

Lehighton Area School District

Lehighton, Pennsylvania

Regular Meeting of School Board

Monday, June 18, 2012 at 7:00PM

Agenda

Executive Session was held on May 29, 2012, at 5:00 p.m., regarding personnel and labor negotiations.

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	☐	☐
Dr. Terence Maher, Consulting Superintendent	☐	☐
Attorney William Schwab, Solicitor	☐	☐
Mrs. Melissa Wagner, Recording Board Secretary	☐	☐

IV. Courtesy to the Floor

V. Presentations

1. Middle School – Promising Practice Award
2. Middle School – Exceptional Partnership Award from Red Cross

VI. Communications

1. Superintendent's Report – *Dr. Maher*
2. Board President's Report – *Mr. Ahner*
3. Lehighton Memorial Library Report – *Mr. Finnegan*
4. Legislative Policy Committee of PSBA Report – *Mr. Krause*
5. Title I Advisory Committee Report – *Mr. Zimmerman*
6. CCTI Report – *Mr. Yenser*
7. CLIU Report – *Mr. Wentz*
8. Solicitor's Report – *Attorney William Schwab*
9. Building/Grounds Report – *Mr. Stern*
10. LCCC – *Mr. Stern*

VII. Approval of Minutes

VIII. Financial Matters

- A. MOTION by _____, SECONDED by _____ to approve the Lehighton Area High School Activities Fund for May 2012. (Enc. 1 - Gold)

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

- B. MOTION by _____, SECONDED by _____ to approve the Payment of Bills: (Enc. 2 - Blue)

General Fund	\$ 417,873.65
Benefits	\$ 30,231.45
Food Service Fund	\$ 70,738.77
Capital Reserve	\$ -----
Athletic Fund	\$ <u>18,604.86</u>
Total	\$ 537,448.73

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. Athletic Fund
 4. Food Service Fund

(Enc. 3 - Green)

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

- D. MOTION by _____, SECONDED by _____ to refund Real Estate Tax for year 2011 to Visticion, Michael and Kenneth Dizon in the amount of \$359.53.

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

- E. 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 - _____

- F. MOTION by _____, SECONDED by _____ to approve the recommendation of Wyoming Valley Alcohol & Drug Services, Inc. for Alcohol, Tobacco, and other Drug Education Prevention services at Lehigh Area School District for the 2012-2013 school year. Cost not to exceed \$40,000.

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

- G. MOTION by _____, SECONDED by _____ to approve the following Fund Balance Resolution(#11/12 - 08): "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 - _____

- H. MOTION by _____, SECONDED by _____ to approve the 2012-13 Budget Resolution and Pennsylvania Department of Education Form PDE-2028 to include a 0.00 mill real estate tax increase (Resolution #11/12 - 09).

(Enc. 5-Green)

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 - _____

- I. MOTION by _____, SECONDED by _____ to approve the 2012-13 Homestead and Farmstead Exclusion, (Resolution (#11/12 - 10)).

(Enc. 6-Green)

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 - _____

- J. MOTION by _____, SECONDED by _____ to approve a transfer from the General Fund to the Food Service Fund in the amount of \$75,000.

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

- K. MOTION by _____, SECONDED by _____ to approve the 2012-2013 insurance package policies for property, general liability, auto, boiler and machinery, workers' compensation, umbrella, error and omissions, in the amount of \$199,281.
- VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____
- L. MOTION by _____, SECONDED by _____ to approve issuing checks dated June 30, 2012 to pay invoices remaining for the 2011-12 school year. Payments will be included in July 2012 Board agenda for confirmation.
- VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____
- M. MOTION by _____, SECONDED by _____ to approve the Janitorial supply bids for the 2012-13 budget year in the amount of \$27,832.63, effective July 1, 2012.
(Enc. 7-Green)
- VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____
- N. MOTION by _____, SECONDED by _____ to approve the Wood Shop supply bids for the 2012-13 budget year in the amount of \$4,843.36, effective July 1, 2012.
(Enc. 8-Green)
- VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____
- O. MOTION by _____, SECONDED by _____ to approve the Metal Shop supply bids for the 2012-13 budget year in the amount of \$2,599.94, effective July 1, 2012.
(Enc.9-Green)
- VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____
- P. MOTION by _____, SECONDED by _____ to approve the Photo Shop supply bids for the 2012-13 budget year in the amount of \$3,308.93, effective July 1, 2012.
(Enc.10-Green)
- VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____
- Q. MOTION by _____, SECONDED by _____ to approve the bid from Amerigas Propane, L.P. for the 2012-2013 school year in the amount of 0.45 cents per gallon fixed plus a fluctuating cost per gallon based on the Mt. Belvieu posting for LP gas, as per the Wall Street Journal at time of delivery.
- VOTE: YES - _____ NO - _____ ABSENT - _____ ABSTENTIONS - _____

R. MOTION by _____, SECONDED by _____ to approve the three year HVAC/ATC/FMS/BAS Professional Maintenance Service bid per attached tabulation.
(Enc. 11-Green)

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

S. MOTION by _____, SECONDED by _____ to approve the three year Trash Removal bid per the attached tabulation.
(Enc. 12-Green)

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

T. MOTION by _____, SECONDED by _____ to approve the High School Water Heater replacement bid from Bognet, Inc. in the amount of \$62,111.00, per the attached tabulation.
(Enc. 13-Green)

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

U. MOTION by _____, SECONDED by _____ to approve Barry Isett & Associates to proceed with bid specifications and to bid the Franklin sidewalk replacement, option two.

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

V. MOTION by _____, SECONDED by _____ to approve Barry Isett & Associates to proceed with an engineering inspection of the football stadium bleachers.

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

W. MOTION by _____, SECONDED by _____ to approve the purchase of Middle School cafeteria tables from Hertz Furniture Systems through the Keystone Purchasing Network in the amount of \$28,000.44.

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

X. MOTION by _____, SECONDED by _____ to approve the purchase of Computer Tables and Chairs for all four (4) elementary buildings for the new computer labs from Hertz Furniture Systems through the Keystone Purchasing Network in the amount of \$15,241.88.

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

- Y. MOTION by _____, SECONDED by _____ to approve payment of district funds not to exceed the amount of **\$697.00** (\$115 for registration, and \$582 for travel) for **Zachary Coleman** to attend the National FBLA Competition in San Antonio, TX, June 27-July 2, 2012.

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. **Melissa Clark** - July 9-August 9, 2012 / Student Diversity & Critical Pedagogy
 2. **Melissa Clark** - July 2012-TBA / Internship/Practicum in Supervision
 3. **Joseph Ellis** - July 2-July 19, 2012 / Lognition
 4. **Joseph Ellis** - July 2-August 12, 2012 / SAS Requirement
 5. **Joseph Ellis** - July 23-August 9, 2012 / Education Psychology
 6. **Jennifer Kovach** - August 27-December 14, 2012 / Theoretical Models of Reading & Literacy Processes
 7. **Jennifer Kovach** - August 27-December 14, 2012 / Analysis of Instructional Techniques in Reading
 8. **Daniel Repsher** - July 16-July 27, 2012 / Business and Facilities Management
 9. **Michelle Rohrbach** - August 27-December 15, 2012 / Topology I
 10. **Michelle Rohrbach** - July 9-August 9, 2012 / Curriculum of the Secondary School
 11. **Michelle Rohrbach** - July 9-July 13, 2012 / Student Diversity and Critical Pedagogy
 12. **Jessica Scholl** - June 19-August 13, 2012 / Differentiated Instruction for Today's Classroom Online
 13. **JoAnn Schoenberger** - July 2,3,5,6,9-13, 2012 / iLife for Educators
 14. **Timothy Tkach** - July 9-August 2012 / School Leadership and Special Education
 15. **Timothy Tkach** - July 16-July 27, 2012 / Business and Facilities Management

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

- B. MOTION by _____, SECONDED by _____ to approve an uncompensated leave for the purpose of education for **Employee #1045** beginning January 14, 2013, through April 29, 2013.

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

- C. MOTION by _____, SECONDED by _____ to approve the hiring of the following summer school positions, at the current contracted hourly rate of pay. Summer school programs are self-sufficient.

1. **Maria VanNorman** – High School Summer School Teacher (6/19/12-7/2/12)
2. **Rick Bennett** – High School Summer School Teacher (6/19/12-7/2/12)
3. **Jessica Corliss** – Middle School Summer School Teacher (6/19/12-7/26/12)
4. **Pamela Firkal** – Middle School Summer School Teacher (substitute if necessary)

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

- D. MOTION by _____, SECONDED by _____ to approve the recommendation to hire **Stephen M. Hluschak, Jr.** as a permanent, full-time Social Studies teacher, effective for the 2012-2013 school year, salary based on the Lehigh Area Education Association Collective Bargaining Agreement, Step 7 MEQ.

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

- E. MOTION by _____, SECONDED by _____ to approve the recommendation to hire **Jonathan Hakim** as a Long-term Business Education substitute teacher assigned to the high school, effective for the 2012-2013 school year, salary based on the Lehigh Area Education Association Collective Bargaining Agreement, Step 4 Masters.

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

- F. MOTION by _____, SECONDED by _____ to approve the recommendation to hire **Meggyn Hauck** as a Long-term Language Arts substitute teacher assigned to the high school, effective for the 2012-2013 school year, salary based on the Lehigh Area Education Association Collective Bargaining Agreement, Step 1 Bachelors.

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

- G. MOTION by _____, SECONDED by _____ to approve the hiring of the following summer positions, at the current contracted hourly rate of pay.

1. **Bryan Buffington** – High School Summer Band
2. **Candace Gandy** – Title I Math Camp Teacher – salary to be paid through 2011-12 Title I Funds – July 9-July 20, 2012, 8:00 a.m.-12:00 p.m.
3. **Angela Swanson** – Title I Math Camp Teacher – salary to be paid through 2011-12 Title I Funds – July 9-July 20, 2012, 8:00 a.m.-12:00 p.m.
4. **Elyse Roman** – Title I Reading Camp – salary to be paid through 2011-12 Title I Funds – July 30-August 10, 2012, 8:00 a.m.-12:00 p.m.
5. **Kim Wilk** – Title I Reading Camp – salary to be paid through 2011-12 Title I Funds – July 30-August 10, 2012, 8:00 a.m.-12:00 p.m.

6. **Brenda Eckley** - Title I Math Camp Paraprofessional - salary to be paid through 2011-12 Title I Funds - July 9-July 20, 2012, 8:00 a.m.-12:00 p.m.
7. **Melissa Pickerin** - Title I Math Camp Paraprofessional - salary to be paid through 2011-12 Title I Funds - July 9-July 20, 2012, 8:00 a.m.-12:00 p.m.
8. **Carol Steigerwalt** - Title I Reading Camp - salary to be paid through 2011-12 Title I Funds - July 30-August 10, 2012, 8:00 a.m.-12:00 p.m.
9. **Bonnie Helmer** - Title I Reading Camp - salary to be paid through 2011-12 Title I Funds - July 30-August 10, 2012, 8:00 a.m.-12:00 p.m.

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

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

1. **Employee #810** - effective May 15, 2012-June 1, 2012

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

- I. MOTION by _____, SECONDED by _____ to approve the recommendation to hire **Joy Smith** as a paraprofessional, effective for the 2012-2013 school year, salary in accordance with the Lehigh Area Educational Support Personnel contract.

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

- J. MOTION by _____, SECONDED by _____ to approve the recommendation to hire **Hal C. Resh** as a paraprofessional, effective for the 2012-2013 school year, salary in accordance with the Lehigh Area Educational Support Personnel contract.

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

- K. MOTION by _____, SECONDED by _____ to approve an uncompensated leave for the purpose of restoration of health for **Employee #553** for 2 days (May 14 & 15, 2012).

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

- L. MOTION by _____, SECONDED by _____ to accept the resignation of **Ellen Stafiniak**, Cleaner at East Penn Elementary School, effective June 1, 2012.

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

- M. MOTION by _____, SECONDED by _____ to approve the following **Athletic** hires for the **2012-2013** school year.

1. **John Lopata** - Fall Game Manager
2. **Brandon Brownmiller** - Middle School Wrestling Coach
3. **Richard Hunsicker** - Freshman Boys' Basketball Coach
4. **Amanda Dietz** - Head Girls' Soccer Coach
5. **Stephen Hampton** - Assistant Girl's Soccer Coach
6. **Erica Pagotto** - Volunteer Cross Country Coach

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

- N. MOTION by _____, SECONDED by _____ to approve the following **Extra-Curricular Position** hires, as per attached list, for the **2012-2013** school year.

(Encl. 14- Purple)

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

- O. MOTION by _____, SECONDED by _____ to approve the following **Department Chairs, Team Leaders, and Head Teacher** hires, as per attached list, for the **2012-2013** school year.

(Encl. 15- Purple)

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

- P. MOTION by _____, SECONDED by _____ that upon recommendation by the Solicitor, the District denies Grievance Number 2011-2012-3 originally submitted in writing on May 31, 2012 by the Lehigh Area Education Association (LAEA).

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

- Q. MOTION by _____, SECONDED by _____ to approve the hiring of the following Extended School Year (ESY) positions, to be held at Franklin Elementary, at the current contracted hourly rate of pay.

1. **Ashley Lichtenwalner** - ESY Teacher, July 9-27, 2012, 9:00 a.m.-12:00 p.m.

2. **Norine Zehner** - ESY Paraprofessional, July 9-27, 2012, 9:00 a.m.-12:00 p.m.

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

X. Miscellaneous

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

1. **HS Student Council (Robert Barowski)** - July 2, 2012 (8:00 a.m. - 8:00 p.m.) - three (3) students to travel to Moreland School District for workshop.

(Encl. 16-Peach)

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

XI. Programs

- A. MOTION by _____, SECONDED by _____ to approve Use of School Property for:

1. **Youth Softball Clinic (Greg Poremba)** - July 9-11, 2012 (8:00 a.m.-1:00 p.m.)
Raindate 7/12/12 (if needed) - Softball Fields.

2. **Franklin Township Athletic Association (Wayne Wentz)** – May 30-July 15, 2012
(Weekdays 5:30 p.m.-8:00 p.m., Weekends 10:00 a.m.-4:00 p.m.) – JV Baseball Field
3. **Prevention Health Screening (Kevin Felmlee)** – July 23, 2012 (8:30 a.m.-4:00 p.m.) – Community Health Screenings/Program – High School Classrooms D121 & D124.

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

- B. MOTION by _____, SECONDED by _____ to approve licensing agreement between iHigh.com and Lehigh Area School District for the sale of Licensed Merchandise through WalMart. The school will receive 50% of the total receipts from any sales less expenses from iHigh.com.

(Encl. 17-Yellow)

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

- C. MOTION by _____, SECONDED by _____ to appoint _____, Board Member, to the Lehigh Carbon Community College Board of Trustees for the 2012-2018.

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

XII. Old Business for Discussion

XIII. New Business for Discussion

- A. MOTION by _____, SECONDED by _____ to elect Mr. Jonathan J. Cleaver as Superintendent of the Lehigh Area School District for a term commencing on July 1, 2012, and ending no later than June 30, 2015, with remaining terms as set forth in the proposed contract drafted by the solicitor. This appointment shall be effective immediately upon start of work as mutually agreed between both parties.

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 - _____

XIV. Adjournment

Next regular scheduled meeting is Monday, July 23, 2012.

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

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

TIME: _____