

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

High School Board Room

July 15, 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 JUNE 24, 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 SchoolDr. Edward Donahue
Middle School.....Dr. Edward Donahue
Intermediate SchoolMr. Sean McGinty
Elementary Schools.....Mrs. Carol Mickley**

B. *Title I Parent Workshop*

The Administration recommends the approval of two teachers and two instructional assistants to be paid at their appropriate rates in order to conduct Title I parent workshops in the evening throughout the 2013-2014 school year. Payment will be made through Title I funds.

C. *2012-2013 District Mini Grant Video Presentation*

Mr. Ken Jordan, Director of Elementary Education and Instructional Technology, will provide a video presentation of the 2012-2013 District Mini Grants.

VI. BUSINESS AND FINANCE

A. *Accounts Payable*

*The Administration recommends approval of the bills to be paid as of July 15, 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 June, 2013. (VI, B)

C. *Approval of Budgetary Transfers for 2012-2013*

The Administration requests permission to make all necessary budgetary transfers to properly reflect 2012-13 transactions and auditor adjusting entries and to close out the accounting records for the fiscal year.

D. *Purchase of Copiers*

The Administration recommends approval of the purchase of copiers from the Toshiba Business Solutions state COSTARS contract for a total of \$92,895.05, to be paid out of the district's capital reserve fund. (VI, D)

VII. SUPPORT SERVICES

A. *Security Services Agreement*

The Administration recommends approval of the agreement with Lehigh Law Enforcement Officers Association, 435 Ridge Avenue, Allentown, PA 18102 for the period beginning on August 1, 2013 through June 30, 2013, with provisions for annual extensions. The rate for each Security Officer is \$17 per hour for the 2013-2014 school year. (VII, A)

B. *2013-2014 Primary Student Transportation Cards*

The Administration requests the authority to mail 2013-2014 student transportation cards prior to the School Board's approval of routes at the August School Board meeting. The approved routes from 2012-2013 were adjusted to address new students, changes in school or student program assignment, grade change, residence changes, system improvements, safety concerns or system efficiency. Brandywine Lehigh Transportation will review bus routes for safety and efficiency prior to the mailing. In accordance with 22 PA Code 23.4 et.al, all required transportation documentation will be brought to the School Board for approval at the August 12, 2013 School Board Meeting.

VIII. PERSONNEL

A. *Certificated Staff*

1. *Student Teachers*

*The Administration recommends approval of the following student teacher placements (each placement is 7 ½ weeks) from August 26, 2013 through December 13, 2013:

Sara Nestor, Health and Physical Education, West Chester University, with Gretchen Hoff, Liberty Bell and Lower Milford Elementary Schools, and Devon Hagy and Tara McGinnis, Southern Lehigh Middle School.

Erik Fritzinger, Health and Physical Education, West Chester University, with Donald West and Tara McGinnis, Southern Lehigh Middle School, and Gretchen Hoff, Liberty Bell and Lower Milford Elementary Schools.

2. *Increment Requests*

*The Administration recommends approval of the following increment requests, effective September 1, 2013:

Brett Assise, Masters +15 to Masters +30

Megan Dellegrotti, Masters to Masters +15

Angela Fulmer, Bachelors to Bachelors +15

Lisa Lowry, Bachelors +30 to Masters Equivalency

3. *Appointments*

The Administration recommends approval of the following certificated staff, effective August 16, 2013 (*pending receipt of required documentation*): (VIII, A-3)

Lorena Placencia, Grade 4 and 5 Spanish Immersion Teacher, Joseph P. Liberati Intermediate School, at Masters, Step 14, an annual salary of \$55,337**. Ms. Placencia will fill the position created with the resignation of *Cynthia Romero*.

Sandra Santiago, Grade 4 and 5 Spanish Immersion Teacher, Joseph P. Liberati Intermediate School, at Masters, Step 3, an annual salary of \$65,948**. Ms. Santiago will fill the position due to the transfer of *Alex Licairac*.

Jacquelyn Butler, Learning Support Teacher, Southern Lehigh Middle School, at Masters, Step 12, an annual salary of \$56,140**. Ms. Butler will fill the position created with the resignation of *Edward Williams*.

***The salary listed is for the 2012-2013 school year and the 2013-2014 salary will be determined after the school year begins.*

4. *Long Term Substitute*

The Administration recommends approval of **Stephanie Lynn**, Long-Term Substitute English Teacher, Southern Lehigh High School, at Bachelor's Step 13, an annual salary of \$45,971. The salary listed is for the 2012-2013 school year and the 2013-2014 salary will be determined after the school year begins. Ms. Lynn will fill the position due to the second year of childrearing leave of *Jessica Gordon*.

B. *Noncertificated Staff*1. *Retirement Date Change*

*The Administration recommends approval to change the effective retirement date for Yolanda Davis from June 30, 2013 (*approved at the March 25, 2013 Board meeting*) to June 11, 2013.

2. *Unpaid Leave*

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

Diane Price, Cafeteria Worker, Southern Lehigh High School, for October 1 through 8, 2013.

C. *Extra-Compensatory Positions*1. *High School Prep Program Teachers*

*The Administration recommends approval of Linda Gross and Stephanie Donald as teachers for the 2013 High School Prep Program, at an hourly rate of \$40.09.

2. *2013-2014 Mentors*

*The Administration recommends approval of the following mentors for the 2013-2014 school year:

Elda Garcia, Spanish Immersion mentor for *Lorena Placencia* and *Sandra Santiago*, at a total stipend of \$700.

Alison Kaplan, mentor for *Lorena Placencia*, at a stipend of \$700.

Lisa Lowry, mentor for *Sandra Santiago*, at a stipend of \$700.

Joseph Deutsch, mentor for *Margaret Gallagher*, at a stipend of \$700.

3. *2013-2014 Fitness Center Monitors*

*The Administration recommends approval of the following fitness center monitors, at an hourly rate of \$14.03 for the 2013-2014 school year:

Keith Binkley

Kathleen Krause

Stephanie Martin

Kathleen Miller

Brian Souerwine

D. *Coaching Staff*1. *2013-2014 Coach Appointments*

*The Administration recommends approval of the following coaches for the 2013-2014 school year (*pending receipt of required documentation*). The stipends listed represent the appropriate stipend amounts for 2012-2013. The 2013-2014 stipend amounts will be determined after the 2013-2014 school year begins. (VIII, D-1)

<u>Kyle Reifinger</u>	Assistant Boys Basketball	\$5090
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<u>Michelle Oleskowitz</u>	MS Cheerleading	\$2464**
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***This stipend amount represents the fall and winter cheerleading stipend.*

2. *2013-2014 Volunteer Coach*

*The Administration recommends approval of the following volunteer coach for the 2013-2014 school year: (VIII, D-2)

<u>Christopher Williamson</u>	Golf
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IX. REPORTS

A. Committee Reports

B. Superintendent's Report... .. Mrs. Christman

X. OLD BUSINESS

A. Second and Final Reading of Policy

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

Policy #217 Pupils: *Graduation Requirements*

XI. NEW BUSINESS

A. Radiological Emergency Response Plan

The Administration recommends approval of the annual renewal of the agreement between the Southern Lehigh School District and Pottsgrove School District for the purpose of the Radiological Emergency Response Plan for incidents at the Limerick Generating Station.

B. Ancillary Employees Policy (July 1, 2013 – June 30, 2016)

The Administration recommends approval of the revised Ancillary Employees Policy for 2013-2016. (XI, B)

C. Voting Delegate Response Form

The PSBA Bylaws authorize school districts of the third class to appoint two voting delegates to the 2013 legislative policy council. This year's meeting will be held on Thursday, October 15, 2013 during the School Leadership Conference in Hershey. (XI, C)

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)

XIV. VISITORS' COMMENTS

XV. EXECUTIVE SESSION

XVI. OPEN SESSION

XVII. ADJOURNMENT