

**WHITEHALL-COPLAY SCHOOL DISTRICT**

**School Board Meeting Minutes**

**Monday, March 13, 2017 – 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. p.m. by the President, Mr. Grim.  
Present were: Mrs. Abruzzi, Mr. Eberhart, Mrs. Gaugler,  
Mrs. Koren, Mr. Leiner, Mr. Schafer, and Mr. Taschler.  
Also present were Dr. Hackett, Mr. Schiffert, Mr. Malay, and Attorney Sultanik.

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

**A.** Monday, March 13, 2017 at 6:00 p.m., for the discussion of personnel matters.

**5. MINUTES OF PREVIOUS MEETINGS**

- A.** The minutes of the February 13, 2017 School Board Meeting be approved as presented.
- B.** The minutes of the February 27, 2017 Education/Student Activities, Operations/Transportation and Finance/Personnel Committee Meetings be approved as presented.
- C.** The minutes of the March 7, 2017 Special School Board Meeting minutes be approved as presented.

Moved: Mrs. Abruzzi; Seconded Mr. Schafer,  
Vote: Yes 8, No 0, Abstention 0, Absent 0. Motion carried.

**6. RECOGNITIONS AND PRESENTATIONS**

**A.** Student Council President/Vice President – Gavin Wood/President gave updates on the success of the Mini-THON and presented a short video. Approximately \$15,000 was raised, including funds from each of the elementary buildings. The High School students will participate in “March Madness” on March 17. The students will be able to pick two activities to participate in during the last two periods of the school day.

**6. RECOGNITIONS AND PRESENTATIONS - continued**

**B. Graduates of Distinction – Dr. Chomik**

Dr. Chomik read the biographies of the “Graduates of Distinction.” The ceremony will take place on Thursday, April 20 at 7:00 p.m.

**7. CORRESPONDENCE TO THE BOARD**

No formal correspondence.

**8. PUBLIC PARTICIPATION**

Michael McCloud and Mary Gail Smith raised concerns regarding the resignation of Andrew D. Borghesani.

**9. EXECUTIVE COMMITTEE MATTERS**

**A. Whitehall Township Public Library**

Approve the appointment of Denise Shaffer to the Whitehall Township Public Library’s Board of Trustees to fill the unexpired term on the Library Board. This term will expire effective June 30, 2017 at the close of business. (Attachment A)

Moved: Mr. Leiner; Seconded Mr. Taschler,

Vote: Yes 8, No 0, Abstention 0, Absent 0. Motion carried.

**B. Carbon Lehigh Intermediate Unit #21 Board Seat**

Approve the appointment of Owen Eberhart to the Carbon Lehigh Intermediate Unit# 21 Board of Trustees to a term expiring on June 30, 2020. (Attachment B)

Moved: Mrs. Abruzzi; Seconded Mr. Taschler,

Vote: Yes 8, No 0, Abstention 0, Absent 0. Motion carried.

**10. FISCAL REPORT**

**A. Treasurer’s Report:**

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

Balance as of 2/01/2017	\$ 1,193,142.90
Receipts	\$ 864,842.05
Investments Matured	\$ 4,300,000.00
Total Cash Available	\$ 6,357,984.95
Expenses	\$ 4,554,964.05
Funds Invested	\$ 1,600,000.00
Cash Balance as of 2/28/2017	\$ 203,020.90

**10. FISCAL REPORT- continued**

**B. Approve Bills and Salaries:**

Approve the bills and salaries for the various funds. (Attachment D)

1. General Fund
2. Cafeteria Fund
3. Capital Projects Fund
4. Capital Reserve Fund

Moved: Mr. Leiner; Seconded Mrs. Koren,  
Vote: Yes 8, No 0, Abstention 0, Absent 0. Motion carried.

**11. FINANCE COMMITTEE MATTERS**

**A. Approve E-Rate Consulting Contract:**

Approve a contract with Tel/Logic, Inc., d.b.a. E-Rate Central to maximize the District's E- Rate reimbursement at a cost not to exceed \$17,000.  
(Attachment E)

**Roll Call**

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

**B. Approve the Purchase and Maintenance Agreement with Edwards Business Machines:**

Approve a purchase and maintenance agreement with Edwards Business Machines for the replacement of four (4) district photocopiers pursuant to the attached sales agreement pending solicitor's and administration's approval.  
(Co-Stars contract # 001-046) (Attachment F)

**Roll Call**

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

12. **EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS**

**A. Approve Field Trip Requests:**

Approve the following field trip requests:

Mr. Matthew Tanzos, Band director, requests permission for the PMEA Region Band members (2 students) to travel to East Stroudsburg North High School in Stroudsburg, PA on Thursday, March 23, 2017 to participate in the PMEA Region Band Festival. Cost to district: Transportation.

Mr. Antonio Pangaio and Mr. David Stauffer, Technology teachers, request permission for the Pennsylvania Association for Educational Communications and Technology members (10 students) to travel to Harrisburg, PA to participate in Cyber Crew in Harrisburg, PA on Monday, May 8, 2017. Cost to district: Transportation.

Moved: Mrs. Gaugler; Seconded Mrs. Abruzzi,

Vote: Yes 8, No 0, Abstention 0, Absent 0. Motion carried.

**B. Approve LCTI Summer Fun Camp Funding:**

Approve funding (\$75.00 per student, per week) of Whitehall-Coplay School District middle school students' tuition rate to attend the Lehigh Career & Technical Institute Summer Fun Camp during the summer of 2017.

Moved: Mr. Gaugler; Seconded Mrs. Abruzzi,

Vote: Yes 8, 0, Abstention 0, Absent 0. Motion carried.

**C. Policy Revisions- Second Reading:**

The following policies have been submitted as a second reading by the Education/Student Activities Committee and for final adoption: (Attachment G)

Section: Programs  
Title: Screening and Evaluations for Students with Disabilities  
Number: 113.3

Section: Programs  
Title: Tutoring  
Number: 116

Section: Programs  
Title: English as a Second Language/Bilingual Education Program  
Number: 138

12. **EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS - continued**

**C. Policy Revisions- Second Reading - continued:**

Section: Employees  
Title: Performance Assessment of Superintendent/  
Assistant Superintendent  
Number: 312

Section: Community  
Title: Parental/Family Involvement  
Number: 917

Section: Community  
Title: Title I Parental Involvement  
Number: 918

Moved: Mrs. Gaugler; Seconded Mrs. Abruzzi,  
Vote: Yes 8, No 0, Abstention 0, Absent 0. Motion carried.

**D. Policy Revisions- First Reading:**

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

Section: Local Board Procedures  
Title: Membership  
Number: 004

Section: Local Board Procedures  
Title: Policy Manual Access  
Number: 007

Section: Local Board Procedures  
Title: Principles for Governance and Leadership  
Number: 011

Section: Employees  
Title: Personal Necessity Leave  
Number: 336

Section: Operations  
Title: Maintaining Professional Adult/Student Boundaries  
Number: 824

**12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS – continued**

**D. Policy Revisions- First Reading - continued:**

Section: Operations  
Title: Conflict of Interest  
Number: 827

**E. New Policy - First Reading:**

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

Section: Community  
Title: Advertising  
Number: 913.1

**13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS**

**A. Approve WCSD 2017 – 2018 School Calendar:**

Approve the attached Whitehall-Coplay School District calendar for the 2017–2018 school year including Professional Development and Act 80 days as listed on the calendar: (Attachment J)

November 20, 21, 22 - Parent Conferences  
No Kindergarten Classes  
Early Dismissal at Gockley, Steckel, Zephyr and Middle Schools

As per the attached Resolution, also included are the following official local school district holidays according to Section 1502 of the School Code: (Attachment K)

November 24  
December 26  
December 29  
February 19  
March 30

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

13. **OPERATIONS/TRANSPORTATION COMMITTEE MATTERS - continued**

**B. Approve Zephyr Pride Foundation and Adams Outdoor Advertising Agreements:**

The Board of School Directors hereby approves, subject to final review and approval by the solicitor and administration, the following involving a portion of the parcel of land known as the main campus of the School District in Whitehall Township, Lehigh County, PA and as identified in the following documents: (i) "Amendment to Lease Agreement" between the School District and Zephyr Pride Foundation, Inc. and (ii) "Consent to Sublease" among the School District, Zephyr Pride Foundation, Inc., and Adams Outdoor Advertising Limited Partnership. The Board of School Directors hereby approves, subject to final review and approval by the solicitor and administration, the acknowledgement of the "Sub-Lease Agreement" between Adams Outdoor Advertising Limited Partnership and Zephyr Pride Foundation, Inc. involving a portion of the parcel of land known as the main campus of the School District in Whitehall Township, Lehigh County, PA and as identified in the foregoing document." (Attachment L)

Moved: Mr. Schafer; Seconded Mr. Taschler,  
Vote: Yes 8, No 0, Abstention 0, Absent 0. Motion carried.

**C. Approve Consulting Services/Educational Contract:**

Motion to approve the Consulting Services/Educational Contract with Weidenhammer Consulting Group to provide Whitehall-Coplay School District with Instructional Technology Governance, Strategy and Support Supervision at a cost of \$18,000 pending solicitor's and administration's approval. (Attachment M)

Moved: Mr. Schafer; Seconded Mrs. Abruzzi,  
Vote: Yes 8, No 0, Abstention 0, Absent 0. Motion carried.

**D. Approve Breslin, Ridyard, Fadero Contract:**

Motion to approve the attached contract with Breslin, Ridyard, Fadero Architects to provide architectural services related to re-roofing portions of the Whitehall High School at the cost of \$42,000 pending solicitor's and administration's approval. (Attachment N)

Moved: Mr. Schafer; Seconded Mr. Taschler,  
Vote: Yes 8, No 0, Abstention 0, Absent 0. Motion carried.

**13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS - continued**

**E. Approve Drexel University Affiliation Agreement:**

Motion to approve the attached affiliation agreement with Drexel University for the arrangement of student observation and the placement of student teachers during the 2016-2017 school year. (Attachment O)

Moved: Mr. Schafer; Seconded Mrs. Abruzzi,

Vote: Yes 8, No 0, Abstention 0, Absent 0. Motion carried.

**14. ADMINISTRATIVE MATTERS**

**A. Approve Retirements/Resignations:**

Approve the following retirement/resignation:

Laurie MacDonald, Kindergarten teacher at Gockley Elementary, effective at the end of the 2016-2017 school year. (Retirement- 12 years)

Deborah Pagnano, First grade teacher, effective at the end of the 2016-2017 school year. (Retirement- 21 years)

Margaret Philapavage, Life Skills teacher at the High School, effective at the end of the 2016-2017 school year. (Retirement- 4 years)

Deborah Holets, secretary at Gockley Elementary, effective at the close of business September 8, 2017. (Retirement- 26 years)

Lenore Whitemaine, cafeteria monitor at the Middle School, effective at the end of the 2016-2017 school year. (Retirement- 9 years)

Brian Ferencin, bus driver for the District, effective at the close of business March 10, 2017. (Resignation)

Dianna Madura, life skills paraprofessional at the High School, effective at the close of business March 24, 2017. (Resignation)

**B. Approve Compensated Professional Leave:**

Approve Compensated Professional Leave for the following:

Julie Rutt, English/Academic Strategies teacher at the Middle School, effective the first semester of the 2017-2018 school year.

14. ADMINISTRATIVE MATTERS- continued

C. Approve Uncompensated Childrearing Leave:

Approve Uncompensated Childrearing Leave for the following:

Laura Goldfeder, Mathematics teacher at the High School, through the end of the 2016-2017 school year. Her leave was previously approved with a return date of April 4, 2017.

D. Approve FMLA Leaves:

Approve FMLA leave for the following:

Brayden Cressman, Spanish teacher at the High School, effective May 8, 2017 and not to exceed 12 weeks.

Stephen Brown, Social Studies teacher at the High School, effective May 4, 2017 and not to exceed 12 weeks.

E. Approve Uncompensated Leave of Absence:

Approve an Uncompensated Leave of Absence to the following:

Robin Brensinger, Confidential Secretary at the District Office, effective October 17, 2016 for a period of up to one year.

Moved: Mr. Taschler; Seconded Mr. Leiner,

Vote: Yes 8, No 0, Abstention 0, Absent 0. Motion carried.

F. Approve Appointments:

Approve the following appointments, upon 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>
<b>SALARIED SUBSTITUTE</b>			
Leo Bonisese	H. S. Math	\$46,175 B Step 1 (pro-rated)	11/9/2016 through the end of 2016- 2017 school year

(Replacing Laura Goldfeder - Uncompensated Childrearing Leave)

**14. ADMINISTRATIVE MATTERS- continued**

**F. Approve Appointments - continued:**

**LONG TERM SUBSTITUTE (45-89 days)**

Courtney Compton	Gockley	\$150.00	4/15/2017
	Learning Support		through the end of 2016- 2017 school year

(Replacing Jennifer Heilner-Uncompensated Leave)

**G. Approve Coach:**

Appoint the following coach for the 2016-2017 season pending receipt of all credentials and clearances.

<u>Coach</u>	<u>Sport</u>	<u>Compensation</u>
1. Jordan Strauss	Assistant Coach, Track and Field	\$2999

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

Approve the following Club/Extracurricular Advisors:

<u>Advisor</u>	<u>Club/Music</u>	<u>Compensation</u>
1. Vanessa Ruggerio	Spring Musical Choreographer	Volunteer
2. Trevor Pinho (replacing Mary Lienhard – on sabbatical)	Student Council Advisor (spring)	\$500 (prorated)

**I. Approve Substitute Personnel:**

Approve the attached list of substitute personnel for the 2016-2017 school year.  
(Attachment P)

**Roll Call**

Moved: Mrs. Abruzzi; Seconded Mr. Leiner,  
Vote: Yes 8, No 0, Abstention 0, Absent 0. Motion carried.

**J. Approve Affidavits:**

Approve the attached affidavits in order that the students may attend the Whitehall-Coplay School District during the 2016– 2017 school year.  
(Attachment Q)

**14. ADMINISTRATIVE MATTERS – continued**

**K. Approve Residency of Institutional Children:**

Acknowledge residency of the attached 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 R)

Moved: Mr. Taschler; Seconded Mr. Schafer,  
Vote: Yes 8, No 0, Abstention 0, Absent 0. Motion carried.

**15. SUPERINTENDENT’S REPORT**

**A.** Principals’ Reports – Building principals provided a summary of the educational programs and events in their respective building and introduced recently hired staff to the Board of Directors.

**B.** PTO Plus Report – Toni Filman reported that the Gertrude Hawk candy sale generated over \$20,000 in sales. They will be providing three (3) scholarships to our High School seniors this year. She also thanked the principals for their ongoing support.

**16. OTHER MATTERS/INFORMATION ITEMS**

**17. UPCOMING MEETING DATES**

Monday	March 27	Committee Meetings Finance/Personnel Education/Student Activities Operations/Transportation	4:00 p.m.
Monday	April 10	School Board Meeting	7:00 p.m.
Monday	April 24	Committee Meetings Operations/Transportation Finance/Personnel Education/Student Activities	4:00 p.m.

**18. ADJOURNMENT**

A motion by Mr. Taschler, seconded by Mrs. Koren, to adjourn. The meeting adjourned at 8:07 p.m.

Respectfully Submitted,

J. Michael Malay, Jr.  
Board Secretary

