

Lehigh Area School District

Lehigh, Pennsylvania

Regular Meeting of School Board

Monday, July 25, 2016 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, Vice-President	☐	☐
Mrs. Stacey L. Duerst, Member	☐	☐
Mr. Duane R. Eidem, Member	☐	☐
Mr. Stephen L. Holland, Member	☐	☐
Mr. David L. Krause, Member	☐	☐
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/Mr. Eidem*
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. Holland*
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 June 27, 2016, regular meeting. (Enc. 1 – 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 June 2016.

(Enc. 2 - Gold)

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

B.	MOTION by _____, SECONDED by _____ to approve the Payment of Bills:	
	General Fund	\$ 818,487.10 (Enc. 3 - Blue)
	--Benefits	\$ 538,783.20
	--Payroll (June)	\$ 1,491,452.19
	--Debit Card	\$ 313.94
	Food Service Fund	\$ 96,838.47
	Capital Reserve	\$ 113,257.87
	Athletic Fund	\$ 9,725.64
	Athletic Proj. Fund	\$ 30,948.50
	Total	\$ 3,099,806.91

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 **\$4,728,395.14** pending verified payroll and solicitor review:

1.	<u>Middle School Abatement</u>	
	JMSI - Invoice #0716-20	\$ 4,704.50
2.	<u>Stadium</u>	
	Barry Isett & Associates - Inv. #010695	\$ 9,116.94
	JMSI - Invoice #0716-19	\$ 3,637.50
	CMG of Easton, Inc. - Application #12	\$ 211,400.85
		\$ 224,155.29
3.	<u>Middle School</u>	
	Colonial Electric Supply - Inv. #10630527	\$ 582.00
	McClure Company - Application #2	\$1,294,328.40
	Jay R. Reynolds, Inc. - Application #4	\$ 92,119.28
	Lobar, Inc. - Application #5 - 1503600005	\$ 708,138.99
		\$ 2,095,168.67
4.	<u>High School</u>	
	Colonial Electric Supply - Inv. #10630527	\$ 582.00
	McClure Company - Application #2	\$1,177,531.70
	Jay R. Reynolds, Inc. - Application #4	\$ 16,755.75
	Lobar, Inc. - Application #5 - 1503600005	\$ 1,201,448.88
	JMSI - Invoice #0716-21	\$ 5,238.00
		\$ 2,401,556.33

5. **Elementary Center**

Leighton Water Authority Invoice #8	\$ 1,534.28
Civitas Media- Midwest Times Leader Trans# 300491815	\$ 277.53
Press Enterprise Ref# 1077904 6-30-16	\$ 195.12
Press Enterprise Ref# 1077904 7-6-16	\$ 184.62
Times News LLC Invoice# 100385625-06292016	\$ <u>618.80</u>
	\$ 2,810.35

(Enc. 4 – Green)

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. 5 – Green)

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

E. MOTION by _____, SECONDED by _____ upon recommendation by the Finance Committee to approve the submission of QZAB Application #2 and to certify that 100 percent of the available project proceeds of the QZAB issue will be used for the renovation, repair or rehabilitation of the High School or for equipment to be used at the High School STEM Academy.

(Enc. 6 – Green)

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

F. MOTION by _____, SECONDED by _____ upon recommendation by the Finance Committee to approve checking account for ACE Grant reimbursements with Mauch Chunk Trust Company.

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

- G. MOTION by _____, SECONDED by _____ upon recommendation of the Building and Grounds Committee to approve Hondru Ford for COSTAR purchasing (contract number 26-010) of (1) 2017 Ford Escape SE 4WD U9G at a cost not to exceed \$23,000. (This Vehicle will replace the 2005 Ford Focus)

(Enc. 7 – Green)

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

- H. MOTION by _____, SECONDED by _____ to approve exemptions from Per Capita and/or Occupational Tax per the attached list.

(Enc. 8 – Green)

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

- I. MOTION by _____, SECONDED by _____ to approve the Agreement between the Lehigh Area School District and Carbon Lehigh Intermediate Unit #21 to participate in the Discovery Education Streaming Basic which provides Discovery Streaming Digital Video Library in conjunction with Lehigh Valley PBS/WLVT Channel 39. The cost to the District is **\$1,046.76** for the 2016-2017 school year.

(Enc. 9 – Green)

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

- J. MOTION by _____, SECONDED by _____ to approve an agreement between the Lehigh Area School District and Lehigh Law Enforcement Officers Assoc., Inc. for security services at athletic events, school dances, graduation, and homecoming events for the 2016-2017 school year at **\$18.00**/hour per person (minimum of 4 hours) as needed.

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

IX. Personnel

- A. MOTION by _____, SECONDED by _____ to approve the attached list of candidates for the **2016-2017 Substitute List** pending clearances. (Enc. 10 - Purple)

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

- B. MOTION by _____, SECONDED by _____ to approve the **Athletic** hires for the **2016-2017** school year (per attachment). (Enc. 11 - Purple)

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

- C. MOTION by _____, SECONDED by _____ to acknowledge FMLA leave for the following employees, not to exceed 12 weeks:

1. **Employee #678**– effective June 16, 2016

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

- D. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following employees for the 2016-2017 school year in accordance with the respective contracts, pending clearances:

1. **Nicole Folberg** – Long-Term Substitute, assigned to the Middle School, at \$40,850.00 (Step 1, Bachelors)
2. **Tammy Westfall** – School Psychologist, assigned to District-Wide, at \$45,980.00 (Step 3, Masters)
3. **Melodie Eckhart** – Lunch-Time Aide, assigned to East Penn Elementary, at \$7.25/hour
4. **Kristy Mertz** – Lunch-Time Aide, assigned to Franklin Elementary, at \$7.25/hour

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

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

1. **Steve Hluschak** – Asst. Football Coach – effective immediately

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

- F. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following mentors for the appropriate teacher (listed to the left of the mentor's name) for the **2016-2017** school year:

Brandi Lees/Jennifer Lopata
Sarah Simon/Jena Wank
Rachel Klotz/Michael Reenock
Cristina Buetti/Lisa Failla
Tammy Westfall/Wanda Rousenberger
Nicole Folberg/Todd Serfass

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

X. Miscellaneous

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

1. **East Penn Elementary (S. Howland)** - October 28, 2016 (Rain Date 11/4/16) - 8:45 a.m.-2:30 p.m. - to travel to Franklin Elementary for "Race for Brilliance"
2. **Mahoning/Shull David Elementary (Grade 4)** - September 20, 2016 - 9:00 a.m. - 2:00 p.m. - to travel to Lehigh Gap Nature Center
3. **Mahoning/Shull David Elementary (Grade 3)** - September 19, 2016 - 9:00 a.m. - 2:00 p.m. - to travel to Lehigh Gap Nature Center

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **Lehigh Area Band Boosters Association (Tim Sharrow)** - Saturday, October 15, 2016 (Rain Date 10/16/16) - 9:00 a.m.-2:00 p.m. - Middle School Stadium and Practice Field - Fundraiser
 2. **Franklin PTO (Mindy Scheirer)** - 9/20/16, 10/18/16, 11/15/16, 12/20/16, 1/17/17, 2/21/17, 3/21/17, 4/18/17, 5/16/17 - 5:00 p.m.-9:00 p.m. - Franklin Elementary Library - PTO Meetings
 3. **Franklin PTO (Mindy Scheirer)** - October 28, 2016 (Rain Date 11/4/16) - 8:00 a.m.-4:00 p.m. - Franklin Elementary Outside Fields and Gym - Race for Brilliance
 4. **Franklin PTO (Mindy Scheirer)** - September 9, 2016 (Rain Date 9/16/16) - 4:00 p.m.-10:00 p.m. - Franklin Elementary Outside Fields - "Say Goodbye to Summer"

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

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

1. #123 – Interscholastic Athletics

2. #124 – Alternative Instruction

(Enc. 12 – 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, August 8, 2016, and the next regular scheduled meeting is on Monday, August 22, 2016, at 7:00 p.m.

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

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

TIME: _____