

Lehighton Area School District

Lehighton, Pennsylvania

Regular Meeting of School Board
Monday, January 25, 2016 at 7:00PM

Executive Session @ 6:00 PM

Agenda

I. Pledge of Allegiance

II. Call to Order

III. Roll Call

	Present	Absent
Mr. Byron Arner, Member	☐	☐
Mr. Richard R. Beltz, Vice-President	☐	☐
Mrs. Gloria Bowman, Member	☐	☐
Mrs. Marianne Dwyer, Member	☐	☐
Vacant	☐	☐
Mr. Stephen L. Holland, Member	☐	☐
Mr. Wayne Wentz, Member	☐	☐
Mr. Andrew Yenser, Treasurer	☐	☐
Mr. Hal Resh, President	☐	☐
Mr. Brian Feick, Business Manager	☐	☐
Mr. Jonathan Cleaver, Superintendent	☐	☐
Attorney William Schwab, Solicitor	☐	☐
Mrs. Melissa Wagner, Recording Secretary	☐	☐

**Notice of Executive Session

IV. Public Comment on Agenda

Presentations

1. **Veteran Diplomas** – Mr. Jonathan Cleaver
 - *Mr. Herbert Clayton Zimmerman*
 - *Mr. David Bryan Bryfogle*
 - *Mr. Carl Lamont Haydt*
2. **Agricultural Lab at Middle School** - Mrs. Nothstein & Mrs. Buffington
3. **Holiday Educare 2015** - Mrs. Cressley

VI. Communications

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

VII. Approval of Minutes

- A. MOTION by _____, SECONDED by _____ to approve the Minutes of the December 21, 2015, regular meeting.

(Enc. 1 – White)

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

- B. MOTION by _____, SECONDED by _____ to approve the Minutes of the January 11, 2016, 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 December 2015.

(Enc. 3 - Gold)

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

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

(Enc. 4 - Blue)

General Fund	\$ 1,667,369.39
--Benefits	\$ 560,996.29
--Payroll (December)	\$ 1,939,809.11
--Debit Card	\$ 3,000.79
Food Service Fund	\$ 62,157.66
Capital Reserve	\$ 921.50
Athletic Fund	\$ -----
Athletic Proj. Fund	\$ 12,239.66
Total	\$ 4,246,494.40

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 _____ upon recommendation of the Finance Committee, to approve payment of the following projects from the Un-Restricted Fund Balance:

1. Recommended by Barry Isett & Associates, Inc. for payment of Application #5 to Pagoda Electric, Inc. pending verified payroll and solicitor review

Stadium (December 8-31, 2015) \$ 38,700.00

(Enc. 5 - Green)

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

2. Recommended by Barry Isett & Associates, Inc. for payment of Application #6 to Pagoda Electric, Inc. pending verified payroll and solicitor review

Stadium (December 9-31, 2015) \$ 19,700.00

(Enc. 6 – Green)

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

3. Recommended by Barry Isett & Associates, Inc. for payment of Application #7 CMG of Easton, Inc. pending verification of certified payroll and solicitor review

Stadium (December 1-31, 2015) \$301,404.60

(Enc. 7 – Green)

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

4. Recommended by Barry Isett & Associates, Inc. for payment of Application #4 Master Mechanical Corp. pending verification of certified payroll and solicitor review

Stadium (December 1-31, 2015) \$ 53,733.78

(Enc. 8 – Green)

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

5. Barry Isset & Associate, Inc.

Stadium
(October 1-31, 2015) \$ 6,846.14

(Enc. 9 – Green)

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

6. Barry Isset & Associate, Inc.

Stadium Design
(October 1-31, 2015) \$ 34,304.51

(Enc. 10 – Green)

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

7. Barry Isset & Associate, Inc.

Stadium Design
(November 1-30, 2015) \$ 21,145.26

(Enc. 11 – Green)

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

8. **Barry Isset & Associate, Inc.**

Stadium

(November 1-30, 2015)

\$ 2,114.79

(Enc. 12 - Green)

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

9. **Barry Isset & Associate, Inc.**

Stadium

(December 1-31, 2015)

\$ 9,896.78

(Enc. 13 - Green)

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

D. MOTION by _____, SECONDED by _____ upon recommendation of the Finance Committee, to approve payment on the following projects from the corresponding construction accounts:

1. **Quandel:**

MS & HS Additions & Renovations

(November 1-30, 2015)

\$ 33,091.00

(Enc. 14 - Green)

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

2. **Earth Engineering, Inc.**

New Elementary Center - LV Geotech

\$ 19,180.00

(Enc. 15 - Green)

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

3. **EI Associates**

LEED Services-Middle School

(October 1-31, 2015)

\$ 6,673.08

(Enc. 16 - Green)

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

4. EI Associates

LEED Services-Middle School \$ 6,673.07
(November 1-30, 2015)

(Enc. 17 - Green)

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

5. EI Associates

Design and Construction of Middle School \$ 105.23
(October 1-31, 2015)

(Enc. 18 - Green)

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

6. EI Associates

Printing for HVAC re-design \$ 492.75
(October 1-31, 2015)

(Enc. 19 - Green)

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

7. EI Associates

LEED Service - High School \$ 6,483.87
(October 1-31, 2015)

(Enc. 20 - Green)

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

8. EI Associates

LEED Services - High School \$ 6,483.87
(November 1-30, 2015)

(Enc. 21 - Green)

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

9. EI Associates

New Elementary School Design \$ 110,718.17
(September 1-30, 2015)

(Enc. 22 - Green)

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

10. EI Associates

New Elementary School Design
(October 1-31, 2015)

\$ 110,718.17

(Enc. 23 - Green)

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

11. EI Associates

New Elementary School Design
(November 1-30, 2015)

\$ 110,718.17

(Enc. 24 - Green)

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

E. MOTION by _____, SECONDED by _____ to approve the following reports:

- a. Revenue Report
- b. Budget Report
- c. Treasurer's Reports
 - 1. General Fund
 - 2. Capital Reserve Fund
 - 3. Food Service Fund

(Enc. 25 - Green)

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. 26 - Green)

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

G. MOTION by _____, SECONDED by _____ to approve Occupational Tax Assessment Changes as per the attached list.

(Enc. 27 - Green)

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

H. MOTION by _____, SECONDED by _____ to refund Occupation Tax for year 2015 in the amount of **\$137.50** to Melinda Young.

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

I. MOTION by _____, SECONDED by _____ to approve the bid of **\$1,301.55** on property: Map Number 83G-35-A8, that is in the County's Repository for Unsold Properties.

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

J. MOTION by _____, SECONDED by _____ to approve the bid of **\$1,301.55** on property: Map Number 83G-35-A9, that is in the County's Repository for Unsold Properties.

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

K. MOTION by _____, SECONDED by _____ to approve the bid of **\$700.00** on property: Map Number 71-37-B9 Lot 95, that is in the County's Repository for Unsold Properties.

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

L. MOTION by _____, SECONDED by _____ to approve the bid of **\$737.50** on property: Map Number 83B-38-A64, that is in the County's Repository for Unsold Properties.

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

M. MOTION by _____, SECONDED by _____ to approve the bid of **\$2,051.00** on property: Map Number 70B-62-B12, that is in the County's Repository for Unsold Properties.

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

- N. MOTION by _____, SECONDED by _____ to approve **Kevin Kotch** to attend the National Business Education Association Annual Conference in Las Vegas, NV, March 22-26, 2016, at a cost not to exceed **\$600.00**. Funding provided through the High School Budget.

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

- O. MOTION by _____, SECONDED by _____ to approve **Wanda Rousenberger** and **Candace Zona-Slaw** to attend the PDE Annual Conference "Making a Difference: Educational Practices That Work!" in Hershey, PA, February 10-12, 2016, at a cost not to exceed **\$750.00**. Funding provided through the Special Education Department Budget.

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

- P. MOTION by _____, SECONDED by _____ to approve **Kimberly Nenscel** to attend Guided Math: Practical Strategies to Differentiate Your Math Instruction Using Small Groups and Math Learning Centers for Grades 3-6 in Bethlehem, PA, March 15, 2016, at a cost not to exceed **\$300.00**. Funding provided through the Title I Grant.

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

- Q. MOTION by _____, SECONDED by _____ to approve **Bryan Buffington** and **Jessica Schafer** to attend 2016 PMEA Annual In-Service Conference in Hamburg, PA, March 31, 2016 - April 2, 2016, at a cost not to exceed **\$1,050.00**. Funding provided through the High School Budget.

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

IX. Personnel

- A. MOTION by _____, SECONDED by _____ to approve the attached list of candidates for the **2015-2016 Substitute** list pending clearances.

(Enc. 28 - Purple)

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

- B. MOTION by _____, SECONDED by _____ to approve the **Athletic** hires for the **2015-2016** and **2016-2017** school year (per attachment).

(Enc. 29 - Purple)

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

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

1. **Adrienne Fedor** – January 19 – May 5, 2016/Studio Thinking
2. **Jessica McCarroll** – March 7 – April 25, 2016/Social and Ethical Issues in Distance Learning
3. **Allison Rheinhardt** – February 12 – February 28, 2016/Differentiated Instruction
4. **Allison Rheinhardt** – February 5 – February 21, 2016/The Bully Proof Classroom

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 #283** – effective January 5, 2016
2. **Employee #135** – effective January 28, 2016
3. **Employee #1084** – effective April 15, 2016

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

- E. MOTION by _____, SECONDED by _____ to approve the following hires for the 2015-2016 School Year per the professional contract:

1. **Rick Bennett** – Winter School Credit Recovery/ **\$29.00** per hour for no more than 30 total hours
2. **James Gurka** – Winter School Credit Recovery/ **\$29.00** per hour for no more than 30 total hours
3. **Jessica Habas, Todd Serfass, and John Stemler** – After-School Student Supervision Program at the Middle School 1-hour daily / **\$29.00** per hour (shared duty)

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

- F. MOTION by _____, SECONDED by _____ to accept the intent to retire for the following professional employees, effective the end of the 2015-2016 school year (unless otherwise noted):
1. **Holly Frantz** - HS Spanish, effective at the end of the 2015-16 school year - Hired August 26, 1991
 2. **Lynn Kirsch** - HS Special Education, effective at the end of the 2015-16 school year - Hired September 13, 1993
 3. **Peggy Lampman** - MS Reading, effective at the end of the 2015-16 school year - Hired September 28, 1992
 4. **Wayne Schickram** - MS Mathematics, effective at the end of the 2015-16 school year - Hired September 1, 1984
 5. **Debra Turner** - MS Language Arts, effective at the end of the 2015-16 school year - Hired December 13, 1982

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

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

1. **Lauren Lesko** - Part-Time Cleaner (\$7.47/hour)

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

X. Miscellaneous

- A. MOTION by _____, SECONDED by _____ to approve the following School Enrichment Journey requests:
1. **LAHS Selected Staff and Students** - February 10, 2016 - 8:00 a.m.-10:00 p.m. - to travel to Upper Darby High School
 2. **LAHS Band (B. Buffington)** - March 1-4, 2016 - 7:30 a.m.-3:30 p.m. - to travel to Palmerton Area High School
 3. **7/8 Band (B. Hudlow)** - April 15, 2016 - 7:30 a.m.-9:00 p.m. - to travel to PMEA Intermediate BandFest
 4. **5/6 Chorus (T. Weidner)** - April 14, 2016 - 2:30 p.m.-6:45 p.m. - to travel to Rascal's in Allentown
 5. **3rd Grade Mahoning (C. Kresge, K. Blisard)** - April 26, 2016 - 8:50 a.m.-3:00 p.m. - to travel to National Canal Museum in Easton
 6. **3rd & 4th Grades Franklin (D. Gerber)** - April 28, 2016 (Rain date: May 4, 2016) - 8:45 a.m.-5:00 p.m. - to travel to Philadelphia Zoo
 7. **Envirothon - 3rd Grade Team (J. Boyle, C. Kresge)** - May 9, 2016 (Rain date: May 13, 2016) - 8:45 a.m.-2:00 p.m. - to travel to CCEEC/Mauch Chuck Lake
 8. **LAHS Student Council (L. Schiffer)** - March 11, 2016 - 7:30 a.m.-3:00 p.m. - to travel to Whitehall High School
 9. **K, 1st, 2nd Grades Franklin (D. Gerber)** - April 27, 2016 (Rain date: May 2, 2016) - 8:45 a.m.-5:00 p.m. - to travel to Philadelphia Zoo
 10. **K - Shull David (D. Rakos, C. Gandy, M. Kirsch, J. Smith)** - April 21, 2016 - 8:40 a.m.-3:00 p.m. - to travel to Hershey Story Museum

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

- B. MOTION by _____, SECONDED by _____ to approve an Affiliation Agreement between Lehigh Area School District and **Marywood University** for the purpose of providing experiential learning for Education students for the 2015-2016 school year.

(Enc. 30 – Yellow)

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

- C. MOTION by _____, SECONDED by _____ that the student with the identification number of **#54020** 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 - _____

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **LAHS Girls’ Soccer Parent Group (Rich Emmert)** – May 1, 2016 – 7:00 a.m.-7:00 p.m. – Soccer Fields for Soccer Tournament
 2. **Mahoning PTO (Karen Shaffer)** – January 28, 2016 – 3:00 p.m.-6:00 p.m. – Mahoning Multi-Purpose Room for Fundraiser Pick-up
 3. **Shull David PTO (Mary Lichtenwalner)** – February 19, 2016 (Snow date: February 26, 2016) – 5:00 p.m.-9:00 p.m. – Shull David Multi-Purpose Room for Science Fair Family Night
 4. **Shull David PTO (Mary Lichtenwalner)** – January 28, 2016 (Snow date: January 29, 2016) – 3:00 p.m.-6:00 p.m. – Shull David Multi-Purpose Room for Fundraiser Pick-up
 5. **East Penn PTO (Tammy Steele)** – January 29, 2016 – 12:00 p.m.-5:30 p.m. – East Penn Multi-Purpose Room for Fundraiser Pick-up
 6. **East Penn PTO (Tammy Steele)** – March 11, 2016 (6:00 p.m.-9:00 p.m.) and March 12, 2016 (8:00a.m.-6:00 p.m.) – East Penn Multi-Purpose Room, Outside Fields, Various Rooms for Spring Fling and Egg Hunt Event
 7. **Mahoning & Shull David PTO’s (Karen Shaffer)** – April 26, 2016 (Rain date: May 2, 2016) – 7:30 a.m.-4:00 p.m. – Middle School Stadium for Race for Brilliance
 8. **Mahoning PTO (Karen Shaffer)** – February 26, 2016 (Snow date: March 4, 2016) – 3:30 p.m.-9:00 p.m. – Mahoning Multi-Purpose Room, Various Rooms for Father/Daughter Dance
 9. **Lehigh Cheerleaders Parents Club (Melissa Hunsicker)** – March 6, 2016 – 12:30 p.m.-3:30 p.m. – High School Gym for Zumbathon

10. Lehighon Boys' Basketball Parents Club (Corey Schaeffer) – February 28, 2016 – 5:00 p.m.-8:00 p.m. – High School Cafeteria for Banquet

11. Lehighon Athletic Booster Club (Cale Kresge) – June 4, 2016 (Rain date: June 5, 2016) – 8:00 a.m.-5:00 p.m. – New Stadium for Track and Field Meet

12. Franklin Township Athletic Association – January 28, 2016 (6:00 p.m.-8:00 p.m.), February 20, 2016, February 27, 2016 – 8:00 a.m.-12:00 (noon) – Sign-Ups – Middle School

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

- B. MOTION by _____, SECONDED by _____ to approve the Lehighon Area School District-run Lehighon Middle School Summer Wellness Program to be held July 5 – August 5, 2016, from 9 a.m. – 1 p.m. based at the Shull David Elementary School.

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

- C. MOTION by _____, SECONDED by _____ to approve the 1st reading of the Revisions/additions of the following Lehighon Area School District Policies:
1. #815 – Acceptable Use of Communications and Information Systems
 2. #823 – Administering Naloxone
 3. #916 – School Volunteers

(Enc. 31 – Yellow)

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

XII. Old Business for Discussion

XIII. New Business for Discussion

- A. MOTION by _____, SECONDED by _____ to appoint _____ for the remaining term of the current vacancy on the Lehigh School Board.

Roll Call Vote:

	Yes	No	Absent	Abstention
Mr. Byron J. Arner, Member	☐	☐	☐	☐
Mr. Richard R. Beltz, Vice-President	☐	☐	☐	☐
Mrs. Gloria Bowman, Member	☐	☐	☐	☐
Mrs. Marianne Dwyer, Member	☐	☐	☐	☐
Mr. Stephen Holland, Member	☐	☐	☐	☐
Mr. Wayne Wentz, Member	☐	☐	☐	☐
Mr. Andrew Yenser, Member	☐	☐	☐	☐
Mr. Hal Resh, President	☐	☐	☐	☐

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

XIV. Courtesy of the floor / Public Comment

XV. Adjournment

Next workshop meeting is scheduled on Monday, February 8, 2016, and the next regular scheduled meeting is on Monday, February 22, 2016, at 7:00 p.m.

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

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

TIME: _____