

Lehigh Area School District

Lehigh, Pennsylvania

Regular Meeting of School Board
Monday, March 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. **High School-College Scholar Program Proposal - LCCC**
2. **James Madison Legacy Project - Mrs. Erica Pagotto**
3. **Science Olympiad - Mr. Douglas Bowman**

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 February 27, 2017, regular meeting. (Enc. 1 – 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 February 2017.

(Enc. 2 - Gold)

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

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

(Enc. 3 - Blue)

General Fund	\$ 1,926,703.05
--Benefits	\$ 532,108.63
--Payroll (February)	\$ 1,297,504.84
--Debit Card	\$ 2,093.96
Food Service Fund	\$ 69,633.14
Capital Projects	<u>\$ 1,952,675.23</u>
	\$ 5,780,718.85

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 **\$1,206,343.70** pending documentation verification and solicitor review:

(Enc. 4 - Green)

1. Stadium Project

Barry Isett & Associates – Invoice #112103 **\$ 1,850.52**

2. Middle School

CSI – Invoice #20171478P \$ 6,200.00
Lobar – Application #13 \$ 165,726.70
McClure – Application #10 \$ 25,052.60
Jay R. Reynolds – Application #12 \$ 32,446.30
W.B. Mason – Invoice #I41503852 \$ 13,098.40
Barry Isett & Associates – Invoices #112190, #111035 \$ 2,028.74
EI Associates – Invoice #13594, #13595, #13596 \$ 10,055.30
Quandel – Invoice #25 \$ 8,272.75
\$ 262,880.79

3. High School

Lobar – Application #13 \$ 95,297.30
McClure – Application #10 \$ 4,299.60
EI Associates – Invoices #13590, #13591, #13592, #13593 \$ 8,840.46
Quandel – Invoice #25 \$ 8,272.75
\$ 116,710.11

4. Elementary Center

Lobar – Application #4 \$ 678,350.53
Phillips Brothers – Application #1 \$ 48,854.65
Advantage Engineers – Invoice #160116400101 \$ 36,582.50
Quandel – Invoice #25 \$ 16,545.00
Macolino Risk Management – Invoice #2002933 \$ 10,949.00
EI Associates – Invoices #13586, #13587, #13588, #13589 \$ 33,620.60
\$ 824,902.28

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. 5 - Green)

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

E. MOTION by _____, SECONDED by _____ to adopt the 2017-2018 Capital and Operating Budget of the Lehigh Carbon Community College, Resolution #16/17-#06 as recommended by the Finance Committee.

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 - _____

F. MOTION by _____, SECONDED by _____ to adopt Resolution #16/17-#07 the 2017-2018 Proposed Budget for the Carbon Career & Technical Institute as recommended by the Finance Committee.

Roll Call Vote:

	Yes	No	Absent	Abstention
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	☐	☐	☐	☐
Mr. Richard R. Beltz, Member	☐	☐	☐	☐
Mrs. Gloria Bowman, President	☐	☐	☐	☐

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

- G. MOTION by _____, SECONDED by _____ to adopt Resolution #16/17-#08 the 2017-2018 Proposed Budget for the Carbon Lehigh Intermediate Unit #21. (Enc. 6-Green)

Roll Call Vote:

	Yes	No	Absent	Abstention
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	☐	☐	☐	☐
Mr. Richard R. Beltz, Member	☐	☐	☐	☐
Mrs. Stacey L. Duerst, Member	☐	☐	☐	☐
Mrs. Gloria Bowman, President	☐	☐	☐	☐

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

- H. MOTION by _____, SECONDED by _____ to approve the Intergovernmental Agreement for Special Education Services for the 2017-2018 school year with the Carbon Lehigh Intermediate Unit #21.

(Enc. 7 - Green)

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

- I. 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 - _____

IX. Personnel

- A. MOTION by _____, SECONDED by _____ to approve the attached list of candidates for the **2016-2017 Substitute List** pending clearances. (Enc. 9- Purple)

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

- B. MOTION by _____, SECONDED by _____ to approve the hiring of the following 2017 Extended School Year (ESY) positions, at the current contracted hourly rate of pay.

1. **Grace Kern** - Paraprofessional
2. **Carly Finkboner** - Speech/Language Therapist
3. **Jessica Habas** - Teacher
4. **Catherine Hontz** - Teacher
5. **Ashley Lichtenwalner** - Teacher

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

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

1. **Employee #802** - effective March 6, 2017
2. **Employee #1081** - effective April 28, 2017
3. **Employee #1090** - effective May 8, 2017
4. **Employee #848** - effective May 22, 2017
5. **Employee #427** - effective May 22, 2107

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

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

1. **Kristy Mertz** - Lunch-Time Aide - effective March 17, 2017
2. **Stacy Guerrero** - Lunch-Time Aide - effective March 3, 2017
3. **Howard Schock** - Part-Time Cleaner - effective March 21, 2017

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

- E. MOTION by _____, SECONDED by _____ to approve the following requests for pre-approval of courses/Programs of Study for continuing education:
1. **Trevor Miller** – March 7-April 7, 2017/Teacher’s Toolbox Series: How to Moodle
 2. **Angela Tobash**– May 8-August 6, 2017/Computer Assisted Lang. Learn ESL
 3. **Angela Tobash** – June 19-August 6, 2017/Courseware Design & Construction
 4. **Daniel Williams** – Post Master’s Principal K-12 Certification
 5. **Daniel Williams** – June 12-July 13, 2017/Legal Aspects of Ed. Leadership
 6. **Daniel Williams** – July 17-August 16, 2017/Financial Aspects of Ed. Leadership

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

- F. MOTION by _____, SECONDED by _____ to approve the termination of **Employee #1570** due to “Abandonment of Position”.

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

- G. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following employee for the 2016-2017 school year in accordance with the respective contracts, pending clearances:
1. **Dawn Fairchild** – Lunch-Time Aide, assigned to Franklin Elementary, at \$8.50/hour

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

X. Miscellaneous

- A. MOTION by _____, SECONDED by _____ to approve the following School Enrichment Journey requests:
1. **Grades 9-12 Selected Students (K. Bond, B. Shea)** – April 4, 2017 – 7:30 a.m.-2:00 p.m. – to travel to Universal Technical Institute, Exton PA (UTI Sponsored)
 2. **Grades 9-12 Selected Students (K. Bond, B. Shea)** – April 12, 2017 – 8:00 a.m.-2:00 p.m.-to travel to Triangle Technical Institute, Bethlehem, PA (TTI Sponsored)
 3. **SD Kindergarten (D. Rakos)** – April 21, 2017 – 8:40 a.m.-11:00 a.m. – to travel to Lehigh Recreation Center, BMHS Health Fair (No cost)
 4. **SD Grade 1 (M. Petit-Clair, J. Matika, M. Schaeffer)** - April 21, 2017 - 8:40 a.m.-10:45 a.m. -to travel to Lehigh Recreation Center, BMHS Health Fair (No cost)

5. **SD Grade 2 (L. Barth, D. Herman, K. Decker)** – April 21, 2017 - 12:00 p.m.-2:15 p.m. – to travel to Lehighton Recreation Center, BMHS Health Fair (No cost)
6. **MA/SD Envirothon Team (J. Boyle, C. Kresge)** – May 8, 2017 (Rain date 5/12/17) - 8:45 a.m.-2:30 p.m. – to travel to Carbon County Environmental Center (MA/SD Budget)
7. **6th Grade Band (T. Weidner)** – May 8, 2017 – 7:45 a.m.-3:00 p.m. – to travel to LASD Elementary Schools (Activities Account)
8. **HS Literature through Film Class (D. Hauser)** – May 16, 2017 - 10:40 a.m.-1:30 p.m. – to travel to Mahoning Valley Cinema (Student Sponsored)
9. **5th Grade Iroquois (K. Lusch)** – May 22, 2017 – 7:45 a.m.-2:00 p.m. – to travel to PA State Police Museum & Academy (PTO Sponsored)
10. **5th Grade Trailblazers (K. Snyder, D. Schnell)** – May 26, 2017 – 8:15 a.m. – 2:00 p.m. – to travel to DaVinci Center (PTO Sponsored)
11. **6th Grade Maroon Team (J. Tracy)** – May 31, 2017 – 8:30 a.m.-2:00 p.m. – to travel to Scranton Railriders Game (PTO Sponsored)
12. **Grades 9-12 Selected Students (D. Hauser)** – Date & Time TBA – to travel to Blue Mtn. Health Systems – Lehighton Campus – Sen. Casey Meet & Greet
13. **3rd Grade Envirothon (T. Strausberger, B. Breiner)** – May 8, 2017 – 8:40 a.m.-2:00 p.m. – to travel to Carbon County Environmental Center (EP/FR Budget)
14. **MS Music Express (L. Welkey)** – April 19-21, 2018 – 7:00 a.m.-8:00 p.m. – to travel to Washington D.C. (Student Sponsored)

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

- B. MOTION by _____, SECONDED by _____ to approve homebound instruction for the following student:

1. **Student #52722**

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **LAHS (Craig Reichl)** – March 31, 2017 – 12:30 p.m.-2:30 p.m. – LAHS - School-Wide Team Challenge
 2. **Summer Wellness Camp (Rachel Quinn)** – July 10-August 11, 2017 – 8:00 a.m.-2:30 p.m. – LAMS Gym, Classrooms & Fields
 3. **LAHS Volleyball (T.J. O'Connor)** – June 13-August 10, 2017 (Tuesdays & Thursdays) – 9:00 a.m.-11:30 a.m. – LAHS Gym – Open Gyms
 4. **LAHS Student Council (Laura Schiffer)** – April 18-28, 2017 (during Enrichment) – 1:40 p.m.-2:20 p.m. – LASD Stadium – Kickball Tournament
 5. **The Nutrition Group (Lauren Williams)** – August 8, 2017 – 7:00 a.m.-4:00 p.m. – LAMS Cafeteria & Classrooms – Professional Development
 6. **LAMS Art Show (Diane Micheletti)** – May 18, 2017 – 6:00 p.m.-7:30 p.m. – LAMS Cafeteria & Foyer

7. **Red Cross (Jen Steigerwalt)** – April 18, 2017 – 7:00 a.m.-3:30 p.m. – LAHS Auditorium – Blood Drive
8. **LAMS Boys' Basketball (Jeff Kirsch)** – April 4-May 30, 2017 (Tuesdays) – 6:00 p.m.-8:00 p.m. – LAMS Gym – Open Gym
9. **Girl Scouts (Michael Andersen)** – April 18-21, 2017 – 3:30 p.m.-4:45 p.m. – Franklin Multi-Purpose
10. **Lehigh Township Athletic Booster Club (Cale Kresge)** – March 29, 2017 – 5:30 p.m.-7:00 p.m. – LAMS Lobby & Classrooms – Track Physicals
11. **East Penn PTO (Tammy Steele)** – May 15-19, 2017 – School Hours – East Penn Library – Book Fair
12. **Franklin PTO (Mindy Scheirer)** – April 12, 2017 (Muffins with Mom) & June 1, 2017 (Donuts with Dad) – 7:30 a.m.-10:30 a.m. – Franklin Multi-Purpose
13. **Lehigh Township Area Soccer Club (Edward Moninghoff)** – March 28, 2017 – June 17, 2017 – Weekdays (5:00 p.m.-7:30 p.m.) & Saturdays (9:00 a.m.-1:00 p.m.) – Franklin Fields – Practice & Games
14. **Shull-David PTO (Mary Lichtenwalner)** – March 29, 2017 – 6:00 p.m.-8:00 p.m. – LAHS Gym – Basketball Game
15. **Lehigh Township Athletic Booster Club (Cale Kresge)** – March 23, 2017 – 6:00 p.m.-7:30 p.m. – LAHS Lobby – Track Registrations
16. **SWPBIS (Craig Reichl)** – March 31, 2017 – 5:00 p.m.-10:00 p.m. – LAHS Cafeteria – Dance
17. **Franklin Township Athletic (Keith Brinker)** – April 3-June 30, 2017 (Weekdays) – 6:00 p.m.-8:00 p.m. – JV Softball Field – Softball Practice
18. **LEAF (Craig Reichl)** – April 29, 2017 – 4:00 p.m.-10:00 p.m. – Shull-David Elementary Lot – Ford Test Drive
19. **E.E. Tours – Education First (Cristina Buetti, Lisa Failla)** – April 4, 2017 – 6:30 p.m.-7:30 p.m. – LAHS Library – Informational Meeting
20. **8th Grade Dance (Nicole Baker)** – March 31, 2017 – 6:00 p.m.-8:00 p.m. – LAMS Cafeteria – Planning Meeting
21. **8th Grade Dance (Nicole Baker)** – May 19, 2017 (Alt. Date June 2, 2017) – 2:00 p.m. – 10:00 p.m. – LAMS Gym & Concession Stand – Dance
22. **Lehigh Township Fire Department (Douglas Nothstein)** – August 7, 2017 – 5:00 p.m.-9:30 p.m. – LAMS Football Field/Stadium – Demo for Fire Training
23. **Elementary Spelling Bee (Tiffany Strausberger)** – May 30, 2017 – 9:15 a.m.-10:45 a.m. – LAHS Auditorium
24. **Shull-David PTO (Mary Lichtenwalner)** – March 30, 2017 – 3:30 p.m.-7:30 p.m. – Shull-David Multi-Purpose – Color Me Brilliant Race Prep
25. **Mahoning PTO (Chrisha Litts)** – May 12, 2017 – 3:00 p.m.-8:30 p.m. – Mahoning Multi-Purpose, Classrooms, Outside Fields – Mother/Son Event

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

B. MOTION by _____, SECONDED by _____ to approve the 1st Reading of the following Lehigh Area School District Policies:

1. #335 - Family and Medical Leaves
2. #626.5 - Procurement for Federal Grants
3. #707 - Use of School Facilities
4. #904 - Public Attendance at School Events.

(Enc. 10 - 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, April 10, 2017, and the next regular scheduled meeting is on Monday, April 24, 2017, at 7:00 p.m.

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

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

TIME: _____