

**BALDWIN-WHITEHALL SCHOOL DISTRICT
MINUTE BRIEFS
WEDNESDAY, FEBRUARY 7, 2024
AGENDA/BUSINESS MEETING**

2.2 Approval of Minutes - January 10, 2024

Approved the Minutes of the Agenda/Business Meeting on January 10, 2024 as listed and certified.

2.3 General Fund Receipts - December 2023

Approved the December 2023 General Fund Receipts in the total amount of \$1,041,920.16 as listed and certified.

2.4 Payroll - December 2023

Approved the Payroll for December 2023 in the total amount of \$2,567,857.64 as listed and certified.

2.5 General Fund Account - January 2024

Approved the General Fund Account in the total amount of \$1,848,090.01 for the month of January 2024 as listed and certified.

2.6 Cafeteria Fund - January 2024

Approved the Cafeteria Fund Account in the total amount of \$93,259.83 for the month of January 2024 as listed and certified.

2.7 Construction Fund Account - As of January 31, 2024

Approved the Construction Fund Account in the total amount of \$47,383,275.45 fiscal year-to-date as of January 31, 2024 as listed and certified.

4.2 Resignations

Accepted the following resignations:

Adia Achtzehn
Position: Special Education Teacher - 6th Grade
Reason: Personal

Effective: February 14, 2024

Belinda Devore
 Position: Extra Bus Attendant/Extra Van Driver
 Reason: Personal
 Effective: February 6, 2024

Georgann Helman
 Position: Assistant Board Secretary
 Reason: Retirement
 Effective: June 30, 2024

Lisa Joseph
 Position: Administration Secretary Food Services
 Reason: Personal
 Effective: January 26, 2024

Richard Lang
 Position: Music Teacher - Half-Time - 6th Grade
 Reason: Other Employment
 Effective: March 18, 2024 (or sooner if a suitable replacement is found)

Allison Shreve
 Position: Special Education Teacher - 6th Grade
 Reason: Personal
 Effective: February 2, 2024

4.3 Retirement

Accepted the following retirement:

Georgann Helman
 Position: Confidential Administrative Assistant - Employee Services
 Effective: June 30, 2024
 Years of Service: 33 years, 8 months

4.4 Service Employee Movement

Approved the following Service Employee Movement:

Name	Effective Date	Previous Position	New Position
Angela Grand	1/29/2024	4 Hour Secretary LES	Noontime Aide MES
Daniel Nolla	1/10/2024	Extra Bus Driver	Regular Bus Driver

4.5 Deputy Superintendent for Instruction and Learning

Authorized the creation of the new position of Deputy Superintendent for Instruction and Learning.

4.6 Deputy Superintendent for Student and Employee Services

Authorized the creation of the new position of Deputy Superintendent for Student and Employee Services.

4.7 Deputy Superintendent for Instruction and Learning - Dr. Kara E. Eckert

Appointed Dr. Kara E. Eckert as Deputy Superintendent for Instruction and Learning for a four (4)-year, four (4)-month term beginning February 8, 2024 and ending June 30, 2028 with an annual salary of \$145,000.00 and on such additional terms and conditions set forth in an employment contract consistent with the requirements of 24 P.S. 10-1073, approved by the Solicitor and executed by the necessary officers of the Board.

4.8 Deputy Superintendent for Student and Employee Services - Dr. Rachel L. Sprouse

Appointed Dr. Rachel L. Sprouse as Deputy Superintendent for Student and Employee Services for a four (4)-year, four (4)-month term beginning February 8, 2024 and ending June 30, 2028 with an annual salary of \$145,000.00 and on such additional terms and conditions set forth in an employment contract consistent with the requirements of 24 P.S. 10-1073, approved by the Solicitor and executed by the necessary officers of the Board.

4.9 Professional Employee (Robert J. Schugg IV) - Special Education Teacher (Harrison Education Center - Grade 6)

Approved Robert J Schugg IV as a Professional Employee for the position of Special Education Teacher at Harrison Education Center (Grade 6) effective TBD on Step 5 of the Masters schedule (\$53,920.00 prorated) pending clearances and all required documentation.

Annual Salary: \$53,920.00

Payroll Taxes: \$4,124.88

PSERS: \$18,332.80

Benefits: \$25,530.96

Annual Total Cost: \$101,908.64

4.10 Paraprofessional (Ashley Donaldson) - Category I - Permanent – R. A. Lutz Elementary School

Approved Ashley Donaldson as a Paraprofessional (Category I, Permanent) at R. A. Lutz Elementary School effective January 25, 2024 with a district seniority date of August 24, 2023.

Rate: \$18.08

Annual Salary: \$26,469.12

Payroll Taxes: \$2,024.89

PSERS: \$8,999.50

Benefits: None

Annual Total Cost: \$37,493.51

4.11 Paraprofessional (Stacey Godlewski) - Category I - Permanent – R. A. Lutz Elementary School

Approved Stacey Godlewski as a Paraprofessional (Category I, Permanent) at R. A. Lutz Elementary School effective February 1, 2024 with a district seniority date of August 24, 2023.

Rate: \$18.08

Annual Salary: \$26,469.12

Payroll Taxes: \$2,024.89

PSERS: \$8,999.50

Benefits: None

Annual Total Cost: \$37,493.51

4.12 Paraprofessional (Megan Stavor) - Category I - Permanent - Whitehall Elementary School

Approved Megan Stavor as a Paraprofessional (Category I, Permanent) at Whitehall Elementary School effective January 25, 2024 with a district seniority date of August 24, 2023.

Rate: \$18.08

Annual Salary: \$26,469.12

Payroll Taxes: \$2,024.89

PSERS: \$8,999.50

Benefits: None

Annual Total Cost: \$37,493.51

4.13 Paraprofessional (Bridget Stehle) - Category I - Permanent – R. A. Lutz Elementary School

Approved Bridget Stehle as a Paraprofessional (Category I, Permanent) at R. A. Lutz Elementary School effective January 30, 2024 with a district seniority date of August 24, 2023.

Rate: \$18.08
 Annual Salary: \$26,469.12
 Payroll Taxes: \$2,024.89
 PSERS: \$8,999.50
 Benefits: None
 Annual Total Cost: \$37,493.51

4.14 Paraprofessional (Darlene Torres-Velez) - Category I - Permanent – R. A. Lutz Elementary School

Approved Darlene Torres-Velez as a Paraprofessional (Category I, Permanent) at R. A. Lutz Elementary School effective January 29, 2024 with a district seniority date of August 24, 2023.

Rate: \$18.08
 Annual Salary: \$26,469.12
 Payroll Taxes: \$2,024.89
 PSERS: \$8,999.50
 Benefits: None
 Annual Total Cost: \$37,493.51

4.15 4-Hour Building Secretary (Crystal Costantino) - 210-Day Category V - Permanent – R. A. Lutz Elementary School

Approved Crystal Costantino as a 210-Day Category V - 4-Hour Building Secretary - Permanent – at R. A. Lutz Elementary School (PM position) effective January 29, 2024.

Rate: \$20.78
 Annual Salary: \$17,455.20
 Payroll Taxes: \$1,335.32
 PSERS: \$5,917.31
 Benefits: None
 Annual Total Cost: \$24,707.83

4.16 4-Hour Building Secretary (Mary Beth Douglass) - 210-Day Category V - Permanent - Whitehall Elementary School

Approved Mary Beth Douglass as a 4-Hour Category V - Part-Time Secretary - Permanent - (10 Month Position - 210 Days) at Whitehall Elementary School effective January 24, 2024 with a seniority date of August 29, 2023.

Rate: \$20.78
 Annual Salary: \$17,455.20
 Payroll Taxes: \$1,335.32

PSERS: \$5,917.31
 Benefits: None
 Annual Total Cost: \$24,707.83

4.17 8-Hour Category IV Custodian (Peter Schupp) - Permanent - Baldwin High School

Approved Peter Schupp as an 8-Hour Category IV Custodian (Permanent) at Baldwin High School effective January 10, 2024 with a seniority date of August 20, 2023.

Rate: \$20.29/Hour
 Salary: \$37,333.60
 Payroll Taxes: \$2,856.02
 PSERS: \$12,693.42
 Benefits: None
 Annual Total Cost: \$52,883.04

4.18 8-Hour Category IV Custodian (James Werner) - Permanent - Baldwin High School

Approved James Werner as an 8-Hour Category IV Custodian (Permanent) at Baldwin High School effective January 10, 2024 with a seniority date of August 20, 2023.

Rate: \$20.29/Hour
 Salary: \$37,333.60
 Payroll Taxes: \$2,856.02
 PSERS: \$12,693.42
 Benefits: None
 Annual Total Cost: \$52,883.04

4.19 4-Hour Category V Custodian (Gary Wenner) - Permanent - Whitehall Elementary School

Approved Gary Wenner as a 4-Hour Category V Custodian (Permanent) at Whitehall Elementary School effective January 10, 2024 with a seniority date of August 20, 2023.

Rate: \$20.29/Hour
 Salary: \$17,855.20
 Payroll Taxes: \$1,365.92
 PSERS: \$6,070.77
 Benefits: None
 Annual Total
 Cost: \$25,291.89

4.20 Noontime Aide (Debra Eperthener) - Permanent – R. A. Lutz Elementary School

Approved Debra Eperthener as a Noontime Aide (Permanent) at R. A. Lutz Elementary School effective October 24, 2023 with a seniority date of February 28, 2023.

Rate: \$16.50/hour
 Salary: \$6,006.00
 Payroll Taxes: \$459.46
 PSERS: \$2,042.04
 Benefits: None
 Total: \$8,507.50

4.21 Noontime Aide (Jacqueline Stephenson) - Probationary – R. A. Lutz Elementary School

Approved the following individual as a Noontime Aide (Probationary) at R. A. Lutz Elementary School pending all required paperwork and clearances:

Jacqueline Stephenson - effective February 1, 2024

Rate: \$16.50/hour
 Salary: \$6,006.00
 Payroll Taxes: \$459.46
 PSERS: \$2,042.04
 Benefits: None
 Total: \$8,507.50

4.22 Mentor Teacher

Approved the following Mentor Teacher for the 2023-2024 School Year at \$487.00 (per semester rate) effective January 12, 2024:

Position	New Hire	Mentor
2nd Gr LTS	Payton Mullins	Kristen Mutschler

4.23 ESY Summer School Staff 2024 - Professionals

Approved the employment of the following professional teaching staff for the Extended School Year (ESY) Summer School Program from July 8, 2024 through July 25, 2024 (Mondays through Fridays) not to exceed 75 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
 Riley Debski
 Alexandra Downer
 Lindsey Graney - Deaf and Hard of Hearing Teacher
 Carly Lutz
 Anna Nee
 Victoria Sgattoni
 Jessica Skovira
 Rachel Stock - ESY Teacher Substitute (utilized as needed)

Rate: \$32.00/hour
 Hours: 75
 Salary: \$2,400.00
 Payroll Taxes: \$183.60
 PSERS: \$846.24
 Total: \$3,429.84

4.24 ESY Summer School Staff 2024 - Paraprofessionals

Approved the employment of the following paraprofessionals for the Extended School Year (ESY) Summer School Program from July 8, 2024 through July 25, 2024 (Mondays through Fridays) not to exceed 65 hours per position with possible reassignment to substitute status based on student enrollment:

Paraprofessionals:

Kelly Bischoff
 Angela Gross
 Erin Jackson
 Jennifer Kozolowski
 Michelle Mullins
 Molly Petruska
 Nadine Reed
 Barb Stock
 Darlene Torres-Velez

ESY Paraprofessional Substitute (utilized as needed):

Rachel Stock

*Paraprofessionals will be paid at the negotiated rate based on their appropriate Step.

4.25 Learn & Earn (ESL) Summer School Program 2024 - BHS - Professional Staff

Approved the employment of the following professional teaching staff for the Learn & Earn (ESL) Summer School Program from June 18, 2024 through August 1, 2024:

Teachers:

- Francesca Cappetta (not to exceed 64 hours)
- Beth Fochtman (not to exceed 40 hours)
- Joseph Geyer (not to exceed 40 hours)
- Dan Harrold (not to exceed 40 hours)
- Timothy Laughlin (not to exceed 40 hours)
- Kate Musselman (not to exceed 180 hours)
- Holly Niemi (not to exceed 132 hours)
- Toni Rogiero (not to exceed 40 hours)
- James Wodarek (not to exceed 40 hours)

Maximum

- Rate: \$32.00/hour
- Hours: 180
- Salary: \$5,760.00
- Payroll Taxes: \$440.64
- PSERS: \$1,958.40
- Total: \$8,159.04

Minimum

- Rate: \$32.00/hour
- Hours: 40
- Salary: \$1,280.00
- Payroll Taxes: \$97.92
- PSERS: \$435.20
- Total: \$1,813.12

4.26 Extra Bus Driver

Approved the following Extra Bus Driver at \$18.99/hour with the effective date listed below pending all required paperwork and training:

Luke Hillegas - TBD

4.27 Extra Bus Attendant

Approved the following Extra Bus Attendant at \$14.57/hour effective as listed, pending all required paperwork:

Melanie Kertis - TBD

4.28 Substitute Custodians

Approved the following Substitute Custodians at \$12.43/hour pending all required documents and clearances:

Jacob Manning- effective date TBD
Richard Sardon - effective date TBD

4.29 Substitute Food Services Worker

Approved the following Substitute Food Services Worker at \$12.43/hour, pending all required paperwork:

Diana Matta - TBD

4.30 Extracurricular Activity Assignments List (Deletions)

Accepted the following deletions from the Extracurricular Activity Assignments list:

Anthony Girdano
Position: Baseball Junior Varsity Coach
Reason: Personal
Effective: January 18, 2024

PJ Malloy
Position: Boys' Golf Assistant Head Coach 2 of 2 - (BHS)
Reason: Personal
Effective: February 1, 2024

Jonathan Zelezniak
Position: High School Musical Technical Director - Lighting (BHS)
Reason: Personal
Effective: January 11, 2024

4.31 Extracurricular Activity Assignments (Additions)

Approved the following additions to the Extracurricular Activity Assignment:

Michael Clancy
Position: Middle School Jazz Band
Effective: December 1, 2023
Salary: \$1,788.00
Payroll Taxes: \$136.78
PSERS: \$607.92
Benefits: None

Total Cost: \$2,532.70

*John Dettlinger

Position: Boys' Baseball Middle School (including 9th grade) Head Coach (BMS)

Effective: January 18, 2024

Salary: \$2,500.00

Payroll Taxes: \$191.25

PSERS: \$850.00

Benefits: None

Total Cost: \$3,541.25

Yolanda Johnson

Position: Girls' Middle School Basketball 7th Grade Head Coach

Effective: December 1, 2023

Salary: \$2,500.00

Payroll Taxes: \$191.25

PSERS: \$850.00

Benefits: None

Total Cost: \$3,541.25

Matthew Rothlein

Transferred from Baseball Middle School Head Coach

Position: Baseball Junior Varsity Coach (BHS)

Effective: January 18, 2024

Salary: \$3,000.00

Payroll Taxes: \$229.50

PSERS: \$1,020.00

Benefits: None

Total Cost: \$4,249.50

Katherine Streets

Position: French Club (BHS)

Effective: September 1, 2023

Salary: \$898.00

Payroll Taxes: \$68.70

PSERS: \$305.32

Benefits: None

Total Cost: \$1,272.02

Nathan Woodring

Position: High School Musical Technical Director - Lighting (BHS)

Effective: January 10, 2024

Salary: \$1,950.00

Payroll Taxes: \$149.18

PSERS: \$663.00

Benefits: None

Total Cost: \$2,762.18

*Pending all required documents and clearances

5.1 Temporary Professional Employee (Katie Knezevich) - Special Education Teacher (Harrison Education Center - Grade 6)

Approved Katie Knezevich as a Temporary Professional Employee for the position of Special Education Teacher at Harrison Education Center (Grade 6) effective TBD on Step 1a of the Bachelor's schedule (\$46,920.00 prorated) pending clearances and all required documentation.

Annual Salary: \$46,920.00

Payroll Taxes: \$3,589.38

PSERS: \$15,952.80

Benefits: \$25,530.96

Annual Total Cost: \$91,993.14

6.2 Approval (Additional) - 2024-2025 Curriculum & Instruction Recommendations

Approved the additional 2024-2025 Curriculum & Instruction Recommendations.

6.3 Memorandum of Understanding - Allegheny Intermediate Unit (AIU) Head Start and Pre-K Counts Programs (2023-2024 and 2024-2025)

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 students for the 2023-2024 and 2024-2025 school years as attached.

6.4 Agreement - PLEA (2023-2024)

Approved the agreement between the Baldwin-Whitehall School District and PLEA to provide special education services for a student beginning November 1, 2023 for the 2023-2024 school year at a cost of \$5,000.00 per month.

6.5 Memorandum of Understanding - Allegheny County Children, Youth, and Families

Approved the Memorandum of Understanding between the Baldwin-Whitehall School District and Allegheny County Children, Youth, and Families to ensure the educational success and school stability of students in foster care.

6.6 Transportation Agreement - Allegheny County Children, Youth, and Families

Approved the Agreement (Transportation Plan) between the Baldwin-Whitehall School District and Allegheny County Children, Youth, and Families regarding transportation for students in foster care.

6.7 Out-of-State Conference - Reimagining High School Learning Tour - Mary (Meg) Geronimos

Approved the following Out-of-State Conference:

Reimagining High School Learning Tour
Cleveland, OH
January 24-25, 2024
Attendees: Mary (Meg) Geronimos
Cost: Grant Funded (Grable Foundation)

6.8 Out-of-State Conference - ISTE Live 24 (National Conference)

Approved the following Out-of-State Conference:

ISTE Live 24 (National Conference)
Denver, CO
June 23-26, 2024
Attendees: Dr. Janeen Peretin
Est. Cost: \$0 (Covered by a Moonshot Grant-Dr. Peretin is presenting.)

6.9 Student Participation - Baldwin High School - daVincian Society

Approved the following Student Participation:

daVincian Society and NAHS Trip
April 18-20, 2024
New York, NY
Sponsors: James Wodarek and Nicole Flannery
Students: TBD
Cost: Student funded

6.10 Student Participation - Baldwin High School - Wrestling Team

Approved the following Student Participation:

PIAA Wrestling Individual State Tournament
Hershey, PA

March 6-9, 2024

PIAA Sponsors: Jerry Klodowski

Students: Grade 12 - Owen Klodowski, Keith Mincin, Lachin Islamov Grade 11 - Ramil Islamov

Cost: \$1,737 (estimated)

6.11 Student Participation - Baldwin High School - PA Indoor Track & Field Championships

Approved the following Student Participation:

BHS Indoor Track and Field: PA Indoor Track and Field Championships

State College, PA

February 24-25, 2024

Sponsors: Richard Wright, Kaye Gasper, Mike McLaughlin

Students: Marcus Toto (qualified) plus one additional student TBD

Cost: \$1,343.12

6.12 Bond Resolution - Baldwin-Whitehall School District General Obligation Bonds, Series of 2024

Authorized the incurring of nonelectoral debt by the issuance of General Obligation Bonds, Series of 2024 as presented to the Board.

6.13 Approval - Change Order FP-2 - Deduct \$10,075.00 - (4148) W. R. Paynter Elementary School (R. A. Lutz Elementary School)

Approved the Change Order (FP-2) deduct \$10,075.00 for the W. R. Paynter Elementary School (R. A. Lutz Elementary School Project (4148).

6.14 Approval - Technology Services - Baldwin High School Auditorium Equipment

Approved the purchase of a wireless microphone system and projector, for the Dr. Regis V. Shalley Performing Arts Center at Baldwin High School not to exceed \$30,000 from the Facilities Fund Balance. (COSTARS Contract #034-114)

6.15 Approval - Baldwin-Whitehall Athletic Hall of Fame Committee

Approved the following members of the Baldwin-Whitehall Athletic Hall of Fame Committee:

Dr. Randal Lutz

Pete Giglione

Dan Knezevich

Tony Cherico
Jeremy McCullough
Ray Fisher
Rich Wright
Denise Wells
George Liotus
Patrick Sentner
Diane Kennard

6.16 Tuition Credit Reimbursement - Pat DiFrancesco

Approved the following Tuition Credit Reimbursement:

Pat DiFrancesco
MyElectricalCeu.com
Changes to 2023 NEC Code Part One
\$65.00 total (8 course hours)

6.17 Approval - Kennywood School Picnic - June 15, 2024

Approved the Group Event Agreement between the Baldwin-Whitehall School District and Kennywood for the District's event date (school picnic) to be held on June 15, 2024.

6.18 Donation- Vendors - Grand Opening R. A. Lutz Elementary School

Accepted donations from the following vendors valued at \$10,000.00 for use at the Grand Opening of the R. A. Lutz Elementary School:

CJL Engineering - \$2,500.00
HHS DR - \$5,000.00
Hranec Sheet Metal - \$1,000.00
Mucci Construction - \$1,000.00
Wheels Mechanical - \$500.00

6.19 Donation - Donors Choose - Classroom Materials (Sarah Bowman - BMS)

Accepted a donation from Donors Choose of the following classroom materials valued at \$100.00 for use at the Baldwin Middle School:

*\$100 Gift Card for Educational Resources on TPT

6.20 Donation - Donors Choose - Classroom Materials (Erica Nath - BMS)

Accepted a donation from Donors Choose of the following classroom materials valued at \$230.86 for use at the Baldwin Middle School:

- *Kleenex Standard Facial Tissue, 2-Ply, White, 100 Sheets/Box, 36 Boxes/Pack
- *Quaker Popped Rice Snacks Caramel Corn Crisps 0.91 oz. 60 Bags/Pack
- *Nabisco Cookies Variety Pack 60 Packs/Box
- *Quaker Chewy Granola Bar Variety Pack 0.84 oz. 60 Bars/Box
- *Rice Krispies Treats Marshmallow Cereal Bar 0.39 oz. 50 Bars/Box x 2
- *Rice Krispies Treats Marshmallow Cereal Bar 0.78 oz. 60 Bars/Box
- *Clorox Disinfecting Wipes Value Pack 75 Wipes/Container 3/Pack

6.21 Revised - Appointment of Solicitor - 2024

Appointed Weiss Burkardt Kramer, LLC as District Solicitor for the year 2024 at a rate \$160.00 per hour.