meeting.*

*Motions 5.3 through 5.5 were moved by Mr. Miller, seconded by Mr. Perry, and passed by a unanimous voice vote.*

**5.3 Approval, Acceptance of Donation**

*The Board approved a motion to approve and accept a donation of books for 2<sup>nd</sup> and 3<sup>rd</sup> graders from the Morrisville Rotary Club.*

**5.4 Approval, Treasurer's Report**

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

**5.5 Approval, Investment Report**

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

**5.6 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 (12/14, 12/21, 12/23, 1/4/17, 1/11/17)	\$	202,020.08
Legal (1/25)	\$	5,847.77
Athletic Fund (12/14, 12/20, 1/3/17, 1/11/17)	\$	5,863.00
General Fund (1/25)	\$	171,661.97
Capital	\$	-0-
Cafeteria Fund (12/14, 1/13/17)	\$	<u>94,404.87</u>
TOTAL BILLS	\$	479,797.69

Moved by Mr. Miller, seconded by Mr. Perry, and passed by a unanimous voice vote of 9 ayes.

*Motions 5.7 and 5.8 were moved by Mr. Miller, seconded by Ms. Kartal, and passed by a unanimous voice vote of 9 ayes.*

**5.7 Approval, Disposal of Excess Items**

*The Board approved a motion* to approve for the disposal of excess items as listed below:

- 169 Cafeteria Trays

**5.8 Approval, Resolution for 2017-18 IU Programs and Services and Instructional Materials & Research Services Budget**

*The Board approved a motion* to approve the resolution regarding the Bucks County Intermediate Unit's 2017-18 Programs and Services and Instructional Materials and Research Services Budget in the amount of \$1,725,687.

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

*Motions 6.1 and 6.2 were moved by Mr. Miller, seconded by Ms. Grau, and passed by a unanimous voice vote of 9 ayes.*

**6.1**     **Approval, Morrisville School District 2017-2018 School Calendar**  
*The Board approved a motion* to approve the Morrisville School District 2017-2018 School Calendar.

**6.2**     **Approval, Posting for Paraprofessional Position (Grades 6-12)**  
*The Board approved a motion* to approve the posting of a paraprofessional position for Health and Physical Education classes in Grades 6-12.

Mr. Colon questioned the need for this position. Mr. Kopakowski stated that we have a significant supervision issue in our gym and locker rooms and this is an attempt to address some of these issues.

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

*Motions 7.1 through 7.4 were moved by Mr. Miller, seconded by Mr. Colon, and passed by a unanimous voice vote of 9 ayes.*

**7.1**     **Approval, First Reading Policy #202 (Eligibility of Non-Resident Students) and Administrative Regulations 202-AR-0, 202-AR-1, 202-AR-2, 202-AR-3**  
*The Board approved a motion* to approve the first reading of Policy #202, Eligibility of Non-Resident Students, and Administrative Regulations 202-AR-0, 202-AR-1, 202-AR-2, and 202-AR-3.

**7.2 Approval, First Reading Policy #251, Homeless Students**  
*The Board approved a motion* to approve the first reading of Policy #251, Homeless Students.

**7.3 Approval, First Reading Policy #255, Educational Stability for Children in Foster Care**  
*The Board approved a motion* to approve the first reading of Policy #255, Educational Stability for Children in Foster Care.

**7.4 Approval, Second Reading Policy #822 (Automated External Defibrillator) and Administrative Regulations 822 AR-0 (Emergency Action Plan) and 822 AR-1 (AED Maintenance Checklist)**  
*The Board approved a motion* to approve the second reading of Policy #822, Automated External Defibrillator, and Administrative Regulations 822 AR-0 (Emergency Action Plan) and 822 AR-1 (AED Maintenance Checklist).

**Future Meetings and Items of Interest**

Wednesday, February 15, 2017.....Monthly Agenda Meeting 7:30 p.m.  
Wednesday, February 22, 2017.....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***

**8. OLD BUSINESS**

**8.1 Approval, Extension of Closing Date for the Agreement with Morrisville Borough for the Sale of the M. R. Reiter Property**

*The Board approved a motion* to approve the extension of the closing date for the agreement with the Morrisville Borough for the sale of the M. R. Reiter property to March 30, 2017.

Moved by Mr. Miller, seconded by Ms. Kartal, and passed by a unanimous voice vote of 9 ayes.

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

Ms. Kartal stated that a meeting will be held at Centennial School District on January 31, 2017 beginning at 10:00 a.m. regarding education funding. Mr. Miller discussed the percentage of funding that Morrisville receives vs what the other districts receive, and stated that he discussed this matter with representatives while he was recently in Harrisburg. Mr. Harris will be sending a letter to PDE regarding this matter which will hopefully correct the percentage of funding that we receive and will be more evenly distributed.

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**PUBLIC SESSION #2**

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There were no speakers for Public Session #2.

Since Motion 4.7.a was added to the agenda this evening, Mr. Miller opened the floor for public comment regarding that motion. There were no comments from the public.

Mr. Miller stated that the Board is having an Executive Session Retreat at the Morrisville High School this Saturday beginning at 8:00 a.m. to discuss a number of items which will include personnel and facilities. The Board is allowed to hold a Retreat once a year and it is a closed door meeting.

**10. ADJOURNMENT**

*The Board approved a motion* to adjourn the meeting at 8:43 p.m.

Moved by Mr. Miller, seconded by Mr. Colon, and passed by a unanimous voice vote of 9 ayes.

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Damon Miller, President

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Wanda Kartal, Secretary