

**BALDWIN-WHITEHALL SCHOOL DISTRICT
MINUTE BRIEFS
WEDNESDAY, JUNE 13, 2018
BUSINESS MEETING**

9.2 Approval of Minutes - May 2018

Approved the Minutes of the Agenda Meeting on May 2, 2018 and the Business Meeting on May 9, 2018 as listed and certified.

9.3 General Fund Receipts - May 2018

Approved the May 2018 General Fund Receipts in the total amount of \$1,321,376.69 as listed and certified.

9.4 Cafeteria Fund - May 2018

Approved the Cafeteria Fund Account in the total amount of \$75,486.02 for the month of May 2018 as listed and certified.

9.5 General Fund Account - May 2018

Approved the General Fund Account in the total amount of \$903,328.36 for the month of May 2018 as listed and certified.

9.6 Capital Projects Fund - May 2018

Approved the May 2018 Capital Projects Fund in the total amount of \$27,591.01 as listed and certified.

9.7 Payroll - May 2018

Approved the Payroll for May 2018 in the total amount of \$2,379,815.43 as listed and certified.

11.1 Baldwin-Whitehall School District 2018-2019 Operating Budget

Approved the 2018-2019 Operating Budget of \$67,680,131 with revenue provided from earned income taxes, deed transfer taxes, realty transfer taxes, occupation privilege taxes, and a school tax on real estate to be levied and assessed at the rate of 21.05 mills

1. The current tax rate for 2017-2018 is assessed at the rate of 20.37 mills.

- 2. The tax rate for 2018-2019 is assessed at the rate of 21.05 mills.
- 3. There is a millage increase of .68 for 2018-2019.

11.2 General Obligation Bonds, Series of 2018

Authorized the incurring of nonelectoral debt by the issuance of General Obligation Bonds, Series of 2018.

12.2 Resignations

Accepted the following resignations:

Lorraine May
Teacher
Reason: Personal
Effective: July 1, 2018

Bethany Mudd
Social Worker
Reason: Other
Employment Effective: May 31, 2018

Jennifer Seitzinger
Human Resources/Risk Manager
Reason: Early Retirement/Resignation Incentive
Effective: June 30, 2018

12.3 Retirements

Accepted the following retirements:

Donna Bennett
Custodian
Effective: June 30, 2018
Years of Service: 15 years 5 Months

Teresa L. Bradley
Payroll Manager
Effective: June 30, 2018
Years of Service: 9 Years

Joyce Geiger
Paraprofessional
Effective: June 30, 2018

Years of Service: 21 years 4 Months

Dr. Annette Giovanazzi
Social Worker
Effective: June 30, 2018
Years of Service: 34 years

Gayle L. Hoover
Teacher
Effective: June 9, 2018
Years of Service: 14 years (20.83 years - Transfer of Entity Total)

Jack R. Housteau
Teacher
Effective: June 12, 2018
Years of Service: 25 years

Susan Lepley
Noontime Aide
Effective: June 8, 2018
Years of Service: 12 years 10 Months

Sarah Lyle
Teacher
Effective: June 30, 2018
Years of Service: 16 years

Nancy Petrichko
Secretary
Effective: June 30, 2018
Years of Service: 19 years 7 Months

12.4 Leaves

Approved the following:

Extended Unpaid Leave of Absence for Sarah Bowman, ELA Teacher, from August 21, 2018 through October 31, 2018 with a return to work on November 1, 2018 (2nd Nine-Week Grading Period).

Sabbatical Leave of Absence for Janet Cooley, Art teacher, effective for the 2018-2019 school year.

Sabbatical Leave of Absence for Gregory Steele, Music teacher, effective for the 2018-2019 school year.

12.5 Principal - McAnnulty Elementary School

Approved Heatherlyn D. Wessel as principal at McAnnulty Elementary School as an Act 93, 12-Month, employee.

Annual Salary: \$86,000.00
Payroll Taxes: \$7,439.00
PSERS: \$28,749.80
Benefits: \$17,395.40
Annual Total Cost: \$139,584.20

12.6 Tenure Resolution

Certified that the following Temporary Professional Employees have taught in the District three years and has satisfactory ratings.

Rachele A. Gentile
Marissa A. Virgin

The above named Temporary Professional Employees have met the requirements prescribed in Article XI, Section 1108 of the Public School Code of 1949, are, following this certification, professional employees within the meaning of the law. Section 1108 says further that attainment of the professional employees status shall be recorded in the records of the Board, that written notice shall be sent to the employees, and that the employees shall be tendered a regular contract as provided for professional employees.

12.7 General Food Service Worker (Amanda Davic) - Probationary - 3-Hour Position - Baldwin High School Cafeteria

Approved Amanda Davic as a 3-Hour General Food Service Worker - (probationary) at the Baldwin High School Cafeteria effective June 14, 2018.

Rate: \$12.61 (2018-2019 rate)
Salary: \$6,885.06
Payroll Taxes: \$595.56
PSERS: \$2,301.68
Benefits: None
Total: \$9,782.29

12.8 General Food Service Worker (Christine Sadler) - Probationary - 3-Hour Position - McAnnulty Elementary School Cafeteria

Approved Christine Sadler as a 3-Hour General Food Service Worker - (probationary) at the McAnnulty Elementary School Cafeteria effective June 14, 2018.

Rate: \$12.61 (2018-2019 rate)

Salary: \$6,885.06
Payroll Taxes: \$595.56
PSERS: \$2,301.68
Benefits: None
Total: \$9,782.29

12.9 Extended School Year (ESY) Summer School Program 2018 - Paraprofessional Staff

Approved the employment of the following paraprofessional for the Extended School Year (ESY) Summer School Program from July 9, 2018 through July 31, 2018 (Mondays through Fridays) not to exceed 84 hours per position with possible reassignment to substitute status based on student enrollment with the employee being paid at the probationary rate.

Randy Simone

*Rate: \$13.81
Hours: 84
Salary: \$1,160.04
Payroll Taxes: \$100.34
PSERS: \$387.80
Total: \$1,648.18

*Probationary Rate

12.10 2018 Highlander Summer Camp Professional Staff

Approved the deletion and the addition to employment of the following professional staff, if needed, to conduct the Highlander Summer Camps from June 18, 2018 through July 19, 2018 (Mondays through Thursdays) at the rate of \$425 per camp.

Deletion:
Caitlin Brown

Addition:
**Cathy Zora

**Hiring is provisional based on all necessary paperwork. (Non-District Employee)

12.11 2018 Summer Hours - Nurses

Approved that the following nurses receive additional time during the summer of 2018 to complete health records based on new immunization requirements at the negotiated rate.

Tina Kelly - maximum 40 hours (SHARRS report)
Michelle Coury-Brendel - maximum 16 hours
Eileen Kline - maximum 24 hours
Donna Piotrowski - maximum 16 hours
Tracey Spicuzza - maximum 16 hours

12.12 Summer Employment 2018 - Substitute Custodians

Approved the following Substitute Custodians for Summer 2018 employment effective June 11, 2018 through August 26, 2018, as needed, at \$10.53/hour + \$.90 (June) and \$10.66/hour + \$.90 (July and August) as follows:

Alissa Bourquin
Henrietta Curley
Karen Green
Karen Sayre
Shirley Thorhauer
Judy Todorowski

12.13 Substitute Noontime Aide

Approved the following Substitute Noontime Aide.

*Karen Hritz
Effective: June 14, 2018
Rate: \$10.66/Hour

*Hiring is provisional based on all necessary paperwork.

12.14 Substitute Breakfast Monitor

Approved the following Substitute Breakfast Monitor.

*Karen Hritz
Effective: June 14, 2018
Rate: \$10.66/Hour

*Hiring is provisional based on all necessary paperwork.

12.15 Student Stage Crew

Approved the following Student Stage Crew employee as needed provisional based on all necessary paperwork:

Jason Depretis
Effective: June 14, 2018
Rate: \$7.25/Hour

12.16 Open Positions - Boys' Volleyball

Declared all Boys' Volleyball coaching positions open for the 2018-2019 school year.

Eric Falcione (Varsity/Junior Varsity Head Coach)
Milan Yekich (Varsity/Junior Varsity Assistant Head Coach)
Adam Foote (Junior Varsity Coach)

12.17 Open Positions - Boys' Cross Country

Declared all Boys' Cross Country coaching positions open for the 2018-2019 school year.

Bonita Schmidt (Varsity/Junior Varsity Head Coach)

12.18 Open Positions - Boys' Tennis

Declared all Boys' Tennis coaching positions open for the 2018-2019 school year.

Thomas Kirk (Varsity/Junior Varsity Head Coach)
Dave Shenefelt (Varsity/Junior Varsity Assistant Head Coach)

12.19 Extracurricular Activity Assignments List (Deletions)

Accepted the following deletions from the Extracurricular Activity Assignments list.

Abigail Hric
Marching Band Co-Assistant #1 @ 50% (BHS) and
Marching Band Winter/Spring Co-Director @ 66% (BHS)
Reason: Personal
Effective: May 13, 2018

Debbie Reynolds
Science Department/Grade Level Chairperson (HMS)
Reason: Personal
Effective: End of 2017-2018 School Year

Dean Santamaria
Wrestling Varsity/Junior Varsity Assistant Head Coach (BHS)
Reason: Personal
Effective: June 14, 2018

Gregory Steele
Marching Band Director (BHS)
Reason: Personal
Effective: May 14, 2018

Katie Temme
National Honor Society Sponsor (BHS)
Reason: Personal
Effective: June 8, 2018

Lindsay Verno
Marching Band Assistant #3 (BHS)
Reason: Personal
Effective: 2018-2019 School Year

12.20 Extracurricular Activity Assignments List (Additions)

Recommend that the Board approve the following Additions to the Extracurricular Activity Assignments List:

*Anthony Barbano
Boys' Basketball Ninth Grade Head Coach (BHS)
Effective: June 14, 2018
Salary: \$4,000.00
Payroll Taxes: \$346.00
PSERS: \$1,337.20
Benefits: None
Total Cost: \$5,683.20

Michael Garbett
Move from Marching Band Co-Assistant #1 to Assistant #1 (BHS)
Effective: June 14, 2018
Salary: \$3,961.00
Payroll Taxes: \$342.63
PSERS: \$1,324.16
Benefits: None
Total Cost: \$5,627.79

*Richard Johnson
Football Assistant #2 Coach (HMS)
Effective: June 14, 2018
Salary: \$2,500.00
Payroll Taxes: \$216.25
PSERS: \$835.75
Benefits: None
Total Cost: \$3,552.00

*Nelton Neal
Football Ninth Grade Assistant #1 Coach (BHS)
Effective: June 14, 2018
Salary: \$3,500.00
Payroll Taxes: \$302.75
PSERS: \$1,170.05
Benefits: None
Total Cost: \$4,972.80

*Robert Read
Marching Band Director (BHS)
Effective: June 14, 2018
Salary: \$7,229.00
Payroll Taxes: \$625.31
PSERS: \$2,416.65
Benefits: None
Total Cost: \$10,270.96

*Zachary Smith
Boys' Head Tennis Coach (BHS)
Effective: June 14, 2018
Salary: \$4,000.00
Payroll Taxes: \$346.00
PSERS: \$1,337.20
Benefits: None
Total Cost: \$5,683.20

*Zachary Smith
Girls' Head Tennis Coach (BHS)
Effective: June 14, 2018
Salary: \$4,000.00
Payroll Taxes: \$346.00
PSERS: \$1,337.20
Benefits: None
Total Cost: \$5,683.20

*Hiring is provisional based on all necessary paperwork.

12.21 Science Department/Grade Level Chairperson - Harrison Middle School

Approved the following on the Extracurricular Activity Assignments List:

Jessica Thomas
Science Department/Grade Level Chairperson (HMS)
Effective: 2018-2019
School Year Salary: \$1,809.00

Payroll Taxes: \$156.48
PSERS: \$604.75
Benefits: None
Total Cost: \$2,570.23

12.22 Early Retirement Incentive Memorandum of Understanding - BWSEA - Revised June 7, 2018

Approved the revised June 7, 2018 Memorandum of Understanding between the District and the Baldwin-Whitehall Service Employees Association (BWSEA) for an Early Retirement Incentive Plan.

12.23 Early Retirement/Resignation Incentive Memorandum of Understanding - Act 93 Administrative and Supervisory Personnel - Revised June 13, 2018

Approved the revised June 13, 2018 Memorandum of Understanding between the District and the Act 93 Administrative and Supervisory Personnel for an Early Retirement/Resignation Incentive Plan.

12.24 Director of Safety and Security

Authorized the creation of the new position of Director of Safety and Security.

12.25 Temporary Professional Employee - ESL - Paynter Elementary School

Approved Kathleen M. Rock as a Temporary Professional Employee ESL Teacher at Paynter Elementary School effective August 17, 2018 on Step 1 of the Master's + 30 Schedule.

Annual Salary: \$50,870.00
Payroll Taxes: \$4,400.26
PSERS: \$17,005.84
Benefits: \$17,395.40
Annual Total Cost: \$89,671.50

12.26 Professional Employee - Biology - Baldwin High School

Approved Lara Dorman as a Professional Employee Biology Teacher at Baldwin High School effective August 17, 2018 on Step 6 of the Master's Schedule.

Annual Salary: \$52,370.00
Payroll Taxes: \$4,530.01
PSERS: \$17,507.29
Benefits: \$17,395.40

Annual Total Cost: \$91,802.70

12.27 Temporary Professional Employee - Grade 2 - Paynter Elementary School

Approved Kristy Lagnese as a Temporary Professional Employee Grade 2 Teacher at Paynter Elementary School effective August 17, 2018 on Step 3 of the Master's Schedule.

Annual Salary: \$50,870.00

Payroll Taxes: \$4,400.26

PSERS: \$17,005.84

Benefits: \$17,395.40

Annual Total Cost: \$89,671.50

12.28 Temporary Professional Employee - Grade 1 - McAnnulty Elementary School

Approved Lauren Moore as a Temporary Professional Employee Grade 1 Teacher at McAnnulty Elementary School effective August 17, 2018 on Step 1 of the Bachelor's Schedule.

Annual Salary: \$44,870.00

Payroll Taxes: \$3,881.26

PSERS: \$15,000.04

Benefits: \$17,395.40

Annual Total Cost: \$81,146.70

13.1 Elimination - Athletic Director Position

Approved the elimination of the position of Athletic Director, effective June 30, 2018.

13.2 Furlough - Vince Sortino

Approved the furlough of Vince Sortino, effective June 30, 2018.

14.2 Services and Subscription Agreement - Modern Teacher, LLC

Approved the Services and Subscription Agreement between the Baldwin-Whitehall School District and Modern Teacher, LLC to provide ModernTeacher.com network membership and Digital Convergence Support.

14.3 2018 - Software Licensing Renewal

Approved the software licensing purchases not to exceed \$265,841.

14.4 2018-2019 - Proposed Curriculum Hours

Approved the Proposed Curriculum Hours for 2018-2019 at the negotiated rate once all of the mandated DSAP hours are fulfilled.

14.5 Purchase - Science Textbooks/Materials (K-5)

Approved the purchase of Science Textbooks and Materials, Grades K-5 at a total cost of \$206,649.60.

14.6 Agreement - Susan Dawkins (Educational & Editing Consultant)

Approved the agreement between the Baldwin-Whitehall School District and Susan Dawkins, 250 Cedar Ridge Drive, Unit 907, Monroeville, PA 15146 to collaborate with the Assistant Superintendent to create, develop, and teach a Title III Districtwide Program for parent engagement, effective June 1, 2018 through May 30, 2019.

14.7 Affiliation Agreement - Carlow University, Education Department

Approved the Affiliation Agreement between the Baldwin-Whitehall School District and Carlow University, Education Department to receive undergraduate and graduate students for field observations, practicum experiences, student teaching and internships for the term of five (5) years from the date of execution.

14.8 Memorandum of Agreement - Community College of Allegheny County

Approved the Memorandum of Agreement between the Baldwin-Whitehall School District and Community College of Allegheny County (CCAC) for Dual Enrollment Programs to be made available to District students.

14.9 Agreement - Allegheny County Juvenile Court - School-Based Probation

Approved the School-Based Probation Agreement between the Baldwin-Whitehall School District and Allegheny County Juvenile Court for the 2018-2019 school year.

14.10 Agreements - PACE School Extended School Year Program - 2018

Approved the Extended School Year Program - 2018 Tuition/Enrollment Agreements between the Baldwin-Whitehall School District and Pace School for two students to attend the Extended School Year Program for 2018, at a cost of \$2,500.00 per student.

14.11 Agreement - ACLD Tillotson School - 2018 Extended School Year

Approved the agreement between the Baldwin-Whitehall School District and ACLD Tillotson School to provide an Extended School Year education program for a student from Monday, June 18, 2018 through Friday, July 20, 2018 at a cost of \$2,000.

14.12 Appendix B - Crossroads Speech & Hearing, Inc. - 2018 Extended School Year

Approved Appendix B between the Baldwin-Whitehall School District and Crossroads Speech & Hearing, Inc. for 2018 extended school year (ESY) services.

14.13 Agreement - Phase 4 Learning Center, Inc. - Alternative Education - 2018-2019

Approved the agreement between the Baldwin-Whitehall School District and Phase 4 Learning Center, Inc. for the delivery of alternative education services for disruptive youth for the 2018-2019 school year.

14.14 Agreement - Interim HealthCare of Pittsburgh, Inc. - 2018-2019

Approved the Health Care Staffing Agreement and Attachment B - Business Associate Agreement between the Baldwin-Whitehall School District and Interim HealthCare of Pittsburgh, Inc. to provide skilled nursing services for a student beginning August 2018 and ending August 2019 at a cost of \$45.00 per hour.

14.15 Proposal - School Physician

Approved the proposal for school physicians for the 2018-2019 school year with Steel City South Pediatrics, Inc. 3911 Saw Mill Run Boulevard, Pittsburgh, PA 15227, at \$30.00 per student encountered and \$150.00 per hour for medical consultation.

14.16 Out-of-State Conference - Code.org's Professional Learning Program: TeacherCon Phoenix

Approved the following Out of State Conference:

Code.org's Professional Learning Program: TeacherCon Phoenix
Phoenix, AZ
July 22-27, 2018
Teacher: Shantal Baldensperger
Cost: Sponsor-paid

14.17 Student Participation - Baldwin High School - PIAA Cheerleading Competition

Approved the following Student Participation:

PIAA Competitive Spirit Championship - PIAA (PA Interscholastic Athletic Assoc.)
Hershey, PA
January 2019 (TBD)
Sponsor: Taryn Madden
Students: TBD
Cost: Student-funded

14.18 2018-2019 Steel Center for Career and Technical Education Budgets (Administrative, Operating, Perkins, and Workforce Development) and the Southeast Area Special School (Mon Valley School) Administrative Budget

Approved the Steel Center for Career and Technical Education Administrative Budget for the 2018-2019 school year. The proposed budget is \$218,949; the Baldwin-Whitehall School District share is \$34,618.

Approved the Steel Center for Career and Technical Education Operating Budgets. The proposed budget for 2018-2019 is \$5,457,779. The Perkins Proposed Budget for 2018-2019 is \$324,753. The Workforce Development Proposed Budget for 2018-2019 school year is \$112,601.

Approved the Southeast Area Special School (Mon Valley School) Administrative Budget. The proposed budget for 2018-2019 is \$203,749; the Baldwin-Whitehall School District share is \$19,112.

14.19 Southeast Area Special School Joint Advisory Board and Steel Center Joint Advisory Board - Amendments Jointure Agreements

Approved the Sixth Amendment to Jointure Agreement with Southeastern Area Special School as presented and the Seventh Amendment to Jointure Agreement with Steel Center for Career and Technical Education as presented.

14.20 Transportation Agreements - Baldwin Library, Baldwin Borough, Whitehall Library, Whitehall Borough, Jewish Family & Children's Services, & South Hills Interfaith Movement (SHIM)

Approved the Transportation Agreements between the Baldwin-Whitehall School District and Baldwin Library, Baldwin Borough, Whitehall Library, Whitehall Borough, Jewish Family and Children's Services (JFCS), and South Hills Interfaith Movement (SHIM) effective July 1, 2018 through June 30, 2019.

14.21 Receipt and Expenditure Account Transactions - 2017-2018 and 2018-2019 - Part 1

Authorized the District to receive and deposit in the respective District bank accounts and/or investment accounts, all the receipts for previous, current and/or succeeding months during any month that the Board does not convene.

14.22 Receipt and Expenditure Account Transactions - 2017-2018 and 2018-2019 - Part 2

Authorized the District to make disbursements and expenditures in the General Fund, Cafeteria Fund, Payroll Accounts and Capital Projects Fund for similar period expenses, all of which are encompassed in the approved Operating Budgets for the respective years.

14.23 Receipt and Expenditure Account Transactions - 2017-2018 and 2018-2019 - Part 3

Authorized the District that said receipts and disbursements for previous, current and/or succeeding months during any month that the Board does not convene be ratified and approved at the next regularly scheduled Board meeting.

14.24 Transportation Agreement - Brentwood Borough School District

Approved the Agreement between the Baldwin-Whitehall School District and the Brentwood Borough School District to transport 2017-2018 extended school year students.

14.25 Agreement - E-Funds for Schools

Approved the Agreement between the Baldwin-Whitehall School District and Magic-Wrighter, Inc. (E-Funds for Schools) to process payments for the 2018-2019 school lunch program under payment program option #1 - No Cost to the School.

14.26 Award of Bid - Waste Removal

Approved the refuse removal and recycling services contract with BIG's Sanitation Inc., 4859 State Rt. 51 North, Belle Vernon, PA 15012 under the terms of the contract beginning July 1, 2018 through June 30, 2021 at a monthly rate of \$4,080.00.

14.27 Disposal - Outdated Computer Equipment

Authorized the District to dispose of outdated computer equipment through CyberCrunch.

14.28 Agreement - Atria Senior Living

Approved the Emergency Temporary Housing Mutual Aid Agreement between the Baldwin-Whitehall School District and Atria Senior Living, 1300 Clairton Boulevard, Pittsburgh, PA 15236.

14.29 Brentwood Borough Request - Parking 4th of July

Approved the request from Brentwood Borough to utilize the north (student) parking lot at Baldwin High School for the 4th of July celebration.

14.30 Authorization to Advertise for Bids for Band Uniforms

Authorized the Business Manager to advertise for bids for Band Uniforms.

14.31 Policy 105 Curriculum - 3rd Reading

Approved the revision of Policy 105 Curriculum.

14.32 Policy 138 Language Instruction Educational Program for English Learners - 3rd Reading

Approved the revision of Policy 138 Language Instruction Educational Program for English Learners.

14.33 Policy 239 - Foreign Exchange Students - 3rd Reading

Approved the revision of Policy 239 Foreign Exchange Students.

14.34 2018-2019 - Reappointment of Student Board Representatives

Reappointed the following Student Board Representatives for the 2018-2019 school year:

Avery Greenaway - Grade 12
Nathan Hobson - Grade 12
Alexis Kennard - Grade 11
Nikol Muslimovic - Grade 11

14.35 2018-2019 - Appointment of Student Board Representatives - Sophomores

Appointed the following Student Board Representatives for the 2018-2019 school year:

Cassandra Pantelis - Grade 10 (elected)
Connor Woods - Grade 10 (appointed)

15.1 Contract - Allegheny Intermediate Unit - Purchase Meals

Approved the contract between the Baldwin-Whitehall School District and Allegheny Intermediate Unit 3 to provide meals to the Allegheny Intermediate Unit's Head Start and Pre-K Counts programs held at Baldwin High School and McAnnulty Elementary School.

15.2 Policy 006 Meetings - 3rd Reading

Accepted the revision of Policy 006 Meetings.

15.3 Purchase Approval - Technology Department

Approved the following purchases for Information and Instructional Technology:

1. Storage Area Network (SAN) for Administration
2. Virtual Hosts at Administration

15.4 Revision - 707-AR-1 Use of School Facilities and 707-AR-2 Compensation Rates - Utilization of Staff in Non-School Activities

Approved the revisions to AR-707-1 Use of School Facilities and AR-707-2 Compensation Rates - Utilization of Staff in Non- School Activities.