

Lehigh Area School District

Lehigh, Pennsylvania

Regular Meeting of School Board
Monday, June 26, 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 May 22, 2017, regular meeting. (Enc. 1 – White)

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

- B. MOTION by _____, SECONDED by _____ to approve the Minutes of the June 12, 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 May 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	\$ 1,694,985.74
--Benefits	\$ 532,318.26
--Payroll (May)	\$ 1,444,070.58
--Debit Card	\$ 2,034.85
Food Service Fund	\$ 72,635.98
Capital Projects	<u>\$ 2,437,647.27</u>
	\$ 6,183,692.68

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 **\$2,679,610.43** pending documentation verification and solicitor review:

(Enc. 5 - Green)

1. Middle School

Quandel - Invoice #28	\$ 8,272.75
Pittsburgh Stage, Inc. - App. #11012-2	\$ 1,627.20
McClure Co. - App. #13	\$ 57,538.40
Lobar, Inc. - App. #16	\$ 231,281.46
Jay R. Reynolds - App. #15	\$ 1,888.12
EI Associates - Inv. #13682, #13683, #13684, #13722, #13723, #13724, #13070b, #13470	<u>\$ 42,147.97</u>
	\$ 342,755.90

2. High School

Quandel - Invoice #28	\$ 8,272.75
McClure Co. - App. #13	\$ 3,136.90
Lobar, Inc. - App. #16	\$ 99,986.86
CSI #20172832P	\$ 373.00
EI Associates - Inv. #13678, #13679, #13680, #13681, #13071b, #13469, #13718	<u>\$ 66,938.50</u>
	\$ 178,708.01

3. **Elementary Center**

Quandel – Invoice #28	\$ 16,545.50
Phillips Brothers – App. #4	\$ 67,544.68
Lobar, Inc. – App. #1603200007	\$ 1,688,400.73
Jay R. Reynolds – App. #3	\$ 103,997.25
JBM Mechanical, Inc. - App. #2	\$ 192,757.50
Advantage Engineers – Inv. #160116400106	\$ 19,385.00
The Times Leader	\$ 223.89
EI Associates – Inv. #13672, #13673, #13674, #13675, #13676 #13677, #13713, #13714, #13715, #13716, #13717	\$ 69,291.97
	\$ 2,158,146.52

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 _____ upon recommendation by the Finance Committee to approve the 2017-2018 insurance package policies for property, general liability, auto, boiler and machinery, workers' compensation, umbrella, security, error and omissions, in the amount of **\$242,343.00**. Requesting payment to be made July 1, 2017, out of the 2017-2018 fiscal year.

(Enc. 7 – Green)

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

- F. MOTION by _____, SECONDED by _____ upon recommendation by the Finance Committee to approve issuing checks dated June 30, 2017, to pay invoices remaining for the 2016-2017 school year. Payments will be included in the July 2017 Board agenda for confirmation.

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

- G. MOTION by _____, SECONDED by _____ to authorize a transfer from the General Fund to Food Service Fund in the amount of **\$2,958.11** to close out the school year 2016-2017. (Enc. 8 – Green)

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

- H. MOTION by _____, SECONDED by _____ to approve the following: student lunch price and adult lunch price to increase **\$.05** (Elementary \$2.30, Adult \$3.60 and MS/HS \$2.60, Adult \$3.60) and the A la Carte prices (remaining the same) for the 2017-2018 school year. (Enc. 9 – 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. 10 – Green)

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

- J. MOTION by _____, SECONDED by _____ to approve the 2017-2018 Budget resolution and PA Department of Education Form PDE-2028 (Resolution #16/17-#09) (Enc. 11 - Green)

Roll Call Vote:

	Yes	No	Absent	Abstention
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	☐	☐	☐	☐
Mr. Duane R. Eidem, Member	☐	☐	☐	☐
Mrs. Gloria Bowman, President	☐	☐	☐	☐

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

- K. MOTION by _____, SECONDED by _____ approve the 2016-2017 Homestead and Farmstead Exclusion - Resolution #16/17 - #10. (Enc. 12 - Green)

Roll Call Vote:

	Yes	No	Absent	Abstention
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	☐	☐	☐	☐
Mr. Duane R. Eidem, Member	☐	☐	☐	☐
Mr. Stephen Holland, Member	☐	☐	☐	☐
Mrs. Gloria Bowman, President	☐	☐	☐	☐

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

- L. MOTION by _____, SECONDED by _____ to approve the 2017-18 Game Worker Pay Scale for athletic events. (Enc. 13 - Green)

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

- M. MOTION by _____, SECONDED by _____ to approve **Timothy Tkach** to attend the Pennsylvania Association of Federal Program Coordinators Summer Leadership Forum (PAFPC) 2017, in Pittsburgh, PA at the Sheraton Station Square, August 10-11, 2017, at a cost not to exceed **\$1,500.00** Funding through the 2016-17 Title I Grant.

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

- N. MOTION by _____, SECONDED by _____ to approve **Diane Brownmiller** and **Tiffany Strausberger** to attend the STEM Camp - Leading and Learning K-12, at Kutztown University, July 24-28, 2017, at a cost not to exceed **\$1,750.00**. Funding through the 2017-2018 Curriculum Budget.

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

- O. MOTION by _____, SECONDED by _____ to approve the purchase of Pearson Autentico Spanish Series, 8th -12th Grades, in the amount of **\$22,908.71**. Three (3) classroom book sets and eight (8) year digital licenses. Funding through the 2017-18 Curriculum Budget.

Roll Call Vote:

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

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

- P. MOTION by _____, SECONDED by _____ to approve the agreement with CLIU #21 for TransPerfect Remote Interpreters Products and Services for language interpreting related services. The cost is a monthly minimum of **\$50.00** if the service is used.

(Enc. 14 - Green)

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

- Q. MOTION by _____, SECONDED by _____ to approve the Agreement between the Lehigh Area School District and Carbon-Monroe-Pike Drug and Alcohol Commission, Inc., for Drug and Alcohol education and preventative services for the 2017-2018 school year in the amount of **\$28,000.00** paid through the 2017-18 Ready-to-Learn Grant.

(Enc. 15 - Green)

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

- R. MOTION by _____, SECONDED by _____ to approve contract between James Schwab, Clinical Psychologist Services, and the Lehigh Area School District for school year 2017-2018, in the amount not to exceed **\$30,000.00**, to be paid from 2017-2018 IDEA Grant.

(Enc. 16 - 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** hires for the **2017-2018** school year.

(Enc. 17 - Purple)

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

- B. MOTION by _____, SECONDED by _____ to approve the following job descriptions, pending solicitor review and approval:

1. **Coordinator of STEAM**
2. **Dean of Students**
3. **Social Worker/Transition Coordinator**

(Enc. 18 - Purple)

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

- C. MOTION by _____, SECONDED by _____ to approve the following revised job descriptions, pending solicitor review and approval:

1. **Assistant to the Superintendent** (former Coordinator of Curriculum, Instruction & Grants)
2. **Director of Special Services** (former Supervisor of Special Services)

(Enc. 19 - Purple)

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

- D. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following employee in accordance with the respective contracts:

1. **Melissa Volcskai** – Coordinator of STEAM Education – Act 93, 220-day position at a salary of **\$62,500**, effective date of July 1, 2017
2. **Stephen Ebbert** – Dean of Students – Step 24, Master's +30 - **\$76,101**
3. **Jessica Schafer** – Music Teacher – Step 4, Bachelor's - **\$46,202**
4. **Simon Tkach** – Social Studies Teacher – Step 3, Bachelor's - **\$45,000**

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

- E. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following summer positions as per hourly rate in Collective Bargaining Agreement (all programs will be held at Shull-David Elementary):

1. **Christina Brong** - Title I Summer Reading & Math Camp Teacher
2. **Bonnie Helmer**- Title I Summer Reading & Math Camp Paraprofessional
3. **Brenda Eckley** - Title I Summer Reading Camp Paraprofessional
4. **Marijane Petit-Clair** - Title I Summer Reading Camp Teacher
5. **Diane Brownmiller** - Title I Summer Reading Camp Teacher
6. **Justin Fritz** - MS Summer School (up to 4 weeks)
7. **Norine Zehner** - MS Summer School (up to 4 weeks)

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 #582** – effective May 1, 2017

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

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

1. **Trevor Miller** – July 17, 2017-August 3, 2017/Multimedia Design
2. **Sydney Schafer** – Master of Science with Reading Specialist Certification Program/Program of Studies
3. **Ashley Lichtenwalner** – Master of Science: Early Childhood Literacy/Program of Studies
4. **Daniel Williams** – CLIU Principal Certification/Program of Studies
5. **Daniel Williams** – August 9, 2017-September 27, 2017/Effective School Principalship
6. **Daniel Williams** – October 18, 2017-December 6, 2017/Leadership for Student Achievement

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

- H. MOTION by _____, SECONDED by _____ to accept the resignation of the following employee:

1. **Melissa Volcskai** – Social Studies Teacher – effective June 30, 2017
2. **Stephen Ebbert** – Middle School Teacher – effective June 30, 2017

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

- I. MOTION by _____, SECONDED by _____ to approve the attached Memorandum of Understanding (MOU) between LASD and Business Administrator, **Mr. Brian D. Feick**, for a four-year contract extension, salary for the year 2017-2018 (\$113,700), 2018-2019 (\$117,600), 2019-2020 (\$121,100) and 2020-2021 (\$124,800).

(Enc. 20 - Purple)

	Yes	No	Absent	Abstention
Mr. Wayne Wentz, Member	☐	☐	☐	☐
Mr. Andrew Yenser, Treasurer	☐	☐	☐	☐
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	☐	☐	☐	☐
Mrs. Gloria Bowman, President	☐	☐	☐	☐

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

X. Miscellaneous

- A. MOTION by _____, SECONDED by _____ to approve the following School Enrichment Journey requests:
- HS School-Wide Positive Behavior (C. Reichl)** - July 20, 2017 (Rain Date: 7/21/17) - 10:00 a.m.-5:00 p.m. - to travel to Dorney Park (HS Budget)
 - Tech Wizards (A. Rex)** - October 25, 2017, December 6, 2017, January 24, 2018, March 2, 2018 - 9:00 a.m.-1:45 p.m. - to travel to CLIU #21 Schnecksville (MS Budget)
 - HS Literature through Film Class (D. Hauser)** - November/December 2017 & April/May 2018 - 10:45 a.m.-1:30 p.m. - to travel to Mahoning Valley Cinema (Student funded)

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

- B. MOTION by _____, SECONDED by _____ that the student with the identification number of **#58009** shall be expelled pursuant to the terms and conditions as stated in the "Lehigh Area School District Waiver of Expulsion Hearing and Admission of Facts" (hereinafter "agreement"). The length and placement of said suspension are also pursuant to the terms of the Agreement.

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

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

1. **Student #54040**

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

- D. MOTION by _____, SECONDED by _____ to approve Resolution #17/18-#11 Opposing Charter School Provisions Under House Bill 97.

(Enc. 21 – Peach)

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **HS Guidance (Kelli Costenbader)** – June 19, 2017-June 30, 2017 – 7:30 a.m.-2:30 p.m. – LAHS Classroom – Summer Recovery
 2. **LAHS Band (Bryan Buffington)** – July 5, 6, 11, 12, 18, 19, 25, 26, 31 and August 1, 2, 3, 4, 7, 8, 9, 10, 11, 15, 17, 22, 24, 2017 – Various times – LAHS Auditorium, Outside Fields & Classroom – Summer Band
 3. **Lehighton Boys’ Basketball (Trevor Miller)** – July 10-13, 2017 – 8:00 a.m.-2:30 p.m. – LAMS Gym – Basketball Camp
 4. **SD/MA Olympic Day (Georgianna Messinger)** – July 19, 2017 – 6:00 p.m.-7:00 p.m. – Shull-David Multipurpose – Parent Meeting
 5. **Lehighton Area Soccer Club (Ed Moninghoff)** – August 1, 2017-November 15, 2017 – 4:00 p.m.-7:30 p.m. – Franklin Outside Field – Practice & Games
 6. **LAHS Band (Bryan Buffington)** – August 24, 2017 – 5:30 p.m.-8:00 p.m. – Multi-Purpose Stadium – Parent Expo
 7. **Franklin Coding Club (Martha Cox/Laurel Zimmerman)** – September 21, 28, and October 5, 12, 19, 2017 – 3:15 p.m.-4:15 p.m. – Franklin Computer Room – Coding Club
 8. **CCTI Adult Education (Lisa Wargula)** – July 24, 2017 – 10:00 a.m.-2:00 p.m. – LAHS Classroom – GED Orientation
 9. **Lehighton Touchdown Club (Tanya Haydt)** – July 20, 2017 & August 18, 2017) – 7:00 p.m.-8:00 p.m. – Multi-Purpose Stadium – Meeting

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

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

1. #246 – Student Wellness
2. #335 – Family and Medical Leaves
3. #626.5 – Procurement for Federal Grants
4. #808 – Food Services

(Enc. 22 – Yellow)

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

C. MOTION by _____, SECONDED by _____ to approve the 2nd Reading and Adoption of the following Lehigh Area School District Policies:

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

(Enc. 23 – Yellow)

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

D. MOTION by _____, SECONDED by _____ to approve the 2017-18 Fall Athletic Ticket Sales.

1. **Football Season Pass** – \$30 for adults and \$15 for senior citizens/students (five home varsity games and a reserved seat).
2. **Volleyball Season Pass** – \$45 for adults and \$15 for senior citizens/students (11 home matches)
3. **All-Sports Season Pass** - \$75 for adults and \$30 for senior citizens/students.
4. **Regular Admission Ticket Prices** - \$5 for Adults and \$2 for senior citizens/students

(Enc. 24 – Yellow)

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

- E. MOTION by _____, SECONDED by _____ to approve the 2017-18 LAHS Science course **STEAM for 21st Century Learning**.
(Enc. 25 – Yellow)

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

- F. MOTION by _____, SECONDED by _____ to approve the agreement with PA Treatment and Healing (PATH) to provide Act 48 Alternative Education for Disruptive Youth Services.
(Enc. 26 – 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, July 10, 2017, and the next regular scheduled meeting is on Monday, July 24, 2017, at 7:00 p.m.

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

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

TIME: _____