

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

High School Board Room

August 12, 2013

7:30 p.m.

Agenda



I. OPENING PROCEDURES

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

II. APPROVAL OF MINUTES OF JULY 15, 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 SchoolMrs. Christine Siegfried
Middle School.....Mr. Nathan Davidson
Intermediate SchoolMr. Sean McGinty
Elementary Schools.....Ms. Lori Limpar**

B. *2013-2014 Clarity Service Agreement*

The Administration recommends approval of the Clarity Service Agreement for the 2013-2014 school year to provide behavior consultation services for students with special needs. (V, B)

C. *2013-2014 Pediatric Therapeutic Services Agreement*

The Administration recommends approval of the Pediatric Therapeutic Services (PTS) Agreement for the 2013-2014 school year to provide pediatric therapy services for student #081301. (V, C)

D. *2013-2014 Bayada Nursing Services Agreement*

The Administration recommends approval of the Bayada Nursing Services Agreement for the 2013-2014 school year to provide nursing services for student #081302. (V, D)

E. *2013-2014 BrightStar Agreement*

The Administration recommends approval of the BrightStar of the Lehigh Valley Nursing Services Agreement for the 2013-2014 school year to provide nursing services for student #081303. (V, E)

F. *Independent Study*

The Administration recommends approval of Independent Study in Photography II for student #081304 to compile a portfolio for college application.

VI. BUSINESS AND FINANCE

A. *Accounts Payable*

*The Administration recommends approval of the bills to be paid as of August 12, 2013. (VI, A)

B. *School Tax Refund*

The Administration recommends approval to issue the school property tax refund per the attachment. (VI, B)

C. *Actuarial Services for GASB 45 Compliance*

The Administration requests permission to engage Conrad Siegel Actuaries, at a cost of \$6500 to provide actuarial services that are required bi-annually to comply with GASB 45 which addresses postemployment employee benefits other than pension benefits. This firm did the district's original actuarial study for GASB 45. Their fee remains very competitive.

D. *Establishment of Cafeteria Prices*

The Administration recommends no change in the prices for school lunches and milk purchases for the 2013-14 school year. Prices will remain as follows: Milk - \$.55; Elementary Students (K-6) - \$2.35; Secondary Students - \$2.65; and Staff/Adult Lunches - \$4.00.

VII. SUPPORT SERVICES

A. *2013-2014 Primary Student Transportation Program*

The Administration requests approval for the Primary Student Transportation Program for the 2013-2014 school year, provided by:

**Brandywine-Lehigh Transportation Inc.
595 State Street
Mertztown, PA 18539**

In accordance with 22 PA Code 23.4 et.al. Documentation includes the following:

- **Bus routes**
- **Bus stop listing**
- **Student alpha roster**
- **Vehicle listing for Brandywine-Lehigh Transportation**
- **Brandywine-Lehigh Transportation driver listing and required certifications**

Individual contracted carrier contracts for specialized transportation will be submitted for Board approval as contracts are completed.

The Administration requests the authority to make such adjustments throughout the year to routes, students or vehicle assignments or to bus stops as necessary to accommodate changes in student or school program assignments, residence changes, system improvements, safety concerns or system efficiency.

VIII. PERSONNEL

A. *Certificated Staff*1. *Appointments*

The Administration recommends approval of the following certificated staff, effective August 16, 2013 (*pending receipt of required documentation*): (VIII, A-1)

Eric Miller, Title I Math Teacher, Southern Lehigh Middle School, at Bachelors +15, Step 7, an annual salary of \$50,136. Mr. Miller will fill the position created with the transfer of *Margaret Gallagher*.**

Melinda Watkins, .5 Kindergarten Teacher, Liberty Bell Elementary School, at Masters, Step 9, an annual salary of \$28,876.50. This is a new position.**

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

2. *Long Term Substitute*

The Administration recommends approval of Tammy Terlingo, Long-Term Substitute Grade 3 Teacher, Hopewell Elementary School, at Bachelors, Step 14, an annual salary of \$45,570. The salary listed is for the 2012-2013 school year and the 2013-2014 salary will be determined after the school year begins. Ms. Terlingo will fill the position due to the second period of childrearing leave of *Tara Collins*. (VIII, A-2)

3. *2013-2014 Substitute Teacher List*

*The Administration recommends approval of the enclosed Substitute Teacher List for the 2013-2014 school year. (VIII, A-3)

B. *Noncertificated Staff*1. *Resignations*

*The Administration recommends accepting the resignations of the following staff:

James Flurer, Instructional Assistant, Southern Lehigh High School, effective June 10, 2013.

Elizabeth Tate, Tech Facilitator, Joseph P. Liberati Intermediate School, effective August 22, 2013.

2. *Appointments*

*The Administration recommends approval of the following staff: (VIII, B-2)

Judith Lynch, Instructional Assistant (29 hours/week), Joseph P. Liberati Intermediate School, an hourly rate of \$17.46. Ms. Lynch will fill the position due to the appointment of *Melinda Watkins* as .5 Kindergarten teacher.

Kristine Melnick, Instructional Assistant (29 hours/week), Joseph P. Liberati Intermediate School, an hourly rate of \$17.46. Ms. Melnick will fill the position due to the resignation of *Christa Burke*.

Veronica DeBlois, Instructional Assistant (29 hours/week), Joseph P. Liberati Intermediate School, an hourly rate 17.46. Ms. DeBlois will fill the vacancy due to reassignment of 1:1 Instructional Assistant.

3. *2013-2014 Substitute Instructional Assistant List*
*The Administration recommends approval of the enclosed Substitute Instructional Assistant List for the 2013-2014 school year. (VIII, B-3)
4. *2013-2014 Substitute Cafeteria/Playground Monitor List*
*The Administration recommends approval of the enclosed Substitute Cafeteria/Playground Monitor List for the 2013-2014 school year. (VIII, B-4)
5. *2013-2014 Substitute Custodian List*
*The Administration recommends approval of the enclosed Substitute Custodian List for the 2013-2014 school year. (VIII, B-5)
6. *2013-2014 Substitute Health Paraprofessional List*
*The Administration recommends approval of the enclosed Substitute Health Paraprofessional List for the 2013-2014 school year. (VIII, B-6)
7. *2013-2014 Substitute Secretarial List*
*The Administration recommends approval of the enclosed Substitute Secretarial List for the 2013-2014 school year. (VIII, B-7)
8. *2013-2014 Supplemental Licensed Nurse List*
*The Administration recommends approval of the enclosed Supplemental Licensed Nurse List for the 2013-2014 school year. (VIII, B-8)
9. *2013-2014 Substitute Cafeteria Worker List*
*The Administration recommends approval of the enclosed Substitute Cafeteria Worker List for the 2013-2014 school year. (VIII, B-9)

C. *Extra-Compensatory Positions*

1. *2013-2014 Mentors*
*The Administration recommends approval of the following mentors for the 2013-2014 school year:
Gregory Collins, mentor for *Jeremy Deyton, Physics Teacher*, at a total stipend of \$700.
Patricia Schultheis, mentor for *Jacqueline Butler, Learning Support Teacher*, at a total stipend of \$700.
Carol Horvath, mentor for *Melinda Watkins, .5 Kindergarten Teacher*, at a stipend of \$700.
Christopher Strobl, mentor for *Eric Miller, Title I Math Teacher*, at a stipend of \$700.
Linda Milliman and Carol Macomb, mentor for *Chelsea Winkelspecht, Speech Therapist*, at a shared stipend of \$700 (50% split).
Tara Walter, mentor for *Feiyu Peng, Chinese Language Teacher*, at a stipend of \$700.
Linda Gross, mentor for *Kun He, Chinese Language Teacher*, at a stipend of \$700.

2. *Mentor Stipend Correction*

*The Administration recommends approval to correct the stipend for Elda Garcia, mentor for *Lorena Placencia* and *Sandra Santiago* for the 2013-2014 school year from a total stipend of \$700 (*approved at the July 15, 2013 Board meeting*) to the \$700 stipend amount for each teacher.

3. *Rescind Appointment*

*The Administration recommends rescinding the appointment of Nicole Belick as teacher for the SAT Prep Fall and Spring classes for the 2013-2014 school year.

4. *SAT Prep (Fall)*

*The Administration recommends approval of the following staff for SAT Prep Fall classes for the 2013-2014 school year at an hourly rate of \$40.09**:

Ronnette Mays

***The hourly rate for 2013-2014 will be determined after the 2013-2014 school year begins.*

D. *Coaching Staff*1. *Coach Resignations*

*The Administration recommends accepting the resignation of the following coaches appointed for the 2013-2014 school year:

Jodie Elstner, MS Assistant Volleyball, effective July 17, 2013

Meghan McGlone, MS Field Hockey and MS Assistant Lacrosse, effective July 16, 2013.

2. *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-2)

Kaytlyn Hackenberg MS Assistant Field Hockey \$2185

Roberta Herber MS Assistant Volleyball \$1736

Daniel Tannous, Jr. Assistant Boys Basketball \$5090

3. *2013-2014 Volunteer Coaches*

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

Carolyn Dunham MS Cross Country

Karen Psaila MS Cross Country

Rose Perrelli MS Cross Country

Martin Matsamura MS Cross Country

Rodney Godshall Football

IX. REPORTS

- A. Committee Reports
- B. Superintendent's Report... .. Mrs. Christman

X. OLD BUSINESS

XI. NEW BUSINESS

- A. Memorandum of Understanding
The Administration recommends approval of a Memorandum of Understanding between the Southern Lehigh Education Association and Southern Lehigh School District setting the terms for a revised Bargaining Unit pay schedule for new employees for the 2013-14 school year.
- B. Southern Lehigh Public Library Board Representative
The Board will appoint a Southern Lehigh School District representative for the Southern Lehigh Public Library's Board of Directors. This appointment will fill the unexpired term through June 30, 2015.

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)
- C. Curriculum Writing
 The curriculum writing agreements are listed in the Board materials by name, elected compensation, amount and anticipated date of completion. (XIII, C)

XIV. VISITORS' COMMENTS

XV. EXECUTIVE SESSION

XVI. OPEN SESSION

XVII. ADJOURNMENT