



## **Southern Lehigh School District Board of School Directors Meeting**

**June 24, 2013**

The second regular monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:31 p.m. on the above date (June 24, 2013) at Southern Lehigh High School, Center Valley, PA.

**PRESENT:** McLoughlin, Hayes, Lindsay, Lycett, Mohr, Quigley, Stelts

**ABSENT:** Dimmig, Gunkle

**OTHERS:** Christman, Lewis, Melber, Millman, Bartholomew, Kennedy, Buchman, Jordan, Knoll, Davidson, Hafner, Gill (SLEA), Deeley (SLPL), Popichak (PATCH) and approximately 2 other members of the community.

### **OPENING PROCEDURES**

Dr. McLoughlin led the Board and others attending the meeting in the Pledge of Allegiance to the Flag.

The Board met in Executive Session prior to this meeting to discuss personnel and legal matters.

### **VISITORS**

Mr. Timothy Gill addressed the Board on behalf of the Southern Lehigh Education Association (SLEA) and read the following letter-

“The Southern Lehigh Education Association would like to take this opportunity to express our concern for the Instructional Assistants in the district. We believe that our Instructional Assistants play an integral part in the education and caring of our students and we are deeply saddened that the district is reducing their hours as to avoid offering them healthcare insurance next year.”

### **APPROVAL OF MINUTES**

**MOVED BY** Quigley and **2<sup>ND</sup> BY** Lycett to approve the minutes of the June 10, 2013 meeting as distributed to all Board members.

**VOICE VOTE: “YES” – Unanimous – Motion Carried**

**ABSENT: Dimmig, Gunkle**

### **CONSENT AGENDA**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Mohr to approve the **CONSENT AGENDA** items as follows -

Approve the bills list as of June 24, 2013 showing paid bills in the amount of \$7,632.98 and the bills to be paid in the amount of \$331,525.90 for a total amount of \$339,158.88 for the General Fund;

Approve the Treasurer's Report and Investment Report for the month of May, 2013;

Approve the following staff (*pending receipt of required documentation*)-

Deborah Sabastro, Secretary, Lower Milford Elementary School, at an annual salary of \$32,000 (pro-rated), with an anticipated start date of July 15, 2013. Ms. Sabastro will fill the position of *Dorothy Nagy*.

Approve the following coaches for the 2013-2014 school year-

<u>John Toman</u>	Head Football	\$9981
<u>Derek Bleiler</u>	Asst. Football	\$5988
<u>Michael Feifel</u>	Asst. Football	\$5988
<u>Eugene Legath</u>	Asst. Football	\$5988
<u>Adam Legath</u>	Asst. Football	\$5988
<u>Thomas Seidenberger</u>	Asst. Football	\$4491**
<u>Michael Gurdineer</u>	Asst. Football	\$1497**
<i>** This is a 75/25 split of the total stipend of \$5988.</i>		
<u>Joseph Glassic</u>	Head MS Football	\$4492
<u>Stanley Sroka</u>	Asst. MS Football	\$1497**
<u>Derek Weedling</u>	Asst. MS Football	\$1497**
<i>** This is a 50/50 split of the total stipend of \$2994.</i>		
<u>Adrienne Searfoss</u>	Head Field Hockey	\$7285
<u>Ian Beitler</u>	Asst. Field Hockey	\$4372
<u>Natalie Deacon</u>	Asst. Field Hockey	\$4372
<u>Samantha Filler</u>	MS Head Field Hockey	\$3278
<u>Terrence Nevill</u>	Head Boys Soccer	\$7285
<u>David Loew</u>	Asst. Boys Soccer	\$4372
<u>Rodney Koch</u>	Asst. Boys Soccer	\$2186**
<u>Mark Evans</u>	Asst. Boys Soccer	\$2186**
<i>** This is a 50/50 split of the total stipend of \$4372.</i>		
<u>Douglas Roncolato</u>	Head Girls Soccer	\$7285
<u>John Kukitz</u>	Asst. Girls Soccer	\$4372
<u>Richard Dreves</u>	Asst. Girls Soccer	\$4372
<u>Randall Latza</u>	Head Cross Country	\$5789
<u>Cotie Strong</u>	Asst. Cross Country	\$3473
<u>Donald West, Jr.</u>	Girls Volleyball	\$5786
<u>Lindsay McDonnell</u>	Asst. Girls Volleyball	\$3473
<u>Paulette Elstner</u>	Head Girls Volleyball, MS	\$2605
<u>Jody Elstner</u>	Asst. Girls Volleyball, MS	\$1736

<u>Andraea Drabenstott</u>	Head Girls Tennis	\$4990
<u>Matthew Greenawald</u>	Head Golf	\$4990
<u>Colleen lanetta</u>	Head Cheerleading	\$1027
<u>Kara Kernick</u>	Asst. Cheerleading	\$1027
<u>Melissa Ganter</u>	JV Head Cheerleading	\$1232;

Approve the following Special Education Subject Area Leaders for the 2013-2014 school year. Actual stipends will not be known until the 2013-2014 school year begins. Stipends listed are those of the 2012-2013 school year noted in Appendix C-Part 1-Section 19 of the Collective Bargaining Agreement-

<u>Kathleen Wechtler</u>	K-6	\$2204
<u>Patricia Schultheis</u>	7-8	\$2204
<u>Caryn Bronfenbrenner</u>	9-12	\$2938;

Approve the following certificated teaching staff to provide Extended School Year (ESY) services to Special Education students during the summer of 2013 at the hourly rate of \$40.09. This will be funded by the IDEA grant.

Caryn Bronfenbrenner;

Approve the following staff for the Liberty Trail Program scheduled June 17 through July 3, 2013-

Katherine Touzeau, Supplemental Licensed Nurse, an hourly rate of \$18.00\*\*;  
*\*\*The new rate will be determined after the 2013-2014 school year begins.*

Approve the resignation of the following staff-

Megan Herstine, MS Cheerleading Coach, effective June 13, 2013  
Michael Feifel, Fall Assistant to Coordinator of Athletics, effective May 7, 2013;

Approve the following Fall Assistants to the Coordinator of Athletics-

Donald Harakal \$1666.66\*\*  
Robert Clark \$1666.66\*\*;  
*\*\* This is a 50/50 split of the total stipend of \$3333.33.*

Approve the appointment of the following volunteer coaches for the 2013-2014 school year-

<u>Robert Edmond</u>	Football
<u>Gregory Holland</u>	Football
<u>Brandon Dunne</u>	Football
<u>Randy Newman</u>	Girls Soccer
<u>Andrew Filler</u>	Girls Soccer
<u>Matthew Murray</u>	Cross Country
<u>Caroline Dunham</u>	Cross Country Club
<u>Donald West, Sr.</u>	Volleyball

<u>Alan Rockel</u>	Volleyball
<u>Jonathan Getz</u>	Volleyball
<u>Kristin Linhart</u>	Volleyball
<u>Cynthia Ashworth</u>	Girls Tennis
<u>Anne Cooper</u>	Cheerleading

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig, Gunkle**

### **CURRICULUM/STUDENT AND STAFF ACTIVITIES**

Mr. Davidson and Mr. Hafner reported on student and staff activities at the High School, Middle School, Intermediate School and the elementary schools.

#### High School report –

- 6/14 – Report Cards mailed
- Counselors are confirming prerequisites and resolving schedule conflicts
- Senior Awards and Graduation were excellent this year; the senior class did a commendable job
- Summer cleaning underway

#### Middle School report –

- 6/14 - Report Cards mailed
- 6/17 - Preliminary PSSA data received
- 6/27 - Keystone data
- Master schedule nearly complete for 2013-14
- Summer maintenance taking place within the building

#### Intermediate School report

- Mrs. Palmer and her summer crew are working through the building to make preparations for the 2013-14 school year and 2013 extended school year classes.
- JPLIS math teachers will be attending the CLIU math boot camp July 9-12. Teachers will look at two strands of Common Core mathematical progressions and learn strategies for their implementation.
- The hiring process is progressing for remaining open positions at JPLIS.

#### Elementary schools –

- All three elementary buildings are experiencing the summer cleaning by their respective building custodial crews.
- K-3 level teachers will be attending the math boot camps at CLIU in July.
- The elementary principals will be interviewing in July for a newly added .5 KDG position and a long-term substitute position at Hopewell for 3<sup>rd</sup> Grade.
- Liberty Trail summer program started last week and continues through July 24<sup>th</sup>, 52 students are participating.

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Mohr to approve the contract for the Transportation of School Pupils for SarCare, Inc. for summer 2013 ESY services (July 1, 2013 through August 1, 2013) for student #061302 at the rate of \$30 per day for transportation and \$20 per day for personal care assistance. The total amount to be paid shall not exceed \$1780.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig, Gunkle**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Mohr to approve the 2012-2013 tuition agreement between Bucks County Intermediate Unit #22 and the Southern Lehigh School District for student #061301.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig, Gunkle**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Mohr to approve the final adoption of new AP World History textbooks recommended for the 2013-2014 school year. Textbooks have been on display at the Administration Building for two weeks.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig, Gunkle**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Mohr to approve the Independent Study in Photography for student #061303 to compile a portfolio for college application.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig, Gunkle**

### **BUSINESS AND FINANCE**

Mrs. Destinee Deeley, Southern Lehigh School District representative to the Southern Lehigh Public Library provided the following update-

- Moving out of the district and is no longer able to serve as the district's representative to the library's Board of Directors.
- 8/24 – "Anniversary Bash" community event fundraiser to be held.
- \$20,000 deficit due to decrease in state funding and grants denied.
- Grateful for the district's \$64,000 continued funding.
- Summer reading program enrollment through June 30
- Several adult and children class offerings, including special needs.
- 7/16 – Capital improvement planning meeting scheduled and committee being formed to review the HVAC system, technology needs and electrical upgrades.

Dr. McLoughlin thanked Mrs. Deeley for representing the District and wished her well.

Community members who are interested in filling Mrs. Deeley's unexpired term through July 30, 2015 are encouraged to submit a letter of interest to the school district.

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Mohr to approve the renewal of the following existing insurance policies for 2013-2014, as follows-

- Package Policy (Property and Fire, General Liability, EDP, Inland Marine, Contractors Equipment, Crime, Boiler & Machinery, etc.) – Ohio Casualty Insurance Company at an annual premium of \$79,768 (an increase of 18%).
- School Leaders Errors and Omissions Policy (Employer’s Liability for Directors, Employees, and Volunteers) – Old Republic Insurance Company at an annual premium of \$22,028 (an increase of 15%).
- Umbrella Liability Policy (Excess Coverage above Underlying Policies) – PSBA/Old Republic Insurance Company at an annual premium of \$15,730 (an increase of 9%).
- Blanket Policy for PTA’s, PTO’s, Booster Clubs, etc. – Ohio Casualty Insurance Company at an annual premium of \$501 (unchanged).

**VOICE VOTE: “YES” – Unanimous – Motion Carried**  
**ABSENT: Dimmig, Gunkle**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Mohr to approve the bid awards for High School art supplies and High School science supplies.

**VOICE VOTE: “YES” – Unanimous – Motion Carried**  
**ABSENT: Dimmig, Gunkle**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Mohr to approve the Legal Services Agreement with Sweet, Stevens, Katz & Williams for the 2013-2014 school year.

**VOICE VOTE: “YES” – Unanimous – Motion Carried**  
**ABSENT: Dimmig, Gunkle**

**SUPPORT SERVICES**

**PERSONNEL**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Mohr to approve the following certificated staff for the 2013-2014 school year-

Amanda Ruth, Long-Term Substitute Teacher, Joseph P. Liberati Intermediate School, at Bachelors, Step 12, an annual salary of \$46,373\*\*, effective August 20, 2013. Ms. Ruth will fill this position as a result of transfers during the second period of childrearing leave of Rochelle Hufgard.

Margaret Gallagher, Grade 6 Math Teacher, Joseph P. Liberati Intermediate School, at Masters, Step 5, an annual salary of \$61,714\*\*, effective August 20, 2013. Ms. Gallagher will fill the position due to the retirement of Dale Beltzner.

*\*\*This salary listed is for the 2012-2013 school year and the 2013-2014 salary will be determined after the start of the 2013-2014 school year.*

**VOICE VOTE: “YES” – Unanimous – Motion Carried**  
**ABSENT: Dimmig, Gunkle**

**REPORTS**

Facilities Committee

Dr. Stelts reminded those present that a Special Board meeting is scheduled for August 28, 2013 and recommendations from a Demographic and Life Cost Analysis study will be presented to the community. Residents are encouraged to check the district's website for additional information.

Strategic Plan and Middle States Report

Mrs. Lewis reported the following-

- The school year ended with a variety of opportunities for parents to be part of the school activities.
- The Administrative team has completed much training throughout the year in addition to their normal job duties.
- The entire Strategic Plan and Middle States Report is available on the district's website.

There was Board discussion on Common Core standards.

**OLD BUSINESS**

**NEW BUSINESS**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Quigley to approve a first reading on revisions to the following existing policy-

Policy #217 Pupils: Graduation Requirements

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: Dimmig, Gunkle**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Mohr set the salaries of the following administrators for the 2013-2014 school year-

<u>Leah Christman</u> , Superintendent	\$142,000
<u>Jeremy Melber</u> , Director of Business Services	\$115,000
<u>William Kennedy</u> , Human Resources Administrator	\$ 94,431

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: Dimmig, Gunkle**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Mohr to approve the following salaries of the following Act 93 Administrative personnel for the 2013-2014 school year-

<u>Kristen Lewis</u>	Asst. to the Superintendent	\$121,974
<u>Andria Buchman</u>	Director of Special Education	\$109,261
<u>Kenneth Jordan</u>	Dir. of Elem. Ed. and Instruc. Tech	\$105,080
<u>Joan Takacs</u>	Director of Secondary Education	\$105,701
<u>Christine Siegfried</u>	HS Principal	\$120,690
<u>Mark Covelle</u>	HS Asst. Principal	\$ 89,498

<u>Edward Donahue</u>	MS Principal	\$107,097
<u>Nathan Davidson</u>	MS Asst. Principal	\$ 89,488
<u>Mary Farris</u>	IS Principal	\$111,038
<u>Sean McGinty</u>	IS Asst. Principal	\$ 87,424
<u>Lori Limpar</u>	HPW Elementary Principal	\$103,630
<u>Carol Mickley</u>	LM Elementary Principal	\$103,455
<u>Samuel Hafner</u>	LB Elementary Principal	\$100,053
<u>Todd Bergey</u>	Director of Support Services	\$ 95,678
<u>Susan Knoll</u>	Coordinator of Support Services	\$ 54,559
<u>Deanna Kubat</u>	Payroll, HRIS Supervisor	\$ 57,071
<u>Andrea Scherzberg</u>	Accountant	\$ 56,442

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: Dimmig, Gunkle**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Mohr to set a 2% increase for the salaries of the Independent School Employees group members for the 2013-2014 school year.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: Dimmig, Gunkle**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Mohr to approve the Affiliation Agreement between Millersville University of Pennsylvania and Southern Lehigh School District. This affiliation will allow a current employee to participate in a clinical experience in order to fulfill a requirement needed to gain a Pennsylvania certified School Nurse certificate.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: Dimmig, Gunkle**

**VISITORS**

**ADJOURNMENT**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Mohr to adjourn the meeting.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: Dimmig, Gunkle**

The meeting was adjourned at 8:10 p.m.

**ATTEST:** \_\_\_\_\_ Board Secretary