

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

**High School Board Room
September 23, 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 SEPTEMBER 9, 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 SchoolMr. Mark Covelle
Middle School.....Mr. Nathan Davidson
Intermediate SchoolMrs. Mary Farris
Elementary SchoolsMs. Lori Limpar**

B. *Student Trip Request*

The Administration recommends approval of the following student trip request:

Southern Lehigh High School World Language Department to participate in an educational tour of France from April 14 through April 22, 2014 with students in French III, IV and V. (V, B)

VI. BUSINESS AND FINANCE

A. *Accounts Payable*

***The Administration recommends approval of the bills to be paid as of September 23, 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 August, 2013. (VI, B)**

C. *Corporate Resolution with QNB Bank*

The Administration recommends approval of the corporate resolution for authorized representatives for QNB Bank. (VI, C)

VII. SUPPORT SERVICES

A. *2013-14 Contracted Transportation Carriers*

The Administration requests approval of contracted transportation agreements with Norman's Bus Service, Inc. 1239 Water Street, East Greenville, PA 18041 for the 2013-14 school year with no cost increase from the previous school year. The contracted carriers support Brandywine Lehigh Transportation with vans and small buses for non-public, charter schools and specialized transportation requests. (VII, A)

B. *Act 39 Energy Conservation*

The Administration recommends award of the Energy-Efficient Related Facilities Improvements per the Terms of Act 39 of 2010 to CM3 Building Solutions, Inc., 185 Commerce Drive, Fort Washington, PA 19034. The total contract amount of \$1,844,157 addresses emergency efficient upgrades at various buildings and replacement of the Middle School chillers. (VII, B-Agreement) (VII, B-Final Proposal)

VIII. PERSONNEL

A. *Certificated Staff*1. *Increment Request*

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

Erin Bromfield, Bachelors +15 to Masters

Anthony Italiani, Bachelors +30 to Masters Equivalency

Shannon Mauro, Bachelors to Bachelors +15

Katie Quartuch, Masters to Masters +15

Thomas Seidenberger, Bachelors +15 to Masters

Kathleen Wechtler, Masters to Masters +15

2. *2013-2014 Substitute Teachers*

*The Administration recommends approval of the following Substitute Teachers for the 2013-14 school year: (VIII, A-2)

Carol Bodner Elementary Ed

Dorothy Goda** Music

Taryn Kulp** Elementary Ed, Middle Level Math, Math 7-12

James Harper PK-12 (Emergency)

Heather Jacobson Elementary Ed

***Pending receipt of required documentation.*

3. *Appointment*

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

Colin Campbell, Long-Term Substitute Chemistry/Physics Teacher, Southern Lehigh High School, at Bachelors, Step 14, an annual salary of \$45,570 (*pro-rated*), with an anticipated start date of October 2, 2013.**

Mr. Campbell is expected to fill an incumbent's position due to leave of absence.

***This is the 2012-2013 school year salary.*

B. *Noncertificated Staff*

1. *Unpaid Leave*

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

Rita Peay, Cafeteria Worker, Southern Lehigh Middle School, for October 24 through 28, 2013.

2. *2013-14 Substitute Staff*

*The Administration recommends approval of the following Substitute Staff for the 2013-14 school year: (VIII, B-2)

Barbara Smith-Schafer, Substitute Instructional Assistant, an hourly rate of \$15.31

Carol Bodner, Substitute Instructional Assistant, an hourly rate of \$15.31

Alisa Farrell, Substitute Instructional Assistant, an hourly rate of \$15.31

Alisa Farrell, Substitute Secretary, an hourly rate of \$14.96

C. *Extra-Compensatory Positions*

1. *2013-2014 PSAT Proctors*

*The Administration recommends approval of the following PSAT Proctors at an hourly rate of \$40.09**:

Jana Brown

Joseph Castagna

Stephanie Donald

Maureen Elliott

Joseph Helinski

Lynne Kelly

Wayne Langsdorf

Allison McPeek

Bonnie Organski

Anne Sikorski-Schneider

Marlo Spritzer

Justina Viola

***This is the homebound rate for the 2012-13 school year and the 2013-14 rate will be determined after the 2013-14 school year begins.*

2. *2013-2014 Title I Staff*

*The Administration recommends approval of the following Title I teachers and instructional assistant in order to conduct Title I parent workshops in the evening throughout the 2013-14 school year. Payment will be made through Title I funds.

Colleen West-Slotter, Joseph P. Liberati Intermediate School Teacher, an hourly rate of \$40.09**

Eric Miller, Southern Lehigh Middle School Teacher, an hourly rate of \$40.09**

Karen Blum, Joseph P. Liberati Intermediate School, Instructional Assistant, an hourly rate of \$17.46

***This is the homebound rate for the 2012-13 school year and the 2013-14 rate will be determined after the 2013-14 school year begins.*

IX. REPORTS

A. Committee Reports

1. The minutes of the Lehigh Carbon Community College Board of Trustees meeting of August 1, 2013 are attached. (IX, A-1) ([President's Desk Newsletter-Sept](#))
2. The minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting of August 19, 2013 are attached. (IX, A-2)

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 Revised Policies

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

Policy #117	Programs: <i>Homebound Instruction</i>
Policy #222	Pupils: <i>Tobacco</i>
Policy #323	Administrative Employees: <i>Tobacco</i>
Policy #423	Professional Employees: <i>Tobacco</i>
Policy #523	Classified Employees: <i>Tobacco</i>

B. Second and Final Reading of New Policy

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

Policy #200* **Pupils: *Enrollment of Students***

**Policy No. 200 is replacing Policy 201 Pupils: Admission of Students and Policy 202 Pupils: Eligibility of Resident and Nonresident Students.*

C. Presentation by Administration on Elementary Buildings

The Administration will provide a presentation in follow-up to the findings of the Demographic Study and Life/Cost Analysis of Lower Milford and Hopewell Elementary Schools as discussed at the school board meeting on September 9, 2013.

D. Presentation by Gilbert Architects, Inc.

Ms. Danielle Hoffer, AIA, REFP, LEED GA, Vice-President, Gilbert Architects, Inc. will provide a presentation on the feasibility of additions to Liberty Bell and Lower Milford Elementary Schools.

XI. NEW BUSINESS

A. First Reading of Revised Policies

The Administration recommends a first reading of the following revised policies: (XI, A)

Policy 218.1 Pupils: *Possession of Weapons*

Policy 218.2 Pupils: *Terroristic Threats/Acts*

Policy 218.4 Pupils: *Interviews with Students*

Policy 805 Operations: *Emergency Preparedness*

B. Extension of Waiver of Annual Fitness Center Membership Fees

The Administration recommends continuation of the district’s practice of allowing all residents, all District employees, and all Emergency Services Personnel that serve the Southern Lehigh Community to use the Fitness Center free of charge, subject to any other eligibility and enrollment rules and policies of the District for the 2013-14 school year.

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