

Lehighton Area School District

Lehighton, Pennsylvania

Regular Meeting of School Board
Monday, October 28, 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. Jonathan Cleaver – PSBA Certificate to Dave Krause, Board Member, for 8 years of service.

VI. Communications

1. Superintendent's Report - *Mr. Cleaver*
2. Board President's Report - *Mr. Almer*
3. Lehigh 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 September 30, 2013, 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 September 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	\$ 755,404.94
Benefits	\$ 1,616.12
Food Service Fund	\$ 108,882.04
Capital Reserve	\$ _____
Athletic Fund	\$ <u>32,963.91</u>
Total	\$ 898,867.01

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 Occupational Tax Assessment Changes as per the attached list.

(Enc. 6 - Green)

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

- F. MOTION by _____, SECONDED by _____ to approve the PSBA Value Pass at the annual cost of \$999.00 to permit registration of any of the board/administrators to attend PSBA workshops.

(Enc. 7 - Green)

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

- G. MOTION by _____, SECONDED by _____ to approve the increase of the daily rate of pay for Professional Substitutes (Teachers / Nurses) from \$80.00 per day to \$90.00 per day, effective November 11, 2013 (the start of the next pay period).

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

- H. MOTION by _____, SECONDED by _____ to approve that the Business Administrator is authorized to hire another bonded tax collector and/or accounting firm to perform accounting and auditing services after any vacancy of a tax collector of the Lehigh Area School District to assist and/or determine and apply tax payments for appropriate periods (i.e. discount, face, penalty). The Business Administrator shall have in his sole discretion the right to grant discounts and waive penalties for unprocessed payments.

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

- I. MOTION by _____, SECONDED by _____ to approve the following coaches: Bernie Shea, Bill Brong, Amber Konek, James Blakeslee, and one coach to be announced, to attend the 32nd Annual All-Star Track and Field/Cross Country Clinic on December 5-6, 2013, at Atlantic City, NJ, at a budgeted cost not to exceed \$900.00.

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. Jena Wank - December 2 - 27, 2013 / Effective Classroom Mgmt.
(Ed. Dev. & Strategies)
 2. Jena Wank - February 3 - 28, 2014 / Data Driven Instruction in Schools
(Ed. Dev. & 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 following support resignations:

1. **Renee Garrison** - Paraprofessional - assigned to Franklin - effective October 25, 2013.
2. **Verna Dunbar** - Part-time Cleaner - assigned to the Middle School - effective February 18, 2014.

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

- E. MOTION by _____, SECONDED by _____ to approve the recommendation to hire **Sarah Fink** as a Long-Term Substitute for the Elementary Title I Math position assigned to Shull-David Elementary, Step 1 Bachelors (\$37,980.00) on the professional salary scale, retroactive to October 1, 2013 and effective until the end of the 2013-14 school year.

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

- F. MOTION by _____, SECONDED by _____ to approve a parental leave for **Employee #1083**, effective January 2, 2014 and continuing 60 days, returning to work on April 1, 2014.

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

- G. MOTION by _____, SECONDED by _____ to approve the following professional employee for tenure:

1. **Natasha Brown** – Family Consumer Science / MS – hired 7-26-2010

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

- H. MOTION by _____, SECONDED by _____ to acknowledge Gregory Kosciolek, High School Special Education Teacher, to complete hours toward his Principal's Certification through California University, beginning in November 2013 and continuing through the 2014 school year under the supervision of the High School Administration.

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

- I. MOTION by _____, SECONDED by _____ to approve Richard Bennett and Sharon Leitzel to teach the Keystone Remediation Classes in the beginning of November 2013 for a total of six (6) hours per subject area at the LEA contracted rate.

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

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

1. **Employee #955** – effective September 30, 2013

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

X. Miscellaneous

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

1. **MS Grade 8 (Todd Serfass / Sherry Hoffman)** – October 29, 2013 (7:30 a.m. – 3 p.m.) – to travel to DeSales University for the 5th Annual LV Youth Leadership & Ethics Conference.
2. **HS – FCCLA (Julie McHugh)** – November 15, 2013 (6:45 a.m. – 4 p.m.) – to travel to Delaware Vly. Tech HS, Folcroft, PA for the FCCLA Eastern Regional Leadership Meeting.
3. **MS Grade 7 & 8 Band (Beth Hudlow)** – December 7 2014 (8 a.m. – 3 p.m.) – to travel to Parkland High School to audition for District 10 Band.
4. **HS – FBLA (Kim Mychaliszyn-Simko/Matthew Fisher)** – December 16, 2013 to travel to East Stroudsburg South HS for the FBLA Region 21 Leadership Conference Competition.
5. **HS ACDA Honor Choirs(David Perkins)** – February 5 – 8, 2014
– to travel to Baltimore MD to audition for the HS Honor Choir and Chinese Repertoire Choirs.
6. **HS Science Olympiad Team (Doug Bowman)** – February 15, 2014 (7 a.m. – 5 p.m.) – to travel to Harriton High School for competition.
7. **MS & HS Odyssey of the Mind (Beth Hudlow/Mike Windbeck/Bob Ronemus)**
– March 1, 2014 (7 a.m. – 9 p.m.) to travel to Pocono Mtn. West High School to compete in the OM Regional Tournament.
8. **MS Flute Ensemble (Beth Hudlow)** – March 24, 2014 (8 a.m. – 5 p.m. to travel to The State Capitol Bldg., Harrisburg, PA to perform at an English Tea.
9. **MS Selected Grade 8 Students (Laura Welkey)** – April 8, 2014 (10 a.m. – 2 p.m.) to travel to Central Moravian Church, Bethlehem, PA to attend a free Bach Choir Concert.
10. **MS & HS Odyssey of the Mind (Beth Hudlow/Mike Windbeck/Bob Ronemus)** – April 12, 2014 (7 a.m. – 11 p.m.) to travel to Berwick High School to compete in the OM State Finals.
11. **HS Juniors (Doug Bowman)** – April 28, 2014 (7:30 a.m. – 4:30 p.m.) to travel to Wilkes University for Engineering Olympics.

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

- B. MOTION by _____, SECONDED by _____ to approve homebound instruction for the following student: **Student #56239.**

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **Lehighon Volleyball Boosters (Lynn Jordan)** – November 3, 2013 to use the HS cafeteria for the HS Volleyball Banquet.
 2. **HS Cheering Parents Club (Sarah Devitt)** – November 19, 2013 to use the High School gym to host a UCA Choreography Camp. The cost of the camp will be funded by the cheerleading Parents Group.
 3. **TNT Studio of Dance (Deb Strausberger)** – December 5 & 6, 2013 (5 – 8:30 p.m.) to use the MS Auditorium/Band hallway restrooms for the purpose of their Annual Christmas Dance Recital.
 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 2nd reading and adoption of the following Lehighon Area School District Policy:

1. **#906.1 and Attachment (Form) – Title I Parent Complaints**
(Enc. 10 – Yellow)

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

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

1. **#800 – Records Management**
2. **#800.1 – Retention of Records**

(Enc. 11 & 12 – Yellow)

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

- D. MOTION by _____, SECONDED by _____ to approve the Boys Basketball team to hold a practice on Sunday, December 8, 2013 instead of Tuesday, December 10, 2013. This will allow the team to practice and prepare for their game on Monday, December 9, 2013. The players will be given off on Tuesday, December 10, 2013 to meet with PIAA practice requirements.

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, November 18, 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

October 28, 2013

2013-2014 School Year

Professionals:

LUCAS, Rebecca
WESSNER, Kristin

Support:

HAWK, Tracy
KINTZ, Kathleen

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

"Commitment to Excellence"

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2013-2014 **ATHLETIC HIRES** **October 28, 2013**

Athletic:

David Yob - Assistant Girls Basketball
James Gurka – Weight Training & Conditioning (Winter)
James Blakeslee – Head Track
Joseph Ellis – Assistant Wrestling Coach

Winter Game Managers: John Lopata
 Charles Bachert
 Richard Bennett
 Chris Knappenberger
 Leon Brong

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