

**BALDWIN-WHITEHALL SCHOOL DISTRICT  
MINUTE BRIEFS  
WEDNESDAY, NOVEMBER 7, 2018  
AGENDA/BUSINESS MEETING**

The following items were approved by the Board of School Directors at the Wednesday, November 7, 2018, Agenda/Business Meeting.

**2.2 Approval of Minutes - October 2018**

Approved the Minutes of the Agenda/Business Meeting on October 3, 2018 as listed and certified.

**2.3 General Fund Receipts - September 2018**

Approved the September 2018 General Fund Receipts in the total amount of \$21,366,762.01 as listed and certified.

**2.4 Payroll - September 2018 & October 2018**

Approved the Payroll for September 2018 in the total amount of \$2,262,822.80 and October 2018 in the total amount of \$2,355,687.09 as listed and certified.

**2.5 General Fund Account - October 2018**

Approved the General Fund Account in the total amount of \$1,712,671.45 for the month of October 2018 as listed and certified.

**2.6 Cafeteria Fund - October 2018**

Approved the Cafeteria Fund Account in the total amount of \$88,781.53 for the month of October 2018 as listed and certified.

**4.2 Resignations**

Accepted the following resignations:

Gary Sell  
Position: Extra Bus Driver  
Reason: Other Employment  
Effective: 10/28/2018

Gary Ott  
Position: 4 Hour Custodian  
Reason: Personal  
Effective: 10/26/2018

Sylvia Garcia-Hernandez  
Position: Food Service Substitute  
Reason: Personal  
Effective: 10/18/2018

Shelley Porada  
Position: Food Service Substitute  
Reason: Personal  
Effective: 10/11/2018

James Boyle  
Position: Custodian Substitute  
Reason: Personal  
Effective: 10/8/2018

#### **4.3 Termination**

Approved the termination of the following Extra Bus Driver per Article XV, Section A, Paragraph 4, of the Baldwin-Whitehall Service Employees Association Bargaining Agreement:

Lawrence Wells  
Effective: November 7, 2018

#### **4.4 Leaves**

Approved the following:

Unpaid Leave of Absence for Billie Jo Acuna, Art Teacher, from January 7, 2019 through March 26, 2019 for the 2018-2019 School Year with an intention to return to work on March 27, 2019 (4th Nine-Week Grading Period).

Unpaid Leave of Absence extension for Katelyn Grecco, Grade 3 Teacher, from January 18, 2019 through June 6, 2019 for the 2018-2019 School Year with an intention to return to work at the beginning of the 2019-2020 School Year.

Unpaid Leave of Absence for Nicole Niggel, Guidance Counselor, from November 1, 2018 through January 17, 2019 for the 2018-2019 School Year.

#### **4.5 Temporary Professional Employee (Daniel Kluczkowski)- Mathematics Teacher - Harrison Middle School**

Approved Daniel Kluczkowski as a Temporary Professional Employee Math Teacher at Harrison Middle School effective November 8, 2018 on Step 2 of the Master's Schedule.

Annual Salary: \$50,370.00  
Payroll Taxes: \$4,357.01

PSERS: \$16,838.69  
Benefits: \$17,395.40  
Annual Total Cost: \$88,961.10

**4.6 Temporary Professional Employee (Melanie Cocco) - Half-Time - Special Education Teacher - Paynter Elementary School**

Approved Melanie Cocco as a ½ Time Temporary Professional Employee Special Education Teacher at Paynter Elementary School effective November 8, 2018 on Step 1 (Half Time) of the Bachelor's Schedule.

Annual Salary: \$22,435.00  
Payroll Taxes: \$1,940.63  
PSERS: \$7,500.02  
Benefits: \$8,697.70  
Annual Total Cost: \$40,573.35

**4.7 Permanent Substitute Teacher (Rebecca Nannini) - Grade 3- Whitehall Elementary School**

Approved Rebecca Nannini as a Permanent Substitute Grade 3 Teacher for Katelyn Grecco's Extended Unpaid Leave of Absence at the Whitehall Elementary School effective from January 18, 2019 through June 6, 2019 (End of 2018-2019 School Year). (1st Step Bachelors) (\$44,870 - pro-rated)

Salary - \$22,086.27  
Payroll Taxes - \$1,689.60  
PSERS - \$7,383.44  
Benefits - \$8,697.70  
Total - \$39,857.01

**4.8 Permanent Substitute Teacher (Trista Jacob) - Art - Harrison Middle School**

Approved Trista Jacob as a Permanent Substitute Art Teacher for Billie Jo Acuna's Unpaid Leave of Absence at the Harrison Middle School effective from January 7, 2019 through March 26, 2019 during the 2018-2019 School Year. (1st Step Bachelors) (\$44,870 - pro-rated)

Salary - \$12,786.79  
Taxes - \$1,106.06  
PSERS - \$4,274.62  
Benefits - \$0  
Total - \$18,167.47

**4.9 Permanent Substitute Teacher (Lisa Kronander) - Science - Harrison Middle School**

Approved Lisa Kronander as a Permanent Substitute Science Teacher for an Unpaid Leave of Absence at the Harrison Middle School effective from November 1, 2018 through January 17, 2019 during the 2018-2019 School Year. (1st Step Bachelors) (\$44,870 - pro-rated)

Salary - \$10,926.89

Taxes - \$945.18

PSERS - \$3,652.86

Benefits - \$4,348.85

Total - \$19,873.78

#### **4.10 Category III Custodian (part-time) Evan Tagg - Permanent - Baldwin High School**

Approved Evan Tagg as a Custodian (Permanent) at Baldwin High School effective September 14, 2018 with a Seniority date of April 12, 2018.

Rate - \$17.93

Annual Salary - \$ 15,778.40

Payroll Taxes - \$ 1,364.83

PSERS - \$ 5,274.72

Benefits - None

Annual Total Cost - \$ 22,417.95

#### **4.11 Category III Custodian (part-time) Frano Marcic - Permanent - McAnnulty Elementary School**

Approved Frano Marcic as a Custodian (Permanent) at McAnnulty Elementary School effective September 14, 2018 with a Seniority date of April 12, 2018.

Rate - \$17.93

Annual Salary - \$ 15,778.40

Payroll Taxes - \$ 1,364.83

PSERS - \$ 5,274.72

Benefits - None

Annual Total Cost - \$ 22,417.95

#### **4.12 Category III Custodian - (Gary Sell) - Probationary - (Position #60-03B) - Harrison Middle School**

Approved Gary Sell as a Category III Custodian (Probationary, Position #60-03B) at Harrison Middle School, at \$15.39/hour effective November 8, 2018.

Rate: \$15.39/Hour

Salary: \$13,543.20

Payroll Taxes: \$1,171.49

PSERS: \$4,527.49

Benefits: None

Annual Total Cost: \$19,242.18

**4.13 Mentor Teacher**

Approved the following additional Mentor Teacher during the 2018-2019 School Year at \$487.00 (per semester rate):

<b>Employee</b>	<b>Building</b>	<b>Content Area/Grade-Level</b>	<b>Mentor</b>
Caitlin Podplesky	WES	Instructional Support Specialist	Kathy Hayes-Berkoben

**4.14 Employee Movement**

Approved the following Employee movement:

**Classified Staff**

<b>Name</b>	<b>DATE of CHANGE</b>	<b>POSITION and Rate</b>	<b>NEW POSITION and Rate</b>
Jodie Geyer	10/22/2018	Food Service General Worker PES #40-04	Food Service General Worker PES #40-07
Susan Lemanski	10/22/2018	Food Service General Worker BHS #30-10	Food Service General Worker BHS #30-08

**Professional Staff**

<b>Name</b>	<b>DATE of CHANGE</b>	<b>POSITION and Rate</b>	<b>NEW POSITION and Rate</b>
Scott Ross	10/25/2018	HMS Assistant Principal	MES Interim Principal
Adam Foote	10/25/2018	BHS Social Studies Teacher	HMS Assistant to the Principal

**4.15 Substitute Food Service Worker**

Approved Candita Barbuto as a Substitute Food Service Worker at \$10.66/hour effective November 8, 2018.

**4.16 Extra Bus Driver**

Approved the following Extra Bus Driver at \$13.07/hour effective November 8, 2018:

\*Daniel Nolla

\*Pending all necessary paperwork

**4.17 Substitute Custodian**

Approved the following Substitute Custodian at \$10.66/hour effective November 8, 2018:

\*Gary Ott

\*Pending all necessary paperwork

**4.18 Extracurricular Activity Assignments List A (Additions)**

Approved the following Additions to the Extracurricular Activity Assignments List A:

Kimberly Klinger  
Swimming - HMS Head Coach (Boys and Girls)  
Salary: \$2,500.00  
Payroll Taxes: \$216.25  
PSERS: \$835.75  
Benefits: None  
Total Cost: \$3552.00

\*Milan Yekich  
Volleyball - Boys Varsity/Junior Varsity Head Coach  
Salary: \$6,500.00  
Payroll Taxes: \$562.25  
PSERS: \$2,172.95  
Benefits: None  
Total Cost: \$9,235.20

\*Amir Muhammad  
Wrestling - Boys Varsity/Junior Varsity Assistant Head Coach  
Salary: \$3,500.00  
Payroll Taxes: \$302.75  
PSERS: \$1,170.05  
Benefits: None  
Total Cost: \$4,972.80

Michael Bilbie  
Wrestling - Boys Middle School Head Coach  
Salary: \$2,500.00  
Payroll Taxes: \$216.25  
PSERS: \$835.75 Benefits: None Total Cost: \$3552.00

\*Pending all necessary paperwork

**4.19 Extracurricular Activity Assignments List B (Additions)**

Approved the following Additions to the Extracurricular Activity Assignments List B effective November 8, 2018:

Sara Nairn

Dance Club #1 Baldwin High School

Salary: \$898.00

Payroll Taxes: \$77.68

PSERS: \$300.20

Benefits: None

Total Cost: \$1275.88

Marissa Virgin

Music/Drama Stage Crew Director Harrison Middle School

Salary: \$1277.00

Payroll Taxes: \$110.46

PSERS: \$426.90

Benefits: None

Total Cost: \$1814.36

\*Skylar Bunk

Spring Musical Orchestra Director Baldwin High School

Salary: \$3,623.00

Payroll Taxes: \$313.39

PSERS: \$1,211.17

Benefits: None

Total Cost: \$5,147.56

\*Pending all necessary paperwork

### **5.1 Tenure Resolution (Michael Evangelista)**

Approved the certification that the following Temporary Professional Employee has taught in the District three years and has satisfactory ratings:

Michael Evangelista

The above named Temporary Professional Employee has 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.

### **5.2 Extracurricular Activity Assignments List C (Additions)**

Approved the following Additions to the Extracurricular Activity Assignments List C:

Edward Monahan

Lacrosse - Boys Varsity/Junior Varsity Assistant Head Coach

Salary: \$3,500.00

Payroll Taxes: \$302.75

PSERS: \$1,170.05

Benefits: None

Total Cost: \$4,972.80

### **6.2 Agreements - Allegheny Intermediate Unit - Title I Non-Public Schools**

Approved the Title I Non-Public School Agreements for St. Anne, St. Elizabeth, St. Gabriel, St. Louise de Marillac, St. Sylvester, and St. Bernard Catholic Schools effective August 15, 2018 through June 30, 2019.

### **6.3 Agreements - Wesley Family Schools (Acute Partial Hospital)**

Approved the agreements between the Baldwin-Whitehall School District and Wesley Family Schools for educational services for two students while enrolled in the Acute Partial Hospital component of Wesley Family Schools for the 2018-2019 school year at a rate of \$75.00 per day.

### **6.4 2017-2018 Audit Report**

Received the Financial Audit for the fiscal year ending June 30, 2018, as submitted by Cottrill, Arbutina and Associates, P.C., Certified Public Accountants.

### **6.5 Authorization - Issuance General Obligation Bonds, Series of 2019**

Authorized the Administration to work with PFM Financial Advisors LLC, as independent Financial Advisor, Dinsmore & Shohl LLP, as Bond Counsel, and the Solicitor to proceed with the issuance of General Obligation Bonds, Series of 2019, in the approximate amount of \$9,995,000 via competitive internet auction.

### **6.6 Authorization - Schematic Design Phase (HHS DR) - Paynter Elementary School**

Authorized HHS DR Architects & Engineers to begin the schematic design phase to determine the expansion and renovation options for the Paynter Elementary School project. The fees for these tasks will be hourly not to exceed \$75,000, which will be applied towards the total design fees.

### **6.7 Authorization - Topographic and Boundary Survey (HHS DR) - Paynter Elementary School**

Authorized McIlvried, DiDiano & Mox, LLC to prepare Topographic and Boundary Survey for Paynter Elementary School site, for the fee amount of \$13,700.



**6.8 Authorization to Approve Changes to Construction Projects (HHS DR)**

Approved changes to the construction contracts that do not exceed \$15,000 and are consistent with scope and intent of the project. Each month the Superintendent shall present a summary of approved changes to the Board of School Directors for ratification. Any changes in excess of \$15,000 shall require approval by the Board of School Directors.

**6.9 Purchase - Band Uniforms**

Approved the purchase of band uniforms from Fred J. Miller Inc. (FJM) in the amount of \$69,555.00.

**6.10 Writ of Execution**

Authorized Weiss Burkardt Kramer, LLC to proceed with the filing of Writ of Execution documents on behalf of the Baldwin-Whitehall School District in the amount of \$2,000 per property.

**6.11 Agreement - AMCA Systems, LLC (ACA TaxTrack Software 2018)**

Approved the Agreement between the Baldwin-Whitehall School District and AMCA Systems, LLC (ACA TaxTrack Software) for the purchase of software license for tax year 2018. The purchase price of the license fee is \$2,450.00.

**6.12 Student Participation - Baldwin High School - PIAA Girls' Tennis Championships**

Approved the following Student Participation:

PIAA Girls Tennis Championships  
Hershey, PA  
November 1-3, 2018  
Sponsors: Zach Smith, Donna McCord  
Students: Bethany Yauch  
Costs: \$120.00

**6.13 Student Participation - Baldwin High School - PA Indoor Track & Field Championship**

Approved the following Student Participation:

PA Indoor Track & Field Championship  
State College, PA  
February 23-24, 2019  
Sponsors: Ed Helbig, Mike Wallace, Richard Wright  
Students: TBD (Final qualifying date: February 20, 2019)  
Costs: District-paid - TBD

**6.14 Student Participation - Harrison Middle School - Camp Soles**

Approved the following Student Participation:

Camp Soles  
Rockwood, PA  
Session 1: May 28-30, 2019  
Session 2: June 3-5, 2019  
Sponsor: John Kealey, TBD  
Students: Various 8th grade students  
Cost: Student-Funded

**6.15 Student Participation - Harrison Middle School - 8th Grade U.S. History**

Approved the following Student Participation at no cost to the District:

8th Grade U.S. History Trip  
Charlottesville, Jamestown, Yorktown, Williamsburg, and Alexandria, Virginia  
May 21 (5:00 pm) - 25, 2019  
Sponsors: Dan Shaner, Anthony Barbano, Kirsten Bilbie, Melanie Fisher  
Cost: Student-Funded

**6.16 Student Participation - Baldwin High School - daVincian Society**

Approved the following Student Participation:

New York City Trip - daVincian Society  
New York City, NY  
May 3-5, 2018  
Sponsors\*: Jim Wodarek, Lisa Klein Students:  
TBD Cost: Student-Funded

\*Conference Request Forms to be submitted.

**6.17 Contract & Donation - Golf Simulator**

Approved the contract between the Baldwin-Whitehall School District and The First Tee of Pittsburgh and accepted their donation of two (2) used Golf Simulators.

**6.18 Out-of-State Conference - Code.org CSEd Week Kick-Off Event**

Approved the following Out-of-State Conference:

Code.org CSEd Week Kick-Off Event  
Seattle, Washington

December 2-3, 2018

Sponsor: Shantal Baldensperger

Cost: Mostly Grant-funded, BWSD \$250.00