

**CENTENNIAL SCHOOL DISTRICT
Warminster, Pennsylvania**

**MINUTES OF WORK SESSION/REGULAR MEETING
HELD JANUARY 28, 2003**

CALL TO ORDER

A Work Session/Regular Meeting of the Centennial School Board was held on January 28, 2003, in the Administration Building. The meeting was called to order by Mrs. Jankowsky at 7:31 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
Sandy Homel
Victor Lasher
Dr. Michael Masko
Robert Reed
Jean Rollo
Dr. Thomas Sexton
Timothy Vail

CEA/Principals/Teachers:

Jenny Foight-Cressman
Eileen Poroszok
Keelley Mallon
Gundi Skladaitis

Kathleen Cantrell
Andy Mahoney
Lawrence Belli
William Wallace

Public:

Lauren Berman
Ashley Makkenen
Christine Convery
Elinore Cader
Rich Walton
Debbie Levy-Foster
Paula Kalman
Carol Coloyd
Donna Clothier
Don Schnell
Beth Anne Bangs

Carol Schaffling
Cindy Young
Robin Areias
Cynthia Mueller
Donna Marie Saul
Ruth Kistner
Beth Koob
Diane Reilly
Alice Witt
Adrienne Engley
Joe Harry

PLEDGE OF ALLEGIANCE

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

ANNOUNCEMENTS

Mrs. Jankowsky announced that the Board had met in Executive Session prior to this meeting relative to a personnel issue.

Mr. Strouse advised that at the Finance Committee meeting the previous week, an Executive Session was held regarding a personnel matter.

Mrs. Jankowsky gave a note of thanks and appreciation to everyone at Klinger Middle School for their excellent work on the annual Science Fair. She thanked the teachers and their classes for “some really neat science projects.”

Mrs. Jankowsky reported that she had attended the District 11 2003 band concert. There where 111 students from the Bucks and Montgomery County schools represented. She thanked Mr. LoVecchio and Mr. Dinkins for their hard work. She also congratulated the three students who made the finals.

PRESENTATIONS

Davis Elementary School “Book Nook”

Mr. Blatt explained that he had attended the 5th grade “Book Nook” at Davis School. He indicated that he was very impressed. He introduced Dr. Belli, who thanked the Board for the opportunity to have the youngsters from Davis joining the Board this evening. He also thanked the parents for bringing their children out on a school night. He then introduced the teachers involved in the project, Mrs. Skladaitis, Mrs. Cantrell and Mr. Mahoney. The teachers explained the process by which the students wrote and illustrated a children’s book.

The Board was then invited to visit Room 16, where the “Book Nook” had been recreated for the evening. The students had decorated the room with chairs, lamps, quilts and stuffed animals. Each Board member listened to two stories the students had written and illustrated and had an opportunity to ask questions. The students also explained the process they used to create and edit their books, by using storyboards. The entire process was well planned and was thoroughly enjoyed by the Board. They congratulated the students and teachers on the excellent job they had done.

The Board then returned to the Board Room for the remainder of the meeting.

Literacy Update

Mrs. Jankowsky reminded Board members that this presentation was an overview. All of the details would be given at the next Education Committee Meeting, at which time Administration would be prepared to answer questions.

Mr. Blatt began the presentation by informing the Board that in his memo of December 6th he had tried to give Board members an overview of many initiatives that have been underway in the District. At Mrs. Jankowsky's suggestion, he felt that it would be good to give the Board an update. He also spoke about the work being done to improve the reading program.

Dr. Masko presented an overview of the current reading program. Dr. Sexton focused on the K-5 supplementary reading pieces. Mrs. Homel spoke about the secondary program, changes made this school year, changes coming forward in the near future and changes being considered.

Dr. Masko compared the overview of the current reading program with the future program. Mr. Blatt presented a timeline for the reading plan and thanked the staff for all the time, effort and expertise they put into development of this plan.

GOOD NEWS

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

COMMUNITY COMMENTS

Donna Marie Saul of 589 Lowell Road, Warminster, advised that she had attended the January Principal's Forum. There were several items discussed there that she wished to raise, as follows:

- Schedule for 2-hour delay days – This past semester there were two of these 2-hour delays. Classes are shortened on those days. Both times this occurred, the same classes were shortened. With block scheduling this has a big impact. She questioned whether there could be some alteration in the scheduling so that the delays don't impact the same classes every time.
- Thespian troupe incident – Mrs. Saul indicated that there was a handout detailing why this incident occurred. The number one reason was that the students did not forward a letter to the Administration to state why their plan did not qualify as hazing. She asked whether the advisor was trying to coach the students because of the legal implications involved. Also the issue of special education students was raised. She felt that we need to consider that the administrative staff could have avoided this situation by explaining guidelines to the students.
- Mrs. Saul stated that she had spoken to Mrs. Poroszok about the fact that they were planning to pay \$50 to students as an incentive if they completed all sessions of the Centennial Academy. Mrs. Poroszok indicated that this is no longer the case. She felt that this would have sent a bad message.

- Mrs. Saul indicated that scheduling for next year is upon us. She asked if the District was going to consider accepting course credit for college courses taken by high school students.

Mr. Blatt commented on the thespian troupe incident, indicating that he wishes that Administration and the advisor would have sat down with the students ahead of time to discuss this. He explained his understanding of the situation. He understood that the advisors told the children to put in writing what they wanted to do and explain why it wasn't going to be humiliating or embarrassing. They didn't do so, so Administration said they could not continue with it.

Regarding student incentives, Mr. Blatt felt that this was only discussion. Mrs. Saul disagreed, indicating that it was said that it was going to be done.

Mr. Blatt stated that he would not be comfortable recommending to the Board that a cash stipend be given to a student for performance.

Mrs. Jankowsky asked Mr. Blatt to provide the Board with his recommendations on the other issues Mrs. Saul raised. Mr. Blatt said he would do so.

COMMITTEE MINUTES

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

- *Finance Committee – October 21, 2002*
- *Education Committee – November 4, 2002; December 2, 2002*

The motion passed 9-0.

POLICIES

Discussion:

2.15 – Employee Leave of Absence and Benefit Program

Mr. Strouse asked why an extensive policy was needed for this since there are agreements with virtually every employee of the District regarding leaves of absence and benefits.

Mrs. Rollo responded that the policy had been in existence for many years before she came to the District. It is normal for a school district to have this type of policy. It would also cover other employees that are not covered under the collective bargaining agreement.

Dr. Sexton advised that back in 1994 there were five different policies combined. This particular revision is in conjunction with our current solicitor.

Mr. Strouse indicated that every one of the terms would have to be reviewed to be sure that it was not in conflict. Also, there should be a disclaimer in the beginning saying that this does not take precedence over existing agreements. It was pointed out that there was a disclaimer included in the policy. Mr. Strouse felt, however, that it should be in the beginning.

Mr. Faust stated that he agreed with Mr. Strouse. Also, the cover page states “Extensive Changes” but the changes are not marked in the policy. He indicated that he would like to see a copy of the policy that provides that information.

Dr. Sexton explained that normally they don’t mark the changes when they are so extensive because it would make the policy almost impossible to read.

Mr. Grossi commented that the reason there were five policies was because we didn’t have bargaining agreements with other groups as we have now. He felt that maybe we have negated the need for this policy; we don’t need both.

Mrs. Jankowsky suggested that we find out if the solicitor agrees with this opinion. Also, we should make sure that all of the topics in this policy are covered in each agreement.

Mrs. Rollo stated that the policy does address a number of issues that are not covered in our agreements, including the FMLA. There is very little duplication between this policy and the agreements.

Mrs. Jankowsky indicated that she would like some type of comparison.

3.14 – Sexual Harassment of Students

Dr. Sexton referred to the backup memo included in the Board’s packet. Mrs. Jankowsky stated that this matter would be moved forward for final approval at the next meeting.

3.29 – District Financial Support for Student Trips to Competitive Events

Mrs. Jankowsky referred to Dr. Sexton’s backup memo included in the Board’s packet.

Mr. Faust stated that he was looking for some language in support of MBIT students moving to national competitions.

Mr. Strouse suggested that, in order to address that issue, a paragraph C. be added to Item I. to address MBIT activities.

Dr. Sexton indicated that he would add the language and bring this policy back for the next Work Session.

6.4 – Charter Schools

Dr. Sexton advised that this policy had been reviewed by the solicitor. Mrs. Jankowsky asked for clarification as to which solicitor had done the review, and indicated that the policy would be moved forward.

Mr. Strouse stated that he would like Mr. Levin to review this policy due to his extensive experience with charter schools. Mrs. Jankowsky indicated that this would be done prior to the policy coming back to the Board.

7.15 – Possession and Use of Tobacco by Students

Mrs. Jankowsky noted that this policy contains a rather lengthy policy statement and that in the backup she did not see any reference to smokeless tobacco. She asked that this be reviewed.

Dr. Sexton noted that Section II refers to “tobacco products,” which would cover both.

Final Adoption:

4.13 – Integrated Pest Management

A motion was made by Mr. Strouse and seconded by Mr. Avery to resolve that the Centennial School Board approves the adoption of Policy 4.13, Integrated Pest Management.

Mr. Faust stated that he could not support the policy as it is presently worded because it does not require notification of all parents. He felt there should be full notification of parents.

Mr. Grossi indicated that he believed the Board asked that an opinion be given by the solicitor on that issue. Dr. Sexton noted that there was a letter from Mr. Garton in the backup addressing several questions raised by the Board.

Mr. Grossi asked if we have legal liability if we notify only those parents that request to be notified and then another parents claims something happened because they weren't notified. Dr. Sexton stated that if he understands Mr. Garton, that would fall under the issue of negligence; if we did what was required by law, we would not be deemed negligent in those circumstances.

Dr. Sexton pointed out that we could put notices in the school calendar, on the cable network and possibly on the web page, instructing parents what they needed to do if they wanted to be notified. If we notify them, we have done what we need to do. If we don't notify them, then we are negligent.

Mr. Grossi stated that he had no problem with the intent of the policy, but did have a problem being rushed to judgment by the legislature. He was concerned about the legal risks of the policy and indicated that he would only vote for this if a lawyer stepped forward with the full force of his errors and omissions policy and states that what this plan does, does not put us at any risk and if it does, then they will defend it at their cost.

Mr. Strouse stated that the solicitor indicated that the District has an affirmative obligation to notify every parent; that is not written in this policy. It was pointed out that what the solicitor says was that we have the obligation to notify every parent of their right to be notified.

Mrs. Baranski felt that parents should fill out a form annually stating whether they wanted to be notified and that we should be sure a response is received from each parent.

Mr. Locke suggested that we ask Mr. Garton to come in and answer the Board's questions.

Dr. Sexton felt that Section III. 3. covers the point Mr. Strouse wanted to have included.

Mr. Faust agreed with Mrs. Baranski that we should receive a response from each parent indicating that they were notified.

Mr. Strouse asked if there was a legal restraint on when this should be in effect. Mr. Lasher responded that it was already supposed to be in effect.

Mr. Grossi was concerned that we are going to pay for this down the line. He wanted assurance that we are going to be protected.

Mr. Lasher stated that, as a practical matter, the use of any spraying would be almost nil, except for emergency situations, such as a bee's nest. In that type of situation, parents would have to be notified by phone. That would place an unbearable burden on his office.

Mr. Blatt felt that there was bad legislation and poor planning. He suggested that we place a notice in the school calendar, notices in the building newsletters and the District newsletter, and on the cable, so that parents can make their individual requests. Each individual school would have copies, as well as Mr. Lasher.

Mr. Grossi felt that this would be difficult to administer but that we must do our best.

A motion was made by Mr. Strouse and seconded by Mr. Hertenberger to call the question. A roll call vote was taken, as follows:

<i>Mr. Grossi</i>	<i>No</i>
<i>Mr. Faust</i>	<i>No</i>
<i>Mrs. Baranski</i>	<i>No</i>

<i>Mr. Locke</i>	<i>Yes</i>
<i>Mrs. Huf</i>	<i>No</i>
<i>Mr. Strouse</i>	<i>Yes</i>
<i>Mr. Avery</i>	<i>Yes</i>
<i>Mr. Hertenberger</i>	<i>Yes</i>
<i>Mrs. Jankowsky</i>	<i>No</i>

The motion to call the question failed 4-5.

A motion was made by Mr. Grossi and seconded by Mr. Faust to table this motion.

The motion to table passed 7-2. (Mr. Strouse and Mr. Avery opposed.)

Mr. Faust left the meeting at 10:18 p.m. and returned to the meeting at 10:20 p.m.

Mrs. Jankowsky clarified that the motion would be tabled until the next meeting, provided answers to the questions could be obtained.

NEW BUSINESS

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

A motion was made by Mr. Locke and seconded by Mr. Avery to resolve that the Centennial School Board approves an exception to Policy 7.18, Resident, Non-Resident and Tuition Status for Students 4(a)-20 and 4(b) 20 to attend Longstreth Elementary School. The children's parents are responsible for transporting the students to and from Longstreth School.

The motion passed 9-0.

2. Exception to Facility Use Policy

A motion was made by Mr. Locke and seconded by Mr. Avery to resolve that the Centennial School Board approves the Facility Use Waiver Application of Warminster Soccer Club for Sunday use of WTHS gym on March 2, 2003. There is no cost to the District.

The motion passed 9-0.

3. Approval of WTHS Baseball Team Trip

4. Approval of WTHS Key Club Trip

A motion was made by Mr. Locke and seconded by Mr. Avery to resolve that the Centennial School Board:

(3) Grants preliminary approval for the WTHS Baseball team trip to Cooperstown, New York, on May 9-10, 2003. This is no cost to the District.

(4) *Grants preliminary approval for the WTHS Key Club trip to Hershey, PA, on March 15-16, 2003. There is no cost to the District.*

The motion passed 9-0.

5. Acceptance of 2001-02 Financial Statements and Single Audit

Mr. Grossi stated that these are in the new format and that he felt it was a significant improvement. He indicated that they were coming out a little later than usual due to the new format.

A motion was made by Mr. Grossi and seconded by Mr. Strouse to resolve that the Centennial School Board accepts the 2001-02 Financial Statements and Single Audit as submitted by Barbacane Thornton and Company for the year ended June 30, 2002.

Mrs. Jankowsky congratulated Mr. Vail and his staff for this. Mr. Faust indicated that the Finance Committee was in the process of implementing the findings. Mr. Vail indicated that that would be done after Board acceptance.

The motion passed 9-0.

6. Authorization of the Installation of a Virtual Private Network

A motion was made by Mr. Strouse and seconded by Mr. Grossi to resolve that the Centennial School Board authorizes the installation of a Virtual Private Network (VPN) over an Asymmetric Digital Subscriber line for purposes of networking the District's bus garage to the District's computer and telephone systems. Costs are \$6,389.25 (equipment and installation) plus an ongoing service charge of \$99.95 per month. Funding for the equipment and installation to be appropriated from the Capital Projects Fund.

Mr. Faust asked what this would do for us and what would we get for our \$7,000 in the first year.

Mr. Vail explained that it would give the bus garage access to all of the software that is part of our network and give access to the District's Internet and e-mail. Mr. Strouse added that it also will give telephone access and may eliminate some of the ground telephone lines.

Mr. Grossi indicated that he felt this was warranted.

The motion passed 9-0.

7. Approval of the Purchase of the New Generation of ProSoft Administrative Software and Hardware Enhancements

A motion was made by Mr. Grossi and seconded by Mr. Hertenberger to resolve that the Centennial School Board approves the purchase of the new generation of ProSoft administrative software and corresponding hardware enhancements. Purchase and implementation to be phased over the 2002-03, 2003-04 and 2004-05 Fiscal Years at a total cost of \$137,045. Funds to be appropriated from the Capital Projects Fund.

Mr. Faust asked what the relationship was between this and Item #10.

Dr. Masko responded that we have a desire within the District to keep records on standards and communicate those records to parents in the future. The software included in Item #10 would enable us to do that. Currently ProSoft is not able to do that. We had some discussion with the President of ProSoft, who advised that the new edition of ProSoft would not be able to do that either. They recommended a third party software system; however, that would be much more expensive. We asked if ProSoft could add onto their package. They said they could consider that but the price would be higher than that in Item #10. Dr. Masko stated that we favor the recommended approach because the software would be developed based on Centennial's needs.

Mr. Faust expressed some concerns about ProSoft's capabilities.

The motion passed 7-2. (Mr. Faust and Mr. Strouse opposed.)

8. Appointment of Joseph Faust as Impact Aid Representative

A motion was made by Mr. Grossi and seconded by Mr. Avery to resolve that the Centennial School Board appoints Joseph Faust, Board member, to serve as Impact Aid representative. This appointment is in accordance with federal regulations requiring the appointment of a representative prior to the filing of Centennial's funding application in January 2003. Said individual is authorized to sign the completed application as it is submitted to the U. S. Department of Education.

Mr. Strouse stated that Mr. Faust has done a wonderful job in the past serving as Impact Aid representative.

The motion passed 9-0.

9. Directs Timothy Vail to Prepare and Submit the District's Title VIII (Impact Aid) Application for 2003-04

A motion was made by Mr. Grossi and seconded by Mr. Avery to resolve that the Centennial School Board directs Timothy A. Vail, Business Manager, to prepare and submit the District's Title VIII (Impact Aid) application for 2003-04.

The motion passed 9-0.

10. Approval of Computer Program License Agreement

Mr. Strouse stated that he did not remember seeing this come through any committee; this was the first time he was seeing it. Dr. Masko advised that it was previously discussed as part of the Strategic Plan and was also discussed in the Finance Committee last year.

Mr. Grossi felt that we couldn't go out for a new software package now because of the expense. He felt that we need to have a process go through so we can fully understand what we want the vendor to deliver on the next management system. He felt it needed to go back so we could understand what was missing.

Mr. Strouse stated that ProSoft was one of the bidding vendors on this – he wondered if this was before or after the updated ProSoft. Dr. Masko indicated that it was before. Mr. Strouse pointed out that in that case the ProSoft bid was not valid, so it should be rebid based on the system we intend to have in place.

Dr. Masko felt that it would be better to have someone build a system to meet our needs so we would be sure it would be compatible with ProSoft.

Mr. Blatt indicated that there was a memo in the packet which addressed some of these questions.

Mr. Grossi pointed out that if we replace the current management system, we need to discuss this. He wants the long range to be looked at.

Mr. Faust was concerned with the Bid #5. Since it was based on the old ProSoft system, these numbers are not reliable. He would like to ask ProSoft what the cost would be to work off the new system if we are planning to update it.

Mrs. Jankowsky suggested that we get answers to these questions and move this item forward to the next meeting.

Mr. Blatt suggested that we rebid this and have the vendors provide the Board with the necessary information. He also suggested that this be taken to the Finance Committee and have the vendor who is the lowest bidder attend the Finance Committee meeting to answer questions.

Mrs. Jankowsky asked if there was time for this; Dr. Masko responded that there was.

11. Permission to Accept Competitive Grant for 2002-03

A motion was made by Mr. Avery and seconded by Mrs. Baranski to resolve that the Centennial School Board approves permission to accept a competitive grant, Community Service Grant, for the 2002-03 school year in the amount of \$65,620.

The motion passed 9-0.

12. Pupil Transportation Contract for 2002-03

Mrs. Jankowsky stated that the Board needed to correct an oversight from previous Board meetings.

A motion was made by Mr. Faust and seconded by Mr. Avery to resolve that the Centennial School Board approves the Pupil Transportation Contract for 2002-03 at a cost not to exceed \$5,070.00.

The motion passed 9-0.

OLD BUSINESS

None

PERSONNEL

A motion was made by Mr. Strouse and seconded by Mr. Avery to resolve that the Centennial School Board approves the following Personnel items: Resignations/Retirements/Leaves of Absence; Authorization to Employ; Change of Status; and Per Diem Substitute Teacher.

The motion passed 9-0.

OTHER DISCUSSION ITEMS

Mr. Avery advised that the Education Committee would meet on February 3rd. The topic would be the Middle School Update. The next Education Committee meeting would be on March 3rd, regarding the Warminster Hospital Program.

Mrs. Jankowsky indicated that the Celebration of Math at Davis School would be held on January 30th, and that McDonald School would be celebrating Dr. Seuss's birthday on February 28th.

Mrs. Jankowsky also advised that a policy was needed on the Right to Know Act and that Administration was working on this.

ADJOURNMENT

A motion was made by Mr. Locke and seconded by Mr. Grossi to adjourn the meeting. The motion passed 9-0. The meeting was adjourned at 11:00 p.m.

Respectfully submitted,

Vickie A. Detwiler
Board Secretary