

**CENTENNIAL SCHOOL DISTRICT
Warminster, Pennsylvania**

**MINUTES OF WORK SESSION/REGULAR MEETING
HELD JANUARY 22, 2008**

CALL TO ORDER/ROLL CALL

A Work Session/Regular meeting of the Centennial School Board was held on January 22, 2008, in the Administration Building. The meeting was called to order by Mr. Monaghan at 7:36 p.m. The following people registered their attendance:

Board Members:

Thomas Hezel
Betty Huf
Jane Schrader Lynch
Mark Miller
Michael Monaghan
Cynthia Mueller
Dr. Andrew Pollock
Thomas Reinboth
Joseph Simpson

Administration:

Dr. Jennifer Foight-Cressman
Sandy Homel
Victor Lasher
Dr. Michael Masko
Jean Rollo
Timothy Vail

CEA/Teachers:

Al Catarro

Public:

Elizabeth Prause
Dorothy Gannon
McKenzie Cloak
Jim Rice
Barb Patrick
Grace Hartman
Nick Rosa

PLEDGE OF ALLEGIANCE

Mr. Monaghan led the gathering in the Pledge of Allegiance.

ANNOUNCEMENTS

Mrs. Mueller announced that Tennent had recognized Hall of Fame inductees the preceding Saturday evening. She thanked everyone who had anything to do with putting this together.

PRESENTATIONS

School Director Recognition

Dr. Masko spoke about School Board Director Recognition Month and the duties and responsibilities of the School Board members. He thanked the Board members for all they do and presented each of them with some small tokens of appreciation. He also presented a certificate from PSBA to each Board member. A web video was shown regarding School Board service.

GOOD NEWS

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

COMMUNITY COMMENTS

None.

COMMITTEE MINUTES

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

- *Education Committee – October 8, 2007, November 13, 2007, November 26, 2007, December 3, 2007, December 10, 2007*
- *Finance Committee – November 19, 2007, December 17, 2007*
- *Operations Committee – November 13, 2007*

The motion passed 9-0.

OLD BUSINESS

None.

NEW BUSINESS

1. **Preliminary Approval of the WTHS Key Club Trip to Hershey, PA**

A motion was made by Mrs. Mueller and seconded by Mrs. Huf to resolve that the Centennial School Board grants preliminary approval for a trip by students of the Key Club at William Tennent High School to the Pennsylvania Key Club State Convention at the Hershey Lodge and Convention Center in Hershey, PA, on February 29 – March 2, 2008. The cost to the District is not to exceed \$900.00.

Mrs. Gannon explained that this request was so late because they did not get information from the state organization until the middle of December. She sent this in as soon as she received it. She indicated that there was supposed to be one boy going on the trip but he changed his mind, so there are only girls going.

The motion passed 9-0.

2. Facility Use Waiver

A motion was made by Mrs. Mueller and seconded by Dr. Pollock to resolve that the Centennial School Board approves the Facility Use Waiver Application for the following group: Boy Scouts use of William Tennent High School pool on Monday, March 17, 2008 from 6:00 p.m. to 9:00 p.m. Requesting a 50% waiver of fees at a cost to District of \$38.55.

The motion passed 9-0.

3. Approval of 2008-2009 District Calendar

Mrs. Mueller stated that she had serious concerns with the calendar.

Dr. Pollock suggested that this go to the Education Committee, then come back to the Board. Mr. Monaghan indicated that we would have time to do this; then have it come back to the Board at the first meeting in February.

Mrs. Mueller felt that the calendar and the CEA contract were in conflict.

Mrs. Homel felt there was no conflict and explained that there is a difference in the way we count the days from the way PDE counts them.

Mrs. Mueller still felt that there was a conflict and indicated that she would like to have this reviewed before the Board approves it.

Mrs. Lynch felt that this was Administration's problem, not the Education Committee's problem. She suggested that Dr. Masko handle this initially; then put it to the Education Committee; then to the Board.

Dr. Pollock stated that he also had a problem with the handling of professional development days. He would like to see some of these in a block rather than so spread out. He would also like to see a plan for the professional days to make a difference in the classroom.

Mr. Miller agreed with Dr. Pollock that there should be a plan for these days; however, he felt that we may be tying Administration's hands by asking them to put the days into a block.

Dr. Masko explained that some of these are governed by the contract but alternatives could be explored.

Mrs. Huf asked about makeup days being during the year rather than adding five days at the end, which extends the school year so long. Dr. Masko indicated that we moved away from that last year.

Mr. Monaghan asked for a consensus of the Board to have questions answered by Dr. Masko; then have this taken to the Education Committee; then brought back to the Board at the next meeting. There was consensus of the Board to do so.

4. Accept 2006-2007 Audit Report

A motion was made by Mr. Reinboth and seconded by Dr. Pollock to resolve that the Centennial School Board accepts the 2006-2007 Financial Statements and Single Audit as submitted by Barbacane Thornton and Company for the year ended June 30, 2007.

The motion passed 9-0.

Mrs. Mueller commended Mr. Vail and the administrative staff for a completely clean audit.

5. Adopt 2008-2009 Proposed Preliminary Budget

A motion was made by Mr. Reinboth and seconded by Mrs. Mueller to resolve that the Centennial School Board adopts the preliminary General Fund Budget for Fiscal Year 2008-2009 in the amount of \$88,437,216 as presented and authorizes submission of said preliminary budget to the PA Department of Education by January 28, 2008 in compliance with Special Session Act 1 of 2006. Final adoption of the budget is tentatively scheduled for June 10, 2008.

Mrs. Lynch stated that she would oppose this motion because it is the state's fault that we are in this dilemma.

Mrs. Mueller agreed but indicated that she would move it forward because it is something that we have to do.

Mrs. Huf stated that she would oppose it also. She felt that it was being rushed into.

The motion passed 6-3. (Dr. Pollock, Mrs. Lynch and Mrs. Huf opposed.)

6. Resolution Regarding Act 1 of 2006

A motion was made by Mrs. Lynch and seconded by Mrs. Mueller to resolve that the Centennial School Board approves the following resolution regarding Act 1:

WHEREAS the Taxpayer Relief Act of 2006 known as Act 1 requires the Centennial Board of School Directors to adopt a preliminary budget proposal for the 2008-09 fiscal year no later than 90 days prior to the date of the election immediately preceding the fiscal year in which the preliminary budget will take effect;

WHEREAS Act 1 requires the Centennial Board of School Directors to adopt a preliminary budget proposal for the 2008-09 fiscal year by January 23, 2008;

WHEREAS the majority of members of the Centennial Board of School Directors will have served as school directors for only seven weeks prior to the required preliminary budget vote;

WHEREAS the members of the Finance Committee of the Centennial Board of School Directors have served on the Finance Committee for only four weeks since their first meeting on December 17, 2007;

WHEREAS the members of the Finance Committee have had only four weeks to review, understand, and analyze a budget in excess of \$88 million dollars;

WHEREAS the Centennial Board of School Directors is responsible for providing for the education of more than 6,300 students and for the lawful and judicious use of local taxes;

WHEREAS the Commonwealth has not yet unveiled its preliminary budget;

WHEREAS more than 25% of Centennial School District revenues are provided through the Commonwealth's budget;

WHEREAS the Commonwealth continues to pass unfunded mandates that increase the financial burden on local taxpayers;

BE IT RESOLVED that the Centennial Board of School Directors hereby officially protests the unrealistic and counterproductive legal requirements of Act 1, and urges the legislature of the Commonwealth of Pennsylvania to revoke Act 1 of 2006 immediately.

The motion passed 9-0.

Dr. Pollock asked if the Board could direct that this be sent to all 501 school districts as well as PSBA and the legislature. Mr. Monaghan asked Dr. Masko to do so.

7. Referendum Exception Application 2008-2009 Budget

A motion was made by Mr. Reinboth and seconded by Mrs. Mueller to resolve that the Centennial School Board authorizes Administration to prepare and submit all back-end referendum exception applications that the District may be eligible for in compliance with Special Session Act 1 of 2006. Said applications to be filed with the PA Department of Education by February 7, 2008. Administration is further authorized to advertise Intent to Submit said applications not later than Thursday, January 31, 2008. This action is taken in order to apply for the "grandfathered debt" exception needed to balance the 2008-2009 budget and/or to fund unanticipated costs in the event that expense or revenue changes, unforeseen when the Preliminary 2008-2009 Budget was adopted, should become necessary prior to adoption of the Final Budget in June, 2008.

The motion passed 6-3. (Mrs. Lynch, Dr. Pollock and Mrs. Huf opposed.)

8. Award Bus Bids

A motion was made by Mr. Reinboth and seconded by Mrs. Mueller to resolve that the Centennial School Board approves the 2008-2009 transportation vehicle bids to be awarded as follows:

<u>Vendor</u>	<u>Bid Description</u>	<u>Bid #</u>	<u>Total Bid Amount</u>
Rohrer Bus Sales	24-Passenger Buses (2)	2008-03	\$106,544.00
Rohrer Bus Sales	48-Passenger Bus (1)	2008-05	77,434.00
Rohrer Bus Sales	65-Passenger Buses (4)	2008-06	<u>318,396.00</u>
Total Award			\$502,374.00

All bids for Bid #2008-04 (42-Passenger Wheelchair accessible vehicle) are hereby rejected in order to stay within available funding levels for this purchase.

Be it further resolved that the Board, in conformance with published bid specifications, hereby authorizes advertising the 7 vehicles being replaced by these new vehicles for sale to the highest bidder on or before April 30, 2008. In the event the bid submissions do not exceed the trade-in offers (per attached supplement) provided by Rohrer Bus Sales in their bid submission, Administration is hereby authorized to offer these vehicles to local community groups for not less than the Rohrer trade-in bid amounts. In the event no local community groups are interested in purchasing the vehicles they can be turned over to Rohrer for the trade-in amounts offered in the bid.

Mr. Miller asked if these would be advertised as a block. Mr. Vail indicated that they would be advertised individually.

Mr. Miller indicated that he had concerns about turning the buses back in to Rohrer if we could not sell them. Dr. Pollock felt that this was a safeguard that we would have if we could not sell the buses by the other two methods.

Mr. Miller asked if the dates could be staggered so that we would not lose the opportunity to sell them at \$1,500 apiece on April 30th and complete the bidding by April 15th. It was decided that this would be done.

The motion passed 9-0.

9. Employee Time/Attendance System

A motion was made by Mrs. Mueller and seconded by Mrs. Huf to resolve that the Centennial School Board authorizes Administration to contract with ProSoft Technologies, Inc. to provide software interfacing to the District's administrative software system providing for daily automated attendance and time keeping for all District employees per the terms and conditions of the attached quote. System is to be installed and implemented no later than July 1, 2008. Cost of software purchase,

implementation and training not to exceed \$20,823 and \$2,340 for annual maintenance charges. Funds for the initial purchase to be appropriated from the Capital Reserve Fund.

Mrs. Mueller stated that she was extremely upset that this was back before the Board. This came before the prior Board and was supposed to have been done. She was extremely disappointed that it had not been taken care of.

Mr. Hezel stated that at the Finance meeting he did not understand what was being added to this. It seemed that it just hadn't been done. He indicated that he would be abstaining.

Dr. Pollock asked if Administration could prepare a report, maybe in November, to show how this is working.

Mrs. Huf asked what the difference was in the cost from when the Board approved this two years ago and now. Mr. Vail stated that the difference was about \$5,000.

Mr. Monaghan asked if we could get some kind of tickler system to assure that when items are passed, they are implemented.

The motion passed 8-0-1. (Mr. Hezel abstained.)

10. Register William Tennent Trademark

A motion was made by Mr. Reinboth and seconded by Dr. Pollock to resolve that the Centennial School Board hereby authorizes Administration to officially register the William Tennent High School Trademark via the U.S. Trademark Electronic Trademark Application System administered by the United States Patent and Trademark Office at a cost not to exceed \$650.

Mr. Miller stated that the fee of \$650 was intended to register the trademark in two different categories.

Mrs. Mueller thanked Mr. Miller for bringing his business knowledge to us.

The motion passed 9-0.

11. School Merchandise Agreement

A motion was made by Mr. Reinboth and seconded by Mrs. Mueller to resolve that the Centennial School Board approves entering into a one year agreement with Ohiopyle Prints, Inc. of Ohiopyle, Pennsylvania effective immediately to market William Tennent High School products in return for a 10% donation to the District of wholesale costs invoiced to each retailer selling the products per the terms and conditions of the attached supplement. Proceeds from these donations to be deposited into the Centennial School District Clearing Fund. Disposition of these funds to be determined at a later date.

The motion passed 9-0.

12. Permission to Accept 2007-2008 Entitlement Grants

A motion was made by Mr. Reinboth and seconded by Mrs. Huf to resolve that the Centennial School Board approves permission to accept the following 2007-2008 entitlement grants:

<i>Title I</i>	<i>\$1,021,730</i>
<i>Title II-A</i>	<i>\$ 265,660</i>
<i>Title III</i>	<i>\$ 46,587</i>
<i>Title V</i>	<i>\$ 5,957</i>

The motion passed 9-0.

13. Permission to Apply for a Private Competitive Grant

A motion was made by Mr. Reinboth and seconded by Mrs. Mueller to resolve that the Centennial School Board approves permission to apply for the following private competitive grant for the 2007-2008 school year in the amount indicated:

Lowe's Toolbox for Education Grant - \$2,500

The motion passed 9-0.

14. Impact Aid Application Submission

A motion was made by Mr. Reinboth and seconded by Mrs. Mueller 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 2008-2009 by the U.S. Department of Education deadline date of January 31, 2008.

The motion passed 9-0.

15. Impact Aid Representative

A motion was made by Mr. Simpson and seconded by Mrs. Huf to resolve that the Centennial School Board appoints Thomas Reinboth, 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. Said individual is authorized to sign the completed application as it is submitted to the US Department of Education.

The motion passed 9-0.

PERSONNEL

A motion was made by Mrs. Mueller and seconded by Mrs. Huf to resolve that the Centennial School Board approves all personnel recommendations, including: Resignations/Retirements/Leaves of Absence; Authorization to Employ; Per Diem Substitute Teachers; Support Staff Substitutes; and Co-Curricular.

The motion passed 9-0.

POLICIES

Initial Distribution

Mrs. Mueller noted the following policies for initial distribution:

- 6.2 – Facility Use
- 3.25 – Distribution of Written Materials from Outside Individuals or Groups, and From “Limited Open Forum Student Groups” to Students

Discussion:

7.4 – Induction and Orientation

Mrs. Homel stated that this was not reviewed by the solicitor because it is a reflection of our induction plan that was sent into the Department of Education and they have given us the green light. This is an update of that. This is more of a housekeeping item.

Dr. Masko indicated that the induction plan was previously reviewed by the Board.

Mrs. Huf stated that a lot seems to have been taken out.

Mrs. Homel explained that they found that the attachments were not working the way they were originally designed. This is operational as to how the process is being done.

Under Section I.A.1.g., Mrs. Lynch questioned whether this should be “shall be paid” rather than “may be paid.” She asked whether we have any mentors who are not paid. Dr. Masko indicated that we do not.

Dr. Pollock explained that the contract says “shall” but when we negotiate the contract, if we decide to keep it out of the contract, then this would have to read “may.” He felt this should be left as is.

Final Approval

2.8 – Employee Code of Ethics

Mr. Miller stated that he had previously requested that the words “recommend or” be deleted from Section VI. B.

Mrs. Homel indicated that it was her understanding that Mr. Miller was supposed to submit suggested language and then this would be sent to the solicitor. She did not receive suggested language.

Mr. Miller stated that he has been having a problem with undelivered e-mail.

A motion to table was made by Dr. Pollock and seconded by Mrs. Mueller.

The motion passed 9-0.

OTHER DISCUSSION ITEMS

Communication Issues

Mr. Miller reported that there is an agenda item for the Operations Committee meeting to be held on February 5th regarding a problem with technology issues by the School Board, particularly with e-mails not being received. His suggestion was that the scope of the discussion be expanded from the Board to the District in general.

Mrs. Mueller concurred, indicating that she was concerned that the staff received some type of e-mail indicating that the system would be down but the Board did not receive such e-mail.

Mr. Monaghan cautioned that he would like to have the Board discussion first; then expand it.

Mr. Miller felt that we should be able to consider the technology for the District as well as the Board.

REPORTS

I.U. – Mr. Monaghan stated that he had passed on to Dr. Masko the Programs & Services budget from the I.U. There is no increase in the contribution rate by the districts. He has requested Dr. Galasso to attend the next Finance Committee meeting on February 19th to present this budget; then we can move it to the full Board.

PSBA – Mr. Miller reported that: he had requested policies from school districts that broadcast their meetings; information came through on insurance provided by PSBA for sports; and there is a listserve for liaisons on PSBA.

Mr. Monaghan reported that he and Mrs. Homel had attended a PSBA meeting in Hershey on communications and that he would be discussing this further.

Mr. Monaghan also reported that he had attended an I.U. meeting and spoke about students in the WOW program (We're Outstanding Workers). He indicated that he would be distributing information to the Board members about this program. Mr. Monaghan also indicated that there was a film about this that was done by the children.

Mr. Monaghan reported that the previous Friday he went to the I.U. Board orientation and visited three schools.

Mr. Reinboth reported that Melanie Bush had broken a 30-year old swimming record, and she is only a freshman.

COMMUNICATIONS

Mrs. Mueller stated that she had received many e-mails thanking us for what we do as School Board members. She thanked everyone for these e-mails.

Dr. Pollock asked if there was a Hall of Fame for something other than athletics. He recommended that Administration look into this. He indicated that he could recommend some districts that do this and how they do it.

ADJOURNMENT

A motion was made by Mrs. Huf and seconded by Mrs. Lynch to adjourn the meeting. The motion passed 9-0. The meeting was adjourned at 9:37 p.m.

Respectfully submitted,

Vickie A. Detwiler
Board Secretary