

Lehigh Area School District

Lehigh, Pennsylvania

Regular Meeting of School Board
Monday, May 22, 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

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 April 24, 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 April 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	\$ 1,488,811.72
--Benefits	\$ 538,251.52
--Payroll (April)	\$ 1,314,419.11
--Debit Card	\$ 768.69
Food Service Fund	\$ 62,369.15
Capital Projects	<u>\$ 2,106,457.92</u>
	\$ 5,511,078.11

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 **\$2,438,943.97** pending documentation verification and solicitor review:

(Enc. 4 - Green)

1. Stadium Project

Barry Isett & Assoc. - Inv. #0113327, #0112908 **\$ 1,296.70**

2. Middle School

Quandel - Invoice #27	\$ 8,272.75
Pittsburgh Stage, Inc. - App. #10956-1	\$ 14,516.10
McClure Co. - App. #12	\$ 46,970.20
Lobar, Inc. - App. #15	\$ 330,997.72
Jay R. Reynolds - App. #14	\$ 52,314.60
EI Associates - Inv. #13657, #13658, #13659	\$ 9,611.57
CSI - App. #6	\$ 3,700.00
Borough of Lehighton	\$ 21,000.00
Albarell Electric, Inc. - App. #15101-07	\$ 53,031.85
WB Mason Co, Inc. - Inv. #143975387	<u>\$ 21,304.80</u>
	\$ 561,719.59

3. High School

Quandel - Invoice #27	\$ 8,272.75
McClure Co. - App. #12	\$ 2,766.90
Lobar, Inc. - App. #15	\$ 63,835.16
EI Associates - Inv. #13654, #13655, #13656	\$ 8,223.83
Albarell Electric, Inc. - App. #15102-07	<u>\$ 67,377.80</u>
	\$ 150,476.44

4. Elementary Center

Quandel – Invoice #27	\$ 16,545.50
Phillips Brothers – App. #3	\$ 30,803.08
Lobar, Inc. – App. #160320006	\$ 1,508,855.44
Jay R. Reynolds – App. #2	\$ 108,789.75
EI Associates – Inv. #13650, #13651, #13652, #13653	\$ 32,167.97
Borough of Lehighton	\$ 5,000.00
Advance Engineers – Inv. #1601164001-4, #1601164001-5	\$ 23,289.50
	\$ 1,725,184.24

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 approve exemptions from Per Capita and/or Occupational Tax per the attached list.

(Enc. 6 – Green)

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

F. MOTION by _____, SECONDED by _____ to recommend the District appoint and retain William G. Schwab as the Solicitor for the 2017-2018 school year at an hourly rate of \$160.00 per hour.

(Enc. 7 – Green)

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

- G. MOTION by _____, SECONDED by _____ to approve the Agreement between the Lehigh Area School District and Carbon Lehigh Intermediate Unit #21 to participate in the Technology Education Legal Pool Counsel consortium. The technology pool provides proactive strategies, training and policies designed to prevent digital-age problems that can lead to liability. The cost to the district would be no more than \$900.00 per year.

(Enc. 8 - Green)

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

- H. MOTION by _____, SECONDED by _____ to approve the proposed final budget for the 2017-2018 General Fund Budget (no real estate tax increase proposed).

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	☐	☐	☐	☐

(Enc. 9 - Green)

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

- I. MOTION by _____, SECONDED by _____ that the Treasurer be authorized to have his compensation waived for the 2016-17 school year.

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

- J. MOTION by _____, SECONDED by _____ that the line item budgeted as compensation for Treasurer be transferred to community library support line item and the additional sum paid to the Lehigh Area Memorial Library.

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

- K. President calls for nominations for School Board Treasurer per policy #005 for a one (1) year term, effective July 1, 2017 to June 30, 2018, at an annual rate of \$800.00.

_____ nominates _____ for Treasurer.

President calls for other nominations.

MOTION by _____, SECONDED by _____ to close nominations.

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

MOTION by _____, SECONDED by _____ to elect _____, as Treasurer.

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

- L. President calls for nominations for School Board Secretary per policy #005 for a four (4) year term, effective July 1, 2017 to June 30, 2021.

_____ nominates _____ for Secretary.

President calls for other nominations.

MOTION by _____, SECONDED by _____ to close nominations.

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

MOTION by _____, SECONDED by _____ to elect _____, as Secretary.

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

- M. MOTION by _____, SECONDED by _____ to approve participation in cooperative purchasing with NJPA (National Joint Powers Alliance), a national governmental purchasing cooperative.

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

- N. MOTION by _____, SECONDED by _____ to approve the purchase of replacement carpeting for the Lehigh Area High School classrooms, as recommended by the Buildings and Grounds Committee, through NJPA at a total cost not to exceed **\$46,721.39**. Funding through the 2017-18 Capital budget.

(Enc. 10 – Green)

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

- O. MOTION by _____, SECONDED by _____ to accept the STEM SmartLab proposal (50% paid through NEF Funds) and a 5-year commitment for the annual Curriculum and Support Agreement to be paid out of NEF Contributions. The curriculum and program are to start in the 2017-2018 School Year and go through the 2022-2023 School Year. Cost to the District not to exceed **\$100,000.00**.

(Enc. 11 – Green)

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

- P. MOTION by _____, SECONDED by _____ to approve the maintenance agreement for environmental systems with HT Lyons for the Middle School and High School, as recommended by the Building & Grounds Committee, from June 1, 2017, through May 31, 2022, as per the attached agreement.

(Enc. 12–Green)

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

IX. Personnel

- A. MOTION by _____, SECONDED by _____ to approve the **Athletic** hires, as recommended by the Athletic Committee, and **Extra-Curricular, Team Leaders, Department Head and Head Teachers** hires for the **2017-2018** school year.

(Enc. 13 - Purple)

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

- B. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following summer positions as per hourly rate in Collective Bargaining Agreement:

1. **Thomas Weidner** - Summer Band - Grades 5/6 - 85 Hours
2. **Beth Hudlow** - Summer Band - Grades 7/8 - 85 Hours
3. **Bryan Buffington** - Band Camp (HS) - 85 Hours
4. **Diane Brownmiller** - Summer Elementary Reading Program - 24 Hours
5. **Angela Harris** - Summer Elementary Reading Program - 24 Hours
6. **Ellen Paez** - Summer Cleaner
7. **Doris Reed** - Summer Cleaner
8. **David Henry** - Summer Cleaner
9. **Karen Hines** - Summer Cleaner
10. **Eric Schlecht** - Summer Cleaner
11. **Alicia Moyer** - Summer Cleaner
12. **Eric Kindrew** - Summer Cleaner
13. **Kelly Fadden** - Summer Cleaner
14. **Richard Armbruster** - Summer Cleaner
15. **Warren Malick** - Summer Cleaner
16. **Linda Guy** - Summer Cleaner
17. **Virginia Fairchild** - Summer Cleaner
18. **Zachary Feifel** - Summer Cleaner

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

- C. MOTION by _____, SECONDED by _____ to accept the intent to retire for the following support staff employees:
1. **Dennis Brozino** – Utility Custodian, effective at the June 30, 2017 – Hired November 25, 2003
 2. **Karen Nichols** – Paraprofessional, effective at June 15, 2017 – Hired August 8, 1994
 3. **Nan Cressley** – Paraprofessional, effective August 13, 2017 – Hired July 23, 1990
 4. **Pamela Everett** – Paraprofessional, effective August 12, 2017 – Hired August 26, 1991
 5. **William Kennedy** – Attendance Officer, effective August 18, 2017 – Hired November 29, 2006
 6. **Byron Schnell** – Utility Custodian, effective June 30, 2017 – Hired January 2, 2003

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

- D. MOTION by _____, SECONDED by _____ to approve the following requests for pre-approval of courses/Programs of Study for continuing education:
1. **Amanda Yusella** – July 17-August 3, 2017/Multimedia Design
 2. **Brandi Lees** – June 3-June 26, 2017/Classroom Instruction that Works
 3. **Brandi Lees** – June 29-July 22, 2017/Classroom Management for the 21st Century Educator
 4. **Brandi Lees** – July 25-August 18, 2017/Teaching Students to Choose Responsible Behavior
 5. **Joy Smith** – June 29-July 22, 2017/The Home-School Connection: Working Successfully with Parents and Families
 6. **Joy Smith** – June 29-July 22, 2017/Teaching Students to Choose Responsible Behavior

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

- E. MOTION by _____, SECONDED by _____ to accept the resignation of the following employees:
1. **Eric Gidney** – Head Girls' Basketball Coach – effectively immediately.

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

X. Miscellaneous

- A. MOTION by _____, SECONDED by _____ to approve the following School Enrichment Journey requests:
1. **LAMS Student Council (K. Eck, J. Lopata)** – June 3, 2017 – 9:30 a.m.-8:00 p.m. – to travel to Knoebels Amusement Resort (Activities Fund)
 2. **LAHS ESL (L. Steigerwalt)** – May 26, 2017 – 8:30 a.m.-11:30 a.m. – to travel to Franklin Elementary Memorial Day Program (No Cost)
 3. **LAHS Summer Fitness Classes (M. Lusch)** – June 26-30, 2017 and July 10-13, 2017 – 8:00 a.m.-3:00 p.m. – to travel to Lehighton, Andreas, Orefield and Walnutport (No Cost)
 4. **LAHS Band (B. Buffington)** – May 26, 2017 – 8:30 a.m.-2:00 p.m. – to travel to Franklin & East Penn Elementary for Memorial Day Programs (No Cost)
 5. **MS Drama Students (L. Welkey)** – November 29, 2017 – 7:30 a.m.-7:00 p.m. – to travel to New York City (Activities Fund)

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

- B. MOTION by _____, SECONDED by _____ to approve the attached list of high school seniors as candidates for graduation on Friday, June 9, 2017.

(Enc. 14 – Peach)

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

- C. MOTION by _____, SECONDED by _____ to approve **Gloria Bowman** and **Stacey Duerst** as Board Voting Delegates at the PSBA 2017 Delegate Assembly, Hershey, PA.

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **L.E.A.F. (Michael R. Everett)** – May 24, 2017 – 7:00 p.m.-10:00 p.m. – LAHS Cafeteria – Alumni Assoc. Organization
 2. **Spanish Dance Presentation (Lisa Failla)** – May 26, 2017 – Block 4 (12:22 p.m.-1:35 p.m.) – LAHS Gym
 3. **LAHS Chorus (Jessica Schafer)** – June 1, 2017 – 6:30 p.m.-9:00 p.m. – LAHS Cafeteria – Chorus Banquet

4. **LAHS Volleyball Booster/Parent Club (T.J. O'Connor)** – 6/15, 6/22, 6/29, 7/6, 7/13, 7/20, 7/27 and 8/3/17, – 5:00 p.m.-9:00 p.m. – LAHS Gym & Concession Stand – Volleyball Summer League
5. **Penn State-Hazelton (Timothy Tkach)** – 6/26-6/30/17, 7/17-7/21/17 – 8:00 a.m.-2:30 p.m. – STEM Summer Youth Camps
6. **Lehighton Field Hockey Club (Mellanie Hoats, Nicole Nothstein)** – July 19 & 20, 2017 – 9:00 a.m.-12:00 p.m. & 2:00 p.m.-5:00 p.m. – Field Hockey Team Camp
7. **Wellness Fair (Timothy Tkach)** – May 25, 2017 – 5:00 p.m. – 8:00 p.m. – Multi-Purpose Stadium
8. **Ragnar Relay (Olivia Darrow)** – June 3, 2017 – 2:00 a.m. – 3:15 p.m. – East Penn Elementary Parking Lot
9. **Summer Fitness Classes (Michael Lusch)** – June 26-30, 2017 & July 10-14, 2017 – 8:00 a.m.-3:00 p.m. – LAHS Fitness Center & Classroom
10. **LAHS Junior Class (Kathy Martin)** – May 30, 2017 – 1:39 p.m. – 2:20 p.m. – LAHS Auditorium – Class Meeting
11. **8th Grade Parents Meeting (Nicole Baker)** – May 25, 2017 – 6:00 p.m.-8:00 p.m. – LAMS Cafeteria
12. **Lehighton Athletic Booster Club (Cale Kresge)** – June 3, 2017 (Rain Date June 4, 2017) – 2:00 p.m.-6:00 p.m. – Former Football Stadium and Concession Stand – End of Season Track Party
13. **LAMS Maroon & White Day (Rachel Quinn)** – May 19, 2017 (Rain Date: 5/26/17) – 10:00 a.m.-2:00 p.m. – LAHS Auditorium
14. **LAMS Summer Band (Beth Hudlow/Thomas Weidner)** – June 19-July 14, 2017 – 8:00 a.m.-2:00 p.m. – LAMS Cafeteria, Choral Room & Band Room
15. **Lehighton Softball (Todd Weaver)** – June 21-November 1, 2017 – Wednesdays 4:30 p.m.-6:30 p.m. & Sundays 12:00 p.m.-2:00 p.m. – LAHS Outside Fields

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

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

1. **#201** – Admission of Students
2. **#626.4** – Allowability of Costs

(Enc. 15 – Yellow)

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

- C. MOTION by _____, SECONDED by _____ to approve selected Title I parents and students to attend the PDE State Parent Conference at Seven Springs Resort, Champion, PA, July 10-12, 2017, at a cost not to exceed **\$1,250.00**. Funding through the 2016-2017 Title I Grant.

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

- D. MOTION by _____, SECONDED by _____ to approve the contract with Behavioral Health Associates (BHA) for the 2017-2018 school year and to participate in the "Cost Savings Program".

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

- E. MOTION by _____, SECONDED by _____ to approve **Craig Reichl** to attend the PSU Curriculum & Instruction Update on the State of STEM Education in Pennsylvania, at Penn State University, State College Pa, June 21, 2017, at a cost not to exceed **\$750.00**. Funding through the 2016-2017 Curriculum Budget.

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, June 12, 2017, and the next regular scheduled meeting is on Monday, June 26, 2017, at 7:00 p.m.

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

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

TIME: _____