WHITEHALL-COPLAY SCHOOL DISTRICT
School Board Meeting Minutes
Monday, June 8, 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 was called to order at 7:00 p.m. by the President, Mr. Grim.
Present were: Mr. Fonzone, Mrs. Gaugler, Dr. Hartman,
Mrs. Koren, Mr. Leiner, Mr. Makhoul, Mr. Shields, and Mr. Williams.
Also present were Dr. Hackett, Mr. Schiffert, Mr. Malay, and
Attorney Davis.

4. NOTICE OF EXECUTIVE SESSION(S)

Tuesday, May 26, 2020, at 5:45 p.m. for Superintendent Compensation, and personnel matters.

Monday, June 8, 2020, at 6:15 p.m. for personnel matters.

5. MINUTES OF PREVIOUS MEETINGS

A. The minutes of the May 4, 2020 School Board Meeting be approved as presented.

B. The minutes of the May 26, 2020 Education/Student Activities Committee,
   Operations/Transportation Committee and Finance/Personnel Committee meetings
   be approved as presented.

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

6. RECOGNITIONS AND PRESENTATIONS

A. Thank you to The Giant Company for the monetary donation in regards to their companies
   purpose of Connecting Families for a Better Future. - Dr. Hackett

7. CORRESPONDENCE TO THE BOARD

No formal correspondence presented
8. **PUBLIC PARTICIPATION**

A question was presented asking if the results from the Parent Survey will be released to the public. Dr. Hackett replied, noting that the results will be reviewed at the June 22, Education Committee meeting.

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 5/1/20</td>
<td>$ 1,384,202.29</td>
</tr>
<tr>
<td>Receipts</td>
<td>$ 3,988,487.27</td>
</tr>
<tr>
<td>Investments Matured</td>
<td>$ 4,800,000.00</td>
</tr>
<tr>
<td>Total Cash Available</td>
<td>$ 10,172,689.56</td>
</tr>
<tr>
<td>Expenses</td>
<td>$ 6,913,344.87</td>
</tr>
<tr>
<td>Funds Invested</td>
<td>$ 1,900,000.00</td>
</tr>
<tr>
<td>Cash Balance as of 5/31/20</td>
<td>$ 1,359,344.69</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

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

10. **EXECUTIVE COMMITTEE MATTERS:**

A. **Approve Addendum Number Eight to Agreement Dated June 13, 2016:**

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

**Roll Call**

Moved: Mr. Grim; Seconded Mr. Williams,
Vote: Yes 7, No 2 (Gaugler, Koren), Abstention 0, Absent 0. Motion carried.
10. **EXECUTIVE COMMITTEE MATTERS** - continued:

B. **Approve Non-Bargaining Support Staff Salary Schedule:**

   Approve salary schedule for the 2020-2021 school year effective July 1, 2020. (Attachment C)

C. **Approve Pennsylvania School Board Association Membership Fee:**

   Approve the Pennsylvania School Board Association, PSBA, Membership fee. (Attachment E)

**Roll Call**

Moved: Mr. Grim; Seconded Mr. Fonzone,

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

11. **FINANCE COMMITTEE MATTERS:**

A. **Resolution – Final Adoption of WCSD Budget 2020-2021:**

   Adopt the attached Resolution and PDE-2028 relative to the Final adoption of the Whitehall-Coplay School District 2020-2021 General Fund Budget and enactment of appropriate taxes for the fiscal year, July 1, 2020 to June 30, 2021. The Budget, in the amount of $76,577,795, is an increase of 2.60% from the prior year. The budget, as prepared, balances revenues with projected expenditures requiring an increase of 0.8130 mills for a total real estate tax rate of 18.8809 mills. This represents an increase of approximately $140.99 to the average residential property. The state tax gaming rebate will be $172.65 to approved Homestead and Farmstead properties. The budget has been duly advertised and publicly displayed in accordance with the School Code, Act 1 of 2006 and School Laws of Pennsylvania. (Public School Code, Section 687) (Attachment F)

**Roll Call**

Moved: Mr. Williams; Seconded Mr. Fonzone,

Vote: Yes 7, No 2 (Koren, Leiner), Abstention 0, Absent 0. Motion carried.

B. **Approve 2020-2021 Homestead and Farmstead Resolution:**

   Approve the 2020-2021 Homestead and Farmstead Exclusion Resolution hereby confirming the acceptance of $1,182,088.95 in total property tax reduction funds, or $172.65 for 6,847 approved Homesteads/Farmsteads within the district as pursuant to Act 1 of 2006 (Taxpayer Relief Act). (Attachment G)

**Roll Call**

Moved: Mr. Williams; Seconded Mr. Leiner,

Vote: Yes 9, No 0, Abstention 0, Absent 0. Motion carried.
11. FINANCE COMMITTEE MATTERS - continued:

C. **Review Bonds and Set Amounts:**

Authorize the purchase of bonds for the Secretary and Treasurer of the School District and set bond in the amount of $10,000 each, for the fiscal year 2020-2021.

D. **Authorize Business Manager to Make Investments:**

Authorize the business manager to make investments, in accordance with the school code, for the fiscal year 2020-2021.

E. **Authorize Budget Transfers:**

Authorize the business manager to make budget transfers as of June 30, 2020.

F. **Designate Bank for Tax Collection:**

Designate the following bank for collection of Real Estate taxes for the fiscal year 2020-2021:

1. Fulton Bank

G. **Designate Depositories for District Funds and Investments:**

Designate the following banks as depositories for the Whitehall-Coplay School District’s funds and investments for the fiscal year 2020-2021:

1. Wells Fargo
2. Fulton Bank
3. PA Local Government Investment Trust
4. PA School District Liquid Asset Fund

H. **Payment of Remaining 2019-2020 Invoices:**

Approve issuing checks dated June 30, 2020 to pay invoices remaining for the 2019-2020 school year. Payments will be included in the July 2020 Board agenda for confirmation.

I. **Authorize Fund Balance Appropriations - Fiscal Year Ending June 30, 2020:**

Authorize the business manager to designate any surplus fund balance remaining at the fiscal year ending June 30, 2020, and confirmed by the district’s independent auditors, in excess of seven and one half percent (7.5%) of 2020-2021 budgeted expenditures, be committed for PSERS Rate Stabilization and Other Post-Employment Benefits subsequent to formal board approval as pursuant to GASB 54 Accounting Guidelines. (GASB 54, Public School Code- 24 P.S. Section 218, 688)
11. **FINANCE COMMITTEE MATTERS - continued:**

**J. Approve Appointment of Delinquent Tax Collectors - 2020-2021:**

Approve the following Delinquent Tax Collectors for the 2020-2021 fiscal year providing bonds in the amount of $5,000:

1. Delinquent Real Estate Tax - Portnoff Law Associates, Ltd.
2. Delinquent Per Capita Tax - G.H. Harris

**K. Award Bids/Quotes:**

Award the bids/quotes for the following insurance policies for the 2020-2021 school year as noted below:

<table>
<thead>
<tr>
<th>Policy</th>
<th>2019-2020</th>
<th>2020-2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>School Package Policy including</td>
<td>247,508</td>
<td>251,411</td>
</tr>
<tr>
<td>Fleet (Auto), Blanket Bond Insurance &amp; Equipment Breakdown</td>
<td>8,837</td>
<td>8,925</td>
</tr>
<tr>
<td>Workers Compensation</td>
<td>239,949</td>
<td>219,994</td>
</tr>
<tr>
<td>Experience Mod</td>
<td>(1.203)</td>
<td>(1.277)</td>
</tr>
<tr>
<td>Umbrella</td>
<td>26,999</td>
<td>33,781</td>
</tr>
<tr>
<td>School Board Legal (E&amp;O)</td>
<td>28,533</td>
<td>30,000</td>
</tr>
<tr>
<td>Cyber Liability</td>
<td>11,450</td>
<td>5,974</td>
</tr>
<tr>
<td><strong>TOTAL</strong></td>
<td><strong>563,276</strong></td>
<td><strong>550,085</strong></td>
</tr>
</tbody>
</table>
11. FINANCE COMMITTEE MATTERS - continued:

L. Approve Cafeteria Breakfast and Lunch Prices for the 2020-2021 School Year:

Approve the following prices for milk, breakfast and lunch for the 2020-2021 school year.

<table>
<thead>
<tr>
<th></th>
<th>2019-2020</th>
<th>2020-2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School</td>
<td>$2.90</td>
<td>$2.90</td>
</tr>
<tr>
<td>Middle School</td>
<td>$2.85</td>
<td>$2.85</td>
</tr>
<tr>
<td>Elementary</td>
<td>$2.70</td>
<td>$2.70</td>
</tr>
<tr>
<td>Premium Line</td>
<td>$3.15</td>
<td>$3.15</td>
</tr>
<tr>
<td>Reduced Lunch</td>
<td>$0.40</td>
<td>$0.40</td>
</tr>
<tr>
<td>Breakfast</td>
<td>$1.60</td>
<td>$1.60</td>
</tr>
<tr>
<td>Reduced Breakfast</td>
<td>$0.30</td>
<td>$0.30</td>
</tr>
<tr>
<td>A la carte Milk</td>
<td>$0.60</td>
<td>$0.60</td>
</tr>
<tr>
<td>Adult</td>
<td>A la carte</td>
<td>A la carte</td>
</tr>
</tbody>
</table>

Roll Call
Moved: Mr. Williams; Seconded Dr. Hartman,
Vote: Yes 9, No 0, Abstention 0, Absent 0. Motion carried.

12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS

A. Approve Global Spectrum – PPL Center Graduation Contract:

Approve the contract between Global Spectrum – PPL Center and the Whitehall-Coplay School District for the purpose of holding graduation on Monday, August 3, 2020, at 7:00 p.m., contingent upon CDC and PDE compliance guidelines subject to solicitor’s and administration’s approval. (Attachment H)

B. Approve Community Service for Children, Inc. Pre K Counts Program at Steckel Elementary:

Approve the Community Services for Children, Inc. Pre K Counts Program for the 2020-2021 school year at Steckel Elementary. (Attachment I)

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

13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS

A. Approve Radio Service Agreement with Industrial Communications Company:

Approve a Radio Service Agreement with Industrial Communications Company, Easton PA for a one year period, July 1, 2020 through June 30, 2021 as per the terms and conditions of the attached agreement. (Attachment J)
13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS - continued

B. **Approve PASBO Transportation Study:**

Approve Pennsylvania Association of School Business Officials, PASBO, to conduct a Transportation Study for the Whitehall-Coplay School District. (Attachment K)

C. **Approve TTC Cleaning Solutions Contract:**

Approve the cleaning contract between TTC Cleaning Solutions and the Whitehall-Coplay School District subject to solicitor’s and administration’s approval. (Attachment L)

D. **Approve Communities In Schools Integrated Services Contract:**

Approve the Integrated Services Contract between Communities in Schools of the Lehigh Valley and the Whitehall-Coplay School District for the 2020-2021 school year. (Attachment M)

E. **Approve St. Luke’s Occupational Medicine Service Agreement:**

Approve the service agreement between St. Luke’s Occupational Medicine and the Whitehall-Coplay School District. (Attachment N)

F. **Approve the Network Support Contract with CLIU #21:**

Approve the contract between the Whitehall-Coplay School District and the CLIU #21 to manage the District’s Infrastructure. (Attachment O)

**Roll Call**

Moved: Mr. Shields; Seconded Mr. Fonzone,
Vote: Yes 9, No 0, Abstention 0, Absent 0. Motion carried.

14. ADMINISTRATIVE MATTERS:

A. **Approve Resignations/Retirements:**

Approve the following Resignations/Retirements:

Ronald Bealer, Jr., Technology teacher at the High School, effective at the end of the 2019-2020 school year. (resignation)

Barley Melcher, Long Term Substitute teacher at the Middle School, effective at the close of business on May 11, 2020. (resignation)

Judith Mohr, assistant cook at the High School, effective at the close of business on June 7, 2020. (retirement)
14. ADMINISTRATIVE MATTERS - continued:

   B. Approve FMLA Leave:

   Approve FMLA leave for the following:

   Employee # 024575, effective October 28, 2020 and not to exceed 12 weeks.

   Employee # 016665, effective August 24, 2020 and not to exceed 12 weeks.

   C. Approve Appointments:

   Approve the following appointments, 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>SALARIED SUBSTITUTE</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gayle Ganser</td>
<td>Gockley</td>
<td>$54,869</td>
<td>First Semester</td>
</tr>
<tr>
<td></td>
<td>First Grade</td>
<td>M Step 1</td>
<td>of the 2020-2021 School Year</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(pro-rated)</td>
<td></td>
</tr>
<tr>
<td>(Replacing Employee # 003125)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

   COACHES

   2020 - 2021 Coaching
   Contingent upon season taking place or pro-rated on length of season

<table>
<thead>
<tr>
<th>Coach</th>
<th>Sport</th>
<th>Compensation</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Courtney Kokolus</td>
<td>Head Coach, Cheerleading</td>
<td>$4,500</td>
</tr>
<tr>
<td>2. Jeffrey Jones</td>
<td>Head Coach, Boys’ Basketball</td>
<td>$8,045</td>
</tr>
<tr>
<td>3. William Robertson</td>
<td>Head Coach, Girls’ Basketball</td>
<td>$8,045</td>
</tr>
<tr>
<td>4. Timothy Cunningham</td>
<td>Head Coach, Wrestling</td>
<td>$6,410</td>
</tr>
<tr>
<td>5. Peter Rile</td>
<td>Head Coach, Swimming</td>
<td>$6,000</td>
</tr>
</tbody>
</table>

   D. Approve Restoration of Health Sabbatical:

   Approve a Restoration of Health Sabbatical to the following:

   Employee # 003125, teacher at Gockley Elementary School, effective August 24, 2020, through the end of the first semester of the 2020-2021 school year.
14. ADMINISTRATIVE MATTERS - continued:

E. **Approve Tutorial Agreement with National Hospital for Kids in Crisis:**

Approve the Tutorial Agreement between Whitehall-Coplay School District and the National Hospital for Kids in Crisis for the provision of educational services for resident pupils. (Attachment P)

F. **Approve Substitute Personnel:**

Approve the attached list of substitute personnel for the 2020-2021 school year. (Attachment Q)

G. **Approve Affidavits:**

Approve the attached affidavits in order that the students may attend the Whitehall-Coplay School District during the 2020-2021 school year. (Attachment R)

**Roll Call**

Moved: Mr. Leiner; Seconded Mr. Williams,

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

15. SUPERINTENDENT’S REPORT

Dr. Hackett thanked Mr. Davidson for the production of the virtual graduation. His efforts made the production enjoyable for our graduates and their families. She also thanked all the administration, parents, teachers, support staff and School Board members that continued to educate and/or support our students and extended her wishes for a happy, healthy, and safe summer to all.

Mr. Grimm also mentioned how impressed he was with the virtual graduation production. The presentation went above and beyond his expectations. He extended his gratitude to all teachers for adjusting their teaching capabilities on the fly. Maintenance, faculty and staff all did a great job providing for our district’s needs.

16. UPCOMING MEETING DATES

<table>
<thead>
<tr>
<th>Monday</th>
<th>June 22</th>
<th>Committee Meetings</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Finance/Personnel</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Education/Student Activities</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Operations/Transportation</td>
</tr>
<tr>
<td>Monday</td>
<td>July 13</td>
<td>School Board Meeting</td>
</tr>
<tr>
<td>Monday</td>
<td>August 10</td>
<td>School Board Meeting</td>
</tr>
</tbody>
</table>

4:00 p.m.

7:00 p.m.

9

6/8/2020
UPCOMING MEETING DATES - continued

Monday August 24 Committee Meetings 4:00 p.m.
Operations/Transportation
Finance/Personnel
Education/Student Activities

OTHER MATTERS/INFORMATION

A. Grant Tenure

Steckel
1. Samantha Solomon

Zephyr
1. Charles Matz
2. Kevin Miller

Middle School
1. Jeri Bonenberger
2. Kimberly Kuhlman

High School
1. Erin Dolan
2. Muen Lee Hong

ADJOURNMENT

A motion by Mr. Leiner, seconded by Mr. Fonzone, to adjourn. The meeting adjourned at 7:33 p.m.

Respectfully Submitted,

J. Michael Malay, Jr.
Board Secretary