

Lehighton Area School District

Lehighton, Pennsylvania

Regular Meeting of School Board

Monday, July 27, 2015 at 7:00PM

Executive Session @ 5:45 PM

Minutes

Pledge of Allegiance

Call to Order – A regular meeting of the Lehighton Area School Board was held in the Administration Building, Conference Room A, on the above date and called to order at 7:00 p.m.

Roll Call

	Present	Absent
Mr. Rocky Ahner, Member	X	☐
Mr. William J. Hill, Jr., Member	X	☐
Mr. Stephen L. Holland, Member	X	☐
Mrs. Lori Nothstein, Member	X	☐
Mr. Hal Resh, Member	☐	X
Mr. Larry Stern, Vice-President	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 and contract updates.**

Public Comment on Agenda - None

Presentations

1. SHINE Program– Rachel Strucko

- *Rachel is the director of the SHINE Program.*
- *SHINE has served over 500 students in Carbon & Schuylkill County this past year.*
- *Program takes students from cradle to college.*

- Lehighton had 35 elementary school students participate. Middle School students are served at CCTI.
- Students are referred for academic reasons (folder handed out to board).
- Emphasis on academics and STEAM.
- 98% parent involvement last school year.
- 42-week curriculum and home visits during the summer.
- Summer camp served over 300 students this year.
- Students are bussed home and have a hot meal in the after-school program.
- 81% of the elementary students improved academically, 67% improved or maintained classroom behavior, 92% had exceptional or good school attendance.
- Gather data on all students. Use this data to get the funding (208 pages). \$16 million dollars in funding since the start.
- Thanked the board and the district for their support. Superintendent stood up for this program for us.

Jonathan Cleaver - SHINE was voted the #1 After-School Program in Northeast Pennsylvania.

- 35 communities were asked to write for the STEM ecosystem. In November, we get to go to the White House.

Aaron Sebelin - Rachel is doing an outstanding job taking this program to a new level. I would recommend to everyone to visit the classroom. There is a "Lights On" program in October.

2. Be a Hero Program - Gary Smiley

Rocky Ahner - Program in the schools for safety and smoke alarms out to the public. Gary Smiley is a local native and had a 25-year career with New York City Fire Department and received 27 medals of heroism. He was trapped and injured during the 9/11 attacks.

- Wrote a safety grant for fire education. Came up with the idea to recruit kids to the junior firefighter program and have community involvement.
- Students sell beef jerky and candy bars to raise money for the program to give people in need smoke detectors and/or carbon monoxide detectors.
- Would like to see this program go county-wide and help out 400-500 homes.
- Work with guidance counselors, principals, etc. to get students together and also identify needy homes.
- Program can make an impact on the community.

Rocky Ahner - Would like this to be approved program in the district. Local fire companies are on-board to meet with Gary.

Jonathan Cleaver - Could ask PTO's if they would like to get involved too.

Communications

1. Superintendent's Report - Mr. Cleaver
 - Continuing to review preliminary PSSA scores and Keystone exam results.
 - Preparing for the start of the 2015-16 school year.
 - The bids for the MS & HS building projects are scheduled for opening on July 29, 2015, at 1:00 p.m. in the board room.
 - Thank you to Joe and his crew for the temporary location of the MS office staff.
2. Finance Report - Mr. Feick
 - Still closing out last year and opened up start of this year.

- *Ordering everything that is needed and should be ready to start.*
3. Board President's Report – Mrs. Bowman
 - *PA is one of the seven states to meet all the federal requirements for special education.*
 - *Congratulations to Franklin Elementary team who will be presenting at PATTAN on a Multi-Tier System of Supports in Elementary Writing*
 - *Congratulations to the MS band summer program.*
 - *The HS student handbook is online through InfoSnap*
 - *HS staff is going out to all freshman students with a T-shirt and their schedules.*
 - *Congratulations Cammie Nalesnik and Brianna Karpowicz. They scored a 5 out of 5 on the AP Calculas.*
 - *Congratulations to Mr. Tkach. He will be sitting on the Carbon-Monroe-Pike Drug Commission for a 3-year term.*
 - *Reminder to the public that you have until December to fill out the Homestead Exclusion Act form.*
 4. Leighton Memorial Library Report – Mrs. Nothstein
 - *Last meeting was held June 30, 2015.*
 - *Farewell to Becky (librarian) after 10 ½ years of service.*
 - *On June 4, we had a visit by Headstart Pre-School.*
 - *Thanks to a generous donation by Bob Ziegenfuss, we had our carpet steam-cleaned.*
 - *New director, Valerie Sellix, officially began training and orientation on June 10.*
 - *Our next meeting is September 29, 2015, at 7:00 p.m.*
 5. Legislative Policy Committee of PSBA Report – Mr. Ahner
 - *U.S. Senate on July 16, 2015, passed Senate Bill No. 1177- Every Child Achieves Act.*
 - *Fingerprinting I think changes every week.*
 6. Title I Advisory Committee Report – Mrs. Bowman
 - *Met on July 2, 2015, at Franklin Elementary with Title I Parents and PTO.*
 - *Fall Parent Night will be held on October 7, 2015, from 5:30-7:00 p.m. in the HS Cafeteria.*
 7. CCTI Report - Mr. Yenser
 - *Preparing for the new school year.*
 8. CLIU Report – Mr. Wentz
 - *Met Monday, July 20, 2015.*
 - *Discussed "Project Search" which prepares students for the business world.*
 - *Recognized passing of NL Board Director, Jack Follweiler*
 9. Solicitor's Report – Attorney William Schwab
 - *Written report via email.*
 - *Tomorrow night UCC code meeting at the borough at 6:00 p.m. District needs to get a waiver to put in the double-doors at MS & HS for security purposes. It is considered an addition.*
 10. Building/Grounds Report - Mr. Wentz
 - *Met on Tuesday, July 14, 2015.*
 - *Discussed grass-cutting at outlying elementary buildings. Doing an excellent job.*
 - *Netting has been installed on the HS Scoreboards.*
 - *The HS gym floor has been refinished.*
 - *Banner-field edger has arrived.*
 - *Talking to Blocker's to order an Athletic Trainer/Maintenance vehicle/ATV.*
 - *Next schedule meeting is Tuesday, August 11, 2015.*
 11. LCCC – Mr. Stern – No Report
 12. Academic Affairs Committee Report – Mrs. Bowman
 - *New elementary reading series is ready.*

- *Next meeting is August 4, 2015.*
- 13. Policy Committee Report - Mrs. Bowman
 - *Met on July 7, 2015.*
 - *Discussed policy of distribution of materials.*
 - *Custodial responsibilities- if they are taking precedent with volunteer organizations.*
 - *Lunch procedures in handbooks.*
 - *Policy for suicide prevention.*
 - *Meeting again in September.*
- 14. Athletic Committee Report - Mr. Wentz – Presentation
 - *Happy to report another former student-athlete, Jacen Nalesnik, has helped Lehigh University Baseball team to a playoff berth.*
 - *Meet the Tribe – Wednesday, August 26, 2015, at the stadium for all fall sports.*
 - *Met on July 21, 2015, at 9:00 a.m. with all the booster clubs that will be involved with the stadium for the concession stands. Everyone was pleased and excited.*
 - *Next meeting August 11, 2015.*
- 15. Wellness Committee Report – Mr. Almer
 - *We will meet in August to go over the menus.*
 - *Vo-Tech will be offering a Serv-Safe course in spring. Might be something we can offer to the booster clubs.*

Approval of Minutes

MOTION by Mr. Stern, SECONDED by Mr. Wentz to approve the Minutes of the June 22, 2015, regular meeting.

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

MOTION by Mr. Stern, SECONDED by Mr. Wentz to approve the Minutes of the July 15, 2015, workshop meeting.

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

Financial Matter

Activities Report MOTION by Mr. Yenser, SECONDED by Mr. Stern to approve the Lehigh Area Middle School Activities Fund for June 2015.

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

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

General Fund	\$ 2,457,442.03
--Benefits	\$ 548,160.08
--Payroll (June)	\$ 1,472,172.33
--Debit Card	\$ 637.94
Food Service Fund	\$ 89,024.64
Capital Reserve	\$ 18,217.10
Athletic Fund	\$ 40,680.28
Capital Proj. Funds	<u>\$ 27,944.00</u>
Total	\$ 4,654,278.40

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

Unrestricted Fund Bal. Payments MOTION by Mr. Stern, SECONDED by Mr. Yenser upon recommendation of the Finance Committee, to approve payment of the following projects from the Un-Restricted Fund Balance:

1. Barry Isett & Associates, Inc. -

Stadium (May 1-May 31, 2015)	\$54,125.51
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VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

2. Recommended by Barry Isett & Associates, Inc. and Quandel for payment to CMG of Easton, Inc.-

Stadium (May 27, 2015-June 30, 2015) (legal hold - pending of solicitor follow-up)	\$125,600.00
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VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

**Construc.
Accounts
Payments**

MOTION by Mr. Stern, SECONDED by Mr. Wentz upon recommendation of the Finance Committee, to approve payment on the following projects from the corresponding construction accounts:

1. EI Associates:

High School (June 1-30, 2015) \$10,975.00
Bid Phase 50% Complete

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

2. EI Associates:

High School (June 1-30, 2015) \$23,047.50
Construction Doc Phase 100% Complete

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

3. EI Associates:

Middle School (June 1-30, 2015) \$12,475.00
Construction Doc Phase 100% Complete

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

4. EI Associates:

Elementary (June 1-30, 2015) \$69,965.00
Design Development 79.5% Complete

VOTE: YES - 7 NO - 1 ABSENT - 1 ABSTENTIONS - _____
Motion carried.

5. Quandel:

Middle School, High School and
All Construction Projects
(June 1-30, 2015) \$4,750.00

VOTE: YES - 7 NO - 1 ABSENT - 1 ABSTENTIONS - _____
Motion carried.

6. JMSI:

JMSI Environmental Middle School Asbestos Abatement project design. Billing for asbestos abatement project management and associated air monitoring as outlined on the invoice attachment June 29-July 16, 2015.

Invoice #0715-18

Total \$10,825.00 less the 3%

Amount to pay \$10,500.25

VOTE: YES - 8 NO - 0 ABSENT - 1 ABSTENTIONS - _____

Motion carried.

**Treasurer's
Report**

MOTION by Mr. Stern, SECONDED by Mr. Wentz to approve the following reports:

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

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____

Motion carried.

**Per Capita/
Occ. Tax
Approved**

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

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____

Motion carried.

**Discovery
Streaming
Approved**

MOTION by Mr. Wentz, SECONDED by Mr. Stern to approve the Agreement 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 \$1,003.62 for the 2015-2016 school year.

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____

Motion carried.

L. Welkey MOTION by Mr. Yenser, SECONDED by Mr. Stern to approve **Laura Welkey** to
Conf. attend the 2015 National EdTA (Educational Theatre Association) Conference , St.
Approved Petersburg, FL, October 1-4, 2015 at a cost of **\$445.00** (registration & flight).
Funding through the Middle School Budget 2015-16.

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

WTI MOTION by Mr. Sern, SECONDED by Mr. Ahner to approve the contract with WTI
Gen. Serv. General Services (TREMCO) for warranty of the roofs at all elementary buildings at
Contract a cost of **\$71,080.00**, as per agreement along with clarification letter.
Approved

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

CLIU MOTION by Mr. Stern, SECONDED by Mr. Yenser to approve the agreement with
TransPerfect CLIU #21 for TransPerfect Remote Interpreters Products and Services for the 2015-
Approved 16 school year for language interpreting related services.

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

C-M-P MOTION by Mr. Ahner, SECONDED by Mrs. Nothstein to approve the Letter of
D&A Agreement between the Carbon-Monroe-Pike Drug and Alcohol Commission, Inc.
Approved and the Lehigh Area School District for Drug and Alcohol SAP/Intervention
Services for school year 2015-16. This agreement will allow CMP D&A to provide
one day of these services weekly to the district for a total of **\$7,000.00**.

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

CLIU MOTION by Mr. Yenser, SECONDED by Mr. Stern, to approve the CLIU contract
PowerSchool for PowerSchool Hosting and Support for the 2015-2016 & 2016-2017 School Years,
Hosting in the amount of **\$58,802.50** beginning 08/01/2015 and ending 06/30/2017.
Approved Funding through Technology Budget 2015-2016.

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

BHA Cost MOTION by Mr. Stern, SECONDED by Mr. Yenser, upon recommendation of the
Savings Finance Committee, to participate and sign up for the BHA "Cost Savings
Approved Program".

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

Food Service Fund Trans. Approved MOTION by Mr. Ahner, SECONDED by Mr. Wentz, to authorize a transfer from the General Fund to the Food Service Fund in the amount of \$4,911.63 to close out the 2014-2015 school year.

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

Personnel

2015-2016 Subs. Appr. MOTION by Mr. Stern, SECONDED by Mr. Yenser to approve the attached list of candidates for the 2015-2016 Substitute list pending clearances.

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

Ex. Curr. Approved MOTION by Mr. Stern, SECONDED by Mr. Yenser to approve the 2015-2016 Extra-Curricular & Athletic hires (per attachments).

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

Coursework Approvals MOTION by Mr. Stern, SECONDED by Mr. Ahner to approve the following requests for pre-approval of courses/Programs of Study for continuing education:

1. **Diane Schnell** - August 24, 2015 – December 11, 2015/Reed 526 Organization, Implementation, and Evaluation of School Reading Programs – On-line
2. **Erica Pagotto** - September 17, 2015-December 10, 2015/ED512: Social Foundations
3. **Michael Feifel** - July 27, 2015-August 6, 2015/ASH502 050 American Founding
4. **Drewann Troutman** – September 15, 2015-December 8, 2015 – ED526 Internet Literacy for Educators
5. **Sarah (Devitt) Dunchack** - September 15, 2015-December 8, 2015 – ED526 Internet Literacy for Educators
6. **Justin Fritz** – August 24, 2015-December 12, 2015 – SPED-648-89 Clinical Practicum

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

FMLA
Approved MOTION by Mr. Stern, SECONDED by Mr. Yenser to acknowledge FMLA leaves for the following employee, not to exceed 12 weeks:
1. **Employee #1324** – effective June 15, 2015

VOTE: YES - 8 NO - ABSENT - 1 ABSTENTIONS -
Motion carried.

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

1. **Jerilynn Derhammer** – Summer Cleaner – effective immediately
2. **Tyler Dietz** – Summer Worker – effective immediately
3. **Tami Hunsicker** – Part-Time Cleaner – effective July 1, 2015
4. **Richard Hunsicker** – Utility Custodian – effective July 15, 2015
5. **Sherry Andrews** – Lunch-Time Aide at SD – effective immediately

VOTE: YES - 8 NO - ABSENT - 1 ABSTENTIONS -
Motion carried.

Barowski
Ex. Curr.
Resignation
Approved MOTION by MR. Stern, SECONDED by MR. Holland to accept the resignation from **Robert Barowski** for the following extra-curricular positions for the 2015-16 school year:

1. **Stage Manager** – High School
2. **Student Council** – High School
3. **Drama/Theatre** – High School

VOTE: YES - 8 NO - ABSENT - 1 ABSTENTIONS -
Motion carried.

L. Dietz
Hiring
Approved MOTION by Mr. Wentz, SECONDED by Mr. Ahner to approve the recommendation to hire the following employees in accordance with the respective contracts, pending clearances:

1. **Louann Dietz** – Middle School ELA Teacher – Master’s Step 3 (\$41,875) effective beginning of the 2015-16 School Year

VOTE: YES - 8 NO - ABSENT - 1 ABSTENTIONS -
Motion carried.

Supt. Auth.
To Hire
Approved MOTION by Mr. Stern, SECONDED by Mr. Yenser to authorize the Superintendent to hire individuals needed in order to be staffed for the opening of the 2015-2016 school year.

VOTE: YES - 8 NO - ABSENT - 1 ABSTENTIONS -
Motion carried.

Miscellaneous

Ex. Curr/ Ath. Code Approved

MOTION by Mr. Stern, SECONDED by Mr. Holland to approve the Lehighon Extracurricular/ Athletic Code of Conduct for the 2015-2016 school year.

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

Elementary Handbook Rev. Appr.

MOTION by Mr. Stern , SECONDED by Mr. Yenser to approve the revisions to the Elementary Handbook for the 2015-2016 school year.

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

Programs

Use of School Property Approved

MOTION by Mr. Ahner, SECONDED by Mrs. Nothstein to approve Use of School Property for:

1. CCTI/GED Prep Courses (Heather Mullen) - September 14-December 14, 2015 (Mondays & Wednesdays, 5:30 p.m.-9:15 p.m.) to use MS classroom and computer lab - Requesting room fees waived
2. Lehighon Rotary Club and LAHS Interact Club (Michael Heery)- November 7, 2015 (7:00 a.m.-5:30 p.m.) to use the HS gym, auditorium, and refreshment stand for the Lehighon Handmade Holiday Craft Show - Requesting fees waived
3. Dance with Kim (Kimberly Semmel) - May 21 & 22, 2016 (9:00 a.m.-7:00 p.m. & 11:00 a.m.-5:00 p.m.) - to use the HS auditorium and classrooms for 29th Annual Production (Alternate dates of June 10 & 11, 2016)
4. East Penn PTO (Tammy Steele) - September 12, 2015 (5:00 p.m.-9:30 p.m.) to use EP multi-purpose room and outside fields for PTO picnic and outdoor movie
5. East Penn PTO (Tammy Steele) - Sept. 1, Oct. 1, Nov. 4, Dec. 1, Jan.6, Feb. 4, March 1, April 6, May 5 (6:30 p.m.-8:30 p.m.) EP library for PTO meetings
6. Good News Club (Debra Siglin) - October 1, 2015 - April 28, 2016 (3:15 p.m.-4:45 p.m.) to use MA multi-purpose room.
7. Good News Club (Allyson Carter) - September 29, 2015 - April 26, 2016 (3:15 p.m.-4:45 p.m.) to use SD classroom (s).
8. Daisy Troop (Melissa Linko) - Wednesdays-September 2015-June 2016 (3:15 p.m.-4:30 p.m.) to use MA multi-purpose room.

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

Elementary A.S. Det. Approved MOTION by Mr. Stern, SECONDED by Mr. Wentz to approve the After-School Detention program at all elementary buildings.

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

Old Business for Discussion -

William Hill – On 7/21/15 wrote a check to Borough of Lehigh for \$20,636.51 and on 7/17/15 wrote one for \$26,722.91. What was this for? Is this for what is going on?

Atty. Schwab – Can't say what the checks are for, but there are 2 things going on. Safety double entrances for the UCC hearing and the borough has also asked for a deposit to bring the electric in. I don't think these are the numbers for those bills.

William Hill – I've just got a problem with being on the borough electric with these projects.

New Business for Discussion

Larry Stern – Resigning from the LCCC Board of Trustees as a Lehigh representative due to work constraints.

Gloria Bowman – Thank you for your service. To complete that appointment, I will be appointing Dave Krause to complete the term until June of 2018.

William Hill – The bills coming in from contractors – have yet to see a prevailing wage rate posted. Need a copy for each board member.

Atty. Schwab – Prevailing wage is in the business office. It is part of the contract. You've contracted with Quandel to verify this.

Brian Feick – It is part of the contract. They know they have to supply certified payrolls.

Jonathan Cleaver – This is also part of our auditing process.

Courtesy of the floor / Public Comment

Adjournment

Next regular scheduled meeting is the regular meeting on Monday, August 24, 2015.

MOTION by Mr. Ahner, SECONDED by Mr. Wentz to adjourn the meeting at 8:33 p.m.

VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

Respectfully submitted,



Brian Feick
Board Secretary

(Minutes of July 27, 2015 includes Pages 1 through 12)