

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

High School Board Room

July 14, 2014

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 JUNE 9, 2014

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. Jason Lilly
Middle School Mr. Nathan Davidson
Intermediate School Mrs. Mary Farris
Elementary Schools Ms. Lori Limpar**

B. *Title I Parent Workshop*

The Administration recommends the approval of Colleen West Slotter and Eric Miller and two instructional assistants (*to be determined*) to be paid at their appropriate rates in order to conduct Title I parent workshops in the evening throughout the 2014-2015 school year. Payment will be made through Title I funds.

C. *CLIU Technology Pool Agreement 2014-2015*

The Administration recommends approval of the Carbon Lehigh Intermediate Unit Technology Pool Legal Services Consultation Agreement, using Sweet, Stevens, Katz & Williams, LLP as legal counsel for services for the period July 1, 2014 to June 30, 2015. (V, C)

D. *CLIU Discovery Education Streaming Agreement 2014-2015*

The Administration recommends approval of the agreement with Carbon Lehigh Intermediate Unit #21 to provide the complete Discovery Streaming Digital Video Library for the period June 1, 2014 to June 30, 2015. (V, D)

E. *Bayada Nursing Services Agreement*

The Administration recommends approval of the agreement with Bayada Home Health Care, Inc. to provide in-school nursing care for student #071401. (V, E)

VI. BUSINESS AND FINANCE

A. *Accounts Payable*

*The Administration recommends approval of the bills to be paid as of July 14, 2015. (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 May, 2014. (VI, B)

C. *Approval of Various Insurance Policies*

The Administration recommends renewal of the following existing insurance policies for 2014-2015, as follows:

- **Package Policy (Property and Fire, General Liability, EDP, Inland Marine, Contractors Equipment, Crime, Boiler & Machinery, etc.) – Liberty Mutual Group at an annual premium of \$89,521.00 (an increase of 12%).**
- **School Leaders Legal Liability (Employer's Liability for Directors, Employees, and Volunteers) – Old Republic Insurance Company at an annual premium of \$20,518.00 (a decrease of 7%).**
- **Umbrella Liability Policy (Excess Coverage above Underlying Policies) – Old Republic Insurance Company at an annual premium of \$15,887 (an increase of 1%).**
- **Blanket Policy for PTA's, PTO's, Booster Clubs, etc. – Liberty Mutual Insurance Company at an annual premium of \$501 (unchanged).**

D. *High School Art and Science Bid Awards*

The Administration recommends approval of the bid awards for High School art supplies and High School science supplies. (VI, D)

VII. SUPPORT SERVICES

A. *Security Services Agreement*

The Administration recommends approval of a one year extension of the District's Security Services agreement with Lehigh Law Enforcement Officers Association, 435 Ridge Ave, Allentown, PA 18102 for the period July 1, 2014 through June 30, 2015. The cost per officer will remain at \$17. The agreement approved at the July 15, 2013 School Board meeting includes provisions for yearly extensions.

B. *Lower Milford Water Treatment Facility Agreement*

The Administration recommends a one year extension 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 July 1, 2014 thru June 30, 2015. The agreement and option for one year term extensions was approved at the February 25, 2013 School Board Meeting.

C. *2014-2015 Primary Student Transportation Cards*

The Administration requests the authority to mail 2014-2015 student transportation cards prior to the School Board's approval of routes at the August School Board meeting. The approved routes from 2013-2014 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 11, 2014 School Board Meeting.

D. *New Elementary School Land Surveying Professional Services Agreement*

The Administration recommends award of the New Elementary School Land Surveying Professional Services Agreement to Barry Isett & Associates, 85 South Route 100, Allentown, PA 18106. Services as outlined in the agreement will be performed for the fee of \$15,000. (VII, D)

E. *New Elementary School Geotechnical Investigation Agreement*

The Administration recommends award of the New Elementary School Geotechnical Investigation and Phase One Environmental Investigation Professional Services Agreement to Advantage Engineers, 6520 Stonegate Drive, Suite 110, Allentown, PA 18106. The base proposal is \$29,080 with additional services and fees outlined in the attached proposal. (VII, E)

VIII. PERSONNEL

A. *Certificated Staff*

1. *Resignation*

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

Ian Beitler, Social Studies and Gifted Teacher, Southern Lehigh High School, effective July 1, 2014

Gregory Collins, Physics and Science Teacher, Southern Lehigh High School, effective June 18, 2014

2. *Substitute 2014-2015*

*The Administration recommends approval of the following substitute for the 2014-2015 school year:

Carol Mickley, Elementary Education

3. *Appointments*

The Administration recommends approval of the following certificated staff, effective August 18, 2014 (*pending receipt of required documentation*): (VIII, A-3)

Lauren Tocci, English/Yearbook Teacher, Southern Lehigh High School, at Bachelors +30, Step 8, an annual salary of \$52,511**. Ms. Tocci will fill the position created with the resignation of *Jessica Gordon*.

Kimberly Halloran, Language Arts Teacher, Southern Lehigh Middle School, at Masters, Step 4, an annual salary of \$63,691**. Mrs. Halloran will fill the position created with the retirement of *Janet Solley*.

Kirby Jo Pohlidal, .5 Family and Consumer Science Teacher, Southern Lehigh High School, at Bachelors, Step 14, an annual salary of 23,028.50**. This is a new position.

Elizabeth Zhou Matthews, .5 Spanish Teacher, Southern Lehigh High School, at Bachelors, Step 14, an annual salary of \$23,028.50**. This is a new position.

***The salary listed is for the 2013-2014 school year and the 2014-2015 salary will be determined after the school year begins.*

4. *Retirement Date Determined*

*The Administration recommends accepting August 22, 2014 as the effective retirement date for Carol Mickley, Principal, Lower Milford Elementary School.

5. *Retirements*

*The Administration recommends accepting the retirements of the following certificated staff:

Donna Atkinson, School Nurse, Lower Milford and Hopewell Elementary Schools, effective June 18, 2014. Mrs. Atkinson was a district employee for 28 years.

Joseph Helinski, Chemistry Teacher, Southern Lehigh High School, effective June 18, 2014. Mr. Helinski was a district employee for 36 years.

6. *FMLA Leave*

*The Administration recommends approval of FMLA leave of Brynne Rice, School Psychologist, Joseph P. Liberati Intermediate School, effective May 15, 2014 through June 15, 2014.

7. *Administrative Position*

The Administration recommends approval (*pending receipt of required documentation*) of Beth Guarriello, Assistant Principal, Southern Lehigh High School, at an annual salary of \$90,000 (pro-rated), with a start date to be determined, but no later than September 12, 2014. (VIII, A-7)

B. *Noncertificated Staff*

1. *Retirement*

*The Administration recommends accepting the retirement of Nancy Neefe, Secretary, Southern Lehigh High School, effective September 10, 2014. Mrs. Neefe has been a district employee for 35 years.

2. *Resignation*

*The Administration recommends accepting the resignation of Kara Kernick, Instructional Assistant, Southern Lehigh Middle School, effective June 23, 2014.

3. *Leave Extension*

*The Administration recommends approval to extend the date of personal leave for Judy Miller, Health Paraprofessional from August 12, 2014 to August 22, 2014.

4. *Appointment*

*The Administration recommends approval of the following staff:

Alan Gilmore, Custodian, an hourly rate of \$19.75, effective July 15, 2014. Mr. Gilmore will fill the position created with the retirement of *William Becker*.

Sean Ondush, Custodian, an hourly rate of \$19.75, effective July 15, 2014. Mr. Ondush will fill the position created with the retirement of *Jane Kline*.

5. *Transfer*

*The Administration recommends approval to transfer Margaret Treacy, Instructional Assistant, Joseph P. Liberati Intermediate School, from 20 hours per week to 29 hours per week.

6. *Substitutes*

*The Administration recommends approval of the following substitutes for the 2014-2015 school year:

Donna Atkinson, Substitute Supplemental Nurse, an hourly rate of \$18.47

Carol Mickley, Substitute Instructional Assistant, an hourly rate of \$15.62

C. *Extra-Compensatory Positions*1. *2013-2014 Junior Class Advisor*

*The Administration recommends approval of Amy Bausher, Junior Class Advisor, beginning March 28, 2014 through the end of the 2013-2014 school year, at a stipend (pro-rated) of \$579.08. (Ms. Bausher filled the position during the leave of Stephanie Donald.)

2. *2013-2014 Yearbook Advisor*

*The Administration recommends approval of Kyle Lavigne, Yearbook Advisor, beginning April 30, 2014 through the end of the 2013-2014 school year, at stipend (pro-rated) of \$695.20. (Mr. Lavigne filled the position during the leave of Stephanie Lynn.)

3. *High School Prep Program Teachers*

*The Administration recommends approval of the following staff for the 2014 High School Prep Program, at an hourly rate of \$41.23:

Linda Gross

Stephanie Donald

Caryn Bronfenbrenner (Alternate)

3. *2014-2015 Mentors*

*The Administration recommends approval of the following mentors for the 2014-2015 school year:

Alison Bauer, mentor for Kimberly Halloran, at a total stipend of \$700

Marlo Spritzer, mentor for Lauren Tocci, at a stipend of \$700

Tara Walter, mentor for Lu Bai, at a stipend of \$700

Linda Gross, mentor for Ling Huang, at a stipend of \$700

Joan Imms-Geiser, mentor for Elizabeth Matthews, at a stipend of \$700

Linda Gross, mentor for Kirby Pohlidal, at a stipend of \$700

4. *2014 Summer Chinese Camp Teacher*

*The Administration recommends approval of Tara Walter, Summer Chinese Camp Teacher, for the 2014 Summer Chinese Camp from July 14 through 18, 2014, at an hourly rate of \$41.23.

5. *2014-2015 Spring Musical Director*

*The Administration recommends approval of Erin Jividen, Middle School Spring Musical Director for the 2014-2015 school year, a stipend of \$900.

6. *SAT Program (Fall, 2014)*

*The Administration recommends approval of Ronette Mays and Heather Krey as teachers for the SAT Prep Course for fall, 2014, at a stipend of \$41.23 per hour.

7. *ESY Instructors*

a. *The Administration recommends approval of the following instructional assistant staff, an hourly rate of \$17.81 for Extended School Year (ESY) services from June 30, 2014 to July 31, 2014:

Jana Brown

Dawn DelPriore

Stephanie Hantz

Kristine McGuire

Kristine Melnick

Margaret Treacy

b. *The Administration recommends approval of the following teaching staff, an hourly rate of \$41.23 for Extended School Year (ESY) services from June 30, 2014 to July 31, 2014:

Dawn DelPriore

Kristine Melnick

8. *2014-2015 Fitness Center Monitors*

*The Administration recommends approval of the following fitness center monitors, at an hourly rate of \$14.17 for the 2014-2015 school year:

Keith Binkley

Kathleen Krause

Kathleen Miller

Brian Souerwine

8. *2014-2015 Fitness Center Instructor*

*The Administration recommends approval of the following fitness center instructor, at an hourly rate of \$26.99 for the 2014-2015 school year:

Stephanie Martin

9. *2014-2015 Athletic Event Workers*

*The Administration recommends approval of the following athletic event workers for the 2014-2015 school year

Steven Barnes

Keith Binkley

Robert Clark

Melody Davis

David Diaz

Stephanie Donald

Stephanie Fiscella

Anne Geis

Kaytlyn Hackenberg
Stephanie Hantz
Donald Harakal
Joseph Helinski
Jeffrey Hershey
Lindsey Horvath
Anthony Italiani
Lee Kandt
Lynn Kovecses
Kathy Krause
Lisa Kurtz
Lynn Lanari
Wayne Langsdorf
Constance Manfreda
Stephanie Martin
Rick Mayer
Allison McPeck
Jesse Mead
Kathleen Miller
Lindsay Miller
Michael Miller
Diana Millman
Rose Mirth
Nancy Neefe
Bonnie Organski
Deb Pulizzano
Alan Rockel
Mary Rockel
Douglas Roncolato
Thomas J. Seidenberger
Karen Shaffer
Luke Shaffer
Brian Souerwine
Jessica Swartz
Stanley Swartz
Holly Walker
Jon Walters
Elaine Weiser

Donald WestD. *Coaching Staff*1. *2014-2015 Coach Appointments*

*The Administration recommends approval of the following coaches for the 2014-2015 school year (*pending receipt of required documentation*). The stipends listed represent the appropriate stipend amounts for 2013-2014. The 2014-2015 stipend amounts will be determined after the start of the 2014-2015 school year. (VIII, D-1)

<u>Jordan Benedict</u>	Fall Head Cheerleading	\$2112.50
<u>Christine Pulcini</u>	Fall Assistant Cheerleading	\$1267
<u>Jordan Benedict</u>	Winter Head Cheerleading	\$1056.25
<u>Christine Pulcini</u>	Winter Assistant Cheerleading	\$1056.25
<u>Jordan Benedict</u>	Head Competition Cheerleading	\$2382
<u>Christine Pulcini</u>	Assistant Competition Cheerleading	\$1588
<u>Louis Skrapits</u>	HS Asst. Basketball	\$5235
<u>Sondrine Glovas</u>	HS Asst. Basketball	\$5235
<u>John Toman</u>	HS Head Football	\$10265
<u>Michael Fiefel</u>	HS Asst. Football	\$6159
<u>Adam Legath</u>	HS Asst. Football	\$6159
<u>Eugene Legath</u>	HS Asst. Football	\$6159
<u>Curtis Reigle</u>	HS Asst. Football	\$3079.50**
<u>Derek Weedling</u>	HS Asst. Football	\$3079.50**
<i>**Shared position and stipend.</i>		
<u>Michael Gurdineer</u>	MS Head Football	\$4620
<u>Rocco DelPriore</u>	MS Asst. Football	\$1539**
<u>Stanley Sroka</u>	MS Asst. Football	\$1539**
<i>**Shared position and stipend.</i>		
<u>Adrienne Searfoss</u>	HS Head Field Hockey	\$7493
<u>Samantha Filler</u>	MS Head Field Hockey	\$3371
<u>Terrence Nevill</u>	HS Head Boys Soccer	\$7493
<u>Mark Evans</u>	HS Asst. Boys Soccer	\$4497
<u>Rodney Koch</u>	HS Asst. Boys Soccer	\$2248.50**
<u>Lawrence Glueck</u>	HS Asst. Boys Soccer	\$2248.50**
<i>**Shared position and stipend.</i>		
<u>Douglas Roncolato</u>	HS Head Girls Soccer	\$7493
<u>Richard Dreves</u>	HS Asst. Girls Soccer	\$4497
<u>John Kukitz</u>	HS Asst. Girls Soccer	\$4497
<u>Matthew Greenawald</u>	Head Golf	\$5132
<u>Randy Latza</u>	HS Head Cross Country	\$5954
<u>Cotie Strong</u>	HS Asst. Cross Country	\$3572

<u>Donald West, Jr.</u>	HS Head Girls Volleyball	\$5954
<u>Lindsay McDonnell</u>	HS Asst. Girls Volleyball	\$3572
<u>Paulette Elstner</u>	MS Head Girls Volleyball	\$2679
<u>Roberta Huber</u>	MS Asst. Girls Volleyball	\$1785
<u>Andraea Drabenstott</u>	HS Girls Tennis	\$5132

2. *Coach Resignations*

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

Daren Albanese, Assistant Softball, effective June 30, 2014

Megan Borascius, Middle School Cheerleading, effective June 5, 2014

Ian Beitler, High School Assistant Field Hockey, effective June 17, 2014

Natalie Deacon, High School Assistant Field Hockey, effective June 10, 2014

3. *Assistants to the Coordinator of Athletics*

*The Administration recommends approval of the following Assistants to the Coordinator of Athletics for fall, 2014:

Donald Harakal

Thomas Seidenberger

4. *2014-2015 Volunteer Coaches*

*The Administration recommends approval of the following volunteer coach for the 2014-2015 school year: (VIII, D-4)

Rodney Godshall Football

Robert Edmond Football

Brendan Dunne Football

Nicholas Heiser-Koch Football

David Lowe Boys Soccer

Andrew Filler Girls Soccer

Randy Neuman Girls Soccer

Jeff Hudson Golf

Donald West, Sr. Girls Volleyball

Kristen Linhart Girls Volleyball

John Getz Girls Volleyball

Alan Rockel Girls Volleyball

Christa Paul Girls Volleyball

Cindy Ashworth Girls Volleyball

- A. Committee Reports
- CLIU
- The minutes of the May 19, 2014 Carbon Lehigh Intermediate Unit Board of Directors meeting are attached. (CLIU 5.19.14)
- LCCC
- The minutes of the Lehigh Carbon Community College Board of Trustees meeting of June 5, 2014 are attached. (IX, A) (President's Desk Newsletter)
- B. Superintendent's Report..... Mrs. Lewis
- X. OLD BUSINESS
- 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. Administrative Salaries
- The School Board will set the salary of the following administrators for the 2014-2015 school year:**
- | | |
|--|------------------|
| <u>Leah M. Christman</u>, Superintendent | \$145,550 |
| <u>William Kennedy</u>, Human Resources Administrator | \$ 96,320 |
- C. Act 93 Administrative Salaries
- The Superintendent recommends the approval of the following salaries of the Act 93 Administrative personnel for the 2014-2015 school year:**
- | | | |
|-----------------------------------|--|------------------|
| <u>Kristen Lewis</u> | Asst. to the Supt/LM Principal | \$124,718 |
| <u>Andria Buchman</u> | Director of Special Education | \$111,829 |
| <u>Kenneth Jordan</u> | Dir. of Elem. Ed. and Instruc. Tech | \$107,392 |
| <u>Joan Takacs</u> | Director of Secondary Education | \$108,026 |
| <u>Christine Siegfried</u> | HS Principal | \$123,345 |
| <u>Jason Lilly</u> | HS Asst. Principal | \$ 87,336 |
| <u>Edward Donahue</u> | MS Principal | \$109,453 |
| <u>Nathan Davidson</u> | MS Asst. Principal | \$ 91,501 |
| <u>Mary Farris</u> | JPLIS Principal | \$113,481 |
| <u>Sean McGinty</u> | JPLIS Asst. Principal | \$ 89,391 |
| <u>Lori Limpar</u> | HPW Elementary Principal | \$105,910 |
| <u>Carol Mickley</u> | LM Elementary Principal | \$103,649 |
| <u>Samuel Hafner</u> | LB Elementary Principal | \$102,254 |
| <u>Todd Bergey</u> | Director of Support Services | \$ 98,013 |
| <u>Susan Knoll</u> | Coordinator of Support Services | \$ 55,814 |

Andrea Scherzberg Accountant

\$ 57,797

F. Independent School Employees Salaries

The Superintendent recommends approval of the following salaries of the Independent School Employees for the 2014-2015 school year:

<u>Deneen Carreras</u>	Coordinator of Payroll & Benefits	\$45,084
<u>Erik Malmberg</u>	Coordinator of Network & Inform. Svs.	\$93,820
<u>Gregory Martin</u>	Coordinator of Food Services	\$60,439
<u>Kathleen Miller</u>	Coordinator of Athletic Services	\$53,813
<u>Diana Millman</u>	Coordinator of Administrative Services	\$60,006

G. Discussion and Possible Board Action

The Administration recommends the addition of a first grade teacher using additional state funding provided through the Ready to Learn/Accountability Block Grant in order to reduce first grade class sizes.

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 Agreement

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

D. Voting Delegate Response Form

The PSBA Bylaws authorize school districts of the third class to appoint two voting delegates to the 2014 legislative policy council. This year's meeting will be held on Tuesday, October 21, 2014 during the School Leadership Conference in Hershey. (XI, D)

XIV. VISITORS' COMMENTS

XV. EXECUTIVE SESSION

XVI. OPEN SESSION

XVII. ADJOURNMENT