

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

**Richard Gusick, Superintendent of Schools  
 Tredyffrin/Easttown School District  
 Tredyffrin/Easttown Administrative Office  
 940 West Valley Road, Suite 1700  
 Wayne, PA 19087  
 Meeting Room 200**

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

**May 31, 2017  
 Special Board Meeting  
 5:30 P.M.**

**AGENDA**

**PAGE NUMBER**

- 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.

- 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.

**III. Priority Discussion**

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

A. Approval of Conestoga High School Class of 2017 ..... 4

Dr. Amy Meisinger, Principal, will present the 2017 graduating class of Conestoga High School for School Board approval. Commencement exercises will take place on June 6, 2017, at 6:00 p.m. at Conestoga High School Teamer Field.

- 1. Priority Discussion Presentation
- 2. Questions from Board
- 3. Comments and/or Questions from Community Members
- 4. Board Discussion/Deliberation/Action

**IV. Committee and Ambassador Reports**

- A. Ad Hoc Legislative – Edward Sweeney
- B. Finance - Todd Kantorczyk

The next meeting will be held at 6:30 p.m. on May 31, 2017 in the TEAO.

- C. Ad Hoc Elementary Enrollment – Virginia Lastner
- D. Policy - Kevin Buraks
- E. Education - Katharine Murphy
- F. Ad Hoc Public Information – Dr. Roberta Hotinski
- G. Diversity – Michele Burger
- H. Facilities – Michele Burger

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

- I. 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  
None.
- B. Receive Financial Reports  
None.
- C. Personnel
  - 1. Routine Personnel Actions .....5  
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. Year 2017 District Extended School Year Program Staff .....7
- D. Curriculum and Instruction  
None.
- E. Business Office
  - 1. Appointment of District Tax Collector for the 2017-2018 School Year.....7

- 2. Appointment of Board Treasurer for the 2017-2018 School Year .....8
- 3. Agreement with Forecast 5 Analytics, Inc. ....8
- 4. Crossing Guard Agreement .....10

F. Staff and Students

None.

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.

None.

Future School Board Business Meetings are scheduled for:

Monday, June 12, 2017, Regular Board Business Meeting – 7:30 p.m. at Conestoga High School, 200 Irish Road, Berwyn

**IV. General Announcements**

**X. Adjournment**

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**AGENDA MATERIALS**

**Agenda III, Priority Discussion/Action**

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**Agenda III, A, 1: Approval of Conestoga High School Class of 2017**

VIA: Dr. Amy Meisinger, Principal, Conestoga High School

**Action Under Consideration:** That the Board of School Directors approves all students who have met the requirements for graduation as the Class of 2017, Conestoga High School, as submitted by Dr. Amy Meisinger, Principal, and that the final list be included in the official records of this meeting.

1. Priority Discussion Presentation
2. Questions from Board
3. Comments and/or Questions from Community Members
4. Board Discussion/Deliberation/Action

**Report of the Superintendent and Administrative Staff  
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**AGENDA MATERIALS**

**V, Consent Agenda**

VIA: Richard Gusick, Superintendent of Schools

**Action Under Consideration:** That the Board of School Directors approves the following Recommended Actions under the Consent Agenda (V):

- C1. Routine Personnel Actions
- C2. Year 2017 District Extended School Year Program Staff
- E1. Appointment of District Tax Collector for the 2017-2018 School Year
- E2. Appointment of Board Treasurer for the 2017-2018 School Year
- E3. Agreement with Forecast 5 Analytics, Inc.
- E4. Crossing Guard Agreement

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.

**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:

Judy Culbertson, payroll clerk, TEAO, resignation, effective 6/8/17

2. Appointments

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

Linda Bogan, substitute custodian, District, at an hourly rate of \$11.58, effective 5/26/17

Anne Davis, counselor, Long Term Substitute Contract, Conestoga High School, salary based and prorated on an annual salary of \$59,800, effective 11/3/17 to 6/30/18\*\*

Ferdinand Ferraro, substitute custodian, District, at an hourly rate of \$11.58, effective 5/26/17

Kari Galie, summer security, District, at an hourly rate of \$22.96, effective 6/19/17 to 8/22/17

Sharon Harrity, substitute custodian, District, at an hourly rate of \$11.58, effective 5/26/17

Peggy Jackson, substitute custodian, District, at an hourly rate of \$11.58, effective 5/26/17

Damian Lunny, summer crew, Maintenance, at an hourly rate of \$10.58, effective 5/25/17

Julie Masters, IEP driven tutor, District, at an hourly rate of \$55.00, effective 5/25/17

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

Rahshon Simmons, summer crew, Maintenance, at an hourly rate of \$10.58, effective 5/25/17

John Vogan, summer security, District, at an hourly rate of \$22.96, effective 6/19/17 to 8/22/17

Bessie Wright, substitute custodian, District, at an hourly rate of \$11.58, effective 5/26/17

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

3. Volunteer Report

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

**DEVON ELEMENTARY SCHOOL**

**Immigration Day**

Christina Arnault	Nabila Babouche	Erin Derham	Sabitha Gogula
Denise Griffith	Melissa Keeseey	Lisa Lukens	Anastasia Rash
Sheeva Reilly	Barbara Schiff	Kelly Venneri	Ashley White

**Second Grade Field Trip**

Lauren Amjed	Christina Arnault	Douglas Bellew	Emily Bernstein
Heather Burton	Kyle Campbell	Sean Cannon	Marla Carson
Amy Cava	Jen Cavanaugh	Erin Derham	Vilma Drozdovas
Jahnavi Kishore	Chris Loch	Aaron Mierzwa	Kara Mikita
Shiva Noorchashm	Mary Ellen O'Donnell	Tara Olderman	Gena Oliver
Cathy Rains	Nikole Salata	Barbara Schiff	Lisa Schreiber
Kim Sylvester	Meg Taft	Linda Webster	Baojun Ye

**Third Grade Field Trip**

Melissa Benjamin	Kim Carr	Katrina Costas	Bernadette D'Emilio
Kate Etherington	Lauren Forman	Kari Francione	Kate Friel
Jen Gallagher	Diane Hoey	Tricia Jennings	Christine Jones
Jahnavi Kishore	Amy Lange	Vasavi Marabathula	Pamela Matzinger

Kelly Neary  
Adriana Tymchenko

Tracy Przybylowski  
Mike Viola

Liz Sirgo  
John Wallingford

Tracey Sloan  
Maggie Yates

**Consent V, C, 2: Year 2017 District Extended School Year Program Staff**

VIA: Jeanne Pocalyko, Director of Human Resources

**Action Under Consideration:** That the Board of School Directors approves the staff members listed, at the following rates, to conduct the 2017 District Extended School Year Program:  
ESY Teacher: \$35/hour    Teacher Assistant: \$13.78/hour    ESY Tutor: \$55/hour  
ESY Nurse: \$26/hour    Speech/Language Therapist: \$55/hour

**ESY Teacher**  
Lauren Drill

**Teacher Assistant**  
Molly Coyne\*  
Jeana Czaplicki\*  
Kate Elken\*

**ESY Nurse**  
Traci Caplan  
Susan Fitzgerald\*

**ESY Tutor**  
Allison Brazunas  
Michael DeVitis  
Robert Gay  
Cheryl Hagan  
Jaclyn McGuckin  
Elizabeth Rath  
Christine Santamaria  
Suzanne Steinberg

**Speech & Language Therapist**  
Stephanie Archer\*

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

**Consent V, E, 1: Appointment of District Tax Collector for the 2017-2018 School Year**

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

**Action Under Consideration:** That the Board of School Directors appoints David Francella as tax collector for the Tredyffrin/Easttown School District for the year beginning July 1, 2017 through June 30, 2018.

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**Consent V, E, 2: Appointment of Board Treasurer for the 2017-2018 School Year**

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

**Action Under Consideration:** That the Board of School Directors appoints David Francella as Board Treasurer for the Tredyffrin/Easttown School District for the year beginning July 1, 2017 through June 30, 2018.

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**Consent V, E, 3: Agreement with Forecast 5 Analytics, Inc.**

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

**Action Under Consideration:** That the Board of School Directors approves the following agreement between Forecast 5 Analytics, Inc. and the Tredyffrin/Easttown School District for the 2017-2018 school year in an amount not to exceed \$13,960.



Tredyffrin-Easttown School District  
West Valley Business Center  
Wayne, PA 19087

**Invoice Number:** INV02935  
**Invoice Date:** 05/17/2017  
**Customer Account:** 4202901002401

P.O. Number	Terms	Due Date
	Net 45	07/01/2017

### Order Information

Description	Start Date	End Date	QTY	Unit Price	Amount
5Sight - License Agreement TREDYFFRIN-EASTTOWN SD renewal for 5Sight & 5Cast & Advisor Fee	07/01/2017	06/30/2018	1	6,960.00	\$6,960.00
5Cast - License Agreement TREDYFFRIN-EASTTOWN SD renewal for 5Sight & 5Cast & Advisor Fee	07/01/2017	06/30/2018	1	4,000.00	\$4,000.00
5Cast - Support Fee TREDYFFRIN-EASTTOWN SD renewal for 5Sight & 5Cast & Advisor Fee	07/01/2017	06/30/2018	1	3,000.00	\$3,000.00

<b>Total Due</b>	<b>\$ 13,960.00</b>
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<p><b>ACH Instructions</b> Bank Name: Citibank Routing Number: 021 052 053 Account: 73222875 FBO: Forecast 5 Analytics, Inc.</p>	<p><b>Remittance Address</b> Forecast5 Analytics, Inc. 2135 CityGate Lane, 7<sup>th</sup> Floor Naperville, IL 60563</p>	<p><b>Contact Information</b> Phone: 630-955-7500 Fax: 630-718-8701 Email: ask@forecast5analytics.com Website: forecast5analytics.com</p>
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**Consent V, E, 4: Crossing Guard Agreement**

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

**Action Under Consideration:** That the Board of School Directors approves the agreement in the form presented with Tredyffrin Township to resolve any and all alleged outstanding obligations of both parties under the July 11, 2007 letter of understanding with respect to crossing guards through the date of execution of this Agreement, and simultaneously rescind the provisions of such letter of understanding relating to crossing guards as of the date of this Agreement.

The Board further requests Tredyffrin Township to pass an ordinance authorizing the District to assume the hiring and oversight of school crossing guards pursuant to 53 P.S. 66915.

## SETTLEMENT AGREEMENT

This Agreement is made effective the \_\_\_\_\_ day of \_\_\_\_\_, 2017, by and between **TREDYFFRIN/EASTTOWN SCHOOL DISTRICT (“DISTRICT”)** and **TREDYFFRIN TOWNSHIP (“TOWNSHIP”)**.

### **A. BACKGROUND**

On July 11, 2007, the District and the Township entered into a letter of understanding setting forth, among other things, the responsibilities of each party with respect to recruiting, staffing, training, overseeing, and funding the cost of crossing guards located within the Township’s geographic boundaries.

The purpose of this Agreement is to resolve any and all alleged outstanding obligations of both parties under the July 11, 2007 letter of understanding with respect to crossing guards through the date of execution of this Agreement, and simultaneously rescind the provisions of such letter of understanding relating to crossing guards as of the date of this Agreement.

### **B. OBLIGATIONS OF THE PARTIES**

#### a. Obligations of the Township

- i. The Township agrees, within 30 days of the date of this Agreement, to furnish payment to the District, payable to “Tredyffrin/Easttown School District,” in the amount of FIFTY ONE THOUSAND DOLLARS (\$51,000). Such payment shall be sent to: Tredyffrin/Easttown School District; Attention: Business Manager; 940 West Valley Road, Suite 1700; Wayne, PA 19087

#### b. Obligations of the District

- i. As consideration for the Township assuming and fulfilling the obligations set forth immediately above, the District agrees to accept such payment as payment in full satisfaction of all alleged outstanding financial obligations of the Township with respect to amounts owed to the District for the provision of crossing guards through the date of this Agreement.

### **C. GENERAL PROVISIONS**

- a. It is the understanding of both parties that by entering into and fulfilling the obligations detailed in this Agreement, all outstanding obligations of both parties relating to crossing guards as contemplated in the July 11, 2007 letter of understanding are hereby resolved through the date of this Agreement.

- b. It is the understanding of both parties that as of the date of this Agreement, the provisions contained in the July 11, 2007 letter of understanding between the parties relating to crossing guards are hereby rescinded by mutual agreement.
- c. This Agreement contains the entire agreement of the parties with respect to the settlement of claims arising out of, relating to and/or resulting from the July 11, 2007 letter of understanding between the parties with respect to crossing guards. No party is relying on any representation of the other party that is not expressly set forth herein.
- d. Nothing in this agreement is intended to limit the ability of the parties to establish a successor agreement with respect to crossing guards at some future point.
- e. This Agreement shall be construed according to the laws of the Commonwealth of Pennsylvania.

**AND NOW**, this \_\_\_\_ day of \_\_\_\_\_, 2017, the parties hereto have caused this Agreement to be duly executed.

**TREDYFFRIN/EASTTOWN SCHOOL DISTRICT**

Attest:

\_\_\_\_\_

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

**TREDYFFRIN TOWNSHIP**

Attest:

\_\_\_\_\_

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