

Lehigh Area School District

Lehigh, Pennsylvania

Regular Meeting of School Board
Monday, January 23, 2017, at 7:00 PM

Executive Session @ 5:30 PM

Agenda

I. Pledge of Allegiance

II. Call to Order

III. Roll Call

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

**Notice of Executive Session

IV. Presentations

1. Educare - Ms. Deb McKain
2. NAEP Test - Mrs. Patti Ebbert

V. Public Comment on Agenda

VI. Communications

1. Superintendent's Report – *Mr. Cleaver*
2. Student Representative Report – *High School Student*
3. Finance Report – *Mr. Feick*
4. Board President's Report – *Mrs. Bowman*
5. Lehigh Memorial Library Report – *Mrs. Duerst/Mr. Yenser*
6. Legislative Policy Committee of PSBA Report – *Mr. Krause*
7. Title I Advisory Committee Report – *Mrs. Bowman*
8. CCTI Report – *Mr. Yenser*
9. CLIU Report – *Mr. Wentz*
10. Solicitor's Report – *Atty. William Schwab*
11. Building/Grounds Report – *Mr. Holland*
12. LCCC – *Mr. Krause*
13. Academic Affairs Committee Report – *Mr. Stern*
14. Policy Committee Report – *Mr. Krause*
15. Athletic Committee Report – *Mr. Wentz*
16. Wellness Committee Report – *Mrs. Duerst*

VII. Approval of Minutes

- A. MOTION by _____, SECONDED by _____ to approve the Minutes of the December 5, 2016, regular meeting. (Enc. 1 – White)

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

- B. MOTION by _____, SECONDED by _____ to approve the Minutes of the January 9, 2017, workshop meeting. (Enc. 2 – White)

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

VIII. Financial Matter

- A. MOTION by _____, SECONDED by _____ to approve the Lehigh Area High School and Lehigh Area Middle School Activities Fund for November & December 2016.

(Enc. 3 – Gold)

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

B. MOTION by _____, SECONDED by _____ to approve the Payment of Bills:
 December (Enc. 4 - Blue)

General Fund	\$ 2,588,632.42
--Benefits	\$ 549,844.13
--Payroll (November)	\$ 1,346,140.39
--Debit Card	\$ 5,465.69
Food Service Fund	\$ 139,833.32
Capital Projects	\$ 601,193.02
Athletic Projects	\$ 2,789.82

January

General Fund	\$ 616,418.09
--Benefits	\$ 4,664.16
-- Payroll (December)	\$ 1,347,685.44
--Debit Card	\$ 0.00
Food Service Fund	\$ 60,108.89
Capital Projects	\$ 2,413,647.44
Athletic Projects	\$ 0.00
Total (Dec. & Jan.)	\$ 9,676,422.81

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

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

C. MOTION by _____, SECONDED by _____ to authorize Business Administrator to sign service extension agreement with UGI for the new elementary center.

(Enc. 5 - Green)

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

D. MOTION by _____, SECONDED by _____ to approve payment on the following projects from the corresponding construction accounts for a total of **\$1,516,803.82** pending documentation verification and solicitor review:

1. Stadium Project

Barry Isett & Associates, Inc. Invoices #0110369, #0110842 \$ 6,300.85

2. Middle School

Albarell Electric, Inc. App #5 \$126,609.35

McClure Company App #8 \$ 67,737.00

Jay R Reynolds, Inc. App #10 \$ 19,477.19

Quandel App #23 \$ 11,030.33

EI Associates Invoice #P10000013507 \$ 4,363.16

JMSI Environmental Corp Invoice #0117-06 \$ 1,018.50

\$230,235.53

3. High School

Albarell Electric, Inc. App #5 \$ 118,883.00

McClure Company App #8 \$ 35,908.32

Jay R. Reynolds, Inc. App #9 \$ 714.87

Quandel App #23 \$ 11,030.33

JMSI Environmental Corp \$ 1,629.60

EI Associates Invoices # P10000013505, #P10000013504 \$ 5,914.08

\$ 174,080.20

4. Elementary Center

UGI Utilities, Inc. (establish service connection) \$ 50,343.00

EI Associates Invoices # P10000013502, #P10000013504 \$ 25,446.49

Barry Isett & Associates Invoice #0111324 \$ 2,075.00

Quandel App #23 \$ 11,030.34

Lobar Inc., App #2 \$1,015,447.27

Lehighon Water Authority Invoice # 16 \$ 1,845.14

\$1,106,187.24

(Enc. 6 - Green)

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

E. MOTION by _____, SECONDED by _____ 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

(Enc. 7 - Green)

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

F. MOTION by _____, SECONDED by _____ to approve exemptions from Per Capita and/or Occupational Tax per the attached list. (Enc. 8 - Green)

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

G. MOTION by _____, SECONDED by _____ to approve the bids on property as follows in the County's Repository for Unsold Properties:

1. Bid of \$ 960.00 on property, Map Number 70A13-28-K13.01.
2. Bid of \$ 960.00 on property, Map Number 70A13-28-K14.
3. Bid of \$ 960.00 on property, Map Number 70A13-28-K15.
4. Bid of \$ 1,500.00 on property, Map Number 55A-50-B51.

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

H. MOTION by _____, SECONDED by _____ to approve the Tax Collector Compensation Resolution # 16/17 - #02. (Enc. 9 - Green)

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

I. MOTION by _____, SECONDED by _____ upon recommendation by the Finance Committee to approve the Act 1 resolution (16/17-#03) to stay under the index as well as recommending no tax increase for the 2017-2018 school fiscal budget year.

(Enc.10 - Green)

Roll Call Vote:

	Yes	No	Absent	Abstention
Mr. Richard R. Beltz, Member	☐	☐	☐	☐
Mrs. Stacey L. Duerst, Member	☐	☐	☐	☐
Mr. Duane R. Eidem, Member	☐	☐	☐	☐
Mr. Stephen Holland, Member	☐	☐	☐	☐
Mr. David Krause, Vice-President	☐	☐	☐	☐
Mr. Larry Stern, Member	☐	☐	☐	☐
Mr. Wayne Wentz, Member	☐	☐	☐	☐
Mr. Andrew Yenser, Treasurer	☐	☐	☐	☐
Mrs. Gloria Bowman, President	☐	☐	☐	☐

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

- J. MOTION by _____, SECONDED by _____ to appoint the following delegates to the Carbon County Tax Collection Committee of Delegation Resolution:
1. **Tina Champ**, Delegate
 2. **Melissa Wagner**, Alternate Delegate

(Enc. 11 – Green)

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

- K. MOTION by _____, SECONDED by _____ to approve the annual Tax Collector's reports for East Penn Twp., Franklin Twp., Lehighton Borough, Parryville Borough, Mahoning Twp. and Weissport Borough.

Note: These reports are on file at the Administration office for your review.

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

- L. MOTION by _____, SECONDED by _____ to approve **Laura Welkey** to attend the 2017 Biennial Eastern Division Conference (NAFME) at the New Jersey Music Education Association, on April 5-8, 2017, at a cost not to exceed **\$950.00**. Funding through the 2016-17 Middle School Budget.

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

- M. MOTION by _____, SECONDED by _____ to approve **Marcus Statham** to attend the Pennsylvania Technology Expo and Conference (PETE & C) at the Hershey Lodge, February 21-24, 2017, at a cost not to exceed **\$1,500.00**. Funding through the 2016-17 Curriculum and Technology Budget.

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

- N. MOTION by _____, SECONDED by _____ to approve **Jonathan Cleaver, Suzanne Howland, and Sean LeDonne** to attend the 2017 Education Congress: Delving Deeper into the Every Student Succeeds Act at the Radisson Hotel, Harrisburg, March 29-30, 2017, at a cost not to exceed **\$1,500.00**. Funding through the 2016-17 Superintendent Budget.

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

- O. MOTION by _____, SECONDED by _____ to approve the contract with Advanced Business Equipment for a four (4) year lease beginning July 1, 2017, in the amount of **\$4,829.07** monthly, paid through the Building Level Budgets.

(Enc. 12 - Green)

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

- P. MOTION by _____, SECONDED by _____ to approve **Erica Pagotto** to be a mentor teacher for the James Madison Legacy Project, Torrance, CA, February 23-27, 2017, at a cost not to exceed **\$270.00**. All travel expenses will be covered by the Department of Education Grant except for the cost of a substitute for 3 days.

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

- Q. MOTION by _____, SECONDED by _____ to approve the retention of Portnoff Law Association Ltd. to collect the District's delinquent real estate taxes.

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

- R. MOTION by _____, SECONDED by _____ to approve the retention of Powell, Rogers, and Speaks to collect the District's delinquent per capita and occupation taxes.

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

- S. MOTION by _____, SECONDED by _____ to approve **Kali Andrew** and **Rachel Quinn** to attend the PASAP-PAMLE 2017 Conference at The Penn Stater, State College, PA, February 26-28, 2017, at a cost not to exceed **\$1,200.00**. Funding through the 2016-17 Middle School Budget.

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

IX. Personnel

- A. MOTION by _____, SECONDED by _____ to approve the attached list of candidates for the **2016-2017 Substitute List** pending clearances. (Enc. 13- Purple)

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

- B. MOTION by _____, SECONDED by _____ to approve the **Athletic/Extra-Curricular** hires for the **2016-2017** and **2017-2018** school year (per attachment). (Enc. 14 - Purple)

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

- C. MOTION by _____, SECONDED by _____ to approve the following requests for pre-approval of courses/Programs of Study for continuing education:
1. **Kali Andrew** - January 9-May 5, 2017/School Nursing
 2. **Adrienne Fedor** - January 23-May 13, 2017/Grad Seminar in Art Education
 3. **Benjamin Tkach** - March 6-April 23, 2017/Social & Ethical Issues in Online Learning
 4. **Craig Reichl** - January-May 2017/Superintendent Certification and Internship

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

- D. MOTION by _____, SECONDED by _____ to approve the following hires for the 2016-2017 School Year per the professional contract:
1. **David Hauser** - Winter School Credit Recovery/ **\$30.00** per hour for no more than 30 total hours
 2. **Jessica Schafer** - Long-Term Substitute, Spring Semester, assigned to the High School at **\$42,750.00** (Step 3, Bachelors)

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

- E. MOTION by _____, SECONDED by _____ to approve the following hires for the After School Remediation Support Program for State Tested curriculum. They will be hired at their current contracted hourly rate of **\$30.00** per hour for a total of two (2) hours per day and two (2) days per week. The program will run from January 23, 2017 to March 29, 2017.

- | | |
|----------------------|----------------------|
| 1. Sydney Schafer | 10. Jennifer Lopata |
| 2. Denise Gerber | 11. Jena Wank |
| 3. Brooke Breiner | 12. Brandi Lees |
| 4. Colleen Hoppes | 13. Jessica Habas |
| 5. Diane Brownmiller | 14. Vicky Meyer |
| 6. Norine Zehner | 15. C. Jeannie Weiss |
| 7. Jessica Grasso | 16. Theresa Kokinda |
| 8. Karen Blisard | 17. John Henne |
| 9. Jennifer Tracy | 18. Diane Schnell |

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

- F. MOTION by _____, SECONDED by _____ to acknowledge FMLA leaves for the following employees, not to exceed 12 weeks:

1. **Employee #299** – effective April 18, 2017
2. **Employee #1068** – effective April 24, 2017

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

X. Miscellaneous

- A. MOTION by _____, SECONDED by _____ to approve the following School Enrichment Journey requests:

1. **8 ACE (S. McElvar)** – February 21-22, 2017 – 7:30 a.m.-3:30 p.m. – to travel to Tamaqua High School (School Van)
2. **LAMS – Grade 7 (Y. Sharrow, J. Yescavage)** – February 28, 2017 – 8:30 a.m.-2:00 p.m. – to travel to Blue Mountain Ski Resort (PTO Sponsored)
3. **SuccessMaker Winning Classes Grades K-2 (M. Volcskai)** – March 28, 2017 – 8:30 a.m.-5:00 p.m. – to travel to the Franklin Institute (NEF Sponsored)
4. **Music Express, Jr. (L. Welkey)** – March 30, 2017 – 7:15 a.m.-7:15 p.m. – to travel to New York City (Activities Account)
5. **SuccessMaker Winning Classes Grades 3-6 (M. Volcskai)** – March 30, 2017 – 8:30 a.m.-5:00 p.m. – to travel to the Franklin Institute (NEF Sponsored)
6. **7th & 8th Grade Band (B. Hudlow)** – March 31, 2017 – 7:30 a.m.-9:00 p.m. – to travel to Blue Mountain High School Intermediate Band Fest (LAMS Budget)

7. **FBLA (T. Miller, K. Kotch)** – April 3-5, 2017 – 7:00 a.m.-3:00 p.m. – to travel to Hershey for FBLA State Leadership Conference (FBLA Budget & Supplemental)
8. **5th & 6th Grade Chorus (T. Weidner)** – April 19, 2017 – 2:30 p.m.-7:00 p.m. – to travel to Revolutions Bowling in Bethlehem (Student Sponsored)
9. **SD – Grade 4 (B. Cressley, M. Dillman)** – April 20 & 21, 2017 – 10:00 a.m.-2:45 p.m. – Lehighton History Walk (No Cost)
10. **FR – Grades K-4 (C. Gandy, S. Maloney, M. Scimeca, P. Bonser, W. Bussey-Williams, L. Zimmerman, R. Roberts, M. Cox)** – April 26, 2017 – 8:45 a.m.-5:30 p.m. – to travel to Hershey Park/Chocolate World (PTO Sponsored)
11. **MA – Kindergarten (V. Kocher, M. Geiser, S. Kistler)** – April 27, 2017 – 8:45 a.m.-2:30 p.m. – to travel to the Crayola Factory (PTO Sponsored)
12. **SD – Kindergarten (D. Rakos)** – April 27, 2017 – 8:45 a.m.-2:30 p.m. – to travel to the Crayola Factory (PTO Sponsored)
13. **LAHS Chorus (J. Schafer)** – April 28, 2017 – 10:00 p.m.-6:00 a.m. – to travel to Laserdome, Manheim (Choral Boosters)
14. **6th Sense Team (S. McElvar, S. Hoffman)** – May 2 & 3, 2017 – 7:25 a.m.-3:30 p.m. – to travel to Panther Valley High School (School Van)
15. **MA – Grade 4 (R. Rupell, A. Swanson)** – May 17, 2017 – 8:45 a.m.-2:45 p.m. – to travel to Quiet Valley, Stroudsburg (PTO Sponsored)
16. **EP – Grades 3 & 4 – (M. Barilla)** – May 18, 2017 – 8:00 a.m.-4:30 p.m. – to travel to Medieval Times, Lyndhurst, NJ (PTO Sponsored)
17. **SD – Grade 4 (B. Cressley, M. Dillman)** – May 19, 2017 – 9:15 a.m.-3:00 p.m. – to travel to Zion U.C.C. Church for PA Dutch Day (No Cost)
18. **MA – Grade 3 (K. Blisard, C. Kresge)** – May 22, 2017 – 8:45 a.m.-2:30 p.m. – to travel to Lehigh Valley Zoo (PTO Sponsored)
19. **SD – Grade 3 (J. Wentz)** – May 22, 2017 – 8:45 a.m.-2:30 p.m. – to travel to Lehigh Valley Zoo (PTO Sponsored)
20. **LAHS Chorus (J. Schafer)** – May 24, 2017 – 7:30 a.m.-10:00 p.m.- to travel to New York City (Choral Boosters)
21. **SD – Grade 1 (M. Petit-Clair, J. Matika, M. Schaeffer)** – 8:45 a.m.-1:30 p.m. – to travel to ImagiNation (PTO Sponsored)
22. **SD – Grade 4 (B. Cressley, M. Dillman)** – May 31, 2017 – 7:45 a.m.-5:00 p.m. – to travel to Lancaster County (PTO Sponsored)
23. **FR – Grade 4 (D. Gerber, D. Sirsky, A. Hedash, J. Fritz)** – May 31, 2017 – 8:00 a.m.-4:30 p.m. – to travel to Lancaster County (PTO Sponsored)

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

B. MOTION by _____, SECONDED by _____ to acknowledge the following student teacher for the spring semester 2016-2017:

1. **Robert Heydt** – Kutztown University – Art – Middle School

VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTION

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **LAHS Boys' Basketball Parents Club (Corey Schaeffer)** - January 25, 2017 - 7:00 p.m. - 8:00 p.m. - High School Classroom - Parents Meeting
 2. **LAHS Boys' Basketball Parents Club (Corey Schaeffer)** - March 5, 2017 - 5:00 p.m.-8:00 p.m. - High School Cafeteria - Banquet
 3. **Mahoning PTO (Karen Shaffer)** - 1/24/17, 2/8/17, 2/15/17 - 6:00 p.m.-7:00 p.m. - Mahoning Elementary Library - Dance Committee Meetings
 4. **Mahoning PTO (Karen Shaffer)** - February 24, 2017 (Snow Date: 3/3/17) - 3:00 p.m.-9:30 p.m. - Mahoning Elementary Multi-Purpose Room & Classroom - Dance
 5. **Franklin PTO (Mindy Scheirer)** - Tuesdays & Thursdays - 1/24/17-4/8/17 - 3:15 p.m.-6:00 p.m. - Franklin Elementary Gym & Outside Fields - Run Club
 6. **LAMS PTO (Kim Nothstein)** - February 7 & March 7, 2017 - 2:30 p.m.-5:00 p.m. - Middle School - Fundraiser Pick-Up
 7. **LAHS Lehigh Takedown Club (Fred Kemmerer)** - 2/28/17, 3/28/17, 4/25/17, 5/30/17 - 6:00 p.m.-7:30 p.m. - High School Classroom - Club Meetings
 8. **LAHS Guidance (Kelli Costenbader)** - January 26, 2017 - 6:30 p.m.-8:30 p.m. - High School Auditorium - Course Selection
 9. **CMP Drug & Alcohol (Jamie Drake)** - April 13, 20, & 27, 2017 - 6:00 p.m.-8:00 p.m. - High School Auditorium - Reality & Hope Program
 10. **Shull-David PTO (Mary Lichtenwalner)** - February 10, 2017 (Snow Date: 2/24/17) - 4:00 p.m.-9:30 p.m. - Shull-David Multi-Purpose - Family Karoke Night
 11. **SWPBIS (Craig Reichl)** - March 8, 2017 - 7:30 p.m.-10:00 p.m. - High School Gym - Career Fair
 12. **LAHS Softball Parents Club (Kara Newton)** - 1/31/17 & 2/14/17 - High School Classroom - Parents Meeting
 13. **Rhythm & Sole Dance Center (Patricia Breitfeller)** - June 17, 2017 & June 18, 2017 - 7:00 a.m.-4:00 p.m. & 12:00 p.m.-5:00 p.m. - High School Auditorium & Classrooms - Dance Recital
 14. **LAHS Show Choir (Jessica Schafer)** - 1/28/17, 2/1, 4, 8, 11, 15, 18, 22/17, 3/1, 5, 7, 9, 12, 21, 23, 26, 28, 30/17 - Various times - High School Classroom - Show Choir Rehearsals

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

- B. MOTION by _____, SECONDED by _____ to approve the 1st Reading of the following Lehigh Area School District Policies:
1. **#113.3** - Confidentiality of Special Education Student Information
 2. **#351** - Drug and Substance Abuse
 3. **#904** - Public Attendance at School Events.

(Enc. 15 - Yellow)

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

- C. MOTION by _____, SECONDED by _____ to approve the Lehigh Area School District-run Lehigh Middle School Summer Wellness Program to be held July 10 – August 11, 2017, from 9 a.m. – 1 p.m. based at the Middle School.

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

- D. MOTION by _____, SECONDED by _____ to approve the community event between Lehigh Borough and our District Title I staff promoting community / parent involvement, to be held **Wednesday, June 14, 2017, (5:00 – 8:00 p.m.)** with a rain date of **Thursday, June 15, 2017**, at the Lehigh Community Pool. Needed funding to be paid through Title I, 2016-17.

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

- E. MOTION by _____, SECONDED by _____ to approve the Lehigh Area High School 2017-2018 Program of Studies.

(Enc. 16 – Yellow)

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

XII. Old Business for Discussion

XIII. New Business for Discussion

XIV. Courtesy of the floor / Public Comment

XV. Adjournment

Next workshop meeting is scheduled on Monday, February 13, 2017, and the next regular scheduled meeting is on Monday, February 27, 2017, at 7:00 p.m.

A. MOTION by _____, SECONDED by _____ to adjourn the meeting.

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

TIME: _____