MINUTES – Regular Monthly Board Meeting

President Susan C. Vicedomini convened the regular monthly board meeting of the Board of School Directors at 7:30 p.m. at the Northampton Township Administration Building, 55 Township Road, Richboro, PA. The meeting was broadcast “live” in all five municipalities. The following were in attendance:

Board Members

Ms. Susan C. Vicedomini, President
Richard Abramson, Esquire, Vice President
Mr. Christopher G. Ayoub
Mr. William Burke
Mr. James E. DiDio
Mr. Jerold S. Grupp (Absent)
Mr. Alan Harvison
Mrs. Bernadette Heenan
Mrs. Patricia Sexton

Dr. Timothy F. Kirby, Superintendent
Mrs. Charlotte I. Walter, CEOE, Board Secretary
Mr. Robert Riegel, Board Treasurer & Assistant Business Administrator
Derek Reid, Esquire

Staff

Dr. Denise Kerr, Assistant Superintendent
Mr. Robert McAuliffe, PE, Director of Business Administration
Mr. David M. Bollinger, Director of Administrative Services
Mr. Thomas Ames, Supervisor of Operations

Prior to the opening of the meeting, Mr. Ed McCall directed the Master Singers from CRHS-N with two beautiful songs. This was much appreciated by all.

Routine Actions

Call to Order/Roll Call – Following the Pledge of Allegiance to the flag, Secretary Walter read the roll call of board members and noted that Mr. Grupp was absent due to a business commitment.

Superintendent’s Report – Dr. Kirby thanked Mr. McCall and the Master Singers from CRHS-N for their beautiful contribution this evening.

Dr. Kirby announced that we have a vacancy on the board now from Upper Makefield Township. Mr. Burke resigned his position effective December 31, 2003. The district will be accepting candidates up until January 6, 2004. The individual must be at least 18 years of age, reside in the district for one year and be of good moral character. The board would like to fill this vacancy by January 22, 2004.

Dr. Kirby spoke of his frustration that the State budget is close but not finished yet. He reported that the following six districts across the Commonwealth have decided to close their doors:

- New Brighton School District (Beaver County) – effective 12/31/03
- Connelsville School District (Fayette County) – effective 1/16/04
- Moshannon Valley School District (Clearfield County) – effective 12/31/03
- Upper Dauphin School District (Dauphin County) – effective 2/1/04
He reported that PA School Employees Retirement System has decided to re-amortize over the next 10-30 years the employer cost for retirement contributions. This will be spread out which will soften the burden for school districts.

Dr. Kirby reported that one of our students, Adam Rubinson (8th grader) from Newtown Middle School will be playing the baritone saxophone at the Kimmel Center on December 19, 2003 at 6 p.m. for the Kimmel Center Youth Jazz Ensemble. He was selected from over 100 students that tried out. Congratulations Adam!

Public Comment

Emma Graham, a librarian at CRHS-N and a district resident addressed the board giving appreciation for the efforts that went forth to get the library open at CRHS-N.

Dr. Richard Coe, Executive Director of BCIU addressed the board to give appreciation for the services of Mr. Ayoub to the Intermediate Unit board. He presented Mr. Ayoub with a plaque.

Consent Agenda

Mr. Ayoub moved, seconded by Mrs. Heenan, passed unanimously with a roll call vote, for the approval of the following consent agenda items, subject to audit:

Minutes – Approval was granted for approval of the minutes for the meetings of November 6, 2003 and November 20, 2003.

Treasurer’s Report – Approval was granted for approval of the Treasurer’s report as of November 30, 2003 reflecting a balance of $1,480,482.74, subject to audit.

Approval was granted for the following:

- General Fund Bills .......................................................... $ 9,821,843.20
- General Fund Payroll ..................................................... $ 6,476,379.07
- Athletic Fund Bills ......................................................... $ 98,019.92
- Athletic Fund Payroll ..................................................... $ 21,022.98
- Bond Issue Capital Reserve ............................................... $ 165,774.65
- Technology Capital Reserve ............................................. $ 75,016.00
- Construction – CRHS-South ........................................... $ 4,498.80
- CRHS-North Renovations .................................................. $ 1,550,042.66
- Chancellor Center ......................................................... $ 20,473.63
- Student Activities ....................................................... $ 224,776.33

Student Expulsions (Attachment #3) Approval was granted for the list of student expulsions for the period from 11/21/03-12/18/03.

Tax Duplicates – Approval was granted for the following adjustments and refunds to various tax duplicates, subject to audit: Adjustments: Occupation Tax: $-9,550.00; Personal & Per Capita Tax: $-560.00; Refunds: Real Estate Tax: $19,262.92; Occupation Tax: $1,182.40.

Budgetary Transfers – Approval was granted to make budgetary transfers within the 2003-04 school budget in the amount of $48,398.23, subject to audit.
Amend Budget – Approval was granted to increase the 2003-04 fiscal budget in the amount of $88,034 due to the acceptance of IDEA funds, subject to audit.

Current Agenda

Board Presentation – Dave Bollinger introduced Lorraine Johnson, Dawn Trautwein, Tom Coates and Rita Koniz who have been involved in the Long Range Plan for the Theodore Sloan Alternative School.

The purpose of the long range planning is to develop a plan for alternative high school program placements which will serve a larger population of Council Rock student needs who tend to be placed in other outside placements at a far greater expense to the district. This program began in 1995-96 with one teacher, one aide and eighteen students. For two years the program was housed in CRHS-North. In 1997 the program changed sites to Chandler Hall property in Newtown. The program grew 1). Added a second teacher, 2) contracted the services of a therapist, and 3) Provided adventure-based counseling through Youth Services of Bucks County, Twenty-four students were educated at this facility. In 1999-2000 school year, the school changed addresses four times finishing the year at Maureen M. Welch Elementary School. In the 2000-01 school year the school moved to the Preston property on Frost Lane in Newtown. It currently has three teachers, a contracted therapist and an aide. The school is serving 21 students in a facility too small, thus this has caused us to reconfigure our room use to provide a much needed third teaching station.

Board Approvals

Personnel Actions – Following much discussion relative to the addendum to II.E.1, Mr. Ayoub moved, seconded by Mr. Burke, passed unanimously(*) with a roll call vote, for approval of the following personnel actions: (*) Note: Mrs. Sexton voted favorably for the personnel actions with the exception of II.E.1. Mrs. Heenan voted favorably for the personnel actions with the exception of II.E.1.

1. PROFESSIONAL STAFF

A) Resignations

1. Name: Kathryn Fonash  
   Position: Elementary Teacher, Newtown Elementary  
   Effective: December 5, 2003

B) Retirements

C) Sabbatical Leave of Absence

D) Unpaid Leave of Absence

1. Name: Teresa Androutsos  
   Position: Guidance Counselor, CRHS-North  
   Reason: Unpaid leave of absence due to family/medical reasons.  
   Effective: December 2, 2003 – undetermined

2. Name: Lisa Glavin  
   Position: .6 Literacy Specialist, Churchville Elementary School  
   Reason: Unpaid leave of absence due to family/medical reasons.  
   Effective: December 2, 2003 – June 30, 2004

3. Name: Kimberly Jurney  
   Position: Special Ed Teacher, Richboro Elementary School  
   Reason: Unpaid leave of absence due to family/medical reasons.  
   Effective: Upon the expiration of disability – June 30, 2004
4. Name: **Colleen Logan**  
   Position: Elementary Teacher, Richboro Elementary School  
   Reason: Extension of unpaid leave of absence due to family/medical reasons.  
   Effective: January 29, 2004 – June 30, 2004

5. Name: **Amy Malone**  
   Position: Special Ed Teacher; Holland Elementary School  
   Reason: Unpaid leave of absence due to family/medical reasons.  
   Effective: Upon the expiration of disability - June 30, 2004

6. Name: **Timothy J. Rothrock**  
   Position: Guidance Counselor – CRHS – North  
   Reason: Recindment of previously approved leave of absence from November 20, 2003 board action  
   Effective: Immediately

7. Name: **Sheryl Young**  
   Position: English Teacher; CRHS – South  
   Reason: Unpaid leave of absence due to family/medical reasons.  
   Effective: Upon the expiration of her disability – May 21, 2004

E) **Compensated Leave of Absence**

F) **Assignment/Classification Change**

1. Name: **Jonna Eiser**  
   From: Math Teacher, CRHS – South  
   To: Math Teacher, CRHS – South  
   Reason: Extension of current assignment due to staff member on Family/medical leave.  
   Effective: January 31, 2003 – undetermined

2. Name: **Nancy Long**  
   Position: Elementary Teacher, Rolling Hills Elementary School  
   Reason: Continuing her assignment for the second semester replacing a staff member on leave of absence (S. MacLeod)  
   Effective: January 29, 2004 – June 30, 2004

3. Name: **Joyce Fuller**  
   From: IST Teacher, Holland Elementary  
   To: Supervisor of Special Education, Administration  
   Reason: To replace a staff member that resigned (Y. Diamond-Dansky)  
   Compensation: $89,499 (same)  
   Effective: December 3, 2003

4. Name: **Jessica McQuillan**  
   Position: Elementary Teacher, Richboro Elementary School  
   Reason: Continuing her assignment for the second semester replacing a staff member on a leave of absence. (J. Smith)  
   Effective: January 29, 2004 – June 30, 2004

5. Name: **Jonathan Potts**  
   From: .2 Biology Teacher; CRHS – South  
   To: .4 Biology Teacher; CRHS – South  
   Reason: (.2) New position  
   Effective: August 27, 2003
6. Name: **Colleen Senf**  
   From: 1.0 Emotional Support Teacher, Newtown Elementary School  
   To: .5 Emotional Support Teacher, Maureen M. Welch Elementary School  
   Reason: Voluntary reduction in contract  
   Effective: December 8, 2003  

   **G) Assignment Ended**  
   No Actions Recommended  

   **H) Appointments**

1. Name: **Gabriel Blanco**  
   Education: LaSalle College, B.A. Spanish  
   Temple University, M.A. Spanish  
   Experience: La Salle University – 1982 - 2002  
   Chestnut Hill College – 2002 – present  
   Certification: Instructional II, Spanish  
   Position: .8 Spanish Teacher – CRHS – North  
   Compensation: Step 1; B+ 60/M+30 = $45,580.80 (pro-rated)  
   Status: Full-Time Substitute  
   Reason: To replace a staff member (A. Bickell) .6 and .2 new position  
   Effective: November 10, 2003 – June 30, 2004

2. Name: **Charlotte Harrington**  
   Education: Muhlenberg College, B.A., German  
   Emory University, M.L.S., Library Science  
   Certification: Instructional II, English and German  
   Position: .2 German Teacher  
   Compensation: Step 1; B+42/M+12 = $10,255.60 (pro-rated)  
   Status: Full-Time Substitute  
   Reason: Addition to staff  
   Effective: November 17, 2003 – June 30, 2004

3. Name: **Alexis Ann Schoen**  
   Education: La Salle University, B.A. Elementary Ed/Special Ed/Art History  
   Certification: Instructional I, Elementary and Special Ed  
   Position: .4 ESL Teacher, Rolling Hills Elementary School  
   Compensation: B+9; $14,813.60  
   Status: Full-Time Substitute  
   Reason: To replace a staff member on leave of absence (K. Bound)  
   Effective: November 20, 2003 - June 30, 2004

4. Name: **Mandy Sitko**  
   Education: Moravian College, B.A. Psychology  
   Lehight University, M.E., Special Education  
   Newtown Elementary – March 24, 2003-June 2003  
   Certification: Instructional I; Special Education
(Continued) Mandy Sitko
Position: Special Education Teacher, Newtown Elementary School
Compensation: B+39/M+9; $48,516 (pro-rated)
Status: Full-Time Substitute
Reason: To replace a staff member who was reassigned (C. Senf)
Effective: December 8, 2003- June 30, 2004

5. Name: **Kristen Wyshywaniuk**
Education: Towson University, B.S. Elementary Ed
Experience: Council Rock Substitute
Certification: Instructional I; Elementary Ed
Position: Elementary Teacher, Newtown Elementary School
Compensation: B+0; $37,034. (pro-rated)
Status: Full-Time Substitute
Reason: To replace a staff member who resigned (K. Fonash)
Effective: December 4, 2003 – June 30, 2004

I. Consultant Agreement

1. Name: **Christopher Cresswell**
Position: Applicant Screening Consultant
Compensation: Not to Exceed $10,000.00
Effective: July 1, 2003 – June 30, 2004

2. Name: **Pam Rook**
Position: AESOP Coordinator
Compensation: $18.91/hour
Effective: August 28, 2003 – June 20, 2004

II. ADMINISTRATIVE STAFF

A) Resignations

1. Name: **Yona Diamond-Dansky**
Position: Supervisor, Special Education, Administration
Effective: December 8, 2003

B) Retirements

C) Sabbatical Leave of Absence: No Actions Recommended
D) Unpaid Leave of Absence: “

E) Assignment/Classification Change

1. Amendment to Superintendent’s contract (Addendum) – That Dr. Timothy F. Kirby’s contract be amended to include a 3% salary increase for the 2003-04 school year. In addition, based upon composite school board evaluations, he would be eligible for a 0% to 6% salary increment. All monies would be payable at the end of his employment with Council Rock and based upon his actual earnings.

F) Appointments: No Actions Recommended

III. SUPPORT STAFF

A). Resignations: No Actions Recommended
B). Retirements

1. Name: Patricia McErlane
   Position: Clerk Typist; CRHS – South
   Effective: December 23, 2003

C). Unpaid Leave of Absence
   No Actions Recommended

D). Assignment Ended
   “

E). Assignment/Classification Change

1. Name: Anita Snyderman
   From: 2.5 hour Hall Monitor, CRHS – North
   To: 3.7 hour Hall Monitor, CRHS – North
   Compensation: $12.22 per hour
   Reason: Replacing a staff member who made an assignment transfer (D. Foley).
   Effective: November 17, 2003

2. Name: Susan Reuter
   From: 5.5 hour Clerk Typist, Goodnoe Elementary School
   To: 4.5 hour Clerk Typist, Goodnoe Elementary School
   Compensation: $14.80 per hour
   Reason: Voluntarily decreasing her hours by 1 hour
   Effective: December 1, 2003

3. Name: Darlene Mebs
   From: 1.5 hour Clerk Typist & 3.5 hour Recess Monitor; Goodnoe Elementary School
   To: 2.5 hour Clerk Typist & 3.5 hour Recess Monitor; Goodnoe Elementary School
   Compensation: $14.80 per hour/$12.70 per hour (remains the same)
   Reason: Voluntarily increasing her time by 1 hour
   Effective: December 1, 2003

F). Appointments

1. Name: Brenda Josephs
   Position: Cafeteria Aide
   Location: Newtown Elementary School
   Compensation: $12.22 per hour, 3 hours per day, 177 days per year
   Reason: Replacing a staff member who made an assignment transfer (P. Wardle)
   Effective: November 17, 2003

2. Name: Andrea Mangold
   Position: Hall Monitor
   Location: CRHS – North
   Compensation: $12.22 per hour, 3.1 hours per day, 182 days per year
   Reason: Replacing a staff member who resigned (E. Albert)
   Effective: November 17, 2003

3. Name: Alison Squillace
   Position: Teacher Assistant – Emotional Support
   Location: Maureen M. Welch Elementary School
   Compensation: $15.52 per hour, 3.5 hours per day, 182 days per year
(Continued Alison Squillace)
Reason: New position, special needs student
Effective: October 27, 2003

4. Name: **Elizabeth Strizak**
Position: Hall Monitor
Location: CRHS – North
Compensation: $12.22 per hour, 2.5 hours per day, 182 days per year
Reason: Replacing a staff member who made an assignment transfer (A. Snyderman).
Effective: November 17, 2003

**Bid Approval/Air Filter** - Following Mrs. Heenan motioning and Mr. Burke seconding the motion, it was agreed that this item be withdrawn at this time. The bid was withdrawn.

**Phone System Upgrade/Hillcrest Elementary School**— *(Attachment #6)* Mr. Ayoub moved, seconded by Mr. Burke, passed unanimously with a roll call vote, for approval of the following bid proposal, subject to audit: (summary attached) –

- It is recommended that the bid proposal for **Hillcrest Elementary School Phone System Upgrade** be awarded to **Total Cabling Specialist (TCS)** in an amount not to exceed **$9,995.00**.

**Presenter Contract (Philadelphia Chinese Opera Society)** - *(Attachment #7)* - Mr. Ayoub moved, seconded by Mr. Harvison, passed with Mrs. Heenan being the sole “nay” vote, for the approval of the Presenter Contract with noted changes per the solicitor.

**Change Orders – CRHS-North Renovations** - *(Attachment #8)* - Mr. Ayoub moved, seconded by Mrs. Heenan, passed unanimously with a roll call vote, for the approval of the following change orders, subject to audit:

<table>
<thead>
<tr>
<th>#</th>
<th>Company</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>3-1-39</td>
<td>E. R. Stuebner</td>
<td>Provide/Install Fire Rated Doors- 2nd floor</td>
<td>$8,984.00</td>
</tr>
<tr>
<td>3-1-40</td>
<td>E. R. Stuebner</td>
<td>Quarry tile repairs in kitchen</td>
<td>$2,595.00</td>
</tr>
<tr>
<td>3-1-41</td>
<td>E. R. Stuebner</td>
<td>Changes to locker rooms</td>
<td>$588.00</td>
</tr>
<tr>
<td>3-1-42</td>
<td>E. R. Stuebner</td>
<td>Miscellaneous floor and wall changes</td>
<td>$4,885.00</td>
</tr>
<tr>
<td>3-1-43</td>
<td>E. R. Stuebner</td>
<td>Provide new door (Door #216A)</td>
<td>$558.00</td>
</tr>
<tr>
<td>3-2-21</td>
<td>Apex (Plumbing Contractor)</td>
<td>Rock removal – sprinkler line</td>
<td>$8,300.00</td>
</tr>
<tr>
<td>3-3-10</td>
<td>Guy M. Cooper (HVAC)</td>
<td>Relocate kitchen duct</td>
<td>$2,236.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total:</td>
<td>$28,146.00</td>
</tr>
</tbody>
</table>

**Change Orders – Sol Feinstone Roof Project** - *(Attachment #9)* - Mr. Ayoub moved, seconded by Mr. Burke, passed unanimously with a roll call vote, for the approval of the following change order, subject to audit:

<table>
<thead>
<tr>
<th>#</th>
<th>Company</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Pro Com Roofing Corp.</td>
<td>Cost of roof repairs (labor)</td>
<td>$5,320.00</td>
</tr>
</tbody>
</table>

**Engineering Study/Sloan School** - Mrs. Heenan moved, seconded by Mr. Harvison, passed unanimously with a roll call vote, for the approval to engage in an engineering study (architectural assessment) of the Sloan School in order to analyze the capacity and the ability to expand the site at a cost not to exceed $2,950.00.
Solicitor’s Report. Mr. Reid shared his report with the board members and reported there was an executive session tonight for discussion of a personnel matter.

Public Comment – Beryl Katz was thanked for her many fine culinary contributions to the board and community.

Board Comments

Mr. Abramson reported that the Council Rock community benefited greatly by Mr. Burke’s knowledge while serving on the board. He had a calm professional demeanor and style in his leadership.

Mr. Abramson thanked the administration and all individuals who contributed in making the grand opening ceremony for the Chancellor Center such a beautiful event.

Dr. Kirby asked for a moment of silence in memory of one of our maintenance team who passed away suddenly on December 12, 2003. John Kokinda was an electrician for the district.

Having no further business, the meeting was adjourned at 10:03 p.m.

Respectfully submitted,

Charlotte I. Walter, CEOE
Secretary to the Board of School Directors