

**CENTENNIAL SCHOOL DISTRICT
Warminster, Pennsylvania**

**MINUTES OF WORK SESSION/REGULAR MEETING
HELD JANUARY 24, 2006**

CALL TO ORDER

A Work Session/Regular meeting of the Centennial School Board was held on January 24, 2006, in the Administration Building. The meeting was called to order by Mrs. Mueller at 7:40 p.m. The following people registered their attendance:

Board Members:

Marie Brzezinski
Joseph Faust
Betty Huf
Joan Jankowsky
Patricia Jones
Jane Schrader Lynch
Michael Monaghan
Cynthia Mueller
Harve Strouse

Administration:

David Blatt
Victor Lasher
Dr. Michael Masko
Dr. Thomas Sexton
Timothy Vail

CEA/Teachers:

Charlene Mertz
Tami Rubin
Deb Dougherty
Monica Fournier
Maria Inverso
Alicia Peters
Carol Monaghan
Joe O'Connor
Mary Purdy
Suzanne Brown

Public:

Lisa Forlini
Marc Tayness
Deborah Usrey
Denise Lapsley
Randi Doan
Paul Doan
Diane Lewicki
Jackie Cochran
Bill Cochran
Joyce Morley
Bruce Smith
Annemarie Glap
Lisa Wyeth
Tom Reilly
Merle Bibus
Joe Rossi
Colleen Rossi
Bernice Viola
Joe Viola
Betty Haupt
Ann Compton
Tom Compton
Sina Baranski
Dawn Stone
Angela Weiser
Brenda Wolins
Beth Anne Bangs
Jeffrey Bangs
Betsy Esposito
Ruth Kistner

Public (continued):

Diane Bogucki
Bill Bogucki
Tom Reinboth

Joan Werkheiser
Michael Hartline
Sharon Crimian

PLEDGE OF ALLEGIANCE

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

ANNOUNCEMENTS

None.

PRESENTATIONS

Davis Singers

Mr. Blatt stated that we had hoped to have this presentation in December but the weather was bad. Then they had hoped to have it earlier in January but that didn't work out. So he was happy to now have Miss Flack and the Davis Singers perform.

Dr. Sexton stated that it was fitting that the children perform in the month of January to recognize the Board for all they do for the children. He spoke about the music program and explained Miss Flack was the vocal music teacher at Davis. The Davis Singers were comprised of 4th and 5th grade students.

Miss Flack explained that the children must audition for this group and that there were currently 61 students in the group (although there were ten missing this evening.)

The students performed two selections, *Elijah & Joshua* and *I'll Be There*, which they dedicated to the Board for their hard work.

Mrs. Mueller thanked the singers and Miss Flack on behalf of the Board.

Mrs. Mueller called for a five-minute recess.

2004-2005 Annual Data Report

When the meeting resumed, Dr. Sexton presented highlights from the Annual Data Report. He gave an overview of the report, which included information about students, staff and the District, including financial aspects, colleges attended by graduates, student achievement, SAT scores and PSSA results.

GOOD NEWS

Dr. Masko presented the Good News Report (see attached.)

COMMUNITY COMMENTS

None.

REPORTS, as needed

Mrs. Jankowsky reported that earlier in the evening the Operations Committee had met to review the capital projects list as well as an exception to the transportation policy, which might be coming to the full Board in February.

Mrs. Jankowsky indicated that she was the Board liaison to the Cost Containment Committee, which met on January 18th. At that meeting the committee discussed the specialty drugs and specialty pharmacy program that will be initiated, as well as the Board action last fall to extend by 2½ months the time period in which staff members can submit claims under the flexible spending plan.

Mr. Monaghan reported that the Citizen's Policy Committee had met on January 17th and reviewed Policy 3.8 – Exclusions and Policy 3.24 – Family Trips Scheduled During the School Year. The Committee's next meeting would be held on March 21st. The policy on Family Trips would go on to the full Board, while the Committee would continue to discuss the policy on Exclusions.

Mr. Faust reported that the Finance Committee had met on January 17th and reviewed the audit, bus bids, capital projects recommendations and impact aid. They also dealt with a taxpayer request to waive the penalty and interest on a real estate issue.

Mrs. Lynch reported that the Education Committee had met the previous evening and discussed the six-period day. The next meeting would be held on February 6th.

Mrs. Brzezinski reported that the Education Committee had met the previous evening. After the meeting, she and Mrs. Huf spoke to Leigh Lieberman, who provided them with certain information that she would like to share with the Board. Mrs. Brzezinski indicated that she would pass the information along. Mrs. Brzezinski also requested Board members to review the PSBA book of January 13th because there was a lot of information about early childhood education proposals. Also, the January 6th edition contained the year 2005 in review, which she felt Board members should keep handy.

Mrs. Brzezinski indicated that she did not attend the I.U. meeting on January 17th but that she would obtain information about it.

COMMITTEE MINUTES

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

- *Education Committee – November 14, 2005*
- *Finance Committee – October 17, 2005*
- *Finance Committee – November 21, 2005*

The motion passed 9-0.

POLICIES

Discussion:

2.9 – Worker’s Compensation

Mrs. Jankowsky indicated that this policy had been reviewed by the solicitor.

Mrs. Lynch asked for the definition of “illness” which was used in Section II. A.

Mr. Vail explained that the basic rule of thumb was that it is a work-related injury or condition that resulted from the work environment.

Mrs. Lynch felt this should be broader in order to provide clarity.

Mrs. Mueller explained that the diagnosis usually comes from a workers’ compensation doctor, not a private doctor.

Mrs. Jankowsky felt that what Mrs. Lynch was asking for was more specificity, so this could be sent back to the solicitor. Mrs. Mueller agreed.

3.21 – Use of Behavioral Support Techniques

Mrs. Jankowsky pointed out that this policy had been reviewed by the solicitor. Regarding Paragraph I. G., Mrs. Jankowsky questioned whether the District had practices and procedures in place to make sure that employees who may come in contact with students who may need restraints know what they can and cannot do. She asked if we have contractors that come in.

Mr. Blatt stated that it was his understanding that everyone who comes in contact with our children has all the requisite clearances, training, protocols, etc.

Mr. Strouse felt that the last sentence of Section I. G. seemed redundant and should be removed.

On the policy statement page, Mr. Monaghan pointed out that the Board had been changing other policies to “The Superintendent *shall be* responsible ...” rather than “*is* responsible.” However, in this policy, it was being done the other way around. He questioned whether this should be done.

Mrs. Jankowsky felt that the Board had been trying to go to “is” rather than “shall be.”

Mrs. Mueller felt that in the majority of policies that had been reviewed, they had been going towards “is.”

Regarding Section I. G., Mr. Blatt stated that he would oversee this but he would not personally check that we have the necessary approvals, etc. It might be appropriate to leave in “his or her designee.”

3.3 – Clubs & Co-Curricular Activities

Mrs. Jankowsky pointed out that this policy had been reviewed by the solicitor and that most of the changes dealt with home school and charter school students.

Dr. Sexton indicated that Policy 7.12 contained the same language. The solicitor felt that this needed to be housed in both policies. Information would also be added to our cable network and website to advise students of this.

Mr. Faust stated that it was his understanding of the law that these students have to meet the same requirements as our students. Our students have their grades monitored and if they are not up to where they should be, they cannot participate in co-curricular activities. Mr. Faust asked how this worked with home schooled students.

Dr. Sexton responded that they would have to meet the same requirements as the students in our schools. They would provide the principal with the information.

Mr. Strouse asked how we monitored the attendance of a home schooled student, pointing out that if one of our students does not attend a morning of school, they cannot participate in an activity. Dr. Sexton responded that we rely on the parents to supply this information. He pointed out Section V. 7.

Mrs. Jankowsky pointed out that the policy page should be changed to reflect that “The Superintendent *is* responsible...” She also felt that Section V.7. could be stated more clearly. Dr. Sexton indicated that he would work on that.

Mrs. Jankowsky indicated that in Section V. C. 1., she would like to add “designee.” Also, in Section V. C. 4., she felt that clarification was needed regarding how students would get home. Mr. Blatt felt that was a good point.

Mrs. Mueller felt that distinction was needed between middle school and high school because there are different procedures for each.

Mr. Monaghan noted that there was nothing stating what time students were able to come to school to participate in the activity. He also questioned identification for them and where they would meet when they arrive at school.

Mr. Blatt replied that those matters would not normally be housed in the policy but they were operational issues that needed to be addressed.

6.3 – Home & School Associations and Other Advisory Councils

Mrs. Jankowsky noted that this policy had not been reviewed by the solicitor.

Mr. Strouse asked if it had gone through Citizens Policy. Dr. Sexton indicated that it had.

Mr. Strouse indicated that he found Section IV of this policy confusing and felt that it should be under Section II as item C. This change was agreed upon by the Board.

Mrs. Lynch asked who the “building administrator” was, as referred to in Section III. A. Dr. Sexton indicated that it could be the Principal or the Assistant Principal. Mr. Faust pointed out that we have been using “his or her designee” and questioned whether that phrase should be used in this section for consistency.

Mr. Monaghan asked why they would not be able to use the tax ID number, as referred to in Section IV. C. Mr. Vail explained that this was due to IRS regulations. If we purchase something for them and they reimburse us, we are the purchaser so we would use the ID number but they are not able to use it themselves. Mr. Monaghan asked if we could advise the HSA’s of this. Mrs. Mueller pointed out that each Board member could make sure that the HSA that they are liaison to was aware of this.

7.12 – Home Education

Mrs. Jankowsky stated that this policy had been reviewed by the solicitor. There was no additional discussion on this policy.

Permission to Develop a Policy on Employee Code of Conduct and Conflict of Interest

A motion was made by Mrs. Jankowsky and seconded by Mr. Faust to resolve that the Centennial School Board grants permission for Administration to develop a policy on Employee Code of Conduct and Conflict of Interest.

The motion passed 9-0.

OLD BUSINESS

A motion was made by Mr. Faust and seconded by Mrs. Jankowsky to resolve that the Centennial School Board approves removing from the table the motion to grant final approval of Policy 1.2,

Centennial School Board Meetings, which was tabled at the January 11, 2006 meeting of the Board. (Original motion made by Mrs. Jankowsky, seconded by Mr. Strouse)

The motion to remove from the table passed 9-0.

A motion was made by Mrs. Jankowsky and seconded by Mr. Strouse that the original motion be rescinded.

The motion passed 9-0.

Mrs. Jankowsky stated that the current draft reflected most of the changes discussed at the previous meeting. However, she recommended that on the cover page of the policy, the beginning of the first sentence be changed to read “The Board President ...”

Mrs. Jankowsky also recommended, in Section II. B. 2, the following language change at the beginning of the sentence: “Should a quorum be assembled at the hour appointed *and* the President be absent, ...” and the following language change at the end of the sentence: “...*or until the President appears.*” These changes were agreed to.

A motion was made by Mrs. Jankowsky and seconded by Mr. Strouse to resolve that the Centennial School Board approves the revisions to Policy 1.2, Centennial School Board Meetings.

The motion passed 9-0.

NEW BUSINESS

1. Approval of 2006-2007 District Calendar

Mrs. Brzezinski questioned why the children were off on November 6th and 7th. Dr. Sexton explained that the new agreement with the Teachers’ Association calls for back-to-back in-service days on Election Day and the day before, which would be November 6th and 7th.

Mrs. Mueller asked if it was possible to add an in-service day at the end of the school year in order to avoid having students come in on a Monday if a snow day must be made up. It was pointed out that having an in-service day at the end of the year was not worthwhile.

Mr. Blatt felt that the calendar reflected the needs of the community and met the contractual obligations.

A motion was made by Mrs. Jankowsky and seconded by Mrs. Jones to resolve that the Centennial School Board approves the 2006-2007 Centennial School District Calendar as listed on the attached supplement.

The motion passed 9-0.

2. Preliminary Approval of the WTHS Swim Team Trip to Florida

Mrs. Jankowsky felt that the motion should not state such a specific amount but should be an approximate number in order to allow for fluctuations in gas prices, etc. It was agreed that the motion should state \$550.00.

A motion was made by Mrs. Jankowsky and seconded by Mrs. Brzezinski to resolve that the Centennial School Board grants preliminary approval for the William Tennent High School Swim Team trip to Estero, Florida, December 25, 2006 – January 1, 2007. The cost to the District is not to exceed \$550.00 for the expense of transportation to and from the airport by a District school bus.

Mrs. Brzezinski felt that if they have the price, the motion should include the price as stated.

Mrs. Mueller indicated that they did it based on what the price is today but we should give them what it takes to cover the cost. The price of gas could change between now and then. She pointed out that this is preliminary approval.

The motion passed 8-1. (Mrs. Brzezinski opposed.)

3. Projects for PDE Approval

Mr. Faust explained that approval of this did not lock us into anything and that we could change the list.

A motion was made by Mr. Faust and seconded by Mr. Strouse to resolve that the Centennial School Board approves the application to the PDE (Pennsylvania Department of Education) for approval of the plans and specifications for the work described as follows:

<u>Project</u>	<u>Building(s)</u>
<i>Door Replacement</i>	<i>Administration Bldg., Davis, Longstreth, McDonald, Stackpole Elementary Schools, Klinger Middle School, Log College Middle School, William Tennent High School</i>
<i>Replace/Upgrade HVAC Control System</i>	<i>McDonald and Willow Dale Elementary Schools, Klinger Middle School, Log College Middle School, William Tennent High School</i>
<i>Install Driveway</i>	<i>William Tennent High School</i>
<i>Replace Carpeting</i>	<i>Administration Bldg., William Tennent High School</i>

Install Lighting McDonald Elementary School

Replace Lockers William Tennent High School

The Board hereby applies to the Department of Education for approval of the plans and specifications for the work described above. The Board certifies that, to the best of its knowledge and belief, construction bid documents comply, or will comply, with applicable laws, regulations and policies, and the project will not pose a hazard to the health and safety of users. Specifications include all applicable statements set forth in the current PDE document entitled “Required Clauses for Specifications.” Construction contracts will not be entered into prior to PDE approval. If the Board proceeds with this project, the lowest responsible bidder(s) will be selected. The Board also certifies that the above-described work will proceed whether or not additional on-site work that is subject to Act 34 of 1973 goes forward.

Mr. Monaghan pointed out that at the meeting prior to this they discussed Leary and carpeting. He asked if that was something different. Mr. Lasher stated that that was \$2,500. There is a certain amount that must be exceeded before it must be submitted to PDE.

The motion passed 9-0.

4. Accept 2004-2005 Audit Report

A motion was made by Mr. Faust and seconded by Mr. Strouse to resolve that the Centennial School Board accepts the 2004-2005 Financial Statements and Single Audit as submitted by Barbacane Thornton and Company for the year ended June 30, 2005.

Mr. Faust stated that this was a very good audit and that he would like to thank Mr. Vail, the Superintendent and Administration for this. It was a job well done. Mrs. Jankowsky concurred.

The motion passed 9-0.

5. Impact Aid Application Submission

A motion was made by Mr. Faust and seconded by Mrs. Jankowsky to resolve that the Centennial School Board directs Timothy E. Vail, Business Administrator, to prepare and submit the District’s Title VIII (Impact Aid) application for 2006-07.

The motion passed 9-0.

6. Appoint Impact Aid Representative

A motion was made by Mr. Strouse and seconded by Mrs. Jankowsky to resolve that the Centennial School Board appoints Joseph Faust, Jr., 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 2006. Said individual is authorized to sign the completed application as it is submitted to the US Department of Education.

The motion passed 9-0.

7. Award Vehicle Bids

A motion was made by Mr. Faust and seconded by Mr. Strouse to resolve that the Centennial School Board approves the 2006-2007 transportation vehicle bids to be awarded as follows:

<u>VENDOR</u>	<u>BID DESCRIPTION</u>	<u>BID NO.</u>	<u>QUANTITY</u>	<u>TOTAL BID AMOUNT</u>
Rohrer Bus Sales	19 Passenger Lift Van	2006-03	1	\$57,340.00
	24 Passenger Vans	2006-04	2	\$96,590.00*
	48 Passenger Bus	2006-05	1	\$66,060.00
	65 Passenger Bus	2006-06	4	\$271,596.00†
	TOTAL NET EXPENSE			\$491,586.00

Funds to be appropriated from the 2006-07 General Fund Budget

**Price includes trade in of two 24 passenger vehicles*

†Price includes trade in of one 65 passenger vehicle

Mr. Strouse stated that this would commit funds from next year’s budget, which was not yet approved.

Mrs. Jankowsky pointed out that this was extensively discussed at the Finance Committee meeting. Mr. Faust indicated that the recommendation from the Finance Committee was to approve this resolution.

Mrs. Jankowsky indicated that this would put us back on the cycle for bus replacement.

The motion passed 9-0.

8. Amend Support Staff Compensation Plan

Mrs. Mueller stated that this item had been pulled and remanded to the Labor Relations Committee.

PERSONNEL

Mr. Faust stated that the Change of Status items had been removed from the agenda and had been remanded to the Labor Relations Committee.

A motion was made by Mr. Faust and seconded by Mrs. Huf to resolve that the Centennial School Board Approves all personnel recommendations, as follows: Resignations, Retirements, Leaves of Absence; Authorization to Employ; Mentor; Per Diem Substitute Teachers; Support Staff Substitute; and Co-Curricular.

The motion passed 9-0.

COMMUNICATIONS

Mrs. Mueller stated that she had received an e-mail from Cindy Borden regarding an SAT preparation course. She will request Mr. Blatt to have this distributed to the Board.

OTHER DISCUSSION ITEMS

1. PSBA Code of Conduct and Standards for Effective School Governance

Mrs. Mueller indicated that Mr. Blatt had provided this information to the Board and that she would like to bring it forward for adoption by the Board.

Mrs. Jankowsky stated that she could support this being included on the agenda for discussion.

Mr. Strouse stated that this School Board and most of the School Boards in the state go by this. He didn't know why PSBA had put the time and trouble into this and why the Board was putting time into this.

Mrs. Jankowsky felt that if it was being done by all of the Boards, she doubted that PSBA would have invested the time to do this. She felt many Boards don't have this in policy manuals. She suggested bringing this up under policies for discussion with a recommendation by Administration. Mr. Strouse did not agree that Administration should waste their time on this. Mrs. Brzezinski agreed with Mr. Strouse. Mrs. Huf also agreed with Mr. Strouse; she felt it was just more paperwork. Mr. Faust agreed with Mr. Strouse.

Mrs. Lynch felt that this matter should be pursued. Mr. Monaghan agreed, as did Mrs. Jones. Mrs. Mueller stated that she would like to see this pursued.

2. Board Member Participation in Community Service Organizations

Mrs. Mueller stated that she could find no policy regarding Board member participation in community service organizations and membership. She asked if all nine Board members were aware that these were being paid by the District and if there was concurrence from all nine Board members that this was a practice that they wanted to continue. If so, she felt there should be a policy.

Mr. Strouse asked whether there was a budget item for Board expenditures. Mrs. Mueller felt that Board members should be aware.

Mrs. Lynch stated that if someone was going to a Chamber luncheon and we were spending thousands for things like this, then she felt it was warranted since the pay for a School Director was zero.

Mrs. Mueller stated that her primary purpose in bringing this up was to make sure all Board members were aware of this and to make sure there was something guiding this.

Mrs. Jankowsky stated that she did not have a problem with reimbursing the cost of a luncheon. She felt that what they were talking about was memberships in service organizations. If that was the intent of the Board, it should be out in the open.

Mrs. Mueller indicated that she was addressing more the membership fees than the luncheons.

Mr. Blatt stated that this Board had been frugal and conservative with regard to participation in any type of meeting, seminar, etc. When Mrs. Mueller spoke to him, it seemed that her overriding concern was that, especially since there were three new Board members, everyone be empowered with the same information, privileges and opportunities. Mr. Blatt had indicated to Mrs. Mueller that he could not say with any certainty that that was so. Therefore, she felt that the matter should be brought up. Mr. Blatt felt that the Board had been more than responsible as stewards of the community's money.

Mrs. Brzezinski stated that in the past she had never felt incapable of joining anywhere representing her District. She felt that she was welcome to do so. However, now that she has returned to the Board she has not felt that way and indicated that she will pay her own way in the future.

Mrs. Mueller stated that that was not the issue.

Mrs. Brzezinski left the room at 9:45 p.m.

Mrs. Jankowsky felt the issue was about memberships in service organizations and whether or not the Board would underwrite the cost of them. She did not feel it had been

the past practice of the Board but that if the Board wished to do so, there should be a policy. She did not think the issue was about underwriting luncheons if a Board member attends as a representative of the School District.

Mrs. Brzezinski returned to the room at 9:47 p.m.

Sina Baranski of Pelham Avenue, Warminster, stated that she was the Chairperson of the Chamber's Scholarship Committee. The District pays for it because it is a District thing. The only thing the District pays for is when it has something to do with the schools. She felt that we have to stay involved with our business community and that is what it is all about.

Mrs. Mueller asked it if was a District membership. Mrs. Baranski indicated that she believed so but she would have to check.

Mrs. Mueller asked for permission to establish some type of policy.

Thanksgiving Day Football Game with Archbishop Wood

Mrs. Huf stated that she had e-mailed Mrs. Mueller the previous evening regarding the fact that she was constantly being asked by members of the community, by students, parents, etc., about the Archbishop Wood football game. She felt it was time to move on. She had promised that she would address this with the Board in January and asked that a committee be set up to get this game back on.

Mrs. Jankowsky stated that it seemed to her that the issue of scheduling football games should not rest with the Board but should be an administrative matter. She felt that if Wood were interested in scheduling a game, they would have contacted Mr. Pacchioli or Mrs. Poroszok. Mrs. Jankowsky did not feel that the Board should get involved.

Mrs. Huf stated that all she was asking was that Administration get involved and see if there was any chance of the game being played again.

Mrs. Lynch felt that asking to have Administration meet on a level playing field with Wood to discuss this was a good idea. This was about young people and the community. She felt it should be looked at again.

Mr. Faust agreed with Mrs. Jankowsky that the Board should not micromanage anything but he did not have a problem with Mrs. Huf's request since this has been in the Board's purview the whole time.

Mr. Monaghan stated that he would also like to see this move forward to get discussion going.

Mrs. Brzezinski indicated that she would be happy if they would talk about this and get the game back.

Mrs. Mueller stated that her recollection was that this was in Wood's arena, not ours, but she would have no problem having Administration pursue this.

Mr. Blatt explained that he had sent a number of communications to Wood stating that all they need do is pick up the phone and call but they have not done so. Therefore, one would assume there is no interest.

Mrs. Huf requested Mr. Blatt to review this matter again. She would like Wood to be contacted to see if we can reinstate the game.

Mr. Blatt pointed out that there were thousands of people listening who knew how to contact him – he wanted to see if they did.

Mrs. Mueller stated that she had seen the many, many communications sent to Wood, with no response.

Mr. Faust pointed out that we have also demanded apologies and not gotten them. He felt that we must get past that and get on with it.

It was decided to make this matter an agenda item for the next meeting.

Special Experience Room

Mrs. Jankowsky reported that at the Operations meeting they discussed the video projector at the Special Experience Room and have requested brochures about this. If there was any interest in this, she felt they might want to schedule a trip to Chadds Ford since they will not come back here again.

Mr. Blatt explained that it is a very large, expensive piece of equipment and they have already brought it here twice. It is a matter of courtesy that we should go there. It would not be fair to say they wouldn't come back. It would be easier if we would go there.

ADJOURNMENT

A motion was made by Mrs. Lynch and seconded by Mrs. Huf to adjourn the meeting. The motion passed 9-0. The meeting was adjourned at 10:07 p.m.

Respectfully submitted,

Vickie A. Detwiler
Board Secretary