

**BALDWIN-WHITEHALL SCHOOL DISTRICT
MINUTE BRIEFS
WEDNESDAY, MARCH 12, 2025
AGENDA/BUSINESS MEETING**

2.2 Approval of Minutes - February 5, 2025

Approved the Minutes of the Agenda/Business Meeting on February 5, 2025 as listed and certified.

2.3 General Fund Receipts - January 2025

Approved the January 2025 General Fund Receipts in the total amount of \$ 1,768,021.17 as listed and certified.

2.4 Payroll - January 2025

Approved the Payroll for January 2025 in the total amount of \$4,073,026.72 as listed and certified.

2.5 General Fund Account - January 2025

Approved the General Fund Account in the total amount of \$1,292,070.95 for the month of February 2025 as listed and certified.

2.6 Cafeteria Fund - February 2025

Approved the Cafeteria Fund Account in the total amount of \$140,226.16. for the month of February 2025 as listed and certified.

2.7 Construction Fund Accounts R. A. Lutz Elementary School (1) and J. E. Harrison Middle School (2) - As of February 28, 2025

Approved the Construction Fund Accounts in the total amount of \$33,746,216.05 fiscal year-to-date as of February 28, 2025 R. A. Lutz Elementary School (1) and the total amount of \$10,969,215.64 and \$3,645,792.49 fiscal year to date as of February 28, 2025 J. E. Harrison Middle School (2) as listed and certified.

4.2 Resignations

Accepted the following resignations:

Mandy Elm
Position: Teacher
Effective: TBD
Reason: Other employment

Lawrence Gibson
Position: Regular Driver
Effective: March 14, 2025
Reason: Personal

Shannon Huston
Position: Paraprofessional
Effective: February 10, 2025
Reason: Personal

Joshua Kanoza
Position: 8-Hour Custodian
Effective: March 12, 2025
Reason: Personal

Wendy Lawrey
Positions: Noontime Aide and Substitute Custodian
Effective: February 20, 2025
Reason: Personal

Jennifer Pellen
Position: School Counselor
Effective: TBD
Reason: Other employment

Christine Sadler
Position: Noontime Aide
Effective: March 5, 2025
Reason: Personal

Raymond Stark
Position: Teacher
Effective: March 1, 2025
Reason: Other Employment

Jordyn Tegtmeier
Position: Paraprofessional
Effective: February 5, 2025
Reason: Personal

Charmaine Todd
Position: Food Service Worker
Effective: February 24, 2025
Reason: Personal

4.3 Termination

Approved the termination of employee #9914 effective March 12, 2025.

4.4 Leaves

Accepted the following leaves of absence:

Claire Cocco

Paraprofessional

R. A. Lutz Elementary School

Unpaid leave of absence beginning March 20, 2025 through June 12, 2025

Jennifer Geiser

Food Service General Worker

Baldwin High School

Unpaid leave of absence effective February 14, 2025 until a date to be determined in the 2025-2026 school year

Hannah Jenkins

ESL Teacher

Whitehall Elementary School

Extension of current unpaid leave of absence until June 13, 2025

Megan Stout

Fifth grade teacher

R. A. Lutz Elementary School

Unpaid leave of absence to take effect tentatively March 24, 2025 through approximately June 2, 2025

4.5 Temporary Professional Employee - Autumn Magnone - Special Education Teacher - R. A. Lutz Elementary School

Ratified the offer of employment made to Autumn Magnone on March 4, 2024 as a Temporary Professional Employee Special Education Teacher at R. A. Lutz Elementary School for the 2024-2025 school year on step 6 of the Master's schedule (prorated) with an effective date and district seniority date to be determined pending paperwork.

Annual Salary - \$55,220.00 (prorated)

Payroll Taxes - \$4,224.33

PSERS - \$18,719.58

Benefits - \$27,828.48

Annual Total Cost - \$105,992.39

4.6 Temporary Professional Employee – Cameron Palermo - Physical Education - R. A. Lutz Elementary School

Approved Cameron Palermo as a Temporary Professional Employee Physical Education Teacher at R. A. Lutz Elementary School for the 2024-2025 school year on step 1a of the Bachelor's +15 schedule (prorated) with an effective date and district seniority date to be determined pending paperwork.

Salary: \$49,720.00 (prorated)

Payroll Taxes: \$3,803.58

PSERS: \$16,855.08

Benefits: \$27,828.48

Total: \$98,207.14

4.7 Long-term Substitute Positions

Approved the following Long-term Substitute Teachers to serve in the vacancies, building locations, and timelines listed. They will be paid on Step 1 of the Bachelor's Scale (prorated based on effective date and end date).

Brendan Duffy

Full-time ESL

Whitehall Elementary School

Effective date February 25, 2025 until June 13, 2025

Noah Kunzelman

Full-time Fifth Grade

R. A. Lutz Elementary School

Tentatively effective April 11, 2025 through June 13, 2025

Ciara Longo

Full-time Second Grade

Whitehall Elementary School

Tentatively Effective on March 25, 2025 until June 13, 2025

Leigh Meis

Half-time Biology

Baldwin High School

Effective February 10, 2025 until June 13, 2025

April Nese

Half-time Eighth Grade Science

J. E. Harrison Middle School

Effective January 27, 2025 until June 13, 2025

Alexia Schmader

Full-time Special Education

McAnnulty Elementary School

Effective February 20, 2025 until June 2, 2025

Kelly Ryan
Full-time Fifth Grade
R. A. Lutz Elementary School
Effective March 24, 2025 until June 13, 2025.

4.8 Paraprofessional - Nicole Mitts - Step 1 - Permanent - Baldwin High School

Approved Nicole Mitts as a Paraprofessional Step 1 (Permanent) at Baldwin High School effective March 5, 2025 with a district and category seniority date of October 10, 2024.

Rate: \$18.66/hour
Annual Salary: \$26,273.28
Payroll Taxes: \$2,009.91
PSERS: \$8,906.64
Benefits: \$27,828.48
Annual Total Cost: \$65,018.31

4.9 4-Hour Category V Custodian - Miroslav Suta - Permanent - R. A. Lutz Elementary School

Approved Miroslav Suta as a 4-Hour Category V Custodian (Permanent) at R. A. Lutz Elementary School effective January 23, 2025 with a district and category seniority date of September 10, 2024.

Rate: \$20.79/Hour
Salary: \$18,295.20
Payroll Taxes: \$1,399.58
PSERS: \$6,220.37
Benefits: None
Annual Total Cost: \$25,915.15

4.10 General Food Service Worker - Rasheedah Collins - Permanent - J. E. Harrison Middle School

Approved Rasheedah Collins as a General Food Service Worker (Permanent) at J. E. Harrison Middle School at a rate of \$18.25/hour effective February 13, 2025 with a district and category seniority date of September 3, 2024 pending all required paperwork.

4.11 Noontime Aides - Permanent Employment

Approved the following Noontime Aides (Permanent) at a rate of \$17.03/hour:

Amanda Roush
R. A. Lutz Elementary School

Effective: March 11, 2025

District and Category Seniority date of October 2, 2024

Andrea Vogel

McAnnulty Elementary School

Effective: February 21, 2025

District and Category Seniority Date of September 19, 2024

Marcey Wagner

Whitehall Elementary School

Effective: February 19, 2025

District and Category Seniority Date of September 11, 2024

4.12 Paraprofessional - Olivia Przywara - Step 1 - Probationary - Whitehall Elementary School

Approved Olivia Przywara as a Paraprofessional Step 1 (Probationary) at Whitehall Elementary School with an effective date and a district seniority date set on the first day of work pending paperwork.

Rate: \$18.66/hour

Annual Salary: \$26,273.28

Payroll Taxes: \$2,009.91

PSERS: \$8,906.64

Benefits: None

Annual Total Cost: \$37,189.83

4.13 Extra Bus Drivers - Category V

Approved the following Extra Bus Drivers - Category V pending all required paperwork and training:

Michael Hawrylak

Start Date: TBD

Compensation Schedule: Step 3 - \$24.30/hour

Zachary Luchini

Start Date: TBD

Compensation Schedule: Step 1 - \$19.60/hour

Kenny Schindler

Start Date: TBD

Compensation Schedule: Step 1 - \$19.60/hour

4.14 Mentors

Approved the following Mentor Teachers for the 2024-2025 School Year at \$487.00 (per semester rate):

Position	New Hire	Location	Mentor	Effective
Special Education	Katelyn Pacelli	MES	Kristen Homer	February 5, 2025
Special Education	Marissa Matts	MES	Kristen Homer	February 5, 2025

4.15 Service Movement

Approved the following service movement:

Name	Effective Date	Previous Position	New Position
Milissa Kirsch	2/28/2025	Noontime Aide	Substitute Noontime Aide
Michael Trimble	2/10/2025	Extra Bus Driver	Regular Driver
Nicole Mitts	3/13/2025	BHS Paraprofessional	LES Paraprofessional
Zejna Hasanovic	3/10/2025	4-Hour 220 Day Category V Custodian - BHS	8-Hour 230 Day Category IV Custodian - BHS

4.16 ESY Summer School Staff 2025 – Professional

Approved the employment of the following School Nurse for the Extended School Year (ESY) Summer School Program from July 7th through July 25th 2025 (Mondays through Fridays) not to exceed 75 hours per position with possible reassignment to substitute status based on student enrollment with the employee being paid at the negotiated rate.

ESY Nurse:

Tracey Spicuzza

Rate: \$32.00/hour

Hours: 75

Salary: \$2,400.00

Payroll Taxes: \$183.60

PSERS: \$813.60

Total: \$3,397.20

4.17 Baldwin Borough Summer Camp Co-Directors

Approved the employment of the following professional staff as Co-Directors of the 2025 Baldwin Borough Summer Camp for a period beginning March 13, 2025 through August 8, 2025 at rate of \$32.00/hour not to exceed 160 hours through a grant-funded stipend:

Adrienne Vallus

Nicole Flannery

4.18 Salary Stipend - Dawn Pettit

Approved Dawn Pettit to fulfill the responsibilities of the Business Manager during the period of January 2, 2025 through January 31, 2025 at a rate of \$35.00 per day.

4.19 Extracurricular Activity Assignments List (Deletions)

Accepted the following Deletions from the Extracurricular Activity Assignments List:

Tom Belan

Position: Soccer – Boys’ Middle School (Incl. 9th Gr.) Co-Assistant Head Coach

Effective: March 3, 2025

Reason: Personal

Russell Cyprowski

Position: Volleyball – Boys’ Varsity/Junior Varsity Jr. Varsity Assistant Coach

Effective: February 26, 2025

Reason: Personal

Melanie Fisher

Position: Middle School Student Council

Effective: February 19, 2025

Reason: Personal

Melanie Fisher

Position: Middle School Best Buddies

Effective: February 19, 2025

Reason: Personal

Matt Fry

Position: Soccer – Boys’ Varsity/Junior Varsity Assistant Head Coach

Effective: February 27, 2025

Reason: Personal

Tina Gaser

Position: High School Science Chair

Effective: February 25, 2025

Reason: Personal (Temporary)

Gary Kasper

Position: Softball – Girls’ Middle School Assistant Head Coach

Effective: February 27, 2025

Reason: Personal

4.20 Extracurricular Activity Assignments List (Additions)

Accepted the following Additions to the Extracurricular Activity Assignments List:

*Sierra Leonard

Position: Marching Band-Winter/Spring Guard Assistant Director

Salary: \$3,282.00

Payroll Taxes: \$251.07

PSERS: \$1,112.60

Benefits: N/A

Annual Total Cost: \$4,645.67

Effective: January 21, 2025

Abigail Oravetz

Position: Best Buddies Co-Advisor at LES

Salary: \$449.00

Payroll Taxes: \$34.35

PSERS: \$152.21

Benefits: N/A

Annual Total Cost: \$635.56

Effective: March 13, 2025

Mallory Robinson

Position: Best Buddies Co-Advisor at LES

Salary: \$449.00

Payroll Taxes: \$34.35

PSERS: \$152.21

Benefits: N/A

Annual Total Cost: \$635.56

Effective: March 13, 2025

Stephanie Tarpey

Position: Interim High School Science Chair

Salary: \$2,701.00 (Prorated)

Payroll Taxes: \$206.63

PSERS: \$915.64

Benefits: N/A

Annual Total Cost: \$3,823.27

Effective: February 25, 2025

Jill Weber

Position: Middle School Student Council

Salary: \$1,228.00 (prorated for semester 2)

Payroll Taxes: \$93.94

PSERS: \$416.29

Benefits: N/A

Annual Total Cost: \$1,738.23

Effective: February 20, 2025

*Pending Paperwork

4.22 Extracurricular Salary Adjustments

Accepted the following salary adjustments for the Extracurricular assignments below:

Elizabeth Rock

Position: Marching Band-Winter/Spring Guard Director

Salary Adjustment: \$3,961.00

Payroll Taxes: \$303.02

PSERS: \$1,342.78

Benefits: N/A

Annual Total Cost: \$5,606.80

Effective: January 21, 2025

Milan Yekich

Position: Volleyball – Boys’ Varsity/Junior Varsity Head Coach

Salary Adjustment: \$6,500.00

Payroll Taxes: \$497.25

PSERS: \$2,203.50

Benefits: N/A

Annual Total Cost: \$9,200.75

Effective: January 21, 2025

Terrance Kelly

Position: Volleyball – Boys’ Varsity/Junior Varsity Assistant Head Coach

Salary Adjustment: \$4,000.00

Payroll Taxes: \$306.00

PSERS: \$1,356.00

Benefits: N/A

Annual Total Cost: \$5,662.00

Effective: January 21, 2025

Justin Gremba

Position: Volleyball – Boys’ Varsity/Junior Varsity Jr. Varsity Head Coach

Salary Adjustment: \$3,000.00

Payroll Taxes: \$229.50

PSERS: \$1,017.00

Benefits: N/A

Annual Total Cost: \$4,246.50

Effective: January 21, 2025

5.1 Extracurricular Addition

Approved the following addition to the Extracurricular Activity Assignment:

Katie Knezevich

Position: Best Buddies Co-Advisor at HMS

Salary: \$449.00 (Prorated)

Payroll Taxes: \$34.35

PSERS: \$152.21

Benefits: N/A

Annual Total Cost: \$635.56

Effective: February 20, 2025

4.19 Suspension

Approved a fifteen (15) day suspension to include a scrimmage and a game for a District employee.

6.2 Approval - 2025-2028 Comprehensive Plan

Approved the Baldwin-Whitehall School District 2025-2028 Comprehensive Plan.

6.3 Approval - Summer ESL Newcomer Program

Approved the proposal for a Summer ESL Newcomer Program .

6.4 Agreement - Point Park University (College in High School Enrollment Program)

Approved the College in High School Enrollment Agreement between the Baldwin-Whitehall School District and Point Park University for eligible students.

6.5 Agreement - Steel City Academics (2024-2025)

Approved the Agreement between the Baldwin-Whitehall School District and Steel City Academics to provide educational services for a student for the 2024-2025 school year at the educational rate of \$235.00 per scheduled school day.

6.6 Approval - Securly Flex and Securly Pass

Approved the purchase of Securly Flex in the amount of \$4,127.00 and the renewal of Securly Pass in the amount of \$3,393.00 effective March 4, 2025 through June 30, 2026.

6.7 Out-of-State Conference - ASU + GSV Summit

Approved the following Out-of-State Conference:

ASU + GSV Summit

San Diego, CA

April 5-9, 2025

Attendee: Ms. Marissa Gallagher

Cost: No Cost to District (Grable/Scholarship funded)

6.8 Out-of-State Conference - Explorica Teacher Training

Approved the following Out-of-State Conference:

Explorica Teacher Training Explorica

London, England

April 15-22, 2025

Attendees: Mrs. Kathryn Streets

Cost: No Cost to District

6.9 Student Participation - Baldwin High School - Wrestling

Approved the following Student Participation:

PIAA Individual State Wrestling Tournament

Hershey, PA

March 5-8, 2025

Sponsors: Michael Bilbie

Students: Ramil Islamov, Michael Griffiths, Jr.

Cost: \$1,400.00 (estimated)

6.10 Student Participation - Baldwin High School - Track and Field

Approved the following Student Participation:

PIAA Track and Field Championship Finals PIAA

Shippensburg, PA

May 22-24, 2025

Sponsors: Amanda Setree, Rich Wright, Michael McGlouglin, Kaye Gasper, Thomas Damiani, Dennis Logan Jr., Abigail Herrle, Michael Wallace

Student(s): To be determined (based on qualifying)

Cost: To be determined

7.2 Proposal - JMA LLC - Auditing Services

Approved JMA LLC to provide auditing services for the District for the years ended June 30, 2025 through June 30, 2029.

7.3 Agreement - Allegheny Intermediate Unit #3 2025-2026 IDEA-Part B Use of Funds Agreement & Notice of Adoption of Policies, Procedures and Use of Funds by School District

Approved the 2025-2026 IDEA-Part B Use of Funds Agreement & (Attachment A) Notice of Adoption of Approved LEA Policies, Procedures and Use of Funds by School District 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, 2025 through June 30, 2026.

7.4 2025-2026 Allegheny Intermediate Unit (AIU) Program of Services Budget

Approved the proposed 2025-2026 Allegheny Intermediate Unit Program of Services Budget in the amount of \$1,984,536.

The Baldwin-Whitehall School District's contribution to the Program of Services Budget is estimated to be \$59,202.00. The District's final withholding allocation will be based on the District Aid Ratio and Weighted Average Daily Membership (WADM). The withholding allocations will be determined by the Pennsylvania Department of Education sometime after July 1, 2025

7.5 Agreement - Interviewstream

Approved the Agreement between the Baldwin-Whitehall School District and Interviewstream to provide hiring and interview software effective 3/10/2025 through 3/9/2026 in the amount of \$6,500.00.

7.6 Accept Bid - Technology Services - Wireless Access Points (BHS)

Authorized the Director of Finance and Operations to accept the bid for the wireless access points project for Baldwin High School from Communications Consulting, Inc. in the amount of \$289,003.00 (post E-rate: \$260,743.00).

7.7 Authorization to Advertise for Bids - Technology Services (Chromebooks, Laptops, and Desktops)

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

7.8 Authorization to Advertise for Bids - Food Services (Kitchen Equipment)

Authorized the Director of Finance and Operations to advertise for bids for the following kitchen equipment:

BHS - Walk-in freezer
BHS - Combi Oven
HMS - Combi Oven
MES - Dish Machine

7.9 Approval - Change Order (Deduct \$13,108.00) - (4148) W. R. Paynter Elementary School (R. A. Lutz Elementary School) Electrical Construction

Approved the construction change order (Deduct \$13,108.00) for the Electrical Construction Contract for the W. R. Paynter Elementary School (R. A. Lutz Elementary School) Project (4148).

7.10 Approval - Field Quantity Change - \$9,350.00 - (4543) Alterations & Renovations For J. E. Harrison Education Center (J. E. Harrison Middle School) Project - Electrical Construction

Approved the Field Quantity Change for the Alterations & Renovations for J. E. Harrison Education Center (J. E. Harrison Middle School) Project (4543) in the amount of \$9,350.00.

7.11 Donation - Jesse J. Siefert

Accepted a donation from Jesse J. Siefert of Professional Grade Topcoat Conditioner to be used at the Wallace Baseball Field for spring and fall for the next three (3) years valued at \$7,500.00.

7.12 Donation - Donors Choose - Classroom Materials - Jennifer Pryor (HMS)

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

*\$100 Gift Card for Educational Resources on TPT

7.13 Donation - Donors Choose - Classroom Materials - Abigail Linn (WES)

Accepted a donation from Donors Choose of the following classroom materials valued at \$159.99 for use at Whitehall Elementary School:

*ECR4Kids Daisy Stackable Stool Set, Flexible Seating, Assorted, 8-Piece

7.14 Donation - Donors Choose - Classroom Materials - Theresa Gruntz (HMS)

Accepted a donation from Donors Choose of the following classroom materials valued at \$323.56 for use at J. E. Harrison Middle School:

*malu Extra Large Padded Floor Chair w/Back Support - Japanese Chair Meditation Cushion, Comfortable Folding Backrest, Removable Easy Wash Cover x 2

*FROOTIES ASSORTED MIX (BULK) 4 pound

*Amazon Basics Comfortable Faux Fur Saucer Shaped Chair with Foldable Metal Frame, Grey, 32.3"D x 27.2"W x 32.3"H

*Geetery 12 Pcs Floor Pillows Meditation Square Large Bulk Flexible Seating Thick Cushions for Floor Sitting 15.7" Colorful Tufted Sitting Mat for Tatami Classroom Chair Yoga Room (Dark Color)

- *Bouncyband Wiggle Wobble Chair Feet, Set of 4 - Grades K-6 - Kids • School Specialty
- *Chair Bands for Kids with Fidgety Feet, 15 Pack Stretch Foot Bands, Natural Latex Stretch Chair Fidget Bands Student with Fidget Feet for Kids with ADHD ADD SPD (Black)

7.15 Donation - Donors Choose - Classroom Materials - Vanessa Saut (HMS)

Accepted a donation from Donors Choose of the following classroom materials valued at 192.33 for use at J. E. Harrison Middle School:

- *Dowling Magnets? Magnet Strip Roll With Adhesive, 1/2" x 10', 6 Rolls/Bundle (DO-735003)
- *120Pcs Kawaii Slime Charms Bulk Cute Resin Charms for Crafts Mini Ducks Flatback Charms for Jewelry Making Glow in The Dark 3D Nail Charms for Acrylic Nails Duck Charms for DIY Art Crafts Supply
- *20 Pack Round Floor Cushions for Classroom 15 Inch Flexible Seating with Handles Colored Students Floor Foam Seating Cushions for Kids Adults Daycare School Kindergarten Home Office Chair Supplies
- *6 Pack Multi-Function Electronic Timer - Magnetic Digital Timers Big LCD Display The Loud/Silent Switch Countdown Timer Extensively Use in Break Time, Cooking, Gym, Meeting, Classroom
- *VICNOVA Magnetic Clips, 24 Pieces Magnetic Metal Chip Clips Fridge Magnets Refrigerator Whiteboard Locker Magnets Heavy Duty Clip Classroom Organization Teacher Must Haves School Supplies Accessories
- *Magnetic Dry Erase Marker Holder, Pen and Eraser Holder for Whiteboard, Magnet Pencil Cup Utility Storage Organizer for Office, Refrigerator, Locker and Metal Cabinets (2 Pack)
- *Ouzoustate 2340 PCS Purple Circle Dot Stickers 1/2" Round Stickers Colored Coding Labels Yard Garage Sale Price Stickers

7.16 Donation #1 - Donors Choose - Classroom Materials - Natalie Rusnica (WES)

Accepted a donation from Donors Choose of the following classroom materials valued at \$319.98 for use at Whitehall Elementary School:

- *ECR4Kids Daisy Stackable Stool Set, Flexible Seating, Assorted, 8-Piece x 2

7.17 Donation #2 - Donors Choose - Classroom Materials - Natalie Rusnica (WES)

Accepted a donation from Donors Choose of the following classroom materials valued at \$128.79 for use at Whitehall Elementary School:

- *HoneyCanDo Kids Toy Storage Organizer With Bins, Pastel
- *Mr. Pen- Self Adhesive Magnet Dots, 120 Pcs, Magnets for Crafts, Magnets with Adhesive Backing, Magnetic Tape, Circle Magnets, Magnet Stickers, Adhesive Magnets, Craft Magnets, Magnet Tape x 4
- *Command Mini Hooks, 0.5 lb., Clear, 30/Pack (17006CLR-30NA)

*Mr. Pen- Binder Clips, Small Binder Clips, 50Pack, 0.75 in, Black, Small Clips, Paper Binder Clips, Binder Clips Small Size, Small Paper Clips, Office Clips, Micro Binder Clips, Mini Binder Clips x 2

*Red Heart Super Saver Yarn No Dye Lot - Bonbon Print x 3

*GAUDER Magnetic Squares Self Adhesive | Flexible Sticky Magnets | Magnetic Stickers x 2

8.1 Student Participation - Baldwin High School - PMEA Region Chorus Festival

Approved the following Student Participation:

PMEA Region Chorus Festival

Waynesburg, PA

March 19-21, 2025

Sponsors: Kris Tranter

Students: Callen O'Malley (grade 10), Ryan Priano (grade 12)

Cost: \$468 (estimated)