

# WHITEHALL-COPLAY SCHOOL DISTRICT

## School Board Meeting Agenda Monday, April 9, 2018 – 7:00 p.m.

1. **CALL TO ORDER**.....President Wayne Grim

2. **PLEDGE OF ALLEGIANCE TO THE FLAG**

3. **ATTENDANCE (ROLL CALL)**

The meeting is called to order at \_\_\_\_\_ p.m. by the President, Mr. Grim \_\_\_\_\_.  
Present are: Mr. Eberhart\_\_\_\_, Mr. Fonzone \_\_\_\_, Mrs. Gaugler\_\_\_\_, Mrs. Koren \_\_\_\_,  
Mr. Leiner\_\_\_\_, Mr. Shields\_\_\_\_, Mr. Taschler\_\_\_\_, and Mr. Williams\_\_\_\_.  
Also present are Dr. Hackett\_\_\_\_, Mr. Schiffert \_\_\_\_, Mr. Malay \_\_\_\_, and  
Attorney Sultanik \_\_\_\_\_.

4. **NOTICE OF EXECUTIVE SESSION(S)**

A. Monday, April 9, 2018, 6:15 p.m., for discussion of personnel matters.

5. **MINUTES OF PREVIOUS MEETINGS**

A. The minutes of the March 12, 2018 School Board Meeting be approved as presented.

B. The minutes of the March 26, 2018 Education/Student Activities Committee,  
Operations/Transportation Committee and Finance/Personnel Committee meetings be  
approved as presented.

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

6. **RECOGNITIONS AND PRESENTATIONS**

A. Student Council President/Vice President – Genesis Perez, President

B. Operation Veteran Recognition - Dr. Hackett

Veteran honored: Mr. Richard Erbrick

C. Gockley Presentation – Mrs. Saylor

7. **CORRESPONDENCE TO THE BOARD**

**8. PUBLIC PARTICIPATION**

**9. FISCAL REPORT**

**A. Treasurer’s Report:**

Accept the report of the Treasurer as follows: (Attachment A)

Balance as of 3/01/18	\$ 268,120.27
Receipts	\$ 2,665,932.18
Investments Matured	<u>\$ 6,700,000.00</u>
Total Cash Available	\$ 9,634,052.45
Expenses	\$ 7,937,815.32
Funds Invested	<u>\$ 1,000,000.00</u>
Cash Balance as of 3/31/18	\$ 696,237.13

**B. Approve Bills and Salaries:**

Approve the bills and salaries for the various funds. (Attachment B)

1. General Fund
2. Cafeteria Fund
3. Capital Projects Fund
4. Capital Reserve Fund

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**10. EXECUTIVE COMMITTEE MATTERS**

**A. Approve Submission to Pennsylvania Department of Education for Approval of Section 1504 (Act 80) Exceptions:**

Approve the submission to Pennsylvania Department of Education for the approval of section 1504 (Act 80) exceptions. (Attachment C)

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**11. FINANCE COMMITTEE MATTERS**

**A. Approve Resolution for Banking Services with Lafayette Ambassador Bank:**

Motion to approve the resolution for banking services with Lafayette Ambassador Bank subject to solicitor's and administration's approval. (Attachment D)

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**B. Receipt of Independent Auditor's Reports:**

Approve the Independent Auditor's reports for fiscal year ending June 30, 2017 as prepared by the District's auditor Buckno Lisicky & Company. Reports inserted in permanent minutes. (Attachment E)

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**C. Approve Renewal of Independent Auditing Service Agreement:**

Approve renewal of the firm Buckno Lisicky & Company as independent auditors for the Whitehall-Coplay School District, for the years ending June 30, 2018 through June 30, 2020 (three years) as pursuant to their proposal for independent auditing services, dated March 13, 2018. (Attachment F)

Year ending June 30, 2018 \$38,500  
Year ending June 30, 2019 \$39,000  
Year ending June 30, 2020 \$39,500

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS**

**A. Approve Field Trip Request:**

Vicky Ziatyk, German Club advisor, requests permission for approximately forty (40) students to travel Washington, D.C. to tour the Holocaust Museum, eat at a German restaurant and view D.C. Monuments on Saturday, April 7, 2018. Cost to the district: none.

Carol Jo Reitz, Business/Future Business Leaders of America Advisor at the High School, requests permission for two (2) students to travel to the State Leadership Conference in Hershey, PA on Monday, April 9, 2018 and return on Wednesday, April 11, 2018. Cost to district: transportation.

Matthew Tanzos, Band Director, requests permission for two (2) students to travel and participate in the PMEA All – States Band Festival at Eastern York High School in Wrightsville, PA on Wednesday, April 18, 2018. Cost to the district: use of one (1) school van.

Michele Le, Student Council Co-Advisor at the High School, requests permission for four (4) students to travel to the Penn State Children’s Hospital in Hershey, PA on Tuesday, April 24, 2018. Cost to district: 2 substitute teachers and transportation.

Tony Pangaio, Technology Teacher, requests permission for five (5) students to travel and participate in the State Computer Fair at Dickinson College in Carlisle, PA on Wednesday, May 23, 2018. Cost to the district: use of one (1) school van.

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**B. Policy Revision - Second Reading:**

The following policy has been submitted as a second reading by the Education/Student Activities Committee. (Attachment G)

Section: Operations  
Title: Food Service  
Number: 808

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS - continued**

**C. Approve Adoption of Textbook:**

Approve adoption of the following High School textbook:

1. Collections; Houghton Mifflin Harcourt, 2017  
\$142,265.00 (English – grades 9, 10, & 11)

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**D. Approve the Special Education Plan Report:**

Approve the 2018-2021 Special Education Plan Report as part of the Comprehensive School Plan required by PA Department of Education. (Attachment H)

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS**

**A. Approve Carbon Lehigh Intermediate Unit #21 Facilities Plan Committee Report Resolution:**

Approve the attached Carbon Lehigh Intermediate Unit #21 Special Education Facilities Plan Committee Report for the 2018-2019 school year as adopted by the Carbon Lehigh Intermediate Unit #21 Facilities Plan Committee on March 19, 2018. (Attachment I)

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**B. Approve Digital Scoreboard Contract:**

Approve the Digital Scoreboard Contract between Whitehall-Coplay School District and Digital Scoreboard, LLC Costars vendor number 531112, contract number 032-025 subject to solicitor's and administration's approval. (Attachment J)

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS - continued**

**C. Approve Fiber Optic Network Expansion:**

Approve the attached resolution accepting the bids for the Fiber Optic Network expansion for the Whitehall-Coplay School District. (Attachment K)

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**D. Approve TTC Cleaning Solutions Contract:**

Approve the cleaning contract between Whitehall-Coplay School District and TTC Cleaning Solutions subject to solicitor's and administration's approval. (Attachment L)

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**14. ADMINISTRATIVE MATTERS**

**A. Approve Retirements/Resignations:**

Approve the following retirements and resignations:

Robert Rex, Math paraprofessional at the Middle School, effective at the close of business April 6, 2018. (Resignation)

Jazlee Figueroa, Eighth Grade Inclusion paraprofessional at the Middle School, effective at the close of business May 10, 2018. (Resignation)

Shannon Ringenberger, Secretary at Steckel Elementary School, effective at the close of business June 13, 2018. (Resignation)

**B. Approve FMLA Leaves:**

Approve FMLA Leaves for the following:

Employee # 005886, Teacher at the High School, effective March 6, 2018 and not to exceed 12 weeks.

Employee # 031550, Teacher at the High School, effective April 9, 2018 and not to exceed 12 weeks.

**14. ADMINISTRATIVE MATTERS – continued**

**C. Approve Compensated Professional Leave Extension:**

Approve a Compensated Professional Leave Extension to the following:

Jennifer Liguori, Fourth Grade Teacher at Zephyr Elementary School, effective the first semester of the 2018-2019 school year.

**D. Approve Compensated Professional Leave:**

Approve Compensated Professional Leave for the following:

Karen Dojack, Reading Specialist at Steckel Elementary School, effective the first semester of the 2018-2019 school year.

Taylor Stefanyak, Health/Physical Education Teacher at Zephyr Elementary School, effective the first semester of the 2018-2019 school year.

Andrew Kline, English/Language Arts Teacher at the Middle School, effective the first semester of the 2018-2019 school year.

Erin Piff, Learning Support Teacher at the Middle School, effective the first semester of the 2018-2019 school year.

**E. Approve Appointments:**

Appoint the following appointments, upon the recommendation of the Administration, pending receipt of all credentials and clearances:

<u>Name</u>	<u>Assignment</u>	<u>Proposed Rate</u>	<u>Effective Date</u>
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**TEMPORARY PROFESSIONAL**

Jennifer MacDade	High School Spanish	\$47,485 B+15 Step 1 (pro-rated)	4/10/2018
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(Replacing Brayden Cressman - resigned)

**LONG TERM SUBSTITUTE (45-89 DAYS)**

John Stoverink	High School Biology	\$150.00	3/19/2018
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(Replacing employee # 008250 – Health Sabbatical)

**14. ADMINISTRATIVE MATTERS – continued**

**E. Approve Appointments - continued:**

Appoint the following appointments, upon the recommendation of the Administration, pending receipt of all credentials and clearances:

<u>Name</u>	<u>Assignment</u>	<u>Proposed Rate</u>	<u>Effective Date</u>
<b>AFTERSCHOOL MONITOR</b>			
Vincent SantaMaria (New Position)	Middle School	\$36.00/hour 5hrs/weekly	4/3/2018

**PARAPROFESSIONALS**

Christina Tabarani (Replacing Charisma Christman - resigned)	Middle School 6 <sup>th</sup> grade Inclusion	\$18.34 27.5hrs/weekly	4/4/2018
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**CAFETERIA**

Sandie White (Replacing Josanah Martinez - resigned)	High School	\$12.75 3 hrs. /daily	4/10/2018
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**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**F. Approve Coaches:**

Appoint the following coaches for the 2018-2019 season pending receipt of all credentials and clearances.

<u>Coach</u>	<u>Sport</u>	<u>Compensation</u>
1. Jeff Jones, Head Coach	Boys Basketball	\$8045
2. Pete Rile, Head Coach	Swimming	\$6000
3. Eric Budge, Head Coach	Girls Volleyball	\$4500
4. Tim Cunningham, Head Coach	Wrestling	\$6410



**14. ADMINISTRATIVE MATTERS – continued**

**G. Approve Substitute Personnel:**

Approve the attached list of substitute personnel for the 2017-2018 school year.  
(Attachment M)

**H. Approve Affidavits:**

Approve the following affidavits in order that the students may attend the  
Whitehall-Coplay School District during the 2016-2017 school year.  
(Attachment N)

**I. Approve Tutorial Agreements with National Hospital for Kids in Crisis:**

Approve the Tutorial Agreements between Whitehall-Coplay School District and  
the National Hospital for Kids in Crisis for the provision of education services for  
resident pupils. (Attachment O)

**J. Approve Teacher Induction Participants:**

Approve the following as participants in the Teacher Induction Program for the  
2017-2018 school year as per the teacher’s contract:

<u>Mentor</u>	<u>Mentor Amount</u>	<u>Teacher</u>
Justin Tice	\$195.00	John Stoverink

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_,  
Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_.

**15. SUPERINTENDENT’S REPORT**

1. PTO Plus Report

**16. UPCOMING MEETING DATES**

Monday	April 23	Committee Meetings Finance/Personnel Education/Student Activities Operations/Transportation	4:00 p.m.
Monday	May 7	School Board Meeting	7:00 p.m.

**16. UPCOMING MEETING DATES - continued**

Tuesday	May 29	Committee Meetings Operations/Transportation Finance/Personnel Education/Student Activities	4:00 p.m.
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**17. OTHER MATTERS/INFORMATION ITEMS**

**18. ADJOURNMENT**

A motion by \_\_\_\_\_, seconded by \_\_\_\_\_, to adjourn. The meeting adjourned at \_\_\_\_\_ p.m.

Lorie D. Hackett  
Superintendent of Schools