

Lehigh Area School District
1000 Union Street
Lehigh, PA 18235
Monday, April 11, 2022 at 6:00 PM
WORKSHOP MEETING - MINUTES



1. Opening Exercises

A. Opening Exercises

Opening exercises consisted of the Pledge of Allegiance and a moment of silence.

B. Call to Order

Board Secretary, E. Rarick called the Board Meeting to order at 6:02 PM.

C. Roll Call

PR/AB

AB	Ms. Joy Beers	PR	Mr. Nathan Foeller	PR	Mrs. Kerry Sittler
AB	Mr. Richard R. Beltz	PR	Mr. Jeremy Glaush	AB**	Ms. April Walker
PR	Ms. Barbara Bowes	PR	Mr. Brian Shaner	PR	Mr. Walter Zlomsowitch

**** A. Walker arrived at 6:55 PM**

Also Present:

Mr. John W. Corby, Acting Superintendent
Dr. Keith Boyer, Acting Assistant Superintendent
Mr. Edward Rarick, Business Administrator
Ms. Janine Partenio, Recording Secretary

Dave Krause, Gail Maholick, Dave Leon, David Bradley, Suzanne Howland, Dache Zelrick and Jarad Hedes.

D. Public Comment

None at the time

2. Academic Affairs

A. CLIU #21 Facilities Plan Recommendation

E. Rarick stated this item was for approval of the Carbon Lehigh Intermediate Unit #21 Facilities Plan Recommendation. J. Corby explained how every school district does their share throughout the Carbon and Lehigh Counties. He said he contacted the IU for a solid answer on Lehigh's responsibilities for the hosted program. He said he also contacted them for information on the concerns from the Budget Meeting with our nurses. He said that the nurses are tending to the IU students. B. Shaner asked if the District sends students out of District. J. Corby said we do but not sure of the exact number. J. Glaush felt it was an undue burden for the nurses and wanted to hear from them to discuss possibilities with the IU. E. Rarick mentioned that it does pull away from their normal duties. J. Corby said they will continue to look at it with how much time is spent. The Board agreed to move this item to the April 25, 2022 Board Meeting for action.

B. CLIU #21 Notice of Adoption

E. Rarick stated this item was for approval of the Carbon Lehigh Intermediate Unit # 21 Notice of Adoption of Approved LEA Policies, Procedures and Use of Funds. J. Corby mentioned this was the IU's set of policies and procedures and all districts must recognize them. He said they were their normal procedures. The Board agreed to move this item to the April 25, 2022 Board Meeting for action.

3. Policy

A. First Reading of Policies

204 - Attendance

J. Glaush mentioned adding an electronic excuse along with a written excuse. B. Shaner asked if the definitions were the update. J. Partenio explained that the compulsory school age definition had been updated. They discussed educational trips. S. Howland stated that an educational trip would not be denied as long as a form is on file. She said there have been great explanations included with the forms.

204.1 - Truancy Procedures

B. Shaner asked to define UNL as unlawful absences. They also discussed adjusting 4d from third to sixth absence. S. Howland said they should clarify it with L. Frey and F. Brown.

227 - Controlled Substances/Paraphernalia

N. Foeller asked about aerosols and how the policy should state inappropriate use of aerosols. J. Glaush stated any intentional misuse should be added. B. Shaner asked about reasonable suspicion for drug testing. S. Howland explained that there is no drug testing done by any of the District staff, administrators or nurses. She mentioned that they request it be done by a third party tester such as Carbon, Monroe, Pike Drug and Alcohol.W. Zlomsowitch asked if we could remove it if we do not do testing on site. B. Shaner asked if we could run it by Fox Rothschild to remove it.

702 - Gifts, Grants, Donations

No comments

824 - Maintaining Professional Adult/Student Boundaries (New Policy)

No comments

The Board agreed to move these policies to the April 25, 2022 Board Meeting.

B. Second Reading and Final Approval of Policies

011 - Board Governance Standards/Code of Conduct

B. Bowes asked to change promoting to promote, for proper grammar.

103 - Discrimination/Title IX Sexual Harassment Affecting Students

No comments

104 - Discrimination/Title IX Sexual Harassment Affecting Staff

B. Bowes asked if that was a definition for consent in the policy. J. Partenio said yes, it was an addition recommended by the solicitor.

226 - Searches

J. Glaush stated he would like parental involvement with the searches. W. Zlomsowitch and B. Bowes agreed. B. Shaner asked what if a parent could not be reached. J. Glaush felt that it was enough if there was an attempt to contact them.. B. Shaner asked if the goal was notification or involvement. J. Glaush said at least a notification. E. Rarick mentioned that the District solicitor is involved with any search for illicit substances.

622 - GASB Statement 34/Capitalization

No comments

903 - Public Participation in Board Meetings

No comments

The Board agreed to move these policies to the April 25, 2022 Board Meeting for action.

4. Finance

A. Donations

E. Rarick mentioned the following donations:

Donation of \$7,344.59 from Giant to be used for the District Back Pack Buddy Program.

Donation of \$140.00 from Griff's Ale Haus & Grille to be used for the Title I Reading Program at the Elementary Center.

Donation of \$2,000.00 from the LAHS Girls Softball Parents Club to be used for the purchase of Softball equipment.

B. Bowes explained the Giant donation is made up of funds from people rounding up their purchases. B. Bowes and E. Rarick discussed how last year's donation was higher. E. Rarick said any donation is wonderful. B. Bowes mentioned that she had seen what the school orders for Back Pack Buddies and it was all healthy food items that go to students in need of additional meals. J. Glaush said he is happy that the donation is going back to the local community. B. Shaner felt it would be nice if Giant could explain where the money was going when rounding up at the checkout counter. B. Bowes did not feel they were able to do that because it was a general statement added in the system throughout all of the Giant Food Stores. The Board agreed to move these policies to the April 25, 2022 Board Meeting for action.

B. Toshiba Copier Lease

E. Rarick mentioned this item was for the approval of the lease agreement between the Leighton Area School District and Toshiba for Five year Copier lease program per Costars State Agreement Pricing 001-005.

B. Shaner asked if the District was currently with Frasier. E. Rarick said yes. B. Bowes asked if the District would be getting all new copiers. E. Rarick said yes and explained how the process started in the summer and missed the cutoff time to switch. He said Toshiba had offered to buyout the District's last two months of the contract. He said training will go out to staff upon their return for the next school year. N. Foeller asked if the minimums or exact numbers were used in the informational sheet. E. Rarick stated the exact numbers were used. N. Foeller asked about the PTO utilizing the copiers to run flyers and how they would be charged. He asked if it could still be covered by the District. E. Rarick said yes. The Board agreed to move these policies to the April 25, 2022 Board Meeting for action.

C. Sun Life Renewal

E. Rarick asked to remove the 2022 Sun Life renewal for Lehigh Area School District as they have decided not to move forward with this contract at this time.

D. BerkOne Document Preparation

E. Rarick stated this item was to accept pricing from Berk One for records retention processing at the High school per their attachment. He explained this was to convert student files to electronic data. He said the District is required to retain these files for 99 years. B. Bowes said it is a 16-17% increase which was fair. B. Shaner asked if it was a one-year contract. E. Rarick said yes, it is done annually.

5. Athletics

None at the time

6. Buildings & Grounds

A. Use of School Property

1. **LAMS (Rachel Quinn)** – April 4-June 1, 2022 (Monday, Tuesday, Wednesday) – 2:30-3:30 PM – Middle School Gym/Outside Fields – Spring Intramurals

7. Personnel

None at the time

8. Miscellaneous

A. Lion's Kid's Sight Program Presentation

D. Leon introduced himself as the District Coordinator of the Lions Club of Pike, Monroe, Carbon & Schuylkill Counties. He explained how kids between the ages of 6 months and 6 years were not getting the eye exams needed to find any sight issues. This was the reason why the Lions Kidsight Program was developed to focus on these ages. He said they partner with two companies for the vision screening program. He discussed lazy eyes and how it is correctable when diagnosed early (under age 8). He mentioned that the Welch-Allyn SPOT camera uses a laser measurement of the eye and screens for nearsightedness, farsightedness, blurred vision, unequal refractive power, eye misalignment and unequal sized pupils. He mentioned that all volunteers have clearances on file and have gone through proper training to implement the program. He showed the pass and referred eye test results and explained how the equipment does not require verbal communication with a student. He said a copy of a referral is given to parents to take to a doctor and he felt there was a better response from parents with the referral print out forms.

D. Leon mentioned that the new law had turned over the authority to the School Board to determine if the automated equipment could be utilized in the school districts. He said Act 122 allowed for the use as long as the personnel are trained for the equipment. He explained how the Pre-K, K and IU students were going to be tested in the District and said there are great results with the IU students. J. Corby stated that he was a former member and president at the lions club and how he appreciated their efforts. He said 137 students signed up for the testing, which was a little over half. He mentioned that it was recommended for 6 months to 6 years and this was the group that was offered the testing as well as the Life Skills students in the Elementary Center. D. Leon said the state of Pennsylvania requires a vision screening for students. He questioned why it is being done with parental consent. He said no other districts were doing that. J. Corby said this is an additional testing, above and beyond the vision screening done by the nurses. He said part of the benefit is because some of the younger students do not communicate and they could get a true reading for those target age students.

G. Maholick said 1 out of every 2 students are having nearsightedness and felt this was a good tool to discover those issues. B. Shaner read a statement from the Department of Health which was not recommending the use of the camera as a test for visual acuity and that it was currently not recommended for screening in the K-12 school age population. D. Leon did not know that recommendation. He was hoping to get the nurses to use the piece of equipment. B. Bowes felt it would not hurt anyone to use it since she felt that normal equipment does not state if the gaze is off. D. Leon explained that the statistics are higher in Carbon and Schuylkill Counties for eye misalignment. J. Corby stated how nurses put out the slips and make sure all students get their tests and walk them in and back. He said the nurses have not complained one bit. W. Zlomsowitch thought it may be better if there was communication with the nurses. J. Corby explained how there was not a big difference between the tests. He said they are almost identical except maybe the younger kids with communication issues. K. Sittler asked if other districts were screening all grades K-12. D. Leon said the highest grade screened is 5th Grade and they focus on Pre-K, K and the IU students. He mentioned how he would like to be able to screen students during their Kindergarten registration. J. Glaush explained they would need the principals to approve that for the Kindergarten Registrations. He asked if there was any outreach done. D. Leon said he utilized flyers to reach out to daycares and to fairs. B. Bowes said the Lions Club was scheduled to do Kindergarten registration in 2020 and then COVID hit. She saw the advantage to screening during Kindergarten registration. W. Zlomsowitch asked if the issue was parental consent. D. Leon said he would like to do all of the students in the target grades. N. Foeller asked if other districts are doing the screening in combination with the nurses. D. Leon stated they are doing it in conjunction with the nurses. B. Shaner asked if this was replacing the nurses vision screening at those districts. D. Leon said the nurses were utilizing the cameras for their screening process. B. Bowes said she would like to add this in conjunction with the nurses screening and not remove the nurses screening.

J. Glaush asked if the Lions Club had been present at any open houses. D. Leon said no. J. Glaush believed it would be a good idea for them to attend open houses and add it to Kindergarten Registration and may be added with the nurses screening. N. Foeller felt they should have a discussion with the nurses to see what could be collaborated. W. Zlomsowitch asked if they would be open to having a Saturday screening at the District. J. Corby said the District would help publicize and give the venue for a Saturday screening. J. Glaush said they should develop a plan for the use of the gym, for Pre-K screening and Kindergarten Registration with the new superintendent that will be hired. N. Foeller recommended making that plan in collaboration with the nurses. D. Leon showed the device to the Board.

B. PTO Presence at Board Meetings

J. Glaush felt it would be a good idea to have a PTO representative at the Meetings to give a report. He felt it would give the Board some insight, if they would be able to attend the meeting or give an email report. B. Bowes stated the information given about the exorbitant cost of the Hershey trip was insightful. D. Zelrick explained that the trips were not run by the PTO but are funded by the PTO either in part or in full. She said the trips are requested by staff and approved by the administration and then the Board. She said the PTO would help fund those requested trips. She recommended that the Board Members visit a PTO Meeting as it would be well-received. She recommended communicating through email. J. Glaush wanted the PTO to know that the Board is open to communication. D. Zelrick recommended sending an email. N. Foeller said if there are any PTO members in the audience at the Meetings, they are welcome to speak. J. Partenio showed the Board where to find the contact information for the PTO's on the District website.

C. Library Committee

J. Corby mentioned that he had asked G. Maholick to send all information to him to review so any decisions could be made. G. Maholick was unable to send any documents yet. J. Corby said he would like to look at a total agreement with the Library and explained how donations usually would become a separate tax item through a referendum on the ballots. G. Maholick said the commissioners are discussing that at the county level and she would need to be appointed in order to be on the Library Board. J. Corby asked if they could create an at-large position. G. Maholick was unsure. B. Bowes discussed the PDE Chart of accounts saying it allows for supporting the Library under Community. N. Foeller felt the Board should appoint G. Maholick at the next meeting and if she is unable to fulfill that position then deal with it later. B. Shaner would rather have a solid legal answer. N. Foeller said he would email J. Beers and find out if there was an answer from the solicitor. J. Corby stated he would contact the solicitor and pin him down for an answer once the information is received from G. Maholick.

9. Communications

A. Directors Concerns

A. Walker updated the Board on how she toured the Middle School with K. Boyer and S. Ebbert. She said it was a very positive experience. She mentioned how she had scheduled sessions with staff and students and was very impressed with everything she saw. She got the sense of passion for classes and felt the need for classes that were not filled. She mentioned how S. Ebbert demonstrated a typical search of a student and that she felt much more comfortable with the procedure, as a parent. She said it was done respectful and dignified. She stated the next tour would be next Wednesday at the Elementary Center and then the Wednesday following at the High School at 11:45 AM. J. Glaush expressed his interest in joining the tour. K. Boyer thanked A. Walker for coming and felt it to be very educational and rewarding.

A. Walker said she did a presentation at the High School of what she does as an Occupational Therapist. She said she received a very warm welcome and thanked them for the experience. S. Howland said several Board Members had done presentations and they had a very good turn out. She thanked everyone for their participation.

K. Sittler questioned the Track and Softball Season and if the Field Houses have the heat turned off at a certain time. She expressed her concern for how cold it was inside the Field House during the practices during cold days. E. Rarick said he would check on that.

W. Zlomsowitch said he read online or in the newspaper that Lehighton Borough is looking to do away with the Crossing Guards. He mentioned that the Borough said they cannot find help. He asked to see what the agreement is with that. B. Bowes asked if the District paid half of the salary. J. Corby believed it was a 60%-40% split that the District pays. E. Rarick felt the inability to fill the positions would continue at the District. W. Zlomsowitch asked if E. Rarick could send the Agreement. E. Rarick said yes. J. Glaush asked if anyone had contacted the District about this. E. Rarick said no.

B. Public Comment

D. Zelrick expressed her concerns about the condition of Indian Lane and the safety of the drop off and pick up situation. She explained how people have been passing cars and that it was dangerous. J. Corby said he would like to discuss the situation with the Police Officers. They discussed traffic flow options. E. Rarick stated there are funds allocated in the upcoming year to have Indian Lane repaired. B. Bowes asked if they could use ESSER funds to make repairs to the street. J. Corby felt it would be a little bit of a stretch and explained the difficulties that Mr. Tkach had to get the Auditorium Sound Board covered. B. Bowes thought the new infrastructure bill may cover it. J. Corby said he would check into it.

C. Adjournment

MOTION by B. Bowes, SECONDED by K. Sittler, to adjourn the Meeting.

The April 11, 2022 Workshop Meeting was adjourned at 7:55 PM.

Respectfully Submitted,

Edward Rarick, Board Secretary
By Janine Partenio, Recording Secretary