

**BALDWIN-WHITEHALL SCHOOL DISTRICT
MINUTE BRIEFS
WEDNESDAY, AUGUST 16, 2017
BUSINESS MEETING**

8.2 Approval of Minutes - June 2017

Approved the Minutes of the Agenda Meeting on June 7, 2017 and the Business Meeting on June 14, 2017 as listed and certified.

8.3 General Fund Receipts - June 2017 and July 2017

Approved the June 2017 and July 2017 General Fund Receipts in the total amount of \$6,298,490.81 as listed and certified.

8.4 Cafeteria Fund - June 2017

Approved the Cafeteria Fund Account in the total amount of \$16,211.20 for the month of June 2017 as listed and certified.

8.5 Cafeteria Fund - July 2017

Approved the Cafeteria Fund Account in the total amount of \$432.31 for the month of July 2017 as listed and certified.

8.6 General Fund Account - June 2017

Approved the General Fund Account in the total amount of \$1,061,394.65 for the month of June 2017 be as listed and certified.

8.7 General Fund Account - July 2017

Approved the General Fund Account in the total amount of \$90,708.42 for the month of July 2017 as listed and certified.

9.1 Payroll - June 2017

Approved the Payroll for June 2017 in the total amount of be \$3,455,260.96 as listed and certified.

9.2 Payroll - July 2017

Approved the Payroll for July 2017 in the total amount of be \$1,794,963.13 as listed and certified.

10.2 Resignations

Accepted the following resignations:

William C. Burns III
Teacher
Reason: Other Employment
Effective: August 23, 2017

Rachel Ferdinand
Teacher
Reason: Other Employment
Effective: July 10, 2017

Virginia Fisher
Noontime Aide
Reason: Personal
Effective: July 17, 2017

Susan M. McCourt
Teacher
Reason: Personal
Effective: June 28, 2017

Anissa Rosenwald
Assistant Principal
Reason: Other Employment
Effective: July 1, 2017

10.3 Retirements

Accepted the following retirements:

Cynthia Jamison
Custodian
Effective: August 31, 2017
16 Years 4 Months of Service

Gilbert Shanley
Custodian
Effective: August 31, 2017

8 Years 3 Months of Service

10.4 Leaves

Approved the following:

Sabbatical Leave of Absence for Billie Jo Acuna, Harrison Middle School Art Teacher, for the 2017-2018 School Year.

Unpaid Leave of Absence for Kate Tortorice, Elementary Art Teacher, from August 21, 2017 through January 22, 2018 (First Semester) of the 2017-2018 School Year.

10.5 General Food Service Worker - (Karen Sayre) Permanent - 3-Hour Position - Paynter Elementary School Cafeteria

Approved Karen Sayre as a General Food Service Worker (permanent) 3-Hour Position at the Paynter Elementary School Cafeteria effective June 5, 2017 with a Seniority date of January 19, 2017.

Rate: \$15.46/Hour

Annual Salary: \$8,441.16

Payroll Taxes: \$730.16

PSERS: \$2,749.29

Benefits: None

Annual Total Cost: \$11,920.61

10.6 Noontime Aide (Nancy Omeis) - Permanent - McAnnulty Elementary School

Approved Nancy Omeis as a Noontime Aide (Permanent) at McAnnulty Elementary School effective August 29, 2017 with a Seniority date of January 30, 2017.

Rate: \$14.03/Hour

Salary: \$5,415.58

Payroll Taxes: \$468.45

PSERS: \$1,763.85

Benefits: None

Total: \$7,647.88

10.7 Title III Summer ESL Program 2017 - Professional Staff

Approved the employment of Katherine Toki, professional teacher, to conduct a Summer ESL Program at Baldwin High School for eligible Title III students from July 6, 2017 through July 28, 2017 (Monday through Friday) not to exceed 80 hours per position with being paid at the negotiated rate.

Rate: \$31.00
Salary: \$2,480.00
Payroll Taxes: \$214.52
PSERS: \$807.74
Total: \$3,502.26

10.8 Title I Summer School Program 2017 - Professional Staff (Resignation)

Accepted the resignation of Michelle Viola from the professional teaching staff for the Summer Reading Program at Baldwin High School for eligible Title 1 students from July 6, 2017 through July 28, 2017 (Monday through Friday).

10.9 Substitute Custodians

Approved the following Substitute Custodians at \$10.53/hour:

Henrietta Curley
Effective: July 25, 2017

Judy Todorowski
Effective: July 31, 2017

10.10 Substitute Noontime Aides

Approved the following Substitute Noontime Aides at \$10.53/hour effective August 17, 2017:

*Barbara Stock
*Susan Waldo

*Provisional based on all necessary paperwork

10.11 Substitute Breakfast Monitors

Approved the following Substitute Breakfast Monitors at \$10.53/hour effective August 17, 2017:

*Barbara Stock
*Susan Waldo

*Provisional based on all necessary paperwork

10.12 Substitute Food Service

Approved the following Substitute Food Service employees at \$10.53/hour effective August 17, 2017:

- *Theresa Ackerman
- *Barbara Stock
- *Susan Waldo
- *Cari Winkler

*Provisional based on all necessary paperwork

10.13 Extra School Bus Driver

Approved the following Substitute Extra School Bus Driver at \$16.97/hour effective August 17, 2017:

- *Patricio Saaverdra

*Provisional based on all necessary paperwork

10.14 Extracurricular Activity Assignments List (Deletions)

Accepted the following resignations on the Extracurricular Activity Assignments Addendum list for the 2017-2018 school year:

Haley Bashada
Girls' Softball Jr. Varsity Coach
Reason: Personal
Effective: August 9, 2017

Fran Gorman
Auditorium Coordinator
Reason: Personal
Effective: July 1, 2017

Sean McCaskill
Football Varsity/Jr. Varsity Assistant #2 Coach
Reason: Personal
Effective: July 10, 2017

10.15 Extracurricular Activity Assignments List (Additions)

Approved the following with Fiscal Notes to the Extracurricular Activity Assignments Addendum List effective August 17, 2017:

Beth DePetro

Auditorium Coordinator
Salary: \$6,750.00
Payroll Taxes: \$583.88
PSERS: \$2,198.48
Benefits: None
Total Cost: \$9,532.35

Gregory McGhee
Football 9th Grade Head Coach
Salary: \$4,500.00
Payroll Taxes: \$389.25
PSERS: \$1,465.65
Benefits: None
Total Cost: \$6,354.90

Dayonne Nunley
Football Varsity/Jr. Varsity Assistant #2 Coach (Moved from previous Ninth Grade Football Assistant #1 Coach)
Salary: \$5,500.00
Payroll Taxes: \$475.75
PSERS: \$1,791.35
Benefits: None
Total Cost: \$7,767.10

Alen Siric
Boys' Soccer Co-Assistant Head Coach
Salary: \$2,000.00
Payroll Taxes: \$173.00
PSERS: \$651.40
Benefits: None
Total Cost: \$2,824.40

11.1 Memorandum of Understanding – Deaf Blind Intervener Position

Approved the Memorandum of Understanding between the Baldwin-Whitehall School District and the Baldwin-Whitehall Service Employees Association concerning the creation of the Deaf-Blind Intervener position.

11.2 Memorandum of Understanding - Health Services Nurse

Approved the Memorandum of Understanding between the Baldwin-Whitehall School District and the Baldwin-Whitehall Service Employees Association concerning the creation of the Health Services Nurse position.

11.3 Memorandum of Understanding - Craig Trexler Return to Driving

Approved the Memorandum of Understanding between the Baldwin-Whitehall School District and the Baldwin-Whitehall Service Employees Association regarding employee, Craig Trexler, according to the terms and conditions as listed in the Memorandum of Understanding.

11.4 Last Chance Agreement

Approved the Last Chance Agreement.

11.5 Resignation

Accepted the following resignation:

Christina M. Boone
Teacher
Reason: Personal
Effective: August 14, 2017

11.6 Resignation

Accepted the following resignation:

Katie Farrell
Teacher
Reason: Other Employment
Effective: June 29, 2017

11.7 Resignation

Accepted the following resignation:

Michelle Jenkins
Teacher
Reason: Other Employment
Effective: July 19, 2017

11.8 General Food Service Worker - (Joanne Kosslow) - Permanent - 3-Hour Position - Baldwin High School Cafeteria

Approved Joanne Kosslow as a General Food Service Worker (permanent) 3-Hour Position at the Baldwin High School Cafeteria effective June 8, 2017 with a Seniority date of January 19, 2017.

Rate: \$15.46/Hour

Annual Salary: \$8,441.16
Payroll Taxes: \$730.16
PSERS: \$2,749.29
Benefits: None
Annual Total Cost: \$11,920.61

11.9 Substitute Custodian

Approved the following Substitute Custodian at \$10.53/hour:

Anthony J. Longo
Effective August 2, 2017

11.10 Substitute Noontime Aide

Approved the following Substitute Noontime Aide at \$10.53/hour effective August 17, 2017:

Kelly Gutendorf

11.11 Substitute Noontime Aide

Approved the following Substitute Noontime Aide at \$10.53/hour effective August 17, 2017:

*Robyn Wodarek

*Provisional based on all necessary paperwork

11.12 Substitute Breakfast Monitor

Approved the following Substitute Breakfast Monitor at \$10.53/hour effective August 17, 2017:

Kelly Gutendorf

11.13 Substitute Food Service

Approved the following Substitute Food Service employee at \$10.53/hour effective August 17, 2017:

Kelly Gutendorf

11.14 Substitute Food Service

Approved the following Substitute Food Service employee at \$10.53/hour effective August 17, 2017:

*Rebecca Rohland

*Provisional based on all necessary paperwork

11.15 Substitute Food Service

Approved the following Substitute Food Service employee at \$10.53/hour effective August 17, 2017:

*Robyn Wodarek

*Provisional based on all necessary paperwork

11.16 Temporary Professional Employee - Grade 2 - Whitehall Elementary School

Approved Shawna Cisco as a Temporary Professional Employee Grade 2 Teacher at Whitehall Elementary School effective August 21, 2017 on Step 2.75 of the Bachelor's Schedule pending clearances and required HR paperwork.

Annual Salary: \$45,495.00

Payroll Taxes: \$3,935.32

PSERS: \$14,817.72

Benefits: \$17,071.07

Annual Total Cost: \$81,319.11

11.17 Temporary Professional Employee - Grade 3 - Whitehall Elementary School

Approved Erika L. Artman as a Temporary Professional Employee Grade 3 Teacher at Whitehall Elementary School effective August 21, 2017 on Step 3.5 of the Master's Schedule pending clearances and required HR paperwork.

Annual Salary: \$50,870.00

Payroll Taxes: \$4,400.26

PSERS: \$16,568.36

Benefits: \$17,071.07

Annual Total Cost: \$88,909.68

12.2 Agreement - Wesley Spectrum

Approved the addendum to the Individual Student Enrollment Agreement for a student to enroll in the Wesley Spectrum High School ESY Program from July 3, 2017 through July 27, 2017 at a cost of \$2,700.00.

12.3 Agreement - AIU Waterfront Learning Services

Approved the agreement between the Baldwin-Whitehall School District and the Allegheny Intermediate Unit Waterfront Learning Services for the 2017-2018 school year.

12.4 Agreement - Crossroads Speech & Hearing, Inc. - Speech Language Pathology, Physical/Occupational Therapy

Approved the agreement between the Baldwin-Whitehall School District and Crossroads Speech & Hearing, Inc. to provide Speech Language Pathology, Occupational Therapy, and Physical Therapy services to students effective August 29, 2017 through June 7, 2018.

12.5 Agreement - Holy Family Institute Student Assistance Program (SAP)

Approved the Student Assistance Program (SAP) Letter of Agreement between the Baldwin-Whitehall School District and Holy Family Institute to provide a Student Assistance Program (SAP) liaison for Baldwin High School and Harrison Middle School effective July 1, 2017 through June 30, 2018.

12.6 Agreement - Pace School 2017 Extended School Year Program

Approved the agreement between the Baldwin-Whitehall School District and Pace School for a student to attend the 2017 Extended School Year Program at a cost of \$4,570.00.

12.7 Agreement - Pressley Ridge Day School - Autism

Approved the agreement between the Baldwin-Whitehall School District and Pressley Ridge Day School for Special Education Services for the 2017-2018 school year.

12.8 Agreement - Glade Run Lutheran

Approved the agreement between the Baldwin-Whitehall School District and Glade Run Lutheran Services/St. Stephens Lutheran Academy to provide instruction to students with educational needs for the 2017-2018 school year.

12.9 Agreements - The Watson Institute, The Education Center - South

Approved the agreements between the Baldwin-Whitehall School District and The Watson Institute for three students to be enrolled in The Education Center - South for the 2017-2018 school year.

12.10 Health Care Services Contract - Interim Healthcare of Pittsburgh, Inc.

Approved the Health Care Services Contract between the Baldwin-Whitehall School District and Interim Healthcare of Pittsburgh, Inc. to provide personal care nursing services for a student beginning July 2017 and ending August 2018 for extended school year at a cost of \$42.00 per hour.

12.11 Student Participation - Cross Country PIAA Invitational

Approved the following Student Participation:

Cross Country PIAA Invitational
Hershey, Pa
September 22 through September 24, 2017
Sponsors: Richard Wright & Bonita Schmidt
Students: to be determined

12.12 Lease Agreements - Allegheny Intermediate Unit

Approved the lease agreements between the Baldwin-Whitehall School District and the Allegheny Intermediate Unit to lease classrooms at McAnnulty Elementary School, the Wallace Building, and Baldwin High School for the Head Start, Pre K Counts, and DART programs effective July 1, 2017 through June 30, 2018.

12.13 Contract - Allegheny Intermediate Unit - Purchase Meals

Approved the contract between the Baldwin-Whitehall School District and Allegheny Intermediate Unit to provide meals to the Allegheny Intermediate Unit's Head Start and Pre-K Counts programs.

12.14 Disposal - Old Buses

Authorized the District to dispose of two buses, #16 and #25.

12.15 Agreement - Kennywood School Picnic - June 16, 2018

Approved the Agreement between the Baldwin-Whitehall School District and Kennywood for the school picnic to be held on Saturday, June 16, 2018.

12.16 Policy 203 - Immunizations and Communicable Diseases - 3rd Reading

Approved the revision of Policy 203 Immunizations and Communicable Diseases.

12.17 Policy 204 - Attendance - 3rd Reading

Approved the revision of Policy 204 Attendance.

12.18 Policy 209.2 Diabetes Management - 3rd Reading Policy 209.3 - Food Allergy Management - 3rd Reading

Approved the revision of Policy 209.2 Diabetes Management and addition of Policy 209.3 Food Allergy Management.

12.19 Policy 246 School Wellness - 3rd Reading

Approved the revision of Policy 246 School Wellness.

12.20 Policy 830 - Breach of Computerized Personal Information - 3rd Reading

Approved Policy 830 Breach of Computerized Personal Information as reviewed.

13.1 Ratification of Emergency Work - Whitehall Elementary School

Ratified the declaration of emergency pursuant to Section 751 (a.2) of the School Code by the Superintendent in July 2017, caused by water infiltration into the boiler room at Whitehall Elementary School, impacting electrical and data services, so that necessary repair and maintenance work to the school plant may proceed.

13.2 Transportation Agreement - Brentwood Borough

Approved the transportation agreement between the Baldwin-Whitehall School District and Brentwood Borough School District to provide transportation services for students, effective August 21, 2017 through June 12, 2018.

13.3 Donation - MK63444 Fund (Student Lunch Account)

Accepted a donation from Readshaw for Legislator to the MK63444 Fund (Student Lunch Account) in the amount of \$100.00.

13.4 Agreements - Goodwill of Southwestern Pennsylvania

Approved the Transition Services Agreements between the Baldwin-Whitehall School District and Goodwill of Southwestern Pennsylvania for three (3) students, effective September 6, 2017 through June 1, 2018.