

# Whitehall-Coplay School District

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Administration Building  
2940 MacArthur Road  
Whitehall, PA 18052-3408  
(610) 439-1431  
Fax: (610) 435-0124

**ROBERT J. STECKEL, Ed.D.**  
*SUPERINTENDENT*  
**CHRISTOPHER A. SCHIFFERT**  
*ASSISTANT TO THE SUPERINTENDENT*  
**J. MICHAEL MALAY, Jr.**  
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*DIRECTOR OF TEACHING & LEARNING*

March 1, 2023

Dear Parents and Guardians,

Effective March 1, 2023, the Whitehall-Coplay School District will only accept the provided Act 372 transportation form. This form will have our Zephyr logo on the top left. We will only accept fax, email, or in-person copies of the Act 372 form. We will no longer accept a picture of the form via email; forms must be scanned. WCSD will also require a **yearly** proof of residency along with your Act 372 form. Acceptable proofs of residency are:

- If you are a **homeowner**, you will need the following documents:
  - Deed **OR** closing disclosure form **OR** current year school/real estate tax bill
  - **Current** utility bill
  - **Current year** Whitehall/Coplay per capita tax **OR** moving permit from Whitehall/Coplay
- If you **rent** your home, you will need the following documents:
  - Signed lease agreement
  - **Current** utility bill
  - **Current year** Whitehall/Coplay per capita tax **OR** moving permit from Whitehall/Coplay

If you do not own a home or hold a lease in your name, please call the Transportation Office for the required paperwork.

Before your paperwork is submitted to WCSD, please make sure all the information is filled out completely and legibly. Please note that all Act 372 forms must be signed by the attending school principal to be considered complete.

If you have any questions regarding the information in this letter, please contact the WCSD Transportation Office at 610-437-4780.

*Jeffrey S. Bauder*

Supervisor of Transportation Services



# WHITEHALL-COPLAY SCHOOL DISTRICT TRANSPORTATION FORM (ACT 372)

According to Pennsylvania Law, non-public students are entitled to transportation to non-public schools as follows:

1. A district which provides transportation for resident public-school students must also make identical provisions for the transportation of resident non-public students.
2. Transportation for non-public school students must be provided to and from the non-public school in which the student is enrolled, even if the non-public school is located outside the district so long as that distance is not greater than 10 miles beyond the district's nearest boundary.

**All Whitehall-Coplay School district residents must submit proof of Legal Residency on a yearly basis along with their 372 transportation form before transportation is granted.**

Any 372 transportation forms not received prior to 10 days before the start of school are not guaranteed to be on a schedule for the first day of school. Act 372 requests received after the start of school could take 3-5 days to process.

### **Act 372 Transportation Request**

1. Student Name \_\_\_\_\_ Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

Circle one: Male Female

Grade Entering \_\_\_\_\_

2. Address \_\_\_\_\_

City \_\_\_\_\_ ZIP \_\_\_\_\_

3. Name of Non-Public School attending Allentown Central Catholic HS

4. Name of School District (in which you reside) Whitehall-Coplay

#### **Mother/Guardian**

#### **Father/Guardian**

Name \_\_\_\_\_

\_\_\_\_\_

Cell Phone# \_\_\_\_\_

\_\_\_\_\_

Work Phone # \_\_\_\_\_

\_\_\_\_\_

Home Phone # \_\_\_\_\_

\_\_\_\_\_

Email \_\_\_\_\_

\_\_\_\_\_

#### **LOCAL EMERGENCY CONTACT (OTHER THAN PARENTS)**

Name \_\_\_\_\_

Relationship \_\_\_\_\_ Phone # \_\_\_\_\_

**Parent/Guardian Signature** \_\_\_\_\_ Date \_\_\_\_\_

**Principal Signature** \_\_\_\_\_ Date \_\_\_\_\_