

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

II. ANNOUNCEMENT OF EXECUTIVE SESSION

III. PLEDGE OF ALLEGIANCE

IV. ROLL CALL

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

VI. ACCEPTANCE OF MINUTES

- A.** It is recommended that the Board of School Directors accept the minutes from the December 21, 2017 regular meeting of the New Hope-Solebury Board of Directors as presented in **Attachment A.***

VII. REPORTS TO THE BOARD OF DIRECTORS

A. Student Reports

1. High School—Kaylee Tao, Blake Doherty
2. Middle School
3. Upper Elementary School

B. Superintendent's Report—Dr. Yanni

C. Committee Reports

1. Curriculum Advisory—Mr. Ordover
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
2. Middle Bucks Institute of Technology—Mr. Marcus
3. Pennsylvania School Boards Association—Mrs. Alderfer

VIII. OLD BUSINESS—None

IX. NEW BUSINESS

A. Presentation Item—Proposed SY 2018-2019 School Calendar – Dr. Yanni

B. Comments/Discussion (Agenda Items Only)

1. Board Discussion
2. Public Comment
3. Board Comment
4. Superintendent's Comments

C. Action Items (Consent Agenda)

1. Facilities
 - a. It is recommended that the Board of School Directors approve a no-cost change order for artificial ground covering to be sued in the HS Library Courtyard.
 - b. It is recommended that the Board of School Directors 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.***
2. Finance
 - a. It is recommended that the Board of School Directors approve the Treasurer's Report for December 2017 as presented in **Attachment C.***
 - b. It is recommended that the Board of School Directors approve and ratify the list of bills totaling \$4,263,737.57 as presented in **Attachment D.***
 - c. It is recommended that the Board of School Directors approve the attached Resolution Adopting the 2018-2019 Preliminary Budget and Authorizing the Filing of Referendum Exceptions as presented in **Attachment E.***
 - d. It is recommended that the Board of School Directors 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. It is recommended that the Board of School Directors 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. It is recommended that the Board of School Directors 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. It is recommended that the Board of School Directors 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. It is recommended that the Board of School Directors 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

- a. It is recommended that the Board of School Directors approve the following retirements/resignations:

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

- b. It is recommended that the Board of School Directors approve the following leaves:

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

- c. It is recommended that the Board of School Directors 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. It is recommended that the Board of School Directors 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</i> 1/1/2018

- e. It is recommended that the Board of School Directors 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. It is recommended that the Board of School Directors approve the Proposed School Calendar for SY 2018-2019 as presented in **Attachment J.***
 - b. It is recommended that the Board of School Directors 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. It is recommended that the Board of School Directors affirm the first reading of the following Board Operating Guideline:
 - a. 004 – Membership
 - d. It is recommended that the Board of School Directors affirm the first reading of the following policies:
 - a. 117 – Homebound Instruction
 - b. 200 – Enrollment in District
 - c. 204 – Attendance
 - e. It is recommended that the Board of School Directors approve the alternate placement of Student A at Bucks Learning Academy for the remainder of the 2017-2018 School Year.
 - f. It is recommended that the Board of School Directors approve the following Board Directors to serve as chairs of standing committees:
 - a. Curriculum Advisory—Mr. Ordovery
 - b. Facilities – Mrs. Alderfer and Mr. Capriotti
 - c. Finance – Mr. Cowell
 - d. Policy/HR – Mr. McDonough
 - e. Special Education – Ms. Schwartz
 - g. It is recommended that the Board of School Directors reconfigure the Athletics/Student Activities Committee from a standing committee to an ad hoc committee of Facilities.
 - h. It is recommended that the Board of School Directors 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**
- B. Board Discussion**
- C. Superintendent’s Comments**

XI. ADJOURNMENT

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.***