

WHITEHALL-COPLAY SCHOOL DISTRICT

SCHOOL BOARD MEETING MINUTES

Monday, September 10, 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. Makhoul, Mr. Shields, and Mr. Williams.
Also present are Dr. Hackett, Mr. Schiffert, Mr. Malay, and Attorney Subers.

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

A. Monday, September 10, 2018 at 6:30 p.m. for discussion of personnel matters.

5. **MINUTES OF PREVIOUS MEETINGS**

A. The minutes of the August 13, 2018 School Board Meeting be approved as presented.

B. The minutes of the August 27, 2018 Education/Student Activities Committee, Finance/Personnel Committee and Operations/Transportation Committee meetings be approved as presented.

C. The minutes of the September 4, 2018 Special Operations/Transportation Committee meeting be approved as presented.

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

6. **RECOGNITIONS AND PRESENTATIONS**

A. Summer Reading Program – Dr. Rex
Dr. Rex introduced Ms. Woolslayer and Ms. Koenig who taught the Title I funded Summer Reading Program; Ready, Set, Read. The teachers shared with the Board what was done during the program.

6. RECOGNITIONS AND PRESENTATIONS – continued

B. Athletics Update – Mr. Hartman

Mr. Hartman reviewed the current status of athletics. Captain’s Council started in the spring. This council provides leadership skills to captains of sports teams. It also allows them a place to discuss issues and concerns. There are many underclassmen involved. Mr. Hartman also reviewed the use of the scoreboard.

C. School Resource Officer – Dr. Hackett

Dr. Hackett introduced Officer Quadir Carter, School Resource Officer for the district.

D. Student Council Representative – Nicholas Demjan, President and Abigail Dimmick, Vice President

Executive Council members of the Student Council; Nicholas Demjan, President, Abigail Dimmick, Vice President, Lauryn Guerra, Treasurer and Bella Hoffman, Public Relations introduced themselves to the School Board. Mini-THON Leadership Summit and Summer Workshop experiences were discussed. Council members assisted Mr. Dillard with freshman tours. Members also provided pens to the incoming freshman students and served as tour guides to help them find their homerooms. Preparations have begun for homecoming dance, bonfire, half-time football program and the Fall Festival.

D. Thank You to St. John’s U.C.C. of Fullerton Congregation and Rev. Dr. Becky Beckwith for school supplies – Dr. Hackett

Dr. Hackett extended her appreciation for the donation of school supplies for children that are less fortunate in the district.

E. Thank You to 2nd & Charles – Dr. Hackett

Dr. Hackett thanked 2nd & Charles for their book donations.

7. CORRESPONDENCE TO THE BOARD

Toni Fillman, PTO Plus President, thanked the School Board and staff for the bereavement basket that was sent to her acknowledging the passing of her mother.

8. PUBLIC PARTICIPATION

No public participation on agenda items.

9. EXECUTIVE COMMITTEE MATTERS

A. PSBA 2019 Election - President-Elect:

To approve Eric Wolfgang, Central York School District (York Co.) as President-Elect.

9. EXECUTIVE COMMITTEE MATTERS – continues

B. PSBA 2019 Election - Vice President:

To approve Art Levinowitz, School District of Upper Dublin (Montgomery Co.) as Vice President.

C. PSBA 2019 Election – Eastern at Large:

To approve Maura Buri, Upper Merion Area School District (Montgomery Co.) as Eastern at Large.

D. PSBA 2019 Election – Section 8 Advisor:

To approve Amy Goldman, Radnor Township School District (Delaware Co.) as Section 8 Advisor.

E. PSBA 2018 Insurance Trustees:

To approve the following as Trustees on the PSBA Insurance Trust Board.

Richard Frerichs (Penn Manor SD), (term ends December 31, 2021)

William S. LaCoff (Owen J. Roberts SD), (term ends December 31, 2021)

Nathan G. Mains (PSBA CEO), (term ends December 31, 2021)

A member school entity can vote for up to three individuals.

Moved: Mr. Williams; Seconded Mr. Makhoul,

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

F. Approve Addendum Number Five to Agreement Dated June 13, 2016:

Approve Addendum Number Five to agreement dated June 13, 2016 between Board of School Directors of Whitehall-Coplay School District and Dr. Lorie Hackett. (Attachment A)

Moved: Mrs. Gaugler; Seconded Mr. Fonzone,

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

G. Approve 78 Passenger Bus Bids:

Motion to approve resolution for the award of a contract for the purchase of three (3) 2019 (on Chassis Manufactured in 2018) 78 passenger buses from Rohrer Bus Sales, Duncannon, Pennsylvania, as the lowest, responsive bidder, for the purchase price of \$267,660.00. (Attachment B)

9. EXECUTIVE COMMITTEE MATTERS – continues

H. Approve 30 Passenger Bus Bids:

Motion to approve resolution for the award of a contract for the purchase of three (3) 2019 (on Chassis Manufactured in 2018) 30 passenger buses from Rohrer Bus Sales, Duncannon, Pennsylvania, as the lowest, responsive bidder, for the purchase price of \$175,221.00. (Attachment C)

Roll Call

Moved: Mr. Shields; Seconded Mr. Williams,

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

10. FISCAL REPORT

A. Treasurer’s Report:

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

Balance as of 8/1/18	\$ 570,304.36
Receipts	\$19,440,481.31
Investments Matured	\$ <u>300,000.00</u>
Total Cash Available	\$20,310,785.67
Expenses	\$ 4,965,292.64
Funds Invested	\$ <u>13,400,000.00</u>
Cash Balance as of 8/31/18	\$ 1,945,493.03

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. Leiner,

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

11. FINANCE COMMITTEE MATTERS

A. Approve the Reimbursement Resolution:

A resolution declaring the official intent of the Board of School Directors of the School District to reimburse the School District from the proceeds of debt for capital expenditures and costs of issuance temporarily funded from revenues or other sources for various capital projects, including but not limited to, the Whitehall High School Addition and Renovations Project, and the construction of a new elementary school. (Attachment F)

Roll Call

Moved: Mr. Williams; Seconded Mr. Fonzone,

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

12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS

A. Approve Center for Humanistic Change, Inc. Agreement:

Approve the agreement between Center for Humanistic Change, Inc. and the Whitehall-Coplay School District for the 2018-2019 academic year: (Attachment G)

B. Approve Drexel University Affiliation Agreement:

Motion to approve the attached affiliation agreement with Drexel University for the arrangement of classroom observation and the placement of student teachers during the 2018-2019 school year. (Attachment H)

C. New Policy - First Reading:

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

Section: Operations
Title: Food Services
Number: 808

D. Policy Revision - First Reading:

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

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

12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS - continued

D. Policy Revision - First Reading - continued:

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

E. Approve Field Trip Requests:

Matthew Tanzos, Band Director for the High School, requests permission to travel to Chichester High School, Boothwyn, PA to perform in a Cavalcade of Bands competition on Saturday, September 15, 2018. School days missed: 0. Cost to the district: two busses.

Matthew Tanzos, band director for the High School, requests permission to travel to Citizens Bank Park, Philadelphia, PA to perform in a pre-game parade on Monday, September 17, 2018. School days missed: 0. Cost to the district: one bus and truck with driver.

Matthew Tanzos, Band Director for the High School, requests permission to travel to Pittston Area High School, Pittston, PA to perform in a Cavalcade of Bands competition on Saturday, September 29, 2018. School days missed: 0. Cost to the district: two busses.

Edward Hong, Choir Director for the High School, requests permission to travel to Boston, MA to participate in a Choir Exchange and other activities beginning Thursday, May 2 through Sunday, May 5, 2019. School days missed: 2. Cost to the district: 0.00.

Donald Ryan, Band Director for the Middle School, requests permission to travel to Hershey Park, Hershey, PA to perform on Saturday, May 11, 2019. School days missed: 0. Cost to the district: two busses.

F. Approve Agreement Between Cedar Crest College and the Whitehall-Coplay School District:

Approve the Tuition Agreement between Cedar Crest College and the Whitehall-Coplay School District. (Attachment K)

12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS - continued

Roll Call

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

13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS

A. Approve Change Orders for the MS School Alterations Project and Fiber Optic Network Extension Project:

Approve the following Change Orders for the Middle School Alterations Project and the Fiber Optic Network Extension Project: Ace Electric, Inc. E-01, Rogers Mechanical Company P-01 and Celerity Integrated Services, Inc. E-02. (Attachment L)

B. Approve Design Development of the High School Project:

Approve the design development of the High School Project and authorize Breslin, Ridyard and Fadero Architects to move forward with Construction Documentation. (Attachment M)

C. 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 Whitehall High School Addition and Renovations Project subject to administration and solicitor approval. (Attachment N)

Roll Call

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

D. Accept Feasibility Study Volume I and II:

Accept the Feasibility Study Volume I and II dated September 10, 2018 prepared by Breslin, Ridyard, and Fadero Architects. (Attachment O)

E. Approve Option 2.1 of the Feasibility Study:

Approve the Option 2.1 of the Feasibility Study for the Construction of a New Elementary School prepared by Breslin, Ridyard, and Fadero Architects. (Attachment O)

Roll Call

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

13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS - continued

F. Approve Pole Barn Contract:

Approve the Pole Barn Contract between CHA Pole Barns, Quarryville, PA and the Whitehall-Coplay School District, subject to administration and solicitor approval. (Attachment P)

Roll Call

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

14. ADMINISTRATIVE MATTERS

A. Approve Resignations/Retirements:

Approve the following resignations/retirements:

Carol Jo Reitz, Future Business Leaders of America advisor at the High School, effective August 13, 2018. (resignation)

Adam Konsavage, Math teacher at the High School, effective August 14, 2018. (resignation)

Amanda Mast, 3rd Grade teacher at Steckel Elementary School, effective August 16, 2018. (resignation)

Antoinette Saliby-Issa, Reading and Activity Paraprofessional at Zephyr and Gockley Elementary Schools, effective August 16, 2018. (resignation)

Jennifer MacDade, Spanish teacher at the High School, effective August 20, 2018. (resignation)

David Cressman, Math teacher at the High School, effective August 21, 2018. (resignation)

Elizabeth Eck, Dance Club, Student Council and Aavidum advisor/co-advisor at the Middle School, effective August 21, 2018. (resignation)

Audrey Mlynek, cafeteria employee at the Middle School, effective August 23, 2018. (retirement)

Thomas McCarroll, Special Education teacher at the High School, effective August 28, 2018. (resignation)

Julie Tonnies, Anime Club advisor at the High School, effective September 4, 2018. (resignation)

14. ADMINISTRATIVE MATTERS - continued

B. Approve FMLA Leaves:

Approve FMLA leave for the following:

Emp. # 050275, teacher at the High School, effective August 21, 2018 and not to exceed 12 weeks.

Emp. # 002321, teacher at Steckel Elementary School, effective December 19, 2018 and not to exceed 12 weeks.

C. Approve Uncompensated Leaves:

Approve Uncompensated Leave for the following:

Employee #014670, Cafeteria, Middle School, effective August 16, 2018 and not to exceed one year.

Employee #006360, Bus Driver, Transportation, effective August 16, 2018 and not to exceed one year.

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 PROFESSIONALS			
Emily Lepore	Steckel 3 rd Grade	\$48,165 B Step 1	8/20/2018
(Replacing Amanda Mast - resigned)			
Richard Tonnies	High School Mathematics	\$48,165 B Step 1	Date to be determined by Superintendent
(Replacing David Cressman - resigned)			
Joshua Fick	High School Mathematics	\$48,165 B Step 1	Date to be determined by Superintendent
(Replacing Adam Konsavage - resigned)			

14. ADMINISTRATIVE MATTERS - continued

D. Approve Appointments - continued:

<u>Name</u>	<u>Assignment</u>	<u>Proposed Rate</u>	<u>Effective Date</u>
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TEMPORARY PROFESSIONALS

Julie Pittas	Middle School Spanish	\$54,504 M Step 4	Date to be determined by Superintendent
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(Replacing Elizabeth Eck - transfer)

SALARIED SUBSTITUTES

Steven Swann	Middle School English/L.A.	\$48,165 B Step 1 (pro-rated)	First Semester of the 2018-2019 School Year
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(Replacing Andrew Kline – Compensated Professional Leave)

Danielle Monroe	High School English	\$51,486 M Step 1 (pro-rated)	First Semester of the 2018-2019 School Year
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(Replacing employee # 050275 – FMLA)

PARAPROFESSIONAL

Rodina Younes	Gockley Special Education Emotional Support	\$18.73 27.5hrs/wk.	2018-2019 school year
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(Replacing Jenelle Hallman - resigned)

Heather Moore	Gockley/Zephyr Activity/Reading	\$17.63 27.5hrs/wk.	2018-2019 school year
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(Replacing Antoinette Saliby-Issa - resigned)

14. ADMINISTRATIVE MATTERS - continued

D. Approve Appointments - continued:

<u>Name</u>	<u>Assignment</u>	<u>Proposed Rate</u>	<u>Effective Date</u>
LONG TERM SUBSTITUTE PARAPROFESSIONAL			
Lauren Hughes	Zephyr Emotional Support	\$17.63 27.5hrs/wk.	2018-2019 school year

(Replacing employee #004626 – uncompensated leave)

Pamela Adams	Middle School Reading	\$17.63 27.5hrs/wk.	2018-2019 School Year
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(Replacing employee # 005258 – uncompensated leave)

CAFETERIA MONITORS

Danielle Tavares	Gockley	\$12.50 2 hrs. / daily	2018-2019 school year
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(Replacing Fran Shehab - resignation)

MaryBeth Kline	Gockley	\$12.50 2 hrs. / daily	2018-2019 school year
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(Replacing Heather Holmes - resignation)

Laura Dickert	Middle School	\$12.50 2.5 hrs. / daily	2018-2019 school year
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(Replacing Monica Gumlock – resignation)

BUS DRIVER

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

Wilder Domond

14. ADMINISTRATIVE MATTERS - continued

D. Approve Appointments - continued:

COACH

<u>Coach</u>	<u>Sport</u>	<u>Compensation</u>
1. Abigail Guman	Assistant Coach, Boys Soccer	\$2,454

E. Approve Club/Extracurricular Advisors:

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

<u>Advisor</u>	<u>Club/Extracurricular</u>	<u>Compensation</u>
Elizabeth Burnett / Jean Marsteller	Class Advisor-Freshman	\$1,191.00 (\$595.50 each)
Timothy Cahalan Deidra Herbert	Dungeons and Dragons Yearbook	\$700.00 \$3,273.00

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

<u>Advisor</u>	<u>Club/ Extracurricular</u>	<u>Compensation</u>
Michelle Brownback Katherine DeSalva	Student Council Aavidum	\$700.00 \$233.33 (1/3 of rate)

F. Approve LCTI Student Co-Op Mechanic Employment:

Authorize LCTI Student Co-Op Mechanic employment of the following temporary personnel for the 2018-2019 school year at a rate of \$9.00 per hour, effective on or after September 11, 2018 pending receipt of all credentials and clearances.

1. Justin Baer

G. Approve Substitute Personnel:

Approve the attached list of substitute personnel for the 2018– 2019 school year, pending receipt of all credentials and clearances. (Attachment Q)

H. 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 R)

14. ADMINISTRATIVE MATTERS – continued

I. 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>
Jane Razzis	\$1,250.00	Emily Lepore
Mary Bellamy	\$625.00	Steven Swann
Sean Werner	\$325.00	Danielle Monroe

Roll Call

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

15. SUPERINTENDENT’S REPORT

A. New Faculty – Building Principals

Principals introduced their new faculty members

B. PTO PLUS Report

Toni Fillman, PTO Plus President, noted that book fairs in the schools have begun.

16. UPCOMING MEETING DATES

Monday	September 24	Committee Meetings Operations/Transportation Finance/Personnel Education/Student Activities	4:00 p.m.
Monday	October 8	School Board Meeting	7:00 p.m.
Monday	October 22	Committee Meetings Education/Student Activities Operations/Transportation Finance/Personnel	4:00 p.m.

17. OTHER MATTERS/INFORMATION

18. ADJOURNMENT

A motion by Mr. Leiner, seconded by Mrs. Koren, to adjourn. The meeting adjourned at 7:40 p.m.

Respectfully Submitted,

J. Michael Malay, Jr.
Board Secretary