

**CENTENNIAL SCHOOL DISTRICT
Warminster, Pennsylvania**

**MINUTES OF WORK SESSION/REGULAR MEETING
HELD MAY 28, 2002**

CALL TO ORDER

A Work Session/Regular Meeting of the Centennial School Board was held on May 28, 2002, in the Administration Building. The meeting was called to order by Mrs. Jankowsky at 8:52 p.m. The following people registered their attendance:

Board Members:

Scott Avery
Sina Baranski
Joseph Faust
Eugene Grossi
Al Hertenberger
Betty Huf
Joan Jankowsky
Jerry Locke
Harve Strouse

Administration:

David Blatt
Barbara Fash
Sandy Homel
Victor Lasher
Dr. Michael Masko
Jean Rollo
Dr. Thomas Sexton
Timothy Vail

CEA/Teachers:

Mick Sander
Bob Cassidy
Joe O'Connor
Carol Monaghan
Ellen Vacchiano
Janet Holmes

Maureen Walker
Carolyn Fisher
Woody Martin
Al Catarro
Mary Ellen Donnelly

Public:

Frank Mannella
Ray Kolman
Bea Kolman
Fred Gold
George Gordon, Esq.
Jim Stanton
Jane Overington

Bob Overington
Sandy Lapin
Bart Lapin
Erin McElhenney
Debbie Hays
Amalio Ancalone
Jane Strawley
Kenneth Schreffler

PLEDGE OF ALLEGIANCE

Mrs. Jankowsky dispensed with the recital of the Pledge of Allegiance since it was done at the Budget Hearing Meeting immediately prior to this.

ANNOUNCEMENTS

Mrs. Jankowsky announced that the Board had met in Executive Session prior to this meeting relative to three personnel items and one legal matter.

PRESENTATIONS

Fine Arts Festival Purchase Prize

Dr. Masko explained that each year during the Fine Arts Festival the judges select one piece of artwork to be purchased from the student by the District. This is called the "Purchase Prize." This year the prize was awarded to Erin McIlhenny for her painting entitled "Fiore Giallo" ("Yellow Flower"). He advised that next year Erin would be attending Bucks County Community College majoring in art. Dr. Masko then presented Erin with a check for her painting.

GOOD NEWS

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

COMMUNITY COMMENTS

None.

COMMITTEE MINUTES

A motion was made by Mr. Grossi and seconded by Mr. Avery to resolve that the Centennial School Board accepts the Minutes of the:

- *Finance Committee – 4/15/02, 4/22/02, 4/29/02, 5/8/02*
- *Education Committee – 4/8/02*

The motion passed 9-0.

Mrs. Jankowsky indicated that, with the permission of the Board, she would like to move up New Business items #14 and 16. The Board agreed.

NEW BUSINESS

16. Student Invitational Competition

Mr. Pacchioli thanked the Board for considering this matter.

A motion was made by Mrs. Huf and seconded by Mr. Hertenberger to resolve that the Centennial School Board approves the request of Troy Roberson, a student at William Tennent High School, to attend the Golden West Invitational Track Meet to be held on June 7, 2002, at California State University in Sacramento, California. The cost to the District shall not exceed \$1,500.

Mr. Faust asked if the motion should state that the coach was going also. Mrs. Jankowsky felt that it might be appropriate.

A motion was made by Mr. Faust and seconded by Mr. Avery to amend the motion by including the fact that Mr. Roberson's coach would be attending also and that his costs were included in the total cost, not to exceed \$1,500.

The amendment passed 9-0.

The amended motion passed 9-0.

14. Collective Bargaining Agreement Extension

A motion was made by Mr. Strouse and seconded by Mr. Faust to resolve that the Centennial School Board approves the attached Memorandum of Understanding between the Centennial School District and the Centennial Education Association and hereby directs the President and Secretary to execute the same.

Mr. Grossi stated his belief that this was a good, strong contract. He thanked the negotiating team and indicated that he was very proud of the staffing agreement.

The motion passed 9-0.

Mrs. Jankowsky thanked the members of the Board Negotiations Committee and also the members of the CEA for their cooperation and civility.

The meeting recessed at 9:05 p.m. and resumed at 9:10 p.m.

POLICIES

Discussion:

2.19 – Sabbatical Leave

Mr. Faust advised that this policy was not reviewed by the solicitor but in the past there was a history of grievances, etc. He questioned why this was not reviewed by the solicitor.

Dr. Sexton responded that the original policy was written in 1998 and was thoroughly reviewed by the solicitor at that time. He believed that the changes being made at this time did not need the solicitor's review. He highlighted the changes being made.

Mrs. Jankowsky pointed out that the cover page stated "as required by the school code." She indicated that the school code did not really require us to grant sabbaticals. Dr. Sexton believed that there was a requirement that if people meet certain qualifications we must grant them a sabbatical.

Mrs. Jankowsky advised that Mr. Blatt had just pointed out to her that we are not required to approve more than 10% of those eligible.

Mrs. Jankowsky indicated that this policy would come forward for approval at the next meeting.

3.2 – School Sponsored Student Publications

Dr. Sexton advised that the change in this policy to Section II. B. was recommended by the solicitor.

Mrs. Jankowsky indicated that this policy would come forward at the next meeting.

3.8 – Exclusion

Mr. Strouse indicated that he had a significant amount of problems and questions with this policy, as follows:

II. A – Mr. Strouse questioned the inclusion of the language "including school buses." He stated that he assumed that "on school property" always included school buses, fields, courts and anything else that was part of the school district. Dr. Sexton responded that this was strictly a recommendation by the Citizens Policy Committee and that he could live with "school property" as long as everyone understood that it was a generic term.

Mr. Strouse felt that adding the phrase about school buses had a limiting effect. Mr. Faust suggested that we could define school property in Section I under Definitions. The Board agreed to this solution.

II. C. 6. -- Mr. Strouse questioned the addition of the sentence “Disrespectful behavior directed at a staff member.” He felt that a lot of things could be interpreted as disrespectful but he didn’t feel that they should all be considered as suspendable. He asked who would make the determination.

Dr. Sexton felt that this could be covered under “willfully disrupting the normal operations of the school.” He did not feel that it should be included as a separate item. Mr. Locke felt that it should be left in.

II. D. 3. – Mr. Strouse stated that he was unsure of the meaning of “shall make every effort to schedule a meeting.” He felt that statement was redundant.

Mr. Hertenberger left the meeting at 9:22 p.m.

Dr. Sexton felt that the intent was that every effort needed to be made to schedule a meeting within three days.

Mr. Grossi left the meeting at 9:23 p.m.

Mr. Strouse felt this was already set forth in Section II. D. 1. Mr. Locke felt that re-emphasizing this would show that we were really concerned.

Mr. Blatt felt this placed greater responsibility and accountability on the administrator, which he felt was good.

Mr. Hertenberger returned to the meeting at 9:27 p.m.

Mr. Faust pointed out the remainder of Paragraph D. 3., which stated that for a first-time suspension, the meeting could be replaced with a telephone conversation if the parent could not attend a meeting. Mr. Blatt felt that it was good to remain flexible. Dr. Sexton pointed out that this was recommended by Administration.

Mr. Faust indicated that he would be willing to state that Administration would attempt to work with parent’s work schedules.

Mrs. Jankowsky pointed out that Section 4.b. stated that if a parent refused to appear within three days, the student could be readmitted. She asked Mr. Faust what his suggestion would be. Mr. Faust stated that he would refer back to Administration, that he was just looking for flexibility for the parents.

II. D. 4. c. – Mr. Strouse asked if this item came from the solicitor. Dr. Sexton confirmed that it had.

Mr. Grossi returned to the meeting at 9:35 p.m.

II. D. 6. – Mr. Strouse stated that the last time this item was discussed by the Board, they inserted the word “shall.” Dr. Sexton advised that the Citizens Policy Committee suggested “may.” After a short discussion, the Board decided that it should be “shall.”

III. D. – Mr. Strouse pointed out that this section calls for an expulsion hearing by a duly qualified hearing examiner but the subsequent paragraph refers to an expulsion being acted on by the school Board at a public meeting. He questioned where the Board gets notified of what happened at the hearing if they were not present.

Dr. Sexton explained that the Code allows for these options and that the Board would get a full report in order to vote.

Mr. Faust asked who would make the decision as to who the hearing would be before. Mr. Blatt advised that would be the Board’s decision. Mrs. Jankowsky suggested that the following be added: “The Board will determine the mechanism for determining who shall do the hearing.” This was agreed to. It was also agreed that this would become effective in September.

At Mrs. Jankowsky’s suggestion, the Board agreed that the second sentence should be moved to the body of the policy.

At this point, Mrs. Jankowsky requested the Board’s permission to discuss Item #2 of New Business. The Board agreed.

NEW BUSINESS

2. Partnership Agreement with Warminster Hospital

Mrs. Homel gave the background of this matter.

Mr. Faust stated that he understood that transportation for some of the students would be their own responsibility and that some of them might be walking between the hospital and the school. He felt that this could be setting the District up for some liability. He asked what the transportation arrangements were for these students.

Mrs. Homel stated that transportation was up to the students.

Mr. Faust asked what our liability would be and whether we had addressed this issue with our insurance carrier or attorneys. Mr. Vail indicated that we had not.

Mr. Faust also questioned how we were going to meet the requirement set forth in Paragraph 2.g. (OSHA Compliance) of the Agreement.

Mrs. Homel responded that the students would not be in with patients, but they could be in labs. She indicated that she could ask for that section to be withdrawn if it was a problem. Mr. Faust felt that the hospital should be responsible for this.

Regarding Section 7.b. (HIPAA Compliance), Mr. Faust asked what safeguards were being put in place to assure that we don't disclose health information. Mrs. Homel advised that the students must sign a confidentiality agreement.

Mr. Faust questioned what other safeguards we should put in place. Mr. Blatt stated that he was not entirely sure.

Mr. Cattaro advised that the students would be going through a 5-6 day orientation process before going into the program and that there is a confidentiality provision in the agreement parents must sign.

Mr. Grossi stated that he felt the solicitor should review this.

Mrs. Huf stated that she remembered asking for the solicitor's opinion about insurance. Mrs. Baranski indicated that she felt either Centennial or the Hospital should provide transportation for the students.

Mrs. Homel indicated that this had been reviewed by the solicitor.

Mrs. Jankowsky advised that the issues of transportation, OSHA and HIPAA compliance and insurance were not raised with the solicitor. These questions would be addressed and this matter would come back before the Board at the next meeting.

4.12 – Capital Reserve

Mr. Strouse stated that he would like to see this policy go back to Administration to incorporate the solicitor's and Mr. Vail's comments.

Mrs. Jankowsky asked if we had a sample policy from PSBA. Upon Dr. Sexton's response that we did not, Mrs. Jankowsky requested that one be obtained from them.

Mrs. Jankowsky indicated that this policy would go back to Administration.

7.5 – Staff Development

Mr. Faust questioned whether any of the current plans should be referenced.

Dr. Sexton pointed out that the positions listed were the ones responsible for planning the programs.

NEW BUSINESS1. Defibrillators

Mr. Faust pointed out that the last time the Board reviewed this matter, the major concern was about liability issues. He stated that he hoped the letter from the PSBA would answer the Board's concerns.

A motion was made by Mr. Avery and seconded by Mr. Locke to resolve that the Centennial School Board approves the attached administrative policy and procedures on the use and maintenance of Automatic External Defibrillators in District buildings, and authorizes the advance purchase of ten Automatic External Defibrillators for use in buildings throughout the District with 2002/03 general fund dollars at a cost of \$14,550 (\$1,455 each). Approval is granted in advance of enactment of the 2002/03 budget in order to qualify for reduced state pricing effective through June 2002.

The motion passed 8-1. (Mr. Grossi opposed.)

2. Partnership Agreement with Warminster Hospital

[This matter was handled earlier in the meeting.]

3. Permission to Apply for Title I Mini-Grant

A motion was made by Mr. Grossi and seconded by Mr. Strouse to resolve that the Centennial School Board approves permission to apply for Title I Parent Involvement Mini-grant for 2002/03 school year for Davis Elementary School for \$500.

The motion passed 9-0.

4. Permission to Apply for Read-to-Succeed Grant

A motion was made by Mr. Faust and seconded by Mr. Strouse to resolve that the Centennial School Board approves permission to apply for the Read-to-Succeed Grant for 2002/03 school year for Stackpole Elementary School for \$20,000.

The motion passed 9-0.

5. Facility Use Fees 2002/03

A motion was made Mrs. Baranski and seconded by Mr. Locke to resolve that the Centennial School Board approves the Facility Use Fee Schedule for the 2002/03 school year.

The motion passed 9-0.

6. Telephone System Maintenance Agreement

A motion was made by Mr. Locke and seconded by Mr. Strouse to resolve that the Centennial School Board approves entering into agreement with 3Com Corporation for a three-year telephone maintenance service plan to cover all equipment (except telephones), unlimited service calls and telephone support. Term of agreement is July 1, 2002 through June 30, 2005 at a cost of \$29,753.10 (\$9,917.70 per year).

The motion passed 9-0.

7. Copy Machine Lease

A motion was made by Mr. Hertenberger and seconded by Mr. Avery to resolve that the Centennial School Board authorizes entering into an agreement with Xerox Business Services to provide services and equipment for a sixty (60) month period commencing July 1, 2002 at a monthly cost of \$33,571. Lease to provide for the replacement of all existing Xerox equipment under the current lease which expires December 31, 2003 per the terms and conditions of the current Xerox proposal and the full release (of the District) from the remainder of that lease obligation effective June 30, 2002. Approval is contingent upon review and approval of the new lease agreement by the District's solicitor in consultation with Administration.

Mr. Faust questioned whether this had been reviewed yet. Mr. Vail responded that the solicitor was in the process of reviewing it.

The motion passed 9-0.

8. School Dentist Contract

A motion was made by Mr. Strouse and seconded by Mr. Locke to resolve that the Centennial School Board approves entering into agreement with Dr. Howell Bichefsky, D.M.D. to act as school dentist for the three-year period commencing July 1, 2002 through June 30, 2005 as per the terms and conditions of the attached supplement.

The motion passed 9-0.

9. Appoint District Treasurer

A motion was made by Mrs. Huf and seconded by Mr. Avery to resolve that the Centennial School Board approves the reappointment of H. Robert Luebbe as District Treasurer for the fiscal year 2002/03 at an annual stipend of \$1,250. Further approves the renewal of the Public Officials Bond for the Treasurer in the face amount of \$20,000 for fiscal year 2002/03.

Mrs. Jankowsky thanked Mr. Luebbe for his services.

The motion passed 9-0.

10. Fringe Benefit Renewal Premiums 2002/03

A motion was made by Mrs. Baranski and seconded by Mr. Locke to resolve that the Centennial School Board approves the attached fringe benefit rates with Independence Blue Cross (Keystone Point of Service and HMO) for District Administrative and Support Staff for the period July 1, 2002 through June 30, 2003.

Mr. Faust stated that he did not necessarily approve the rates but realized that we must pay them.

The motion passed 8-0-1. (Mrs. Baranski abstained.)

11. Create Education Initiative Fund

Mr. Faust pointed out that earlier in the meeting the policy was sent back for more work. He asked if the Board wanted to wait for the policy before approving this item.

After discussion, it was decided that it would be called "reserve fund" rather than "capital reserve fund."

Mrs. Jankowsky felt that it was acceptable to approve this item before the policy was completed. Mr. Grossi agreed.

A motion was made by Mr. Avery and seconded by Mr. Grossi to resolve that the Centennial School Board approves the creation of a reserve fund under the terms and conditions of 53 P.S. §1431 of the PA School Code to be known as the Centennial School District Education Initiative Fund and authorizes the transfer of \$400,000 in unreserved fund balance from the General Fund into this account effective July 1, 2002 as a resource for financing future Board approved curriculum initiative programs commencing in 2003/04 and beyond. Fund is to be set up as an interest bearing account and funds therein invested as appropriate under the terms and condition of the District's Investment Policy (Policy 7.26). Board shall revisit the financial status of this fund annually at budget time (or as necessary) and determine future deposits/expenditures from this fund as necessary and required.

The motion passed 7-2. (Mrs. Huf and Mr. Hertenberger opposed.)

12. MBIT 2002/03 Budget

A motion was made by Mr. Locke and seconded by Mr. Avery to resolve that the Centennial School Board approves the Middle Bucks Institute of Technology 2002/03 Budget in the amount of \$5,906,667, of which Centennial's contribution is \$1,322,415.

Mr. Faust pointed out that they had found out that there were several sub-budgets and reserves and questioned whether they required approval. Mr. Grossi indicated that they required approval of the Council.

The motion passed 8-1. (Mr. Avery opposed.)

13. PA Technology Leadership Academy

A motion was made by Mr. Hertenberger and seconded by Mrs. Huf to resolve that the Centennial School Board approves the attendance of a Board member at the PA Technology Leadership Academy, June 7-9, 2002.

Mr. Grossi asked what the fiscal note was. Mr. Faust responded that the cost of the conference was \$1,000.

Mrs. Jankowsky suggested that the motion be amended to add the language "at a cost not to exceed \$1,000." Mr. Hertenberger and Mrs. Huf, as the mover and seconder of the motion, agreed.

The motion passed 9-0.

14. Collective Bargaining Agreement Extension

[This matter was handled earlier in the meeting.]

15. District Goals

A motion was made by Mr. Grossi and seconded by Mr. Hertenberger to resolve that the Centennial School Board approves the District goals for 2002/03 as presented.

Mr. Blatt reviewed the goals.

The motion passed 9-0.

16. Student Invitational Competition

[This matter was handled earlier in the meeting.]

OLD BUSINESS

VITA

Mrs. Jankowsky explained that this matter had been tabled at the previous meeting. Dr. Sexton advised that he was still waiting for an agreement from VITA. Mrs. Jankowsky indicated that this would come back at the June 11th meeting.

PERSONNEL

A motion was made by Mr. Faust and seconded by Mr. Avery to resolve that the Centennial School Board approves all Personnel recommendations.

The motion passed 9-0.

OTHER

Mr. Faust asked what had happened with the Relay for Life trip that was discussed at the previous meeting. Mrs. Homel advised that the students had moved on to other commitments for that weekend so this matter would not be coming back.

ADJOURNMENT

A motion was made by Mr. Grossi and seconded by Mr. Strouse to adjourn the meeting. The motion passed 9-0. The meeting was adjourned at 10:45 p.m.

Respectfully submitted,

Vickie A. Detwiler
Board Secretary