WHITEHALL-COPLAY SCHOOL DISTRICT

School Board Meeting Agenda
Monday, May 4, 2020 – 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 ______ p.m. by the President, Mr. Grim ____.
   Present are: Mr. Fonzone____, Mrs. Gaugler _____, Dr. Hartman____,
   Mrs. Koren _____, Mr. Leiner _____, Mr. Makhoul____, Mr. Shields____, and
   Mr. Williams____.
   Also present are Dr. Hackett____, Mr. Schiffert _____, Mr. Malay____ and
   Attorney Sultanik ___.

4. **NOTICE OF EXECUTIVE SESSION(S)**
   
   A. Monday, May 4, 2020, 5:15 p.m. for discussion of personnel and legal matters.

5. **MINUTES OF PREVIOUS MEETINGS**
   
   A. The minutes of the April 14, 2020 Finance Committee meeting be approved as
      presented.
   
   B. The minutes of the April 14, 2020 School Board Meeting be approved as presented.
   
   C. The minutes of the April 27, 2020 Education/Student Activities Committee,
      Operations/Transportation Committee and Finance/Personnel Committee meetings be
      approved as presented.

   **Roll Call**
   Moved: ___________; Seconded ___________.
   Vote: Yes ____, No _____, Abstention _____, Absent _____.

6. **RECOGNITIONS AND PRESENTATIONS**
   
   A. Construction Update - James Hanna, D’Huy Engineering, Inc.
7. **CORRESPONDENCE TO THE BOARD**

8. **PUBLIC PARTICIPATION**

9. **FISCAL REPORT**

   A. **Treasurer’s Report:**

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

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Balance as of 4/1/20</td>
<td>$316,157.27</td>
</tr>
<tr>
<td>Receipts</td>
<td>$1,583,622.29</td>
</tr>
<tr>
<td>Investments Matured</td>
<td>$4,600,000.00</td>
</tr>
<tr>
<td>Total Cash Available</td>
<td>$6,499,779.56</td>
</tr>
<tr>
<td>Expenses</td>
<td>$5,115,577.27</td>
</tr>
<tr>
<td>Funds Invested</td>
<td>$0.00</td>
</tr>
<tr>
<td>Cash Balance as of 4/30/20</td>
<td>$1,384,202.29</td>
</tr>
</tbody>
</table>

   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: __________________________; Seconded __________________________.

   Vote: Yes ___, No ___, Abstention ___, Absent ___.

5/4/2020
10. EXECUTIVE COMMITTEE MATTERS

A. 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, 2020 to June 30, 2021.

1. ____________________ nominates ____________________
2. ____________________ nominates ____________________

A motion by ____________________, seconded by ____________________, to close nomination.

Roll call for election of Treasurer of the Board of Education

<table>
<thead>
<tr>
<th>Member</th>
<th>Candidate 1</th>
<th>Member</th>
<th>Candidate 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. W. Fonzone, Sr.</td>
<td>_____</td>
<td>1. W. Fonzone, Sr.</td>
<td>_____</td>
</tr>
<tr>
<td>2. P. Gaugler</td>
<td>_____</td>
<td>2. P. Gaugler</td>
<td>_____</td>
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<tr>
<td>3. W. Grim</td>
<td>_____</td>
<td>3. W. Grim</td>
<td>_____</td>
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<tr>
<td>5. T. Koren</td>
<td>_____</td>
<td>5. T. Koren</td>
<td>_____</td>
</tr>
<tr>
<td>7. G. Makhoul</td>
<td>_____</td>
<td>7. G. Makhoul</td>
<td>_____</td>
</tr>
<tr>
<td>8. J. Shields</td>
<td>_____</td>
<td>8. J. Shields</td>
<td>_____</td>
</tr>
<tr>
<td>9. G. Williams</td>
<td>_____</td>
<td>9. G. Williams</td>
<td>_____</td>
</tr>
</tbody>
</table>

______________ is hereby elected Treasurer of the Board of Education effective July 1, 2020.

B. Approve Carbon Lehigh Intermediate Unit #21 Board Seat

Motion to approve the appointment of George Williams to the Carbon Lehigh Intermediate Unit# 21 Board of Trustees to a term starting July 1, 2020 through June 30, 2023. (Attachment C)

Moved: _______________; Seconded _______________.
Vote: Yes _____, No _____, Abstention _____, Absent _____.

3 5/4/2020
10. **EXECUTIVE COMMITTEE MATTERS - continued**

C. **Elect LCCC At-Large Trustee:**

The Chair will entertain votes for the Lehigh Carbon Community College At-Large Trustee Seat. The term of office for this seat expires at the end of June 2026.

**Candidates**

1. Patrick H. Foose
2. Luiz D. Garcia

Roll call for election of Lehigh Carbon Community College At-Large Trustee Seat nomination:

<table>
<thead>
<tr>
<th>Member</th>
<th>P. Foose</th>
<th>Member</th>
<th>L. Garcia</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. W. Fonzone, Sr.</td>
<td>_____</td>
<td>1. W. Fonzone, Sr.</td>
<td>_____</td>
</tr>
<tr>
<td>2. P. Gaugler</td>
<td>_____</td>
<td>2. P. Gaugler</td>
<td>_____</td>
</tr>
<tr>
<td>3. W. Grim</td>
<td>_____</td>
<td>3. W. Grim</td>
<td>_____</td>
</tr>
<tr>
<td>5. T. Koren</td>
<td>_____</td>
<td>5. T. Koren</td>
<td>_____</td>
</tr>
<tr>
<td>7. G. Makhoul</td>
<td>_____</td>
<td>7. G. Makhoul</td>
<td>_____</td>
</tr>
<tr>
<td>8. J. Shields</td>
<td>_____</td>
<td>8. J. Shields</td>
<td>_____</td>
</tr>
<tr>
<td>9. G. Williams</td>
<td>_____</td>
<td>9. G. Williams</td>
<td>_____</td>
</tr>
</tbody>
</table>

11. **FINANCE COMMITTEE MATTERS**

A. **Adoption of Proposed Final 2020-2021 General Fund Budget:**

Adopt the Proposed Final 2020-2021 General Fund Budget of the Whitehall-Coplay School District in the total amount of $76,283,709 an increase of 2.21% from the prior year. The Proposed Final Budget as prepared balances revenues with projected expenditures, utilizing fund balance, at a tax rate of 18.8809 mills an increase of 4.50% 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, 2020. (Act 1 of 2006, Public School Code, Sec. 687)

**Roll Call**

Moved: __________; Seconded ______________.

Vote: Yes _____, No _____, Abstention _____, Absent _____.

4 5/4/2020
11. FINANCE COMMITTEE MATTERS - continued

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, 2020, through June 30, 2021, 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.

C. Approve Purchase of Food Service Terminals:

Approve the purchase of Food Service Terminals from Heartland Schools Solutions in the amount of $23,160, utilizing the BuyBoard Purchasing Cooperative, per the attached proposal. The purchase will be paid from the Food Service Fund. (Attachment F)

D. Approve Appointment of Whitehall Township Public Library Trustee:

Approve the appointment of Kathleen Betz to the Whitehall Township Public Library’s Board of Trustees to fill the remainder of a three-year term on the Library Board. This term will expire effective June 30, 2022, at the close of business. (Attachment G)

Roll Call
Moved: ______________; Seconded ______________,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTER

A. Policy Revision - Waive First Reading:

Motion to waive the first reading and approve the policy revisions upon the second reading as resubmitted by the Education/Student Activities Committee. (Attachment H)

Section: Pupils
Title: Attendance
Number: 204
12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS - continued

B. Approve Adoption of Textbooks/Resources:

Approve adoption of the following textbooks/software:

   1. Ready PA Math Core Package and i-Ready Personalized Instruction Student
      set, (5 years), 2018, Curriculum Associates, LLC, MA. Grades 4, 5, 6
      $184,440.30.

Roll Call
   Moved: ______________; Seconded ______________,
   Vote: Yes_____, No_____, Abstention_____, Absent_____.

13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS

A. Approve the Change Orders for the Stadium Project:

Approve the following Change Orders for the Stadium Project: Skepton
Construction, Inc. Change Order Numbers: GC-01, GC-02, and GC-03.
(Attachment I)

B. Approve Carbon Lehigh Intermediate Unit #21 Facilities Plan Committee
   Report Resolution:

Approve the attached Carbon Lehigh Intermediate Unit #21 Special Education
Facilities Plan Committee Report for the 2020-2021 school year as adopted by
the Carbon Lehigh Intermediate Unit #21 Facilities Plan Committee on March 4,
2020 and by the Carbon Lehigh Intermediate Unit #21 Board of Directors on
March 16, 2020. (Attachment J)

C. 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 2020-2021 fiscal year, as per the terms and
conditions outlined in the attachment. (Attachment K)

D. Approve the WCSD 2020-2021 School Calendar Revisions:

Approve the attached Whitehall-Coplay School District calendar revisions for the
2020-2021 school year including Professional Development and Act 80 days as
listed on the calendar: (Attachment L)
13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS - continued

Roll Call
Moved: ______________; Seconded ______________,
Vote: Yes _____, No _____, Abstention _____, Absent _____.

14. ADMINISTRATIVE MATTERS

A. Approve Retirement/Resignation:

Approve the following retirement/resignation:

Kaylea Dietrich, Mathematics teacher at the Middle School, effective April 16, 2020, at the close of business. (resignation)

B. Approve District Summer School Teachers:

Approve the following teachers for the district summer school program at the hourly contract rate of $36.00.
June 29 through July 31, 2020 - Compensation not to exceed 120 hours.

Middle School Teacher          Class
Sharon Gumhold                  Mathematics
Mark Fatzinger                  English/Language Arts
Rhiannon Sorrentino            English/Language Arts
Samantha Neas                  Science
Stephen Piston                 Social Studies
Vincent Santa Maria            Social Studies
Lisa Barr                      Special Education
Dennis Roman                   Substitute – Math/Lang. Arts

High School Teacher          Class
Jennifer Stancombe            Special Education

C. Approve ESY Teachers:

Approve the following teacher(s) for the summer 2020 Extended School Year Program, July 6 through July 30, 2020 - at the hourly contract rate of $36.00. Compensation not to exceed 80 hours.

Two Days per Week/Five Hours per Day
Lauren Santayana
Stephanie Trumbauer
14. **Administrative Matters - continued**

   C. **Approve ESY Teachers – continued:**

   **Four Days per Week/Four Hours per Day**
   
   Michael Gaugler  
   Michael Rile  
   Katie Rile  
   Mary Scheel

   D. **Approve Appointments:**

   Appoint the following, upon the recommendation of the Administration, pending receipt of all credentials and clearances:

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Proposed Rate</th>
<th>Effective Date</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Salaried Substitute</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>David McFadden</td>
<td>Middle School</td>
<td>$49,345</td>
<td>Second Semester</td>
</tr>
<tr>
<td></td>
<td>Mathematics</td>
<td>B Step 1</td>
<td>of 2019-2020 School Year</td>
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<td></td>
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<td>(pro-rated)</td>
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</table>
   (replacing Kaylea Dietrich – resigned)

   E. **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 M)

   **Roll Call**
   
   Moved: _____________; Seconded _____________,
   
   Vote: Yes _____, No _____, Abstention _____, Absent _____.

15. **Superintendent’s Report**
16. **UPCOMING MEETING DATES**

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuesday</td>
<td>May 26</td>
<td>Committee Meetings:</td>
<td>4:00 p.m.</td>
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<tr>
<td></td>
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<td>Education/Student Activities</td>
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<td></td>
<td>Operations/Transportation</td>
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<td></td>
<td></td>
<td>Finance/Personnel</td>
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</tr>
<tr>
<td>Monday</td>
<td>June 8</td>
<td>School Board Meeting</td>
<td>7:00 p.m.</td>
</tr>
<tr>
<td>Monday</td>
<td>June 22</td>
<td>Committee Meetings</td>
<td>4:00 p.m.</td>
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<tr>
<td></td>
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<td>Education/Student Activities</td>
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<tr>
<td></td>
<td></td>
<td>Operations/Transportation</td>
<td></td>
</tr>
</tbody>
</table>

17. **OTHER MATTERS/INFORMATION ITEMS TO BE HELD VIRTUALLY**

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wednesday</td>
<td>May 27</td>
<td>Senior Awards</td>
</tr>
<tr>
<td>Friday</td>
<td>May 29</td>
<td>Athletic Awards</td>
</tr>
<tr>
<td>Thursday</td>
<td>June 4</td>
<td>Graduation</td>
</tr>
</tbody>
</table>

18. **ADJOURNMENT**

A motion by ________________, seconded by ________________, to adjourn. The meeting adjourned at ________ p.m.

Lorie D. Hackett  
Superintendent of Schools