

Lehigh Area School District

Lehigh, Pennsylvania

Regular Meeting of School Board

Monday, July 25, 2016 at 7:00 PM

Executive Session @ 6:00 PM

Minutes

Pledge of Allegiance

Call to Order – A regular 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 7:11 p.m.

Roll Call

	Present	Absent
Mr. Richard R. Beltz, Vice-President	X	☐
Mrs. Stacey L. Duerst, Member	X	☐
Mr. Duane R. Eidem, Member	X	☐
Mr. Stephen L. Holland, Member	X	☐
Mr. David L. Krause, Member	X	☐
Mr. Larry Stern, Member	X	☐
Mr. Wayne Wentz, Member	X	☐
Mr. Andrew Yenser, Treasurer	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 for personnel, negotiations, and contracts.**

Presentations - None

Public Comment on Agenda -

Mr. David Bradley submitted a Courtesy of the Floor form.

Mrs. Bowman, President, asked Mr. Bradley if he had a written report for the board. Mr. Bradley stated no. Mrs. Bowman indicated that she could not honor his request tonight because he has a 90-day suspension and it is not up.

Communications

1. Superintendent's Report – Mr. Cleaver
 - *Many summer programs were offered this year: MS Summer Band, Reading & Math Camps, STEM Camps, Summer Wellness Program and Library access for elementary students. Also added courses for HS: Physical Education (life-long fitness concentration) and AP Chemistry.*
 - *Mr. Lusch regarding PE Course:*
 - *It was a 2-week course with 9 students.*
 - *3.5 hours each day, non-traditional course.*
 - *Weight room, track, and off campus. Archery Addictions, hiking Bake Oven Knob, scavenger hunt around campus.*
 - *Positive feedback from the students.*
 - *Renovation work continues on the HS and MS. Meeting on a weekly basis to review the schedule. Working diligently to keep everything on schedule.*
 - *The elementary center bid timeline has been extended to Tuesday, August 9, 2016.*
2. Finance Report - Mr. Feick
 - *On the agenda tonight is authorization to apply for a QZAB. The HS now qualifies for QZAB. It is a competitive grant.*
3. Board President's Report – Mrs. Bowman
 - *Congratulations to the MS Band, Mr. Weidner & Mrs. Hudlow did a great job with the students.*
 - *School year 2015-16 – 78 students took part in dual enrollment.*
 - *94% graduation rate this past year. Holding steady for the last several years.*
 - *9th graders will have schedules and t-shirts delivered in August as part of the school-wide positive behavior program.*
 - *Check our website for all open house dates.*
 - *152 kindergarten students registered at this time.*
4. Lehigh Memorial Library Report – Mrs. Duerst/Mr. Yeuser
 - *No meeting this month. Next meeting in September.*
5. Legislative Policy Committee of PSBA Report – Mr. Krause/Mr. Eidem
 - *The state budget was passed with deficit still looming.*
 - *New formula for funding. Will need to see what kind of impact on schools.*
 - *75% of PA school districts are approving tax hikes. Lehigh has a zero tax increase.*
 - *MS & HS students can now be criminally charged for hazing of peers. In May, Governor Wolf signed the bill extending penalties to 7th-12th graders.*
 - *Mrs. Bowman and Mr. Krause are looking to have Lehigh host a Legislative Summit for all school districts in Carbon County.*
 - *Encourage board members to take advantage of the PSBA online education webinars.*

6. Title I Advisory Committee Report – Mrs. Bowman
 - Met on Friday, July 22, at 10:00 a.m.
 - Reviewed policies for each individual school.
 - Excellent reports on summer reading program. Would like to add evening hours next year.
 - The swim night was held the 20th of July with 45 people attending.
 - Fall night is October 12, 2016, at HS cafeteria from 6-8 p.m.
 - Next meeting is September 16th at 7:45 a.m.
7. CCTI Report - Mr. Yenser
 - Met on Thursday, July 21, 2016.
 - Working diligently to fill all positions as well as prepare school for new year.
8. CLIU Report – Mr. Wentz
 - Met on Monday, July 18, 2016.
 - Presentation from young man who went from incarceration to college valedictorian.
 - Golf tournament brought in \$6,795.00 for CLIU summer camps.
 - Next meeting is August 15th.
9. Solicitor's Report – Attorney William Schwab
 - Written report.
 - Attended Solicitor's Symposium at State College by PSBA. Good networking event. Sent the board various materials.
10. Building/Grounds Report - Mr. Holland
 - Met July 12th.
 - Discussed a sign for under the bleachers at the new stadium.
 - Received permit for removal of old bleachers and is almost complete.
 - Proposed the purchase of a new vehicle for the district.
 - MS/HS projects – toured with Mr. Feick last week.
 - Elementary – summer cleaning almost completed.
 - Painted offices at administration building.
 - Added electrical outlets to refreshment stands at field house.
 - Thank everyone in the school district this past summer with all the moves especially with the heat.
11. LCCC – Mr. Krause
 - Receive minutes every month in board packet.
 - LCCC dual enrolment and high school graduates attending LCCC is growing, but continuing to address the drop in overall enrollment due to the adult cohort. The LCCC staff is very aggressive and proactive on a weekly basis in addressing changes in enrollment.
 - Funding from the state is in-line with our budget.
 - Extending contract with President. Fortunate to have great leadership in President Dr. Bieber.
12. Academic Affairs Committee Report – Mrs. Bowman
 - Will meet on August 10th at 4:15 p.m.
 - 5th grade will have new reading series through Houghton Mifflin.
 - Will be a pre-algebra class offered at the high school this year.
 - A lot of professional development has taken place this summer.
13. Policy Committee Report – Mrs. Bowman
 - Two policies tonight for 1st Reading.
 - Next meeting is September 7th at 4:15 p.m.

14. Athletic Committee Report – Mr. Wentz
 - *Preparing for fall sports programs.*
 - *Varsity Girls' Basketball team participated in and won the Catasauqua Invitational Tournament.*
 - *Next meeting is Tuesday, August 9th at 7:30 a.m.*
 - *Meet the Tribe is August 23rd at 6:00 p.m.*
15. Wellness Committee Report – Mr. Beltz
 - *No Meeting for July.*

Approval of Minutes

MOTION by Mr. Stern, SECONDED by Mr. Wentz to approve the Minutes of the June 27, 2016, regular meeting.

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

Financial Matter

Activities Fund MOTION by Mr. Krause, SECONDED by Mr. Yenser to approve the Lehigh Area High School and Lehigh Area Middle School Activities Fund for June 2016.

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

Payment of Bills MOTION by Mr. Stern, SECONDED by Mrs. Duerst to approve the Payment of Bills:

General Fund	\$ 818,487.10
--Benefits	\$ 538,783.20
--Payroll (June)	\$ 1,491,452.19
--Debit Card	\$ 313.94
Food Service Fund	\$ 96,838.47
Capital Reserve	\$ 113,257.87
Athletic Fund	\$ 9,725.64
Athletic Proj. Fund	<u>\$ 30,948.50</u>
Total	<u>\$ 3,099,806.91</u>

Note: Members with questions or requesting a copy of any payment, please contact the Business Office prior to the scheduled meeting.

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

Construction Accts. MOTION by Mr. Stern, SECONDED by Mr. Holland to approve payment on the following projects from the corresponding construction accounts for a total of \$4,728,395.14 pending verified payroll and solicitor review:

1.	<u>Middle School Abatement</u> JMSI - Invoice #0716-20	\$ 4,704.50
2.	<u>Stadium</u> Barry Isett & Associates - Inv. #010695 CMG of Easton, Inc. - Application #12	\$ 9,116.94 <u>\$ 211,400.85</u> \$ 220,517.79
3.	<u>Middle School</u> JMSI - Invoice #0716-19 Colonial Electric Supply - Inv. #10630527 McClure Company - Application #2 Jay R. Reynolds, Inc. - Application #4 Lobar, Inc. - Application #5 - 1503600005	\$ 3,637.50 \$ 582.00 \$1,294,328.40 \$ 92,119.28 <u>\$ 708,138.99</u> \$ 2,098,806.17
4.	<u>High School</u> Colonial Electric Supply - Inv. #10630527 McClure Company - Application #2 Jay R. Reynolds, Inc. - Application #4 Lobar, Inc. - Application #5 - 1503600005 JMSI - Invoice #0716-21	\$ 582.00 \$1,177,531.70 \$ 16,755.75 \$ 1,201,448.88 <u>\$ 5,238.00</u> \$ 2,401,556.33
5.	<u>Elementary Center</u> Leighton Water Authority Invoice #8 Civitas Media- Midwest Times Leader Trans# 300491815 Press Enterprise Ref# 1077904 6-30-16 Press Enterprise Ref# 1077904 7-6-16 Times News LLC Invoice# 100385625-06292016	\$ 1,534.28 \$ 277.53 \$ 195.12 \$ 184.62 <u>\$ 618.80</u> \$ 2,810.35

Mr. Krause - One request, on the invoices there are strikeouts and corrections made. Can the initials be made by the knockout?

Atty. Schwab - It has been discussed and they will be initialed by the knockout.

VOTE: YES - 2 NO - ____ ABSENT - ____ ABSTENTIONS - ____

Treasurer's Reports MOTION by Mr. Yenser, SECONDED by Mr. Krause to approve the following reports:

- a. Budget/Revenue Report
- b. Treasurer's Reports
 - 1. General Fund
 - 2. Capital Reserve Fund
 - 3. Capital Projects Fund
 - 4. Food Service Fund

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

QZAB Submission MOTION by Mr. Stern, SECONDED by Mr. Yenser upon recommendation by the Finance Committee to approve the submission of QZAB Application #2 and to certify that 100 percent of the available project proceeds of the QZAB issue will be used for the renovation, repair or rehabilitation of the High School or for equipment to be used at the High School STEM Academy.

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

Mr. Yenser - (Mr. Feick) Your efforts are greatly appreciated along with Mr. Reichl and Mr. Tkach.

MCT Acct. for ACE MOTION by Mr. Yenser, SECONDED by Mr. Wentz upon recommendation by the Finance Committee to approve checking account for ACE Grant reimbursements with Mauch Chunk Trust Company.

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

COSTAR Purchase Ford Escape MOTION by Mr. Stern, SECONDED by Mr. Holland upon recommendation of the Building and Grounds Committee to approve Hondru Ford for COSTAR purchasing (contract number 26-010) of (1) 2017 Ford Escape SE 4WD U9G at a cost not to exceed \$23,000. (This Vehicle will replace the 2005 Ford Focus.)

Mrs. Bowman - Trying to keep the vans and car on a cycle.

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

Per Capita/ MOTION by Mr. Holland, SECONDED by Mr. Eidem to approve exemptions
Occ. Tax from Per Capita and/or Occupational Tax per the attached list.

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

Disc. Stream. MOTION by Mr. Wentz, SECONDED by Mr. Yenser to approve the Agreement
Agreement between the Lehigh Area School District and Carbon Lehigh Intermediate Unit #21 to participate in the Discovery Education Streaming Basic which provides Discovery Streaming Digital Video Library in conjunction with Lehigh Valley PBS/WLVT Channel 39. The cost to the District is \$1,046.76 for the 2016-2017 school year.

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

Lehigh Law MOTION by Mr. Stern, SECONDED by Mrs. Duerst to approve an agreement
Agreement between the Lehigh Area School District and Lehigh Law Enforcement Officers Assoc., Inc. for security services at athletic events, school dances, graduation, and homecoming events for the 2016-2017 school year at \$18.00/hour per person (minimum of 4 hours) as needed.

Mr. Cleaver - We are also meeting with another security company next week from Tamaqua.

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

Personnel

2016-17 MOTION by Mr. Stern, SECONDED by Mrs. Duerst to approve the attached list of
Sub List candidates for the 2016-2017 Substitute List pending clearances.

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

Ath./Ex. MOTION by Mr. Stern, SECONDED by Mr. Holland to approve the Athletic hires
Curr. for the 2016-2017 school year (per attachment).

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

**FMLA
Approvals**

MOTION by Mr. Krause, SECONDED by Mr. Stern to acknowledge FMLA leave for the following employees, not to exceed 12 weeks:

1. **Employee #678**– effective June 16, 2016

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

**Hires
Approved**

MOTION by Mr. Stern, SECONDED by Mr. Eidem to approve the recommendation to hire the following employees for the 2016-2017 school year in accordance with the respective contracts, pending clearances:

1. **Nicole Foberg** – Long-Term Substitute, assigned to the Middle School, at \$40,850.00 (Step 1, Bachelors)
2. **Tammy Westfall** – School Psychologist, assigned to District-Wide, at \$45,980.00 (Step 3, Masters +45)
3. **Melodie Eckhart** – Lunch-Time Aide, assigned to East Penn Elementary, at \$7.25/hour
4. **Kristy Mertz** – Lunch-Time Aide, assigned to Franklin Elementary, at \$7.25/hour

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

**Resignations
Accepted**

MOTION by Mr. Stern, SECONDED by Mrs. Duerst to accept the resignation of the following employee:

1. **Steve Hluschak** – Asst. Football Coach – effective immediately

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

**Mentor
Hires**

MOTION by Mr. Krause, SECONDED by Mr. Yenser to approve the recommendation to hire the following mentors for the appropriate teacher (listed to the left of the mentor's name) for the 2016-2017 school year:

Brandi Lees/Jennifer Lopata
Sarah Simon/Jena Wank
Rachel Klotz/Michael Reenock
Cristina Buetti/Lisa Failla
Tammy Westfall/Wanda Rousenberger
Nicole Foberg/Todd Serfass

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

Miscellaneous

- Sch. Jrnys. Approved** MOTION by Mr. Stern, SECONDED by Mrs. Duerst to approve the following School Enrichment Journey requests:
1. **East Penn Elementary (S. Howland)** - October 28, 2016 (Rain Date 11/4/16) - 8:45 a.m.-2:30 p.m. - to travel to Franklin Elementary for "Race for Brilliance"
 2. **Mahoning/Shull David Elementary (Grade 4)** - September 20, 2016 - 9:00 a.m. - 2:00 p.m. - to travel to Lehigh Gap Nature Center
 3. **Mahoning/Shull David Elementary (Grade 3)** - September 19, 2016 - 9:00 a.m. - 2:00 p.m. - to travel to Lehigh Gap Nature Center

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

Programs

- Use of Prop.** MOTION by Mr. Wentz, SECONDED by Mr. Stern to approve Use of School Property for:
1. **Lehigh Area Band Boosters Association (Tim Sharrow)** - Saturday, October 15, 2016 (Rain Date 10/16/16) - 9:00 a.m.-2:00 p.m. - Middle School Stadium and Practice Field - Fundraiser
 2. **Franklin PTO (Mindy Scheirer)** - 9/20/16, 10/18/16, 11/15/16, 12/20/16, 1/17/17, 2/21/17, 3/21/17, 4/18/17, 5/16/17 - 5:00 p.m.-9:00 p.m. - Franklin Elementary Library - PTO Meetings
 3. **Franklin PTO (Mindy Scheirer)** - October 28, 2016 (Rain Date 11/4/16) - 8:00 a.m.-4:00 p.m. - Franklin Elementary Outside Fields and Gym - Race for Brilliance
 4. **Franklin PTO (Mindy Scheirer)** - September 9, 2016 (Rain Date 9/16/16) - 4:00 p.m.-10:00 p.m. - Franklin Elementary Outside Fields - "Say Goodbye to Summer"

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

- 1st Reading Policies** MOTION by Mr. Stern, SECONDED by Mr. Holland to approve the 1st Reading of the following Lehigh Area School District Policies:
1. **#123 - Interscholastic Athletics**
 2. **#124 - Alternative Instruction**

VOTE: YES - 9 NO - _____ ABSENT - _____ ABSTENTIONS - _____

Old Business for Discussion

Mr. Krause – Wanted to thank Mr. Tkach/Mr. Cleaver for the professional development outline.

Mrs. Bowman – Also like the extra-curricular activities chart provided to us.

New Business for Discussion

Mr. Cleaver – Mr. Reichl and I will be attending a Mass Gathering safety conference in King of Prussia on August 15th. The administrative team will also have an administrative retreat the week of the 15th.

Mr. Krause – We had three Times News Athletes of the Year. Wyatt Clements, Teagan Durishin, and Ally Rossino.

Mr. Krause – Mrs. Duerst and I attended the STEM workshop with the district. STEM will impact our entire curriculum. Very intensive workshop and would like to commend the staff for providing it.

Mr. Tkach – Mrs. Volcskai is at Kutztown this week for STEM camp. Looking to meeting again August 17th for STEM.

Courtesy of the floor / Public Comment - None

Adjournment

Next workshop meeting is scheduled on Monday, August 15, 2016, and the next regular scheduled meeting is on Monday, August 22, 2016, at 7:00 p.m.

MOTION by Mr. Eidem, SECONDED by Mr. Krause to adjourn the meeting at 7:52 p.m.

VOTE: YES - 9 NO - ABSENT - ABSTENTIONS -

Respectfully submitted



Brian Feick
Board Secretary

(Minutes of June 27, 2016, include Pages 1 through 10.)