

NEW HOPE-SOLEBURY SCHOOL DISTRICT

***Engaging, Enriching, and Empowering All Students
through a World-Class Education***



Board of School Directors Meeting

January 25, 2018

Upper Elementary School LGI Room, 6:30 PM

New Hope-Solebury Board of School Directors		
Mr. John Capriotti <i>President</i>	Mrs. Deirdre Alderfer <i>Vice President</i>	Mr. Mark Cowell <i>Member</i>
Mr. Stanley Marcus <i>Member</i>	Mr. Douglas McDonough <i>Member</i>	Mr. Andrew Ordover <i>Member</i>
Mrs. Maria Povacz <i>Member</i>	Ms. Dana Schwartz <i>Member</i>	Mrs. Liz Sheehan <i>Member</i>
Non-Voting Members		
Dr. Steven Yanni <i>Superintendent</i>	Mr. Andrew Lechman <i>Board Secretary</i>	Mr. John Cook <i>Treasurer</i>

Our Mission

The New Hope-Solebury School District takes pride in our commitment to excellence. We strive to inspire and empower our students to become passionate, confident, life-long learners, with the strength of character to contribute to a diverse and ever-changing world.

Executive Session

Time: 6:00 PM

Purpose: Legal Matters
NEW HOPE-SOLEBURY SCHOOL DISTRICT
***Engaging, Enriching, and Empowering All Students
through a World-Class Education***

Board of School Directors Meeting Agenda

January 25, 2018

Per Board Operating Guidelines 006.2, all Board of School Directors meetings are audio recorded.

I. CALL TO ORDER

A meeting of the New Hope-Solebury School District Board of Directors was held in the Upper Elementary School LGI on Thursday January 25, 2018. Mr. Capriotti, Board President, called the meeting to order at 6:45 p.m.

II. ANNOUNCEMENT OF EXECUTIVE SESSION

An Executive Session was held prior to the Board meeting to discuss threatened litigation and negotiations matters.

III. PLEDGE OF ALLEGIANCE

Mr. Capriotti to lead members and guests in the Pledge of Allegiance.

IV. ROLL CALL

The Secretary called roll:

Members present: Mrs. Alderfer, Mr. Capriotti, Mr. Cowell, Mr. Marcus, Mr. McDonough, Mr. Ordover, Ms. Schwartz, Mrs. Sheehan. Mr. McDonough attended the meeting via phone.

Members absent: Mrs. Povacz

Administrators present: Dr. Yanni, Mrs. Candido, Dr. Cortellessa, Mrs. Frantz, Mr. Lechman, Mrs. Marton, Dr. McKenna, Mr. Pederson, Mr. Seier, Mr. Teasdale

V. ADDITIONS, DELETIONS, AND/OR MODIFICATIONS TO THE AGENDA

Upon a motion made by Mr. Cowell, seconded by Mr. Capriotti, the Board voted to add the the following items to the agenda as follows:

Mrs. Alderfer	Yes
Mr. Cowell	Yes
Mr. Marcus	Yes
Mr. McDonough	Yes
Mr. Ordover	Yes
Mrs. Povacz	Absent

Ms. Schwartz	Yes
Mrs. Sheehan	Yes
Mr. Capriotti	Yes

Motion passed 8 – 0 with 1 absent and 0 abstentions

Action Item

- Finance –(g): Upon final approval by the District’s Solicitor, approve the agreement with CBIZ Valuation Group for professional capital asset inventory and reporting, data collection and valuation and appraisal services at the one-time cost of \$7,500 as presented in **Attachment H.*** This will assure that we remain in compliance with GASB financial reporting requirements.
- Facilities- (c): It is recommended that the Board of School Directors approve the change orders in the amount of \$16,704.70, as presented in Attachment O.*
- Facilities –(d): It is recommended that the Board of School Directors approve the change order not to exceed \$5,000.00 for closure of fire-rated walls, as presented in Attachment P.*
- Mr. Capriotti requested to add Presentation item for Wawa.

VI. ACCEPTANCE OF MINUTES

Upon a motion made by Mr. Cowell, seconded by Mrs. Sheehan, the Board voted to accept the minutes from the December 21, 2017 regular meeting of the New Hope-Solebury Board of Directors as follows:

Mrs. Alderfer	Yes
Mr. Cowell	Yes
Mr. Marcus	Yes
Mr. McDonough	Yes
Mr. Ordover	Yes
Mrs. Povacz	Absent
Ms. Schwartz	Yes
Mrs. Sheehan	Yes
Mr. Capriotti	Yes

Motion passed 8 – 0 with 1 absent and 0 abstentions

VII. REPORTS TO THE BOARD OF DIRECTORS

A. Student Reports

1. High School—Kaylee Tao & Blake Doherty
2. Middle School – Deepesh Mukherjee & Preston Richlin
3. Upper Elementary School – Ava Cozza & Naava Richlin

B. Superintendent’s Report—Dr. Gianni

Dr. Yanni Reported on the following items

1. PSBA – January – School Board Director recognition month. All School Board members received a certificate honoring them for their service.

C. Committee Reports

Committee chairs reported on meetings; minutes are posted to the district website.

1. Curriculum Advisory—Mr. Ordovery
2. Facilities Committee—Mrs. Alderfer and Mr. Capriotti
3. Finance Committee—Mr. Cowell
4. Policy and Human Resources Committee—Mr. McDonough
5. Special Education Committee—Ms. Schwartz

D. Liaison Reports

1. Bucks County Intermediate Unit—Mrs. Sheehan
 - a. January 16th meeting was held by phone
 - b. Three new board members were approved
 - c. Senate Bill 2 – Education Savings Accounts (ESAs). BCIU has drafted a resolution in opposition to this Bill and asked that Bucks County school boards approve.
2. Middle Bucks Institute of Technology—Mr. Marcus
 - a. Meeting was cancelled due to weather and will be rescheduled
 - b. Every two years MBIT students build a house. Current house will be put up for auction at the end of February. Starting bid is \$106,000.
 - c. Skills USA District 2 Competition to be held January 30-31 which will cover a number of programs that MBIT students can take.
3. Pennsylvania School Boards Association—Mrs. Alderfer
 - a. Nothing to report.

VIII. OLD BUSINESS—None

IX. NEW BUSINESS

A. Presentation Item

1. Proposed SY 2018-2019 School Calendar – Dr. Yanni
 - a. Dr. Yanni introduced the calendar and identified a change for a professional development day that is typically in October into September. Calendar is done in conjunction with Central Bucks, Council Rock, Centennial and MBIT.
2. Presentation by Wawa – Bill Dion, Mike Fitzpatrick
 - a. Goal of this presentation is to take this project on the road to all stakeholders. Have met with a number of stakeholders throughout New Hope and Solebury. Wawa and school district have had a relationship with students and programs and have been in the community for 30 years. Mr. Dion covered the basics of the location of the current Wawa and the proposal for the location for the new Wawa.

B. Comments/Discussion (Agenda Items Only)

1. Board Discussion
Board discussion occurred around the following agenda item topics:
 - a. Mr. Capriotti – Asked the solicitor if questions can be asked throughout the meeting or should they be held until this point on the agenda.
 - b. The ability of board members to ask questions throughout the meeting is up to the Board President.
2. Public Comment
Public comment occurred around the following agenda item topics:
 - a. Mr. Band commented on Agenda Item 4, Policy, (g)
 - a. Mr. Capriotti responded that the Board President has the authority to set the Committee structure.
 - b. Mrs. Campell commented on Agenda Item 4, Policy, (g).
3. Board Comment – None
4. Superintendent’s Comments –None

C. Action Items (Consent Agenda)

1. Facilities
Upon a motion made by Mr. Cowell, seconded by Mrs. Alderfer, the Board voted as follows on Facilities Items a-d:

Mrs. Alderfer	Yes
Mr. Cowell	Yes
Mr. Marcus	Yes
Mr. McDonough	Yes
Mr. Ordover	Yes
Mrs. Povacz	Absent
Ms. Schwartz	Yes
Mrs. Sheehan	Yes
Mr. Capriotti	Yes

Motion passed 8 – 0 with 1 absent and 0 abstentions

- a. Approve a no-cost change order for artificial ground covering to be sued in the HS Library Courtyard.
 - b. Approve a change order in the amount of \$8921.70 for ceiling removal and patchwork in two classrooms on the first floor of the High School. **Attachment B.***
 - c. Approve the change orders in the amount of \$16,704.70, as presented. **Attachment O.***
 - d. Approve the change order not to exceed \$5,000.00 for closure of fire-rated walls, as presented. **Attachment P.***
2. Finance

Upon a motion made by Mr. Cowell, seconded by Mrs Sheehan, the Board voted as follows on Finance Items a-h:

Mrs. Alderfer	Yes
Mr. Cowell	Yes
Mr. Marcus	Yes
Mr. McDonough	Yes
Mr. Ordover	Yes
Mrs. Povacz	Absent
Ms. Schwartz	Yes
Mrs. Sheehan	Yes
Mr. Capriotti	Yes

Motion passed 8 – 0 with 1 absent and 0 abstentions

- a. Approve the Treasurer’s Report for December 2017 as presented in **Attachment C.***
- b. Approve and ratify the list of bills totaling \$4,263,737.57 as presented in **Attachment D.***
- c. Approve the attached Resolution Adopting the 2018-2019 Preliminary Budget and Authorizing the Filing of Referendum Exceptions as presented in **Attachment E.***
- d. Approve the Addendum to the Agreement with S4Teachers LLC, d/b/a to add the position of Building Based Instructional Assistant (hourly). The current Agreement includes the position Instructional Assistant (hourly) and the new position is the same rate as the already approved Instructional Assistant position as presented in **Attachment F*.**
- e. Approve the agreement with TriBen Insurance Solutions, Inc. to operate as the District’s consultant for Short Term and Long Term Disability and Group Life/AD&D for the term of 41 months starting March 1, 2018 and ending July 1, 2021 as presented in **Attachment G.***
- f. Approve Cigna as the provider of Short Term Disability, Long Term Disability and Group Life/AD&D at a fixed rate for a term of 41 months. The fixed rates are:
 - a. Short Term Disability: .286 per \$10 of weekly gross benefits (Prior rate was .62 per \$10 of weekly gross benefits)
 - b. Long Term Disability: .22 per \$100 of monthly covered payroll (Prior rate was .22 per \$100 of monthly covered payroll)
 - c. Group Term Life/AD&D: .15 per \$1,000 of insurance coverage (Prior rate was .18 of insurance coverage)
- g. Upon final approval by the District’s Solicitor, approve the agreement with CBIZ Valuation Group for professional capital asset inventory and reporting, data collection and valuation and appraisal services at the one-time cost of \$7,500 as presented in **Attachment H.*** This will assure that we remain in compliance with GASB financial reporting requirements.

- h. Approve the following budgetary transfers for the 2017-2018 school year as presented in **Attachment I*** and summarized as follows:

Transfer From	Transfer To	Amount	Reason
HS Books and Periodicals	HS Capital Equipment	\$2500	Need to replace chemical storage unit in chemistry lab as a safety precaution
HS Books and Periodicals	HS General Supplies	\$1000	Cover costs of items needed in classrooms after renovations
MS Gifted Contracted Service	MS Gifted General Supplies	\$271	No longer using NY Times Subscription
Vehicles – Fuel Oil	Vehicles— Gasoline	\$7,000	Operations Dept. budgeted on wrong line item (same function/main object)
School Board— Bonding Insurance	Operations—Auto Insurance	\$3,325	Insurance budget provided by broker is an estimate. Actuals were lower than budget and require minor reclasses.
School Board— Bonding Insurance	Operations— General Property & Liability Insurance	\$5,732	Insurance budget provided by broker is an estimate. Actuals were lower than budget and require minor reclasses.

3. Personnel

Upon a motion made by Mr. Cowell, seconded by Ms. Schwartz, the Board voted as follows on Personnel Items a-e:

Mrs. Alderfer	Yes
Mr. Cowell	Yes
Mr. Marcus	Yes
Mr. McDonough	Yes
Mr. Ordovery	Yes
Mrs. Povacz	Absent
Ms. Schwartz	Yes
Mrs. Sheehan	Yes
Mr. Capriotti	Yes

Motion passed 8 – 0 with 1 absent and 0 abstentions

- a. Approve the following retirements/resignations:

Resignations/Retirements	Position	Effective
Miles, Charles	Director of Operations	Revised Date 1/15/2018 12/22/2017
Behlert, Victoria <i>Retirement with Super Maximum</i>	Administrative Assistant (HS)	4/2/2018

- b. Approve the following leaves:

Leaves	Position	Effective
Employee 6130	Teacher	Extended End Date 8/29/2017 – 1/26/2018 6/18/2018

c. Approve the following transfers:

Transfers	From/To	Effective	Salary	Benefits
Tzemintimpi, Maria	ESL Teacher HS/MS; Spanish Teacher HS (Leave - Employee 6130)	Extended End Date 10/11/2017 - 1/26/2018 6/18/2018	(no change)	(no change)
Cajeira, Marcia	Part-Time Administrative Assistant for Payroll and Record-Keeping 25 hours/week and LTS Part-Time Administrative Assistant for Accounts Payable and Taxes 15 hours/week (Leave of Absence, Employee 8708); Part-Time Administrative Assistant for Payroll and Record-Keeping 25 hours/week and Part-Time Business Office Administrative Assistant 15 hours/week (Additional Help)	1/17/2018 - 2/28/2018	(no change to hourly rate)	(no change)

d. Approve the following appointments, contingent upon satisfying all requirements of law and district policy:

Appointments/ Position	Reason	Effective	Salary	Benefits
McGettigan, Carolyn LTS Teacher ESL HS	Transfer, Tzemintimpi	Extended End Date 10/25/2017 - 1/26/2018 6/18/2018	\$48,455 (prorated) B, Step 01	No Yes <i>Effective 1/1/2018</i>

e. Approve the following Extra Duty Responsibility (EDR) contracts for the 2017 2018 school year in the amount of \$ 5,246.50 (Annual Total to Date - \$ 234,172.54).

Name	Extra Duty Responsibility (EDR)	Stipend
ATHLETICS		
Greenfield, Marc	7th Grade Boys Basketball	\$1,654
Jones, Michael	8th Grade Boys Basketball	\$1,801

HIGH SCHOOL		
Lever, Carey	Environmental Club	\$805.50 ~
Nord, Kevin	Model United Nations	\$986.00

~ = split contract

4. Policy

A Motion was made to approve Policy items a – h. The motion was made by Ms. Schwartz and seconded by Mr. Cowell. At that point a comment was made that first reading of Policy items did not need to be approved. Ms. Schwartz withdrew her motion.

A Motion was made to approve Policy items a, b, e, f, g and h and to remove Mr. Capriotti from Item f. The motion was made by Ms. Schwartz and seconded by Mr. Cowell. As this motion amended the agenda it was necessary to open the floor to public comment. Mr. Duffy commented on this agenda item change. The recommendation was made to call item f as its own item to vote on. Ms. Schwartz withdrew her motion.

Upon a motion made by Mr. Cowell, seconded by Mr. Marcus, the Board voted as follows on Policy Items a,b,e,g and h.

Mrs. Alderfer	Yes
Mr. Cowell	Yes
Mr. Marcus	Yes
Mr. McDonough	Yes
Mr. Ordover	Yes
Mrs. Povacz	Absent
Ms. Schwartz	Yes
Mrs. Sheehan	Yes
Mr. Capriotti	Yes

Motion passed 8 – 0 with 1 absent and 0 abstentions

Upon a motion made by Mr. Cowell, seconded by Ms. Schwartz, the Board voted as follows on Policy Item f:

Mrs. Alderfer	Yes
Mr. Cowell	Yes
Mr. Marcus	Yes
Mr. McDonough	Yes
Mr. Ordover	Yes
Mrs. Povacz	Absent
Ms. Schwartz	Yes
Mrs. Sheehan	Yes
Mr. Capriotti	Yes

Motion passed 8 – 0 with 1 absent and 0 abstentions

- a. Approve the Proposed School Calendar for SY 2018-2019 as presented in **Attachment J**.*
- b. Approve the following policies upon a second reading as presented in **Attachment K***:
 - a. 803 – School Calendar
 - b. 804 – School Day
 - c. 805 – Emergency Preparedness
 - d. 919 – District/School Report Card
- c. Affirm the first reading of the following Board Operating Guideline:
 - a. 004 – Membership

- d. Affirm the first reading of the following policies:
 - a. 117 – Homebound Instruction
 - b. 200 – Enrollment in District
 - c. 204 – Attendance
- e. Approve the alternate placement of Student A at Bucks Learning Academy for the remainder of the 2017-2018 School Year.
- f. Approve the following Board Directors to serve as chairs of standing committees:
 - a. Curriculum Advisory—Mr. Ordovery
 - b. Facilities – Mrs. Alderfer
 - c. Finance – Mr. Cowell
 - d. Policy/HR – Mr. McDonough
 - e. Special Education – Ms. Schwartz
- g. Reconfigure the Athletics/Student Activities Committee from a standing committee to an ad hoc committee of Facilities.
- h. Approve the nomination of Liz Sheehan as the new Bucks County Intermediate Unit’s Board Representative as presented in **Attachment L.***

X. COMMENTS/DISCUSSION (NON-AGENDA ITEMS ONLY)

A. Public Comment

- 1. Mrs. Kingsley -representing New Hope Borough Council, commented on the Jr. Council Program.
- 2. Mr. Band- commented about public comment at board meetings and and about teachers and the number of preps they have per day.
- 3. Mrs. Anderson - Talked about her role as a New Hope-Solebury teacher and NHSEA contract negotiations.
- 4. Mrs. Reeder - Talked about her role as a New Hope-Solebury teacher and NHSEA contract negotiations.
- 5. Mrs. Hamill - Talked about her role as a New Hope-Solebury teacher and NHSEA contract negotiations.
- 6. Mr. Nelson - Talked about his role as a New Hope-Solebury teacher and NHSEA contract negotiations.
- 7. Mrs. Hess - Talked about her role as a New Hope-Solebury teacher and NHSEA contract negotiations.
- 8. Mrs. Nichols - Talked about her role as a New Hope-Solebury teacher and NHSEA contract negotiations.
- 9. Mr. Rose - Talked about her role as a New Hope-Solebury teacher and NHSEA contract negotiations.

B. Board Discussion

- 1. Mr. Capriotti – Thanked the teachers for their comments.

C. Superintendent’s Comments

- 1. Dr. Yanni noted tomorrow is the end of the 2nd marking period.

XI. ADJOURNMENT – Meeting was adjourned at 8:40 pm

Respectfully submitted,

Andrew Lechman
Board Secretary

Date

INFORMATIONAL ITEMS

✚ Enrollment Report as presented in **Attachment M.***

✚ February 2018 Meeting Schedule—All meetings are held in the UES Library unless otherwise noted.

✚ Special Education	Thursday (2/1/18)	6:00 PM
✚ Facilities	Thursday (2/8/18)	6:00 PM
✚ Policy/HR	Thursday (2/8/18)	7:15 PM
✚ Finance	Thursday (2/15/18)	6:00 PM
✚ Board Meeting	Thursday (2/22/18)	6:30 PM (UES LGI)

✚ Fiscal Dashboards, Current and Future Projections, December 31, 2017, as presented in **Attachment N.***