

Lehigh Area School District

Lehigh, Pennsylvania

Regular Meeting of School Board
Monday, January 23, 2012 at 7:00PM

Executive Session @ 5:30PM

Agenda

I. Pledge of Allegiance

II. Call to Order

III. Roll Call

	Present	Absent
Mrs. Tina Dowd, 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. James Kraky, Superintendent	☐	☐
Attorney William Schwab, Solicitor	☐	☐
Ms. Bonnie Cortese, Recording Board Secretary	☐	☐

IV. Courtesy to the Floor

V. Presentations

1. James Kraky – Board Member Recognition
2. High School FBLA Students (Matthew Fisher, Advisor) – FBLA Regional Event
3. Tim Tkach – Mrs. Lisa Shiffert - Contribution from Cody Wentz Foundation for Drug & Alcohol Program.
4. Sandy Michalik – Recognition of American Legion Auxiliary's (Mrs. Susan Anthony) donations to the high school MDS classroom
5. Gretchen Laviolette – Holiday Educare / Franklin Lions Club

VI. Communications

1. Superintendent's Report - *Mr. Kraky*
2. Lehigh Memorial Library Report - *Mrs. Dowd*
3. Legislative Policy Committee of PSBA Report - *Mr. Krause*
4. Title I Advisory Committee Report - *Mr. Resh*
5. CCTI Report - *Mr. Yenser*
6. CLIU Report - *Mr. Wentz*
7. Student Representative Report
8. Solicitor's Report - *Attorney William Schwab*
9. Building/Grounds Report - *Mr. Stern*
10. LCCC - *Mr. Stern*

VII. Approval of Minutes

- A. MOTION by _____, SECONDED by _____ to approve the Minutes of the December 5, 2011 special meeting.

(Enc. 1 - White)

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

VIII. Financial Matters

- A. MOTION by _____, SECONDED by _____ to approve the Lehigh Area High School Activities Fund for December 2011.

(Enc. 2 - Gold)

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

- B. MOTION by _____, SECONDED by _____ to approve the Payment of Bills:

(Enc. 3 - Blue)

General Fund	\$ 2,970,123.18
Benefits	\$ 60,133.50
Food Service Fund	\$ 131,098.98
Capital Reserve	\$ _____
Athletic Fund	\$ <u>28,590.98</u>
Total	\$ 3,189,946.64

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. 4-Green)

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

- D. 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. Athletic Fund
 - 4. Food Service Fund
- (Enc. 5 - Green)

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

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

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

- F. MOTION by _____, SECONDED by _____ to approve the contract submitted by School World for the District's internet pages. This is required to add the item to E-Rate.
(Enc. 6 - Green)

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

- G. 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 16 - 18, 2012.
(Encl. 7 - Green)

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

- H. MOTION by _____, SECONDED by _____ to approve a one (1) year extension of the Lawn Mowing Service Contract.
(Encl. 8 - Green)

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

- I. MOTION by _____, SECONDED by _____ to refund Occupational Tax and Per Capita Tax for year 2011 to Bonnie Bergstresser in the amount of \$148.50. Taxpayer has been unemployed since April 2011.

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

- J. MOTION by _____, SECONDED by _____ to refund Occupational Tax and Per Capita Tax for year 2011 to Lori A. Neff in the amount of \$ 148.50. Taxpayer earned less than \$10,000.00.

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

- K. MOTION by _____, SECONDED by _____ to refund Real Estate Tax for year 2011 to Patricia R. Carrigan in the amount of \$102.02. Outbuildings were torn down in July 2011 but tax bill was not revised.

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

- L. MOTION by _____, SECONDED by _____ that the Lehigh Area School Board hereby adopts the response provided by the Lehigh Area School District Solicitor on May 29, 2009 to the Auditor General's Office regarding the Performance Audit for Years Ending 2006 and 2005, and authorizes the Superintendent to sign same.
(Encl. 9 - Green)

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. **Pamela Firkal** - January 26 - April 26, 2012 / Social Foundations
 2. **Susan Maloney** - January 30 - May 6, 2012 / Master Teacher Practicum
 3. **Courtney Schleicher** - January 23 - April 29, 2012 / Second Language Acquisition
 4. **Marianne Slaby** - March 6 - May 6, 2012 / Using Assessment to Guide Instruction
 5. **Carol Jeanne Weiss** - March 5 - April 29, 2012 / Student Achievement and Classroom Management

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

- B. MOTION by _____, SECONDED by _____ to approve the attached list of candidates for the **2011-2012 Substitute** list pending clearances.

(Enc. 10 - Purple)

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

- C. MOTION by _____, SECONDED by _____ to approve the attached list of **Athletic** hires for **Spring 2012** and the **2012-2013** school year.

(Enc. 11 - Purple)

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

- D. MOTION by _____, SECONDED by _____ to approve three (3) uncompensated leave days for Part-time **Employee # 592**, that were used for illness.

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

- E. MOTION by _____, SECONDED by _____ to approve four (4) uncompensated leave days for Part-time **Employee # 737**, that were used for travel.

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

- F. MOTION by _____, SECONDED by _____ to approve four (4) uncompensated leave days for Part-time **Employee # 931**, that were used for travel.

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

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

1. **Employee #2** – effective January 19, 2012
2. **Employee #1070** – effective February 2, 2012, pending receipt of Doctor Excuse
3. **Employee #179** – effective January 25, 2012

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

- H. MOTION by _____, SECONDED by _____ to accept the resignation of **Mollie Llewellyn**, High School Math Teacher, effective January 13, 2012.

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

- I. MOTION by _____, SECONDED by _____ to accept the intent to retire for the following professional employees, effective the end of the 2011-2012 school year:

1. **Debra Biery** – Grade 2 Teacher – East Penn – Hired March 14, 1977
2. **Jane Brunner** – Elem. Librarian – EP/FR – Hired June 12, 1972
3. **Christine Cella** – HS Family/Cons. Science – Hired August 25, 2000
4. **Barbara Jones** – Grade 6 Social St. Teacher – Hired August 9, 1988
5. **David Matsinko** – MS Special Ed. Teacher – Hired June 8, 1992
6. **Deborah Myers** – MS Special Ed. Teacher – Hired June 8, 1992
7. **Molly Phillips** – MS Art Teacher – Hired August 13, 1973

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

- J. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following people as paraprofessionals in the district, pending all clearances are received and in order, at a salary of **\$14,233** each (pro-rated):

1. **Norine Zehner** – Assigned to a Elem. Special Ed. Classroom, effective January 6, 2012

2. **Julie Manno** – Assigned to a HS Special Ed. Classroom, effective January 24, 2012

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

- K. MOTION by _____, SECONDED by _____ to approve the recommendation to hire **Kenneth Eck, Jr.** as a Middle School 8th grade science teacher, effective January 24, 2012, at Step 1B (**\$37,604.00**) pro-rated.

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

- L. MOTION by _____, SECONDED by _____ to approve **Amy Meixsell** as professional mentor for **Kenneth Eck, Jr.** per the terms of the LAEA contract.

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

- M. MOTION by _____, SECONDED by _____ that the Board accepts the resignation of **Gretchen Laviolette** as Elementary Principal of the Lehigh Area School District, effective date to be determined. Mrs. Laviolette is hired as a high school math teacher, effective date to be determined, at a salary commensurate with the 2011-2012 school year Step 12M (pro-rated).

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

- N. MOTION by _____, SECONDED by _____ that upon recommendation by the Solicitor, the District denies Grievance Number 2011-02 originally submitted in writing on November 9, 2011 by the Lehigh Area Education Support Personnel Association (LAESPA). Said Grievance was previously denied at Step I and Step II in writing pursuant to Article XVI of the Agreement between Lehigh Area School District and the Lehigh Area Educational Support Personnel Association (i.e. Grievance Procedure).

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

- O. MOTION by _____, SECONDED by _____ to approve **David Perkins** (HS Music Teacher) to attend the PMEA State Chorus/Conference in Lancaster, PA, at a cost not to exceed \$180.50, April 18 - 21, 2012. Attendance would only occur if a student is selected to attend this conference. Should no LAHS student be selected, Mr. Perkins would not attend.

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

- P. MOTION by _____, SECONDED by _____ to approve **Bruce Koch** to attend the NEA Resolutions Committee winter meeting in Washington DC on March 1 & 2, 2012 at no expense to the District. Substitute costs will be reimbursed by NEA.

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

- Q. MOTION by _____, SECONDED by _____ to approve attendance at the following conferences:

1. **Lory Frey** - Annual Spring Child Accounting Conference and College Scholarship information in Hershey, PA, March 21-23, 2012 at a cost not to exceed **\$496.00**.
2. **Rebecca Mastroddi** - Annual Spring Child Accounting Conference and College Scholarship Information in Hershey, PA, March 21-23, 2012 at a cost not to exceed **\$ 578.50**.
3. **Jonathan J. Cleaver** - (Federal Grant Coordinator) - March 25-28, 2012- PA Assoc. of Federal Program Coordinators Conference at Hershey Lodge, Hershey, PA, at a total amount not to exceed **\$1,117.30**, to be taken from Title I, Part A Grant Funds, 2011-12.

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

X. Miscellaneous

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

1. **HS Band (Bryan Buffington)** - January 12 - 14, 2012 (leaving 8 a.m.) to the Nazareth High School for the District 10 Band Festival. One student qualified.
2. **MS 8th Grade ACE Team (Susan McElvar)** - February 27 & 29, 2012 (7:15 a.m. - 3:30 p.m.) to Catasauqua for 8 ACE Competition.
3. **Mahoning Kindergarten (Vicky Kocher/Melissa Geiser/Selene Polaha)** - April 19, 2012 (8:45 a.m. - 2:30 p.m.) to the Crayola Factory in Easton, PA for a PTO sponsored field trip.
4. **MS 6th Sense Team (Susan McElvar/Sherry Hoffman)** - April 12 & 13, 2012 (7:15 a.m. - 3:30 p.m.) to the Panther Valley High School for competition.
5. **Mahoning Grade 1 (Shirley Rodgers/Kaye Miller)** - May 1, 2012 (8:45 a.m. - 1:45 p.m.) for a PTO sponsored field trip to the Bear Mtn. Butterflies in Penn Forest.
6. **HS Student (Jaclyn Jordan)** - Spring 2012 - to participate in the Hugh O'Brian Youth Leadership Seminar (HOBY) at a cost of \$150.00 for registration purposes. (Enc. 12 - Peach)
7. **HS FBLA Students (Kim Mychalyszyn-Simko/Matthew Fisher)** - April 16 - 18, 2012 - to attend the State Leadership Conference in Hershey, PA Supplemental funding requested.
8. **MS Grade 7 Maroon and White Teams (Yvette Sharrow/Joseph Yescavage)** - February 27, 2012 (8:30 a.m. - 2:00 p.m.) - to the Blue Mtn. Ski Resort for class field trip to explore the science of sliding.
9. **HS Scholastic Scrimmage Competition (Sharon Leitzel/Melissa Volcskai)** - January 30, 2012 (7:45 a.m. - approx. 12:30 p.m.) - to Bethlehem, PA to compete in the 2nd round of Scholastic Scrimmage.
10. **HS Senior Band Members (Bryan Buffington)** - April 5, 2012 (8 a.m. - 1 a.m.) - to New York City to tour theatre district and attend a Broadway show.
11. **HS County Chorus (David Perkins)** - tentative date March 9, 2012 - (7:30 a.m. - 9:00 p.m.) to be held at Lehigh High School for participation in County Chorus.
12. **MS Jazz Ensemble (Thomas Weidner)** - March 16, 2012 (5 - 11:45 p.m.) - to the Nitshmann MS in Bethlehem, PA, to participate in a jazz festival.
13. **MS Grade 5/6 Chorus (Thomas Weidner)** - April 26, 2012 (2:45 - 6:45 p.m.) to Rascal's Family Fun Ctr. in Allentown, PA as a reward for participating in chorus.
14. **HS Chorus (David Perkins)** - April 26 (6 a.m.) - 29, (9 p.m.) 2012 to Williamsburg, VA to perform and get adjudicated at a music festival and see historical sites.
15. **HS Chorus (David Perkins)** - January 25, 2012 (12:30 p.m. - 2:30 p.m.) - to the Carbon Plaza Mall movie theatre to attend a private showing of "Joyful Noise" paid for by the booster club. Busing costs to come from budget.

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:
1. **Relay for Life – American Cancer Society (Caylan Chanwik)** – June 2-3, 2012 (Was originally approved for May 2012)– to use the Football stadium field/field house/concession stand for the purpose of Relay of Life of Palmerton and surrounding areas.
 2. **Senior All Night Party Meeting (Anne Sverchek)** – January 19, 2012 (7 – 8:30 p.m.) to use the HS cafeteria for a meeting.
 3. **Senior All Night Party Committee (Anne Svercheck)** – April 21 – 22, 2012 to use the HS gym and snack stand for the purpose of a Basket Raffle.
 4. **Melody’s Dance Studio (Melody Kline)** – June 22 & 23, 2012 to use the HS auditorium, band room, and one classroom for a dance recital and rehearsal.
 5. **Carbon County Chorus (David Perkins)** – 1 Day in February or March, TBD – (7:30 a.m. – 9 p.m.) to use the auditorium / foyer/ refreshment stand/chorus room/cafeateria for the purpose of hosting Carbon County Chorus.
 6. **PAC for a Day (David Perkins)** – May 4, 2012 (8 a.m. – 1 p.m.) – to use the auditorium and band/chorus room to hold the PAC for a Day Festival.
 7. **Lehighton Band (Paul Smith)** – April 16, 2012 (6:30 – 9:30 pm) and April 22, 2012 (1 – 4:30 pm) to use the MS Auditorium and Band Room for their Spring Concert.
 8. **Lehighton Girl Scouts, Service Unit 734 (Stephanie Rehnert)** – June 8 (9 a.m.) to June 10 (10 p.m.), 2012 – to use the middle school lower parking lot to park parents’ cars while they go on a bus trip to Washington DC.

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

- B. MOTION by _____, SECONDED by _____ to approve the **2012-2013** Program of Studies for the Lehighton Area High School.
- (Enc. 13 – Yellow)

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

- C. MOTION by _____, SECONDED by _____ to approve the **2012-2013** School Calendar for the Lehighton Area School District.
- (Encl. 14 – Yellow)

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

- D. MOTION by _____, SECONDED by _____ to acknowledge the following individual as a student teacher in our District:
1. **Sarah Miller** (Kutztown University Student) - Assigned to Mrs. Micheletti (MS) 1/24 - 3/9/12 and assigned to the HS Art Department 3/12 - 4/30/12
- VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

XII. Old Business for Discussion

- A. Appointment of Board Committees

XIII. New Business for Discussion

- A. Board acknowledges the need to appoint a Board Member to research the position of School Research Officer with the Lehighton Borough.

XIV. Adjournment

Next regular scheduled meeting is Monday, February 27, 2012.

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

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

TIME: _____

LEHIGHTON AREA SCHOOL DISTRICT

James A. Kraky, Superintendent
Bonnie M. Cortese, Administrative Assistant
1000 Union Street, Lehigh, Pennsylvania 18235
Telephone: 610-377-4490 Fax: 610-577-0035

"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

January 23, 2012

Professional

Travis Andrews
Courtney Everett
Brianna Famularo
Justin Quinter
Krystallynn Reis
Cody Sassaman
Joelle Snyder
Jamie Steigerwalt

Support

Cathi Balk
Mary Beth Dowbachuk
Sarena Gray
Marie Rosahac
Cathryn Seachrist

Nurse

Sheral A. Anderson-Bamford

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

"Together We Can"

LEHIGHTON AREA SCHOOL DISTRICT

James A. Kraky, Superintendent
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1000 Union Street, Lehigh, Pennsylvania 18235
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ATHLETIC HIRE CANDIDATES

January 23, 2012

2011 – 2012:

Steve Holland	-	Spring Game Manager
Jonathan Hakim	-	Girls' Soccer – Asst. Coach
Jared Brownmiller	-	Volunteer – Wrestling - RESIGNED

2012 – 2013:

Tom McCarroll	-	Football – Head Coach
Matthew Fisher	-	Golf
Lamar Long	-	Field Hockey – Head Coach
David Yob	-	Boys' Soccer – Head Coach
Timothy O'Connor	-	Volleyball – Head Coach

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Lehigh, Pennsylvania

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ADDENDUM

Agenda

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

General Fund	\$ 230,431.02
---Health Benefits	\$ -----
Food Service Fund	\$ -----
Capital Reserve	\$ -----
Athletic Fund	\$ <u>981.97</u>
Total	\$ 231,412.99

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

- B. MOTION by _____, SECONDED by _____ that the Lehigh Area School District
accepts the letter of retirement from James A. Kraky as Superintendent of Lehigh
Area Schools at a date to be determined. His last work date will be determined
between the board committee and himself.

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

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Lehigh, Pennsylvania

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ADDENDUM (2)

Agenda

MOTION by _____, SECONDED by _____ accept that the Lehigh Area School District accepts the resignation of Tina Dowd as Board Member with regret.

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