

NEW HOPE-SOLEBURY SCHOOL DISTRICT

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



Board of School Directors Meeting Agenda and Packet

June 28, 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—5:45PM

Purpose: Legal and Personnel Matters



Board of School Directors Meeting Agenda

June 28, 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 MAY 24, 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 May 24, 2018 regular meeting of the New Hope-Solebury Board of Directors as presented in [Attachment A](#).*
- 7. SUPERINTENDENT’S REPORT**
- 8. OLD BUSINESS - None**
- 9. NEW BUSINESS**
 - a. Curriculum Advisory – Mr. Ordover
 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:
 - a. The agreement with the Buck Institute for Education, a leader in the area of Project Based Learning, to provide Professional Development services in the amount of \$48,000 in preparation for the 2018-2019 school year.



This agreement is being fully funded with Federal Title II allocation included in the 2018-2019 budget as presented in [Attachment B.*](#)

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:

- a. Construction change orders in the amount of \$117,252.02 as summarized below and included in [Attachment C.*](#)

Change Order Number	Contractor	Cost
GC RFC - 166	Skepton	\$ 15,474.05
GC RFC - 167	Skepton	\$ 5,658.00
GC RFC - 168	Skepton	\$ 5,563.70
GC RFC - 169	Skepton	\$ 10,592.86
GC RFC - 171	Skepton	\$ 2,255.00
GC RFC - 172	Skepton	\$ (300.00)
GC RFC - 173	Skepton	\$ (8,000.00)
GC RFC - 175	Skepton	\$ (1,500.00)
GC RFC - 176	Skepton	\$ 1,000.00
GC RFC - 177	Skepton	\$ 6,697.35
Skepton Total		\$ 37,440.96

CO - 052918	Sargent	\$ 9,500.00
CO - 060818	Sargent	\$ 6,500.00
CO - 061318	Sargent	\$ 5,300.00
CO – TBD	Sargent	\$ 6,076.00
Sargent Total		\$ 27,376.00

RFP - 30	Stan Roch	\$ 4,071.00
Stan Roch Total		\$ 4,071.00

TFC COR-H049	Farfield	\$ 10,940.00
TFC COR-H058	Farfield	\$ 4,520.00
TFC COR-H059	Farfield	\$ 6,099.00
The Farfield Company		\$ 21,559.00

ED RFP-109	Boro	\$ 1,188.43
ED RFP-110	Boro	\$ 1,850.70
ED RFP-111	Boro	\$ 10,214.36
ED RFP-112	Boro	\$ 5,225.22



ED RFP-121	Boro	\$ 710.14
ED RFP-122	Boro	\$ 2,823.63
ED RFP-123	Boro	\$ 536.87
ED RFP-124	Boro	\$ 1,361.18
ED RFP-126	Boro	\$ 2,894.53
Boro Construction Total		\$ 26,805.06

**Total of all Change
Orders**

\$ 117,252.02

- b. PlanCon Part I, Interim Reporting, for the campus revitalization project. This is required PDE submission as a result of change orders exceeding a cumulative total of \$300,000 as presented in [Attachment D](#).*
- 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:
 - a. List of bills totaling \$2,626,937.19 as presented in [Attachment E](#).*
 - b. Budgetary transfers as summarized below and as presented in [Attachment F](#).*

Transfer From	Transfer To	Amount	Rationale
Tuition	Professional Services	\$8,500	Additional Speech Services
Tuition	Professional Services	\$18,000	Additional OT and PT Services

- c. The following resolutions as presented in [Attachment G](#).*
 - 1. Final Budget Adoption Resolution
 - 2. Real Estate Tax Resolution
 - 3. Homestead/Farmstead Exclusion Resolution
- d. The Business Administrator to issue checks for payment to vendors who submit invoices and employees who submit requests for reimbursement on or before the next regular meeting of the Board, and that record of such payment be submitted for formal approval at the next regular meeting.
- e. The following list of depositories for the 2018-2019 fiscal year:
 - 1. First National Bank & Trust Company
 - 2. PSDLAF
 - 3. PLGIT
 - 4. PA Invest
- f. Updated Bucks County Intermediate Unit #22 Schedule of Contracted Costs in the amount of \$516,419 for the 2018-2019 school year as presented in [Attachment H](#).*
- g. A transfer in the amount of \$750,000 from the General Fund to the Capital Reserve Fund



- h. A transfer amount equal to the year-end surplus as per the final audited financial statements from the General Fund to the Capital Reserve Fund.
 - i. The Administration to renew a Master Agreement with Blackboard for web hosting and district emergency call services for the 2018-2019 school year in the amount of \$10,537 as presented in [Attachment I](#).*
 - j. The Administration to execute a Letter of Agreement with The Council of Southeast Pennsylvania, Inc. to provide services and support to the Student Assistance Program for the 2018-2019 school year in the amount of \$5,200 as presented in [Attachment J](#).*
 - k. The renewal of a transportation agreement with Plumstead Christian School for the transportation of their students at a cost of \$8.91 per student per day for the 2018-19 school year as presented in [Attachment K](#).*
- 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:
 - a. The creation of the position of Chief Operations Officer position effective July 1, 2018 per the job description presented in [Attachment L](#).*
 - b. The transfer of Andrew Lechman from the position of Business Administrator to the position of as Chief Operations Officer position effective on July 1, 2018 per the contract presented in [Attachment L](#).*
 - c. Abolish the Business Administrator position effective July 1, 2018.
 - d. The creation the position of Director of Human Resources position effective July 1, 2018 per the job description presented in [Attachment M](#).*
 - e. Transfer of Megan Candido from the position of Supervisor of Personnel Relations to the position of Director of Human Resources position effective July 1, 2018 per the contract presented in [Attachment M](#).*
 - f. Abolish the Supervisor of Personnel Relations position effective July 1, 2018.
 - g. The creation of the position of Assistant Director of Athletics/Trainer Act 93 position effective July 1, 2018 per the job description presented in [Attachment N](#).*
 - h. Appoint Kristopher Foulke as the Assistant Director of Athletics/Trainer with an annual salary of \$50,000 effective July 2, 2018.
 - i. Permit the Acting Superintendent and Director of Human Resources to fill budgeted positions for the effective and efficient operations of schools for the 2018-2019 school year. Personnel assignments will be affirmed at the August 23, 2018 Board meeting.
 - j. Approve the annual salary increases for the Act 93 administrators and confidential administrative assistants for the 2018-2019 school year totaling \$38,658 (average increase of 2.88%) effective on July 1, 2018.



- k. Approve a salary increase for Dr. Steven M. Yanni, Superintendent of Schools, in the amount of \$4,496 retroactive to July 1, 2017.
- l. Dr. Megan Walsh as School Dentist for the 2018-2019 school year at a \$5 per student charge with no annual fee to the school district.
- m. Affirm the awarding of diplomas at Graduation Exercises held on June 15, 2018 to the list of students who have met the district's graduation requirements as presented to the Board in [Attachment O](#).*
- n. Retirements, resignations and terminations

Employee	Position	Effective Date
Mercatanti, Carolyn <i>Inactive 1+ year</i>	Per Diem Substitute Food Services Employee	5/26/2018
McDonald, Susan <i>Retirement with Super Maximum</i>	Administrative Assistant for Accounts Payable & Taxes	9/4/2018

- o. Position transfers

Employee	From/To	Effective Date	Salary/Benefits
Parker-Kramli, Kathryn	Instructional Assistant HS; Instructional Assistant MS (Termination, Behe)	May 24, 2018	No change
James, Eileen	Teacher Physical Education MS & HS; Teacher Physical Education District-wide	August 27, 2018	No Change
Jones, Amanda	Teacher Special Education UES; Teacher Special Education LES	August 27, 2018	No Change
Kester, Carol	Teacher Elementary Gifted; Teacher Science, Grade 8 MS	August 27, 2018	No change
Lengyel, Emilia	Reading Specialist HS; Reading Specialist MS & HS	August 27, 2018	No change
Lever, Carey	Teacher Science, Grade 8 MS; Teacher Science HS	August 27, 2018	No change
Loving, Jennifer	Librarian UES; Teacher Grade 2 LES	August 27, 2018	No change



Renfer, Brian	Teacher Special Education HS; Teacher Grade 6 MS	August 27, 2018	No change
Riggs, Melissa	Teacher Kindergarten LES; Teacher Grade 4 UES	August 27, 2018	No change
Sutton, Cathleen	Teacher Grade 2 LES; Teacher Elementary Gifted	August 27, 2018	No change

p. Appointments

Employee	Reason	Effective Date	Salary/Benefits
Pica, JoAnn Instructional Assistant Academic Support	Rescinded acceptance of position ESY Program	July 2, 2018 – August 2, 2018	\$14.99/hourly Step 0 No Benefits
Muradov, Jessica Instructional Assistant Academic Support	ESY Program	July 2, 2018 – August 2, 2018	\$14.99 hourly Step 0 No Benefits
Bagnato, Rosario Instructional Assistant High School	New Position	August 27, 2018	\$14.99/hourly Step 0 Benefits
Schlussel, Daniel Instructional Assistant Middle School	New Position	August 27, 2018	\$14.99/hourly Step 0 Benefits

q. Second reading and approval of the following policies as summarize below and as presented in [Attachment P](#).*

Policy Number	Policy Title
002	Board Operating Guideline – Authority and Powers
209	Health Examinations
318	Penalties for Tardiness
328	Compensation Plans/Salary Schedules
233	Suspension and Expulsion
712	Cellular Phones and PDAs

- e. Student Services Report – Ms. Schwartz
 - 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:
 - a. Special services agreements in the form presented to the Board:
 - 1. Rock Brook School – Student No. 9403385979
 - 2. Settlement Agreement – Student No. 2632664489
- 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
 - 4. Superintendent Search Process – 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

INFORMATIONAL ITEMS

Enrollment Report as presented in [Attachment Q](#).*

August 2018 Meeting Schedule—All meetings are held in the UES LGI unless otherwise noted.

Policy/HR	Thursday (8/9/18)	6:00 PM
Finance	Thursday (8/16/18)	6:00 PM
Facilities	Thursday (8/16/18)	7:15 PM
Board Meeting	Thursday (8/23/18)	6:30 PM (UES LGI)

Fiscal Dashboards, Current and Future Projections May 31, 2018 as presented in [Attachment R](#).*

List of Right to Know Requests from June, 2018, as presented in [Attachment S](#).*