

Lehighton Area School District

Lehighton, Pennsylvania

Regular Meeting of School Board
Monday, August 22, 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 July 25, 2016, regular meeting. (Enc. 1 – White)

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

- B. MOTION by _____, SECONDED by _____ to approve the Minutes of the August 15, 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 July 2016.

(Enc. 3 - Gold)

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

B.	MOTION by _____, SECONDED by _____ to approve the Payment of Bills:	
	General Fund	\$ 546,336.76 (Enc. 4 - Blue)
	--Benefits	\$ 547,342.39
	--Payroll (July)	\$ 985,817.30
	--Debit Card	\$ 694.37
	Food Service Fund	\$ 10,525.08
	Capital Reserve	\$ 53,415.65
	Capital Projects	\$ 4,549,787.70
	Athletic Fund	\$ 13,279.68
	Athletic Proj. Fund	\$ 13,356.00
	Total	\$ 6,720,554.93

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 **\$3,928,289.35** pending documentation verification and solicitor review:

1.	<u>Stadium</u>	
	Barry Isett & Associates, Inc. – Invoice #1010763	\$7,187.75
2.	<u>Middle School</u>	
	McClure Company Application #3	\$ 667,035.50
	Jay R. Reynolds Inc. - Application #5	\$ 122,691.40
	Lobar Inc.- Application #1503600006	\$1,307,444.06
	Barry Isett & Associates, Inc. - Invoice# 1017268	\$ 5,664.56
	Blue Ridge Communications- Invoice# 15221	\$ 3,276.77
	EI Associates Invoices #P10000012775, #P10000013393, #P10000013391	<u>\$ 14,837.92</u>
		\$2,120,950.21
3.	<u>High School</u>	
	McClure Company #3	\$ 752,161.25
	Jay R. Reynolds Inc. – Application #5	\$ 22,332.52
	Lobar, Inc. - Application #1503600006	\$1,001,269.09
	Blue Ridge Communications- Invoice # 15220	\$ 6,372.02
	EI Associates Invoices #P10000012786, #P10000013390, #P10000013392	<u>\$ 13,520.27</u>
		\$1,795,655.15

4. **Elementary Center**

EI Associates

Invoices #P10000013370, #P10000012452	\$2,225.00
Press Enterprise Ref# 1077904 7-12-16	\$184.62
The Morning Call Invoice #002802010	\$1,545.55
The Times Leader Invoice #80105601	<u>\$ 541.07</u>
	\$4,496.24

(Enc. 5 - 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. 6 - Green)

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

E. 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 - _____

F. MOTION by _____, SECONDED by _____ to refund Occupational Tax for year 2015 in the amount of **\$245.00** to Rodney McFarland.

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

G. MOTION by _____, SECONDED by _____ to refund Occupational Tax for year 2015 in the amount of **\$122.50** to Carol McFarland

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

- H. MOTION by _____, SECONDED by _____ to approve the Agreement between the Lehigh Area School District and Carbon-Monroe-Pike Drug and Alcohol Commission, Inc., for Drug and Alcohol education and preventative services for the 2016-2017 school year in the amount of **\$17,500.00** paid through the 2016-17 Ready-to-Learn Grant.

(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 eLearn21. The term of this agreement shall run for 24 months from 07/01/2016 through 06/30/2018. The Annual Membership Fee is **\$9,000.00** and there are additional fees for APEX, Edison Learning, Accelerate Education, Blended Learning, Technology Equipment Fee, etc.

(Enc. 9 – Green)

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

- J. MOTION by _____, SECONDED by _____ to approve the Developer's Agreement with the Borough of Lehigh regarding the New Primary/Elementary Center project.

(Enc. 10 – Green)

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

- K. MOTION by _____, SECONDED by _____ to approve registration costs for **Jonathan Cleaver, Brian Feick, Gloria Bowman, and David Krause** to attend the PSBA School Leadership Conference, Hershey, PA, from October 13-15, 2016, at a cost not to exceed **\$1,348.00** (25% discount if registered by August 28, 2016). Funding provided through the 2016-2017 Superintendent budget.

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

- L. MOTION by _____, SECONDED by _____ to accept the New Elementary Center General Construction Bid from **Lobar, Inc.** with alternatives for a total cost of **\$23,448,900.00** as recommended by district administration and construction team:

G-4A - VCT Flooring in lieu of BCT & Linoleum for Base Bid Scope

G-5 - Tile Carpeting by Mannington in lieu of Patcraft

G-8A - Corian Sink Countertops in lieu of Caesarstone for Base Bid Scope

G-11 - Add Rigging, Curtains and Projection Screens at Stage

G-13A - KI Seating w/out Upholstered Seats in LGIs

G-16A - Add Outdoor Play Sets by Playworld Systems, Adjacent to Areas A and C

G-18 - Add Masonry Plaque Display Wall Adjacent to Flagpole

G-20 - Wood Windows by Pella in lieu of Base Bid Manufacturer

(Enc. 11 - Green)

Roll Call Vote:

	Yes	No	Absent	Abstention
Mr. Richard R. Beltz, Vice-President	☐	☐	☐	☐
Mrs. Stacey L. Duerst, Member	☐	☐	☐	☐
Mr. Duane R. Eidem, Member	☐	☐	☐	☐
Mr. Stephen Holland, Member	☐	☐	☐	☐
Mr. David Krause, Member	☐	☐	☐	☐
Mr. Larry Stern, Member	☐	☐	☐	☐
Mr. Wayne Wentz, Member	☐	☐	☐	☐
Mr. Andrew Yenser, Member	☐	☐	☐	☐
Mrs. Gloria Bowman, President	☐	☐	☐	☐

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

- M. MOTION by _____, SECONDED by _____ to accept the New Elementary Center HVAC Bid from **JBM Mechanical** for a total cost of **\$3,897,000.00** as recommended by district administration and construction team:

(Enc. 12 - Green)

Roll Call Vote:

	Yes	No	Absent	Abstention
Mrs. Stacey L. Duerst, Member	☐	☐	☐	☐
Mr. Duane R. Eidem, Member	☐	☐	☐	☐
Mr. Stephen Holland, Member	☐	☐	☐	☐
Mr. David Krause, Member	☐	☐	☐	☐
Mr. Larry Stern, Member	☐	☐	☐	☐
Mr. Wayne Wentz, Member	☐	☐	☐	☐
Mr. Andrew Yenser, Member	☐	☐	☐	☐
Mr. Richard R. Beltz, Vice-President	☐	☐	☐	☐
Mrs. Gloria Bowman, President	☐	☐	☐	☐

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

- N. MOTION by _____, SECONDED by _____ to accept the New Elementary Center Plumbing Bid from **Jay R. Reynolds** for a total cost of **\$1,692,700.00** as recommended by district administration and construction team:

(Enc. 13 – Green)

Roll Call Vote:

	Yes	No	Absent	Abstention
Mr. Duane R. Eidem, Member	☐	☐	☐	☐
Mr. Stephen Holland, Member	☐	☐	☐	☐
Mr. David Krause, Member	☐	☐	☐	☐
Mr. Larry Stern, Member	☐	☐	☐	☐
Mr. Wayne Wentz, Member	☐	☐	☐	☐
Mr. Andrew Yenser, Member	☐	☐	☐	☐
Mr. Richard R. Beltz, Vice-President	☐	☐	☐	☐
Mrs. Stacey L. Duerst, Member	☐	☐	☐	☐
Mrs. Gloria Bowman, President	☐	☐	☐	☐

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

- O. MOTION by _____, SECONDED by _____ to accept the New Elementary Center Electrical Bid from **Phillips Brothers** with alternatives for a total cost of **\$4,009,200.00** as recommended by district administration and construction team:

E-3 – Add Performance Lighting for Stage

E-8 – MC Cablind in lieu of Wire and Conduit

(Enc. 14 – Green)

Roll Call Vote:

	Yes	No	Absent	Abstention
Mr. Stephen Holland, Member	☐	☐	☐	☐
Mr. David Krause, Member	☐	☐	☐	☐
Mr. Larry Stern, Member	☐	☐	☐	☐
Mr. Wayne Wentz, Member	☐	☐	☐	☐
Mr. Andrew Yenser, Member	☐	☐	☐	☐
Mr. Richard R. Beltz, Vice-President	☐	☐	☐	☐
Mrs. Stacey L. Duerst, Member	☐	☐	☐	☐
Mr. Duane R. Eidem, Member	☐	☐	☐	☐
Mrs. Gloria Bowman, President	☐	☐	☐	☐

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

- P. MOTION by _____, SECONDED by _____ to reject all furniture bids and re-bid furniture packages for the New Elementary Center as recommended by the business office:

Roll Call Vote:

	Yes	No	Absent	Abstention
Mr. David Krause, Member	☐	☐	☐	☐
Mr. Larry Stern, Member	☐	☐	☐	☐
Mr. Wayne Wentz, Member	☐	☐	☐	☐
Mr. Andrew Yenser, Member	☐	☐	☐	☐
Mr. Richard R. Beltz, Vice-President	☐	☐	☐	☐
Mrs. Stacey L. Duerst, Member	☐	☐	☐	☐
Mr. Duane R. Eidem, Member	☐	☐	☐	☐
Mr. Stephen Holland, Member	☐	☐	☐	☐
Mrs. Gloria Bowman, President	☐	☐	☐	☐

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. 15 - 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. 16 - 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. **Diane Schnell** - August 29-December 16, 2016/Teaching Reading Through Young Adult Literature

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. **Jessica Schafer** – Long-Term Substitute, Fall Semester, assigned to the High School, at **\$41,800.00** (Step 2, Bachelors)
2. **Terry Hartman** - Part-Time Cleaner (**\$7.47/hour**)
3. **Jenny Nonweiler** – Lunch-Time Aide (**\$7.25/hour**)
4. **Stacy Guerrero** – Lunch-Time Aide (**\$7.25/hour**)

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

- E. 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:

Tavia Cardell/Jena Wank
Sarah Simon/Sherry Hoffman
Jessica Schafer/Sharon Leitzel

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

- F. MOTION by _____, SECONDED by _____ to accept the resignations of the following employees:

1. **Elyse Matika** – Title I Reading Teacher – effective August 22, 2016
2. **Jacob Molchany** – Elementary Teacher – effective August 9, 2016

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

- G. MOTION by _____, SECONDED by _____ acknowledge professional employee, **Craig Reichl**, to complete a Superintendent Internship through Marywood University during the 2016-2017 school year, under the supervision of Superintendent Jonathan J. Cleaver.

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

- H. MOTION by _____, SECONDED by _____ acknowledge professional employee, **Suzanne Howland**, to complete a Superintendent Internship through University of Scranton during the 2016-2017 school year, under the supervision of Superintendent Jonathan J. Cleaver.

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

- I. MOTION by _____, SECONDED by _____ to authorize the Superintendent to hire individuals needed in order to be staffed for the opening of the **2016-2017** school year.

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

X. Miscellaneous

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

1. **Special Education Community-Based Instructional Trips** - related to students' individualized education plans for the 2016-2017 school year.

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **Lehighon Rotary Club (Michael A. Heery)** - Saturday, November 5, 2016 - 7:00 a.m.-6:00 p.m. - High School Gym, Foyer & Concession Area - Holiday Craft Show
 2. **FCCLA (Julie McHugh)** - Sunday, November 13, 2016 - 9:00 a.m.-5:00 p.m. - High School Cafeteria - Bingo/Basket Raffle
 3. **East Penn PTO (Tammy Steele)** - September 27 & 28, 2016 - 3:30 p.m.-7:30 p.m. - East Penn Library - Race for Brilliance Mailer Prep
 4. **East Penn PTO (Tammy Steele)** - 9/15/16, 10/6/16, 11/3/16, 12/1/16, 1/5/17, 2/2/17, 3/2/17, 4/6/17, 5/4/17, 6/1/17 - 6:30 p.m.-8:30 p.m. - East Penn Library - PTO Meetings

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. **#123 - Interscholastic Athletics**
2. **#124 - Alternative Instruction**

(Enc. 17 - Yellow)

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

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

1. **#218.1 - Weapons (Pupil)**
2. **#317.1 - Weapons (Employees)**
3. **#334.1 - Sick Leave Bank**
4. **#903 - Public Participation in Board Meetings**

(Enc. 18 - Yellow)

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

- D. MOTION by _____, SECONDED by _____ to approve the agreement with PA Treatment and Healing (PATH) to provide Act 48 Alternative Education for Disruptive Youth Services for the 2016-2017 school year.

(Enc. 19 - Yellow)

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

- E. MOTION by _____, SECONDED by _____ to approve the Lehigh Area High School to offer a Winter Credit Recovery program for students at a cost not to exceed \$150 per class using the APEX learning system for fifteen 2-hour sessions after the first semester. The number of instructors will be determined by the number of participants. There will be no cost to the district.

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

- F. MOTION by _____, SECONDED by _____ to approve SAT Prep classes for English and Math, at the High School. There will be no cost to the student.

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

- G. MOTION by _____, SECONDED by _____ to approve the Keystone Exam and PA State Assessment After School Tutoring Program for Lehigh Area School District students to be held at the High School on Tuesdays/Thursdays 2:30 p.m. - 4:00 p.m. beginning September 2016.

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, September 12, 2016, and the next regular scheduled meeting is on Monday, September 19, 2016, at 7:00 p.m.

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

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

TIME: _____