

SCHUYLKILL HAVEN AREA SCHOOL DISTRICT
MINUTES OF THE REGULAR BOARD MEETING
April 18, 2018

The Board of School Directors of the Schuylkill Haven Area School District met in regular monthly session in the Hale Board Room on the above date beginning at 6:30 pm. This March meeting was rescheduled from Wednesday, March 21, 2018 due to inclement weather. Secretary Felty took roll call and the following board members responded:

- Mr. Scott Jacoby
 - Mr. Eric Felty
 - Mrs. Sandy Hess
 - Mrs. Crystal McGarry
 - Mrs. Diana McGoey
 - Mr. Bud Runkle
 - Mrs. Rebecca Sterner-Ulsh
 - Mrs. Melissa Strauch
 - Mrs. Jennifer Stoyer
 - Absent: Personal
- Administrators listed below:
 - Mr. Matthew Buletza
 - Mr. Matthew Horoschak
 - Mr. Ken Rossi
 - Mr. Dennis Siket
 - Business Manager Mrs. Kim Umphrey
 - Solicitor Attorney James Caravan
 - Superintendent Dr. Fitzpatrick

Visitor(s):

Mr. Steve Brown
Mr. Walter Haas
Ms. Shea Singley

Secretary Felty proceeded with the reading of the Regular Board Meeting minutes held March 26, 2018. Mr. Felty moved to dispense further reading of the minutes. Motion Mrs. Strauch, seconded by Mrs. McGoey, motion approved unanimously.

The receipt of March Tax Collectors and Realty Transfer Taxes were presented by Mr. Jacoby and questions by the Board to be presented to Mrs. Umphrey. Commission deduction:

March 2018 \$8,959.18 after 2% commission deduction of \$182.84

On motion of Mrs. McGarry, seconded by Mrs. Ulsh, the Tax Collector Realty Transfer Reports were received and filed. A roll call vote was taken and all voted yes.

President Jacoby asked for any Secretary report. Mr. Felty did not have anything to report.

President Jacoby called for public comments.

At this time a contract agreement between the Board of Directors and the Schuylkill Haven Educational Support Professional Association was presented for approval. This 3-year contract agreement is from beginning July 1, 2018 – June 30, 2022. Mrs. Hess moved, seconded by Mrs. McGoey, to approve a 4-year contract between the Schuylkill Haven Area School District and the Schuylkill Haven Educational Support Professional Association. Roll call vote was taken by Mrs. Gordon. Aye: 8, Naye: 0, Motion passed.

Dr. Fitzpatrick thanked the negotiation union for their professional and efficiency through this process. Mr. Haas also commented, "This negotiation was less stressful and a lot of respect and cooperation for each other negotiating the contract".

Executive Session for Personnel with attendees: School Board, Superintendent and Mr. Caravan and Mrs. Umphrey.

The following **REPORT OF THE STUDENT ACTIVITIES COMMITTEE** was presented by Mrs. Hess:

The Student Activities Committee met April 18, 2018. In attendance were Directors:

- Mrs. Sandy Hess
- Mrs. Melissa Strauch
- Mrs. Rebecca Sterner Ulsh
- Mr. Bud Runkle

Also present were:

- | | |
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| <ul style="list-style-type: none">➤ Visitors:<ul style="list-style-type: none">Mr. William J. Folk, IIIMrs. Jane GordonMr. Chuck GrabuskyMrs. Lisa HartzMrs. Kaye SchwenkMs. Shea Singley | <ul style="list-style-type: none">➤ Administrators listed below:<ul style="list-style-type: none">Mr. Matt BuletzaMr. Matt HoroschakDr. Geno McGorryDr. Susan MorganMr. Ken RossiMr. Dennis Siket➤ Athletic Director Mr. Scott Buffington➤ Solicitor Attorney James Caravan➤ Business Manager Mrs. Kim Umphrey➤ Superintendent Dr. Shawn Fitzpatrick |
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The following are the minutes of the meeting together with any recommendations for Board consideration:

1. Mr. William J. Folk, III presented a proposal on behalf of the Schuylkill Haven Recreation Department to partnership for non-school sponsored activities. We will continue to work on the proposal for approval in May.
2. The attached requests for use of facilities are recommended for approval.
3. The Committee recommends the following extracurricular coaching staff:

Resignation

Zachary Dixon – Assistant Football Coach

Appointments

Evan Fink – Assistant Football Coach

Zachary Dixon – Volunteer Football Coach

John Sanders – Volunteer Football Coach

Timothy Schultz – Head Coach, Recreational Summer Swim Team

Nicholas Semanco – Volunteer Coach, Recreational Summer Swim Team

4. The Committee recommends a Schuylkill Haven Area School District student to play on the Blue Mountain Golf Team for the 2018 season.

Mrs. Hess moved, seconded by Mrs. Ulsh, to approve items 1-4 as recommended. Motion carried unanimously.

5. The Committee recommends approval for the Football Parents' Club to host a Funnel Cake Stand at home football games this upcoming season.

Mrs. Hess moved, seconded by Mrs. McGarry, to approve item 5 as recommended. Motion carried unanimously.

The following **REPORT OF THE SCHOOL PLANT COMMITTEE** was presented by Mrs. McGoey:

The School Plant Committee met April 18, 2018. In attendance were Directors:

- Mrs. Diana McGoey
- Mrs. Crystal McGarry
- Mr. Bud Runkle

Also present were:

- Visitors:
 - Mr. William J. Folk, III
 - Mrs. Jane Gordon
 - Mr. Chuck Grabusky
 - Mrs. Lisa Hartz
 - Mrs. Kaye Schwenk
 - Ms. Shea Singley
- Administrators listed below:
 - Mr. Matt Buletza
 - Mr. Matt Horoschak
 - Dr. Geno McGorry
 - Dr. Susan Morgan
 - Mr. Ken Rossi
 - Mr. Dennis Siket
- Solicitor Attorney James Caravan
- Business Manager Mrs. Kim Umphrey
- Superintendent Dr. Shawn Fitzpatrick

The following are the minutes of the meeting together with any recommendations for Board consideration:

1. The Committee recommends appointing the following custodian student hires for summer employment:

<u>Full-Time</u>		<u>Substitutes</u>
Amanda Guldin	Max Mueller	Allison King
Caitlyn Albitz	Mya Smith	Erin Batz
Colin Gipe	Nathan Bates	Erin Boyer
Connor Raymond	Olivia Schweigert	Kevin Donton
Devin Soul	Owen Felty	Shawn Fitzpatrick, Jr.
Julie Nester	Victoria Pascucci	
Kayleigh Umphrey		

2. The Committee recommends acceptance of the resignation of Matthew Fabrizio as Technology Technician effective April 16, 2018.
3. The Committee recommends payment of the Hirneisen Electric, Inc. invoice of \$13,754.15. This invoice completes the high school site lighting construction contract.
4. The Committee recommends approval of the updated Lunch Guidelines for the 2017-2018 school year.

Mrs. McGoey moved, seconded by Mrs. Ulsh, to approve items 1-4 as recommended. Motion carried unanimously.

5. Mr. Michael Bologna, a Schuylkill Haven resident, is recommended for appointment as School Police.

Mrs. McGoey moved, seconded by Mrs. Hess, to approve item 5 as recommended. Motion carried unanimously.

The following **REPORT OF THE EDUCATION COMMITTEE** was presented by Mr. Felty:

The Education Committee met April 18, 2018. In attendance were Directors:

- Mr. Eric Felty
- Mrs. Diana McGoey
- Mrs. Melissa Strauch
- Mrs. Rebecca Sterner Ulsh

Also present were:

- | | |
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| <ul style="list-style-type: none"> ➤ Visitors: Mr. William J. Folk, III Mrs. Jane Gordon Mr. Chuck Grabusky Mrs. Lisa Hartz Mrs. Kaye Schwenk Ms. Shea Singley | <ul style="list-style-type: none"> ➤ Administrators listed below: Mr. Matt Buletza Mr. Matt Horoschak Dr. Geno McGorry Dr. Susan Morgan Mr. Ken Rossi Mr. Dennis Siket ➤ Solicitor Attorney James Caravan ➤ Business Manager Mrs. Kim Umphrey ➤ Superintendent Dr. Shawn Fitzpatrick |
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The following are the minutes of the meeting together with any recommendations for Board consideration:

1. The Committee recommends ratification of the unpaid leave request for 1 day, April 9, 2018, by Mrs. Lisa Walcott for personal reasons.
2. Acceptance of the resignation of Mrs. Jennifer Weigley, Paraprofessional employee effective April 13, 2018.

3. The approval of the 2018 Extended School Year (ESY) Program as follows:

Date/Time:

June 19, 2018 through July 31, 2018

Tuesday, Wednesday & Thursday from 8:15am–11:15am

Staff Hours: 7:45 am–11:45 am on Tuesday, Wednesday & Thursday during ESY

Elementary Center Teachers:

Aprile Goehring – *Emotional Support*

Brooke Felty– *Life Skills & Autistic Support*

Christie Miller - *Learning Support*

Emily Yakobosky/*AUT*

Paras:

Nancy Sterner/*ES*

Beth Karpovich/*LSS*

Maddie Schaeffer/*AUT*

Middle School Teachers:

Jessica Brennan – *Autistic Support*

Melissa Wentz – *Life Skills Support*

Kimberly Beckett – *Learning Support*

Paras:

Maddie Krause/*AUT*

Judy Stine/*AUT*

Sarah Wright/*LSS*

Nancy Umbenhaur/*LSS (sub)*

High School Teachers:

Megan Lengle – *Life Skills Support*

Dan Scheuer – *Autistic Support (1/2 session)*

Katie McDonald – *Autistic Support (1/2 session)*

Paras:

Wendy Conway/*LSS*

Tracey Handling/*LSS*

Carol Post/*LSS*

Joseph Tucci/*AUT*

Related Services:

Hope Bubeck – *Occupational Therapy*

Ellen Fretz – *Occupational Therapy*

Daphne Christiansen – *Speech and Language Therapy*

Nursing Staff: (2 weeks each over Extended School Year session)

Laura Schaeffer – *RN/School Nurse*

Tina Luckenbill – *LPN/Health Technician*

Rebecca Noecker – *LPN/Health Technician*

4. The Committee recommends Ms. Madison Ferris as the 2018 Graduation speaker. Ms. Ferris is a member of the Class of 2010. She double-majored in theatre and communications from Muhlenberg College in 2014.

5. The revised 2018-19 School Calendar is recommended for adoption.

Mr. Felty moved, seconded by Mrs. Hess, to approve items 1-5 as recommended. Motion carried unanimously.

The following **REPORT OF THE FINANCE COMMITTEE** was presented by Mrs. McGarry:

The Finance Committee met April 18, 2018. In attendance were Directors:

- Mrs. Crystal McGarry
- Mr. Eric Felty
- Mrs. Sandy Hess

Also present were:

- Visitors:
- Administrators listed below:

Mr. William J. Folk, III
Mrs. Jane Gordon
Mr. Chuck Grabusky
Mrs. Lisa Hartz
Mrs. Kaye Schwenk
Ms. Shea Singley

Mr. Matt Buletza
Mr. Matt Horoschak
Dr. Geno McGorry
Dr. Susan Morgan
Mr. Ken Rossi
Mr. Dennis Siket
➤ Solicitor Attorney James Caravan
➤ Business Manager Mrs. Kim Umphrey
➤ Superintendent Dr. Shawn Fitzpatrick

The following are the minutes of the meeting together with any recommendations for Board consideration:

1. The Committee recommends the second reading of *Policy 702.1 - Sponsorship Agreements* as presented.
2. The Committee recommends payment of \$38,305.11 to SCIU 29 for the North & South HVAC upgrades and controls improvements.
3. The Committee recommends the transfer of \$38,305.11 from the Capital Reserve Fund account to the General Fund account. This transfer funds the SCIU 29 North & South HVAC upgrades and controls improvements.
4. Business Manager Mrs. Umphrey discussed the SCIU 29 Roof replacement estimated cost for the Schuylkill Haven Area School District.
5. The Committee recommends appointing *Berkheimer Associates* as school district tax collector for the Schuylkill Haven Borough and Landingville Borough beginning at the start of the 2018 tax year.
6. Mrs. Umphrey presented the board an updated 2018-19 budget overview. As the school budget season progresses, monthly updates will follow.
7. The bills for the month of April are presented and recommended for payment.

Mrs. McGarry moved, seconded by Mrs. Strauch, to approve items 1-7 as recommended. Motion carried unanimously.

8. The 2018-2019 Schuylkill Intermediate Unit General Operating Budget is recommended for approval.

Mrs. McGarry moved, seconded by Mrs. McGoey, to approve item 5 as recommended. Motion carried unanimously.

Memorandum and Report of the Superintendent

DATES TO REMEMBER

- April 20 Student Early Dismissal ~ 12:00 noon ~ ½ Act 80 (Senior Presentations)
20 School Board Facility Tour ~ Meet at District Office ~ 9:00 am
26 Prom Promise Assembly-7th period ~ Zwerling Auditorium
27 MS Student Council's Spring Dance
28 Prom Grand March ~ Zwerling Auditorium ~ 4:00 pm
28 Prom to follow at Hillcrest Hall ~ Minersville
- May 3 MS Spring Concert ~ 7:00 pm
5 EC Art Expo ~ Saturday, 9:00 am - 1:00 pm
5 Planet Walk
8 EC Art Expo ~ Tuesday, 5:00 pm - 7:30 pm
9 School Board Committee Meetings ~ 6:30 pm
10 HS Music Concert ~ 7:00 pm
16 Regular School Board Meeting ~ 6:30 pm
18 HS Honors Cookout
20 Baccalaureate ~ 4:00 pm (Tentative)
22 HS Spring Fair ~ 6:00 pm - 8:00 pm
25 MS PTO Fun Day
28 Memorial Day ~ School Closed
30 EC PTO Fun Day
31 EC 4th Grade Student Graduation ~ Elem. Multi-Purpose Room ~ 6:00 pm
31 MS Track & Field Day
- June 5 Class Night ~ Zwerling Auditorium ~ 7:00 pm
7 Thursday, 10:30 Early Dismissal Last Day for Students/ Commencement ~ 7:30 pm

There being no further business to discuss, Mr. Felty moved, seconded by Mrs. Strauch, to adjourn the meeting at 7:28 pm. Motion carried unanimously.

Respectively submitted,



Eric R. Felty
School Board Secretary

jmg

**SCHUYLKILL HAVEN AREA SCHOOL DISTRICT
REPORT OF THE TREASURER
MARCH 2018**

Book	<u>GENERAL FUND</u>	Bank
\$ 34,337.85	Balance - February 28, 2018	\$ 51,012.31
1,945,698.08	Transfers from Special IMMA Account	1,945,698.08
49.66	Interest	49.66
(1,946,597.33)	Disbursements	(1,917,793.83)
\$ 33,488.26	Bank Balance - March 31, 2018	\$ 78,966.22
	Outstanding Checks	(45,477.96)
\$ 33,488.26	Balance - March 31, 2018	\$ 33,488.26

<u>SPECIAL IMMA ACCOUNT</u>		
\$ 3,271,639.39	Balance - February 28, 2018	\$ 3,268,724.81
114,631.32	Receipts	116,583.84
871,773.65	Transfers from PLGIT	871,773.65
894.91	Interest	894.91
(1,945,698.08)	Transfers to General Fund	(1,945,698.08)
\$ 2,313,241.19	Bank Balance - March 31, 2018	\$ 2,312,279.13
	Outstanding Deposits	962.06
\$ 2,313,241.19	Balance - March 31, 2018	\$ 2,313,241.19

PLGIT ACCOUNT

Balance - February 28, 2018	\$ 2,986,269.62
Receipts	814,190.35
Interest	2,896.95
Disbursements	-
Procurement Card Purchases	(89,738.61)
Transfers to Special IMMA Account	(871,773.65)
Balance - March 31, 2018	\$ 2,841,844.66

UNRESERVED DESIGNATED FUND

Balance - February 28, 2018	\$ 1,321,977.76
Interest	1,086.56
Balance - March 31, 2018	\$ 1,323,064.32

RIVERVIEW GENERAL FUND

Balance - February 28, 2018	\$ 656,962.93
Interest	539.97
Balance - March 31, 2018	\$ 657,502.90

**SCHUYLKILL HAVEN AREA SCHOOL DISTRICT
REPORT OF THE TREASURER
MARCH 2018**

SAMUEL ROWLAND LIBRARY FUND

Balance - February 28, 2018	\$ 7,582.34
Interest	6.23
Balance - March 31, 2018	<u>\$ 7,588.57</u>

CAPITAL RESERVE FUND

Balance - February 28, 2018	\$ 492,964.98
Interest	405.18
Balance - March 31, 2018	<u>\$ 493,370.16</u>

SINKING FUND - 1997 BONDS

Balance - February 28, 2018	\$ 139,493.80
Interest	114.65
Balance - March 31, 2018	<u>\$ 139,608.45</u>

MUNICIPAL CODE CAPITAL RESERVE -
TRACK & FIELD

Balance - February 28, 2018	\$ 83,574.08
Interest	68.69
Balance - March 31, 2018	<u>\$ 83,642.77</u>

**SCHUYLKILL HAVEN AREA SCHOOL DISTRICT
REPORT OF THE TREASURER
MARCH 2018 RECEIPTS**

SPECIAL IMMA ACCOUNT

Health Insurance Reimbursement		\$ 40,370.45
Taxes:		
Realty Transfer	1,996.26	
Schuylkill County - Delinquent	13,874.55	
Berkheimer - Delinquent	15,964.24	
Schuylkill Haven Borough	4,901.36	
South Manheim Township	1,065.62	
Landingville Borough	-	
Port Clinton Borough	655.80	38,457.83
District Court - Fines		-
Pool:		
Parties	450.00	
Passes	445.00	
Receipts	148.00	1,043.00
Schuylkill IU #29:		
Achieve Grant	6,586.05	
Classroom Rent	850.00	7,436.05
Miscellaneous:		
Parent-Paid Tuition	2,476.06	
Tuition Reimbursement	2,389.74	
St. Clair ASD - Shared Services	1,016.00	
Commonwealth of PA - MER Records	28.48	
Zwerling Grant	12,000.00	
Schuylkill Haven Borough - Use of Facilities	1,182.49	
Schuylkill Haven Midget Football - Use of Facilities	1,169.60	
Hurricane Football Parents Club - Use of Facilities	139.65	
Stephan Spolski - Use of Facilities	71.55	
Child Development - Rent	1,700.00	
Student Records Request	42.58	
Scrap Metal	121.60	
SHASD Cafeteria Fund Reimburesement	1,700.00	
SHAEC Student Activities Reimbursement	217.39	
SHAMS Student Activities Reimbursement	191.85	
SHAHS Student Activities Reimbursement	2,866.12	
HS Student Obligation	5.00	
Right-To-Know Fee	5.38	
Postage	0.50	27,323.99
Interest		894.91
		<u>\$ 115,526.23</u>

PLGIT ACCOUNT

Commonwealth of PA:		
Special Education Subsidy	115,844.00	
Retirement	484,415.28	
Transportation Subsidy	114,971.00	
Title I	17,439.71	
Title II	3,221.29	\$ 735,891.28
Local Taxes:		
EIT - Berkheimer	77,945.03	
LST - Berkheimer	354.04	78,299.07
Interest		2,896.95
		<u>\$ 817,087.30</u>

SCHUYLKILL HAVEN AREA SCHOOL DISTRICT
REALTY TRANSFER TAX REPORT
MARCH 2018

REALTY TRANSFER TAX	\$9,142.02
2% COMMISSION	<u>\$182.84</u>
TOTAL DUE	<u><u>\$8,959.18</u></u>

TENTATIVE
Facilities Requests
April 2018

SUBJECT	LOCATION	START	END
TENTATIVE: HS Football Banquet	HS Cafeteria & Zwerling Auditorium	Sun 12/16/2018 1:00 PM	Sun 12/16/2018 9:00 PM
TENTATIVE: Annual North/South All-Star Game	Rotary Field/Concession Stand	Wed 11/21/2018 4:30 PM	Wed 11/21/2018 10:00 PM
TENTATIVE: South Sr. All Star Team football practice	Rotary Field	Sun 11/18/2018 4:00 PM	Sun 11/18/2018 6:00 PM
TENTATIVE: Hurricane Midget Football Camp	Rotary Field/Concession Stand	Sat 8/11/2018 8:00 AM	Sat 8/11/2018 3:00 PM
TENTATIVE: Football Practice June->August	Rotary Field (Tues & Thurs: 5:30pm-7:30pm)	Tue 6/5/2018 5:30 PM	Tue 6/5/2018 7:30 PM
TENTATIVE: 3rd Annual Track & Field Camp	Rotary Field - June 4, 5, & 6 (Rain date June 8)	Mon 6/4/2018 6:00 PM	Mon 6/4/2018 8:00 PM