

Lehigh Area School District

Lehigh, Pennsylvania

Board Meeting Agenda

Monday, May 24, 2021 at 7:00 PM

An Executive Session was held prior to this Meeting at 6:15 PM for contract negotiations, personnel and legal.

I. Opening Exercises

A. Pledge of Allegiance

Please rise and recite the Pledge of Allegiance



B. Call to Order

Board President will call the May 24, 2021 Board Meeting to order

C. Roll Call

	Present	Absent
Ms. Joy Beers, Member	☐	☐
Mr. Richard R. Beltz, Member	☐	☐
Mr. David F. Bradley, Sr., Member	☐	☐
Mr. Nathan Foeller, Vice President	☐	☐
Mr. Stephen Holland, Member	☐	☐
Mrs. Gail Maholick, Member	☐	☐
Mrs. Rita Spinelli, Treasurer	☐	☐
Mr. Wayne Wentz, Member	☐	☐
Mr. Larry Stern, President	☐	☐

Also Present:

Mr. Edward Rarick, Business Administrator
Mr. Jonathan Cleaver, Superintendent
Attorney Eric Filer, Solicitor
Ms. Janine Partenio, Recording Secretary

D. Presentations/Recognition

E. Public Comment

F. Superintendent Report

G. Minutes

MOTION by , SECONDED by , to approve the Minutes of the April 26, 2021 Board Meeting.

Enclosures

[April 26 2021 Board Meeting Minutes.pdf \(392 KB\)](#)

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

II. Financial Matters

A. 2021-2022 Proposed Final Budget

MOTION by , SECONDED by , to approve the enclosed 2021-2022 Proposed Final General Fund budget.

Enclosures

[GFBPackage \(16\) Proposed 05.20.21.PDF \(1,237 KB\)](#)

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

B. PFM Bond Restructuring

MOTION by , SECONDED by , to approve PFM bond restructuring of 2014 and 2015 A notes to provide budgetary relief as presented during the April Finance Committee and Board Meetings. Proceeds of the restructuring are to be placed into a restricted fund balance.

Enclosures

[Lehighton ASD - Restructuring & Refunding \(2015 & 2015A\) - Base Case Scenario - 05-06-2021.pdf \(116 KB\)](#)

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

C. Activities Funds

MOTION by , SECONDED by , to approve the enclosed Lehighton Area High School and Lehighton Area Middle School Activities Funds for 2021

Enclosures

[HS Activities Account.pdf \(200 KB\)](#)

[MS Activities Fund April 2021.pdf \(192 KB\)](#)

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

D. Payment of Bills

MOTION by , SECONDED by , to approve the following Payment of Bills:

May 2021:

General Fund:

--Manual Checks \$ 961,085.49

--Regular Checks \$1,148,549.59

--Credit Card \$ 21,054.77

Debit Card: \$ 1,387.16

Payroll (April): \$1,139,106.17

Food Service Fund: \$ 73,828.19

Total: \$3,345,011.37

Enclosures

[May-GF-Board-5-24-2021.pdf \(689 KB\)](#)

[MAY-DC-BOARD 5-24-21.pdf \(63 KB\)](#)

[Payroll April 2021.pdf \(96 KB\)](#)

[MAY-FS- BOARD 5-24-21.pdf \(67 KB\)](#)

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

E. Reports

MOTION by , SECONDED by , to approve the following Reports, as enclosed:

April 2021

1. Expenditure Report
2. Expenditure by Object Report
3. Revenue Summary
4. Expenditure Comparison Report
5. Revenue Comparison Report
6. Treasurer's Report

Enclosures

[Expenditure Report.pdf \(105 KB\)](#)

[Expenditure By Object Report.pdf \(38 KB\)](#)

[Revenue Summary.pdf \(458 KB\)](#)

[Expenditure Comparison Report April 2021.pdf \(196 KB\)](#)

[Revenue Comparison Report April 2021.pdf \(195 KB\)](#)

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

F. Repository Sale

MOTION by , SECONDED by , to approve the following bid on a property that is in the County's Repository for Unsold Properties: Bid of \$2,127.00 on property Map Number 84E-35-A12-12.

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

G. Per Capita/Occupational Tax Exemptions

MOTION by , SECONDED by , to approve the enclosed exemptions from Per Capita and/or Occupational Tax:

Enclosures

[Exemptions May 2021.pdf \(119 KB\)](#)

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

H. Touchpoint Customer Communications

MOTION by , SECONDED by , to approve Touchpoint Customer Communications as the Lehigh Area School District Tax Bill Printer per enclosed estimate

Enclosures

[TouchPoint - Lehigh Area School District uDATED May 11 .pdf \(234 KB\)](#)

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

I. Food Service Transfers

MOTION by , SECONDED by , to make the following transfer from the General Fund to the Food Service Fund as per the Reimbursements from the Commonwealth: \$116,878.36 for April 2021

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

J. Budget Transfers

MOTION by , SECONDED by to approve the enclosed budget transfers to move funds to appropriate functions and/or objects in accordance with School Code and the State Chart of Accounts.

Enclosures

[May 10 2021 Finance Meeting Budget Transfers.pdf \(350 KB\)](#)

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

K. School Safety and Security Funding

MOTION by , SECONDED by to approve and accept the Lehigh Area School District School Safety & Security Funding to Support the COVID-19 agreement between the Commonwealth of Pennsylvania through the Pennsylvania Department of Education and the Lehigh Area School District for the 2020-2021 school year. Total Grant Award is \$69,777.00.

Enclosures

[School Safety and Security Funding to Support COVID 19.pdf \(712 KB\)](#)

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

L. Nutrition Group Annual Review

MOTION by , SECONDED by , to approve the annual review for year three of the four year contract from "The Nutrition Group" for food services provided to the District.

Enclosures

[2021-2022 - Renewal Contract CR Lehighon ASD.pdf \(1,657 KB\)](#)
[2021-2022 RY - Attachment CR3 Lehighon ASD.pdf \(1,066 KB\)](#)
[21-22 recommended LASD AC Price List Elem.pdf \(105 KB\)](#)
[21-22 recommended LASD A la Carte Price List MS-HS.pdf \(106 KB\)](#)

VOTE: YES - ____ NO - ____ ABSENT - ____ ABSTENTIONS - ____

M. SHINE Summer Extension

MOTION by , SECONDED by , to approve the revised Sponsor to Sponsor Agreement between Lehigh Carbon Community College Shine Afterschool Program and Lehighon Area School District for October 1, 2020 through September 31, 2021 and the Memorandum of Understanding for Food Service provided by the Lehighon Area School District for the Carbon/Schuylkill County SHINE After-school Program, administered by Lehigh Carbon Community College.

Enclosures

[2021 LA Sponsor to Sponsor Agreement.pdf \(184 KB\)](#)
[LCCC Meal Contract LA.pdf \(206 KB\)](#)

VOTE: YES - ____ NO - ____ ABSENT - ____ ABSTENTIONS - ____

N. PSBA Membership Renewal

MOTION by , SECONDED by , to approve the All-Access Membership Package option for the PSBA Membership renewal of the 2021-2022 School Year in the amount of \$13,020.12.

Enclosures

[Lehighon Area S D - PSBA Dues Invoice 2122-SD-0270.pdf \(195 KB\)](#)
[Dues comparison chart 2021.pdf \(2,135 KB\)](#)

VOTE: YES - ____ NO - ____ ABSENT - ____ ABSTENTIONS - ____

O. Acadience Data Management

MOTION by , SECONDED by , to approve the Acadience Data Management Agreement for the 2021-2022 school year. At a cost not to exceed \$810.00. Funded through the Dyslexia Pilot Grant.

Enclosures

[Acadience Data Management.pdf \(159 KB\)](#)

VOTE: YES - ____ NO - ____ ABSENT - ____ ABSTENTIONS - ____

P. Shop Specialties Incorporated Machinery Maintenance

MOTION by , SECONDED by , to approve Shop Specialties Incorporated to visit the High School Metal and Wood Shop and provide services as listed in the agreement for a cost of \$1,420.00, per shop, plus any cost of additional parts, as required, beginning July 1, 2021 until June 30, 2022.

Enclosures

[Shop Specialties incorporated.pdf \(924 KB\)](#)

VOTE: YES - ____ NO - ____ ABSENT - ____ ABSTENTIONS - ____

Q. Middle School Football Stadium Transformer

MOTION by , SECONDED by , to approve the purchase and Installation of a new Transformer at the Middle School Football Stadium by the Lehighon Borough, at an estimated price of \$13,560.00 for the transformer, plus Labor, Equipment, Crane Rental and Permit Fees for an additional cost at an estimation of \$7,456.00, which is an estimated total amount of \$21,016.00 upon recommendation of the Building and Grounds Committee.

Enclosures

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

R. All American Athletics

MOTION by , SECONDED by , to approve the proposal for the annual gym floor resurfacing for the High School, Middle School and Elementary Center from All American Athletics as recommended by the Athletic Committee at a total cost of \$13,050.00 payable from the 2020-2021 Athletic Budget.

Enclosures

[All American Athletics Proposal.pdf \(798 KB\)](#)

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

S. Big Teams, LLC

MOTION by , SECONDED by , to approve the 3 year service agreement with Big Teams, LLC to provide web-based products for scholastic athletic & activity departments as recommended by the Athletic Committee. The 3 year costs will be \$850 for year 1, \$2,400 for year 2 and \$2,900 for year 3 with the contract expiring in February of 2024.

Enclosures

[Leighton Area High School BigTeams Agreement.pdf \(144 KB\)](#)

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

T. WTI, Inc.

MOTION by , SECONDED by , to approve the general service proposal for the replacement of the Administration Roof by Weather Technologies Inc. (Tremco) in the amount of \$6,750.00 upon recommendation by the Building and Grounds Committee.

Enclosures

[Consulting Proposal - Administration Bldg Roof Replacement.pdf \(560 KB\)](#)

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

III. Personnel

A. Acknowledgment of FMLA Leave

MOTION by , SECONDED by to acknowledge FMLA leave for the following employees, not to exceed 12 weeks:

1. **Employee #892** – Intermittent Leave effective April 29, 2021
2. **Employee #1366** - Leave effective September 13, 2021

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

B. Uncompensated Leave

MOTION by , SECONDED by , to approve an uncompensated leave for the following employee:

Employee #1085 - effective August 30, 2021 through March 18, 2022.

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

C. Candidates for Employment

MOTION by , SECONDED by to approve the following candidates for employment in accordance with the respective contracts:

Karie Mallory – Part-Time Paraprofessional – Date effective pending any necessary paperwork, at an hourly rate of \$11.00 per hour.

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

D. Candidates for Summer Cleaners

MOTION by , SECONDED by to approve the following candidates for employment as Summer Cleaners at a minimum of \$9.47 per hour, or in accordance with their contractual rate and date effective pending any necessary paperwork:

1. **Candy Kunkle**
2. **Virginia Fairchild**
3. **Joseph Beck**
4. **Alicia Moyer**
5. **Joseph Lutsko**
6. **Warren Malick**
7. **Sandra Sterling**
8. **Kelly Fadden**
9. **Joshua Stoffey**
10. **Eric Schlecht**

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

E. Candidates for Athletic Coaching/Manager or Extracurricular Activities

MOTION by , SECONDED by to approve the following requests for Athletic Coaching/Manager Candidates, as per contracted rates, pending any necessary paperwork:

2021-22 School Year

Head Boys Basketball Coach – Trevor Miller
Head Girls Basketball Coach – Joseph Berezwick
Head Wrestling Coach – Floyd Brown
Head Cheer Coach – Heather Rex
Assistant Girls Soccer Coach– Jared Smith
Middle School Field Hockey Coach – Norine Zehner
Middle School Field Hockey Coach - Joann Schoenberger
Assistant Field Hockey Coach - Emma Sawyer
Assistant Field Hockey Coach – Sarah Matika (shared stipend)

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

F. Candidates for ESY

MOTION by , SECONDED by to approve the following requests for Extended School Year (ESY) Positions, as per Collective Bargaining contracted rates, pending any necessary paperwork:

Jessica Habas - Professional
Grace Kern - Paraprofessional
Carly Sassaman - Speech Therapist
Brian Statler - Behavior Interventionist

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

G. Candidates for Summer School Positions

MOTION by , SECONDED by to approve the following requests for High School and Middle School Summer School Positions, as per Collective Bargaining contracted rates, pending any necessary paperwork:

June Potts - Professional - High School
Kelly Fritz - Professional - Middle School

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

H. Candidates for Employment of Summer Positions for Title Camps Meeting May 24, 2021 - BOARD

MOTION by , SECONDED by to approve the following requests for Summer Positions, as per Collective Bargaining contracted rates, funded by the Title Consolidated Grant, pending any necessary paperwork:

The number of hours, dates and times available may vary according to registration confirmations.

Christina Brong - Math - Professional

Marijane Petit-Clair - Reading - Professional

Grace Kern - Reading/Math - Paraprofessional

Bonnie Helmer - Reading/Math - Paraprofessional

Linda Kasperski - Reading/Math - Paraprofessional

Zoe David - Reading/Math - Professional Substitute

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

I. Candidates for Employment of Summer Positions for Academics and Adventures Camp

MOTION by , SECONDED by to approve the following requests for Summer Positions, as per Collective Bargaining contracted rates, funded by the ESSER Grant, pending any necessary paperwork:

The number of hours, dates and times available may vary according to registration confirmations.

Stephen Ebbert - Dean of Students - Middle School/Elementary Center

Kali Andrew - Nurse - Middle School/Elementary Center

Lori German - Nurse - Middle School/Elementary Center

Carrie Kenny - Social Worker - Middle School/Elementary Center

Michael Snyder - Guidance Counselor - Middle School/Elementary Center

Joseph Ellis - Professional - Middle School/Elementary Center

Sharon Focht - Professional - Middle School

Jennifer Kunkel - Professional - Middle School

Rachel Quinn - Professional - Middle School

Hallie Seiwel - Professional - Middle School

Norine Zehner - Professional - Middle School/Elementary Center

Zoe David - Professional Substitute - Middle School/Elementary Center

Grace Kern - Paraprofessional - Middle School/Elementary Center

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

J. Pre-Approval of Courses/Programs of Study

MOTION by , SECONDED by to approve the following requests for pre-approval of Courses/Programs of Study for continuing education:

1. **Employee #299** – April 26-June 13, 2021/M. S. Instructional Technology Graduate Program/ED5081:Technology to Support All Learners (Tuition cost up to \$1,677.00)

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

K. Student Teacher Experience

MOTION by , SECONDED by , to approve a student teaching experience for Amber Williams at the Lehighton Area Elementary Center for 30 weeks of the 2021-2022 school year beginning Monday, August 30, 2021 and running through Friday, March 18, 2022, through Drexel University, with Megan Scimeca as the Mentor Teacher.

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

L. Event Worker Rates

MOTION by , SECONDED by , to approve the enclosed Event Worker Rates as recommended by the Athletic Committee.

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

IV. Programs

A. First Reading of Policies

MOTION by , SECONDED by , to move the following policies for First Reading for Public Review and Comment:

[113.1 - Discipline of Students with Disabilities](#)

[113.4 - Confidentiality of Special Education Student Information](#)

[626 - Federal Fiscal Compliance](#)

[626.2 - Travel reimbursement](#)

[626.3 - Cash Management](#)

[626.4 - Allowability of Costs](#)

[626.5 - Procurement For Federal Grants](#)

[626.6 - Administration of Federal Funds - Type of Costs, Obligations and Property Management](#)

[626.7 - Grant Subrecipient Monitoring Procedures - Federal Programs](#)

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

B. Second Reading and Final Approval of Policies

MOTION by , SECONDED by , to approve the following policies for Second Reading and Final Approval:

[251 - Homeless Students](#)

[808 - Food Services](#)

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

C. Graduation Candidates

MOTION by , SECONDED by to approve the attached list of High School Seniors as candidates for Graduation on Friday, June 11, 2021, pending completion of all educational requirements.

Enclosures

[Student Graduates 2021.pdf \(197 KB\)](#)

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

D. School Enrichment Journeys

MOTION by , SECONDED by to approve the following School Enrichment Journey requests, observing all necessary COVID-19 mitigation precautions:

1. **LAEC 1st Grade (Missy Petit-Clair)** – June 11, 2021 – 9:00 AM-10:45 AM- to Lehigh Area Middle School Stadium for Physical Fitness.

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

E. Use of School Property

MOTION by , SECONDED by to approve Use of School Property for the following requests:

1. **Kindergarten (Aaron Sebelin)** – August 25, 2021 – 4:00 - 8:00 PM – Elementary Center – Kindergarten Orientation.

2. **Middle School (Mark McGalla)** – June 9-11, 2021 – 8:00 AM - 12:00 PM - Middle School Auditorium -

Awards Program

3. **Lehighon Wrestling (Floyd Brown)** - June 27, July 11, July 25, August 1, August 8, August 15, August 22, 2021 - 7:00 - 9:00 PM - High School Wrestling Room - Off-Season Wrestling
4. **Lehighon Wrestling (Floyd Brown/Tim Robb)** - January 21, 2022, 1:00 -11:30 PM and January 22, 2022, 6:00 AM - 9:00 PM - Elementary Center/High School Gyms - Lehighon Takedown Club Tournament
5. **Lehighon 1st Grade (Missy Petit-Clair)** - June 4, 2021 - 9:00 AM - 12:00 PM - Multipurpose Stadium - Track & Field Demonstration.
6. **Lehighon 1st Grade (Missy Petit-Clair)** - June 11, 2021 - 9:00 AM - 12:00 PM - Middle School Stadium - Physical Fitness Activity.
7. **Lehighon Area School District Title (Timothy Tkach)** - July 12-23, 2021 and August 2-13, 2021 - 8:00 AM - 12:00 PM - Elementary Center Classrooms - Title I Camps (Reading and Math)
8. **Lehighon Area School District (Timothy Tkach)** - June 28-July 1, 2021 and July 19 - 30, 2021 - 8:30 AM - 1:00 PM - Elementary Center Classrooms/Gym/Fields - Academics and Adventures Camp
9. **Lehighon Area School District (Timothy Tkach)** - July 12-23, 2021 and August 2-13, 2021 - 8:30 AM - 1:00 PM - Middle School Classrooms/Gym/Fields/Stadium - Academics and Adventures Camp
10. **Damian C Mele Memorial Tournament Committee (Lori Mele)** - November 5, 2021, 5:00 - 8:00 PM and November 6, 2021, 7:00 AM - 6:00 PM - High School Gym/Cafeteria/Foyer/Hallway - Damian Mele Memorial Basketball Tournament & Basket Raffle
11. **Lehighon Area High School Band (Bryan Buffington)** - May 25 and May 27, 2021 - 7:00 - 9:00 PM - High School Auditorium and Classroom - Dress Rehearsals
12. **Lehighon Area High School Band (Bryan Buffington)** - June 2, 2021 - 6:30 - 9:30 PM - High School Auditorium and Classroom - Spring Concert
13. **Lehighon Area High School Band (Bryan Buffington)** - June 4, 2021 - 6:30 - 9:00 PM - High School Auditorium and Classroom - Jazz Concert
14. **Lehighon Field Hockey Parents Club (Vanessa Rimbey)** - June 21, 2021, 8:00 AM - 12:00 PM, June 22, 2021 8:00 AM - 12:00 PM, June 23, 2021, 4:30 - 8:00 PM, June 24, 2021, 4:30 - 8:00 PM - Multi Purpose Stadium and Outside Fields - Lehighon Field Hockey Youth Camp
15. **Lehighon High School Volleyball (Jason Green)** - July 5, 6, 8, 12, 13, 15, 19, 20, 22, 26, 27, 29 and August 2, 3 and 5th, 2021 - 8:00 - 11:00 AM - High School Gym- Off-Season Volleyball Workouts.
16. **Franklin Township Athletic Association (Mike Birnbaum)** - Various Days throughout Summer as agreed upon with Athletic Director - Evenings - JV Baseball & Softball Fields/Outside Fields - Practices.

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

F. Athletic Ticket Prices

MOTION by , SECONDED by , to approve the athletic ticket prices for the 2021-2022 school year as recommended by the Athletic Committee at \$5 for Adults and \$2 for Seniors/Students for all Varsity contests and \$3 for Adults and \$1 for Students/Seniors for all Middle School events.

Enclosures

[Event Costs.xlsx \(11 KB\)](#)

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

V. Miscellaneous

A. School Board Secretary

MOTION by , SECONDED by , to elect Edward Rarick as the School Board Secretary for a 4- year term beginning July 1, 2021 to June 30, 2025.

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

B. School Board Treasurer

President calls for nominations for School Board Treasurer per policy #005 for a one-year term, effective July 1,

2021 to June 30, 2022.

_____ nominates _____ for School Board Treasurer.

President calls for other nominations.

MOTION by , SECONDED by to close nominations.

MOTION by , SECONDED by to elect _____ as School Board Treasurer for a one-year term, effective July 1, 2021 to June 30, 2022.

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

VI. New Business for Discussion

A. Discussion on Library Funding and Budget

VII. Communications

A. Directors Concerns

B. Public Comment

C. Upcoming Meetings

The next Board Meeting will be held on Monday, June 28, 2021, at 7:00 PM.

D. Adjournment

MOTION by , SECONDED by , to adjourn the Meeting.

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

TIME OF ADJOURNMENT:_____