

**UNIONVILLE-CHADDS FORD SCHOOL DISTRICT**  
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**SCHOOL BOARD MEETING**  
**Minutes**  
**August 22, 2005**

The August meeting of the Unionville-Chadds Ford School Board was held on Monday, August 22, 2005 in the Unionville High School LGI. Mr. Wandersee, President, called the meeting to order at 7:32 p.m.

**CALL TO ORDER**

Mr. Wandersee requested that the group stand for the Pledge of Allegiance to the flag.

The following members were present: Edward Wandersee, Keith Knauss, Kathleen Brown, Curt Baker, Stephen McClaskey, Edward Murray, Bruce Swayze, Dr. Corinne Sweeney, and Timotha Trigg. Also present were Dr. John Kenney, District Superintendent, Dr. Brenda O'Hern, Robert Cochran, Jim Fulginiti, Rick Hostetler, Rich Hug, Thomas Marinelli, John Nolen, Dr. Jim Price, Maria Schwab, Bruce Vosburgh, Gail Wolfel, Lexi Crampton, new student representative, community residents, members of the press, and Denise Miller, recording secretary.

**MEMBERS PRESENT**

Karen Halstead, East Marlborough Township resident, commented regarding Dr. O'Hern's statement at the Work Session last Monday that all of the teachers were highly qualified. In response to Mrs. Halstead's question, Mr. Marinelli stated that some individuals were pending certification as highly-qualified teachers under the No Child Left Behind Act. Mrs. Halstead commented that with the number of teachers applying for positions in our district, particularly since it was number one in PSSA scores, we should not be hiring people who are not certified. Mr. Wandersee thanked Mrs. Halstead for her comments.

**RESIDENTS' COMMENTS**

It was moved by Mr. McClaskey and seconded by Mr. Swayze to approve the Minutes for the June 20, 2005 Regular Meeting (pp. 3.a.1-28).

**MINUTES APPROVED**

Motion carried (9-0).

It was moved by Mr. Swayze and seconded by Dr. Sweeney to approve the Minutes for the June 27, 2005 Special Board Meeting (pp. 3.a.28a-35)

Motion carried (9-0).

The following committee meeting minutes were reviewed:

1. Curriculum Committee Meeting – August 15, 2005  
pp. 3.a.36-37)

Mr. Wandersee requested that the Secretary file the committee minutes.

**3.a.1**

The following financial statements and reports were reviewed:

1. General Fund Treasurer's Report – June, 2005 (p. 3.b.1) and July, 2005 (p. 3.b.11)
2. Capital Reserve Fund Report – June, 2005 (p. 3.b.2) and July, 2005 (p. 3.b.12)
3. 2004-2005 GF Function Revenue Analysis with Details of 6100's and 7000's as of June, 2005 (p. 3.b.3) and July, 2005 (p. 3.b.13)
4. 2004-05 General Fund Function-Object Expenditure Analysis as of June, 2005 (pp. 3.b.4-5) and July, 2005 (pp. 3.b.14-16)
5. Category Expenditures Analysis – June, 2005 (p. 3.b.6) and July, 2005 (p. 3.b.17)
6. Capital Projects Fund Report – June, 2005 (p. 3.b.7) and July, 2005 (p. 3.b.18)
7. Outstanding Projects Summary – June, 2005 (p. 3.b.8) and July, 2005 (p. 3.b.19)
8. Construction Project Reports – June, 2005 and July, 2005
  - a. Unionville High School HVAC Project (pp. 3.b.9-10 and 3.b.20-21)

Mr. Wandersee asked that the Secretary file the financial statements and the reports.

The following activity account reports were reviewed:

9. Activity Account Reports
  - a. Unionville High School Activities Balance Sheets - April, 2005 through June, 2005 (pp. 3.c.1-6)
  - b. C. F. Patton Middle School Activities Accounts – April through June, 2005 (pp. 3.c.7-9)

It was moved by Dr. Sweeney and seconded by Mr. Baker to approve the Bill List dated June 27, 2005 in the amount of \$1,832,440.10 (pp. 3.d.1-23).

Motion carried (9-0).

It was moved by Dr. Sweeney and seconded by Mr. Knauss to approve the Bill List dated July 29, 2005 in the amount of \$2,668,284.41 (pp. 3.d.24-40).

Motion carried (9-0).

Mr. Knauss, Representative to the Chester County School Authority, commented regarding the two resolutions for the Southern Center for Arts and Technology campus.

It was moved by Mr. Knauss and seconded by Dr. Sweeney to approve the authorization for Chester County Intermediate Unit to enter into a lease with the Chester County School Authority for the Southern Campus of the Center for Arts and Technology as on the attachments (pp. 3.e-f).

## **FINANCIAL STATEMENTS**

## **BILLS PAID**

## **SOUTHERN CAMPUS – CENTER FOR ARTS AND TECHNOLOGY**

Mr. Baker inquired about the differences between resolution one and resolution two, as well as the implications for the school district. Mr. Murray stated that resolution one is borne by the fact that the I.U. cannot own classroom space but would lease the space from the School Authority. The southern campus will be owned by the Chester County School Authority and will be known as C.A.T. Southern. The second resolution is to expend revenues, which we otherwise couldn't unless the lease was approved for the authorization of Chester County School Authority to expend monies. They will start the design work on the building that will run programs for the southern campus.

Mr. McClaskey asked whether there would not be a change to our core contribution to the I.U. but an effect to the marketplace pricing for the number of students we would send. Mr. Murray confirmed his opinion and added that the I.U. had been looking for a building for some time and had borrowed \$10 million almost two years ago to buy the land required for this, to the extent that was ever in anyone's core budget. The rest will have to be borne out by the amount of total students sent throughout the county.

In response to Mr. McClaskey's statement of the projections that were given of a 10-15% jump to the marketplace relatively soon, Mr. Murray stated that they have not given him that information but ultimately, it would be recovered through marketplace pricing.

Dr. Kenney commented that part of the marketplace pricing was for the building of the southern C.A.T. and renovations to the C.A.T.-Brandywine and C.A.T.-Pickering campuses. The I.U. has had to turn down approximately 300 students. They have recognized the need for additional space and have joined efforts with Delaware County Community College (and are trying to receive some state money).

Motion carried (8-1). Mr. Baker voted nay.

It was moved by Mr. Knauss and seconded by Mr. Swayze to approve the Authorization for Receipt and Expenditure of Governmental Funds for the Land Acquisition, Construction and Outfitting of the Southern Campus of the Center for Arts and Technology; Approving Its Location; Providing for an Effective Date, and Repealing Inconsistent Resolutions as on the attachments (pp. 3.e-f).

**SOUTHERN  
CAMPUS –  
CENTER FOR  
ARTS AND  
TECHNOLOGY  
(Continued)**

Mr. Murray stated that this resolution is coming before the Board now because they have located a piece of land in the Avon-Grove School District. They presented an option of purchase to a landowner who accepted the proposal. Then there was a period of due diligence where it was reviewed by the Pennsylvania Department of Education, the Avon-Grove School District, and municipalities that would oversee such construction and they received approvals to build on this site. They are looking for authorization to build on this land. The money was borrowed almost two years prior so it's not that we're creating an additional source of expenditures that hasn't been accounted for at this time.

A roll call vote was taken:

Mr. Baker -	No	Mr. Murray -	Yes
Mrs. Brown -	Yes	Mr. Swayze -	Yes
Mr. Knauss -	Yes	Dr. Sweeney -	Yes
Mr. McClaskey -	Yes	Mrs. Trigg -	Yes
		Mr. Wandersee -	Yes

Motion carried (8-1).

It was moved by Mr. Baker and seconded by Mr. Knauss to approve the purchase of Sungard Pentamation's IEP Plus Software Program as on the Attached Overview and Cost Comparison between IEP Plus and IEP Writer, our current software system used by special education staff members (pp. 3.g.1-2).

In response to Mr. Baker's question, Mr. Wandersee stated that the cost of this software is included in this motion as shown in the attachment.

Motion carried (9-0).

Mr. Knauss reported that the high school HVAC Project is on schedule and we should have about 25 classrooms available by the start of school. The chillers should be operational and we should have air conditioning available in those rooms also. The heat should be available by October.

It was moved by Mr. Knauss and seconded by Dr. Sweeney to approve the following change orders for the Unionville High School HVAC Project as on the attachment (p. 4.a.1):

- a. #EC-01 - in the amount of \$19,786.27.

Mr. Knauss stated that this part of the cost to run electricity to the modular classrooms in the high school.

**SOUTHERN  
CAMPUS –  
CENTER FOR  
ARTS AND  
TECHNOLOGY  
(Continued)**

**IEP PLUS  
SOFTWARE  
PROGRAM**

**FACILITIES:**

**Changes  
Orders - UHS  
HVAC Project:**

**#EC-01**

Change Orders (Continued)

- b. #EC-02 - in the amount of \$5,185.51  
Mr. Knauss commented that this change order represents additional time and material for underground electric due to conflicts discovered during excavation.
- c. #EC-03 – in the amount of \$46,584.52  
Mr. Knauss stated that this is for paving work to be done around the high school and the district. Some of it is due to construction at the high school and some is for repairs to lots around the high school.

Motion carried (9-0).

In response to Mrs. Brown’s question, Mr. Knauss stated that change orders typically run at 5-10% of the budget. Mr. Hostetler commented that we like to see 3-5%. One of these change orders was owner requested and one we knew was coming and was actually budgeted. Our current change orders due to unforeseen items are less than 1%.

It was moved by Mr. Knauss and seconded by Dr. Sweeney to accept the proposal for the Trail Easement Agreement with East Marlborough Township at Unionville Elementary School, subject to approval by the District Solicitor and the Superintendent as on the attachments (pp. 4.b.1-5).

Mr. Knauss commented that this trail will take care of the “stairs to nowhere” at Unionville Elementary. The trail construction will begin this fall from the village of Unionville to Landhope and possibly to Kennett Square.

Motion carried (9-0).

Mr. Knauss reported for Facilities that all buildings have been cleaned and the grounds crew has completed some miscellaneous projects around the district. Everything is ready for school.

Mrs. Brown stated that she was unable to attend the Curriculum Committee meeting on August 15<sup>th</sup> and asked for any volunteers who were in attendance at the meeting.

Dr. O’Hern reviewed the Act 48 Professional Education Plan, at which time, contrary to what was said earlier in resident comments, she commented that all teachers had met the Act 48 requirements. This plan takes us now into the next three years to make sure that we are providing professional development opportunities to our teachers. She commented that a lot of work had gone on this summer in curriculum. Many courses that were not

(Continued)

**Changes  
Orders - UHS  
HVAC Project:  
(Continued)  
Changes  
Orders - UHS  
HVAC Project:**

**#EC-02**

**#EC-03**

**TRAIL  
EASEMENT-  
UNIONVILLE  
ELEMENTARY**

**CURRICULUM:**

**Act 48  
Professional  
Education Plan**

**3.a.5**

Act 48 Plan – Continued

scheduled to be rewritten were rewritten. We will have new courses ready for approval at the November Board meeting. We've also had some courses rewritten in the special areas and are on schedule with the changes to the middle school offerings. The Board and community will be seeing these courses that were rewritten in October or November.

It was moved by Mr. Wandersee and seconded by Mr. Knauss to approve the Act 48 Professional Education Plan as on the attachment (pp. 5.b.1-24).

Motion carried (9-0).

Mr. Murray stated that there were no action items for Finance this evening. Mr. Wandersee thanked him for his excellent comments regarding the Southern Center for Arts and Technology.

It was moved by Dr. Sweeney and seconded by Mrs. Trigg to approve the following personnel item (agenda item 7.a):

- a. Professional Conferences
  - 1. Approve attendance at (6) Professional Conferences as on the attachment (p. 7.a.1)

Motion carried (9-0).

It was moved by Dr. Sweeney and seconded by Mr. Swayze to approve the following personnel items (agenda items 7.c, d, f, g, h, and i):

- c. Resignations (4)
  - 1. Julie Thomas – Patton Middle School Paraprofessional, effective July 25, 2005
  - 2. Sue Carrier – Pocopson Elementary School Paraprofessional, effective August 5, 2005
  - 3. Diane Turczyk – Unionville High School Paraprofessional, effective August 29, 2005
  - 4. Guy Wilson – Patton Middle School Teacher, effective August 22, 2005

**Act 48  
Professional  
Education Plan  
(Continued)**

**FINANCE**

**PERSONNEL**

**PROFES-  
SIONAL  
CONFERENCES**

**RESIGNATIONS**

**J. Thomas**

**S. Carrier**

**D. Turczyk**

**G. Wilson**

Personnel - Continued

d. Reclassifications (18)

1. Joseph Herman – from Unionville High School Health & Physical Education Teacher (LTS) to Health & Physical Education Teacher (TPE), effective August 23, 2005 at the Batchelor’s Step 2 salary level
2. Amy Hoffman-Reardon – from Pocopson Elementary Academically Talented/Instructional Support Teacher (LTS) to Academically Talented/Instructional Support Teacher (TPE), effective August 23, 2005 at the Batchelor’s Step 4 salary level
3. Faith Dilworth – from .6 Art Teacher to .8 Art Teacher at Unionville High School, effective August 24, 2005
4. Alison Holmes – from .8 Math Teacher to .6 Math Teacher at Unionville High School, effective August 24, 2005
5. Jodi Byrne – from .6 (LTS)/.4(TPE) English Teacher to 1.0 (TPE) English Teacher at Unionville High School, effective August 24, 2005 at the Master’s Step 4 salary level
6. Christine Bunting – from Math (LTS) Teacher to Math (TPE) Teacher at C. F. Patton Middle School, effective August 24, 2005 at the Batchelor’s + 24 Step 5 salary level
7. Suzanne Weltz – from Academically-Talented/Instructional Support Teacher (LTS) to Kindergarten (LTS) Teacher at Chadds Ford Elementary School, effective August 24, 2005 at the Master’s + 30 Step 1 salary level
8. Rob Super – from full time 12-month Assistant Mechanic to full time 10-month Bus Driver, effective August 29, 2005 at a salary of \$14.25 per hour
9. Kathy Allaband – from Shared Middle School/High School Cafeteria Manager to Permanent Middle School/High School Cafeteria Manager (7 hours/day x 185 days/year), effective August 24, 2005, at a salary of \$21.35 per hour
10. Barbara Roney – from C-I Shared Middle School/High School Cafeteria Manager to C-III Pocopson Elementary Cook (6 hours/day x 185 days/year), effective August 29, 2005, at a salary of \$14.13 per hour
11. Betty-Anne McErlane – from Pocopson Elementary Cook to Hillendale Elementary Cook (5 hours per school day), effective August 29, 2005
12. Mary Crossan – from Middle School Cook (6.5 hours/day x 182 days) to Middle School Cook (6.5 hours/day x 3 days/week and 7.0 hours/day x 2 days/week), effective August 29, 2005
13. Barbara Knoop – from 20 hours/week to 24 hours/week as Middle School Food Service Assistant, effective August 29, 2005

**Personnel  
(Continued)**

**RECLASSIFI-  
CATIONS:**

**J. Herman**

**A. Hoffman-  
-Reardon**

**F. Dilworth**

**A.Holmes**

**J. Byrne**

**C. Bunting**

**S. Weltz**

**R. Super**

**K. Allaband**

**B. Roney**

**B. McErlane**

**M. Crossan**

**B. Knoop**

(Continued)

Personnel - Reclassifications (Continued)

14. Diane Middleton – 32.5 hours/week to 34.0 hours/week as High School Lead Cook, effective August 24, 2005
  15. Mary Drumheller – from part-time Unionville/Hillendale Elementary Paraprofessional to part-time Unionville Elementary Paraprofessional (5 hours/day x 182 days), effective August 29, 2005
  16. Gerald Edwards – from Hillendale Elementary Custodian to Pocopson Elementary Custodian
  17. Vera Miller – from Clerical Substitute to Floater Food Service Assistant (2.5 hours/day x 2 days/week), effective August 29, 2005
  18. Stephen Mulhern – from Substitute Van Driver to Substitute Bus Driver, effective March 17, 2005
- f. Supplemental Contracts
1. Approve the 2005-2006 Supplemental Contracts as on the attachments (pp. 7.f.1-5)
- g. Employ (18)
1. Karen Carson – Chadds Ford Elementary School .6 Librarian (TPE), effective August 23, 2005 at the Batchelor's + 24 Step 8 salary level
  2. Kimberly Crossman – Patton Middle School Health & Physical Education Teacher (LTS), effective August 23, 2005 at the Batchelor's Step 1 salary level, pro-rated, for the first semester of the 2005-06 school year
  3. Meggan Malone – Unionville High School Business Education Teacher (TPE), effective August 23, 2005 at the Batchelor's Step 1 salary level
  4. Christina McHutchison – Patton Middle School French Teacher (TPE), effective August 23, 2005 at the Batchelor's + 24 Step 2 salary level
  5. Lora Beckman – Unionville High School Counselor (TPE), effective August 23, 2005 at the Master's Step 1 salary level
  6. Kristie Regan – Unionville High School .6 English (LTS) / .2 English (TPE) / .2 French (TPE) Teacher, effective August 23, 2005 at the Batchelor's Step 1 salary level
  7. Kristin Carroll – Patton Middle School Language Arts (LTS) Teacher, effective August 23, 2005 at the Batchelor's Step 1 salary level
  8. Janet Facenda – Patton Middle School .5 Social Studies (TPE) Teacher, effective August 23, 2005 at the Batchelor's Step 1 salary level
  9. Ed Spang – Unionville High School Interim Assistant Principal, effective August 23, 2005 at a salary of \$425 per day
  10. Kathleen Feehery – Unionville High School Interim Assistant Principal, effective August 23, 2005 at a salary of \$425 per day

**Reclassifications  
(Continued)**

**D. Middleton**

**M. Drumheller**

**G. Edwards**

**V. Miller**

**S. Mulhern**

**SUPPLEMENTAL  
CONTRACTS**

**EMPLOY:**

**K. Carson**

**K. Crossman**

**M. Malone**

**C. McHutchison**

**L. Beckman**

**K. Regan**

**K. Carroll**

**J. Facenda**

**E. Spang**

**K. Feehery**

Personnel - Employ (Continued)

11. Tom Sechrist – Chadds Ford Elementary School Interim Principal (effective date to be determined) at a salary of \$425 per day
  12. Susan Harding – Pocopson Elementary School Secretary (7.5 hours per day x 187 days), effective August 24, 2005, at a salary of \$13.64 per hour
  13. Doris Scott – Unionville High School Paraprofessional (6 hours per day x 185 days), effective August 24, 2005 at a salary of \$11.30 per hour
  14. Valerie McClure – Unionville Elementary One-on-One Paraprofessional (6.5 hours per day x 182 days per year), effective August 29, 2005 at a salary of \$11.30 per hour
  15. Elizabeth Krapf – Unionville/Hillendale Elementary Science Paraprofessional (5 hours per day x 182 days), effective August 24, 2005
  16. Kathryn Albrecht – Unionville Elementary School Cafeteria Aide (2 hours per day x 2 days per week), effective August 29, 2005 at a salary of \$9.99 per hour
  17. Christopher Morris – Unionville High School Technology Support Specialist (7 hours per day x 185 days per year), effective August 24, 2005 at a salary of \$20.00 per hour
  18. Nancy Papps – Unionville High School Testing Room Paraprofessional (6.5 hours per day x 185 days), effective August 24, 2005 at a salary of \$11.30 per hour
- h. Leaves (2)
1. Laboure Rafferty – Patton Middle School Reading Specialist, Maternity Leave beginning approximately October 17, 2005, followed by a Child Rearing Leave through the end of the 2005-06 school year
  2. Megan Doyer – Chadds Ford Elementary School Teacher, 12-week Maternity Leave/FMLA, beginning approximately November 12, 2005
- i. Correction
1. Diane Mustin – Unionville High School Librarian (LTS) – Correct salary from Master’s Step 1 to Master’s Step 2, effective August 24, 2005

**PERSONNEL-  
EMPLOY  
(Continued)**

**T. Sechrist**

**S. Harding**

**D. Scott**

**V. McClure**

**E. Krapf**

**K. Albrecht**

**C. Morris**

**N. Papps**

**LEAVES:**

**L. Rafferty**

**M. Doyer**

**CORRECTION:**

**D. Mustin**

Motion carried (9-0).

**PERSONNEL  
(Continued)**

Personnel (Continued)

It was moved by Dr. Sweeney and seconded by Mr. Knauss to approve the following personnel items (j. and k.):

- j. Substitute Rates for 2005-06
  - 1. Set the Substitute Teacher Rates for 2005-2006 as follows:
    - \$90 per day for the first twenty (20) days
    - \$100 per day after twenty (20) days
    - \$125 per day for 21-89 days
    - Salary schedule after 90 days – same as teachers

**SUBSTITUTE  
RATES –  
2005-06**

Mr. Wandersee commented that these rates have not moved much. Mr. Marinelli stated that we have also had a good pool of substitutes.

- k. Home Game Rates
  - 1. Approve the Home Game Rates for 2005-2006 as on the attachment (p. 7.k.1)

**HOME GAME  
RATES –  
2005-06**

Motion carried (9-0).

It was moved by Dr. Sweeney and seconded by Mr. Knauss to approve the following personnel items (7.l.-m.):

- l. Tenure (17)
  - 1. Award tenure to the following teachers who have satisfactorily completed three years of contracted teaching in the Unionville-Chadds Ford School District:
    - Deni-Lyn Lane
    - Ashley Burslem
    - Megan Doyer
    - Melinda Aument
    - Joy Janene Bostwick
    - Dawn Oldenski
    - Michele O'Kane
    - Megan Cromer
    - Shannon Price
    - Jewell Thacher
    - Dana Wolfel
    - Matt Baumgardner
    - Patti Chern
    - Darlene Grilliot
    - Alison Holmes
    - Jennifer Spisak
    - Carolyn Spiegel

**TENURE  
AWARDED**

Personnel – Continued

m. Second-Year TPE Contracts (13)

1. Approve the Employee Contracts for Second-Year Temporary Professional Employees:

- Rachel Ackerman
- Jennifer Babich
- Jennifer Chi
- Colleen Collins
- John Cranston
- Diana Fell
- Maribeth Lyles
- Susan Pacella
- Jennifer Reigel
- Jennifer Spencer
- Hillary Sterner
- Margaret Buck
- Carol Wren

**SECOND-  
YEAR TPE  
CONTRACTS**

n. Third-Year TPE Contracts (15)

1. Approve the Employee Contracts for Third-Year Temporary Professional Employees:

- Jason Palo
- Cheryl Fulginiti
- Michelle Lafferty
- Jennifer Jones
- Paula Remzas
- Jenna Roberts
- Todd Picard
- Jennifer Clark
- James Conley
- Ron Phillips
- Tabatha Bray
- Ulrike Martin
- Alison Goldberg
- Christina Ciglinsky
- Julie McGirl

**THIRD-  
YEAR TPE  
CONTRACTS**

Motion carried (9-0).

It was moved by Dr. Sweeney and seconded by Mr. McClaskey to approve the following personnel items (agenda items 7.o., p., and 1.):

o. Temporary Positions Eliminated (2)

1. Approve the elimination of the Temporary Positions as on the attachment (p. 7.o)

**TEMPORARY  
POSITIONS  
ELIMINATED**

Personnel – Continued

- p. Salary Adjustments
  - 1. Approve the Salary Adjustments for Support/Professional/ Administrative Staff as on the attachment (p. 7.p.1)
- q. Discharge
  - 1. William Todd Maitland – Hillendale Elementary School Custodian, effective August 2, 2005

Motion carried (9-0).

Mr. Swayze reported for Transportation regarding the following items:

- 1. Bus Inspection – Buses have all passed the State Police Inspection, the drivers are well rested, and the “Roundabout” is open. We are ready for the first day of school!
- 2. Driver Orientation - Tuesday August 23<sup>rd</sup> with Jane Laslo from East Marlborough Township regarding the new “Roundabout” at Unionville and Doe Run Roads
- 3. Motor Carrier Safety Improvement Act of 1999 – PennDOT will come into compliance with this Act on September 30, 2005. With the passing of this Act, all commercial drivers will see stricter requirements for licensing. Motor vehicle driving record information will now include violations that occur out of state as well as in Pennsylvania. Any violation, even if points were not assigned, will be shown on the record. We now obtain motor vehicle driver records for all of our drivers annually as required by law.
- 4. DUI Penalties – Changes in penalties for driving under the influence will include permanent loss of commercial driver privilege as well as School Bus Driver Endorsement even if the DUI was in a vehicle other than their school bus.
- 5. Sneak A Peek – Thursday, August 25<sup>th</sup> at all elementary schools. The children will be taken for a ride and receive information on school bus safety.
- 6. Bus Routes – Letters were mailed to families on August 19<sup>th</sup> with bus stop information. Questions should be directed to the Transportation Office.

Mr. Swayze commented that we have received very few comments to date and he hope that by and large, our school bus administration is able to accommodate your wishes. It’s not easy and the folks in Transportation are extraordinary in their knowledge of stops and in investigating questions when they are asked. The department also does a great job with safety.

**PERSONNEL -  
Continued**

**SALARY  
ADJUSTMENTS**

**DISCHARGE:  
W. Maitland**

**TRANSPOR-  
TATION**

Mrs. Trigg stated that we had the first reading of revisions to School Board Policies No. 203, 209 and 210 at the June Board meeting. They were also discussed at the June Work Session. Policy #203 states that transfer students will need to have the same immunizations as students who were already here. The revisions to Policy #209 clarify that students who are entering grades where they are required to have a physical or a dental examination may have a private or a district examination. Changes to Policy #210 clarify and specify that students who will be taking medication during school or trips need to have authorization from a parent or physician and also the proper paperwork completed. All of the medications are required to be kept in the Nurse's Office other than emergency medications - asthma inhalers and Epi-pens (after students have been properly educated in their use). Mr. Wandersee commented that these revisions are being made primarily because of state legislation.

**BOARD  
POLICY :**

It was moved by Mrs. Trigg and seconded by Dr. Sweeney to approve the revised School Board Policy No. 203 – Pupils – Communicable Diseases and Immunization as on the attachments (pp. 9.a.1-2). All previous policies, or parts thereof, that are inconsistent are hereby rescinded and declared void. Motion carried (9-0).

**Policy No.  
203 - Revised**

It was moved by Mrs. Trigg and seconded by Mr. Swayze to approve the revised School Board Policy No. 209 – Pupils – Health Examinations as on the attachments (pp. 9.a.3-4). All previous policies, or parts thereof, that are inconsistent are hereby rescinded and declared void. Motion carried (9-0).

**Policy No.  
209 - Revised**

It was moved by Mrs. Trigg and seconded by Mr. Knauss to approve the revised School Board Policy No. 210 – Pupils – Use of Medications as on the attachments (pp. 9.a.5-13). All previous policies, or parts thereof, that are inconsistent are hereby rescinded and declared void. Motion carried (9-0).

**Policy No.  
210 - Revised**

Mrs. Trigg stated that the following items (12.b.1 and 12.b.2) had been discussed in Executive Session on August 15<sup>th</sup>.

It was moved by Mrs. Trigg and seconded by Mr. Knauss to approve the Special Education Release and Settlement Agreement for Student No. 2005-2006-1 as on the attachments (pp. 12.b.1-10).

**Special  
Education  
Release &  
Settlement  
Agreement –  
Student No.  
2005-2006-1**

A roll call vote was taken:

Mr. Baker -	No	Mr. Murray -	Yes
Mrs. Brown -	Yes	Mr. Swayze -	Yes
Mr. Knauss -	Yes	Dr. Sweeney -	Yes
Mr. McClaskey -	No	Mrs. Trigg -	Yes
Mr. Wandersee -	Yes		

Motion carried (7-2).

Policy (Continued)

It was moved by Mrs. Trigg and seconded by Mr. Knauss to approve the Special Education Release and Settlement Agreement for Student No. 2005-2006-2 as on the attachments (pp. 12.c.1-10).

Motion carried (9-0).

Lexi Crampton, Student Representative, reported regarding the following items:

1. High School Fall Sports – Started August 15<sup>th</sup> with pre-season We anticipate a great season!
2. First Student Day – August 29, 2005
3. SHOC (Students Helping Other Classmates) and UNITY – These student groups are getting ready to welcome all of the new students to Unionville High School with their summer events.
4. Guidance Counselor – Thanks for hiring the new counselors at UHS. It makes the counseling department more accessible to the students.

Mr. Murray reported for the Center for Arts and Technology/ Special Education/Intermediate Unit that he did not have a lot of information regarding the purchase of the Southern C.A.T. Campus because they were asked by the I.U. not to release a lot of information due to competition with others for the purchase of the site. This is something that has been considered for over three years now and we were able to get a good price for the land.

Mr. Knauss stated that a substantial amount of the land is available for building (25-30% is wetland). Mr. Murray stated that the core of the building will fit on the site. The land purchase cost was half the price of the original site since it is not located on Route 1.

Mr. Wandersee commented regarding the Organizational Climate Analysis that was discussed at the June Board meeting. This analysis will be supervised by the Personnel Committee (Dr. Sweeney, Mr. Wandersee, and Mr. Knauss). They are receiving a lot of help from Mr. Baker who has experience with this.

It was moved by Mr. Baker and seconded by Mr. McClaskey to proceed to engage each of the following individuals into a separate agreement to conduct an organizational climate evaluation at a cost not to exceed \$35,000:

- Susan Salveson of C-3 Consulting
- Margot Mangold, an independent human resources consultant; and
- Fiona Law of CompuTouch, Ltd.

**POLICY –  
Continued**

**Special  
Education  
Release &  
Settlement  
Agreement –  
Student No.  
2005-2006-2**

**STUDENT  
REPRESENTATIVE  
REPORT**

**C.A.T./  
SPECIAL  
ED. / I.U.**

**COMMUNI-  
CATIONS:**

**Organizational  
Climate  
Analysis**

### Organizational Climate Analysis (Continued)

The findings and recommendations are to be presented at the Board Work Session on November 14, 2005, with a final report to be issued at the November Board meeting.

Mr. Wandersee stated that we were not prepared to place this item on the agenda until we arrive here tonight. He asked for comments from residents.

Vic Dupuis, East Marlborough Township resident, asked whether this was related to the personnel evaluation issue that was brought up and how it connected to that. Mr. Baker stated that the key point is that the Board is approaching this as a true organizational climate evaluation. We are not intending at this phase to evaluate the specific tools that will be used. That may be an outcome of the survey. The intention is to proceed through the first phase (Design – under way at this time), the second phase (Discovery – collection of information), and the third phase (Analysis – ultimately resulting in findings and recommendations).

Mr. Baker stated that the data collection will involve the use of focus groups, along with survey work. We are trying to identify the topics to be queried in order to make it manageable. The focus groups will include 17-18 in number. There would be one session of Board members; one of senior district administrators; one of building administrators. We cannot have district staff groups exceed 20 in attendance, both for the methodology we're using and for pure practicality. Those who are not in focus groups will participate by a paper version of the survey. Members of the teaching staff will include two sessions for the high school, two for the middle school, and one for the four elementary schools). One session will be by modified lottery involving non-teaching staff members. The intent for the PTO is to include one session for high school, one for middle school, and one for elementary parents (five from each elementary). The PTO will be the selecting entity. There will also be a session for high school students. It has also been suggested that we hold a session for recent retirees.

The intent of building it around a survey instrument with quality numerics is so there is a basis, something to speak about and see what the results are as a group. Mr. Baker stated that we have brought in some of the best people that he has ever experienced, and he believes we will receive quality results and strong recommendations. The interview sessions will commence on September 26<sup>th</sup> and must be done sequentially. We are trying to schedule it so teachers will not be out of their classrooms. We will conclude the sessions by Friday, September 30<sup>th</sup>. There will be a six-week period to compile the data and report back, so we should have good information by Thanksgiving.

### **COMMUNI- CATIONS:**

### **Organizational Climate Analysis (Continued)**

### Organizational Climate Analysis (Continued)

In response to Vic Dupuis's question regarding whether there would be any weighting for the groups, Mr. Baker stated that this factor will come. The purpose is to characterize the district. It is not an aggregate score kind of a situation. The object is to paint as accurate a picture in time as we can so as to identify courses of action. Mr. Dupuis encouraged the use of a focus group of retirees who would provide very valuable input. Mr. Baker stated that we hope to be able to do gather people there.

Katie Donovan, East Marlborough Township resident, asked whether the staff information would be gathered from a paper edition. Mr. Baker responded that if the individual is not selected because of numbers or is unable to attend a focus group session they could complete a paper edition. This would be true for all employees of the district but we cannot do it for every parent. In response to Mrs. Donovan's question regarding whether the same survey would be used for each group, Mr. Baker stated that it has not been designed yet and there may be group-specific questions. He stated that the purpose of this analysis is to establish a numeric baseline for the district. In the future on a regular cycle, we can go back and measure on the baseline data. The instrument must be able to sustain some time – a time-sensitive instrument.

Mrs. Donovan thanked Mr. Knauss for the questions and answers that were posted on the district's web site. She asked whether there could be a part of the web devoted to the progress of this analysis. Mr. Wandersee responded that when we get some information, we could post it then. The progress will also be discussed at Board meetings. We have a very compressed schedule here and must get people in for interviews, determine what we're going to do on questions and go through Board approvals at Work Sessions. We are committing to this and if we vote on it tonight, we're committing some pretty large funds to this analysis.

Mr. Dupuis stated that this discussion on the process that we just had would speak volumes to people on the web site. Mr. Wandersee agreed and stated that he thinks we can summarize on a one-page document. We would like to do that and are spending significant funds but we don't want to get into a situation where we update every week.

Louise Cleveland, Patton Middle School teacher, commented that some of the participation is by definition. She asked how it would be determined as to which members of the teaching staff would be chosen. Mr. Baker stated that a lottery would be held and it will be purely random (i.e. 40 names will be pulled and we will keep pulling names until we get our 40 people). Paper copies can be completed after the focus group sessions.

## COMMUNI- CATIONS

### Organizational Climate Analysis (Continued)

### Organizational Climate Analysis (Continued)

Dan Gabor, East Marlborough Township resident and Unionville High School student, asked whether the same process of choosing individuals would pertain to the students as well. Mr. Baker stated that Student Council would be asked for recommendations. Dan asked whether information could be shared from the meeting on June 29<sup>th</sup> with Mr. Anderson and the teachers. Mr. Wandersee asked whether the Board could take this comment later in order to move forward on this items. Dan stated that he thought the meeting was to provide an effective administration. Dr. Kenney stated that the meeting was held. Mr. Baker commented that it was an informal session.

Karen Halstead, East Marlborough Township resident, requested that all of the students not be from Student Council. This has been a problem in the past and we need to have a voice from the other students as well. Mr. Baker stated that it would be Student Council's call. Mrs. Halstead commented that we need a cross representation of students.

Mr. Knauss commented that this topic has been under discussion since last winter with plans in place in the spring to do something and it is now coming to fruition.

Mrs. Trigg asked to what extent we could insure people's confidentiality. Mr. Baker stated that those who participated would not be confidential. The data is used in an aggregate manner and is captured electronically so there is no way of knowing which keypad responded. The consultants will probably not ask the names of people. Mrs. Trigg stated that if we could enhance confidentiality so people would be free to say what they would like to say, that would be appreciated. Mr. Baker responded absolutely.

Motion carried (9-0).

Mr. Wandersee thanked Mr. Baker for the time he has spent on this already.

Mr. Baker asked that PTO members mark their calendars for the PTO Advisory Committee meeting on Monday, September 26, 2005 at 7:30 p.m. in the Patton Middle School Library Classroom.

Mr. Wandersee reported for Legislation that legislators have raised their salaries a lot. A number of items that have been worked on recently do not really apply to us. He will report back next month.

## COMMUNI- CATIONS

### Organizational Climate Analysis (Continued)

### PTO ADVISORY COMMITTEE MEETING

### LEGISLATIVE REPORT

Dr. Kenney provided the Superintendent's report:

1. Students returned last Monday to begin participation in the "third curriculum" – extracurricular activities. He welcomed everyone back.
2. Class of 2005 – 94.4% will attend post-secondary education, which is a very, very high percentage of the class. Congratulations!
3. Class of 2006 – Graduation will be held on June 5, 2006 at 1:30 p.m. (University of Delaware – Carpenter Convocation Center)
4. Standard & Poors – 47 Pennsylvania school districts were identified as out performers. They must have reported a significantly higher percentage of students who scored proficient or above on the state reading and math tests relative to their peer groups. There were three from Chester County – Unionville-Chadds Ford, West Chester, and Tredyffrin/Easttown. This is quite an honor!
5. William Anderson – Congratulations to Mr. Anderson who was chosen by the state biology association as Teacher of the Year. It was given by the National Association of Biology Teachers at Duquesne University. A wonderful honor!
6. High School Project – We are ready to go to school on Monday.
7. New Employees – We have hired for 43 positions over the summer, 33 are new faces this year. We still have several positions to fill in September that will be retroactive.

Bruce Yelton, Pocopson Township resident, asked whether the Board could tell him what was the total cost of the special education settlement agreements. Dr. Kenney stated that we could not disclose the amount but they are cost beneficial to the district. In response to Mr. Yelton's question regarding the salary adjustments for personnel, Mr. Marinelli responded that they were merit increases for individuals for whom end-of-year evaluations had not been completed and for some people who worked beyond their contracted year and had to be adjusted.

Katie Donovan, East Marlborough Township resident, stated that parents from one of the elementary schools had received teacher assignments before school was dismissed for the summer. She asked whether this would be uniform in the other schools. Maria Schwab, Director of Elementary Education, responded that this was an idea that Dr. McLaughlin (Pocopson) had from his previous school that was tried here this past year. The elementary principals need to get together to talk about it now. Mrs. Donovan commented that it should be uniform at all four schools.

## **SUPER- TENDENT'S REPORT**

## **RESIDENTS' COMMENTS**

Matt Dickens, East Marlborough Township resident, asked whether the climate survey would be under review by the school board for action when it is finished. Mr. Baker responded that it is designed to discover, analyze findings and make recommendations. In his judgment, if it did not come with a set of recommendations the district could take to sustain greatness or improve itself in areas of weakness, he would be disappointed with the consultants. Mrs. Brown stated that we are not obligated to do what they recommend. They will be public but whether we choose to act on them is up for discussion. Mr. Wandersee commented that we could not say until we see what we have.

Vic Dupuis, East Marlborough Township resident, commented that he does not want the study to get too numerical. He hopes there will be ample room for expressive thought. As Mrs. Trigg had stated, the confidential safeguards need to be watched. In response to Mr. Dupuis' question, Mr. Hostetler stated that they expect the temporary classrooms to be ready by next Monday. We are awaiting a few electrical components now but we will make temporary arrangements if they do not arrive in time. The classrooms are ready.

Dan Gabor, East Marlborough Township/UHS student, asked whether any Board member could comment on the meeting that was held on June 29<sup>th</sup>. Mr. Wandersee stated that it was a good meeting. Mr. Anderson and the teachers reflected as they saw some needs to be done. The Board felt the same way. Both groups also discussed what we are looking for in a new principal. Hopefully, we will call another meeting in October. Mr. Knauss added that it was not a meeting where the teachers thought they were in crisis. It was an informational meeting – nothing extraordinary was said.

In response to Karen Halstead's (East Marlborough Township resident) question, Mr. Marinelli stated that a teacher must have the proper certification in the content area they are teaching and Pennsylvania certification. Special education teachers must also have a content certification (due by the end of the 2005-06 school year). At the state level, they are dissuading districts from employing people with emergency certification. We have done that as have other districts. Some people who are certificated in other states have to go through a credential check in Harrisburg. If they have taken the proper PRAXIS exam and we have the scores, we can check on the computer site regarding the progress or call the state to expedite them. The state has been pretty good in turning that around.

The Bridge Certificate enables teachers to get a content area certificate over the next three years by having course work done and doing professional development in a content area or by taking the Praxis. The state struggled with how to comply with No Child Left Behind. Mrs. Halstead stated that we have some teachers who are leaving for maternity leaves and asked whether we have other teachers replacing them who are shadowing those teachers. Mr. Wandersee asked that she see Mr. Marinelli after the meeting to discuss this further.

Mrs. Trigg thanked everyone who worked hard over the summer. It was a very busy summer with the high school HVAC project and curriculum work. She looks forward to another good school year.

Mr. Swayze welcomed everyone back to what he hopes is a very successful school year. He is delighted that we're moving ahead with the administrative assessment. In response to Karen Halstead's comments regarding highly-qualified teachers, there was an article in the Wilmington paper the other day. He is embarrassed that Pennsylvania is one of the very lowest in terms of teachers who are highly qualified. In our district, we are one of the exceptions to the rule.

Dr. Sweeney welcomed Lexi Crampton as our new Student Representative to the School Board and hopes she will have a good school year.

Mr. McClaskey extended his thanks to Mr. Baker for his hard work on the organizational study. He is looking forward to what the final results may be. Mr. McClaskey congratulated the newly-tenured teachers. He welcomed the band and staff back to school and wished everyone an enjoyable last week of summer.

Mr. Baker welcomed Lexi Crampton as Student Representative. He watched the football team at scrimmage and congratulated the Quarterback Club for their work. The pot luck lunch was a joyous experience for parents and students and reinforced some of the terrific aspects of our community.

Mrs. Brown thanked everyone who worked here this summer. She stopped in the building a few times and everyone was very busy working on curriculum and the HVAC project. She wished them good luck on the rest of that project. Mrs. Brown also welcomed the students and teachers back to school.

Mr. Wandersee commented that he thinks all of us here are working for the same common goal. We all believe in the school district, kids and people. He hopes we can continue to work in that manner. He thanked everyone for coming and for their input.

The meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Kathleen M. Brown  
Secretary

**BOARD  
MEMBERS'  
COMMENTS**

**MEETING  
ADJOURNED**