

NEW HOPE-SOLEBURY SCHOOL DISTRICT

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



**Board of School Directors Meeting Agenda and Packet**

April 26, 2018

Upper Elementary School LGI Room, 6:00 PM

<b>New Hope-Solebury Board of School Directors</b>		
<b>Mr. John Capriotti</b> <i>President</i>	<b>Mrs. Deirdre Alderfer</b> <i>Vice President</i>	<b>Mr. Mark Cowell</b> <i>Member</i>
<b>Mr. Stanley Marcus</b> <i>Member</i>	<b>Mr. Douglas McDonough</b> <i>Member</i>	<b>Dr. Andrew Ordovery</b> <i>Member</i>
<b>Mrs. Maria Povacz</b> <i>Member</i>	<b>Ms. Dana Schwartz</b> <i>Member</i>	<b>Mrs. Liz Sheehan</b> <i>Member</i>
<b>Non-Voting Members</b>		
<b>Dr. Steven Gianni</b> <i>Superintendent</i>	<b>Mr. Andrew Lechman</b> <i>Board Secretary</i>	<b>Mr. John Cook</b> <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—5:30PM



Purpose: Legal and Personnel Matters

**Board of School Directors Meeting Agenda**

April 26, 2018

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

**1. CALL TO ORDER**

**2. ANNOUNCEMENT OF EXECUTIVE SESSION**

**3. PLEDGE OF ALLEGIANCE**

**4. ROLL CALL**

**5. APPROVAL OF AGENDA**

- a. Additions, Deletions, and Modifications—Dr. Yanni
- b. Board Discussion
- c. Public Comment
- d. Board Comment
- e. Action: It is recommended that the Board of School Directors approve the meeting agenda as presented, inclusive of additions, deletions, and modifications.

**6. ACCEPTANCE OF MINUTES FROM THE MARCH 22, 2018 MEETING**

- a. Board Discussion
- b. Public Comment
- c. Board Comment
- d. Action: It is recommended that the Board of School Directors approve the minutes from the March 22, 2018 regular meeting of the New Hope-Solebury Board of Directors as presented in Attachment A.\*

**7. REPORTS TO THE BOARD OF DIRECTORS**

- a. Students' Reports
- b. Superintendent's Reports

**8. OLD BUSINESS – None**



**9. NEW BUSINESS**

a. Curriculum Advisory – Dr. Ordover

1. Committee Report
2. Board Discussion, Questions
3. Public Comment
4. Board Comment
5. Action Items—None

b. Facilities – Mrs. Alderfer

1. Committee Report
2. Board Discussion, Questions
3. Public Comment
4. Board Comment
5. Action Items—It is recommended that the Board of School Directors approve the following:

1. General contractor change orders in the credit amount of \$12,983.13 as summarized below and included in Attachment B.\*

Description	Cost
District Administrative Office Work	Credit \$7,050
Theatre Lobby Work	\$902
Nurse’s Suite Work	Credit \$2,700
Tech Ed Corridor Work	Credit \$4,135.13

2. Environmental contractor change orders in the amount of \$12,800 as summarized below and included in Attachment B.\*

Description	Cost
Encapsulate of Cove Base Adhesive	\$4,900
Chalk Board & Adhesive Removal	\$7,900

c. Finance – Mr. Cowell

1. Committee Report
2. Board Discussion, Questions
3. Public Comment
4. Board Comment
5. Action Items—It is recommended that the Board of School Directors approve/authorize the following:
  1. Treasurer’s Report for March, 2018 as presented in Attachment C.\*
  2. List of bills totaling \$3,266,986.77 as presented in Attachment D.\*
  3. Budgetary transfers as summarized below and as presented in Attachment E.\*

Transfer From	Transfer To	Amount	Rationale
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2 <sup>nd</sup> Grade Supplies	LES Principal	\$670	Staff Development Books
Grounds Contracted Services	Grounds-Equipment	\$36,200	Purchase of two lawn mowers
Curriculum / Professional Development	Safety & Security – Contracted Services	\$2,750	ALICE e-Learning & District Certification
Curriculum / Textbooks	Safety & Security - Equipment	\$25,000	Door Key Fobs – Eliminate Number Keypads and keys for external doors
MS Library Donated Funds-Equipment	MS Library Donor Funds-Supplies	\$4,789	MS Donated Funds
MS Library Donated Funds-Fees	MS Library Donor Funds-Supplies	\$150	MS Donated Funds
HS Social Studies - Supplies	Buildings - Equipment	\$1,500	Purchase and Installation of Glass Backboards HS Gym
Business Ed - Supplies	Buildings – Equipment	\$2,000	Purchase and Installation of Glass Backboards HS Gym
Business Ed - Supplies	Buildings - Equipment	\$1,000	Purchase and Installation of Glass Backboards HS Gym
HS Art/Music - Supplies	Buildings – Equipment	\$4,000	Purchase and Installation of Glass Backboards HS Gym
Budgetary Reserve	Athletics – Equipment	\$17,912	Athletics Donation
Budgetary Reserve	Athletics – Equipment	\$32,088	Athletics Donation

4. The proposed MBIT General Fund Budget for the 2018-2019 school year as presented in Attachment F.\*
5. A 3-year engagement for audit services with Barbacane, Thornton & Company, LLP for the years ended June 30, 2018, June 30, 2019 and June 30, 2020 upon final review and approval of the engagement letter by district solicitor. The estimated costs for services is \$19,500 for each year as presented in Attachment G.\*
6. A 3-year Master Service Agreement with ALICE Training Institute, LLC at an annual cost of \$2,747.50 or a total of \$8,242.50 over 3 years as presented in Attachment H.\*
7. The Administration to enter into a legal Services Consultation Agreement with Sweet, Stevens, Katz & Williams, LLP for the Special Education Pool Counsel at a cost of \$6,000.00 for the 2018-2019 school year as presented in Attachment I.\*
8. A donation in the amount of \$3,000 from the Track & Field Booster Club for the purchase of an official “Timing System” to serve our athletics program. This system is utilized to record official times toward District qualifying competition.



d. Policy and Human Resources – Mr. McDonough

1. Committee Report
2. Board Discussion, Questions
3. Public Comment
4. Board Comment
5. Action Items—It is recommended that the Board of School Directors approve the following:

1. Retirements and resignations

Employee	Position	Effective Date
Duffy, Nancy <i>Resignation</i>	Administrative Assistant Special Education	May 11, 2018

2. Leaves of absence

Employee	Position	Effective Date
Employee 109727	Instructional Assistant	May 2, 2018 – May 1, 2019 <i>Intermittent</i>
Employee 8708	Administrative Assistant	May 3, 2018 – June 14, 2018 <i>Approximate Dates</i>
Employee 7280	Instructional Assistant	May 29, 2018 – June 15, 2018 <i>Approximate Dates</i>

3. Position transfers

Employee	From/To	Effective Date	Salary/Benefits
Cajeira, Marcia	Part-Time Administrative Assistant for Payroll and Record- Keeping 25 hours/week; 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)	May 3, 2018 – June 14, 2018 <i>Approximate Dates</i>	No Change to Hourly Rate Benefits

4. Appointments

Employee	Reason	Effective Date	Salary/Benefits
O’Leary, Jean Food Services Per Diem Substitute	Substitute Position	April 3, 2018	\$11.54/hourly No Benefits
Benonis, Caitlyn	Transfer, Loving	April 16, 2018 –	\$48,455



LTS Teacher HS Mathematics		June 22, 2018	(prorated) No Benefits
Marczak, Jeffrey Evening Custodian	Retirement, Forcino	April 23, 2018	\$17.67/hourly Step 0 Benefits

5. Extra duty responsibilities

In the amount of \$3,456. (Annual Total to Date \$282,085.54).

Employee	EDR	Stipend
Doyle, Kaitlin	8 <sup>th</sup> Grade Track & Field	\$1,801
Kloss, John	7 <sup>th</sup> Grade Baseball	\$1,654

6. Second reading and approval of the following policies as summarize below and as presented in Attachment J.\*

Policy Number	Policy Title
239	Foreign Exchange
250	Student Recruitment
251	Homeless Students
830	Breach of Computerized Personal Information
907	School & Classroom Visitors

Informational Item Only – First reading of the following policies

Policy Number	Policy Title
114	Programs for Gifted Students
118	Independent Study
713	Protection of Property
915	Booster Clubs & Parent Organizations

e. Special Education Report – Ms. Schwartz

1. Committee Report
2. Board Discussion, Questions
3. Public Comment
4. Board Comment
5. Action Items - None

f. Liaison Reports

1. Bucks County Intermediate Unit – Mrs. Sheehan
2. Middle Bucks Institute of Technology – Mr. Marcus
3. Pennsylvania School Boards Association – Mrs. Alderfer

**10. PUBLIC COMMENT (NON-AGENDA ITEMS ONLY)**

a. Public Comment



- b. Board's Comments, Discussion, and/or Questions
- c. Superintendent's Comments and/or Discussion

## 11. ADJOURNMENT

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### INFORMATIONAL ITEMS

Enrollment Report as presented in Attachment K.\*

March 2018 Meeting Schedule—All meetings are held in the UES Library, except the School Board Meeting, which will be held in the UES LGI Room.

Thursday (5/3/18)	Combined Special Education and Curriculum Meeting	6:00 PM
Thursday (5/10/18)	Policy and HR Committee Meeting	6:00 PM
Thursday (5/17/18)	Finance Committee Meeting	6:00 PM
	Facilities Committee Meeting	7:15 PM
Thursday (5/24/18)	School Board Meeting	6:30 PM

Fiscal Dashboards, Current and Future Projections March 31, 2018 as presented in Attachment L.\*

List of Right to Know Requests from April, 2018, as presented in Attachment M.\*

Policy 114 – Programs for Gifted Education as presented in Attachment N.\*