

SCHOOL DISTRICT OF BOROUGH OF MORRISVILLE  
Morrisville, Pennsylvania

MINUTES OF THE MEETING OF BOARD OF SCHOOL DIRECTORS  
**Work Session** – Wednesday, April 18, 2012  
Large Group Instruction Room  
Morrisville Intermediate/Senior High School  
7:30 p.m.

***This meeting was recorded for televising***

The regular monthly agenda meeting of the Morrisville Board of School Directors was held in the LGI Room located in the Morrisville Intermediate/Senior High School, 550 West Palmer Street, Morrisville, Pennsylvania on April 18, 2012, after due notice of the meeting had been given as required by law. Mr. DeWilde, President, called the meeting to order at 7:30 p.m.

**PLEDGE OF ALLEGIANCE**

Mr. DeWilde stated that an Executive Session was held prior to tonight's agenda meeting to discuss ongoing negotiation issues.

Mr. DeWilde appointed Mr. DeAngelo as Temporary Recording Secretary for tonight's meeting.

**ROLL CALL**

*The following members were present on roll call:*

Messrs. Buckman, DeWilde, Parker, Stoneburner, Stout, Miller, Worob and Ms. Marone and Ms. Kartal.

*Quorum Present:*

Also attending this evening's meeting was Mr. William Ferrara, Superintendent; Mr. Paul DeAngelo, Business Administrator; Ms. Laurie Ruffing, Elementary/Intermediate Principal; Mr. Donald Harm, Secondary Principal; Mr. Tony Gesualdi, Director of Special Education/Pupil Services; Thomas Profy, IV, Esq., Solicitor; media, MEA representatives and members of the community.

## Student Spotlight

Student Spotlight will be presented at the April Business Meeting.

Mr. DeWilde stated that we have a presentation from the Bucks County Technical High School this evening. Dr. Leon Poeske, Director of BCTS and Ms. Sharon Rendeiro, Business Administrator, of BCTS were in attendance at tonight's meeting. Ms. Rendeiro handed out a hard copy to the Board members and discussed the funding formula process used by the Tech School which are outlined in the Articles of Agreement for the 2012-13 proposed budget.

Mr. Buckman asked if there was any way that Morrisville could be billed at the end of each year for that year, instead of being billed at a two year later basis. Ms. Rendeiro stated that Morrisville could budget their money this way, but the Articles of Agreement at the Tech School, as currently written, state that billing will be done on the two year later basis. Mr. Buckman asked if the funding formula is the same now as it was when the school was founded. Ms. Rendeiro stated that she believes that the funding formula has been changed over time. She stated that back in 2004, each District had a minimum percentage that they had to pay. This minimum was changed to help the smaller districts. This change was made by a unanimous vote of all Districts School Board members.

Ms. Rendeiro stated that any Board member is welcome to come to the Tech School to review with her the actual details for a better understanding.

Mr. DeWilde asked for a better explanation of why Morrisville pays more than other districts for the variable rate. Mr. DeWilde thanked Ms. Rendeiro for her presentation.

Mr. Profy stated the following:

In accordance with the policy that was adopted in September of 2008, the Morrisville School District has a guideline to conduct Public Session during public meetings. Mr. Profy did not read the entire policy, but gave the following brief overview. The policy for public comment, Paragraph 1, provides for individuals who come to the public meetings to prepare to address the Board, a sign up form to be provided for each business meeting, and that is to be signed by anyone who wishes to speak. Paragraph 2 provides there will be one public comment session at the beginning of each business meeting related to the business agenda. Paragraph 3 states that each visitor will be allowed a maximum of three (3) minutes to present his or her statement before the Board. Paragraph 4 states that the public session will last no longer than 45 minutes. Paragraph 5 states that the presiding officer shall be guided by the rules established by the Board. Whenever issues identified in Paragraph 6 by the participant of subject to remediation by the policies and procedures of the Board, they should be dealt with in accordance with those policies and procedures. Paragraph 7 provides that certain topics are not appropriate for, and therefore cannot be open to sessions of the Board, and they include matters which are included but not limited to student discipline, personnel matters, contractual problems and other topics that could result in litigation. In terms of general comments, comments that include obscenities, personal attacks, abusive language and business not germane to the business of the school district will not be tolerated. Paragraph 8 provides that the presiding officer is empowered to

interrupt or terminate a participant's statement when a statement is too lengthy, personally directed, obscene or irrelevant. The presiding officer also has the power to request that an individual leave the meeting. In accordance to Paragraph 8, the presiding officer also may call a recess or adjournment to another time due to a lack of public decorum during the public session of the meeting.

### **Morrisville Opportunity Education Foundation – MOEF**

#### **PTO Report**

#### **Superintendent/Administrator's Reports**

## **PUBLIC SESSION**

#### **Ms. Mihok – 1 Hillcrest Avenue**

Ms. Mihok stated that she would imagine that the RFP has gone out for the resource for the School Board. She asked if it was placed in a trade magazine to advertise or if it was sent to different individuals. Ms. Mihok stated that she hopes that we will not be entertaining Freidman Schuman. She stated that they no longer represent the Borough and that this firm right here does (pointing to Mr. Profy). Ms. Mihok stated that she was very sorry to hear that the School Board's Recording Secretary, Karen McQuillan, has resigned. She stated that Karen is a long term dedicated employee of the district and that she admires her integrity and certainly understands why she could no longer serve the Board.

#### **School District/Borough Committee Reports**

##### **Facilities Committee Report - Mr. Stoneburner**

*Mr. Stoneburner stated that the Facility Committee met last night at which time they discussed further items that were discussed at the last meeting, but they came to no conclusions.*

### **INFRASTRUCTURE/FINANCIAL/HUMAN RESOURCES**

#### **INFRASTRUCTURE**

##### **INFORMATIONAL/DISCUSSION ITEMS:**

- Architect of Record

Mr. DeAngelo stated that right now, our Architect of Record is Vitetta, and we will need to use them regarding one of the issues we have with a contractor at the Grandview Elementary School. Mr. DeAngelo stated that, as he mentioned to the Board members at the retreat, if the Board wants to plan something or do something, it is the Architect that will help you get to that point. They will suggest outfits and companies, ways of coming up with scopes, and things of that nature. Mr. DeAngelo stated that if the Board is okay with Vitetta being that person, so be it. But if they want to look at other Architects, the Board may want to have some discussion at the Facilities meetings with regard to our current Architect of Record.

Mr. Buckman asked if a decision had to be made tonight. Mr. DeAngelo stated that it was not necessary to make a decision tonight, but wanted to bring this matter to the Board's attention to discuss this matter. Mr. Buckman asked if we should be looking to advertise for a new Architect. Mr. DeAngelo stated that if the Board wishes to advertise, they may. Mr. DeWilde asked what the process would be to change the Architect, and Mr. DeAngelo stated that this would be done through an RFP.

Mr. Ferrara stated that if the Board plans to do XYZ, we would need an Architect. Therefore, if the Board is going to change the Architect of Record, the longer it will take to get the process done. Mr. Ferrara stated that if the Board decides to put out an RFP for an Architect of Record they can do so and bring it to the next meeting and at that time it would be voted on. At this time, it is only being brought to the Board's attention for further discussion.

Ms. Marone's stated that her only question is whether we need an Architect soon enough that we don't have time to do an RFP and do we just consult with our Architect of Record to start looking at things that we want to progress on soon.

Mr. Ferrara stated that we can use our current Architect of Record and they are the ones who did all of our current renovations.

Ms. Marone stated that we have many things to get done, and an RFP takes much time and effort, and we may just need to proceed with our current Architect of Record to get things done until we don't need them anymore.

Mr. Ferrara stated that we would keep the current Architect of Record until the Board would decide to make a change.

Mr. Stout stated that he is not very happy with our Architects. He stated that there were too many discrepancies, too much argument about putting doors in or not putting doors in, and he was not happy with the way they planned the whole thing and how it ended. Mr. DeWilde stated that there were some issues, but we do have an avenue to approach it if the Board decides to go that way.

**Mr. DeWilde read the following items to be discussed at the April 25, 2012 Regular School Board meeting**

**INFRASTRUCTURE**

**INFORMATIONAL/DISCUSSION ITEMS:**

**ACTION ITEMS:**

1. Board action is requested to approve sidewalk and curbing repair quotes for work to be done at Grandview.

Mr. Miller asked what work needs to be done. Mr. DeAngelo stated that if you are facing Grandview and if you look at the sidewalk and curbing on the street level, it is chewed up pretty good. Mr. DeAngelo stated that this is the one last piece of concrete at Grandview, that he is aware of, that needs replacement and that it was not part of the new work that was just completed. Mr. Stout stated that we just replaced all the curbs and sidewalks at Grandview and asked why this wasn't done at that time. Mr. DeAngelo stated that it wasn't part of the original scope. Mr. Stout stated that this is one of the reasons he is not happy with our current Architect. Mr. Stoneburner asked if we need an Architect to do this work or for any of the bathroom work or other work that we talked about to bring the third grade up to the high school. Mr. DeAngelo stated that we need a plan, and then we need somebody that is going to cost out the plan. Mr. DeAngelo stated that normally it is the Architect that assigns the work to somebody (plumber, engineer, etc.) Mr. Stoneburner stated that he wouldn't mind using Vitetta for some of the work, but he would like to get an RFP started to look for a new Architect. Mr. Stoneburner stated that at this time there are no concrete construction plans, but if they do come up for next year, he would certainly like to look into getting an RFP out. Mr. Miller suggested that we get all of our ducks in a row before making any decisions. Mr. DeAngelo stated that the curbing is within the bidding thresholds and can be done, but the bathrooms may be the only issue. Mr. DeWilde asked if it would be unreasonable to ask for a sample RFP by May's Agenda meeting. Mr. DeAngelo stated that we would use the same process that was used for the RFP for the solicitor, by giving each Board member a sample RFP and let the process begin. All Board members agreed to begin the process.

**SPECIAL EDUCATION**

**INFORMATIONAL/DISCUSSION ITEMS:**

**ACTION ITEMS:**

1. Board action is requested to approve the Bucks County IU #22 Schedule of Contracted Costs and Agreement for 2012-13.
2. Board action is requested to approve 12 days of psychological services for the summer of 2012.

Pertaining to the Schedule of Contracted Costs, Mr. Gesualdi stated that each year we have dedicated monies through IDEA for contracted costs for our students for next year to be placed in programs that we do not have within our district. Also included in these contracted costs are costs for Interpreter services, speech and language services, and transition services. Each year we have to project costs for these services. Mr. Gesualdi discussed the costs for our contracted Autistic Programs, and again stated that he would like to have an Autistic classroom within District next year to cut the costs in this area. He is currently working with the parents with

students in these classes who are sensitive with the idea of moving their children who have been comfortable in these placements and having them move into a program within the District.

Mr. Gesualdi stated that the contracted services for psychological services for the summer are necessary to complete evaluations that have not been completed and for students moving in during the summer, but must be completed to determine placements for September, etc. Mr. Ferrara stated that one thing that changed two years ago is the amount of days that the District has to complete evaluations. The change made was from 60 school days to 60 calendar days to complete evaluations from the date of receipt of the permission to evaluate by the parent/guardian. Ms. Kartal asked if the 12 days is a reasonable amount of time to complete the evaluations, and Mr. Gesualdi stated that we could probably use 15 days, but that the 12 days are a reasonable amount of time. Mr. Gesualdi discussed the process used to schedule these evaluations.

**Mr. Ferrara read the following items to be discussed at the April 25, 2012 Regular School Board meeting**

**HUMAN RESOURCES**

**INFORMATIONAL/DISCUSSION ITEMS:**

- New Van Driver

Mr. Ferrara stated that one of our van drivers injured herself and is no longer able to drive for us for at least six weeks. Therefore, once again, we are looking for a van driver.

- Recording Secretary

Mr. Ferrara stated that we are still looking for a Recording Secretary.

- Bucks County Technical School Authority

Mr. Ferrara stated that we do have a volunteer, and the name has been submitted to the Bucks County Technical School Authority, which will be brought to the Board next Wednesday at the Business meeting.

- Summer Student Maintenance Program

Mr. Ferrara stated that we have been very successful over the last three or four years by having a good student summer work program. Applications are submitted to the Guidance Department and these applications can also be put on line and be posted on the cable channel. Last year, Mr. Jones, was the Supervisor for this program and most of the work done under this program was painting, shrubberies and things of that nature. The maximum number of students hired under this program would be five. Ms. Kartal stated that she would like to see that Morrisville students are given priority for these positions. Mr. Ferrara stated that the first criteria that is used is if anyone wants to return who was previously hired and were given a successful evaluation, they are given priority. All students hired last year were Morrisville students. Mr. Lastichen, after reviewing the applications, will make recommendations to the Administration. Mr. DeWilde asked how the word is spread

regarding this summer program. Mr. Ferrara stated that our Guidance Department previously has handled this and that there are announcements made over the PA to our students. Mr. Ferrara again stated that this information can be placed on the website and on the TV channel. Ms. Kartal asked for the age requirement, and Mr. Ferrara stated that he believes they must be 16 years of age or older. Mr. DeWilde asked if we are including our Tech students and asked how they are notified. Mr. Ferrara stated that he will get this information to Dr. Poeske at the Tech School so that he can notify the Morrisville students that attend Tech.

**ACTION ITEMS:**

1. Board action is requested to approve tuition reimbursements.
2. Board action is requested to approve the resignation of a Van Driver.
3. Board action is requested to approve maternity and childrearing leave.
4. Board action is requested to approve the following appointments:
  - a. AESOP Substitutes
  - b. 21<sup>st</sup> Century Hires

Mr. Ferrara stated he will make sure that 21<sup>st</sup> Century Hires are always on the agenda because, as the programs change, they have to bring new people in. We are not adding to list of employees, but making sure we have the right employees to put into the various programs.

**Mr. DeAngelo read the following items to be discussed at the April 25, 2012 Regular School Board meeting**

**FINANCIAL/BUSINESS**

**INFORMATIONAL/DISCUSSION ITEMS:**

- Budget Presentation (Categories: 2300, 2400, 2500, 2600, 2700, 2800, 2900)

Mr. DeAngelo thanked the Tech School representatives for being here tonight and stated that they came to the meeting with a little bit of hesitation. Mr. DeAngelo stated that the final payment for this year (2011-12) is on the Board run for approval by the School Board.

**ACTION ITEMS:**

1. Board action is requested to approve Conrad Siegel Actuary – GASB 45.
2. Board action is requested to approve the RFP – Real Estate.

Mr. Miller asked if an RFP has been prepared. Mr. DeAngelo stated that he would like one to be prepared because of some of the preliminary discussions that have taken place concerning some of our buildings. Mr. DeAngelo stated that something will be placed in the May packets for Board members.

3. Board action is requested to approve a tax refund for the fire victims.
4. Board action is requested to approve the Bucks County Intermediate Unit Cooperative Purchasing Bid.
5. Board action is requested to approve the transportation bid for 2012-13.
6. Board action is requested to approve the 7<sup>th</sup> and 8<sup>th</sup> grade Football Program.
7. Board action is requested to approve the Food Service Contract and Resolution for the 2012-13 school year.
8. Board action is requested to approve the Treasurer's Report.
9. Board action is requested to approve the Investment Report.
10. Board action is requested to approve Budget Transfers.
11. Board action is requested to approve Payment of Bills.

**Mr. Ferrara read the following items to be discussed at the April 25, 2012 Regular School Board meeting**

**EDUCATION COMMITTEE**  
**INFORMATIONAL/DISCUSSION ITEMS:**

- Immunization Update

Mr. Ferrara stated that as of this morning at 9:00 a.m., there were 130 students who were still not immunized to meet State Code requirements. He stated that we have had the information on the website, and we have done weekly phone blasts to students who have not had their immunizations. Mr. Ferrara stated that he understands that there was a discussion regarding this matter at the IU, and he also received a call from a neighboring Superintendent, and one of the reasons we have to look at our policy is because PSBA has the word shall or will exclude the students who are not immunized. The policy should read that we will exclude the students who are not immunized and it will be changed to reflect this wording. Mr. Ferrara stated that, unless otherwise directed, the District is going to exclude any student who is not properly immunized. Mr. Ferrara stated that Ms. Lelli, and some of the other nurses, are working very hard to meet with these students, call the parents and meet with the parents. Mr. Ferrara stated that Ms. Lelli also has information regarding free immunization and she includes this with the information that she sends home, and when we get close to the deadline, the families will be contacted on a daily basis.

Ms. Kartal asked if the Department of Health has been contacted to come into the District to give immunizations here at our buildings. Mr. Ferrara stated that Ms. Lelli has made this request, but he believes that they could not do this for only one school district. Ms. Kartal stated she knows that the Department of Health has free clinics, but asked if there was any kind of a push that could be done, she would like to have this done here in Morrisville. Mr. Ferrara stated that he would have Ms. Lelli make the phone call, and if not, he will make the phone call himself. Ms. Kartal stated that she knows the Director at the Department of Health and stated that they are very willing to come into the schools to help out when they can.

Ms. Marone stated that there is a considerable number of students in Bucks County that have not had their immunizations, and according to the Law, exceptions are extended to people who have religious objections or a substantiated medical issue that is documented by a doctor. Ms. Marone stated that she thinks that what is happening is not that the immunizations aren't available to people, but that many people feel that immunizations are causing diseases in children, one of which is possibly Autism. She stated that one of issues that came up at the Intermediate Unit was what do you do the day after that deadline. Will we be denying those students the ability to come to school. She also stated that one of the issues may be that some parents may not want to go to the doctors because it may be found out that they are not citizens. She stated that it will be interesting to see how this develops.

Mr. Stoneburner asked what records we have on file showing what immunizations the students have gotten. Mr. Ferrara stated that when a student is registered, immunization records must be submitted as part of the registration.

**ACTION ITEMS:**

1. Board action is requested to approve the revised 2012-13 School Calendar.

Mr. Ferrara stated that the Board received information pertaining to a case involving the Northwestern Area School District. They were in contract negotiations, and their contract ended much like our contract will end on August 31<sup>st</sup>. They started their contract for teachers before the end of the contract, therefore, they had to give that bump step increase before they went in status quo. Mr. Ferrara stated that Mr. DeAngelo was fortunate enough to have this case discussed at a conference he attended in Hershey. This information was given to Mr. Profy who is a labor attorney, and his firm said that we should look into changing our first day for teachers. Mr. Ferrara stated that if we don't change the first day for teachers, we have 50 teachers who are eligible for a step increase, which would cost the district \$219,000. Therefore, the administration is asking to change, on the calendar for next year, the first day for students from September 4<sup>th</sup> to September 5<sup>th</sup>, the last day from June 13<sup>th</sup> to June 14<sup>th</sup>, and the half days at the end of year for students from June 11<sup>th</sup> to June 13<sup>th</sup>, and June 12<sup>th</sup> to June 14<sup>th</sup>. Also, the first day for teachers changed from August 28<sup>th</sup> to September 4<sup>th</sup>, and the last day for teachers changed from June 14<sup>th</sup> to June 21<sup>st</sup>. The three in-service days that were up front will be moved to the end of the school year.

2. Board action is requested to approve the Graduation Date.

Mr. Ferrara stated that the graduation date for this year will be June 13<sup>th</sup> at 7:00 p.m. Hopefully, it will be able to be held outdoors between the C and D Halls, if not, it will be held in the gymnasium. It is a rain or shine event, and the call is made by 7:00 a.m. that morning because of the number of chairs that must be set up.

Mr. DeAngelo read the following items to be discussed at the April 25, 2012 Regular School Board meeting

**POLICY COMMITTEE**

**INFORMATIONAL/DISCUSSION ITEMS:**

**ACTION ITEMS:**

1. Board action is requested to approve the 2<sup>nd</sup> reading of Policy 008, Organization Chart.
2. Board action is requested to approve the 1<sup>st</sup> reading of the Bullying Policy.
3. Board action is requested to approve the 1<sup>st</sup> reading of the Immunization Policy.

Mr. DeAngelo stated that Items #2 and #3 are existing policies, but there are some revisions that will be in the Friday packet.

**OLD BUSINESS**

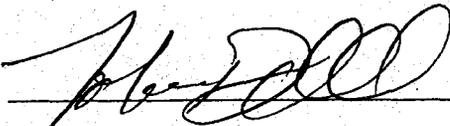
No items.

**NEW BUSINESS**

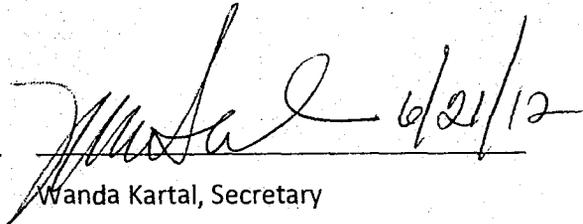
No items.

**ADJOURNMENT**

Mr. DeWilde made a motion to adjourn the meeting at 8:25 p.m. This motion was seconded by Mr. Miller, and passed by a unanimous voice vote.



John DeWilde, President



Wanda Kartal, Secretary