

Lehighton Area School District

Lehighton, Pennsylvania

Regular Meeting of School Board
Monday, February 22, 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

V. Presentations

1. **SuccessMaker Update** – Mr. Bachert
2. **LCCC Commercials** – Mr. Cleaver

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 – *Mr. Beltz*

VII. Approval of Minutes

- A. MOTION by _____, SECONDED by _____ to approve the Minutes of the January 20, 2016, special meeting.

(Enc. 1 – White)

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

- B. MOTION by _____, SECONDED by _____ to approve the Minutes of the January 25, 2016, regular meeting.

(Enc. 2 – White)

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

- C. MOTION by _____, SECONDED by _____ to approve the Minutes of the February 8, 2016, workshop meeting.

(Enc. 3 – 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 January 2016.

(Enc. 4 - Gold)

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

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

(Enc. 5 - Blue)

General Fund	\$ 1,709,436.52
--Benefits	\$ 533,262.07
--Payroll (January)	\$ 1,247,572.49
--Debit Card	\$ 5,708.75
Food Service Fund	\$ 65,929.07
Capital Reserve	\$ -----
Athletic Fund	\$ 17,453.74
Athletic Proj. Fund	\$ -----
Total	\$ 3,579,362.64

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 of the following projects from the Un-Restricted Fund Balance:

1. Recommended by Barry Isett & Associates, Inc. for payment of Application #7 to Pagoda Electric, Inc. pending verified payroll and solicitor review

Stadium (January 29-31, 2016)	\$ 114,995.60
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(Enc. 6 - Green)

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

2. Recommended by Barry Isett & Associates, Inc. for payment of Application #6 Master Mechanical Corp. pending verification of certified payroll and solicitor review

Stadium (January 1-31, 2016) \$ 69,493.31

(Enc. 7 – Green)

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

3. Recommended by Barry Isett & Associates, Inc. for payment of Application #8 CMG of Easton, Inc. pending verification of certified payroll and solicitor review

Stadium (January 1-31, 2016) \$ 187,062.60

(Enc. 8 – Green)

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

D. MOTION by _____, SECONDED by _____ to approve payment on the following projects from the corresponding construction accounts:

1. Quandel:

MS & HS Additions & Renovations
(December 1, 2015-January 31, 2016) \$ 33,091.00

(Enc. 9– Green)

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

2. Barry Isett & Associates, Inc..

Stadium Design (December 1-31, 2015) \$ 15,042.82

(Enc. 10 – Green)

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

3. EI Associates

Design and Construction of the Middle School
(December 1-31, 2015) \$ 10,195.57

(Enc. 11 – Green)

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

4. EI Associates

LEED Services-Middle School
(December 1-31, 2015)

\$ 4,537.69

(Enc. 12 - Green)

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

5. EI Associates

Alterations and Additions for High School
(December 1-31, 2015)

\$ 7,716.73

(Enc. 13 - Green)

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

6. EI Associates

LEED Services-High School
(December 1-31, 2015)

\$ 5,705.81

(Enc. 14 - Green)

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

7. EI Associates

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

\$ 110,718.17

(Enc. 15 - 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. Capital Projects Fund
 4. Food Service Fund

(Enc. 16 - Green)

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

- F. MOTION by _____, SECONDED by _____ to refund Real Estate Tax for year 2015 in the amount of **\$2,514.14** to Floriel & Ellen Diaz, Irrevocable Trust.

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

- G. MOTION by _____, SECONDED by _____ to approve the annual tax collector's reports. NOTE: These reports are on file at the Administration office for your review.

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

- H. MOTION by _____, SECONDED by _____ to adopt Resolution #15-16 - #05 approving a Third Supplemental Agreement of Lease to reduce Lehigh Area School District's rental payments on the 2016 Bonds benefiting the Carbon Career & Technical Institute (CCTI) following the successful refinancing of CCTI's 2008 Bonds.

(Enc. 17 - Green)

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

- I. MOTION by _____, SECONDED by _____ to adopt Resolution #15-16-#06 by nine of the 45 members Joint Board of the Carbon Career & Technical Institute (CCTI) to reduce the rental payments on the 2016 Bonds following the successful refinancing of CCTI's 2008 Bonds.

(Enc. 18 - Green)

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

- J. MOTION by _____, SECONDED by _____ upon recommendation by the Building & Grounds Committee, to approve the purchase of 720 desks at **\$78.99** and 720 chairs with book racks at **\$57.15** for a total of **\$98,020.80** for the Middle School classrooms from WB Mason Co-Stars Contract.

(Enc. 19 - Green)

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

- K. MOTION by _____, SECONDED by _____ to approve the **Football Coaching Staff** to attend Football Clinics at the University of Connecticut and Sacred Heart University from April 8-10, 2016, at a cost not to exceed **\$500.00**. Funding provided through the Athletic Budget.

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

- L. MOTION by _____, SECONDED by _____ to approve **Lory Frey** to attend the PSUG NJ Conference 2016, Atlantic City, NJ, Sheraton Atlantic City Convention Hotel on March 14-16, 2016, at a cost not to exceed **\$825.00**. Funding provided through the Curriculum Budget.

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

- M. MOTION by _____, SECONDED by _____ to approve **Michele Lobien** and **Wanda Rousenberger** to attend K-12 Student Assistance Program (SAP) Training in Allentown at the Center for Humanistic Change on March 23, 29, and 31, 2016, at a cost not to exceed **\$950.00**. Funding provided through the Curriculum Budget.

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

- N. MOTION by _____, SECONDED by _____ to approve the purchase of the Fire Alarm Control Panel Replacement/Upgrade for the high school from CSI Integrated Security & Communications in the amount of **\$29,160.00** (Co-Stars/PEPPM State Contract).

(Enc. 20 - Green)

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. 21 - Purple)

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

- B. MOTION by _____, SECONDED by _____ to approve the **Athletic & Extra-Curricular** hires for the **2015-2016** and **2016-2017** school year (per attachment).
(Enc. 22 - 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. **Lauren Cortright** - May 16-June 10, 2016/Reading Clinic Practicum
 2. **Michael Feifel** - July 3-8, 2016/American Foreign Policy Services 1898
 3. **Michael Feifel** - July 10-15, 2016/American Statesmen: Abraham Lincoln/Theodore Roosevelt
 4. **Michael Feifel** - July 25-August 4, 2016/The U.S. Since the 1960's
 5. **Allison Rheinhardt** - March - April 2016/Styles of Teaching: Personality Type in the 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 #480** - effective January 25, 2016
 2. **Employee #418** - effective March 9, 2016
 3. **Employee #1368** - effective April 8, 2016
 4. **Employee #574** - effective February 10, 2016

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

- E. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following employees in accordance with the respective contracts, pending clearances:
1. **Kristina Kemmerer** - Lunch-Time Aide (**\$7.25/hour**)
 2. **David Henry** - Part-Time Cleaner (**\$7.47/hour**)
 3. **Ryan Wentz** - Long-Term Substitute - Secondary Math - Middle School - Bachelor's Step 1 - Prorated - (**\$38,740**)

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

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

1. **Kyle Hunter**, Asst. Baseball Coach – effective immediately

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

X. Miscellaneous

A. MOTION by _____, SECONDED by _____ to approve the following School Enrichment Journey requests:

1. **LAMS Odyssey of the Mind (B. Perkins)** – March 12, 2016 – 6:45 a.m.-9:00 p.m. – to travel to Pocono Mtn. West High School
2. **7th & 8th Grade Band (B. Perkins)** – March 21, 2016 – 7:30 a.m.-3:15 p.m. – to travel to all elementary buildings and Pizza Hut
3. **LAMS Odyssey of the Mind (B. Perkins)** – April 2, 2016 – 6:00 a.m.-10:00 p.m. – to travel to Moon Area High School
4. **Shull-David Kindergarten (C. Gandy, D. Rakos, M. Kirsch, J. Smith)** – April 8, 2016 – 8:40 a.m.-11:00 a.m. – to travel to Blue Mtn. Health Fair/Rec. Center
5. **Shull-David 1st Grade (M. Petit-Clair, M. Schaeffer, J. Matika)** – April 8, 2016 – 8:45 a.m.-11:00 a.m. – to travel to Blue Mtn. Health Fair/Rec. Center
6. **Shull-David 2nd Grade (L. Barth, K. Decker, D. Herman)** – April 8, 2016 – 12:15 p.m.-2:30 p.m. – to travel to Blue Mtn. Health Fair/Rec. Center
7. **Shull-David 2nd Grade (L. Barth, D. Herman, K. Decker)** – April 22, 2016 – 8:45 a.m.-2:45 a.m. – to travel to Crystal Cave
8. **Shull-David 3rd Grade (J. Wentz)** – April 26, 2016 – 9:00 a.m.-2:45 p.m. – to travel Easton Canal Museum
9. **Mahoning Students and Staff** – April 29, 2016 (Rain date: May 2, 2016) – 8:45 a.m.-3:00 p.m. – to travel to Race for Brilliance (MS Field)
10. **7th Grade White Team (J. Yescavage)** – April 29, 2016 (Rain date: May 2, 2016) – 7:30 a.m.-12:15 p.m. – to travel to Lehighton Grove
11. **4th Grade Chime Ensemble (S. Stufflet)** – May 3, 2016 – 3:30 p.m.-5:15 p.m. – to travel to Mahoning Valley Nursing & Rehabilitation
12. **Shull-David 4th Grade (M. Dillman)** – May 5, 2016 – 9:15 a.m.-3:00 p.m. – to travel to Zion UCC Church
13. **EP & FR 3rd Grade Envirothon Teams (T. Strausberger, M. Barilla)** – May 9, 2016 – 8:45 a.m.-2:00 p.m. – to travel to Mauch Chunk Lake Park
14. **4th Grade Chime Ensemble (S. Stufflet)** – May 9, 2016 – 3:30 p.m.-4:30 p.m. – to travel to Pleasant Trees
15. **Franklin 3rd Grade (A. Rheinhart, T. Strausberger, L. Zimmerman)** – May 12, 2016 – 11:15 a.m.-3:00 p.m. – to travel to Cedar Crest College
16. **East Penn 3rd Grade (M. Barilla, B. Breiner)** – May 12, 2016 – 8:40 a.m.-12:30 p.m. – to travel to Cedar Crest College
17. **Shull-David & Mahoning 4th Grade (A. Sebelin)** – May 12, 2016 – 8:45 a.m.-2:45 p.m. – to travel to the High School and Middle School
18. **Franklin 4th Grade (D. Gerber, J. Fritz)** – May 12, 2016 – 8:45 a.m.-2:00 p.m. – to travel to the High School and Middle School
19. **East Penn 4th Grade (C. Haupt)** – May 12, 2016 – 8:45 a.m.-2:00 p.m. – to travel to the High School and Middle School

20. **Mahoning 4th Grade (A. Swanson, R. Rupell)** – May 16, 2016 – 8:30 a.m.-4:30 p.m. – to travel to the State Museum of Pennsylvania
21. **Shull-David 4th Grade (M. Dillman)** – May 19, 2016 – 7:45 a.m.-4:45 p.m. – to travel to Lancaster County
22. **LAHS Band (B. Buffington)** – April 3, 2016 – 2:00 p.m.-8:00 p.m. – to travel to Mohegan Sun Arena, Wilkes-Barre
23. **LAHS Band (B. Buffington)** – May 31, 2016 – 8:00 a.m.-8:00 p.m. – to travel to Knobels Amusement Park
24. **5th Grade Envirothon (C. Knappenberger, J. Solt)** – May 10, 2016 (Rain date: May 13, 2016) – 8:00 a.m.-1:45 p.m.
25. **6th – 8th Grade Envirothon (T. Serfass, Y. Sharrow)** – May 11, 2016 (Rain date: May 13, 2016) – 8:00 a.m.-1:45 p.m.

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

- B. MOTION by _____, SECONDED by _____ to acknowledge the following student teacher for the spring semester 2015-2016:

1. **Erin Raymond** – Marywood University

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

- C. MOTION by _____, SECONDED by _____ to approve the **2016-2017** School Calendar for the Lehigh Area School District.

(Enc. 23 – Yellow)

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **Lehigh Soccer (Crystel Stein)** – March 1-June 1, 2016 – Weekdays (5:00 p.m.-7:00 p.m.) & Saturdays (9:00 a.m.-1:00 p.m.) – Soccer Fields at Franklin Elementary
 2. **Shull-David Art Show & Book Fair (Adrienne Fedor)** – March 9, 2016 – 5:00 p.m.-8:30 p.m. – Shull-David Gym, Multi-Purpose Room & Classrooms
 3. **Mahoning Art Show & Book Fair (Adrienne Fedor)** – March 16, 2016 – 5:00 p.m.-8:30 p.m. – Mahoning Gym, Multi-Purpose Room & Classrooms
 4. **Mahoning PTO (Karen Shaffer)** – April 1, 2016 – 6:30 a.m.-8:30 a.m. – Mahoning Cafeteria – Donuts for Dad
 5. **Mahoning PTO (Karen Shaffer)** – May 10, 2016 – 7:00 a.m.-9:00 a.m. – Mahoning Cafeteria – Muffins for Mom

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. #815 – Acceptable Use of Communications and Information Systems
 2. #823 – Administering Naloxone
 3. #916 – School Volunteers

(Enc. 24 – Yellow)

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

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, March 14, 2016, and the next regular scheduled meeting is on Monday, March 21, 2016, at 7:00 p.m.

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

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

TIME: _____