

WHITEHALL-COPLAY SCHOOL DISTRICT

SCHOOL BOARD MEETING MINUTES

Monday, February 11, 2019 – 7:00 p.m.

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

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

3. **ATTENDANCE (ROLL CALL)**

The meeting is called to order at 7:00 p.m. by the President, Mr. Grim.
Present were: Mr. Eberhart, Mr. Fonzone, Mrs. Gaugler, Mr. Leiner, Mr. Makhoul, Mr. Shields and Mr. Williams.
Also present were Dr. Hackett, Mr. Schiffert, Mr. Malay and Attorney Sultanic.
Absent: (1) Mrs. Koren

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

- A. Monday, January 28, 2019 at 4:00 p.m., for discussion of personnel and legal matters.
- B. Monday, February 11, 2019 at 6:15 p.m., for discussion of personnel and legal matters.

5. **MINUTES OF PREVIOUS MEETINGS**

- A. The minutes of the January 14, 2019 School Board meeting be approved as presented.
- B. The minutes of the January 28, 2019 Education/Student Activities Committee, Operations/Transportation Committee and the Finance/Personnel Committee meetings be approved as presented.
- C. The minutes of the February 5, 2019 Special Operations/Transportation meeting be approved as presented.

Moved: Mr. Leiner; Seconded Mr. Shields,

Vote: Yes 8, No 0, Abstention 0, Absent 1. Motion carried.

6. RECOGNITIONS AND PRESENTATIONS

A. Student Council President/Vice President –Abigail Dimmick, Vice President
Abigail spoke about the Mini-THON event that will be held on March 1, 2019 and the incorporation of Steckel and Zephyr. Zephyr has been trying to promote fundraising and they are still working with Steckel to try to do the same. Gockley will be conducting fundraisers for the month of March to assist in donations. Student Council is also trying to put together a Mini-THON at the Middle School. This year’s theme will be “Waving Goodbye to Childhood Cancer.” They will conduct a Kick-off assembly in the auditorium on February 13 with a snow date of February 20. The week of Mini-THON will also be “Spirit” week.

The High School Student Council will be hosting the Region 1 Conference, “Surfing the Leadership Wave,” this year. They are expecting 200 students to attend.

7. CORRESPONDENCE TO THE BOARD

No formal correspondence presented.

8. PUBLIC PARTICIPATION

Loriann Fehnel addressed the School Board. She noted concerns she had regarding her son. Dr. Hackett acknowledged that she was aware of the situation.

9. EXECUTIVE COMMITTEE MATTERS

A. Approve the Separation and Release Agreement:

Approve the Separation and Release Agreement between Employee # 016010, the Whitehall-Coplay School District, and the Whitehall-Coplay Educational Support Personnel Association as per the attachment dated January 24, 2019.
(Attachment A)

Roll Call

Moved: Mr. Williams; Seconded Mr. Fonzone,
Vote: Yes 8, No 0, Abstention 0, Absent 1. Motion carried.

B. Approve the Separation and Release Agreement:

Approve the Separation and Release Agreement between Employee # 004455, the Whitehall-Coplay School District, and the Whitehall-Coplay Educational Support Personnel Association as per the attachment dated February 11, 2019.
(Attachment B)

Roll Call

Moved: Mr. Leiner; Seconded Mr. Shields,
Vote: Yes 7, No 0, Abstention 1 (Mr. Williams), Absent 1. Motion carried.

10. FISCAL REPORT

A. Treasurer's Report:

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

Balance as of 1/01/19	\$ 742,921.01
Receipts	\$ 1,620,560.09
Investments Matured	\$ <u>3,970,000.00</u>
 Total Cash Available	 \$ 6,333,481.10
 Expenses	 \$ 5,876,180.34
Funds Invested	\$ <u>338,435.95</u>
Cash Balance as of 1/31/19	\$ 118,864.81

B. Approve Bills and Salaries:

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

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

Roll Call:

Moved: Mr. Williams; Seconded Mrs. Gaugler,

Vote: Yes 8, No 0, Abstention 0, Absent 1. Motion carried.

11. FINANCE/PERSONNEL COMMITTEE MATTERS

A. Approve Per Capita Tax Exonerations and/or Tax Refunds:

1. Authorize refund of the attached Whitehall-Coplay School District Per Capita and/or Real Estate Taxes in the amount of and for the reasons stated.
(Attachment E)

Moved: Mr. Williams; Seconded Mr. Leiner,

Vote: Yes 8, No 0, Abstention 0, Absent 1. Motion carried.

11. FINANCE/PERSONNEL COMMITTEE MATTERS - continued

B. Adopt 2019-2020 Preliminary Budget:

Adopt the Preliminary General Fund Budget of the Whitehall-Coplay School District for the 2019-2020 school year. (Attachment F)

Roll Call

Moved: Mr. Williams; Seconded Mr. Shields,

Vote: Yes 7, No 1 (Mr. Eberhart), Abstention 0, Absent 1. Motion carried.

C. Authorize Administration to Apply for Act 1 Budget Exceptions:

Authorize the Administration to apply to the Pennsylvania Department of Education for Act 1 Referendum exceptions as permitted in the above adopted preliminary budget.

Roll Call

Moved: Mr. Williams; Seconded Mrs. Gaugler,

Vote: Yes 7, No 1 (Mr. Leiner), Abstention 0, Absent 1. Motion carried.

D. Approve CLIU #21 2019 – 2020 General Operating Budget:

Approve the Resolution for the adoption of the Carbon-Lehigh Intermediate Unit #21 General Operating Budget for the 2019-2020 school year in the total amount of \$820,500, a decrease of (\$2,741) from the prior year. The Whitehall-Coplay School District's sponsor share is \$59,439, an increase of \$662.00 based on enrollment. Note: General Operating Budget Only (Attachment G)

E. Approve 2019– 2020 Lehigh Career & Technical Institute Budgets:

Approve the Resolution for the adoption of the Lehigh Career & Technical Institute, LCTI, General Fund and Academic Center Budgets for the 2019-2020 school year. The General Fund Budget is \$27,666,000 an increase of 4.0% over the prior year's budget, and member districts' share will be \$20,952,350 or 75.73%. The Whitehall-Coplay School District's sponsor share is \$1,931,712 an increase of \$100,163 based on a five-year average enrollment of 235.99 students. The Academic Center Budget is \$1,860,000 an increase of \$40,600 or 2.2% over the prior year's budget. The WCSD current sponsor share is \$119,219 an increase of \$10,589 based on a five-year average enrollment of 24.50 (ADM). (Attachment H)

11. FINANCE/PERSONNEL COMMITTEE MATTERS – continued

F. Approve 2019 – 2020 Lehigh Carbon Community College Budget:

Approve the Resolution for the adoption of the Lehigh Carbon Community College Budget for the 2019-2020 school year in the total amount of \$41,858,590, an increase of 4.4%. The sponsor district's share of the total Operational, Debt and Capital budgets is \$6,186,337, no increase from prior year. The Whitehall-Coplay School District's sponsor share is \$530,353, an increase of \$2,705 or 0.5% for the 2019-2020 school year based on an average enrollment of 302.9 FTE. (Attachment I)

G. Approve Joint Fuel Bid with Parkland School District:

Approve awarding the Differential Price on the Diesel Fuel Bid to PAPCO, Aston, PA and Gasoline Bid to Lykins Energy Solutions, Milford, OH commencing July 1, 2019 and ending on June 30, 2020. This bid was conducted jointly with the Parkland School District. (Attachment J)

Roll Call

Moved: Mr. Williams; Seconded Mr. Leiner,

Vote: Yes 8, No 0, Abstention 0, Absent 1. Motion carried.

12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS

A. Policy Revision - First Reading:

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

Section: Programs
Title: Nondiscrimination/Discriminatory Harassment-School & Classroom Practices
Number: 103

Section: Programs
Title: Nondiscrimination – Qualified Students with Disabilities
Number: 103.1

Section: Programs
Title: Nondiscrimination/Discriminatory Harassment – Employment Practices
Number: 104

12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS - continued

A. Policy Revision - First Reading - continued:

Section: Pupils
Title: Tobacco/Nicotine
Number: 222

Section: Pupils
Title: Hazing
Number: 247

Section: Pupils
Title: Bullying/Cyberbullying
Number: 249

Section: Employees
Title: Tobacco/Nicotine
Number: 323

Section: Community
Title: Public Attendance at School Events
Number: 904

B. Approve Adoption of Textbooks:

Approve the adoption of the following Middle School textbooks for a total cost of \$138, 277.00:

World Cultures and Geography Survey, National Geographic, 2017.

World History: Great Civilizations, National Geographic, 2016.

U.S. History American Stories: Beginnings to 1877, National Geographic, 2017.

C. Approve Field Trip Requests:

Whitehall High School Baseball/Softball Teams request permission for the team members to participate in a spring trip to Myrtle Beach, SC beginning Wednesday, March 20 through Sunday, March 24, 2019. Cost to district: None

12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS – continued

C. Approve Field Trip Requests - continued:

Mr. Matthew Tanzos, music teacher, requests permission for the Whitehall Zephyr Marching Band to participate in a spring trip to Philadelphia, PA on Saturday April 27, 2019. Cost to district: None

Whitehall High School Baseball Team requests permission for the team members to participate in a trip to Cooperstown, NY beginning Saturday, April 27 through Sunday, April 28, 2019. Cost to district: None

Roll Call

Moved: Mrs. Gaugler; Seconded Mr. Fonzone,
Vote: Yes 8, No 0, Abstention 0, Absent 1. Motion carried.

13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS

A. Approve Change Orders for the Middle School Alterations Project:

Approve the following Change Orders for the Middle School Alterations Project: Perrotto Builders, Inc. GC-03, 04. (Attachment L)

B. Approve Gockley Elementary School Modular Classroom Contract:

Approve the contract between the Whitehall-Coplay School District and Vanguard Modular Building Systems, LLC for the lease of six modular classrooms to be located at the Gockley Elementary School subject to administration and solicitor approval. (Attachment M)

C. Approve Ostergaard Acoustical Associates Proposal for the High School Project:

Approve the proposal between Ostergaard Acoustical Associates and the Whitehall-Coplay School District for the High School Project. (Attachment N)

Roll Call

Moved: Mr. Grim; Seconded Mr. Shields,
Vote: Yes 7, No 1 (Mr. Eberhart), Abstention 0, Absent 1. Motion carried.

14. ADMINISTRATIVE MATTERS

A. Approve Resignations/Retirements:

Approve the following resignations/retirements:

Gail Smith, Bus Driver for the district, effective January 7, 2019 at the close of business. (Resignation)

Renee Sturtevant, Paraprofessional at the Middle School, effective February 14, 2019 at the close of business. (Resignation)

Stacey Gilly, Secretary to the Athletic Director, effective February 13, 2019 at the close of business. (Resignation)

Roula Khoury, Cafeteria worker at Zephyr, effective February 22, 2019 at the close of business. (Resignation)

B. Approve Restoration of Health Sabbatical:

Approve a Restoration of Health Sabbatical to the following:

Employee # 047050, teacher at the Middle School, effective January 22, 2019 through the end of the 2018-2019 school year.

C. Approve FMLA Leave:

Approve FMLA leave for the following:

Employee # 053040, effective January 30, 2019 and not to exceed 12 weeks.

Employee # 005118, effective March 13, 2019 and not to exceed 12 weeks.

14. ADMINISTRATIVE MATTERS – continued

D. Approve Appointments:

Appoint the following, 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>
TEMPORARY PROFESSIONAL			
Coral Suppan (Replacing Jamison Barnhart - Resigned)	High School Chemistry	\$51,486 M Step 1 (pro-rated)	To be determined by Superintendent
SALARIED SUBSTITUTE			
Hailey Arnold (Replacing Employee # 008250)	High School Biology	\$48,165 B Step 1 (pro-rated)	Second Semester of the 2018-2019 School Year
Leah Jaremenko (Replacing Employee # 047050 - Restoration of Health Sabbatical)	Middle School Health/Phys. Ed.	\$51,486 M Step 1 (pro-rated)	2/4/2019
LONG TERM SUBSTITUTES (45-89 DAYS)			
Gayle Ganser (Replacing Employee #002321 - FMLA)	Steckel 2 nd Grade	\$150.00	12/4/2018
SUPPORT STAFF			
Debra Resh (Replacing Valerie Chajnacki - resigned)	District Wide Health Room Assistant	\$19.82 29.5hrs/weekly	1/31/2019

14. ADMINISTRATIVE MATTERS – continued

D. Approve Appointments - continued:

BUS DRIVERS

Approve the following bus drivers at salary and rates in accordance with the Bus Driver's Agreement:

Kenneth Kline
Christopher Schlosser

COACHES

2018 - 2019 Coaching

<u>Coach</u>	<u>Sport</u>	<u>Compensation</u>
1. Jeff Jones	Assistant Coach, Baseball	\$3954
2. Michael Saccani	Assistant Coach, Baseball	Volunteer
3. Christopher Saliby	Assistant Coach, Baseball	\$3954
4. Steve Weidner	Assistant Coach, Baseball	\$3954
5. Zachary Winter	Assistant Coach, Baseball (1/2)	\$1977
6. Ramon Rabeh	Assistant Coach, Baseball (1/2)	\$1977
7. Christopher Schmidt	Assistant Coach, Baseball	\$3954
8. Vincent Santamaria	Assistant Coach, Boys Soccer, MS	\$2454
9. Kaitlyn Mack	Assistant Coach, Boys Soccer, MS	\$2454
10. Michael Deutsch	Assistant Coach, Softball	Volunteer
11. Taylor Stephens	Assistant Coach, Softball	\$1977
12. Deanna Stinner	Assistant Coach, Softball	Volunteer
13. Edward Stinner	Assistant Coach, Softball	\$3954
14. Kyle Stinner	Assistant Coach, Softball	\$3954
15. Jeff Vivian	Assistant Coach, Softball	\$1977
16. Arthur Getchius	Assistant Coach, MS Softball	\$3954
17. Richard Kern	Assistant Coach, MS Softball	Volunteer
18. Todd Covert	Assistant Coach, Track and Field	\$2999
19. Brooke Hamscher	Assistant Coach, Track and Field	Volunteer
20. Nathan Hoehl	Assistant Coach, Track and Field(1/2)	\$1499.50
21. Dereck Martinez	Assistant Coach, Track and Field	\$2999
22. Glenn Reightler	Assistant Coach, Track and Field	\$2999
23. Natalie Schlofer	Assistant Coach, Track and Field(1/2)	\$1499.50
24. James Sebesta	Assistant Coach, Track and Field	\$2999
25. Nicole Umbenhauer	Assistant Coach, Track and Field	Volunteer
26. Douglas Barriner	Assistant Coach, Boys' Volleyball	\$2454
27. Andrew Fehnel	Assistant Coach, Boys' Volleyball	Volunteer
28. Alex Fortna	Assistant Coach, Boys' Volleyball	Volunteer

14. ADMINISTRATIVE MATTERS – continued

D. Approve Appointments - continued:

COACHES - continued

2018 - 2019 Coaching - continued

<u>Coach</u>	<u>Sport</u>	<u>Compensation</u>
29. Joseph Maamari	Assistant Coach, Boys' Volleyball	Volunteer
30. Kathleen Messing	Assistant Coach, Boys' Volleyball	Volunteer
31. Madison Scarfaro	Assistant Coach, Boys' Volleyball	Volunteer
32. Alex VanNattern	Assistant Coach, Boys' Volleyball	Volunteer
33. Jeff Brosky	Assistant Coach, Boys' Volleyball	\$2454
34. Angela Christman	Assistant Coach, Boys' Volleyball	Volunteer
35. Ryan Christman	Assistant Coach, Boys' Volleyball	Volunteer

2019 - 2020 Coaching

<u>Coach</u>	<u>Sport</u>	<u>Compensation</u>
1. Michael Lelko	Head Coach, Cross Country	\$3136
2. Jennifer Bodnar	Head Coach, Field Hockey	\$4500
3. John Conrad	Head Coach, Golf	\$3136
4. Christopher Bastidas	Head Coach, Boys Soccer	\$4500
5. Christopher Bleam	Head Coach, Girls Soccer	\$4500
6. Alex Green	Head Coach, Girls Tennis	\$3136

E. Approve Department/Faculty Leader for the 2018 – 2019 School Year:

Approve the following department leader for the remainder of the 2018 – 2019 school year at a compensation of \$1,729.00 (pro-rated).

High School

<u>Department</u>	<u>Department Leader</u>
Special Education	Jennifer Stancombe

F. Approve Affidavits:

Approve the attached affidavits in order that the students may attend the Whitehall-Coplay School District during the 2018-2019 school year.
(Attachment O)

14. ADMINISTRATIVE MATTERS – continued

G. 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 P)

Roll Call

Moved: Mr. Shields; Seconded Mr. Fonzone,

Vote: Yes 8, No 0, Abstention 0, Absent 1. Motion carried.

15. SUPERINTENDENT’S REPORT

A. PTO Plus Report

Toni Fillman noted that Zephyr Elementary held a very successful Scholastic Book Fair Bingo at the middle school. They had to turn people away because they were filled to capacity. It was a fun family night. The prizes were Scholastic Dollars to spend on books immediately following bingo. They also sold refreshments, conducted a basket raffle and lollipop draw. All proceeds were used to purchase books to be donated to the Lehigh Valley Children’s Hospital. Toni thanked Tracy Corteen, Student Council, National Honors Society and Whitehall-Coplay PTO Plus for their superb volunteer efforts at the bingo.

The Valentine lollipop and pencil sale is doing very well at both Steckel Elementary and Zephyr Elementary schools. Gertrude Hawk fundraising is underway. Hopefully we do well, as this is our largest fundraiser of the year.

We have been selected to have a very prominent author of children’s books, Sandra Markle, conduct a program and book signing at Steckel Elementary school. We are so honored to have her visit with us!

16. OTHER MATTERS/INFORMATION/DISCUSSION ITEMS

Dr. Hackett mentioned that school will be in session on April 18, 2019 as a snow make-up day.

17. UPCOMING MEETING DATES

Monday	February 25	Committee Meetings	
		Finance/Personnel	4:00 p.m.
		Education/Student Activities	
		Operations/Transportation	

17. UPCOMING MEETING DATES - continued

Monday	March 11	School Board Meeting	7:00 p.m.
Monday	March 18	Operations/Transportation	4:00 p.m.
Monday	March 25	Committee Meetings Operations/Transportation Finance/Personnel Education/Student Activities	4:00 p.m.
Monday	March 25	Special School Board Meeting	5:00 p.m.

18. ADJOURNMENT

A motion by Mr. Leiner, seconded by Mr. Fonzone, to adjourn. The meeting adjourned at 7:22 p.m.

Respectfully Submitted,

J. Michael Malay, Jr.
Board Secretary