

**Report of the Superintendent and  
Administrative Staff to the  
Tredyffrin/Easttown Board of School Directors**

**Richard Gusick, Superintendent of Schools  
Tredyffrin/Easttown School District  
Conestoga High School  
200 Irish Road  
Berwyn, PA 19312**

**District Web Site: [www.tesd.net](http://www.tesd.net)**

**August 28, 2017  
Regular Board Meeting  
7:30 P.M.**

## **AGENDA**

### **I. Call to Order and Pledge to the Flag**

### **II. Comments and/or Questions from Community Members**

Citizens are invited to address the Board at this time. The public comment period is reserved for residents and taxpayers. Additionally, the Board will accept comments from sitting public officials for non-campaigning purposes and, by agreement with the TEEA, the Board will accept comments from the union president. The Board requests that each public comment made during this first opportunity be limited to items on the agenda. A five minute time period is allowed for individual comments, including acknowledgement or answer from the Board or staff when applicable. If it is determined that there is a large number of individuals who wish to comment on a particular topic, at the discretion of the presiding officer, the individual comment time may be reduced from five minutes to three minutes. All comments will be directed to the Board as a whole or to the presiding officer. No comments or questions shall be directed to individual Board members. If there is a large number of comments on a priority discussion topic during the first comment period, comments on that topic may be suspended until the priority discussion public comment period. Additional time is provided following any Priority Discussion/Action presentation and again at the end of the meeting for public comment on other topics. All public comments and responses must be in the spirit of civil public discourse. The Board thanks the public in advance for its cooperation.

### **III. Priority Discussion**

- The agenda and materials are posted online for public information. Posted agenda information is updated as needed. A date at the bottom of a page indicates revised information
- A review copy of complete Board meeting materials is available in printed form at the Board meeting sign-in table.
- Abbreviated print copies of agenda materials are available at Board public meetings.
- Criteria for omitting pages from printed agenda materials: attachments of 10 pages or more, monthly financial reports, confidential student information, salaries and items annotated in the agenda.
- Please visit the District website for a recap of this meeting. Official meeting minutes are available on the website following their approval by the Board at a subsequent meeting.
- To receive email notification of District information, send an email to **[notification1@tesd.net](mailto:notification1@tesd.net)**
- The Board, at its discretion, may video record all or any portion of public Board meetings subject to the limitations set forth in Policy 9313. Board meeting videos are aired on Verizon Cable Channel 20 and Comcast Cable Channel 14. See the website for a program schedule.

The Priority Discussion topic will be followed by questions/comments from the Board, opportunity for public comment then Board discussion/action.

A. Proposed 2017-2018 District Level Goals

Dr. Gusick will present the proposed District level goals for the 2017-2018 school year. Following refinements, the goals will be presented for Board adoption at the September 25, 2017 Regular Board Business meeting.

1. Priority Discussion Presentation - Dr. Richard Gusick, Superintendent
2. Questions/Comments from the Board
3. Public Comment
4. Board Discussion/Deliberation/Action

**IV. Committee and Ambassador Reports**

A. Policy – Kevin Buraks

The next meeting will be held at 7:00 p.m. on September 7, 2017 in the TEAO.

B. Diversity – Michele Burger

C. Finance – Todd Kantorczyk

The next meeting will be held at 7:00 p.m. on September 19, 2017 in the TEAO.

D. Facilities – Michele Burger

The next meeting will be held at 7:00 p.m. on September 12, 2017 in the TEAO.

E. Education – Katharine Murphy

The next meeting will be held at 6:30 p.m. on September 6, 2017 in the TEAO.

F. Ad Hoc Legislative – Edward Sweeney

G. Ad Hoc Public Information Committee – Roberta Hotinski

H. Intermediate Unit/Technical School – Rev. Scott Dorsey

**V. Consent Agenda**

Although Board action is required, it is generally unnecessary to hold discussion on these items. With the consent of all members, they are therefore grouped and approval is given in one motion. In the event a Board member wants to discuss any item, the Board President will move it to an appropriate place on the agenda. A Board member may vote nay or abstain with respect to a consent agenda item without the need for removing the item from the consent agenda.

A. Minutes of the June 12, 2017 Regular Board Business Meeting and August 7, 2017 Special Board Business Meeting

B. Preliminary Authorization of Accounts Payable and Payroll

The Board will take action on payment of current invoices and payroll.

C. Personnel

1. Routine Personnel Actions

The Board will take action on routine resignations, releases, retirements, leaves, and appointments. The Board will also take action to record the names of volunteers who have served in the schools in recent weeks.

2. Contracted Services for the 2017-2018 School Year

3. Athletic Position Recommendations for the 2017-2018 School Year

D. Curriculum and Instruction

1. Additional 2017 Summer Workshops and Participants

The Board will take action on participants for the 2017 summer workshops.

**E. Business Office**

1. Acceptance of Gifts
2. Authorization to Prepare Specifications and Solicit Bids for the 2018-2019 School Year
3. Agreement with The Reschini Group
4. Agreement with Masterpiece Multimedia
5. Communication Application Services Renewal
6. Agreement with EdClub Inc.
7. Agreement with WeVideo, Inc.
8. Agreement with Dreambox Learning, Inc.
9. Agreement with Mind Research Institute.
10. Agreement with Math Space
11. Agreement with Math Buddies

**F. Staff and Students**

1. Educational Services Agreements
2. Contracts with Approved Private Schools

**G. Transportation**

None.

**H. School Board**

None.

**VI. Other Actions Under Consideration**

None.

**VII. Comments or Questions from Community Members**

The public comment period for non-agenda items is reserved for residents and taxpayers.

**VIII. Information****A. School Board Meetings**

In accordance with Act 93 of 1998 (Sunshine Law), the Board of School Directors met on the following dates/times in executive session to discuss items in one or more of the following areas: personnel, litigation, legal matters, confidential information, labor relations, real estate or land acquisition.

August 15, 2017 at 6:00 p.m.

August 28, 2017 at 6:00 p.m.

Future School Board Business Meetings are scheduled for:

Monday, September 25, 2017, Regular Board Business Meeting – 7:30 p.m. at  
Conestoga High School, 200 Irish Road, Berwyn

Monday, October 23, 2017, Regular Board Business Meeting – 7:30 p.m. at  
Conestoga High School, 200 Irish Road, Berwyn

Monday, November 13, 2017, Regular Board Business Meeting – 7:30 p.m. at  
Conestoga High School, 200 Irish Road, Berwyn

**B. 2017 Summer Workshop Summaries****IX. General Announcements****X. Adjournment**

**AGENDA MATERIALS**

**Agenda III, Priority Discussion/Action**

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**Agenda III, A: Proposed 2017-2018 District Level Goals**

VIA: Richard Gusick, Superintendent of Schools

<p><b>Action Under Consideration:</b> That the Board of School Directors reviews and comments on the Proposed 2017-2018 District Level Goals for purposes of guiding the administrative refinements in anticipation of Board action on September 25, 2017.</p>
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Board action will occur at the September 25, 2017 Regular Board Business Meeting. The final District Goals will appear on the September 25, 2017 Consent Agenda.

1. Priority Discussion Presentation - Dr. Richard Gusick, Superintendent
2. Questions/Comments from the Board
3. Public Comment
4. Board Discussion/Deliberation/Action





# **DISTRICT LEVEL GOALS**

## **2017-2018 SCHOOL YEAR**

Tredyffrin/Easttown School District

# MISSION STATEMENT

To inspire a passion for learning, personal integrity, the pursuit of excellence and social responsibility in each student.



# **CURRICULUM, INSTRUCTION AND ASSESSMENT**

**Goal 1:** To continue the alignment of current educational programming with the State-mandated Pennsylvania Core Standards, state assessments and District Strategic Initiatives.



# FINANCE

**Goal 2:** To develop a budget consistent with the provisions of the Tax Payer Relief Act (Act 1) and to continue financial reporting practices to reflect the results of District business operations while enhancing efficiencies within District financial practices.



# TECHNOLOGY

**Goal 3:** To analyze the integration of technology access, resources and training to support innovative teaching and learning.



# STUDENT SERVICES

**Goal 4:** To continue to address the needs and support the success of all students at their individual skill levels.



# SCHOOL SAFETY

**Goal 5:** To review the implementation of safe school practices in order to maintain effective communications and develop new safety initiatives for rising needs.



# STRATEGIC PLANNING

**Goal 6:** To continue to communicate the goals of the District Strategic Plan, expand the capacity of teachers to implement strategic initiatives and implement the plan's strategies.





# COMMUNICATION

**Goal 7:** To enhance a strong, cost-effective communication program that provides stakeholders with important information and highlights District successes and student achievements.



# STAFF DEVELOPMENT

**Goal 8:** To monitor developments related to the implementation of ESSA while continuing to support implementation of the 2014-2020 District Strategic Plan.



# FACILITIES

**Goal 9:** To ensure that District facilities are adequate to deliver both current programs and forecasted new programs for District students.



# HUMAN RESOURCES

**Goal 10:** To continue to engage in the negotiations process with TEEA; finalize, implement and communicate information about the new collective bargaining agreements with TENIG and TEEA upon Board approval; maintain compliance with Act 126 of the Pennsylvania Child Protective Services Law; and explore staffing options which allow the District to continue to provide appropriate staffing while adhering to the employer mandate portions of the Affordable Care Act (ACA).



TREDYFFRIN/EASTTOWN SCHOOL DISTRICT

# DISTRICT LEVEL GOALS

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2017-2018 SCHOOL YEAR

**Mission Statement for the Tredyffrin/Easttown School District**  
*To inspire a passion for learning, personal integrity, the pursuit of excellence  
and social responsibility in each student.*

# 2017-2018 DISTRICT GOALS

District Level Goals are carefully considered and established each year. The process of establishing Goals in itself serves as a planning and communication device for the Board and administration. It ensures everyone is familiar with the direction being set and has participated in setting that direction for the benefit of our students. Finally, a statement of Goals enables the Board and staff to look back at the end of the year to see if the plans have indeed been accomplished. Depending on an evaluation of the outcomes, it may be appropriate to either revisit a particular Goal or to move on to new areas of priority.

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## CURRICULUM, INSTRUCTION AND ASSESSMENT

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**Context:** In 2011-2012 the District adopted a new elementary math program aligned with the Pennsylvania Core Standards. This program, *Math in Focus*, has now been successfully implemented in grades K-6. During the 2017-2018 school year, this program will be implemented in seventh grade. Given the adoption of the new Every Student Succeeds Act (ESSA) and the moratorium on Keystone Exams as a graduation requirement until the class of 2019, the District will continue to align courses with the Core Standards and monitor changing assessment, remediation, and graduation requirements as the state implements its plan. The District implemented a program of electronic learning opportunities during the 2015-2016 school year. The District will continue to review the results of the program implementation in order to inform decisions about future offerings. Finally, during the 2016-2017 school year, the District began implementation of the 1:1 initiative with ninth and tenth grade students. In 2017-2018, the 1:1 initiative will continue with eleventh and twelfth grade students. The District will continue to support teachers as they develop meaningful instructional opportunities integrating this technology resource.

**Goal 1:** To continue the alignment of current educational programming with the State-mandated Pennsylvania Core Standards, state assessments and District Strategic Initiatives.

Objective 1.1 To implement the *Math in Focus* program in seventh grade, along with support resources for parents and teachers, and review the eighth grade math program in order to recommend modifications.

Start: July 2017  
Complete: Ongoing  
Primary Responsibility: Nancy Adams  
Support: Middle School Principals

Objective 1.2 To review and continue the implementation of an electronic learning program aligned with strategic planning initiatives.

Start: July 2017  
Complete: June 2018  
Primary Responsibility: Mike Szymendera  
Support: Curriculum Supervisors

Objective 1.3 To continue to review and implement opportunities for integration of STEAM (Science, Technology, Engineering, Arts, Math) throughout the curriculum.

Start: July 2017  
Complete: Ongoing

	Primary Responsibility: Wendy Towle Support: Nancy Adams, Mike Szymendera, Jacqui Rothera, Principals
Objective 1.4	To continue to examine world languages curricular scope and sequence at the middle school and high school level.  Start: September 2017 Complete: June 2018 Primary Responsibility: Oscar Torres Support: Wendy Towle
Objective 1.5	To support the implementation of Technology Advisory Initiatives in seventh and eighth grades and review technology education in grades K-6.  Start: July 2017 Complete: Ongoing Primary Responsibility: Wendy Towle Support: Mike Szymendera, Nancy Adams, Principals
Objective 1.6	To examine the scope and sequence of the business curriculum for grades 9-12, along with individual courses, to look for additional opportunities to include design thinking and innovative curricular programs.  Start: July 2017 Complete: June 2018 Primary Responsibility: Nancy Adams Support: High school administrators
Objective 1.7	To develop course goals, outline and curriculum for the new College and Career Transition course at Conestoga High School for implementation in the 2018-2019 school year.  Start: July 2017 Complete: June 2018 Primary Responsibility: Mark Cataldi, Misty Whelan Support: Wendy Towle, Oscar Torre, Nicole Roy, Amy Meisinger



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## FINANCE

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**Context:** The District's budget development process is directed by the following three major objectives: (1) to continue to provide students with exceptional educational opportunities; (2) to maximize the use of all available resources to optimize student achievement in a manner that is fiscally responsible; and (3) to comply with applicable law. The Tax Payer Relief Act (Act 1 of 2006) requires local tax increases to remain at or below the annual state index unless granted exceptions by the state to raise rates above the index. Budget impact items will be examined and prior year budget strategies monitored.

**Goal 2:** To develop a budget consistent with the provisions of the Tax Payer Relief Act (Act 1) and to continue financial reporting practices to reflect the results of District business operations while enhancing efficiencies within District financial practices.

- |               |   |
|---------------|---|
| Objective 2.1 | To establish budget development calendar(s) and budget guidelines consistent with Act 1 of 2006.<br><br>Start: July 2017<br>Complete: September 2017<br>Primary Responsibility: Art McDonnell<br>Support: David Francella   |
| Objective 2.2 | To provide the Board with financial analysis to support the development of a budget which addresses District educational goals and informs the Board to assist Board members in decision making; such as whether to remain at or below the Act 1 index and/or apply for available exceptions. In addition, to provide the Board with options for the reduction of expenditures and/or increasing revenue and the tax rate in adopting a final budget.<br><br>Start: July 2017<br>Complete: June 2018<br>Primary Responsibility: Art McDonnell<br>Support: David Francella |
| Objective 2.3 | To provide the Board with options to manage the use of fund balance.<br><br>Start: July 2017<br>Complete: June 2018<br>Primary Responsibility: Art McDonnell<br>Support: David Francella  |



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## TECHNOLOGY

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**Context:** As technology applications become increasingly available to schools and society, the District continues to evaluate its technology needs and to engage in ongoing evaluation of the use of technology by students and staff. Consistent with a goal in the District Strategic Plan to “harness the power of technology to advance learning while engaging and empowering students in a connected world,” the District is expanding its 1:1 Technology Initiative to provide laptops to all Conestoga High School students during the 2017-2018 school year for their use in school and at home. The District is also continuing its efforts to maintain a reliable and secure network infrastructure, making cyber security enhancements where appropriate. As in the past, meeting the technology needs of students and teachers will remain a primary District objective.

**Goal 3:** To analyze the integration of technology access, resources and training to support innovative teaching and learning.

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|---------------|---|
| Objective 3.1 | To evaluate new and existing technology resources, including those related to online learning, blended learning, personalized learning and efficiency, and to examine options for standards to measure effectiveness. |
|               | Start: September 2017   |
|               | Complete: May 2018  |
|               | Primary Responsibility: Mike Szymendera   |
|               | Support: Wendy Towle  |
| Objective 3.2 | To continue to implement the 1:1 Technology Initiative at Conestoga High School and develop opportunities for meaningful integration of the program into curriculum and instruction for students in grades 9-12.      |
|               | Start: July 2017  |
|               | Complete: June 2018   |
|               | Primary Responsibility: Mike Szymendera   |
|               | Support: High school administrators   |
| Objective 3.3 | To enhance Schoology implementation for students at Conestoga High School, Tredyffrin/Easttown Middle School and Valley Forge Middle School.  |
|               | Start: September 2017   |
|               | Complete: May 2018  |
|               | Primary Responsibility: Mike Szymendera   |

	Support:	Principals
Objective 3.4	To evaluate student access to technology at the elementary and middle school levels.	
	Start:	September 2017
	Complete:	May 2018
	Primary Responsibility:	Mike Szymendera
	Support:	Principals
Objective 3.5	To identify and address staff training needs pertaining to the 1:1 Technology Initiative, elementary iPad use, Schoology and Microsoft Office 365.	
	Start:	September 2017
	Complete:	May 2018
	Primary Responsibility:	Mike Szymendera
	Support:	Wendy Towle
Objective 3.6	To evaluate the findings from the cyber security program assessment and to implement cyber security enhancements where appropriate.	
	Start:	July 2017
	Complete:	Ongoing
	Primary Responsibility:	Mike Szymendera
	Support:	Art McDonnell
Objective 3.7	To evaluate our current and possible alternative district management software, including student information software, financial software and student services software.	
	Start:	July 2017
	Complete:	June 2018
	Primary Responsibility:	Mike Szymendera
	Support:	Art McDonnell, Chris Groppe

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## STUDENT SERVICES

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**Context:** During the 2017-2018 school year the Office of Individualized Student Services will continue to support school-age student needs. An ongoing emphasis on pre-referral intervention services, such as the Multi-Tiered Intervention model, will continue to assist students in accessing the general education curriculum in the least restrictive environment. Strong special education programming continues to serve students with a wide range of needs using evidence-based practices. As demand for programming for students with intensive needs continues to rise, ongoing analysis of enrollment, facilities and programming will inform the future work to meet these students' needs.

**Goal 4:** To continue to address the needs and support the success of all students at their individual skill levels.

Objective 4.1 To review enrollment trends of students with intensive needs and identify a plan to address them.

Start: September 2017

Complete: June 2018

Primary Responsibility: Chris Groppe

Support: All administrators

Objective 4.2 To ensure student needs are met in the least restrictive environment, special education teachers and regular education teachers will review current practices of curricular modification and instructional accommodations, and make refinements as needed.

Start: September 2017

Complete: June 2018

Primary Responsibility: Chris Groppe

Support: Lisa Snyder

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## SCHOOL SAFETY

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**Context:** To maintain an ongoing dialogue among students, parents, community members, teachers, counselors and administrators about the needs of students, the District Safety Committee annually reviews current practices and emerging safety data. The District regularly reviews programs to identify new resources and to align with best practices. In May 2016 the Pennsylvania State Police conducted a Risk & Vulnerability Assessment at Conestoga in response to our 2013 request for such an audit. The assessment was free of charge and non-regulatory in nature. The assessment was intended to identify vulnerabilities and mitigate potential threats to students and staff members. A confidential written report was issued to the District. In addition to building security measures, a variety of programs and strategies are in place to promote a safe and supportive school climate including bullying prevention, digital citizenship, child abuse prevention, resiliency lessons, peer mediation and student assistance teams. Resources for these programs are available on the TESD website.

**Goal 5:** To review the implementation of safe school practices in order to maintain effective communications and develop new safety initiatives for rising needs.

Objective 5.1 To identify actions the District may take internally or in partnership with community resources that contribute to a positive school climate and support the safety of students.

Start: July 2017  
Complete: Ongoing  
Primary Responsibility: Mark Cataldi  
Support: Building principals

Objective 5.2 To continue to evaluate the observations and recommendations from the risk and vulnerability assessment and to implement safety enhancements.

Start: July 2017  
Complete: Ongoing  
Primary Responsibility: Mark Cataldi  
Support: Building principals

Objective 5.3 To review the District's emergency response exercises from an "all hazards" response perspective.

Start: August 2017  
Complete: Ongoing  
Primary Responsibility: Mark Cataldi  
Support: Building principals

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## STRATEGIC PLANNING

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**Context:** The District has adopted a strategic plan effective for the years 2014-2020. During the 2017-2018 school year, the District will continue to communicate the plan to the school community and continue to implement all facets of the plan.

**Goal 6:** To continue to communicate the goals of the District Strategic Plan, expand the capacity of teachers to implement strategic initiatives and implement the plan's strategies.

Objective 6.1 To provide opportunities to further explore instructional strategies that can support the dispositions identified as leading to artistry in teaching.

Start: July 2017

Complete: Ongoing

Primary Responsibility: Wendy Towle

Support: Curriculum supervisors

Objective 6.2 To develop a revised District Comprehensive Plan, consistent with current regulations.

Start: September 2017

Complete: June 2018

Primary Responsibility: Wendy Towle

Support: Curriculum supervisors

Objective 6.3 To develop and submit a revised Chapter 14 Special Education plan, consistent with current regulations.

Start: September 2017

Complete: June 2018

Primary Responsibility: Chris Groppe

Support: Nicole Roy, Lisa Snyder, Kate Parker

Objective 6.4 To continue implementing a framework for delivering Resiliency Strategies to all students, with the addition of the elementary level, in collaboration with faculty and staff.

Start: July 2017

Complete: June 2018

Primary Responsibility: Nicole Roy, Oscar Torres

Support: Building principals

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## COMMUNICATIONS

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**Context:** The District continues to utilize an integrated communications network to maximize community awareness of current projects, issues and legislation while promoting the successes of students and staff. In the 2017-2018 school year, the District will focus on digital communications using its new website and robust mass communication system to enhance electronic communication with parents at the school level.

**Goal 7:** To enhance a strong, cost-effective communication program that provides stakeholders with important information and highlights District successes and student achievements.

Objective 7.1 To continue the transition to the District's new website template and to utilize new website features to enhance communications with the school community.

Start: July 2017  
Complete: June 2018  
Primary Responsibility: Chris Connolly  
Support: Building web team members

Objective 7.2 To utilize SchoolMessenger, the District's mass communication system, to enhance email communication with parents at the school level.

Start: July 2017  
Complete: June 2018  
Primary Responsibility: Chris Connolly  
Support: Mike Szymendera, Building principals

Objective 7.3 To communicate with T/E families and the community regarding changes to large-scale standardized tests including PSSAs, PSATs, SATs and Keystone Exams.

Start: July 2017  
Complete: Ongoing  
Primary Responsibility: Mark Cataldi  
Support: Principals, Chris Connolly

Objective 7.4 To review the District website for ADA compliance and communicate guidelines to all staff who maintain webpages.

Start: July 2017

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	Complete:	Ongoing
	Primary Responsibility:	Mike Szymendera
	Support:	Chris Connolly
Objective 7.5	To implement an awareness campaign for the District Elementary Redistricting Plan.	
	Start:	July 2017
	Complete:	June 2018
	Primary Responsibility:	Wendy Towle, Chris Connolly
	Support:	Stephanie Demming, Todd Parker, Diane Cohle
Objective 7.6	To continue notifying the Board and community of emerging legislation and forthcoming regulatory changes, including updates on the Every Student Succeeds Act (ESSA), which will impact the District and its students.	
	Start:	July 2017
	Complete:	Ongoing
	Primary Responsibility:	Oscar Torres, Wendy Towle
	Support:	Chris Connolly

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## STAFF DEVELOPMENT

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**Context:** In December 2015, the Federal Government enacted the new Every Student Succeeds Act (ESSA), replacing the No Child Left Behind Act (NCLB). The ESSA will be effective beginning with the 2017-2018 school year. The District will monitor developments related to the implementation of ESSA and share information with the professional staff members and administrators as appropriate. In addition, staff development initiatives will support the implementation of the 2014-2020 District Strategic Plan.

**Goal 8:** To monitor developments related to the implementation of ESSA while continuing to support implementation of the 2014-2020 District Strategic Plan.

Objective 8.1 To provide staff and administrators with information regarding the implementation of Pennsylvania's ESSA Plan as available.

Start: July 2017  
Complete: Ongoing  
Primary Responsibility: Wendy Towle  
Support: Nancy Adams, Pat Gately, Oscar Torres

Objective 8.2 To support the staff in integrating opportunities for students to develop a capacity for innovation, creativity and an entrepreneurial spirit.

Start: July 2017  
Complete: Ongoing  
Primary Responsibility: Wendy Towle  
Support: Nancy Adams, Pat Gately, Oscar Torres

Objective 8.3 To support the staff in collaborating to innovate in the classroom, with the artistry of teaching in mind.

Start: July 2017  
Complete: Ongoing  
Primary Responsibility: Wendy Towle  
Support: Nancy Adams, Pat Gately, Oscar Torres

Objective 8.4 To support the staff in developing a culture that promotes personal integrity and social responsibility and a culture of acceptance and respect.

Start: July 2017  
Complete: Ongoing  
Primary Responsibility: Wendy Towle  
Support: Nancy Adams, Pat Gately, Oscar Torres

Objective 8.5 To support staff new to their teaching assignments in delivering high level and innovative core curriculum for all students.

Start: July 2017  
Complete: Ongoing  
Primary Responsibility: Wendy Towle  
Support: Nancy Adams, Pat Gately, Oscar Torres

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## FACILITIES

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**Context:** During the 2017-2018 school year, the administration will continue to review enrollment patterns and programming needs to ensure that facilities are available to deliver approved programs. The long-range capital plan will be prioritized and implemented with Board approval.

**Goal 9:** To ensure that District facilities are adequate to deliver both current programs and forecasted new programs for District students.

Objective 9.1 To continue to review building capacity projections from the latest Demographic Study update in order to explore options to ensure the availability of adequate space for the instructional program based on student enrollment patterns and projections as well as changes proposed by the Elementary Redistricting Committee.

Start: September 2017

Complete: December 2018

Primary Responsibility: Wendy Towle

Support: Art McDonnell

Objective 9.2 To develop and present to the Board Facilities Committee a priority list of District facilities needs derived from the District infrastructure report for alignment with District budget development.

Start: September 2017

Complete: December 2017

Primary Responsibility: Art McDonnell

Support: Colm Kelly

Objective 9.3 To complete Board-approved projects designated in the Capital Plan for the 2017-2018 school year and an analysis of the field needs for the opening of the schools in September 2017.

Start: July 2017

Complete: June 30, 2018 with carry-over into summer 2018

Primary Responsibility: Art McDonnell

Support: Colm Kelly



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## HUMAN RESOURCES

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**Context:** The Tredyffrin/Easttown Education Association (TEEA) and the Tredyffrin/Easttown Non-Instructional Group (TENIG) collective bargaining agreements expired on June 30, 2017. The Board approved a new collective bargaining agreement with TENIG on August 7, 2017. The negotiations process with TEEA is continuing. In addition, Act 126 of the Pennsylvania Child Protective Services Law requires all District employees to complete a minimum of three (3) hours of training every five (5) years. All employees were trained in 2013 and training for new employees has been ongoing, however, a large number of District employees will need to be retrained during the 2017-18 school year. Lastly, the District seeks to continue to explore opportunities to staff positions while maintaining compliance with the employer mandate portion of the Affordable Care Act (ACA).

**Goal 10:** To continue to engage in the negotiations process with TEEA; finalize, implement and communicate information about the new collective bargaining agreements with TENIG and TEEA upon Board approval; maintain compliance with Act 126 of the Pennsylvania Child Protective Services Law; and explore staffing options which allow the District to continue to provide appropriate staffing while adhering to the employer mandate portions of the Affordable Care Act (ACA).

Objective 10.1	To continue to engage in the collective bargaining process with the Tredyffrin/Easttown Education Association (TEEA).
Start:	July 2017
Complete:	June 2018
Primary Responsibility:	Jeanne Pocalyko
Support:	Art McDonnell
Objective 10.2	To create and implement revised procedures related to health care, salary and other compensation and benefits changes which may occur as a result of new collective bargaining agreements with TEEA and TENIG.
Start:	July 2017
Complete:	June 2018
Primary Responsibility:	Jeanne Pocalyko
Support:	Art McDonnell
Objective 10.3	To communicate changes in processes and procedures resulting from renewed collective bargaining agreements with TEEA and TENIG.
Start:	July 2017
Complete:	June 2018

	Primary Responsibility:	Jeanne Pocalyko
	Support:	Building principals
Objective 10.4	To offer PA Department of Education-approved child abuse recognition and reporting training to all employees in compliance with Act 126 of the Pennsylvania Child Protective Services Law.	
	Start:	July 2017
	Complete:	June 2018
	Primary Responsibility:	Jeanne Pocalyko
	Support:	Building principals
Objective 10.5	To explore additional staffing opportunities which allow the District to continue to provide appropriate staffing within ACA guidelines.	
	Start:	July 2017
	Complete:	Ongoing
	Primary Responsibility:	Jeanne Pocalyko
	Support:	Chris Groppe
Objective 10.6	To monitor employee attendance on a monthly basis and continue to offer health care coverage to at least (95) ninety-five percent of full-time employees and their dependents (as defined under the ACA) in order to maintain District compliance with the ACA.	
	Start:	July 2017
	Complete:	Ongoing
	Primary Responsibility:	Jeanne Pocalyko
	Support:	Art McDonnell

**Report of the Superintendent and Administrative Staff  
to the Tredyffrin/Easttown Board of School Directors**

**August 28, 2017  
Regular Board Meeting  
7:30 P.M.**

**AGENDA MATERIALS**

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**V, Consent Agenda**

VIA: Richard Gusick, Superintendent of Schools

<b>Action Under Consideration:</b> That the Board of School Directors approves the following Recommended Actions under the Consent Agenda (V):
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- A. Minutes of the June 12, 2017 Regular Board Business Meeting and August 7, 2017 Special Board Business Meeting
- B. Preliminary Authorization of Accounts Payable and Payroll
- C1. Routine Personnel Actions
- C2. Contracted Services for the 2017-2018 School Year
- C3. Athletic Position Recommendations for the 2017-2018 School Year
- D1. Additional 2017 Summer Workshops and Participants
- E1. Acceptance of Gifts
- E2. Authorization to Prepare Specifications and Solicit Bids for 2018-2019 School Year
- E3. Agreement with The Reschini Group
- E4. Agreement with Masterpiece Multimedia
- E5. Communications Application Services Renewal
- E6. Agreement with EdClub Inc.
- E7. Agreement with WeVideo, Inc.
- E8. Agreement with Dreambox Learning, Inc.
- E9. Agreement with Mind Research Institute
- E10. Agreement with Math Space
- E11. Agreement with Math Buddies
- F1. Educational Services Agreements
- F2. Contracts with Approved Private Schools

Although Board action is required, it is generally unnecessary to hold discussion on these items. With the consent of all members, they are therefore grouped and approval is given in one motion. In the event a Board member wants to discuss any item, the Board President will move it to an appropriate place on the agenda. A Board member may vote no or abstain with respect to Consent Agenda items without the need for removing the item from the Consent Agenda.

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**Consent V, A: Minutes of the June 12, 2017, Regular Board Business Meeting and August 7, 2017 Special Board Business Meeting**

VIA: Arthur J. McDonnell, Business Manager/Board Secretary

<b>Action Under Consideration:</b> That the Board of School Directors approves the minutes of the June 12, 2017 Regular Board Business Meeting and August 7, 2017 Special Board Business Meeting (see attachment):
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The Tredyffrin/Easttown Board of School Directors met in regular session on the above date at Conestoga High School, 200 Irish Road, Berwyn.

Members present: Kevin Buraks, Michele Burger, Douglas Carlson, Scott Dorsey, Roberta Hotinski, Todd Kantorczyk, Virginia Lastner, Katharine Murphy and Edward Sweeney.

Others in attendance:

Richard Gusick, Superintendent of Schools;  
 Arthur J. McDonnell, Business Manager/Board Secretary;  
 David Francella, Treasurer;  
 Mike Kristofco, District Solicitor;  
 Jeanne Pocalyko, Director of Human Resources;  
 Andrea Chipego, Director of Individualized Student Services;  
 Wendy Towle, Director of Curriculum, Instruction, Staff Development, and Planning;  
 Mark Cataldi, Director of Assessment and Accountability;  
 Mike Szymendera, Director of Instructional Technology;  
 Nicole Roy, Special Education Supervisor;  
 Chris Groppe, Special Education Supervisor;  
 Lisa Snyder, Special Education Supervisor;  
 Katie Parker, Special Education Teacher on Special Assignment;  
 Pat Gately, Curriculum Supervisor;  
 Oscar Torres, Curriculum Supervisor;  
 Jeanne Braun, Coordinator of Volunteer Services;  
 Amy Meisinger, Principal, Conestoga High School;  
 Patrick Boyle, Assistant Principal, Conestoga High School;  
 Jamie Bankert, Assistant Principal, Conestoga High School;  
 Misty Whelan, Assistant Principal, Conestoga High School;  
 Andy Phillips, Principal, Tredyffrin/Easttown Middle School;  
 Matt Gibson, Principal, Valley Forge Middle School;  
 Stephanie Demming, Principal, Beaumont Elementary School;  
 Todd Parker, Principal, Devon Elementary School;  
 Diane Cohle, Principal, Hillside Elementary School;  
 Karen Whyte, Principal, New Eagle Elementary School;  
 Rebecca Wills, Principal, Valley Forge Elementary School;  
 and members of the press.

### **Recognition of 2016-2017 Retirees**

This evening, at a reception held in their honor, the Board honored the following employees of the Tredyffrin/Easttown School District for their years of faithful service to the District and to the young people of the community.

<b><u>Name</u></b>	<b><u>Location</u></b>	<b><u>Years w/ T/E</u></b>
Laurel Adams	Maintenance	29
Cheryl Ballentine	TEMS/CHS	35
Carolyn Berglund	Conestoga High School	19
Michael Cang	Conestoga High School	21
Andrea Chipego	TEAO	6
Sandra Cooper	New Eagle Elementary	13
Beverly Cunningham	Conestoga High School	28
Sheri-Lynn DeMaris	VFES/DES	21
Elizabeth Dohan	Conestoga High School	22
Janice Gottesfeld	Conestoga High School	6
Deborah Harshbarger	Valley Forge Elementary	16
Patricia Jackson	Conestoga High School	8

Jeanne Kahn	Valley Forge Middle	19
Lynne Randy Loukissas	T/E Middle School	16
Mary McCann	BES/VFES	17
Rose Mary Murphy	T/E Middle School	24
Michelle O'Leary	VFMS/NEES	11
Mary Kaye Rhude-Faust	Conestoga High School	24
Noreen Richardson	Valley Forge Middle	26
Nancy Schertz	Valley Forge Elementary	14
Judith Shepherd	Conestoga High School	42
Catherine Stead	T/E Middle School	22
Leslie Thaler	Valley Forge Elementary	26
Richard Veroneau	T/E Middle School	33
Tisha Walcoff	Hillside Elementary	15
Victor Wright	Conestoga High School	13

**Comments/Questions from Community Members:**

- Cindy Verguldi commented on Settlement Agreement and Mutual Release Agreement.
- Doug Anestad commented on the Administrative Compensation Plan and Supervisory and Confidential Employee Adjustments for 2017-2018, June 2018 One-time payment and the Collective Bargaining Agreements with TEEA and TENIG.

**Priority Discussion/Action****Adoption of the 2017-2018 Final Budget**

The Board of School Directors for the Tredyffrin/Easttown School District adopted the following resolutions that pertain to the approval of the 2017-2018 Final Budget submitted by the District's administration:

WHEREAS, a Final Budget for the 2017-2018 school year has been prepared for and submitted to the Board of School Directors for the Tredyffrin/Easttown School District for its consideration; and,

WHEREAS, the Board has reviewed and fully considered said Final Budget; and,

WHEREAS, ten days' public notice has been given of the adoption of the said Final Budget; and,

WHEREAS, said Final Budget has been printed or otherwise made available for public inspection to all persons who might have an interest therein, at least twenty days prior to the date of this resolution; and,

WHEREAS, the Board of School Directors has made such revisions and changes to said Final Budget as appear advisable;

NOW, THEREFORE, be it resolved by the Board of School Directors for the Tredyffrin/Easttown School District, Wayne, Chester County, Pennsylvania, and,

IT IS HEREBY RESOLVED by authority of the same as follows:

The Final Budget for the 2017-2018 school year is in the amount of \$135,846,917 revenues, \$5,824,815 fund balance allocation, and \$141,671,732 for expenditures is hereby adopted as the annual budget.

In order to provide a segment of the revenue required by said Final Budget, a school tax on real estate is hereby levied for the ensuing fiscal year on all real property assessed and certified for taxation within the School District.

The 2017-2018 tax hereby levied shall be at a rate of 22.4381 mills, on the assessed valuation of all such taxable real estate or at the rate of \$22.44 per \$1,000 assessment subject to the discount and/or penalty provisions prescribed by the laws of the Commonwealth. This is an increase of .6958 mills from the 2016-2017 tax rate.

#### **Board Discussion**

- Todd Kantorczyk reported on the most recent meeting of the Finance Committee.

#### **Comments/Questions from Community Members:**

- Arthur Zdrozny commented on the Adoption of the 2017-2018 Final Budget.
- Doug Anestad commented on the Adoption of the 2017-2018 Final Budget.

#### **Board Discussion**

- Virginia Lastner commented on the General Fund and budgeting process.
- Roberta Hotinski commented on the budgeting process and tax rate.
- Scott Dorsey commented on the budgeting process, tax rate and 8fees.
- Ed Sweeney commented on the Proposed Final Budget.

Todd Kantorczyk moved, then the motion was seconded, that the Board of School Directors approve the Adoption of the 2017-2018 Final Budget.

Art McDonnell called a roll call vote:

Roberta Hotinski: Yes

Kevin Buraks: Yes

Michele Burger: Yes

Virginia Lastner: Yes

Ed Sweeney: Yes

Kate Murphy: Yes

Todd Kantorczyk: Yes

Scott Dorsey: Yes

Doug Carlson: Yes

The motion passed 9-0.

#### **Committee and Ambassador Reports**

- A. Diversity - Michele Burger
- B. Facilities - Michele Burger
- C. Finance – Todd Kantorczyk
- D. Education – Katharine Murphy
- E. Ad Hoc Public Information Committee – Roberta Hotinski
- F. Ad Hoc Legislative – Edward Sweeney
- G. Ad Hoc Elementary Education – Virginia Lastner
- H. Policy – Kevin Buraks
- I. Intermediate Unit/Technical School – Scott Dorsey

#### **Consent Agenda**

#### **Minutes of the May 22, 2017 Regular Board Business Meeting and May 31, 2017 Special Board Business Meeting**

The Board of School Directors approved the minutes of the May 22, 2017 Regular Board Business Meeting and May 31, 2017 Special Board Business Meeting.

**Preliminary Authorization of Accounts Payable and Payroll**

The Board of School Directors payment of current invoices and payroll as stated below:

FURTHER RESOLVED, that the Treasurer is authorized to pay current invoices and payroll from the General Fund not to exceed the amount of \$10,000,000.00 for the month of July and \$12,000,000.00 for the month of August.

**Routine Personnel Actions**

**Resignations/Releases/Retirements**

The Board of School Directors approved the following resignations/releases/retirements:

Camille Bell, general kitchen worker, Devon Elementary School, resignation, effective 6/14/17  
Cary Civitella, secretary "B", Conestoga High School, resignation, effective 6/19/17  
Sharon Harrity, general kitchen worker, Conestoga High School, resignation, effective 6/15/17  
Deborah Harshbarger, paraprofessional, Valley Forge Elementary School, retirement, effective July 30, 2017  
Susan Lewis, paraeducator, Devon Elementary School, resignation, effective 6/14/17  
Karen Whyte, principal, New Eagle Elementary School, retirement, effective 12/31/17

**Appointments**

The Board of School Directors approved the following appointments; changes in position and/or location:

Liesl Barkman, summer crew, Maintenance, at an hourly rate of \$10.58, effective 6/12/17 to 8/22/17  
Annie Berg, summer crew, Maintenance, at an hourly rate of \$10.58, effective 6/5/17 to 8/22/17  
Blaine Berg, summer crew, Maintenance, at an hourly rate of \$10.58, effective 6/5/17 to 8/22/17  
Henry Berg, summer crew, Maintenance, at an hourly rate of \$10.58, effective 6/5/17 to 8/22/17  
Kevin Bogan, summer crew, Maintenance, at an hourly rate of \$9.92, effective 6/12/17 to 8/22/17  
Tyler Bogan, summer crew, Maintenance, at an hourly rate of \$9.92, effective 6/12/17 to 8/22/17\*  
Jaden Byrd, summer crew, Custodial, at an hourly rate of \$10.58, effective 6/12/17 to 8/22/17  
Mark Cataldi, district safety coordinator, District, stipend of \$5,229, effective 2017-18 school year  
Brian Carlson, tech summer crew, District, at an hourly rate of \$9.92, effective 6/15/17 to 8/22/17\*  
Deborah Chiarello, tech summer crew, District, at an hourly rate of \$9.92, effective 6/12/17 to 8/18/17\*  
Diane Cohle, elementary coordinator, District, stipend of \$5,229, effective 2017-2018 school year  
Martin Cunningham, substitute maintenance, District, at an hourly rate of \$13.81, effective 6/15/17  
Stephanie Demming, elementary gifted coordinator, District, stipend of \$5,229, effective 2017-2018 school year  
Megan Desjardins, teacher, Long Term Substitute Contract, New Eagle Elementary School, salary based and prorated on an annual salary of \$50,250, effective 7/1/17 to 1/29/18\*\*  
Rushon Drayton, summer crew, Custodial, at an hourly rate of \$10.58, effective 6/12/17 to 8/22/17  
Patrick Gately, principal, New Eagle Elementary School, at an annual salary of \$148,000 prorated for actual time worked, effective 1/1/18  
Jamie Hall, summer crew, Custodial, at an hourly rate of \$10.58, effective 6/12/17 to 8/22/17  
David Hyett, substitute maintenance, District, at an hourly rate of \$13.81, effective 6/19/17 to 8/18/17  
Allison Inch, teacher, Long Term Substitute Contract, T/E Middle School, salary based and prorated on an annual salary of \$50,250, effective 7/1/17 to 1/29/18\*\*  
Aaron Lockard, IEP/504 tutor, District, at an hourly rate of \$55.00, effective 6/1/17  
Christopher MacKenzie, summer crew, Maintenance, at an hourly rate of \$9.92, effective 6/12/17 to 8/22/17\*  
Colleen McFadden, ESY tutor, District, at an hourly rate of \$55.00, effective 6/16/17  
Kate McGranaghan, ESY tutor, District, at an hourly rate of \$55.00, effective 6/16/17  
Cameron Moore, tech summer crew, District, at an hourly rate of \$10.58, effective 5/31/17 to 8/22/17  
Nicholas Moore, tech summer crew, District, at an hourly rate of \$10.58, effective 5/31/17 to 8/22/17  
Philip Munger, teacher, Long Term Substitute Contract, Beaumont Elementary School, salary based and prorated on an annual salary of \$52,100, effective 7/1/17 to 1/29/18\*\*  
Kaitlyn Oliver, speech/language therapist, 2017 ESY Program, at an hourly rate of \$55.00, effective 6/19/17

Ja'Niyah Perkins, summer crew, Custodial, at an hourly rate of \$10.58, effective 6/5/17 to 8/22/17  
 Simone Perkins, summer crew, Custodial, at an hourly rate of \$9.92, effective 6/12/17 to 8/22/17\*  
 Noreen Richardson, substitute nurse, District, at an hourly rate of \$19.28, effective 6/19/17  
 Katelyn Rogers, summer crew, Maintenance, at an hourly rate of \$9.92, effective 6/19/17 to 8/22/17\*  
 Lauren Shinfeld, school nurse, Temporary Professional Employee Contract, District, salary based and prorated on an annual salary of \$50,250, effective 7/1/17\* \*\*  
 Kristen Southmayd, teacher, Long Term Substitute Contract, Valley Forge Middle School, salary based and prorated on an annual salary of \$54,699, effective 7/1/17 to 6/30/18\*\*  
 Alexandria Srolis, substitute teacher, District, effective 6/8/17\*  
 Michele Staves, curriculum supervisor, District, at an annual salary of \$133,518 prorated for actual time worked, effective 11/1/2017  
 Michael Stokes, summer crew, Custodial, at an hourly rate of \$10.58, effective 6/12/17 to 8/22/17  
 Oscar Torres, Jr., position realignment to director of federal & state programs, District, at an annual salary of \$151,526, effective 7/1/17  
 Wendy Towle, enrollment coordinator, District, stipend of \$5,229, effective 2017-18 school year  
 Michelle Whelan, K-12 counseling coordinator, District, stipend of \$5,229, effective 2017-18 school year  
 Karen Whyte, elementary assessment coordinator, District, stipend of \$5,229 prorated by time of service, effective 2017-18 school year  
 Megan Wolf, ESY tutor, District, at an hourly rate of \$55.00, effective 6/16/17  
 John Zabinski, security, District, at an hourly rate of \$16.00, effective 6/12/17\*

\* Employment contingent upon appropriate Personnel processing and State and Federal requirements.

\*\* Salary subject to negotiated contract with the Tredyffrin/Easttown Educational Association for 2017-18 school year.

## Volunteer Report

### DEVON ELEMENTARY SCHOOL

#### Second Grade Book Bistro

Lori Beishl	Megan Cox	Erin Derham	Mary Devereaux
Madhavi Dommata	Brian Greenberg	Stella Kim	Steve Lienert
Anna Mikulska	Julie Presgraves	Ron Raulins	Erica Reineke
Nawal Sajjaa	Barbara Schiff	Lisa Schreiber	Ani Semerjian
Shweta Sivaraman	Jean Trippe	Ashley White	

#### Fourth Grade Field Trip

Christina Arnault	Douglas Bellew	Erin Campbell	Jennifer Cavanaugh
Diane Hoey	Trip Lukens	Kara Mikita	Kim Niles
Laurie Nishimura	Daniel Pijawka	Erin Preston	Ruth Pulliam
Mimi Russo	Carrie Sarmento	Cara Simon	Emilie Steigerwald

#### Field Day

Thomas Alleva	Lauren Amjed	Gretchen Barnes	Lori Beishl
Emily Bernstein	Ryan Blattenberger	Stacia Bodo	Marisa Campbell
Marla Carson	Amy Cava	Jennifer Cavanaugh	Jean Cheng
Rebecca Christie	Sierra Clark	Carme Coll	Alison Cornell
Katrina Costas	Richard Davies	Bernadette D'Emilio	Mike Dogum
Lauren Donovan	William Ellingsworth	Kate Etherington	Gaby Evers
Matt Fatz	Lauren Forman	Amy Freemann	Jen Gallagher
Sarah Grossman	Lauren Harris	Lisa Harris	Linda Huffman
Tricia Jennings	Kelly Jensen	Gregory Johnson	Irene Kim
Carolyn King-Layden	Pete Lake	Amy Lange	Jennifer Lara
Cheryl Lutz	Kara McMahon	Miranda Mercaldo	Wendy Mercaldo
Lori Messina	Kate Miller	Joanna Morrissey	Katja Myers

Kim Niles	Sandy Nissenbaum	Marisa Norris	Salini Rao Pamidimukkala
Allison Payne	Kathleen Petrulich	Pritam Potnis	Jubeda Potuganti
Julie Presgraves	Erin Preston	Jamie Preston	Gretchen Rantanen
Sheeva Reilly	Tave Richardson	Susannah Rinker	Stephen Rongner-Cook
Mimi Russo	Nikole Salata	Michele Seeger	Kim Shoup
Cara Simon	Shannon Sikirica	Shweta Sivaraman	Rebecca Skrdla Robertson
Wendy Smith	Gabriela Snyder	Emilie Steigerwald	Doug Sweet
Michael Taurino	Rita Thompson	Jean Trippe	Clare Tudge
Kelly Venneri	Melissa Vermillion	Mike Viola	Carrie Wernsing
Ashley White	Howie Wisch	Chuck Wurth	

**Spring Fair**

Eva Airiau	Michele Airau	Vishal Arora	Gretchen Barnes
Emily Bernstein	Ethan Braman	Michelle Braman	Kimberly Brightman
Alex Burton	Amy Cava	Becky Caldwell	Jennifer Cavanaugh
Jean Cheng	Katrina Costas	Meg Cranford	Erin Derham
Jordan Elsasser	Trish Elsasser	Kristen Fitzgerald	Beth Fogarty
Amanda Forcine	Kate Friel	Christine He	Kathy Hendrix
Darren Henry	Sarah Henry	Will Henry	Amy Hewitt
Diane Hoey	Linda Huffman	Tricia Jennings	Laurie Johnson
Christine Jones	Andrew Kaplan	Jeana Lee	Traci Lee
Cheryl Lutz	Katie Martin	Evelyn Marvin	Shilpa Mishra
Kelly Neary	Laurie Nishimura	Mora Nissebaum	Shea O'Connell
Tara Olderman	Ammaiza Omair	Halie O'Shea	Rita Paudel
Josh Penny	Akshita Pothula	Gretchen Rantanen	Tave Richardson
Carrie Sarmiento	Elizabeth Sirgo	Sofia Sirgo	Kiki Sizelove
Rebecca Skrdla Robertson	Andy Sloan	Tracey Sloan	Will Sloan
Gabriela Snyder	Meg Taft	Kelly Venneri	Cindy Wan
Linda Webster			

**Library**

Lauren Amjed	Beth Fogarty	Irene Kim	Jennifer Lara
Bob Lawler	Kim Niles	Laurie Nishimura	Nikole Salata
Shweta Sivaraman	Kiki Sizelove	Robin Sweet	Rita Thompson

**Publishing Center**

Kimberly Carr	Laurie Nishimura	Shweta Sivaraman
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**HILLSIDE ELEMENTARY SCHOOL****Kindergarten Guest Reader**

Li Cao	Timothy Thomas
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**Kindergarten Field Trip**

Jennifer Arnold	Molly Bogan	Maureen Boyd	Mita Chatterjee
Kelly Daly	Colleen Decker	Cosette Elliott	Seth Flesher
Gina Fredericks	Tracy Johnson	Christin King	Connie Lai
Morgan Long	Cheryl Lowery	Laura Mills	Kate Nelson
Alison Sikirica			

**First Grade Mystery Reader**

Gary Baker	Jill Clement	Elisa Lewis	Gwen Ponder
Beverly Todor			

**First Grade Published Books**

Bob Kelly

Anne Tucker

**Third Grade Colonial Plantation**

Kelly Cockshaw

Seth Flesher

Sarah Hermans

Karen Hummel

Helene Kirk

Kate Nelson

Samantha Northrup

Jenna O'Neill

**Third Grade Partnership Party**

Molly Duffy

Maura Harley

Kate Nelson

Marcea Hummel

Kim Scheidt

**Third Grade Bee Man**

Beth Lee

Nina Manus

Michele McDonald

Kelly Ploszay

Donna Sauder

Nicole Scherer

Gayle Snyder

Marie Sung

Stacy Warkentine

Binghui Zhang

**Library**

Kristin Becket

Monica Dimitri

Cosette Elliot

Kathy Grubb

Collene Kennedy

Christin King

Larisa Leon

Laura Mills

Kathy Munch

Kate Nelson

Amy Rosenstein

Nicole Scherer

Faiza Tariq

Pia Twomey

Stacy Warkentine

Michael Wiemuth

**Book Club**

Siobhan Arnold

Colleen Bauer

Kristen Becket

Trica Brader

Christina Carberry

Angela Clark

Qunying Dai

Cosette Elliott

Gina Fredericks

Maura Harley

Tracy Johnson

Christin King

Beth Lee

James Lee

Danyll Locket

Lianne Lofgren

Antonina Manus

Michelle McDonald

Kristin McKenzie

Kirsten McFarland

Emily Martin

Mary McGinn

Laura Mills

Colleen Mullin

Kate Nelson

Carla Ojha

Jenna o'Neill

Antonia Reo

Stacy Warkentine

Yanping Xiong

Annie Ye

Molly Zangrilli

Wenting Zhou

Dana Zdancewicz

**NEW EAGLE ELEMENTARY SCHOOL****Classroom Volunteers**

Melissa Bloom

Susan Canas

Diane Carpentier

Monica Church

Carol DiBari

Jean Febbo

Carrie Goldkamp

Megan Kissinger

Amber Levy

Joanna Patterson

Claudia Salgado

Nicole Sanfillippo

Amy Schuh

Deepali Schwarz

Carie Shingleton

Rachel Sofish

Stacy Worton

Sowon Yoon

**Artist in Residence**

Angela Brubaker

Marnia Cortes

Megan Edwards

Carrie Grau

Brandi Hanson

Susan Huey

Kim Kontes

Elizabeth Robinson

Shauna Scharf

Amy Terlecki

Stacy Worton

Cathy Wozniak

**Field Trip Volunteers**

Tom Amoroso

Bryn Arata

Julie Barnes

Angela Brubaker

Justin Burruano

Anaïd Calviti

Mary Caroline

Diane Carpentier

Susan Clark

Matthew Crill

John Cronley

Brid Devlin

Amanda Diep

Heather Di Giacomo

Julie Duffy

Alison Dyer

Christopher Edwards

Elaine Gunter

Kim Farrand

Michelle Fleitas

Kathy Frank

Melanie Fritz

Jennifer Froehlich

John Gares

Sarah Garito

Lindsay Gersbach

Kelly Glacken

Susan Graham

Forrest Hansen

Marine Havel

Jon Havey

Jennifer Havey

Diane Herbert-Moul

Julie Hess

Candice Holbert

William Hornaday

Maggie Johnson

Kathleen Johnson

Doug Jones

Jessica Jones

Amy Jones

Mike Kissinger

Kim Kontes

June Korty

David Lavin

Pamela Lehman

Katherine Lenehan

Becky Mackey

Heather Marozsan

Patrick Marshall

Jim Maxim

Alison Maxim

Amy Mehrotra  
Karyn Norton  
Scott Reidenbach  
Tiffany Roibu  
Laura Serinsky  
Amy Terlecki  
Julie Williams  
Laura Yancoskie

Kate Messinger  
Jennifer O'Connor  
Talisa Reinhart  
Claudia Salgado  
Carie Shingleton  
Jacqueline Tomaszewski  
Mary Williams  
Jennifer Zebro

Melissa Naiva  
May O'Keeffe  
Elizabeth Robinson  
Shauna Scharf  
Julie Spaulding  
Colin Tooze  
Hadley Witcher

Megan Nieberle  
Joanna Patterson  
Roxana Rohe  
Dara Schmoyer  
Lynn Sundblad  
Jane Tsai  
Stacy Worton

**Library Volunteers**

Lindsay Belzer  
Jean Febbo  
Marie Gould  
Stephanie Kline  
Larissa Mott  
Michelle Spina  
Faiza Tariq

Alicia Bond  
Jennifer Frazer  
Carrie Grau  
Amanda Laskowski  
Dorothy Oken  
Lizette Subach  
Fern Van Hise

Stephanie Crill  
Tracey Frederick  
Brandi Hanson  
Katherine Lenehan  
Amanda Ryland  
Emily Summers  
Stacy Worton

Suzanne Cronley  
Sarah Gawthrop  
Christi Kenney  
Mary Sue Mansfield  
Deepali Schwarz  
Kim Szwech

**VALLEY FORGE ELEMENTARY SCHOOL****Cafeteria**

Lauren Doran

Amanda Ivory

**Lobby**

Heather McConnell

**Miscellaneous**

Stacy Albert  
Fritz Bittenbender  
Eva Case-Issakov  
Gary Chiazza  
Kylie Cross  
Connie Foster  
Jessica Graves  
Un Kyong Ho  
Karen Jens  
Claire Lartigue  
Heather Manifold  
William Martin  
Susan McGowan  
Amanda Miller  
Alison Murray  
Hang Nguyen  
Scott Palmer  
Wendy Pennie  
Phyllis Reid  
Amy Saylor  
Amal Shah  
Beth Stanfield  
Heather Tornvall  
Jaclyn Wahlers  
Ying Zhang

Amy Albertson  
Heather Bittenbender  
Tarin Cataldo  
Renu Chudamani  
Valerie Denault  
Deborah Frutos-Smith  
Michael Graves  
Farzin Irani  
Beth Joers  
Susan Look  
Josh Manifold  
Siddhartha Mathur  
Nicole McManus  
Amanda Mlinar  
Art Nemchenko  
Anita Oktrova  
Tina Parson  
Joe Pizzio  
Teresa Reid  
Kevin Saylor  
Tracy Simpson  
Brooke Stienes  
Caren Trudel  
Doug Wilson

Lynn Barajas  
Rita Boerner  
Kristina Calalang  
Sara Cole  
Lauren Doran  
Maryellen Fulton  
Tracy Grigoriades  
Ralph Ivory  
Kim Kerns  
Jamie Lynch  
Tannaz Markazi  
Angel McAveney  
Amanda Meyer  
Vanessa Monahan  
Amy Nesbitt  
Daria Olcese  
Hanita Patel  
Maria Polenta-Sifakis  
Sybil Rodrigo  
Adam Schwartz  
Tammy Small  
Natalie Sudall  
Andrea Vainius  
Kathleen Wong

Jeanette Bell  
Andrea Brennan  
Elena Chernousov  
Patellen Corr  
Melissa Fanelli  
Saundra Genoni  
Damika Harris  
Kim Jamme  
Amy Kline  
Chiwei Ma  
Marie Martin  
Heather McConnell  
Stacey Mignone  
Patricia Muldowney  
Jo Novelli  
Victoria Ostroff  
Ed Pennie  
Moji Pour  
Ingrid Sandorff  
Adam Schwartz  
Julie Soura  
Lisa Swartzendruber  
Mijung Vuadens  
David Wright

**Publishing Center**

Heather Bittenbender  
Erica Griffel

Emily Brunner  
Amanda Ivory

Tarin Cataldo  
Tereza Keohane

Mojdeh Ghahremani  
Deepa Krishnan



Kaitlen Langerhans  
 Srivani Ravinuthala  
 Jackie Wahlers

Susan McGowan  
 Elayne Schmidt  
 Brooks White

Alison Murray  
 Tracy Simpson  
 Kristen Wright

Moji Pour  
 Julie Soura

**Music**

Tiffany Leong

**Executive Board**

Emily Carteen  
 Angel McAveney  
 Amanda Mlinar

Tarin Cataldo  
 Heather McConnell  
 Alison Murray

Amanda Ivory  
 Rujuta Mandelia  
 Beth Stanfield

Kim Kerns  
 Adrienne Miller  
 Brooks White

**School Store**

Karen Jens

Tara Karbiner

Chiwei Ma

Ann Marie Marburg

**Library**

Stacy Albert  
 Eva Case-Issakov  
 Valerie Denault  
 Enoch Gao  
 Carrie Jacovini  
 Kim Kerns  
 Angel McAveney  
 Ann Marie Marburg  
 Tina Parson  
 Allison Richardson  
 Ingrid Sandorff  
 Tammy Small  
 Brooke Stein  
 Brooks White  
 Fanny Yuliana

Heather Bittenbender  
 Tarin Cataldo  
 Alexis DiLullo  
 Tracy Grigoriades  
 Melissa Keene  
 Chulani Kudalugodaarachichi  
 Heather McConnell  
 Adrienne Miller  
 Wendy Pennie  
 Jenny Roberts  
 Andrea Sau  
 Julie Soura  
 Natalie Sudall  
 Patricia Willcox  
 Ying Zhang

Bridgid Burkert  
 Nancy Coradi  
 Lauren Doran  
 Heather Hill  
 Agnes Kent  
 Claire Lartigue  
 Susan McGowan  
 Christine Miller  
 Joseph Pizzio  
 Jon Rust  
 Linda Schubert  
 Beth Stanfield  
 Heather Tornvall  
 Doug Wilson

Emily Carteen  
 Laura DeJong  
 Mia Dotzel  
 Amanda Ivory  
 Tereza Keohane  
 Jamie Lynch  
 Aida Malik  
 Jo Novelli  
 Phyllis Reid  
 Franny Ryan  
 Tracy Simpson  
 Brooke Stienes  
 Jackie Wahlers  
 Kristen Wright

**T/E MIDDLE SCHOOL****School Store**

Kristine Adams  
 Ina Fricchione  
 Tracy Hughes  
 Elizabeth Mailey  
 Jennifer Roessler  
 Anna Umsted

Erica Barnes  
 Coleen Fullam-Hillman  
 Kate Kilgariff  
 Darcy Mc Groarty  
 Wendy Sharkey  
 Jessica Weinberg

Heather Burton  
 Angela Harris  
 Catherine Kunsch  
 Kathleen Meaney  
 Ann-Charlotte Storer  
 Yuanging Yu

Rebecca Caldwell  
 Diane Hoey  
 Michele Lynch  
 Suzanne Norris  
 Barbara Todd

**5<sup>th</sup> Grade Zoo Field Trip**

Michele Airiau  
 Georgann Bernabeo  
 Kathryn Campbell  
 Grey Cremer  
 Jacqueline Henry  
 Andrew Levin  
 Ashley Meyers  
 Sara Padilla  
 Adrian Prawak  
 Margaret Ruschmann  
 Paul Shoup  
 Flo Stopper  
 Anna Umstead

Matt Ballard  
 Emily Bernstein  
 Laura Chambers  
 Jennifer Fryberger  
 Amy Holzapfel  
 Renee Liberato  
 Katharine Murphy  
 Melissa Park  
 Erin Preston  
 Barbara Schiff  
 Isobel Spence  
 Meg Taft  
 Katherine Vanderau

Erica Barnes  
 Beth Breault  
 Shannon Choe  
 Jennifer Gowadia  
 Nicole Kent  
 Isabel Lip  
 Christine Neilon  
 Ami Patel  
 Barbara Rainbow  
 Marie Scutti  
 Chrissy Steele  
 Rita Thompson  
 Maggie Yates

Jane Bearinger  
 Meg Burgo  
 Louis Chow  
 Darren Henry  
 Catherine Kunsch  
 Forrest Mahon  
 Autumn O'Reilly  
 Sandra Patterer  
 Amy Roseland  
 Wendy Sharkey  
 Naso Stoios  
 Margaret Tierney  
 Yuanqing Yu

**Jr. Model United Nations Trip**

John Bagby

Francine Danenhower

Angela Harris

Rupa Joshi

Katrina Von Hoyer	Kathleen Wylonis		
<b>Multi-Cultural Day</b>			
Seetha Aiyar	Archana Anne	Annie Chen	Shweta Chopra
Kang Chu	Rania El-Desoki	Arti Goyal	Kunaal Goyal
Anita Lalloo	Cindy Lu	Jim Lou	Jennifer Marasala
Shivani Murty	Shaun Snyder	Katrina Von Hoyer	
<b>Zumba Gym Class</b>			
Becky DiMino			
<b>Movement Monday- Classical</b>			
<b>Indian Dance</b>			
Savitri Vaidhyanathan			
<b>CONESTOGA HIGH SCHOOL</b>			
<b>Keystone Exams Mailing</b>			
Amy Buck	Yingli Liu	Geraldine O'Leary	Karen Seifert
<b>Drivers</b>			
Jeanette Alwine	Suzanne Emerson	Elizabeth Hannan	Margaret Mac Kenzie
Evans Pancoast			
<b>Main Office</b>			
Amy Buck	Trish Connell	June Di Dario	Judy Dunn
Karen Friedman	Susan Huck	Susie Klein	Kristy Moesler
Erin Shine	Cindy Sillhart		
<b>Student Services</b>			
Barbara Bashe	Tracy Castelli	Susan Hirshman	Margaret Mac Kenzie
Jane Martin	Carol Overend	Sarah Regan	Jennifer Roessler
Linda Spickler	Jeanne Swope	Karen Williams	
<b>Attendance Office</b>			
Suzanne Emerson	Heidi Lou Mallott	Geraldine O'Leary	Marina Polychronopoulos
Jill Semmer	Rashika Senapathy		
<b>Snow Day in May Volunteers</b>			
Fran Arvan	Martha Atchinson	Frank Aufiero	Frani Aufiero
Mindy Bernstein	Laura Bertin	Wendy Bleczynski	Donald Cancelmo
Jeanette Ciminera	Christine Connors	Paul Czubryt	Vilma Drozdoviene
Julie Malloy- DuTot	Brenda Frandina	Kim Gibney	Elizabeth Goldberg
Mindy Gusdorff	Janie Hamilton	Juliette Hyson	Shailaja Jonnalagadda
Missy Kathol	Elizabeth Killackey	Susie Klein	Danyll Lockett
Monica Jones McCarthy	Lisa Mc Cullough	Kathy Nadel	Susan O'Rourke
Virginia Porras	Krista Ross	Michelle Rossi	Nikki Serafim
Linda Mc Allister Sherry	Evelyn Shreve	Leslie Susskind	Terry Taicher
Patricia Urrunaga	Raul Urrunaga		
<b>Snow Day in May Committee</b>			
Margaret Auslander	Barbara Bashe	Juliette Hyson	Susie Klein
Regina Mauro	Amy Milanek	Lorraine Miller	Lisa Murphy
Bob Pacca	Merraine Rein		
<b>Late Night Stoga Committee</b>			
Enna Allen	Heather Bailey	Tracy Castelli	Cathleen Collins
Deborah Ealer	Tracey Ellerbeck	Joanne Howarth	Raquel Hunter
Dawn Morgan	Lisa Ondich	Diane Pancoast	Stacey Pellegrini
<b>Late Night Stoga Volunteers</b>			
Douglas Anestad	Marianne Anestad	Kerry Borska	Amy Brown
Jeannette Casterline	Wendy DiRico	Angela Furtaw	Jana Garanicova
Susanne Hay	Jennifer Horan	Patti Kennedy	Leslie Lewis

Peter Looft	Aydee Ruiz De Esparza Malacon	Gwenn Mascioli	Mike Mc Fadden
Katherine Mc Govern	Kristy Moesler	Catherine Renon	Jin Zhou

**Reflections Committee**

Tracy Castelli	Sandra Forbes	Amy George	Rene Jones
Elizabeth Killackey	Carol Lake	Danyll Lockett	Gwenn Mascioli
Virginia Porras	Jennifer Roessler	Evelyn Shreve	Leslie Susskind
Tina Whitlow	Sharon Willis		

**Reflections Volunteers**

Fran Arvan	Martha Atchinson	Kathleen Bailer	Laura Bertin
Amy Brown	Amy Buck	Tracy Castelli	Elizabeth Castleman
Patty Davis	Carol Diehl	Nancy Gray	Susanne Hay
Joanne Howarth	Susan Huck	Raquel Hunter	Maria Kalilec
Elizabeth Killackey	Lisa Mc Dugall	Amy Milanek	Lorraine Miller
Sandie Nicholson	Debbie Riener	Megan Robinson	Karen Seifert
Nikki Serafim	Leslie Susskind	Jeane Swope	Karen Williams

**2017-2018 Hourly Wage Rates for the Tredyffrin/Easttown School District Non- Instructional (Support Personnel) Temps/Subs**

The Board of School Directors approved the Tredyffrin/Easttown School District Non-Instructional (Support Personnel) Temps/Subs hourly wage rates for the 2017-2018 school year as listed.

**2017-2018 Hourly Wage Rates  
T/E Temps/Substitutes**

	7/1/16	7/1/17
Secretarial-Clerical/Accounting	13.42	13.65
Custodial	11.58	11.78
Maintenance (general)	13.81	14.05
Maintenance (experienced)	18.17	18.48
Security	12.27	12.48
Health Room Nurse	19.28	19.61
Food Services/Cook/General Kitchen Worker		
Starting	11.49	11.69
2 plus years' experience	12.65	12.87
Food Services Managers	13.49	13.72

- Secretarial/clerical sub/temp anticipated to work for a period of 90 days for employee on an approved leave of absence or vacancy will be paid at the appropriate rate set forth in the current TENIG Collective Bargaining Agreement.
- Temp/sub secretarial/clerical/accounting rate adjusts to \$14.32 per hour after employee completes 500 hours of service.

Rates reflect a 1.7% increase.

**2017- 2018 Hourly Wage Rates for Teacher Aides, Paraprofessionals, Evening School Suspension/Monitors (Secondary Schools), District Summer Crew Rates**

The Board of School Directors approved the hourly wage rates for teacher aides, paraprofessionals, evening school suspension/monitors (secondary schools) and District summer crew for the 2017-2018 school year as listed.

**2017-2018 Hourly Wage Rates  
Teacher Aides, Paraprofessionals, Evening School Suspension/Monitors (Secondary Schools),**

**District Summer Crew**

	<u>2016-17</u>	<u>2017-18</u>
Teacher Aides (Instructional/Clerical)	12.94	13.16
Paraprofessionals	18.87	19.19
• Science Aide (Elementary)		
• Reading Support (including BRIDGE and Early Intervention)		
• Applied Technology Aides (K-12)		
Special Education Support		
• Paraprofessional	18.13	18.44
• Para Educator	13.78	14.01
Evening School Suspension/Monitor (Secondary Schools – Certificate Required)	23.45	23.85
Crossing Guard	17.47	17.77
Summer Crew (General Seasonal)		
1 <sup>st</sup> year (starting)	9.92	10.09
2 <sup>nd</sup> consecutive year	10.58	10.76

**2017-2018 Substitute Teacher Rate Program for Teacher/Nurse Substitutes (non-contract)**

The Board of School Directors approved the following substitute teacher rate schedule for teacher/nurse substitutes (certificate required) effective 7/1/17 for the 2017-2018 school year:

- Pay \$115/day for substitutes on an “as needed” basis for the first thirty-five (35) days.
- Adjust substitute teacher rate to \$125/day after thirty-sixth (36) day.
- Substitutes anticipated to replace the same teacher for more than twenty-one (21) days will receive two (2) times their prevailing substitute teacher rate—up to forty-five (45) days.

Note: Cumulative workdays in the previous school year will be considered when implementing the above rate schedule.

**Contracted Services for 2017-2018 School Year**

That the Board of School Directors approved the attached list of vendors to provide services to students during the 2017-2018 school year.

**Superintendent Evaluation Criteria**

Pursuant to Act 82 of 2012, the Board adopted, as the required objective performance standards for Superintendent, the District goals to be presented by Dr. Gusick to the Board at its August 28, 2017 Board meeting for adoption at its September 25, 2017 meeting.

**2017 Summer Workshops and Participants**

The Board of School Directors approved the following workshops and participants at a rate of \$40 per hour in accordance with School Board Policy #4505 and the negotiated agreement.

**2017 Summer Workshops****ART****3D Mixed Media Curriculum Design:**

**Date(s):** 3 days; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Jacqui Rothera

**Participants:** 2 high school art teachers

Participants will meet to design the curriculum for the new 3D Mixed Media Course and develop a curriculum document, unit lesson plans, and a materials list.

**Studio Art Program Curriculum Update:****Date(s):** 2 days; TBD**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Jacqui Rothera**Participants:** 4 high school art teachers

Participants will meet to review, revise and update the Studio Art curriculum. Changes to vertical teaming and the overall 3D curriculum will be the main focus of this update.

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**ARTISTRY IN TEACHING**

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**Artistry of Teaching November Inservice Planning:****Date(s):** 2 days; TBD**Time:** 8:00 a.m. to 1:00 p.m.**Location:** TBD**Directors:** Wendy Towle, Nancy Adams, Pat Gately, Oscar Torres, Jr.**Participants:** 10 participants

The participants in this workshop will all be presenters during the November 7<sup>th</sup> inservice day. They will work with curriculum supervisors to develop and refine their presentations.

**Artistry of Teaching Instructional Module Planning:****Date(s):** 2 days, TBD**Time:** 8:00 a.m. to 1:00 p.m.**Directors:** Wendy Towle, Nancy Adams, Pat Gately, Oscar Torres, Jr.**Participants:** 20 Participants

The participants in this workshop will all be members of the Artistry of Teaching Committee. They will continue their work to develop instructional modules based on themes and dispositions of teaching artistry with the goal of presenting the modules to colleagues during the 2017-18 school year.

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**COUNSELING**

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**College Search Planning for High School Counselors:****Date(s):** 1 day; TBD**Time:** 8:00 a.m. to 1:00 p.m.**Directors:** Misty Whelan, Mark Cataldi**Participants:** 9 high school counselors

Participants will work on the implementation of the recently approved college search resource, Scoir. Scoir provides software for the college search, guidance, application and admission services. Participants will develop a plan for how this additional resource will blend with the current use of Naviance.

**Developmental School Counseling Program:****Date(s):** 1 day; TBD**Time:** 8:00 a.m. to 1:00 p.m.**Directors:** Mark Cataldi, Misty Whelan**Participants:** 8 school counselors to represent elementary, middle, and high school

Participants will review the K-12 developmental school counseling program for continuity of student services. The District's school counseling program will be examined and the state required school counseling plan will be updated.

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**CULTURAL PROFICIENCY**

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**Cultural Proficiency Development and "No Place for Hate" Planning:****Date(s):** 4 days in July

**Time:** 8:00 a.m. to 12:00 p.m.

**Directors:** Andy Phillips, Kim Morris, Oscar Torres, Jr.

**Participants:** 3 TEMS teachers

Participants will continue to work on initiatives at T/E Middle School aimed at raising the staff's cultural proficiency and improving the school climate for students of all cultural backgrounds. Topics discussed will be school-wide activities, curriculum enhancement, school practices, extra-curricular opportunities, and partnerships with the PTO and other community groups. Related to these efforts will be the planning of events that will help TEMS apply to be recognized as a "No Place for Hate" school by the Anti-Defamation League in the future.

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#### ENGLISH/LANGUAGE ARTS

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##### **ELA PSSA Data Analysis:**

**Date(s):** 2 days; TBD

**Time:** 8:30 a.m. to 1:30 p.m.

**Location:** BES

**Director:** Pat Gately

**Participants:** 12 language arts teachers (1 from each grade, 3-8)

Participants will examine data from the third standardized assessment associated with the PA Core standards in order to evaluate curricular alignment and help identify future needs.

##### **Elementary Reading Specialists' Literacy by Design Inservice Planning:**

**Date(s):** 2 days; TBD

**Time:** 1:00 p.m. to 5:00 p.m.

**Location:** BES

**Director:** Pat Gately

**Participants:** 5 elementary reading specialists

Participants will review the grade-level materials for Literacy by Design (LbD) in order to enhance teacher facility with the reading developmental sequence and differentiation strategies and materials. Participants will design LbD teacher in-service materials.

##### **Middle and High School Writing Framework Curriculum Development:**

**Date(s):** 2 days; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Location:** CHS Library

**Director:** Pat Gately

**Participants:** 4 middle school/high school English teachers (Grade 7-12)

Participants will update the Writing Framework for grades 7-12 to include: continued alignment to the Pennsylvania Core Standards, best practices for secondary writing, and current course scope and sequence.

##### **High School English Curriculum Development:**

**Date(s):** 2 days; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Location:** CHS Library

**Director:** Pat Gately

**Participants:** 4 high school English teachers

Participants will review the results of the student survey and Department need assessment in order to: update and enhance the curriculum of current course offerings or develop the curriculum for a new Conestoga High School English course, to be implemented in the 2018-2019 school year.

##### **Middle School Media Specialists:**

**Date:** 1 day; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Location:** TEMS and VFMS Library

**Director:** Pat Gately

**Participants:** 2 middle school media specialists

Participants will collaborate to continue to develop middle school media center innovation spaces.

**High School Media Specialists:**

**Date(s):** 2 days; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Location:** CHS Library

**Directors:** Pat Gately, Amy Meisinger

**Participants:** 2 high school media specialists

Participants will collaborate to reconfigure the library space to better equip students for the 1:1 laptop initiative.

**New Reading Specialist Critical Reading Inventory Training:**

**Date(s):** 2 days; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Location:** BES

**Director:** Pat Gately

**Participant:** New Reading Specialist (1 teacher)

Participant will receive training on the Critical Reading Inventory, including how to administer the reading assessment tool and how to write reports.

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**ESL**

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**ESL Data Analysis and Curriculum Development:**

**Date(s):** 2 days; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Oscar Torres, Jr.

**Participants:** 8 ESL teachers

Participants will analyze WIDA ACCESS scores of English Language Learners. ESL teachers will also be trained on the new state requirements for educating English Language Learners. ESL teachers will develop a Comprehensive Thematic Scope and Sequence of the ESL curriculum aligned to ELL Standards. Specific attention will be applied to the development of assessments based on the curricular program.

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**GIFTED**

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**Meeting the Needs of Gifted Learners - Elementary School Level:**

**Date(s):** 2 days; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Stephanie Demming

**Participants:** 6 elementary gifted support teachers

The elementary gifted support teachers will review GIEP goals, lessons, and assessment activities in connection with state standards and District programming. The teachers will review and revise the protocols and schedules for first grade screening and evaluation for 2017-18 school year. The teachers will also update the fourth grade re-evaluation checklist for 2018. Further, the teachers will design robotics and coding activities in connection with the Challenge program and grade level curriculum units.

**Meeting the Needs of Gifted Learners – New Teachers/Secondary Level:**

**Date(s):** 2 days in August; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Location:** TEMS

**Director:** John Mull

**Participants:** 3 new secondary gifted support teachers (TBD)

New secondary gifted support teachers will be trained in state regulations and District practices surrounding the identification and education of gifted students. Protocols for conducting GIEP meetings and for communicating with students, teachers, administrators and families about gifted student needs will be reviewed. Participants will examine the full continuum of

services available to meet the needs of gifted learners. Those new to gifted support will review forms and processes to guide and document the academic enrichment of gifted learners in T/E, and they will be trained in the use of IEP-plus software.

**Meeting the Needs of Gifted Learners - Middle School:****Date(s):** 2 days in July/August; TBD**Time:** 8:00 a.m. to 1:00 p.m.**Location:** TEMS**Director:** John Mull**Participants:** 6 middle school gifted support teachers

Participants will meet to review and revise existing curricular materials for middle school gifted seminars.

Additional extension opportunities and projects will be designed to make connections to the CORE curriculum in English, Math, Science and Social Studies.

**Meeting the Needs of Gifted Learners - High School:****Date(s):** 2 day in July/August; TBD**Time:** 8:00 a.m. to 1:00 p.m.**Location:** TEMS**Director:** John Mull**Participants:** 3 high school gifted support teachers

Participants will meet to discuss innovations at the intersections between disciplines and then design learning extension opportunities for students that take advantage of asynchronous communication tools.

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**HEALTH/PHYSICAL EDUCATION**

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**Health Curriculum Review for Grades 7-9:****Date:** 1 day; TBD**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Oscar Torres, Jr.**Participants:** 8 health teachers

Participants will identify opportunities to enhance health units and lessons that include the technology available to the students. Lessons will include updated resources available to teachers.

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**HIGH SCHOOL**

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**College and Career Transition (CCT) Course:****Date(s):** 2 days; TBD**Time:** 8:00 a.m. to 1:00 p.m.**Directors:** Oscar Torres, Jr., Mark Cataldi**Participants:** 5 members of the CCT planning group

Participants will begin to develop the curriculum for the recently approved course in College and Career Transition. The course will be required of all 11<sup>th</sup> grade students starting in the 2018-2019 school year.

**Peer Mediation for High School Teams:****Date(s):** 5 days; TBD**Time:** 7:30 a.m. to 3:30 p.m. (one hour unpaid lunch)**Director:** Misty Whelan**Participants:** Marci Mariani and 3 additional advisors

Participants will train student peer mediators as part of the existing building-level peer mediation program for conflict resolution and building team skills. Annual training is critical to ensure a cadre of students and faculty sponsors to support and maintain the program. The peer mediation program is a component of the District's initiatives for positive school climate.

**High School AASU Club:****Date(s):** July 10-11



**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Misty Whelan

**Participants:** Leashia Lewis, Carol Gibson

The advisors will develop AASU club goals for 2017-18. Time will be spent planning the yearly calendar and developing the club membership roster and invitation letters for new members. In addition, AASU officers and club members will join the advisors for leadership training.

**High School Navigate Program:**

**Date(s):** July 12-13

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Misty Whelan

**Participants:** Leashia Lewis, Carol Gibson, Dan McDermott

Participants will plan the Navigate meeting schedule, create topics and lesson plans for each meeting, and plan the overnight and day college trips. This planning will provide a full year of programming for students of under-represented populations with the goal of increasing college readiness and academic motivation and success.

**AP Seminar Curriculum Development:**

**Date(s):** 2 days (including 1 day with AP Research); TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Location:** CHS

**Directors:** Matthew Sterenczak, Amy Meisinger

**Participant:** 1 high school teacher

Participants will re-design the curriculum for the second year of the AP Seminar course to include an updated curriculum document, unit syllabi, assessments, and coordination with the new AP Research course.

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**MATHEMATICS**

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**Algebra 2:**

**Date(s):** 2 days; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Nancy Adams

**Participants:** 6 high school math teachers

Participants will design the curriculum for the new Algebra 2 text to include a planned curriculum document, unit syllabi, and assessments.

**Elementary Math Support:**

**Date(s):** 2 days; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Nancy Adams

**Participants:** Lisa McIntyre, Linda Krause, Jess Gallo, Trish Plunkett, Patty McCarrin

Participants will analyze data from the most recent test administration. Participants will use the data to design instruction and assessments as needed and to prepare a visual representation of the data.

**MIF Grade 7:**

**Date(s):** July 31–August 4

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Nancy Adams

**Participants:** 9 teachers (6 seventh grade, 2 sixth grade and 1 special education teacher)

Participants will examine individual MIF Courses 1 and 2 materials and design instruction. Participants will learn about and use bar models.

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**MIDDLE SCHOOL ADVISORY**

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**Middle School Advisory Initiatives:**

**Date(s):** 4 days; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Directors:** Nancy Adams, Andy Phillips, Wendy Towle, Pat Gately, Matthew Sterenczak

**Participants:** 16 teachers (Four for each initiative)

Participants will design curriculum and instruction for the new Middle School Advisory Initiatives. Each will contain a series of 16 student experiences.

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### MUSIC

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**Songwriting:**

**Date(s):** 3 days; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Nancy Adams

**Participants:** 2 high school music teachers

Participants will design the curriculum for the new songwriting course to include a planned curriculum document, unit syllabi, and assessments.

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### SCIENCE

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**Astronomy:**

**Date(s):** 4 days; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Nancy Adams

**Participants:** Mike Kane and one additional high school science teacher

Participants will design the curriculum for the new, science-based course to include a planned curriculum document, unit syllabi, and assessments.

**AP Computer Science Principles:**

**Date(s):** 4 days; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Nancy Adams

**Participants:** 2 high school math teachers

Participants will design the curriculum for the new AP Computer Science Principles course to include a planned curriculum document, unit syllabi, and assessments.

**Fifth Grade Science:**

**Date(s):** 1 day; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Nancy Adams

**Participants:** 8 middle school teachers

Participants will review the first year of use of Integrated Science and complete a curriculum document aligned to the PA Science Standards.

**Elementary Robotics:**

**Date(s):** 2 days; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Directors:** Nancy Adams, Stephanie Demming

**Participants:** Susan McCann, Dominic Parrotta, Andrea Bruce, Beth Adams, Melissa Moreno, Caroline Silverman

Participants will develop a binder of best practices and activities for using the Blue Bots, Probots, Dash and Dot, Sphero and Ozobots in their classroom instruction. This will be shared with all elementary core and gifted professional staff in August.

**Science Notebooks:**

**Date(s):** 3 days; TBD  
**Time:** 8:00 a.m. to 1:00 p.m.  
**Director:** Nancy Adams  
**Participants:** 10 elementary teachers

Participants will re-design one of their science packets as a learning tool that, through writing, helps the students learn content, language and processes of science with a goal of moving to an insightful use of science note-taking strategies.

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**SAFETY**

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**Emergency Preparedness:**

**Date:** 1 day; TBD  
**Time:** 8:00 a.m. to 1:00 p.m.  
**Director:** Mark Cataldi

**Participants:** 8 members of the District Safety Committee

Participants will continue to examine the recommendations made by the Risk and Vulnerability Assessment that was completed by the PA State Police. The District Emergency Preparedness Plan and building safety plans will be updated accordingly.

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**SOCIAL STUDIES**

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**Honors World History Curriculum Collaboration:**

**Date(s):** July 20; August 1  
**Time:** 8:00 a.m. to 1:00 p.m.  
**Location:** CHS  
**Director:** Matthew Sterenczak

**Participants:** Greg Hein, Aaron Lockard, Megan McDugall, Emily Zwart

Participants will collaborate to revise and revamp their research based projects that are assigned each marking period.

**AP World History Curriculum Collaboration:**

**Date(s):** 2 days; TBD  
**Time:** 8:00 a.m. to 1:00 p.m.  
**Location:** CHS  
**Director:** Matthew Sterenczak

**Participants:** Megan McDugall, David Zimmerman

Participants will collaborate to design and modify lessons in order to align instruction with the recently redesigned AP World History curriculum and exam.

**5<sup>th</sup> Grade Social Studies Collaboration:**

**Date(s):** July 17 and 18  
**Time:** 8:00 am-1:00 pm  
**Location:** VFMS  
**Director:** Matthew Sterenczak

**Participants:** Ed Collins, Beth Guistwhite, Katie Holmes, Heather O'Connor, Susan Smith, AJ Thompson, Marquis Weeks

Participants will review current best practices in social studies instruction which incorporate reading, writing, and critical thinking skills as well as technology to enhance the current curriculum. Teachers will create purposeful, engaging products including formative and summative assessments, text based assessments which incorporate primary and secondary sources and activities incorporating geospatial tools which can be readily implemented into the curriculum on a daily basis.

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**STRATEGIC PLANNING**

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**Middle School Strategic Planning Resilience/Development of a Scope and Sequence:****Date(s):** 2 days; TBD**Time:** 8:00 a.m. to 1:00 p.m.**Directors:** Oscar Torres, Jr., Nicole Roy**Participants:** 8 participants (2 emotional support teachers, 1 mental health specialist, 5 core teachers)

Participants will develop a Scope and Sequence along with the lessons for students to build capacity for resilience, grit, and flexibility at the middle school that will serve as a foundation for success as life-long learners within the core classroom.

**CHS Strategic Planning Resilience:****Date(s):** 2 days; TBD**Time:** 8:00 a.m. to 1:00 p.m.**Directors:** Oscar Torres, Jr., Nicole Roy**Participants:** 10 participants (1 emotional support teacher, 1 mental health specialist, 1 guidance counselor and 7 core teachers)

Participants will develop a plan for students to build capacity for resilience, grit, and flexibility that will serve as a foundation for success as life-long learners.

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**STUDENT SERVICES**

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**Zones of Regulation – Elementary:****Date:** 1 day; TBD**Time:** 4 hours**Directors:** Katie Parker, Nicole Riley**Participants:** 5 elementary special education teachers

Participants will review the Zones of Regulation curriculum as it is utilized in the Emotional Support program at the elementary level and develop their own usable lessons based on the curriculum. Participants will produce/re-produce materials, design lessons and set a scope of implementation for students.

**Elementary Intensive Needs:****Date(s):** 2 days; TBD**Time:** 4 hours per day**Director:** Katie Parker**Participants:** 4 elementary special education teachers

Participants will review the needs of incoming students with intensive needs (i.e. Life Skills, Autistic Support, Emotional Support, and Supplemental Kindergarten) to enhance programming. Participants will review existing curriculum for intensive needs students and determine whether additional resources are needed.

**Secondary Intensive Needs/Healthy Relationships Curriculum:****Date(s):** 2 days; TBD**Time:** 4 hours per day**Directors:** Lisa Snyder, Katie Parker**Participants:** 7 secondary special education teachers

Participants will review the needs of incoming students with intensive needs (i.e. Life Skills, Autistic Support, Supplemental Learning Support) to enhance programming. Participants will review existing curriculum for intensive needs students and determine whether additional resources are needed.

**VBMAPP:****Date(s):** 3 days; TBD**Time:** 4 hours per day**Director:** Katie Parker**Participants:** 3 teachers

Participants will review the VBMAPP program, curriculum and develop individual student interventions. Participants will review materials, create assessments and individualized programming for students with severe language challenges.

**Executive Functioning:**

**Date(s):** 2 days; TBD

**Time:** 4 hours per day

**Directors:** Nicole Roy, Lisa Snyder

**Participants:** 6 middle school special education teachers

Participants will review the needs of current and incoming middle school special education students with executive function goals. Participants will review our new curriculum, develop lessons, and collaborate on implementation strategies.

**Extended School Year Planning, Implementation and Review of Responsibilities:**

**Date(s):** 9 days in July and August

**Time:** 4 hours per day

**Director:** Chris Groppe

**Participant:** 1 Teacher on Special Assignment

Participant will complete an on-site review of ESY classes and document all aspects of the implementation of the Extended School Year for 2017. The report will include the efficiency and effectiveness of staffing, scheduling, academic activities, supplies, assistive devices, organization, facilities, transportation process and other aspects of the District ESY programming that will assist in future planning.

**Transition Planning for Students with Disabilities at the High School Level:**

**Date(s):** 4 days in July/August

**Time:** 4 hours per day

**Directors:** Nicole Roy, Katie Parker

**Participants:** 3 participants

Special education teachers at the high school level will meet to review student needs for those students who are transitioning from grade to grade and/or teacher to teacher. The team will review each IEP and compare it to the student's schedule to insure that students are receiving the support they need to be successful at the high school level.

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**TECHNOLOGY**

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**Elementary Keyboarding:**

**Date:** 1 day in July or August; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Mike Szymendera

**Participants:** 6 (Lisa Lukens, 5 elementary school teachers)

Participants in this workshop will evaluate our current software used for keyboarding instruction in grades 3 and 4. Alternative software options will also be evaluated.

**Gradebook Managers:**

**Date:** 1 day in July or August; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Mike Szymendera

**Participants:** 5 (Lisa Lukens, 4 teachers [Middle school and high school Gradebook Managers])

Participants in this workshop will develop materials for staff training pertaining to the online gradebook. Participants will review staff needs and develop a plan to support teachers as we enter our second year with a new online gradebook. Materials developed will be used in staff training sessions throughout the 2017-18 school year.

**District Website:**

**Date(s):** 5 days in July or August; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Mike Szymendera

**Participant:** Lisa Lukens

The purpose of this workshop is to assist the Communications Specialist and Director of Instructional Technology during the transition to a new District website.

**Schoology:**

**Date:** 1 day in July or August, TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Mike Szymendera

**Participants:** 8 Maximum (Middle and high school teachers)

Participants will advance their understanding of Schoology and develop strategies to effectively implement the learning management system.

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**TV STUDIO**

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**TV Studio Equipment Training:**

**Date:** 1 day; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Mike Szymendera

**Participants:** 2 TV studio teachers

Participants will receive training on the new TV Studio equipment so they are ready to work with the students when the school year begins.

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**WORLD LANGUAGES**

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**Curriculum Articulation and Alignment for Spanish 4-6:**

**Date:** 1 day; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Oscar Torres, Jr.

**Participants:** 8 CHS world language teachers

Teachers of levels 4, 5 and 6 will articulate the scope and sequence of the curriculum. This workshop will establish the expectations for the units of study in all levels including themes, topics of discussion, vocabulary, "Can do" descriptors, and grammatical concepts.

**French 3 and 4 Curriculum:**

**Date(s):** 2 days; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Oscar Torres, Jr.

**Participants:** 4 CHS world language teachers

Participants in this workshop will focus on reviewing the curriculum sequence used during the 2016-2017 school year and the progression of key unit thematic concepts. Participants will also evaluate the usage of various classroom activities used to support unit progression.

**Italian Curriculum Alignment (Levels 1-4):**

**Date(s):** 2 days; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Oscar Torres, Jr.

**Participants:** 2 CHS world language teachers

Participants will review the Italian program to develop a complete scope and sequence of all of the courses leading up to the AP Italian course. The use of authentic materials and updated technologies will be identified for each course.

**Latin Curriculum Articulation and Alignment (Levels 2-4):**

**Date:** 1 day; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Oscar Torres, Jr.

**Participants:** 2 CHS world language teachers

Participants in this workshop will review the established curricula in levels 2-4 and identify cultural themes to supplement the grammar units.

**STAMP Data Review (Levels 2, 4, 6):**

**Date:** 1 day; TBD

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Oscar Torres, Jr.

**Participants:** 10 middle school and high school world language teachers

World Language teachers teaching levels 2, 4 and 6 will convene to analyze the data gathered through the STAMP Assessment. A comparison of the results from the past few years along with recommendations to enhance the curriculum based on the results will be discussed.

**Updated 2017 Classroom and Supplemental Textbook List**

The Board of School Directors approved the updated 2017 Classroom and Supplemental Textbook List which is attached to these minutes.

**Acceptance of Gift**

The Board of School Directors accepted with pleasure and appreciation the following donation:

\$1,113.00 donation from Conestoga Class of 2017 Parent Group to the 2017 Senior Class of Conestoga High School.

**Tax Bill Homestead/Farmstead Exclusion**

The Board of School Directors for the Tredyffrin/Easttown School District adopted the following resolution which pertains to the approval of the Tax Bill Homestead/Farmstead Exclusion for the 2017 – 2018 fiscal year:

WHEREAS, the County Assessor has certified to the School District that there are 11,415 approved homestead properties in the School District and 7 approved farmstead properties in the school district for the 2017 – 2018 fiscal year; and,

WHEREAS, the Pennsylvania Department of Education has certified that the School District's Property Tax Reduction Allocation for the 2017 – 2018 fiscal year is \$2,099,852.66.

In accordance with the Special Session Act 1 of 2006, known as the Taxpayer Relief Act, the Board of School Directors hereby establishes the following homestead/farmstead exclusion for the 2017 – 2018 fiscal year:

1. All approved homesteads and/or farmsteads shall receive a homestead/farmstead exclusion of \$8,199.00 of the assessed value of the homestead and/or farmstead, which, based upon the millage rate established for the 2017 – 2018 fiscal year, corresponds to a tax reduction of \$183.96.
2. The annual property tax bill for each approved homestead and/or farmstead shall include the following information with respect to the homestead/farmstead exclusion: (a) the assessed value, (b) the tax liability on the assessed value, (c) the amount of the homestead/farmstead exclusion in assessed value, (d) the actual tax liability after the homestead/farmstead exclusion and (e) the actual tax savings associated with the homestead/ farmstead exclusion.
3. The following notice shall also be included with the annual property tax bills of all owners of approved homestead and/or farmstead properties:

**NOTICE OF PROPERTY TAX RELIEF**

Your enclosed tax bill includes a tax reduction for your homestead and/or farmstead property. As an eligible homestead and/or farmstead property owner, you have received tax relief through a homestead

and/or farmstead exclusion which has been provided under the Pennsylvania Taxpayer Relief Act, a law passed by the Pennsylvania General Assembly designed to reduce your property taxes.

These provisions shall apply to the annual property tax bills issued in July 2017 and not to any interim real estate tax bill.

RESOLVED, ADOPTED and ENACTED this 12th day of June, 2017.

**Appointment of Insurance Broker of Record for the 2017-2018 School Year**

The Board of School Directors appointed the firm of Willis Towers Watson to serve as the Insurance Broker of Record for the year July 1, 2017 through June 30, 2018.

**Appointment of Depositories for the 2017-2018 School Year**

The Board of School Directors approved the following firm to serve as depositories for the Tredyffrin/Easttown School District for the year July 1, 2017 through June 30, 2018:

Fulton Bank

**Agreement with IU13 Lancaster Lebanon**

The Board of School Directors approved the renewal of the Consortium Member Enterprise Term License agreement between IU13 Lancaster Lebanon and the Tredyffrin/Easttown School District for Adobe Creative Cloud Suite subscriptions in an amount not to exceed \$21,725.00.

**Upper Main Line YMCA Rental Contract**

The Board of School Directors approved a rental contract between the Tredyffrin/Easttown School District and the Upper Main Line YMCA for the use of its tennis courts for the high school tennis team.

**Agreement with Reconstructive Orthopaedic Associates II, P.C.**

The Board of School Directors approved a two-year agreement between the Tredyffrin/Easttown School District and the Reconstructive Orthopaedic Associates II, P.C. for Athletic Training-Sports Medicine services for high school sports at a cost of \$94,253.24 for 2017-2018 school year and \$96,609.57 for 2018-2019 school year and Concussion Program Management at an annual cost of \$1,200 for the 2017-2018 and 2018-2019 school years.

**Settlement Agreement and Mutual Release Agreement**

The Board of School Directors approved a Settlement Agreement and Mutual Release Agreement.

**Educational Services Agreements**

The Board of School Directors approved an Educational Services Agreement for a District student with special needs to reimburse the family for Extended School Year services unilaterally provided by the family from June 15, 2017 through August 27, 2017 in an amount not to exceed \$5,500.

The Board of School Directors approved an Educational Services Agreement for a District student with special needs to reimburse the family for Extended School Year services unilaterally provided by the family from June 15, 2017 through August 27, 2017 in an amount not to exceed \$1,200.

The Board of School Directors approved an Educational Services Agreement for a District student with special needs to reimburse the family for Extended School Year services unilaterally provided by the family from June 15, 2017 through August 27, 2017 in an amount not to exceed \$5,500.

The Board of School Directors approved an Educational Services Agreement for a District student with special needs to reimburse the family for Extended School Year services unilaterally provided by the family from June 15, 2017 through August 27, 2017 in an amount not to exceed \$5,100.



The Board of School Directors approved an Educational Services Agreement for a District student with special needs to reimburse the family for the Extended School Year services unilaterally provided by the family from June 15, 2017 through August 27, 2017 at a total cost not to exceed \$2,940.

The Board of School Directors approved an Educational Services Agreement for a District student with special needs to reimburse the family for Extended School Year services unilaterally provided by the family from June 15, 2017 through August 27, 2017 in an amount not to exceed \$6,240.

The Board of School Directors approved an Educational Services Agreement for a District student with special needs. This agreement covers reimbursement for educational services for the 2017-2018 school year, including ESY, at a total cost not to exceed \$30,000.

The Board of School Directors approved an Educational Services Agreement for a District student with special needs. This agreement covers reimbursement for educational services for the 2017-2018 and 2018-2019 school years, including ESY, at a total cost not to exceed \$66,787.

**Contract with Approved Private School**

The Board of School Directors approved a contract between the Tredyffrin/Easttown School District and an Approved Private School to provide mandated services for a District student. This contract covers Extended School Year from June 6, 2017 through August 11, 2017 at a total cost of \$14,280.

**Authorization of Diploma**

The Board of School Directors granted a Conestoga High School diploma to a student, who has fulfilled all requirements for graduation as of June 2017.

Doug Carlson abstained from voting for Brian Carlson's employment as summer tech crew.

Virginia Lastner moved, then the motion was seconded, that the Board of School Directors approve the consent agenda. The motion passed 9-0.

**Other Actions Under Consideration****Resolution Opposing Legislation Which Reduces the Amount of Medicaid Funding to States and School Districts 06-12-17**

The Board of School Directors adopted the following resolution after which the resolution will be conveyed to the local United States Representatives and Senators.

**RESOLUTION IN OPPOSITION TO LEGISLATION WHICH  
REDUCES THE AMOUNT OF MEDICAID FUNDING TO STATES  
AND SCHOOL DISTRICTS  
BY THE BOARD OF SCHOOL DIRECTORS OF THE TREDYFFRIN/EASTTOWN SCHOOL DISTRICT  
JUNE 12, 2017**

**#06-12-17**

WHEREAS, school districts can currently apply for Medicaid access funding to help pay for expenses to offset costs of necessary services and equipment for students with medical disabilities; and

WHEREAS, the House of Representatives has passed the American Health Care Act (AHCA):  
and

WHEREAS, the proposed AHCA would dramatically change the financing structure of Medicaid and decrease the amount of money each state receives: and

WHEREAS, under the proposed AHCA school districts would have to compete with hospitals and others for limited funding; and

WHEREAS, the Medicaid reform in the AHCA could undermine critical healthcare services provided to students by school districts and lead to potential new taxes to compensate for the Medicaid shortfall.

NOW THEREFORE BE IT RESOLVED, that, while the Tredyffrin/Easttown School District takes no position on healthcare reform, the District opposes any legislation that significantly changes the funding structure of Medicaid or reduces the amount of Medicaid funds available to schools to provide needed services.

Adopted this 12th day of June, 2017.

**Comments/Questions from the Board:**

- None.

**Comments/Questions from Community Members:**

- None.

Michele Burger moved, then the motion was seconded, that the Board of School Directors approve the Resolution Opposing Legislation Which Reduces the Amount of Medicaid Funding to States and School Districts 06-12-17. The motion passed 9-0.

**Revised Policy 5311: Eligibility for Participation in School-Related Activities, Second Reading**

The Board of School Directors adopted Revised Policy 5311: Eligibility for Participation in School-Related Activities.

**Comments/Questions from the Board:**

- Michele Burger thanked the committee for their work to revise Policy 5311.

**Comments/Questions from Community Members:**

- None.

Roberta Hotinski moved, then the motion was seconded, that the Board of School Directors approve Revised Policy 5311: Eligibility for Participation in School-Related Activities, Second Reading. The motion passed 9-0.

**Revised Policy 5402: Student Wellness and Nutrition, Second Reading**

The Board of School Directors adopted Revised Policy 5402: Student Wellness and Nutrition.

**Comments/Questions from the Board:**

- None.

**Comments/Questions from Community Members:**

- None.

Todd Kantorczyk moved, then the motion was seconded, that the Board of School Directors approve the Revised Policy 5402: Student Wellness and Nutrition, Second Reading. The motion passed 9-0.

**Successful Bids**

The Board of School Directors awarded a contract to the following successful bidder(s) for:

Capital Fund 2017-2018:

Renovations for New Emergency Generator at T/E Administration Office

General Construction Contract	-- Walter Brucker & Co., Inc.
Electrical Construction Contract	-- Greg A. Vietri, Inc.

made in accordance with the analysis prepared by the District and made a part of this agenda.

**Comments/Questions from the Board:**

- Michele Burger commented on the emergency generator.

**Comments/Questions from Community Members:**

- None.

Virginia Lastner moved, then the motion was seconded, that the Board of School Directors approve the Successful Bids. The motion passed 9-0.

**Supervisory and Confidential Employee Compensation Adjustments for 2017-2018 and June 2018 One Time Payment**

The Board of School Directors approved the attached Supervisory and Confidential Employee Compensation Plan and salary recommendations for supervisor/confidential employees, effective July 1, 2017; and one time payments for supervisor/confidential employees, for June 2018 in the form presented.

**Comments/Questions from the Board:**

- None.

**Comments/Questions from Community Members:**

- None.

Virginia Lastner moved, then the motion was seconded, that the Board of School Directors approve the Supervisory and Confidential Employee Compensation Adjustments for 2017-2018 and June 2018 One Time Payment. The motion passed 9-0.

**Administrator Compensation Plan**

The Board of School Directors extended the 2013-2017 Administrative Compensation Plan through June 30, 2018 under the same terms and conditions, with the exception of provisions dealing with compensation adjustments for 2017-2018. Effective July 1, 2017 all members of the Act 93 group will receive a 1.7 % increase to their 2016-2017 base salary and continue to receive the one-time payment of 1% in June 2018. This equates to a 1.7% total increase for 2017-2018.

**Comments/Questions from the Board:**

- None.

**Comments/Questions from Community Members:**

- None.

Virginia Lastner moved, then the motion was seconded, that the Board of School Directors approve the Administrator Compensation Plan. The motion passed 9-0.

**Comments/Questions from Community Members:**

- Arthur Zdrozny commented on the budget process, fund balance policy and the 1:1 Laptop Initiative.
- Doug Anestad commented on the TEEA and TENIG negotiations and thanked the School Board.
- Gwenn Mascioli expressed appreciation to the District, Amy Meisinger and the School Board.

**Information**

**School Board Meetings**

Mike Kristofco, the District solicitor, stated that there were two executive session since the last Board meeting. Board members discussed personnel matters, litigation matters and collective bargaining.

May 31, 2017 at 6:00 p.m.

June 12, 2017 at 6:00 p.m.

Future School Board Business Meetings:

Monday, August 28, 2017, Regular Board Business Meeting - 7:30 p.m. at Conestoga High School, 200 Irish Road, Berwyn

Monday, September 25, 2017, Regular Board Business Meeting - 7:30 p.m. at Conestoga High School, 200 Irish Road, Berwyn

Monday, October 23, 2017, Regular Board Business Meeting - 7:30 p.m. at Conestoga High School, 200 Irish Road, Berwyn

Michele Burger thanked all involved in the planning of the Conestoga High School graduation ceremony at Teamer Field for the Class of 2017.

Scott Dorsey moved, then the motion was seconded, that the Board of School Directors adjourn the meeting. The motion passed 9-0.

The meeting was adjourned 9:45 p.m.

Submitted by

Arthur J. McDonnell  
Board Secretary

(minutes prepared by M. Durante)

The Tredyffrin/Easttown Board of School Directors met in special session on the above date at Tredyffrin/Easttown Administrative Offices, Wayne, PA.

Members present: Kevin Buraks (via speaker phone), Michele Burger, Douglas Carlson, Scott Dorsey, Roberta Hotinski, Todd Kantarczyk (via speaker phone), Virginia Lastner, Katharine Murphy and Edward Sweeney.

Others in attendance:

Richard Gusick, Superintendent of Schools;  
Arthur J. McDonnell, Business Manager/Board Secretary;  
Ken Roos, District Solicitor;  
Jeanne Pocalyko, Director of Human Resources;  
Chris Groppe, Director of Individualized Student Services;  
Wendy Towle, Director of Curriculum, Instruction, Staff Development, and Planning;  
Mark Cataldi, Director of Assessment and Accountability;  
Mike Szymendera, Director of Instructional Technology;  
Oscar Torres, Director of State and Federal Programs/Curriculum Supervisor

**Priority Discussion/Action****Tredyffrin/Easttown Non-Instructional Group Collective Bargaining Agreement**

The Board of School Directors for the Tredyffrin/Easttown School District approved the Tredyffrin/Easttown Non-Instructional Group Collective Bargaining Agreement for July 1, 2017 through June 30, 2021 as made part of these minutes.

**Board Discussion**

- Doug Carlson reviewed the collective bargaining process.

**Comments/Questions from Community Members:**

- Doug Anestad commented on the TENIG Collective Bargaining Agreement.
- Ray Clarke commented on the TENIG Collective Bargaining Agreement.

**Board Discussion**

- Virginia Lastner commented on the TENIG Collective Bargaining Agreement.
- Ed Sweeney commented on the TENIG Collective Bargaining Agreement.
- Scott Dorsey commented on the TENIG Collective Bargaining Agreement.
- Roberta Hotinski commented on the TENIG Collective Bargaining Agreement.
- Michele Burger commented on the TENIG Collective Bargaining Agreement.

Scott Dorsey moved, then the motion was seconded, that the Board of School Directors approved the Tredyffrin/Easttown Non-Instructional Group Collective Bargaining Agreement for July 1, 2017 through June 30, 2021. The motion passed 9-0.

**Information****School Board Meetings**

Ken Roos, the District solicitor, stated that there was one executive session since the last Board meeting held on August 3, 2017 at 7:00 pm to discuss litigation matters.

Future School Board Business Meetings:

Monday, August 28, 2017, Regular Board Business Meeting – 7:30 pm at Conestoga High School,  
200 Irish Road, Berwyn

Doug Carlson moved, then the motion was seconded, that the Board of School Directors adjourn the meeting. The motion passed 9-0.

The meeting was adjourned 6:32 pm.

Submitted by

Arthur J. McDonnell  
Board Secretary

(minutes prepared by M. Durante)

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**Consent V, B: Preliminary Authorization of Accounts Payable and Payroll**

VIA: Arthur J. McDonnell, Business Manager/Board Secretary

**Action Under Consideration:** That the Board of School Directors approves payment of current invoices and payroll as stated below:

FURTHER RESOLVED, that the Treasurer is authorized to pay current invoices and payroll from the General Fund not to exceed the amount of \$23,000,000.00 for the month of September.

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**Consent V, C, 1: Routine Personnel Actions**

VIA: Jeanne Pocalyko, Director of Human Resources

1. Resignations/Releases/Retirements

**Action Under Consideration:** That the Board of School Directors approves the following resignations/releases/retirements:

Darlene Adams, substitute teacher, District, resignation, effective 7/24/17

Anna Barba, substitute teacher, District, resignation, effective 8/1/17

Lori Benedict, homebound tutor, District resignation, effective 7/11/17

Christopher Bernholdt, substitute teacher, District, resignation, effective 8/16/17

Linda Bogan, general kitchen worker, T/E Middle, resignation, effective 7/28/17

Amy Brotschul, substitute teacher, District, resignation, effective 7/28/17

Carolyn Collevocchio, secretary "A", Valley Forge Middle, resignation, effective 9/1/17

Jodie Davis, substitute teacher, District, resignation, effective 7/25/17

Jodi Desimone, paraeducator, Hillside Elementary, resignation, effective 7/26/17

Rebecca DiIenno, substitute teacher, District, resignation, effective 7/10/17

Stephen Eberly, substitute teacher, District, resignation, effective 7/5/17

Suzanne Freedman, substitute teacher, District, retirement, effective 6/16/17

Danielle Galloway, general kitchen worker, Valley Forge Middle, resignation, effective 7/18/17

Curtis Ginton, custodian, Hillside Elementary, resignation, effective 8/25/17

Brenda Hansen, paraeducator, Valley Forge Middle, resignation, effective 6/14/17

Tessa Harvey, substitute teacher, District, resignation, effective 8/15/17

Marnie Herzfeld, substitute teacher, District, resignation, effective 7/9/17

Michele Kiss, substitute teacher, District resignation, effective 8/2/17

Nicole Lex, substitute teacher, District, resignation, effective 7/7/17

Melissa McCarthy, substitute teacher, District, resignation, effective 8/5/17

Mary McGlinchey, substitute teacher, District, resignation, effective 8/14/17

Katherine Miller, teacher, T/E Middle, resignation, effective 8/8/17

Susan Monaghan, substitute teacher, District, resignation, effective 7/10/17

Kyle Oram, substitute teacher, District, resignation, effective 7/11/17

Kimberly Perry-Malloy, school nurse, District, resignation, effective 6/12/17

Alice Pirri, substitute teacher, District, resignation, effective 7/20/17

Adolph Poche, substitute teacher, District, resignation, effective 7/20/17

Jessica Pragada, substitute teacher, District, resignation, effective 7/1/17

Amanda Reichert, substitute teacher, District, resignation, effective 8/2/17

Karen Sabatini, teacher, 2017 ESY Program, resignation, effective 7/6/17

Kaitlin Sallade, substitute teacher, District, resignation, effective 8/21/17

Carol Shalom, substitute teacher, District, resignation, effective 7/8/17

James Sipio, substitute teacher, District, resignation, effective 8/8/17

Constance Clay Sondhi, substitute teacher, District, resignation, effective 8/9/17

Lynda Spencer, paraeducator, Hillside Elementary, resignation, effective 7/31/17

Emily Stevens, substitute teacher, District, resignation, effective 7/12/17

Erica Waldron, substitute teacher, District, resignation, effective 7/1/17

Devon Walker, substitute teacher, District, resignation, effective 8/5/17

Daniel Wasson, substitute teacher, District, resignation, effective 8/3/17

Michael Werley, substitute teacher, District, resignation, effective 8/17/17

Annmarie Winfield, paraeducator, Conestoga, resignation, effective 6/14/17

Teresa Winters, general kitchen worker, Beaumont Elementary, retirement, effective 8/12/17



Amy Wisniewski, substitute teacher, District, resignation, effective 8/3/17

2. Appointments

**Action Under Consideration:** That the Board of School Directors approves the following appointments; changes in position and/or location:

Guadalupe Baldizon, teacher, Temporary Professional Employee Contract, Hillside Elementary, salary based and prorated on an annual salary of \$51,100, effective 8/1/17\*\*

James Bankert, Athletic Program Supervisor, Conestoga, stipend of \$2,000, effective for 2017-18 school year

Annie Baranik, teacher, Long Term Substitute Contract, Hillside Elementary, salary based and prorated on an annual salary of \$51,100, effective 7/1/17 to 6/30/18\*\*

Emily Bender, teacher, Long Term Substitute Contract, Valley Forge Middle, salary based and prorated on an annual salary of \$51,100, effective 7/1/17 to 6/30/18\*\*

Venkata Bhamidipati, (.69) paraeducator, change in location to Hillside Elementary, effective 8/23/17

Ashley Blanks, teacher, Temporary Professional Employee Contract, Conestoga, salary based and prorated on an annual salary of \$51,100, effective 7/1/17\* \*\*

Patrick Boyle, Athletic Program Supervisor, Conestoga, stipend of \$2,000, effective for 2017-18 school year

Maray Caravera, custodian, T/E Middle, at an hourly rate of \$14.19, effective 8/24/17\*

Lauren Carreon, teacher, change in location to T/E Middle, effective 7/1/17

Deborah Chiarello, (.69) FTE paraprofessional, Hillside Elementary, at an hourly rate of \$18.87, effective 6/15/17

Steven Chiorazzi, teacher, Temporary Professional Employee Contract, Conestoga, salary based and prorated on an annual salary of \$52,450, effective 7/1/17\*\*

Brianna Ciccanti, change in FTE to (1.0) teacher, Temporary Professional Employee Contract, Valley Forge Middle, effective 8/1/17

John Correale, substitute teacher, District, effective 6/15/17

Joellen Corrocher, teacher, Temporary Professional Employee Contract, Conestoga, salary based and prorated on an annual salary of \$51,100, effective 7/1/17\* \*\*

Kaitlyn Courtney, teacher, Temporary Professional Employee Contract, Conestoga, salary based and prorated on an annual salary of \$54,699, effective 7/1/17\* \*\*

Mary Beth Crawford, teacher, change in location to Hillside Elementary, effective 7/1/17

Valerie Cunningham, (.5) teacher, Temporary Professional Employee Contract, Conestoga, salary based and prorated on an annual salary of \$51,100, effective 8/1/17\* \*\*

Joyanna Daniel, teacher, Temporary Professional Employee Contract, T/E Middle & Valley Forge Middle, salary based and prorated on an annual salary of \$50,250, effective 8/1/17\* \*\*

Megan Desjardins, (.5) teacher, Temporary Professional Employee Contract, New Eagle Elementary, salary based and prorated on an annual salary of \$50,250, effective 8/1/17 \*\*

Kristin Diamond, change in FTE to (1.0) teacher, Professional Employee Contract, Devon Elementary, effective 7/1/17

Katelyn Diehl, teacher, Long Term Substitute Contract, T/E Middle, salary based and prorated on an annual salary of \$50,250, effective 7/1/17 to 1/29/18\* \*\*

Anthony DiLella, Athletic Program Supervisor, Conestoga, stipend of \$2,000, effective for 2017-18 school year

Amanda Donia, teacher, Long Term Substitute Contract, New Eagle Elementary, salary based and prorated on an annual salary of \$50,250, effective 8/1/17 to 6/30/18\* \*\*

Elizabeth Dragonjac, substitute teacher, District, effective 8/11/17\*

Katrina Draves, teacher, change in location to Valley Forge Middle, effective 7/1/17

Kristine Fagerman, teacher, Long Term Substitute Contract, Conestoga, salary based and prorated on an annual salary of \$61,950 effective 8/1/17 to 6/30/18\* \*\*

Alison Ferriola, teacher, Professional Employee Contract, Conestoga, salary based and prorated on an annual salary of \$89,100, effective 7/1/17 (upon release)\* \*\*

Kirsten Firestone, teacher, Professional Employee Contract, Valley Forge Elementary, salary based and prorated on an annual salary of \$54,699, effective 8/1/17\* \*\*

Ellen Ford, substitute teacher, District, effective 8/18/17\*

Alexander Foulke, teacher, Temporary Professional Employee Contract, T/E Middle & Valley Forge Middle, salary based and prorated on an annual salary of \$50,250, effective 8/1/17 \*\*

Kari Galie, secretary "B", Conestoga, at an hourly rate of \$23.79, effective 7/12/17

Erin Gallagher, teacher, Temporary Professional Employee Contract, Valley Forge Middle & Hillside Elementary, salary based and prorated on an annual salary of \$50,250, effective 7/1/17 \*\*

Louise Gardner, summer security, District, at an hourly rate of \$12.27 effective 6/19/17 to 8/22/17

Tracey Gilbertie, teacher, change in location to (.5) Valley Forge Middle and (.5) Conestoga, effective 7/1/17

Shawn Goff, teacher, Long Term Substitute Contract, New Eagle Elementary, salary based and prorated on an annual salary of \$50,250, effective 8/1/17 to 1/29/18\*\*

Deborah Gordon, change in FTE to (.81) 10 month secretary/clerk "C", TEAO, effective 7/1/17

Kristine Gregg, teacher, Long Term Substitute Contract, T/E Middle, salary based and prorated on an annual salary of \$52,450, effective 9/29/17 to 1/29/18\* \*\*

Aaron Gutter, teacher, change in location to (.6) T/E Middle and (.4) Conestoga, effective 8/15/17

Lindsay Hannigan, teacher, Professional Employee Contract, Valley Forge Middle, Hillside Elementary, New Eagle Elementary and Valley Forge Elementary, salary based and prorated on an annual salary of \$81,480, effective 7/1/17\* \*\*

Miranda Hoenl, keystone remediation tutor, District, at an hourly rate of \$55.00, effective 6/19/17 to 8/22/17

Patrick Humbert, teacher, Temporary Professional Employee Contract, T/E Middle, salary based and prorated on an annual salary of \$58,300, effective 7/1/17\* \*\*

Renee Jacobs, keystone remediation tutor, District, at an hourly rate of \$55.00, effective 6/19/17 to 8/22/17

Mary Katherine Kamfonas, teacher, change in location to T/E Middle, effective 7/1/17

Matthew Kaminskas, security, Conestoga, at an hourly rate of \$15.21, effective 8/17/17\*

Bernadette Kearns, teacher, change in location to T/E Middle, effective 7/1/17

Rita Khalaila, payroll/clerk "A", TEAO, at an hourly rate of \$19.80, effective 6/27/17

Daniel Kinkade, teacher, Long Term Substitute Contract, Valley Forge Middle, salary based and prorated on an annual salary of \$50,250, effective 8/23/17 to 11/27/17 \*\*

Lisa Klein, substitute teacher, 2017 ESY Program, at an hourly rate of \$35.00

Rebecca Kline, teacher, Long Term Substitute Contract, Conestoga, salary based and prorated on an annual salary of \$51,250, effective 7/1/17 to 6/30/18\* \*\*

Barbara Kupp, school nurse, change in location to Valley Forge Middle, effective 7/1/17

Patricia Lanahan, secretary "B", Conestoga, at an hourly rate of \$18.30, effective 7/11/17

Kaitlyn Mancuso, teacher, Long Term Substitute Contract, Hillside Elementary, salary based and prorated on an annual salary of \$50,250, effective 8/1/17 to 1/29/18 \*\*

Rebecca Maxwell, keystone remediation tutor, District, at an hourly rate of \$55.00, effective 6/19/17 to 8/22/17

Melissa McConaghy, teacher, change in location to (.9) Beaumont Elementary (.1) New Eagle Elementary, effective 8/23/17

Ashlyn McElroy, teacher, change in location to (.8) Devon Elementary and (.2) Beaumont Elementary, effective 7/1/17

Michael McGlinchey, custodian, Conestoga, at an hourly rate of \$14.19, effective 8/18/17\*

Marie McGuire, teacher, Professional Employee Contract, Valley Forge Middle, salary based and prorated on an annual salary of \$61,950, effective 8/1/17 \*\*

Catherine McKee, teacher, Temporary Professional Employee Contract, Conestoga, salary based and prorated on an annual salary of \$51,250, effective 7/1/17\*\*

Sydney Monte, (.59) general kitchen worker, T/E Middle, at an hourly rate of \$12.15, effective 8/22/17

James Moran, teacher, Temporary Professional Employee Contract, (.5) Conestoga and (.5) Valley Forge Middle, salary based and prorated on an annual salary of \$50,250, effective 7/1/17\*\*

Karen Mull, math itinerant teacher, Valley Forge Middle & T/E Middle, at an hourly rate of \$55.00, effective 8/23/17\*

Timothy Mumford, teacher, change in location to (.5) TE Middle, (.5) Conestoga, effective 7/1/17

Rose Mary Murphy, substitute nurse, at an hourly rate of \$19.61, effective 7/1/17

Lisamarie Nash, secretary "A", maintenance, at an hourly rate of \$20.35, effective 7/24/17\*

Samantha Nelson, keystone remediation tutor, District, at an hourly rate of \$55.00, effective 6/19/17 to 8/22/17

Nhutquan Nguyen, summer crew, Maintenance, at an hourly rate of \$10.58, effective 6/13/17 to 8/22/17\*

Lauren Nordsiek, keystone remediation tutor, District, at an hourly rate of \$55.00, effective 6/19/17 to 8/22/17

Sean O'Hara, substitute maintenance, District, at an hourly rate of \$13.81, effective 6/19/17 to 8/22/17

Mary Parente, teacher, Professional Employee Contract, T/E Middle, salary based and prorated on an annual salary of \$83,900, effective 8/1/17\* \*\*

Keri Phillips, (.5) teacher, Temporary Professional Employee Contract, Conestoga, salary based and prorated on an annual salary of \$55,648, effective 7/1/17\*\*

Kirby Pohlidal, teacher, Temporary Professional Employee Contract, Conestoga, salary based and prorated on an annual salary of \$53,100, effective 7/1/17 (upon release)\* \*\*

Danielle Poulin, teacher, Temporary Professional Employee Contract, Conestoga, salary based and prorated on an annual salary of \$53,100, effective 8/1/17\* \*\*

Anita Rao, teacher, Long Term Substitute Contract, Valley Forge Middle, salary based and prorated on an annual salary of \$50,250, effective 8/23/17 to 11/17/17\* \*\*

Elizabeth Rath, teacher, change in location to Hillside Elementary, effective 7/1/17

Elizabeth Reed, (.7) school nurse, Temporary Professional Employee Contract, Conestoga, salary based and prorated on an annual salary of \$51,100, effective 7/1/17\* \*\*

James Reilly, summer crew, Maintenance, at an hourly rate of \$9.92, effective 6/27/17 to 8/22/17\*

Doree Roller, secretary "C", Conestoga, at an hourly rate of \$16.24, effective 8/8/17

Melissa Salzberg, teacher, change in location to T/E Middle, Beaumont Elementary, Devon Elementary, & Hillside Elementary, effective 7/1/17

Marie Sarvas, secretary "B", T/E Middle, at an hourly rate of \$18.30, effective 8/2/17\*

Lauren Shinfeld, change in FTE to (1.0) school nurse, Temporary Professional Employee Contract, Hillside Elementary & Valley Forge Elementary salary based and prorated on an annual salary of \$50,250, effective 7/1/17\* \*\*

Richard Smith, teacher, change in location to T/E Middle, effective 7/1/17

Kristen Southmayd, teacher, Temporary Professional Employee Contract, Devon Elementary, salary based and prorated on an annual salary of \$54,699, effective 7/1/17\* \*\*

Kimberly Stegner, keystone remediation tutor, District, at an hourly rate of \$55.00, effective 6/19/17 to 8/22/17

Ellen Turk, teacher, change in location to TEAO, effective 7/1/17

Renee Vardouniotis, teacher, change in location to (.8) Valley Forge Elementary and (.2) New Eagle Elementary, effective 7/1/17

Trevor Viviani, change in FTE to (1.0), Professional Employee Contract, Valley Forge Middle, effective 7/1/17

Shannon Weiss, security, Conestoga, at an hourly rate of \$15.21, effective 8/23/17\*

Danielle Wenzel, teacher, Long Term Substitute Contract, T/E Middle, salary based and prorated on an annual salary of \$54,699, effective 8/23/17 to 1/29/18\* \*\*

Misty Whelan, Athletic Program Supervisor, Conestoga, stipend of \$2,000, effective for 2017-18 school year

Haleigh Williams, teacher, Long Term Substitute Contract, Valley Forge Middle, salary based and prorated on an annual salary of \$50,250, effective 8/1/17 to 1/29/18\* \*\*

Wendi Wilson, keystone remediation tutor, District, at an hourly rate of \$55.00, effective 6/19/17 to 8/22/17

Janet Wolfe, keystone remediation tutor, District, at an hourly rate of \$55.00, effective 6/19/17 to 8/22/17

Casey Young, teacher, Temporary Professional Employee Contract, Valley Forge Middle, salary based and prorated on an annual salary of \$51,250, effective 8/1/17 \*\*

\* Employment contingent upon appropriate Personnel processing and State and Federal requirements.

\*\* Salary subject to negotiated contract with the Tredyffrin/Easttown Educational Association for 2017-18 school year.

3. Probationary Period Wage Adjustment

**Action Under Consideration:** That the Board of School Directors approves the following wage adjustments consistent with the Collective Bargaining Agreement for the following employees who have completed their 90-day probationary period:

Ferdinand Ferraro, general kitchen worker, Conestoga, effective 5/25/17

Robert Kinch, security, District, effective 6/12/17

4. Tenure

**Action Under Consideration:** That the Board, pursuant to the Teacher Tenure Act, approves professional employment contracts with the following employees effective July 1, 2017:

Kyle Boyer	William Rive
Kathleen Buckley	Ryan Roberts
Monica Cellucci	Melissa Salzberg
Justin Davey	Kimberly Stegner
Rebecca Johnson	Marquis Weeks

5. Volunteer Report

**Action Under Consideration:** That the Board of School Directors acknowledges with appreciation the contributions of the following school volunteers.

**CONESTOGA HIGH SCHOOL****Administrative Mailing**

Jeanette Alwine	Nikki Blagden	Amy Buck	Judith Dunn
Suzanne Emerson	Nicole Kent	Kristy Moesler	Jennifer Roessler
Cindy Sillhart	Debbie Stern	Michele Stevenson	Jeanne Swope
Diane Ward	Karen Williams	Darcy Wieser	

**Freshman Picnic Invitations &****Welcome Letter**

Melanie Brandish	Rebecca Emory	Veena Gaikwad	Katrina Hottenstein
Jennifer Marsala	Leslie Seibel		

**Consent V, C, 2: Contracted Services for the 2017-2018 School Year**

VIA: Jeanne Pocalyko, Director of Human Resources

**Action Under Consideration:** That the Board of School Directors approves the following vendors to provide services to students during the 2017-2018 school year:

<b>Contractor</b>	<b>Description of Work</b>	<b>Rates</b>
CPS Professional Services, LLC	Investigative Services	\$95 per hour
Education, Inc.	Home Tutoring, Evaluations and Risk Assessments	Rate Change: \$45.50 per hour
Green Valley Academy	Tutoring Services, Counseling Sessions	Rate changed: \$2,950 FT Student, \$2,950 ESY (6 weeks) Day Program: Regular Day \$145/day; Day with Individual Support \$200/day
Dr. Kristen Herzel	Conduct Neuropsychological Evaluations	Rate Correction: \$4,000 per evaluation
Deb Hutchinson	Speech & Language Therapist	\$65 per hour
Dr. Maryln Vogel	To conduct psychological evaluations	\$3,900 for full evaluation \$600 school visit

**Consent V, C, 3: Athletic Position Recommendations for the 2017-2018 School Year**

VIA: Jeanne Pocalyko, Director of Human Resources

**Action Under Consideration:** That the Board of School Directors confirms the administrative recommendations for the athletic positions for the fall season of the 2017-2018 school year at the stipends set forth in the attached list:

<b>School</b>	<b>Type Coach</b>	<b>Sport</b>	<b>Full Name</b>	<b>Step</b>	<b>Annual Stipend</b>
CHS		Asst to Athletic Director	Jessica McCloskey	2	\$19,220.00
CHS		Cheerleading	Margaret Cannon	2	\$4,099.00
CHS	Head	Cross Country	Richard Hawkins	2	\$5,989.00
CHS	Asst to Head	Cross Country	Mark Tirone	1	\$2,916.00
CHS	Asst	Cross Country	Alexander Rives	1	\$2,639.00
CHS	Asst	Cross Country (flex)	Joseph Puleo	1	\$1,172.88
CHS	Head	Football	Marquis Weeks	1	\$6,154.00
CHS	Asst	Football	Justin Davey	1	\$3,736.00
CHS	Asst	Football	Matthew Diamond	2	\$5,359.00
CHS	Asst	Football	Justin Giles	1	\$3,736.00
CHS	Asst	Football	Ernest Hadrack	1	\$3,736.00
CHS	Asst to HC	Football	Matthew Kaminskas	1	\$3,736.00
CHS	Asst	Football	Kamari Stroman	1	\$3,736.00
CHS	Head	Football - Freshman	Brian Samson	2	\$5,674.00
CHS	Asst	Football - Freshman	Aaron Lockard	1	\$2,417.00
CHS	Asst	Football - Freshman (.5)	James Moran	1	\$1,616.00
CHS	Head	Golf	John Jones	2	\$4,728.00
CHS	JV	Golf	Brian Gallagher	1	\$2,198.00
CHS		Golf - Developmental	Peter Geralamo	1	\$1,200.00
CHS	Head	Hockey -Varsity	Kerry deVries	1	\$5,274.00
CHS	Asst to Head	Hockey	Alicia Govannicci	1	\$2,198.00
CHS	Head	Hockey - JV	Katherine Barthelmeh	1	\$3,298.00

CHS	JVB	Hockey	Kristin Whitaker	1	\$3,076.00
CHS	Head	Soccer - boys	David Zimmerman	2	\$7,566.00
CHS	Asst to HC	Soccer - boys	Blake Stabert	2	\$2,916.00
CHS	Asst	Soccer - boys JV	Christopher Engels	1	\$3,298.00
CHS	Head	Soccer - boys Freshman	Charles Erwin	2	\$4,413.00
CHS	Head	Soccer - girls	Benjamin Wilson	1	\$5,274.00
CHS	Asst to HC	Soccer - girls	Brittany Nicoline	1	\$2,198.00
CHS	JV	Soccer - girls	Alexandra Stone	1	\$3,298.00
CHS	JVB	Soccer - girls	Caitlin Wilson	1	\$3,298.00
CHS	Head	Tennis - girls	Fran Tomaselli	2	\$5,359.00
CHS	Asst	Tennis - girls	Beverly McGeehan	2	\$3,467.00
CHS	Head	Volleyball	Diana Felker	2	\$5,359.00
CHS	Asst	Volleyball	Amanda Capolupo	1	\$2,417.00
CHS	Asst to HC	Volleyball	Olivia Kunc	1	\$2,198.00
CHS	Head	Volleyball Freshman	Allie Soto	2	\$4,099.00
CHS		Intramurals	Kevin Strogan	2	\$3,525.00
CHS		Intramural Assistant	Edward Sharick	1	\$420.00

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#### Consent V, D, 1: Additional 2017 Summer Workshops and Participants

VIA: Wendy Towle, Director of Curriculum, Instruction, Staff Development and Planning

**Action Under Consideration:** That the Board of School Directors approves the following workshops and participants at a rate of \$40 per hour in accordance with School Board Policy #4505 and the negotiated agreement.

The workshops and participants listed below are recommended for approval by the Board of School Directors in order to carry out the educational program planned for the 2017-2018 school year.

#### **Middle School Counseling Career Programs:**

**Date:** August 3

**Time:** 8:00 a.m. to 1:00 p.m.

**Directors:** Mark Cataldi/Misty Whelan

**Participants:** 3 middle school counselors

Participants will identify career education resources that meet the needs of middle school students. A plan to enhance the current career resources will be developed and implemented in the 2017-2018 school year.

#### **AP Research:**

**Dates:** August 14, 17-18

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Nancy Adams

**Participants:** Tricia Ebarvia and Janet Wolfe

Participants will design the curriculum for the new, AP Research course to include a planned curriculum document, unit syllabi, and assessments.



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**Consent V, E, 1: Acceptance of Gifts**

VIA: Arthur J. McDonnell, Business Manager/Board Secretary

**Action Under Consideration:** That the Board of School Directors accepts with pleasure and appreciation the following donations:

50 Art/Science Lab Stools and Art Smocks donated by Jenny Lightman to the New Eagle Elementary School valued at \$3,650.

43 iPads, 43 iPad cases and 4 charging stations donated by the Valley Forge Elementary PTO to the Valley Forge Elementary School valued at \$14,259.75.

10 Osmos Kits and Coding Kits donated by the Valley Forge Elementary PTO to the Valley Forge Elementary School valued at \$1,874.25.

Classroom signage donated by New Eagle Elementary School PTO to the New Eagle Elementary School valued at \$1,000.00.

A thank you note will be sent to the above by the Secretary to the Board.

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**Consent V, E, 2: Authorization to Prepare Specifications and Solicit Bids for the 2018-2019 School Year**

VIA: Arthur J. McDonnell, Business Manager/Board Secretary

**Action Under Consideration:** That the Board of School Directors authorizes the administration to prepare specifications and solicit bids for items to be included in the 2018-2019 school year budget.

This is the time of the year to prepare specifications and solicit bids for school supplies, equipment and services that will be included in the 2018-2019 school year budget. Specifications for these items are in the process of being written, and it is necessary to seek the Board's approval for the solicitation of these bids. This request is presented as a general request to cover all bid categories and will eliminate the need to request approval for the individual items. It is not a commitment in any way to expend or to agree to spend funds for any item or items.

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**Consent V, E, 3: Agreement with The Reschini Group**

VIA: Arthur J. McDonnell, Business Manager/Board Secretary

**Action Under Consideration:** That the Board of School Directors approves the attached agreement with The Reschini Group and the Tredyffrin/Easttown School District in an amount not to exceed \$5,600.

This agreement provides the District with assistance in completion of the 2017 IRS reporting requirements mandated by the Patient Protection and Affordable Care Act.

## 2017 Affordable Care Act Employer Reporting

The Patient Protection and Affordable Care Act (ACA) requires employers that sponsor self-insured health plans and large employers with 50 or more full-time employees to report certain information to the IRS about the coverage that was offered to their employees. The Reschini Group will offer services to our clients in order to assist them in complying with these reporting requirements. The cost for these services related to the 2017 reporting year will be \$6.25 per 1095 Form (Individual Statement) that has to be filed with a \$500 annual minimum charge. If you would like The Reschini Group to complete your 2017 IRS forms for ACA reporting, please complete and sign the Engagement Agreement and Request for Information Form and return along with a \$500.00 non-refundable deposit to the following:

*Checks Payable to:* Reschini Agency, Inc.

Mail to: The Reschini Group  
Attn: Linda Stiteler  
Laurel Place, 922 Philadelphia St.  
Indiana, PA 15701-3940

A payment of \$500 is due with the execution of this agreement; the remaining balance will be billed after the 1095 forms are mailed in January 2018.

***This proposal is good until September 30, 2017.***

***If your signed agreement, request for information sheet, and payment are not received by September 30, 2017, the proposed fees above are not applicable. A new proposal with additional (late) fees will apply if the requested information is not received by September 30, 2017.***

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### ENGAGEMENT AGREEMENT

By signing this Engagement Agreement, Tredyffrin/Easttown School District [Insert Full Legal Name of Entity] (“**You**” or “**Your**”) agree to retain The Reschini Group (“**Reschini**”) to assist You in the completion of Your reporting requirements mandated by the Patient Protection and Affordable Care Act (the “**ACA**”) as codified in Sections 6055 and 6056 of the Internal Revenue Code (the “**IRC**”). As part of this engagement, Reschini will use the information that it is able to obtain through its databases coupled with the information that You provide to generate and complete Your IRS Forms 1094 and 1095 (collectively the “**Forms**”).

- A. You agree to provide Reschini with any and all information that Reschini reasonably requests by the deadline set for each request, and acknowledge that Your failure to timely respond to any request may delay and/or prohibit Reschini from providing You with copies of the completed Forms, and may prevent Reschini from assisting You in Your compliance with the time frames prescribed by the ACA and/or the IRC.

- B. Reschini will periodically request that You validate the information being reported on the 1094 and 1095 Forms, and You agree to review that information and immediately notify Reschini as soon as practical of any errors, changes, or omissions that must be corrected. You understand and agree that the deadline to remit the 1095 Forms to Your employees is January 31, ***time being of the essence***. You acknowledge that Your failure to validate, review and correct the information may prevent Reschini from assisting You in Your compliance with the requirements of the ACA and/or the IRC.
- C. Based upon the information You provide, Reschini will undertake the mailing of Your 1095 Forms to all individuals for whom a 1095 Form was prepared for You. Reschini will send each 1095 Form to each individual's address that You have independently verified by January 31, or such other and appropriate deadlines as determined from time to time by the ACA and/or the IRC.
- D. Reschini will undertake the filing of Your 1094 and 1095 Forms with the Internal Revenue Service in a timely manner, but in any event, not later than the deadlines set forth by the ACA and/or the IRC. In the event that Reschini is unable to file Your 1094 and 1095 Forms by the deadlines set forth by the ACA and/or the IRC, Reschini will notify You of its inability to file for You and the reasons why, and, upon such notification, the responsibility to file Your 1094 and 1095 Forms with the Internal Revenue Service will be Your responsibility.
- E. You understand and agree that compliance with, and reporting under Sections 6055 and/or 6056 is solely Your responsibility, and that Reschini shall not be liable for any fines, penalties, or other damages that result from incorrect information printed on either the 1094 or 1095 Forms, or from Your failure to fully comply with the terms of the statutes. You agree to indemnify and hold Reschini harmless from and against any action, suit or proceeding arising or resulting from these ACA and IRC obligations, along with any related issue that arises from Reschini's use of outside entities described in paragraph H below, unless You incur any actual damages caused by Reschini's criminal or fraudulent acts or willful misconduct.
- F. In exchange for Reschini providing this service to You, You agree to pay Reschini \$6.25 per 1095 Form that is completed, with a minimum annual payment of \$500.00.
- G. For self-insured entities, the information needed for these ACA and/or IRC reporting requirements may qualify as "Protected Health Information" and/or "Electronic Protected Health Information" and therefore may fall under the protections of the Health Insurance Portability And Accountability Act of 1996 ("HIPAA") and its related regulations. Accordingly, the exchange of information between You and Reschini will be governed by the Business Associate Agreement existing between You and Reschini. If You are self-insured and have not signed a Business Associate Agreement with Reschini, You will notify Reschini immediately, one will be provided to You, and You will execute and return such Business Associate Agreement to

Reschini as soon as practically possible. Reschini will not be able to assist You in any reporting requirements under this Engagement Agreement without having a signed Business Associate Agreement if You are self-insured.

- H. Reschini may contract with an outside entity to help code, process and print Your forms. In the event that there is an issue of any kind with such outside entity, Reschini will use its best efforts to resolve the issue. Reschini may ask for Your cooperation in addressing any issues that arise and You promise to provide Reschini with whatever applicable information requested in a timely manner. As set forth in Paragraph E above, You agree to indemnify and hold Reschini harmless unless You incur any actual damages caused by Reschini's criminal or fraudulent acts or willful misconduct or gross negligence.
- I. This Engagement Agreement shall be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania, without regard to the principals thereof regarding conflict of laws.
- J. Should any provision of this Engagement Agreement or the application thereof to any person, property, or circumstance be determined to any extent by any court to be illegal, invalid, and/or unenforceable, the validity of the remaining parts, terms and provisions of this Engagement Agreement shall not be affected. Each term and provision of this Engagement Agreement shall be valid and enforceable to the fullest extent of the law.
- K. This Engagement Agreement may not be amended, changed or modified in any manner except by an instrument in writing signed by You and Reschini. The failure of You or Reschini to enforce at any time any of the provisions of this Engagement Agreement shall in no way be a waiver of such provision or any way affect the validity of this Engagement Agreement or any part thereof or the right of You or Reschini thereafter to enforce each and any such provision. No waiver of any breach of this Engagement Agreement shall be held to be a waiver of any other breach of this Engagement Agreement.
- L. This Engagement Agreement shall be binding upon and inure to the benefit of the parties hereto, their heirs, successors, assignees, and beneficiaries in interest; provided, however, that this Engagement Agreement may not be assigned by either party without the written consent of the other party.
- M. This Engagement Agreement may be executed in multiple counterparts which, when taken together, shall be considered one instrument.
- N. This Engagement Agreement constitutes the entire agreement between You and Reschini with respect to the subject matter hereof and shall supersede all previous negotiations, commitments or writings with respect to this matter.

- N. You warrant that this Engagement Agreement has been duly and validly executed and constitutes a legal, valid, binding, and voluntary agreement between You and Reschini, enforceable in accordance with its terms.

By signing below, You consent to the terms of this Engagement Agreement and agree to retain Reschini for the purposes stated herein.

\_\_\_\_\_  
[Signature]

\_\_\_\_\_  
Date

Name: Arthur J. McDonnell

Title: Business Manager/Board Secretary

On behalf of:

Tredyffrin/Easttown School District  
Reporting Entity

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**Consent V, E, 4: Agreement with Masterpiece Multimedia**

VIA: Arthur J. McDonnell, Business Manager/Board Secretary

<p><b>Action Under Consideration:</b> That the Board of School Directors approves the attached one-year agreement with Masterpiece Multimedia and the Tredyffrin/Easttown School District for services set forth in TV Studio Engineer Job Description for the first 740 hours at a cost not to exceed \$44,488.71</p>
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This agreement provides the District with services of Studio Engineer to provide technical assistance at the Conestoga High School television studio and such extra-curricular activities and duties in connection with taping of the School Board meetings and other events.

## CONTRACT FOR STUDIO ENGINEER SERVICES

This Agreement is made this June 12, 2017, by and between The Board of School Directors for the Tredyffrin/Easttown School District hereinafter referred to as "District", and Masterpiece Multimedia, hereinafter referred to as "MASTERPIECE" The parties agree as follows:

1. **Title and Job Description.** The District agrees to employ MASTERPIECE as a Studio Engineer to perform the duties of the position, including but not limited to, providing technical assistance in the Conestoga High School television studio, and such extra-curricular activities and duties in connection with such employment as the District may assign from hours 2:30 p.m. to 5 p.m. Mondays through Thursdays while Conestoga High School is in session for the 2017-2018 school year. Some taping of the events may occur during evening hours other than stated above and on other days depending on when the events are scheduled (including but not limited to the functions set forth on the attached document entitled "TV Studio Engineer - Job Description".
2. **Term.**
  - a. The District shall employ MASTERPIECE for a term beginning August 1, 2017 and ending June 30, 2018.
  - b. The contract is renewable only by express mutual agreement of the parties.

..... Nothing in this agreement shall constitute an automatic extension of .....

MASTERPIECE's appointment.
3. **Termination.** This contract shall, throughout the term of this Agreement, be subject to termination of Agreement for reasonable, valid and just cause by either party upon thirty (30) days notice to the other party.

4. Fees. The annual fee for performing the services set forth in "TV Studio Engineer -- Job Description" for the first seven hundred forty (740) hours shall be Forty-four Thousand four hundred and eight-eight dollars and thirty-seven cents (\$44,488.71) paid in equal monthly installments. Payment to MASTERPIECE for services performed in excess of seven hundred forty (740) hours will be at the rate of Sixty Dollars and twelve cents (\$60.12) per hour. All invoices from Masterpiece shall contain a listing of hours worked by date.

5. General Provisions.

- a. If any provisions of this Agreement be declared illegal by final decision of a court of this Commonwealth, said provision shall be deemed deleted from this Agreement and the remaining provisions shall remain in full force and effect if not otherwise affected by said deletion.
- b. The provisions of this Agreement and its appendices may be changed or supplemented except by written amendment that has been agreed to and signed by both parties.

IN WITNESS WHEREOF and intending to be legally bound, the parties have caused this Agreement to be duly signed the day and year first written.

TREDYFFRIN/EASTTOWN SCHOOL DISTRICT

ATTEST:

BY:

President

Secretary

(SEAL)

DATE: 7/21/17

Michael Baskin



## **TV Studio Engineer - Job Description**

**Performance Responsibilities** include, but are not limited to

Assisting students and teachers in achieving the goals of the Strategic Plan, the Tredyffrin/Easttown TV Studio Engineer supports teachers and guides students in developing TV productions and related skills in ways that stimulate curiosity and foster creativity. Beyond performing routine tasks with distinction, the TV Studio Engineer:

- Contributes to the TV Studio environment in ways that are conducive to learning and appropriate to the maturity, interests, and abilities of students.
- Assists the learning process toward the achievement of established curriculum goals by supporting students in the use of TV equipment necessary for achieving the learning objectives.
- Strives by actions to support the instructional goals and performance expectations established for students by the TV teachers.
- Meets willingly with individual students and teachers to answer questions and provide support.
- Follows approved schedules for taping, editing and broadcasting TV programs.
- Assists TV teachers and students in learning to use television broadcast equipment and systems.
- Demonstrates patience, a positive attitude and becoming a team player.
- Shoots video, edits tapes for broadcast, adds graphics and titles, and sends out programming over Channel 14, as requested.
- Makes every effort to effect emergency repairs to equipment and systems in situations where limited time and resources require innovative problem solving techniques.
- Assists with equipment setup, tear down and transport on production shoots.
- Tapes all public Board of School Directors meetings designated by the District.
- Edits Board Talk
- Tapes/edits Non-athletic events including concerts, coffeehouses, musicals, plays, benefits, dances, awards programs, graduation and other major performances or events.
  1. There are approximately 50 evening events throughout the school year. Some events require only highlights; others should be taped and shown in their entirety. The administration will determine which events should be scheduled for taping.
- Athletic Events
  1. Varsity Events

One complete game of each Varsity sport should be taped each season. More than one game/event may be taped.
  2. Highlights of JV and Freshman events should be compiled for TETV news or another news program, or as a combined separate program.
  3. Playoff games/events should be filmed and aired whenever possible.
- Performs other duties commensurate with this position as assigned by the principal.

### **Taping**

- Students should be taught to use the cameras and utilize this skill whenever possible for remote taping situations. Students should work in teams whose number is appropriate for the event in question.

### **Editing**

- Editing and previewing all pieces mentioned above. Students may edit as part of their learning experience but the primary responsibility for editing rests with the TV Studio Engineer.

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**Consent V, E, 5: Communication Application Services Renewal**

VIA: Arthur J. McDonnell, Business Manager/Board Secretary

**Action Under Consideration:** That the Board of School Directors approves the attached renewal/upgrade agreement between West Interactive Services Corporation d/b/a SchoolMessenger and the Tredyffrin/Easttown School District to provide communication application services for the 2017-2018 school year at an amount not to exceed \$9,912.00.

# SchoolMessenger Renewal Authorization

## ACCOUNT INFORMATION

District Name: Tredyffrin-Easttown Sch Dist

Annual Rate: \$9,912.00 Authorization Date: 8/4/2017

Reference Quote #: 104176 Renewal Date: 9/30/2017

## ACKNOWLEDGEMENTS

West Interactive Services Corporation d/b/a SchoolMessenger ("Provider") will continue to provide District with the online communications applications further described in the Reference Quote (the "Service") subject to the following terms and conditions:

### Order Authorization Terms.

The terms and conditions available at [www.schoolmessenger.com/webterms](http://www.schoolmessenger.com/webterms) will apply to this order authorization, unless the parties have entered into a separate mutually executed agreement. The terms of this order will govern any conflict with the above-mentioned terms. No additional terms in Customer's purchase order will apply.

### Term and Termination.

This Agreement will commence on the Service Start Date and continue for 12 months (the "Initial Term"), and then will automatically renew for successive one year periods unless either party provides written notice of its desire not to renew at least 30 days prior to the end of the then-current term. If the Initial Term extends beyond one year, the Client may terminate this agreement for convenience on the one year anniversary of the Service Start Date, and each one year anniversary thereafter, by providing written notice to Provider at least 30 days prior to the end of the then-current term.

### Limited Warranty and Limitation of Liability.

EXCEPT AS EXPRESSLY PROVIDED HEREIN, PROVIDER MAKES NO EXPRESS OR IMPLIED REPRESENTATIONS OR WARRANTIES, AND PROVIDER EXPRESSLY DISCLAIMS ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, OR NON-INFRINGEMENT. PROVIDER EXPRESSLY DENIES ANY REPRESENTATION OR WARRANTY ABOUT THE ACCURACY OR CONDITION OF DATA OR THAT THE SERVICES OR RELATED SYSTEMS WILL OPERATE UNINTERRUPTED OR ERROR-FREE.

NO CAUSE OR ACTION WHICH ACCRUED MORE THAN TWO (2) YEARS PRIOR TO THE FILING OF A SUIT ALLEGING SUCH CAUSE OF ACTION MAY BE ASSERTED UNDER THIS AGREEMENT BY EITHER PARTY.

EXCEPT FOR THE PARTIES' PAYMENT OBLIGATIONS, NEITHER PARTY WILL BE LIABLE TO THE OTHER FOR ANY INDIRECT, EXEMPLARY, SPECIAL, PUNITIVE, CONSEQUENTIAL, OR INCIDENTAL DAMAGES OR LOSS OF GOODWILL, DATA OR PROFITS, OR COST OF COVER. THE TOTAL LIABILITY OF PROVIDER FOR ANY REASON, SHALL BE LIMITED TO THE AMOUNT ACTUALLY PAID TO PROVIDER BY CLIENT UNDER THE ORDER APPLICABLE TO THE EVENT GIVING RISE TO SUCH ACTION DURING THE SIX (6) MONTH PERIOD PRECEDING THE EVENT GIVING RISE TO SUCH LIABILITY. THE LIMITS ON LIABILITY IN THIS SECTION SHALL APPLY IN ALL CASES INCLUDING IF THE APPLICABLE CLAIM ARISES OUT OF BREACH OF EXPRESS OR IMPLIED WARRANTY, CONTRACT, TORT (INCLUDING NEGLIGENCE), OR STRICT PRODUCT LIABILITY, AND EVEN IF THE PARTY HAS BEEN ADVISED THAT SUCH DAMAGES ARE POSSIBLE OR FORESEEABLE.

Agreed and Acknowledged by the following who is authorized to sign on behalf of the District:

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(or initials if signing electronically)

Name: Arthur J. McDonnell Title: Business Manager/Board Secretary

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**Consent V, E, 6: Agreement with EdClub Inc.**

VIA: Michael Szymendera, Director of Instructional Technology

**Action Under Consideration:** That the Board of School Directors approves the attached agreement between EdClub Inc. and the Tredyffrin/Easttown School District to provide student licenses for keyboarding software for five elementary schools for the 2017-2018 school year at an amount not to exceed \$2,050.00.

**Customer:**

Tredyffrin-Easttown School  
District  
Michael Szymendera  
940 W Valley Rd Ste 1700  
Wayne, PA 19087  
Phone: 610-240-1922  
Email: szymenderam@tesd.net

**EdClub Inc.**

1701 Pennsylvania Ave.  
NW, Suite 300  
Washington, DC 20006  
  
**Phone:** 202-609-9919  
**Fax:** 240-772-5885  
**E-mail:** billing@edclub.com

**Quote Number:**

#83692

**Quote Date:**

Aug. 25, 2017

**Expiration Date:**

Sept. 25, 2017

Description	Qty	Unit Price	Amount
Student Licenses for 1 year	1,000	\$2.05 (per student)	\$2,050.00
<b>Subtotal:</b>			\$2,050.00
<b>Tax:</b>			\$0.00
<b>Total USD:</b>			\$2,050.00

Above information is not an invoice and only an estimate of TypingClub licenses described above. Please confirm your acceptance of this quote by submitting a PO via fax, email or mail:

**EdClub Inc.**

1701 Pennsylvania Ave. NW, Suite 300  
Washington, DC 20006  
Phone: 202-609-9919  
Fax: 240-772-5885  
E-mail: billing@edclub.com

Our Federal Tax ID# is 46-4621246

Our W-9 form is available under the billing section of your account as well as the following URL <http://static.typingclub.com/m/W-9.pdf>

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**Consent V, E, 7: Agreement with WeVideo, Inc.**

VIA: Michael Szymendera, Director of Instructional Technology

<p><b>Action Under Consideration:</b> That the Board of School Directors approves the attached agreement between WeVideo, Inc. and the Tredyffrin/Easttown School District to provide an annual subscription, multi-user license for online video editing for the 2017-2018 school year at an amount not to exceed \$7,628.50.</p>
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## **Agreement to Amend WeVideo Enterprise Terms of Service and Terms of Use**

On this \_\_\_\_\_ day of August, 2017 WeVideo, Inc ("WeVideo") and Tredyffrin/Easttown School District ("District") agree that the WeVideo Enterprise Terms of Service and WeVideo Terms of Use shall be modified as set forth below. WeVideo and the District agree that to the extent the terms outlined in this Agreement conflict with the Enterprise Terms of Service or the Terms of Use, the provisions outlined in this Agreement shall control.

**1) WeVideo and the District agree that various sections of the WeVideo Enterprise Terms of Service are modified as follows:**

### **Section 2: Customer Obligations.**

Paragraph 2 (Unauthorized Use and Access) is amended to read: "Customer will take reasonable steps to prevent unauthorized use of the Services by its End Users and terminate any unauthorized use of the Services."

### **Section 5: Services.**

Paragraph 3 (Modifications to the Services) is amended to read: "WeVideo may update the Services from time to time. WeVideo will provide advanced written notice to the Customer of material modifications or changes to the Services and their functionality during the term of the Agreement. WeVideo agrees that in the event of changes or modifications that materially reduce the scope or functionality of the Services, Customer shall have the right terminate this Agreement and be issued a prorated refund of any fees paid relating to the then-current term of the Agreement."

Paragraph 5 (Customer List) is amended to read: "WeVideo may not use Customer's name or logo without the prior written permission of Customer."

### **Section 11: Indemnification.**

Paragraph 1 (By Customer) is amended to read: "To the extent covered by Customer's applicable insurance policy, Customer shall indemnify WeVideo for any claim, liability, damages, expense (including reasonable attorney fees and other litigation costs) that the Services were used by Customer in any way that is inconsistent with this Agreement."

### **Section 12: Legal Terms.**

This section is amended to read: "THESE TERMS AND THE USE OF THE SERVICES AND SOFTWARE WILL BE GOVERNED BY PENNSYLVANIA LAW."

**2) WeVideo and the District agree that various sections of the WeVideo Terms of Use are modified as follows:**

### **WeVideo is Available "AS-IS"**

This section is amended to read:

"WeVideo represents and warrants that it has all requisite ownership, rights, and licenses necessary to grant to Customer access to and use of the Software and Services, free and clear of liens, adverse claims, encumbrances, and interests of third parties.

THE SERVICES AND SOFTWARE ARE PROVIDED "AS IS", AT YOUR OWN RISK, and "AS AVAILABLE" without warranty of any kind, except as stated above. Should applicable law not permit the foregoing disclaimer of express or implied warranties, then WEVIDEO hereby grants the minimum express or implied warranty required by such applicable law. No advice or information, whether oral or written, obtained by you from WEVIDEO, its employees, agents, suppliers or any other persons shall create any warranty, representation or guarantee not expressly stated in this section."

### **Miscellaneous Legal Terms**



This section is amended to read:

"THESE TERMS AND THE USE OF THE SERVICES AND SOFTWARE WILL BE GOVERNED BY PENNSYLVANIA LAW. ALL CLAIMS ARISING OUT OF OR RELATING TO THESE TERMS OR THE SERVICES OR SOFTWARE MUST BE LITIGATED EXCLUSIVELY IN THE FEDERAL OR STATE COURTS OF CHESTER COUNTY, PENNSYLVANIA, AND BOTH PARTIES CONSENT TO VENUE AND PERSONAL JURISDICTION THERE. These Terms create no third-party beneficiary rights. WeVideo's failure to enforce a provision is not a waiver of its right to do so later. If a provision is found unenforceable the remaining provisions of the Agreement will remain in full effect and an enforceable term will be substituted reflecting our intent as closely as possible. Neither you nor WeVideo may assign any rights in these Terms without the prior approval of the other party. WeVideo and you are not legal partners or agents; instead, our relationship is that of independent contractors. Neither WeVideo nor Customer will be liable for inadequate performance to the extent caused by a condition that was beyond the party's reasonable control (for example, natural disaster, act of war or terrorism, riot, labor condition, governmental action, and Internet disturbance). There are no third-party beneficiaries to these Terms. The export and re-export of data via the Services may be controlled by the United States Export Administration Regulations. The Services may not be used in Cuba; Iran; North Korea; Sudan; or Syria or any country that is subject to an embargo by the United States and you are solely responsible for ensuring that Administrators and End Users do not use the Services in violation of any export restriction or embargo by the United States. In addition, Customer must ensure that the Services are not provided to persons on the Table of Denial Orders, the Entity List, or the List of Specially Designated Nationals."

The undersigned have read and agree to be bound by the terms of this Agreement as of the date indicated above.

**WeVideo, Inc.**

**Tredyffrin/Easttown School District**

By: \_\_\_\_\_

By: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_





## WeVideo for Education Privacy Policy

*Last Modified: August 5, 2016*

Your privacy is very important to us. This Privacy Policy explains how WeVideo, Inc., (“we” or “WeVideo”) use, protect, and disclose the information we collect when you use the WeVideo for Education services (the “Services”) through our website [www.wevideo.com](http://www.wevideo.com) (“Site”), applications on Devices (“Apps”), through APIs, and through third parties. A “Device” is any computer used to access the Services, including without limitation a desktop, laptop, smartphone, tablet, or other consumer electronic device. The “Account owner” is the owner of the WeVideo for Education account and has administrative privileges to manage the account.

We reserve the right to modify this Privacy Policy effective immediately following posting of the modified version on the Site. Your use of our Services following posting will constitute your acceptance of the modified version. IF YOU DO NOT ACCEPT THE TERMS OF THIS PRIVACY POLICY, PLEASE DO NOT USE THE SERVICES.

### Account Administration

The Account owner for the WeVideo for Education account has full administrative control over account settings including settings regarding sharing and privacy.

### THE INFORMATION WE COLLECT AND STORE

WeVideo may collect and store the following information.

#### Information You Provide

Depending on how you use the Services, you may be required to provide certain personally identifiable information (“*Personal Information*”), which may include, but is not limited to:

- Name
- Email address
- Username for social media accounts you wish to connect to your account. Connecting to social media accounts is a feature that only the Account owner is authorized to enable.
- Your image and likeness if you include it in any media content that you upload or include in videos that you create with our Services (these type of files are referred to as your “*User Content*”)

## price quote/proposal

### remit payment to

WeVideo Inc.  
149 Commonwealth Dr. Ste. 2118  
Menlo Park, CA 94025  
Fax: 408-819-9441  
650-800-3403  
[ar@wevideo.com](mailto:ar@wevideo.com)  
[po@wevideo.com](mailto:po@wevideo.com)

### customer information:

Michael Szymendera  
Director of Instructional Technology  
[szymenderam@tesd.net](mailto:szymenderam@tesd.net)  
610-240-1922  
Tredyffrin/Easttown School District  
940 West Valley Road Suite 1700  
Wayne, PA 19087

Date: 8/25/2017  
Quote Expires: 9/25/2017

WeVideo Contact:  
Scott Devore  
[scott@wevideo.com](mailto:scott@wevideo.com)  
804-475-8984

Notes:  
Modified for user count - 2500

Quantity	Product/Description	Unit Base Price	Unit Extended Price	Discount	Line Total
2500 users	WeVideo for Schools Annual Subscription, multi-user license, 1 year	\$6.63	3.0514	54%	\$7,628.50
		(price per user)	(price per user)		
12500 GB	Storage Capacity: 5 GB storage per user (aggregated)				included
150000 min/mo.	Export Capacity: 1 hr. publish time per user/per mo. (aggregated)				included
1	Onboarding Session, 70 minutes, live online, cohort of 20	\$350	included free	100%	included
		\$0.00	\$0.00		\$0.00
	Professional Development Options (teacher/tech training, onsite, online, etc.)				none selected
			\$0		\$0
			\$0		\$0
2,500	Mobile App access for iOS and Android devices, all users	\$3.99	included	100%	\$9,975.00
<b>Subtotal</b>					\$7,628.50
<b>Tax (exempt?)</b>					
<b>Total</b>					\$7,628.50

Please provide a copy of tax exempt certificate if applicable  
Quote is valid for terms as stated above and below  
All prices in United States Dollars (\$)

### SECTION I - term length and subscription term discount options (CHECK ONE):

- ☐ Purchase 12 months/1 year subscription for 2500 users - rate of: **\$7,628.50**  
☐ Purchase 24 months/2 year subscription for 2500 users - prepay: **\$13,731.30** and save 10% on license\*  
☐ Purchase 36 months/3 year subscription for 2500 users - prepay: **\$19,452.68** and save 15% on license\*

\*if pre-paying for multi-year license, please take amount above, then add any additional PD or optional items back into total. Or, contact your sales manager.

### SECTION II - is a purchase order required to send an invoice to Tredyffrin/Easttown School District (CHECK ONE):

- ☐ Yes, a school/district PO is required to invoice our school or district  
☐ No, this signed quote is sufficient to invoice my school (invoice provides information for credit card payment)

### SECTION III - professional services

Yes, we are interested in professional development. Please add to your PO - or ask your sales manager to add to quote

- ☐ Professional Development, full day, on site - **\$3000**  
☐ Professional Development, two day, on site - **\$5500**  
☐ Professional Development, 60 minutes, live online, Cohort of 20 - **\$350** each

To accept this offer, please complete sections 1 and 2 above, sign this page, fill in the information below (Section 3 on page 2), and sign where it says "Proposal Acceptance." Submit directly via fax or email to sale representative listed above, or to [po@wevideo.com](mailto:po@wevideo.com) or fax to 408-819-9441. Upon acceptance, the entitlements described herein will be made available within 7 days from receipt of this document. You will be invoiced for the total price set forth above once the provisioning process has completed. TERMS: Net 30 days. subject to credit approval. All prices are quoted in U.S. dollars and are exclusive of all taxes and duties imposed by any governmental authority.  
page 1 of 2

### price quote/proposal page 2 of 2

**school/district** Tredyffrin/Easttown School District

**contact** Michael Szymendera

**WeVideo contact:** Scott Devore scott@wevideo.com 804-475-8984

ar@wevideo.com

sales@wevideo.com

Fax: 408-819-9441

Quote Expires:

149 Commonwealth Dr. Ste. 2118

Menlo Park, CA 94025

Ph: 650-800-3403

9/25/2017

### SECTION III - COMPLETE ALL FIELDS BELOW:

#### SUBSCRIPTION ASSIGNMENT (WeVideo account admin at school/district)

School/district name Tredyffrin/Easttown School District

WeVideo account admin/owner Michael Szymendera

Admin/owner Email szymenderam@tesd.net

Job title/role Director of Instructional Technology

Phone Number 610-240-1922

#### BILLING INFORMATION

Accounts Payable Contact Meghan Papp

Accounts Payable Email pappm@tesd.net

#### PROPOSAL ACCEPTANCE

Signature \_\_\_\_\_

Date \_\_\_\_\_

Print Name Arthur J. McDonnell

Print Title Business Manager/Board Secretary

To accept this offer, please complete sections 1 and 2 above, sign this page, fill in the information below (Section 3 on page 2), and sign where it says "Proposal Acceptance." Submit directly via fax or email to sale representative listed above, or to po@wevideo.com or fax to 408-819-9441. Upon acceptance, the entitlements described herein will be made available within 7 days from receipt of this document. You will be invoiced for the total price set forth above once the provisioning process has completed. TERMS: Net 30 days, subject to credit approval. All prices are quoted in U.S. dollars and are exclusive of all taxes and duties imposed by any governmental authority.

Print name	Title	Authorized Signature	Date
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The site offers publicly accessible community services such as blogs and forums. You should be aware that any information you provide in these areas might be read, collected, and used by others who access them.

### Usage Data

In addition, when you use our Services, the following types of information may all be logged automatically ("*Usage Information*"):

- Your Device's Internet Protocol ("*IP*") address,
- Type of device you use,
- Operating system of your device,
- Browser type,
- Non-precise geographic location (e.g. zip code and city)
- Technical information about your device, system and App software, and peripherals
- date and time stamps associated with transactions and login sessions
- system configuration information, and
- metadata concerning your User Content, and other interactions with our Services.

### Cookies and Web beacons

WeVideo also uses "cookies" to collect information and improve our Services and your experience. A cookie is a small data file that we transfer to your Device. We may use "persistent cookies" to save your registration ID and login password for future logins to our Services. We may use "session ID cookies" to better understand how you interact with our Services and to improve your experience. You can instruct your browser, by changing its options, to stop accepting cookies or to prompt you before accepting a cookie from the websites you visit. If you do not accept cookies, however, you may not be able to use all aspects of our Services. We also use Web beacons, also called web bugs to collect information and improve our Services. A Web beacon is typically a transparent graphic image (usually 1 pixel x 1 pixel) that is placed on a site or in an email.

We do not use cookies or Web beacons to collect Personal Information nor do we collect precise geographic location. However, some Devices automatically log location information in photos and videos recorded by that Device. If you upload any User Content from a Device that does so, you agree that we may use this information to optimize your experience. If you do not wish to share User Content embedded with your geo-location information with us, please do not upload them. If you don't want to store location data in your User Content, please consult the documentation for your Device to turn off that feature.

### Analytics

WeVideo also collects some information using Google Analytics, Indicative, and cookies, as well as other logging information such as IP address, which can sometimes be correlated with Personal Information. We use this information for the above purposes and to monitor and analyze use of our Services, for the Service's technical administration and support, to increase our Service's functionality and user-friendliness, and to verify users have the authorization

needed for our Services to process their requests. As of the date this policy went into effect, we use Google Analytics and Hubspot. [The Privacy Policy of Google Analytics](#) are available online, [and information on how to opt out of that service](#). The [Privacy Policy of Indicative](#) is available online.

## HOW WE USE YOUR INFORMATION

We use your information:

- to provide and improve our Services,
- to administer your use of our Services,
- to personalize and improve your experience, and
- to provide or offer software updates and product announcements. Users have the ability to opt-out of all marketing communication emails.
- to enhance current and develop new products and services

If you submit Personal Information, we will only use it for the purpose you have requested or for which it is collected or for any purpose you subsequently authorize.

WeVideo does not access your contact information or address book within your mobile device. Nor does WeVideo have any access to any of the personal information or credit card information that you have provided to Apple or Google to register for their services.

Education subscription: WeVideo will not use or disclose Student's Personal Information for behavioral targeting or advertisements to students.

## SPECIAL CONSIDERATION FOR PAYMENT INFORMATION

The Account owner of the WeVideo for Education account is the only person who has authority to make purchases. If you provide credit card or debit card information to complete a purchase, it is our policy to use third-party payment processing systems that comply with the Payment Card Industry Data Security Standard (PCI-DSS), which is an industry wide security standard designed to protect the confidentiality and security of your credit card information, by encryption using secure socket layer technology (SSL) and storage with AES-256 encryption. Currently, we use Stripe, Inc. and PayPal, but we reserve the right to change this service provider at any time for any reason. Although no method of transmission over the Internet or electronic storage is 100% secure, we follow all PCI-DSS requirements and implement additional generally accepted industry standards. Your credit card information will also be subject to our payment processor's privacy policy in addition to ours. PLEASE READ THE PRIVACY POLICY ON THE WEBSITE OF ANY PAYMENT PROCESSOR THAT YOU ARE DIRECTED TO REGARDING THE USE, STORAGE AND PROTECTION OF YOUR CREDIT CARD INFORMATION BEFORE SUBMITTING ANY CREDIT CARD INFORMATION.

All information that you provide to us or our third party payment processor must be accurate, current and complete. In the event of a dispute, we may issue you with a provisional credit to your card until the dispute is resolved. If we issue a provisional credit and the dispute is resolved and the charges were correct, we shall recharge your debit or credit card to reverse

this provisional credit. You expressly consent to this reversal if you falsely or incorrectly dispute a charge. If you wish to dispute a charge by mail or telephone please contact us at support@wevideo.com. If we elect at any time to charge any convenience fee for making a payment via a debit card, credit card, or electronic check, these fees will be stated at the time of payment before you finalize your charge. In the event of an unauthorized charge using a debit card or electronic check, please consult your bank's rules regarding refunds and reversals. WeVideo complies with all legal requirements of your State's applicable laws regarding providing refunds for unauthorized charges. When you make a charge, we shall display a completed charge screen. This is your electronic receipt. You should print or save this electronic receipt for your records. **YOU REPRESENT AND WARRANT THAT YOU HAVE THE LEGAL RIGHT TO USE ANY CREDIT CARDS, DEBIT CARDS OR OTHER PAYMENT MEANS USED TO INITIATE ANY TRANSACTION.**

#### **INFORMATION SHARING AND DISCLOSURE**

Further, you agree that WeVideo may transfer the anonymous information we collect in the event of any corporate restructuring or any sale, assignment or transfer of substantially all of its rights in the Apps.

We may disclose information about you if we become subject to a subpoena or court order, or if we are otherwise legally required to disclose information. We may also use and disclose information about you to establish or exercise our legal rights, to enforce the Terms of Use, to assert and defend against legal claims, or if we believe such disclosure is necessary to investigate, prevent, or take other action regarding actual or suspected illegal or fraudulent activities or potential threats to the physical safety or well-being of any person. If we are involved in a merger, acquisition, or sale of all or a portion of our assets, your information may be transferred as part of that transaction, but we will notify you (for example, via email and/or a prominent notice on our website) of any change in control or use of your Personal Information or User Content, or if either become subject to a different Privacy Policy. We will also notify you of choices you may have regarding the information.

We do not sell your personal information to third parties. Through certain features of our Services, you may also have the ability to make some of your information public. This includes the ability to make created videos public. Only the Account owner of the WeVideo for Education account has the ability to enable this feature. If a WeVideo for Education account enables external sharing of information, we have no control over this use of your personal information and, as such, cannot be responsible for it.

Service Providers, Business Partners and Others. WeVideo may use certain trusted third party companies and individuals to help us provide, analyze, and improve our Services (including but not limited to data storage, maintenance services, database management, web analytics, email communication, payment processing, and improvement of the Service's features). These third parties may have access to your information only for purposes of performing these tasks on our behalf and under obligations similar to those in this Privacy Policy. As of the date this policy went into effect, we use:

- Amazon's S3 storage service to store some of your information (for example, your User Content)

- HubSpot’s marketing platform to perform personalized email communication
- Stripe and PayPal’s subscription platform to handle subscription management, billing and payment transactions
- Google Analytics to collect and report usage data

WeVideo may disclose your non-private, aggregated, or otherwise non-personal information, such as usage statistics of our Services. However, in such cases, your usage data is aggregated with the usage data of others and does not identify you individually.

## CHANGING OR DELETING YOUR INFORMATION

If you are a registered user, you may review, update, correct or delete the Personal Information provided in your registration or account profile by changing your “account settings.” If your Personal Information changes, or if you cancel your use of our Services, you may update or delete it by making the change on your account settings.

The Account owner for the WeVideo for Education account has full control over the information collected. They can delete all student-created content from the account and also from the WeVideo servers.

## SECURITY

WeVideo takes reasonable steps to help protect Information against loss, misuse, unauthorized access or disclosure. WeVideo expressly disclaims any representation or warranty, whether express or implied, with respect to offering any definitive promise of security in connection with The anonymous information we collect.

## OUR POLICY TOWARD CHILDREN

WeVideo is committed to protecting the privacy of students and proud to say that our product is fully compliant with the FERPA and COPPA rules and guidelines. In accordance with the Children’s Online Privacy Protection Act (COPPA) of 1998, the Services are not intended for use if you are under 13 years of age, unless a parent consent has been provided or the child is using the application as a guest. As a Guest User, the application can be used without providing any Personal Information. Guest User mode is only available in some of the applications and is designed to allow usage of the application without disclosing any Personal Information.

WeVideo employs the following methods to verify parent consent:

-At registration, children under the age of 13 are required to provide their first name and a parent’s valid email address. Parents are sent an email notification stating that their child has requested to create an account. If consent is denied, an account will not be created. If consent is granted, the child will be able to create an account. Parents will receive email notifications detailing any changes to our privacy policy. Parents at any time can review, cancel the account and/or have any personal information by emailing [support@wevideo.com](mailto:support@wevideo.com).

Teacher created accounts:

WeVideo accounts created in a school environment will operate in the same manner described above and follow the same FERPA & COPPA rules and guidelines in addition to all student

privacy guidelines set by the institution. Educational Agencies as account owners will be responsible for managing and monitoring all WeVideo for Schools accounts they purchase.

WARNING: any personal information (e.g., name, email address, personal photographs) that you voluntarily disclose in any video may be collected and used by parties other than us and may result in unsolicited messages from other parties. If you believe that any child under the age of 13 has posted any personal information anywhere on our website, please contact us immediately at [support@wevideo.com](mailto:support@wevideo.com) and provide as much information as you can to help us locate and delete the personal information. If you post personal information in any video, we have no control over this use of your personal information and, as such, cannot be responsible for it. We reserve the right, but not the obligation, to: (a) delete any personal information we discover or which is brought to our attention, at any time, for any reason whatsoever; (b) immediately terminate your account and/or (c) contact your parents regarding the video.

#### YOUR CONSENT

If you reside outside the U.S., the anonymous information we collect will be transferred to the U.S. and processed and stored there under U.S. privacy standards. By using the Services and providing Information to WeVideo, you consent to the use, transfer and processing of the anonymous information we collect as set forth in this Privacy Policy, all of which activities will take place in the U.S.

#### CONTACTING US

If you have any questions about this Privacy Policy, please contact us at [support@wevideo.com](mailto:support@wevideo.com).





# Terms of Use

For WeVideo Enterprise Agreement, please click here (</enterprise-terms-of-use>)

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Last Modified: Aug 16, 2016

WeVideo, Inc. ("WeVideo," "we" or "our") offers four different types of account: a free individual account ("Free Account"), a paid Flex individual account ("Flex Account"), a paid Personal individual account ("Personal Account"), a paid Unlimited individual account ("Unlimited Account") and a paid Enterprise account for organizations and companies ("Enterprise Account") (collectively, our "Services"). These general Terms of Use ("Terms") govern your access to and use of the Services. You should carefully read these Terms and the applicable agreement before using the Services because by using and/or visiting the Services you agree to be bound by these Terms and the applicable agreement. If you are using the Services on behalf of an organization, you are agreeing to these Terms and the applicable agreement on behalf of that organization and promising that you have the authority to bind that organization to these terms. In that case, "you" and "your" will refer to that organization.

If you do not agree with these Terms, immediately stop using our Services.

We reserve the right to change, update or cease to offer our or any part of our Services or to update these Terms at our discretion. If we do, we will use commercially post notice of the changes at our website.

## ACCOUNT SPECIFIC TERMS

### Free Accounts

Your Free Account allows you to store up to 1 GB and export up to 5 minutes of 720p video per month, free of charge. However, there are a few restrictions on this. First, we may limit, change, or modify the functionality that we provide to Free Accounts at anytime. Second, we reserve the right to embed a watermark or to add a bumper

(including a third-party bumper) in any videos published from your Free Account. You agree not to remove watermarks/bumpers from such videos unless you upgrade to a Flex, Personal, Unlimited or Enterprise Accounts (collectively, our "Paid Accounts").

By embedding a watermark or adding a bumper in such videos, we are not endorsing, and we assume no liability for, the content of such videos or their use. Finally, you agree that we may terminate your Free Account at any time, without notice and, if your Free Account is inactive for ninety (90) days, we may also delete any or all of your media files and published videos without providing additional notice.

### **Paid Accounts**

WeVideo offers you the option to upgrade your Free Account to a Paid Account for a fee. WeVideo offers the following Paid Accounts; Flex, Personal, Unlimited and Enterprise. Flex is a one time payment product with one year term. Personal, Unlimited and Enterprise are Annual Subscriptions. WeVideo accept payment by credit cards or digital wallets. For Annual Subscriptions, we will automatically charge your credit card or digital wallet commencing on the date you elect to upgrade to a Paid Account and thereafter automatically yearly renewal thereafter (depending on the subscription tier you select) until you cancel your subscription. Click on the link on your "Account" page to see the commencement date for your next renewal period. In the event your WeVideo Paid account began on a day not contained in a given month or year, WeVideo will bill you on the last day of such month or year. For example, if your WeVideo Paid account began on January 31st, February 28th is the next time your credit card or digital wallet would be billed. You acknowledge that the amount billed each year may vary for reasons that include differing amounts due to promotional offers, differing amounts due to changes in your account, or changes in the amount of applicable sales tax, and you authorize us to charge your credit card for such varying amounts.

If you wish to cancel your Paid Account at anytime, you may do so via your "Account" page. Once you choose to downgrade or cancel your Paid Account will remain active for the remainder of your current subscription period but will not be renewed once

that subscription term expires. You will not receive a refund for pre-paid portions of your subscription term. In other words, if you have selected an annual subscription, your Paid Account will remain active for the remainder of that annual term and then be downgraded to a Free Account at the end of the Term.

If any fee is not paid in a timely manner, or WeVideo is unable to process your transaction using the credit card information provided, WeVideo reserves the right to suspend your Paid Account. If you do not bring your balance current within fifteen (15) days after WeVideo provides you with notification that your Paid Account is in arrears, we will downgrade your WeVideo Paid account to a Free Account and, if your storage space exceeds 1 GB, WeVideo reserves the right to delete some or all of your media files as necessary to reduce your storage space to below 1 GB.

WeVideo may change the fees and charges in effect, or add new fees and charges from time to time, for the next billing cycle, but we will give you advance notice of these changes by email. If you want to use a different credit card or if there is a change in your credit card validity or expiration date, you may edit your information by accessing your "Account" page. If your credit card reaches its expiration date, your continued use of the Services constitutes your authorization for us to continue billing that credit card and you remain responsible for any uncollected amounts. It is your responsibility to keep your contact information and payment information current and updated.

WeVideo Paid accounts are prepaid and are non-refundable, except as required by law. WEVIDEO DOES NOT PROVIDE REFUNDS OR CREDITS.

### **Enterprise Accounts**

In addition to individual Free, Flex, Personal and Unlimited Accounts, WeVideo also offers special Enterprise Accounts for organizations looking to have one account that multiple users can access and use. In addition to the terms and conditions of the "General" sections below, Enterprise Accounts are also subject to the terms and conditions of the [WeVideo Enterprise Agreement. \(/enterprise-terms-of-use\)](#)

## GENERAL TERMS

(/)

### User Content

By using our Services you provide us with information, media files, video projects and final WeVideo videos ("WeVideo Videos") that you submit to and create at WeVideo (collectively your "User Content").

You retain full ownership to your User Content. We don't claim any ownership to any of it. These Terms do not grant us any rights to your User Content or intellectual property except for the limited rights that are needed to provide the Services, as explained below.

In order to provide the Service, we need your permission to host, share, distribute, display, and perform your User Content. This is called a license. By uploading User Content to the Services, you grant WeVideo this license solely as is necessary to provide the Services, including sharing your User Content with third party service providers, for example Amazon, which provides our storage space.

Except for the limited situations described in our Privacy Policy, we won't share your User Content with others unless you direct us to. How we collect and use your information generally is also explained in our Privacy Policy.

If you are using the Services on behalf of an organization (for example a school), WeVideo may include the organization's name in a list of organizations using WeVideo on the WeVideo website.

You are solely responsible for your conduct, the content of your media files and video projects, and your communications with others while using the Services. We reserve the right, but have no obligation, to review your User Content at any time to ensure it does not contain any Prohibited Content. For the purpose of these Terms, "Prohibited Content" includes any content that: (a) is obscene, patently offensive, or promotes racism, bigotry, hatred or physical harm of any kind against any group or

individual; (b) harasses or advocates harassment of another person; (c) involves the transmission of "phishing" emails, "junk mail", "chain letters", or unsolicited mass mailing or "spamming"; (d) promotes information that you know is false or misleading or promotes illegal activities or conduct that is abusive, threatening, obscene, defamatory or libelous; (e) promotes an illegal or unauthorized copy of another person's copyrighted work, such as providing pirated computer programs or links to them, providing information to circumvent manufacturer-installed copy-protect devices, or providing pirated music or links to pirated music files; (f) provides material that is sexual or violent in nature; or (g) provides instructional information about illegal activities such as making or buying illegal weapons, violating someone's privacy, or providing or creating computer viruses. We are not responsible for the accuracy, completeness, appropriateness, or legality of media files, WeVideo Videos, user posts, or any other information you may be able to access using the Services.

### **Your Responsibilities**

You are responsible for safeguarding the password that you use to access the Services and you agree not to disclose your password to any third-party. You are responsible for any activity using your account, whether or not you authorized that activity. If your contact information, or other information related to your account, changes, you must notify us promptly and keep your information current. You should immediately notify WeVideo of any unauthorized use of your account.

You are required to provide an email address in order to use the Services. You may be required to verify your email address and accept to receive emails from WeVideo to use certain features of the Services.

Media files and other content in the Services may be protected by intellectual property rights of others. You are expressly prohibited from copying, uploading, downloading, or sharing files unless you have the right to do so. You, not WeVideo, will be fully responsible and liable for what you copy, share, upload, download or otherwise use while using the Services. You must not upload spyware or any other malicious software to the Service.

You, and not WeVideo, are responsible for maintaining and protecting all of your User Content. WeVideo will not be liable for any loss or corruption of your User Content, or for any costs or expenses associated with backing up or restoring any of your User Content.

By agreeing to these Terms, you are representing to us that you are over 13 or that you have parental consent as described in our Privacy policy online, which is hereby incorporated in these Terms of Use by reference. PARENTS please read our Privacy Policy to understand how you can control and limit the information your child shares.

### **Software and Updates**

Some use of our Service requires you to download a client software package ("Software"). WeVideo hereby grants you a limited, nonexclusive, nontransferable, revocable license to use the Software, solely to access the Services. Your license to use the Software is automatically revoked if you violate these Terms in a manner that implicates our intellectual property rights. We hereby reserve all rights not expressly granted in these Terms. You must not reverse engineer or decompile the Software, nor attempt to do so, nor assist anyone else to do so. Our Services may update the Software on your device automatically when a new version is available.

### **Intellectual Property and Feedback**

These Terms do not grant you any right, title, or interest in the Services, Software, or the content in the Services. While we appreciate it when users send us feedback, please be aware that we may use any feedback, comments, or suggestions you send us or post in forums without any obligation to you.

The Software and other technology we use to provide the Services are protected by copyright, trademark, and other laws of both the United States and foreign countries. These Terms do not grant you any rights to use the WeVideo trademarks, logos, domain names, or other brand features.

All trademarks and/or service marks displayed on the Services are the exclusive property of their respective owners, and may not be used without the owner's permission.

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### Acceptable Use Policy

You agree not to misuse the Services. For example, you must not attempt to use the Services to do the following things:

- probe, scan, or test the vulnerability of any system or network;
- breach or otherwise circumvent any security or authentication measures;
- access, tamper with, or use non-public areas of the Services, shared areas of the Services you have not been invited to, WeVideo (or our service providers') computer systems;
- interfere with or disrupt any user, host, or network, for example by sending a virus, overloading, flooding, spamming, or mail-bombing any part of the Services;
- plant malware or otherwise use the Services to distribute malware;
- access or search the Services by any means other than our publicly supported interfaces (for example, "scraping");
- send unsolicited communications, promotions or advertisements, or spam;
- send altered, deceptive or false source-identifying information, including "spoofing" or "phishing";
- publish any Prohibited Content;
- impersonate or misrepresent your affiliation with any person or entity; or

- violate the law in any way, or to violate the privacy of others, or to defame others.

## Copyright

### Notice of Copyright or Intellectual Property Infringement

WeVideo respects others' intellectual property and asks that you do too. In accordance with the Digital Millennium Copyright Act ("DMCA") of 1998, WeVideo will respond expeditiously to claims of copyright infringement committed using the Services if such claims are reported to our designated agent listed below in writing, by mail.

To be effective the notification should include:

- identification of the copyrighted work claimed to have been infringed, or, if multiple copyrighted works are covered by a single notification, a representative list of such works;
- identification of the claimed infringing material and information reasonably sufficient to permit WeVideo to locate the material on the Services;
- information reasonably sufficient to permit WeVideo to contact you, such as an address, telephone number, and, if available, an e-mail address;
- statement by you that you have a good faith belief that the disputed use is not authorized by the copyright owner, its agent, or the law;
- statement by you, made under penalty of perjury, that the above information in your notification is accurate and that you are the copyright owner or authorized to act on the copyright owner's behalf; and
- your physical or electronic signature.



We reserve the right to remove any User Content alleged to be infringing and to  
(/) terminate repeat infringers.

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You acknowledge and agree that upon receipt of any notice of claimed infringement, WeVideo may immediately remove the identified materials from the Services and may disclose the notice to the party that originally posted the materials, without liability.

### **Counter-Notice by Accused User**

If we have taken down your materials due to suspicion of copyright infringement, you may dispute the alleged infringement by sending a written communication by mail to our designated agent below. That written communication should include the following:

- a physical or electronic signature of the user;
- identification of the material that has been removed or to which access has been disabled and the location at which the material appeared before it was removed or access to it was disabled;
- a statement under penalty of perjury that the user has a good faith belief that the material was removed or disabled as a result of mistake or misidentification of the material to be removed or disabled; and
- the user's name, address, and telephone number, and a statement that the user consents to the jurisdiction of Federal District Court for the judicial district in which such address is located, or if the user's address is outside of the United States, the Federal District Court for the Northern District of California, and that the user will accept service of process from the person who provided notification of copyright infringement or an agent of such person.

Please send all notices under the above copyright infringement policies by mail to the following individual, designated as WeVideo's agent for receipt of notifications of claimed infringement.

WeVideo, Inc.  
149 Commonwealth Dr., Suite 2118  
Menlo Park  
CA 94025

or email: [legal@wevideo.com](mailto:legal@wevideo.com).

### **Repeat Infringers**

Your account will be terminated if, at WeVideo's sole discretion, you are determined to be a repeat infringer. Repeat infringers are users who have been the subject of more than one valid takedown request that has not been successfully rebutted.

### **Other Content**

The Services may contain links to third-party websites or resources. WeVideo does not endorse and is not responsible or liable for their availability, accuracy, the related content, products, or services. You are solely responsible for your use of any such websites or resources. Also, if we provide you with any software under an open source license, there may be provisions in those licenses that expressly conflict with these Terms, in which case the open source provisions will apply.

WeVideo reserves the right to replace, remove or charge for any or all Content Materials including graphics, transitions, music, sound effects, special effects and fonts. WeVideo can do this at any time without providing prior notice to the users.

The Content Materials that WeVideo offers are licensed to WeVideo and its users by the individual artists. This content can be used in any video project without providing credit to the individual creators.

## Termination

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You can stop using our Services any time. We reserve the right to suspend or end the Services at any time, with or without cause, and with or without notice. For example, we may suspend or terminate your use if you are not complying with these Terms, or use the Services in any way that would cause us legal liability or disrupt others' use of the Services. If we suspend or terminate your use, we will try to let you know in advance and help you retrieve data, though there may be some cases (for example, repeatedly or flagrantly violating these Terms, a court order, or danger to other users) where we may suspend immediately.

## WeVideo is Available "AS-IS"

THE SERVICES AND SOFTWARE ARE PROVIDED "AS IS", AT YOUR OWN RISK, and "AS AVAILABLE" without warranty of any kind, either express or implied, including but not limited to, fitness for a particular purpose, title, or non-infringement. Should applicable law not permit the foregoing exclusion of express or implied warranties, then WEVIDEO hereby grants the minimum express or implied warranty required by such applicable law. No advice or information, whether oral or written, obtained by you from WEVIDEO, its employees, agents, suppliers or any other persons shall create any warranty, representation or guarantee not expressly stated in this section. Additionally, WeVideo does not make any warranties that the Services will be uninterrupted, secure or error free or that your use of the Services will meet your expectations, or that the Services, or any portion thereof, is correct, accurate, or reliable. WeVideo reserves the right to change any part of the Services at anytime without notice. WeVideo has no responsibility for any harm to your computer system (including, for clarity, any mobile device based systems), loss or corruption of data, or other harm that results from your access to or use of the Services or Software.

## Limitation of Liability

TO THE FULLEST EXTENT PERMITTED BY LAW, IN NO EVENT WILL WEVIDEO, ITS AFFILIATES, OFFICERS, EMPLOYEES, AGENTS, SUPPLIERS OR LICENSORS BE ~~LIABLE FOR ANY INDIRECT, SPECIAL, INCIDENTAL, PUNITIVE, EXEMPLARY OR CONSEQUENTIAL (INCLUDING LOSS OF USE, DATA, BUSINESS, OR PROFITS) DAMAGES, REGARDLESS OF LEGAL THEORY, WHETHER OR NOT WEVIDEO HAS BEEN WARNED OF THE POSSIBILITY OF SUCH DAMAGES, AND EVEN IF A REMEDY FAILS OF ITS ESSENTIAL PURPOSE.~~ Because some states do not allow the disclaimer of implied warranties or the exclusion or limitation of certain types of damages, these provisions may not apply to you. If any portion of this limitation on liability is found to be invalid or unenforceable for any reason, then the aggregate liability of Urgency and its affiliates shall not exceed THE AMOUNTS PAID BY YOU TO WEVIDEO FOR THE PAST THREE MONTHS OF THE SERVICES IN QUESTION. The limitation of liability herein is a fundamental element of the basis of the bargain and reflects a fair allocation of risk. The site would not be provided without such limitations and you agree that the limitations and exclusions of liability, disclaimers and exclusive remedies specified herein will survive even if found to have failed in their essential purpose.

### **Fair Use Policy on Storage and Export Time**

Some of the WeVideo subscription plans do not have set limits on storage or export time. Instead, we have a fair use policy, which limits total storage usage to a maximum of 1TB and export time to 96 hours. In addition the fair use policy assumes you are not violating our terms of service and are not intentionally abusing the service by using excessive disk storage or video creation allowance.

### **Modifications**

We may revise these Terms from time to time and the most current version will always be posted on our website. If a revision, in our sole discretion, is material we will notify you (for example via email to the email address associated with your account). Other changes may be posted to our blog or terms page, so please check

those pages regularly. By continuing to access or use the Services after revisions  
(/) become effective, you agree to be bound by the revised Terms. If you do not agree to  
the new terms, please stop using the Services.

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### **Miscellaneous Legal Terms**

THESE TERMS AND THE USE OF THE SERVICES AND SOFTWARE WILL BE GOVERNED BY CALIFORNIA LAW EXCEPT FOR ITS CONFLICTS OF LAWS PRINCIPLES. ALL CLAIMS ARISING OUT OF OR RELATING TO THESE TERMS OR THE SERVICES OR SOFTWARE MUST BE LITIGATED EXCLUSIVELY IN THE FEDERAL OR STATE COURTS OF SAN FRANCISCO COUNTY, CALIFORNIA, AND BOTH PARTIES CONSENT TO VENUE AND PERSONAL JURISDICTION THERE.

These Terms constitute the entire and exclusive agreement between you and WeVideo with respect to the Services, and supersede and replace any other agreements, terms and conditions applicable to the Services. These Terms create no third-party beneficiary rights. WeVideo's failure to enforce a provision is not a waiver of its right to do so later. If a provision is found unenforceable the remaining provisions of the Agreement will remain in full effect and an enforceable term will be substituted reflecting our intent as closely as possible. You may not assign any of your rights in these Terms, and any such attempt is void, but WeVideo may assign its rights to any of its affiliates or subsidiaries, or to any successor in interest of any business associated with the Services. WeVideo and you are not legal partners or agents; instead, our relationship is that of independent contractors. Neither WeVideo nor Customer will be liable for inadequate performance to the extent caused by a condition that was beyond the party's reasonable control (for example, natural disaster, act of war or terrorism, riot, labor condition, governmental action, and Internet disturbance). There are no third-party beneficiaries to these Terms. The export and re-export of data via the Services may be controlled by the United States Export Administration Regulations. The Services may not be used in Cuba; Iran; North Korea; Sudan; or Syria or any country that is subject to an embargo by the United States and you are solely responsible for ensuring that Administrators and End Users do not use the Services in violation of any export restriction or embargo by

the United States. In addition, Customer must ensure that the Services are not  
(/) provided to persons on the Table of Denial Orders, the Entity List, or the List of  
Specially Designated Nationals.

## Solutions

for Work (/business)

for Schools (/education)

for Life (/personal)

Higher Education (/highered)

Nonprofits (/nonprofit)

Media (/media)

iOS (/ios)

Android (/android)

Plans (/sign-up)

## Company

Our story (/about-us)

Team (/team)

News (/news)

Jobs (/careers)

Events (<http://pages.wevideo.com/events>)

Developer tools (/apis)

Press Room (/press)

Contact (/contact)

## Resources

FAQ (/support#goto-faq)

Support center (/support)

WeVideo Academy (/academy)

Blog (<http://blog.wevideo.com/>)

Inspiration for educators (<http://educators.wevideo.com/>)

Education newsletters (</newsletters/>)

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(<http://facebook.com/wevideo>)

(<http://twitter.com/wevideo>)

(<http://www.youtube.com/user/wevideo>)

(<http://linkedin.com/company/wevideo>)

(<https://plus.google.com/+WeVideo/>)

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# Enterprise Terms of Service

## WeVideo Enterprise Agreement

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Last Modified: February 9, 2015

This WeVideo Enterprise Agreement (the "Agreement") is between WeVideo, Inc., a Delaware corporation ("WeVideo") and you ("Customer" or "You") and the applicable persons authorized by you to access your Enterprise Account (each an "End User"), as applicable.

This Agreement incorporates the WeVideo Terms of Use (<https://www.wevideo.com/terms-of-use>) ("Terms") (in particular the portion of the Terms entitled "Miscellaneous Legal Terms") and the WeVideo Privacy Policy (<https://www.wevideo.com/privacy>) ("Privacy Policy") and governs access to and use of the WeVideo for Business, WeVideo for Schools, WeVideo for Higher Ed and other WeVideo Enterprise services and any client software (the "Services" or "WeVideo for Enterprise"). To the extent this Agreement conflicts with the Terms, this Agreement controls. Please take note that in this Agreement, you are agreeing that your Administrator may be able to control account information and access to your Enterprise Account.

### 1. End Users.

1. Accounts. You may create a new account as part of a Enterprise account or convert an existing Free, Flex, Personal or Business Account into an Enterprise Account. Note - if you convert a personal Free Account into an Enterprise account, it will be subject to the Administrator's control and you will be required to use the Services in compliance with any employment obligations and policies imposed by the owner of the Enterprise Account.
2. Administrator Control. You may specify End Users as "Administrators" through the administrative console. You are responsible for: (i) maintaining the confidentiality of passwords and Administrator accounts; (ii) managing access to Administrator accounts; and (iii) ensuring that Administrator use of the Services complies with this Agreement. WeVideo's responsibilities do not extend to the internal management or administration of the Services for you. Administrators may have the ability to access, disclose, restrict, or remove information in or from an End User's Enterprise Account. Administrators may



also have the ability to monitor, restrict, or terminate access to an End User's Enterprise Account. The Administrator is also able to disassociate an End User from the Enterprise Account.

3. **Age Restricted Users.** Under certain circumstances, you may allow End Users under the age of 13 to use your Enterprise Account, subject to the following conditions:

1. You must control access to your Enterprise Account using the "Walled Garden" feature by checking the permission "Require exports to be approved" and unchecking the permissions "Public Gallery Page" and "Allow Public Sharing".
2. You must either be the legal parent or guardian of all End Users under 13 or you must obtain legally binding, written permission from the legal guardian or parent of such End User;
3. You shall maintain a process for allowing the legal guardian or parent of all End Users under the age of 13 to access all information that you store or maintain related to such End Users and respond to any requests to remove, modify, or update such information.
4. You agree to be solely responsible for all compliance with the Children's Online Privacy Protection Act ("COPPA") and all related rules and regulations and shall indemnify, defend, release, and hold WeVideo harmless for any actual or alleged violations or breaches of applicable law, including COPPA.
5. Customer will promptly notify WeVideo of any unauthorized use of, or access to, the Services or any alleged violation of COPPA.

## 2. Customer Obligations.

1. **Compliance.** Customer will use the Services in compliance with the Terms, this Agreement, our [Privacy Policy \(https://www.wevideo.com/privacy\)](https://www.wevideo.com/privacy) and all applicable laws, including COPPA. Customer will obtain and maintain any consent from End Users to allow Administrators to engage in the activities described in this Agreement and to allow WeVideo to provide the Services. Customer represents, and must ensure, that its End Users are governed by this Agreement, the Terms, and the Privacy Policy.
2. **Unauthorized Use & Access.** Customer will prevent unauthorized use of the Services by its End Users and terminate any unauthorized use of the Services.

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3. **Restricted Uses.** Customer will not (i) sell, resell, or lease the Services or (ii) use the Services for activities where use or failure of the Services could lead to physical damage, death, or personal injury. Customer, not WeVideo, is responsible for any applicable vertical or industry-specific regulation compliance.
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### 3. **Third-Party Requests.**

1. "Third-Party Request" means a request from a third-party for records relating to an End User's use of the Services including information in or from an End User or Customer Enterprise Account. Third-Party Requests may include valid search warrants, court orders, or subpoenas, or any other request for which there is written consent from End Users permitting a disclosure.
2. Customer is responsible for responding to Third-Party Requests via its own access to information. Customer will seek to obtain information required to respond to Third-Party Requests and will contact WeVideo only if it cannot obtain such information despite diligent efforts.
3. WeVideo will make commercially reasonable efforts, to the extent allowed bylaw and by the terms of the Third-Party Request, to: (A) promptly notify Customer of WeVideo's receipt of a Third-Party Request; (B) comply with WeVideo's commercially reasonable requests regarding its efforts to oppose a Third-Party Request; and (C) provide Customer with information or tools required for Customer to respond to the Third-Party Request (if Customer is otherwise unable to obtain the information). If Customer fails to promptly respond to any Third-Party Request, then WeVideo may, but will not be obligated to do so.

### 4. **Communication Setting Management.**

1. Customer is responsible for maintaining all "opt-in/out" settings for communications from or via WeVideo for all of Customer's End Users. Customer will use reasonable efforts to answer any requests from End Users regarding such settings.

### 5. **Services.**

1. **Provision of Services.** So long as Customer has paid in full all associated fees for the subscription, Customer may access and use the Services made available by WeVideo on the initial term commencing on the execution date and remain in effect for the time period set forth in the Customer's subscription.

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2. **Facilities and Data Transfer.** WeVideo will use commercially reasonable efforts to ensure that all facilities used to store and process Customer Data meet commercially reasonable security standards. By using the Services, Customer consents to transfer, processing, and storage of Customer Data. "Customer Data" means any data and content stored or transmitted via the Services by Customer or End Users.
3. **Modifications to the Services.** WeVideo may update the Services from time to time. If WeVideo changes the Services in a manner that materially reduces their functionality, WeVideo will inform Customer, unless Customer has opted-out of communications of that type from WeVideo.
4. **Limitations on Use of Services.** WeVideo may impose reasonable limitations on bandwidth usage for the Services.
5. **Customer List.** WeVideo may include Customer's name in a list of WeVideo customers on the WeVideo website.
6. **Contests and promotions.** From time to time, Customer may use the Services to offer certain promotions or contests ("Promotions") in connection with generation of user generated content from users of our Service. In such event, Customer acknowledges and agrees that: (i) Customer shall be solely responsible and liable for the administration of such Promotion and fulfillment of all prizes in compliance with all applicable laws, rules, regulations, and statutes; (ii) Customer shall indemnify, defend, hold harmless, and release WeVideo from any and all claims by any person, party, or governmental authority arising out of or in connection with your Promotion, including any allegation that any Promotion violated any applicable law; and (iii) Customer shall publish in connection with all Promotions a complete, clear, and conspicuous set of rules.

## 6. Support.

1. Customer will, at its own expense, respond to questions and complaints from End Users or third-parties relating to use of the Services. Customer will use reasonable efforts to resolve support issues before escalating them to WeVideo.

## 7. Suspension.

1. **Of End User Accounts by WeVideo.** If an End User (i) violates this Agreement or the Terms; (ii) uses the Services in a manner resulting in excessive support requests; or (iii) uses the Services in a manner that WeVideo reasonably

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believes will cause it liability, then WeVideo may request that Customer suspend or terminate the applicable End User account. If Customer fails to promptly suspend or terminate the End User account, WeVideo may do so.

2. **Security Emergencies.** Notwithstanding anything in this Agreement, if there is a Security Emergency then WeVideo may automatically suspend use of the Services. WeVideo will make commercially reasonable efforts to narrowly tailor the suspension as needed to prevent or terminate the Security Emergency. "Security Emergency" means: (i) use of the Services that do or could disrupt the Services, other customers' use of the Services, or the infrastructure used to provide the Services and (ii) unauthorized third-party access to the Services.

## 8. Third-Party Services.

1. If Customer uses any third-party service with the Services, (a) the service may access or use Customer's or End User's information; (b) WeVideo will not be responsible for any act or omission of the third-party, including the third-party's use of Customer's or End User's information; and (c) WeVideo does not warrant or support any service provided by the third-party.

## 9. Fees & Payment.

1. **Fees.** Customer will (i) purchase the subscription (ii) pay the invoice within thirty (30) days after the date of the applicable invoice, and (iii) authorize WeVideo to charge using Customer's selected payment method, for all applicable fees. Fees are non-refundable except as required by law. Customer is responsible for providing complete and accurate billing and contact information to WeVideo. WeVideo may suspend or terminate the Services if fees are 30 days past due.
2. **Upgrading.** Customers upgrading the Service to a larger capacity level, will be billed on a pro-rated basis, from the date of upgrade, to the next renewal date of the original subscription.
3. **Renewals.** In the event that Customer desires to reinstate the subscription after allowing such services to lapse, the renewal term shall commence upon the expiration of the last term paid in full. For each renewal term of the subscription, Customer shall pay the current unit list price, less discount (if applicable). For any renewal term, the terms of this Agreement shall govern and all fees shall be payable within thirty (30) days after the invoice date and payable in advance of the applicable term. IF CUSTOMER'S ACCOUNT IS SET TO AUTO RENEWAL, WEVIDEO MAY AUTOMATICALLY CHARGE FOR THE RENEWAL, UNLESS CUSTOMER NOTIFIES WEVIDEO THAT

CUSTOMER WANTS TO CANCEL OR DISABLE AUTO RENEWAL. WeVideo may revise Service rates by providing Customer at least 30 days notice prior to the next charge.

4. Taxes. Customer is responsible for all taxes. WeVideo will charge tax when required to do so. If Customer is required by law to withhold any taxes, Customer must provide WeVideo with an official tax receipt or other appropriate documentation.

#### 10. Term & Termination.

1. Term. This Agreement will remain in effect until Customer's subscription to the Services expires or terminates, or until the Agreement is terminated.
2. Termination for Breach. Either WeVideo or Customer may suspend performance or terminate this Agreement if: (i) the other party is in material breach of the Agreement and fails to cure that breach within 30 days after receipt of written notice or (ii) the other party ceases its business operations or becomes subject to insolvency proceedings and the proceedings are not dismissed within 90 days.
3. Termination at Will. Customer may terminate Auto-Renewal Agreement at any time by disabling Customer's Services account via the Services administrative console. Termed multi-year Agreements cannot be terminated.
4. End User Termination. End Users may stop using the Services at any time. If an End User's Enterprise Account is converted into a personal Free Account, this Agreement will terminate for that account with respect to the End User except that the portions of the Terms that protect WeVideo's rights will continue to apply.
5. Effects of Termination. If this Agreement terminates: (i) the rights granted by WeVideo to Customer will cease immediately (except as set forth in this section); (ii) the rights granted by WeVideo to End User will cease immediately; (iii) WeVideo may provide Customer access to its account at then-current rates so that Customer may export its information; and (iv) after a commercially reasonable period of time, WeVideo may delete any data relating to Customer's account. All sections of this Agreement that favor WeVideo shall survive.

#### 11. Indemnification.

1. By Customer. In addition to any of your indemnification obligations under our Terms, you will indemnify, defend, and hold harmless WeVideo from and against all liabilities, damages, and costs (including settlement costs and

(/) reasonable attorneys' fees) arising out of a third-party claim regarding: (i) Customer Data; (ii) Customer's use of the Services in violation of this Agreement, our Terms, or any applicable law; or (iii) use of the Services by Customer's End Users.

## 12. Legal Terms.

1. THESE TERMS AND THE USE OF THE SERVICES AND SOFTWARE WILL BE GOVERNED BY CALIFORNIA LAW EXCEPT FOR ITS CONFLICTS OF LAWS PRINCIPLES.

## Solutions

for Work (/business)

for Schools (/education)

for Life (/personal)

Higher Education (/highered)

Nonprofits (/nonprofit)

Media (/media)

iOS (/ios)

Android (/android)

Plans (/sign-up)

## Company

Our story (/about-us)

Team (/team)

News (/news)

Jobs (/careers)

Events (<http://pages.wevideo.com/events>)

Developer tools (/apis)

Press Room (/press)

Contact (/contact)

## Resources

[FAQ \(/support#goto-faq\)](#)

[Support center \(/support\)](#)

[WeVideo Academy \(/academy\)](#)

[Blog \(http://blog.wevideo.com/\)](http://blog.wevideo.com/)

[Inspiration for educators \(http://educators.wevideo.com/\)](http://educators.wevideo.com/)

[Education newsletters \(/newsletters\)](#)

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[\(http://facebook.com/wevideo\)](http://facebook.com/wevideo)

[\(http://twitter.com/wevideo\)](http://twitter.com/wevideo)

[\(http://www.youtube.com/user/wevideo\)](http://www.youtube.com/user/wevideo)

[\(http://linkedin.com/company/wevideo\)](http://linkedin.com/company/wevideo)

[\(https://plus.google.com/+WeVideo/\)](https://plus.google.com/+WeVideo/)

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**Consent V, E, 8: Agreement with Dreambox Learning, Inc.**

VIA: Michael Szymendera, Director of Instructional Technology

<p><b>Action Under Consideration:</b> That the Board of School Directors approves the attached three year agreement between the Tredyffrin/Easttown School District and Dreambox Learning, Inc. for software license and services at a cost not to exceed \$11,515 annually.</p>
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Dreambox Learning, Inc. is an online personalized math platform used at the elementary level.





## Software-as-a-Service Agreement for Tredyffrin-Easttown School District (TESD), PA

600 108<sup>th</sup> Ave. NE, Suite 805  
Bellevue, WA 98004-4454  
Phone: 877.451.7845  
Fax: 425.484.6476  
schools@dreambox.com  
www.dreambox.com

**Effective Date: June 22<sup>nd</sup>, 2017**

**DreamBox Learning Quote #:DB111633194**

**Service Start Date: November 21<sup>st</sup>, 2017**

Order Summary			
<b>Customer:</b> Tredyffrin-Easttown School District (TESD), PA		<b>Subscription Period:</b> Three Years	
<b>Customer's Principal Point of Contact:</b> Name: Nancy Adams Title: Math Curriculum Coordinator Tredyffrin/Easttown School District 940 West Valley Rd, Suite 1700 Wayne, PA 19087 Phone: (610) 240-1907 E-Mail: (610) 240-1907		<b>Consisting of, an Initial Period:</b> One year	
		<b>And, Renewal Periods:</b> Two subsequent one-year periods	
<b>Customer's Billing Address:</b> Attn: Nancy Adams Tredyffrin/Easttown School District 940 West Valley Rd, Suite 1700 Wayne, PA 19087 Phone: (610) 240-1907 E-Mail: (610) 240-1907		<b>Agreement Prepared By:</b> April Del Monte Title: Account Manager Phone: 877-451-7845 ext.544 E-Mail: april.delmonte@dreambox.com	
Pricing			
<b>Categories</b>		<b>Fees</b>	
Seat Licenses		\$23.50 per student per annual period	
Additional Terms and Conditions			
<p>The Subscription Period (i.e., the Initial Period) begins on the Service Start Date set forth above. Any Renewal Periods begin on the applicable anniversary of the Service Start Date, subject to the terms and conditions set forth in the Agreement.</p> <p>Subject to the terms and conditions set forth in the Agreement, a subscription includes: (1) for Customer, its designated faculty and staff, and its enrolled students, access to the Software and Services 24 hours per day and 7 days per week; (2) for Customer, its designated faculty and staff, and parents of enrolled students, online, phone, and email customer support; and (3) for Customer, access to updates to the Software and Services during the Subscription Period.</p> <p>Any changes to the Fees will be mutually agreed upon by the parties and set forth in a written amendment hereto.</p> <p>The software products and services are currently made available only to persons residing in the United States.</p>			
Invoicing and Payment Terms			
<b>Subscription Period</b>	<b>Fees</b>	<b>Invoice Date</b>	<b>Payment Due Date</b>
Initial Period	\$11,515	Service Start Date	Net 30 days from date of invoice
Renewal Period (Year 2)	\$11,515	Anniversary of Service Start Date	Net 30 days from date of invoice
Renewal Period (Year 3)	\$11,515	Second Anniversary of Service Start Date	Net 30 days from date of invoice

## TERMS AND CONDITIONS

DreamBox Learning, Inc. ("**DreamBox Learning**") offers software products and services that provide personalized math instruction in an engaging environment for students. DreamBox Learning provides a three-pronged approach to math, focusing on teaching concepts, problem-solving, and procedures, that is underpinned with an intelligent, adaptive engine that sequences and personalizes instruction to meet the needs of each student. DreamBox Learning's software products and services are offered to you on a software-as-a-service basis pursuant to the terms and conditions set forth in this Software-as-a-Service Agreement (the "**Agreement**"). This Agreement is made and entered into by and between DreamBox Learning and you, the customer identified on the attached order form ("**you**" or "**Customer**"). This Agreement sets forth the terms and conditions pursuant to which DreamBox Learning agrees to provide to you access to and use of the software products and services described in this Agreement (collectively, the "**Software and Services**"). This Agreement comprises the attached order form (the "**Order Form**") and these terms and conditions (the "**Terms and Conditions**"), each of which are an integral part of this Agreement and incorporated herein by this reference. If this Agreement reflects your understanding, please indicate your agreement to be legally bound hereto by having a duly authorized signatory sign below. The Agreement will only be effective when executed and delivered by a duly authorized signatory of each party. Capitalized terms used but not otherwise defined in these Terms and Conditions (whether in singular, plural, or possessive) have the meaning ascribed to such terms in the text of these Terms and Conditions or the Order Form.

### 1. CUSTOMER ACCOUNT

1.1 Access. These Terms and Conditions govern your access to the Software and Services. The Software and Services comprise the software to which you are granted access by DreamBox Learning (the "**Software**") and the services provided by DreamBox Learning to you in connection therewith (the "**Services**"). Beginning on the Service Start Date, DreamBox Learning will provide you with the account activation information necessary for you to access the Software and Services via an online account (the "**Customer Account**"). Notwithstanding anything to the contrary herein, you will be responsible for obtaining and maintaining at your expense all the necessary computer hardware, software, modems, routers, connections to the Internet, and other equipment, systems, and networks required in order to access the Customer Account and the Software and Services provided in connection therewith. You are solely responsible for the confidentiality and use of the usernames, passwords, and account identifiers associated with the Customer Account. In no event will DreamBox Learning be liable for any loss of your data or other claims to the extent the same arose from unauthorized access to the Customer Account.

1.2 Updates; Enhancements. At no charge to you, DreamBox Learning will install on its servers any software updates deemed reasonably necessary to address errors, bugs, or other performance issues in the Customer Account or the Software and Services (collectively, "**Updates**"). Updates, if any, will be subject to this Agreement. DreamBox Learning reserves the right at any time and without prior notice to Customer to temporarily limit Customer's access to the Customer Account and use of the Software and Services in order to perform repairs, make modifications, or as a result of circumstances beyond DreamBox Learning's reasonable control. DreamBox Learning may, in its sole discretion, modify, enhance, or otherwise change the Software and Services upon written notice to you. DreamBox Learning shall not be obligated to provide to you any new feature, functionality, or service for which DreamBox Learning generally charges a separate fee.

1.3 License. Subject to the terms and conditions of this Agreement, DreamBox Learning hereby grants to you a limited, non-exclusive, non-sublicensable, non-transferable license during the Subscription Period to access the Customer Account and permit designated faculty and staff and enrolled students to use the Software and Services, as made available to you via the Customer Account, commencing on the Service Start Date, solely for your own educational purposes.

1.4 Protections Against Unauthorized Use. You will take all appropriate steps and precautions to protect the Software and Services from unauthorized use by your officers, directors, trustees, faculty, staff, employees, agents, and students, and any third parties who obtain access to the Software and Services directly or indirectly through you, including any former officers, directors, trustees, faculty, staff, employees, agents, or students. You understand that nothing in the license granted to you in Section 1.3 above permits you to disclose know-how, trade secrets, or other non-public information disclosed to you by DreamBox Learning to any third party without obtaining DreamBox Learning's advance written consent except as otherwise required by applicable state or federal law. In the event of any actual or suspected unauthorized use by anyone who obtained access to the Software and Services directly or indirectly through you, you will take all steps reasonably necessary to terminate such unauthorized use. Further, you will provide to DreamBox Learning such cooperation and assistance related to any such unauthorized use as DreamBox Learning may reasonably request.

1.5 Compliance with Website Terms of Use, Privacy Policy, and Other Legal Terms. You understand and agree that you and your officers, directors, trustees, faculty, staff, employees, agents, and students will be bound by the terms and conditions set forth in DreamBox Learning's Website Terms of Use (available at <http://www.dreambox.com/terms> or a successor site) to which you and such individuals will consent in connection with your and their access to and use of the Customer Account and the Software and Services.

1.6 Reservation of Rights. The Software and Services are licensed to you, not sold. You acknowledge that the Software and Services and any and all intellectual property rights therein, including any know-how, trade secrets, and other non-public information related to the Software and Services, are, and shall remain, the sole and exclusive property of DreamBox Learning and contain DreamBox Learning's confidential and proprietary materials. All uses of DreamBox Learning's trademarks and related goodwill incidental to your access to the Customer Account or use of the Software and Services will inure solely to DreamBox Learning and you will obtain no rights with respect to any of DreamBox Learning's trademarks. You acknowledge and agree that, if you or your officers, directors, trustees, faculty, staff, employees, agents, or students provide any feedback or suggestions to DreamBox Learning concerning the Software and Services (including identifying any potential errors or improvements) ("**Feedback**"), DreamBox Learning is hereby assigned all right, title, and interest in and to the Feedback, including any and all intellectual property rights therein, and DreamBox Learning is free to use the Feedback without any payment or restriction.

## 2. TERM AND TERMINATION

2.1 Term. This Agreement will become effective as of the Effective Date, and it will continue in effect until it expires or is terminated in accordance with Sections 2.2, 2.3, and/or 2.4 below (the "**Term**"). For the avoidance of doubt, the Term comprises the period between the Effective Date and the Service Start Date, the Initial Period, and each Renewal Period.

2.2 Subscription Period. The Initial Period and each Renewal Period (collectively, the "**Subscription Period**") will be for the duration set forth in the Order Form. Following the end of the Subscription Period, this Agreement automatically will expire, unless the parties mutually agree in writing to renew this Agreement for one or more additional periods.

2.3 Termination without Cause. Neither party may terminate this Agreement without cause. For termination for cause, see Section 2.4 below. Notwithstanding the foregoing, you may terminate this Agreement at the end of the Initial Subscription Period or the then-current Subscription Renewal Period, as the case may be, in the event that an amount necessary to pay the Fee, or Fees, associated with the next Subscription Renewal Period are not included in your budget appropriation for the applicable appropriation period, provided that (a) you use your best efforts to seek and obtain the necessary amount to meet your payment obligations hereunder in each applicable budget appropriation; (b) you notify us of your intent to terminate the agreement within 60 days after the applicable budget appropriation is approved and no later than 30 days prior to the end of the Initial Subscription Period or the Subscription Renewal Period, as the case may be, and (c) you do not, and you hereby agree that you will not, seek and obtain replacement software or services that are the same as or similar to the Software and Services during the applicable appropriation period.

2.4 Termination or Suspension for Cause. Either party may terminate this Agreement and the rights granted hereunder by written notice to the other party in the event of any material breach by the other party of any term or condition set forth herein, if such breach remains uncured 10 days after receipt by the defaulting party of a written notice of default from the non-defaulting party. In addition to other remedies available to DreamBox Learning, it may, in its sole discretion, suspend your access to the Customer Account and use of the Software and Services if payment of any Fee is due and payable and remains outstanding for more than 45 days.

2.5 Survival. Upon termination or expiration of this Agreement, all rights and duties of the parties toward each other pursuant to the Agreement cease except that: (a) within 30 days of the effective date of termination, you will pay all amounts owing to DreamBox Learning, including any Fees accrued prior to the effective date of termination; and (b) Sections 1.4, 1.5, 1.6, 2.5, 3, and 4 survive termination or expiration of this Agreement.

## 3. PRIVACY

DreamBox Learning understands and agrees that you have obligations under the Family Educational Rights and Privacy Act and regulations and guidelines issued thereunder, as the same may be amended from time to time ("**FERPA**"), and other privacy laws to protect the confidentiality of personally identifiable information, as that term is defined in FERPA ("**PII**"), and to obligate those to whom you disclose PII to perform certain functions on your behalf in order to meet requirements and safeguards with respect to the use of such PII. During the term of this Agreement, DreamBox Learning is designated as your authorized representative (as that term is defined in FERPA) to receive, obtain, or create PII residing in one or more of DreamBox Learning's computer information systems used to host the Software and perform the Services. Without limiting any other obligations of this Agreement, DreamBox Learning will (a) not use PII for any purpose other than as expressly allowed under this Section 3; (b) not further disclose PII to any person, other than (i) to your applicable public school district and its employees or (ii) as specifically required or authorized by federal law; and (c) implement policies and procedures consistent with FERPA and in accordance with generally accepted practices, privacy laws, and regulations to safeguard PII from unauthorized use and further disclosure. Notwithstanding the foregoing, you acknowledge and agree that you are responsible for notifying DreamBox Learning concerning any changes to your public school district or its students, parents, teachers, or administrators that may impact DreamBox Learning's privacy policies. DreamBox Learning has no obligations to change its

practices unless and until it has received notification from you of any such change, or changes, including, without limitation, any change in desired access by a student, parent, teacher, or administrator.

#### **4. MISCELLANEOUS**

The Terms and Conditions and the Order Form contain the entire agreement of the parties with respect to the subject matter of this Agreement and supersede all previous communications, representations, understandings, and agreements, either oral or written, between the parties with respect to said subject. No terms, provisions, or conditions of any sales order, purchase order, acknowledgement, or other business form that either party may use in connection with the transactions contemplated by this Agreement will have any effect on the rights, duties, or obligations of the parties under, or otherwise modify, this Agreement, regardless of any failure of a receiving party to object to these terms, provisions, or conditions. This Agreement may not be amended, except by a writing signed by both parties. Applicable activation codes for the subscription purchased by you will be issued following receipt of your authorized signature on the Order Form. Receipt of a signed Order Form from you represents a binding agreement to purchase access to the Software. All Fees and payments are non-refundable, unless you terminate this Agreement for cause pursuant to Section 2.4 above, in which case you will receive a prorated refund of any Fees paid in advance of receipt of the Software and Services. You will remit all payments in US Dollars. Fees are exclusive of any applicable taxes or surcharges. Taxes and surcharges, if applicable, are subject to change at the time of invoicing. DreamBox Learning will not charge you taxes or surcharges if you provide us with a valid tax exemption certificate. The parties shall attempt to settle any dispute, controversy, or claim arising out of or in connection with this Agreement through consultation and negotiation in good faith and a spirit of cooperation. This Agreement and all disputes, claims, or controversies arising out of or in connection with this Agreement, including any question regarding its formation, existence, validity, enforceability, performance, interpretation, breach, or termination shall be governed by and construed in accordance with the substantive local laws of the State of Washington, without reference to its choice of law rules and not including the provisions of the 1980 U.N. Convention on Contracts for the International Sale of Goods. Each party hereby irrevocably consents to the exclusive jurisdiction and venue of the federal and state courts located in King County, Washington, in connection with any action arising out of or in connection with this Agreement and agrees that service of process to the party's address set forth on the Order Form (as may be updated from time-to-time by written notice to the other party in accordance with this Section 4) will constitute effective service within the State of Washington. Any notice required or permitted under the terms of this Agreement or required by law must be in writing and must be: (a) delivered in person, (b) sent by first class mail, or (c) sent by overnight air courier, in each case properly posted and fully prepaid to the address set forth on the Order Form. Either party may change its address for notices by notice to the other party given in accordance with this Section 4. Notices will be deemed given at the time of actual delivery in person, three business days after deposit in the mail as set forth above, or one day after delivery to an overnight air courier service. DREAMBOX LEARNING DOES NOT WARRANT THE SOFTWARE OR SERVICES, EXCEPT AS SPECIFICALLY AGREED TO IN WRITING, AND EXPRESSLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, QUALITY, ACCURACY, TITLE, AND NON-INFRINGEMENT. YOU WILL NOT HAVE THE RIGHT TO MAKE OR PASS ON ANY REPRESENTATION OR WARRANTY ON BEHALF OF DREAMBOX LEARNING TO ANY THIRD PARTY. NEITHER PARTY SHALL HAVE ANY CONTRACTUAL INDEMNIFICATION OBLIGATIONS TO THE OTHER PARTY. It is the express intention of the parties that DreamBox Learning perform the Services as an independent contractor. Nothing in this Agreement will in any way be construed to constitute DreamBox Learning as your agent, employee, or representative. Any waiver of the provisions of this Agreement or of a party's rights or remedies under this Agreement must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Agreement or its rights or remedies at any time, will not be construed as a waiver of the party's rights under this Agreement and will not in any way affect the validity of the whole or any part of this Agreement or prejudice the party's right to take subsequent action. Exercise or enforcement by either party of any right or remedy under this Agreement will not preclude the enforcement by the party of any other right or remedy under this Agreement or that the party is entitled by law to enforce. If any term, condition, or provision in this Agreement is found to be invalid, unlawful, or unenforceable to any extent, the parties will endeavor in good faith to agree to amendments that will preserve, as far as possible, the intentions expressed in this Agreement. If the parties fail to agree on an amendment, the invalid term, condition, or provision will be severed from the remaining terms, conditions, and provisions of this Agreement, which will continue to be valid and enforceable to the fullest extent permitted by law. This Agreement may be executed in counterparts, each of which will be deemed to be an original and together will constitute one and the same agreement. This Agreement may also be executed and delivered by facsimile or other electronic means and such execution and delivery will have the same force and effect of an original document with original signatures. This Agreement will be binding upon and will inure to the benefit of the parties and their respective successors and assigns.

**Agreement to Amend**  
**Terms of Use and Terms and Conditions – DreamBox Learning, Inc.**

On this 10th day of August, 2017 DreamBox Learning, Inc (“DreamBox”) and Tredyffrin-Easttown School District (“DISTRICT”) agree that the DreamBox Software as a Service Licensing Agreement shall be modified as follows for the DISTRICT’s use of DreamBox software in all DISTRICT locations.

**1) The parties agree that various sections of the DreamBox Terms of Use are modified as follows:**

a) Customer Account:

Section 1.2 is amended to read:

Updates; Enhancements “At no charge to you, DreamBox Learning will install on its servers any software updates deemed reasonably necessary to address errors, bugs, or other performance issues in the Customer Account or the Software and Services (collectively, “**Updates**”). Updates, if any, will be subject to this Agreement. DreamBox Learning reserves the right at any time and without prior notice to Customer to temporarily limit Customer’s access to the Customer Account and use of the Software and Services in order to perform repairs, make modifications, or as a result of circumstances beyond DreamBox Learning’s reasonable control. *DreamBox Learning may, in its sole discretion, modify, enhance, or otherwise change the Software and Services, provided that if such modification or change would modify critical functionality, DreamBox Learning will provide advance written notice to the Customer of such modification or change. During the term of the Agreement, DreamBox Learning will not materially reduce the functionality of the Software and Services. For avoidance of doubt, DreamBox Learning shall not be obligated to provide to Customer any new feature, functionality, or service for which Company generally charges a separate fee.*”

Section 1.5 is amended to read:

Compliance with Website Terms of Use, Privacy Policy, and Other Legal Terms. You understand and agree that you and your officers, directors, trustees, faculty, staff, employees, agents, and students will be bound by the terms and conditions set forth in DreamBox Learning’s Website Terms of Use (available at <http://www.dreambox.com/terms> or a successor site) to which you and such individuals will consent in connection with your and their access to and use of the Customer Account and the Software and Services. *If any conflict arises between this Agreement and the DreamBox Learning’s Website Terms of Use, the terms of this Agreement will prevail over any such conflicting terms thereof.*

b) Miscellaneous:

Amended to include:

*“DreamBox Learning represents and warrants that, during the Term, it will have all requisite ownership, rights, or licenses necessary to grant to Customer access to and use of the Software and Services, free and clear of liens, adverse claims, encumbrances, and interests of third parties.”*

Replace

“DREAMBOX LEARNING DOES NOT WARRANT THE SOFTWARE OR SERVICES, EXCEPT AS SPECIFICALLY AGREED TO IN WRITING, AND EXPRESSLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, QUALITY, ACCURACY, TITLE, AND NON-INFRINGEMENT. YOU WILL NOT HAVE THE RIGHT TO MAKE OR PASS ON ANY REPRESENTATION OR WARRANTY ON BEHALF OF DREAMBOX LEARNING TO

ANY THIRD PARTY. NEITHER PARTY SHALL HAVE ANY CONTRACTUAL INDEMNIFICATION OBLIGATIONS TO THE OTHER PARTY.”

With

“EXCEPT FOR THE REPRESENTATIONS AND WARRANTIES EXPRESSLY STATED DREAMBOX LEARNING DOES NOT WARRANT THE SOFTWARE OR SERVICES, EXCEPT AS SPECIFICALLY AGREED TO IN WRITING, AND EXPRESSLY DISCLAIMS ALL IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, QUALITY, ACCURACY, TITLE, AND NON-INFRINGEMENT. YOU WILL NOT HAVE THE RIGHT TO MAKE OR PASS ON ANY REPRESENTATION OR WARRANTY ON BEHALF OF DREAMBOX LEARNING TO ANY THIRD PARTY. NEITHER PARTY SHALL HAVE ANY CONTRACTUAL INDEMNIFICATION OBLIGATIONS TO THE OTHER PARTY.”

Replace

“Each party hereby irrevocably consents to the exclusive jurisdiction and venue of the federal and state courts located in Shelby County, Washington, in connection with any action arising out of or in connection with this Agreement and agrees that service of process to the party’s address set forth on the Order Form (as may be updated from time-to-time by written notice to the other party in accordance with this Section 4) will constitute effective service within the State of Washington.”

With

Each party hereby irrevocably consents to the exclusive jurisdiction and venue of the federal and state courts located in *Chester County, Pennsylvania* in connection with any action arising out of or in connection with this Agreement and agrees that service of process to the party’s address set forth on the Order Form (as may be updated from time-to-time by written notice to the other party in accordance with this Section 4) will constitute effective service within the *State of Pennsylvania*.

**DreamBox Learning, Inc.**

By: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**Tredyffrin/Easttown School District**

By: \_\_\_\_\_  
Name: Arthur J. McDonnell  
Title: Business Manager/Board Secretary

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**Consent V, E, 9: Agreement with Mind Research Institute**

VIA: Michael Szymendera, Director of Instructional Technology

**Action Under Consideration:** That the Board of School Directors approves the attached agreement between the Tredyffrin/Easttown School District and Mind Research Institute for a one-year subscription license and online professional development at a cost not to exceed \$8,000. This agreement is subject to change with Solicitor approval.

Mind Research Institute's ST Math is an online math program designed to support math instruction at the elementary level.



## Quote

111 Academy Drive, Suite 100  
Irvine, CA 92617  
949-345-8700  
866-569-7014  
[www.mindresearch.org](http://www.mindresearch.org)

Page 1 of 1  
**Date** 07/05/2017  
**Quote #** 1426064  
**Expires** 10/03/2017  
**Partnership Manager** Brian Gresser  
**E-mail:** [bgresser@mindresearch.net](mailto:bgresser@mindresearch.net)  
**Phone:** 610-216-7153

### Bill To

TREDYFFRIN-EASTTOWN SCH DIST  
940 W VALLEY RD STE 1700  
WAYNE PA 19087-1856

### Ship To

TREDYFFRIN-EASTTOWN SCH DIST  
940 W VALLEY RD STE 1700  
WAYNE PA 19087-1856

Qty	Item	Amount
250	<b>LNC001 New ST Math Single Student Subscription License</b> New ST Math Student Subscription License:  150 Devon Elementary 100 Beaumont Elementary • ST Math Gen5 Software License for # of students indicated • Ongoing Minor Software Updates • Self-Guided Online Courses (Asynchronous via Web Browser) • Just-in-Time Live Webinars (Instructor-Lead via WebEx) • Technical Support during Standard Business Hours via Email, Chat or Phone • Weekly School Progress Reports Delivered via Email	\$6,500.00
1	<b>ONLINE PROFESSIONAL DEVELOPMENT</b> 1 Day (Approx. 6 hours) of Instructor-Led Online Professional Development.  - To maximize instructional effectiveness, classes are capped at 25 participants. - Professional development days must be used within 12 months from the date of purchase.	\$1,500.00

<b>Subtotal</b>	\$8,000.00
<b>Tax Total (%)</b>	\$0.00
<b>Total</b>	\$8,000.00

Please submit purchase orders:  
By email: [purchaseorders@mindresearch.org](mailto:purchaseorders@mindresearch.org)  
By Fax: 1-866-569-7014  
You can view our technical requirements [here](#).  
Thank you for being an ST Math partner!

Thank you for being an ST Math partner! By submitting payment for quoted services, you agree to MIND Research Institute's Terms of Use as described at <http://www.mindresearch.org/misc/terms/>.

MIND Research complies with applicable state and federal laws and regulations and uses commercially-available measures to protect and maintain the security of any collected data. Our Privacy Policy can be found at <http://www.mindresearch.org/misc/privacy/>.



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**Consent V, E, 10: Agreement with Math Space**

VIA: Michael Szymendera, Director of Instructional Technology

<p><b>Action Under Consideration:</b> That the Board of School Directors approves the attached agreement between the Tredyffrin/Easttown School District and Math Space for a one-year subscription and online professional development at a cost not to exceed \$3,975. This agreement is subject to change with Solicitor approval.</p>
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Math Space is an online math program designed to support math instruction at the high school.



PLEASE FOLLOW ORDER INSTRUCTIONS

1. Make Purchase Order payable to Mathspace Inc.
2. Email Purchase Order and a copy of this quote to [accounts@mathspace.co](mailto:accounts@mathspace.co) and cc the sale rep below (notify us via email if sending PO via mail)
3. Upon receipt of Purchase Order, Invoice will be sent to contact via email (notify us in PO if fax/mail is preferred)
4. Please remit payment to address below to "Mathspace Inc." (Check only)
5. Contact details:  
Mathspace Inc.  
58 W 8th St, Suite 4D  
New York, NY 10011  
Ph: 718-510-2582  
Email: [accounts@mathspace.co](mailto:accounts@mathspace.co)  
Federal Tax ID #: 35-2505886
6. Signed W-9 available below (Click link):

<https://drive.google.com/file/d/0B0uv6iwhgJhWaDlIX0hIdjBYSUE/view?usp=sharing>

**Mathspace Rep:** Sam Felicia **Email:** [sfelicia@mathspace.co](mailto:sfelicia@mathspace.co)  
**Quote Number:** 170612ConstogaHS **Created:** 8/25/2017 0:00:00

*Note: Quote is valid for 30 days from date created*

**Institution Point of Contact:**

**Contact Name:** Nancy Adams **Title:** Math Supervisor  
**Contact Email:** [AdamsN@TESD.NET](mailto:AdamsN@TESD.NET) **Phone:** (610) 240-1907

**Address Information:**

**District:** Tredyffrin/Easttown School District **Address:** 200 Irish Road  
**School:** Conestoga HS Berwyn, PA 19312

Product Code	Product	Quantity	License Start Date	License End Date	Months	Price Per Unit	Total
NAI160810	Mathspace Student Licenses (Custom, per student)	225	9/1/2017	6/30/2018	10	\$18.00	\$ 3,375.00
NAP160818	Mathspace Professional Development (Virtual, 1 hour, \$300)	2				\$300.00	\$ 600.00
							\$ -
							\$ -
							\$ -
<b>TOTAL</b>							<b>\$ 3,975.00</b>

**Notes**

**Modifications:** District will serve as first reference site in the territory

**Multi-year:**

**Comments:**

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**Consent V, E, 11: Agreement with Math Buddies**

VIA: Michael Szymendera, Director of Instructional Technology

<p><b>Action Under Consideration:</b> That the Board of School Directors approves the attached agreement between the Tredyffrin/Easttown School District and Math Buddies at a cost not to exceed \$3,500. This agreement is subject to change with Solicitor approval.</p>
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Math Buddies is an online math program designed to support math instruction at the elementary and middle schools.



**Proposal for**  
**Tredyffrin/Easttown School District**  
940 W. Valley Road, Suite 1700  
Wayne, PA 19087

Prepared By: Ken Barreto  
Senior Education Consultant  
Marshall Cavendish Education

August 28, 2017

## **about Marshall Cavendish**

*"An investment in education always pays the best interest."*

Benjamin Franklin

Marshall Cavendish is an international publisher that publishes books, directories, magazines and digital platforms. Our philosophy of enriching lives through knowledge transcends boundaries of geography and culture. In line with this vision, our products reach across the globe in 13 languages, and our publishing network spans Asia and the USA.

Our brands have garnered international awards for educational excellence, and they include Marshall Cavendish Reference, Marshall Cavendish Benchmark, and Marshall Cavendish Education.

On the digital front, Marshall Cavendish continuously invests in research and development to enhance our product offerings and develop pedagogically sound, multimedia-rich content aligned with curriculum standards.

## **The Math Buddies Program**

Math Buddies is an online digital curriculum designed to support learning Math using the Singapore mathematics approach. It adopts the same pedagogical principles as our Singapore mathematics textbooks and combines multimedia technology with instructional strategies to offer an engaging teaching and learning experience.

### **Components**

- Pre Test
- Learn & Teach
- Guided Learning
- Practice
- Assessment
- Post Test

## **Math Buddies Overview Workshops**

Math Buddies Overview Workshops will consist of 3.0 hours of product training. The workshops run, approximately, 1.5 hours each. These workshops provide the necessary training for teachers to understand the Math Buddies program and how to maximize its use in school.

- Overview of Math Buddies and the Learning Management System.
- Using Math Buddies for classroom instruction.
- Creating assignments for online homework.
- Tracking assignments and monitoring progress.
- Designing customized lessons for differentiated learning groups.

## **Value Add Service**

- Digitization of practice worksheets of up to 500 questions a year.
- Free enhancements and content updates.

## **For Technical Support:**

Call: 844-464-6411

Monday to Friday: 8:00 AM to 8:00 PM EST

Saturday: 9:00 AM to 6:00 PM EST

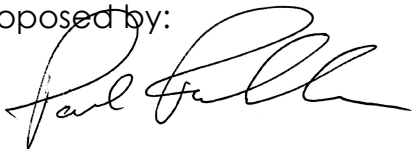
Email: [techsupport@marshallcavendish.com](mailto:techsupport@marshallcavendish.com)

## Pricing Structure

Description	Teacher Accounts	Package Price
<b><u>Math Buddies Online Singapore Math Subscription</u></b> Date: September 1, 2017 – August 31, 2018  ✓ 15 Teacher Accounts ✓ 2 Complimentary sessions of Product Training (1.5 hrs. each) ✓ School and Home Access ✓ iPad Access	# 15	\$3,500.00
<b>Total</b>		<b>\$3,500.00</b>

### Notes:

- Access to teachers and students will be provided 3 business days after account information is provided.
- **Quotation is valid until August 31, 2017.**

Proposed by:  <hr/> Paul Palumbo Sales Manager  Marshall Corporation 99 White Plains Road Tarrytown, NY 10591  Date: August 28, 2017	Accepted by:  <hr/> Signature:  Tredyffrin/Easttown School District 940 W. Valley Road, Suite 1700 Wayne, PA 19087  Date:
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**Consent V, F, 1: Educational Services Agreements**

VIA: Chris Groppe, Director of Individualized Student Services

**Action Under Consideration:** That the Board of School Directors approves an Educational Services Agreement for a District student with special needs. This agreement covers reimbursement for educational services for the 2017-2018 and 2018-2019 school years including Extended School Year at a total cost not to exceed \$71,270.

The District has offered an appropriate placement for this student. The District and family have agreed to the terms in this Educational Services Agreement. The agreement reimburses the family for student placement in lieu of an offer of a Free Appropriate Public Education (FAPE) and includes a release of prior special education claims up to the end date of the agreement. The agreement has been reviewed and recommended by the District's Solicitor.

**Action Under Consideration:** That the Board of School Directors approves an Educational Services Agreement for a District student with special needs. This agreement covers reimbursement for educational and support services for the 2017-2018 and 2018-2019 school years including Extended School Year at a total cost not to exceed \$187,667.

The District has offered an appropriate placement for this student. The District and family have agreed to the terms in this Educational Services Agreement. The agreement reimburses the family for student placement in lieu of an offer of a Free Appropriate Public Education (FAPE) and includes a release of prior special education claims up to the end date of the agreement. The agreement has been reviewed and recommended by the District's Solicitor.

**Action Under Consideration:** That the Board of School Directors approves an Educational Services Agreement for a District student with special needs. This agreement covers reimbursement for educational services for the 2017-2018 and 2018-2019 school years including Extended School Year at a total cost not to exceed \$73,000.

The District has offered an appropriate placement for this student. The District and family have agreed to the terms in this Educational Services Agreement. The agreement reimburses the family for student placement in lieu of an offer of a Free Appropriate Public Education (FAPE) and includes a release of prior special education claims up to the end date of the agreement. The agreement has been reviewed and recommended by the District's Solicitor.

**Action Under Consideration:** That the Board of School Directors approves an Educational Services Agreement for a District student with special needs. This agreement covers reimbursement for educational services for the 2017-2018 and 2018-2019 school years including Extended School Year at a total cost not to exceed \$84,245.

The District has offered an appropriate placement for this student. The District and family have agreed to the terms in this Educational Services Agreement. The agreement reimburses the family for student placement in lieu of an offer of a Free Appropriate Public Education (FAPE) and includes a release of prior special education claims up to the end date of the agreement. The agreement has been reviewed and recommended by the District's Solicitor.



**Action Under Consideration:** That the Board of School Directors approves an Educational Services Agreement for a District student with special needs. This agreement covers reimbursement for educational services for Extended School Year from June 15, 2017 through August 27, 2017 at a total cost not to exceed \$2,730.

The District has offered an appropriate placement for this student. The District and family have agreed to the terms in this Educational Services Agreement. The agreement reimburses the family for student placement in lieu of an offer of a Free Appropriate Public Education (FAPE) and includes a release of prior special education claims up to the end date of the agreement. The agreement has been reviewed and recommended by the District's Solicitor.

**Action Under Consideration:** That the Board of School Directors approves an Educational Services Agreement for a District student with special needs. This agreement covers reimbursement for educational services for the 2017-2018 and 2018-2019 school years including Extended School Year at a total cost not to exceed \$65,000.

The District has offered an appropriate placement for this student. The District and family have agreed to the terms in this Educational Services Agreement. The agreement reimburses the family for student placement in lieu of an offer of a Free Appropriate Public Education (FAPE) and includes a release of prior special education claims up to the end date of the agreement. The agreement has been reviewed and recommended by the District's Solicitor.

**Action Under Consideration:** That the Board of School Directors approves an Educational Services Agreement for a District student with special needs. This agreement covers reimbursement for educational services for the 2017 Extended School Year from June 15, 2017 through August 27, 2017 at a total cost not to exceed \$300.

The District has offered an appropriate placement for this student. The District and family have agreed to the terms in this Educational Services Agreement. The agreement reimburses the family for student placement in lieu of an offer of a Free Appropriate Public Education (FAPE) and includes a release of prior special education claims up to the end date of the agreement. The agreement has been reviewed and recommended by the District's Solicitor.

**Action Under Consideration:** That the Board of School Directors approves an Educational Services Agreement for a District student with special needs. This agreement covers reimbursement for educational services for the 2017 Extended School Year from June 15, 2017 through August 27, 2017 at a total cost not to exceed \$5,500.

The District has offered an appropriate placement for this student. The District and family have agreed to the terms in this Educational Services Agreement. The agreement reimburses the family for student placement in lieu of an offer of a Free Appropriate Public Education (FAPE) and includes a release of prior special education claims up to the end date of the agreement. The agreement has been reviewed and recommended by the District's Solicitor.

**Action Under Consideration:** That the Board of School Directors approves an Educational Services Agreement for a District student with special needs. This agreement covers reimbursement for educational services for the 2017 Extended School Year from June 15, 2017 through August 27, 2017 at a total cost not to exceed \$1,537.

The District has offered an appropriate placement for this student. The District and family

have agreed to the terms in this Educational Services Agreement. The agreement reimburses the family for student placement in lieu of an offer of a Free Appropriate Public Education (FAPE) and includes a release of prior special education claims up to the end date of the agreement. The agreement has been reviewed and recommended by the District's Solicitor.

**Action Under Consideration:** That the Board of School Directors approves an Educational Services Agreement for a District student with special needs. This agreement covers reimbursement for educational services for the 2017-2018, 2018-2019 and 2019-2020 school years including Extended School Year at a total cost not to exceed \$165,000.

The District has offered an appropriate placement for this student. The District and family have agreed to the terms in this Educational Services Agreement. The agreement reimburses the family for student placement in lieu of an offer of a Free Appropriate Public Education (FAPE) and includes a release of prior special education claims up to the end date of the agreement. The agreement has been reviewed and recommended by the District's Solicitor.

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#### **Consent V, F, 2: Contracts with Approved Private Schools**

VIA: Chris Groppe, Director of Individualized Student Services

**Action Under Consideration:** That the Board of School Directors approves a contract between the Tredyffrin/Easttown School District and an Approved Private School to provide mandated services for five (5) District students. This contract covers Extended School Year from July 5, 2017 through August 4, 2017 at a total cost of \$39,500.

These students with special needs require mandated Extended School Year services, which are a continuation of the programs provided during the school year at the Approved Private School.

**Action Under Consideration:** That the Board of School Directors approves a contract between the Tredyffrin/Easttown School District and an Approved Private School to provide mandated services for a District student. This contract covers Extended School Year from July 10, 2017 through August 25, 2017 at a total cost of \$7,805.

This student with special needs requires mandated Extended School Year services, which are a continuation of the programs provided during the school year at the Approved Private School.

**Action Under Consideration:** That the Board of School Directors approves a contract between the Tredyffrin/Easttown School District and an Approved Private School to provide intensive support services for a District student. This contract covers services for the 2017-2018 school year at a total cost not to exceed \$29,911.70.

This student, currently placed at an Approved Private School, has severe multiple special needs and requires intensive support in order to access his/her educational programming.

**Action Under Consideration:** That the Board of School Directors approves two contracts between the Tredyffrin/Easttown School District and an Approved Private School to provide mandated services for two (2) District students. This contract covers the 2017-2018 school year at a total cost not to exceed \$93,618.

These students with severe special needs require an intensive program of special education services and supports that exceed the capability of his/her neighborhood school. The Approved Private School ordinarily would receive 60% of the annual tuition rate through state funding, with districts funding the remaining 40%. For the 2017-2018 school year, State funding is not available for these students, therefore, the District will fund 100% of the tuition for these students. State funding will be applied as it becomes available, but this is not anticipated within the next three years. It may be necessary to request ACCESS or District contingency funds to fully support this cost.

**Action Under Consideration:** That the Board of School Directors approves a contract between the Tredyffrin/Easttown School District and an Approved Private School to provide mandated services for a District student. This contract covers the 2017-2018 school year at a total cost not to exceed \$57,505.

This student with severe special needs require an intensive program of special education services and supports that exceed the capability of his/her neighborhood school. The Approved Private School ordinarily would receive 60% of the annual tuition rate through state funding, with districts funding the remaining 40%. For the 2017-2018 school year, State funding is not available for these students, therefore, the District will fund 100% of the tuition for these students. State funding will be applied as it becomes available, but this is not anticipated within the next three years. It may be necessary to request ACCESS or District contingency funds to fully support this cost.

**Action Under Consideration:** That the Board of School Directors approves a contract between the Tredyffrin/Easttown School District and an Approved Private School to provide mandated services for two (2) District students with intense special support needs. This contract covers Extended School Year from July 10, 2017 through August 18, 2017 for a total cost of \$33,060.

These students with special need require mandated Extended School Year services, which are a continuation of the programs provided during the school year at the Approved Private School.

**Action Under Consideration:** That the Board of School Directors approves a contract between the Tredyffrin/Easttown School District and an Approved Private School to provide mandated services for six (6) District students. This contract covers Extended School Year from July 5, 2017 through August 11, 2017 for a total cost of \$31,748.

These students with special need require mandated Extended School Year services, which are a continuation of the programs provided during the school year at the Approved Private School.

## VIII. Information

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### Agenda VIII, B: 2017 Summer Workshop Summaries

VIA: Wendy Towle, Director of Curriculum, Instruction, Staff Development and Planning

#### 2017 SUMMER WORKSHOP SUMMARIES

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##### ART

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###### 3D Mixed Media Curriculum Design:

**Dates:** July 19-20

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Jacqui Rothera

**Participants:** Amy Cruz, Piera Raffaele

Sculpture teachers worked together to design curriculum for the new 3D Sculpture class. Teachers created a Unit Outline of 12 projects and began working on teacher examples of several of these. Teachers also created and ordered a supply list of necessary materials.

###### Studio Art Program Curriculum Update:

**Dates:** August 14-15

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Jacqui Rothera

**Participants:** Leanne Argonish, Amy Cruz, Mike Starner, Joanne Wagner

Studio Art teachers discussed and aligned grading practices for Studio Art. Teachers reviewed the new curriculum for the 3D Sculpture and Mixed Media Course. Studio Art 2 teachers aligned and revised their current curriculum. Teachers created rubric templates in Schoology for Studio Art 1, 2, 3 and 4 with AP standards and language in mind. Teachers adjusted their course syllabi to reflect these rubrics. Teachers worked together to revise and update Studio Art units and lesson plans with respect to these changes.

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##### ARTISTRY IN TEACHING

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###### Artistry of Teaching November Inservice Planning:

**Dates:** Miscellaneous dates (2 days per participant)

**Time:** 8:00 a.m. to 1:00 p.m.

**Directors:** Wendy Towle/Nancy Adams/Pat Gately/Oscar Torres, Jr.

**Participants:** Leashia Lewis, Julia Sponseller, Krista Sanelli, Heather Ford, Ali Daly, Craig Gonci, Matt Klass, Vicki Turner, Khara Flint, Brooke Hauer, Lydia Lieb, Tricia Ebarvia, Suzanne Steinberg, Devita Jones, Gabija Fischer, Beth Davison, Deb Ciamacca, Karen Gately, Bridget McGuinn, Lindsey Klotz

The participants in this workshop will all be presenters at the November 7<sup>th</sup> inservice day. They worked with curriculum supervisors to develop and refine their presentations.

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##### COUNSELING

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###### Middle School Counseling Career Programs:

**Date:** August 3

**Time:** 8:00 a.m. to 1:00 p.m.

**Directors:** Mark Cataldi/Misty Whelan

**Participants:** Meredith McGarrigle, Maria Marano, Kristin Abell

School counselors evaluated the current middle school career awareness programs and reviewed several new resources. A potential career program was identified and will be shared with all middle school counselors for further examination. Topics for grade level lessons were discussed to ensure appropriate developmental readiness for middle school students.

**College Search Planning for High School Counselors:****Date:** July 25**Time:** 8:00 a.m. to 1:00 p.m.**Directors:** Mark Cataldi/Misty Whelan**Participants:** Jennifer Kratsa, Leashia Lewis, Brian Samson, Katherine Barthelmeh, Dan McDermott

Participants developed an implementation plan for the recently approved college search resource, *Scoir*. *Scoir* provides software for the college search, guidance, application and admission services. To begin the rollout plan, *Scoir* will be introduced to students in grade 11 on the first day of the school year. The implementation of *Scoir* will complement the current use of Naviance in providing students and families with comprehensive college and career readiness resources.

**Developmental School Counseling Program:****Date:** July 19**Time:** 8:00 a.m. to 1:00 p.m.**Directors:** Mark Cataldi/Misty Whelan**Participants:** Leashia Lewis, Maria Marano, Marguerite Gordon, Robert Sola, Meredith McGarrigle, Carolyn Swetkowski, Brian Samson, Tami Noel

School counselors representing the elementary, middle and high school levels reviewed the K-12 developmental school counseling program for continuity of student services. The scope and sequence of the District's school counseling curriculum, along with the state required K-12 School Counseling Plan, was examined and updated to reflect the current lessons being delivered in order to meet the state standards for career education.

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**CULTURAL PROFICIENCY**

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**Cultural Proficiency and No Place for Hate at TEMS:****Dates:** July 5-6, 11**Time:** 12:00 p.m. to 4:00 p.m.**Directors:** Andy Phillips/Oscar Torres, Jr. /Kim Morris**Participants:** Orlando Carvajal, Muna Elshakhs, Gabija Fischer, Dave Hardy, Kim Morris

With background information from curriculum supervisor, Dr. Oscar Torres, Jr., TEMS teachers looked at the current environment at TEMS as it relates to cultural proficiency and appreciation. The teachers worked on the ideas that will continue to drive our Cultural Appreciation Committee and work that began this past school year regarding how to advance our cultural awareness and develop activities that will enhance the school's cultural appreciation and outreach efforts. A unifying school activity was designed to kick off the school year by celebrating all of our students' and staff members' diverse heritages. A detailed plan for applying to become a "No Place for Hate School" with the Anti-Defamation League was established. All related communications with staff and the community were developed.

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**ENGLISH/LANGUAGE ARTS**

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**New Reading Specialist Critical Reading Inventory Training:****Dates:** July 17 & 19**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Pat Gately**Participant:** Lindsey Klotz

Participant received training on the Critical Reading Inventory, including how to administer the reading assessment tool and how to write reports.

**Reading Specialist Diagnostic Battery Training:****Dates:** July 24-26**Time:** 12:30 p.m. to 4:30 p.m.**Director:** Pat Gately**Participant:** Anne Welsh

Participant received training on the Diagnostic Reading Battery, including how to administer the reading assessment tools and how to write reports.

**Elementary Reading Specialists' Literacy by Design Inservice Planning:****Dates:** July 24, 26**Time:** 12:00 p.m. to 5:00 p.m.**Director:** Pat Gately**Participants:** Mary Beth Humbert, Lindsey Klotz, Mary Nagle, Xiomara Rodriguez, Amy Romani

Participants reviewed the grade-level materials for Literacy by Design (LbD) in order to enhance teacher facility with pacing and differentiation strategies and materials. Participants designed LbD teacher inservice materials.

**MS & HS Writing Framework Curriculum Development:****Dates:** July 26-27**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Pat Gately**Participants:** James Boukalik, Tricia Ebarvia, Susan Gregory, Angela Timmins

Participants updated the Writing Framework for grades 7-12 to include continued alignment to the Pennsylvania Core Standards, best practices for secondary writing, and current course scope and sequence.

**ELA PSSA Data Analysis:****Dates:** July 31, August 1-2**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Pat Gately**Participants:** James Boukalik, Kevin Ruggeri

Participants examined data from the third standardized assessment associated with the PA Core standards in order to evaluate curricular alignment and help identify future needs.

**HS English Curriculum Development:****Dates:** August 8-9**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Pat Gately**Participants:** Tricia Ebarvia, Emmy Talian, Keri Phillips, Richard Short, Katie Wilson

Participants reviewed the results of the student survey and Department needs assessment in order to update and enhance the curriculum of current course offerings.

**MS Media Specialists:****Date:** August 3**Time:** 7:00 a.m. to 12:00 p.m.**Director:** Pat Gately**Participants:** Gabija Fischer, Beth Davison

Participants collaborated to continue to develop middle school media center innovation spaces.

**HS Media Specialists:****Dates:** August 7 & 9**Time:** 8:00 a.m. to 1:00 p.m.**Directors:** Pat Gately, Amy Meisinger**Participants:** Lydia Lieb, Brooke Hauer

Participants collaborated to reconfigure the library space to better equip students for the 1-1 laptop initiative.

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**ESL**

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**ESL Data Analysis and Curriculum Development:****Dates:** Miscellaneous dates (2 days per participant)**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Oscar Torres, Jr.**Participants:** Amy Torres, Ana White, Kathryn Burling, Maryann Walsh, Kerry Heim, Julia Sponseller, Angela Pavloff

The participants in this workshop analyzed WIDA ACCESS scores of English Language Learners. ESL teachers were trained on the new state requirements for educating English Language Learners. ESL teachers developed a Comprehensive Thematic Scope and Sequence of the ESL curriculum aligned to ELL Standards. Specific attention was given to the development of assessments based on the curricular program.

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**HEALTH/PHYSICAL EDUCATION**

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**Health Curriculum Review for Grades 7-9:****Date:** July 20**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Oscar Torres, Jr.**Participants:** Marci Mariani, Pat Ryan, Mike Semar, Lauren Millison, Dawn Evans, Jim Moran, Erika Himes, Brody Bush

Participants identified opportunities to enhance health units and lessons that include the technology available to students. Lessons will include updated resources available to teachers.

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**HIGH SCHOOL**

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**High School AASU Club:****Date:** July 10**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Misty Whelan**Participants:** Leashia Lewis, Carol Gibson

The AASU Advisors held a workshop on July 10<sup>th</sup>. The Student Officers joined the advisors, Leashia Lewis and Carol Gibson, to establish goals and priorities for the new school year. The group planned dates for club meetings, field trips, and the annual Covered Dish, Black History Month, and African American Culture day events at CHS.

**High School Navigate Program:****Dates:** July 12-13**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Misty Whelan**Participants:** Leashia Lewis, Carol Gibson, Dan McDermott

The Navigate advisors met over two days to plan and organize strategies to increase the college readiness activities and support services for Conestoga students in grades 9-12 from underrepresented college-going groups. They planned a schedule of college visits for Navigate students along with a series of meetings and presentations. This group's activities have been funded through a FLITE grant and time was also spent developing the 2017-18 budget proposal for the grant renewal.

**Peer Mediation for High School Teams:****Dates:** July 31–August 4**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Misty Whelan**Participants:** Marci Mariani, Casey Hesse, Carrie Houde, Emily Zwart

Participants trained student peer mediators as part of the existing building-level peer mediation program for conflict resolution and building team skills. Annual training is critical to ensure a cadre of students and faculty sponsors to support and maintain the program. The peer mediation program is a component of the District's overall program of violence prevention and maintenance of positive school climate. This year, an outside speaker and Conestoga alumnus was added to the agenda to speak on the topic of gender identity/awareness.

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### MATHEMATICS

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#### **AP Computer Science Principles:**

**Dates:** July 11, 14, 18, 21

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Nancy Adams

**Participants:** Kim Stegner, Ed Sharick

Participants designed the curriculum for the new AP Computer Science Principles course to include a planned curriculum document, unit syllabi, and assessments.

#### **Algebra 2:**

**Dates:** July 5, 26; August 9, 15, 16

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Nancy Adams

**Participants:** Seth Shore, Wendy DiRico, Katie Courtney, Matt Miehl, Alex Rives, Lisa Stehouwer, Craig Gratton

Participants designed the curriculum for the new Algebra 2 text including a planned curriculum document, unit syllabi, and assessments.

#### **Elementary Math Support:**

**Dates:** July 31, August 1-3, 7, 17

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Nancy Adams

**Participants:** Lisa McIntyre, Linda Krause, Jess Gallo, Trish Plunkett, Patty McCarrin

Participants analyzed data from the most recent PSSA test administration and used the data to design instruction and assessments as needed and to prepare a visual representation of the data. Participants also planned the August 25th inservice.

#### **MIF Grade 7:**

**Dates:** July 31–August 4

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Nancy Adams

**Participants:** Jackie Patek, Brian Breaser, Mark DiMarino, Kelly Peck, Tracy Scully, Susan Smith, Susan Crocker, Marie McGuire, Emily Bender, Alison Conlin, Karen Hill

Participants examined individual MIF Courses 1 and 2 materials and designed instruction. They also learned about and used modeling as a strategy for problem solving.

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### MIDDLE SCHOOL ADVISORY

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#### **Middle School Advisory Initiatives:**

**Dates:** Miscellaneous dates (2 days per participant)

**Time:** 8:00 a.m. to 1:00 p.m.

**Directors:** Nancy Adams/Andy Phillips/Wendy Towle/Pat Gately/Matthew Sterenczak

**Participants:** Kevin Ruggeri, Chris Kilby, Gordon Davis, James Boukalik, Lisa Lukens, Paul Ferris, Becca Ferenchick, Reggie Holmes, Khara Flint, Courtney Maikits, Ginny Cataldi, Vicky Turner, Dante Mucci, Christy Cosgrove, Deric Peltier, Sally Leathersich, Jen Crothamel, Wendi Wilson, Noah Austin

Participants designed curriculum and instruction for the new Middle School Advisory Initiatives. Each curriculum contains a series of 16 student experiences.



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**MUSIC**

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**Songwriting:****Dates:** August 8, 9, 17**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Nancy Adams**Participants:** Casey Hesse, Chris Nation

Participants designed the curriculum for the new songwriting course to include a planned curriculum document, unit syllabi, and assessments.

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**SCIENCE**

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**Astronomy:****Dates:** July 28, August 9-10, 18**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Nancy Adams**Participant:** Mike Kane

Participant designed the curriculum for the new, science-based course to include a planned curriculum document, unit syllabi, and assessments.

**Fifth Grade Science:****Date:** July 14**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Nancy Adams**Participants:** Matt Klass, Bill Bryant, Julia Guzman, AJ Thompson

Participants reviewed the first year of use of Integrated Science and completed a curriculum document aligned to the PA Science Standards.

**Science Notebooks:****Dates:** August 1-2**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Nancy Adams**Participants:** Tracy Simmington, John Kardasis, Samantha Redding, Leslie Serany

First grade teachers redesigned two of their science packets as a learning tool that, through writing, helps the students learn content, language and processes of science with a goal of moving to an insightful use of science note-booking strategies.

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**SAFETY**

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**Emergency Preparedness:****Dates:** August 14-15 (1 day per participant)**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Mark Cataldi**Participants:** Taryn Little, Tami Noel, Michael Wong

Building representatives who serve as members of the District Safety Committee reviewed the District Emergency Operations Plan and examined the recommendations made by the Risk and Vulnerability Assessment that was completed by the PA State Police. Emergency preparedness plans and procedures for safety exercises were updated for the 2017-2018 school year. In addition, the updated safety brochure was posted on the District website and will be shared with parents/guardians.

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**SOCIAL STUDIES**

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**Honors World History Curriculum Collaboration:**

**Date:** August 1

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Matthew Sterenczak

**Participants:** Greg Hein, Aaron Lockard, Megan McDugall, Emily Zwart

Participants collaborated and made revisions and enhancements to their research based projects that are assigned each marking period.

**AP World History Curriculum Collaboration:**

**Dates:** July 24-25

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Matthew Sterenczak

**Participants:** Megan McDugall, David Zimmerman

Participants collaborated to design and modify lessons that aligned instruction with the recently redesigned AP World History curriculum and exam.

**5th Grade Social Studies Collaboration:**

**Dates:** July 17-18

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Matthew Sterenczak

**Participants:** Ed Collins, Beth Guistwhite, Katie Holmes, AJ Thompson, Marquis Weeks

Participants reviewed current best practices in social studies instruction which incorporate reading, writing, and critical thinking skills as well as technology to enhance the current curriculum. Teachers created purposeful, engaging products including formative and summative assessments and text based activities which incorporate primary and secondary sources. This workshop also included a presentation by the District Director of Curriculum and Instruction on implementing close reading strategies into the social studies curriculum.

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**STRATEGIC PLANNING**

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**Middle School Strategic Planning Resilience/Development of a Scope and Sequence:**

**Dates:** August 1-2

**Time:** 8:00 a.m. to 1:00 p.m.

**Directors:** Oscar Torres, Jr./Nicole Roy

**Participants:** Kathleen Wilson, Mike Semar, Ellen Turk, Jenn Reid, Lisa Klein, Melissa Salzberg

Participants developed a Scope and Sequence along with the lessons for students to build capacity for resilience, grit, and flexibility at the middle school that will serve as a foundation for success as life-long learners within the core classroom.

**CHS Strategic Planning Resilience:**

**Date:** July 27

**Time:** 8:00 a.m. to 1:00 p.m.

**Directors:** Oscar Torres, Jr./Nicole Roy

**Participants:** Leah Adams, Amy Cruz, Ashley Strouse, Dan McDermott, Ryan Roberts

Participants developed a plan for students to build capacity for resilience, grit, and flexibility that will serve as a foundation for success as life-long learners.

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**STUDENT SERVICES**

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**Secondary Intensive Needs/Healthy Relationships Curriculum:**

**Dates:** August 8-9

**Time:** 4 hours per day

**Directors:** Lisa Snyder/Katie Parker

**Participants:** Michael Devitis, Suzanne Steinberg, Kathleen Booker, Nicole Tobin, Monica Celucci, Ellen Turk

Participants reviewed the needs of incoming students with intensive needs (i.e. Life Skills, Autistic Support, and Supplemental Learning Support). Participants collaborated on existing and new curriculum to enhance social skills programming for their students.

**Executive Functioning:****Dates:** August 9-10**Time:** 8:00 a.m. to 1:00 p.m.**Directors:** Nicole Roy/Lisa Snyder**Participants:** Laine Rothe, Katrina Draves, Stephanie Knox, Kelly McKee, Nicole Tobin, Allison Brazunas

Participants reviewed the needs of current and incoming middle school special education students with executive function goals. Participants reviewed our new curriculum, developed lessons, and collaborated on implementation strategies for the 2017-2018 school year.

**Extended School Year Planning, Implementation and Review of Responsibilities:****Dates:** Miscellaneous dates: 5 days total**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Chris Groppe**Participant:** Ellen Turk

The workshop participant reviewed ESY programming and provided feedback to the Director of Individualized Student Services. In addition, the participant completed activities necessary for the start of the new school year to ensure all special education staff were updated regarding procedural guidelines, progress monitoring, and other services.

**Transition Planning for Students with Disabilities at the High School Level:****Dates:** July 24-26; August 2-3**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Nicole Roy/Kate Parker**Participants:** Kate McGranaghan, Jackie McGuckin, Kathleen Booker

Special Education teachers at the high school level met to review student needs for those students who are transitioning from grade to grade and/or teacher to teacher. The team reviewed each IEP and compared it to the student's schedule to insure that students are receiving the support they need to be successful at the high school level.

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**TECHNOLOGY**

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**Elementary Keyboarding:****Date:** July 13**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Mike Szymendera**Participants:** Lisa Lukens, Carolyn Silverman, Misty Pennewill, Shannon DeGeorge, Heather Lyford, Kyle McGinley

Participants in this workshop evaluated our current software used for keyboarding instruction in grades 3 and 4. Alternative software options were evaluated and a new program was recommended.

**Gradebook Managers:****Date:** July 11**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Mike Szymendera**Participants:** Lisa Lukens, Derrick Wood, Noah Austin, Katie Holmes, Tracy Scully

Participants in this workshop developed materials for staff training pertaining to the online gradebook. Participants reviewed staff needs and developed a plan to support teachers as we enter our second year with a new online gradebook. Materials developed will be used in staff training sessions throughout the 2017-18 school year.

**District Website:****Dates:** Miscellaneous dates: 5 days total**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Mike Szymendera**Participant:** Lisa Lukens

The purpose of this workshop was to assist the Communications Specialist and Director of Instructional Technology during the transition to a new District website.

**Schoolology:****Dates:** July 25, August 3 (1 day per participant)**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Mike Szymendera**Participants:** Melissa Pacitti, Julia Guzman, Bernadette Kearns, Rich Smith, Jamie Cappelletti, Heather Bailey, Bernadette Demilio

Participants advanced their understanding of Schoolology and developed strategies to effectively implement the learning management system.

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**WORLD LANGUAGES**

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**Curriculum Articulation and Alignment for Spanish 4-6:****Date:** August 7**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Oscar Torres, Jr.**Participants:** Stacy Katz, Marianna Gazzara, Sarah Taylor, Pat Cupo, Ryan Palmer, Krista Sanelli, Laura Stafford

Teachers of levels 4, 5 and 6 articulated the scope and sequence of the curriculum. This workshop established the expectations for the units of study in all levels including themes, topics of discussion, vocabulary, "Can do" descriptors, and grammatical concepts.

**French 3 and 4 Curriculum:****Dates:** August 15, 22**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Oscar Torres, Jr.**Participants:** Jamie Cappelletti, Alice Debu, Katie McKee

Participants in this workshop focused on reviewing the curriculum sequence used during the 2016-2017 school year and the progression of key unit thematic concepts. Participants evaluated the usage of various classroom activities used to support unit progression.

**Italian Curriculum Alignment (Levels 1-4):****Dates:** July 25, 27**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Oscar Torres, Jr.**Participants:** Rossana Saldan, Aaron Gutter

Participants reviewed the Italian program to develop a complete scope and sequence of all of the courses leading up to the AP Italian course. The use of authentic materials and updated technologies were identified for each course.

**Latin Curriculum Articulation and Alignment (Levels 2-4):****Dates:** July 11-12**Time:** 8:00 a.m. to 1:00 p.m.**Director:** Oscar Torres, Jr.**Participant:** Kirsten Whitaker

Participant in this workshop reviewed the established curricula in levels 2-4 and identified cultural themes to supplement the grammar units.

**STAMP Data Review (Levels 2, 4, 6):**

**Dates:** July 17-19, 24

**Time:** 8:00 a.m. to 1:00 p.m.

**Director:** Oscar Torres, Jr.

**Participants:** Ryan Palmer, Pat Cupo, Orlando Carvajal, Laura Stafford, Rossana Saldan

World Language teachers teaching levels 2, 4 and 6 convened to analyze the data gathered through the STAMP Assessment. A comparison of the results from the past few years along with recommendations to enhance the curriculum based on the results were discussed.