

Chichester School District Board of School Directors  
Boothwyn, Pennsylvania  
Minutes of the Regular Meeting – January 20, 2009

A regular meeting of the Chichester School Board was held at the Administration Building, 401 Cherry Tree Road, Boothwyn, Pennsylvania, on January 20, 2009. The meeting was called to order at 7:54 p.m. Board President Howard Adams apologized for the late start of the meeting saying it was due to an executive session to discuss personnel matters held immediately prior to this meeting. Roll call was taken, and the Pledge of Allegiance and moment of silent meditation were conducted.

Board members present were Howard Adams, Tony Ambrosino, Ruth Ann Baiocco, Foley Hurt, Patricia Koch, and William Lawler. Ed Cardow was absent. Mary Magaw and Sherry Troiani arrived at 8:35 p.m.

Seated with the Board were Barbara DiMarino, Superintendent; Janice Miller Lion, Business Administrator; District Solicitor Stephen Polaha; and Alon Evans, Student Representative.

Also present were Fred Serino, Assistant to the Superintendent for Human Resources; Gloria Senatore, Director of Pupil Services; James Adair, Chichester High School Assistant Principal; Nancy Alexander, Chichester High School Principal; Judith Edwards, Linwood Elementary School Principal; Paula Husar, Chichester Middle School Principal; Paul Blanford, Marcus Hook Elementary School Interim Principal; and Kathleen Sherman, Boothwyn Elementary School Principal.

#### **President's comments**

Mr. Adams spoke about the responsibilities of board members and reviewed the list of board committees and respective chairpersons—Ed Cardow, Buildings and Grounds; Tony Ambrosino/Foley Hurt, Budget and Finance; Bill Lawler, Technology; Ruth Ann Baiocco/Foley Hurt, Activities and Athletics; Patty Koch/Mary Magaw, Administration and Personnel; Patty Koch/Sherry Troiani, Transportation; Ruth Ann Baiocco/Mary Magaw, Policy; Mary Magaw/Sherry Troiani, Security; Patty Koch, Workplace Safety Liaison; Ed Cardow, Band Liaison; and Howard Adams, Curriculum.

#### **Scheduled presentations**

Ms. DiMarino told the board that the presentation by Barbacane Thornton & Company of the district's financial audit for fiscal year 2007-2008 has been rescheduled to February. She said the company is moving to a new office and could not be here this evening.

Mr. Dan Bontempo of Granary Associates spoke to the board about the status of the Boothwyn Elementary School construction project. He said construction commenced in mid-July consisting of site work that included putting in an access road, installing a water line from Blue Ball Avenue, and installing storm water basins. Regarding general construction, the building pad has been graded to sub-grade installation, foundations are 70% complete, some masonry walls have been started, steel is scheduled for April, and the project is still on schedule according to the original plan. Regarding mechanical, electrical and plumbing work, they are in a planning coordination process. Ductwork is in fabrication and coordination is complete and interfacing with the plumbing and security system in the ceiling. Mr. Bontempo said the geothermal pipe drills will be commencing in a few weeks. He said there is an issue with the grease trap finish—the drawings were prepared in 2002 and always had the grease trap on the outside of the building as was done at Hilltop School. They were recently notified by the sewer authority who informed them that the grease trap should be located inside the building. A meeting was held with the architect and engineers from the sewer authority and the township. Mr. Bontempo said cost reviews for the change could be close to \$55,000 for the tank to be installed inside the building and rework plumbing. Mr. Bontempo said he is submitting monthly reports to the Business Administrator and that

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there are no change orders to date. He said there is some exposure on approximately 125 yards of soil but the site work is 70% complete. Ms. Lion said she had informed the board earlier this evening about the grease trap issue and asked Mr. Bontempo if he recommended the board vote to go forward with the changed work. Mr. Bontempo said nothing was being held up at the moment and asked the board to authorize the architect to prepare the revised plans so that a formal change order could be presented at the next board meeting. Mr. Hurt asked if the project was still on schedule; Mr. Bontempo said it is still scheduled to be completed in late fall 2009.

Ms. Lion reviewed the proposed preliminary budget; highlighted items included—71% of revenues are local, 28% state, and 1.5% federal; real estate tax base has not increased; the budget for 2009-2010 is \$39,750,040; overall local revenue increased 4.27% from the previous year; total expenditures are \$51,251,089; millage rate is 35.093, an increase of 1.8 mils from the previous year, or 5.4%. Ms. Lion said they are still compiling information on expenditures and do not know what the state funding will be. She said utilities, salaries, and benefits expenses continue to be scrutinized. Mr. Hurt said that there are uncontrollable costs in the district including utility costs that represent a 3.46% increase of expenditures; fuel costs represent a 2.9% departmental increase for the transportation department; a 6.79% increase in contractual salaries; and a 3.5% benefits increase. Mr. Ambrosino summarized the expenditure increases to be a \$2.4 million total budget increase compared to the \$1.6 million total preliminary budget increase. He commended everyone who worked on the budget process that produced approximately \$511,000 in controlled cost savings.

### Student representative's report

Chichester High School senior Alon Evans gave a report to the board about current and upcoming events at the high school.

Ms. Magaw and Ms. Troiani arrived at this point in the meeting, 8:35 p.m.

### Staff, Principals' and Home and School reports

The following administrators gave reports to the board about current and upcoming events at their respective buildings:

Ms. Paula Husar, Chichester Middle School Principal

Mr. Paul Blanford, Marcus Hook Elementary School Interim Principal

Ms. Judy Edwards, Linwood Elementary School Principal

Ms. Kathy Sherman, Boothwyn Elementary School Principal

Ms. Nancy Alexander, Chichester High School Principal

Ms. DiMarino gave the report for Ms. Marjie Mroz, Hilltop Elementary School Principal, in her absence.

Ms. DiMarino asked Mr. Adams for permission to move an agenda addendum item to this point in the agenda for a board vote; Mr. Adams concurred.

On a motion made by Ms. Koch and seconded by Ms. Troiani, the board approved awarding the position of Marcus Hook Elementary School Principal to Mr. James Adair, effective February 9, 2009, at an annual salary of \$94,000.00.

**Vote:** **Aye** – Ms. Koch; Ms. Troiani; Mr. Adams; Mr. Ambrosino; Ms. Baiocco; Mr. Hurt; Mr. Lawler; Ms. Magaw

**Absent** – Mr. Cardow

### Communications received by the Board

Board Secretary William Lawler had no communications to report.

## Board reports

Ms. DiMarino reminded the board that a Buildings and Grounds Committee meeting has been scheduled for January 27, 2009 at 7:00 p.m.

## Citizens' comments related to proposed action items

No comments were made.

## Solicitor's report

Mr. Polaha reported on two items, the first being a student disciplinary hearing relating to an eighth grade Chichester Middle School student. The hearing was held before a committee of the board on December 16, 2008. The student was charged with terroristic threats and acts in violation of Chichester School District Policy 218.2 and Chichester Middle School 2008-2009 Student Handbook Level 3 offense. The charge arose from an incident that occurred on November 20, 2008. Board members Adams and Lawler were in attendance at the hearing and the committee prepared a report which recommends the following: *1) That on November 20, 2008, the student did commit a terroristic act directed toward a staff member in violation of Chichester School District Policy 218.2, and Chichester Middle School 2008-2009 Student Handbook Level 3 offense; 2) That the student be expelled from Chichester School District for a period of one year effective immediately; and 3) That readmission of the student to Chichester School District following the period of expulsion be conditioned upon the student and his parents petitioning the Board of School Directors for readmission providing credible evidence of good behavior and satisfactory academic progress during the period of expulsion.* Mr. Polaha reminded board members that, in order to vote, they must have either attended the hearing or have read the transcript, exhibits, and committee report. He suggested the board make a motion to accept the report if it is acceptable.

On a motion made by Mr. Lawler and seconded by Mr. Hurt, the board approved the committee's findings. Mr. Ambrosino and Ms. Koch abstained saying they had not read the report.

**Vote:** **Aye** – Mr. Hurt; Mr. Adams; Ms. Baiocco; Mr. Lawler; Ms. Magaw; Ms. Troiani

**Abstain** – Mr. Ambrosino; Ms. Koch

**Absent** – Mr. Cardow

Mr. Polaha's next item related to tax assessment appeals that he said were filed in the Court of Common Pleas of Delaware County. There are a total of fourteen appeals—one in Marcus Hook, four in Upper Chichester, and nine in Trainer. The total current assessment for all properties is \$4,092,696. The total assessment as proposed by the property owners would be \$2,195,308, a difference of \$1,897,388. At the proposed millage of .35093, the loss in revenue beginning with the 2009-2010 fiscal year would be \$66,585.00 if the appeals were successful with respect to all appeals. Mr. Polaha requested approval to engage Coyle, Lynch & Company to assist and provide opinion letters of value or appraisals as necessary in order to resolve the appeals. On a motion made by Mr. Hurt and seconded by Mr. Ambrosino, the board approved Mr. Polaha's request.

**Vote:** **Aye** – Mr. Hurt; Mr. Ambrosino; Mr. Adams; Ms. Baiocco; Ms. Koch; Mr. Lawler; Ms. Magaw; Ms. Troiani

**Absent** – Mr. Cardow

## Approval of minutes

On a motion made by Ms. Koch and seconded by Ms. Baiocco, the board approved by acclamation the minutes of the December 2, 2008 Reorganization meeting. Mr. Hurt abstained due to non-attendance.

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**Vote: Aye** – Ms. Koch; Ms. Baiocco; Mr. Adams; Mr. Ambrosino; Mr. Lawler; Ms. Magaw;  
Ms. Troiani  
**Abstain** – Mr. Hurt  
**Absent** – Mr. Cardow

On a motion made by Ms. Koch and seconded by Ms. Troiani, the board approved by acclamation the minutes of the December 2, 2008 Committee of the Whole meeting. Mr. Hurt abstained due to non-attendance.

**Vote: Aye** – Ms. Koch; Ms. Troiani; Mr. Adams; Mr. Ambrosino; Ms. Baiocco; Mr. Lawler;  
Ms. Magaw  
**Abstain** – Mr. Hurt  
**Absent** – Mr. Cardow

On a motion made by Ms. Koch and seconded by Mr. Hurt, the board approved by acclamation the minutes of the December 9, 2008 Regular meeting.

**Vote: Aye** – Ms. Koch; Mr. Hurt; Mr. Adams; Mr. Ambrosino; Ms. Baiocco; Mr. Lawler; Ms. Magaw;  
Ms. Troiani  
**Absent** – Mr. Cardow

**Superintendent’s recommendations**

Ms. DiMarino said she would assume a consent agenda unless advised otherwise.

**A. Curriculum and Instruction**

On a motion made by Mr. Hurt and seconded by Mr. Ambrosino, the board approved **agenda items A1 through A5**. Mr. Ambrosino asked about the Power Point course taken by a middle school teacher; Ms. DiMarino said it was not part of a masters program but is a psychology elective taken as part of a series of courses offered by LaVerne University.

**Vote: Aye** – Mr. Hurt; Mr. Ambrosino; Mr. Adams; Ms. Baiocco; Ms. Koch; Mr. Lawler; Ms. Magaw;  
Ms. Troiani  
**Absent** – Mr. Cardow

1. Request approval of tuition reimbursement as follows for the 2007-2008 CEA contract year.

<u>Employee</u>	<u>Teaching Assignment</u>	<u>Course</u>	<u>School</u>	<u># of Credits</u>	<u>Amount</u>	
Colleen Biddle	H-Reading Specialist	Strategies for Literacy Instruction, Phonics, Vocabulary, & Fluency	Indiana Wesleyan	3	\$390.00	
Karli Dukes	B-3 <sup>rd</sup> Grade	How to Get Parents on Your Side	Walden	3	\$420.00	
Jennifer Burns	B-Learning Support	Succeeding with Difficult Students	Indiana Wesleyan	3	\$365.00	
					<b>Reimbursement</b>	<b>\$1175.00</b>
					<b>Previous Total</b>	<b>\$112,531.04</b>
					<b>Total Reimbursement to Date</b>	<b>\$113,706.04</b>

**\$113,706.04** reflects all tuition paid out for the 07-08 school year. Cap is \$120,000.

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2. Request approval of tuition reimbursement as follows for the 2008-2009 CEA contract year.

<u>Employee</u>	<u>Teaching Assignment</u>	<u>Course</u>	<u>School</u>	<u># of Credits</u>	<u>Amount</u>	
Jamie Blumenthal	HS-Health & Phys Ed	Teacher as Professional	Walden	3	\$1176.00	
Amy Dowdall	HS-English	Pedagogies & Literature	West Chester	3	\$1035.00	
Elizabeth Frimmer	MS-Computer	Measurement, Accountability, and Student Learning	Wilmington	3	\$1101.00	
Courtney Jones	H-2 <sup>nd</sup> Grade	Measurement, Accountability, and Student Learning	Wilmington	3	\$1101.00	
Christine Murrin	MS-6 <sup>th</sup> Grade	Microsoft Power Point 2002	La Verne	3	\$285.00	
Christine Murrin	MS-6 <sup>th</sup> Grade	Behavior Modification for Yourself and Others	La Verne	3	\$285.00	
Christine Murrin	MS-6 <sup>th</sup> Grade	Classroom Management for Middle and High School Teachers	La Verne	3	\$285.00	
Christine Murrin	MS-6 <sup>th</sup> Grade	Becoming a More Effective Teacher	La Verne	3	\$285.00	
Christine Murrin	MS-6 <sup>th</sup> Grade	Legal Issues Affecting the School and Classroom	La Verne	3	\$285.00	
Patricia Russo	B-Special Education	Curriculum Application	Immaculata	3	\$850.00	
Melanie Scalpello	HS-Librarian	Networks: Configuration & Implementation	Saint Joseph's	3	\$1421.28	
Tracey Wolf	Teacher on Special Assignment-Pupil Services	Educational Leadership: Issues for Women	University of Phoenix	3	\$498.00	
					<b>Reimbursement</b>	<b>\$8607.28</b>
					<b>Previous Total</b>	<b>\$1869.72</b>
					<b>Total Reimbursement to Date</b>	<b>\$10,477.00</b>

**\$10,477.00 reflects all tuition paid out for the 08-09 school year. Cap is \$120,000.**

3. Request authorization of the following field trips. Field trips are in accordance with school district policy. The only cost to the district is transportation, unless stated otherwise.

<u>Date</u>	<u>Destination</u>	<u>Group</u>	<u>Transportation</u>
*Dec. 12	Arden Theatre, Philadelphia, PA	B-3 <sup>rd</sup> Grade- 1.3.3 Read & Analyzing Literature- Identify structures in drama.	District
*Dec. 22	Regal Theatre, Wilmington, DE	MH-3 <sup>rd</sup> Grade- 1.3.3 Read & Analyzing Literature- Identify structures in drama.	District
*Jan. 8	Haverford High School	HS-9-12- FBLA Regional Competitions.	District
*Jan. 15	Phoenixville Area School District	HS-10-12- 1: Singing alone & with each other; 5: Reading & notating music; 6: Listening to, analyzing, & describing music.	District
Jan. 23	Linwood District Court, Linwood, PA	HS-9-12-Community Service	District
Jan. 30	Cardinal O'Hara High School	HS-9-12- HI-Q: An academic activity encompassing a wide range of academic subjects.	District
Jan. 30	Academy Park High School, Sharon Hill, PA	MS-7-8 Band- MENC: Performing a variety of music on instruments.	District
Feb. 20	Brandywine River Museum, Chadds Ford, PA	L-4 <sup>th</sup> Grade- 9.2 Historical & Cultural Context; 9.2.3/9.2.5 Identify, describe, and analyze the work of a Pennsylvania artist.	District

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Feb. 28	North Penn High School	MS-6-8 Indoor Drumline- Indoor Drumline Competition.	District
Feb. 28	Avon Grove High School	MS-5-8 Color Guard- Indoor Color Guard Competition.	District
Mar. 6	E.T. Richardson Middle School, Springfield, PA	MS-7-8- PA1: Singing a varied repertoire of music.	District
Mar. 7	Twin Valley High School, Elverson, PA	MS-6-8 Indoor Drumline- Indoor Drumline Competition.	District
Mar. 10	Ridley High School, Folsom, PA	MS-6 <sup>th</sup> Grade- MENC: Performing instruments alone and with others.	District
Mar. 14	Armstrong Middle School, Fairless Hills, PA	MS-5-8 Color Guard- Indoor Color Guard Competition.	District
Mar. 21	Spring Ford High School, Royersford, PA	MS-5-8 Color Guard- Indoor Color Guard Competition.	District
Mar. 28	Methacton High School	MS-6-8 Indoor Drumline- Indoor Drumline Competition.	District
Mar. 30	Philadelphia Museum of Art, Philadelphia, PA	HS-9-12- 1.6 Speaking & listening; 9.1 Production, performance, & exhibition of dance, music, and theatre & visual arts; 9.3 Critical response; 9.4 Aesthetic response.	District
Apr. 4	Coatesville High School, Coatesville, PA	MS-6-8 Indoor Drumline- Indoor Drumline Competition.	District
Apr. 20	Philadelphia Museum of Art, Philadelphia, PA	MS-7-8- 1.6 Speaking & listening; 9.1 Production, performance, & exhibition of dance, music, and theatre & visual arts; 9.3 Critical response; 9.4 Aesthetic response.	District
May 1	Adventure Aquarium, Camden, NJ	L-1 <sup>st</sup> Grade- 3.34 Know the similarities & differences of living things.	District
May 29	Adventure Aquarium, Camden, NJ	MH-1 <sup>st</sup> Grade- 3.34 Know the similarities & differences of living things; 4.34C Identify organisms that live together in the Ecosystem.	District
June 12	Camden Riversharks, Camden, NJ	MS-5-8- MENC: Performing on instruments alone and with others a varied repertoire of music.	District

\*Invitation to participate in these events was received after the December meeting and is presented for informational purposes only.

4. Recommend approval of the following conference attendance:

- a. Pennsylvania Educational Technology Expo & Conference  
Attendees: Karli Casamento, Diane Porter, Eileen Dougherty, Lauren Kennedy, April Wilson  
Location: Hershey, PA  
Dates: February 8-11, 2009  
Cost: \$3,700.00
  
- b. State Parent Advisory Council (SPAC) Meeting  
Attendee: Sandy Cislo  
Location: Philadelphia, PA  
Dates: February 10-12, 2009  
Cost: \$0 (all expenses covered by PDE)
  
- c. PAFPC Executive Committee Meeting  
Attendee: Steve Marrone  
Location: Hershey, PA  
Dates: February 26-27, 2009  
Cost: \$0 (All expenses funded by PAFPC)

d. Conference for Kindergarten Teachers in Pennsylvania

Attendees: Justine Fulginiti, Melanie Ellixson  
 Location: Harrisburg, PA  
 Dates: March 13, 2009  
 Cost: \$1,107.00

e. Pennsylvania School Counselors Association

Attendee: Joan Irwin  
 Location: Hershey, PA  
 Dates: April 15-18, 2009  
 Cost: \$796.00

f. New Superintendents' Academy – Part 3: Evaluation

Attendee: Barbara DiMarino  
 Location: Harrisburg, PA  
 Dates: January 21-22, 2009  
 Cost: \$450.00

5. Recommend approval of tenure status for the following professional personnel:

<u>Name</u>	<u>Assignment</u>	<u>Building</u>
Joan Berner	Physical Education	Marcus Hook School
Amanda Parks	Special Education	Chichester Middle School
Stephanie Slawter	Social Studies	Chichester Middle School

**B. Special Services**

There were no items for voting consideration.

**C. Technology**

There were no items for voting consideration.

**D. Business and Finance**

Ms. Lion reviewed this section of the agenda saying she would assume consensus for items D1 through D7. She said she wanted to add to item D4 a request to accept a donation of four to five boxes of binders from the PA Department of Labor. On a motion made by Mr. Ambrosino and seconded by Mr. Hurt, the board approved **agenda items D1 through D7 including the additional item for D4.**

**Vote: Aye** – Mr. Ambrosino; Mr. Hurt; Mr. Adams; Ms. Baiocco; Ms. Koch; Mr. Lawler; Ms. Magaw; Ms. Troiani  
**Absent** – Mr. Cardow

Ms. Lion added item D8 recommending hiring MM Architects, Inc. to provide special services for the design phase of the high school auditorium renovation. The proposal submitted was for Option A in the amount of \$149,420.00 plus reimbursable expenses and also allocating the pre-design services that were approved sometime last year for MM Architects. She said the firm has provided pre-design work beyond what was in the scope and also were at 7% of the Option A estimated expenditures. On a motion made by Mr. Hurt and seconded by Ms. Troiani, the board approved **addendum item D8** to authorize MM Architects, Inc. to provide services for the design phase of the high school auditorium renovation at a cost of \$149,420.00 plus reimbursable expenses.

**Vote: Aye** – Mr. Hurt; Ms. Troiani; Mr. Adams; Mr. Ambrosino; Ms. Baiocco; Ms. Koch; Mr. Lawler; Ms. Magaw  
**Absent** – Mr. Cardow

Ms. Lion added item D9 recommending approval to authorize The Ray Group to do the necessary upgrade work required to resolve the grease trap code issue at the new Boothwyn School site. On a motion made by Mr. Ambrosino and seconded by Ms. Baiocco, the board approved **addendum item D9**. Ms. Lion said this would also allow the district to proceed with work provided by the Sewer Authority.

**Vote: Aye** – Mr. Ambrosino; Ms. Baiocco; Mr. Adams; Mr. Hurt; Ms. Koch; Mr. Lawler; Ms. Magaw; Ms. Troiani  
**Absent** – Mr. Cardow

Regarding the Information Items, Ms. Lion explained that the chart of tax collection as of December 31, 2008 shows that collections are somewhat short of her projection at 94%.

1. Recommend acceptance of financial reports. \*
2. Recommend approval of bills.\*
3. Recommend approval to declare as surplus and dispose of the following items:
  - a. Chichester High School library books – 90-100 boxes of books that are outdated or damaged
4. Recommend acceptance of the donation of wrestling mats from the Great Valley School District and four to five boxes of binders from the PA Department of Labor.
5. Recommend the approval of the following change orders:

CO#	LOCATION	CONTRACTOR	AMOUNT	DESCRIPTION/REASON
GC-16	Marcus Hook	TNT Construction	\$23,150.82	Existing condition-Add floor leveling
GC-35	Marcus Hook	TNT Construction	\$667.00	Add work-Knee wall to meet IBC code requirements
GC-36	Marcus Hook	TNT Construction	\$1,530.65	Existing condition/Add work-Reconstruct stair guard wall
GC-50	Marcus Hook	TNT Construction	\$56,377.60	Add work-Site work due to soil conditions
GC-53	Marcus Hook	TNT Construction	\$4,627.74	Existing condition-Add Floor work due to floor deck conditions
GC-55	Marcus Hook	TNT Construction	\$10,430.50	Clock tower floor grating
GC-63	Marcus Hook	TNT Construction	\$2,480.00	Tree removal

6. Recommend approval to use Lutz Engineering to provide commissioning on the Marcus Hook project at the rate of \$125.00/hour as needed. The intent is to back charge the commissioning cost to the HVAC contractor.

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\* Copy with original minutes

7. Recommend the approval of the following budget transfer:

TRANSFER FROM	TRANSFER TO	AMOUNT	EXPLANATION
10-3250-610-000-30-70-00-000	10-3210-591-000-30-70-12-000	\$4,000.00	Rental lights needed for the high school play; estimated cost \$3,900. (New budget line item as per May 2008.)

Items for Discussion:

- Marcus Hook – HVAC Commissioning
- Buildings and Grounds Committee meeting – January 27, 2009 @ 7:00 p.m.
- Boothwyn grease trap issue

Informational Items:

- Real estate tax reports
- PlanCon Part H approval for Chichester High School alterations, revised

**E. Personnel**

Ms. DiMarino reviewed this section of the agenda and addendum. She noted a correction to item E4 under Support Staff—the rate of pay changed from \$10.00/day to \$10.00/hour. On a motion made by Mr. Hurt and seconded by Ms. Troiani, the board approved **agenda items E1 under Administrative Staff; E1 through E4 under Professional Staff including addendum items E1f, E2f, E2g, E2h, E3c, E3d; and E1 through E4 under Support Staff including addendum items E1d, E4b, E5, E6, and E7.**

**Vote:** **Aye** – Mr. Hurt; Ms. Troiani; Mr. Adams; Mr. Ambrosino; Ms. Baiocco; Ms. Koch; Mr. Lawler; Ms. Magaw  
**Absent** – Mr. Cardow

Ms. Lion noted that there was an addendum item under Section D that was to be added to the list of payments. On a motion made by Mr. Ambrosino and seconded by Mr. Hurt, the board approved the **addendum bill list under item D2.**

**Vote:** **Aye** – Mr. Ambrosino; Mr. Hurt; Mr. Adams; Ms. Baiocco; Ms. Koch; Mr. Lawler; Ms. Magaw; Ms. Troiani  
**Absent** – Mr. Cardow

ADMINISTRATIVE STAFF:

1. Recommend approval of payment for 17 unused and 12.5 prorated vacation days, according to the employment contract for Michael Golde. Total payment is \$16,874.00 for 29.5 days @ \$572.00 per diem rate.

PROFESSIONAL STAFF:

1. Recommend approval of the following professional personnel requests as indicated:
  - a. Shelley Fetrow, kindergarten teacher, Hilltop Elementary, requests to return from her previously approved child-rearing leave at the beginning of the second semester of the 2008-2009 school year.
  - b. Jennifer Michael, Spanish teacher, Chichester High School, requests to return from her previously approved child-rearing leave at the beginning of the second semester of the 2008-2009 school year.
  - c. Jackie Murray, reading specialist, Hilltop Elementary, requests to return from her previously approved child-rearing leave at the beginning of the second semester for the 2008-2009 school year.
  - d. Frances Misener, reading specialist, Chichester High School, requests FMLA (Family and Medical Leave Act) for approximately 12 weeks, effective January 7, 2009.
  - e. Bethany Gullion, 2<sup>nd</sup> grade teacher, Marcus Hook Elementary, requests acceptance of her resignation for the purpose of relocation, effective February 13, 2009.
  - f. Diana Hanobeck, English teacher, Chichester High School, requests utilization of her sick days, effective the end of the workday January 16, 2009 through January 23, 2009 and child-rearing leave for the second semester of the 2008-2009 school year.
2. Recommend approval of the following professional personnel as indicated:
  - a. Christopher Ofalt, long-term substitute 2<sup>nd</sup> grade teacher, Hilltop Elementary. Continue employment in this position for the second semester of the 2008-2009 school year.
  - b. Angela Sammer, long-term substitute 3<sup>rd</sup> grade teacher, Linwood Elementary. Continue employment in this position for the second semester of the 2008-2009 school year. Replacement for employee currently on sabbatical leave.
  - c. Christine Maurer, long-term substitute guidance counselor, Marcus Hook Elementary. Continue employment in this position for the second semester of the 2008-2009 school year. Replacement for employee currently on special assignment.
  - d. Christa Woertz, long-term substitute 5<sup>th</sup> grade teacher, Chichester Middle School. Continue employment in this position for the second semester of the 2008-2009 school year. Replacement for employee currently on sabbatical leave.
  - e. Katie Trindall, long-term substitute English teacher, Chichester High School. Continue employment in this position for the second semester of the 2008-2009 school year. Replacement for employee currently on special assignment.
  - f. Jessica Bonaduce, Bachelor's degree from West Chester University, long-term substitute English teacher, Chichester High School. Salary to be \$38,281.00 (BA,01), prorated. Replacement for an employee on leave.
  - g. James McCarthy III, Bachelor's degree from West Chester University, long-term substitute health & physical education teacher, Chichester Middle School. Salary to be \$38,281.00 (BA,01), prorated. Replacement for a retirement.

- h. Jennifer McKenna, awarded the mathematics specialist position, Chichester Middle School, effective January 26, 2009 at her current salary of \$51,060.00 (MA+15,06). This is a new position.
3. Recommend approval of the following high school coaching and co-curricular assignments for the 2008-2009 school year with salary established per 2007-2012 CEA contract, subject to verification of experience.
- a. John Joyce, Play: Music Director, 1<sup>st</sup> year, 35 points X \$113.00 = \$3,955.00.
  - b. Edward Tomassetti, Spring Track: Assistant Coach, 1<sup>st</sup> year, 28 points X \$113.00 = \$3,164.00.
  - c. Amanda Lee, Play: Asst. Choreographer, 1<sup>st</sup> year, 6 points X \$113.00 = \$678.00
  - d. Denna Kowalek, Asst. Swim Coach (co), 1<sup>st</sup> year, 14 points X \$113.00 = \$1,582.00
4. Recommend approval of Meghan Wallace as a homebound teacher for the 2008-2009 school year at the rate of \$33.00 per hour.

SUPPORT STAFF:

1. Recommend approval of the following classified personnel requests as indicated:
- a. Diane Hastings, 4 hours per day district maintenance custodian, Linwood Elementary, requests to return from a previously approved leave without pay, effective December 1, 2008.
  - b. Elizabeth Doyle, 5 hours 10 minutes per day bus driver, Transportation Department, requests a 6 month unpaid leave, effective December 16, 2008.
  - c. Charles Williams, 8 hours per day supply clerk, Maintenance Department, requests acceptance of his resignation for the purpose of retirement, effective January 5, 2009.
  - d. Joan Faulkner, 4 hours per day, district maintenance custodian, requests leave without pay effective January 22, 2009 through March 20, 2009.
2. Recommend approval of the following classified personnel as indicated:
- a. Denice Abbott, 5 hours per day cafeteria aide, Marcus Hook Elementary, reassigned to the position of 5 hours per day cafeteria aide, Hilltop Elementary, effective January 20, 2009, at the hourly rate of \$8.56. This is a replacement for a resignation.
  - b. Brooke Blickley, 4 hours 30 minutes per day bus aide, Transportation Department, pending satisfactory completion of 90-day probationary period which began December 1, 2008, at the hourly rate of \$10.00. This is a replacement for an open position.
  - c. Paula Jones, 4.5 hours per day cafeteria aide II, Chichester High School, pending satisfactory completion of 90-day probationary period which began December 15, 2008, at the rate of \$8.75 per hour. This is a replacement for a reassignment.
  - d. Chrystal Michel, 4.5 hours per day cafeteria aide I, Chichester High School, pending satisfactory completion of 90-day probationary period which began December 22, 2008, at the rate of \$8.25 per hour. This is a replacement for a resignation.
  - e. Teresa Smarkola, awarded the 5 hours per day instructional assistant position, Chichester Middle School, effective January 5, 2009, at the rate of \$10.00 per hour. Since Ms. Smarkola has been

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employed as an instructional assistant since September 30, 2008, the probationary period will continue from her initial start date. This is a new position.

- f. Mary Leonard, 5 hours per day cafeteria aide, Chichester Middle School, reassigned to the position of 5 hours per day cafeteria aide, Marcus Hook Elementary, effective December 22, 2008, at the hourly rate of \$9.67. This is a replacement for a reassignment.
  - g. Della Broomall, 4.5 hours per day cafeteria aide II, Chichester Middle School, reassigned to the position of 5 hours per day cafeteria aide II, Chichester Middle School, effective January 5, 2009, at the hourly rate of \$10.26. This is a replacement for a resignation.
  - h. Terri DeGrave, 4 hours per day district maintenance custodian, Boothwyn Elementary, pending satisfactory completion of 90-day probationary period which began December 1, 2008, at the rate of \$10.00 per hour. This is a replacement for a reassignment.
3. Recommend approval of the following classified personnel who have satisfactorily completed the 90-day probationary period:
    - a. Dorothy Hagan, 8 hrs./day district maintenance custodian, Hilltop Elementary, effective January 6, 2009.
    - b. Lester Frisby, 8 hrs./day district maintenance custodian, Chichester High School, effective January 7, 2009.
  4. Recommend approval of the classified substitute list as follows:
    - a. Substitute Instructional Assistant @ \$10.00/day  
Margaret Gubitosa  
Carmen Turner
    - b. Substitute District Maintenance Custodian @ \$10.00/hour  
Richard Padgett
  5. Recommend approval of payment for two (2) accrued vacation days for Charles Williams who resigned for retirement purposes effective January 5, 2009. Total payment is \$322.08 for 16 hours at \$20.13 hour.
  6. Recommend approval of the following Middle School Marching Band position for the 2008-2009 school year. Stipend to be \$292.50.
    - a. Heather Arena – Color Guard Instructor (Band Camp only)
  7. Recommend approval of the following middle school indoor drumline/color guard positions for the 2008-2009 school year.
    - a. Geoffrey Knoell – Battery Instructor and Arranger: \$1,200.00
    - b. Christine Fisher – Front Ensemble Instructor: \$950.00
    - c. Nicole Campbell – Color Guard Director and Instructor: \$1,200.00
    - d. Jenifer McKernan – Color Guard Instructor: \$950.00 (paid by Band Parents)

**F. Miscellaneous**

**Agenda item F1** consisted of the first reading of revised policies in Section 800—Operations.

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Regarding item F2, Ms. DiMarino explained that she was recommending that the board waive the three reading requirement for Policy 249-Bullying due to a state mandate requiring that each school district have such a policy in place by January 2009. On a motion made by Mr. Ambrosino and seconded by Mr. Hurt, the board approved waiving the three reading requirement.

**Vote: Aye** – Mr. Ambrosino; Mr. Hurt; Mr. Adams; Ms. Baiocco; Ms. Koch; Mr. Lawler; Ms. Magaw; Ms. Troiani  
**Absent** – Mr. Cardow

During a review and discussion of the policy, Mr. Ambrosino asked that an item be added under ‘Consequences’ consisting of loss of bus privileges. On a motion made by Mr. Ambrosino and seconded by Ms. Troiani, the board approved the additional wording.

**Vote: Aye** – Mr. Ambrosino; Ms. Troiani; Mr. Adams; Ms. Baiocco; Mr. Hurt; Ms. Koch; Mr. Lawler; Ms. Magaw  
**Absent** – Mr. Cardow

On a motion made by Mr. Ambrosino and seconded by Mr. Hurt, the board approved **agenda item F2**. Mr. Polaha reviewed the revisions he made to the policy. He said the most important change is shown under ‘Definition’ and explained that the legislative act is set up to address two instances—bullying directed to a student or students that occurs in the school setting, or bullying directed to a student or students outside the school setting. In order to establish the latter type of bullying, he included the options shown on page one of the policy, which language is directly excerpted from the legislative act.

**Vote: Aye** – Mr. Ambrosino; Mr. Hurt; Mr. Adams; Ms. Baiocco; Ms. Koch; Mr. Lawler; Ms. Magaw; Ms. Troiani  
**Absent** – Mr. Cardow

1. First reading of the following policies in Section 800-Operations. These policies have been reviewed and revised by the Pennsylvania School Boards Association as part of the district’s Board Policy manual update. New language is shown in bold on policies; revisions, deletions, and new policies are as noted below.

- 800—Records Management – New policy
- 801—Public Records
- 802 School Organization
- 803—School Calendar
- 804—School Day
- 805—Emergency Preparedness – New policy; replaced Policy 805—Emergency Evacuation of Schools with PSBA model policy that is more comprehensive and reflects various emergency situations and is in line with district’s emergency preparedness plan (in accordance with PA statutes)
- 806—Child/Student Abuse – Updated language to comply with Act 179 of 2006 (including updated criminal penalties and immunity from liability of reporting). Removed specifics relating to clearance statements because these requirements are already established in employment policies and are not necessary to this policy.
- 807—Opening Exercises/Flag Displays – New policy; replaced Policy 807—Opening Exercises with PSBA model policy in compliance with Chapter 12 requirements, School Code, and court decisions.
- 808—Food Services
- 808.1—Lunch Tickets – New policy
- 810—Transportation – Added background check requirements and reports of employee crimes/child abuse for bus drivers, as required by the state.

**(NOTE: Policies 810 and 810.2 were combined into one policy as both had language pertaining to responsibilities of drivers and student conduct. As such, some language from policy 810 was removed and replaced with similar language from 810.2 (newer policy) to avoid redundancy. Please review this policy carefully to verify if all of these procedures are still in place.)**

- 810.1—Transportation Personnel-Drug and Alcohol Testing – Updated language to comply with both federal and state requirements, including Act 152 of 2002. Changed language throughout policy to “covered driver”; using “school bus driver” implies only one type of vehicle, whereas definition provides for other motor vehicles. Also, removed language referencing 75 Pa. C.S.A., cite repealed.
  - 811—Bonding
  - 812—Property Insurance – New policy
  - 813—Other Insurance
  - 814—Copyright Material – Updated language to comply with U.S. Copyright Law
  - 815—Acceptable Use of Internet
  - 818—Contracted Services – Replaced background check language with PSBA model policy language that is more concise and up-to-date with state requirements.
  - 819—Suicide Issues
  - 820—Bloodborne Pathogens
  - 822—Automated External Defibrillator (AED) – New policy
  - 825—State Mandate Waivers – New policy
  - 828—Fraud – New policy
  - 830—Breach of Computerized Personal Information – New policy
2. First reading of Policy 249—Pupils—Bullying, attached. Act 61 requires each school entity to adopt a bullying policy in January 2009, which is to be incorporated into the Student Code of Conduct. The Board will waive the second and third readings of this policy.

### **Citizens’ comments**

Paul Amand, 928 Galbraith Avenue, commended the handling of the recent high school evacuation, and suggested password protection for VIP mail notifications on the website.

### **Adjournment**

On a motion made by Ms. Koch and seconded by Mr. Hurt, the meeting adjourned at 10:05 p.m.

William J. Lawler III, Secretary  
Chichester Board of School Directors