

Lehighton Area School District

Lehighton, Pennsylvania

Regular Meeting of School Board
Monday, April 22, 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. Public Comment on Agenda

V. Presentations

1. **Catrina Strubinger (Student)** - Graduation Project - "Education CAN"
2. **Sandy Michalik** - ARC Celebration Award
3. **Sherry Hoffman** - Author - "A-Z Character Education for the Classroom"

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*
12. Academic Affairs Committee Report - *Mr. Stern*

VII. Approval of Minutes

- A. MOTION by _____, SECONDED by _____ to approve the Minutes of the March 25, 2013, regular meeting. (Enc. 1 - White)
- VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____
- B. MOTION by _____, SECONDED by _____ to approve the Minutes of the April 9, 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 March 2013. (Enc. 3 - Gold)
- VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____
- B. MOTION by _____, SECONDED by _____ to approve the Payment of Bills: (Enc. 4 - Blue)
- | | | |
|-------------------|----|------------------|
| General Fund | \$ | 466,438.03 |
| Benefits | \$ | 32,759.70 |
| Food Service Fund | \$ | 66,260.06 |
| Capital Reserve | \$ | _____ |
| Athletic Fund | \$ | <u>15,010.43</u> |
| Total | \$ | 580,468.22 |

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 Real Estate Tax for year 2012 in the amount of \$2,161.80 to Steven S. & Laure McEvoy as per Court Stipulation.

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

- F. MOTION by _____, SECONDED by _____ to refund Real Estate Tax for year 2012 in the amount of \$1,700.00 to John Plajer due to duplicate payment.

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

- G. MOTION by _____, SECONDED by _____ for an adjustment of the Occupational Assessment for Richard R. Seymour, Jr. beginning in 2012. Adjustment will result in a \$350.00 decrease in 2012 Occupational Tax.

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

- H. MOTION by _____, SECONDED by _____ to refund an Occupational Tax payment for year 2012 in the amount of \$254.80 to Michele Yurasits.

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

- I. MOTION by _____, SECONDED by _____ to approve the Lehigh Area School District's Athletic Training staff to sell water bottles at a price of \$5 each. All of the proceeds from this sale will go to the Greg W. Moyer fund. The Greg W. Moyer organization places AED's (automatic external defibrillators) in schools that can't afford to buy them on their own.

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

- J. MOTION by _____, SECONDED by _____ to approve Jonathan J. Cleaver and/or Timothy M. Tkach of Lehigh Schools as the person(s) authorized and directed to sign any and all contracts, agreements, grants and/or licenses [hereinafter collectively referred to as contract(s)] with the Pennsylvania Department of Education (Department); and BE IT FURTHER RESOLVED, that the LEA consents to the use of electronic signatures by the above named individual and that no handwritten signature from the above named individual shall be required in order for any contract with the Department to be legally enforceable, but rather the above named individual may affix his electronic signature to an electronic file of the contract via the Department's e-grants system.

(Enc. 7 - Green)

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

- K. MOTION by _____, SECONDED by _____ to approve the 2013-2014 proposed Food Service Budget from Chartwell School Dining Services.

(Enc. 8 - Green)

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

- L. MOTION by _____, SECONDED by _____ to approve Gorman & Associates, P.C. as District auditor for the 2012-2013 school year in the amount of \$26,240 (including single audit fee), review tax collectors at \$810 each and additional services at a rate of \$72 per hour.

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

- M. MOTION by _____, SECONDED by _____ to approve the Athletic Field Fence Installation for Baseball and Softball Fields bid per the attached tabulation.
(Enc. 9 – Green)

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

- N. MOTION by _____, SECONDED by _____ to approve the Resolution (#12/13 -03) calling for reform of the Commonwealth's Cyber Charter School funding formula by the Board of Directors of the Lehigh Area School District.
(Enc. 10 – Green)

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

- O. MOTION by _____, SECONDED by _____ to approve a payment to Miller Flooring Company, Inc. in the amount of \$7,673.40, this is the final payment on the Middle School Gym project contract dated May 21, 2012.

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

- P. MOTION by _____, SECONDED by _____ that the Superintendent is directed to develop for the Finance Committee and the board a zero tax increase budget presentation detailing what items and/or personnel would have to be adjusted if adopted as an alternative to the proposed budget.

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** – May 28 – June 27, 2013 / (Edinboro Univ. – K-12 Principal Cert.)
Financial Aspects of Ed. Leadership
 2. **Jessica Gasper** – May 6 – June 20, 2013 / (Moravian Univ. – Masters of Sp. Ed.)
Language Acquisition & Development
 3. **Jessica Gasper** – June 24 – July 24, 2013 / (Moravian Univ. – Masters of Sp. Ed.)
Literacy Assessment & Evaluation
 4. **Catherine Hontz** – May 20 – June 28, 2013 / (ESU – Masters in Reading Ed.)
Essential Literacy Coach
 5. **Catherine Hontz** – July 22 – August 9, 2013 / (ESU – Masters in Reading Ed.)
Inclusionary Practices
 6. **Courtney Schleicher** – May 20 – July 15, 2013 / (Gratz College – Master of Arts in Education)
The Bully Proof Classroom
 7. **Courtney Schleicher** – May 31 – June 16, 2013 / (Gratz College – Master of Arts in Education)
Differentiated Instruction
 8. **Courtney Schleicher** – June 24 – 28, 2013 / (Gratz College – Master of Arts in Education)
Cooperative Discipline
 9. **Pamela Searfoss** – July 1 – 18, 2013 / (Wilkes Univ. – M.S. Classroom Technology)
Using Print Media to Support Education
 10. **Marianne Slaby** – July 25 – August 25, 2013 / (Wilkes Univ. – 21st Teaching & Learning Program)
Literacy & Learning Using SAS System
 11. **Lauren Strohl** – May 20 – June 7, 2013 / (ESU – Master of Ed. In Reading with Reading Specialist Certification)
Role of the Literacy Coach in Professional Development
 12. **Lauren Strohl** – July 22 – August 9, 2013 / (ESU – Master of Ed. In Reading with Reading Specialist Certification)
Inclusionary Practices
 13. **Lauren Strohl** – August 26 – December 13, 2013 / (ESU – Master of Ed. In Reading with Reading Specialist Certification)
Analysis of Instructional Techniques in Reading
 14. **Benjamin Tkach** – May 13 – August 4, 2013 / (Wilkes Univ. – Autism Endorsement Program)
Autism Diagnosis & Treatment
 15. **Benjamin Tkach** – May 13 – August 4, 2013 / (Wilkes Univ. – Autism Endorsement Program)
Advanced Autism Instruction & Interpretation
 16. **Drewann Troutman** – July 1 – 18, 2013 / (Wilkes Univ. – M.S. Classroom Technology)
Using Assessment to Guide Instruction

17. **Drewann Troutman** – July 22 – August 8, 2013 / (Wilkes Univ. – M.S.
Classroom Technology)
Psychological Foundations

18. **Melissa Volcskai** – May 20 – June 28, 2013 / (Bloomsburg Univ. – Master of
Education)
Supervision of Curriculum & Instruction

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

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

(Enc. 11- Purple)

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

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

(Enc. 12- Purple)

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

- D. MOTION by _____, SECONDED by _____ to approve five (5) uncompensated leave days for **Employee # 399**, since all sick leave has been exhausted for this school year.

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

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

1. **Employee #371** – effective February 19, 2013

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

- F. MOTION by _____, SECONDED by _____ to approve the recommendation to hire **Mary Lisa Stimpfl** as a part-time Cleaner assigned to the high school, effective April 23, 2013.

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

X. Miscellaneous

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

1. **HS Government Students (Leon Brong)** – April 25, 2013 (8:15 a.m. – 32 p.m.) – travel to JT Court House to attend Carbon Co. Commissioners Meeting
2. **Gr. 5-8 Gifted Students (Patricia Ebbert)** – April 29, 2013 (6:30 a.m. – 2 p.m.) – travel to Harrisburg to the PA State Capitol
3. **HS Business Law (Matthew Fisher)** – May 1, 2013 (8 a.m. – 1:30 p.m.) – travel to Jim Thorpe Courthouse for Law Day
4. **Gr. 5 Maroon & White (Ronald Rabenold)** – May 4, 2013 (9 a.m. – 12 p.m.) – To Mt. Pisgah in Jim Thorpe – transportation provided by parents
5. **MA Gr. 3 (Cale Kresge)** – May 6, 2013 (8:30 a.m. – 2:30 p.m.) – to Mauch Chunk Lake Park
6. **Gr. 8 Art Seminar (Diane Micheletti)** – May 7, 2013 (8:30 a.m. – 1:30 p.m.) – to the Banana Factory in Bethlehem, PA
7. **Gr. 5 Maroon & White (Ronald Rabenold)** – May 7, 8, 14, 2013– (6-8 p.m.) – to downtown Jim Thorpe & Switchback Trail – transportation provided by parents.
8. **HS Envirothon (Robert Barowski)** – May 9, 2013 (8 a.m. – 2:30 p.m.) – to the Carbon County Environmental Ctr. For the Envirothon Competition
9. **Gr. 9-12 (Selected Students) (Michael Feifel)** – May 9, 2013 (7:15 – 2:20 p.m.) – to travel to PSU Schuylkill Campus for Sen. Argall’s Senator For A Day
10. **LAMS Jazz Ensemble (Thomas Weidner)** – May 16, 2013 – (2:30 – 4:45 p.m.) – to Cypress Lanes for end-of-year party
11. **FR Gr. 1 (M. Kirsch, N. Hydro, W. Bussey-Williams)** – May 17, 2013 (8:50 a.m. – 3 p.m.) – to the Lehigh Valley Zoo for a field trip
12. **HS Envirothon (Robert Barowski)** – May 21 & 22, 2013– to travel to Juniata College in Huntington, PA for state envirothon competition
13. **FR Elementary (Brenda Eckley)** – May 23, 2013 (9 – 11:30 a.m.) to the Pgifer’s Playground as a reward for grade with most BoxTops Collected.
14. **HS Chorus (David Perkins)** – May 30, 2013 (12:30 – 2:20 p.m.) – to travel to Zion UCC for Baccalaureate rehearsal

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **FR Twp. Athletic Assoc. (Wayne Wentz)**– April 5 – July 15, 2013 (Tues., Thurs., Sat., Sun) to use the JV Baseball Field for practice and possible league games.
 2. **Lehighton Volleyball Boosters (JT O'Connor)** – May 19, 2013 (7:30 a.m. – 6 p.m.) to use the HS gym fundraiser for volleyball tournament.
 3. **LABC Track (Julie Harris)** – June 1, 2013 (7 a.m. – 7 p.m.) to use the track for a track meet.
 4. **LAHS Softball Parents Club (Cathy Plocinik)** – July 20 & 21, 2013 (8 a.m. – 7 p.m.) – to use the Varsity & JV Softball Fields for a tournament.
 5. **Carbon County Chorus (David Perkins)** – May 17, 2013 (7:30 – 9 p.m.) – to use the HS Auditorium / Chorus Room / Cafeteria for the Carbon County Chorus concert.
 6. **LABC (Kyle Elsasser)** – (Mon/Tues) April / May 2013 (7 – 8:30 p.m.) – to use the MS Gym for boys' basketball summer league.

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

- B. MOTION by _____, SECONDED by _____ to approve the **1st reading** of the revisions of the following Lehighton Area School District Policies:

1. **#317 – Conduct/Disciplinary Procedures**

(Enc. 13 – Yellow)

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

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

1. **#003 – Functions**
2. **#334.1 – Sick Leave Bank**

(Enc. 14 – Yellow)

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

- D. MOTION by _____, SECONDED by _____ to approve the following summer programs if needed: **Senior High Summer School (June 17 – 28, 2013)**
Middle School Summer School (June 17 – July 26, 2013)

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

- E. MOTION by _____, SECONDED by _____ to approve the following summer programs:

1. HS Band Camp (100) hours

2. Middle School Music Program (170 hours) as follows:

Band Orchestra Gr. 5 & 6 (85 hours)

Band Orchestra Gr. 7 & 8 (85 hours)

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

- F. MOTION by _____, SECONDED by _____ to approve the attached list of high school seniors as candidates for graduation on Friday, June 7, 2013.

(Enc. 15- Yellow)

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

- G. MOTION by _____, SECONDED by _____ to approve Title I Summer Reading and Math Programs for Lehigh Area School District to be held at Shull-David Elementary Building. Tentative dates are July 15-26, 2013 for the Math program and July 29 - August 9, 2013 for the Reading Program. Camps will be paid using Title I Funds 2012-2013.

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

- H. MOTION by _____, SECONDED by _____ to approve the 2013-2014 Facilities Plan Committee Report as adopted by the CLIU Facilities Plan Committee on February 22, 2013. In addition, the Board reaffirms its commitment to the original construct of the Facilities Planning, approved November 1, 1989, which consists of a series of prioritized inquiries to be considered in determining future locations of the CLIU and school district special education classes. (Resolution # 12/13 - 02)

(Encl. 16 - Yellow)

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 - _____

- I. MOTION by _____, SECONDED by _____ to approve the staging of an auto accident on school property on May 9, 2013 sponsored by Students Against Destructive Decisions. Event is staged preliminary to Prom to caution students to make responsible decisions when operating and riding in motor vehicles.

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

- J. MOTION by _____, SECONDED by _____ that the Board accepts the recommendation of the Athletic Committee and District Solicitor not to accept the invitation to join the Colonial League for the 2014-2015 school year.

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 Monday, May 20, 2013.

- 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

April 22, 2013

Professionals:

HOPPE, Pamela

Support:

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ATHLETIC HIRES

2012-2013 –

Dan Repsher – Baseball Assistant – VOLUNTEER

2013-2014-

Erica Pagotto – Cross Country Assistant

Brian Miller – Football Assistant (V)

Justin Fritz – Football Assistant (V)

Steven Hluschak – Football Assistant (JV)

Following four coaches splitting three stipends:

Brian McHale – Football Assistant

James Gurka – Football Assistant

Matt Kosciulek – Football Assistant

Tim McCarroll – Football Assistant

Rick Bennett – Football Assistant (MS)

Timothy O'Connor – Volleyball Head

Jessica McCarroll – Volleyball Assistant

Terry Haberman – Volleyball Assistant

Richard Oertner – Boys Basketball Head

Eric Gidney – Girls Basketball Head

Daniel Williams – Wrestling Head

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

"Commitment to Excellence"