

Lehigh Area School District

Lehigh, Pennsylvania

Building Committee Workshop Meeting

Monday, August 14, 2017, at 7:00 PM

Administration Board Room

Executive Session @ 6:20 PM

Minutes

Pledge of Allegiance

Call to Order - A workshop meeting of the Lehigh Area School Board was held in the Administration Building, Conference Room A, on the above date and called to order at 7:05 p.m.

Roll Call

	Present	Absent
Mr. Richard R. Beltz, Member	☐	X
Mrs. Stacey L. Duerst, Member	☐	X
Mr. Duane R. Eidem, Member	X	☐
Mr. Stephen L. Holland, Member	X	☐
Mr. David L. Krause, Vice-President	X	☐
Mr. Larry Stern, Member	X	☐
Mr. Wayne Wentz, Member	X	☐
Mr. Andrew Yenser, Treasurer (via phone)	X	☐
Mrs. Gloria Bowman, President	X	☐
Mr. Brian Feick, Business Manager	X	☐
Mr. Jonathan Cleaver, Superintendent	X	☐
Attorney William Schwab, Solicitor	X	☐
Mrs. Melissa Wagner, Recording Secretary	X	☐

*** Notice of Executive Session regarding real estate purposes and personnel updates.*

Public Comment on Agenda - None

Presentations

Construction Updates – Karl Kauffman & Jonathan Cleaver

Mr. Cleaver – Thanked Karl for coming early to do the tour of the elementary center with the Board.

Karl Kauffman

- **Middle School**

- *Front parking lot is over halfway completed. Packing & leveling course has been completed. Top wearing course is 50% done today and the second course will be done tomorrow. Should be completed by Thursday.*
- *Auditorium – Seats are installed, carpeting installed, stage has been refinished but needs to cure for 7 days. Only doors at entrance need to be hung.*
- *Terrazo refinishing is completed.*
- *Ceiling grids installed. Ceiling inspection on Thursday and then tiles will be dropped.*
- *Railings are being delivered on the 21st for installation in the auditorium and going to the lower level.*
- *Middle School will be finished. Some touch-up painting over the next 2 weeks.*

Mrs. Bowman – How was the refinishing on the terrazzo?

There is a picture in the summary. The beauty of terrazzo is that 30 years later you can sand it and refinish it and it looks brand new.

Mr. Krause – On the completion date you have July 31, 2017, but we are not done yet. Was there stuff added?

Mr. Cleaver – We did run in to some unforeseens.

Mr. Krause – You completed the original work orders by the 31st? Are the auditorium pictures correct?

The pictures are from a few days previous. All that's left is the stage curtains in the auditorium.

Mrs. Bowman – For accuracy, the project date should look different.

Mr. Cleaver – There is nothing that is not done that would not allow occupancy. For example, at the high school we still need benches in the fitness area, but we were allowed occupancy.

There is 30 days to go to final which would be the end of August.

- **High School**

- *Interior of the building is completed.*
- *Exterior siding to replace.*
- *Both stair tower areas could not be accessed during school year so they were finished this summer.*
- *Roof coating is complete. We have a meeting with Tremco on Friday.*

Mrs. Bowman - Any changes with the recoating? It doesn't look even.

That is why we are meeting with Tremco to review it.

- *Replacing damaged sidewalks. This should be done next week. Some were damaged when we did the exterior work.*

Mr. Feick - Two memorial gardens at each entrance. Is that up to us what to do with it?

Yes, it is up to the district to landscape. We will level and groom the area.

Mr. Stern - The pavements coming down from the Elementary Center at the loading docks stop. Can the pavements be finished off on the other side of the loading dock? It would be nice to finish it off. Maybe Joe and his guys could do this.

Mr. Hauser - Not to shy away from extra work, but they have the forms on-site now if we want to check with them.

Mr. Feick - We would need to do a curb cut for the delivery area.

Mr. Hauser - We have a job conference tomorrow. We can check on it.

Mr. Holland - Will our parking lots be cleared before school starts?

Yes. It will be cleared off. Over the summer we took over the back lot. We gave the pre-warning two weeks ago.

- **Elementary Center**

- *Main classroom area roof is completed. 90-95% complete with the roof over the admin area and will be ready to begin gymnasium roof.*
- *Exterior framing is 90% complete on north wall.*
- *Brick work on south classroom wing is complete.*
- *Interior metal studs are 85% on 1st floor and 80% on 2nd floor.*
- *Removing dirt and getting ready for auditorium.*
- *End of this week, windows to start in the south classroom wing.*

We have had a lot of rain this summer.

Mr. Feick - When will Indian Lane be open again?

We are scheduled to pave it tomorrow and looking to open it up next week. Once the school year hits, it will only be open for buses, no thru traffic.

Mr. Krause - Are the lost days going to effect the completion date?

We are tracking that and have a scheduling meeting tomorrow. It may impact it by a week or two. We will make a determination next week. Some weather days are built in to the calendar.

Communications - None

Approval of Minutes – None

Financial Matter

Pre-K Counts Grant MOTION by Mr. Stern, SECONDED by Mr. Krause to accept the 2017-2018 Pennsylvania Pre-K Counts Grant in the amount of **\$170,000.00**.

Mr. Cleaver – We have had several calls. I believe we have 14 students at this point. There is a financial requirement, it is based on need.

VOTE: YES - 7 NO - _____ ABSENT - 2 ABSTENTIONS - _____
Motion carried.

Personnel

Hires Approved MOTION by Mr. Wentz, SECONDED by Mr. Holland to approve the recommendation to hire the following employees in accordance with the respective contracts:

1. **David Hauser** – Assistant High School Principal – **\$72,000** (prorated), effective August 15, 2017.
2. **Ashley Lichtenwalner** – East Penn Elementary Head Teacher, as per Collective Bargaining Agreement
3. **Lisa Failla** – HS Red Cross Adviser & Senior Assembly Adviser as per Collective Bargaining Agreement

Mr. Krause – Did we go through our normal procedures on hiring and interviews and checking references?

Mr. Cleaver – Yes. We posted the positions as anticipated vacancies. Mrs. Evans, Mrs. Howland and Mr. Hauser went through the interview process. Dr. McGalla as a current administrator was a lateral move with no adjustment in salary.

Mr. Krause – I know that has been honed over the years and tried to build on that consistency and looking for the best possible person for the position.

VOTE: YES - 7 NO - _____ ABSENT - 2 ABSTENTIONS - _____
Motion carried.

Mrs. Bowman – Congratulations, Mr. Hauser. Best wishes on the new job.

Mr. Cleaver – We are excited to have you as part of the team.

Resignations MOTION by Mr. Krause, SECONDED by Mr. Holland to accept the resignation of
Approved the following employees:

1. **Sherry Hoffman** – Reading Specialist – effective August 25, 2017
2. **David Hauser** – High School English Teacher – effective August 14, 2017
3. **David Hauser** – HS Newspaper Adviser, Varsity Debate Adviser and HS Senior Assembly Adviser – effective August 14, 2017
4. **Jessica Bruch** – East Penn Elementary Head Teacher – effective immediately
5. **Jennifer Shober Steigerwalt** – High School Red Cross Adviser – effective immediately

VOTE: YES - 7 NO - _____ ABSENT - 2 ABSTENTIONS - _____
Motion carried.

Mrs. Bowman - Wish Mrs. Hoffman well and thanked her for her service to the Lehigh School District.

Miscellaneous

Solicitor to MOTION by Mr. Stern, SECONDED by Mr. Eidem that solicitor is authorized to
Contact contact the respective municipalities to discuss potential surplus items for potential
Municipalities inter-municipality transfers as a result of closing the four elementary schools.

VOTE: YES - 7 NO - _____ ABSENT - 2 ABSTENTIONS - _____
Motion carried.

Programs - None

Old Business for Discussion - None

New Business for Discussion

Waive Late Fees for L. Russaw MOTION by Mr. Wentz, SECONDED by Mr. Eidem to waive the late fees for the 2016 Occupational and Per Capita Tax for Lywon Russaw as recommended by the Finance Committee.

VOTE: YES - 7 NO - _____ ABSENT - 2 ABSTENTIONS - _____
Motion carried.

Mrs. Bowman - Reminder that Tribe Pride Night is Tuesday, August 22nd at 6:30 p.m. and the band will once again collect food donations.

Mr. Wentz - Recognize the National Honor Society for coming on Sunday morning to make hoagies for the Gower Family.

Mrs. Bowman - A lot of support for the Gower family from the community.

Courtesy of the floor / Public Comment - None

Adjournment

Next scheduled meeting is the regular meeting on Monday, August 28, 2017, at 7:00 p.m.

MOTION by Mr. Eidem, SECONDED by Mr. Stern to adjourn the meeting at 7:35 p.m.

VOTE: YES - 7 NO - _____ ABSENT - 2 ABSTENTIONS - _____
Motion carried.

Respectfully submitted



Brian Feick
Board Secretary

(Minutes of August 14, 2017, include Pages 1 through 6.)