

Lehigh Area School District

Lehigh, Pennsylvania

Regular Meeting of School Board
Monday, November 21, 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

1. **Drug & Alcohol Essay** – Mr. Craig Reichl
➤ *Nathaniel Lucykanish*
2. **Simulated Congressional Hearing** – Mrs. Erica Pagotto
3. **Agricultural Lab at Middle School** – Mrs. Brenda Buffington
4. **Fulbright Scholarship** – Ms. Cristi Marchetti
5. **School Performance Profile (SPP)** – Mr. Timothy Tkach

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. CCTI Student Representative – *Sessa Lenhardt & Anastasia Blihar*
9. CLIU Report – *Mr. Wentz*
10. Solicitor's Report – *Attorney William Schwab*
11. Building/Grounds Report – *Mr. Holland*
12. LCCC – *Mr. Krause*
13. Academic Affairs Committee Report – *Mrs. Bowman*
14. Policy Committee Report – *Mrs. Bowman*
15. Athletic Committee Report – *Mr. Wentz*
16. Wellness Committee Report – *Mr. Beltz*

VII. Approval of Minutes

- A. MOTION by _____, SECONDED by _____ to approve the Minutes of the October 24, 2016, regular meeting. (Enc. 1 – White)

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

- B. MOTION by _____, SECONDED by _____ to approve the Minutes of the November 14, 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 October 2016.

(Enc. 3 - Gold)

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

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

General Fund	\$ 3,104,181.19	(Enc. 4 - Blue)
--Benefits	\$ 535,849.18	
--Payroll (October)	\$ 1,332,385.32	
--Debit Card	\$ 5,457.77	
Food Service Fund	\$ 76,679.91	
Capital Projects	\$ 2,162,251.99	
Athletic Projects	\$ 60,268.00	
Total	\$ 7,277,073.36	

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 **\$1,323,889.87** pending documentation verification and solicitor review:

1. Stadium Project

Barry Isett & Associates, Inc. Inv. #0109547	\$ 3,128.14
CMG of Easton App #13	\$ 165,077.35
Colonial Electric Supply Co. Invoice #10873662	\$ 1,905.75
L&S Electrical Construction Services, LLC	
Invoice dated 10/31/2016	\$ 4,400.00
Invoice dated 10/31/2016	\$ 2,840.00
	\$ 177,351.24

2. Middle School

Albarell Electric, Inc. App #3	\$ 60,747.57
McClure Company App #6	\$ 73,382.89
Jay R Reynolds, Inc. App #8	\$ 23,942.37
Lobar, Inc. App #9	\$ 327,557.88
Quandel App #21	\$ 16,545.50
EI Associates Invoice # P10000013459	\$ 9,500.00
	\$ 511,676.21

3. High School

TREMCO, Weatherproofing Technologies, Inc.	\$ 40,169.40
Albarell Electric, Inc. App #3	\$ 54,829.80
McClure Company App #6	\$ 89,506.30
Jay R. Reynolds, Inc. App #8	\$ 358.63
Lobar Inc., App #9	\$ 420,952.79
Quandel App #21	\$ 16,545.50
EI Associates Invoice #	\$ 9,500.00
	\$ 631,862.42

4. Elementary Center

Borough of Lehigh: Joint UCC Appeal	\$ 3,000.00
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(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 lists.

(Enc. 7 – Green)

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

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

(Enc. 8 – Green)

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

G. MOTION by _____, SECONDED by _____ to refund the following:

1. Occupational Tax for year 2016 in the amount of \$122.50 to Suzanne Oncheck;
2. Occupational Tax for year 2015 in the amount of \$122.50 to Suzanne Oncheck.
3. Occupational Tax for year 2016 in the amount of \$122.50 to Steve Sensinger.

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

H. MOTION by _____, SECONDED by _____ to approve **Track and Field Coaches and Cross Country Coaches** to attend the 34th Annual U.S. All-Star Track & Field and Cross Country Clinic at the Tropicana Resort in Atlantic City, NJ, from December 7-9, 2016, at a budgeted cost not to exceed **\$900.00**. Funding through the Athletic Budget 2016-17.

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

I. MOTION by _____, SECONDED by _____ to approve **Lory Frey** to attend the 2017 PDE Data Summit, at the Hershey Lodge, Hershey, PA, March 12-15, 2017, at a cost not to exceed **\$1,100.00**. Funding through the Curriculum Budget 2016-17.

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

J. MOTION by _____, SECONDED by _____ to approve **Diane Brownmiller** to attend the Technology in Your School Library Program, at the Comfort Suites, Bethlehem, PA, December 6, 2016, at a cost not to exceed **\$350.00**. Funding through the Shull-David Elementary Budget 2016-17

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

- K. MOTION by _____, SECONDED by _____ to approve the change order directive to Quandel Construction Group for additional services in the amount not to exceed \$169,664.00. This service will include all close-out requirements including, but not limited to: Owner training, furniture move-in, punch list completion, and the building is ready for District occupancy. Anything beyond the end of May 2018 final completion date will be the responsibility of the contractors to cover additional services, as stated.

(Enc. 9 – Green)

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/Extra-Curricular** hires for the **2016-2017** school year (per attachment). (Enc. 11 – 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** – January 17-May 5, 2017/Research Problems in Reading
2. **Angela Tobash** – January 17-March 5, 2017/Media Design

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. **Jean Wieteszka** - Lunch-Time Aide, assigned to Shull David Elementary, at **\$8.50/hour**
2. **Jarryd Bodnar** - **Part-Time Cleaner** at **\$7.47/hour**

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

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

1. **Employee #281** - effective October 17, 2016
2. **Employee #53** - effective January 17, 2017

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

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

1. **Terry Hartman** - Part-Time Cleaner - effective November 4, 2016.

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

- G. MOTION by _____, SECONDED by _____ to authorize the Superintendent to hire District substitutes, once all required paperwork is reviewed and approved, during the 2016-2017 school year.

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

- H. MOTION by _____, SECONDED by _____ to adjust the substitute teacher rate for retired teachers, who are currently receiving their retirement benefits from PSERS, to \$120.00 daily rate effective January 1, 2017.

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

X. Miscellaneous

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

1. **MS FBLA (A. Tobash & J. Habas)** - December 2, 2016 - 8:00 a.m.-10:00 a.m. - to travel to Yenser's Tree Farm (School Van)
2. **MA/SD (6 students) (A. Sebelin)** - December 2, 2016 - 8:30 a.m.-11:00 a.m. - to travel to Yenser's Tree Farm (School Van)
3. **10-12 AM History (M. Feifel)** - December 8, 2016 - 7:30 a.m.-2:20 p.m. - to travel to the Constitution Center and Independence Hall (School Van)
4. **FBLA (T. Miller & K. Kotch)** - December 16, 2016 (Snow Date 12/19/16) - 7:00 a.m.-4:00 p.m. - to travel to Camelback Lodge, Tannersville, FBLA Regional Leadership Conference (FBLA Budget)
5. **FBLA (A. Tobash)** - December 16, 2016 - 7:30 a.m.-4:30 p.m. - to travel to Camelback Lodge, Tannersville, FBLA Regional Leadership Conference (FBLA Budget)
6. **Mahoning K-4 (L. Porambo)** - December 19, 2016 (Snow Date 12/20/16) - 8:45 a.m.-11:00 a.m. - to travel to Mahoning Valley Cinema (PTO Sponsored)
7. **LAHS Jazz Band (B. Buffington)** - December 21, 2016 - 9:00 a.m.-11:30 a.m. - to travel to Head Start to perform (High School Budget)
8. **Franklin K-4 (M. Scheirer)** - December 21, 2016 (Snow Date 1/3/17) - 8:45 a.m.-11:00 a.m. - to travel to Mahoning Valley Cinema (PTO Sponsored)
9. **East Penn K-4 (T. Steele)** - December 21, 2016 (Snow Date 1/3/17) - 8:45 a.m.-11:00 a.m. - to travel to Mahoning Valley Cinema (PTO Sponsored)
10. **Mahoning Students (A. Sebelin)** - May 4, 2017 (Rain Date 5/12/17) - 8:30 a.m.-2:30 p.m. - to travel to old stadium for Race for Brilliance (No extra cost)
11. **7th & 8th Grade Band (L. Welkey & B. Hudlow)** - May 12, 2017 - 8:00 a.m.- 8:00 p.m. - to travel to HersheyPark (Activities Account)
12. **HS Nutrition & Body Shaping (D. Hartney)** - Various dates in December 2016 & January 2017 - 9:00 a.m.-11:30 a.m. - to travel to the Weissport Canal for Long Trail Run (School Van)
13. **HS Nutrition & Body Shaping (D. Hartney)** - Various dates in December 2016 & January 2017 - 8:00 a.m.-2:00 p.m. - to travel to Cedar Crest College for aquatics fitness workshop (School Van)
14. **Senior Class Outing (D. Hartney)** - May 12, 2017 - 7:00 a.m.-10:00 p.m. - to travel to Six Flags Great Adventure (Senior Class Account)

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

B. MOTION by _____, SECONDED by _____ to approve the Affiliation Agreement between Lehigh Area School District and Cedar Crest College.

(Enc. 12 - Peach)

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **Title I Program (Timothy Tkach)** – November 30, 2016 – 5:30 p.m.-7:30 p.m. – High School Cafeteria for Title I Math Night
 2. **Shull-David PTO (Mary Lichtenwalner)** – December 1, 2016 – 3:00 p.m.-6:00 p.m. – Shull-David Multi-Purpose Room & Classroom – Fundraiser pick-up
 3. **LAHS Girls' Basketball (Laura Frey)** – December 3, 2016 – 11:30 a.m.-1:30 p.m. – High School Classroom – Parent Meeting
 4. **Shull-David PTO (Lori Stubits)** – December 6 & 7 (during school hours), and December 8, 2016 (6:00 p.m.-8:00 p.m.) – Shull-David Multi-Purpose Room & Classroom – Little Shoppers Holiday Event
 5. **Lehighon Volley Ball (Timothy O'Connor)** – January 8-April 6, 2017 (Sundays) – 5:00 p.m.-8:00 p.m. – High School Gym – Volleyball Practice
 6. **Lehighon Boys' Soccer (David Yob)** – January 8-March 12, 2017 (Sundays) – 3:00 p.m.-4:30 p.m. – Middle School & High School Gym – Indoor Off-Season Workouts
 7. **Franklin Township Athletic Association (Michael Birnbaum)** – January 21, February 4, February 18, March 4, 2017 – 8:30 a.m.-12:30 p.m. – Middle School Cafeteria – Registration for Baseball & Softball
 8. **East Penn PTO (Mandy Thomas/Nicole Baker)** – January 27, 2017 – 1:00 p.m.-5:30 p.m. – East Penn Multi-Purpose Room – Little Caesar Pizza Delivery/Pick-Up
 9. **Mahoning PTO (Karen Shaffer)** – February 10, 2017 (Snow Date 2/24/17) – 3:00 p.m.-9:30 p.m. – Mahoning Multi-Purpose Room & Classrooms – PTO Dance
 10. **Lehighon Volleyball (Timothy O'Connor)** – March 5, 2017 – 7:30 a.m.-7:00 p.m. – Middle School or High School Gym – Volleyball Tournament
 11. **LAMS PTO (Kim Nothstein)** – April 7, 2017 – 3:00 p.m.-8:00 p.m. – Middle School Gym, Cafeteria & Classrooms – Bazaar, Book Fair & Book Swap
 12. **LAMS – Grades 7 & 8 (Timothy Sharrow)** – May 31, 2017 (Rain Date 6/1/17) – 6:30 a.m.-3:00 p.m. – Middle School Gym and Outside Fields – Maroon & White Day
 13. **MA/SD PTO (Megan Bauder)** – May 4, 2017 (Rain Date 5/12/17) – 7:00 a.m.-4:00 p.m. – Old Stadium – MA/SD Race for Brilliance
 13. **LAMS – Grades 5 & 6 (Rachel Quinn)** – May 19, 2017 (Rain Date 5/26/17) – 6:30 a.m.-4:00 p.m. – Middle School Gym, Cafeteria & Outside Fields – Maroon & White Day
 14. **Franklin PTO (Mindy Scheirer)** – December 16, 2016 – 3:00 p.m.-9:00 p.m. – Franklin Multi-Purpose Room – Winter Wonderland
 15. **Class of 2017 All Night Party (Diane Brownmiller)** – December 18, 2016 – 11:00 a.m.-5:00 p.m. – Shull-David Multi-Purpose Room – LuLaRue Fundraiser

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 regular scheduled meeting is the re-organization meeting on Monday, December 5, 2016, at 7:00 p.m.

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

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

TIME: _____