

WHITEHALL-COPLAY SCHOOL DISTRICT

School Board Meeting Minutes Monday, May 7, 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 is 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 Berman.

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

A. Monday, May 7, 2018, 6:00 p.m. for discussion of personnel and legal matters.

5. **MINUTES OF PREVIOUS MEETINGS**

A. The minutes of the April 9, 2018 School Board Meeting be approved as presented.

B. The minutes of the April 23, 2018 Education/Student Activities Committee,
Operations/Transportation Committee and Finance/Personnel Committee meetings be
approved as presented.

Moved: Mr. Fonzone; Seconded Mr. Taschler,

Vote: Yes 9, No 0, Abstention 0, Absent 0.

6. **RECOGNITIONS AND PRESENTATIONS**

A. Student Council President/Vice President – Martin Labib, Vice President

Martin reported that nominations were received for treasurer, secretary and public relations positions for the 2018-2019 school year at the last Student Council meeting. As is done every year, the positions of president and vice president will be selected with the help of the current president, vice president, Mrs. Le, Ms. Radon and Mr. Davidson.

6. RECOGNITIONS AND PRESENTATIONS - continued

A. Student Council President/Vice President – Martin Labib, Vice President - continued

Student Council is starting to gather ideas for next year’s Student Council and Home Coming themes. Returning council members and those requesting to become new members of the Student Council were told to turn in their applications by May 11. Council will be meeting on May 14 to make changes to the constitution for the following year. May 23 will be the last meeting for the school year.

B. Steckel presentation – Mrs. Nicholas

Steckel staff members presented about the Kellyn Foundation and their positive impact on helping to grow healthier children. Two third grade students, Nathan Dease and Mihita Patel, explained the Eat Real Foods Program that the Kellyn Foundation presented to students in the fall. This program highlights the health, ecological and economic benefits of eating fresh, local food and encourages students to “eat the rainbow”. The Kellyn Foundation also built and planted gardens behind Steckel so the students explained the seeds that were planted and the benefits of having fresh vegetables accessible to our school. We are excited to continue this partnership with the Kellyn Foundation. Representatives from both the Kellyn Foundation and the Lehigh Valley Children’s Hospital were present at the meeting as well and thanked us for our support of their programs.

7. CORRESPONDENCE TO THE BOARD

A. CLIU #21 Ballots – Election of CLIU Board Members

Ballots were distributed to Board Members.

8. PUBLIC PARTICIPATION

Sheri Noctor spoke about the Summer Breakfast Camp program that will be held Monday through Friday from 8:30 a.m. to 10:30 a.m., beginning June 18 through August 24. The program will be offered at St. John’s Lutheran Church, Shepherd of the Hills Lutheran Church and Redeemed Christian Church of Christ. All three churches are located in the Whitehall and Coplay area and will provide breakfast, games, crafts, reading programs and a bagged lunch to take home. This program is available to children in grades K-12 who are residents of Whitehall and Coplay.

9. FISCAL REPORT

A. Treasurer's Report:

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

Balance as of 4/1/18	\$ 696,237.13
Receipts	\$ 1,835,901.00
Investments Matured	\$ <u>2,070,000.00</u>
Total Cash Available	\$ 4,602,138.13
Expenses	\$ 3,932,547.04
Funds Invested	\$ <u>500,000.00</u>
Cash Balance as of 4/30/18	\$ 169,591.09

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

10. EXECUTIVE COMMITTEE MATTERS

A. Approve Appointment to LCCC Board of Trustees:

Approve the appointment of Arthur F. Taschler, Jr. as the Whitehall-Coplay School District's representative on the Board of Trustees of Lehigh Carbon Community College from July 1, 2018 through June 30, 2024.

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

10. EXECUTIVE COMMITTEE MATTERS - continued

B. Elect Treasurer of the Board of Education:

The Chair will entertain nominations for the Office of Treasurer of the Board of Education for a one-year term from July 1, 2018 to June 30, 2019.

1. Mr. Leiner nominates Mr. Williams

A motion by Mr. Taschler, seconded by Mrs. Gaugler, to close nomination.

Roll call for election of Treasurer of the Board of Education

<u>Member</u>	<u>Candidate 1</u>
1. O. Eberhart, Jr.	<u>yes</u>
2. W. Fonzone, Sr.	<u>yes</u>
3. P. Gaugler	<u>yes</u>
4. W. Grim	<u>yes</u>
5. T. Koren	<u>yes</u>
6. W. Leiner, Jr.	<u>yes</u>
7. J. Shields	<u>yes</u>
8. A. Taschler, Jr.	<u>yes</u>
9. G. Williams	<u>yes</u>

Mr. Williams is hereby elected Treasurer of the Board of Education effective July 1, 2018.

C. Approve Campus Wide Resource Office Agreement:

Approve the agreement between the Whitehall-Coplay School District and Whitehall Township to provide a School Resource Officer (SRO) for the Whitehall-Coplay School District campus subject to administration and solicitor approval. (Attachment C)

Roll Call

Moved: Mrs. Gaugler; Seconded Mr. Taschler,

Vote: Yes 9, No 0, Abstention 0, Absent 0.

11. FINANCE COMMITTEE MATTERS

A. Adoption of Proposed Final 2018-2019 General Fund Budget:

Adopt the Proposed Final 2018-2019 General Fund Budget of the Whitehall-Coplay School District in the total amount of \$70,416,225 an increase of 4.10% from the prior year. The Proposed Final Budget as prepared balances revenues with projected expenditures, utilizing fund balance, at a tax rate of 17.2232 mills an increase of 3.80% from the prior year. (Attachment D)

Upon adoption, this Proposed Final Budget will be advertised and publicly displayed in accordance with the PA School Code and Act 1 of 2006 which will permit for its Final adoption no later than June 30, 2018.
(Act 1 of 2006, Public School Code, Sec. 687)

Roll Call

Moved: Mr. Leiner; Seconded Mr. Taschler,

Vote: Yes 6, No 3 (Koren, Leiner, Gaugler), Abstention 0, Absent 0.

B. Appoint Fox Rothschild LLP as Whitehall-Coplay School District Solicitor:

Motion to appoint Fox Rothschild LLP as Solicitor for the Whitehall-Coplay School District for the time period of July 1, 2018, through June 30, 2019, based upon the following: (Attachment E)

1. A retainer of \$19,500.00 per year.
2. A base hourly rate of \$185.00.
3. Alternate rates in accordance with attached Engagement Letter.
4. Rates as established by the insurance carrier where Fox Rothschild LLP is an approved provider.
5. Motion to approve the HIPAA Business Associate Agreement between the District and Fox Rothschild LLP as the result of Fox Rothschild LLP handling cases that involve protected health information on behalf of the District.

Roll Call

Moved: Mr. Leiner; Seconded Mr. Taschler,

Vote: Yes 9, No 0, Abstention 0, Absent 0.

C. 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 F)

Roll Call

Moved: Mr. Leiner; Seconded Mr. Taschler,

Vote: Yes 9, No 0, Abstention 0, Absent 0.

11. FINANCE COMMITTEE MATTERS - continued

D. Approve the Issuance of General Obligation Bonds:

Approve a resolution authorizing the issuance of bonds in the amount of up to \$5,000,000 for purposes of the financing of the roof restoration, repairs and interior alterations to Whitehall-Coplay Middle School; upgrades to the athletic facility including, without limitation, a new scoreboard for the football stadium; a fiber optic network extension project; and alterations and renovations to the Whitehall High School. (Attachment G)

Roll Call

Moved: Mr. Leiner; Seconded Mr. Taschler,

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

E. Approve Photocopier and Software Agreements with Edwards Business Systems:

Approve a lease and maintenance agreement for eighteen (18) photocopiers and an agreement for PaperCut Software with Edwards Business Systems pursuant to the agreement subject to administration and solicitor approval. (Co-Stars contract # 001-010) (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 District Summer School Program:

Approve the following District Summer School Program:

Summer school course offerings for students in Whitehall-Coplay Middle School and Whitehall High School as make-up courses for students failing course offerings during the school year. The cost of summer school courses shall be borne by the students on a tuition basis. Costs are as follows:

Physical Education - \$115

Health Education - \$115

All other courses - \$225

12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS – continued

B. Approve Field Trip Request:

Approve the following field trip request:

Jennifer Bodnar, SADD Club Advisor at the High School, and Steve Piston, SADD Club advisor at the Middle School request permission for the SADD Clubs to travel to the State Capital Building in Harrisburg for the Anti-Tobacco Summit – Harrisburg, PA on Tuesday, May 1, 2018. Cost to district: none.

Erik Kloiber, Computer Club Advisor at the Middle School, requests permission for the Computer Club to travel to the State Capital Building in Harrisburg for the Technology Fair – Harrisburg, PA, PA on Monday, April 30, 2018. Cost to District: 1 substitute teacher and transportation for 3 students.

Mr. Donald Ryan, music teacher, requests permission for the Whitehall-Coplay Middle School Band and Chorus students (approximately 150 in group) to attend and participate in a musical and choral activity in Hershey Park, Hershey, PA on Saturday May 19, 2018. Cost to district: Transportation (5) buses

C. Policy Revision - First Reading:

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

Section: Programs
Title: Nondiscrimination in School and Classroom Practices
Number: 103

Section: Programs
Title: Nondiscrimination in Employee Practices
Number: 104

Section: Programs
Title: Curriculum
Number: 105

Section: Programs
Title: Language Instruction Education Program for English Learners
Number: 138

Section: Pupils
Title: Foreign Exchange Students
Number: 239

12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS – continued

C. Policy Revision - First Reading - continued:

Section: Employees
Title: Employment of Superintendent/Assistant Superintendent
Number: 302

Section: Community
Title: Public Complaint Procedures
Number: 906

Roll Call

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

13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS

A. Approve the Resolution to Participate in the CLIU Technology in Education Legal Counsel Consortium:

Approve the Resolution to participate in the CLIU Technology in Education Legal Counsel Consortium for the 2018-2019 fiscal year, as per the terms and conditions outlined in the attachment. (Attachment J)

B. Approve CLIU Driver Education Contract Agreement:

Approve the Agreement between Carbon Lehigh Intermediate Unit #21 and the Whitehall-Coplay School District to provide a student-fee based Driver Education Program as outlined in the attachment effective July 1, 2018 to June 30, 2019. (Attachment K)

C. Approve Camp Whitehall Bus Request:

Approve the request from Mr. Michael P. Harakal, Jr., Mayor for the Township of Whitehall, on behalf of the Whitehall Township Recreation Department, to utilize three (3) District buses for the Camp Whitehall Program. Buses will be utilized from June 18, 2018 through August 10, 2018. Ridership is limited to residents of the Whitehall-Coplay School District. (Attachment L)

Roll Call

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

13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS - continued

D. Approve Construction Manager Services Agreement:

Approve the Construction Manager Services Agreement between D’Huy Engineering, Inc. and the Whitehall-Coplay School District to provide construction manager services to the Middle School renovation project subject to administration and solicitor approval. (Attachment M)

Roll Call

Moved: Mr. Grim; Seconded Mr. Fonzone,
Vote: Yes 8, No 1 (Taschler), Abstention 0, Absent 0.

E. Authorize District Superintendent to Execute Change Orders for the Whitehall-Coplay Middle School Project:

Approve a resolution authorizing the District Superintendent to execute change orders for the Whitehall-Coplay Middle School Project. (Attachment N)

F. Approve Addendum to Master Architectural Agreement:

Approve the addendum to the Master Architectural Agreement with Breslin, Ridyard and Fadero Architects for the Whitehall High School Temporary Secure Vestibule as per exhibit B-006. (Attachment O)

Roll Call

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

14. ADMINISTRATIVE MATTERS

A. Approve Retirement/Resignation:

Approve the following retirement/resignation:

Elizabeth Burnett, Marching Band Colorguard Instructor, effective at the end of the 2017-2018 school year. (resignation)

B. Approve FMLA Leaves:

Approve FMLA leave for the following:

Employee # 038290, Teacher at the High School, effective April 4, 2018 and not to exceed twelve (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 #005070, teacher at Steckel Elementary School, effective August 27, 2018 and not to exceed twelve (12) weeks and concurrent childrearing leave not to exceed one and one half (1½) years.

D. Approve Uncompensated Leave:

Approve Uncompensated Leave for the following:

Employee #010138, Paraeducator, Gockley Elementary, effective March 29, 2018 and not to exceed one (1) year.

Employee # 004455, Secretary, District Office, effective April 23, 2018
And not to exceed sixty (60) days.

Employee #004865, Paraeducator, Steckel Elementary/Middle School, effective April 24, 2018 and not to exceed one (1) year.

Employee #008028, Cafeteria, High School, effective April 25, 2018 and not to exceed one (1) year.

Employee #004626, Paraeducator, Zephyr Elementary School, effective May 17, 2018 and not to exceed one (1) year.

E. Approve ESY Teacher:

Approve the following teacher(s) for the summer 2018 Extended School Year Program, compensation not to exceed 75 hours. IDEA Grant Funds:

Lauren Santayana - \$36.00/hour WCEA Contract Rate

14. ADMINISTRATIVE MATTERS – continued

F. **Approve District Summer School Teachers:**

Approve the following teachers for the district summer school program at the hourly contract rate of \$36.00. (Funded through student tuition)
June 25 through July 27, 2018 - Compensation not to exceed 120 hours.

Middle School

<u>Teacher</u>	<u>Class</u>
Sharon Gumhold	Mathematics
Rhiannon Sorrentino	English/Language Arts
Samantha Neas	Science
Stephen Piston	Elementary Math/Language Arts
Morgan Kelly	Elementary Math/Language Arts

High School

<u>Teacher</u>	<u>Class</u>
Alicia Blick	Special Education

G. **Approve District Summer Reading Enrichment Program Teachers:**

Approve the following teachers for the Summer Reading Program, a Reading enrichment course, at the hourly contract rate of \$36.00. (Funded through a Title I Grant - July 31 through August 16, 2018.) Compensation not to exceed 25 hours.

Angelica Grube, Betsy Herb, Christine Young - **Incoming Kindergarten**
Hana Nanoah, Kaitlin Sauerzopf – **Rising 1st Graders**
Samantha Solomon, Lauren Santayana, Amanda Woolslayer – **Rising 2nd Graders**
Bethany Koenig, Amanda Mast, Jane Razzis – **Rising 3rd Graders**
Erin Reichenbach, Morgan Kelly - **Substitutes**

H. **Approve District Summer Enrichment Program Teachers:**

Approve the following teachers for the district's summer STEAM Camp, Creation Station, at the hourly contract rate of \$36.00. (Funded through student tuition)
July 9 through July 12, 2018. Compensation not to exceed 16 hours.

Andrew Fehnel
Anthony Pangaio
Frank Piff
David Stauffer

14. ADMINISTRATIVE MATTERS – continued

I. 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>
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LONG TERM SUBSTITUTE (45-89 DAYS)

Miranda Dangler	Middle School Librarian	\$150.00	3/26/2018
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(Replacing employee # 008800 – FMLA and Concurrent Childrearing Leave)

PARAPROFESSIONAL

Constance Henninger	Middle School 8 th Grade Inclusion	\$18.34 27.5hrs/weekly	5/10/2018
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(Replacing Jazlee Figueroa - resigned)

ASSISTANT COOK

Jennifer Hahn	Middle School	\$19.36 29.75hrs./weekly	5/8/2018
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(Replacing Cindy Bankos - retired)

BUS AIDE

Calie Albitz	District Wide	\$11.67 part time	5/7/2018
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(New position)

Joseph Jacob	District Wide	\$11.67 part time	5/7/2018
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(New position)

14. ADMINISTRATIVE MATTERS – continued

J. Approve Summer Maintenance Employment:

Authorize maintenance employment of the following temporary personnel for the summer months at a rate of \$8.00 per hour, effective on or after May 1, 2018 pending receipt of all credentials and clearances.

1. Brett Girardi
2. Winifred Kern
3. David Laky
4. Daniel Lindenmuth
5. Jarrod Miller
6. Nicholas Rackus
7. Edward Harrich
8. Bret Legath
9. Baby Girl Padilla

K. Approve Substitute Personnel:

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

L. 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 Q)

M. Approve Affidavits:

Approve the following affidavits in order that the students may attend the Whitehall-Coplay School District during the 2017- 2018 school year: (Attachment R)

Roll Call

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

15. SUPERINTENDENT’S REPORT

1. PTO - Plus Report

Toni Fillman reported that book fairs will take place over the next few weeks in all of the elementary schools as well as the middle school. She noted the large amount of goodies and symbols of gratitude that were being sent into the schools for Teacher and Nurse Appreciation week. Children’s Day will take place on June 4, 5, and 6 in their respective school buildings. PTO Plus will be providing three (3) \$500 scholarships to students of the Class of 2018. She wanted to extend her gratitude in receiving the Friend of Teaching award from the Whitehall-Coplay Education Association. In conclusion she wished all mothers a Happy Mother’s Day.

16. UPCOMING MEETING DATES

Tuesday	May 29	Committee Meetings: Operations/Transportation Finance/Personnel/Budget Education/Student Activities	4:00 p.m.
Monday	June 11	School Board Meeting	7:00 p.m.
Monday	June 25	Committee Meetings Education/Student Activities Operations/Transportation Finance/Personnel	4:00 p.m.

17. OTHER MATTERS/INFORMATION ITEMS

18. ADJOURNMENT

A motion by Mr. Leiner, seconded by Mr. Fonzone, to adjourn. The meeting adjourned at 7:50 p.m.

Respectfully Submitted,

Mr. J. Michael Malay, Jr.
Board Secretary