

**WHITEHALL-COPLAY SCHOOL DISTRICT  
SCHOOL BOARD MEETING MINUTES**

**Monday, January 14, 2019 – 7:00 p.m.**

**1. CALL TO ORDER.....Vice President Mr. Fonzone**

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

**3. ATTENDANCE (ROLL CALL)**

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

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

- A.** Monday, December 17, 2018 at 4:00 p.m. for discussion of personnel and legal matters.
- B.** Monday, January 14, 2018 at 6:30 p.m. for discussion of personnel and legal matters.

**5. MINUTES OF PREVIOUS MEETINGS**

- A.** The minutes of the December 10, 2018 School Board Meeting be approved as presented.
- B.** The minutes of the December 17, 2018 Education/Student Activities Committee, Operations/Transportation Committee, and Finance/Personnel Committee meetings be approved as presented.

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

**6. RECOGNITIONS AND PRESENTATIONS**

- A. School Board Appreciation Month - Dr. Hackett**  
Dr. Hackett thanked all of the Board members for their years of service.
- B. Thank You to St. John’s U.C.C. of Fullerton Congregation, Rev. Dr. Becky Beckwith and their Girl Scout Troop for the scarves, hats and gloves for our families. - Dr. Hackett**  
Dr. Hackett thanked St. John’s U.C.C. for their donations.
- C. Thank you to the Lafarge Cement Company for the donation of twenty holiday food baskets for our families. - Dr. Hackett**  
Dr. Hackett Thanked Lafarge for their donations.
- D. Thank you to the Whitehall Lions Club for the donation of coats, clothing, hats and mittens for our students. - Dr. Hackett**  
Dr. Hackett thanked the Lions Club for their donations.
- E. Student Council Representatives - Nicholas Demjan, President**  
Nicholas spoke about the progress of Mini-THON’s “Waving Goodbye to Childhood Cancer” and the incorporation of Steckel and Zephyr assisting with fundraising goals. He also noted that the Region 1 Conference, “Surfing the Leadership Wave”, will be held on March 8. Approximately two hundred students are expected to attend. All schools from the PASC Region, as well as local high schools from the area that are not members were invited to attend.
- F. Zephyr Presentation - Mrs. Miller**  
Mrs. Miller shared a video with the board members that contained information from opening day at Zephyr and other activities that have taken place since the beginning of the school year.

**7. CORRESPONDENCE TO THE BOARD**

The School Board received a letter from IU #21; no convention is planned for 2019. The ballots to elect CLIU Board members will be mailed in late March or early April of 2019.

**8. PUBLIC PARTICIPATION**

No public participation on agenda items.

**9. EXECUTIVE COMMITTEE MATTERS**

**A. Committee Appointments – 2019:**

Committee Appointments as approved by the Board President for the 2019 year.  
(Attachment A)

**10. FISCAL REPORT**

**A. Treasurer’s Report:**

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

Balance as of 12/01/18	\$ 829,736.42
Receipts	\$ 5,016,968.18
Investments Matured	\$ <u>6,550,000.00</u>
Total Cash Available	\$12,396,704.60
Expenses	\$ 8,553,783.59
Funds Invested	\$ <u>3,100,000.00</u>
Cash Balance as of 12/31/18	\$ 742,921.01

**B. Approve Bills and Salaries:**

Approve Bills and Salaries for the various funds: (Attachment C)

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

**Roll Call**

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

**11. FINANCE 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 D)

**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. Approve Graduation Contract with Lehigh University:**

Approve a contract with Lehigh University for the purpose of holding graduation on Monday, June 3, 2019 at 7:00 p.m. (Attachment E)

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

**B. Approve Field Trip Requests:**

Samantha Neas, Middle School Science teacher, requests permission for Middle School Science Olympiad students to travel to Garnet Valley High School on Saturday, January 26, 2019 to compete at the Garnet Valley Invitational. Snow date is Sunday, January 27, 2019. Cost to district: transportation.

Samantha Neas, Middle School Science teacher, requests permission for Science Olympiad Team to travel and compete in the Science Olympiad Competition at Juniata College in Huntingdon, PA on Saturday, April 27, 2019. Students would leave Friday, April 26, 2019 and return home after the competition on April 27, 2019. Requesting use of two (2) school vans. School days missed: 1.

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

**13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS**

**A. Approve David Blackmore & Associates, Inc. Proposal:**

Approve the David Blackmore & Associates, Inc. proposal for a Geotechnical Exploration and Report conducted for the Gockley Portable Classroom Project at a cost of \$4,350.00 as per attachment. (Attachment I)

**Roll Call**

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

**14. ADMINISTRATIVE MATTERS**

**A. Approve Resignations/Retirements:**

Approve the following resignations/retirements:

Jamison Barnhart, High School Chemistry teacher, effective January 8, 2019 at the close of business. (Resignation)

Valerie Chajnacki, District Wide Health Room Assistant, effective January 21, 2019 at the close of business. (Resignation)

**B. Approve FMLA Leaves:**

Approve FMLA leave for the following:

Employee # 011240, effective February 12, 2019 and not to exceed 12 weeks.

**14. ADMINISTRATIVE MATTERS - continued**

**B. Approve FMLA Leaves - continued:**

Employee # 006300, effective May 20, 2019 and not to exceed 12 weeks.

**C. Approve Restoration of Health Sabbatical:**

Approve a Restoration of Health Sabbatical to the following:

Employee # 019000, teacher at the High School, effective January 22, 2019 through the end of the 2018-2019 school year.

**D. Approve Uncompensated Leaves:**

Approve Uncompensated Leave for the following:

Employee #022215, effective December 10, 2018 and not to exceed one year.

Employee #032225, effective January 2, 2019 and not to exceed one year.

Employee #032942, effective January 3, 2019 and not to exceed one year.

Employee #037580, effective February 6, 2019 and not to exceed one year.

**E. 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>
<b>TEMPORARY PROFESSIONAL</b>			
Valerie Chajnacki	School Nurse	\$48,165 B Step 1 (pro-rated)	Second Semester of the 2018-2019 School Year

(Replacing Julie Bannar - Resigned)

**SALARIED SUBSTITUTE – PART TIME**

Danielle Monroe	District Wide Half Day ESL	\$51,486 M Step 1 (pro-rated)	Second Semester of the 2018-2019 School Year
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(New position)

**14. ADMINISTRATIVE MATTERS - continued**

**E. Approve Appointments - continued:**

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

Coriane Zvolanek	Zephyr	\$150.00	2/19/19
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(Replacing employee # 008419 – FMLA)

**SUPPORT STAFF**

Wendy Weeast	High School Secretary	\$17.63/hr. 29.5hrs/weekly	1/2/2019
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(Replacing Melanie DeMelfy - resigned)

**PARAPROFESSIONALS**

Ann Hansen	Middle School Reading	\$17.63 27.5hrs/weekly	To be Determined by Superintendent
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(Replacing Nadine Alkhal - resigned)

Holly Gerlach	Middle School Emotional Support	\$18.73 27.5hrs/weekly	1/28/2019
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(Replacing Ann Hansen - transfer)

Natalie Schlofer	Middle School Emotional Support	\$18.73 27.5hrs/weekly	1/14/2019
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(Replacing Arielle Rodriguez - resigned)

Jennifer Chanitz	Steckel Int. Learn. Support	\$18.73 29.5hrs/weekly	1/22/2019
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(Replacing Amanda DeFelice - resigned)

**14. ADMINISTRATIVE MATTERS - continued**

**E. Approve Appointments - continued:**

<u>Name</u>	<u>Assignment</u>	<u>Proposed Rate</u>	<u>Effective Date</u>
<b>CAFETERIA</b>			
Gunay Guler	Middle School	\$12.95/hr.	1/15/2019
(Replacing Calie Albitz - Resigned)			

**Roll Call**

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

**E. Approve Appointments - continued:**

<u>Coach</u>	<u>Sport</u>	<u>Compensation</u>
<b><u>2019-2020 Coaching</u></b>		
Matthew Senneca	Head Coach, Football	\$9,138.00

**Roll Call**

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

**F. Approve Club/Extracurricular Advisor:**

For the 2018 – 2019 School Year - **High School:**

<u>Advisor</u>	<u>Club/Music</u>	<u>Compensation</u>
Edward Hong	Spring Musical Pit orchestra Conductor	\$550.00

**G. Approve Substitute Personnel:**

Approve the attached list of substitute personnel for the 2018-2019 school year.  
(Attachment F)

**H. Approve Tutorial Agreement with National Hospital for Kids in Crisis:**

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

**14. ADMINISTRATIVE MATTERS - continued**

**I. Approve Residency of Institutional Children:**

Acknowledge residency of the following and their legal guardians as residents of the Whitehall-Coplay School District while receiving education at the stated institutions as per the attached confidential list. (Attachment H)

**J. Approve Teacher Induction Participants:**

Approve the following as participants in the Teacher Induction Program for the 2018-2019 school year as per the teacher's contract:

<u>Mentor</u>	<u>Mentor Amount</u>	<u>Teacher</u>
Lora Luchansky	\$325.00	Megan Colletti
Jane Dolin	\$325.00	Valerie Chajnacki
Carmelina Subervi	\$325.00	Danielle Monroe

**Roll Call**

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

**15. SUPERINTENDENT'S REPORT**

**A. PTO Plus Report**

Toni Fillman noted that there are several upcoming events which include; a lollipop and pencil fundraiser for Valentine's Day, Book fair Bingo at the Middle School on February 8, and a coin drop to purchase books from Scholastic that will be donated to the local children's hospital. During the last two weeks of February the Gertrude Hawk Candy fundraiser will be conducted, followed by book fairs within the schools. Approximately twenty students from the High School Student Council and the National Honors Society have been assisting the PTO Plus volunteers. Some of our more recent high school graduates applied for clearances so that they were able to come back to help with Lil' Shopper's Shop and visits with Santa, during their winter breaks from college. Toni thanked all the volunteers for their assistance.

**16. UPCOMING MEETING DATES**

Monday	January 28	Committee Meetings Education/Student Activities Operations/Transportation Finance/Personnel	4:00 p.m.
Tuesday	February 5	Special Operations/Transportation Committee Meeting	4:15 p.m.
Monday	February 11	School Board Meeting	7:00 p.m.



**16. UPCOMING MEETING DATES - continued**

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

**17. OTHER MATTERS / INFORMATION**

**18. ADJOURNMENT**

A motion by Mr. Leiner, seconded by Mr. Shields, to adjourn. The meeting adjourned at 7:25 p.m.

Respectfully Submitted,

J. Michael Malay, Jr.  
Board Secretary