

**WHITEHALL-COPLAY SCHOOL DISTRICT**

**School Board Meeting Minutes**

**Monday, March 12, 2018 – 7:00 p.m.**

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

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

**3. ATTENDANCE (ROLL CALL)**

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

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

**A.** Monday, March 12, 2018 at 6:15 p.m., for the discussion of personnel matters.

**5. MINUTES OF PREVIOUS MEETINGS**

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

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

Moved: Mr. Taschler; Seconded Mr. Leiner,  
Vote: Yes 9, No 0, Abstention 0, Absent 0.

**6. RECOGNITIONS AND PRESENTATIONS**

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

Ms. Perez shared donation updates for Mini-THON which include; \$600. 00 from Mr. Konsavage’s math classes, \$517.78 from Zephyr Elementary and \$ 830.00. As of March 1, 2018 there are seventy-five (75) participants for Mini-THON. The Keystone Pub fundraising night for Mini-THON will be held on March 25, 2018.

March Madness activity period consists of prom decorating, student –faculty basketball game, open mic, March madness game, science activity and yoga and meditation. Students will be dismissed to their designated activity until the end of the school day. Activities will be conducted during the last two (2) periods of the school day.

**B. Graduates of Distinction – Dr. Chomik**

Dr. Chomik presented the names of the 2018 inductees which included; Deborah G. Hagenauer, CDR Kenneth Lieberman, Heather L. Miller and Dr. Paula Radon Regan. The ceremony will take place on Thursday, April 19 at 7:00 p.m. in the Whitehall High School auditorium.

**C. Middle School Presentation – Mr. Noack**

Our Student Council Reps addressed the school board. They described the myriad of activities they promote in our school.

The Aevium Club presented to the board as well. They explained how the club supports our student body by providing a safe place to connect and gain support in a smaller school community.

**D. School Safety Update – Dr. Hackett**

Attached is a copy of the statement that Dr. Hackett read at the meeting.

**7. CORRESPONDENCE TO THE BOARD**

The Board and Administration received a thank you note from Mr. Joseph Alban and his family thanking them for the sympathy floral bouquet in honor of his wife, Francis.

**8. PUBLIC PARTICIPATION**

Loriann Fehnel, parent of students in the District, addressed the Board regarding the early dismissal on March 2, 2018. Mrs. Fehnel voiced her disapproval of the early dismissal and her opinion of the Superintendent.

**9. EXECUTIVE COMMITTEE MATTERS**

**A. Approve Residency Adjudication:**

Approve the residency adjudication as per attachment. (Attachment A)

**B. Approve Student Adjudication:**

Approve the adjudication for Student Number 11191 as per the attached resolution. (Attachment B)

**C. Approve the “Agreement and Fourth Lease Amendment” Between the Whitehall-Coplay School District and the Whitehall Township Public Library:**

Approve the attached “Agreement and Fourth Lease Amendment” between the Whitehall-Coplay School District and the Whitehall Township Public Library. (Attachment C)

**Roll Call**

Moved: Mr. Taschler; Seconded Mr. Shields,  
Vote: Yes 9, No 0, Abstention 0, Absent 0.

**10. FISCAL REPORT**

**A. Treasurer’s Report:**

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

Balance as of 2/01/2018	\$ 651,585.65
Receipts	\$ 3,485,755.42
Investments Matured	<u>\$ 2,300,000.00</u>
Total Cash Available	\$ 6,437,341.07
Expenses	\$ 4,469,220.80
Funds Invested	<u>\$ 1,700,000.00</u>
Cash Balance as of 2/28/2018	\$ 268,120.27

**10. FISCAL REPORT - continued**

**B. Approve Bills and Salaries:**

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

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

**Roll Call**

Moved: Mr. Leiner; Seconded Mr. Williams,  
Vote: Yes 9, No 0, Abstention 0, Absent 0.

**11. FINANCE COMMITTEE MATTERS**

**A. Approve CLIU #21 2018 – 2019 General Operating Budget:**

Approve the Resolution for the adoption of the Carbon-Lehigh Intermediate Unit #21 General Operating Budget for the 2018-2019 school year in the total amount of \$823,241, no increase from the prior year. The Whitehall-Coplay School District's sponsor share is \$58,777, a decrease of (\$966.00) based on enrollment. Note: General Operating Budget Only (Attachment F)

**B. Approve 2018– 2019 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 2018-2019 school year. The General Fund Budget is \$26,602,200 an increase of 1.3% over the prior year's budget, and member districts' share will be \$20,557,200 or 77.27%. The Whitehall-Coplay School District's sponsor share is \$1,831,549 an increase of \$105,010 based on a five-year average enrollment of 227.77 students. The Academic Center Budget is \$1,819,400 an increase of \$73,100 or 4.2% over the prior year's budget. The WCSD current sponsor share is \$108,630 an increase of \$9,200 based on a five-year average enrollment of 23.81 (ADM). (Attachment G)

**11. FINANCE COMMITTEE MATTERS - continued**

**C. Approve 2018 – 2019 Lehigh Carbon Community College Budget:**

Approve the Resolution for the adoption of the Lehigh Carbon Community College Budget for the 2018-2019 school year in the total amount of \$40,101,300, an increase of 2.4%. 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 \$527,648, an increase of \$1,058 or 0.2% for the 2018-19 school year based on an average enrollment of 303.1 FTE. (Attachment H)

**Roll Call**

Moved: Mr. Leiner; Seconded Mr. Taschler,  
Vote: Yes 9, No 0, Abstention 0, Absent 0.

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

**A. Approve LCTI Summer Fun Camp Funding:**

Approve funding (\$75.00 per student, per week) of Whitehall-Coplay School District middle school students' tuition rate to attend the Lehigh Career & Technical Institute STEM - Focused Fun & Career Exploration Camp during the summer of 2018.

**B. Approve Field Trip Request:**

Matthew Tanzos, Band Director, requests permission for two (2) students to travel and participate in the PMEA Region Orchestra at Dallas High School in Dallas, PA on Wednesday, March 21, 2018. Cost to the district: use of one (1) school van.

**C. Policy Revision - First Reading:**

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

Section: Operations  
Title: Food Service  
Number: 808

**Roll Call**

Moved: Mrs. Gaugler; Seconded Mr. Fonzone,  
Vote: Yes 9, No 0, Abstention 0, Absent 0.

**13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS**

**A. Approve WCSD 2018 – 2019 School Calendar:**

Approve the attached Whitehall-Coplay School District calendar for the 2018–2019 school year including Professional Development and Act 80 days as listed on the calendar: (Attachment J)

November 19, 20, 21 - Parent Conferences

No Kindergarten Classes

Early Dismissal at Gockley, Steckel, Zephyr and Middle Schools

As per the attached Resolution, also included are the following official local school district holidays according to Section 1502 of the School Code: (Attachment K)

November 23

December 24

December 31

February 18

April 19

**B. Approve Houser Auctioneers Contract:**

Approve the contract with Houser Auctioneers to conduct a Public Auction on April 2, 2018 on the Whitehall-Coplay school District campus. (Attachment L)

**C. Approve Hafer Equipment Proposal:**

Approve the Hafer Equipment proposal to replace and install the Fuel Management System for the Whitehall-Coplay School District at a cost of \$14,675 as per attachment. (Attachment M)

**D. Approve Playground Pros Proposal:**

Approve the Playground Pros proposal for the installation of the Zephyr playground equipment at a cost not to exceed \$16,900 as per attachment. (Attachment N)

**E. Approve Campus Wide Wireless Network Project:**

It is recommended that the Board of School Directors approve the acceptance of the following lowest responsive, responsible bidders who met the technical requirements, and award the Campus Wide Wireless Project, contingent upon receipt of contracts, bonds, insurances, Erate Program Funding Acceptance, and School District Solicitor's approval:

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

**E. Approve Campus Wide Wireless Network Project - continued:**

**Hardware: Integra ONE.**, accept base bid in the amount of \$741,114.63 and includes no alternates.

**Cabling: Micro Technology Group**, accept base bid in the amount of \$277,561.38 and includes no alternates.

It is recommended that the Board of School Directors reject the following bidders because the bids, despite being a lower dollar amount, were not responsive: PKA Technologies was the lowest price respondent for hardware; however they failed to meet the desired design specification on a number of technical issues. Dagostino Electronic Services was second lowest for hardware but also failed to meet the desired design specification on technical issues. The third lowest price bidder for hardware and the lowest bidder for cabling was identified as FortaByte Cyber Solutions. They were unable to provide the required bid bond to meet the bid requirements.

The Board further directs the Administration to issue a Notice of Intent to Award and Notice to Proceed to the contractor and to execute the necessary contract.

**F. Approve Renovations to Whitehall-Coplay Middle School Project:**

Approve the attached resolution accepting the bids for the Renovations to the Whitehall-Coplay School District Middle School Project. (Attachment O)

**Roll Call**

Moved: Mr. Taschler; Seconded Mr. Shields,

Vote: Yes 7, No 2 (Eberhart, Koren), Abstention 0, Absent 0.

**14. ADMINISTRATIVE MATTERS**

**A. Approve Retirements/Resignations:**

Approve the following retirement/resignation:

Jon Case, First Grade Teacher at Gockley Elementary School, effective at the end of the 2017-2018 school year. (Retirement - 13 years)

Richard Garger, Fifth Grade Teacher at Zephyr Elementary School, effective at the end of the 2017-2018 school year. (Retirement - 32 years)

Barry Hessinger, Industrial Arts Teacher at the High School, effective at the end of the 2017-2018 school year. (Retirement - 38 years)

**14. ADMINISTRATIVE MATTERS – continued**

**A. Approve Retirements/Resignations - continued:**

Louise Holmes, cafeteria employee at Steckel Elementary School, effective at the end of the 2017-2018 school year. (Retirement - 29 years)

Patricia Michalski, cafeteria employee at Steckel Elementary School, effective at the end of the 2017-2018 school year. (Retirement - 16 years)

Janis Csontos, Attendance/Receptionist Secretary at the Middle School, effective at the close of business on June 18, 2018. (Retirement - 19 years)

Peter Bugbee, Principal at Steckel Elementary School, effective at the close of business on August 20, 2018. (Retirement - 23years)

Thomas Solski, Supervisor of Special Programs for the district effective at the close of business on September 14, 2018. (Retirement -19 years)

Josannah Martinez, Cafeteria Employee at the High School, effective at the close of business February 23, 2018. (Resignation)

Charisma Christman, Sixth Grade Inclusion paraprofessional at the Middle School, effective at the close of business March 14, 2018. (Resignation)

Brayden Cressman, Spanish teacher at the High School, effective at the close of business March 21, 2018. (Resignation)

**B. Approve FMLA Leaves:**

Approve FMLA leave for the following:

Employee # 002665, Teacher at the High School, effective March 1, 2018 and not to exceed 12 weeks.

Employee # 034440, Teacher at Zephyr Elementary School, effective May 16, 2018 and not to exceed 12 weeks.

Employee # 006289, Teacher at Steckel Elementary School, effective May 25, 2018 and not to exceed 12 weeks.

Employee # 008516, Teacher at Gockley Elementary School, effective August 21, 2018 and not to exceed 12 weeks.



**14. ADMINISTRATIVE MATTERS – continued**

**C. Approve FMLA Leave and Concurrent Childrearing Leave:**

Approve FMLA leave and concurrent childrearing leave for the following:

Employee #008800, teacher at the Middle School, effective April 23, 2018 and not to exceed 12 weeks and concurrent childrearing leave not to exceed one and one half years. Leave was previously approved for one year.

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

Approve a Restoration of Health Sabbatical to the following:

Employee # 008250, teacher at the High School, effective March 7 through the end of the 2017-2018 school year.

**E. Approve Uncompensated Leaves of Absence:**

Approve the following uncompensated leave of absence to the following:

Employee # 032630, bus driver for the district, effective February 20, 2018 and not to exceed one year.

Employee # 006575, paraeducator at Gockley Elementary School, effective April 4, 2018 and not to exceed one year.

**F. Approve Appointments:**

Approve the following appointments, upon 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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**PARAPROFESSIONALS**

Amanda Thompson	Gockley Math	\$17.27 27.5hrs./wk.	2/26/2018
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(Replacing Michele Janotka – transfer)

Sierra Bachman	Middle School Life Skills	\$18.34 29.5hrs./wk.	3/2/2018
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(Replacing Shelly Mansell – transfer)

**14. ADMINISTRATIVE MATTERS - continued**

**G. Approve Coaches:**

Appoint the following coaches for the 2017-2018 season pending receipt of all credentials and clearances.

<u>Coach</u>	<u>Sport</u>	<u>Compensation</u>
1. Chris Bleam	Middle School Soccer, Assistant Coach	\$2454
2. Michael Lelko	Middle School Soccer, Assistant Coach (1/2)	\$1227
3. Dereck Martinez	Track and Field, Assistant Coach	Volunteer

**H. Approve Substitute Personnel:**

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

**I. Approve Affidavits:**

Approve the attached affidavits in order that the students may attend the Whitehall-Coply School District during the 2017– 2018 school year. (Attachment Q)

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

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

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

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

**Roll Call**

Moved: Mr. Taschler; Seconded Mr. Williams,

Vote: Yes 8, No 1(Koren), Abstention 0, Absent 0.

**15. SUPERINTENDENT’S REPORT**

**A. Comprehensive School Plan - Special Education Plan – Dr. Hackett**

The Special Education Plan is one part of the Comprehensive School Plan required by the Department of Education to be completed by each school district. The Special Education Plan represents our current Special Education programs for Whitehall-Coplay School District students and plans for future student needs.

The Plan will be posted on our website for review as required by Pennsylvania Department of Education before formal approval at next month’s Board meeting. Any questions can be addressed by Mrs. Clary, the Director of Special Education.

**B. PTO Plus Report**

No PTO Plus information was reported

**16. OTHER MATTERS/INFORMATION ITEMS**

Mr. Leiner said he appreciated the Middle School student’s presentation. He was pleased with the Aevium program that assists students that are feeling left out. All students need to feel connected.

Mrs. Koren mentioned the upcoming Harlem Wizards basketball game that will be held on Thursday, March 22 in the High School gymnasium. The doors will open at 6:00 p.m. and the game begins at 7:00 p.m.

**17. UPCOMING MEETING DATES**

Monday	March 26	Committee Meetings Education/Student Activities Operations/Transportation Finance/Personnel	4:00 p.m.
Monday	April 9	School Board Meeting	7:00 p.m.
Monday	April 23	Committee Meetings Finance/Personnel Education/Student Activities Operations/Transportation	4:00 p.m.

**18. ADJOURNMENT**

A motion by Mr. Leiner, seconded by Mr. Taschler, to adjourn. The meeting adjourned at 7:35 p.m.

Respectfully Submitted,

J. Michael Malay, Jr.  
Board Secretary