

MINUTES OF THE MEETING OF BOARD OF SCHOOL DIRECTORS
Board Meeting – Wednesday, December 14, 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, December 14, 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 7:35 p.m. with the following members present on roll call:

In attendance: Messrs. Colon (via telephone), 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; 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 possible litigation and real estate.

STUDENT SPOTLIGHT

- **Recognition of Student – Alejandro Rios-Larregui**
Eleventh grade student, Alejandro Rios-Larregui, was presented with a certificate and recognized for his outstanding achievement and character in helping other students.

- **Kevin Jones – Toys 4 Tots**

Mr. Jones had on display the toys made by students in his woodworking class for the Toy Drive stating that each year these toys are given to needy families in our community for their children for Christmas. Chelsea Jackman, one of the students who helped to make the toys, was in attendance this evening and explained how some of the toys were made and how she enjoyed making them.

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 at their last meeting they discussed the following:

- Hold incoming enrollment to 400 students, which will keep Morrisville's enrollment at 11 incoming new students
- Morrisville will hold the Presidential seat next year
- The next meeting will be held on December 20th 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**

District Enrollments as of December 7, 2016			
<u>Student Population</u>			
Pre-Kindergarten	18		
Kindergarten	60	GRANDVIEW (K-2)	222
Grade 1	73	INTERMEDIATE SCHOOL (3-5)	<u>213</u>
Grade 2	71		435
Grade 3	61		
Grade 4	73	MIDDLE SCHOOL (6-8)	219
Grade 5	79	HIGH SCHOOL (9-12)	<u>229</u>
Grade 6	79		448
Grade 7	67		
Grade 8	73	TECHNICAL SCHOOL	45
Grade 9	51	HOME SCHOOLED	29
Grade 10	69	CHARTER SCHOOLS	53
Grade 11	59	Regular Ed	40
Grade 12	50	Special Ed	13
		OUT OF DISTRICT	55
		Regular Ed	10
		Special Ed	45
TOTAL ENROLLMENT			1065

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

Motions 2.1 and 2.2 were moved by Mr. Miller, seconded by Mr. Perry, and passed by a unanimous voice vote of 9 ayes.

2.1 *The Board approved a motion* to approve the minutes of the September 28, 2016 Business Meeting.

2.2 *The Board approved a motion* to approve the minutes of the October 19, 2016 Agenda Meeting.

3. INFRASTRUCTURE
INFORMATIONAL/DISCUSSION ITEMS:
ACTION ITEMS:

None at this time.

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

Motions 4.1 through 4.3 were moved by Mr. Miller, seconded by Ms. Kartal, and passed by a unanimous voice vote of 9 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>
Lauren Cunningham	Growth through Community	Cabrini Univ.	3	\$1,488
Mark Kwartnik	Learning to Learn: Student Skills for School and Life	Pacific Lutheran	3	\$440
Mark Kwartnik	What Great Middle School Teachers Do	Pacific Lutheran	3	\$440
Mark Kwartnik	Good To Great: Principles of Great Teaching	Pacific Lutheran	3	\$440
Mark Kwartnik	Igniting Creativity: Comp and Collaboration thru Inquiry	Pacific Lutheran	3	\$440
Mark Kwartnik	What Great Teachers Do	Pacific Lutheran	3	\$440

4.2 Approval, Extension of Leave of Absence

The Board approved a motion to approve the extension of the leave of absence for Elizabeth Glaum-Lathbury, per MEA Contract, through the remainder of the 2016-17 school year.

4.3 Approval, Appointments

The Board approved a motion to approve the following individuals to the position of Crowd Control at a stipend of \$41.00 per event:

Julie Habel

Kevin Jones

Kelly Mott

4.4 Approval, Posting of Middle School Guidance Counselor Position

The Board approved a motion to approve the posting of a Middle School Guidance Counselor Position.

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

~~4.5 Approval, Paraprofessional Job Description~~

~~A MOTION is in order to approve the job description for a Paraprofessional (Instructional Assistant/Non-Instructional/PCA).~~

Motion to table 4.5 was moved by Mr. Miller, seconded by Ms. Getty, and passed by a unanimous voice vote of 9 ayes.

Mr. Kopakowski stated that we are currently in the process of putting together an updated job description manual and as the job descriptions are updated they will be sent to the Board for review and approval.

At this time the Board would like more time to review this job description and decided to table the motion. Mr. Miller asked that any job descriptions to be approved be sent to the Board members in their Friday packets so they have time to review prior to their approval.

4.6 Approval, Appointment Varsity Baseball Coach

The Board approved a motion to approve the appointment of Michael Rush as Varsity Baseball Coach at a stipend of \$3200, per MEA Contract.

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

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	\$7,252,906	\$7,038,373	\$4,985,553

Revenues

Budget 2016-17	Y-T-D Amount	Balance
\$19,276,833	\$13,659,191	\$5,617,641

ACTION ITEMS:

Motions 5.1 through 5.7 were moved by Mr. Miller, seconded by Mr. Dingle, and passed by a unanimous voice vote of 9 ayes.

5.1 Approval, Acceptance of Donation

The Board approved a motion to accept and approve the donation from Consumers Oil Corporation (Mobil Exxon) in the amount of \$500.00, to be used in the District's Math and Science Programs.

5.2 Approval, 2017 Monthly Meetings for the Board of School Directors

The Board approved a motion to approve the 2017 monthly meetings for the Board of School Directors.

5.3 Approval, Weidenhammer Maintenance Renewal

The Board approved a motion to approve the renewal of the Weidenhammer Maintenance Plan in the amount of \$9,720.60.

5.4 Approval, Attendance at Bucks County Superintendent’s Retreat

The Board approved a motion to approve Mike Kopakowski’s attendance at the Annual Bucks County Superintendent’s Retreat to be held in March 2017 in Hershey, PA, at a cost not to exceed \$500.

5.5 Approval, Life Skills Class Activities Account

The Board approved a motion to approve the establishment of a Life Skills Class Activities Account.

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 (11/15, 11/22, 11/29, 12/2)	\$	151,439.70
Legal (12/15)	\$	5,078.30
Athletic Fund (11/5, 11/28, 12/6)	\$	2,570.00
General Fund (12/16)	\$	490,924.44
Capital	\$	-0-
Cafeteria Fund	\$	<u>-0-</u>
 TOTAL BILLS	\$	 650,012.44

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

5.9 Approval, Memorandum of Understanding between Holy Trinity School and Morrisville Middle/Senior High School

The Board approved a motion to approve the MOU (Memorandum of Understanding) between Holy Trinity School and Morrisville Middle/Senior High School regarding shelter site locations and terms of use in the event of an evacuation, subject to Solicitor’s review and approval.

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

5.10 **Approval, Contract for Accounting Services**

The Board approved a motion to approve the contract for accounting services with Tom Josiah Consulting, LLC in an amount not to exceed \$12,000, for the period of January 2017 through June 2017, subject to Solicitor's review and approval.

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

Mr. Harris explained that having this service is per recommendations in the audit findings which will be very helpful to get through all of the AFR requirements and to make sure that we are meeting all of the compliance standards. Mr. Harris stated that he anticipates using this service in the future, but hopefully at a lower yearly cost. In past years we paid the IU approximately \$30,000 a year for these services, but Mr. Harris' goal is to curtail these costs.

5.11 **Approval, Accelerated Budget Opt Out Resolution for 2017-2018 School Year**

The Board approved a motion to approve the Accelerated Budget Opt Out Resolution certifying tax rate within inflation index (and no need to comply with Act 1 Accelerated Budget Procedures) for 2017-18 School Year, certifying our tax rate to be no more than 3.1%.

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

Mr. Miller stated that in the past we have not gone this route because we wanted to keep our doors open in regards to seeking the exceptions. But through the Finance Committee meeting recommendations, the exceptions that we would be able to seek would be approximately \$36,000, and we cannot seek any exceptions for special education because our costs have actually dropped. By approving this motion, the Board is locking in their decision to not go above a 3.1% tax rate increase, and then having to produce a preliminary budget in February.

6. EDUCATION
INFORMATIONAL/DISCUSSION ITEMS:
ACTION ITEMS:

6.1 Approval, Appointment of Bucks County Technical High School Representative

The Board approved a motion to approve the appointment of Joe Gilleo as the Bucks County Technical High School Representative for the Morrisville School District.

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

6.2 Approval, Appointment of Alternate Bucks County Technical High School Representative

The Board approved a motion to approve the appointment of Donna Getty as the Alternate Bucks County Technical High School Representative for the Morrisville School District.

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

6.3 Approval, Appointment of Bucks County Technical High School Authority Member

The Board approved a motion to approve the appointment of Fred Haug as the Bucks County Technical High School Authority member for the Morrisville School District.

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

Mr. Miller stated that he would like a report periodically from Mr. Haug, either given at Board meetings by Mr. Haug, or having a written report supplied to the Board members. Mr. Gilleo stated that he would relay this information to Mr. Haug

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

7.1 **Approval, First Reading Policy #822 (Automated External Defibrillator)**
The Board approved a motion to approve the first reading of Policy #822,
Automated External Defibrillator.

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

Future Meetings and Items of Interest

Wednesday, January 18, 2017.....Monthly Agenda Meeting 7:30 p.m.
Wednesday, January 25, 2017.....Monthly Business Meeting 7:30 p.m.

For Community and District Information
visit our community website)
and Channel 28 on your Local Cable

8. **OLD BUSINESS (if needed)**

None at this time.

9. NEW BUSINESS

9.1 Approval, Agreement with Morrisville Borough to Provide Partial Funding for the Purchase and Installation of School Zone Signals and Signage

The Board approved a motion to approve the agreement with the Morrisville Borough to provide partial funding for the purchase and installation of school zone signals and signage at both Grandview Elementary and Morrisville Middle/Senior High School at a cost not to exceed \$15,000, pending solicitor's review and approval.

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

The following motion was added to the agenda:

9.2 Approval, Extension of Closing Date to the Morrisville Borough

The Board approved a motion to approve the request by the Morrisville Borough to extend the closing date under the agreement for the sale of the M. R. Reiter property to January 31, 2017, with notice and other provisions to remain in effect and to authorize the Solicitor to prepare and/or review and approve documentation of such extension.

Since this item was added to the agenda, Mr. Miller opened the floor for public comment. There were no comments from the public.

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

PUBLIC SESSION #2

There were no speakers for Public Session #2.

On behalf of the entire School Board, Mr. Miller wished everyone Happy Holidays!

10. ADJOURNMENT

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

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

Damon Miller, President

Wanda Kartal, Secretary