

Lehigh Area School District

Lehigh, Pennsylvania

Regular Meeting of School Board
Monday, September 30, 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	☐	☐

IV. Public Comment on Agenda

V. Presentations

1. Rachel Quinn / Jacob Molchany - Lehigh Wellness Camp Recap

VI. Communications

1. Superintendent's Report – *Mr. Cleaver*
2. Board President's Report – *Mr. Almer*
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 –
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 August 26, 2013, regular meeting.
(Enc. 1 – White)
VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

- B. MOTION by _____, SECONDED by _____ to approve the Minutes of the September 9, 2013, special meeting.
(Enc. 2 – White)
VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

VIII. Financial Matter

- A. MOTION by _____, SECONDED by _____ to approve the Lehighton Area High School Activities Fund for August 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	\$ 656,155.72
Benefits	\$ 2,027.32
Food Service Fund	\$ 16,046.11
Capital Reserve	\$ -----
Athletic Fund	\$ <u>25,306.12</u>
Total	\$ 699,535.27

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 exemptions from Per Capita and/or Occupational Tax per the attached list.
(Enc. 5 - Green)

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

D. MOTION by _____, SECONDED by _____ to approve **Sean LeDonne and Floyd Brown** to attend the Eastern PA Sp. Ed. Administrator's Conference in Hershey, PA on October 30 - November 1, 2013 for an amount not to exceed \$971.83 for registration, hotel, and mileage from the 2013-2014 Special Ed. Budget.

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

E. MOTION by _____, SECONDED by _____ to approve **Rocky Ahner and Hal Resh** to represent the LASD Board as voting delegates to the PSBA 2013 Delegate Assembly at the PSBA School Leadership Conference on October 15, 2013.

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

- F. MOTION by _____, SECONDED by _____ to approve Board Members - **Rocky Ahner, Hal Resh, and David Krause** to attend the PSBA School Leadership Conference in Hershey, PA on October 15 - 18, 2013, for an amount not to exceed \$1,200.

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

- G. MOTION by _____, SECONDED by _____ to approve the Agreement between the Lehigh Area School District and Carbon Lehigh Intermediate Unit #21 to participate in the CLIU Overdrive Consortium. The consortium provides access to eBooks online and provides ongoing communication with the District Library Representative. The cost to the district is \$2,000.00 for the 2013-2014 school year.

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

- H. MOTION by _____, SECONDED by _____ to approve **Sean LeDonne and Suzanne Howland** to attend the 2013 SAS Institute Conference, at Hershey Lodge, Hershey, PA, December 8 - 11, 2013, with a total cost of \$486.79 for registration, hotel, and mileage to be paid from the Curriculum Budget 2013-2014.

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

- I. MOTION by _____, SECONDED by _____ to approve **Timothy Tkach** to attend the 2013 Family Involvement Conference, October 27 - 30, 2013, at the Lancaster Host Resort and Conference Center, Lancaster, PA with a total cost of \$591.58 for registration, hotel, and mileage to be paid from the Title I Grant Budget 2013-2014.

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

- J. MOTION by _____, SECONDED by _____ to approve Occupational Tax Assessment Changes as per the attached list.

(Enc. 6 - Green)

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

- K. MOTION by _____, SECONDED by _____ to refund an Occupational Tax payment for year 2013 in the amount of \$122.50 to Thomas McGavin.

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

- L. MOTION by _____, SECONDED by _____ to refund Real Estate Tax for year 2013 in the amount of \$472.62 to Gene V. Marola as per the September 5, 2013 letter from The Carbon County Board of Assessment & Revisions of Taxes Office.

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

- M. MOTION by _____, SECONDED by _____ to authorize the administration to advertise a Request for Proposal for Construction Management Services.
(Enc. 7 - Green)

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

- N. MOTION by _____, SECONDED by _____ to approve the purchase of a Model ZD323-60 Kubota diesel zero turn tractor, 23 horsepower with a 60" deck from Best Line Equipment in the amount of \$10,404.00 through the Pennsylvania Co-Stars purchasing program.

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

- O. MOTION by _____, SECONDED by _____ to approve the purchase of a 2013 Chevrolet Silverado 3500HD 4WD Regular Cab 133.7" Work Truck from Fairway Motors, Inc., in the amount of \$34,503.00, through the Pennsylvania Co-Stars Purchasing Program.

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. **David Hauser** - Program of Study - Educational Leadership with Principal Certification
2. **David Hauser** - September 9 - December 13, 2013 / Using Assessment to Guide Instruction (Ed. Leadership w/ Pr. Cert)
3. **David Hauser** - October 21 - December 13, 2013 / Educational Technology Leadership (Ed. Leadership w/ Pr. Cert)
4. **Jessica Scholl** - September 12 - December 5, 2013 / Curriculum & Instruction (Ed. Development & Strategies)

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. 8- Purple)

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

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

(Enc. 9 - Purple)

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

- D. MOTION by _____, SECONDED by _____ to accept the notice of resignation of **Stephanie M. Smith**, Kindergarten Teacher, effective September 30, 2013.

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

- E. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following employees effective for the start of the 2013-2014 school year in accordance with the respective contracts, pending clearances:
1. Sarah Devitt – for the position of Middle School Math Teacher – Step 2 / Bachelors on the professional salary scale / retroactive to 9/3/2013.

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

- F. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following mentor for the appropriate teacher (listed to the right of the mentor's name) for the 2013-2014 school year:
- Leon Brong / Laura Schiffer
Jennifer Lopata / Sarah Devitt

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 #399 – effective September 9, 2013
 2. Employee #655 – effective September 19, 2013

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

- H. MOTION by _____, SECONDED by _____ to approve the following professional employees for tenure:
1. Lindsey Houser – Title I Reading / EP – hired 8-23-2010
 2. Amber Konek – Language Arts / HS – hired 8-23-2010

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

X. Miscellaneous

- A. MOTION by _____, SECONDED by _____ to approve the following School Enrichment Journey requests:
1. Class of 2014 (Dorothy Hartney) – October 19, 2013 (5 – 11 p.m.) – to travel to the Skocktoberfest in Reading, PA as a class trip.
 2. MS Grade 5 (Ronald Rabenold) – October 19, 2013 and April 19, 2014 (9 a.m. – 12 p.m.) – to travel Mt. Pisgah in Jim Thorpe, PA to explore local history.

3. **FR Grade 4 Tech Wizards (Angela Harris)** – November 19, 2014 ; January 8, 2014 ; March 12, 2014; April 16, 2014 (9 a.m. – 2 p.m.) – to travel to the CLIU 21 to learn about technology.
4. **HS Accounting Students (Kim Mychalyszyn-Simko)** – November 6, 2013 (7:45 a.m. – 3 p.m.) – to travel to King’s College for the PICPA’s Accounting Career Day.
5. **HS Science (Doug Bowman)** – November 8, 2013 (7:30 a.m. – 4:30 p.m.) – to travel to Wilkes University for Engineering Olympics.
6. **Ski Club (Doug Bowman)** – November 12, 20, and December 3, 11, 2013 (3 – 8 p.m.) to travel to North Summit Climbing Gym & Reading Rocks.
7. **LAHS Band (Bryan Buffington)** – December 7, 2013 (3 – 8 p.m.) to travel to Parkland High School for District 10 Band Auditions.
8. **HS Music Express (David Perkins)** – December 21, 2013 (12 – 11 p.m.) to travel to Hershey Park to perform in the Candylane Choral Performance.
9. **Ski Club (Doug Bowman)** – January 7, 14, 21, 28 and February 4, 11, 2014 (3:30 – 10 p.m.) to travel to Blue Mountain for ski club outing.
10. **HS Science Olympiad Team (Doug Bowman)** – January 11, 2014 (7:15 a.m. – 5 p.m.) to travel to Conestoga HS for the Science Olympiad Competition.
11. **LAHS Band (Bryan Buffington)** – January 22 – 25, 2014 – to travel to Wilson West Lawn HS for the District 10 Orchestra Festival.
12. **LAHS Band (Bryan Buffington)** – February 5 – 8, 2014 – to travel to Blue Mountain HS for District 10 Band Festival.
13. **HS Science Olympiad Team (Doug Bowman)** – February 8, 2014 (7:15 a.m. – 2 p.m.) to travel to Northwestern Lehigh HS for Science Olympiad Competition.
14. **HS Science Olympiad Team (Doug Bowman)** – February 20, 2014 (7 a.m. – 2:30 p.m.) to travel to Northampton Community College for Science Olympiad Competition.
15. **HS Science Olympiad Team (Doug Bowman)** – March 12, 2014 (6:15 a.m. – 7 p.m.) to travel to Penn State, Wilkes for Science Olympiad Competition.
16. **HS Science Olympiad Team (Doug Bowman)** – May 1 – 5, 2014 to travel to Juniata College for Science Olympiad Competition.
17. **MS Grade 5 (Ronald Rabenold)** – May 14, 15, 20, 2014 (6 p.m. – 8 p.m.) to the Mauch Chunk Museum & Switchback Trail for local history.
18. **EP Grades K-4 (Suzanne Howland)** – November 1, 2013 (8:45 a.m. – 2:30 p.m.) – to Franklin Elementary to participate in the “Race for Brilliance” fundraiser.
19. **Class of 2014 Fundraiser (Dorothy Hartney)** – December 14, 2013 (6:30 a.m. – 9:30 p.m.) – to travel to New York City. Open to the public.
20. **East Penn Grade 4 Chime Ensemble (Susan Stufflet)** – December 16, 2013 (3:45 – 4:45 p.m.) to travel to Pleasant Trees Personal Care Home to perform for the residents.
21. **Franklin Grade 4 Chime Ensemble (Susan Stufflet)** – December 18, 2013 (3:45 – 4:45 p.m.) to travel to Lehigh Elderly Housing to perform for the residents.
22. **MS Grades 7 & 8 Chorus (Laura Welkey)** – February 22, 2014 (9 a.m. – 9 p.m.) to travel to Broughal MS in Bethlehem, PA for the PMEA Intermediate Song Fest.

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

- B. MOTION by _____, SECONDED by _____ to approve early graduation in January 2014 for the following students: #13084.

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

- C. MOTION by _____, SECONDED by _____ to approve the attached surplus items.
(Enc. 10 - Peach)

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

- D. MOTION by _____, SECONDED by _____ to approve the disposal of a 1995 Ford F250 Utility Bed Pick-up Truck, and to have it sold by Houser Auctioneers on November 23, 2013 at their Schnecksville, PA auction.

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

- E. MOTION by _____, SECONDED by _____ to acknowledge Laura Jackelen (for 50 hours during the Fall Semester and 50 hours in the Spring Semester) and Lindsay Schauble Bozzo (for 50 hours in the Fall Semester), Lehigh University students, as interns in the concentration of School Psychology, under Mrs. Wanda Rosenberger.

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

- F. MOTION by _____, SECONDED by _____ that effective on October 14, 2013, the Board shall have Building Project Committee meetings on the second Monday of each month at 7 p.m. composed of the whole board when all matters dealing with any building project shall be discussed before any motion is placed on the regular board meeting for action.

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **LABC Wrestling (Mike Gornick)** – Varies dates November 5, 2013 – January 31, 2014 – to use the Middle School Wrestling room for novice practice.
 2. **LABC (Mike Gornick)** – November 23, 24, December 22, 2013 and February 23, 2014 to use the High School gym, locker room, and refreshment stand for Wrestling Tournaments and Meets.
 3. **Lehighton Athletic Booster Club (Kyle Elsasser)** – Various dates December 14, 2013 – March 29, 2014 to use the Middle School gym and concession stand for Boys' and Girls' Basketball games.
 4. **American Cancer Society (Caylan Chanwik)** – May 29 – June 1, 2014 to use the Middle School gym, football field, concession stands, restrooms for Relay for Life Fundraiser.
 5. **Dance With Kim (Kimberly Semmel)** – June 13 – 14, 2014 (9 a.m. – 6:30 p.m.) to use the High School auditorium and music room for a dance production.

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

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

1. **#906.1 and Attachment (Form) – Title I Parent Complaints**
(Enc. 11 – Yellow)

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

- C. MOTION by _____, SECONDED by _____ to approve the Junior-Senior Prom at Blue Mountain Ski Area, Palmerton, PA, on May 9, 2014.

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

- D. MOTION by _____, SECONDED by _____ to approve the Senior outing on May 16, 2014 at the Pocono Valley Resort, Reeders, PA, at no cost to the District. It must also be understood, should there be any insubordination or any other misconduct (especially involving drugs and/or alcohol) the involved may be excluded from participation in commencement exercises.

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

- E. MOTION by _____, SECONDED by _____ to approve the Lehighton High School to amend the agreement with Lehigh Community College to allow sophomore students that meet the criteria to attend LCCC on campus for dual enrollment courses beginning in Spring 2014. The 2013-2014 Course of Studies will be amended to include the allowance of sophomores to attend on campus LCCC courses after school hours as an additional 5th credit that meet the minimum grade requirements.

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

XII. Old Business for Discussion

XIII. New Business for Discussion

- A. President calls for nominations for PSBA President for 2014 per the PSBA policy #108

_____ nominates _____ for PSBA President

President calls for other nominations.

MOTION by _____, SECONDED by _____ to close nominations.

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

MOTION by _____, SECONDED by _____ to elect _____, as PSBA President.

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

- B. President calls for nominations for **PSBA Vice-President** for 2014 per the PSBA policy #108.

_____ nominates _____ for **PSBA Vice-President**

President calls for other nominations.

MOTION by _____, SECONDED by _____ to close nominations.

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

MOTION by _____, SECONDED by _____ to elect _____, as **PSBA Vice-President**.

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

- C. President calls for nominations for **PSBA Treasurer** for 2014 per the PSBA policy #108

_____ nominates _____ for **PSBA 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 **PSBA Treasurer**.

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

- D. President calls for nominations for **PSBA At-Large (East)** for 2014 per the PSBA policy #108.

_____ nominates _____ for PSBA At-Large

President calls for other nominations.

MOTION by _____, SECONDED by _____ to close nominations.

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

MOTION by _____, SECONDED by _____ to elect _____, as **PSBA At-Large**.

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

XIV. Courtesy of the floor / Public Comment

XIV. Adjournment

Next regular scheduled meeting is Monday, October 28, 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

September 30, 2013

2013-2014 School Year

Professionals:

GATSKI, Kimberly
HOHERCHAK, Tanya
LUTZ, Danielle
THOMPSON, Colleen

Support:

HARTZ, Kayla
NEWTON, Ashley
TRAYLOR, Sherri

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

"Commitment to Excellence"

LEHIGHTON AREA SCHOOL DISTRICT

Jonathan J. Cleaver, Superintendent
Timothy M. Tkach, Coordinator of Curriculum, Instruction and Grant Writing
1000 Union Street, Lehighton, Pennsylvania 18235
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2013-2014 EXTRA-CURRICULAR / ATHLETIC HIRES September 30, 2013

Extra-Curricular:

Athletic:

Christi Carfagno – Assistant Softball Coach
Larry Koons – Assistant Softball Coach
Donald Rehrig – Assistant Baseball Coach
Matthew Dieroff – Assistant Baseball Coach

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

"Commitment to Excellence"