WHITEHALL-COPLAY SCHOOL DISTRICT
SCHOOL BOARD MEETING MINUTES
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 was called to order at 7:00 p.m. by the President, Mr. Grim.
Present were: Mr. Eberhart, Mrs. Gaugler, Mrs. Koren,
Mr. Leiner, Mr. Makhoul, Mr. Shields, and Mr. Williams.
Absent: Mr. Fonzone
Also present were: 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: Mr. Leiner; Seconded Mr. Makhoul,
Vote:  Yes 8, No 0, Abstention 0, Absent 1. Motion carried.

6. RECOGNITIONS AND PRESENTATIONS

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

Bella spoke about the Pennsylvania Association of Student Councils state conference.
Sixteen members attended the three day conference. Bella is planning to show a video
snippet from the conference at the next Board meeting. As a distinguished Keystone
Council, they earn participation points whenever they attend or host a conference.
6. **RECOGNITIONS AND PRESENTATIONS - continued**

A. Student Council Representatives – Bella Hoffman, President - continued

The Student Council and the Book Club members will join forces to host a “movie night” on December 6th from 6:00 to 8:00 p.m. for the elementary students. Council is also starting to prepare for MiniTHON.

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

Dr. Sandra Rex, WCSD supervisor of curriculum and instruction, introduced the gifted teachers Amanda Kusko and Elizabeth Long, who gave a presentation on the gifted program. A few students showed examples of projects they have been working on.

C. Whitehall Marching Zephyr Band – Dr. Hackett

Matthew Tanzos, WHS Marching Zephyr Band director, and band members attended the meeting to show the board a video of their October 26 performance in Hershey while attending the Calvacade of Bands championships. This is the third year in a row that the MZB took home awards for best music and best visual. They tied for best overall effect with a score of 97.5. Mr. Tanzos noted, “Out of 85 schools that competed at the championship event, we scored the highest of any band all season, regardless of the band size.”

D. Mr. Grim thanked veterans for their service.

E. Dr. Hackett handed out Board Appreciation certificates to the following Board members; Patty Gaugler for 8 years of service, Tina Koren for 16 years of service and Owen Eberhart for 8 current years of service and 18 prior years of service.

7. **CORRESPONDENCE TO THE BOARD**

No formal correspondence presented

8. **PUBLIC PARTICIPATION**

No 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>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<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: Mr. Williams; Seconded Mr. Shields,
Vote: Yes 8, No 0, Abstention 0, Absent 1. Motion carried.

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

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: Mr. Shields; Seconded Mr. Leiner,
Vote: Yes 8, No 0, Abstention 0, Absent 1. Motion carried.

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)

Roll Call:
Moved: Mr. Williams; Seconded Mr. Shields,
Vote: Yes 7, No 0, Abstention 1 (Gaugler), Absent 1. Motion carried.

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)

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>
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</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>Nicole Morin</td>
<td>High School Math</td>
<td>$49,345</td>
<td>Second Semester of 2019-2020 School Year</td>
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<td></td>
<td></td>
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<tr>
<td><strong>LONG TERM SUBSTITUTE (45-89 DAYS)</strong></td>
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<td></td>
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<tr>
<td>Mary Katherine Citera</td>
<td>High School Art</td>
<td>$150.00/day</td>
<td>12/9/2019</td>
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<td><strong>SUPPORT STAFF</strong></td>
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<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>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>
</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>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>
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</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>
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<td></td>
<td></td>
<td>2.5 hrs. / daily</td>
<td></td>
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</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

H. Approve Appointments - continued:

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 $325.00</td>
<td>Nicole Morin</td>
<td></td>
</tr>
<tr>
<td>Kelly Repasch   $325.00</td>
<td>Elyse Glose</td>
<td></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: Mrs. Gaugler; Seconded Mr. Leiner,

Vote: Yes 7, No 1 (Koren), Abstention 0, Absent 1. Motion carried.

15. **SUPERINTENDENT’S REPORT**

A. **PTO Plus Report**

Toni Fillman, PTO Plus President, stated that everyone seems to be excited about upcoming events such as, Boosterthon and Lil Shoppers Shop, along with visits from Santa and Mrs. Claus. She is grateful for the many volunteers that are assisting the program and was pleased to announce that several men have been coming out to help them.
15. SUPERINTENDENT’S REPORT - continued

A. PTO Plus Report - continued

   The audit committee has been conducting audits on a regular basis. The next audit will take place at the end of November. Toni also noted that PTO Plus has been using a Facebook page to share information with families in the district.

16. UPCOMING MEETING DATES

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

17. OTHER MATTERS/INFORMATION

Mr. Eberhart thanked everyone for the sympathy flowers and cards that he received due to his wife passing away.

Dr. Hackett noted that the Whitehall Chamber of Commerce will conduct a Tree Lighting ceremony at the Lehigh Valley Mall on November 14, 2019.

Mr. Leiner thanked Mr. Eberhart for his service as a School Board member. He noted that he learned a lot from him and was impressed by how many lives he has touched.

Dr. Hackett thanked Mr. Eberhart for his many years of service as a School Board member and IU #21Board representative.
18. **ADJOURNMENT**

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

Respectfully Submitted,

J. Michael Malay, Jr.
Board Secretary