

CENTENNIAL BOARD OF SCHOOL DIRECTORS  
Warminster, Pennsylvania

MINUTES of REGULAR/WORK SESSION MEETING  
HELD February 23, 2016

Mr. Kleinschmidt announced that the Board met on February 23 in Executive Session to discuss personnel matters.

**1. WELCOME**

**1.1 CALL TO ORDER (Mr. Kleinschmidt)**

A Regular/Work Session Meeting of the Centennial School Board was held February 23, 2016 in the Administration Building. The meeting was called to order by Mr. Kleinschmidt at 7:14 p.m.

**1.2 ROLL CALL (Mr. Kleinschmidt)**

The following Board members were present: Steven Adams, Michael Hartline, Charles Kleinschmidt, Jane Schrader Lynch, Mark B. Miller, Dana Morgan, Dr. Andrew Pollock, David Shafter.

Kati Driban was absent.

The following Administrative members were in attendance at the meeting: Dr. David Baugh, Chris Berdnik, Dr. Jennifer Polinchock, Raymond Kase, Cathy Perkins, Judith Hengst, Hannah Messner, Timothy Trzaska.

The list of members of the public who attended is attached.

**1.3 PLEDGE OF ALLEGIANCE (Mr. Kleinschmidt)**

Mr. Kleinschmidt led the group in the Pledge of Allegiance.

**1.4 ANNOUNCEMENTS (Mr. Kleinschmidt)**

Mrs. Lynch announced she attended the March Madness basketball competition at McDonald. She also said the Father Daughter dance at McDonald was wonderful and thank you to all who were involved in this.

Mr. Miller said he was in Harrisburg today and stopped at the Pennsylvania Educational Technology Expo. There were teams of students from across the state doing student presentations and he saw from the program that 18 out of 30 slots in the afternoon were Centennial students.

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### **1.5 PRESENTATION – Acknowledgement of Mr. Michael Lecker for his Time and Dedication to the Centennial School District (Dr. Baugh)**

Dr. Baugh presented Mr. Mike Lecker with an award of excellence in recognition of his service to the students and staff at Centennial School District.

### **1.6 PRESENTATION – McDonald Elementary Third Grade Students – “I Have a Dream” (Mr. VanBuren)**

Third grade students from McDonald Elementary School, under the direction of Mrs. Lenore O’Donnell and Mrs. Erin Landy, gave speeches they wrote in response to a story they read about Dr. Martin Luther King, Jr.

### **1.7 PRESENTATION – Business-Education Partnership Grant for Educator in the Workplace Program (Dr. Catarro)**

Dr. Albert Catarro provided an update on the business partnerships and grant programs in the District.

### **1.8 PRESENTATION – TruMark Kiss-A Pig Fundraiser (Dr. Catarro)**

TruMark Financial presented a check in the amount of \$5,900 to Dr. Catarro for William Tennent High School.

## **2. REPORTS**

### **2.1 SUPERINTENDENT’S REPORT (Dr. Baugh)**

Dr. Baugh reported that members of the Kindergarten Task Force had a series of meetings and presented their findings. He wanted to thank them for their work on this topic. The report has been posted on our website. Centennial began their Math Quality Review today. This is a three day in-depth analysis from experts across Bucks County. Thirty-one teachers from Centennial were nominated for Bucks County Teacher of the Year. Welcome back to Mr. Chris Berdnik as our Business Manager/Chief Financial Officer. The leadership team is now complete. The Council of Presidents met yesterday. This is a forum for home and school to meet with our District leaders. Black and White Night competitions are being held this week.

## **3. COMMUNITY COMMENTS**

### **3.1 COMMUNITY COMMENTS (Mr. Kleinschmidt)**

There were no community comments.

## **4. COMMITTEE MINUTES**

*Action: 4.1 Be it resolved that the Centennial School District Board of School Directors accepts the minutes of the Operations Committee meeting held January 13, 2016; the Education Committee meeting held January 22, 2016; and the Finance Committee meeting held January 22, 2016, as per the attached. (Mr. Shafter)*

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Motion by David Shafter, second by Dr. Andrew Pollock

**Final Resolution: Motion carries, 8-0-0.**

## 5. OLD BUSINESS

*5.1 Approves a motion to move the calendar for the 2016-17 school year from the table. This item was tabled at the February 9, 2016 Board meeting.*

Motion by Mr. Shafter, second by Dr. Andrew Pollock

**Final Resolution: Motion to move this item from the table carries, 8-0-0.**

## 6. NEW BUSINESS

Mr. Miller requested that items 6.16 and 6.16 be pulled from the consent agenda.

Mr. Shafter read the following:

Be it resolved that the Centennial School District Board of School Directors:

~~Action: 6.1 Approves the calendar for the 2016-2017 school year, as per the attached. (Mr. Shafter)~~

*Action: 6.2 Certifies to the following: 1. The Centennial School District Board of School Directors will not enter into construction contracts until it has received written approval for PlanCon Part F, Construction Documents, from the Department of Education; 2. The Centennial School District Board of School Directors has obtained, or will obtain, all necessary approvals from local, regional, and state agencies relating to health, safety, design, planning highway access, and freedom from flooding and subsidence, prior to entering into construction contracts and 3. The Centennial School District Board acknowledges that failure to obtain the requisite approvals prior to entering into construction contracts may be sufficient cause for the Department of Education to revoke its approval for this project. If approval is revoked, the project will not be reimbursed by the Commonwealth, as per the attached. (Mr. Shafter)*

*Action: 6.3 Approves the Centennial School District's participation in the It's On Us PA statewide campaign that invites everyone to play a role in ending sexual assault. We acknowledge that It's On Us to Recognize that non-consensual sex is sexual assault; Identify situations in which sexual assault may occur; Intervene in situations where consent has not or cannot be given and Create an environment in which sexual assault is unacceptable and survivors are supported, as per the attached. (Mr. Shafter).*

*Action: 6.4 Approves the Release and Settlement for student 20-13, as per the attached. (Mr. Shafter)*

*Action: 6.5 Approves the overnight conference request for the Superintendent to attend the PSBA - ESSA Study Group Conference in Harrisburg, PA from March 2 through March 3, 2016. There is no cost to the District, as per the attached. (Mr. Shafter)*

*Action: 6.6 Approves the overnight conference request for the Superintendent to attend the Studies Weekly Professional Development forum in Utah from March 9 - March 11, 2016. There is no cost to the District, as per the attached. (Mr. Shafter)*

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*Action: 6.7 Retroactively approves the waiver request for Sunday usage and fees, Facility Use Policy: 6.2, for the William Tennent High School Wrestling Boosters for the use of the gym and cafeteria on Sunday, February 21, 2016 for the Qualifying Wrestling Tournament for PA Youth Championships. The waiver of fees is approximately \$552.00, as per the attached. (Mr. Shafter)*

*Action: 6.8 Grants preliminary approval for a trip by two students at William Tennent High School to participate in the PMEA Region VI Band Festival in Aston, PA, March 10-12, 2016. The cost to the District is \$423.41, as per the attached. (Mr. Shafter)*

*Action: 6.9 Grants preliminary approval for a trip by two students at William Tennent High School to participate in the PMEA Region VI Chorus Festival at Upper Dublin High School, March 17-19, 2016. The cost to the District is \$423.41, as per the attached. (Mr. Shafter)*

*Action: 6.10 Grants preliminary approval for a trip by students at William Tennent High School to attend the PA Key Club State Leadership Convention in State College, PA, March 11-13, 2016. The cost to the District is \$246.82, as per the attached. (Mr. Shafter)*

*Action: 6.11 Grants final approval for a trip by the William Tennent High School chess team to compete in the 2016 PA State Scholastic Championships in Lancaster, PA, March 5-6, 2016. The cost to the District is \$309.00, as per the attached. (Mr. Shafter)*

*Action: 6.12 Approves the Bucks County Intermediate Unit #22 2016-2017 Programs & Services and Instructional Materials & Research Services Budget, as per the attached. (Mr. Shafter)*

*Action: 6.13 Approves the contract with Harris Cohen, MD as school physician at a rate of \$77.25 per physical examination for the 2016-17, 2017-18, and 2018-19 school years, as per the attached. (Mr. Shafter)*

Mr. Hartline had a question about the rate for the school physician. The contract reads “\$77.25 per hour”, not per physical examination.

Motion to amend item 6.13 to read \$77.25 per hour by Mr. Shafter, second by Mr. Adams.

**Final Resolution: Motion carries, 8-0-0.**

*Action: 6.14 Approves the contract with Howell Bichefsky, DMD as school dentist at a rate of \$4.00 per dental examination for the 2016-17, 2017-18, and 2018-19 school years, as per the attached. (Mr. Shafter)*

*Action: 6.15 Approves an exception to Policy 1.2 Centennial School Board Meetings, to allow administration to test pilot a new schedule of Board and Committee meetings for the remainder of the 2015-2016 school year, as per the attached. (Ms. Driban)*

Motion by David Shafter, second by Steven Adams.

**Final Resolution: Motion for items 6.2 – 6.15 carries, 8-0-0.**

~~*Action: 6.16 Approves an exception to Policy 000. Board Policy/Procedure/Administrative Regulations, to allow the Board of School Directors to approve policies in two readings instead of three readings for the remainder of the 2015-2016 school year, as per the attached. (Ms. Driban)*~~

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## 7. ITEMS REMOVED FROM NEW BUSINESS FOR SEPARATE APPROVAL

*Action: 7.1 Approves the calendar for the 2016-2017 school year, as per the attached. (Mr. Shafter)*

Motion by David Shafter, second by Michael Hartline to approve calendar A.

Roll call vote on the motion to approve the calendar:

Mr. Hartline, No; Mrs. Lynch, No; Mr. Miller, No; Ms. Morgan, No, Dr. Pollock, Yes; Mr. Shafter, No; Mr. Adams, Yes; Mr. Kleinschmidt, Yes.

**Final Resolution: Motion to approve calendar proposal A fails, 3-5**

Motion by David Shafter, second by Michael Hartline to approve calendar B. Following a short discussion, a motion was made by Mark Miller, second by Dr. Andrew Pollock, to table calendar proposal B:

Roll call vote: Mrs. Lynch, Yes; Mr. Miller, Yes; Ms. Morgan, Yes; Dr. Pollock, Yes; Mr. Shafter, Yes; Mr. Adams, Yes; Mr. Hartline, Yes; Mr. Kleinschmidt, Yes.

**Final Resolution: Motion to table calendar proposal B carries, 8-0-0.**

*Action: 6.16 Approves an exception to Policy 000. Board Policy/Procedure/Administrative Regulations, to allow the Board of School Directors to approve policies in two readings instead of three readings for the remainder of the 2015-2016 school year, as per the attached. (Ms. Driban)*

Motion by David Shafter, second by Dr. Andrew Pollock.

**Final resolution: Motion carries, 8-0-0.**

## 8. PERSONNEL

Mr. Shafter read:

*Action: 8.1 Be it resolved that the Centennial School District Board of School Directors approves all personnel recommendations: Resignations/Retirements/Terminations/Leaves of Absence; Authorization to Employ; Mentors 2015/2016, and Substitute Bus Drivers 2015-2016; as per the attached. (Mr. Shafter)*

Motion by David Shafter, second by Michael Hartline

**Final Resolution: Motion carries 8-0-0.**

## 9. POLICIES

**Information: 9.1 Policies presented for DISCUSSION: Policy 304. Employment of District Staff; Policy 331. Job Related Expenses; Policy 338. Sabbatical Leave and Policy 351. Drug/Alcohol Testing for Employees as per the attached (Ms. Driban)**

Mr. Shafter said with regard to Policy 331, on the bottom of page 2 of the Administrative Regulations, the GSA has a list of expense limits for every city in the United States and he suggested we refer employees to that for the amount of the meal allowance. He would prefer employees know their meal allowance before they travel. There was another question on page 4

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about credit cards. Dr. Polinchock responded that the changes can be incorporated in the Administrative Regulations.

Mr. Shafter commented on policy 304, Administrative Regulations, page 3, paragraph 4, needs editing with regard to the number of candidates. He also said all new staff should start on step 1, regardless of experience. Dr. Polinchock responded that yes, that is true unless it is a hard to fill position. Dr. Pollock asked for a change at the top of page 4 to read “the top candidate or candidates” in the event there is only one candidate recommended to the Board.

Mrs. Lynch said for policy 351, it seems to be limited only to bus drivers. Dr. Polinchock clarified the policy applies to all employees.

Motion by Dr. Andrew Pollock, second by Mark Miller to table these policies until the next Board meeting so that administration can make any changes the Board has recommended.

**Final Resolution: Motion to table carries, 8-0-0.**

9.2 Be it resolved that the Centennial School District Board of School Directors adopts Policy 117. Homebound Instruction, as attached (Ms. Driban).

Motion by David Shafter, second by Dr. Andrew Pollock

**Final Resolution: Motion carries, 8-0-0.**

## 10. FINANCIAL

*Action: 10.1 Be it resolved that the Centennial School District Board of School Directors accepts the Schedule of Bills, Investments, Cafeteria Fund Budget Report, General Fund Cash Receipt Summary – January 2016, and approves the Fund Profiles/Treasurer's Report – January 2016 and the Student Activity Clearing Quarterly Report, as per the attached. (Mr. Shafter)*

Motion by David Shafter, second by Michael Hartline

**Final Resolution: Motion carries 8-0-0.**

*Action 10.2 Approves the 2015-16 Budget Transfers for February, 2016, as per the attached.*

Motion by David Shafter, second by Michael Hartline

**Final Resolution: Motion carries 8-0-0.**

## 11. OTHER DISCUSSION ITEMS

Mr. Miller reported Pennsylvania is now 237 days with no budget.

Mrs. Lynch said there is a District employee who organized a clothing drive and she was impressed by how much other people care in our community.

Mr. Adams wanted to thank the parents for taking the time to help chaperone students during the practices for Black and White Night.

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Mr. Kleinschmidt said he attended the Centennial Education Foundation meeting this morning and CEF asked him to announce there is still time to purchase jackpot calendars.

**12. REPORTS**

None

**13. COMMUNICATIONS**

None

**14. ADDITIONAL COMMUNITY COMMENTS**

None

**15. ADJOURNMENT**

Motion by Dr. Andrew Pollock, second by Steven Adams

**Final Resolution: Motion carries 8-0-0**

The School Board Meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Mary Anne Robold

Board Secretary

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