

MINUTES OF THE MEETING OF BOARD OF SCHOOL DIRECTORS

Board Meeting – Wednesday, April 26, 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, April 26, 2017, after due notice of this meeting had been given as required by law.

- Pledge of Allegiance

Mr. Miller asked for a moment of silence due to the passing of Judge Michael Burns. Mr. Miller stated that Judge Burns worked with the Morrisville School District on many issues and that he was a warm individual and will be sorely missed within the community.

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

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

Members absent: Messrs. Colon and Perry, and Ms. Kartal

Quorum Present:

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

Mr. Miller stated that there was an Executive Session held prior to this evening's meeting at which time they discussed personnel and real estate.

STUDENT SPOTLIGHT

- **Teacher: Ms. Deliman, Reading Olympics**

Ms. Deliman and several of the students who participated in the Reading Olympics were present this evening and they discussed their experiences within this program. Ms. Deliman explained the Reading Olympics program and stated that our students came in the second place position.

- **Teacher: Mr. Jones, Middle School Video Club**

Mr. Jones, along with four of the students from the Middle School Video Club, explained the program and showed the video that they made. They won the Best Educational Value Award for their video which was shown at the competition held at Montgomery College.

- **Teacher: Ms. Christine Harvie – BCCC Coordinator, In-School Youth Workforce**

Ms. Harvie and three of the student participants in this program were present this evening and they explained the program, the training they have received in various areas, competitions, field trips, and how this program helps them prepare for their future endeavors after graduation.

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)

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

Bucks County Technical High School Report – Mr. Gilleo

Mr. Gilleo stated that they met twice this month and discussed the following:

- Voted on the Tech School Budget and will forwarding it to the various sending Districts for their approval
- Authority is working on getting numbers for any capital improvements that need to be completed
- The next meeting will be held on May 22nd

Bucks County Intermediate Unit Report – Ms. Kartal

Ms. Kartal was not present this evening, therefore, there was no report.

1. SUPERINTENDENT’S/ADMINISTRATOR’S REPORTS

→ **This week in our Schools**

Mr. Kopakowski - Superintendent

Mr. Kopakowski’s report can be found in Attachment B to these minutes.

Mr. Harris – Business Administrator

Mr. Harris’s report can be found in Attachment C to these minutes.

Mr. Miller stated that we were notified this week that we received a \$20,000 Grant from the William Penn Bank to fund workstations for STEM Programs in our schools for Grades 3-12.

Mr. Miller also announced that the Morrisville School District is proud to announce that they are a recipient of the 2016-17 Educational Access Program State Grant in the amount of \$1,000,000 from the Pennsylvania Department of Education. The Grant is able to fund the improvement of education and infrastructure needs of the District that otherwise would not be possible with available funding or create a burden on the taxpayers of Morrisville. The Morrisville School District would like to thank their state representative, Senator Chuck McIlhinney (10th District) and former State Representative Steve Santese (31st District) for their guidance in helping Morrisville acquire this grant. Mr. Miller stated that this is the effort of all members of the School Board, as well as the administration and our Solicitor.

Mr. Miller stated that Ms. Kartal, Mr. Perry, and Mr. Colon had all contacted him prior to this evening’s meeting to inform him that they would not be able to attend tonight’s meeting.

⇒ **Enrollment Report**

District Enrollments as of April 20, 2017			
<u>Student Population</u>			
Pre-Kindergarten	18		
Kindergarten	57	GRANDVIEW (K-2)	227
Grade 1	78	INTERMEDIATE SCHOOL (3-5)	<u>214</u>
Grade 2	74		441
Grade 3	63		
Grade 4	71	MIDDLE SCHOOL (6-8)	214
Grade 5	80	HIGH SCHOOL (9-12)	<u>219</u>
Grade 6	77		433
Grade 7	63		
Grade 8	74	TECHNICAL SCHOOL	45
Grade 9	50	HOME SCHOOLED	29
Grade 10	64	CHARTER SCHOOLS	46
Grade 11	56	Regular Ed	37
Grade 12	49	Special Ed	9
		OUT OF DISTRICT	55
		Regular Ed	9
		Special Ed	47
TOTAL ENROLLMENT			1049

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:

2. Approval of Minutes

2.1 *The Board approved a motion* to approve the minutes of the February 15, 2017 Agenda Meeting.

Moved by Mr. Miller, seconded by Mr. Dingle, and passed by a unanimous voice vote of 6 ayes.

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

Motions 3.1, 3.2 and 3.3 were moved by Mr. Miller, seconded by Mr. Gilleo, and passed by a unanimous voice vote of 6 ayes.

3.1 Approval, Accu Scan Digital Archival Solutions Proposal

The Board approved a motion to approve the proposal with Accu Scan pertaining to the scanning of blueprints from the school districts building drawings and storing them digitally on DVD, at a cost not to exceed \$10,620.

3.2 Approval, Proposal with Edward Small regarding fencing at Grandview Elementary School

The Board approved a motion to approve the proposal with Edward Small regarding the installation of fencing (including all materials and labor) at the Grandview Elementary School, at a cost not to exceed \$9,144.

3.3 Approval, Proposal with F.A.S.T (Fire and Security Technologies)

The Board approved a motion to approve the proposal with F.A.S.T. (Fire and Security Technologies) in an amount not to exceed \$2,150.

3.4 Approval, Proposal with Core States for Air Conditioning

The Board approved a motion to approve the proposal with Core States for air conditioning in an amount not to exceed \$17,600.

Moved by Mr. Miller, seconded by Mr. Stoneburner, and passed by a unanimous voice vote of 6 ayes.

3.5 Approval, Use of Driveway at M. R. Reiter

The Board approved a motion to approve the use of the driveway at M. R. Reiter by the Borough Council Arts and Events Committee along with local artists for a Chalk Art Festival as part of Summerseat’s Patriots Day on May 20, 2017.

Moved by Mr. Miller, seconded by Ms. Grau, and passed by a unanimous voice vote of 6 ayes.

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

Motions 4.1 through 4.7 were moved by Mr. Miller, seconded by Mr. Dingle, and passed by a unanimous voice vote of 6 ayes.

4.1 Approval, Tuition Reimbursement

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

<u>Name</u>		<u>Course</u>	<u>College</u>	<u>Credits</u>	<u>Amount</u>
Larcher	Elizabeth	History and Systems of Psychology	California Southe	3	\$1,675.00
Larcher	Elizabeth	Advanced Practicum School Psychology and Supervision	Indiana U of PA	3	\$1,984.00
Craig	Wendy	Studio Ceramics	Art of Education	3	\$897.00

4.2 Approval, Appointment

The Board approved a motion to approve the appointment of Kara Meshanko as a Paraprofessional (replacing Kelly Dunn), effective April 7, 2017, per MESPA Contract.

4.3 Approval, Contractual Leave

The Board approved a motion to approve a contractual leave for Barbara Henrich, Custodian, beginning April 13, 2017 tentatively returning on May 1, 2017. Return to work documentation must be submitted prior to return.

4.4 Approval, Contractual Leave

The Board approved a motion to approve a contractual leave for Dave May beginning April 11, 2017 until April 21, 2017.

4.5 Approval, Contractual Leave

The Board approved a motion to approve a contractual leave for Dan Fox beginning April 4, 2017 until April 12, 2017.

4.6 Approval, Contractual Leave

The Board approved a motion to approve a contractual leave for Jay Patel beginning April 7, 2017, until further notice.

4.7 Approval, Posting and Advertising for Principal Position (Grades 6-12)

The Board approved a motion to approve the posting and advertising for a Principal Position - Grades 6-12.

Motions 4.8 and 4.9 were moved by Mr. Miller, seconded by Mr. Gilleo, and passed by a unanimous voice vote of 6 ayes.

4.8 Approval, Summer Work Crew

The Board approved a motion to approve the appointment of a Summer Work Crew, pending verification of all clearances and required paperwork, at the rate of \$7.25 per hour as follows:

5 regular workers

2 substitute workers

4.9 Approval, Summer Work Crew Supervisor

The Board approved a motion to approve Kevin Jones as the Summer Work Crew Supervisor at the hourly rate of \$12.00.

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	4,151,351	13,429,508	1,695,973

Revenues

Budget 2016-17	Y-T-D Amount	Balance
19,276,833	16,230,646	3,046,186

ACTION ITEMS:

Motions 5.1, 5.2 and 5.3 were moved by Mr. Miller, seconded by Ms. Getty, and passed by a unanimous voice vote of 6 ayes.

5.1 Approval, Agreement with Keystone Realty Advisors LLC

The Board approved a motion to approve the agreement with Keystone Realty Advisors LLC to provide property tax consulting services on behalf of the Morrisville School District regarding property tax appeals on an as needed basis at a cost not to exceed \$15,000.

5.2 Approval, Attendance at 2017 PA PBS Implementers' Forum

The Board approved a motion to approve three (3) individuals to attend the 2017 PA PBS Implementers' Forum on May 16th and May 17th, 2017, at a total cost not to exceed \$1150 (costs includes registration, hotel, mileage and meals for all three attendees).

5.3 Approval, Network Service Agreement with the Bucks County IU#22 (RWAN)

The Board approved a motion to approve the Network Service Agreement with the Bucks County Intermediate Unit #22, effective September 1, 2017 through June 30, 2024, at a monthly cost not to exceed \$2271.44.

5.4 Approval, 2017-2018 Bucks County Technical High School Budget

The Board approved a motion to approve the 2017-2018 Bucks County Technical High School Budget in the amount of \$26,998,309 (Morrisville's share \$684,283).

Moved by Mr. Miller, seconded by Mr. Gilleo, and passed by a unanimous roll call vote of 6 ayes.

Mr. Gilleo stated that any capital improvements at the Tech School would be handled through a bond issue.

Motions 5.5 through 5.9 were moved by Mr. Miller, seconded by Mr. Gilleo, and passed by a unanimous voice vote of 6 ayes.

5.5 Approval, Treasurer's Report

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

5.6 Approval, Investment Report

The Board approved a motion to approve the Investment Report.

5.7 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 (3/20, 3/22, 3/30, 4/4, 4/6, 4/11, 4/19/17)	\$ 241,527.05
Athletic (3/28, 4/5, 4/12, 4/19/17)	\$ 1,050.00
Legal (4/27/17)	\$ 10,135.21
Cafeteria	\$ -0-
Capital (4/19, 4/26/17)	\$ 20,566.10
General Fund (4/26/17)	<u>\$ 379,518.09</u>

TOTAL \$652,796.45

5.8 Approval, Renewal of ASO Agreement with United Concordia Dental for the 2017-2018 School Year

The Board approved a motion to approve the renewal of the ASO Agreement with United Concordia Dental for the 2017-2018 school year, subject to solicitor review.

\$2.90 (16-17)

\$2.70 (17-18)

5.9 Approval, Addendum to Extend Source4Teachers Agreement

The Board approved a motion to approve the Addendum extending the Source4Teachers agreement through June 30, 2021.

Motions 5.10, 5.11 and 5.12 were moved by Mr. Miller, seconded by Mr. Gilleo, and passed by a unanimous voice vote of 6 ayes.

5.10 Approval, Property Tax Refund

The Board approved a motion to approve a Property Tax Refund for Parcel #24-008-024, in the amount of \$5136.21 (15-16 and 16-17 school years), as per Tax Collector, and as approved by the Bucks County Tax Assessment Board.

5.11 Approval, Budget Transfers

The Board approved a motion to approve budget transfers in the amount of \$185,900 to cover revised Business Office expenses from the Bucks County Intermediate Unit #22 from July 2016 through July 2017.

5.12 Approval, Disposal of Excess Items

The Board approved a motion to approve the disposal of excess items as presented.

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 6 ayes.

6.1 Approval, Revised 2016-17 School Calendar

The Board approved a motion to approve the revised 2016-17 School Calendar.

Mr. Kopakowski stated that graduation will be held on Monday, June 12, 2017.

6.2 Approval, 2017-2018 Program of Studies

The Board approved a motion to approve the 2017-2018 Program of Studies.

7. POLICY

INFORMATIONAL/DISCUSSION ITEMS:

ACTION ITEMS:

Motions 7.1 (a through mm) were moved by Mr. Miller, seconded by Ms. Grau, and passed by a unanimous voice vote of 6 ayes.

7.1 Approval, First Reading of Policies

The Board approved a motion to approve the first reading of the policies listed below:

- a. Policy #000, Board Policy/Procedure/Administrative Regulations
- b. Policy #001, Name and Classification
- c. Policy #002, Authority and Power

- d. Policy #003, Functions
- e. Policy #003 (003-BOG-0), Development of Board Procedures/Policy
- f. Policy #003 (003-BOG-1), Board Procedure/Policy Development Process
- g. Policy #003 (003-BOG-2), Policy Deliberation Questions
- h. Policy #003 (003-BOG-3), Exception to Board Policy/Administrative Regulation
- i. Policy #003 (003-BOG-4), Form-Request for Exception to Board Policy
- j. Policy #003 (003-BOG-5), Form-Request for Exception to Administrative Regulation
- k. Policy #004, Membership
- l. Policy #004 (004-BOG-0), Statement of Financial Interest Instructions
- m. Policy #004 (004-BOG-0a), Statement of Financial Interest
- n. Policy #004 (004-BOG-1), Filling a Board Vacancy
- o. Policy #004 (004-BOG-2), Board of School Directors Application Form
- p. Policy #004 (004-BOG-3), Reimbursement Form for Expense
- q. Policy #004 (004-BOG-4), Expense Report
- r. Policy #004 (004-BOG-5), Student Representative to the School Board
- s. Policy #004 (004-BOG-6), Application for Student Representative to School Board
- t. Policy #004.1, Student Advisory Members to the Board
- u. Policy #005, Organization
- v. Policy #005 (005-BOG-0), Duties of School Board Officers
- w. Policy #005 (005-BOG-1), Board Standing Committees
- x. Policy #005 (005-BOG-2), Functions of Board Standing Committees
- y. Policy #005 (005-BOG-3), Solicitor Services
- z. Policy #005 (005-BOG-4), Solicitor Letter
- aa. Policy #005 (005-BOG-5), Questionnaire for Prospective District Solicitors
- bb. Policy #005 (005-BOG-6), Employment of Consultants
- cc. Policy #005 (005-BOG-7), Questionnaire for Prospective Consultants
- dd. Policy #006, Meetings
- ee. Policy #006 (006-BOG-1), Official Board Minutes
- ff. Policy #006 (006-BOG-2), Abstentions from Voting
- gg. Policy #006 (006-BOG-3), Abstention for Conflict of Interest
- hh. Policy #006 (006-BOG-0), Public Notice of Board Meetings
- ii. Policy #006.1, Attendance at Meetings via Electronic Communication
- jj. Policy #007, Policy Manual Access
- kk. Policy #008, Organizational Chart
- ll. Policy #011, Board Governance Standards Code of Conduct
- mm. Policy #305, Employment of Substitutes

Mr. Miller stated that the Policy Committee, consisting of himself, Ms. Kartal, and Mr. Dingle, will be meeting, as needed, to review all policies and make any changes, corrections, etc. prior to the second readings.

7.2 Approval, Second Reading of Policies

The Board approved a motion to approve the second reading of the policies listed below:

- a. Policy #215, Promotion and Retention
- b. Policy #214, Class Rank

Moved by Mr. Miller, seconded by Mr. Dingle, and passed by a unanimous voice vote of 6 ayes.

7.3 Approval, Deletion of Policies

The Board approved a motion to approve the deletion of the following policies, as recommended by PSBA:

- a. Policy #405, Employment of Substitute Professional Employees
- b. Policy #429, Substitute Compensation
- c. Policy #505, Employment of Substitutes and Short Term Employees
- d. Policy #529, Substitute Compensation

Moved by Mr. Miller, seconded by Ms. Getty, and passed by a unanimous voice vote of 6 ayes.

Future Meetings and Items of Interest

Wednesday, May 17, 2017.....Monthly Agenda Meeting 7:30 p.m.
Wednesday, May 24, 2017.....Monthly Business Meeting 7:30 p.m.

*For Community and District Information
visit our Community Website www.mv.org
and Channel 28 on your Local Cable*

8. OLD BUSINESS (if needed)

None at this time.

9. NEW BUSINESS

9.1 Approval, Acceptance STEM Workstation Grant from William Penn Bank Community Foundation

The Board approved a motion to approve the acceptance of the STEM Workstation Grant from William Penn Bank Community Foundation in the amount of \$20,000.

Moved by Mr. Miller, seconded by Ms. Getty, and passed by a unanimous voice vote of 6 ayes.

Mr. Miller thanked the members of the William Penn Bank for their generous contribution and everyone from the 21st Century who helped apply and file for this Grant.

9.2 Approval, Acceptance of Resignations due to participation in ERIP

The Board approved a motion to approve and accept, with best wishes, the following resignations, effective June 30, 2017, due to participation in the Early Retirement Incentive Plan, per negotiated agreement with MEA:

Dave Cylinder

Cheri Tabit

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

Mr. Miller wished both Mr. Cylinder and Ms. Tabit all the best in their retirement.

PUBLIC SESSION #2

There were no speakers for Public Session #2.

10. ADJOURNMENT

The Board approved a motion to adjourn the meeting at 8:35 p.m.

Moved by Mr. Miller, seconded by Mr. Gilleo, and passed by a unanimous voice vote of 6 ayes.

Damon Miller, President

Wanda Kartal, Secretary