

Lehighton Area School District

Lehighton, Pennsylvania

Regular Meeting of School Board
Monday, March 24, 2014 at 7:00PM
Executive Session @ 5:45 PM

Agenda

I. Pledge of Allegiance

II. Call to Order

III. Roll Call

	Present	Absent
Mr. Rocky Ahner, Member	☐	☐
Mr. William J. Hill, Jr., Member	☐	☐
Mr. Stephen L. Holland, Member	☐	☐
Mr. Hal Resh, Vice-President	☐	☐
Mr. Larry Stern, Member	☐	☐
Mr. Wayne Wentz, Member	☐	☐
Mr. Andrew Yenser, Treasurer	☐	☐
Mr. Thomas Zimmerman, Member	☐	☐
Mrs. Gloria Bowman, President	☐	☐
Ms. Tina Holmes, Asst. Business Manager	☐	☐
Mr. Jonathan Cleaver, Superintendent	☐	☐
Attorney William Schwab, Solicitor	☐	☐
Ms. Bonnie Cortese, Asst./Recording Bd Secretary	☐	☐

** Notice of Executive Session;

IV. Public Comment on Agenda

V. Presentations

VI. Communications

1. Superintendent's Report - *Mr. Cleaver*
2. Board President's Report - *Mrs. Bowman*
3. Lehigh Memorial Library Report - *Mr. Zimmerman*
4. Legislative Policy Committee of PSBA Report - *Mr. Ahner*
5. Title I Advisory Committee Report - *Mrs. Bowman*
6. CCTI Report - *Mr. Yenser*
7. CLIU Report - *Mr. Wentz*
8. Student Representative Report - *Nicole Schnell*
9. Solicitor's Report - *Attorney William Schwab*
10. Building/Grounds Report - *Mr. Wentz*
11. LCCC - *Mr. Stern*
12. Academic Affairs Committee Report - *Mrs. Bowman*

VII. Approval of Minutes

- A. MOTION by _____, SECONDED by _____ to approve the Minutes of the February 24, 2014, regular meeting.

(Enc. 1 - White)

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

- B. MOTION by _____, SECONDED by _____ to approve the Minutes of the March 10, 2014, 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 Activities Fund for February 2014

(Enc. 3 - Gold)

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

B. MOTION by _____, SECONDED by _____ to approve the Payment of Bills: **(Enc. 4 - Blue)**

General Fund	\$	921,130.59
Benefits	\$	18,455.92
Food Service Fund	\$	58,599.08
Capital Reserve	\$	_____
Athletic Fund	\$	<u>25,021.02</u>
Total	\$	1,023,206.61

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 the following reports:

- a. Revenue Report
- b. Budget Report
- c. Treasurer's Reports
 1. General Fund
 2. Capital Reserve Fund
 3. Food Service Fund

(Enc. 5 - Green)

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

D. MOTION by _____, SECONDED by _____ to approve the following teachers to attend the Advanced Placement Conference in Philadelphia, July 11 & 12, 2014: **Leon Brong, Gretchen Laviolette, Brad Haupt, Cory Hartsell, and Sharon Leitzel.** All costs will be paid from the high school budget not to exceed \$570.00 per instructor.

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

- E. MOTION by _____, SECONDED by _____ to approve Tom McCarroll, Brian Miller, Tim McCarroll, Jim Gurka, and Steve Hluschak (members of the football coaching staff) to attend the Penn State University Football Coaches clinic on April 4 - 6, 2014, at a budgeted cost not to exceed \$500.00.

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

- F. MOTION by _____, SECONDED by _____ to approve attendance at the following conference:

1. Jennifer Boyle and Jan Wentz to attend Practical Strategies to Implement the New Common Core Mathematics Standards, Monday, April 28, 2014, Bethlehem, PA, at a cost of \$494.50 from the Curriculum Budget.

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

- G. MOTION by _____, SECONDED by _____ to approve Resolution (#13/14 - 07), Alternate and Clean Energy Program Grant of \$2,000,000 from the Commonwealth Financing Authority to be used for the Construction of the K-2 Primary / 3-5 Elementary Center as a High Performance Building.

(Enc. 6 - Green)

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

- H. MOTION by _____, SECONDED by _____ to approve payment to Power Component Systems in the amount of \$19,125.00. This is the second and final payment for the completion of work for asbestos removal for the Mahoning Elementary school as outlined in JMSI Project Manual #2013-06-04.

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

- I. MOTION by _____, SECONDED by _____ to approve the Lawn Care Service Proposal per the attached tabulation, subject to finalization by Administration.
(Enc. 7 – Green)
VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

- J. MOTION by _____, SECONDED by _____ to approve the attached proposal (#C004440) from CSI Integrated Security & Communications for the Board Room AV System at a cost of \$22,969.00 through the COSTARS Purchasing Program.
(Enc. 8 – Green)
VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

- K. MOTION by _____, SECONDED by _____ to authorize the Business Department to make payment to WEX Bank (Exxon Mobile) by the monthly due dates in order to avoid recurring service charges.
VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

IX. Personnel

- A. MOTION by _____, SECONDED by _____ to approve the attached list of candidates for the 2013-2014 Substitute list pending clearances.
(Enc. 9– Purple)
VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

- B. MOTION by _____, SECONDED by _____ to approve the 2014-2015 Athletic and the 2013-2014 Extra-Curricular hires (per attachments).
(Enc. 10– 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. Jessica Gasper - June 27 – July 10, 2014 /Study Abroad Ceramic Arts In Italy
 2. Megan Scimeca - Program of Study: Reading Specialist, Masters of Ed. (ESU)
 3. Sarah Devitt - May 13 – June 19, 2014 /Utilizing Emerging Technologies
 4. Sarah Devitt - May 5 – June 22, 2014 / Using Assessment to Guide Instr.
 5. Sarah Devitt - July 21 – August 7, 2014 / Authorizing Systems
 6. Drewann Troutman - May 13 – June 19, 2014 / Utilizing Emerging Technologies
 7. Drewann Troutman - July 21 – August 21, 2014 / Multimedia Design
 8. David Hauser - May 21 – August 3, 2014 / Evaluation of Ed. Programs

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 #1038 - effective February 27, 2014

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 right of the mentor's name) for the 2013-2014 school year:
- Sarah Brandt / Vicky Myers

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

- F. MOTION by _____, SECONDED by _____ to accept the resignation of Jackie Bennett, lunch-time aide at Shull-David Elementary, effective February 19, 2014.

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

- G. MOTION by _____, SECONDED by _____ to approve the recommendation to hire **Karen Shaffer**, as a 12-month Principal's Secretary, at Shull-David Elementary School, at the contracted pro-rated salary of **\$25,610**, effective date to be determined.

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

- H. MOTION by _____, SECONDED by _____ to approve **Amanda Rex** as the Computer Department Chair (5-8) for the remainder of the 2013-2014 school year.

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

X. Miscellaneous

- A. MOTION by _____, SECONDED by _____ to approve the following School Enrichment Journey requests:
1. **SD Grade 2 (B. Crosley / L. Barth / D. Herman)** - April 25, 2014 (12 - 2:25 pm) - to the Health Fair at the Lehigh Recreation Center.
 2. **SD Kindergarten (C. Gandy / D. Rakos / S. Maloney)** - April 25, 2014 (8:45 - 11 a.m.) - to the Health Fair at the Lehigh Recreation Center.
 3. **SD Grade 1 (M. Schaeffer / L. Schatz / J. Matika / M. Petit-Clair)** - April 25, 2014 (8:45 - 11 a.m.) - to the Health Fair at the Lehigh Recreation Center.
 4. **FR Grade 1 (W. Bussey-Williams / N. Hydro / M. Kirsch)** - May 16, 2014 (8:40 a.m. - 5:15 p.m.) - to Lake Tobias Wildlife Park for a PTO field trip.
 5. **SD Grade 2 (B. Crosley / D. Herman / L. Barth)** - June 9, 2014 (9 a.m. - 2 p.m.) - to the Carbon County Environmental Education Center.
 6. **HS Government Class (L. Brong / C. Hartsell)** - April 11, 2014 (7:30 a.m. - 2:30 p.m.) - to the Philadelphia Constitution Center in Philadelphia.
 7. **HS - SADD (Melissa Volcskai)** - April 23, 2014 (9 a.m. - 2 p.m.) - to the Scranton/WB Railriders PNC Field for Drug & Alcohol Abuse Awareness Day / Baseball Game.
 8. **MS Grade 6 (T. Serfass / J. Tracy)** - April 11, 2014 (8:30 a.m. - 2 p.m.) - to the Scottish Rite Cathedral in Allentown, PA.
 9. **FR Grade 3 (K. Snyder / T. Gilotti / L. Zimmerman / L. Strohl)** - June 10, 2014 (8:45 a.m. - 2:45 p.m.) - to the DaVinci Center and Cedar Beach in Allentown, PA.
 10. **MS Grade 8 (J. Lopata / J. Lopata)** - May 27, 2014 (8:30 a.m. - 7 p.m.) - to Hershey Park for 8th Grade Celebration.

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

- B. MOTION by _____, SECONDED by _____ that the Lehigh Area School District accepts the resignation of **Thomas Zimmerman, IV**, as Board Member with regret.

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

- C. MOTION by _____, SECONDED by _____ to re-elect **Wayne Wentz** as CLIU #21 Representative as of July 1, 2014 to June 30, 2017.

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

- D. MOTION by _____, SECONDED by _____ to approve signing a Letter to Proceed with Pennsylvania Maryland Trane in Trane's Comprehensive Solutions Program (PACT) to identify potential facility and operational improvements to reduce related costs at Lehigh Area Middle School.

(Encl. 11 - Peach)

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. Lehigh Booster Club (Shannon Smith) - April 26 & 27, 2014 (9 a.m. - 8:30 p.m.) - to use the Middle School Gym and Concession Stand for their Girls' Basketball Tournament.

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

- B. MOTION by _____, SECONDED by _____ to approve the revision of the 2013-2014 School Calendar in accordance with Section 1504 of the PA Public School Code of 1949 and approval of the Department of Education.

(Encl. 12 - Yellow)

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

- C. MOTION by _____, SECONDED by _____ to approve the 2nd reading and adoption of the revisions of the following Lehigh Area School District Policies:
1. #201 - Admission of Students
 2. #246 - Student Wellness
 3. #336 - Personal Necessity Leave

(Enc. 13 - Yellow)

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

- D. MOTION by _____, SECONDED by _____ to approve the Lehigh Area School District-run Special Education Extended School-Year Program to be held July 7 - August 1, 2014, from 9 a.m. - 12 p.m. at the Franklin Elementary School.

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

- E. MOTION by _____, SECONDED by _____ to approve the Lehigh Area School District-run Lehigh Middle School Summer Wellness Program to be held July 7 - August 8, 2014, from 9 a.m. - 1 p.m. based at the Lehigh Area Middle School.

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

- F. MOTION by _____, SECONDED by _____ to approve Friday, June 13, 2014, at 7:00 p.m. for Commencement for the Class of 2014.

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

- G. MOTION by _____, SECONDED by _____ that the Lehigh Area School District enter into a shelter agreement with the American Red cross that would allow the use of the Lehigh Area High School, Lehigh Area Middle School, East Penn Elementary School and Franklin elementary School in the case emergency sheltering is needed as a result of a disaster.

(Enc. 14 - Yellow)

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

XII. Old Business for Discussion

XIII. New Business for Discussion

XIV. Courtesy of the floor / Public Comment

XIV. Adjournment

**Next regular scheduled meeting is the regular meeting on Monday,
April 28, 2014.**

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

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

TIME: _____

LEHIGHTON AREA SCHOOL DISTRICT

Jonathan J. Cleaver, Superintendent
Timothy M. Tkach, Coordinator of Curriculum, Instruction and Grant Writing
1000 Union Street, Lehigh, Pennsylvania 18235
Telephone: 610-377-4490 Fax: 610-577-0032

"Partnering with students, families, and community to provide opportunities for life-long success through academic excellence and individual growth in a safe and supportive environment."

SUBSTITUTE CANDIDATES

March 24, 2014

2013-2014 School Year

Professional:

ANDREWS, Marissa
HOLDER, Jennifer
KREY, Heather

Support:

ANDREWS, Marissa
STOFFEY, Michele

"Educating together to prepare our students for life's journey."

"Commitment to Excellence"

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ATHLETIC HIRES

March 24, 2014

Athletic Hires: 2014-15

Cross Country	-	Erica Pagotto
Cross Country, Asst.	-	Jennifer Tracy
Football, Head	-	Tom McCarroll
Football, Asst. (V)	-	Brian Miller
Football, Asst. (V)	-	Justin Fritz
Football, Asst. (JV)	-	Steve Hluschak
Football, Asst. (JV)	-	James Gurka
Football, Asst. (F)	-	Matt Kosciolek
Football, Asst. (MS)	-	Tim McCarroll
Football, Asst. (MS)	-	Rick Bennett
Golf	-	Matthew Fisher / Trevor Miller – Split Stipend
Soccer, B. (Head)	-	David Yob
Soccer, B. Asst.	-	Joseph Zarelli
Soccer, B. Asst.	-	Dylan Smith
Soccer, B. Asst. (MS)	-	Ronald Rabenold
Soccer, B. Asst. (MS)	-	Jack Molchany
Volleyball, Head	-	Timothy O'Connor
Volleyball, Asst.	-	Terry Haberman
Volleyball, Asst.	-	Alexa Jones

VOLUNTEERS:

Football	-	Benjamin Tkach
Football	-	Tom Gable
Football	-	Charles Sterling
Football	-	Brent Andrew

Extra-Curricular: 2013-2014

FBLA Advisory (MS)-	Trevor Miller
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"Commitment to Excellence"