

SCHUYLKILL HAVEN AREA SCHOOL DISTRICT
MINUTES OF THE REGULAR BOARD MEETING
August 15, 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 6:00 pm. Secretary Felty took roll call and the following board members responded:

- Mr. Scott Jacoby
 - Mr. Eric Felty
 - Mrs. Diana McGoey
 - Mrs. Melissa Strauch
 - Mrs. Sandy Hess
 - Mrs. Jennifer Stoyer
 - Mrs. Crystal McGarry
(arrived late)
 - Mrs. Rebecca Sterner-Ulsh
(arrived late)
 - Mr. Bud Runkle
(personal absence)

 - Visitor(s):
 - Mr. Kyler Burke
 - Ms. Bridget Freiler
 - Mr. Samuel Julian
 - Mr. David Morgan
 - Ms. Michele Rhody
 - Mr. Ed Andrescavage
 - Ms. Shea Singley
- Administrators listed below:
 - Mr. Matthew Buletza
 - Mr. Matthew Horoschak
 - Dr. Susan Morgan
 - Mr. Dennis Siket
 - Business Manager Mrs. Kim Umphrey
 - Solicitor Attorney James Caravan
 - Superintendent Dr. Fitzpatrick

Secretary Felty proceeded with the reading of the Regular Board Meeting minutes held June 20, 2018. Mr. Felty moved to dispense further reading of the minutes. Motion Mr. Felty, seconded by Mrs. McGoey, motion approved unanimously.

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

June, 2018 \$17,635.39 after 2% commission deduction of \$359.91

On motion of Mrs. McGoey, seconded by Mrs. McGarry, 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 in which there were none.

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

A. Student Activities – Mrs. Hess

The Student Activities Committee met August 8, 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">Mrs. Jane GordonMr. Chuck GrabuskyMr. Jay NewswangerMs. Shea SingleyMr. Walter Ughes | <ul style="list-style-type: none">➤ Administrators listed below:<ul style="list-style-type: none">Mr. Matt BuletzaMr. Matt HoroschakMr. Joseph DellusoDr. Susan MorganMr. Ken RossiMr. Dennis Siket➤ Athletic Director Mr. Scott Buffington➤ Supervisor Bldgs & Grounds Mr. Ken Albitz➤ 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 following Volleyball Coaching appointments are recommended:

Volleyball

Assistant Coach – Lauren Rhody – paid at the contracted stipend
Volunteer Coach – Johannah Koch
Volunteer Coach – Brigitte Yeager

2. The following Boys Soccer Coaching appointments are recommended:

Boys Soccer

Volunteer Coach – Julianne Georgevic
Volunteer Coach – Dylan Slotterback

3. The Committee recommends the appointment of Ms. Kailyn Fitzpatrick as Volunteer Cheerleading Advisor for the 2018-19 school year.

4. The Committee recommends approval of the attached TENTATIVE facilities requests with a change of location of the Boys Soccer Breakfast to Rotary Field only.

Mrs. Hess moved, seconded by Mrs. Stoyer, approved items 1-4 as recommended.
Motion carried unanimously.

5. The Committee recommends approval of the ADDENDUM facilities requests as presented.

Mrs. Hess moved, seconded by Mrs. McGoey, approved the ADDENDUM facilities requests as presented. Motion carried unanimously.

6. The Committee recommends approval of Cross Country All Night Run-A-Thon on Rotary Field. Start time: Wed 8/22/18, 6:00 pm through Thursday, 8/23/18, 6:00 am.

Mrs. Hess moved, seconded by Mrs. McGarry, approved the Cross Country All Night Run-A-Thon on Rotary Field. Motion carried unanimously.

7. The Committee recommends the appointment of Garry J. Adams, Jr. as Head Softball Coach for the 2018-19 school year.

Mrs. Hess moved, seconded by Mr. Felty, approved the appointment of Garry J. Adams, Jr. as Head Softball Coach for the 2018-19 school year. Motion carried unanimously.

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

B. School Plant – Mrs. McGoey

The School Plant Committee met August 8, 2018. In attendance were Directors:

- Mrs. Crystal McGarry
- Mrs. Jennifer Stoyer
- Mr. Bud Runkle

Also present were:

- Visitors:
 - Mrs. Jane Gordon
 - Mr. Chuck Grabusky
 - Mr. Jay Newswanger
 - Ms. Shea Singley
 - Mr. Walter Ughes
- Administrators listed below:
 - Mr. Matt Buletza
 - Mr. Matt Horoschak
 - Mr. Joseph Delluso
 - Dr. Susan Morgan
 - Mr. Ken Rossi
 - Mr. Dennis Siket
 - Athletic Director Mr. Scott Buffington
 - Supervisor Bldgs & Grounds Mr. Ken Albitz
 - 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. Superintendent Fitzpatrick informed the Committee of schedule time changes for the 2018-2019 school year. These changes will allow for a longer academic day at the Elementary Center and time revisions at both the High School and Middle School, impacting all students throughout the district.

High School and Middle School

Students will report to their respective homeroom no later than 7:40 am each day. The student day will end at 2:40 pm for both school buildings.

Elementary Center

The school day will begin as it has in previous years (8:10 am). Allowing extension of the academic day, the dismissal schedule was modified to include a 2:55 pm bus dismissal and 3:00 pm Parent Pick-up dismissal time. Due to these changes, some students will have a different bus during the am and pm runs.

Schedule changes will impact traffic flow resulting in traffic safety. Buses exiting from the Elementary Center and High School onto Route 443 will only turn right (west). Middle School buses will exit onto Haven Street resulting in less traffic on Paxson Avenue. High School vehicle parking will be limited to school transportation during am and pm when school is in session. Last, no parking will be permitted near Zwerlng Auditorium entrance to allow fire truck access in case of a campus fire.

2. Ken Albitz, Supervisor Buildings & Grounds informed the Committee the Elementary Center and Middle School building entrance projects have been completed. Visitors will first enter a lobby area prior to office staff permitting building entrance. A convenient paper/item drop-off window was installed for parent/visitor use.
3. Ken Albitz informed the board the buildings are ready for the 1st day of school. The custodian staff worked many hours and have done an excellent job this summer.
4. The Committee recommends the appointment of Dr. Morgan as *School Safety & Security Coordinator* for the 2018-19 school year. Dr. Fitzpatrick will assist her. This responsibility is a state-mandated assignment.
5. The Committee recommends adoption of the IU29 & Vo-Tech Child Nutrition Program Agreement for the upcoming school year.

Mrs. McGoey moved, seconded by Mrs. McGarry, approved items 1-5 as recommended. Motion carried unanimously.

6. The Committee recommends acceptance of the Bus/Van drivers as presented from R&J Transportation for the 2018-19 school year.

Mrs. McGoey moved, seconded by Mrs. Hess, approved acceptance of the Bus/Van drivers as presented from R&J Transportation for the 2018-19 school year. Motion carried unanimously.

7. The Committee recommends Theodore Smith as high school Study Hall/Cafeteria Monitor at the contracted probationary rate effective with the completion of all required paperwork.

Mrs. McGoey moved, seconded by Mrs. McGarry, approved the appointment of Theodore Smith as high school Study Hall/Cafeteria Monitor at the contracted probationary rate effective with the completion of all required paperwork. Motion carried unanimously.

8. The Committee recommends the appointment of Karen Sweigert as high school Cafeteria Aide at the contracted probationary rate effective with the completion of all required paperwork.
9. Mrs. McGoey moved, seconded by Mrs. Hess, approved the appointment of Karen Sweigert as high school Cafeteria Aide at the contracted probationary rate effective with the completion of all required paperwork. Motion carried unanimously.

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

C. Education – Mr. Felty

The Education Committee met August 8, 2018. In attendance were Directors:

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

Also present were:

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| <ul style="list-style-type: none"> ➤ Visitors: Mrs. Jane Gordon Mr. Chuck Grabusky Mr. Jay Newswanger Ms. Shea Singley Mr. Walter Ughes | <ul style="list-style-type: none"> ➤ Administrators listed below: Mr. Matt Buletza Mr. Matt Horoschak Mr. Joseph Delluso 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. Acceptance of the following resignations is recommended:
 - Jordan Hocking – Social Studies
 - Kyle Schuetrum – HS Chemistry
 - Raeff Dolbin – Technology Specialist
 - Paraprofessionals:
 - Louise Knoblauch
 - Tabitha Raicu
 - Sarah Wright
 - Cafeteria Aides:
 - Carolyn Haag
 - Cindy Malec
2. The following are recommended for hire effective with the 2018-19 school year at the contracted rate:

Brooke Felty	MS Life Skills	\$40,100, Step 1, BS
Kyler Burke	HS Social Studies	\$40,800, Step 2, BS
Michele Rhody	HS Mathematics	\$48,250, Step 10, BS+24
Bridget Freiler	HS English	\$49,700, Step 11, BS+24
Samuel Julian	HS Autistic Support	\$49,700, Step 11, BS+24

3. The appointment of Walter Ughes, Technology Specialist, at an annual salary of \$35,000 effective with the 2018-19 school year is recommended.
4. The appointment of Ed Andrescavage, SHALE Coordinator at an annual salary of \$35,000 effective with the 2018-19 school year is recommended.
5. The appointment of Justin Petrovich, Paraprofessional/Highly Qualified Teacher Aide at the contracted probationary rate, effective with the 2018-19 school year is recommended.
6. The appointment of Kristi Koinski, Paraprofessional/Highly Qualified Teacher Aide at the contracted probationary rate, effective with the 2018-19 school year is recommended.
7. The appointment of Berty Minnich, Paraprofessional/Highly Qualified Teacher Aide at the contracted probationary rate, effective with the 2018-19 school year is recommended.
8. The Committee recommends the following appointments for new employee hires for the 2018-19 school year.

<u>New Hire</u>	<u>Mentor</u>
Michele Rhody	Laura Barrell
Bridget Freiler	Mara Derck
Kyler Burke	Chuck Grabusky
Brooke Felty	Jess Brennan
Samuel Julian	Megan Lengle

9. The Committee recommends adding the following to the substitute roster for the 2018-19 school year.
 - Paraprofessional Kathleen Sweeney
Chassity Kalbach
Louise Knoblauch
 - Cafeteria John Stiner
 - Health Tech Timothy Sayers
 - Teacher Aide Pat Naus
10. The Committee recommends entering into a Shared Service Agreement with Tri-Valley School District for Social Worker services as presented.
11. The Committee recommends approval of the Elementary, Middle School and High School Student Handbooks, as presented.

Mr. Felty moved, seconded by Mrs. Strauch, approved items 1-11 as recommended. Motion carried unanimously.

12. The Committee recommends adding Lois Whittemore to the Paraprofessional substitute roster for the 2018-19 school year.

Mr. Felty moved, seconded by Mrs. McGoey, approved the addition of Lois Whittemore to the Paraprofessional substitute roster for the 2018-19 school year. Motion carried unanimously.

13. Acceptance of the resignation of Connie Koch as elementary center Cafeteria Aide effective August 13, 2018.

Mr. Felty moved, seconded by Mrs. Hess, approved the resignation of Connie Koch as elementary center Cafeteria Aide effective August 13, 2018. Motion carried unanimously.

14. The Committee recommends the appointment of Justine Schack as Paraprofessional/ Highly Qualified Teacher Aide at the contracted probationary rate effective with the 2018-19 school year is recommended.

15. Mr. Felty moved, seconded by Mrs. Ulsh, approved the appointment of Justine Schack as Paraprofessional/ Highly Qualified Teacher Aide at the contracted probationary rate effective with the 2018-19 school year is recommended. Motion carried unanimously.

16. The Committee recommends adoption of the 2018-19 Title I Agreement between Schuylkill Haven Area School District and Schuylkill Intermediate Unit as presented.

Mr. Felty moved, seconded by Mrs. McGoey, approved adoption of the 2018-19 Title I Agreement between Schuylkill Haven Area School District and Schuylkill Intermediate Unit as presented. Motion carried unanimously.

Dr. Fitzpatrick welcomed new full-time teachers hired this summer for the 2018-19 school year. The administrators introduced their respective building employee.

- Mr. Kyler Burke - HS Social Studies
- Ms. Bridget Freiler - HS English
- Mr. Samuel Julian - HS Autistic Support
- Ms. Michele Rhody - HS Math
- Mr. Ed Andrescavage - SHALE Coordinator

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

D. Finance – Mrs. McGarry

The Finance Committee met August 8, 2018. In attendance were Directors:

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

Also present were:

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| <ul style="list-style-type: none">➤ Visitors:<ul style="list-style-type: none">Mrs. Jane GordonMr. Chuck GrabuskyMr. Jay NewswangerMs. Shea SingleyMr. Walter Ughes | <ul style="list-style-type: none">➤ Administrators listed below:<ul style="list-style-type: none">Mr. Matt BuletzaMr. Matt HoroschakMr. Joseph DellusoDr. Susan MorganMr. Ken RossiMr. 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. Business Manager informed the Committee an implementation is in process upgrading the financial program to a fully integrated, web-based management system.
2. The bills for the month of July and August, 2018 are presented and recommended for payment.

Mrs. McGarry moved, seconded by Mrs. Ulsh, approved payment of the bills for the month of July and August, 2018 are presented. Motion carried unanimously.
3. The Committee recommends approval of the rates for Extra-Curricular Activities for School Year 2018-19 as presented.
4. Mrs. McGarry moved, seconded by Mrs. Hess, approved the rates for Extra-Curricular Activities for School Year 2018-19 as presented. Motion carried unanimously.

Meeting adjourned with motion by Mrs. Strauch, second by Mr. Felty at 6:30 pm.

Respectively submitted,

Eric R. Felty
School Board Secretary

jmg

**TENTATIVE
Facilities Requests
August 2018**

SUBJECT	LOCATION	START	END
TENTATIVE: Band Aides Meeting	HS Band Room (2nd Tues, Aug-July 2019)	Tue 8/14/2018 7:00 PM	Tue 8/14/2018 9:00 PM
TENTATIVE: Cheerleading Booster Club Mtg	HS Classroom 102 (3rd Tues, June/July/Aug)	Mon 6/18/2018 6:30 PM	Mon 6/18/2018 8:00 PM
TENTATIVE: HS Boys Soccer Camp	Rotary or EC Field (Aug 6-10/5-7:30pm)	Mon 8/6/2018 5:00 PM	Mon 8/6/2018 7:30 PM
TENTATIVE: HS Boys Soccer Team Breakfast	HS Cafeteria	Sat 8/25/2018 7:00 AM	Sat 8/25/2018 9:00 AM
TENTATIVE: Kauffman's Chicken BBQ sale (Rotary Club)	HS Cafeteria (prep night)	Tue 9/18/2018 6:00 PM	Tue 9/18/2018 8:00 PM
TENTATIVE: Kauffman's Chicken BBQ sale (Rotary Club)	HS Cafeteria (inside & outside)	Wed 9/19/2018 2:30 PM	Wed 9/19/2018 6:00 PM
TENTATIVE: PTO Budget Meeting	HS Cafeteria	Thu 8/9/2018 6:00 PM	Thu 8/9/2018 8:00 PM
TENTATIVE: SH Borough Day	HS Parking Lot	Sat 9/29/2018 7:00 AM	Sat 9/29/2018 7:00 PM
TENTATIVE: United Way Football Challenge Meeting	DO Conference Room	Mon 8/13/2018 12:30 PM	Mon 8/13/2018 1:30 PM