

WHITEHALL-COPLAY SCHOOL DISTRICT

School Board Meeting Minutes Monday, May 8, 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. by the President, Mr. Grim.
Present were: Mrs. Abruzzi, Mr. Eberhart, Mrs. Koren, Mr. Leiner, Mr. Makhoul, and Mr. Taschler.

Also present were Dr. Hackett, Mr. Schiffert, Mr. Malay and Attorney Sultanic.

Absent: (2) Mrs. Gaugler and Mr. Schafer

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

A. Monday, May 8, 2017, 5:45 p.m. for discussion of personnel matters and salary adjustments for confidential employees.

B. Monday, April 24, 2017, 6:15 p.m. for discussion of personnel and Bus Driver compensation matters.

5. **MINUTES OF PREVIOUS MEETINGS**

A. The minutes of the April 10, 2017 School Board Meeting be approved as presented.

B. The minutes of the April 24, 2017 Education/Student Activities Committee, Operations/Transportation Committee and Finance/Personnel Committee meetings be approved as presented.

Moved: Mr. Taschler; Seconded Mr. Leiner,

Vote: Yes 7, No 0, Abstention 0, Absent 2. Motion carried.

6. **RECOGNITIONS AND PRESENTATIONS**

A. Student Council President/Vice President – Gavin Wood, President, stated that they will be accepting new members to the Student Council, as well as changing Board Member positions. Prom will be held on May 20th and this year’s theme will be “Under the Sea.” Field Day for seniors is scheduled for May 26th. Graduation speakers are preparing their speeches, with the assistance of Mrs. Martino, for Graduation on June 5th.

6. RECOGNITIONS AND PRESENTATIONS – continued

B. Middle School Student Council – Julie Rutt/students – Sixth grade students, Sophia Gallo and Mikayla Warren, provide the School Board with a summarization of events that took place during the school year. Some of the highlights noted were; fall pep rally, fall and spring spirit weeks and school dances in December and April. They also mentioned their work with the district to benefit The Four Diamonds Foundation through Mini-Thon and the Leukemia & Lymphoma Society. Most notable was their Delay the Day fundraiser, which garnered over \$2000 for the Leukemia & Lymphoma Society. With direct support they have learned life-long skills of leadership, organization, and public speaking at State and Regional Student Council conferences. They thanked the School Board for their support.

7. CORRESPONDENCE TO THE BOARD

A. CLIU #21 Ballots – Election of CLIU Board Members

8. PUBLIC PARTICIPATION

A. Mike Helfrich told the Board that the Relay for Life event will take place on the campus June 23 -24, 2017 and thanked the Board for the use of the stadium.

B. Shari Noctor told the Board about the summer feeding program. She also reviewed the pending activities program that will take place at the summer feeding program.

9. FISCAL REPORT

A. Treasurer’s Report:

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

Balance as of 4/1/17	\$ 227,941.29
Receipts	\$ 2,129,107.72
Investments Matured	\$ <u>1,800,000.00</u>
Total Cash Available	\$ 4,157,049.01
Expenses	\$ 3,717,015.59
Funds Invested	\$ <u> .00</u>
Cash Balance as of 4/30/17	\$ 440,033.42

9. FISCAL REPORT - continued

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. Leiner; Seconded Mrs. Abruzzi,

Vote: Yes 7, No 0, Abstention 0, Absent 2. Motion carried.

10. EXECUTIVE COMMITTEE MATTERS

A. Approve Adjudication:

Approve the Adjudication for student # 11089 as per the attached Resolution. (Attachment C)

Roll Call

Moved: Mr. Taschler; Seconded Mr. Makhoul,

Vote: Yes 7, No 0, Abstention 0, Absent 2. Motion carried.

B. 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, 2017 to June 30, 2018.

1. Mr. Makhoul nominates Mr. Leiner
2. _____ nominates _____

A motion by Mr. Eberhart, seconded by Mr. Taschler, to close nomination.

Roll call for election of Treasurer of the Board of Education

<u>Member</u>	<u>Candidate 1</u>
1. E. Abruzzi	<u>yes</u>
2. O. Eberhart, Jr.	<u>yes</u>
3. P. Gaugler	<u>absent</u>
4. W. Grim	<u>yes</u>
5. T. Koren	<u>yes</u>
6. W. Leiner, Jr.	<u>yes</u>
7. G. Makhoul	<u>yes</u>
8. L. Schafer.	<u>absent</u>
9. A. Taschler, Jr.	<u>yes</u>

Mr. Leiner is hereby elected Treasurer of the Board of Education effective July 1, 2017.

11. FINANCE COMMITTEE MATTERS

A. Adoption of Proposed Final General Fund Budget 2017-2018:

Adopt the Proposed Final 2017-2018 General Fund Budget of the Whitehall-Coplay School District in the total amount of \$67,644,475 an increase of 4.24% from the prior year. The Proposed Final Budget as prepared balances revenues with projected expenditures, utilizing fund balance, at a tax rate of 16.5927 mills an increase of 2.61% 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, 2017.
(Act 1 of 2006, Public School Code, Sec. 687)

Roll Call

Moved: Mr. Leiner; Seconded Mr. Makhoul,

Vote: Yes 6, No 1(Eberhart), Abstention 0, Absent 2. Motion carried.

B. Approve 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, 2017, through June 30, 2018, 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 handling cases that involve protected health information on behalf of the District.

Roll Call

Moved: Mr. Leiner; Seconded Mr. Taschler,

Vote: Yes7, No 0, Abstention 0, Absent 2. Motion carried.

C. 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 F)

Roll Call

Moved: Mr. Leiner; Seconded Mr. Taschler,

Vote: Yes 7, No 0, Abstention 0, Absent 2. Motion carried.

11. FINANCE COMMITTEE MATTERS - continued

D. Approve the Howard Refrigeration & Air Conditioning Proposals:

Approve the proposals from Howard Refrigeration & Air Conditioning for the installation of heat pumps in the Middle School and High School food service storage rooms. Payment to be made from the Cafeteria fund.
(Attachment G)

Roll Call

Moved: Mr. Leiner; Seconded Mr. Taschler,
Vote: Yes 7, No 0, Abstention 0, Absent 2. Motion carried.

E. Approve the Transaction Confirmation with Direct Energy Business Marketing, LLC:

Approve the Direct Energy Business Marketing, LLC Natural Gas Transaction Confirmation effective for the period January 1, 2018 through December 31, 2020 obtained through a competitive procurement process managed by Provident Energy Consulting, LLC. (Attachment H)

Roll Call

Moved: Mr. Leiner; Seconded Mr. Taschler,
Vote: Yes 7, No 0, Abstention 0, Absent 2. Motion carried.

F. Approve the Natural Gas Base Agreement with WGL Energy Services, Inc.:

Approve the WGL Energy Services, Inc., Natural Gas Base Sales Agreement effective for the period January 2018 through January 2021(36 months) obtained through a competitive procurement process managed by Provident Energy Consulting, LLC subject to Solicitor's and Administration's approval.
(Attachment I)

Roll Call

Moved: Mr. Leiner; Seconded Mr. Taschler,
Vote: Yes 7, No 0, Abstention 0, Absent 2. Motion carried.

12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS

A. Approve District Summer School Program:

Approve the following District Summer School Program:

Summer school course offerings for students in Whitehall-Coplay Middle School and Whitehall High School as make-up courses for students failing course offerings during the school year. The cost of summer school courses shall be borne by the students on a tuition basis. Costs are as follows:

Physical Education - \$115
Health Education - \$115
All other courses - \$225

Moved: Mrs. Koren; Seconded Mrs. Abruzzi,

Vote: Yes 7, No 0, Abstention 0, Absent 2. Motion carried.

B. Approve Adoption of Textbooks:

Approve the adoption of the following High School textbooks:

Big Ideas Math - Geometry, Larsen Text Inc., 2015
\$31,901.42

Forensic Science, Fundamentals & Investigations 2nd Edition, Engage Learning, 2016. \$14,096.50 (Forensic Science – new course/elective)

Myers' Psychology for AP, Worth Publishers, 2014
\$9,503.46 (AP Psychology – new course/elective)

Approve the adoption of the following Middle School novel:

Hesse, Karen. Out of the Dust, Scholastic, 1997
(component of new literature series)

Roll Call

Moved: Mrs. Koren; Seconded Mr. Leiner,

Vote: Yes 7, No 0, Abstention 0, Absent 2. Motion carried.

12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS-continued

C. Approve Field Trip Request:

Approve the following field trip request:

Vicky Ziatyk, German Club Advisor at the High School, requests permission for the German Club to travel to the National Holocaust Museum in Washington, D.C. on Saturday, May 13, 2017. Cost to District; transportation for 35-40 students and 4-5 chaperones.

Steve Adams, Scholastic Scrimmage Advisor at the High School, requests permission for the Scholastic Scrimmage team to travel to the 26th Annual PA Academic Competition in Harrisburg, PA on Friday, April 28, 2017. Cost to District: 1 substitute teacher and transportation for 6 students.

Jennifer Bodnar, SADD Club Advisor at the High School, requests permission for the SADD Club to travel to State Capital Building in Harrisburg for Advocacy Day – Harrisburg, PA on Tuesday, May 2, 2017. Chad Stefanyak attending as chaperone. No cost to the District

Jennifer Bodnar, SADD Club Advisor at the High School, requests permission for the SADD Club to travel to Penn State – Bennett Living Center at University Park, PA on Wednesday, May 10, 2017. Cost to District: 1 substitute teacher and transportation for 6 students.

Moved: Mrs. Koren; Seconded Mrs. Abruzzi,

Vote: Yes 7, No 0, Abstention 0, Absent 2. Motion carried.

D. Policy Revisions - First Reading:

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

Section: Pupils
Title: School Wellness
Number: 246

Section: Pupils
Title: Hazing
Number: 247

Section: Pupils
Title: Homeless Students
Number: 251

12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS – continued

D. Policy Revisions - First Reading - continued:

Section: Finances
Title: Student Activity Funds
Number: 618

Section: Operations
Title: Food Services
Number: 808

Section: Operations
Title: Transportation – Video/Audio Recording
Number: 810.2

E. New Policy - First Reading:

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

Section: Pupils
Title: Educational Stability for Children in Foster Care
Number: 255

Moved: Mrs. Koren; Seconded Mr. Leiner,
Vote: Yes 7, No 0, Abstention 0, Absent 2. Motion carried.

13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS

A. Resolution to Participate in the CLIU Technology in Education Legal Counsel Consortium:

Resolution to participate in the CLIU Technology in Education Legal Counsel Consortium for the 2017-2018 fiscal year. As per the terms and conditions outlined in Attachment L. (Attachment L)

13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS-continued

B. Approve High School Re- Roofing Bid:

It is recommended that the Board of School Directors approves the acceptance of the responsible low bid and to award the following construction contract for the Whitehall High School Roofing Project, contingent upon receipt of contracts, bonds, insurances and required governmental agency approvals, and School District Solicitor's approval.

General Construction: Munn Roofing Corp., accept base bid in the amount of \$1,438,000 and includes no alternates.

The Board further directs the Administration to issue a Notice of Intent to Award and Notice to Proceed to the contractor and to execute the necessary contract. (Attachment M)

C. Approve Weidenhammer Consulting Group Proposal:

Approve Weidenhammer Consulting Group to conduct a Network Discovery for the district at the cost of \$3,400 as outlined in the attached contract. (Attachment N)

Roll Call

Moved: Mrs. Abruzzi; Seconded Mr. Taschler,

Vote: Yes 7, No 0, Abstention 0, Absent 2. Motion carried.

D. Approve Camp Whitehall Bus Request:

Approve the request from Mr. Jack D. Meyers, Deputy Mayor for the Township of Whitehall, on behalf of the Whitehall Township Recreation Department, to utilize three (3) District buses for the Camp Whitehall Program. Buses will be utilized from June 19, 2017 through August 11, 2017. Ridership is limited to residents of the Whitehall-Coplay School District. (Attachment O)

Moved: Mrs. Abruzzi; Seconded Mr. Taschler,

Vote: Yes 7, No 0, Abstention 0, Absent 2. Motion carried.

14. ADMINISTRATIVE MATTERS

A. Approve Retirement/Resignation:

Approve the following retirement/resignation:

Kathy Wieder, cafeteria worker at Zephyr Elementary, effective at the close of business on May 1, 2017. (Resignation)

Sarah Herot, Music teacher at the Middle School, effective at the end of The 2016-2017 school year. (Resignation)

14. ADMINISTRATIVE MATTERS- continued

A. Approve Retirement/Resignation-continued:

Louis Rick Hilborn, Music teacher at Zephyr Elementary, effective at the end of The 2016-2017 school year. (Resignation)

Doreen Huber, paraprofessional at Steckel Elementary, effective at the end of The 2016-2017 school year. (Retirement – 29 years)

B. Approve Uncompensated Leave of Absence:

Approve an Uncompensated Leave of Absence to the following:

Joseph Dinbokowitz, bus driver, effective April 3, 2017 and not to exceed one year.

C. Approve Concurrent Childrearing Leave:

Approve a Concurrent Childrearing leave to the following:

Erin Engler, Librarian at Gockley Elementary, effective February 22, 2017 and not to exceed one year.

Moved: Mr. Taschler; Seconded Mrs. Abruzzi,

Vote: Yes 7, No 0, Abstention 0, Absent 2. Motion carried.

D. Approve ESY Teacher:

Approve the following teacher(s) for the summer 2017 Extended School Year Program, compensation not to exceed 75 hours. IDEA Grant Funds:

Erin Piff - \$36.00/hour WCEA Contract Rate
Lauren Santayana – substitute

E. Approve Club/Extracurricular Advisors Revision:

Approve the following Club/Extracurricular Advisors Revision:

Justin Boandl	Science Olympiad	\$500.00
Rebecca Hoernle	Science Olympiad	\$500.00

14. ADMINISTRATIVE MATTERS-continued

F. Approve Substitute Personnel:

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

Roll Call

Moved: Mr. Taschler; Seconded Mr. Leiner,

Vote: Yes 7, No 0, Abstention 0, Absent 2. Motion carried.

G. Approve Tutorial Agreements with National Hospital for Kids in Crisis:

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

H. Approve Affidavits:

Approve the following affidavits in order that the students may attend the Whitehall-Coplay School District during the 2016-2017 school year:
(Attachment R)

Moved: Mr. Taschler; Seconded Mrs. Abruzzi,

Vote: Yes 7, No 0, Abstention 0, Absent 2. Motion carried.

* Mrs. Abruzzi left the meeting.

15. SUPERINTENDENT'S REPORT

1. Principal's Reports

2. PTO - Plus Report – Toni Fillman noted that the Teacher's lounges were decorated for Teacher Appreciation week. She was grateful for all of the food that parent donated during the week. Some PTO Plus members attended the PTO Expo in Philadelphia to gather new ideas for fundraising. Book fairs will be conducted at all of the elementary buildings during their Open House events. Upcoming events include; Tournament days, and Children's Day at each of the elementary buildings. We are looking for donations of water for these events. The next PTO Plus meeting will take place on May 17. Nominations and voting will take place in September, when new members may be interested in holding positions on the WCSD-PTO Plus Board.

16. UPCOMING MEETING DATES

Monday	May 22	Committee Meetings: Education/Student Activities Operations/Transportation Finance/Personnel/Budget	4:00 p.m.
Monday	June 12	School Board Meeting	7:00 p.m.
Monday	June 26	Committee Meetings Finance/Personnel Education/Student Activities Operations/Transportation	4:00 p.m.

17. OTHER MATTERS/INFORMATION ITEMS

Mr. Leiner thanked Sheri Noctor for all of her work.

18. ADJOURNMENT

A motion by Mr. Leiner, seconded by Mr. Taschler, to adjourn. The meeting adjourned at 7:52 p.m.

Respectfully Submitted,

Mr. J. Michael Malay, Jr.
Board Secretary