

**BALDWIN-WHITEHALL SCHOOL DISTRICT
MINUTE BRIEFS
WEDNESDAY, APRIL 6, 2022
AGENDA/BUSINESS MEETING**

2.2 Approval of Minutes - March 2, 2022

Approved the Minutes of the Agenda/Business Meeting on March 2, 2022 as listed and certified.

2.3 General Fund Receipts - February 2022

Approved the February 2022 General Fund Receipts in the total amount of \$869,381.59 as listed and certified.

2.4 Payroll - February 2022

Approved the Payroll for February 2022 in the total amount of \$2,586,733.49 as listed and certified.

2.5 General Fund Account - March 2022

Approved the General Fund Account in the total amount of \$1,430,472.68 for the month of March 2022 as listed and certified.

2.6 Cafeteria Fund - March 2022

Approved the Cafeteria Fund Account in the total amount of \$124,438.16 for the month of March 2022 as listed and certified.

2.7 Construction Fund Account - As of March 31, 2022

Approved the Construction Fund Account in the total amount of \$26,966,619.68 fiscal year-to-date as of March 31, 2022 as listed and certified.

4.2 Resignations

Accepted the following resignations:

Alan Booth
Position: Music Teacher (WES)
Reason: Other Employment

Effective: June 9, 2022

Paul Briones

Position: Student Stage Crew

Reason: Personal

Effective: March 8, 2022

David Delia

Position: Extra Bus Driver

Reason: Personal

Effective: March 16, 2022

Luann Hain

Position: Substitute Noontime Aide

Reason: Other Employment

Effective: March 29, 2022

Luke Ranalli

Position: Paraprofessional

Reason: Other Employment

Effective: March 11, 2022

4.3 Retirement

Accepted the following retirement:

Elisabeth Crittenden

Position: Special Education Teacher (BMS)

Effective: June 9, 2022

Years of Service: 25 years

4.4 Transportation Assistant Manager (Nicholas Macurak) - Bus Garage

Approved Nicholas Macurak as an Assistant Transportation Manager, Act 93, 12-Month employee, with the start date TBD pending all necessary paperwork.

Annual Salary - \$55,250.00

Payroll Taxes - \$4,779.13

PSERS - \$19,066.78

Benefits - \$22,050.81

Annual Total Cost - \$101,146.72

4.5 Temporary Professional Employee (Francesca Cappetta)- German Teacher - Baldwin High School

Approved Francesca Cappetta as a Temporary Professional Employee German Teacher at Baldwin High School effective August 19, 2022 for the 2022-2023 school year on Step 1 of the Master's Schedule pending clearances and required HR paperwork.

Annual Salary - \$35,000.00
Payroll Taxes - \$3,027.50
PSERS - \$12,229.00
Benefits - \$22,050.81
Annual Total Cost - \$72,307.31

4.6 Permanent Substitute Teacher (Hannah Greer) - Full-Time - English - Baldwin Middle School

Approved Hannah Greer as a Full-Time Permanent Substitute English Teacher for an Unpaid Leave of Absence for Sarah Bowman at Baldwin Middle School effective from March 25, 2022 through June 9, 2022.

Annual Salary - \$35,000.00 (prorated)
Payroll Taxes - \$3,027.50
PSERS - \$12,229.00
Benefits - \$22,050.81
Annual Total Cost - \$72,307.31

4.7 Permanent Substitute Teacher (Dinelle Steiner) - Full-Time - Art - Whitehall Elementary School

Approved Dinelle Steiner as a Full-Time Permanent Substitute Art Teacher for an Unpaid Leave of Absence for Kate Tortorice at Whitehall Elementary School effective from March 18, 2022 (PM) through June 9, 2022.

Annual Salary - \$35,000.00 (prorated)
Payroll Taxes - \$3,027.50
PSERS - \$12,229.00
Benefits - \$22,050.81
Annual Total Cost - \$72,307.31

4.8 Breakfast Monitor (Alissa Bourquin) - Permanent - Whitehall Elementary School

Approved Alissa Bourquin as a Breakfast Monitor (Permanent) at Whitehall Elementary School effective March 7, 2022.

Rate: \$15.49/Hour
Annual Salary: \$2,803.69
Payroll Taxes: \$242.52
PSERS: \$967.55

Benefits: None

Annual Total Cost: \$4,013.76

4.9 Mechanic (Angelo Petrone) - Probationary - Transportation Department

Approved Angelo Petrone as a Full-time Mechanic (Probationary) in the Transportation Department effective April 7, 2022, pending all required documents.

Rate: \$21.07/Hour

Salary: \$43,825.60

Payroll Taxes: \$3,790.91

PSERS: \$15,124.21

Benefits: None

Annual Total Cost: \$62,740.72

4.10 4-Hour Category V - Part-Time Secretary (Dana Bush) - Probationary - Baldwin Middle School

Approved Dana Bush as a 4-Hour Category V - Part-Time Secretary - Probationary - (10 Month Position - 210 Days) at Baldwin Middle School effective March 21, 2022.

Rate: \$15.76

Annual Salary: \$13,238.40

Payroll Taxes: \$1,145.12

PSERS: \$4,568.57

Benefits: None

Total: \$18,952.09

4.11 4-Hour Category IV Custodian (Muska Hasanovic) - Probationary - (Position #60-03B) - Harrison Education Center

Approved Muska Hasanovic as a 4-Hour Category IV Custodian (Probationary, Position #60-03B) at Harrison Education Center effective March 29, 2022.

Rate: \$15.97/Hour

Salary: \$14,053.60

Payroll Taxes: \$1,215.64

PSERS: \$4,849.90

Benefits: None

Annual Total Cost: \$20,119.14

4.12 4-Hour Category IV Custodian (Richard B. Valdisera, Jr.) - Probationary - (Position #03-03B) - Baldwin High School

Approved Richard B. Valdisera, Jr. as a 4-Hour Category IV Custodian (Probationary, Position #03-03B) at Baldwin High School effective March 22, 2022.

Rate: \$15.97/Hour
Salary: \$14,053.60
Payroll Taxes: \$1,215.64
PSERS: \$4,849.90
Benefits: None
Annual Total Cost: \$20,119.14

4.13 5.5-Hour General Food Services Worker (Gopi Sharma Rai) - Probationary - Whitehall Elementary School

Approved Gopi Sharma Rai as a 5.5-Hour General Food Services Worker - (Probationary) at the Whitehall Elementary School Cafeteria effective April 7, 2022, pending all required paperwork.

Rate: \$13.09/hour
Salary: \$13,031.10
Payroll Taxes: \$1,127.19
PSERS: \$4,497.03
Benefits: None
Total: \$18,655.32

4.14 4-Hour General Food Services Worker (Catherine Mirt) - Probationary - Baldwin High School

Approved Catherine Mirt as a 4-Hour General Food Services Worker - (Probationary) at the Baldwin High School Cafeteria effective April 7, 2022, pending all required paperwork.

Rate: \$13.09/hour
Salary: \$9,477.16
Payroll Taxes: \$819.77
PSERS: \$3,270.57
Benefits: None
Total: \$13,567.50

4.15 3-Hour General Food Services Worker (Carrie Kessler) - Probationary - Harrison Education Center

Approved a transfer of Carrie Kessler from Substitute Food Services Worker to a 3-Hour General Food Services Worker - (Probationary) at the Harrison Education Center Cafeteria effective March 22, 2022.

Rate: \$13.09/hour

Salary: \$7,107.87
Payroll Taxes: \$614.83
PSERS: \$2,452.93
Benefits: None
Total: \$10,175.63

4.16 Extended School Year (ESY) Summer School Program 2022 - Paraprofessional Staff

Approved the employment of the following paraprofessionals for the Extended School Year (ESY) Summer School Program from July 11 through August 3, 2022 (Mondays through Fridays) not to exceed 84 hours per position with possible reassignment to substitute status based on student enrollment.

Paraprofessionals:

Emma Hampsay
Michelle Mullins
Barb Stock

Brooklin Mincone - (Substitute)

Adrienne Bucko (STS Employee)
Tyler Funk (STS Employee)
Carly Santillo (STS Employee)

*Rate: \$20.28
Hours: 84
Salary: \$1,703.52
Payroll Taxes: \$147.35
PSERS: \$569.49
Total: \$2420.36

BILLABLE RATE PER STS EMPLOYEE:

Rate: \$15.07/hour
Hours: 84
Salary: \$1,265.88
Payroll Taxes: \$0
PSERS: \$0
Total: \$1,265.88

*Negotiated rate may vary depending on years of experience for BWSD employees.

4.17 K-8 Summer Program 2022 - Professional Staff

Approved the employment of the following professional teaching staff for the K-8 Summer Program from July 5 through July 29, 2022 (Mondays through Fridays) the Program Supervisor not to exceed 100 hours and Teachers not to exceed 84 hours per position with possible reassignment to substitute status based on student enrollment with the employees being paid at the negotiated rate.

Program Supervisor:

Asha McMillan

Program Teachers:

Robert Myers
Joseph Cennane (STS Employee)
Katelin Donahue (STS Employee)
Loubna El Bdaoui (STS Employee)
Deanna Mudry (STS Employee)
Yovena Pierre-Louis (STS Employee)
Elizabeth Smart (STS Employee)
Taylor Smith (STS Employee)
Dinelle Steiner (STS Employee)
Rachel Stock (STS Employee)

Rate: \$32.00/hour
Hours: 84 Salary: \$2,688.00
Payroll Taxes: \$232.51
PSERS: \$898.60
Total: \$3,819.11

BILLABLE RATE PER STS EMPLOYEE:

Rate: \$41.28/hour
Hours: 84
Salary: \$3,467.52
Payroll Taxes: \$0
PSERS: \$0
Total: \$3,467.52

4.18 Substitute Custodians - Summer 2022 Employment

Approved the following Substitute Custodians for Summer 2022 employment effective June 9, 2022 through August 26, 2022, as needed, starting at \$11.07/hour +0.90 as follows:

Sharon Betzler
Christina Frazier
Michele Gildea
Kevin Zielinski

4.19 Extra Bus Drivers

Approved the following Extra Bus Drivers at \$13.57/hour effective April 7, 2022, pending all necessary paperwork and required BWSD training:

Ronald Dedes
Laurence McGaffin

4.20 Substitute Custodian

Approved the following additional Substitute Custodian effective March 29, 2022 at \$11.07/hour:

Tina Richards

4.21 Substitute Noontime Aide

Approved the following Substitute Noontime Aide at \$11.07/hour effective April 7, 2022, pending all required documentation:

Maureen McKenzie

4.22 Substitute Breakfast Monitor

Approved the following Substitute Breakfast Monitor at \$11.07/hour effective April 7, 2022, pending all required documentation:

Maureen McKenzie

4.23 Student Lifeguard

Approved the following student as a Student Lifeguard at Baldwin High School effective April 7, 2022 at the rate of \$12.25/hour, pending all required paperwork:

Collin Kuch

4.24 Extracurricular Activity Assignments List (Deletions)

Accepted the following deletions from the Extracurricular Activity Assignments list:

Tim Storino
Position: Middle School Football Head Coach

Reason: Personal
Effective: March 28, 2022

Larry Wallace
Position: Middle School Football Assistant Coach #3
Reason: Another position on the football staff
Effective: March 28, 2022

4.25 Extracurricular Activity Assignments List (Additions)

Approved the following additions to the Extracurricular Activity Assignment List:

Kathryn DeFazio
Position: Spanish Club Advisor (BHS)
Effective: December 1, 2021
Total Cost: \$898.00 (prorated)

Kaley Donoghue
Position: Girls' Volleyball 7th Grade Head Coach (BMS)
Effective: April 7, 2022
Salary: \$2,500.00
Payroll Taxes: \$216.25
PSERS: \$862.75
Benefits: None
Total Cost: \$3,579.00

Vanessa Saut
Position: Girls' Volleyball 8th Grade Head Coach (BMS)
Effective: April 7, 2022
Salary: \$2,500.00
Payroll Taxes: \$216.25
PSERS: \$862.75
Benefits: None
Total Cost: \$3,579.00

Pete Wagner
Position: Department Chairperson - ENCORE (Unified Arts) (BMS)
Effective: March 9, 2022
Total Cost: \$1,809 (prorated)

Larry Wallace
Position: Middle School Football Head Coach (BMS)
Effective: April 7, 2022
Salary: \$3,000.00
Payroll Taxes: \$259.50
PSERS: \$1,028.70

Benefits: None

Total Cost: \$4,288.20

*Matt Work

Position: Girls' Volleyball Assistant Head Coach (BHS)

Effective: April 7, 2022

Salary: \$4,000.00

Payroll Taxes: \$346.00

PSERS: \$1,380.40

Benefits: None

Total Cost: \$5,726.40

*Morgan Zioklowski

Position: Girls' Volleyball - Junior Varsity Coach (BHS)

Effective: April 7, 2022

Salary: \$3,000.00

Payroll Taxes: \$259.50

PSERS: \$1,035.30

Benefits: None

Total Cost: \$4,294.80

*Pending all required paperwork

5.0 Individual Action Items - Superintendent's Report on Personnel

5.1 Open Positions Girls' Tennis

Declared the following Girls' Tennis coaching positions open for the 2022-2023 school year:

Baldwin High School

Donna McCord (Head Coach) - Resigned effective March 31, 2022

Jenna Tarson (Assistant Head Coach)

5.2 Extended School Year (ESY) Summer School Program 2022 - Professional Staff

Approved the employment of the following professional teaching staff for the Extended School Year (ESY) Summer School Program from July 11 through August 3, 2022 (Mondays through Fridays) not to exceed 84 hours per position with possible reassignment to substitute status based on student enrollment with the employees being paid at the negotiated rate:

Teachers:

Stephanie Bihary

Michelle Coury-Brendel - (Nurse Substitute)

Alexandra Hasis
Hannah Nagg
Victoria Sgattoni
Adia Achtzehn - (STS Employee)
Beth Bazmore - (STS Employee)
Angelina Buechler - Speech and Language Teacher (STS Employee)
Carly Lutz - (STS Employee)

Brooklin Mincone - Substitute Teacher Only (STS Employee)

Rate: \$32.00/hour
Hours: 84
Salary: \$2,688.00
Payroll Taxes: \$232.51
PSERS: \$898.60
Total: \$3,819.11

BILLABLE RATE PER STS EMPLOYEE:

Rate: \$41.28/hour
Hours: 84
Salary: \$3,467.52
Payroll Taxes: \$0
PSERS: \$0
Total: \$3,467.52

6.2 Settlement Agreement and Release (Parents and Student)

Approved the Settlement Agreement and Release between the Baldwin-Whitehall School District and the Parents and Student.

6.3 Memorandum of Understanding - Allegheny Intermediate Unit (AIU) Head Start and Pre-K Counts Programs (2021-2022 and 2022-2023)

Approved the AIU Transition Memorandum of Understanding (MOU) between the Baldwin-Whitehall School District and the Allegheny Intermediate Unit Head Start and Pre-K Counts Programs in partnership with the Trying Together and the United Way of Southwest PA to support best practices in transition to kindergarten for the 2021-2022 and 2022-2023 school years.

6.4 Agreement - Mount Aloysius College

Approved the Cooperative Agreement between the Baldwin-Whitehall School District and Mount Aloysius College to participate in the College in High School Program for the 2022-2023 school year.

6.5 Approval - Contract and Agreement - Zambelli Fireworks Manufacturing of Warrendale, Pennsylvania - 2022 Commencement Ceremony

Approved the Contract and Agreement between the Baldwin-Whitehall School District and Zambelli Fireworks Manufacturing Co. of Warrendale, Pennsylvania to provide an exhibition and fireworks display at the 2022 Commencement Ceremony at a cost of \$4,500.00.

6.6 Student Participation - Baldwin Highlander Marching Band - Wesley Woods Camp

Approved the following Student Participation:

Band Camp - Wesley Woods

Grand Valley, PA

August 14-19, 2022

Sponsor: Marissa Virgin

Students: TBD (Band students in grades 8-12 will be invited.)

Costs: Student-funded

6.7 Authorization to Advertise for Bids - (4477) Capital Improvements Whitehall Elementary School and (4526) McAnnulty Elementary School Site Improvements

Authorized the Director of Finance and Operations to advertise for bids for (4477) Capital Improvements Whitehall Elementary School and (4526) McAnnulty Elementary School Site Improvements.

6.8 Approval - Change Order (Add \$11,941.00) - (4148) W. R. Paynter Elementary School (R. A. Lutz Elementary School)

Approved the construction change order (Add \$11,941.00) for the Electric Construction Contract for the W. R. Paynter Elementary School (R. A. Lutz Elementary School) Project (4148).

6.9 Authorization to Advertise for Bids - Chromebooks, Laptops, and Desktops

Authorized the Director of Finance and Operations to advertise for bids for Chromebooks, Laptops, and Desktops.

6.10 Agreement - Allegheny Intermediate Unit #3 IDEA-Part B Use of Funds Agreement 2022-2023

Approved the IDEA-Part B Use of Funds Agreement 2022-2023 between the Baldwin-Whitehall School District and the Allegheny Intermediate Unit #3 for Implementation of Individuals with Disabilities Act - Part B for the project period July 1, 2022 through June 30, 2023.

6.11 Allegheny Intermediate Unit - Notice of Adoption of Policies, Procedures and Use of Funds by School District

Approved the Allegheny Intermediate Unit Notice of Adoption of Approved LEA Policies, Procedures and Use of Funds.

6.12 Brentwood Borough Request - Parking 4th of July - 2022 Brentwood Firecracker 5K

Approved the request from Brentwood Borough to utilize the north (student) parking lot at Baldwin High School for the 2022 4th of July Brentwood Firecracker 5K.

6.13 Kennywood School Picnic - June 18, 2022

Approved the Baldwin-Whitehall School District's Kennywood School Picnic date of Saturday, June 18, 2022.

6.14 Donation - Donors Choose - Gift Card (Jennifer Pryor - HEC)

Accepted a donation of a \$100.00 Gift Card for Educational Resources for use at the Harrison Education Center.

6.15 Donation - Donors Choose - Classroom Materials (Kristy Frohlinger - MES)

Accepted a donation of the following classroom materials valued at \$398.99 from Donors Choose for use at the McAnnulty Elementary School:

- LEGO Classic Bricks and Lights 11009 x 5
- LEGO Classic Large Creative Brick Box 10698 Build Your Own Creative Toys, Kids Building Kit (790 Pieces), Multicolor x 3
- LEGO Classic Medium Creative Brick Box 10696 Building Toys for Creative Play; Kids Creative Kit (484 Pieces) x 3
- LEGO Classic Green Baseplate 2304 Supplement for Building, Playing, and Displaying Creations, 10in x 10in, Large Building Base Accessory for Kids and Adults (1 Piece) x 6

6.16 Donation - Baldwin Highlander Music Patrons - New Marching Drums

Accepted a donation of New Marching Drums from the Baldwin Highlander Music Patrons valued at \$14,895 to be used for the Baldwin High School Marching Band.

6.17 626 Federal Fiscal Compliance - 2nd Reading

Approved the revision of Policy 626 Federal Fiscal Compliance.

6.18 Student Assistance Program (SAP) Providers

Approved the following Student Assistance Program (SAP) Providers:

Holy Family Institute - 1st Choice

Allegheny Children's Initiative - 2nd Choice