

Lehigh Area School District

Lehigh, Pennsylvania

Regular Meeting of School Board
Monday, January 29, 2013 at 7:00PM
Executive Session @ 6:00 PM

Agenda

I. Pledge of Allegiance

II. Call to Order

III. Roll Call

	Present	Absent
Mr. John Finnegan, Member	☐	☐
Mr. William J. Hill, Jr., Member	☐	☐
Mr. Dave Krause, Member	☐	☐
Mr. Hal Resh, Vice-President	☐	☐
Mr. Larry Stern, Member	☐	☐
Mr. Wayne Wentz, Member	☐	☐
Mr. Andrew Yenser, Treasurer	☐	☐
Mr. Thomas Zimmerman, Member	☐	☐
Mr. Rocky Ahner, President	☐	☐
Mr. Michael Malay Jr., Business Manager	☐	☐
Mr. Jonathan Cleaver, Superintendent	☐	☐
Attorney William Schwab, Solicitor	☐	☐
Ms. Bonnie Cortese, Recording Board Secretary	☐	☐

***Notice of Executive Session

IV. Courtesy to the Floor

V. Presentations

1. Jonathan Cleaver - Board Member Recognition
2. Gretchen Laviolette - LASD Holiday Educare Program Report
3. Matthew Fisher - FBLA Presentation
4. Douglas Bowman - Report on volunteer work in NY and NJ due to Hurricane Sandy

VI. Communications

1. Superintendent's Report – *Mr. Cleaver*
2. Board President's Report – *Mr. Ahner*
3. Lehighton Memorial Library Report – *Mr. Finnegan*
4. Legislative Policy Committee of PSBA Report – *Mr. Resh*
5. Title I Advisory Committee Report – *Mr. Zimmerman*
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*

VII. Approval of Minutes

- A. MOTION by _____, SECONDED by _____ to approve the Minutes of the December 17, 2012, special meeting.

(Enc. 1 – White)

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

- B. MOTION by _____, SECONDED by _____ to approve the Minutes of the January 14, 2013, special meeting.

(Enc. 2 – White)

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

VIII. Financial Matters

- A. MOTION by _____, SECONDED by _____ to approve the Lehighton Area High School Activities Fund for December 2012.

(Enc. 3 – Gold)

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

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

General Fund	\$ 586,703.15
Benefits	\$ -----
Food Service Fund	\$ 63,982.27
Capital Reserve	\$ -----
Athletic Fund	\$ <u>14,132.80</u>
Total	\$ 664,818.22

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 exemptions from Per Capita and/or Occupational Tax per the attached list.

(Enc. 6 - Green)

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

E. MOTION by _____, SECONDED by _____ to refund Occupational Tax for year 2012 in the amount of \$260.00 to Zachary Werner.

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

- F. MOTION by _____, SECONDED by _____ to refund Occupational Tax for year 2012 in the amount of \$245.00 to Joel P. Rutter.

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

- G. MOTION by _____, SECONDED by _____ to approve the bid of \$1,111.00 on property: Map Number 70A10-30-S3, this property is in the County's Repository for Unsold Properties.

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

- H. MOTION by _____, SECONDED by _____ to approve the bid of \$1,002.00 on property: Map Number 41-12A16.03, this property is in the County's Repository for Unsold Properties.

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

- I. MOTION by _____, SECONDED by _____ to approve the bid of \$1,002.00 on property: Map Number 41-12-A16.04, this property is in the County's Repository for Unsold Properties.

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

- J. MOTION by _____, SECONDED by _____ to approve the bid of \$1,016.24 on property: Map Number 42-9-C5, this property is in the County's Repository for Unsold Properties.

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

- K. MOTION by _____, SECONDED by _____ to approve the supplemental funding application not to exceed the amount of \$3,500.00 for the FBLA to attend the State Leadership Conference in Hershey, PA on April 15 - 17, 2013.

Enc. 7 - Green

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

- L. MOTION by _____, SECONDED by _____ to approve attendance at the following conferences:
1. **Lory Frey** - A/CAPA Conference in Hershey, PA, March 25-27, 2013 at a cost of \$504.00.
 2. **Rebecca Mastroddi** - A/CAPA Conference in Hershey, PA, March 25-27, 2013 at a cost of \$591.69.
 3. **Timothy Tkach** - PAFPC Conference in Pittsburgh, PA, April 14-17, 2013, at cost not to exceed \$1,179.53 (Title I funds).

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

- M. MOTION by _____, SECONDED by _____ to approve attendance at the following conferences:
1. **Laura Welkey** - PMEA In-Service Conference in Hamburg, PA, April 18-20, 2013 at a cost not to exceed \$656.16.

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

- N. MOTION by _____, SECONDED by _____ to accept audit report from Gorman & Associates, P.C. for fiscal year ending June 30, 2012.

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

- O. MOTION by _____, SECONDED by _____ to approve the annual Tax Collectors' reports.
NOTE: These reports are on file at the Administration office for your review.

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

IX. Personnel

- A. MOTION by _____, SECONDED by _____ to approve the following requests for pre-approval of courses for continuing education:
1. **Floyd Brown** - January 28 - March 15, 2013 / Collaborative Leadership for Evaluation
 2. **Wendy Bussey-Williams** - February 23 - March 23, 2013 / Reading Across the Curriculum
 3. **Michele Kirsch** - February 23 - March 23, 2013 / Reading Across the Curriculum
 4. **Michele Kirsch** - February 7 - April 11, 2013 / Designing Motivation for All Learners
 5. **Melissa Volcskai** - January 31 - May 17, 2013 / Curricular & Instructional Evals

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

- B. MOTION by _____, SECONDED by _____ to approve the attached list of candidates for the **2012-2013 Substitute** list pending clearances.

(Enc. 8 - Purple)

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

- C. MOTION by _____, SECONDED by _____ to approve the **Athletic** hires for the **2012-2013 and 2013-2014** school years (per attachments).

(Enc. 9- Purple)

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

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

1. **Employee #1305** - effective approximately May 14, 2013
2. **Employee #927** - effective approximately May 15, 2013

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

- E. MOTION by _____, SECONDED by _____ to accept the intent to retire for the following professional employees, effective the end of the 2012-2013 school year:

1. **Mary Arieta** - HS Business Teacher - Hired January 11, 1982
2. **Kelly Eisenhauer** - HS English Teacher - Hired September 11, 1978
3. **Bruce Koch** - MS Industrial Arts Teacher - Hired August 8, 1994
4. **Kathleen Lewis** - Gr. 2 Teacher - Mahoning - Hired June 29, 1970

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

- F. MOTION by _____, SECONDED by _____ to approve the recommendation to hire **Heather Spotts** and **Richard Bennett** as instructors for the Winter Recovery Program at the High School at the contracted rate for no more than 15 hours per position for a total of 30 hours, beginning February 4 - 28, 2013.

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

- G. MOTION by _____, SECONDED by _____ to accept the Fact-finders report dated January 7, 2013 by Michael W. Krchnar, Jr.

Roll Call Vote:

	Yes	No	Absent	Abstention
Mr. John Finnegan, Member	☐	☐	☐	☐
Mr. William J. Hill, Jr., Member	☐	☐	☐	☐
Mr. Dave Krause, Member	☐	☐	☐	☐
Mr. Hal Resh, Vice-President	☐	☐	☐	☐
Mr. Larry Stern, Member	☐	☐	☐	☐
Mr. Wayne Wentz, Member	☐	☐	☐	☐
Mr. Andrew Yenser, Member	☐	☐	☐	☐
Mr. Thomas Zimmerman, Member	☐	☐	☐	☐
Mr. Rocky Ahner, President	☐	☐	☐	☐

(Enc. 10- Purple)

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

X. Miscellaneous

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

1. **HS Scholastic Scrimmage (Sharon Leitzel/Melissa Volcskai)** – January 29, 2013 (8:30 am – 12:30 pm) – to Bethlehem, PA to compete in Scholastic Scrimmage
2. **HS Band (Bryan Buffington)** – February 19-22, 2013 – to travel to Weatherly HS for Carbon County Band Festival.
3. **Gr. 8 Ace Team (Susan McElvar)** – February 25 & 26, 2013 (7:30 a.m. – 3 p.m.) – to travel to Catasauqua Middle School for the Gr. 8 ACE Competition
4. **EP/FR Grade 4 (Susan Stufflet)** – February 27, 2013 (12:15 – 2:15 p.m.) – to the LAMS for a concert, “Bach to School.”
5. **MS Music Express Jr. (Laura Welkey)** – April 3 - 5, 2013– to travel to Washington, DC to participate in “America Sings” Festival.
6. **HS – FBLA (Kim Mychaliszyn-Simko / Matthew Fisher)** – April 15 - 17, 2013 – to Hershey, PA for the FBLA State Leadership Conference.
7. **EP Gr. 3 (Diane Schnell)** – April 23, 2013 (9 a.m. – 2 p.m.) – to the Lehigh Gap Nature Center.
8. **Sixth Sense Team(Susan McElvar / Sherry Hoffman)** – April 25-26, 2013 to travel to Panther Valley High School for 6th Sense Competition.
9. **LAHS Concert Choir (David Perkins)** – May 3, 2013 (5:30 a.m. – 11 p.m.) to travel to Jackson, NJ to perform in a music adjudication for evaluation.
10. **EP Grades 2, 3, 4 (D. Schnell, C. Haupt, P. Bonser, B. Breiner)** – May 7, 2013 (8:50 a.m. – 2:45 p.m.) to the DaVinci Science Center.
11. **FR Gr. 4 Chime Ensemble (Susan Stufflet)** – May 21, 2013 (4 – 5:15 pm) – to the Lehighton Elderly Housing to perform.
12. **EP Gr. 4 Chime Ensemble (Susan Stufflet)** – May 21, 2013 (4 – 5:15 pm) – to the Lehighton Elderly Housing to perform.
13. **MA Grade 2 (A. Boyle/K. Lewis/K. Stahler)** – May 8, 2013 (8:45 a.m. – 2 p.m.) – to the Lehigh Gap Nature Center.
14. **MA Grade 1 (S. Rodgers / K. Miller)** – May 7, 2013 (8:45 a.m. – 1:45 p.m.) – to Bear Mountain Butterfly for a field trip.
15. **LAHS Class of 2013 (Dorothy Hartney)** – March 23, 2013 (7 a.m. – 9 p.m.) – to sponsor a bus trip to New York City. The trip is open to any community member.
16. **HS Girls Basketball Team** – January 30, 2013 – to travel Lehigh University for a Women’s Basketball game. Students will travel to the event in District vans driven by the coaching staff. There will be no cost to the district.
17. **HS – FCCLA (Julie McHugh)** – March 23, 2013 (8 a.m. – 12 p.m.) – to travel to the Carbon Plaza Mall for a bake sale.

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

B. MOTION by _____, SECONDED by _____ to acknowledge Alura Benek, an Albright College student, as a student teacher assigned to the High School.

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

C. MOTION by _____, SECONDED by _____ to approve the attached surplus items.
(Enc. 11 – Peach)

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

XI. Programs

A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. Palmerton Preschool (Sherry Mertz) – May 22, 2013 (5:30 – 8 p.m.) to use the
Middle School Auditorium for their Preschool Graduation Ceremony.

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

B. MOTION by _____, SECONDED by _____ to approve the **2nd reading and adoption** of the revisions of the following Lehigh Area School District Policies:

1. #006 – Meetings
2. #336 – Personal Necessity Leave
3. #707.1 – Emergency and Disaster Plans
4. #903 – **Attachment** – Public Participation in Board Meetings
(Enc. 12 – Yellow)

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

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

1. #123 – Interscholastic Athletics
2. #718 – Commercial Partnership and Sponsorship Agreements
(Enc. 13 – Yellow)

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

D. MOTION by _____, SECONDED by _____ to approve the 2013-2014 Program of
Studies for the Lehigh Area High School.

(Enc. 14 – Yellow)

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

XII. Old Business for Discussion

XIII. New Business for Discussion

XIV. Adjournment

Next regular scheduled meeting is Monday, February 25, 2013.

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

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

TIME: _____

Lehigh Area School District

Lehigh, Pennsylvania

Regular Meeting of School Board
Tuesday, January 29, 2013 at 7:00PM

ADDENDUM

Agenda

- A. MOTION by _____, SECONDED by _____ to approve the additional Payment of
Bills: (Enc. 1 - Blue)

General Fund	\$ 119,378.02
---Health Benefits	\$ -----
Food Service Fund	\$ 680.00
Capital Reserve	\$ -----
Athletic Fund	\$ 87.75
Total	\$ 120,145.77

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

- B. MOTION by _____, SECONDED by _____ to approve the proposal from Pittsburgh Stage Inc. to purchase a Theatrical Control Console at a cost of \$9,161.00 through the Co-Starts Purchasing Program. (Enc. 2 - Green)

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

- C. MOTION by _____, SECONDED by _____ to approve the quote from M-F Athletic to purchase a Pole Vault Pit Package at a cost of \$12,690.00. (Enc. 3 - Green)

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

- D. MOTION by _____, SECONDED by _____ to the elevator safety test work orders from ThyssenKrupp Elevator for Unit #2 at Shull-David Elementary School in the amount of \$844.00 and Unit # 3, 4, and 5 at the High School in the amount of \$2,531.00. (Enc. 4 - Green)

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

- E. MOTION by _____, SECONDED by _____ to approve the following candidates for the **2012-13 Professional Substitute List**, pending clearances: **Katie Baskin, Stephanie Gombert, Megan Hoppes, Danielle Mertz, and Kaitlin Mikitka.**

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

- F. MOTION by _____, SECONDED by _____ to acknowledge an FMLA leave for **Employee #751**, effective January 28, 2013, not to exceed 12 weeks.

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

- G. MOTION by _____, SECONDED by _____ to approve the following requests for pre-approval of courses for continuing education:
1. Jennifer Kovach – January 28 – May 17, 2013 / Assessing & Evaluating Literacy

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

- H. MOTION by _____, SECONDED by _____ to approve the contract between the Lehigh Area School District and the Lehigh Area Educational Support Personnel Association for the period July 1, 2012 to June 30, 2016.

(Enc. 5 – White)

Roll Call Vote:

	Yes	No	Absent	Abstention
Mr. William J. Hill, Jr., Member	☐	☐	☐	☐
Mr. Dave Krause, Member	☐	☐	☐	☐
Mr. Hal Resh, Vice-President	☐	☐	☐	☐
Mr. Larry Stern, Member	☐	☐	☐	☐
Mr. Wayne Wentz, Member	☐	☐	☐	☐
Mr. Andrew Yenser, Member	☐	☐	☐	☐
Mr. Thomas Zimmerman, Member	☐	☐	☐	☐
Mr. John Finnegan, Member	☐	☐	☐	☐
Mr. Rocky Ahner, President	☐	☐	☐	☐

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