

Lehighton Area School District

Lehighton, Pennsylvania

Regular Meeting of School Board

Tuesday, May 26, 2015 at 7:00PM

Executive Session @ 5:45 PM

Agenda

I. Pledge of Allegiance

II. Call to Order

III. Roll Call

	Present	Absent
Mr. Rocky Ahner, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. William J. Hill, Jr., Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Stephen L. Holland, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Lori Nothstein, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Hal Resh, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Larry Stern, Vice-President	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Wayne Wentz, Member	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Andrew Yenser, Treasurer	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Gloria Bowman, President	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Brian Feick, Business Manager	<input type="checkbox"/>	<input type="checkbox"/>
Mr. Jonathan Cleaver, Superintendent	<input type="checkbox"/>	<input type="checkbox"/>
Attorney William Schwab, Solicitor	<input type="checkbox"/>	<input type="checkbox"/>
Mrs. Melissa Wagner, Recording / Asst. Bd. Sec.	<input type="checkbox"/>	<input type="checkbox"/>

**Notice of Executive Session

IV. Public Comment on Agenda

V. Presentations

1. Mr. Buffington & Students - Nashville Trip
2. Lehighton Rotary
3. Student Achievements

VI. Communications

1. Superintendent's Report - *Mr. Cleaver*
2. Finance Report - *Mr. Feick*
3. Board President's Report - *Mrs. Bowman*
4. Leighton Memorial Library Report - *Mrs. Nothstein*
5. Legislative Policy Committee of PSBA Report - *Mr. Ahner*
6. Title I Advisory Committee Report - *Mrs. Bowman*
7. CCTI Report - *Mr. Yenser*
8. CLIU Report - *Mr. Wentz*
9. Student Representative Report - *Britani Graver*
10. Solicitor's Report - *Attorney William Schwab*
11. Building/Grounds Report - *Mr. Wentz*
12. LCCC - *Mr. Stern*
13. Academic Affairs Committee Report - *Mrs. Bowman*
14. Policy Committee Report - *Mrs. Bowman*
15. Athletic Committee Report - *Mr. Wentz*
16. Wellness Committee Report - *Mr. Ahner*

VII. Approval of Minutes

A. MOTION by _____, SECONDED by _____ to approve the Minutes of the April 27, 2015, regular meeting.

(Enc. 1 - White)

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

VIII. Financial Matter

A. MOTION by _____, SECONDED by _____ to approve the Leighton Area High School Activities Fund and the Leighton Area Middle School Activities Fund for April 2015.

(Enc. 2 - Gold)

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

B. MOTION by _____, SECONDED by _____ to approve the Payment of Bills: (Enc. 3 - Blue)

General Fund	\$	621,408.47
--Benefits	\$	545,572.40
--Payroll (April)	\$	1,242,076.03
--Debit Card	\$	6,040.09
Food Service Fund	\$	65,892.68
Capital Reserve	\$	15,146.75
Athletic Fund	\$	25,573.27
Capital Proj. Funds	\$	<u>369,127.33</u>
Total	\$	2,890,837.02

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 _____ upon recommendation of the Finance Committee, to approve payment of the following projects from the Un-Restricted Fund Balance:

<u>1. Barry Isett & Associates, Inc. -</u>		
Stadium		\$17,876.34
		(Enc. 4 - Green)

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

D. MOTION by _____, SECONDED by _____ upon recommendation of the Finance Committee, to approve payment on the following projects from the corresponding construction accounts:

<u>1. EI Associates:</u>		
Middle School - March 31, 2015		\$29,690.50
		(Enc. 5 - Green)

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

<u>2. EI Associates:</u>		
Middle School - April 30, 2015		\$29,690.50
		(Enc. 6 - Green)

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

3. El Associates:

High School

\$27,657.00

(Enc. 7 - Green)

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

4. Quandel:

Middle School, High School and
All Construction Projects

\$11,000.00

(Enc. 8 - Green)

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

E. 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. Capital Project Fund
 - 4. Food Service Fund

(Enc. 9 - Green)

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

F. MOTION by _____, SECONDED by _____ to approve exemptions from Per Capita and/or Occupational Tax per the attached list.

(Enc. 10 - Green)

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

G. MOTION by _____, SECONDED by _____ to approve the contract for service with Colonial Intermediate Unit #20 for Therapeutic Aggression Control Techniques (TACT2) training not to exceed \$1,600.00.

(Enc. 11 - Green)

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

H. MOTION by _____, SECONDED by _____ to approve **Charles Bachert** to receive the extra funding of **\$139.21** (hotel reservation) to attend the “National Conference on School Discipline – Best Insights, Tips and Practices” in Niagara Falls, July 15-17, 2015 (travel and meal costs will be funded by the individual, not the district). Funding through the Middle School Budget 2014-15.

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

I. MOTION by _____, SECONDED by _____ upon recommendation by the Finance Committee it was agreed to recommend the District appoint and retain William G. Schwab as its Solicitor for the 2015-2016 school year at an hourly rate of \$155.00 per hour.

(Enc. 12 – Green)

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

J. MOTION by _____, SECONDED by _____ to approve a contract with Dr. Thomas E. Munshower, D.O. for 2015-2016 school year paid as follows; \$6,000.00 stipend paid with signed contract and per exam fee of \$7.00 per physical exam and \$3.00 per Scoliosis examination.

(Enc. 13 – Green)

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

K. MOTION by _____, SECONDED by _____ to approve the enclosed Letter of Agreement between CMS Medical Care Corporation, a subsidiary of the Blue Mountain Health System, referred to as the “Healthy Smiles, Happy Kids Dental Van” and the Lehigh Area School District for the provision of State mandated examination service to the Lehigh Area School District using “Healthy Smiles, Happy Kids Dental Van.”

(Enc. 14 – Green)

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

L. MOTION by _____, SECONDED by _____ that the Treasurer be authorized to have his compensation waived for the 2014-15 school year.

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

M. MOTION by _____, SECONDED by _____ that the line item budgeted as compensation for Treasurer be transferred to community library support line item and the additional sum paid to the Lehigh Area Memorial Library.

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

N. President calls for nominations for School Board Treasurer per policy #005 for a one (1) year term, effective July 1, 2015 to June 30, 2016, at an annual rate of \$800.00.

President calls for other nominations.

MOTION by _____, SECONDED by _____ to close nominations.

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

MOTION by _____, SECONDED by _____ to elect _____, as Treasurer.

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

O. MOTION by _____, SECONDED by _____ to award the construction bids for the new proposed multi-purpose stadium in the following amounts:

- a. General Construction - CMG of Easton Inc.
 - a. \$5,229,000.00
- b. Electrical - Pagoda Electric Inc.
 - a. \$582,748.00
- c. Mechanical/Plumbing - Master Mechanical
 - a. \$452,548.00

(Enc. 15 - Green)

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

P. MOTION by _____, SECONDED by _____ to award the alternate construction bid for the new proposed multi-purpose stadium in the following amount:

- a. GC1 - Track Resurfacing
 - a. Add \$200.00

(Enc. 15 - Green)

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

Q. MOTION by _____, SECONDED by _____ to award the alternate construction bid for the new proposed multi-purpose stadium in the following amount:

- a. GC2 - A-Turf in lieu of Field Turf
 - a. Deduct \$22,600.00

(Enc. 15 - Green)

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

R. MOTION by _____, SECONDED by _____ to award the alternate construction bid for the new proposed multi-purpose stadium in the following amount:

- a. GC4 - End Zone lettering (LEHIGHTON INDIANS)
 - a. Add \$17,000.00

(Enc. 15 - Green)

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

S. MOTION by _____, SECONDED by _____ to award the alternate construction bid for the new proposed multi-purpose stadium in the following amount:

- a. GC5 - South West Stair (additional entrance)
 - a. Add \$45,000.00

(Enc. 15 - Green)

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

T. MOTION by _____, SECONDED by _____ to approve the Developer's Agreement with the Borough of Lehighton regarding the stadium project.

(Enc. 16 - Green)

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

U. MOTION by _____, SECONDED by _____ to approve the HVAC as part of the complete bid package for the Middle School and High School PlanCon Renovation Projects.

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

V. MOTION by _____, SECONDED by _____ to proceed with a Letter of Commitment with Trane to prepare the detailed study for the High School at the cost of \$47,330.00.

(Enc. 17 - Green)

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

W. MOTION by _____, SECONDED by _____ to approve selected Title I parents and students to attend the PDE State Parent Conference at Seven Springs Resort, Champion, PA, July 13-15, 2015, at a cost not to exceed **\$3,200.00**. Funding through the Title I Grant 2014-15.

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

IX. Personnel -

A. MOTION by _____, SECONDED by _____ to approve the attached list of candidates for the **2015-2016 Substitute** list pending clearances.

(Enc. 18 - Purple)

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

B. MOTION by _____, SECONDED by _____ to approve the **Athletic & Extra-Curricular** hires for the **2014-2015** and **2015-2016** school years per enclosures.

(Enc. 19 - Purple)

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

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

1. **Employee #1069** - effective August 18, 2015
2. **Employee #258** - effective August 24, 2015
3. **Employee #487** - effective April 7, 2015

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

D. MOTION by _____, SECONDED by _____ to accept the intent to retire for **Shirley Phillips**, Secretary assigned to Lehigh Area High School, effective August 1, 2015. Shirley was hired March 27, 2001.

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

E. MOTION by _____, SECONDED by _____ to accept the resignation for Middle School Art Exhibition by **Diane Micheletti**, Middle School Art Teacher effective immediately for the 2014-15 school year.

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

F. MOTION by _____, SECONDED by _____ to hire **Jessica Gasper**, Middle School Art Teacher for Middle School Art Exhibition effective immediately for the 2014-15 school year.

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

- G. MOTION by _____, SECONDED by _____ to approve the following requests for pre-approval of courses/Programs of Study for continuing education:
1. **Trevor Miller** - Program of Studies - Wilkes University - M.S. Classroom Technology Graduate Program Plan
 2. **Trevor Miller** - June 22-August 9, 2015 / Issues, Laws, and Trends in Education
 3. **Trevor Miller** - June 22-August 9, 2015 / Curriculum & Instruction
 4. **Trevor Miller** - July 20-August 6, 2015 / Social Foundations
 5. **Samantha Kistler** - May 18-August 7, 2015 / Principal Practicum/Internship
 6. **Jeff Kirsch** - July 20, 2015-August 6, 2015 / Social Foundations of Education

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

- H. MOTION by _____, SECONDED by _____ to approve the following professional employee for tenure:
1. **Wanda Rousenberger** - School Psychologist - hired 12/6/2010

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

- I. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following employees in accordance with the respective contracts, pending clearances:
1. **Melissa Wagner** - Administrative Assistant to the Superintendent (**\$42,500.00**), effective July 1, 2015

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

- J. MOTION by _____, SECONDED by _____ to accept the following resignations:
1. **Melissa Wagner** - Secretary to the Coordinator of Curriculum, effective, June 30, 2015

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

- K. MOTION by _____, SECONDED by _____ to approve the recommendation to hire the following employees in accordance with the respective contracts, pending clearances:
1. **Rebecca Karpowicz** - Curriculum/Business Secretary (**\$32,500.00**), effective July 1, 2015

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

- L. MOTION by _____, SECONDED by _____ to approve the hiring of the following High School Summer School positions, at the current contracted hourly rate of pay (\$29.00 / hour), not to exceed 30 hours per position based upon student numbers.
1. **Richard Bennett** - Teacher
 2. **Melissa Blocker** - Teacher
 3. **David Hauser** - Teacher
 4. **Beth Daubert** - Teacher

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

X. Miscellaneous

- A. MOTION by _____, SECONDED by _____ to approve the following School Enrichment Journey requests:
1. **LAMS Jazz Ensemble (T. Weidner)** - May 20, 2015 (2:25 p.m.-4:30 p.m.) - to travel to Cypress Lanes, Lehighton.
 2. **LAHS Honors Chemistry II Class (J. McCarroll)** - May 29, 2015 (7:00a.m. - 2:20 p.m.) - to travel to the Quaker Chemical Corporation.
 3. **LAMS Gifted Class (L. Steigerwalt)** - May 29, 2015 (9:00 a.m. - 3:00 p.m.) - to travel to the Da Vinci Science Center
 4. **SD 4th Grade Classes (B. Cressley)** - May 29, 2015 & June 1, 2015 (1:45 p.m.-2:45 p.m.) - Lehighton History Walks
 5. **LAMS Tech Wizards (A. Rex)** - November 13, 2015, December 4, 2015, January 4, 2016, February 26, 2016 (Snow dates: 12/15/15, 1/15/16, 3/14/16) - Tech Wizards at the Carbon Lehigh Intermediate Unit #21, Schnecksville.
 6. **SD 1st Grade End-of-Year Celebration (M. Petit-Clair, J. Matika, M. Schaeffer)** - June 5, 2015 (8:45 a.m.-11:15 a.m.) - to travel to the Lehighton Grove
 7. **SD 1st Grade (M. Schaeffer)** - May 27, 2015 (9:30 a.m.-2:15 p.m.) - to travel to Mahoning Elementary

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

- B. MOTION by _____, SECONDED by _____ that the student with the identification number of **54629** shall be expelled pursuant to the terms and conditions as stated in the "Lehighton Area School District Waiver of Expulsion Hearing and Admission of Facts" (hereinafter "agreement"). The length and placement of said suspension are also pursuant to the terms of the Agreement.

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

C. MOTION by _____, SECONDED by _____ to approve homebound instruction for the **Student #52706**.

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

D. MOTION by _____, SECONDED by _____ to approve the attached surplus items.

(Enc. 20 - Peach)

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

XI. Programs

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

1. **Christian Church Men's Softball League (D. Ruch)** - May 26-August 7, 2015 (Monday-Friday) & make-up games on weekends (6:00 p.m.-8:30 p.m.) - J.V. Softball Field
2. **Leighton Soccer (C. Stein)** - August 10, 2015-November 1, 2015 (Monday-Saturday) - Franklin Elementary Field
3. **LAHS Band (B. Buffington)** - November 20-21, 2015 (Snow date 11/22/15) - LAHS Foyer & Classrooms - Spaghetti Dinner Fundraiser

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

B. MOTION by _____, SECONDED by _____ to approve the 1st Reading of the following Leighton Area School District Policies:

1. **#916 School Volunteer**
2. **#006.2 Recording Board Meeting**
3. **#609 - Investment of District Funds**
4. **#610 - Purchases Subject To Bid/Quotation**
5. **#611 - Purchases Budgeted**
6. **#612 - Purchases Not Budgeted**
7. **#613 - Cooperative Purchasing**
8. **#614 - Payroll Authorization**
9. **#615 - Payroll Deductions**
10. **#616 - Payment of Bills**
11. **#618 - Special Purpose Funds**
12. **#619 - District Audit**
13. **#622 - GASB Statement 34/ Capitalization**
14. **#623 - Credit Cards**

(Enc. 21 - Yellow)

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

C. MOTION by _____, SECONDED by _____ to approve the 2nd Reading and adoption of the following Lehigh Area School District Policies:

1. #009 - School Board Policy Process
2. #222 - Students - Tobacco Use
3. #323 - Employees - Tobacco Use
4. #304 - Employment of District Staff
5. #317 - Conduct / Disciplinary Procedures
6. #706.1 - Disposal of Surplus Property, Obsolete Equipment and Real Estate

(Enc. 22 - Yellow)

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 the regular meeting on Monday, June 22, 2015.

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

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

TIME: _____