

**WHITEHALL-COPLAY SCHOOL DISTRICT  
SCHOOL BOARD MEETING MINUTES  
Monday, October 8, 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 and Mr. Williams.

Also present were Dr. Hackett, Mr. Malay and Attorney Sultanik.

Absent: (1) Mr. Makhoul

Also absent: (1) Mr. Schiffert

**4. NOTICE OF EXECUTIVE SESSION**

**A.** Monday, September 24, 2018, 6:00 p.m. for discussion of personnel matters.

**B.** Monday, October 8, 2018, 6:00 p.m. for discussion of personnel matters.

**5. MINUTES OF PREVIOUS MEETINGS**

**A.** The minutes of the September 10, 2018 School Board Meeting be approved as presented.

**B.** The minutes of the September 24, 2018 Education/Student Activities Committee, Finance/Personnel Committee and Operations/Transportation Committee meetings be approved as presented.

Moved: Mr. Leiner; Seconded Mrs. Gaugler,

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

**6. RECOGNITIONS AND PRESENTATIONS**

**A.** Student Council Representatives – Nicholas Demjan, President

Nicholas reviewed the details for Homecoming in regards to the court selection of 14 club pairs, the bonfire - October 11, the football game – October 12 and the dance on October 13. Student Council sold popcorn and pretzels at the October 6 Fall Festival.

**6. RECOGNITIONS AND PRESENTATIONS - continued**

- A. Student Council Representatives – Nicholas Demjan, President**  
Council also had a pumpkin decorating stand and the proceeds were donated to MiniTHON. The primary focus on raising funds for THON will begin after Homecoming. The total donation to Four Diamonds was \$6,115.22.

Council also purchased donuts for the staff on October 8, 2018.

- B. Whitehall High School Veteran Memorial /Eagle Scout Project - Jaron Crosson**  
Thanked the Board for allowing him to complete a memorial for members of the Armed Services. He brought pictures to show the Board.

- C. Middle School Presentation – Mr. Noack**  
Mr. Antonio Pangaio and Mr. Sheldon Poremba presented our new I.D.E.A lab classroom idea to the board. The WCMS has combined our existing Computer Design/Career Exploration class with the traditional Technology Education class to create a new classroom called: I.D.E.A Labs, for Innovation, Design, Engineering Activities. Students in grades 7 and 8 can now imagine, design, create, publish all in one exciting location! Please view live link at: [I.D.E.A. Labs](#).

**7. CORRESPONDENCE TO THE BOARD**

No formal correspondence.

**8. PUBLIC PARTICIPATION**

No public participation on agenda items.

**9. EXECUTIVE COMMITTEE MATTERS**

- A. Approve the Separation and Release Agreement:**

Approve the Separation and Release Agreement between Employee # 006874, the Whitehall-Coplay School District, and the Whitehall-Coplay Education Association as per the attachment dated October 9, 2018. (Attachment A)

**Roll Call**

Moved: Mr. Williams; Seconded Mr. Fonzone,

Vote: Yes 8, No 0, Abstention 0, Absent 1

**9. EXECUTIVE COMMITTEE MATTERS - continued**

**B. Approve Adjudications:**

Approve the adjudication for Student Number 14698 as per the attached resolution.  
(Attachment B)

Approve the adjudication for Student Number 15112 as per the attached resolution.  
(Attachment C)

**Roll Call**

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

**10. FISCAL REPORT**

**A. Treasurer's Report:**

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

Balance as of 9/1/18	\$ 1,945,493.03
Receipts	\$19,153,934.81
Investments Matured	<u>\$ 3,800,000.00</u>
Total Cash Available	\$24,899,427.84
Expenses	\$ 7,764,912.39
Funds Invested	<u>\$15,700,000.00</u>
Cash Balance as of 9/30/18	\$ 1,434,515.45

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

**11. FINANCE COMMITTEE MATTERS**

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

1. Approve 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)

**B. Approve Resolution to Join PSDLAF:**

Motion to approve the Resolution to join the Pennsylvania School District Liquid Asset Fund (PSDLAF) for the purpose of investing District funds on a pooled basis with the funds of other Pennsylvania School Districts and designating PSDLAF as a District depository, subject to solicitor and administration's approval.  
(Attachment G)

**Roll Call:**

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

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

**A. Approve Field Trip Requests:**

Edward Hong, Choir Director for the High School, requests permission to travel to New York City, NY to participate in a Broadway Trip and other activities on Saturday, November 17, 2018, at no cost to the district. Chartered transportation will be used.

Carolyn Radon, Student Council Advisor at the High School requests permission to travel to Cedar Crest High School, Lebanon, PA for a Student Council State Conference beginning Thursday, November 8, 2018 and returning on Saturday, November 10, 2018. Requesting use of one (1) school bus. School days missed: 1.

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

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

Section: Operations  
Title: Food Services  
Number: 808

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

**C. Policy Revisions - Second Reading:**

The following policies have been submitted as a second reading by the Education/Student Activities Committee. (Attachment I)

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

Section: Pupils  
Title: Possession/Admin. of Asthma Inhalers/Epinephrine Auto-Injectors  
Number: 210.1

Section: Operations  
Title: Transportation  
Number: 810

Section: Operations  
Title: Contracted Services Personnel  
Number: 818

**D. Approve Kutztown University Affiliation Agreement:**

Motion to approve the attached affiliation agreement with Kutztown University for the arrangement of classroom observation and the placement of student teachers for five years from the date of execution. (Attachment J)

**E. Approve Lincoln Technical Institute Affiliation Agreement:**

Motion to approve the attached affiliation agreement with Lincoln Technical Institute for the arrangement of observation and placement of Practical Nursing Program students for one year from the date of execution and will automatically renew for additional year periods unless cancelled by either party with a 120 day written notice. (Attachment K)

**Roll Call:**

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

**13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS**

**A. Approve Addendum to Master Architectural Agreement:**

Approve the addendum to the Master Architectural Agreement with Breslin, Ridyard and Fadero Architects for the Gockley Temporary Classrooms Site Plan Layout as per exhibit B-007. (Attachment L)

**Roll Call:**

Moved: Mrs. Koren; Seconded Mrs. Gaugler,

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

**B. Approve Agreement with Dr. Mary L. Sharp-Ross, NCSP:**

Approve the agreement between the Whitehall-Coplay School District and Dr. Mary L. Sharp-Ross, NCSP, Bilingual School Psychologist, to provide Bilingual Psychoeducational Services to the Whitehall-Coplay School District at a rate of \$125.00 per hour, beginning September 17, 2018 through the end of the 2018-2019 school year. (Attachment M)

**C. Approve Contract for Service with Colonial IU #20:**

Approve the contract between the Whitehall-Coplay School District and the Colonial Intermediate Unit #20 to provide instructional services for a Whitehall-Coplay School District student to attend Nazareth Intermediate School. (Attachment N)

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

Approve the David Blackmore & Associates, Inc. proposal for a Geotechnical Exploration and Report conducted for the Whitehall High School Addition on behalf of the Whitehall-Coplay School District at a cost of \$4,350.00 as per attachment. (Attachment O)

**E. Approve Barry Isett & Associates, Inc. Proposal:**

Approve the Barry Isett & Associates, Inc. proposal to conduct a Partial Topographic Survey for the Whitehall High School renovation project as per attachment. (Attachment P)

**F. Approve Contract with Professional Software for Nurses, Inc.:**

Approve the contract between the Whitehall-Coplay School District and Professional Software for Nurses, Inc., to provide SNAP Health Center Software including EHR Software User License, Cloud Services, Individual Healthcare Plans, Sports Concussion Assessment Tool, Online Video Trainings, and SNAP Support for school nurses at a cost of \$10,680.00 as per attachment. (Attachment Q)

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

**G. Approve Change Orders for the MS School Alterations Project:**

Approve the following Change Orders for the Middle School Alterations Project: Rogers Mechanical Company P-02, P-03 and P-04: Perrotto Builders, Ltd. G-01 and G-02 and JBM Mechanical, Inc. H-01 and H-02 subject to solicitor and administration's approval. (Attachment R)

**H. Approve Color Splash Run Fundraiser:**

Approve the Zephyr Elementary School fundraiser, Color Splash Run, at the Whitehall Parkway on Sunday, November 18, 2018.

**Roll Call:**

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

**14. ADMINISTRATIVE MATTERS**

**A. Approve Resignations:**

Approve the following resignations:

Wilder Domond, Bus Driver, effective September 10, 2018. (Resignation)

Suzanne Hetten, Math League Advisor at the High School, effective September 20, 2018. (Resignation)

Deidra Herbert, Key Club Advisor at the High School, effective September 25, 2018. (Resignation)

Eunice Moyer, Bus Driver, effective October 4, 2018. (Resignation)

Aubrey Miller, Intensive Learning Support Teacher at Steckel Elementary School, effective October 5, 2018. (Resignation)

**B. Approve FMLA Leave:**

Approve FMLA leave for the following:

Employee # 006874, effective August 23, 2018 and not to exceed 12 weeks.

Employee #005225, effective December 10, 2018 and not to exceed 12 weeks.

14. ADMINISTRATIVE MATTERS – continued

C. Approve Compensated Professional Leave:

Approve Compensated Professional Leave for the following:

Emily Pisco, English/Language Arts teacher at the Middle School, effective for the first and second semesters of the 2019-2020 school year.

D. Approve Military Leave:

Approve a military leave of absence to the following:

Robert Howell, Bus Driver, effective June 13, 2018 and not to exceed five (5) years.

E. Approve Uncompensated Leave:

Approve Uncompensated Leave for the following:

Employee #006866, effective October 5, 2018 and not to exceed one year.

F. 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>Effective Rate</u>	<u>Proposed Date</u>
<b>PROFESSIONALS</b>			
Rachel Burkhardt	High School Inclusion	\$51,644 B+15 Step 4 (pro-rated)	Date to be determined by Superintendent
(Replacing Thomas McCarroll - resigned)			
<b>SALARIED SUBSTITUTES</b>			
Valerie Chajnacki	High School Nurse	\$48,165 B Step 1 (pro-rated)	9/8/2018 First Semester of the 2018-2019 School Year
(Replacing employee # 006874 – FMLA)			



**14. ADMINISTRATIVE MATTERS – continued**

**F. Approve Appointments - continued:**

<u>Effective Name</u>	<u>Proposed Assignment</u>	<u>Rate</u>	<u>Date</u>
<b>PARAPROFESSIONALS</b>			
Josannah Martinez	High School Life Skills	\$18.73 (rate increase to Highly Qualified) 29.5hrs/weekly	9/18/2018

**BUS DRIVERS**

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

Tifani Weber  
Thomas Mugavero  
Cheryl Rabenold

**VAN DRIVERS**

Approve the following van drivers at \$17.00/hour not to exceed 29.5 hrs. per week:

Dale Blattenberger  
Lana Hemingway

**G. Approve Club/Extracurricular Advisors:**

Approve for the 2018-2019 school year: High School

<u>Advisor</u>	<u>Club/Extracurricular</u>	<u>Compensation</u>
Victoria Ziatyk	German National Honor Society	\$700.00
Amanda Snyder	Anime Club	\$700.00
Jason Gear	Future Business Leaders of America	\$700.00
Courtney Hunsberger	Dance Club	\$700.00

**14. ADMINISTRATIVE MATTERS – continued**

**H. 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 Brosky	Assistant Coach, Boys Basketball	\$4225
2. Eric Dogmanits	Assistant Coach, Boys Basketball	\$4225
3. Corey Frantz	Assistant Coach, Boys Basketball	\$4225
4. Andrew Koefer	Assistant Coach, Boys Basketball	Volunteer
5. James Luchansky	Assistant Coach, Boys Basketball	Volunteer
6. Thomas Keppel	Assistant Coach, Boys Basketball (MS)	\$2112.50 (1/2)
7. Scott Kolumber	Assistant Coach, Boys Basketball (MS)	\$2112.50 (1/2)
8. Angela Bertola	Assistant Coach, Girls Basketball	\$4225
9. Myla Firth	Assistant Coach, Girls Basketball	\$4225
10. Mary Lisicky	Assistant Coach, Girls Basketball	Volunteer
11. Kelly Riley	Assistant Coach, Girls Basketball	Volunteer
12. Nicole Umbenhauer	Assistant Coach, Girls Basketball	\$4225
13. Martin Donohue	Assistant Coach, Girls Basketball	\$4225
14. Mark Freeman	Assistant Coach, Swimming	\$2999
15. David Seeloff	Assistant Coach, Swimming	\$2999
16. Tyler Miller	Head Coach, Track and Field	\$6000
17. Joseph Attieh	Assistant Coach, Wrestling	Volunteer
18. Doug Bonshak	Assistant Coach, Wrestling	\$3954
19. Ryan Heimbach	Assistant Coach, Wrestling	\$3954
20. Tyrone Klump	Assistant Coach, Wrestling	Volunteer
21. Frank Piff	Assistant Coach, Wrestling	\$3954
22. Luke Roth	Assistant Coach, Wrestling	Volunteer
23. Frank Rudolph	Assistant Coach, Wrestling	Volunteer

**I. Approve Substitute Personnel:**

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

**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>Amount</u>	<u>Teacher</u>
Kristine Eichelberger	\$650.00	Joshua Fick
Laura Goldfeder	\$650.00	Richard Tonnies
Elizabeth Eck	\$1250.00	Julie Pittas
Jennifer Stancombe	\$650.00	Rachel Burkhardt
Jane Dolin	\$325.00	Valerie Chajnicki

**14. ADMINISTRATIVE MATTERS – continued**

**K. Approve Affidavits:**

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

**Roll Call:**

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

**15. SUPERINTENDENT’S REPORT**

**A. PTO PLUS Report**

Fund raisers are coming to an end. Fundraiser coupon books are now available and will be sold online this year.

**B.** Dr. Hackett invited Board members to attend a focus group presentation centered around Cultural Realization presented by Faces International on Wednesday, October 17 at 10:00 A.M. in the Board Room. She also reminded the Board members to meet at the Middle School on Monday, October 22 at 4:00 P.M. to view the renovations prior to the start of the Committee meetings.

**16. UPCOMING MEETING DATES**

Monday	October 22	Committee Meeting Education/Student Activities Operations/Transportation Finance/Personnel	4:00 p.m.
Monday	November 12	School Board Meeting	7:00 p.m.
Tuesday	November 27	Committee Meetings Finance/Personnel Education/Student Activities Operations/Transportation	4:00 p.m.

**17. OTHER MATTERS/INFORMATION**

No Other Matters were presented.

**18. ADJOURNMENT**

A motion by Mr. Leiner, seconded by Mr. Williams, to adjourn. The meeting adjourned at 7:43 p.m.

Respectfully Submitted,

J. Michael Malay, Jr.  
Board Secretary