

**CENTENNIAL SCHOOL DISTRICT
Warminster, Pennsylvania**

**MINUTES OF WORK SESSION/REGULAR MEETING
HELD JUNE 24, 2003**

CALL TO ORDER

A Work Session/Regular Meeting of the Centennial School Board was held on June 24, 2003, in the Administration Building. The meeting was called to order by Mrs. Jankowsky at 7:48 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

CEA/Teachers:

Andy Mahoney

Administration:

David Blatt
Sandy Homel
Jean Rollo
Dr. Thomas Sexton
Timothy Vail

Public:

Giuseppe Loria
Joe Loria
John Schrader
Sean Puglisi
Cynthia Mueller
Donna Marie Saul
Tom Bugey
Ricky Hillier
Ryan Gribbin
Dustin Mackenzie

PLEDGE OF ALLEGIANCE

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

ANNOUNCEMENTS

Mrs. Jankowsky thanked Jean Rollo and Joann Cookman from Human Resources for their hard work on the retirement and recognition reception. She also commended the Seniors and the MBIT staff for the recognition awards held on June 12th at Archbishop Wood. She congratulated

the Seniors from Tennent and felt that the graduation ceremony was exceptional. She thanked everyone involved.

GOOD NEWS/PRESENTATIONS

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

Mr. Blatt stated that he had received a thank you note from Jennifer Corcoran, a girl at the high school, for a kind gesture he had made. He was impressed with her thoughtfulness.

COMMUNITY COMMENTS

Donna Marie Saul of 589 Lowell Road, Warminster, addressed the Board regarding the fact that there is a retirement occurring for a Vice Principal position at Klinger. At the Finance Committee meeting, Mr. Faust had suggested that the administrative structure might be tweaked by moving this position to the middle school, as far as funding. That would pay for another high school guidance counselor. Mrs. Saul felt that more was needed. She felt that we needed to keep the current position of guidance counselor that was in the budget already and also do the innovative funding for a second guidance counselor. She asked the Board to consider this.

It was noted that there were some Boy Scouts from Troop 139 in the audience with their Troop Leader, Tom Buggy. They were working on a merit badge in communications.

COMMITTEE MINUTES

Cyndi Mueller noted that she had attended the Finance Committee Meeting on May 8th but that was omitted from the minutes. Since the minutes were already approved by the Finance Committee, they must be returned to them for revision.

A motion was made by Mr. Avery and seconded by Mr. Strouse to resolve that the Centennial School Board accepts the Minutes of the Education Committee of May 5, 2003.

The motion passed 8-0-1. (Mrs. Huf abstained since she was not in attendance at that meeting.)

POLICIES

Discussion:

1.2 – Centennial School Board Meetings

Mrs. Jankowsky noted that she had requested this policy be brought forward in order to deal with several issues regarding the Work Session agenda. She felt that the policy should be updated to reflect current practice and pointed out the areas that needed to be amended.

Mr. Faust requested that there be an open agenda item on the Work Session for reports that were not available at the Regular Meeting due to meetings being scheduled after the Regular Meeting date. This was agreed to.

Mrs. Jankowsky noted that the policy would be brought forward at the next Regular Meeting.

3.12 – Student Accidents

Mr. Faust pointed out that Section I. C. called for the nurse to notify certain people in the event of an accident; however, there was no provision for the nurse to be notified. It was agreed that such a provision should be added.

Mrs. Jankowsky noted that Section I. A. required a bus driver to immediately call 911 in the event of an accident. She felt that some types of accidents, such as fender benders, might not require that 911 be called. Mr. Faust felt that 911 should be called because there might be insurance issues, particularly with children on the bus. He felt it would be better to have a police report. Mr. Hertenberger agreed.

Mr. Strouse expressed concern that 911 was to be used for extreme emergencies and that maybe police should be notified, but not via 911. Mr. Faust explained that the only way to notify police was through 911.

Dr. Sexton indicated that this recommendation had come from the Citizen's Policy Committee. He believed that the feeling was that rather than the driver being in the position of determining how bad an accident is, 911 should be called.

Mr. Locke pointed out that there might also be traffic control issues involved and the fact that there might be students on the bus.

Mr. Faust pointed out that Sections II and III had the words "*on School Grounds*" added, so he assumed that Section I meant off school grounds. He felt this should be clarified.

Mrs. Jankowsky requested Administration to review Section II. F. She felt that it did not flow.

It was noted that Sections II and III should be clarified to mean "non-vehicular" accidents.

7.18 – Resident, Non-Resident and Tuition Status

Under Section IV. Mr. Faust questioned why these situations were to be referred to the Superintendent rather than the Board. Dr. Sexton explained that 99% of the exceptions that were being brought to the Board have been supported by Administration and approved by the Board. He didn't recall any that came forward without administrative

support and that the Board rejected. He felt that these could be decided by the Superintendent rather than all of these being brought to the Board level.

Mr. Strouse felt that since policy was set by the Board, these items should come before the Board. There was consensus by the Board on this item.

Under Section II. B. 4, Mr. Faust questioned the change permitting the granting of permission by either the Superintendent or the Board. Dr. Sexton explained that this was similar to the previous issue where he felt the Superintendent could grant approval of tuition status. If there are circumstances where the Superintendent felt it should come before the Board, he would forward it to the Board.

Mr. Strouse reiterated his comment on the previous item that these matters should be brought before the Board. There was consensus of the Board on this item.

Mrs. Huf questioned the deletion of the second sentence under Section II. I. Dr. Sexton stated that it was virtually impossible to obtain such information.

Mrs. Jankowsky questioned Section II. G. she felt that grades ten and eleven were specified when Tennent was a three-year high school. She wondered if any thought had been given to adding ninth grade to this section. Mrs. Homel stated that ninth grade was never a part of the discussion. Mr. Faust felt that ninth grade should be added. There was consensus of the Board that this policy should go back to Administration so that they could review this issue.

NEW BUSINESS

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

Mrs. Jankowsky advised that there was a recommendation from Administration to have two children re-enroll at Davis as tuition students. Dr. Sexton confirmed that the class sizes will support this recommendation.

A motion was made by Mrs. Huf and seconded by Mr. Locke to resolve that the Centennial School Board approves an exception to Policy 7.18, Resident, Non-Resident and Tuition status to allow Students 2-13 and 10-13 to attend Davis Elementary School as tuition students for the school year 2003-04.

Dr. Sexton advised that transportation would be provided by the before- and after-school caregiver. Mrs. Jankowsky suggested that this be added to the motion.

Upon agreement of Mrs. Huf and Mr. Locke, as the mover and seconder of the motion, the following sentence was added to the motion: "Transportation will provided by the caregivers."

The motion passed 9-0.

2. Preliminary Approval for WTHS Wrestling Team Trip to Columbia, Maryland

A motion was made by Mrs. Baranski and seconded by Mr. Locke to resolve that the Centennial School Board grants preliminary approval for the William Tennent High School Wrestling Team trip to Columbia, Maryland, December 5-6, 2003. The cost to the District is \$300.00.

The motion passed 9-0.

3. Agreement with Vita

Dr. Sexton indicated that this had been approved by the solicitor. Mr. Faust stated that this agreement had been well reviewed in prior years.

A motion was made by Mr. Faust and seconded by Mr. Locke to resolve that the Centennial School Board approves the renewal of the Agreement between Centennial School District and Vita Education Services, Inc. for 2003-04 at no cost to the District.

The motion passed 9-0.

4. Agreement with Bethanna

Mr. Faust asked if the per diem rate was an increase from last year. Dr. Sexton stated that it was about \$6 more per child than last year. Most of this is recoverable, either from other school districts or the State. We would be responsible for any of our students at Bethanna.

A motion was made by Mr. Locke and seconded by Mr. Hertenberger to resolve that the Centennial School Board approves the renewal of the Special Education Services agreement between Centennial School District and Bethanna, Inc. for the 2003-04 school year at the per diem rate of \$124.75 per student.

The motion passed 9-0.

5. Memorandum of Understanding between Centennial School District and the Local Police

Dr. Sexton explained that several years ago we signed a Memorandum of Understanding with three local police departments, which we were required to do as part of the DARE Program. Since that time there have been a number of grants that require a Memorandum of Understanding. The districts across Bucks County got together the Memorandum distributed to the Board. He felt this would be used for whatever the state or federal agency might require and that it was very generic.

Mr. Faust questioned whether Section IV. C 3 c on page 9, stating the “*the school entity shall defer to the policies... of the investigating law enforcement authority*” would be in conflict with any of our policies. Dr. Sexton stated that he was not aware of any. Mr. Faust indicated that he would like to make sure what our policy is with regard to theirs since he would not like to see any conflicts.

Mr. Strouse asked if this had been checked against our policy to see if there are any broader conflicts. Dr. Sexton advised that Administration had reviewed this, as well as our solicitor, although they had not done a line-by-line comparison. Mr. Strouse felt that we should make sure there are no conflicts.

Mrs. Jankowsky indicated that this would be moved to the August meeting.

6. 2003-04 Cafeteria Budget

7. 2003-04 Cafeteria Pricing

Mr. Grossi explained that there was \$38,000 included in the cafeteria budget for capital expenditures. Of this, \$26,000 was to implement a new debit card system. Motion #7 was for a moderate cafeteria price increase to help cover the cost.

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

- (6) *Adopts the attached supplement in the amount of \$1,872,857 as the Centennial School District Cafeteria Fund Budget for Fiscal Year 2003-04 as presented, and hereby authorizes the expenditures as set forth therein during the Fiscal Year 2003-04.*
- (7) *Approves the cafeteria pricing for the 2003-04 school year as recommended by Administration per attached cafeteria pricing request report dated June 3, 2003.*

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

8. Long Term Disability Insurance – Support Staff

Mrs. Jankowsky indicated that this matter was discussed extensively at the Finance Committee Meeting.

A motion was made by Mr. Grossi and seconded by Mr. Avery to resolve that the Centennial School Board approves making available to the Support Staff the voluntary disability insurance plan prepared by Hillendale Associates, Inc., as described in the attached Plan document, with the understanding that there shall be no cost to the District for making available the Long Term Disability Insurance Plan, and the District assumes no responsibility for the Plan other than as set forth in the Plan document.

Mr. Faust questioned what responsibilities have been set forth for the District in the Plan. Mr. Vail stated that it was only for payroll deduction.

The motion passed 9-0.

9. Close 2002-03 Books/Authorize Audit

A motion was made by Mr. Grossi and seconded by Mr. Strouse to resolve that the Centennial School Board authorizes the Administration to close the 2002-03 Centennial School District books as of June 30, 2003, incorporating all accruals therein; that all bills that arrive and are due by June 30, 2003, are approved for payment provided the Administration reviews the bill 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 2003; and that the School District auditors be directed to proceed with conducting the necessary audit for the close of the Fiscal year 2002-03.

The motion passed 9-0.

10. Head Start Use of Facilities Lease 2003-04

Mr. Strouse explained that while the motion indicates a contribution by Head Start of \$18,475, the annual fee stated is \$15,000 per room for each of four rooms, for a total contribution of \$60,000. Head Start will be contributing \$18,475. The balance will be an in-kind contribution by the District to the Head Start program.

A motion was made by Mr. Hertenberger and seconded by Mr. Strouse to resolve that the Centennial School Board approves the attached agreement between Bucks County Head Start Agency for the 2003-04 school year for the rental of 4 classrooms in the Johnsville Building at a total annual cost of \$18,475.00. the Board recognizes the contribution the Head Start Program makes toward preparing students for entering the school system and, therefore, provides in-kind contributions in the form of reduced rates from the set fees of \$15,000 per classroom charges per the Use of Facility rate schedule.

Mrs. Jankowsky indicated that this was discussed at the Finance committee meeting.

The motion passed 9-0.

11. 2003-04 Discount Prepayment of Keystone Medical Premiums

Mrs. Jankowsky stated that this item was forwarded from the Finance Committee. It lists \$51,200 in savings by paying the premium up front and securing a discount. She asked if the dollar amount was a bigger savings by capitalizing on the discount. Mr. Vail responded that it was. That was the case without factoring in the investment income.

Mrs. Jankowsky stated that she would be opposing this since she felt it was too much to pay up front. She felt the Board needed to consider the difference between what we would get if we invested the money, particularly if the economy turns around.

Mr. Strouse stated that he would be supporting this because of where the current investment rates are and the indication that interest rates may be falling further. He felt this would be a good deal.

Mrs. Baranski indicated that she would be opposing this because of the same reasons given by Mrs. Jankowsky.

Mr. Faust voiced his support of this motion, indicating that Mr. Vail had stated at the Finance meeting that projections do not look good.

Mr. Grossi stated that he would be opposing this because we are talking about putting out roughly \$3 million. He felt this would put a strain on the cash flow and felt the more conservative approach was the way to go.

Mrs. Huf indicated that she would be opposing this because she did not want them to be getting our interest money up front.

A motion was made by Mr. Strouse and seconded by Mr. Faust to resolve that the Centennial School Board approves pre-payment of the District's estimated annual Keystone (Blue Cross) Medical premiums for the 2003-04 year by August 15, 2003, in return for a 1.75% credit discount on the total premiums due for the year per the terms and conditions of the attached supplement to this resolution. Estimated savings to the District in premiums is \$51,200.00.

The motion failed 2-7. (Mr. Strouse and Mr. Faust in favor; remainder opposed.)

12. 2003-04 Discount Insurance Renewal Premiums

A motion was made by Mr. Grossi and seconded by Mr. Avery to resolve that the Centennial School Board approves the 2003-04 District Insurance Premiums as per the attached supplement.

The motion passed 9-0.

13. 2003-04 Conference Requests

Mrs. Jankowsky advised that this matter was extensively discussed at the Finance Committee meeting.

A motion was made by Mr. Avery and seconded by Mr. Strouse to resolve that the Centennial School Board approves the allocation of \$12,500.00 as part of the 2003-04 District budget for overnight conferences to be approved by the Superintendent.

The motion passed 9-0.

- 14. Bread and Rolls Bid
- 15. Furniture Bid

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

- (14) *Approves the participation of the Centennial School District in the Suburban Schools Food Service Purchasing Co-Op Bread & Rolls Bid No. 2003-24 to be awarded as follows:*

Stroehmann Bakeries Inc.

- Group A All Items with commodities*
- Group B No Items*

Morabito Baking Company

- Group A No Items*
- Group B Items 1 thru 15 with commodities*
Item 16 without commodities

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

- (15) *Approves the Furniture Bid No. 2003-22 to be awarded to the following bidders:*

<i>Item No. 1</i>	<i>Chairs, Sled Based Stacking</i>	<i>Virco Manufacturing</i>	<i>\$ 551.10</i>
<i>Item No. 2</i>	<i>Chairs, 4-legged Stacking</i>	<i>Virco Manufacturing</i>	<i>7,700.90</i>
<i>Item No. 3</i>	<i>Student Stations, No Book Rack</i>	<i>Office Service Company</i>	<i>4,195.80</i>
<i>Item No. 4</i>	<i>Student Stations, w/Book Rack</i>	<i>Office Service Company</i>	<i>7,739.50</i>
<i>Item No. 5</i>	<i>Steel Folding Chairs</i>	<i>Virco Manufacturing</i>	<i>1,168.75</i>
<i>Item No. 6</i>	<i>Chair Caddy</i>	<i>Virco Manufacturing</i>	<i>215.00</i>
<i>Item No. 7</i>	<i>48" Computer Corner Station</i>	<i>Tanner School Furniture</i>	<i>895.28</i>
<i>Item No. 8</i>	<i>Cafeteria Tables – 36" x 142"</i>	<i>School Specialty</i>	<i>2,828.48</i>
<i>Item No. 9</i>	<i>Cafeteria Tables – 30" x 142"</i>	<i>School Specialty</i>	<i>3,338.86</i>
<i>Item No. 10</i>	<i>Cafeteria Tables – Round</i>	<i>Rejected</i>	<i>0</i>
			<u><i>\$28,633.67</i></u>

The motion passed 9-0.

- 16. Permission to Accept Funding for Competitive Grants
- 17. Permission to Apply for Competitive and Entitlement Grants

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

- (16) *Approves permission to accept funding for competitive grants as listed in the attached supplement.*
- (17) *Approves permission to apply for competitive and entitlement grants as listed in the attached supplement.*

Mr. Faust pointed out that one of the grants listed under #17 indicates 2003-2008. Dr. Sexton explained that this was a five-year grant.

The motion passed 9-0.

OLD BUSINESS

None

PERSONNEL

Mr. Faust questioned Item #6 under Resignations since this showed an effective date of June and he thought the person left earlier than that. Mrs. Rollo explained that the individual was on sick leave from the time she left.

Mr. Strouse stated that he was pleased to see co-curricular items coming forward on a timely basis. He congratulated those persons receiving awards of tenure.

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

The motion passed 9-0.

OTHER

Participation in Co-Curricular Activities

Mr. Strouse indicated that the Board had been requested to review participation by home schooled students in Centennial's co-curricular activities and that the Board had an opportunity to review the solicitor's opinion. Mr. Strouse recommended that the Board's current policy remain in place as it currently stands. The remainder of the Board agreed.

Participation in Meeting by Conference Call

Mr. Strouse informed the Board that he might not be able to attend the Special Meeting of June 30th in person and asked the Board's concurrence that he participate in the meeting by conference call so that he could vote on the budget. The Board agreed to allow him to do so.

Evaluation of Superintendent

Mrs. Jankowsky advised that the Board has the obligation, under Policy 1.4, to conduct an evaluation of the Superintendent. She will be getting together with Mr. Blatt to do the paperwork and will send this out in the next week or two. She indicated that she would target the August meeting for discussion of that evaluation.

ADJOURNMENT

A motion was made by Mr. Avery and seconded by Mrs. Huf to adjourn the meeting. The motion passed 8-1. (Mr. Grossi opposed.). The meeting was adjourned at 9:12 p.m.

Respectfully submitted,

Vickie A. Detwiler
Board Secretary