

Lehigh Area School District

Lehigh, Pennsylvania

Regular Meeting of School Board
Monday, February 27, 2017, at 7:00 PM

Executive Session @ 6:00 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. **Cristi Marchetti** – *Fulbright Scholar Update*

V. Public Comment on Agenda

VI. Communications

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

VII. Approval of Minutes

- A. MOTION by _____, SECONDED by _____ to approve the Minutes of the January 30, 2017, regular meeting. (Enc. 1 – White)

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

- B. MOTION by _____, SECONDED by _____ to approve the Minutes of the February 13, 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 January 2017.

(Enc. 3 - Gold)

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

B. MOTION by _____, SECONDED by _____ to approve the Payment of Bills:

(Enc. 4 - Blue)

General Fund	\$ 1,437,845.67
--Benefits	\$ 548,660.28
--Payroll (January)	\$ 1,280,602.70
--Debit Card	\$ 1,255.76
Food Service Fund	\$ 67,932.73
Capital Projects	<u>\$ 1,511,980.06</u>
	\$ 4,848,277.20

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 approve payment on the following projects from the corresponding construction accounts for a total of **\$2,006,254.97** pending documentation verification and solicitor review:

1. Stadium Project

Pagoda Electrical, Inc. - App. #10 & #11 **\$ 53,579.73**

2. Middle School

EI Associates - Invoices - #13166, #13201, #13313, #13444, \$ 59,161.63
#13493, #13506, #13543, #13544, #13545, #13546, #13570,
#13572, #13573, #13574
W.B. Mason - Invoice #141094765 \$ 70,214.43
McClure - App. #9 \$ 28,598.38
Abarell Electric - App. #6 \$ 49,795.20
Jay R. Reynolds - App. #11 \$ 27,880.60
Lobar, Inc. - App. # 11 & #12 \$ 758,374.26
JMSI Environmental - Invoice #0217-10 \$ 4,413.50
Quandel - Invoice #23 \$ 8,272.75
\$ 1,006,710.75

3. High School

EI Associates - Invoices - #13200, #13441, #13489, #13503
#13538, #13539, #13541, #13542, #13567, #13568, #13569 \$ 33,042.58
McClure - App. #9 \$ 55,725.68
Abarell Electric - App. #6 \$ 63,169.30
Lobar, Inc. - App #11 & #12 \$ 354,603.03
Quandel - Invoice #23 \$ 8,272.75
\$ 514,813.34

4. Elementary Center

El Associates – Invoices - #13536, #13563, #13564, #13565	\$ 80,391.51
#13566	
Quandel – Invoice #23	\$ 16,545.50
Lobar, Inc. – App. #3	<u>\$ 334,214.14</u>
	\$ 431,151.15

(Enc. 5 – Green)

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

D. 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. 6 – Green)

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

E. MOTION by _____, SECONDED by _____ to approve the resolution #16/17-#04 as recommended by the Finance Committee to authorize issuance of **\$6,800,000** of QZAB's (Qualified Zone Academy Bonds) for the High School Projects.

(Enc. 7 – Green)

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

F. MOTION by _____, SECONDED by _____ to authorize execution of the Modification Agreement of the note with TD Bank to redeem a portion of the outstanding principal amount of the 2014 note in the amount of \$1,991,000, as recommended by the Finance Committee.

(Enc. 8 – Green)

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

G. MOTION by _____, SECONDED by _____ to approve exemptions from Per Capita and/or Occupational Tax per the attached list. (Enc. 9 – Green)

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

H. MOTION by _____, SECONDED by _____ to approve Occupational Tax Assessment Changes as per the attached list. (Enc. 10 – Green)

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

I. MOTION by _____, SECONDED by _____ to refund the following:

1. Per Capita Tax for year 2016 in the amount of \$16.50 to Woodie Nace, Sr.
2. Per Capita Tax for year 2016 in the amount of \$16.50 to Jo Ann Nace.
3. Real Estate Tax for year 2016 in the amount of 220.25 to Christopher J. & Gail K. Bauer.

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

J. MOTION by _____, SECONDED by _____ to authorize the solicitor to hire an expert, **Ray Geiger**, for appraisal services as needed in potential litigation involving the district for a sum not to exceed **\$5,500.00**.

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

K. MOTION by _____, SECONDED by _____ to approve the Football Coaching Staff to attend Colgate and Syracuse University Football Clinics from March 30-April 1, 2017, at a cost not to exceed **\$500.00**. Funding provided through the Athletic Budget.

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

- L. MOTION by _____, SECONDED by _____ to approve **Jan Wentz** to attend the Strengthen Your Student's Writing Skills Using Practical Close Writing Strategies, at the Hyatt Place, Bethlehem, PA, March 30, 2017, at a cost not to exceed **\$350.00** Funding through the 2016-17 Curriculum Budget.

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

- M. MOTION by _____, SECONDED by _____ to approve the Letter of Agreement between CMC Medical Care Corporation, a subsidiary of the Blue Mountain Health System, referred to as the "Healthy Smiles, Happy Kids Dental Van".

(Enc. 11 - Green)

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. 12- 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. 13 - Purple)

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

- C. MOTION by _____, SECONDED by _____ to approve the hiring of the following 2017 Summer Wellness Camp positions, at the current contracted hourly rate of pay.

1. **Rachel Quinn** - Teacher
2. **Stephen Ebbert** - Teacher
3. **Brandi Lees** - Teacher
4. **Cristina Bueti** - Teacher
5. **Kali Andrew** - Nurse

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

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

1. **Employee #180** – effective February 21, 2017
2. **Employee #1036** – effective May 11, 2017
3. **Employee #005** – Effective February 21, 2017

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

E. MOTION by _____, SECONDED by _____ to accept the resignation of the following employees:

1. **Christina Bravo** – Paraprofessional - effective February 10, 2017.
2. **Laurie Ahner** – Part-Time Cafeteria – effective January 9, 2017
3. **Michael Snyder** – Softball Coach – effective immediately

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

F. MOTION by _____, SECONDED by _____ to approve the following hires for the 2016-2017 School Year per the professional contract:

1. **Gretchen Laviolette** – Instruction for the High School After School Tutoring program/\$30.00 per hour for no more than 3 hours per week
2. **Melissa Clark** – Instruction for the High School After School Tutoring program/\$30.00 per hour for no more than 3 hours per week

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

G. MOTION by _____, SECONDED by _____ to acknowledge the Department Chair Job Description.

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

(Enc. 14 – Purple)

H. MOTION by _____, SECONDED by _____ to approve the following requests for pre-approval of courses/Programs of Study for continuing education:

1. **Joy Smith** – April 4-May 1, 2017/Classroom-Based Interventions for Students with Emotional and Behavioral Disorders
2. **Joy Smith**– April 4-May 1, 2017/Enhancing Instruction Through Content Area Literacy Strategies

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

X. Miscellaneous

- A. MOTION by _____, SECONDED by _____ to approve the following School Enrichment Journey requests:
1. **Scholastic Scrimmage (S. Leitzel)** - March 29, 2017 - 7:30 a.m.-2:20 p.m. - to travel to CLIU, Schnecksville (School Van)
 2. **Scholastic Scrimmage (S. Leitzel)** - April 11, 2017 - 7:30 a.m.-12:30 p.m. - to travel to Weatherly (School Van)
 3. **East Penn Grades K-2 (K. Betz, J. Smith, N. Zehner, R. Zerbe, J. Bruch)** - April 27, 2017 - 8:30 a.m.-3:45 p.m. - to travel to Please Touch Museum, Philadelphia (PTO Sponsored)
 4. **LAMS - Grade 7 (J. Yescavage, Y. Sharrow)** - April 28, 2017 - 7:23 a.m.-12:50 p.m. to travel to Lehighton Grove for Arbor Day
 5. **5th Grade Envirothon (C. Knappenberger)** - May 9, 2017 - 8:15 a.m.-1:30 p.m. - to travel to CCEEC, Jim Thorpe (District Sponsored)
 6. **6th-8th Grade Envirothon (C. Knappenberger)** - May 10, 2017 - 8:15 a.m.-1:30 p.m. - to travel to CCEEC, Jim Thorpe (District Sponsored)
 7. **East Penn Grade 4 (C. Haupt, J. Grasso)** - May 11, 2017 - 8:45 a.m.-12:30 p.m. - to travel to Cedar Crest College (Elementary Budget)
 8. **HS Literature through Film Class (D. Hauser)** - May 12, 2017 - 10:45 a.m.-1:45 p.m. - to travel to Mahoning Valley Cinema (Students Sponsored)
 9. **Mahoning Grade 1 (S. Rodgers, N. Hydro)** - April 21, 2017 - 9:00 a.m.-1:30 p.m. - to travel to ImagiNation, Allentown (PTO Sponsored)
 10. **Shull-David Grade 2 (L. Barth)** - May 30, 2017 - 8:40 a.m.-2:30 p.m. - to travel to Crystal Cave/Kutztown University (PTO Sponsored)
 11. **Mahoning Grade 2 (A. Boyle)** - May 30, 2017 - 8:40 a.m.-2:30 p.m. - to travel to Crystal Cave/Kutztown University (PTO Sponsored)
 12. **LAHS Band (B. Buffington)** - June 13, 2017 - 9:00 a.m.-1:00 a.m. - to travel to New York City (Student Sponsored)
 13. **MS Music Express (L. Welkey)** - April 26-28, 2018 - 7:00 a.m.-8:00 p.m. - to travel to Washington D.C. (Student Sponsored)
 14. **Franklin Grade 3 (T. Strausberger, A. Rheinhardt)** - May 3, 2017 - 8:00 a.m.-5:00 p.m. - Refreshing Mountain, Stevens, PA (PTO Sponsored)
 15. **LAHS FCCLA (J. McHugh)** - May 11, 2017 - 7:30 a.m.-5:00 p.m. - to travel to Magic Garden & Old City, Philadelphia (Student Sponsored)
 16. **5th Grade Lenape (C. Knappenberger)** - May 26, 2017 - 8:15 a.m.-2:00 p.m. - to travel to DaVinci Science Center (PTO Sponsored)
 17. **Sophomore Girls (D. Bowman)** - March 21, 2017 - 7:30 a.m.-4:00 p.m. - to travel to Wilkes University for Engineering Olympics (High School Budget)
 18. **Science Students (D. Bowman)** - April 21, 2017 - 7:30 a.m.-3:30 p.m. - to travel to Bloomsburg University for Science Iditarod (High School Budget)

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

- B. MOTION by _____, SECONDED by _____ to approve homebound instruction for the following student:
1. **Student #57736**

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **Mahoning PTO (Karen Shaffer)** – May 15, 2017 – 6:30 a.m.-9:00 a.m. – Mahoning Multi-Purpose Room & Classroom – Muffins for Mom
 2. **Mahoning PTO (Karen Shaffer)** – May 31, 2017 – 6:30 a.m.-9:00 a.m. – Mahoning Multi-Purpose Room & Classroom – Donuts for Dad
 3. **Mahoning Staff (Shirley Rodgers)** – March 24, 2017 – 3:15 p.m.-7:15 p.m. – Mahoning Cafeteria & Classroom – Book Swap
 4. **SD Art Show/Book Fair/Title I Night (Adrienne Fedor)** – March 9, 2017 – 5:30 p.m.-8:00 p.m. – Shull-David Multi-Purpose Room & Hallways
 5. **MA Art Show/Book Fair/Title I Night (Adrienne Fedor)** – March 16, 2017 – 5:30 p.m.-8:00 p.m. – Mahoning Multi-Purpose Room & Hallways
 6. **Olympic Day (Georgianna Messinger)** – May 17, 2017 (Rain date: 5/18/17) – 7:00 a.m.-3:00 p.m. – Middle School Fields
 7. **Shull-David Staff (Marijane Petit-Clair)** – March 31, 2017 – 3:30 p.m.-7:00 p.m. – Shull-David Multi-Purpose Room – Book Swap
 8. **LAMS Music Department (Laura Welkey)** – May 9, 2017 – 6:00 a.m.-12:00 p.m. – HS Auditorium – Concert Rehearsal
 9. **LAMS Music Department (Laura Welkey)** – May 10, 2017 – 11:30 a.m.-2:00 p.m. – HS Auditorium – Concert Rehearsal
 10. **LAMS Music Department (Laura Welkey)** – May 11, 2017 – 5:00 p.m.-9:00 p.m. – HS Auditorium & Classroom – Concert
 11. **LAHS Top 10% Banquet (Craig Reichl)** – May 15, 2017 – 6:00 p.m.-8:30 p.m. – HS Cafeteria
 12. **LAHS Academic Awards Assembly (Craig Reichl)** – May 10, 2017 – 8:00 a.m.-10:30 a.m. – HS Auditorium
 13. **LAHS Assembly (Craig Reichl)** – May 1, 2017 – 8:00 a.m.-11:00 a.m. – Gymnasium – BMX Ramp Show
 14. **Leighton Track Parents Club (James Blakeslee)** – March 8, 2017 – 6:00 p.m. – 7:00 p.m. – HS Cafeteria – Meeting
 15. **LAHS Art Show (Rachel Klotz)** – May 20, 2017 (Set up 5/15-5/17) – 5:30 p.m.-8:00 p.m. – HS Foyer Area
 16. **LAHS Band (Timothy Sharrow)** – May 21, 2017 – 4:00 p.m.-8:00 p.m. – HS Cafeteria & Classroom – Banquet
 17. **LABC Track and Field (Cale Kresge)** – March 16, 2017 – 6:00 p.m.-7:30 p.m. – HS Lobby – Track Registration
 18. **LABC Track and Field (Cale Kresge)** – April 10, 2017-June 2, 2017 – 6:00 p.m.-8:00 p.m. – Stadium – Track and Field Practice
 19. **LABC Track and Field (Cale Kresge)** – May 13, 2017 (Rain date: 5/14/17) – 8:00 a.m.-5:00 p.m. – Stadium – Track and Field Meet

20. **LAHS Band (Bryan Buffington)** – February 28, 2017 – 6:30 p.m.-9:00 p.m. – HS Cafeteria – Meeting
21. **PIAA Softball Officials (Dan Rossino)** – March 21, 2017 – 6:00 p.m.-7:15 p.m. – High School Classroom – Meeting
22. **PIAA Softball Officials (Dan Rossino)** – 2/27/17, 3/6/17, 3/13/17 – 6:00 p.m.-7:15 p.m. – High School Classroom – Meetings
23. **PIAA Softball Officials (Dan Rossino)** – 3/27/17, 4/10/17, 4/24/17, 5/8/17 – 7:00 p.m.-8:15 p.m. – High School Classroom – Meetings
24. **CCTI (Lisa Wargula)** – March 27, 2017 – 5:30 p.m.-9:00 p.m. – High School Classroom – GED Orientation
25. **CCTI (Lisa Wargula)** – 2/29-5/17/17 – 6:00 p.m.-9:00 p.m. – High School Classroom – GED Program
26. **Lehighton Football (Tom McCarroll)** – June 17, 2017 – 7:00 a.m.-2:00 p.m. – Stadium – Passing Scrimmage
27. **Lehighton Football (Tom McCarroll)** – June 21-23, 2017 – 8:00 a.m.-1:30 p.m. – Stadium, High School Gym & Outside Fields – Tribe Pride Youth Football Camp
28. **Lehighton Football (Tom McCarroll)** – July 21, 2017 – 8:00 a.m.-11:00 a.m. – Stadium – Passing Scrimmage
29. **Lehighton Football (Tom McCarroll)** – July 29, 2017 – 7:00 a.m.-1:00 p.m. – Stadium – Tribe Pride 5K
30. **LAHS Play (Jessica Schafer)** – April 1-8, 2017 – Various Times – HS Auditorium – Play Rehearsal and Performance
31. **LAHS Show Choir (Jessica Schafer)** – April 3-May 20, 2017 – Various Times – HS Auditorium & Classroom – Rehearsal and Concert

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

- B. MOTION by _____, SECONDED by _____ to approve the 2nd Reading and adoption of the following Lehighton 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 Lehighton Area School District-run Special Education Extended School-Year (ESY) Program to be held July 5 – July 28, 2017, from 8:00 a.m. – 12:00 p.m. The program will be held at Shull-David Elementary.

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

D. MOTION by _____, SECONDED by _____ to approve the **2017-2018 School Calendar** for the Lehigh Area School District.

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

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

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

TIME: _____