



**ORDER OF BUSINESS**  
**SCHUYLKILL HAVEN AREA SCHOOL DISTRICT**  
**Board of Directors Regular Meeting**  
**March 26, 2018**

This meeting will be held in the Hale Board Room of the Schuylkill Haven Area School District starting at 6:30 pm.

1. Pledge to the Flag / Moment of Silence
2. Call to Order
3. Roll Call by the Secretary: Mrs. McGoey, Mr. Runkle, Mrs. Strauch, Mrs. Hess, Mrs. McGarry, Mrs. Ulsh, Mrs. Stoyer, Mr. Jacoby, Mr. Felty
4. Approval of Minutes – February 21, 2018
5. Report of the Treasurer
6. Report of the Secretary
7. Recognition of Visitors and Guests
8. Report of Committees by the Chairperson:
  - A. Student Activities – Mrs. Hess
  - B. School Plant – Mrs. McGoey
  - C. Education – Mr. Felty
  - D. Finance – Mr. Felty
  - E. Additions to Agenda
  - F. Informational Items
  - G. Schuylkill IU29 – Mr. Jacoby
9. Memorandum and Report of the Superintendent
10. Items to be presented by Directors and Administrators
11. Meeting Adjournment

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

Book	<u>GENERAL FUND</u>	Bank
\$ 38,689.63	Balance - January 31, 2018	\$ 45,626.65
1,358,651.33	Transfers from Special IMMA Account	1,358,651.33
40.70	Interest	40.70
(1,363,043.81)	Disbursements	(1,353,306.37)
<u>\$ 34,337.85</u>	Bank Balance - February 28, 2018	<u>\$ 51,012.31</u>
	Outstanding Checks	(16,674.46)
<u>\$ 34,337.85</u>	Balance - February 28, 2018	<u>\$ 34,337.85</u>

<u>SPECIAL IMMA ACCOUNT</u>		
\$ 3,623,811.22	Balance - January 31, 2018	\$ 3,623,613.22
117,524.31	Receipts	114,807.73
887,984.96	Transfers from PLGIT	887,984.96
970.23	Interest	970.23
(1,358,651.33)	Transfers to General Fund	(1,358,651.33)
<u>\$ 3,271,639.39</u>	Bank Balance - February 28, 2018	<u>\$ 3,268,724.81</u>
	Outstanding Deposits	2,914.58
<u>\$ 3,271,639.39</u>	Balance - February 28, 2018	<u>\$ 3,271,639.39</u>

PLGIT ACCOUNT

Balance - January 31, 2018	\$ 2,623,771.23
Receipts	1,248,230.94
Interest	2,252.41
Disbursements	-
Procurement Card Purchases	-
Transfers to Special IMMA Account	(887,984.96)
Balance - February 28, 2018	<u>\$ 2,986,269.62</u>

UNRESERVED DESIGNATED FUND

Balance - January 31, 2018	\$ 1,320,964.42
Interest	1,013.34
Balance - February 28, 2018	<u>\$ 1,321,977.76</u>

RIVERVIEW GENERAL FUND

Balance - January 31, 2018	\$ 656,459.34
Interest	503.59
Balance - February 28, 2018	<u>\$ 656,962.93</u>

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

SAMUEL ROWLAND LIBRARY FUND

Balance - January 31, 2018	\$ 7,576.53
Interest	5.81
Balance - February 28, 2018	<u>\$ 7,582.34</u>

CAPITAL RESERVE FUND

Balance - January 31, 2018	\$ 492,587.11
Interest	377.87
Balance - February 28, 2018	<u>\$ 492,964.98</u>

SINKING FUND - 1997 BONDS

Balance - January 31, 2018	\$ 139,386.87
Interest	106.93
Balance - February 28, 2018	<u>\$ 139,493.80</u>

MUNICIPAL CODE CAPITAL RESERVE -  
TRACK & FIELD

Balance - January 31, 2018	\$ 83,510.02
Interest	64.06
Balance - February 28, 2018	<u>\$ 83,574.08</u>

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

SPECIAL IMMA ACCOUNT

Health Insurance Reimbursement		\$ 24,443.11
Taxes:		
Realty Transfer	7,912.50	
Schuylkill County - Delinquent	17,111.03	
Berkheimer - Delinquent	23,596.29	
Schuylkill Haven Borough	3,794.58	
South Manheim Township	-	
Landingville Borough	-	
Port Clinton Borough	-	
		52,414.40
District Court - Fines		-
Pool:		
Parties	215.00	
Passes	-	
Receipts	120.00	
		335.00
Schuylkill IU #29:		
Achieve Grant	-	
Classroom Rent	850.00	
		850.00
Miscellaneous:		
Parent-Paid Tuition	2,038.80	
Tuition Reimbursement	500.00	
Tri-Valley SD - Shared Services	16,315.50	
Commonwealth of PA - MER Records	27.92	
Commonwealth of PA - Admin Claims Reimbursement	1,247.44	
Athletic Receipts	3,561.00	
Returned Fall/Winter Athletic Change	325.00	
Winter Swim Team Fees	100.00	
Schuylkill County Autism Council - Award	2,000.00	
Schuylkill Ballet - Use of Facilities	2,680.62	
Schuylkill County Football Coaches - Use of Facilities	1,241.00	
Schuylkill Haven Borough - Use of Facilities	1,415.99	
Schuylkill Choral Society - Use of Facilities	780.84	
Stephan Spolski - Use of Facilities	206.71	
Child Development - Rent	1,700.00	
2016-2017 E-Rate Reimbursement	3,164.37	
Student Records Request	104.15	
Scrap Metal	355.15	
Industrial Arts Project Fees	75.23	
SHAHS Student Parking Fees	25.00	
SHAMS Student Activities Reimbursement	124.08	
SHAHS Student Activities Reimbursement	1,421.00	
HS Student Obligation	64.00	
Student Reimbursement	8.00	
		39,481.80
Interest		970.23
		\$ 118,494.54

PLGIT ACCOUNT

Commonwealth of PA:		
Basic Education Subsidy	947,515.00	
Social Security	103,319.28	
Health Voucher Reimbursement	22,873.25	
Title I	52,319.13	
Title II	12,885.16	
		\$ 1,138,911.82
Local Taxes:		
EIT - Berkheimer	108,374.61	
LST - Berkheimer	944.51	
		109,319.12
Interest		2,252.41
		\$ 1,250,483.35

SCHUYLKILL HAVEN AREA SCHOOL DISTRICT  
REALTY TRANSFER TAX REPORT  
FEBRUARY 2018

REALTY TRANSFER TAX	\$2,037.00
2% COMMISSION	<u>\$40.74</u>
<b>TOTAL DUE</b>	<b><u><u>\$1,996.26</u></u></b>

A. Student Activities – Mrs. Hess

The Student Activities Committee met March 14, 2018. In attendance were Directors:

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

Also present were:

- Visitors:
  - Mrs. Jane Gordon
  - Mr. Chuck Grabusky
  - Mrs. Lisa Hartz
  - Ms. Shea Singley
- Administrators listed below:
  - Mr. Matt Buletza
  - Mr. Matt Horoschak
  - Dr. Geno McGorry
  - Dr. Susan Morgan
  - Mr. Ken Rossi
  - Mr. Dennis Siket
  - Athletic Director Mr. Scott Buffington
  - 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 attached requests for use of facilities are recommended for approval.
2. The Committee recommends approval to host the United Way Football Challenge at Rotary Field on July 24, 2018 (rain date July 25<sup>th</sup>). The facilities use fees will be waived for this community-based event.
3. Athletic Director Scott Buffington informed the Committee with spring sports enrollment as follow:
  - Baseball ..... 24 students
  - Softball ..... 18 students
  - Track & Field ..... 22 female & 23 male students
4. The Committee approved eliminating extracurricular reappointment contracts issued to employees assuming the same position from year-to-year. Contract wording will be modified to reflect this change.

**TENTATIVE  
Facilities Requests  
March 2018**

<b>SUBJECT</b>	<b>LOCATION</b>	<b>START</b>	<b>END</b>
TENTATIVE: Special Olympics Swimming Practice	Swimming Pool (Wednesdays, March->May)	Wed 3/21/2018 3:00 PM	Wed 3/21/2018 4:30 PM
TENTATIVE: SH Teener League ( March 30=>Aug 15)	Baseball Field (Upon availability)	Fri 3/30/2018 4:00 PM	Fri 3/30/2018 8:30 PM
TENTATIVE: HS Boys Soccer Open Practice	MS Gym/EC Field (April->August)	Tue 4/3/2018 7:00 PM	Tue 4/3/2018 9:00 PM
TENTATIVE: HS Boys Soccer Open Practice	Rotary Field (Sat, 10-12noon, Mar 7->Aug 11)	Sat 4/7/2018 10:00 AM	Sat 4/7/2018 12:00 PM
TENTATIVE: Football Practice	Rotary Field (6 practices during May 14-23)	Mon 5/14/2018 6:00 PM	Mon 5/14/2018 8:00 PM
TENTATIVE: Child Evangelism Fellowship	High School Showers	Sat 6/9/2018 4:15 PM	Sat 6/9/2018 5:30 PM
TENTATIVE: Doodle Bug Pre-School Graduation	EC or MS (TBD)	Tue 6/19/2018 5:30 PM	Tue 6/19/2018 8:00 PM
TENTATIVE: United Way Football Challenge Fundraiser	Rotary Field & Concession Stand	Tue 7/24/2018 4:00 PM	Tue 7/24/2018 9:00 PM
TENTATIVE: United Way Football Challenge (Rain Date)	Rotary Field & Concession Stand	Wed 7/25/2018 4:00 PM	Wed 7/25/2018 9:00 PM
TENTATIVE: Haven Night @ The Phillies	HS Parking Lot	Sat 8/4/2018 1:00 PM	Sat 8/4/2018 11:59 PM
TENTATIVE: Island Festival Parking	Parking Lots (shuttle service)	Sat 8/18/2018 10:00 AM	Sat 8/18/2018 6:00 PM
TENTATIVE: PTO Chinese Auction Setup	Gym/Concession Stand/Cafe Cooler	Thu 3/28/2019 3:00 PM	Thu 3/28/2019 8:00 PM
TENTATIVE: PTO Chinese Auction	Gym/Concession Stand/Cafe Cooler	Fri 3/29/2019 2:00 PM	Fri 3/29/2019 9:00 PM
TENTATIVE: PTO Chinese Auction	Gym/Concession Stand/Cafe Cooler	Sat 3/30/2019 8:00 AM	Sat 3/30/2019 9:00 PM
TENTATIVE: PTO Chinese Auction (Prize Pickup)	HS Gym	Sun 3/31/2019 2:00 PM	Sun 3/31/2019 4:00 PM

B. School Plant – Mrs. McGoey

The School Plant Committee met March 14, 2018. In attendance were Directors:

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

Also present were:

- |   |  |
|---|--|
| <ul style="list-style-type: none"><li>➤ Visitors:<ul style="list-style-type: none"><li>Mrs. Jane Gordon</li><li>Mr. Chuck Grabusky</li><li>Mrs. Lisa Hartz</li><li>Ms. Shea Singley</li></ul></li></ul> | <ul style="list-style-type: none"><li>➤ Administrators listed below:<ul style="list-style-type: none"><li>Mr. Matt Buletza</li><li>Mr. Matt Horoschak</li><li>Dr. Geno McGorry</li><li>Dr. Susan Morgan</li><li>Mr. Ken Rossi</li><li>Mr. Dennis Siket</li></ul></li><li>➤ Solicitor Attorney James Caravan</li><li>➤ Business Manager Mrs. Kim Umphrey</li><li>➤ Superintendent Dr. Shawn Fitzpatrick</li></ul> |
|---|--|

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

1. The Committee recommends acceptance of the resignation of Julie Legatko as Cafeteria Aide effective March 13, 2018.
2. Superintendent Fitzpatrick updated the board with current campus upgrades in process. A continuation of numerous improvements to keep everyone safe and save energy costs to the district.



C. Education – Mr. Felty

The Education Committee met March 14, 2018. In attendance were Directors:

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

Also present were:

- Visitors:
  - Mrs. Jane Gordon
  - Mr. Chuck Grabusky
  - Mrs. Lisa Hartz
  - 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. Having successfully completed her probationary period, Ms. Emma Whelski is recommended for regular employment as a Highly-Qualified Paraprofessional effective March 6, 2018.
2. The roster for the *Class of 2018* is presented for approval.
3. The Committee recommends the first reading of new *Policy 702.1 Sponsorship Agreements* as presented. A subcommittee will be appointed or designated by Mr. Jacoby to undertake the duties as set forth in this policy.
4. The Committee recommends adoption of the *SHASD Special Education Plan Report* effective 7/1/18 – 6/30/21 as presented.

D. Finance – Mr. Felty

The Finance Committee met March 14, 2018. In attendance were Directors:

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

Also present were:

- Visitors:
  - Mrs. Jane Gordon
  - Mr. Chuck Grabusky
  - Mrs. Lisa Hartz
  - 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. Business Manager, Mrs. Umphrey, delivered the fourth 2018-2019 Budget Presentation.  
View online: [www.shasd.org](http://www.shasd.org)  
District / Business Department / 2018-2019 Budget Presentations
2. The bills for the month of March are presented and recommended for payment.

E. Additions to Agenda

Student Activities

1. The Committee recommends approves the Hurricane Football Parents' Club to hold club meetings from 7:00 pm - 8:00 pm on the following dates:

4/10/18 – HS Cafeteria	9/18/18 – HS Cafeteria
5/15/18 – HS Cafeteria	10/16/18 – HS Cafeteria
7/17/18 – HS Classroom 102	11/20/18 – HS Cafeteria
8/21/18 – HS Classroom 102	

Education

1. The Committee recommends accepting the resignation of Emma Whelski, Highly Qualified Paraprofessional employee effective April 2, 2018.
2. The Committee recommends accepting the resignation of Mrs. Audrey Lantz as high school Guidance Counselor effective 60 days from March 26, 2018, or upon early release by the district.
3. The Committee recommends amending the *2017-18 School Calendar* as presented.

Finance

1. The *2018-2019 Schuylkill Technology Center* budget is recommended for approval.
2. The Committee approves the *Consent for Compromise of Taxes* for Parcel #'s: 28-16-2476.000, 60-07-0006.000, and 63-07-0290.240, as presented.

**DATES TO REMEMBER**

<b>Rescheduled</b> →	March	27	Middle School Play "The Best Little Theater in Town" ~ 7:00 pm
		30	<i>Good Friday – School Closed</i>
	April	6	Life Skills Prom ~ "A Day To Shine"
<b>New Event</b> →		12	<u>Free Admission:</u> Senior Citizen's invitation to Special Dress Rehearsal of "Beauty and the Beast" ~ 6:00 pm
		13	High School Musical "Beauty and the Beast" ~ 7:00 pm
		14	High School Musical "Beauty and the Beast" ~ 7:00 pm
		15	High School Musical "Beauty and the Beast" ~ 3:00 pm
		20	Act 80 - Early Dismissal Students ~ 12:00 noon
		20	Senior Research Presentations
		27	Middle School Student Council's Spring Dance
		28	Junior/Senior Prom
	May	5	EC Art Expo ~ Saturday, 9:00 am – 1:00 pm
		8	EC Art Expo ~ Tuesday, 5:00 pm – 7:30 pm

03/18/2018

Emma A. Whelski

14 W. Main Street Apt.2R

Schuylkill Haven, PA 17972

Paraprofessional

Schuylkill Haven Area School District

Dear Mr. Rossi,

I am writing to announce my resignation from the Schuylkill Haven Area School District, taking effect two weeks from 03/19/2018.

This was not an easy decision to make. I enjoyed my time in the school district working with the students and staff in the life and learning support classroom. I would like to sincerely extend my gratitude towards my teacher, Mrs. Wentz, for her guidance and direction in better helping and understanding our students. I would also like to thank the rest of my coworkers, office staff, and cafeteria staff for their daily insight in better serving the students during their educational journey. It was nothing short of rewarding and also entertaining. I would like to thank you for being given the opportunity to positively impact the goals of the students. I am forever grateful for this.

I wish the best to everyone and if there is any way I can make this transition easier, please let me know.

Sincerely,

Emma A. Whelski

Audrey L. Lantz  
48 Evergreen Dr.  
New Ringgold, PA 17960  
audreylantz@yahoo.com

March 23, 2018

Dr. Shawn Fitzpatrick  
Schuylkill Haven Area School District  
501 E. Main St.  
Schuylkill Haven, PA 17972

Dear Dr. Fitzpatrick,

Please accept this letter as formal notification of my resignation from the position of High School Guidance Counselor and Freshman Class Advisor effective 60 days from the date of this letter or upon early release by the district.

It has been an honor and privilege to serve the Schuylkill Haven Area School District and the community. I have enjoyed the years I have spent here and the relationships I have made. Schuylkill Haven will always hold a special place in my heart. If I can be of assistance during the transition, I am happy to help.

Sincerely,



Audrey L. Lantz

## **2017-2018 End of Year Days**

### **Option A**

Seniors attend on a Saturday  
Two less days of instruction (178)  
Graduation remains Friday, June 1<sup>st</sup>  
Last student day K-11: Monday, June 4<sup>th</sup>

### **Option B**

Graduation Wednesday, June 6<sup>th</sup> or Thursday, June 7<sup>th</sup>  
Last student day K-12: Wednesday, June 6<sup>th</sup>  
180 Instruction days (K-12)  
No Saturday makeups

### **Option C**

Graduation Thursday, June 7<sup>th</sup>  
Last student day Thursday, June 7<sup>th</sup> (180 Instruction days)  
Declare Easter Monday, April 2<sup>nd</sup> - Holiday

CONSENT FOR COMPROMISE OF TAXES

PARCEL NO. 60-07-0006.000

ASSESSED OWNER(S): HARRY HAZZARD

REASON FOR COMPROMISE: Improvement on leased ground razed by demolition, fire or other natural disaster.

TAX AMOUNT DUE TO SCHUYLKILL HAVEN AREA SCHOOL DISTRICT: \$3999.61

TAX AMOUNT TO BE COMPROMISED: \$3999.61

FOR TAX YEARS: 2011 - 2017, INCLUSIVE

The COMPROMISE OF TAXES, for the Parcel and in the amount as shown above, is hereby:

\_\_\_\_\_ Approved

\_\_\_\_\_ Disapproved for the following reason:

\_\_\_\_\_  
\_\_\_\_\_

By action of the Board of Directors of the Schuylkill Haven Area School District, as recorded in the minutes of the public meeting held on \_\_\_\_\_, 2018

Attest: \_\_\_\_\_

Title or Position: \_\_\_\_\_

Date: \_\_\_\_\_

**PLEASE RETURN THIS FORM, IN THE ENVELOPE PROVIDED, TO THE TAX CLAIM BUREAU  
ON OR BEFORE APRIL 27, 2018.**

Received in the Tax Claim Bureau on \_\_\_\_\_ by \_\_\_\_\_

CONSENT FOR COMPROMISE OF TAXES

PARCEL NO. 28-16-2476.000

ASSESSED OWNER(S): LEAH HAEGELE & ROBERT MARTIER

REASON FOR COMPROMISE: Void and combined with another parcel.

TAX AMOUNT DUE TO SCHUYLKILL HAVEN AREA SCHOOL DISTRICT: \$484.35

TAX AMOUNT TO BE COMPROMISED: \$484.35

FOR TAX YEARS: 2007 & 2008, INCLUSIVE

The COMPROMISE OF TAXES, for the Parcel and in the amount as shown above, is hereby:

\_\_\_\_\_ Approved

\_\_\_\_\_ Disapproved for the following reason:

\_\_\_\_\_  
\_\_\_\_\_

By action of the Board of Directors of the Schuylkill Haven Area School District, as recorded in the minutes of the public meeting held on \_\_\_\_\_, 2018

Attest: \_\_\_\_\_

Title or Position: \_\_\_\_\_

Date: \_\_\_\_\_

**PLEASE RETURN THIS FORM, IN THE ENVELOPE PROVIDED, TO THE TAX CLAIM BUREAU  
ON OR BEFORE APRIL 27, 2018.**

Received in the Tax Claim Bureau on \_\_\_\_\_ by \_\_\_\_\_



CONSENT FOR COMPROMISE OF TAXES

PARCEL NO. 63-07-0290.240

ASSESSED OWNER(S): RICHARD V. SCHULTZ

REASON FOR COMPROMISE: Mobile home removed.

TAX AMOUNT DUE TO SCHUYLKILL HAVEN AREA SCHOOL DISTRICT: \$2445.71

TAX AMOUNT TO BE COMPROMISED: \$2445.71

FOR TAX YEARS: 2008 - 2011, INCLUSIVE

The COMPROMISE OF TAXES, for the Parcel and in the amount as shown above, is hereby:

\_\_\_\_\_ Approved

\_\_\_\_\_ Disapproved for the following reason:

\_\_\_\_\_  
\_\_\_\_\_

By action of the Board of Directors of the Schuylkill Haven Area School District, as recorded in the minutes of the public meeting held on \_\_\_\_\_, 2018

Attest: \_\_\_\_\_

Title or Position: \_\_\_\_\_

Date: \_\_\_\_\_

**PLEASE RETURN THIS FORM, IN THE ENVELOPE PROVIDED, TO THE TAX CLAIM BUREAU  
ON OR BEFORE APRIL 27, 2018.**

Received in the Tax Claim Bureau on \_\_\_\_\_ by \_\_\_\_\_