

Lehigh Area School District

Lehigh, Pennsylvania

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

Executive Session @ 6:15 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	☐	☐

IV. Presentations

1. Title I Parents - SPAC Conference - *Mr. Timothy Tkach*

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 September 18, 2017, regular meeting. (Enc. 1 – White)

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

- B. MOTION by _____, SECONDED by _____ to approve the Minutes of the October 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 September 2017. (Enc. 3 - Gold)

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

B.	MOTION by _____, SECONDED by _____ to approve the Payment of Bills:	
	General Fund	\$ 2,343,565.81 (Enc. 4 - Blue)
	--Benefits	\$ 474,192.33
	--Payroll (August)	\$ 2,072,049.46
	--Debit Card	\$ 2,935.88
	Food Service Fund	\$ 85,174.61
	Capital Projects	\$ 2,549,126.03
		\$ 7,527,044.12

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 _____ by to approve payment on the following projects from the corresponding construction accounts for a total of **\$3,106,663.86** pending documentation verification and solicitor review: (Enc. 5 - Green)

1. Stadium

Barry Isett & Associates- Inv. #0116383	\$ 901.51
	\$ 901.51

2. Middle School

EI Associates- Inv. #13813, 13814, 13815, 13847, 13848	\$ 15,491.05
Quandel- Inv. #32	\$ 4,825.10
Barry Isett & Associates- Inv. #0116398	\$ 574.98
Jay R. Reynolds- App. #17	\$ 245.00
Lobar, Inc. - App. #20	\$ 195,439.68
Sargent Enterprises, Inc.- App #7	\$ 28,526.82
Pittsburgh Stage- App. # 11178-4	\$ 10,069.20
	\$ 255,171.83

3. High School

EI Associates- Inv. #13810, 13811, 13812, 13844, 13845, 13846	\$ 15,144.29
Quandel- Inv. #32	\$ 4,825.10
CSI- Inv. #20174158P	\$ 3,470.53
Lobar, Inc. - App. #20	\$ 232,451.34
Tremco Inc.- App. #3	\$ 43,544.07
Jay R. Reynolds- App. #13	\$ 245.00
	\$ 299,680.33

4. Elementary Center

El Associates- Inv. #13805, 13806, 13807, 13808, 13809, 13840, 13841, 13842, 13843	\$ 68,509.60
Quandel- Inv. #32	\$ 23,439.80
L.J.C. Janitorial Distributors- Inv. #20584	\$ 11,900.00
Phillips Brothers – App. #8	\$ 211,657.49
Lobar, Inc. – App. #11	\$ 1,648,367.05
Jay R. Reynolds – App. #7	\$ 78,221.25
JBM Mechanical- App. #6	\$ 508,815.00
	<u>\$ 2,550,910.19</u>

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 refund the following:

1. Occupational Tax for year 2016 in the amount of \$245.00 to Ernest H. Miller.
2. Occupational Tax for year 2016 in the amount of \$125.00 to Barry Oswald.
3. Occupational Tax for year 2016 in the amount of \$125.00 to Alice Scitney.

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. 7 - Green)

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

- G. MOTION by _____, SECONDED by _____ to approve Occupational Tax Assessment Changes as per the attached list. (Enc. 8 - Green)

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

- H. MOTION by _____, SECONDED by _____ to approve the Discovery Streaming Agreement with Carbon Lehigh Intermediate Unit #21 for the 2017-2018 school year at a cost of \$2,167.67. Funding through the 2017-18 Technology Budget.

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

IX. Personnel

- A. MOTION by _____, SECONDED by _____ to approve the attached list of candidates for the **2017-2018 Substitute List** pending clearances. (Enc. 9 - Purple)

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

- B. MOTION by _____, SECONDED by _____ to approve the **Extra-Curricular** hires for the **2017-2018** school year.

(Enc. 10 - Purple)

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

C. MOTION by _____, SECONDED by _____ to approve the following hires for the 2017-2018 School Year per the professional contract:

1. **Michelle Rohrbach** - Instructor for the High School SAT Prep program / \$30.00 per hour for no more than 6 total hours/3 times per year
2. **JoLynn Gazo** - Instructor for the High School SAT Prep program / \$30.00 per hour for no more than 6 total hours/3 times per year
3. **Victori DePaulo** - Instruction for the High School After School Tutoring program / \$30.00 per hour for no more than 3 hours per week
4. **Gretchen Laviolette** - Instruction for the High School After School Tutoring program / \$30.00 per hour for no more than 3 hours per week
5. **Melissa Clark** - Instruction for the High School After School Tutoring program / \$30.00 per hour for no more than 3 hours per week
6. **Richard Bennett** - Instruction for the High School After School Tutoring program / \$30.00 per hour for no more than 3 hours per week
7. **Beth Daubert** - Instruction for the High School After School Tutoring program / \$30.00 per hour for no more than 3 hours per week
8. **Melissa Blocker** - Instruction for the High School After School Tutoring program / \$30.00 per hour for no more than 3 hours per week
9. **June Potts** - Instruction for High School Winter School Credit Recovery program / \$30.00 per hour for no more than 30 hours

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. **Brandi Lees** - November 1-December 15, 2017/Effective Use of Mobile Devices in the Classroom
2. **Jessica Schafer** - November 1-December 15, 2017/Effective Use of Mobile Devices in the Classroom
3. **Cory Hartsell** - Wilson College - MET Degree Program - Program of Studies
4. **Tiffany Strausberger** - CLIU Level I Principal Certification - Program of Studies
5. **Daniel Williams** - January 10-February 28, 2018/The Management of Education

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

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

1. **Tammy Steele** - Lunch-Time Aide - effective October 23, 2017

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

- F. MOTION by _____, SECONDED by _____ to approve the following professional employees for tenure:
1. **Lisa Failla** – Spanish – hired 9/30/14
 2. **Kevin Kotch** – Business-Computer-Information Technology – hired 9/30/14
 3. **Allison Solley** – Special Education – hired 10/15/14

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

- G. MOTION by _____, SECONDED by _____ to acknowledge FMLA leave for the following employee, not to exceed 12 weeks:
1. **Employee #206** – effective November 14, 2017

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

X. Miscellaneous

- A. MOTION by _____, SECONDED by _____ to approve the following School Enrichment Journey requests:
1. **7th & 8th Grade Technology (A. Rex & A. Tobash)** – October 25-November 3, 2017 – 7:30 a.m.-2:30 p.m.- to travel to BTM, Inc., Jim Thorpe for “What’s So Cool About Manufacturing” Video Project (School Van)
 2. **Nutrition & Body Shaping (D. Hartney)** – October 30, 2017 – 7:35 a.m.-10:30 .m. – to travel to Canal & Lunch (School Van)
 3. **LAHS FBLA (K. Kotch)** – November 5-6, 2017 – 8:30 a.m.-3:00 p.m. – to travel to Kalhari Resort for the State Leadership Workshop (Activities Fund)
 4. **Nutrition & Body Shaping (D. Hartney)** – A date in November to be chosen by Rodale – 7:30 a.m.-2:00 p.m. – to travel to Rodale Center, Cedar Crest College for Cardiovascular Enrichment (School Van)
 5. **LAMS & LAHS Odyssey of the Mind (B. Hudlow)** – March 10, 2018 – 7:00 a.m.-10:00 p.m. – to travel to Pocono Mountain West High School to participate in OM Competition (HS & MS Budgets)
 6. **LAMS & LAHS Odyssey of the Mind (B. Hudlow)** – April 7, 2018 – 7:00 a.m.-10:00 p.m. – to travel to Pocono Mountain East High School to participate in OM Competition (HS & MS Budgets)
 7. **LAHS Prom (D. Hartney)** – May 4, 2018 – 5:00 p.m.-10:00 p.m. – to travel to Blue Mountain Ski Resort for the 2018 Prom (Student Cost)
 8. **LAHS Class of 2018 (D. Hartney)** – May 11, 2018 – 7:00 a.m.-10:00 p.m. – to travel to Six Flags Great Adventure for the Senior Outing (Activities Fund)
 9. **Grade 4 Mahoning (R. Rupell & A. Swanson)** – May 22, 2018 – 8:45 a.m.-2:30 p.m. – to travel to Quiet Valley (PTO Sponsored)

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

B. MOTION by _____, SECONDED by _____ to acknowledge the following student teacher:

1. **Emily Mantz**, Kutztown University, Elementary Education, assigned to East Penn Elementary

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

XI. Programs

A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:

1. **LAHS Class of 2018 (Dorothy Hartney)** - November 3, 2017 - 5:00 p.m.-10:00 p.m. - 2017 Powderpuff Football Game - Multi-Purpose Stadium
2. **Title I Parent Night (Timothy Tkach)** - November 14, 2017 - 5:00 p.m.-8:00 p.m. - Shull-David Multi-Purpose Room
3. **Lehighton Booster Club (Jason Muffley)** - October 29, November 5, or November 12, 2017 - 8:00 a.m.-5:00 p.m. - Playoff Football Games - Multi-Purpose Stadium
4. **LAHS Girls' Basketball (Laura Frey)** - October 24, November 17, and December 14, 2017 - 5:45 p.m. - 7:45 p.m. - Parent Meetings - HS Classroom
5. **Lehighton Area Volleyball Boosters (Jen Haberman & T.J. O'Connor)** - November 5, 2017 - 4:00 p.m.-9:00 p.m. - Volleyball Banquet - HS Cafeteria
6. **LAHS Girls' Basketball (Laura Frey)** - December 16, 2017 - 5:00 p.m.-10:00 p.m. - Babysitting Night - HS Gym
7. **LABC Boys' & Girls' Basketball (JD Light)** - November 1-March 16, 2018 (Dates & Times to be determined by AD) - Basketball Practice - MS Gym
8. **Title I Staff (Suzanne Cordes)** - March 2, 2018 - 4:00 p.m.-9:00 p.m. - Seussapalooza (Dr. Seuss Birthday Celebration) - HS Cafeteria
9. **Carbon County PIAA Basketball Officials (Dan Rossino & Jim Strubinger)** - November 6, 13, 20, 28, December 4, 18, 2107, January 8, 22, 2018 - PIAA Rules Interpretation Meetings - HS Classroom
10. **LABC Wrestling (Mike Gornick)** - December 17, 2017 - 6:30 a.m.-4:00 p.m. - Wrestling Matches - HS Gym
11. **Mahoning PTO (Karen Shaffer)** - December 6, 2017 - 3:00 p.m.-9:30 p.m. - PTO Holiday Event - Mahoning Multi-Purpose Room, Cafeteria, Classroom & Hallways
12. **Mahoning PTO (Karen Shaffer)** - February 23, 2018 (Snow Date: 3/3/18) - 3:00 p.m.-9:30 p.m. - Father/Daughter Dance - Mahoning Multi-Purpose Room
13. **LAHS Red Cross (Lisa Failla)** - November 8, 2017 - 5:00 p.m.-8:00 p.m. - Spaghetti Dinner Fundraiser - HS Cafeteria
14. **Ragnar Relay (Olivia Darrow)** - June 16, 2017 - 4:00 a.m.-2:00 p.m. - Exchange Relay Location #29 - East Penn Front Lawn & Parking Lot

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

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

1. #345 - Identification Badges

2. #916 - School Volunteers

(Enc. 11 - 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, November 13, 2017, and the next regular scheduled meeting is on Monday, November 20, 2017, at 7:00 p.m.

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

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

TIME: _____