

**SOUTHERN LEHIGH SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS MEETING**

**High School Board Room**

**February 25, 2013**

**7:30 p.m.**

**Agenda**



IN PURSUIT OF EXCELLENCE

I. OPENING PROCEDURES

- A. *Call to Order*
- B. *Recording of Attendance by the Secretary*
- C. *Pledge of Allegiance*

II. APPROVAL OF MINUTES OF FEBRUARY 11, 2013

III. VISITORS

**Business by visitor(s) will be presented for Board consideration as to agenda placement.**

IV. APPROVAL OF CONSENT AGENDA

**Consent agenda items are marked with an asterisk throughout the regular agenda and summarized on a separate sheet.**

V. CURRICULUM/STUDENTS AND STAFF ACTIVITIES

A. *Student/Staff Activities*

**High School .....Mr. Mark Covelle  
Middle School.....Dr. Edward Donahue  
Intermediate School .....Mr. Sean McGinty  
Elementary Schools .....Mrs. Carol Mickley**

B. *2012 Data Assessment Report*

**A presentation on the 2012 Data Assessment Report will be given by Mr. Kenneth Jordan, Director of Elementary Education and Instructional Technology and Mrs. Joan Takacs, Director of Secondary Education.**

VI. BUSINESS AND FINANCE

A. *Accounts Payable*

**\*The Administration recommends approval of the bills to be paid list as of February 25, 2013. (VI, A)**

B. *Treasurer's Report and Investment Report*

**\*The Administration recommends approval of the Treasurer's Report and Investment Report for the month of January, 2013. (VI, B)**

C. *School Tax Refund Requests*

**The Administration recommends approval to issue school property tax refunds per attachment. (VI, C)**

D. *2013-2014 Lehigh Career and Technical Institute Proposed Budgets*

**The Administration recommends approval of the proposed General Fund and Academic Center Budgets for Lehigh Career and Technical Institute for 2013-2014.**

## VII. SUPPORT SERVICES

A. *Lower Milford Water Treatment Facility Agreement*

**The Administration recommends approval of the Lower Milford Water and Wastewater Treatment Facility Operations Agreement with Cawley Environmental Services, Inc., 637 Jeffers Circle, Exton, PA 19341, in the amount of \$875 per month for the period of March 1, 2013 thru June 30, 2014 (*pending final revisions*). This agreement addresses the DEP's Proposed Consent Assessment of Civil Penalty dated February 12, 2013. (VII, A)**

## VIII. PERSONNEL

A. *Certificated Staff*1. *Substitute Teachers*

\*The Administration recommends approval of the following substitute teachers for the 2012-2013 school year (*pending receipt of required documentation*): (VIII, A-1)

Jacqueline Butler, Elementary Ed., Middle Level Math, Special Ed. K-12

Kelly Katzbeck, Elementary Ed.

Kara Kernick, Elementary Ed., Special Ed. K-12

William Quaglio, IU Guest Teacher

2. *Extended Term Substitutes*

**The Administration recommends approval of the following certificated staff (*pending receipt of required documentation*): (VIII, A-2)**

**Susan Olinik, Extended Term (Category D) Substitute Elementary Teacher, Lower Milford Elementary School, at the per diem rate of \$238.59, with an anticipated effective date of March 6, 2013. Ms. Olinik will fill the position during the anticipated leave of *Sara Hovis*.**

**Kevin Killion, Extended Term (Category D) Substitute Math Teacher, Joseph P. Liberati Intermediate School, at the per diem rate of \$238.59, effective February 26, 2013. Mr. Killion will fill the position due to the retirement of *Dale Beltzner*.**

3. *Appointments*

**The Administration recommends approval of the following certificated staff (*pending receipt of required documentation*): (VIII, A-3)**

**Lori Kern, School Nurse, Joseph P. Liberati Intermediate School, at Bachelors +15, Step 6, an annual salary of \$51,058 (*pro-rated*), with an effective date to be determined. Ms. Kern will fill the position due to the resignation of *Susan Melso*.**

B. *Noncertificated Staff*1. *Unpaid Leave*

\*The Administration recommends approval of unpaid leave of the following staff:

Margaret Treacy, Instructional Assistant, Joseph P. Liberati Intermediate School, on April 2, 2013. This date is in addition to the request for unpaid leave on April 1, 2013 that was approved at the February 11, 2013 school board meeting.

C. *Extra-Compensatory Positions*

1. *Returning Volunteer Coaches*

\*The Administration recommends approval of the following returning volunteer coaches for the 2012-2013 school year:

<u>Samantha Edwards</u>	Girls Lacrosse
<u>Edward Risi</u>	Girls Lacrosse
<u>Donald West</u>	Boys Volleyball Club
<u>Donald West, Sr.</u>	Boys Volleyball Club
<u>Alan Rockel</u>	Boys Volleyball Club
<u>Christa Burke</u>	Boys Volleyball Club
<u>Jonathan Getz</u>	Boys Volleyball Club
<u>Kristen Linhart</u>	Boys Volleyball Club

2. *New Volunteer Coach*

\*The Administration recommends approval of the following new volunteer coach for the 2012-2013 school year: (VIII, C-2)

<u>Nicole Schneider</u>	MS Lacrosse Club
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3. *2012-2013 Coaching Appointments*

\*The Administration recommends approval of the following coaches for the 2012-2013 school year: (VIII, C-3)

<u>Meghan McGlone</u>	Asst. Girls Lacrosse	\$2604.75**
<u>Jessica Thomas</u>	Asst. Girls Lacrosse	\$868.25**
<i>** This is a 75%-25% shared position and stipend.</i>		
<u>Benjamin Snyder</u>	Boys Lacrosse	\$1389.20**
<i>** This is a 60%-40% shared position and stipend.</i>		

4. *Athletic Event Workers*

\*The Administration recommends approval of the following athletic event workers for the 2012-2013 school year according to the wage policy for ancillary employees:

- Joseph Breisch
- Joseph Helinski
- Stephanie Hantz
- Anthony Italiani
- Lindsay Miller
- Matthew Miller
- Bonnie Organski
- Holly Walker

5. *Lacrosse Coach Stipend Adjustment*

\*The Administration recommends adjusting the stipend of the following coach appointed for the 2012-2013 school year:

<u>Eric Stemple</u>	Boys Lacrosse	\$2083.80**
<i>** This is a 60%-40% shared position and stipend.</i>		

IX. REPORTS

- A. Committee Reports
- B. Superintendent's Report... Mrs. Christman (IX, B)
- C. Strategic Plan and Middle States Report..... Mrs. Lewis (IX, C)

X. OLD BUSINESS

A. Second and Final Reading of New Policies

**The Administration recommends a second and final reading of the following new policies: (X, A)**

**Policy #360 Administrative Employees: *Employee Driver Qualifications and Records***

**Policy #460 Professional Employees: *Employee Driver Qualifications and Records***

**Policy #560 Classified Employees: *Employee Driver Qualifications and Records***

**Policy #916.1 Community: *Volunteer Driver Qualifications and Records***

B. Second and Final Reading of Revised Policy

**The Administration recommends a second and final reading of the following revised policy: (X, B)**

**Policy #618 Finances: *Student Activity Funds***

XI. NEW BUSINESS

A. First Reading of New Policy

**The Administration recommends a first reading of the following new policy: (XI, A)**

**Policy #709 Property: *Electronic Surveillance***

B. First Reading of Revised Policy

**The Administration recommends a first reading of the following revised policy: (XI, B)**

**Policy #917 Community: *Parent/Family Involvement***

C. Proposed 2013-2014 District Calendar

**The Administration recommends approval of the proposed 2013-2014 School District Calendar. (XI, C)**

D. Act 80 Days (2013-2014)

**The Administration recommends the approval of Act 80 Days for November 18-22, 2013 and April 7-11, 2014 for elementary school conferences, November 19-22, 2013 for middle school conferences, November 21, 2013 for high school conferences and early dismissal on November 1, 2013, January 17, 2014, March 28, 2014 and May 23, 2014 for teacher in-service and half-day early dismissal for students on the last day of school.**

E. Official Local School District Holidays (2013-2014)

**The Administration recommends approval of the attached resolution to identify Official Local School District holidays in accordance with PDE Basic Education Circular (24 P.S. Section 15-1502). (XI, E)**

- F. Nominee for CLIU #21 Board of Directors  
**The Board needs to appoint a District representative to serve on the Board of Directors of the Carbon Lehigh Intermediate Unit #21 for the term July 1, 2013 through June 30, 2016. The current representative is Mrs. Dorothy Mohr.**
- XII. COMMUNICATIONS  
Letters to the Board are included in the Board materials as they are received in the district.
- XIII. FOR INFORMATION ONLY
- A. Conference Request  
The requests for professional conferences are listed in the Board materials by name, conference, location, dates of absence, and cost. (XIII, A)
- B. Graduate Study Pre-approval  
The requests for graduate study are listed in the Board materials by name, course/program, institution, reimbursement eligibility and pre-approval date. (XIII, B)
- XIV. VISITORS' COMMENTS
- XV. EXECUTIVE SESSION
- XVI. OPEN SESSION
- XVII. ADJOURNMENT