

**WHITEHALL-COPLAY SCHOOL DISTRICT
SCHOOL BOARD MEETING MINUTES
Monday, October 9, 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. Gaugler, Mrs. Koren, Mr. Leiner,
and Mr. Makhoul.
Absent: (2), Mr. Schafer and Mr. Taschler.
Also present were Dr. Hackett, Mr. Schiffert, Mr. Malay and Attorney Sultanik.

4. NOTICE OF EXECUTIVE SESSION

- A. Monday, September 25, 2017, 5:45 p.m. for discussion of personnel and legal matters.
- B. Monday, October 9, 2017, 6:15 p.m. for discussion of legal and personnel matters.

5. MINUTES OF PREVIOUS MEETINGS

- A. The minutes of the September 11, 2017 School Board Meeting be approved as presented.
- B. The minutes of the September 18, 2017 Special Operations/Transportation Committee meeting be approved as presented.
- C. The minutes of the September 25, 2017 Education/Student Activities Committee, Finance/Personnel Committee and Operations/Transportation Committee meetings be approved as presented.

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

6. RECOGNITIONS AND PRESENTATIONS

- A. Student Council Representatives – Genesis Perez, President spoke about Student Council’s participation at Fall Festival by selling popcorn and offering pumpkin decorating. She reviewed events for Homecoming; 10/19-bonfire, 10/20 – football game, 10/21 – dance. Twelve clubs are signed up for the Homecoming Court.

6. RECOGNITIONS AND PRESENTATIONS - continued

A. Student Council Representatives – Genesis Perez, President - continued

Ms. Perez also spoke about the attendance of the council attending the State Conference on November 2, 3 and 4 at Red Lion High School. Students will learn new leadership skills and bring back new ideas to the council.

Four underclassmen had the opportunity to attend a Principal Advisor Student Leader (PAL) conference in Kutztown on October 4. This was a great opportunity for networking and leadership skill building.

At the September 22 football game and again at the High School Open House canned food was collected for schools in Texas. The council also raised \$402.00 to add to the donation.

B. Mrs. Clary, Special Education Director and Mr. Rile, Middle School, Life Skills teacher presented a slide show regarding the Coffee Shop that the students within the Life Skills program operate every Friday from 10:00 a.m. until 12:00 p.m. in the Middle School.

Two of the students spoke briefly about why they enjoy working in the shop and invited School Board members, administration and teachers to come and visit them at the shop during their hours of operation.

7. CORRESPONDENCE TO THE BOARD

No formal correspondence.

8. PUBLIC PARTICIPATION

Ross Steckel, son of Robert J. Steckel, presented a binder to each School Board member, which included a request to name the High School Gymnasium in honor of his late father. The binder also included petitions signed by former athletes and alumni of the District.

Fred Rummel, Ray O’Connell and Rich Kramlich also addressed the Board to support Ross Steckel’s request to name the gymnasium after his father. President Grim told Mr. Steckel, with new building projects in the future a policy is being drafted to address the naming rights issue.

9. EXECUTIVE COMMITTEE MATTERS

A. Approval of Settlement Agreement and Release:

Approve the attached Settlement Agreement and Release with Student Number 16580. (Attachment A)

9. EXECUTIVE COMMITTEE MATTERS - continued

B. Approve Adjudication:

Approve the adjudication for Student Number 13084 as per the attached resolution. (Attachment B)

C. Approve the Attached Termination and New Employment Agreement:

Approve the attached Termination Agreement and New Employment Agreement between the Board of School Directors of the Whitehall-Coplay School District and Mr. J. Michael Malay, Jr. (Attachment C)

D. Approve the Memorandum of Agreement Between the Whitehall-Coplay School District and the Whitehall-Coplay Education Association:

Approve the attached memorandum of agreement between the Whitehall-Coplay School District and the Whitehall-Coplay Education Association. (Attachment D)

Roll Call:

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

10. FISCAL REPORT

A. Treasurer's Report:

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

Balance as of 9/1/17	\$ 2,617,155.61
Receipts	\$ 6,184,052.73
Investments Matured	\$ <u>5,150,000.00</u>
Total Cash Available	\$13,951,208.34
Expenses	\$ 7,562,620.57
Funds Invested	\$ <u>5,600,000.00</u>
Cash Balance as of 9/30/17	\$ 788,587.77

B. Approve Bills And Salaries:

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

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

10. FISCAL REPORT - continued

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

11. FINANCE COMMITTEE MATTERS

A. Approve Per Capita Tax Exonerations and/or Tax Refunds:

1. Approve 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 G)

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

B. Approve the Master Retail Natural Gas Supply Agreement with Constellation:

Approve the Constellation New Energy-Gas Division, LLC Master Retail Natural Gas Supply Agreement 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)

C. Approve the General Supply Co. Settlement Agreement and Release:

Approve the attached Settlement Agreement and Release with General Supply Co. (Attachment I)

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

D. Approve Membership of Health Benefits Consortium:

The Whitehall-Coplay School District Board of Directors recognizes that it has been a participating Member of the Health Benefits Consortium that was formed by the Members for the purpose of maximizing the benefits and reducing costs of Member group medical and prescription insurance approves the Trust Agreement of the Health Benefits Consortium as presented effective January 1, 2018. (Attachment J)

The Whitehall-Coplay School District Board of Directors hereby designates the Business Manager as the Trustee on behalf of the Whitehall-Coplay School District and in the Business Manager's absence, the Supervisor of Financial Operations shall be designated as the alternate Trustee for the Health Benefits Consortium.

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

12. EDUCATION/STUDENT ACTIVITIES COMMITTEE MATTERS

A. Approve Field Trip Requests:

Approve the request from Carolyn Radon and Michelle Le, High School Student Council Advisors and Trevor Pinho, Elizabeth Eck and Mary Lienhard, Middle School Student Council Advisors to travel to Red Lion High School, Red Lion, PA to attend a Student Council State Conference departing on Thursday, November 2, 2017 and returning on Saturday, November 4, 2017. Transportation provided by the district.

Moved: Mrs. Gaugler; Seconded Mrs. Abruzzi,
Vote: Yes 7, No 0, Abstention 0, Absent 2.

13. OPERATIONS/TRANSPORTATION COMMITTEE MATTERS

A. Approve the Attached Scope of Work Documents from Breslin, Ridyard, Fadero Architects:

Motion to approve the Scope of Work documents from Breslin, Ridyard, Fadero Architects to provide architectural services related to Middle School re-roofing; Middle School Administration and Guidance Office expansion and secure entry renovations; Football Stadium Field House security upgrades; and, Multi-sport Stadium lighting upgrades, as per attachment, pending solicitor's and administration's approval. (Attachment K)

Moved: Mrs. Abruzzi; Seconded Mr. Makhoul,
Vote: Yes 7, No 0, Abstention 0, Absent 2.

B. Approve the Proposal for Transportation Consulting Services:

Approve the attached proposal between the Whitehall-Coplay School District and Transportation Advisory Services to conduct an Options Analysis of the District's Transportation Program per terms and conditions listed. (Attachment L)

Roll Call:

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

14. ADMINISTRATIVE MATTERS

A. Approve Resignations:

Approve the following resignations:

Sean Devine, Tennis coach, effective June 20, 2017. (Resignation)

14. ADMINISTRATIVE MATTERS - continued

A. Approve Resignations - continued:

Joan Crowley, Reading paraprofessional at Steckel Elementary School, effective September 29, 2017. (Resignation)

Frances Moore, Special Education/Reading paraprofessional at the Middle School, effective September 22, 2017. (Resignation)

Amanda Thompson, Cafeteria cashier at Zephyr Elementary School, effective October 18, 2017. (Resignation)

Flavian Atiyeh, Guidance Secretary at the Middle School, effective October 19, 2017. (Resignation)

B. Approve FMLA Leave:

Approve FMLA leave to the following:

Emp. # 033180, Maintenance employee, District Wide, effective September 29, 2017 and not to exceed twelve (12) weeks.

C. Approve FMLA and Concurrent Childrearing Leave:

Approve FMLA and concurrent childrearing leave to the following:

Emp. # 012800, English teacher at the High School, effective November 20, 2017 and not to exceed 12 weeks and concurrent childrearing leave not to exceed one and one-half years.

D. Approve Uncompensated Leave of Absence:

Approve an uncompensated leave of absence to the following:

Emp. #007404, Emotional Support paraprofessional at the Middle School, effective August 28, 2017 and not to exceed one (1) year.

Emp. #031750, Cafeteria worker at the Middle School, effective September 29, 2017 and not to exceed one (1) year.

14. ADMINISTRATIVE MATTERS – continued

E. Approve Appointments:

Appoint the following upon the recommendation of the Administration, pending receipt of all credentials and clearances:

<u>Name</u>	<u>Assignment</u>	<u>Effective Rate</u>	<u>Proposed Date</u>
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ADMINISTRATIVE

Christine Deutsch (New position)	District Office Special Education Supervisor	\$79,500 (pro-rated)	1/2/2018
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SALARIED SUBSTITUTE

Philip Eempio (Replacing Rebecca Hoernle - resigned)	High School Biology/Chemistry	\$47,025 B Step 1 (pro-rated)	Date to be determined by Superintendent
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LONG TERM SUBSTITUTE (45-89 DAYS)

Sarah Dreisbach (Replacing employee # 001228 - FMLA and Concurrent Childrearing Leave)	Middle School 8 th Grade Inclusion	\$150.00	10/19/2017 through the end of the first semester of the 2017-2018 school year
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PARAPROFESSIONALS

Maryann Kleckner (Replacing Marianne Wied - transferred)	Gockley Elementary Non-Public Reading Support	\$18.34 10hrs. /wk.	9/26/2017
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Therese Younes (Replacing Melyssa Lentz - resigned)	High School English Language Learner	\$17.27 27.5 hrs. /wk.	9/19/2017
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14. ADMINISTRATIVE MATTERS – continued

E. Approve Appointments - continued:

<u>Name</u>	<u>Assignment</u>	<u>Effective Rate</u>	<u>Proposed Date</u>
Jenelle Hallman	Gockley Elementary Emotional Support	\$18.34 27.5 hrs. /wk.	Date to be determined by Superintendent
(Replacing Kyla Stelling - resigned)			
Melyssa Lentz	District Wide English Language Learner	\$17.27 10 hrs. /wk.	10/2/2017
(New position)			
Lori Jo Rassler	Steckel Reading Support	\$17.27 27.5 hrs. /wk.	Date to be determined by Superintendent
(Replacing Joan Crowley - resigned)			

SUPPORT STAFF

Robin Brensinger	District Office Secretary to the Assistant to the Superintendent	\$38,371 Level II 35hrs/weekly	9/6/2017
(Replacing Lea Unger – transfer)			
Alexander Galley	District Wide Food Truck Driver	\$14.17/hour 15-25hrs/wk.	10/10/2017
(Replacing Andrew Moyer - resigned)			
Elaido Gonzalez	High School Security	\$16.48 27.5hrs/wk.	Date to be determined by Superintendent
(Replacing Timothy Schock - resigned)			

CAFETERIA

Janice Sodl	High School	\$12.75 3 hrs. /daily	10/10/2017
(Replacing Kim Brown - transfer)			

14. ADMINISTRATIVE MATTERS – continued

E. Approve Appointments - continued:

<u>Name</u>	<u>Assignment</u>	<u>Effective Rate</u>	<u>Proposed Date</u>
BUS AIDE			
Cindy Koehler	District Wide	\$11.67 2.5hrs/ daily - not to exceed 14.5 hours	8/28/2017

(Replacing Heather Holmes - transfer)

BUS DRIVER

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

Rasha Hadeed

F. Approve Club/Extracurricular Advisors:

Approve for the 2017-2018 school year: High School

<u>Advisor</u>	<u>Club/Extracurricular</u>	<u>Compensation</u>
Carolyn Radon	Class of 2021	\$1,191.00
Jennifer MacDade	Outdoors Club	\$700.00

G. Approve Substitute Personnel:

Approve the attached list of substitute personnel for the 2017– 2018 school year. (Attachment M)

H. Approve Teacher Induction Participants:

Approve the following as participants in the Teacher Induction Program for the 2017 – 2018 school year as per the teacher’s contract:

<u>Mentor</u>	<u>Amount</u>	<u>Teacher</u>
Jamison Barnhart	\$650.00	Phillip Esempio
Clare Persing	\$325.00	Sarah Dreisbach

Roll Call:

Moved: Mrs. Abruzzi; Seconded Mr. Makhoul,
Vote: Yes 7, No 0, Abstention 0, Absent 2.

14. ADMINISTRATIVE MATTERS – continued

I. 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 N)

J. 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 the provision of education services for resident pupils. (Attachment O)

K. Approve Affidavits:

Approve the following affidavits in order that the students may attend the Whitehall-Coplay School District during the 2017 – 2018 school year. (Attachment P)

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

15. SUPERINTENDENT’S REPORT

A. Principal’s Reports

Dr. Hackett thanked everyone for their participation with the Fall Festival that was held on the campus. She also spoke about Professional Development that was conducted earlier today.

Mr. Schiffert noted that Weis Market on MacArthur Road held a Grand Re-Opening and donated \$500.00 to the District.

B. PTO PLUS Report

Toni Fillman, PTO Plus President, noted that there are many new volunteers. She thanked Laura Vandergrift, Human Resources Manager, for her assistance with processing volunteer clearances.

The book fairs were very successful in each of the school buildings thanks to all of the dedicated volunteers. Gockley set a record for the most sales during book fair and spirit sales within a two hour time frame. She attributes the sales volume to the organizational skills of Tracey Corteen, who took care of all of the book fair details from beginning to end. She also thanked the principals, teachers and staff for their continued support.

16. UPCOMING MEETING DATES

Monday	October 23	Committee Meeting Finance/Personnel Education/Student Activities Operations/Transportation	4:00 p.m.
Monday	November 13	School Board Meeting	7:00 p.m.
Tuesday	November 28	Committee Meetings Operations/Transportation Finance/Personnel Education/Student Activities	4:00 p.m.

17. OTHER MATTERS/INFORMATION

18. ADJOURNMENT

A motion by Mr. Leiner, seconded by Mrs. Abruzzi, to adjourn. The meeting adjourned at 7:59 p.m.

Respectfully Submitted,

Mr. J. Michael Malay, Jr.
Board Secretary