

Lehighton Area School District

Lehighton, Pennsylvania

Regular Meeting of School Board
Monday, March 21, 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	☐	☐
Mr. Stephen L. Holland, Member	☐	☐
Mr. David L. Krause, 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. **What's So Cool About Manufacturing** – Mrs. Amanda Rex & Miss Angela Tobash

VI. Communications

1. Superintendent's Report – *Mr. Cleaver*
2. Student Representative Report – *High School Student*
3. Finance Report – *Mr. Feick*
4. Board President's Report – *Mr. Resh*
5. Lehighton Memorial Library Report – *Open*
6. Legislative Policy Committee of PSBA Report – *Open*
7. Title I Advisory Committee Report – *Mrs. Bowman*
8. CCTI Report – *Mr. Yenser*
9. CLIU Report – *Mr. Wentz*
10. Solicitor's Report – *Attorney William Schwab*
11. Building/Grounds Report – *Mr. Arner*
12. 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 February 22, 2016, special meeting.

(Enc. 1 – White)

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

VIII. Financial Matter

- A. MOTION by _____, SECONDED by _____ to approve the Lehighton Area High School and Lehighton Area Middle School Activities Fund for February 2016.

(Enc. 2 - Gold)

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

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

(Enc. 3 - Blue)

General Fund	\$ 811,827.04
--Benefits	\$ 539,965.97
--Payroll (February)	\$ 1,279,982.43
--Debit Card	\$ 2,383.09
Food Service Fund	\$ 62,919.22
Capital Reserve	\$ 221,485.99
Athletic Fund	\$ 18,006.25
Athletic Proj. Fund	\$ 1,515.00
Total	\$ 2,938,084.99

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:

Stadium

1. Barry Isett & Associates, Inc.

Invoices - #0103908, #0104004 \$17,995.73
(Enc. 4 - Green)

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

MS/HS Projects

1. Quandel

Invoice - #13 \$33,091.00
(Enc. 5 - Green)

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

2. Barry Isett & Associates, Inc.

Invoices - #0104312, #0103910 \$3,700.00
(Enc. 6 - Green)

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

3. JMSI

Invoices - #0316-05, #0216-18, #0316-06 \$9,190.75
(Enc. 7 - Green)

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

4. **EI Associates - HS**

Invoices - #P100000013244, #P1000013248

\$13,422.52

(Enc. 8 - Green)

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

5. **EI Associates - MS**

Invoices - #P10000013245, #P10000013249

\$14,733.27

(Enc. 9 - Green)

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

6. **Recommend by JMSI for payment of Application #3
Sargent Enterprises, Inc., pending verified payroll
and solicitor review.**

Middle School Asbestos Abatement

\$30,364.37

(Enc. 10 - Green)

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

7. **Recommend by Quandel for payment of Application #1
Lobar, Inc., pending verified payroll
and solicitor review.**

General Construction

\$591,615.04

(Enc. 11 - Green)

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

8. **Recommend by Quandel for payment of Application #1
McClure Company, pending verified payroll
and solicitor review.**

HVAC

\$1,595,183.00

(Enc. 12 - Green)

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

Elementary Project

1. **EI Associates - Elementary**

Invoice - #P10000013241

\$110,718.17

(Enc. 13 - Green)

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

- D. MOTION by _____, SECONDED by _____, to refund Occupational Tax for year 2015 in the amount of \$137.50 to Terry L. Ahner.

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

- E. 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. 14 - Green)

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

- F. MOTION by _____, SECONDED by _____ to approve **Title I Summer Reading & Math Programs** to be held at Shull David Elementary. Tentative dates are July 11-29, 2016, for the Math Program and August 1-19, 2016, for the Reading Program. Camps will be paid using Title I Funds 2015-2016.

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

- G. MOTION by _____, SECONDED by _____ to adopt the 2016-2017 Capital and Operating Budget of the Lehigh Carbon Community College, Resolution #15/16-#07 as recommended by the Finance Committee.

(Enc. 15 - Green)

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. David L. Krause, Member	☐	☐	☐	☐
Mr. Wayne Wentz, Member	☐	☐	☐	☐
Mr. Andrew Yenser, Member	☐	☐	☐	☐
Mr. Hal Resh, President	☐	☐	☐	☐

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. 16 - Purple)

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

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

(Enc. 17 - 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. **Angela Harris** - May 16-June 10, 2016/Reading Clinical Practicum
2. **Jessica McCarroll** - May 31-July 25, 2016/Blended and Synchronous Learning Design Online
3. **Jessica McCarroll** - May 31-July 25, 2016/Educating the Net-Generation
4. **Angela Tobash** - May 2-June 19, 2016/Principles of Information Security
5. **Angela Tobash** - May 9-August 7, 2016/Technology Leadership

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 #553** - effective February 18, 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. **Floyd Brown** - Full-Time Special Education Teacher - High School - Master's+30 Step 15 (\$60,707)
2. **Delores Serfass** - Lunch-Time Aide (\$7.25/hour)

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

- F. MOTION by _____, SECONDED by _____ to accept the resignation of the following employees:
1. **Kathleen Carreras** - Lunch-Time Aide - effective immediately
 2. **Mildred Shuck** - Part-Time Cleaner - effective March 18, 2016
 3. **Floyd Brown** - Assistant Supervisor of Special Services - effective end of 2015-2016 school year

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

- G. MOTION by _____, SECONDED by _____ to approve parental leave for the following employee:

1. **Employee #856** - effective March 14-April 29, 2016.

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

- H. MOTION by _____, SECONDED by _____ to approve extended medical leave for the following employee:

1. **Employee #330** - effective until the end of the school year.

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

- I. MOTION by _____, SECONDED by _____ to accept the intent to retire for the following support personnel employee:

1. **Barbara Kirsch** - Paraprofessional - Effective June 1, 2016 -
Hired August 10, 1992

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

X. Miscellaneous

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

1. **School-Wide Positive Behavior - LAHS (C. Reichl)** - March 23, 2016 - 8:45 a.m.-11:00 a.m. - to travel to Fritz Lanes, Lehighton
2. **Gifted Students - Grades 5-8 (M. Volcskai, L. Steigerwalt)** - April 1, 2016 - 8:15 a.m.-2:15 p.m. - to travel to CLIU 21 for STEM K'Nex Design Challenge
3. **ESL Students (L. Steigerwalt)** - April 4, 2016 - 7:30 a.m.-2:00 p.m. - to travel to DaVinci Center - STEM experience
4. **East Penn Kindergarten & 1st Grade (K. Betz, N. Zehner, R. Zerbe)** - April 8, 2016 - 12:00 (noon)-2:30 p.m. - to travel to Lehighton Recreation Center for Children's Health Fair
5. **High School Chorus (J. Schafer)** - April 20, 2016 - 7:45 a.m.-9:30 p.m. - to travel to New York City - Broadway Classroom Workshop and Musical
6. **6th Grade White Team (T. Serfass)** - May 5, 2016 - 7:30 a.m.-2:00 p.m. - to travel to Crystal Cave - PTO funded field trip
7. **Student Council Grades 6-8 (K. Eck, J. Lopata)** - May 7, 2016 (Rain date: 5/21/16) - 9:30 a.m.-8:00 p.m. - to travel to Knoebel's Amusement Park
8. **FBLA - LAHS (K. Mychalyszyn-Simko, T. Miller, K. Kotch)** - May 18, 2016 - 8:00 a.m.-7:00 p.m. - to travel to Philadelphia for Weather Education Day
9. **8th Grade Field Trip (J. Lopata)** - May 20, 2016 - 8:30 a.m.-7:00 p.m. - to travel to HersheyPark
10. **LAHS Band (B. Buffington)** - July 8, 2016 - 9:00 a.m.-1:00 a.m. - to travel to New York City - Senior Trip, Tour NYC, and Broadway Show
11. **LAMS Drama Students (L. Welkey)** - November 30, 2016 - 7:00 a.m.-7:00 p.m. - to travel to New York City - Broadway Classroom Workshop and Musical
12. **LAHS Band (B. Buffington)** - March 13-18, 2017 - 1:00 p.m.-8:00 p.m. - to travel to Disney World, Orlando FL to perform
13. **6th Grade Maroon Team (J. Tracy)** - April 8, 2016 - 7:50 a.m.-2:00 p.m. - to travel to Civic Theatre, Allentown
14. **5th Grade White Team (C. Knappenberger)** - April 25, 2016 - 8:45 a.m.-1:45 p.m. - to travel to DaVinci Science Center
15. **FCCLA (J. McHugh, M. Slaby)** - April 29, 2016 - 8:00 a.m.-8:00 p.m. - to travel to HersheyPark
16. **5th Grade Maroon Team (J. Solt)** - May 9, 2016 - 7:40 a.m.-2:00 p.m. - to travel to Poole Wildlife Sanctuary, Emmaus
17. **Honors Chemistry II (J. McCarroll)** - April 29, 2016 - 7:15 a.m.-2:20 p.m. - to travel to Quaker Chemical Corporation
18. **Scholastic Scrimmage (S. Leitzel)** - March 22 and April 4, 2016 - 7:30 a.m.-12:30 p.m. - Scholastic Scrimmage rounds at Weatherly and Schnecksville

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

- B. MOTION by _____, SECONDED by _____ to approve an Affiliation Agreement between Lehigh Area School District and **Kutztown University** for the purpose of providing experiential learning for Education students. (Enc. 18–Yellow)

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

- C. MOTION by _____, SECONDED by _____ to approve an Affiliation Agreement between Lehigh Area School District and **Eastern University** for the purpose of providing experiential learning for Education students. (Enc. 19–Yellow)

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

- D. MOTION by _____, SECONDED by _____ to approve an Affiliation Agreement between Lehigh Area School District and **Gwynedd Mercy University** for the purpose of providing experiential learning for Education students. (Enc. 20–Yellow)

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

- E. MOTION by _____, SECONDED by _____ to approve homebound instruction for the following student: **Student #52164.**

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **Franklin Township Athletic Association (Keith Brinker)** – April 1-June 30, 2016 – Weekdays – 6:00 p.m.-8:00 p.m. – JV Softball Fields
 2. **Lehigh Officers Down 5K (Nikki Nothstein)** – April 9, 2016 – 7:00 a.m.- 6:00 p.m. – High School Parking Lots
 3. **Olympic Day Meeting (Georgianna Messinger)** – April 20, 2016 – 6:00 p.m.-7:00 p.m. – Shull David Multi-Purpose Room
 4. **Spring Carnival (Cristi Marchetti, Craig Reichl)** – April 28-30, 2016 – to use the football practice field for L.E.A.F. sponsored carnival
 5. **Olympic Day (Georgianna Messinger)** – May 10, 2016 (Rain date: 5/20/16) – 7:00 a.m.-3:00 p.m. – Former Stadium/Middle School

6. **Milton Hershey School Trip (Michael Snyder)** – May 14, 2016 – 7:30 a.m.-8:30 p.m. – Middle School Main Parking Lot
7. **Lehigh Area Athletic Booster Club (Cale Kresge)** – May 14, 2016 (Rain date: 5/15/16) – 8:00 a.m.-5:00 p.m. – Stadium and Track for Booster Club Track Meet
8. **Lehigh Football (Thomas McCarroll)** – June 25, 2016 – 9:00 a.m.-1:00 p.m. – soccer field, JV baseball field, new football field for Passing Scrimmage
9. **Football Touchdown Club (Thomas McCarroll)** – June 27-29, 2016 – 9:00 a.m.-1:30 p.m. – Former Stadium and practice fields – Youth Football Camp
10. **Football Touchdown Club (Thomas McCarroll)** – July 30, 2016 – 7:00 a.m.-1:00 p.m. – cross-country course – Tribe Pride 5K Run/Walk Fun Run
11. **Summer Wellness Camp (Rachel Quinn, Jacob Molchany)** – July 11-August 12, 2016 – 8:00 a.m.-6:00 p.m. – Shull David Classroom and Multi-Purpose Room
12. **LAMS Summer Band (Thomas Weidner, Beth Hudlow)** – June 13-July 8, 2016 – 8:00 a.m.-2:00 p.m. – Shull David Elementary
13. **Lehigh Field Hockey Parents Club (Karen Wall, Peter Shanton)** – April 24, May 1, May 15, May 22, 2016 – 2:30 p.m.-4:00 p.m. – Former Stadium and fields for Elementary Field Hockey Clinic
14. **Franklin PTO (Stacey Duerst)** – May 6, 2016 – 7:00 a.m.-9:00 a.m. – Franklin Elementary Multi-Purpose Room for Mornings with Mom Breakfast
15. **Franklin PTO (Stacey Duerst)** – May 13, 2016 – 7:00 a.m.-9:00 a.m. – Franklin Elementary Multi-Purpose Room for Donuts with Dad

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. #217 – Graduation Requirements
2. #240.1 – Contests/Academic/Performance Competitions
3. #336 – Personal Necessity Leave
4. #707 – Use of School Facilities
5. #626 – Federal Fiscal Compliance
6. #626.1 – Conflict of Interest
7. #626.2 – Travel Reimbursement
8. #626.3 – Cash Management

(Enc. 21 – Yellow)

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

- C. MOTION by _____, SECONDED by _____ to approve graduation to be held on Friday, May 27, 2016, at 7:00 p.m. at the High School Gymnasium.

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, April 11, 2016, and the next regular scheduled meeting is on Monday, April 25, 2016, at 7:00 p.m.

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

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

TIME: _____