

NEW HOPE-SOLEBURY SCHOOL DISTRICT

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



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

November 29, 2018

Upper Elementary School LGI Room, 6:30 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 Ordover</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. Charles Malone</b> <i>Acting 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—5:45PM

Purpose: Legal and Personnel Matters



**Board of School Directors Meeting Agenda**

November 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. APPROVAL OF AGENDA**
  - A. Additions, Deletions, and Modifications—Dr. Malone
  - 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.
  
- VI. ACCEPTANCE OF MINUTES FROM THE OCTOBER 25, 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 October 25, 2018 regular meeting of the New Hope-Solebury Board of Directors as presented in [Attachment A](#).\*
  
- VII. REPORTS TO THE BOARD OF DIRECTORS**
  - A. Students' Reports
    - 1. High School
    - 2. Middle School
    - 3. Lower Elementary School
  - B. Superintendent's Reports



**VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

A. Presentation or Discussion Items

1. Presentation of Audit Report for the year ended June 30, 2018 – Mr. Jeffrey Kowalczyk, Partner, Barbacane, Thornton & Company LLP

B. Curriculum Advisory – Dr. Ordovery

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

C. 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. Change orders as summarized below and included in [Attachment B](#).\*

Change Order #	Contractor	Cost
GC RFC 209	Skepton	\$1,296.63

D. 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 the following:

- a. Treasurer’s Reports for September and October, 2018 as presented in [Attachment C](#).\*
- b. List of bills totaling \$1,073,562.49 as presented in [Attachment D](#).\*
- c. Budgetary transfers as summarized below and as presented in [Attachment E](#).\*

Transfer From	Transfer To	Amount	Rationale
Capital Equipment	Contracted Services	\$1,000	Annual tune-up/maintenance package for UES bike unit.

- d. Auditor’s Report for the year ended June 30, 2018 as presented in [Attachment F](#).\*



- e. Transfer in the amount of \$2,121,422 from the General Fund to the Capital Reserve Fund which represents the final surplus from the 2017-2018 fiscal year as presented in the audited financial statements.

E. 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. Retirements and resignations

Employee	Position	Effective Date
Cummings, Sharon <i>Resignation</i>	Instructional Assistant High School	October 25, 2018
Griffin, Rachel <i>Resignation</i>	Instructional Assistant High School	November 2, 2018
Curcuru, Annalisa <i>Resignation</i>	Non-Instructional Assistant Upper Elementary School	November 15, 2018

b. Leaves of absences

Employee	Position	Effective Date
Employee 2602	Teacher	<u>Updated</u> May 3, 2018 – <del>January 25, 2019</del> June 18, 2019 <i>Approximate Dates</i>
Employee 7080	Teacher	<u>Updated</u> September 26, 2018 – <del>January 25, 2019</del> April 12, 2019 <i>Approximate Dates</i>

c. Position transfers

Employee	From/To	Effective Date	Salary/Benefits
Burns, Morgan	Instructional Assistant UES/ LTS Teacher <i>Leave of Absence – Employee 2602</i>	<u>Updated</u> August 27, 2018 – <del>January 25, 2019</del> June 18, 2019	\$55,616 prorated M, Step 0 Benefits

d. Appointments

Employee	Reason	Effective Date	Salary/Benefits
Lewis, Nicola LTS Instructional Assistant UES	Transfer, Sonnon	<u>Updated</u> On or about October 29, 2018 – <del>January 25, 2019</del> June 18, 2019	<u>Updated</u> \$15.19/hourly Step 0 <del>No Benefits</del> Benefits
Reice, Jaclyn LTS Teacher	Leave of Absence – Employee 7080	<u>Updated</u> September 26, 2018 - <del>January 25, 2019</del>	<u>Updated</u> \$50,705 prorated B, Step 0



		April 12, 2019 <i>Approximate Dates</i>	<del>No Benefits</del> Benefits
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- e. Extra duty responsibilities in the amount of \$10,175 (Annual Total to Date \$184,496).

Name	Extra Duty Responsibility (EDR)	Stipend
<b><u>ATHLETICS</u></b>		
Natale, Emma	Girls JV Soccer Coach	\$3,358.00

<b><u>HIGH SCHOOL</u></b>			
Bennett, Maria	10th Grade Class Advisor	\$647.00	~
Feehan, Kathy	9th Grade Class Advisor	\$647.00	~
Kopp, Jill	12B Class Advisor	\$1,672.00	
Lever, Carey	Environmental Club	\$805.50	~
MacDonald, Leo	Enviornmental Club	\$805.50	~
Nord, Kevin	9th Grade Class Advisor	\$647.00	~
Nord, Kevin	10th Grade Class Advisor	\$647.00	~

<b><u>UPPER ELEMENTARY</u></b>		
Nelson, Peter	Student Council	\$646.00
Reice, Jaclyn	Reading Olympics	\$300.00

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- f. Second reading and approval of the following policies as summarize below and as presented in [Attachment G](#).\*

Board Operating Guideline	Board Operating Title
005	Organization of the Board
Policy Number	Policy Title
121	Field Trips
122	Extracurricular Activities

- g. Informational Item Only – First reading of the following policies

Policy Number	Policy Title
105	Curriculum
704	Maintenance
808	Food Services
810	Transportation
818	Contracted Services Personnel

- h. Affirmation of 2018/2019 Bus/Van Drivers

Contractor	Effective Date	Agency
Magee, Michael	November 5, 2018	First Student

- i. Memorandum of Understanding between the New Hope-Solebury School District and the New Hope-Solebury School District Educational Support Professional Association regarding the creation of the Systems Administrator position as presented in [Attachment H](#).\*

F. Special Education 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 Agreement in the form presented to the Board:
    - i. Settlement Agreement and Release – Student # 5647886469

G. Liaison Reports

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

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

- A. Public Comment
- B. Board’s Comments, Discussion, and/or Questions
- C. Superintendent’s Comments and/or Discussion

**XI. ADJOURNMENT**

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**INFORMATIONAL ITEMS**

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

December 2018 Meeting Schedule—Meetings are held at the UES LGI Room.

School Board Organization Meeting	Wednesday (12/5/2018)	6:30 PM
Finance	Thursday (12/13/18)	6:00 PM
Board Meeting	Thursday (12/20/18)	6:30 PM

Fiscal Dashboards, Current and Future Projections October, 2018 as presented in [Attachment J](#).\*

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