

MINUTES OF THE MEETING OF BOARD OF SCHOOL DIRECTORS  
**Board Meeting** – Wednesday, May 17, 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, May 17, 2017, after due notice of this meeting had been given as required by law. Mr. Miller, President, called the meeting to order at 7:35 p.m.

- Pledge of Allegiance

Mr. Miller made a motion to appoint Mr. Harris 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 on roll call:

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

Member(s) absent: Mr. Colon

*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 Mr. Colon contacted him earlier today advising him that he would not be able to attend this evening's meeting.

Mr. Miller stated that an Executive Session was held prior to this evening's meeting in regards to Human Resources.

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

### **Student Spotlight**

Teacher – Drew King (FBLA State and National Competition Qualifiers)

Teacher – Wendy Craig (BCIU Student Art Showcase – featured student Antoine Johnson)

### **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 the last meeting for this school year was held and they discussed the following:

- Ratified a visit for the 5<sup>th</sup> grade class to go to the Revolutionary Museum and Independence Hall
- The next meeting will be held on September 20<sup>th</sup>

#### **PTO Report – Ms. Getty**

Ms. Getty stated that at their meeting they discussed the following:

- The Intermediate Book Fair begins tomorrow and runs through May 24<sup>th</sup>
- The next PTO meeting will be held on May 18<sup>th</sup> at 7:00 p.m.
- PTO is ordering T-shirts for Field Day

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

Mr. Miller stated that a meeting was held on Wednesday, May 3, 2017 in the LGI and they discussed the following:

- Demolition of M. R. Reiter building
- Placement of sign after the demolition showing where the building stood
- Placement and installation of traffic signals for the school zones
- Crosswalk painting
- The next meeting will be held on August 2<sup>nd</sup> at 7:30 p.m. in the LGI

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

Mr. Miller stated that a meeting was held on May 3<sup>rd</sup> and they discussed the following:

- Website
- Looked at templates for website and samples were passed out to Board members to review

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

Mr. Miller stated that this was discussed during the Joint Borough Council meeting as stated above.

***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 March 15, 2017 Agenda/Business Meeting.

**2.2** ***A MOTION*** is in order to approve the minutes of the March 22, 2017 Business Meeting.

**2.3** ***A MOTION*** is in order to approve the minutes of the April 19, 2017 Agenda/Business Meeting.

**2.4** ***A MOTION*** is in order to approve the minutes of the April 26, 2017 Business Meeting.

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

**Facilities Committee – Mr. Stoneburner**

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

- Fence posts for fence at Grandview have been installed. The installation of the fence will start next week.
- Security camera upgrades
- Genesis Student Information System
- Wild flowers have been planted on the hill at the A-Field
- Rental of Kubota Tractor and the possibility of buying a front end loader in the future with a trailer
- Relocation of rooms
- Vacating some of the maintenance storage rooms
- Grandview garden
- Installation of shed by Home Depot at Grandview
- Excess equipment
- Installation of new clocks as part of the new PA System have been completed

**NOTE: For the month of June, the Facilities Committee meeting will be held on Tuesday, June 13, 2017 at 7:30 p.m. in the LGI.**

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

**ACTION ITEMS:**

**3.1 Approval, Agreement with Wire Guys for Security Camera Upgrades**

***A MOTION*** is in order to approve the agreement with Wire Guys for security camera upgrades in an amount not to exceed \$75,632.

**3.2 Approval, Amendment to Agreement with Morrisville Borough**

***A MOTION*** is in order to approve and execute the amendment to the Agreement with the Morrisville Borough to extend the closing date to July 31, 2017 for sale of the M. R. Reiter property.

**3.3 Approval, Genesis Student Information System ASP Services**

***A MOTION*** is in order to approve the Genesis Student Information System ASP Services for the 2017-18 school year in the amount of \$15,425 (same price as 16-17 school year).

Mr. May and the Board members discussed have the driveways re-sealed, but would rather wait to have this done if we are considering any major construction.

Mr. Miller discussed an email he received regarding the status of the receipt of funds for the demolition of the M. R. Reiter building. He stated that is the reason for motion 3.2 and the extension of the closing date to July 31, 2017.

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

**Human Resource Committee – Mr. Gilleo**

Mr. Gilleo stated that the committee did not meet this month but had conversation via email and discussed the following:

- Addendum’s to contracts and salaries
- The next meeting will be June 13<sup>th</sup> at 6:30 p.m.

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

**ACTION ITEMS:**

**4.1 Approval, Appointments – Extra Curricular Positions**

**A MOTION** is in order to approve the following individuals to the Extra Curricular Positions for the 17-18 school year at the stipends listed below:

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Stipend</u></b>
John Hubiak	Athletic Director	\$5,000
Donna Wilson	Band Front	\$1,000
Kevin Jones	Yearbook Advisor	\$2,500
Michael Teefy	Student Government/Pres. Class Advisor \$2200/split	\$1,100
Gloria Bramble	Student Government/Pres. Class Advisor \$2200/split	\$1,100
Kenneth Kelman	Newspaper Advisor (Secondary)	\$1,500
Beth Coleman	Newspaper Advisor (Elementary)	\$1,500
Shelly Zuckerman	Chorus (High School)	\$2,200
Drew King	Future Business Leaders Advisor	\$1,400
Jim Gober	Class Advisor (10 <sup>th</sup> )	\$1,100
Cindy Hasness	Class Advisor (11 <sup>th</sup> )	\$1,600
Mike Teefy	Class Advisor (12 <sup>th</sup> )	\$1,975
David Vaccaro	Gym Show Director \$1400/split	\$ 700
Kristy Jackowicz	Gym Show Director \$1400/split	\$ 700
Richard Sabol	Elem. Science Materials Coordinator	\$1,400
Kim Connell	Elem. Coordinator (2 positions)	\$2,100
Assunta Deliman	Elem. Coordinator	\$2,100
Elizabeth Glaum-Lathbury	National Honor Society	\$1,000
Elizabeth Glaum-Lathbury	National Jr. Honor Society	\$1,000
Julie Habel	Elem. Student Government (2 positions – 1 open)	\$1,200
Michael Scott	Intermediate School Student Government	\$1,200
Traci Coley	After School Technology Monitor	\$25/hr or aide rate
Cindy Hasness	AM/PM Detention	\$25/hr or aide rate
Dennis Rodgers	AM/PM Detention	\$25/hr or aide rate
John Eriksson	Science Coordinator	\$1,500
Cindy Hasness	Math Coordinator	\$1,500

Assunta Deliman	English Coordinator	\$1,500
Mike Teefy	Social Studies Coordinator	\$1,500
Drew King	Business Coordinator	\$1,500
Dave Vaccaro	PE/Wellness Coordinator	\$1,500
Traci Coley	Special Education Coordinator	\$1,500
Kevin Jones	Art/Music/Tech Coordinator	\$1,500
Nicole Culnan	Guidance/Nurse/Media Coordinator	\$1,500
Elizabeth Glaum-Lathbury	World Language Coordinator	\$1,500
Jessica Reichert	6 <sup>th</sup> Grade Coordinator	\$1,500
John Eriksson	7 <sup>th</sup> Grade Coordinator	\$1,500
Kim Worrell	8 <sup>th</sup> Grade Coordinator	\$1,500
Derrick Savage	Head Varsity Football Coach	\$4,500
Joseph Domzalski	Asst. Varsity Football Coach (3 positions- 1 open)	\$2,800
Matthew Blisko	Asst. Varsity Football Coach (3 positions)	\$2,800
Dawn Sherlock-Harris	Varsity/JV Cheerleading Coach	\$2,400
Kristy Jackowicz	Varsity Field Hockey Coach	\$3,200
Dennis Rodgers	Intermediate School Field Hockey Coach	\$2,300
Drew King	Intermediate School Soccer Coach	\$2,300
Derrick Savage	Weight Room Supervisor	\$2,700
Gina Leary	Homeless Liaison	\$1,500
Karen McQuillan	Board Secretary	\$8,000
Assunta Deliman	Title II Coordinator	\$1,500
Patricia Krzywonos	Drama Director (1 play)	\$ 850
Kelly Mott	Varsity Soccer Head Coach	\$3,200

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

**A MOTION** is in order to approve the appointment of Marie Wallace as a Food Service Compliance Officer for the 17-18 school year, at an hourly rate of \$30, not to exceed 800 hours.

**4.3 Approval, Appointment Summer Crew**

**A MOTION** is in order to approve the appointment of the Summer Work Crew at the rate of \$7.25 per hour as listed below:

***Regular Workers***

*Joe Jacobs  
Sam Driscoll  
Braedon Alward  
Garlie St Cyr  
David Kowalick*

***Substitutes***

*Alejandro Rios  
Joshua Baldwin*

**4.4 Approval, Agreement with Special Education Advisors, Inc.**

**A MOTION** is in order to approve the agreement with Special Education Advisors, Inc., as a consultant for special education to the District for the 2017-18 school year, effective July 1, 2017, at the hourly rate of \$64, not to exceed \$130,000 yearly.

**4.5 Approval, Extension Agreement for Employment of Superintendent**

**A MOTION** is in order to approve the extension agreement for the employment of Michael Kopakowski as Superintendent to the Morrisville School District, as presented.

- 4.6**     **Approval, Amendments to Business Administrator’s Contract**  
*A MOTION* is in order to approve an amendment to Jason Harris’ employment agreement as Business Administrator to the Morrisville School District, as presented, providing for additional duties at an annual stipend of \$5,000.
- 4.7**     **Approval, Acceptance of Resignation**  
*A MOTION* is in order to approve and accept, with regret, the resignation of Christine Sullivan, as a Personal Care Assistant, effective June 15, 2017.
- 4.8**     **Approval, Secondary Principal (Grades 6-12) Job Description**  
*A MOTION* is in order to approve the Secondary Principal (Grades 6-12) job description.
- 4.9**     **Approval, Appointment Secondary Principal (Grades 6-12)**  
*A MOTION* is in order to approve the appointment of Sean Haines as Secondary Principal (Grades 6-12), effective July 1, 2017.
- 4.10**    **Approval, Job Postings**
- a.**     *A MOTION* is in order to approve a job posting for a Music Teacher.
  - b.**     *A MOTION* is in order to approve a job posting for a Kindergarten Teacher.
  - c.**     *A MOTION* is in order to approve a job posting for an Instructional Support Teacher.
  - d.**     *A MOTION* is in order to approve a job posting for a Humanities Teacher.
  - e.**     *A MOTION* is in order to approve a job posting for a Human Resource position.
- 4.11**    **Approval, Memorandum of Understanding between the Morrisville Education Association and the School District of the Borough of Morrisville**  
*A MOTION* is in order to approve the Memorandum of Understanding between the Morrisville Education Association and the School District of the Borough of Morrisville.
- 4.12**    **Approval, Memorandum of Understanding for James Gober, Teacher on Assignment (Dean)**  
*A MOTION* is in order to approve a Memorandum of Understanding for James Gober, Teacher on Assignment (Dean), for the 2017-18 school year at a stipend of \$5,000 above his teacher’s salary.

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

**Finance Committee – Mr. Perry**

Mr. Perry stated that the Committee met on May 10<sup>th</sup> and he reported on the following:

- 2017-18 Budget and keeping everything the same as it is this year or options of adding teachers, full day kindergarten, using the fund balance, and how to limit the tax increase

Mr. Harris discussed the amount of the tax increase and use of the fund balance.

**NOTE: For the month of June, the Finance Committee meeting will be held on Tuesday, June 13, 2017 at 6:30 p.m. in the LGI.**

**Finance Report (Informational Item)**

Numbers to be provided in next week's Business Meeting Agenda

***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, 2017-18 Final Food Service Budget**

***A MOTION*** is in order to approve the 2017-18 Final Food Service Budget in the amount of \$412,637.38 (Final Food Service Budget amount for 2016-17 was \$413,875.54).

**ACTION WAS TAKEN REGARDING MOTION 5.2, AT THE REQUEST OF MR. HARRIS, AS LISTED BELOW:**

**5.2 Approval, Agreement between BCIU #22 and Morrisville School District**

***The Board approved a motion*** to approve the agreement between the Bucks County Intermediate Unit #22 and the Morrisville School District for the 2017-18 school year which contracts Sweet, Stevens, Katz & Williams to provide technology counsel and legal services, in the amount of \$734.13.

Since this motion was moved to an action item, Mr. Miller opened the floor for public comment. There were no comments.

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

Mr. Miller requested that, in the future, any action items be voted on at the beginning of each meeting.

**5.3 Approval, Transportation Contract with First Student**

**A MOTION** is in order to approve the Transportation Contract with First Student for the 2017-18 school year, with no increase in costs (same prices as 16-17 school year).

<b>Shuttle Run (Morning/Afternoon/Early Dismissal)</b>	<b>\$270/daily rate per vehicle</b>
<b>Bucks County Technical High School Run</b>	<b>\$22,320/year</b>
<b>Class Trips/Sports Bus Rentals</b>	<b>\$65/per hour</b>

**5.4 Approval, Treasurer's Report**

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

**5.5 Approval, Investment Report**

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

**5.6 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)

**5.7 Approval, Disposal of Excess Items**

**A MOTION** is in order to approve for the disposal of excess items, as presented.

**5.8 Approval, Adopt a Resolution approving the 2017-18 Proposed Final Budget and Authorizing Public Inspection and Advertisement of Final Budget Notice**

**A MOTION** is in order to adopt a resolution approving the 2017-18 Proposed Final Budget and authorizing public inspection and advertisement of the final budget notice.

**5.9 ~~Approval, Ratification of the actions of the Business Administrator to advertise the Final Budget Notice~~**

**~~A MOTION~~** is in order to approve and ratify the actions taken by the Business Administrator to advertise the Final Budget Notice.

Since motion 5.8 was revised as shown above, there was no need to approve motion 5.9; therefore it was removed from the agenda.

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

**Education Committee – Mr. Miller**

Mr. Miller stated that Education Committee met on May 4<sup>th</sup> at 7:00 p.m. in the LGI and discussed the following:

- The next meeting is tentatively scheduled for June 1<sup>st</sup>
- Multiple scenarios for staffing for 17-18 and increase in staff (Music Teacher, Full time Kindergarten Teacher and Humanities Teacher)
- Full day kindergarten

Mr. Kopakowski commended the Board members for their hard work and work with the administration and our ability to increase staff and to have a full day kindergarten for 17-18. He said that it is something that the District has tried to do since he has been here and he feels that it is a well-rounded approach when working with our younger children to prepare them better for their elementary years. Pertaining to our older students and working with the Guidance Counselor, Mr. Kopakowski stated that the students have been asking for more electives and this will give them the opportunity to do so in advocating this proposal.

Mr. Miller thanked Pro-Line Music for providing the district with a music program during the time that we did not have a Music Teacher.

Mr. Perry stated that the current Board has been able to build up the District's fund balance and are now able to bring back programs that have been cut in the past, have enhanced curriculum with new textbooks, and this is another step forward and makes him very proud to be on the School Board. Mr. Perry thanked everyone involved in working on the budget.

Mr. Miller thanked the administration for their work in providing for their guidance and input to make the greatest impact on the District.

***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, Graduating Class of 2017**

***A MOTION*** is order to approve the Graduating class of 2017, as presented.

Mr. Miller stated that Graduation will be held on June 12, 2017 in the Auditorium.

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

**Policy Committee Report**

No report.

Mr. Miller stated that a great number of policies that were up for a second reading have not been placed on the agenda at this time. He stated that the members of the Policy Committee need time to review all of these policies and they will be placed on an agenda in the future.

***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 of Policies**

***A MOTION*** is in order to approve the second reading of the policy listed below:  
Policy #305, Employment of Substitutes

**7.2 Approval, First Reading of Policy**

***A MOTION*** is in order to approve the first reading of the following policy:  
Policy #806, Child Abuse

**8. OLD BUSINESS**

None at this time.

**9. NEW BUSINESS**

Mr. Miller announced that Public Relations/Communications Committee meeting will be held on June 7<sup>th</sup> at 6:00 p.m. in the LGI. It is being held early that evening so the members will be able to attend the Senior Awards Ceremony also being held that evening beginning at 7:00 p.m.

## **PUBLIC SESSION #2**

### **Mr. Zawodniak – 121 Chambers Street**

Mr. Zawodniak commended the Board for reinstating the Music Teacher position and encouraged them to keep the music program growing. He thanked Pro-Line for all that they have done in the last few years to keep our students active in the music program. Mr. Zawodniak discussed our current Art Teacher, Ms. Craig, and stated that the students admire her, and he reminded everyone of the Spring Art Show and Music Concert next week.

### **10. ADJOURNMENT**

Mr. Miller made a motion to adjourn the meeting at 8:40 p.m. This motion was seconded by Ms. Grau, and passed by a unanimous voice vote of 8 ayes.

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Damon Miller, President

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Wanda Kartal, Secretary