

Lehighton Area School District

Lehighton, Pennsylvania

Regular Meeting of School Board

Monday, May 19, 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	☐	☐
Mrs. Lori Nothstein, Member	☐	☐
Mr. Hal Resh, Vice-President	☐	☐
Mr. Larry Stern, Member	☐	☐
Mr. Wayne Wentz, Member	☐	☐
Mr. Andrew Yenser, Treasurer	☐	☐
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

1. Suzanne Howland/Elem. Teachers – Tier 3 Case Study (PowerPoint)
2. Trane – Preliminary Project Summary (Middle School)

VI. Communications

1. Superintendent's Report – *Mr. Cleaver*
2. Board President's Report – *Mrs. Bowman*
3. Lehigh Memorial Library Report – *Mrs. Nothstein*
4. Legislative Policy Committee of PSBA Report – *Mr. Alner*
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*
13. Athletic Committee Report – *Mr. Wentz*
14. Wellness Committee Report – *Mr. Alner*

VII. Approval of Minutes

- A. MOTION by _____, SECONDED by _____ to approve the Minutes of the April 28, 2014, 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 Activities Fund for April 2014

(Enc. 2 – Gold)

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

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

(Enc. 3 - Blue)

General Fund	\$	780,985.98
Benefits	\$	43,227.11
Food Service Fund	\$	73,691.26
Capital Reserve	\$	-----
Athletic Fund	\$	<u>8,026.12</u>
Total	\$	905,930.47

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. 4 - Green)

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

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

(Enc. 5 - Green)

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

E. MOTION by _____, SECONDED by _____ that the Treasurer be authorized to have his compensation waived for the 2013-2014 school year.

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

- F. MOTION by _____, SECONDED by _____ that the line item budgeted as compensation for Treasurer be transferred to community library support line item and the additional sum paid to the Lehigh Area Memorial Library.

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

- G. President calls for nominations for School Board Treasurer per policy #005 for a one (1) year term, effective July 1, 2014 to June 30, 2015, at an annual rate of \$800.00.

_____ nominates _____ for Treasurer

President calls for other nominations.

MOTION by _____, SECONDED by _____ to close nominations.

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

MOTION by _____, SECONDED by _____ to elect _____, as Treasurer.

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

- H. MOTION by _____, SECONDED by _____ to approve the Letter of Agreement between the Carbon-Monroe-Pike Drug and Alcohol Commission, Inc. and the Lehigh Area School District for Drug and Alcohol SAP/Intervention Services for school year 2014-2015. This agreement will allow CMP D&A to provide one day of these services weekly to the district for a total of \$7,000.00.

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

- I. MOTION by _____, SECONDED by _____ that upon the recommendation of the Finance Committee, to approve the Proposed Final Budget for the 2014-2015 General Fund Budget.

Total	37,139,981
Estimated Revenue	36,107,372
Surplus/(Shortfall)	(1,032,609)
Estimated Use of FB	800,000 600k health, 200k budgetary reserve
Net Shortfall	(232,609)
Millage-Val = \$359,705	(0.65)

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

- J. MOTION by _____, SECONDED by _____ that upon the recommendation of the Finance Committee, to approve a contract with Dr. Thomas E. Munshower, D.O. for the 2014-2015 school year paid as follows: \$6,000 stipend paid with signed contract and per exam fee of \$7.00 per physical exam and \$3.00 per Scoliosis examination.
(Enc. 6 - Green)

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

- K. MOTION by _____, SECONDED by _____ that upon the recommendation of the Finance Committee, to approve the attached Letter of Agreement between CMS Medical Care Corporation, a subsidiary of the Blue Mountain Health System, referred to as the "Healthy Smiles, Happy Kids Dental Van" and the Lehigh Area School District for the provision of State mandated dental examination service to the Lehigh Area School District using "Healthy Smiles, Happy Kids Dental Van."

(Enc. 7 - Green)

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

- L. MOTION by _____, SECONDED by _____ to refund Real Estate Tax for year 2013 in the amount of \$1,643.43 to Warren & Janice Kromer as per the March 25, 2014 letter from The Carbon County Board of Assessment & Revision of Taxes Office.

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

- M. MOTION by _____, SECONDED by _____ that upon the recommendation of the Finance Committee, the District agrees to retain William G. Schwab & Associates as its Solicitor for the 2014-2015 school year at an hourly rate of \$150.00 per hour.

(Enc. 8 - Green)

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

- N. MOTION by _____, SECONDED by _____ for the High School Administration and Maintenance Director to begin getting quotes and planning for upgrades to the High School cafeteria which includes, but not limited to existing pizza stations, expanding salad station, and equipment adjustments to allow for improved serving lines.

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

IX. Personnel

- A. MOTION by _____, SECONDED by _____ to approve the 2013-2014, 2014-2015 Athletic and the 2014-2015 Extra-Curricular hires (per attachments).

(Enc. 9- Purple)

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

- B. MOTION by _____, SECONDED by _____ to approve the following requests for pre-approval of courses/Programs of Study for continuing education:

1. Norine Zehner - June 20 - July 17, 2014 / Social Foundations of Education
2. Norine Zehner - July 21 - August 7, 2014 / Cognition
3. Laurel Zimmerman - June 30 - July 17, 2014 / Social Foundations of Ed.

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

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

1. **Employee #810** - effective May 28, 2014

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

- D. MOTION by _____, SECONDED by _____ to accept the following resignation:
1. **Tammy Moyer** - part-time cleaner at the Middle School, effective April 29, 2014

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

- E. MOTION by _____, SECONDED by _____ to approve the recommendations to hire the following professionals for the 2014-2015 school year, pending clearances:

1. **Erica Pagotto** - Middle School - Social Studies Teacher, Step 3M, \$41,412.00

2. **Angela Tobash** - Middle School - Business Education / Computer, Step 1B, \$38,310.00

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

- F. MOTION by _____, SECONDED by _____ to approve the hiring of the following 2013 summer band positions, at the current contracted hourly rate of pay (\$29.00 / hour).

1. **Thomas Weidner** - Grades 5 & 6 Summer Band/Orchestra

3. **Bryan Buffington** - HS Band

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

G. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following summer positions, effective June 11, 2013:

1. **Alicia Moyer** - Summer Cleaner - at a rate of **\$9.45 per hour**
2. **Terri Koch** - Summer Cleaner - at a rate of **\$9.45 per hour**
3. **Doris Reed** - Summer Cleaner - at a rate of **\$7.47 per hour**
4. **Richard Armbruster** - Summer Cleaner - at a rate of **\$8.74 per hour**
5. **Karen Hines** - Summer Cleaner - at a rate of **\$8.41 per hour**
6. **Kelly Fadden** - Summer Cleaner - at a rate of **\$10.22 per hour**
7. **Jerilyn Derhammer** - Summer Cleaner - at a rate of **\$ 7.47 per hour**
8. **Nicholas Schaeffer** - Summer Utility Helper - at a rate of **\$ 7.25 per hour**
9. **Connor Frey** - Summer Utility Helper - at a rate of **\$ 7.25 per hour**
10. **William Shook** - Summer Utility Helper - at a rate of **\$ 7.25 per hour**
11. **Mikayla Blakeslee** - Summer Utility Helper - at a rate of **\$ 7.25 per hour**
12. **Michael Perkins** - Summer Utility Helper - at a rate of **\$ 7.25 per hour**
13. **Kane Zerbe** - Summer Utility Helper - at a rate of **\$ 7.25 per hour**
14. **Corey German** - Summer Utility Helper - at a rate of **\$ 7.25 per hour**
15. **Jacob Williams** - Summer Utility Helper - at a rate of **\$ 7.25 per hour**

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

H. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following post-graduate, summer utility positions, effective May 20, 2013:

1. **Emily Lauer** - at a rate of **\$7.25 per hour**
2. **Jena Smith** - at a rate of **\$7.25 per hour**

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

I. MOTION by _____, SECONDED by _____ to approve the hiring of the following 2014 summer school positions, at the current contracted hourly rate of pay (\$29.00 / hour). The number of positions depend on student enrollment.

1. **Rick Bennett** - High School Summer School Teacher (6/23 - 7/3/14)
2. **Maria VanNorman** - High School Summer School Teacher (6/23 - 7/3/14)
3. **Jennifer Tracy** - Middle School Summer School Teacher (6/23 - 8/14/14)
4. **Diane Schnell** - Middle School Summer School Teacher (6/23 - 8/14/14)

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

- J. MOTION by _____, SECONDED by _____ to approve the hiring of the following Special Education Extended School Year (ESY) positions, to be held at Franklin Elementary (July 7 - August 1, 2014), at the current contracted hourly rate of pay (\$29.00 / hour).

1. Ashley Lichtenwalner - ESY Teacher
2. Jessica Corliss - ESY Teacher
3. Carly Finkboner - Speech Therapist
4. Melissa Pickerin - ESY Paraprofessional

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

- K. MOTION by _____, SECONDED by _____ to approve the hiring of the following Summer Wellness Camp positions, at the current contracted hourly rate of pay (\$29.00 / hour).

1. Rachel Quinn - Teacher
2. Jacob Molchany - Teacher

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

- L. MOTION by _____, SECONDED by _____ that Brian D. Feick shall be hired as District Business Administrator and appointed as District Secretary pursuant to terms of contract prepared by District Solicitor at a pro-rated salary of \$90,000.00.

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

- M. MOTION by _____, SECONDED by _____ to accept the intent to retire for support employee, Carol A. Ginder, effective September 3, 2014. Ms. Ginder is an employee since January 1988.

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

X. Miscellaneous

- A. MOTION by _____, SECONDED by _____ to approve the following School Enrichment Journey requests:
1. **Gr. 7 – 8 Chorus (Laura Welkey)** – May 15, 2014 (6:30 a.m. – 9 p.m.) – to Hershey Park to participate in the Choral Festival.
 2. **Gr. 5 – 8 Gifted (Diane Schnell)** – May 23, 2014 (8 a.m. – 2 p.m.) – to travel to DeSales University to visit the science department.
 3. **FR Winning Grade** – May 29, 2014 (9 – 11:30 a.m.) – to Phifer’s Playground as a reward for the grade with most Box Tops collected.
 4. **HS Fitness Class (Dorothy Hartney)** – June 6, 2014 (12:30 – 3 p.m.) – to travel to Cypress Lanes for bowling.
 5. **MA Grade 1 (Kaye Miller)** – June 11, 2014 (9 – 11 a.m.) – to travel to Franklin Elementary School to visit our penpals.

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

- B. MOTION by _____, SECONDED by _____ acknowledge professional employee, **Emily Solt**, a current student from Kutztown University, to complete a counseling internship at Lehighton High School during the 2014-2015 school year under the supervision of the High School guidance department and administration.

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **LABC (Cale Kresge)** – May 31, 2014 (Raindate 6/1/2014) – to use the track for the Booster Track Meet.
 2. **Lehighton Borough (Nicole Beckett / Autumn Abelovsky)** – June 29, 2014 (5 – 10 p.m.) to use the MS gym and parking lots for the Lehighton 150 Celebration fundraiser – Lehighton Police Dept. vs. the Fire Dept. Basketball Game. We are requesting a waiver of building and custodial fees due to the nature of the fundraiser.
 3. **Zion UCC (John Lopata)** – June 27, 2014 (9 a.m. – 11 p.m.) – to use the Middle School lower parking lot for parking cars for a bus trip.

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

- B. MOTION by _____, SECONDED by _____ to approve an Affiliation Agreement between Lehigh Area School District and **Marywood University** for the purpose of providing experiential learning for Education students for the 2014-2015 school year.

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

- C. MOTION by _____, SECONDED by _____ to approve a Linkage/Letter of Agreement between Lehigh Area School District and **ReDCo Group (Behavioral Health Services)** for the purpose of coordinating care in our district, effective until December 2015.

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

- D. MOTION by _____, SECONDED by _____ to approve the following books for the Required 2014 Summer Reading Programs:

Middle School:

Incoming Grade 5 - Lunch Money by Andrew Clements

Incoming Grade 6 - The Tale of Despereaux by Kate DiCamillo

Incoming Grade 7 - Milkweed by Jerry Spinelli

Incoming Grade 8 - Messenger by Lois Lowry

High School:

Incoming Grade 9 - The Five People You Meet in Heaven by Mitch Albom

Incoming Grade 10 - Hole in My Life by Jack Gantos

Incoming Grade 11 - The Color of Water by James McBride

Incoming Grade 12 - The Boy in the Striped Pajamas by John Boyne

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

- E. MOTION by _____, SECONDED by _____ to approve the Lehigh Area High School Football Team to host Passing Scrimmages on June 28, 2014 and July 17, 2014.

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,
June 23, 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, Lehighton, 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."

ATHLETIC HIRES

May 19, 2014

Athletic Hires: 2013-2014

Summer Wt. Trn. Cond. Adv. - Tom McCarroll

Athletic Hires: 2014-2015

Cheerleading, Assistant	-	Heather Fiorentino
Cheerleading, Assistant	-	Sarah Nonemacher
Game Managers – Fall	-	Courtney Schleicher
		Janice Scherer
		James Blakeslee
		Rachel Quinn
		Ronald Rabenold
Field Hockey, Assistant (V)	-	Karen Wall
Field Hockey, Assistant (V-JV)-		Ashley Lichtenwalner
Field Hockey, Assistant (MS)	-	Deb McKain
Field Hockey, Assistant (MS)	-	JoAnne Schoenberger

Extra-Curricular: 2014-2015

Per Attachment

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

"Commitment to Excellence"

2014-2015 Extra Curricular Positions and Salaries

<u>ACTIVITY</u>	<u>POSITION</u>	<u>NAME</u>	<u>2014 -15 Salary</u>
ACE Middle School	Advisor	Susan McElvar	as per contract
Art Exhibit Middle School	Advisor	Michael Reenock	as per contract
Art Exhibit High School	Advisor	Diane Micheletti	as per contract
Bandfront	Advisor	Kerry Andrew	as per contract
Band Elem 5-6 grades	Advisor	Thomas Weidner III	as per contract
Band 7-8 grades	Advisor	Beth Hudlow	as per contract
Band High School	Advisor	Bryan Buffington	as per contract
Debate	Co - Advisor	Laura Schiffer Cody Schuler	as per contract
Drama/Theatre Middle School	Advisor	Laura Welkey	as per contract
FBLA High School	Advisor	Matthew Fisher	as per contract
FBLA High School	Advisor	Kim Mychalyszyn-Simko	as per contract
FBLA Middle School	Advisor	Angela Tobash	as per contract
FCCLA High School	Advisor	Julie McHugh	as per contract
FCCLA High School Assistant	Advisor	Marianne Slaby	as per contract
FCCLA Middle School	Advisor	Natasha Brown	as per contract
Intramurals Middle School (Fall)	Advisor	Tim Sharrow	as per contract
Intramurals Middle School (Spring)	Advisor	Terry Haberman	as per contract
Intramurals Middle School (Spring)	Advisor	Rachel Quinn	as per contract
Chess	Co-Advisors		as per contract
Jazz Band MS	Advisor	Thomas Weidner III	as per contract
Jazz Band HS	Advisor	Bryan Buffington	as per contract
Junior Class Advisor	Advisor	Melissa Blocker	as per contract
Musical/Theatre - Vocal	Advisor	Kim Laird	as per contract
Musical/Theatre - Band	Advisor		as per contract
National Honor Society	Advisor	Matthew Fisher	as per contract
Newspaper Middle School	Advisor	Cynthia Smith	as per contract
Newspaper High School	Advisor	David Hauser	as per contract
Odyssey of the Mind Middle School	Advisor		as per contract
Odyssey of the Mind High School	Advisor		as per contract
Palette Club High School	Advisor	Michael Reenock	as per contract
Red Cross	Advisor	Matthew Fisher	as per contract
SADD	Advisor	Melissa Volcskai	as per contract
Scholastic Scrimmage, Head	Advisor	Sharon Leitzel	as per contract
Scholastic Scrimmage, Assistant	Advisor	Melissa Volcskai	as per contract
Science Olympiad	Advisor	Doug Bowman	as per contract
Show Choir Middle School	Advisor	Laura Welkey	as per contract
Show Choir High School	Advisor	David Perkins	as per contract
Senior Class Advisor	Advisor	Dorothy Hartney	as per contract
6th Sense Middle School	Advisor	Sherry Hoffman	as per contract

6th Sense Middle School	Advisor	Susan McElvar	as per contract
Ski Club	Advisor	Doug Bowman	as per contract
Stage Manager Middle School	Advisor	Beth Hudlow	as per contract
Stage Manager High School	Advisor	Robert Barowski	as per contract
Student Council High School	Advisor		as per contract
Student Council Middle School	Advisor	Kenneth Eck Jr.	as per contract
Vocal 5-6 grades	Advisor	Thomas Weidner III	as per contract
Vocal 7-8 grades	Advisor	Laura Welkey	as per contract
Vocal High School	Advisor	David Perkins	as per contract
Video Production	Advisor		as per contract
Yearbook Middle School	Co -	Amy Smith	as per contract
	Advisor	Kim Lusch	
Yearbook High School	Advisor		as per contract
Yearbook Assistant High School	Advisor	Sharon Leitzel	as per contract
Drama/Theatre High School	Advisor		as per contract
Senior Assembly	Advisor		as per contract
MS Photographer	Co -	Amy Smith	as per contract
	Advisor	Kim Lusch	
HS Photographer	Advisor	Bernard Shea	as per contract