

**CENTENNIAL SCHOOL DISTRICT
Warminster, Pennsylvania**

**MINUTES OF BOARD MEETING
HELD JUNE 27, 2000**

CALL TO ORDER

A regular meeting of the Centennial School Board was held on June 27, 2000, in the Administration Building. The meeting was called to order by Mrs. Huf at 7:48 p.m. The following people registered their attendance:

Board Members:

Scott Avery
Joseph Faust
Eugene Grossi
Betty Huf
Joan Jankowsky
Robert Rosenberger
Harve Strouse

Staff:

Barbara Fash
Sandy Homel
Dr. Michael Masko
Dr. Nancy Reid
John Rhodes
Jean Rollo
Timothy Vail

Public:

Kevin Johnson & Family
Walter McGrosky
Barbara Loftus
Janet Marinoff
Donna Marie Saul

John Feeley
Diane Sellers
Sina Baranski
Pat Valentine

PLEDGE OF ALLEGIANCE

Mrs. Huf led the group in the Pledge of Allegiance.

ANNOUNCEMENTS

Mrs. Huf announced that the Board had met in Executive Session prior to this meeting relative to a legal matter regarding student readmittance, a personnel matter regarding compensation and a personnel matter regarding professional development. Mrs. Huf also reported that Ms. Kautz was not present at this meeting since she was recuperating from a recent illness. Also, Mr. Locke was on vacation.

COMMUNITY COMMENTS

Walter McGroskey of 1150 Strathmann Drive, Southampton, addressed the Board regarding summer homework assignments in the middle school. He pointed out that the Board had adopted recommendations in January 1999 that students complete a summer reading assignment. He stated that he was not against reading or any voluntary program but was against this program for several reasons. He felt that it was haphazard and inconsistent in that each middle school had different programs and requirements. Also, there was no instructional support during the assignment. He felt that the goals and benefits seemed to be unclear. He was also concerned about the escalation of the program in that this year students were required to read one book but in future years it would be more. He questioned the school's right to require assignments over the summer.

Mrs. Homel responded by explaining the program. She indicated that they would work toward making sure that resources were available.

Mr. McGroskey felt that this was leading towards year-round schooling. He felt that if that were the case, then the community should be involved.

Mrs. Huf advised that the subject of year-round schooling had not come before the Board.

Mr. Grossi indicated that he did not believe in year-round schooling but that he was in favor of summer reading assignments.

Janet Marinoff of 51 Fern Road, Southampton, addressed the Board regarding class size numbers at the high school. She stated that 58 of the classes scheduled for next year had 31 or more students. She also reported that there were 159 students who still needed to have one or more classes scheduled and six who needed to have their full schedules completed. She did not feel that the Board or Administration had a policy on class size. She requested that the Board look at the class size numbers before finalizing the budget.

Mr. Grossi spoke about class size numbers and stated that he felt the class sizes in this District were significantly lower than those in surrounding districts. He indicated that some of the numbers were higher in order to give flexibility to others with smaller numbers, such as Honors Physics.

Mr. Faust stated that he would like to receive copies of the numbers so that he could evaluate them. He inquired how many students were actually left to schedule and questioned the status of special ed since they needed to be hand scheduled.

Mrs. Homel stated that the special ed students had not been done because their IEP's had not been finished yet. She explained that the IEP process was done during the summer.

Mr. Grossi stated that class size had been going down consistently each year.

Mrs. Marinoff stated that all of her child's classes had 30 or more students except for a gifted class that should have had no more than 15 but had 22. She felt that the District should do what was best for the children in terms of raising standards and raising the bar.

Mrs. Jankowsky advised that she felt at this point the Board did not have all the information it needed and that Mrs. Homel should provide that information for the Board to review.

REPORTS

STUDENT COUNCIL

No report.

MBIT STUDENT REPRESENTATIVE

No report.

GOOD NEWS

Dr. Reid presented Certificates of Participation to Mrs. Huf and Mr. Faust for their attendance at NSBA's 60th Annual Conference.

Mrs. Homel presented the Good News Report (see attached.)

At this point, Mrs. Huf requested the Board's permission to move up several items.

NEW BUSINESS

1. Exception to Policy 7.18, Resident, Non-Resident Tuition Status

A motion was made by Mr. Rosenberger and seconded by Mr. Grossi to resolve that the Centennial School Board grants an exception to Policy 7.18, Resident, Non-Resident and Tuition Status, and permits student Robert Johnson to attend Klinger Middle School effective September 2000.

The motion passed 7-0.

Kevin Johnson of 1029 Jacksonville Road, Warminster, thanked the Board, Mrs. Fash and Dr. Reid for all of their help on this matter.

2. Preliminary Approval – Madrigal Singers Trip to France and Switzerland

A motion was made by Mr. Rosenberger and seconded by Mr. Faust to resolve that the Centennial School Board grants preliminary approval for William Tennent High School Madrigal Singers Concert Tour of France and Switzerland, July 17, 2001 – July 27, 2001. There is no cost to the District.

The motion passed 7-0.

3. Adopt 2000/01 General Fund Budget

A motion was made by Mr. Grossi and seconded by Mr. Strouse to resolve that the Centennial School Board adopts the General Fund Budget for Fiscal year 2000/01 in the amount of \$55,479,301 as presented per the attached supplement, and hereby authorizes the expenditures as set forth therein during the Fiscal year 2000/01.

Mr. Faust pointed out that a change should be made on page 2 of the supplement regarding the Business Privilege Tax, which should read as follows: "The Business Privilege Tax for Fiscal year 2000/01 of 1½ mills on gross receipts and a license fee of \$5. This tax is shared with Warminster Township and the Borough of Ivyland." [The change reflects the deletion of "Upper Southampton Township."] This was agreed to by Mr. Grossi and Mr. Strouse.

Donna Marie Saul of 589 Lowell Road, Warminster, commented on the budget as it concerned the students. She felt that although the budget would keep things on an even keel, she didn't know if the surplus should be used in the way it was being used. She stated her concern about what would happen next year and urged parents and community members to attend not only Board meetings but committee meetings as well.

Mr. Faust stated that he had voted against the budget at the preliminary level and that he planned to oppose it in its final format. He felt that the Board was banking a lot on the cost effectiveness and the delivery of the educational system in the District. Without seeing that, he felt that if nothing was done now, then next year since salaries would be increased, we would be looking at major tax increases or, in the alternative, cutting back on the educational programs and educational delivery system review. He stated that he had concerns that everything could not be worked out in the period of one year. He felt that the Board would be put in the position of instituting a large tax increase or cutting programs substantially. He felt that the fund balance should be spent down but that it should be done gradually, with gradual tax increases.

Mr. Grossi spoke about the fund balance and stated that he had confidence in the Board that they would develop a business plan in the next year. If not, then there would be a large tax increase.

Mrs. Huf stated that she was prepared to vote for the budget. She indicated that she did not have a problem with using the fund balance and that she had faith in the Board being able to bring things into balance in the next year.

The motion passed 6-1. (Mr. Faust opposed.)

Dr. Reid stated that this had been a long and difficult process. She thanked everyone for their hard work and gave special thanks to Mr. Vail.

Mr. Grossi thanked Administration for their help in the budget process.

The meeting recessed at 8:58 p.m. and resumed at 9:09 p.m.

4. Approve Cafeteria Budget 2000/01

A motion was made by Mr. Grossi and seconded by Mrs. Jankowsky to resolve that the Centennial School Board adopts the attached supplement in the amount of \$1,554,588 as the Centennial School District Cafeteria Fund Budget for Fiscal Year 2000/01 as presented, and hereby authorizes the expenditures as set forth herein during the Fiscal Year 2000/01.

Mr. Faust asked if this budget was totally self funded or if there were any contributions from the General Fund Budget. Mr. Vail responded that it was self funded.

The motion passed 7-0.

5. CAA Compensation Plan

A motion was made by Mr. Grossi and seconded by Mrs. Jankowsky to resolve that the Centennial School Board approves the Salary and Fringe Benefit Program as outlined in the attached Administrators' Compensation Program for the period from July 1, 2000 through June 30, 2003. The projected average increase in cost per year is \$134,000.

The motion passed 7-0.

6. Bread and Rolls Bid

7. Fuel Pumps and Management System Bid

A motion was made by Mr. Grossi and seconded by Mr. Faust to resolve that the Centennial School Board approves the following:

- (6) *The Centennial School District to participate in the Suburban Schools Food Service Purchasing Co-Op Bread & Rolls Bid No. 2000-31 to be awarded as follows:*

Stroehmann Bakeries - Bread
Morabito Baking Co. - Rolls

The approximate total value of this award as pertains to Centennial School District is \$32,000.

- (7) *The Fuel Pumps and Management System Bid No. 2000-32 to be awarded to Hi-Tech Environmental at the lowest responsible bid amount of \$31,298.00. This will be a capital reserve fund expenditure.*

The motion passed 7-0.

8. Technology Framework

A motion was made by Mr. Grossi and seconded by Mrs. Jankowsky to resolve that the Centennial School Board accepts the Centennial School District Technology Framework 2000-04.

Mrs. Jankowsky noted the addition of the Access database requirement on page 14. Dr. Masko explained that this had been added because several Board members had expressed concern that this had not been included initially.

Mr. Faust asked if the Board would be receiving updated copies of the expectations with the new requirements. Dr. Masko advised that it would.

Mr. Grossi pointed out that the Board would be *accepting* the recommendations, not *approving* them.

Mr. Strouse stated that it was his understanding that this was a framework, a guideline, and that other individual components would come forward separately.

Mrs. Jankowsky wondered why the committee had decided not to include Access and why Board members felt it should be included. It was discussed that if students were expected to be proficient in Access, then staff members should also be expected to do so.

Mrs. Jankowsky asked about the keyboarding instruction on page 17. Dr. Masko explained that there was a three-year timeline and explained the specifics.

The motion passed 7-0.

9. Cafeteria Pricing 2000/0111. Approve 2000/01 Insurance Premiums12. Approve Closing of Books 1999/2000

A motion was made by Mr. Grossi and seconded by Mrs. Jankowsky to resolve that the Centennial School Board:

(9) Approves the cafeteria pricing for the 2000/01 Fiscal Year as recommended by Administration per attached Cafeteria Pricing request report dated June 16, 2000.

(11) Approves the 2000/01 District Insurance Premiums as per the attached supplement.

(12) Authorizes the Administration to close the 1999/2000 Centennial School District books as of June 30, 2000, incorporating all accruals therein; that all bills that arrive and are due by June 30, 2000 are approved for payment provided the administration reviews the bills and is satisfied the same are just and proper obligations of the school district, and provided said expenditures are within the budget; that the transfer of budget amounts necessary for the processing of budgeted expenditures are approved subject to review and ratification by the

Board in September 2000; and that the School District auditors be directed to proceed with conducting the necessary audit for the close of the Fiscal Year 1999/2000.

Mrs. Jankowsky noted that the cafeteria prices reflected no price increases for the coming year.

The motion passed 7-0.

10. 2000/01 Head Start – Use of Facility Rates

A motion was made by Mr. Grossi and seconded by Mrs. Jankowsky to resolve that the Centennial School Board approves entering into contract with Bucks County Head Start, Inc. for Use of District Facilities at the Johnsville Administration Building for the 2000/01 Fiscal Year at a rate of \$1,221.00 per month.

Mr. Grossi noted that this was for a one-year term for use of the building. He indicated that the Finance Committee would review this matter and develop an overall plan.

The motion passed 7-0.

PERSONNEL

A motion was made by Mrs. Jankowsky and seconded by Mr. Strouse to resolve that the Centennial School Board approves the following Personnel items: Resignations/Retirements/Leaves of Absence; Appointments; Change of Status; Homebound Instructor; Substitute Clerk; Summer Help; Co-Curricular Additions, Changes and Deletions; and accepts Awards of Tenure.

Mr. Faust requested the particulars of the furloughed position under change of status. Mrs. Rollo explained that it was a foreign language furlough which was being recalled to the high school to do study skills or a language position.

Mrs. Jankowsky questioned the designation of “1999-2002” under Award of Tenure. Mrs. Rollo stated that this should read “1999-2000.”

Mrs. Huf shared the contents of a letter from Mrs. VonLeer, who was retiring from McDonald.

The motion passed 7-0.

REPORTS (Continued)

SUPERINTENDENT’S REPORT

Dr. Reid presented the Superintendent’s Report, highlighting the graduation ceremony of the William Tennent High School Class of 2000.

EDUCATION COMMITTEE

No report. Mrs. Jankowsky advised that the committee would meet in October.

Mrs. Jankowsky pointed out that there had been a survey in a recent Friday Update regarding suggested topics for Education Committee Meetings for the upcoming year. She requested that Board members return the surveys.

Middle Bucks Institute of Technology

Mr. Faust reminded the Board that at the last meeting he had been requested to obtain information from MBIT regarding enrollment for the past five years and projected enrollment versus number of administrators. He advised that he would give this information to Dr. Reid to distribute to Board members.

Intermediate Unit

No report.

PSBA

No report.

AFG

No report. Mrs. Jankowsky advised that this committee would be meeting on July 25th and 26th.

Mr. Faust voiced his concern about this committee's meetings. He indicated that when he first started on this, the committee spoke about meeting on weekends so that the community could be involved. When meetings are held during the week, the community cannot be involved due to work schedules. Mr. Faust stated that he would like this matter to be reviewed.

Mr. Avery agreed, particularly since there were so many families with two working parents.

Strategic Planning Committee

Mrs. Jankowsky reported that this committee had met on June 14th and approved all revisions to the Strategic Plan action plans.

FINANCE & LONG RANGE BUDGET COMMITTEE

No report.

Title VIII

No report.

Federal Lands Reuse Authority

No report.

OPERATIONS COMMITTEE

No report.

Citizens Policy

No report.

Legislative Liaison

No report.

MINUTES

A motion was made by Mrs. Jankowsky and seconded by Mr. Grossi to resolve that the Centennial School Board approves the minutes of:

- *Work Session/Regular Board Meeting – 5/23/00*

And accepts the minutes of:

- *Finance & Long Range Budget Meeting – 5/15/00*

Several minor revisions were requested. Mrs. Jankowsky requested that the subject of middle school attendance boundaries be placed on the agenda for the August meeting.

The motion passed 7-0.

OPERATIONS AND POLICIES

Initial Distribution:

Mr. Rosenberger noted the following policies for initial distribution:

- 7.9 – Child Custody
- 7.16 – Class Size

Discussion5.7 – Reporting Student Progress

Mrs. Jankowsky pointed out that Section I.B.2.b. requires that a parent-teacher conference shall be scheduled where there is a request for a conference by the parent, teacher(s) or both. This section applies to Full-Day Kindergarten and Grades One through Eight. Mrs. Jankowsky stated that she felt that Section II. B., which addresses high school conferences, should state that a conference *shall* be scheduled if a student is not making satisfactory progress, rather than providing that a conference *may* be scheduled at parent request.

Mr. Rosenberger and Mr. Faust agreed.

Mrs. Homel explained that what was recommended for the high school was that report cards be issued every 23 days. She felt that to also require high school teachers to have conferences would be too much.

Mr. Avery suggested that if there was a problem at the first marking period, the parents could be informed of the problem. Then if a problem still existed at the second marking period, a conference could be required.

Mr. Strouse stated that while he agreed consistency on all levels would be nice to have, he felt that at the high school level the teachers and parents be permitted to use some discretion.

Mr. Faust suggested that the wording could be “shall attempt to schedule a conference.” He felt that we could retain the system of four report cards and four progress reports.

Mrs. Jankowsky advised that she liked the compromise suggested by Mr. Avery.

Dr. Reid suggested that the provision could require a conference if the student was not making satisfactory progress after two report periods. Mr. Strouse felt that under block scheduling two report periods was too long of a time to wait.

Mr. Grossi felt that if there was a problem with a student’s performance, it should be addressed right away.

Mr. Faust felt that there needed to be a way to confirm that the parents received the communication. It was suggested that provision D be moved up to B regarding confirmation of communication with parents.

Mrs. Homel felt that the confirmation provision should be added to B but not deleted from D. She also felt that conferences should not be mandated. Various scenarios were discussed.

Mrs. Homel suggested that the language be “If a student is not making satisfactory progress the teacher shall inform parents and request a conference within each marking period.”

Mrs. Jankowsky suggested that the language for grades K-8 should be similar.

It was decided that Administration would develop language within these guidelines, to be brought back at the August meeting.

Section V states that high school progress reports would not be formally issued. Mrs. Jankowsky asked for clarification that this was because there would be eight report cards issued.

Mrs. Jankowsky referred to Section VII.A., which stated that only percentages were to be used on report cards and other official records and referred to a table. She asked if we would be using percentages exclusively or together with letter grades.

Mrs. Homel stated that what that section was meant to communicate was whether a 93 was an A or a B, etc. Dr. Masko advised that both would be used on the report cards. Mrs. Jankowsky felt that the section should not state “only” percentages should be used.

Mrs. Jankowsky felt that it was the Board’s intent to get rid of A pluses and A minuses and that the chart on page 5.7 D did not accurately reflect what the Board intended. Mrs. Huf agreed.

Mr. Strouse stated that at the Citizens Policy meeting he had asked whether the committee was approving a grading system or implementing a system that the Board had already approved. He indicated that the answer he received at that time was that they were to implement a policy that the Board had already approved. He felt, therefore, that if this was not what the Board had approved, then it needed to be changed.

Dr. Reid advised that at the October 27, 1998 Work Session, the Board approved the Reporting Student Progress recommendation. There was a recommendation of basing the grade point average on the numerical average rather than the letter grade.

Mrs. Jankowsky indicated that she recalled speaking to a college admissions officer, who informed her that colleges have their own method of reconfiguring grades and evaluating students since schools have infinite numbers of ways of grading students.

Mr. Grossi felt that since we need to rank the students within the school district, we should keep it simple and use the numerical grade.

Mrs. Jankowsky felt that this policy did not reflect what the Board had approved. Mr. Strouse stated that the Board should not be re-arguing the issue. If there was uncertainty about what was approved, then we should find out and integrate it into the policy.

Mrs. Jankowsky pointed out that the minutes do not reflect verbatim what was discussed and that we would have to rely on the Board members' recollection.

It was decided that Administration would research this issue.

Mrs. Jankowsky raised the issue of a teacher being permitted to raise or lower a student's grade if they feel it is warranted (Sections VII E and F).

Mrs. Homel explained that with the software being used, there was no way to allow for a slow start and then marked improvement. This would allow some leeway to override a grade from time to time.

Mrs. Jankowsky stated that she did not agree that this should be done.

Dr. Masko explained that this was not a new part of the policy and that it had been done for a least the past twelve years.

Mrs. Huf left the meeting at 10:50 p.m.

Mr. Avery stated that he would not endorse this. He felt it was too subjective.

Mr. Faust felt that he would be willing to allow adjusting a grade up but not down. Mr. Avery agreed.

Mr. Grossi felt that grades should not be adjusted at all. Mr. Avery suggested retesting. Mr. Rosenberger was against changing grades. He felt that a student should get the grade they earned.

Mrs. Huf returned to the meeting at 10:54 p.m.

Dr. Reid explained that this practice had been in existence for twelve years and there had been no problems with it. She asked if the Board would consider moving forward Section E (relating to raising a grade) and deleting Section F (relating to lowering a grade.)

There was a consensus that both sections should be deleted.

Mrs. Jankowsky referred to Attachments A, B and C. She suggested that the language that appeared in the high school opening paragraph be used for the others also. On Attachment A, she requested that the language sound less like a form and be more "human." On Attachment B she suggested that some introductory language be used.

Mr. Faust referred to Section III and IV regarding progress reports. He pointed out that the policy calls for middle school progress reports to be signed but that there was no provision stating that the elementary progress reports needed to be signed. There was a

consensus of the Board that both elementary and middle school progress reports should be signed.

Mr. Faust questioned Section H, which stated that exceptions were to be approved by the Superintendent. He felt that the Board should have authority over this matter. After discussion of policy versus procedure, it was decided that Administration would review this matter and bring forward suggested language.

Mr. Faust asked what the difference was between four progress reports plus four report cards versus eight report cards. He felt this would be too difficult to manage.

Mr. Grossi felt that with the accelerated schedule, eight report cards were necessary.

Mrs. Homel pointed out that students currently get four report cards per class. With the new schedule they would still be getting four report cards per class.

5.11 – Recognition of Religious Beliefs and Customs

There were no comments on this policy.

Mrs. Jankowsky requested that when Administration sends out policies in the future, that the new policy sheet not be copied double sided.

6.1 – Community/School Fund Raising

Mr. Faust questioned why there was a limit of three fundraisers per year (Section I.A.4.) Since no one could recall the reason, Dr. Reid advised that she would look into this.

Mrs. Jankowsky asked if there was anything in this policy that would prevent a multi-day carnival from being held on school grounds. Dr. Reid advised that she would check on this also.

Mrs. Jankowsky asked what was meant by the statement “School-wide fund raisers shall be open to any student.” Dr. Reid advised that she would check on this matter.

Mrs. Jankowsky asked for clarification of the statement concerning ads in Section II.G. Administration was requested to look into this matter.

7.23 – Excusing Students from State Assessments

Mr. Faust pointed out that while Section I.A. stated that “The District shall excuse a child from State Assessment...on written request from the parents”, there are students who are excused from state assessments through the IEP process. He asked whether that should be listed in the policy.

Dr. Masko explained that State Code allows students who are profoundly handicapped or who have been in American schools for less than three years to be excluded without parents' request. The policy reflects what State Code says we should do.

Permission to Develop

Policy on Student Activity Funds and Clearing Funds

Mr. Vail advised that it was the recommendation of the Auditor General that we develop a student activity policy. He stated that he would like it to address the clearing of funds also. He indicated that he would like to draft such a policy.

A motion was made by Mr. Faust and seconded by Mr. Strouse to resolve that the Centennial School Board grants permission to develop a policy on Student Activity Funds and Clearing Funds.

The motion passed 7-0.

OLD BUSINESS

None

COMMUNICATIONS

Mrs. Huf referred to the list of communications attached hereto.

ADDITIONAL COMMUNITY COMMENTS

Janet Marinoff of 51 Fern Road, Southampton, asked if there had been an assessment of the language program at the middle school since it had just completed its first year.

Mrs. Jankowsky advised that she was requesting this for an Education Committee meeting.

Mrs. Marinoff stated that an extensive audit of the gifted program had been done and that she would like a status report. She also asked whether the additional two teachers had been released to the high school for staffing. Mrs. Homel responded that they had not yet been released but that in August that might change. Mrs. Marinoff remarked that she would like to see them released sooner rather than later since that would help with class sizes and also with hiring good teachers. Mr. Faust pointed out that it takes Board action for a position to be released.

Dr. Reid addressed the issue of the gifted program. She stated that after the report came forward, Administration looked at it and presented it to the Education Committee. They are in the process of transitioning responsibilities for the gifted program to Sheila Buckley. Once this has been done, we should be able to give a status report on the next steps to be taken.

BOARD DISCUSSION AND COMMENT

Summer Professional Development

Mrs. Jankowsky referred to the memo from Dr. Reid dated June 2, 2000, which was included in the Board's packet. She asked how this would impact the Reading/Language Arts program.

Dr. Masko stated that they had planned extensive staff development over the summer for the Reading/Language Arts program. They had planned two days staff development on this. Since this would not be possible during the summer, they scheduled a brief overview in June. He indicated that staff development would resume on September 5th and would continue throughout the school year.

Mrs. Jankowsky asked about block scheduling. Dr. Masko responded that a "train the trainers" session has been going on and that these people will serve as staff developers beginning in September.

ADJOURNMENT

A motion was made by Mr. Rosenberger and seconded by Mr. Faust to adjourn the meeting. The motion passed 7-0. The meeting was adjourned at 11:42 p.m.

Respectfully submitted,

Vickie A. Detwiler
Board Secretary