

MINUTES OF THE MEETING OF BOARD OF SCHOOL DIRECTORS
Board Meeting – Wednesday, October 26, 2016
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, October 26, 2016, 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. Gilleo, Perry, Stoneburner, Dingle, Miller and Ms. Getty, Ms. Grau and Ms. Kartal

Members absent: Mr. Colon

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 an Executive Session was held prior to this evening's meeting to discuss Human Resource and possible litigation.

Mr. Miller stated that Mr. Colon informed him that he would be unable to attend tonight's meeting.

STUDENT SPOTLIGHT

- **PRESENTATION – Middle School**

- **School-wide Positive Behavior Interventions and Support**

Ms. Reichert, 6th Grade Team Leader, and Ms. Worrell, 8th Grade Team Leader, discussed the program and efforts within the Middle School. They stated that the goal of this program is to change the climate of the school by recognizing positive behavior, rather than focusing on negative behavior. Many of the students who are part of the PACK that were nominated by their advisory teachers were in attendance tonight, and they explained what PACK stands for and what it means to them.

ITEMS OF GENERAL INFORMATION

Student Representative to the Board – (Morrisville High School)

Student Representative, Griffin Kemp, 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 a meeting was held Monday evening and they discussed the following:

- A representative from the Bucks County IU was present and discussed the upcoming Comprehensive Plan that needs to be submitted this time next year.
- Upcoming Events: Car Show on April 22nd, Open House on November 10th, Pancake Breakfast on November 19th, Cuts for Wishes by the Cosmetology Department will be held on November 12th
- The next meeting is November 28th

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’ report can be found in Attachment D to these minutes.

Bucks County Intermediate Unit Report – Ms. Kartal

Ms. Kartal stated that the meeting was held last Tuesday and they discussed the following:

- Basic Education Funding Formula and upcoming workshops
- Comprehensive Plan
- Steam Training Program for teachers
- Inter-Library Delivery Service

⇒ **Enrollment Report**

District Enrollments as of October 21, 2016			
<u>Student Population</u>			
Pre-Kindergarten	18		
Kindergarten	61	GRANDVIEW (K-2)	221
Grade 1	73	INTERMEDIATE SCHOOL (3-5)	<u>211</u>
Grade 2	69		432
Grade 3	61		
Grade 4	72	INTERMEDIATE SCHOOL (6-8)	214
Grade 5	78	HIGH SCHOOL (9-12)	<u>231</u>
Grade 6	80		445
Grade 7	62		
Grade 8	72	TECHNICAL SCHOOL	45
Grade 9	51	HOME SCHOOLED	29
Grade 10	69	CHARTER SCHOOLS	47
Grade 11	60	Regular Ed	34
Grade 12	51	Special Ed	13
		OUT OF DISTRICT	55
		Regular Ed	9
		Special Ed	46
TOTAL ENROLLMENT			1053

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)

Ms. Hetteema – 422 Harper Avenue

Ms. Hetteema discussed the lights at the A-Field shining onto her property and the noise since the removal of the bush/tree barrier at the A-Field. She also discussed her concerns when this property is to be leased by various organizations.

Mr. Brout – 430 Harper Avenue

Mr. Brout discussed the noise and light pollution since the removal of the bush/tree barrier at the A-Field and the resident's concerns. He also discussed the management of teams leasing this property. Mr. Brout thanked the Board for what they have done regarding the recent complaints.

Ms. Cinq-Mars – 227 W. Franklin Street

Ms. Cinq-Mars thanked Mr. Harris who has been working with the residents and Morrisville Borough related to the on-going issues with glaring lights and other issues at the A-Field. She discussed upkeep of the A-Field property.

Mr. Miller stated that many of the complaints have been discussed internally and what the Board needs to do in the future regarding leasing of any of our properties, parking issues, trash pickup, noise, charges for lighting, etc. Mr. Miller distributed a listing that was given to him of trees and shrubs that are native to the area, as well as a listing of points to consider as we move forward. Mr. Miller discussed the safety reasons why the barrier at the A-Field was removed.

Mr. Stoneburner ask any residents to email him or Mr. Dave May with their concerns or suggestions and also invited them to attend the Facility Committee meetings.

ACTION ITEMS

Motions 2.1, 2.2 and 2.3 were moved by Mr. Miller, seconded by Ms. Grau, and passed by a unanimous voice vote of 8 ayes.

2. Approval of Minutes

2.1 *The Board approved a motion* to approve the minutes of the August 17, 2016 Agenda Meeting.

2.2 *The Board approved a motion* to approve the minutes of the August 24, 2016 Business Meeting.

2.3 *The Board approved a motion* to approve the minutes of the September 21, 2016 Agenda Meeting.

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

3.1 **Approval, Girl Scout Silver Award Student Project**
The Board approved a motion to approve a Girl Scout Silver Award Student Project.

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

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

Motions 4.1 through 4.6 were moved by Mr. Miller, seconded by Ms. Kartal, and passed by a unanimous voice vote of 8 ayes.

4.1 **Approval, Tuition Reimbursement**
The Board approved a motion 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

The Board approved a motion to approve the appointment of the following individual to the Extra Curricular Position listed for the 2016-17 school year (stipend per MEA contract):

<i>Name</i>	<i>Position</i>	<i>Stipend</i>
Darryl Rogers	Jr. Varsity Boys Basketball Coach	\$2400

4.3 Approval, Appointment Mentor

The Board approved a motion 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

The Board approved a motion to approve the appointment of Sharon Terry as a substitute Van Driver, pending verification of all paperwork and clearances.

4.5 Approval, Leave of Absence

The Board approved a motion to approve a leave of absence for John Hubiak, per MESPA Contract, effective October 31, 2016 through December 11, 2016.

4.6 Approval, Leave of Absence

The Board approved a motion 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.

MOTION 4.7 WAS REMOVED FROM THE AGENDA

~~4.7 Approval, Long Term Substitute Non-Instructional Paraprofessional~~

~~A *MOTION* is in order to approve the appointment of _____ as a long-term substitute non-instructional paraprofessional (filling in for John Hubiak), per MESPA contract, pending verification of all paperwork and clearances.~~

Motions 4.8 through 4.11 were moved by Mr. Miller, seconded by Mr. Perry, and passed by a unanimous voice vote of 8 ayes.

4.8 Approval, Job Descriptions

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

- Confidential Secretary to Business Manager/Accounts Payable
- Accounting/Payroll Manager

4.9 Approval, Authorization to advertise positions

The Board approved a motion to approve and authorize the advertisement of the following positions:

- Confidential Secretary to Business Manager/Accounts Payable
- Accounting/Payroll Manager

4.10 Approval, Revision of Stipend for Varsity Field Hockey Coach for 2016-17

The Board approved a motion to revise the stipend for Kate Klausner as Varsity Field Hockey Coach for the 2016-17 school year due to the cancellation of the season, effective October 12, 2016. For a full season, the stipend was approved at \$3200. Due to the cancellation the stipend will now be \$1339.49.

4.11 Approval, Substitute Varsity Field Hockey Coach 2016-17

The Board approved a motion to approve Amanda Snyder as the Substitute Varsity Field Hockey Coach for the 2016-17 school year at a stipend of \$1081.21.

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

• **Finance Report (Informational Item)**

Expenditures

Budget 2016-17	Year to Date Encumbrances	Y-T-D Expended	Available Balance
\$19,276,833	\$8,347,433	\$3,725,509	\$7,203,890

Revenues

Budget 2016-17	Y-T-D Amount	Balance
\$19,276,833	\$11,264,665	\$8,012,167

ACTION ITEMS:

Motions 5.1 through 5.8 were moved by Mr. Miller, seconded by Mr. Gilleo, and passed by a unanimous voice vote of 8 ayes.

5.1 Approval, School-Based Access Program (SBAP) Agreement

The Board approved a motion to approve the School-Based Access Program (SBAP) Agreement with the Pennsylvania Department of Human Services in the amount of \$2,604.67 to settle the 2012-13 SBAP Cost Settlement Appeal.

5.2 Approval, Appointment of PEMA/FEMA Designated Agent

The Board approved a motion to approve the appointment of Jason Harris as the designated agent for submission of PEMA/FEMA reimbursement.

5.3 Approval, 2016-17 Homestead/Farmstead District Agreement

The Board approved a motion to approve the agreement between the Bucks County IU #22 and the School District of the Borough of Morrisville for the annual mailing of Homestead Exclusion Notices in December 2016 at the cost of \$0.626 per parcel (same cost as 2015).

Processing Fee Per Parcel	\$0.206
Postage Fee Per Parcel	\$0.399
IU Coordination Fee	<u>\$0.021</u>
Total Cost per Parcel	\$0.626

5.4 Approval, Disposal of Excess Items

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

5.5 Approval, Budget Transfers

The Board approved a motion to approve budget transfers as presented.

5.6 Approval, Treasurer's Report

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

5.7 Approval, Investment Report

The Board approved a motion to approve the Investment Report.

5.8 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 (9/27, 10/5, 10/6, 10/18)	\$	40,729.73
Legal (10/26)	\$	6,067.88
Athletic Fund (9/28, 10/4, 10/14, 10/18)	\$	4,620.00
General Fund (10/26)	\$	532,025.99
Pharmacy (9/28)	\$	1,284.96
Capital	\$	-0-
Cafeteria Fund	\$	<u>-0-</u>
 TOTAL BILLS	\$	 584,728.56

6. EDUCATION
INFORMATIONAL/DISCUSSION ITEMS:
ACTION ITEMS:

None at this time.

7. POLICY
INFORMATIONAL/DISCUSSION ITEMS:
ACTION ITEMS:

Motions 7.1 through 7.5 were moved by Mr. Miller, seconded by Mr. Gilleo, and passed by a unanimous voice vote of 8 ayes.

7.1 Approval, First Reading Policy #609, Investments

The Board approved a motion to approve the first reading of Policy #609, Investments.

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

The Board approved a motion to approve the first reading of Policy #205, Post Graduate Students.

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

The Board approved a motion to approve the first reading of Policy #206, Assignment Within District.

7.4 Approval, First Reading Policy #211, Student Accident Insurance

The Board approved a motion to approve the first reading of Policy #211, Student Accident Insurance.

7.5 Approval, First Reading Policy #212, Reporting Student Progress

The Board approved a motion to approve the first reading of Policy #212, Reporting Student Progress.

Future Meetings and Items of Interest

Wednesday, November 9, 2016.....Monthly Agenda Meeting 7:30 p.m.
Wednesday, November 16, 2016.....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

None at this time.

9. NEW BUSINESS (if needed)

9.1 Approval, Application and Acceptance of PDE 2016-17 Ready to Learn Grant

The Board approved a motion to apply for and accept the PDE 2016-17 Ready to Learn Grant in the amount of \$119,607.

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

9.2 Approval, Landscaping Services from M&T Landscaping

The Board approved a motion to approve the purchase of landscaping services for the A-Field from M&T Landscaping in an amount not to exceed \$4500, per Policy #612 (Purchases Not Budgeted), and to authorize the transfer of funds from the rental account to cover this purchase, subject to review and recommendation of the Business Administrator.

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

PUBLIC SESSION #2

There were no speakers for Public Session #2.

10. **ADJOURNMENT**

The Board approved a motion to adjourn the meeting at 8:30 p.m.

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

Damon Miller, President

Wanda Kartal, Secretary