

Lehigh Area School District

Lehigh, Pennsylvania

Regular Meeting of School Board
Monday, September 26, 2011 at 7:00PM
Public Information Session @ 5:30PM
Executive Session @ 6:30 p.m.

Agenda

I. Pledge of Allegiance

II. Call to Order

III. Roll Call

	Present	Absent
Mrs. Tina Dowd, Member	☐	☐
Mr. Duane Eidem, Member	☐	☐
Mr. John T. Finnegan, Member	☐	☐
Mr. William Hill, Jr., Member	☐	☐
Mr. Hal Resh, Member	☐	☐
Mr. Larry Stern, Vice-President	☐	☐
Mr. Wayne Wentz, Member	☐	☐
Mr. Andrew Yenser, Member	☐	☐
Mr. Dave Krause, President	☐	☐
Mr. Michael Malay Jr., Business Manager	☐	☐
Mr. James Kraky, Superintendent	☐	☐
Attorney William Schwab, Solicitor	☐	☐
Ms. Bonnie Cortese, Recording Board Secretary	☐	☐

****Notice of Executive Session**

IV. Courtesy to the Floor

V. Presentations

1. **Laura Welkey** - Participation in the 9/11 Memorial Concerts in NY
2. **Matthew Fisher - NHS, FBLA, and Red Cross Club** - Updates by Presidents of the clubs / organizations.

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. Eidem*
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 August 22, 2011 regular 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 August 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	\$ 735,619.16
Benefits	\$ 30,999.92
Food Service Fund	\$ 12,000.46
Capital Reserve	\$ -----
Athletic Fund	\$ 11,690.76
Total	\$ 790,310.30

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. 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 a contract with Safeway Driving School program. Pending contract. (Enc. 6 - Green - to follow)

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

- F. MOTION by _____, SECONDED by _____ to approve the District's participation in the U.S. Communities and COSTARS cooperative purchasing programs.

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

- G. MOTION by _____, SECONDED by _____ to approve Penske Trucking Co. for COSTAR purchasing of boxtruck replacement for maintenance department. Cost not to exceed \$29,900. (Enc. 7 - Green)

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

- H. MOTION by _____, SECONDED by _____ to approve the refund of **\$244.27** to Kim Smith for the 2011 Homestead reduction.

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

- I. MOTION by _____, SECONDED by _____ to refund Occupational Tax for year 2011 to Joanne Koons in the amount of **\$122.50**. The taxpayer retired in May 2011.

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

- J. MOTION by _____, SECONDED by _____ to refund Real Estate Tax for year 2010 to Lois Blazek in the amount of **\$1,549.56**. Taxpayer paid taxes twice.

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

- K. MOTION by _____, SECONDED by _____ to refund Real Estate Tax for year 2010 to Nancy L. Kreitz in the amount of **\$683.55**. Taxpayer paid taxes twice.

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

- L. MOTION by _____, SECONDED by _____ to refund Real Estate Tax for year 2010 to Robert McBride in the amount of **\$6,101.14**. Taxpayer paid taxes twice.

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

- M. MOTION by _____, SECONDED by _____ to approve a staff/adult breakfast price increase from \$1.50 to \$1.60 for the 2011-2012 school year.

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

IX. Personnel

- A. MOTION by _____, SECONDED by _____ to approve the following professional teacher request for pre-approval of courses for continuing education:

1. **Michele Kirsch** - October 11 - December 5, 2011 / SAS for PA Educators
2. **Larry Koons** - October 21 - 22, 2011 / From Chaos to Calm
3. **Larry Koons** - October 21 - 22, 2011 / Dealing with Difficult Children
4. **Joanna Kozyra-Barilla** - October 21 - November 4, 2011 / Curriculum Assessment & Instr. Strategies for Teaching Culturally & Linguistically Diverse Students
5. **Elyse Roman** - October 29 - December 16, 2011 / Lit/Instr/Cont/Prof.
6. **Jessica Scholl** - October 11 - December 5, 2011 / SAS for PA Educators
7. **Cody Schuler** - October 4 - December 17, 2011 / Geometry
8. **Jena Wassmer** - October 3 - October 29, 2011 / SAS: A Look at the Standards Aligned System

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

- B. MOTION by _____, SECONDED by _____ to accept the following resignations:
1. **Beverley Galasso** - Paraprofessional - effective **September 9, 2011.**
 2. **Mark Maholick** - Assistant Boys' Basketball Coach (Varsity) - effective **September 14, 2011**
 3. **Ken Shankweiler** - Assistant Boys' Basketball Coach (Freshman) - effective **August 18, 2011**
 4. **Amy Stadtmueller** - Part-time Food Service Worker - effective **August 24, 2011**
 5. **Felicia Amorim** - Elementary Social Studies Chair - effective **September 20, 2011**

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

- C. MOTION by _____, SECONDED by _____ to accept the intent to retire for the following employee:
1. **Gary Christman** - Custodian - effective **December 31, 2011.** Gary has been an employee of the District since December 11, 2006.

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

- D. MOTION by _____, SECONDED by _____ to approve FMLA leave for the following employee:
1. **Employee # 74** - effective approximately November 14, 2011

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

- E. MOTION by _____, SECONDED by _____ to approve an uncompensated parental leave for **Employee #74** which will immediately follow the FMLA leave and last until **April 27, 2012.**

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

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

(Enc. 8 - Purple)

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

- G. MOTION by _____, SECONDED by _____ to approve **Brandon Williams** retroactively for the position of **2011 Summer Weight Training Advisor** for hours worked at the contracted stipend amount beginning June 13, 2011 – August 5, 2011.

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

- H. MOTION by _____, SECONDED by _____ to approve the attached list of Athletic hires for the **2011-2012** school year.

(Enc. 9 - Purple)

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

- I. MOTION by _____, SECONDED by _____ to approve the attached list of Extra-Curricular hires for the **2011-2012** school year.

(Enc. 10 - Purple)

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

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

1. **Ashley Kovatch** – Speech Therapist – effective hire date 5/27/2008.

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

- K. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following candidate per the terms of the Collective Bargaining Agreement, pending updated clearances:

1. **Mary Ehrlacher** – Part-time Cleaner, at an hourly rate of **\$7.47**.

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

- L. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following candidate, **Tami Cunfer**, as a 12-Month, Middle School Principal's Secretary, at the contracted, pro-rated salary of **\$25,060.00**, per the terms of the Collective Bargaining Agreement, effective **September 27, 2011**.

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

- M. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following candidate, **Rebecca Mastroddi**, as an Act 93 Executive Secretary assigned to the Business Office, at the pro-rated salary of **\$30,000**. Effective date to be determined. ALSO, move **Melanie Windhorn** to the position of Accountant.

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

- N. MOTION by _____, SECONDED by _____ to approve the following conferences:
1. **Lisa Krause and Peggy Lampman**(MS Reading Teachers)- to attend the KSRA Conference at the Lancaster Co. Conference Ctr., **October 27-28, 2011** at a total cost not to exceed **\$687.96**.
 2. **Leon Brong (HS Social Studies)** - to attend the AP Psychology Workshop at Cedarbrook Middle School, Wyncote, on November 8, 2011, at a cost not to exceed **\$253.00**.

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

- O. MOTION by _____, SECONDED by _____ to approve **David Perkins** to attend the ACDA All-Eastern Conference. Mr. Perkins will accompany the LAHS student to Honor Choir. Cost not to exceed **\$1,240.90** (2011-12 Budget).

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

- P. MOTION by _____, SECONDED by _____ to approve the Lehigh Area Educational Association to establish a sick bank for professional **employee #253**.

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

X. Miscellaneous

- A. MOTION by _____, SECONDED by _____ to approve homebound instruction for the **Student #15003**.

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

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

1. **FBLA (Kim Mychalyszyn-Simko / Matthew Fisher)** - December 20, 2011 (7:45 a.m. - 6 p.m.) to attend Region 21 FBLA Leadership Conference/Competition.
2. **EP Grades 2-4 (Teachers)** - May 2, 2012 (9:45 a.m. - 2:45 p.m.) to visit Quiet Valley Farms as a PTO funded field trip.
3. **HS Chorus (David Perkins)** - December 16 -18, 2011 (Snowdate December 19, 2011) to perform and rehearse for the Christmas Concert at the Zion UCC Church.
4. **HS Choir (David Perkins)** - February 15-18, 2012 to participate in the ACDA All-Eastern HS Honor Choir in Providence, Rhode Island.

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

- C. MOTION by _____, SECONDED by _____ to approve the attached surplus items.
(Enc. 11 - Peach)

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

XI. Programs

A. MOTION by _____, SECONDED by _____ to approve the following "Requests for Use of School Facilities":

1. **LASD Softball (Todd Weaver)** – Sundays – October & November 2011
(3:30 – 5 p.m.)– to use the softball field for off-season workouts.
2. **Lehighon Touchdown Club (Gary Fedor)** – Thursday, November 3, 2011
(4 – 9 p.m.) to use the HS field for a Bonfire.
3. **Lehighon Takedown Club (Fred Kemmerer, Jr.)** – Sunday, November 6, 2011
(8 a.m. – 5 p.m.) – to use the MS Gym for a Dodgeball Tournament Fundraiser.
4. **LABC Wrestling (Mike Gornick)** – to use the following:
 - a. HS Wrestling Room for practices (Various dates – November 1 – 22, 2011 – 6:30 – 8:30 pm.)
 - b. MS Wrestling Room for practices (Various dates – December 1, 2011 – February 28, 2012 – 6 – 8:30 p.m.)
 - c. HS Gym for the 3rd Annual Round Robin Tournament – Saturday, November 26, 2011 (5 – 7 p.m.) and Sunday, November 27, 2011 (6:30 a.m. – 6 p.m.)
 - d. HS Gym for home wrestling matches – Sunday, January 8, 2012 (8:30 a.m. – 5 p.m.) and January 22, 2012 (9:30 a.m. – 4 p.m.)
5. **Ss. Peter & Paul CYO Program (Phil Liska)** – Saturday, March 3, 2012
(8 a.m. – 7 p.m.) (Snow date – Saturday, March 10, 2012) – to use the MS Gym and Cafeteria for the 8th Annual Biddy Basketball Tournament.
6. **LASD High District Corus (David Perkins)** – Sunday, May 20, 2012
(12:30 – 6 p.m.) to use the HS Auditorium/Band-Chorus Rooms for the HS Spring Concert.
7. **Dance With Kim (Kim Semmel)** – Friday, June 15, 2012 (9 a.m. – 5 p.m.) and Saturday, June 16, 2012 (10:30 a.m. – 6:30 p.m.) – to use the HS Auditorium and one classroom for the 25th Anniversary Dance Production.

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

B. MOTION by _____, SECONDED by _____ to approve the 2nd reading and adoption of the Lehighon Area School District Policy #334.1 (Sick Leave Bank).
(Enc. 12 – Yellow)

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

- C. MOTION by _____, SECONDED by _____ to approve the **2nd reading and adoption** of the Lehigh Area School District Policies **#122 (Extra-Curricular Activities)** and **#123 (Interscholastic Athletics)**.

(Enc. 13 - Yellow)

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

- D. MOTION by _____, SECONDED by _____ to approve the **Junior-Senior Prom** at the Hotel Bethlehem in Bethlehem, PA, on Friday, May 11, 2012, 5-10p.m.

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

- E. MOTION by _____, SECONDED by _____ to approve the Boys' Basketball team to practice on Sunday, November 20, 2011, due to the Thanksgiving holiday.

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

- F. MOTION by _____, SECONDED by _____ to acknowledge the revisions made to the Lehigh Area School District Strategic Plan. (Highlights in Packet)

(Enc. 14 - Yellow)

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

- G. MOTION by _____, SECONDED by _____ to acknowledge the following individuals as student teachers in our District:

1. **Brianna Famularo** (ESU Student) - Assigned to Mr. Lopata (MS) 8/29 -10/14/11
2. **Robert Sadler** (ESU Student) - Assigned to Mr. Mushrush (MS) 8/29 - 10/16/11
3. **Danielle Sumrell** (Univ. of Phoenix Student) - Assigned to Miss Miller (MA)
9/6 - 12/2/11

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

XII. Old Business for Discussion

XIII. New Business for Discussion

XIV. Adjournment

Next meeting is a regular meeting scheduled for Monday, October 24, 2011.

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

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

TIME: _____

Lehigh Area School District

Lehigh, Pennsylvania

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Monday, September 26, 2011 at 7:00PM
Public Information Session @ 5:30 PM
Executive Session @ 6:30 PM

ADDENDUM

Agenda

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

General Fund	\$ 421,010.21
---Health Benefits	\$ -----
Food Service Fund	\$ 5,148.48
Capital Reserve	\$ -----
Athletic Fund	\$ -----
Total	\$ 426,158.69

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

- B. MOTION by _____, SECONDED by _____ approve FMLA Leave for **Employee #253**, effective **September 28, 2011**.

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

- C. MOTION by _____, SECONDED by _____ to approve the following "Requests for Use of School Facilities":

1. **LAHS Boys Soccer Alumni (Cathy Plocinik)** - October 9, 2011 (2-4 p.m.) to use the high school soccer field for the purpose of a Soccer Alumni Game.

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

- D. MOTION by _____, SECONDED by _____ to accept the resignation of **Deborah Ondusko**, Lunch-time Aide at East Penn Elementary, effective September 23, 2011.

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

Lehigh Area School District

Lehigh, Pennsylvania

Regular Meeting of School Board
Monday, September 26, 2011 at 7:00PM
Executive Session @ 5:30 PM

ADDENDUM (2)

Agenda

A. MOTION by _____, SECONDED by _____ approve the EI contract as approved by the solicitor.

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