

SCHOOL DISTRICT OF BOROUGH OF MORRISVILLE
Morrisville, Pennsylvania

MINUTES OF THE MEETING OF BOARD OF SCHOOL DIRECTORS
Work Session—Wednesday, October 19, 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 October 19, 2016, after due notice of the meeting had been given as required by law. Mr. Miller, President, called the meeting to order at 7:36 p.m.

PLEDGE OF ALLEGIANCE

Mr. Miller made a motion to appoint Jason Harris as the Recording Secretary for tonight's meeting. This motion was seconded by Mr. Gilleo, and passed by a unanimous voice vote of 7 ayes.

The following members were present:

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

Members absent: Mr. Colon and Ms. Kartal

Quorum Present:

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

Mr. Miller stated that an Executive Session was held this evening prior to tonight's meeting in regards to Human Resources, collective bargaining, and a confidential matter.

Mr. Miller stated that the District recently lost a former employee, Kate Taylor, who was Principal for Grandview Elementary School until her retirement a few years ago. Ms. Taylor had earned the honor of being one of the top School Principals in the Nation. Ms. Taylor was involved with the 21st Century Learning Grant, and her energy and presence will be truly missed. Mr. Miller asked for a moment of silence to honor Ms. Taylor.

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

Student Spotlight

PRESENTATION – Middle School (School-wide Positive Behavior)

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

Mr. Miller reminded everyone that during the Board meeting, there are two Public Sessions. The first to discuss items on the agenda, and the second for non-agenda items. Sign-up sheets to speak are available at each meeting and are placed on the far end of the Board table.

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 MOEF held their annual re-organization meeting at which they discussed the following:

- The Annual Report was read and approved
- Challenge Day Project will be submitted to the State to apply for funding
- Winterfest will be held on December 3rd
- The next meeting will be held on November 16th

PTO Report – Ms. Getty

Ms. Getty stated that a meeting was held on September 29th for the elementary students and then on October 13th for the 6th, 7th and 8th grade student and they discussed the following:

- Pasta Fundraiser and how the proceeds will be used
- Book Fair and the need for volunteers to run this event in the Spring
- Trunk or Treat
- Fritz's Sticky Bun Fundraiser
- The next meeting will be held on November 17th

Joint Borough Council/School Board Report – Mr. Miller

Mr. Miller stated that the next meeting will be held on November 2nd at 7:30 p.m. in the LGI. He reminded everyone that this committee only meets four times per year.

Public Relations/Communications Report – Mr. Miller

Mr. Miller stated that the next meeting will be held on November 2nd at 7:00 p.m. in the LGI. The committee is focusing on the website, reviewing each section tab by tab, removing outdated information and entering updated information. They are removing some of the clutter and making things easier to find. Mr. Miller asked the Board members to forward to the committee any suggestions they may have.

Bucks County Intermediate Unit Report – Ms. Kartal

Ms. Kartal was not in attendance this evening; therefore, there is no report.

PSBA/Legislative Report – Ms. Kartal

Ms. Kartal was not in attendance this evening; therefore, there is no report.

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

Mr. Miller stated that we are still waiting for updates from the Borough Council in regards to their receipt of funding.

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 August 17, 2016 Business Meeting.

2.2 ***A MOTION*** is in order to approve the minutes of the August 24, 2016 Agenda Meeting.

2.3 ***A MOTION*** is in order to approve the minutes of the September 21, 2016 Agenda Meeting.

2.4 ***A MOTION*** is in order to approve the minutes of the September 28, 2016 Business Meeting.

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

Facilities Committee – Mr. Stoneburner

Mr. Stoneburner stated that the committee met on October 12th and discussed the following:

- The next meeting will be on November 8th
- Discussion of motion on the agenda regarding the Merit Badge Student Girl Scout Project
- Costs of people using the A-Field and fees to be charged for use of this field
- School-wide PA System
- Grandview Gardens
- Applying for reimbursement for snow removal
- Clearing out and cleanup of high school field and the A-Field
- Fencing at the A-Field
- Purchase of a generator

Mr. Miller gave an update on Grandview Gardens and what is needed to install a fence in that area, and he also discussed the cleanup at the A-Field and the planning of that area for planting in the future.

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

ACTION ITEMS:

3.1 **Approval, Merit Badge Student Project**

A MOTION is in order to approve a merit badge student Girl Scout project.

4. HUMAN RESOURCES
INFORMATONAL/DISCUSSION ITEMS:

Human Resource Committee – Mr. Miller

Mr. Miller stated that the committee will have some upcoming items that they will need to discuss in regards to staffing, and they will discuss the need for an ADHOC Committee when the time comes.

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, per MEA Contract, as follows:

Name	Course	College	Credits	Amount
Kyle Greenwood	Advanced Topics in Library and Information Science	San Jose State Univ.	3	\$1422
Kyle Greenwood	Special Studies; Serving as a Peer Mentor	San Jose State Univ.	3	\$1422
Michelle Argenti	Networking and Professional Readiness	Grand Canyon Univ.	3	\$1000

4.2 Approval, Appointment – Extra Curricular Position

A MOTION is in order to approve the following individual to the Extra Curricular Position listed for the 2016-17 school year (stipends per MEA contract):

Name	Position	Stipend
Darryl Rogers	Jr. Varsity Boys Basketball Coach	\$2400

4.3 Approval, Appointment Mentor

A MOTION is in order to approve the appointment of Kim Worrell as mentor to Stephanie Price at a stipend in the amount of \$750, per MEA Contract.

4.4 Approval, Substitute Van Driver

A MOTION is in order to approve to be determined as a substitute Van Driver, per MESPA Contract, pending verification of all paperwork and clearances.

4.5 Approval, Long-Term Substitute Paraprofessional

A MOTION is in order to approve to be determined as a long-term substitute paraprofessional (filling in for Nicole White), per MESPA Contract, pending verification of all paperwork and clearances.

4.6 Approval, Leave of Absence

A MOTION is in order to approve a leave of absence for John Hubiak, per MESPA Contract, effective October 31, 2016 through December 11, 2016.

4.7 Approval, Leave of Absence

A MOTION is in order to approve a leave of absence for Lauren Cunningham, per MEA Contract, effective December 23, 2016 through the last teacher day of the 2016-17 school year.

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 – Mr. Perry

Mr. Perry stated that the committee met on October 12th and discussed the following:

- 2015-16 school year reconciliation payment to the Bucks Montgomery Healthcare Consortium
- PEMA/FEMA reimbursement for last year's snow removal
- Policy #609 which relates to investment of School District funds
- Possibility of obtaining a movie license to legally show motion pictures in our classrooms or for class related events
- Routine budget transfers
- 2017-18 budget
- Getting more consistency in our timesheets for employees
- Real estate matter relating to one of our vacant schools
- GASBE 75
- The next meeting will be November 8th at 6:30 p.m. in the LGI

Jason Harris, Business Administrator, gave a presentation on the Bucks and Montgomery County Healthcare Consortium. Mr. Harris stated that in his professional opinion, the Consortium provides us with some cost protections as well as experiences that benefit the taxpayers, not only this year but in years to come.

Mr. Perry stated that our budget is in the 17 to 19 million dollar range, and our healthcare benefits alone are 4 to 5 million of the total amount, and any savings we can incur in that area would be helpful. He stated that by being the Consortium we are able to save money rather than standing on our own as a singular District insuring ourselves.

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-Based Access Program (SBAP) Agreement

A MOTION is in order to approve the School-Based Access Program (SBAP) Agreement with the Pennsylvania Department of Human Services in the amount of \$2604.67 to settle the 2012-13 cost settlement appeal.

5.2 Approval, Appointment of PEMA/FEMA Designated Agent

A MOTION is in order to approve the appointment of Jason Harris as the designated agent for submission of PEMA/FEMA reimbursement.

5.3 Approval, Disposal of Excess Items

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

5.4 Approval, Budget Transfers

A MOTION is in order to approve budget transfers as presented.

5.5 Approval, Treasurer's Report

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

5.6 Approval, Investment Report

A MOTION is in order to approve the Investment Report.

5.7 Approval, Payment of Bills

A MOTION is in order to approve payments of bills as listed below, subject to final audit by the Business Administrator:
(Numbers to be provided in next week's Business Meeting Agenda)

6. EDUCATION COMMITTEE

INFORMATIONAL/DISCUSSION ITEMS:

Education Committee – Mr. Miller

Mr. Miller stated that Education Committee meets on the first Thursday of every month at 7:00 p.m. in the LGI. He stated that the next meeting will be November 3rd. At their last meeting they discussed the following:

- Reviewed latest PSSA scores and Keystone test results, and no one is happy with the outcome and they discussed ways to address this through professional development, finding ways within our budget to provide resources, and also to strive to the students the importance of these tests.

Mr. Kopakowski stated that at the K-5 level a program quality review was conducted last year, with the assistance of the Bucks County IU, and that plan will be reviewed with the elementary and intermediate staff, and that plan will then be presented to the Board for implementation. Mr. Kopakowski discussed the new programs and textbooks that have been implemented in grades K-8. He stated that we will also be working with the IU on our Comprehensive Plan which is up for review, and we will also be evaluating our continued use of the on-line Apex Learning Program. The community and Board will be updated with any recommendation.

- Scheduling conflicts
- Increase staffing
- Full day kindergarten

ACTION ITEMS:

None at this time.

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

Policy Committee Report

No report.

At next week's Board meeting Mr. Miller stated that the following motion will be on the agenda under the Policy Section:

ACTION ITEMS:

7.1 Approval, First Reading Policy #609, Investments

A MOTION is in order to approve the first reading of Policy #609, Investments.

7.2 Approval, First Reading Policy #205, Post Graduate Students

A MOTION is in order to approve the first reading of Policy #205, Post Graduate Students.

7.3 Approval, First Reading Policy #206, Assignment Within District

A MOTION is in order to approve the first reading of Policy #206, Assignment Within District.

7.4 **Approval, First Reading Policy #211, Student Accident Insurance**
A MOTION is in order to approve the first reading of Policy #211, Student Accident Insurance.

7.5 **Approval, First Reading Policy #212, Reporting Student Progress**
A MOTION is in order to approve the first reading of Policy #212, Reporting Student Progress.

8. **OLD BUSINESS**

None at this time.

9. **NEW BUSINESS**

Mr. Harris will be adding two motions to the agenda for next week's business meeting under HR as follows:

A motion to approve job descriptions for two positions in the business office; and
A motion to authorize the advertisement of those positions.

PUBLIC SESSION #2

Mrs. Larison – Barclay Avenue

Mrs. Larison discussed Grant opportunities for the District as well as the Little Bulldogs available through Home Depot. Mrs. Larison also stated that the Little Bulldogs would like to donate \$1000 to the District to be used for planting of tree, bushes, etc. at the A-Field.

Mr. Miller asked Mrs. Larison to speak with Mr. Harris, Business Administrator, regarding both matters that she discussed.

The Board members thanked the Little Bulldogs for their generous donation.

10. **ADJOURNMENT**

Mr. Miller made a motion to adjourn the meeting at 8:47 p.m. This motion was seconded by Mr. Gilleo, and passed by a unanimous voice vote of 7 ayes.

Damon Miller, President

Wanda Kartal, Secretary