

UNIONVILLE-CHADDS FORD SCHOOL DISTRICT
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SCHOOL BOARD MEETING
Minutes
October 20, 2003

The October meeting of the Unionville-Chadds Ford School Board was held on Monday, October 20, 2003 in the Unionville High School LGI.

Mr. Brown, President, called the meeting to order at 7:30 p.m. He requested that the group stand for the Pledge of Allegiance to the flag.

The following members were present: Herb Brown, Corinne Sweeney, Kathleen Brown, Keith Knauss, Stephen McClaskey, Ed Murray, and Ed Wandersee. Also present were Dr. Brenda O'Hern, Assistant Superintendent, Robert Cochran, Tom Marinelli, Robert Bertrando, Maria Schwab, Jim Fulginiti, Bruce Vosburgh, John Nolen, Marie Wickersham, Solny Adalsteinsson, student representative, community residents, members of the press, and Denise Miller, recording secretary.

**MEMBERS
PRESENT**

Mr. Brown commented that Dr. Kenney was not in attendance this evening due to a family emergency in Pittsburgh. Mrs. Michelini and Mr. Swayze are away on business trips and could not be present this evening.

There were no comments from residents. Mr. Brown stated that there would be a second opportunity for residents' comments following the District Achievement Report later this evening.

**RESIDENTS'
COMMENTS**

In response to Mr. McClaskey's question regarding the Audit completion date for 2002-03, Mr. Cochran responded that the state's deadline has been moved back to November 21 and we anticipate completion prior to that date.

It was moved by Dr. Sweeney and seconded by Mr. Murray to approve the Minutes of the September 22, 2003 Regular Meeting. Motion carried (7-0).

**MINUTES
APPROVED**

The following financial statements were reviewed:

1. General Fund Treasurer's Reports dated August, 2003 and September, 2003
2. Term Investment Report dated August, 2003
3. Capital Reserve Fund Reports dated August, 2003 and September, 2003
4. Capital Projects Fund Report dated August, 2003 and September, 2003

**FINANCIAL
STATEMENTS**

Financial Statements (Continued)

5. Construction Project Reports:
 - a. Unionville Elementary School – August, 2003 and September, 2003
 - b. Chadds Ford Elementary School – August, 2003 and September, 2003
 - c. Pocopson Elementary School – August, 2003 and September, 2003
 - d. Stadium/Track Project – August, 2003 and September, 2003

Mr. Brown requested that the secretary file these reports.

The following financial statement was reviewed:

1. Food Service Annual Report for 2002-03

Mr. Brown requested that the secretary file this report.

It was moved by Mr. Murray and seconded by Mr. Knauss to approve the Bill List dated September 24, 2003 in the amount of \$2,221,059.05. Motion carried (7-0).

Mr. Wandersee provided the Buildings and Grounds Report:

1. Chadds Ford Elementary School – He's happy to report that the students moved into Chadds Ford Elementary on October 13, 2003! There are still a few things to be done but we're on the road to completion of all K-5 schools since 1997.

Mr. Wandersee reviewed the background for the following agenda item. This item was already approved in the capital reserve fund for \$25,000 in the 2003-04 budget. The purchase is being made from Hoffman who are on the Pennsylvania state contract list.

It was moved by Mr. Wandersee and seconded by Mr. Murray to approve the purchase of a pick-up truck to be utilized by the U-CF Maintenance Department from Hoffman Ford Sales, Inc. not to exceed \$21,151.85 as on the attachment (pp. 4.a.1-3)

Mr. McClaskey substituted for Mrs. Michelini in providing the Curriculum Report:

1. Dr. O'Hern will provide a report of U-CF testing results later this evening.
2. Curriculum Council – Will meet on November 4, 2003 at 12:00 p.m.
3. Board Curriculum Subcommittee – Will meet on November 10, 2003 at 5:30 p.m. in the District Office.

**FINANCIAL
STATEMENTS
(Continued)**

BILLS PAID

**BUILDINGS &
GROUNDS
REPORT**

**PURCHASE
PICK-UP
TRUCK /
MAINTENANCE**

**CURRICULUM
REPORT**

It was moved by Mr. Murray and seconded by Dr. Sweeney to approve the renewal of the five-year lease agreement between the Unionville-Chadds Ford School District and Artisan Security Systems, Inc. as on the attachment. Motion carried (7-0).

Mr. Murray stated the following agenda item regarding Senate Bill No. 875 had been discussed at the Work Session at length. It was moved by Mr. Murray and seconded by Mr. Wandersee to approve the Resolution of Support for Senate Bill No. 875 introduced by State Senator John C. Rafferty, empowering school districts to impose certain Impact Taxes for new construction as on the attachment (p.6.b.6). Motion carried (7-0).

It was moved by Mr. Murray and seconded by Mr. Knauss to award the bids for athletic supplies for Chadds Ford Elementary school as follows:

| | |
|-------------------------|--------------------|
| Robert Murphy - | \$4,548.43 |
| Sport Supply Group - | 1,515.14 |
| Gopher Sports - | 4,360.04 |
| Gregg – United Sports - | <u>601.70</u> |
| Total - | <u>\$11,025.31</u> |

Motion carried (7-0).

It was moved by Dr. Sweeney and seconded by Mr. Knauss to approve the following personnel items (agenda items a. to f. and h.):

a. Professional Conferences

- i. Approve attendance at Professional Conferences as on the attachment (pp. 7.a.1-2)

b. New Employees

1. Brenda Garrity – Chadds Ford Elementary part-time Paraprofessional (5 hours per day x 182 days), effective September 8, 2003, at a salary of \$10.53 per hour
2. John Clendenin – Van Driver (5 – 5-1/2 hours per day x 182 days), effective September 8, 2003, at a salary of \$11.59 per hour
3. Linda Sordi – C. F. Patton Middle School One-on-One Paraprofessional (6.5 hours per day x 182 days), effective September 15, 2003, at a salary of \$10.53 per hour
4. Joseph Reller – Chadds Ford Elementary Custodian (8 hours per day x 260 days), effective September 8, 2003, at a salary of \$11.46 per hour

(Continued)

FINANCE:

PERSONNEL:

**PROFES-
SIONAL
CONFERENCES**

**NEW
EMPLOYEES:**

B. Garrity

J. Clendenin

L. Sordi

J. Reller

Personnel – New Employees (Contd.)

5. Maria Salazar - Chadds Ford Elementary Custodian (8 hours per day x 260 days), effective September 16, 2003, at a salary of \$11.46 per hour
6. Marilyn Wiechecki – Pocopson Elementary Food Service Assistant (2.5 hours per day x 182 days), effective September 29, 2003, at a salary of \$9.37 per hour
7. Catherine Gunn – Chadds Ford Elementary Food Service Assistant (2.5 hours/day x 182 days), effective September 29, 2003, at a salary of \$9.37 per hour

c. Reclassifications

1. Mark Kline – from Skilled Mechanic – Buildings & Grounds at \$23.60 per hour to Unionville High School Head Custodian, effective October 20, 2003, at a salary of \$22.75 per hour
2. William Heck – Rate correction from \$12.15 per hour to \$12.50 per hour

d. Substitutes

1. Dena DeTitta – Elementary
2. Frank DeLuise – K-12 Special Education
3. Jennifer Cassidy – Elementary
4. Debora Lai Garson – K-12 Any Subject
5. Virginia Goodall – K-12 Special Education
6. Karen Berusch – K-12 Special Education
7. Mary Black – Early Childhood
8. Dana Garling – Elementary
9. Dawn Jackson – Early Childhood
10. Karen Kenny – Elementary
11. Lisa Lambert – K-12 Any Subject
12. Georgieanna Magno – Elementary
13. Matt Strohl – Social Studies
14. Christopher Narwold – English/Social Studies
15. Jennifer Riseon – Biology
16. Eric Smith – Elementary
17. Natalie Steiger – Elementary
18. Sandy Strauss – Elementary
19. Jennifer Yantis – Elementary
20. Rachel Yenkinson – Elementary
21. Lori Predmore – Support Staff Substitute
22. Doris P. Scott - Support Staff Substitute
23. Cecile Arnold - Support Staff Substitute
24. Lisa Carickoff - Support Staff Substitute
25. Ellen Gundersen - Support Staff Substitute

(Continued)

PERSONNEL -

**New Employees
(Continued)**

M. Salazar

M. Wiechecki

C. Gunn

**RECLASSIFI-
CATIONS:**

M. Kline

W. Heck

SUBSTITUTES

3.a.4

Personnel – Substitutes (Contd.)

- 26. Rhoda Isenberg - Support Staff Substitute
- 27. Laurie Jones - Support Staff Substitute
- 28. Sheryl Kolakowski - Support Staff Substitute
- 29. Ellen Nunn - Support Staff Substitute
- 30. Colleen Schultz - Support Staff Substitute
- 31. Maria Paffas - Support Staff Substitute

e. Supplementals

- 1. Jason Throne – Musical Director
- 2. Shirley Walton – Tax Collector

f. Resignations

- 1. Dorothy Devonshire – Food Service Assistant

7. Personnel (Continued)

h. Leave

- 1. Dori Ray – Unionville High School Mathematics Teacher, eight-week Maternity Leave, beginning on or about January 15, 2004

Motion carried (7-0)

It was moved by Dr. Sweeney and seconded by Mr. Knauss to approve the following personnel item:

g. Retirement

- 1. Ron Bowman – Unionville High School Head Custodian, effective October 17, 2003

Dr. Sweeney commented about the years of dedicated service that Ron had given to the District and to the School Board in arranging for board meetings each month. Mr. Wandersee stated that Ron's resignation is accepted reluctantly – he did a great job in setting up the audio system, etc.

Motion carried (7-0).

It was moved by Dr. Sweeney and seconded by Mr. Knauss to approve the following personnel item:

i. New Hourly Rate

- 1. John R. Merrick, Esquire, District Solicitor – Approve the increase in his hourly rate from \$110.00 to \$120.00

Motion carried (7-0).

**PERSONNEL-
SUBSTITUTES
(Continued)**

**SUPPLE-
MENTALS**

RESIGNATION

LEAVE

D. Ray

RETIREMENT

R. Bowman

**NEW HOURLY
RATE**

J. Merrick

3.a.5

Mr. Brown substituted in providing the Transportation Report for Mr. Swayze's this evening:

1. Weather Problems – We are still dealing with fallen trees and road closings. Thanks to the parents for bringing their children to other bus stops, etc. and for their cooperation in the aftermath of the recent flooding and storms.
2. PASBO School Bus Safety Poster Contest Award Ceremony – fun event with the top 10 drivers and a state school bus competition on that day (October 19th). This is the start of National School Bus Safety Week.
3. Operation Safe Stop – October 22nd – This is a pro-active approach to educate the public about passing buses when they are stopped.
4. Gail Wolfel will represent the district at the Pennsylvania School Business Official's (PASBO) Conference at the end of the month.

It was moved by Mrs. Brown and seconded by Dr. Sweeney to approve the graduation date for the Class of 2004 as June 10, 2004 at 1:00 p.m., University of Delaware-Carpenter Convocation Center. Mr. Wandersee commented that this was basically the only time available to the district and we certainly wanted to take advantage of holding the ceremony there. Motion carried (7-0).

It was moved by Mr. Knauss and seconded by Mrs. Brown to approve Policies 701-716 (Property) in the Board Policy Manual. All previous policies, or parts thereof, that are inconsistent are hereby rescinded and declared void. Motion carried (7-0).

Mr. Knauss reviewed the first reading of Sections 800 (Operations) and 900 (Community) of the School Board Policy Manual that will be considered for adoption at the November board meeting. They will be available for public review in the District Office and in school libraries. Mr. Knauss commented that Sections 800 and 900 will complete the adoption of the board policy manual; they will be available on the web in the future.

Solny Adalsteinsson, Student Representative, reported regarding:

1. Homecoming was great - with record attendance at the dance.
2. Fall Play – will be held from November 6-8
3. Art Gala – will take place from November 14-15
4. Student Council - Magazine Sale raised \$27,000
5. Student Feedback:
 - a. Students would like to see courses offered in Honors English and Honors Social Studies
 - b. Temperature Control in High School – how is it being regulated?
 - c. New Report Card – What will be change(s) be? How will it affect everyone?

**TRANSPOR-
TATION
REPORT**

**COMMUNI-
CATIONS:**

**GRADUATION –
CLASS OF 2004**

**BOARD POLICY
MANUAL:**

**ADOPTION -
SECTION 700**

**FIRST READING
– SECTIONS
800 AND 900**

**STUDENT
REP. REPORT**

Mr. Brown stated that new course items should be requested through representatives to the Curriculum Council. The Board Curriculum Committee also considers recommendations that are received via the Curriculum Council. Curricular items can be given proper consideration through this process. He also stated that we are dealing with the energy issues and wanting to get some of the extremes down.

Mr. McClaskey reported for the Center for Arts & Technology, Special Education, and the Intermediate Unit:

- New I.U. Offices – Their last meeting was held in the new offices on Boot Road. The building (a converted old factory) will open on October 28th officially. They've done a very nice job with the site.
- I.U. Goals for 2003-2004 – The goals were weighted; the top goal is to conduct a feasibility study of the possibility of a southern Center for Arts and Technology (C.A.T.).
- Vo-Tech Articles of Agreement – Phoenixville School District has now voted to go along with the revised Articles.
- Sales of CAT-B – The agreement to sell CAT-B is for \$470,000 (U-CF will see about \$50,000 or 10% from the sale).
- College Fair – will be held on November 17th (223 colleges will be represented).
- Chester County Academic Competition – Began this month with U-CF participating on October 17th
- PA Governor's School of Excellence – Final applications due and are available in the Guidance Office.

Mr. Wandersee reported for the Legislative Committee that Harrisburg is still in turmoil regarding the funding impasse. Changes are continual with the discussion between the Governor, the Senate and the House of Representatives. There may be a bill put forth to force the Governor to take some position.

Dr. O'Hern, substituted for Dr. Kenney in providing the Superintendent's Report:

1. Opening of Chadds Ford Elementary School – Congratulations to everyone who had any part in the opening – the board, staff, Buildings and Grounds crew, parents, community members and administrators. The teamwork was amazing. She offered special recognition to Mr. Wandersee for the countless hours he has spent on this project and to the board members on the Curriculum Committee, Charlene Stone and her staff. Charlene will be leaving us and returning in February, 2004. Dr. O'Hern also praised Rick Hostetler and the Building & Grounds crew for their incredible effort.

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

**LEGISLATIVE
REPORT**

**SUPER-
INTENDENT'S
REPORT**

Superintendent's Report (Contd.)

2. Drug Prevention/Awareness Week – a lot of activities are going in various schools
3. Pocopson Elementary – a special Student Recognition Program has begun – a small group has been recognized by their teachers; they will receive special recognition from the principal (includes areas other than academics).
4. Extracurricular Activities – Mr. Fulginiti reported that the Girl's Field Hockey team won today (3-0), Boy's Soccer and Volleyball will play tomorrow, and the tennis and golf teams have done very well. Also, the LINK weekend included 35 students this past weekend in leadership training. The Honor Society Blood Drive will take place tomorrow. He stated that he's sure all buildings are doing the same wonderful things. Dr. O'Hern commented that we can never forget the sports and extracurricular activities along with achievement. She will be providing a presentation on achievement results this evening.

Dr. O'Hern commented that Mr. Marinelli had developed this report with her to review the district's achievement in 2002-2003. Each year, we set achievement goals and try to meet or exceed them:

1. TerraNova – Raise all areas to the mastery level – 75th percentile
2. PSSA – Meet or exceed the mid-point of the Similar Schools Score Band (During the last year, the Pennsylvania Department of Education decided to do away with these score bands; therefore, we were unable to make that comparison.) Scaled scores were reported about a week ago – our district scored about second or third out of all 501 school districts in the state (top of scaled score band)!
3. Meet or exceed the 1990-2000 average on S.A.T.'s

She provided details regarding achievement in each goal area:

1. TerraNova (a nationally-normed test) – We did achieve mastery at all subject areas in all grade levels, except in Grade 6 – Social Studies, where we were just shy at 74%. Grade level results were:
 - a. Grade 3 – We did not test for reading, language and math since third graders participated in the PSSA testing for the first time this year. Scores in areas tested were:
 1. Science – 83%
 2. Social Studies – 77%

**SUPER-
INTENDENT'S
REPORT
(Continued)**

**DISTRICT
ACHIEVEMENT
REPORT**

(Continued)

3.a.8

District Achievement Report – TerraNova (Contd.)

**DISTRICT
ACHIEVEMENT
REPORT
(Continued)**

b. Grade 6 – Scores were as follows:

- 1. Reading - 79%
- 2. Language - 81%
- 3. Mathematics - 82%
- 4. Total Score – 83%
- 5. Science - 78%
- 6. Social Studies - 74%

c. Grade 9 – Scores were as follows:

- 1. Reading - 81%
- 2. Language - 84%
- 3. Math - 83%
- 4. Total Score - 87%
- 4. Science – 78%
- 5. Social Studies – 77%

These scores indicate that, for example, we did better than 78% of the students in the United States for science in Grade 6.

In the future (about two years), the state will give the PSSA test to students in grades 3-8 in every subject area, including writing. How much testing are we going to be doing (future of national comparison – TerraNova)? The evolution of the implementation of the PSSA into additional grade levels and subject areas will raise important issues.

2. Pennsylvania System of School Assessment (PSSA):

a. Grade 5 – Dr. O’Hern reviewed a chart to indicate scaled scores from 1999-2003:

| | <u>1999</u> | <u>2000</u> | <u>2001</u> | <u>2002</u> | <u>2003</u> |
|-----------|-------------|-------------|-------------|-------------|-------------|
| Math - | 1380 | 1400 | 1430 | 1410 | 1530 |
| Reading - | 1420 | 1440 | 1460 | 1390 | 1510 |

In reviewing national research last week, she read that the absolute factor affecting achievement is a guaranteed, viable curriculum (putting the program in place with consistency among all grades/buildings, taught by all teachers and viable - can be done with both high-achieving and lower-ability students while meeting their needs). A program for language arts and math was put into place a couple of years ago and she hopes these results are a product of that revision. Dr. O’Hern indicated that the drop in the 2002 score for reading was a result of a problem with test administration that year.

District Achievement Report – PSSA (Contd.)

**DISTRICT
 ACHIEVEMENT
 REPORT
 (Continued)**

- b. Grade 3 – School summary results should be received this week - Dr. O’Hern will report on those in November.
- c. Grade 8 – A chart that indicated scaled scores from 1999-2003 was reviewed:

| | <u>1999</u> | <u>2000</u> | <u>2001</u> | <u>2002</u> | <u>2003</u> |
|-----------|-------------|-------------|-------------|-------------|-------------|
| Math - | 1450 | 1510 | 1450 | 1460 | 1480 |
| Reading - | 1440 | 1460 | 1430 | 1430 | 1480 |

- d. Grade 11 – Scores for the period from 1999-2003 were:

| | <u>1999</u> | <u>2000</u> | <u>2001</u> | <u>2002</u> | <u>2003</u> |
|-----------|-------------|-------------|-------------|-------------|-------------|
| Math – | 1500 | 1450 | 1460 | 1480 | 1480 |
| Reading – | 1480 | 1430 | 1420 | 1450 | 1460 |

Scores improved in 1999 (the first year they were recorded on student transcripts) and have come down slightly from there. The state average is 1310-1320 but we want to increase our scores to the 1500 level.

The score for Writing in 2003 was 1360 in Grade 11. We are working with the high school staff to investigate the drop in the writing score this year. We will be doing more focused writing and using the Pennsylvania rubric to work with students.

- e. Grade 9 – The score for writing this year was 1500!
 - f. Grade 6 - Scored 1380 for writing in 2003.
3. Scholastic Aptitude Test (S.A.T.): Scores were reviewed for the following three years (average score):

| | Mathematics | Reading |
|-----------|--------------------|----------------|
| 1999-2000 | 555 | 546 |
| 2001-2002 | 563 | 556 |
| 2003 | 569 | 559 |

The average S.A.T. score is 1128, which is awfully high.

Student Achievement Report (Contd.)

4. No Child Left Behind – The District Report Card is due by October 31. You will see other information that we are required to report posted on our web site (i.e., student achievement disaggregated by ethnicity, etc. – provided that 10% of the class is represented in that group; otherwise, it cannot be reported). The site will also include AYP (Adequate Yearly Progress) data regarding attendance and graduation rates, also disaggregated by student groups. There will also be information about the professional qualifications of teachers, the percent with Emergency Certificates (we have none), and a comparison of other students throughout the state on the PSSA.

In summary, we are progressing toward achieving our goal of 1500 on the PSSA tests, reaching or exceeding the 75th percentile on TerraNova testing, and have an excellent prior three-year average on the S.A.T.'s. Dr. O'Hern extended thanks to the students for helping to attain those great scores and to the board, administration, teachers, parents and P.T.O. staff.

Mr. Brown requested comments from board members.

Mr. McClaskey extended congratulations to everyone on a job well done. He is pleased that the administration is also raising the bar for next year with a goal of 1500 on the PSSA's. Everyone will need to work really hard to get there. He asked about one concern regarding the writing score and whether this was a one-year blip or if there is historical data available. Dr. O'Hern responded that writing is hard since the test has changed so much (given to some grades in certain years and not to others, making a comparison difficult).

Mr. Brown noted one observation regarding the 5th grade reading score in 2002. Since the TerraNova is administered in grade 6 and looking over the three-year average scores (78% in 2001; 80% in 2002; and 79% in 2003), you can verify that there were some testing issues by comparison.

Bernie Forese, Pennsbury Township resident, asked about the response to parents of the four elementary schools (Scores for the two smaller schools appear significantly different for grade 5 than do the two larger schools). Dr. O'Hern responded that Pocopson Elementary includes a large number of special needs students who took the PSSA – the population difference can lower scores.

Jerry Kushelman, East Marlborough Township resident, asked whether the new Wal-Mart store was located in Unionville-Chadds Ford. Several board members confirmed to him that this store was not located within the District.

**DISTRICT
ACHIEVEMENT
REPORT
(Continued)**

**RESIDENTS'
COMMENTS**

Mr. Murray stated that the Finance Committee will meet on November 17th at 6:30 p.m.

Mr. Wandersee congratulated Marie Wickersham for showing a profit in the Food Service Department.

Mr. Knauss seconded Mr. Wandersee's comment.

Mr. McClaskey congratulated Mr. Wandersee, Rick Hostetler regarding the opening of Chadds Ford Elementary School. He was on site Friday at both Chadds Ford and Hillendale and had spoken with teachers and students – everyone was having a good time. He congratulated the fall sports teams on a job well done. Mr. McClaskey stated that our elementary report cards are ready and we are working on the secondary report cards. He hopes the administration will consider going to number grades rather than converting them to letter grades and encouraged students to e-mail him with any thoughts either way. He reminded citizens to vote on November 4 for the five board director positions.

The meeting was adjourned at 8:24 p.m.

Respectfully submitted,

Kathleen M. Brown
Secretary

**BOARD
MEMBERS'
COMMENTS**