

SCHOOL BOARD MEETING
Minutes
November 17, 2003

The November meeting of the Unionville-Chadds Ford School Board was held on Monday, November 17, 2003 in the Unionville High School LGI.

Mr. Brown, President, called the meeting to order at 7:32 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, Anne Michelini, Ed Murray, Bruce Swayze, and Ed Wandersee. Also present were Dr. John Kenney, District Superintendent, Dr. Brenda O'Hern, Robert Cochran, Tom Marinelli, Robert Bertrando, Maria Schwab, Cindy Hoover, David Dickens, Bruce Vosburgh, Tom Wood, Solny Adalsteinsson, student representative, community residents, members of the press, and Denise Miller, recording secretary.

**MEMBERS
PRESENT**

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

**RESIDENTS'
COMMENTS**

It was moved by Dr. Sweeney and seconded by Mr. Swayze to approve the Minutes of the October 20, 2003 Regular Meeting. Motion carried (9-0).

**MINUTES
APPROVED**

Mr. Cochran stated that financial statements will be mailed to board members as soon as they are compiled. They are delayed due to the payroll situation at the present time.

**FINANCIAL
STATEMENTS**

The following financial statement was reviewed:

1. Cafeteria Report – Profit & Loss Statement – October, 2003 (pp. 3.c.1-2)

Mr. Brown requested that the secretary file this report.

It was moved by Dr. Sweeney and seconded by Mr. McClaskey to approve the Bill List dated October 29, 2003 in the amount of \$1,286,906.45. Motion carried (9-0).

BILLS PAID

It was moved by Mr. Murray and seconded by Mr. McClaskey to approve the 2003-03 End-of-Year and November, 2003 budget transfers. Motion carried (9-0).

Mr. Wandersee provided the Buildings and Grounds Report:

1. Licensing and Inspection (L&I) approval has been received for the Chadds Ford gymnasium. The gym was used for the first time today and there will be an assembly there tomorrow. Everyone is very pleased with the results.
2. A feasibility study is being conducted regarding the possibility of air-conditioning at Unionville High School. If it proceeds, the project would not be completed by next summer.
3. U-CF Fields Committee – Randy Bradley, Chair reviewed the committee's progress with the Buildings and Grounds Committee. He will provide a presentation to the board and the public in January or February. The committee is examining the possibility of utilizing a couple of acres of property that we own near the bus garage for two possible athletic fields and the possibility of an all-weather surface on the current football field.

**BUILDINGS &
GROUNDS
REPORT**

Mrs. Micheline commented that we are considering replacement of the General Mathematics courses in the high school with Concepts of Mathematics 1, 2, and 3 to help students become more proficient on Pennsylvania's PSSA tests. These revisions were discussed at Curriculum Council and with the Board Curriculum Committee.

It was moved by Mrs. Micheline and seconded by Mr. Wandersee to approve the replacement of the current General Math courses at Unionville High School with Concepts of Mathematics 1, 2, and 3 as on the attachments (pp. 5.a.1-6, 5.b.1-4, and 5.c.1-6). Motion carried (9-0).

It was moved by Mrs. Micheline and seconded by Mr. Knauss to approve the replacement of the current General Studies English 9, 10, and 11 courses with the English 9, 10, and 11 courses as on the attachments (pp. 5.d.1-3, 5.e.1-3, and 5.f.1-3). Motion carried (9-0).

Mrs. Micheline reported for Curriculum regarding:

1. Curriculum Council met earlier this month and discussed:
 - a. Report card pilot for elementary schools is beginning and looks good (at third grade). She believes that parents will be pleased.
 - b. Tutoring at the elementary school level has started to help some students improve their PSSA scores. There has been a positive response from parents regarding the tutoring. Starting in December, this will be offered to high school students as well.

**CURRICULUM
REPORT**

3.a.2

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In response to Mr. Wandersee's question regarding the conflict between state and federal laws, Dr. Kenney stated that we will need to discuss requests for details of student settlement and release agreements with our attorneys.

It was moved by Mr. Murray and seconded by Mr. Knauss to approve the Special Education Release and Settlement Agreement for "Student 2003-04-3" as on the attachment (pp. 6.a.1-10). Motion carried (9-0).

Mr. Murray reported for the Finance Committee who met this evening at 6:30 p.m. :

1. 2002-03 Audit Report – being finalized and will be available in December. He feels that it's very positive on both the revenue and expenditure sides.
2. 2004-05 Budget – Beginning to discuss building allocations, carryover and spend down so that we can proceed to a recommendation from the administration.
3. Refinancing of 2000 Bond Series – some movement in refinancing this series. Interest rates have dropped fairly nicely and we will update the board regarding setting the target for savings at the January, 2004 Work Session.

It was moved by Dr. Sweeney and seconded by Mrs. Brown to approve the following personnel items (agenda items a. to g.):

a. Professional Conferences

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

b. New Employees

1. Rosanne Yerkes – Food Service Floater (3 hours/day x 2 days/week), effective October 1, 2003, at a salary of \$9.37 per hour
2. Barbara G. Kerns – Food Service Assistant (2.3 hours x 4 days per week), effective September 29, 2003, at a salary of \$9.37 per hour
3. Eleanor C. Elwood – Pocopson Elementary part-time Paraprofessional (5 hours per day x 182 days), effective October 27, 2003, at a salary of \$10.53 per hour
4. Karen Larsen – Unionville High School Paraprofessional (7 hours per day x 185 days), effective November 11, 2003, at a salary of \$11.00 per hour

(Continued)

SPECIAL EDUCATION RELEASE & SETTLEMENT AGREEMENT

FINANCE REPORT

PERSONNEL:

PROFES- SIONAL CONFERENCES

NEW EMPLOYEES:

R. Yerkes

B. Kerns

E. Elwood

K. Larsen

Personnel – New Employees (Contd.)

5. Patricia Heck – Unionville High School Custodian (8 hours per day x 260 days), effective November 3, 2003, at a salary of 12.25 per hour
6. Victoria Jelke – Bus Driver (5 to 5-1/2 hours per day), effective November 3, 2003, at a salary of \$13.00 per hour

c. Reclassifications

1. David Buck – from part-time Van Driver to full-time Van Driver, effective October 13, 2003
2. Jessica Turgoose – from part-time Bus Driver to full-time Bus Driver, effective September 2, 2003

d. Substitutes

1. Suchismita Kishore – K-12
2. Andrew Bodestab – K-12
3. Carrie Dickmann – K-12
4. Chris Gallowitz – K-12
5. Amy Hofmann-Reardon – Elementary & Special Education
6. Michelle McCutcheon – Elementary
7. Lisa Novotny – Elementary
8. Ellen Wagner – Elementary & Special Education
9. Ethel Watson - Early Childhood
10. Marguerite Shapiro – Social Studies/Reading
11. Debra Phillips - Elementary
12. Joan Phillips – Support Staff Substitute
13. Mary Dulik – Support Staff Substitute
14. Dorothy Senior - Support Staff Substitute
15. Rhonda Bowling - Support Staff Substitute
16. Theresa Moate - Support Staff Substitute
17. Theresa Hoopes - Support Staff Substitute

e. Supplementals

1. Carrie Aboulafia – Band Front (partial)
2. Brent Thorpe – Band Assistant (partial)
3. Matt Gallagher – Band Assistant (partial)
4. Denise Duncheskie – M.S. Dance Chaperone
5. Jeremy Dickson – Football Weight Room
6. Tricia Richards – Assistant Track Coach

f. Leave

1. Dori Ray – Unionville High School Mathematics Teacher, Maternity Leave, beginning January 6, 2003 for six weeks

PERSONNEL -

**New Employees
(Continued)**

P. Heck

V. Jelke

**RECLASSIFI-
CATIONS:**

D. Buck

J. Turgoose

SUBSTITUTES

**SUPPLE-
MENTALS**

LEAVE

D. Ray

3.a.4

7. Personnel (Continued)

g. Resignations

1. Katie Bowen – Pocopson Elementary Paraprofessional, effective October 24, 2003
2. Jan Marquard – Unionville High School Paraprofessional, effective October 24, 2003
3. Scott Glenn – Football Coach, effective at the end of the 2003 football season

Motion carried (9-0)

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

h. Retirement

1. Robert J. Bertrando – Director of Secondary Education, effective March 12, 2004, as on the attached Terms and Conditions

Mrs. Michelini commented that she does not want him to retire. Mr. Brown stated that Bob has been a great part of this district and thanked him for his service. In response to Mr. Wandersee's question, Mr. Bertrando stated that he has been employed with the district for 41 years!

Motion carried (9-0).

Mr. Swayze reported that discussion was held at the Work Session on November 10, 2003 regarding the purchase of vehicles for Transportation (replacing three 72-passenger buses; purchasing four 9-passenger school vehicles and other trade-in issues).

It was moved by Mr. Swayze and seconded by Dr. Sweeney to approve the authorization to seek bids for the replacement and purchase of vehicles for the 2004-05 school year as on the attached memo (p. 8.a.1). Motion carried (9-0).

Mr. Swayze reported for Transportation regarding the following items:

1. In-Service Program held on November 10 for Transportation staff – topic of ESL (English as a Second Language) and learning how to interact with students that may have a communication problem with the English language. The afternoon session was a presentation by PECO regarding bus safety with fallen, active wires. Tim Daley, Safe Schools Coordinator-Chester County I.U., also talked with us about developing an emergency evacuation plan for our schools and how we can help other school districts and the community in case of an emergency.

**PERSONNEL-
RESIGNATIONS**

K. Bowen

J. Marquard

S. Glenn

RETIREMENT:

R. Bertrando

**BIDS –
TRANSPOR-
TATION
VEHICLES**

**TRANSPOR-
TATION
REPORT**

Transportation Report (Continued)

2. Early Dismissals – Schedules for the week of Thanksgiving are being developed for modified kindergarten and early dismissal for our schools and the non-public schools.
3. 100% of U-CFSD students are eligible for transportation service. The high school and middle school are along roadways that have been designated as “Hazardous Roadways” by the Department of Transportation. This allows the district to receive subsidy money from the Department of Education for children who reside within the 1-1/2 mile (elementary) and 2 mile (secondary) walking area around each of the schools.

Mrs. Brown stated that there are no items for Communications this month.

It was moved by Mr. Knauss and seconded by Mr. Murray to approve Policies 801-820 (Operations) and Policies 901-917 (Community) in the Board Policy Manual. All previous policies, or parts thereof, that are inconsistent are hereby rescinded and declared void. Motion carried (9-0).

Mr. Knauss stated that this should be the end of adoption of the Board Policy sections. The policies will be sent to PSBA (Pennsylvania School Boards Association) for processing. We will receive new manuals from them and plan to post the policies on the web at a future date.

Solny Adalsteinsson, Student Representative, reported regarding:

1. Student Concerns – As she mentioned last month, students were concerned over the heat in the building. She’s glad to report that this has improved a lot. They have also asked about the status of possible report card changes.
2. Student Council Funding – Currently handling money requests for the first half of the year (\$3,000 will be allotted to activities and organizations in the school.)
3. Powder Puff Football – 500 people attended the event and funds raised will help families during the holidays.
4. Fall Sports Teams – Congratulations to all sports teams. Solny called particular attention to senior, Amanda McGrory, who was featured recently in *The Daily Local News* and is ranked second in the nation in wheelchair racing.
5. Forensics Team – this new team has been doing really well. They competed at Haverford High School last week and had a number of victories.

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

- They are meeting on Wednesday this time – an update will be given to board members via electronic mail.

**TRANSPOR-
TATION
REPORT
(Continued)**

**COMMUNI-
ATIONS**

**BOARD POLICY
MANUAL:**

**ADOPTION -
SECTIONS
800 AND 900**

**STUDENT
REP. REPORT**

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

Mr. Wandersee reported for the Legislative Committee that there has been no settlement in Harrisburg regarding funding for education. There are at least six bills floating around now relative to property tax reduction – all different with slight variations. We'll see how they turn out in the long run.

Dr. Kenney provided the Superintendent's Report:

1. PSSA Results (Grade 3) – Scores have been received as follows:

	<u>Reading</u>	<u>Math</u>
Chadds Ford Elementary -	1494	1541
Hillendale Elementary -	1523	1542
Pocopson Elementary -	1539	1596
Unionville Elementary -	1503	1540

With the addition of these scores, the district mean moves from 1492 to 1503! He congratulated the administrators, teachers, students, and parents for these stellar scores.

2. Fall Sports Teams – Phenomenal group of athletes this fall who are interested in high standards.
3. Departing Board Members – This is the last meeting for two of our board members, Herb Brown and Steve McClaskey. Dr. Kenney thanked both men for the time they have spent on the board and added that it has been an honor to work with them. These individuals have made lots of sacrifices in terms of time at committee and board meetings and in speaking with legislators and officials to make sure that public education has a voice in Harrisburg. Dr. Kenney presented Mr. Brown and Mr. McClaskey with a gift of appreciation from the District.

Bruce Yelton, Pocopson Township resident, asked if the cost of the special education Release and Settlement Agreement could be disclosed. Mr. Brown responded that it could not be divulged. Mr. Yelton stated that the district newsletter is quite well done and asked whether the next edition could include a detailed financial accounting of the Chadds Ford Elementary School project.

Mr. Knauss stated that he has enjoyed working with Herb Brown over the past couple of years – Herb has completed a lot of accomplishments. He has served on the Finance Committee with Steve McClaskey. Both members are great and will be missed.

Mr. McClaskey thanked everyone for the opportunity to serve the district over the past four years. He has enjoyed the chance to know each board member. It has also been a pleasure working with Drs. Kenney and O'Hern.

LEGISLATIVE REPORT

SUPER- INTENDENT'S REPORT

PRESENTA- TION TO DEPARTING BOARD MEMBERS:

**Herb Brown &
Steve
McClaskey**

RESIDENT'S COMMENTS

BOARD MEMBERS' COMMENTS

**BOARD
MEMBERS'
COMMENTS
(Continued)**

Mrs. Brown extended her thanks to Mr. Brown for leading the board with the teacher contract negotiations and his job as President – she truly appreciates it. She thanked Mr. McClaskey for his work on the Curriculum Committee and appreciates his comments and vigilance to the Standards. Mrs. Brown thanked both men for their service.

Mr. Wandersee wished good luck to both departing board members. They brought a lot to the curricular area and to negotiations. He wished both of them his best.

Mr. Murray extended condolences to Mr. Brown's wife now that he will be at home! With regard to his work on the Finance Committee with Mr. McClaskey, he stated that they made a great team (along with Mr. Knauss). Steve's input on budgeting will be sorely missed but he feels that he hasn't heard the last of Mr. McClaskey.

Mr. Swayze echoed the many fine comments that have been made about both men. He also wished Herb Brown his very best in his new surroundings – he will be sorely missed. Mr. Swayze commented that he'll also miss Mr. McClaskey but there is a better chance of Steve returning sometime in the future. He extended his very best wishes to Bob Bertrando in his retirement – after 41 years.

Dr. Sweeney stated that it has been a pleasure to serve with both board members over the past years. She had an opportunity recently to speak at the Unionville High School Field Hockey Players' Banquet as to what makes a successful season. Tonight in a reflective mood, she will ask the same – have Herb and Steve had successful seasons as School Board Directors? You have if you've:

- * Played fairly
- * Let competition make you strong and not hostile
- * Avoided rejoicing in the misfortunes of your opponents
- * Allowed the victories to make you joyful but prevented the losses from making you bitter
- * Learned something that matters once the game is over

She feels that we can say overwhelmingly that both men have had very successful seasons on the School Board. Your departure may provide you with a bit more time to focus on some of your other passions such as sports.

Dr. Sweeney bid them farewell with some quotes. Herb, remember that even the Reverend Billy Graham noticed that the Lord answered his prayers everywhere except on the course! Steve, Abe Lemmons (college basketball coach who was known for saying some interesting things) once said "There are really only two plays – *Romeo and Juliet* and put the darn ball in the basket! She bid farewell to all with much regret.

**BOARD
MEMBERS'
COMMENTS
(Continued)**

Mrs. Michelini stated that it has been a pleasure working with both individuals and the whole board. She announced that effective December 30, 2003, she will resign from the board for personal reasons due to her full-time employment and to have more time at home with her family. Mrs. Michelini commented that it's been a pleasure to serve with this board, adding that she feels confident that the District will move forward in a positive way.

Mr. Brown stated that Mrs. Michelini would be missed and wished good luck to her.

Mr. Brown commented that this is a bittersweet time for him. He graduated from Unionville High School (Bob Bertrando was his teacher). He will miss the people most of all – they are great. Mr. Brown reviewed some things he feels are important. In citing his favorite business book, *From Good to Great*, he reviewed some of its points:

1. Put the right people on the bus, the wrong people off the bus, and the right people in the right seats. (Both two and four years ago, the voters did a great job of getting the right people on the "bus.")
2. All organizations moving from good to great had a level 5 leader (All we needed on the board was to get the right people in the right seats – and did so because of the committee system that Ed Wandersee had set up a couple of years ago.)
3. Personnel - In hiring a level 5 leader – Dr. Kenney – who brings out the best in people, helps people with career development, and is not concerned who gets the credit. We have also hired a new Business Manager, high school and elementary Principals and Assistant Principals, and Director of Elementary Education.
3. Curriculum – we've streamlined it with excellent test results and a great number of people have achieved national recognition.
4. Buildings and Grounds – Completion of three elementary school construction projects (no easy task) and a stadium project that is being so highly acclaimed that it's being used for District playoffs.
5. Finance – Savings in refinancing \$9.9M of bonds for a savings of three-fourths of a million dollars. We levied the lowest tax increase in Chester County despite the state-mandated increase in spending, particularly the retirement rate. U-CF's tax rates have been less than 4% over the last twelve years annualized, even though we've had major school construction and expansion of the district's population.
6. Communications – Kathy Brown recognized that the district newsletter was not being read a lot and developed a package for a newsletter worth reading now.

Mr. Brown's Comments (Continued):

7. Transportation – the bus tracking system is in place and useful in tracking costs and times more efficiently
8. Policy – The long-awaited completion of the Policy Manual has been achieved this evening.
9. Other Items – Excellent representation on the I.U. Council; a win-win contract with the teachers' association and a partnership for the children.

Mr. Brown feels that this board will go down as perhaps U-CF's best when compared with all others. He hopes the next board is better also – with the talent that the two new members have to offer.

In closing, Mr. Brown stated that Dr. Kenney shared his vision with a committee of the board last week – if you think Unionville-Chadds Ford is excellent now, wait a few years. He thanked those who elected him to office and particularly his wife, Susan, who gave him up on so many evenings. He has made good friends and will miss all of them.

The meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Kathleen M. Brown
Secretary

**BOARD
MEMBERS'
COMMENTS
(Continued)**