

Lehigh Area School District

Lehigh, Pennsylvania

Regular Meeting of School Board
Monday, September 26, 2011 at 7:00PM
Public Information Session @ 5:30PM
Executive Session @ 6:30 p.m.

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 7:08 p.m.

Roll Call -

	Present	Absent
Mrs. Tina Dowd, Member	X	☐
Mr. Duane Eidem, Member	X	☐
Mr. John T. Finnegan, Member	X	☐
Mr. William Hill, Jr., Member	X	☐
Mr. Hal Resh, Member	X	☐
Mr. Larry Stern, Vice-President	X	☐
Mr. Wayne Wentz, Member	X	☐
Mr. Andrew Yenser, Member	☐	X
Mr. Dave Krause, President	X	☐
Mr. Michael Malay Jr., Business Manager	X	☐
Mr. James Kraky, Superintendent	X	☐
Attorney William Schwab, Solicitor	X	☐
Ms. Bonnie Cortese, Recording Board Secretary	X	☐

**** Notice of Public Information Session -** Presentation by EI Associates relative to the possible Building Program (handout).

****Notice of Executive Session**

Courtesy to the Floor - None

Presentations -

1. Laura Welkey - Participation in the 9/11 Memorial Concerts in NY
2. Tim Tkach - NHS, FBLA, and Red Cross Club - Updates by Presidents of the clubs / organizations.

Communications -

1. Superintendent's Report - *Mr. Kraky*
2. Lehighon Memorial Library Report - *Mrs. Dowd*
3. Legislative Policy Committee of PSBA Report - *Mr. Krause*
4. Title I Advisory Committee Report - *Mr. Resh*
5. CCTI Report - *Mr. Yenser*
6. CLIU Report - *Mr. Eidem*
7. Student Representative Report
8. Solicitor's Report - *Attorney William Schwab*
9. Building/Grounds Report - *Mr. Stern*
10. LCCC - *Mr. Stern*

Approval of Minutes -

MOTION by Mr. Wentz, SECONDED by Mr. Finnegan, to approve the Minutes of the August 22, 2011 regular meeting, with the correction of removing names of those who voted nay, unless roll call is taken.

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

Motion carried.

Financial Matters -

Activities Report MOTION by Mr. Stern, SECONDED by Mr. Hill, to approve the Lehighon Area High School Activities Fund for August 2011.

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

Motion carried.

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

General Fund	\$ 735,619.16
Benefits	\$ 30,999.92
Food Service Fund	\$ 12,000.46
Capital Reserve	\$ _____
Athletic Fund	\$ <u>11,690.76</u>
Total	\$ 790,310.30

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

Motion carried.

**Business
Reports
Approved**

MOTION by Mr. Hill, SECONDED by Mr. Finnegan, to approve the following reports:

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

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

Motion carried.

**Per Capita/
Occ. Tax
Exemptions
Approved**

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

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

Motion carried.

**Safeway
Driving Sch.
Approved**

MOTION by Mrs. Dowd, SECONDED by Mr. Wentz, to approve a contract with Safeway Driving School program. Pending contract.

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

Motion carried.

**Coop.
Purchasing
Programs
Approved**

MOTION by Mr. Stern, SECONDED by Mr. Eidem, to approve the District's participation in the U.S. Communities and COSTARS cooperative purchasing programs.

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

Motion carried.

**Box truck
Purchase
Approved**

MOTION by Mr. Hill, SECONDED by Mr. Wentz, to approve Penske Trucking Co. for COSTAR purchasing of box truck replacement for maintenance department. Cost not to exceed \$29,900.

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

Motion carried.

K. Smith MOTION by Mrs. Dowd, SECONDED by Mr. Eidem, to approve the refund of
Tax Refund **\$244.27** to Kim Smith for the 2011 Homestead reduction. Taxpayer paid twice.
Approved
VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

J. Koons MOTION by Mr. Stern, SECONDED by Mr. Wentz, to refund Occupational Tax for
Tax Refund year 2011 to Joanne Koons in the amount of **\$122.50**. The taxpayer retired in May
Approved 2011.
VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

L. Blazek MOTION by Mr. Stern, SECONDED by Mr. Eidem, to refund Real Estate Tax for
Tax Refund year 2010 to Lois Blazek in the amount of **\$1,549.56**. Taxpayer paid taxes twice.
Approved
VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

N. Kreitz MOTION by Mrs. Dowd, SECONDED by Mr. Eidem, to refund Real Estate Tax for
Tax Refund year 2010 to Nancy L. Kreitz in the amount of **\$683.55**. Taxpayer paid taxes twice.
Approved
VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

R. McBride MOTION by Mr. Stern, SECONDED by Mrs. Dowd, to refund Real Estate Tax for
Tax Refund year 2010 to Robert McBride in the amount of **\$6,101.14**. Taxpayer paid taxes twice.
Approved
VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

Adult/Staff MOTION by Mr. Stern, SECONDED by Mrs. Dowd, to approve a staff/adult
B'fast Price breakfast price increase from \$1.50 to \$1.60 for the 2011-2012 school year.
Increased
VOTE: YES - 8 NO - _____ ABSENT - 1 ABSTENTIONS - _____
Motion carried.

Personnel –

MOTION by Mr. Eidem, SECONDED by Mr. Stern, to move items A through P in one motion:

- Coursework** (A) To approve the following professional teacher request for pre-approval
Approved of courses for continuing education:
1. **Michele Kirsch** – October 11 – December 5, 2011 / SAS for PA Educators
 2. **Larry Koons** – October 21 – 22, 2011 / From Chaos to Calm
 3. **Larry Koons** – October 21 – 22, 2011 / Dealing with Difficult Children
 4. **Joanna Kozyra-Barilla** – October 21 – November 4, 2011 / Curriculum Assessment & Instr. Strategies for Teaching Culturally & Linguistically Diverse Students
 5. **Elyse Roman** – October 29 – December 16, 2011 / Lit/Instr/Cont/Prof.
 6. **Jessica Scholl** – October 11 – December 5, 2011 / SAS for PA Educators
 7. **Cody Schuler** – October 4 – December 17, 2011 / Geometry
 8. **Jena Wassmer** – October 3 – October 29, 2011 / SAS: A Look at the Standards Aligned System
- Resignations** (B) To accept the following resignations:
Accepted
1. **Beverley Galasso** - Paraprofessional - effective **September 9, 2011**.
 2. **Mark Maholick** – Assistant Boys’ Basketball Coach (Varsity) – effective **September 14, 2011**
 3. **Ken Shankweiler** – Assistant Boys’ Basketball Coach (Freshman) – effective **August 18, 2011**
 4. **Amy Stadtmueller** – Part-time Food Service Worker – effective **August 24, 2011**
 5. **Felicia Amorim** – Elementary Social Studies Chair – effective **September 20, 2011**
- Intent to** (C) To accept the intent to retire for the following employee:
Retire
Accepted
1. **Gary Christman** – Custodian – effective **December 31, 2011**. Gary has been an employee of the District since December 11, 2006.
- FMLA** (D) To approve FMLA leave for the following employee:
Leave
Approved
1. **Employee # 74** – effective approximately November 14, 2011

Uncomp. Parental Leave Approved	(E)	To approve an uncompensated parental leave for Employee #74 which will immediately follow the FMLA leave and last until April 27, 2012 .
2011-2012 Substitutes Approved	(F)	To approve the attached list of candidates for the 2011-2012 Substitute list pending clearances.
Approval Of 2011 Summer Wt. Position	(G)	To approve Brandon Williams retroactively for the position of 2011 Summer Weight Training Advisor for hours worked at the contracted stipend amount beginning June 13, 2011 – August 5, 2011.
2011-2012 Athletic Hires Approved	(H)	To approve the attached list of Athletic hires for the 2011-2012 school year.
2011-2012 Extra-Curr. Hires Approved	(I)	To approve the attached list of Extra-Curricular hires for the 2011-2012 school year.
A. Kovatch Tenure Approved	(J)	To approve the following professional employee for tenure : 1. Ashley Kovatch – Speech Therapist – effective hire date 5/27/2008.

M. Ehrlacher (K) To approve the recommendation to hire the following candidate per the terms of the Collective Bargaining Agreement, pending updated clearances:
Approved as
Part-time
Cleaner **1. Mary Ehrlacher** – Part-time Cleaner, at an hourly rate of **\$7.47**.

T. Cunfer (L) To approve the recommendation to hire the following candidate, **Tami**
Approved as **Cunfer**, as a 12-Month, Middle School Principal's Secretary, at the
MS Principal's contracted, pro-rated salary of **\$25,060.00**, per the terms of the Collective
Secretary Bargaining Agreement, effective **September 27, 2011**.

R. Mastroddi (M) To approve the recommendation to hire the following candidate, **Rebecca**
Approved as **Mastroddi**, as an Act 93 Executive Secretary assigned to the Business Office,
Act 93 Sec. to at the pro-rated salary of **\$30,000**. Effective date to be determined. ALSO,
The Bus. Office move **Melanie Windhorn** to the position of Accountant.
& M. Windhorn
To Accountant

Conferences (N) To approve the following conferences:
Approved **1. Lisa Krause and Peggy Lampman** (MS Reading Teachers) – to attend
the KSRA Conference at the Lancaster Co. Conference Ctr., **October**
27-28, 2011 at a total cost not to exceed **\$687.96**.
2. Leon Brong (HS Social Studies) – to attend the AP Psychology
Workshop at Cedarbrook Middle School, Wyncote, on November 8, 2011,
at a cost not to exceed **\$253.00**.

D. Perkins (O) To approve **David Perkins** to attend the ACDA All-Eastern Conference. Mr.
Conference Perkins will accompany the LAHS student to Honor Choir. Cost not to
Approved exceed **\$1,240.90** (2011-12 Budget).

Sick Bank (P) To approve the Lehigh Area Educational Association to establish a sick
Approved bank for professional **employee #253**.
For Emp.
#253

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

Miscellaneous -

Homebound MOTION by Mrs. Dowd, SECONDED by Mr. Finnegan, to approve homebound
Instruction instruction for the **Student #15003**.
Approved

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

School MOTION by Mr. Wentz, SECONDED by Mr. Hill, to approve the following School
Journey Journey requests:
Requests
Approved

1. **FBLA (Kim Mychalyszyn-Simko / Matthew Fisher)** - December 20, 2011 (7:45 a.m. - 6 p.m.) to attend Region 21 FBLA Leadership Conference/Competition.
2. **EP Grades 2-4 (Teachers)** - May 2, 2012 (9:45 a.m. - 2:45 p.m.) to visit Quiet Valley Farms as a PTO funded field trip.
3. **HS Chorus (David Perkins)** - December 16 -18, 2011 (Snowdate December 19, 2011) to perform and rehearse for the Christmas Concert at the Zion UCC Church.
4. **HS Choir (David Perkins)** - February 15-18, 2012 to participate in the ACDA All-Eastern HS Honor Choir in Providence, Rhode Island.

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

Surplus MOTION by Mr. Stern, SECONDED by Mr. Finnegan, to approve the attached
Items surplus items.
Approved

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

Programs -

**Use of
School
Facilities
Approved**

MOTION by Mr. Wentz, SECONDED by Mr. Hill, to approve the following "Requests for Use of School Facilities":

1. **LASD Softball (Todd Weaver)** – Sundays – October & November 2011 (3:30 – 5 p.m.)– to use the softball field for off-season workouts.
2. **Lehighton Touchdown Club (Gary Fedor)** – Thursday, November 3, 2011 (4 – 9 p.m.) to use the HS field for a Bonfire.
3. **Lehighton Takedown Club (Fred Kemmerer, Jr.)** – Sunday, November 6, 2011 (8 a.m. – 5 p.m.) – to use the MS Gym for a Dodgeball Tournament Fundraiser.
4. **LABC Wrestling (Mike Gornick)** – to use the following:
 - a. HS Wrestling Room for practices (Various dates – November 1 – 22, 2011 – 6:30 – 8:30 pm.)
 - b. MS Wrestling Room for practices (Various dates – December 1, 2011 – February 28, 2012 – 6 – 8:30 p.m.)
 - c. HS Gym for the 3rd Annual Round Robin Tournament – Saturday, November 26, 2011 (5 – 7 p.m.) and Sunday, November 27, 2011 (6:30 a.m. – 6 p.m.)
 - d. HS Gym for home wrestling matches – Sunday, January 8, 2012 (8:30 a.m. – 5 p.m.) and January 22, 2012 (9:30 a.m. – 4 p.m.)
5. **Ss. Peter & Paul CYO Program (Phil Liszka)** – Saturday, March 3, 2012 (8 a.m. – 7 p.m.) (Snow date – Saturday, March 10, 2012) – to use the MS Gym and Cafeteria for the 8th Annual Biddy Basketball Tournament.
6. **LASD High District Corus (David Perkins)** – Sunday, May 20, 2012 (12:30 – 6 p.m.) to use the HS Auditorium/Band-Chorus Rooms for the HS Spring Concert.
7. **Dance With Kim (Kim Semmel)** – Friday, June 15, 2012 (9 a.m. – 5 p.m.) and Saturday, June 16, 2012 (10:30 a.m. – 6:30 p.m.) – to use the HS Auditorium and one classroom for the 25th Anniversary Dance Production.

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

Motion carried.

**Policy
#334.1
2nd Reading
& Adoption
Approved**

MOTION by Mrs. Dowd, SECONDED by Mr. Eidem, to approve the **2nd reading and adoption** of the Lehighton Area School District Policy **#334.1 (Sick Leave Bank)**.

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

Motion carried.

Policies # 122 & 123 2nd Reading & Adoption Approved MOTION by Mrs. Dowd, SECONDED by Mr. Eidem, to approve the **2nd reading and adoption** of the Lehigh Area School District Policies **#122 (Extra-Curricular Activities) and #123 (Interscholastic Athletics)**.

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

Jr.-Sr. Prom Approved MOTION by Mr. Hill, SECONDED by Mr. Wentz, to approve the **Junior-Senior Prom** at the Hotel Bethlehem in Bethlehem, PA, on Friday, May 11, 2012, 5-10p.m.

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

Basketball Practice Approved MOTION by Mr. Stern, SECONDED by Mr. Eidem, to approve the Boys' Basketball team to practice on Sunday, November 20, 2011, due to the Thanksgiving holiday.

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

Strategic Plan Revisions Acknowledged MOTION by Mr. Stern, SECONDED by Mr. Wentz, to acknowledge the revisions made to the Lehigh Area School District Strategic Plan. (Highlights in Packet)

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

District Student Teachers Acknowledged MOTION by Mr. Hill, SECONDED by Mrs. Dowd, to acknowledge the following individuals as student teachers in our District:
1. **Brianna Famularo** (ESU Student) - Assigned to Mr. Lopata (MS) 8/29 -10/14/11
2. **Robert Sadler** (ESU Student) - Assigned to Mr. Mushrush (MS) 8/29 - 10/16/11
3. **Danielle Sumrell** (Univ. of Phoenix Student) - Assigned to Miss Miller (MA) 9/6 - 12/2/11

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

Old Business for Discussion - None

New Business for Discussion -

1. Addendum -

MOTION by Mr. Eidem, SECONDED by Mr. Stern, to move items A through D in one motion:

Payment Of Bills	(A)	To approve the additional Payment of Bills:	
		General Fund	\$ 421,010.21
		---Health Benefits	\$ -----
		Food Service Fund	\$ 5,148.48
		Capital Reserve	\$ -----
		Athletic Fund	\$ -----
		Total	\$ 426,158.69

**FMLA
Leave
Approved** (B) To approve FMLA Leave for **Employee #253**, effective **September 28, 2011**.

**Use of
School
Facilities
Approved** (C) To approve the following "Requests for Use of School Facilities":
1. LAHS Boys Soccer Alumni (Cathy Plocinik) - October 9, 2011 (2-4 p.m.)
to use the high school soccer field for the purpose of a Soccer Alumni Game.

**D. Ondusko
Lunch-time
Aide Resigned** (D) To accept the resignation of **Deborah Ondusko**, Lunch-time Aide at East Penn Elementary, effective September 23, 2011.

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

2. Addendum (2) -

EI Contract MOTION by Mr. Eidem, SECONDED by Mr. Finnegan, to approve the EI contract as **Approved** approved by the solicitor.
By Solicitor

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

Adjournment -

Next meeting is a regular meeting scheduled for Monday, October 24, 2011.

MOTION by Mr. Eidem, SECONDED by Mr. Hill, to adjourn the meeting at 7:55 p.m.

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

Respectfully submitted



J. Michael Malay, Jr.
Board Secretary

(Minutes of September 26, 2011 include Pages 1 through 12)