WHITEHALL-COPLAY SCHOOL DISTRICT
SCHOOL BOARD MEETING AGENDA
Monday, November 11, 2019 – 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. 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 Sultanik______.

4. NOTICE OF EXECUTIVE SESSION (S)

A. Monday, November 11, 2019, 6:15 p.m., for discussion of personnel items.

5. MINUTES OF PREVIOUS MEETINGS

A. The minutes of the October 14, 2019, School Board Meeting be approved as presented.

B. The minutes of the October 28, 2019, Education/Student Activities Committee,
   Finance/Personnel Committee and Operations/Transportation Committee meetings be
   approved as presented.

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

6. RECOGNITIONS AND PRESENTATIONS

A. Student Council Representatives – Bella Hoffman, President and Grady Schmeckenbecher,
   Vice President

B. Gifted Presentation – Mrs. Amanda Kusko and Mrs. Elizabeth Long

C. Whitehall Marching Zephyr Band – Dr. Hackett

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 10/1/19</td>
<td>$ 518,950.31</td>
</tr>
<tr>
<td>Receipts</td>
<td>$14,375,046.92</td>
</tr>
<tr>
<td>Investments Matured</td>
<td>$2,800,000.00</td>
</tr>
<tr>
<td>Total Cash Available</td>
<td>$17,693,997.23</td>
</tr>
<tr>
<td>Expenses</td>
<td>$5,274,169.27</td>
</tr>
<tr>
<td>Fund Invested</td>
<td>$10,800,000.00</td>
</tr>
<tr>
<td>Cash Balance as of 10/31/19</td>
<td>$1,619,827.96</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 _____.

10. **FINANCE COMMITTEE MATTERS**

A. **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 C)

Roll Call:

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

2 11/11/2019
11. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS

A. Approve Field Trip Requests:

Approve the following field trip requests:

Carolyn Radon for the High School Student Council to travel to Westmont Hilltop High School, Johnstown, PA, from November 7-9, 2019. Cost to the district: one school bus.

Tony Pangaio for the Eighth Grade Career and Business class to travel Bloomsburg University, Bloomsburg, PA, to participate in Entrepreneurship Competition on March 26, 2020. Cost to the district: one school bus.

Matthew Tanzos for the Middle School Chorus and Band to travel to Hershey Park, Hershey, PA, to participate in the Music in the Parks Competition on May 9, 2020. Cost to the district: three school buses.

Joseph Krempasky for the London Club to travel Europe to experience an EF Educational Tours trip entitled WWII in England and France for 11 days to begin on approximately June 24, 2021. Cost to the district: none.

B. Policy Revision - First Reading:

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

Section: Local Board Procedures
Title: Membership
Number: 004

Section: Pupils
Title: Admission of Students
Number: 201

Section: Pupils
Title: Withdrawal From School
Number: 208

Section: Pupils
Title: Health Examinations/Screenings
Number: 209

Section: Operations
Title: Food Service
Number: 808
11. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS - continued

C. Policy Revision - Second Reading:

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

Section: Pupils  
Title: Electronic Devices  
Number: 237

Section: Employees  
Title: Sabbatical Leave/Restoration of Health  
Number: 338

Section: Operations  
Title: Acceptable Use of the Electronic Communications Systems and Network  
Number: 815

D. Approve Lehigh Valley Physicians Group Agreement:

Approve the service agreement between Lehigh Valley Physician Group and the Whitehall-Coplay School District. (Attachment F)

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

12. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS

A. Approve TPI Environmentals, Inc. Contract:

Approve the contract between TPI Environmental, Inc. and the Whitehall-Coplay School District for subsurface geophysical survey and vacuum excavation associated with improvement of the Football Stadium field site pending solicitor and administration approval. (Attachment H)

B. Approve Barry Isett and Associates, Inc. Proposal:

Approve the proposal between Barry Isett and Associates, Inc. and the Whitehall-Coplay School District for the survey and geotechnical soil investigation associated with improvements to the Football Stadium pending solicitor and administration approval. (Attachment I)
12. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS - continued

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

13. ADMINISTRATIVE MATTERS

A. **Approve Teacher Education Credit Salary Increases:**

Recognize the professional employees who have successfully completed credits beyond his/her degree as per the agreement between the Whitehall-Coplay School District and the Whitehall-Coplay Education Association. (Attachment J)

B. **Approve Athletic Payroll Rates:**

Approve the Athletic payroll Rates as per attachment. (Attachment K)

C. **Approve Resignations/Retirements:**

Approve the following resignations:

Christina Figueroa, Writing Club advisor at the High School, effective October 15, 2019, at the close of business. (Resignation)

Liza Engelbrecht, Life Skills paraeducator at the High School, effective October 25, 2019, at the close of business. (Resignation)

Hannah Sommer, Speech and Language paraeducator, District Wide, effective November 1, 2019, at the close of business. (Resignation)

Pauline Meouchi, English Language Learner paraeducator at the High School, effective November 6, 2019, at the close of business. (Resignation)

Juana Lopez, Bus Driver, District Wide, effective June 17, 2018, at the close of business. (Resignation)

Jose Burgos, Bus Driver, District Wide, effective August 27, 2018, at the close of business. (Resignation)

Jermaine Page, Van Driver, District Wide, effective December 12, 2018, at the close of business. (Resignation)

Rasha Hadeed, Bus Driver, District Wide, effective November 7, 2019, at the close of business. (Resignation)
C. Approve Resignations/Retirements - continued:

Carol Strohe, Health and Physical education teacher at the Middle School, effective January 22, 2020, at the close of business. (Retirement)

D. Approve FMLA Leave:

Approve FMLA leave for the following:

Employee #003492, effective March 9, 2020, and not to exceed 12 weeks.

Employee #048410, effective January 27, 2020, and not to exceed 12 weeks.

E. Approve FMLA Leave and Concurrent Childrearing Leave:

Approve FMLA leave and concurrent childrearing leave for the following:

Employee #001147, teacher at the High School, effective March 9, 2020, and not to exceed twelve (12) weeks and concurrent childrearing leave not to exceed one and one half (1.5) years.

F. Approve Restoration of Health Sabbatical:

Approve a Restoration of Health Sabbatical to the following:

Employee #047050, teacher at the Middle School, effective November 7, 2019, through the end of the first semester of the 2019-2020 school year.

Employee #003125, teacher at Gockley Elementary School, effective January 23, 2020, through the end of the 2019-2020 school year.

G. Approve Uncompensated Childrearing Leave:

Approve Uncompensated Childrearing Leave for the following:

Employee #053710, teacher at the High School, effective January 23, 2020, through the end of the 2019-2020 school year.
13. **ADMINISTRATIVE MATTERS – continued**

**H. 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>Elyse Glose</td>
<td>Zephyr 4th Grade</td>
<td>$52,666</td>
<td>Second Semester of 2019-2020 School Year</td>
</tr>
<tr>
<td></td>
<td></td>
<td>M Step 1 (pro-rated)</td>
<td></td>
</tr>
<tr>
<td>(Replacing Michael Quickel – Compensated Professional Leave)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nicole Morin</td>
<td>High School Math</td>
<td>$49,345</td>
<td>Second Semester of 2019-2020 School Year</td>
</tr>
<tr>
<td></td>
<td></td>
<td>B Step 1 (pro-rated)</td>
<td></td>
</tr>
<tr>
<td>(Replacing #053710 – Uncompensated Childrearing Leave)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>LONG TERM SUBSTITUTE (45-89 DAYS)</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mary Katherine Citera</td>
<td>High School Art</td>
<td>$150.00/day</td>
<td>12/9/2019</td>
</tr>
<tr>
<td>(Replacing Employee # 009725 - FMLA)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>SUPPORT STAFF</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Kristen Riedy</td>
<td>Steckel Secretary</td>
<td>$18.03/hr. 29.5 hrs. /weekly</td>
<td>11/6/2019</td>
</tr>
<tr>
<td>(Replacing Donna Gaetaniello – resigned)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Brooke Minnich</td>
<td>Nurse Assistant District Wide</td>
<td>$20.27 10 months 29.5 hrs. /weekly</td>
<td>11/12/2019</td>
</tr>
<tr>
<td>(Replacing MaryEllen Oroskey – retired)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
13. ADMINISTRATIVE MATTERS – continued

H. Approve Appointments - continued:

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Rate</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>PARAPROFESSIONAL</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Diana Bet</td>
<td>Zephyr</td>
<td>$18.03/hr.</td>
<td>10/30/2019</td>
</tr>
<tr>
<td></td>
<td>MTSS Math</td>
<td>27.5hrs./wk.</td>
<td></td>
</tr>
</tbody>
</table>

(Replacing Gianna Neal – transfer)

CAFETERIA MONITOR

<table>
<thead>
<tr>
<th>Name</th>
<th>Assignment</th>
<th>Rate</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Judith Larkin</td>
<td>Gockley</td>
<td>$13.00</td>
<td>To be determined</td>
</tr>
</tbody>
</table>

(Replacing Cynthia Urso - resigned)

BUS DRIVER

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

Scott Biery

SCHOOL SAFETY and SECURITY COORDINATOR

Appoint Christopher Schiffert, Assistant to the Superintendent, as the School Safety and Security Coordinator for the Whitehall-Coplay School District for the 2019-2020 school term as per the terms and conditions of the attachment. (Attachment L)

I. Approve Coaches:

Appoint the following coaches for the 2019-2020 season pending receipt of all credentials and clearances.

<table>
<thead>
<tr>
<th>Coach</th>
<th>Sport</th>
<th>Compensation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Mark Freeman</td>
<td>Assistant Coach, Swimming</td>
<td>Volunteer</td>
</tr>
<tr>
<td>2. Shane Schmeckenbecker</td>
<td>Assistant Coach, Wrestling (1/2)</td>
<td>$1977</td>
</tr>
<tr>
<td>3. Frank Rudolph</td>
<td>Assistant Coach, Wrestling (1/2)</td>
<td>$1977</td>
</tr>
</tbody>
</table>
13. **ADMINISTRATIVE MATTERS – continued**

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

Approve for the 2019-2020 school year: High School

<table>
<thead>
<tr>
<th>Advisor</th>
<th>Club/Extracurricular</th>
<th>Compensation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amanda Snyder</td>
<td>Writing Club</td>
<td>PILOT</td>
</tr>
</tbody>
</table>

**K. Approve Teacher Induction Participants:**

Approve the following as participants in the Teacher Induction Program for the 2019 – 2020 school year as per the teacher’s contract:

<table>
<thead>
<tr>
<th>Mentor</th>
<th>Mentor Amount</th>
<th>Teacher</th>
</tr>
</thead>
<tbody>
<tr>
<td>Kristine Eichelberger</td>
<td>$325.00</td>
<td>Nicole Morin</td>
</tr>
<tr>
<td>Kelly Repasch</td>
<td>$325.00</td>
<td>Elyse Glose</td>
</tr>
</tbody>
</table>

**L. 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)

**M. Approve Substitute Personnel:**

Approve the attached list of substitute personnel for the 2019 – 2020 school year. (Attachment N)

**N. Approve Affidavits:**

Approve the attached affidavits in order that the students may attend the Whitehall-Coplay School District during the 2019 – 2020 school year. (Attachment O)

**Roll Call**

Moved: _______________; Seconded _______________.

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

**15. SUPERINTENDENT’S REPORT**

**A. PTO Plus Report**
16. **UPCOMING MEETING DATES**

<table>
<thead>
<tr>
<th>Day</th>
<th>Date</th>
<th>Meeting Type</th>
<th>Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday</td>
<td>Nov. 25</td>
<td>Committee Meetings</td>
<td>4:00 p.m.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Education/Student Activities</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Operations/Transportation</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finance/Personnel</td>
<td></td>
</tr>
<tr>
<td>Tuesday</td>
<td>Dec. 3</td>
<td>Reorganization Meeting</td>
<td>5:00 p.m.</td>
</tr>
<tr>
<td>Tuesday</td>
<td>Dec. 3</td>
<td>Special Board Meeting</td>
<td>5:15 p.m.</td>
</tr>
<tr>
<td>Monday</td>
<td>Dec. 9</td>
<td>School Board Meeting</td>
<td>7:00 p.m.</td>
</tr>
<tr>
<td>Monday</td>
<td>Dec. 16</td>
<td>Committee Meetings</td>
<td>4:00 p.m.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Finance/Personnel</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Education/Student Activities</td>
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</tr>
<tr>
<td></td>
<td></td>
<td>Operations/Transportation</td>
<td></td>
</tr>
</tbody>
</table>

17. **OTHER MATTERS/INFORMATION**

18. **ADJOURNMENT**

A motion by _______________, seconded by _______________, to adjourn. The meeting adjourned at ______ p.m.

Dr. Lorie D. Hackett  
Superintendent of Schools