

Lehighton Area School District

Lehighton, Pennsylvania

Regular Meeting of School Board

Monday, June 24, 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 - None

VI. Communications

1. Superintendent's Report – *Mr. Cleaver*
2. Board President's Report – *Mr. Ahner*
3. Lehighon 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 May 20, 2013, regular meeting. (Enc. 1 – White)
- VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

VIII. Financial Matter

- A. MOTION by _____, SECONDED by _____ to approve the Lehighon Area High School Activities Fund for May 2013. (Enc. 2 - Gold)
- VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

- B. MOTION by _____, SECONDED by _____ to approve the Payment of Bills: (Enc. 3 - Blue)

General Fund	\$	421,106.64
Benefits	\$	-----
Food Service Fund	\$	76,741.64
Capital Reserve	\$	-----
Athletic Fund	\$	<u>14,072.94</u>
Total	\$	511,921.22

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. 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 _____ to approve the Pennsylvania eStars contract with Parchment. The Student Records Exchange (SREx) component is free for the next 5 years through a PA grant and the Electronic Transcript Delivery (eTranscripts), not to exceed \$500 per school year.

(Enc. 6 - Green)

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

- F. MOTION by _____, SECONDED by _____ to approve the enclosed 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 - _____

- G. MOTION by _____, SECONDED by _____ to approve with PA Treatment and Healing (PATH).

(Enc. 8 - Green)

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 2013-2014. This agreement will allow CMP D&A to provide one day of these services weekly to the district for a total of \$5,035.00.

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

- I. MOTION by _____, SECONDED by _____ to approve the renewal of eLearn21 Contract for the 2013-2014 School Year with the Carbon Lehigh Intermediate Unit at a cost of \$18,000. This agreement is for the Lehigh Area Virtual Academy.

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

- J. MOTION by _____, SECONDED by _____ to participate in the CLIU #21 Title III Consortium. Lehigh Area School District will receive \$2,888 for Title III LEP and Immigrant allocations.

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

- K. MOTION by _____, SECONDED by _____ to approve the following Fund Balance Resolution(#12/13 - 04): "Be it resolved that the Lehigh Area School District Board of Education directs the administration to Commit a portion of its current General Fund Unassigned Fund Balance into a Committed Fund Balance for PSERS rate stabilization and to fund future OPEB liability obligations."

Roll Call Vote:

	Yes	No	Absent	Abstention
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. William J. Hill, Jr., Member	☐	☐	☐	☐
Mr. Rocky Ahner, President	☐	☐	☐	☐

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

- L. MOTION by _____, SECONDED by _____ to approve the 2013-14 Budget Resolution and Pennsylvania Department of Education Form PDE-2028 to include a 0.00 mill real estate tax increase (Resolution #12/13 - 05).

(Enc. 9-Green)

Roll Call Vote:

	Yes	No	Absent	Abstention
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. William J. Hill, Jr., Member	☐	☐	☐	☐
Mr. Dave Krause, Member	☐	☐	☐	☐
Mr. Rocky Ahner, President	☐	☐	☐	☐

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

- M. MOTION by _____, SECONDED by _____ to approve the 2013-14 Homestead and Farmstead Exclusion, (Resolution (#12/13 - 06).

(Enc. 10-Green)

Roll Call Vote:

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

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

- N. MOTION by _____, SECONDED by _____ to approve a Fund Transfer in the amount of \$75,000 from the General Fund to the Food Service Fund to cover the Food Service Contract

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

- O. MOTION by _____, SECONDED by _____ to approve a Fund Transfer in the amount of \$75,000 from the General Fund to the Food Service Fund to cover supplies, replacement equipment, and repairs and maintenance to food service equipment district wide.

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

- P. MOTION by _____, SECONDED by _____ to approve the 2013-2014 insurance package policies for property, general liability, auto, boiler and machinery, workers' compensation, umbrella, error and omissions, in the amount of \$_____.

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

- Q. MOTION by _____, SECONDED by _____ to approve issuing checks dated June 30, 2013 to pay invoices remaining for the 2012-13 school year. Payments will be included in July 2013 Board agenda for confirmation.

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

- R. MOTION by _____, SECONDED by _____ to approve the Janitorial supply bids for the 2013-14 budget year in the amount of \$25,216.96, effective July 1, 2013.
(Enc. 11-Green)

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

- S. MOTION by _____, SECONDED by _____ to approve the Wood Shop supply bids for the 2013-14 budget year in the amount of \$5,072.51, effective July 1, 2013.
(Enc. 12-Green)

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

- T. MOTION by _____, SECONDED by _____ to approve the Photo Shop supply bids for the 2013-14 budget year in the amount of \$4,759.68, effective July 1, 2013.
(Enc.13-Green)

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

- U. MOTION by _____, SECONDED by _____ to approve the purchase of the Pearson Math Series enVisions (K-5) & Digits (Gr. 6) in the amount of \$66,823.41 (envisions K-5) & \$13,696.33 (Digits Gr. 6) for a total of \$80,519.74.

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

- V. MOTION by _____, SECONDED by _____ to approve payment of retroactive pay according to contractual obligations based on agreed percentage increases for each work group under the current Administrators and Managers Contract dated July 1, 2011 to June 30, 2013 in the amount of \$18,850.81 to be paid by June 28, 2013 from the 2012-2013 budget.

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

- W. MOTION by _____, SECONDED by _____ to reject the bid received for Propane and approve rebidding.

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

- X. MOTION by _____, SECONDED by _____ to approve the proposal from Miller Flooring Company, Inc. for the installation of Volleyball Courts and Equipment in the Middle School gym and Screen Sanding and Refinishing the gym floor in the Middle School gymnasium at a cost of \$13,881.50 through the Keystone Purchasing Network. (Enc.14-Green)

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

- Y. MOTION by _____, SECONDED by _____ to approve a contract with Houser Auctioneers to conduct an auction of all surplus District personal property. (Enc.15-Green)

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

- Z. MOTION by _____, SECONDED by _____ to approve the purchase of carpet tiles(1200 square yards) for the Mahoning and East Penn Elementary renovation projects from Interface, Inc. in the amount of \$9,501.00.

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

- AA. MOTION by _____, SECONDED by _____ to approve a five-year lease agreement with Cintas Corporation to supply uniforms for the District's custodial staff.

(Enc.16-Green)

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

- BB. MOTION by _____, SECONDED by _____ to approve a resolution (12/13 -07) authorizing Lehigh Area School District to join with other schools and school districts as a member of the public school health insurance cooperative (PSHIC) and to enter into an intergovernmental agreement for the purpose of joining and participating as a member of PSHIC" and to authorize the Business Administrator to sign any additional documents required to effectuate this resolution.

(Enc.17-Green)

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

- CC. MOTION by _____, SECONDED by _____ to approve the purchase of a L40 Series Kubota tractor from C. H. Waltz Sons, Inc. in the amount of \$41,896.35 through the Pennsylvania Co-Star purchasing program, to be purchased from the 2013-2014 budget.

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

IX. Personnel

- A. MOTION by _____, SECONDED by _____ to approve the following requests for pre-approval of courses/Programs of Study for continuing education:
1. **Jacob Molchany** - June 24 - 28, 2013 / Technology & Communications (M.Ed. K-12 Adm. Cert.)
 2. **Jacob Molchany** - September 3 - October 22, 2013 / Management & Decision-Making (M.Ed. K-12 Adm. Cert.)
 3. **Jacob Molchany** - October 29 - December 17, 2013 / Supervision & Performance Eval (M.Ed. K-12 Adm. Cert.)
 4. **Melissa Volcskai** - July 1 - August 9, 2013 / Administrative Leadership in Education (Principal Cert.)
 5. **Melissa Volcskai** - July 1 - August 9, 2013 / Principles of Special Ed. Law (Principal Cert.)
 6. **Timothy Tkach** - July 8 - August 20, 2013 / School Leadership & Special Ed. (Marywood University - Superintendent's Letter of Eligibility)

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

- B. MOTION by _____, SECONDED by _____ to approve the attached list of candidates for the **2013-2014 Substitute** list pending clearances.

(Enc. 18- Purple)

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

- C. MOTION by _____, SECONDED by _____ to accept the resignation of Krysti Klotz, as Assistant Field Hockey Coach, for the 2013-2014 school year.

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

- D. MOTION by _____, SECONDED by _____ to approve the **Athletic/ Extra-Curricular** hires for the **2013-2014** school year (per attachment).

(Enc. 19 - Purple)

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

- E. MOTION by _____, SECONDED by _____ to approve the **Department Head/Team Leader/ Head Teacher** hires for the 2013-2014 school year, per the attachment.

(Enc. 20 - Purple)

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

- F. MOTION by _____, SECONDED by _____ to approve the hiring of the following summer positions, at the current contracted hourly rate of pay:
1. **Angela Swanson** – Title I Math Camp Instructor to be paid out of the 2012-2013 Title I Funds, July 15 – 26, 2013 (8 a.m. – 12 p.m.)
 2. **Candace Gandy** – Title I Math Camp Instructor to be paid out of the 2012-2013 Title I Funds, July 25 – 26, 2013 (8 a.m. – 12 p.m.)
 3. **Bonnie Helmer** – Title I Math Camp Paraprofessional to be paid out of the 2012-2013 Title I Funds, July 15 – 26, 2013 (8 a.m. – 12 p.m.)
 4. **Brenda Eckley** – Title I Math Camp Paraprofessional to be paid out of the 2012-2013 Title I Funds, July 15 – 26, 2013 (8 a.m. – 12 p.m.)
 5. **Marijane Petit-Clair** – Title I Reading Camp Instructor to be paid out of the 2012-2013 Title I Funds, July 29 – August 9, 2013 (8 a.m. – 12 p.m.)
 6. **Tiffany Strausberger** – Title I Reading Camp Instructor to be paid out of the 2012-2013 Title I Funds, July 29 – August 9, 2013 (8 a.m. – 12 p.m.)
 7. **Bonnie Helmer** – Title I Reading Camp Paraprofessional to be paid out of the 2012-2013 Title I Funds, July 29, - August 9, 2013 (8 a.m. – 12 p.m.)
 8. **Brenda Eckley** – Title I Reading Camp Paraprofessional to be paid out of the 2012-2013 Title I Funds, July 29 – August 2, 2013 – 1st week (8 a.m. – 12 p.m.)
 9. **Melissa Pickerin** – Title I Reading Camp Paraprofessional to be paid out of the 2012-2013 Title I Funds, August 5 – 9, 2013 – 2nd week (8 a.m. – 12 p.m.)

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

- G. MOTION by _____, SECONDED by _____ to acknowledge FMLA leaves for the following employees, not to exceed 12 weeks:
1. **Employee #676** – effective September 4, 2013

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

- H. MOTION by _____, SECONDED by _____ to approve an uncompensated leave for Part-time **Employee #270** for 2 days (June 7 & June 10, 2013).

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

- I. MOTION by _____, SECONDED by _____ to accept the intent to retire for support employee, **Larry D. Smith**, effective November 22, 2013. Mr. Smith is an employee since 1988.

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

- J. MOTION by _____, SECONDED by _____ acknowledge professional employee, **Melissa Volcskai**, to complete hours toward her Principal's Certification through Bloomsburg University during the summer of 2013 and the 2013-2014 school year, under the supervision of the High School Administration.

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

- K. MOTION by _____, SECONDED by _____ to approve a revised retirement date for **Employee #478**, effective August 8, 2013.

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

- L. MOTION by _____, SECONDED by _____ to accept the resignation of **Melanie Quigley**, as a Lunch Aide assigned to Franklin Elementary effective the end of the 2012-2013 school year.

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

- M. MOTION by _____, SECONDED by _____ to ratify the automatic one-year extension of the Superintendent for a fourth year as set forth in his contract.

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

X. Miscellaneous

- A. MOTION by _____, SECONDED by _____ to approve the following School Journey requests:
1. **HS - FBLA (Kim Mychalyszyn-Simko & Matthew Fisher)** - November 10 - 11, 2013 - to travel to the State Leadership Workshop in State College, PA.
 2. **HS Field Hockey (Lamar Long)** - July 28 - 31, 2013 (7 a.m. - 5 p.m.) to travel to Maryland University for Field Hockey summer camp.

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

- B. MOTION by _____, SECONDED by _____ to approve retroactive homebound instruction for the following student: **Student #52381.**

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **CLIU #21 (Tee Decker)** – July 1 – August 1, 2013 (8 a.m. – 12 p.m.) to use the IU classroom in the MS and Room D134 in the HS for an extended school year program.
 2. **Zion UCC (John Lopata)** – July 11, 2013 (8 a.m. – 9 p.m.) to use the MS parking lot to park cars for a bus trip.
 3. **HS Choirs (David Perkins)** – December 5, 2013 (7:30 -9:30 p.m.) Snowdate: Sunday, December 8, 2013 (3 p.m.) to use the auditorium / stage / band & chorus rooms / refreshment stand for the HS Christmas Choral Concert.
 4. **HS Choirs (David Perkins)** – May 18, 2014 (3 – 5:30 p.m.) to use the auditorium / stage / band & chorus rooms / refreshment stand for the HS Spring Choral Concert.
 5. **HS Football Program (Kyle Spotts)** – June 29, 2013 and July 11, 2013 (7 a.m. – 7 p.m.) to use the football stadium and practice field to hold scrimmages.

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

- B. MOTION by _____, SECONDED by _____ to approve an Affiliation Agreement between Lehighton Area School District and **Bloomsburg University** for the purpose of providing experiential learning for Education students for the 2013-2014 school year.

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

- C. MOTION by _____, SECONDED by _____ to approve revisions/additions to the 2013-2014 Student Handbooks/Calendars for the Elementary Schools .

(Enc. 21 – 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 Monday, July 22, 2013.

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

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

TIME: _____