

Lehighton Area School District

Lehighton, Pennsylvania

Regular Meeting of School Board
Monday, December 22, 2014 at 7:00PM
Executive Session @ 5:45 PM

Minutes

Pledge of Allegiance

**** A moment of silence for the accident victims from Lehighton & Palmerton ****

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
Ms. Tina Holmes, Asst. Business Manager	X	☐
Mr. Jonathan Cleaver, Superintendent	X	☐
Attorney William Schwab, Solicitor	X	☐
Ms. Bonnie Cortese, Recording / Asst. Bd. Sec.	X	☐

****Notice of Executive Session - Personnel and Litigation Issues**

Public Comment on Agenda - None

Presentations -

1. Jonathan Cleaver / EI Associates - Building Project Update

- *PlanCon D & E - February 2015*
- *Estimated Budget*
- *Geothermal vs. traditional heat systems*
- *Staff / Student Charrettes*

Elementary Center

- *Alternate site*
 - *Difficult to get all on that site*
 - *Water*
 - *Driveway right away*
- *Proposed site*
 - *Site utilities in close proximity*
 - *Expansion of existing storm water drainage*
 - *Only one field impacted*
 - *Busing shared with high school*
 - *Turning lane*
- *2 stories : 1st floor - Primary (K,1,2)*
2nd floor - Elementary (3,4,5)

Middle School

- *Open up foyer - remove team room*
- *Revise office area / guidance / cafeteria*

High School

- *Revise entry (security) - office area*
- *Weight room as tall as gym - possible 2nd floor*

HVAC Systems

- *Boiler / Electric*
- *Boiler / Gas*
- *Traditional WSHP*
- *GeoThermal WSHP*
- *Water source heat pumps - Recommended*
- *Traditional - use boiler tower*
- *GeoThermal - no boiler (\$550,000 more to redo parking area / test sites)*
- *Need to watch LEED points when making decision*

Middle School - Board is ok with traditional / boiler tower for purpose of formulating a budget. Will not proceed with test borings.

High School - Technical study will be brought back on January 12, 2015.

Communications -

1. Superintendent's Report – Mr. Cleaver
 - *Congratulations to students on all levels for great holiday programs.*
 - *MS Asbestos Abatement project moving forward. Thanks to MS staff for cooperation.*
 - *Continue to work with design teams regarding the three facility projects. Spent time with four elementary school students from grades K-4 to get their thoughts on the new elementary center. Focused on three areas Community, Nature and Learning Spaces.*
 - *New laws regarding clearances for school employees and volunteers. New regulations require every school employee to get new clearances every three years. The policy committee will work on developing an updated policy that will incorporate the new state regulations.*
2. Finance Report – Ms. Holmes
 - *Bid Limit - \$19,400*
 - *Coop - \$10,500*
 - *PSER - 25.84% up from 2014 19.80*
3. Board President's Report – Mrs. Bowman
 - *Congratulations to Connie Alner and Lory Frey - passing State tests*
 - *Annual Board Report on website*
 - *Cafeteria program on website*
 - *Technology survey on website*
 - *MS - using a school-wide incentive program*
 - *HS - congratulations to staff for supporting an out-of-pocket lunch for students who were advanced or proficient on the Keystones prior to their senior year.*
 - *Changes made for NHS - Following new guidelines to meet national standards - Induction January 24th.*
 - *Curriculum overview - invited Board*
 - *Dawn Turrito (D & A) - meeting with staff on all levels*
4. Leighton Memorial Library Report – Mrs. Nothstein
 - *Meeting on 12/17/2014*
 - *Bathroom renovation*
 - *State aide plan submitted*
 - *Pre-School story hour (Wednesdays in a.m.)*
 - *Next meeting 1/29/2015 at 7 p.m.*
5. Legislative Policy Committee of PSBA Report – Mr. Alner - None
6. Title I Advisory Committee Report – Mrs. Bowman
 - *November's meeting was rescheduled.*
 - *Next meeting - 1/23/2015 - 7:45 a.m.*
7. CCTI Report – Mr. Yenser
 - *Thanks to Mr. Cleaver for holding Superintendent of Record - Term ends 12/27/2014.*
 - *Holiday programs completed*
 - *District / State competitions in progress*
8. CLIU Report – Mr. Wentz
 - *Hearing impaired students gave a presentation at our last meeting.*
 - *Next meeting - 1/29/2015*

9. Student Representative Report – Britani Graver
 - Red Cross - 68 units of blood
 - Christmas caroling
 - Student Council helped the FR Lions Club with the Festival of Lights
 - FBLA - State Competition in April at Hershey
 - 1/6/2015 - Financial Aid Information Session at 6:30 p.m.
 - 1/21/2015 - Grade 11 - State Mandated Physicals
 - 1/22/2015 - Carbon Co. Friends of Animals presentation 1:45 p.m.
 - 1/24/2015 - NHS Induction 10 a.m.
10. Solicitor's Report – Attorney William Schwab - written
11. Building/Grounds Report - Mr. Wentz
 - Meeting 12/16/2014 - 7:30 a.m.
 - Replace MS furnace coil
 - Lighting at FR Elementary (rear building)
 - Joe Hauser will contact AmeriGas to remove tanks at Franklin
 - Lawn care will be on tonight's agenda
 - Intent to hire college summer workers earlier
12. LCCC – Mr. Stern
 - President's Desk Publication emailed to Board Members
 - Resolution on tonight's agenda for pre-approval from cooperating districts should property become available for sale/lease.
13. Academic Affairs Committee Report – Mrs. Bowman
 - New reading series will be proposed on tonight's agenda. Journeys from Houghton-Mifflin. Grade 5 will be proposed for the 2016-2017 school year.
 - MS Spanish for selected Grade 8 students.
 - HS adding photography art class
 - Tech Ed. will receive a 3D printer
 - Business classes - gaming / programming.
 - In-Service 1/19/2015
14. Policy Committee Report - Mrs. Bowman
 - Meeting - 1/4/2015
 - Changes in clearance regulations will be looked at
 - Home School Students - extra-curricular transportation / New law - evaluator reports to superintendent / no portfolios
15. Athletic Committee Report - Mr. Wentz
 - Boys' Basketball - undefeated / Next game with Tamaqua
 - Wrestling 12/28 & 29/2014 - Tournament at Liberty HS
 - Next Meeting - 1/13/2015 - 7:30 a.m.
16. Wellness Committee Report – Mr. Almer
 - No meeting this month.
 - 4/16/2015 - Get Fit in Carbon County

Approval of Minutes -

MOTION by Mr. Stern, SECONDED by Mr. Ahner to approve the Minutes of the December 1, 2014, re-organization meeting.

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

Motion carried.

Financial Matter -

Activities Fund MOTION by Mr. Stern, SECONDED by Mr. Wentz to approve the Lehigh Area High School Activities Fund for November 2014.

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	\$ 2,887,999.04
--Benefits	\$ 544,303.78
--Payroll (November)	\$ 1,334,676.62
--Debit Card	\$ 4,283.88
Food Service Fund	\$ 60,003.39
Capital Reserve	\$ <u> </u>
Athletic Fund	\$ 22,865.64
Athletic Proj. Fund	\$ <u>51,181.20</u>
Total	\$ 4,905,313.55

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

Motion carried.

Project Professional Service Contracts MOTION by Mr. Stern, SECONDED by Mr. Wentz to approve the following payments on Project Professional Service Contracts:

1. **JMSI Environmental - Middle School Asbestos Abatement Project Design**
Completion of asbestos abatement project management and associated air monitoring:

<u>Invoice #1214-32</u>	\$19,325.00
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2. **Barry Isett and Associates -**
Project No. 01021512.009
Invoice Number 0095117

Civil Design	Budget Amount: \$45,000.00 Total paid to date \$32,400.00 Current Invoice Amount \$11,255.56 (97% complete)
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Reimbursable Exp.	\$5.56
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NPDES	Limit \$12,000.00 Total paid to date \$5,930.50 Task Amount \$200.00
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Structural Services	(Spillman Farmer Architects) \$9,257.50
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Reimbursable Exp.	\$35.84 Task Amount \$9,293.34 Total Invoice \$20,748.90
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Total Invoice	\$20,748.90
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Project No. 01057414.000
Invoice Number 0095379

Municipal Services	\$4,502.50
Construction Adm.	<u>\$ 913.75</u>
Total Invoice	\$5,416.25

Project No. 01057414.000
Invoice Number 0095717

Municipal Services	\$ 0.00
Construction Adm.	<u>\$1,306.03</u>
Total Invoice	\$1,306.03

3. **EI Associates -**

Middle School Project \$74,850.00 budgeted
50% complete invoiced - September 5, 2014 - \$37,425.00
100% complete invoiced - October 27, 2014 - \$37,425.00
ACE Grant - Middle School Invoice P10000012454 - \$544.57
ACE Grant - Middle School Invoice P10000012495 - \$5,590.72

High School - Schematic Design

High School Project \$65,850.00 budgeted

100% complete invoiced - October 27, 2014 - \$32,600.12

LEED for School Registration Green Building Institute

Invoiced September 25, 2014 - \$900.00

ACE Grant - High School Invoice P10000012493 - \$5,269.36

Invoice September 25, 2014 - \$544.57

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

**Treasurer
Reports**

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. Food Service Fund

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

**Per Occup/
Cap. Tax
Exemptions**

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

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

**No. Dev.
Corp. RE
Tax
Refund**

MOTION by Mr. Stern, SECONDED by Mr. Wentz to refund Real Estate Tax for year 2014 in the amount of \$3,509.57 to Northland Development Corporation, as per Court Stipulation.

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

**Elem. Math
Series
Purchase
Approved**

MOTION by Mr. Ahner, SECONDED by Mr. Wentz to approve the purchase of the Houghton Mifflin Harcourt (HMH) Reading Series "Journeys" K-4 in the amount of \$155,172.28. \$70,000.00 due 30 days after initial delivery and interest free deferred payments; \$42,586.14 due no later than July 1, 2015; and \$42,586.14 due no later than July 1, 2016.

Roll Call Vote:

	Yes	No	Absent	Abstention
Mr. William J. Hill, Jr., Member	X	☐	☐	☐
Mr. Stephen 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, Member	X	☐	☐	☐
Mr. Rocky Ahner, Member	X	☐	☐	☐
Mrs. Gloria Bowman, President	X	☐	☐	☐

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

**Bd. Room
Sound
System
Approved**

MOTION by Mr. Holland, SECONDED by Mr. Wentz upon recommendation of the Building and Grounds committee to approve the attached proposal (CCQ005267) from CSI Integrated Security & Communications for the Board Room Sound System at a cost of \$11,387.00 through COSTARS Purchasing Program.

Roll Call Vote:

	Yes	No	Absent	Abstention
Mr. Andrew Yenser, Member	X	☐	☐	☐
Mr. Rocky Ahner, Member	☐	X	☐	☐
Mr. William J. Hill, Jr., Member	☐	X	☐	☐
Mr. Stephen Holland, Member	X	☐	☐	☐
Mrs. Lori Nothstein, Member	☐	X	☐	☐
Mr. Hal Resh, Member	☐	☐	X	☐
Mr. Larry Stern, Vice-President	X	☐	☐	☐
Mr. Wayne Wentz, Member	X	☐	☐	☐
Mrs. Gloria Bowman, President	X	☐	☐	☐

VOTE: YES - 5 NO - 3 ABSENT - 1 ABSTENTIONS -
Motion carried.

**Lawn
Mowing
RFP's
Rejected**

MOTION by Mr. Stern, SECONDED by Mr. Hill to reject all lawn mowing service proposals (RFP) received December 15, 2014 and advertise for new proposals and declare the current provider in default for not providing timely documentation.

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

Personnel -

**Substitutes
Hired** MOTION by Mr. Stern, SECONDED by Mr. Holland to approve the attached list of candidates for the 2014-2015 Substitute list pending clearances.

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

**Athletic
Hires** MOTION by Mr. Stern, SECONDED by Mr. Yenser to approve the **Athletic** hires for the 2014-2015 school year (per attachment).

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

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

1. **Adrienne Fedor** - Program of Study - Kutztown University - M. Ed. Art Ed.
2. **Adrienne Fedor** - January 20 - May 9, 2015 / Integrated Curriculum in the Art Classroom
3. **Adrienne Fedor** - January 20 - May 9, 2015 / Art Curriculum
4. **Beth Hudlow** - January 22 - April 23, 2015 / Action Research for Ed. Change
5. **Jeffrey Kirsch** - Program of Study - Wilkes Univ. - MS Ed. Dev. & Strategies
6. **Jeffrey Kirsch** - January 22 - April 23, 2015 / Using Assessment to Guide Instruc.
7. **Jessica McCarroll** - January 19 - March 8, 2015 / Using Assessment to Guide Instruction
8. **Craig Reichl** - Additional Program of Study - Marywood University - Pupil Services Certification
9. **Diane Schnell** - January 20 - May 9, 2015 / Assessment & Evaluation
10. **Todd Serfass** - Program of Study - Wilkes Univ. - MS Ed. Dev. & Strategies
11. **Todd Serfass** - January 22 - April 23, 2015 / Using Assessment to Guide Instruc.
12. **Amanda Yusella** - January 20 - April 21, 2015 / Multimedia Design-Digital Learning

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

**FMLA
Leaves** MOTION by Mr. Stern, SECONDED by Mr. Hill to acknowledge FMLA leaves for the following employees, not to exceed 12 weeks:

1. **Employee #118** - effective November 5, 2014
2. **Employee #206** - effective January 2, 2015

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

Sabbatical Leave MOTION by Mr. Stern, SECONDED by Mr. Hill to approve a sabbatical leave for Professional Employee # 824, for the purpose of Restoration of Health, for the 2014-2015 second semester (1/16 - 6/16/15).

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

MOU to Extend J. Cleaver's Contract MOTION by Mr. Stern, SECONDED by Mr. Holland to approve the MOU between LASD and superintendent, Mr. Jonathan J. Cleaver, for a two-year contract extension, 2016-2017 and 2017-2018 at a 2.27% increase (\$132,000) and 2.22% increase (\$135,000) respectively with all other terms and conditions of employment remaining the same as the current contract."

Roll Call Vote:

	Yes	No	Absent	Abstention
Mr. Andrew Yenser, Member	X	☐	☐	☐
Mr. Rocky Ahner, Member	X	☐	☐	☐
Mr. William J. Hill, Jr., Member	☐	X	☐	☐
Mr. Stephen Holland, Member	X	☐	☐	☐
Mrs. Lori Nothstein, Member	X	☐	☐	☐
Mr. Hal Resh, Member	☐	☐	X	☐
Mr. Larry Stern, Vice-President	X	☐	☐	☐
Mr. Wayne Wentz, Member	X	☐	☐	☐
Mrs. Gloria Bowman, President	X	☐	☐	☐

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

Miscellaneous -

School Journey Requests MOTION by Mr. Yenser, SECONDED by Mr. Stern to approve the following School Enrichment Journey requests:

1. MS Grade 7 Maroon & White (Y. Sharrow / J. Yescavage) - Last week of February 2015 (8:30 a.m. - 2 p.m.) - to travel to Blue Mtn. Ski Resort for a class field trip.
2. HS - FCCLA (J. McHugh) - March 28, 2015 (9 a.m. - 1 p.m.) - to travel to the Carbon Plaza Mall to hold a fundraiser.
3. HS - FBLA (K. Mychaliszyn-Simko / T. Miller) - April 13 - 15, 2015 - to travel to the FBLA Leadership Conference.

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

**LCCC
R. Estate
Acquisition
Resolution**

MOTION by Mr. Stern, SECONDED by Mr. Yenser to approve the resolution of Lehigh Carbon Community College to preapprove real estate acquisitions.

Roll Call Vote:

	Yes	No	Absent	Abstention
Mrs. Lori Nothstein, Member	X	☐	☐	☐
Mr. Hal Resh, Member	☐	☐	X	☐
Mr. Larry Stern, Vice-President	X	☐	☐	☐
Mr. Wayne Wentz, Member	X	☐	☐	☐
Mr. Andrew Yenser, Member	X	☐	☐	☐
Mr. Rocky Ahner, Member	X	☐	☐	☐
Mr. William J. Hill, Jr., Member	X	☐	☐	☐
Mr. Stephen Holland, Member	X	☐	☐	☐
Mrs. Gloria Bowman, President	X	☐	☐	☐

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

**Approval
Combined
Property
Deed**

MOTION by Mr. Yenser, SECONDED by Mr. Wentz to request approval to authorize the Board President to sign a deed for all property parcels located on high school and administration campus into a consolidation deed with a new description. This will combine all three parcels into one deed that will cover the entire campus.

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

Programs -

**Use of
School
Property**

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

1. LASD Volleyball Team (T. O'Connor) - April 12 & 19, 2015 (5:15 - 8:30 p.m.) - to use the HS gym to hold volleyball open gym.
2. 2015 All Night Party (M. Anderson) - April 18 & 19, 2015 (snow date April 25 & 26, 2015) to use the HS gym, lobby and concession stand to hold a basket raffle.

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

Misericordia Affiliation Agreement MOTION by Mr. Hill, SECONDED by Mr. Stern to approve an Affiliation Agreement between Lehigh Area School District and Misericordia University for the purpose of providing experiential learning for Education students for the 2014-2015 school year.

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

1st Reading Policies MOTION by Mr. Stern, SECONDED by Mr. Holland to approve the 1st reading of the revisions of the following Lehigh Area School District Policies:

- #137** 1. **#137 - Home Education**
#137.1 2. **#137.1 - Extracurricular Participation by Home Education Students**

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

Snow Make-Up Days Approved MOTION by Mr. Stern, SECONDED by Mr. Yenser to approve the revision to the 2014-2015 school calendar to reflect snow make-up days to be used for the first two snow days as **February 13, 2015 and April 1, 2015**. January 2, 2015 will remain as part of the Winter Holiday including all staff to allow needed time for MS asbestos abatement.

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

Old Business for Discussion - None

New Business for Discussion -

1. CCTI - Some revisions to their school calendar.

Courtesy of the floor / Public Comment -

1. David Solt - total cost of new schools.
 - Questioned total amount to float a bond per year

Atty Schwab - Not calculated on a yearly basis.

Adjournment -

Next regular scheduled meeting is the regular meeting on Monday, January 26, 2015. Workshop meeting scheduled for Monday, January 12, 2015.

MOTION by Mr. Stern, SECONDED by Mr. Ahner to adjourn the meeting at 9:19 p.m.

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

Motion carried.

Respectfully submitted



Bonnie M. Cortese
Assistant Board Secretary

(Minutes of December 22, 2014 include Pages 1 through 13)