



Southern Lehigh School District Board of School Directors Meeting

August 22, 2016

The second regular monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:30 p.m. on the above date (August 22, 2016) at Southern Lehigh High School, Center Valley, PA.

PRESENT: Parsons, Dimmig, McLoughlin, Gehman, Gunkle, Lycett, Merkle, Smith
ABSENT: None
OTHERS: Christman, Melber, Millman, Lewis, Bergey, Buchman, Kennedy, Jordan, Takacs, Diaz (SLEA), Malinchak, (MCall), and 8 other members of the community.

OPENING PROCEDURES

Mrs. Parsons 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.

APPROVAL OF MINUTES

MOVED BY Gunkle and **2ND BY** Smith to approve the minutes of August 8, 2016 meeting as distributed to all Board members.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

VISITORS

CONSENT AGENDA

MOVED BY Gunkle and **2ND BY** Gehman to approve the **CONSENT AGENDA** items as follows-

Approve the bills list dated August 22, 2016 showing paid bills in the amount of \$15,955.11 and bills to be paid in the amount of \$352,377.51 for a total amount of \$368,332.62 for the General Fund, and bills to be paid in the amount of \$932,112.12 for the Construction Fund;

Approve the attached list of substitute teachers for the 2016-2017 school year;

Approve the following student teacher placement-

Taylor Berkley, Social Studies, East Stroudsburg University, with *Anita Benedix*, Southern Lehigh Middle School, from August 30, 2015 to October 14, 2016;

Approve the following increment requests, effective September 1, 2016-

Jaquelyn Butler, Masters to *Masters +15*

Nicole Castetter, Bachelors to *Bachelors +15*

Brenton Ditchcreek, Masters +30 to *Masters +45*

Larry Fisher, Bachelors +15 to *Bachelors +30*

Angela Fulmer, Bachelors +30 to *Masters*

Gayla Gilley, Bachelors to *Masters Equivalency*

Anthony Italiani, Masters to *Masters +30*

Dana Kleppinger, Masters to *Masters +15*

Rose Touma, Bachelors +30 to *Masters*

Lindsay McDonnell, Bachelors to *Bachelors +15*;

Accept the resignation of the following staff-

Karen Blum, Instructional Assistant, Joseph P. Liberati Intermediate School, effective June 10, 2016.

Katie Miller, Instructional Assistant, Southern Lehigh High School, effective August 16, 2016.

George Mitakos, Instructional Assistant, Joseph P. Liberati Intermediate School, effective June 10, 2016.

Rose Poskay, Instructional Assistant, Southern Lehigh Middle School, effective August 18, 2016;

Approve increased hours of Lisa Allison, Instructional Assistant, Joseph P. Liberati Intermediate School, from 15 hours per week to 29 hours per week, effective August 23, 2016. Ms. Allison will fill the position due to the resignation of *Karen Blum*;

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

Jennifer Clemente, RTII Instructional Assistant (5.75 hours/day), Hopewell Elementary School, an hourly rate of \$18,26, effective August 22, 2016. This is a new position.

Laura Gorman, Instructional Assistant (5.75 hours/day), Liberty Bell Elementary School, an hourly rate of \$18,26, effective August 23, 2016. This is a new position.

Josephine Cacace, Instructional Assistant (5.75 hours/day), Southern Lehigh High School, an hourly rate of \$18.26, effective August 22, 2016. This is a new position.

Lucianne Gavin, Title I Instructional Assistant (28.75 hours/week), Joseph P. Liberati Intermediate School, an hourly rate of \$18.26, effective August 29, 2016.

Kim Reybitz, RTII Instructional Assistant (4 hours per day, Hopewell Elementary School, an hourly rate of \$18.26, effective August 23, 2016. This is a new position.

Jennifer Ricci, MTSS/RTII Instructional Assistant (15 hours per week), Joseph P. Liberati Intermediate School, an hourly rate of \$18.26, effective August 29, 2016. Ms. Ricci will fill the position due to the change in hours of *Lisa Allison*.

Stacy Ross, Instructional Assistant (5.75 hours/day), Southern Lehigh High School, an hourly rate of \$18.26, effective August 23, 2016. Ms. Ross will fill the position due to the transfer of *Christina Jann*.

Charlene Schiebel, MTSS/RTII Instructional Assistant (22 hours/week), Joseph P. Liberati Intermediate School, an hourly rate of \$18.26, effective August 29, 2016. Ms. Schiebel will fill the position due to the resignation of *Irene Tyson*.

Maureen Army, Instructional Assistant, Liberty Bell Elementary School, an hourly rate of \$18.26, effective August 23, 2016. This is a new position.

Catherine Van't Hof-Felsburg, Instructional Assistant (29 hours per week), Southern Lehigh Middle School, an hourly rate of \$18.26, effective August 24, 2016. Ms. Van't Hof-Felsburg will fill the position due to transfer of *Christina Jann*.

Jennifer Meany, Instructional Assistant (29 hours per week), Southern Lehigh Middle School, an hourly rate of \$18.26, effective August 24, 2016. Ms. Meany will fill the position due to the transfer of *Theresa Gledhill* and resignation of *Christina Pulcini*.

Kathleen Knaack, 1:1 Instructional Assistant (29 hours per week), Southern Lehigh Middle School, an hourly rate of \$18.26, effective August 24, 2016.

Amber Neetz, Instructional Assistant (5.75 hours per day), Southern Lehigh High School, an hourly rate of \$18.26, effective August 23, 2016. Ms. Neetz will fill the position due to the resignation of *Katie Miller*.

Caroline Houck, 1:1 Instructional Assistant (5.75 hours per day), Southern Lehigh High School, an hourly rate of \$18.26, effective August 23, 2016. This is due to the resignation of *Veronica DeBlois*.

Jennifer Perez, Instructional Assistant (29 hours per week), Southern Lehigh Middle School, an hourly rate of \$18.26, effective August 24, 2016. Ms. Perez will fill the position due to the resignation of *Rose Poskay*.

Rachel DeSimone, MTSS/RTII Instructional Assistant (22 hours per week), Joseph P. Liberati Intermediate School, a hourly rate of \$18.26, effective August 29, 2016. Mrs. DeSimone will fill the position due to the resignation of *Sarah Kimble*.

Lee-Ann Graham, MTSS/RTII Instructional Assistant (15 hours per week), Joseph P. Liberati Intermediate School, an hourly rate of \$18.26, effective August 29, 2016. Mrs. Graham will fill the position due to the resignation of *Lori Connelly*;

Approve the following substitute for the 2016-2017 school year-
Dianne Trevis, Substitute Instructional Assistant, an hourly rate of \$16.01;

Approve the attached list of Substitute Instructional Assistants for the 2016-17 school year;

Approve the attached list of Substitute Secretaries for the 2016-17 school year;

Approve the attached list of Substitute Cafeteria Monitors for the 2016-17 school year;

Approve the attached list of Substitute Cafeteria Workers for the 2016-17 school year;

Approve the attached list of Substitute Nurses for the 2016-17 school year;

Approve the attached list of Substitute Health Paraprofessionals for the 2016-17 school year;

Approve the attached list of Substitute Custodians for the 2016-17 school year;

Approve the following mentors for the 2016-2017 school year-

Theresa Ware, mentor for *Tracy Buttillo*, Long-term Special Education Teacher, a stipend of \$700

Lorraine Frasch, mentor for *Katherine Mills*, Language Arts Teacher, a stipend of \$700

Melissa Greenawald, mentor for *Megan Valley*, Kindergarten Teacher, a stipend of \$700

Caryn Bronfenbrenner, mentor for *Andrea Quintana*, Special Education Teacher, a stipend of \$700;

Approve the following subject area leader for the 2016-2017 school year-

Jacqueline Butler Special Education \$2389;

Approve the stipend change of the following coaches-

Robert Butterbaugh, Assistant MS Football Coach from \$3244 (*as approved at the August 8, 2016 board meeting*) to \$811,

Cotie Strong, Head HS Track (Winter) from \$4109 (*as approved at the April 25, 2016 board meeting*) to \$3903.55;

Approve the following coaches for the 2016-2017 school year-

Kristen Regitz HS Asst. Cheerleading (Fall) \$1335

Kristen Regitz HS Head Cheerleading (Winter) \$1113.50**

***50/50 shared stipend and position*

<u>Matthew Gorkos</u>	HS Head Wrestling	\$9192
<u>Steven Siderias</u>	Jr. High Wrestling	\$5056

Approve the following volunteer coaches for the 2016-2017 school year-

<u>Lauren Garges</u>	Cross Country
<u>Michael Wagner</u>	Girls Volleyball
<u>Joseph Randy Newman</u>	Boys Soccer
<u>Rodney Koch</u>	Boys Soccer
<u>Cindy Ashworth</u>	Girls Tennis
<u>Justine Novak</u>	Girls Soccer;

Approve the following Site Managers, an hourly rate of \$43.44, for the 2016-2017 school year-

Michael Feifel
Spencer Cameron
Dianna Riegel
Casey Cooperman.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

CURRICULUM/STUDENT AND STAFF ACTIVITIES

Dr. Christman welcomed Chinese Scholar BCIU teachers, Miss Na Ni and Miss Wen Dong to Southern Lehigh for the 2016-2017 school year.

MOVED BY Gunkle and 2ND BY Smith to approve the Elementary Parent/Student Handbook for the 2016-2017 school year.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

MOVED BY Gunkle and 2ND BY Smith to approve the Intermediate School Parent/Student Handbook for the 2016-2017 school year.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

MOVED BY Gunkle and 2ND BY Smith to approve the Middle School Parent/Student Handbook for the 2016-2017 school year.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

MOVED BY Gunkle and **2ND BY** Smith to approve the **High School Handbook** for the 2016-2017 school year.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: None

MOVED BY Gunkle and **2ND BY** Lycett to approve the **CLIU Title III Consortium Memorandum of Understanding** for the 2016-2017 school year.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: None

MOVED BY Gunkle and **2ND BY** Lycett to approve the **Chapter 339 Plan**. This plan is for the development and implementation of a comprehensive, sequential program of guidance services for kindergarten through grade 12.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: None

BUSINESS AND FINANCE

SUPPORT SERVICES

PERSONNEL

MOVED BY Gunkle and **2ND BY** Gehman to approve the following certificated staff for the 2016-17 school year (pending receipt of required documentation)-

Andrea Quintana, Special Education Teacher, Southern Lehigh High School, a salary of \$60,246, Masters, Step 11, effective August 22, 2016. Ms. Quintana will fill the position due to the transfer of *Teresa Ware*.

Megan Valley, Kindergarten Teacher, Liberty Bell Elementary School, a salary \$47,708, Bachelors, Step 14, effective August 22, 2016. Ms. Valley will fill the position due to the retirement of *Carol Horvath*.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: None

REPORTS

CLIU

Mrs. Parsons provided an update on the “Stream Factory”, a Youth Forestry Program held at Hickory Run.

Superintendent's Report

Dr. Christman reported the following-

- Welcome Back Breakfast and Assembly held this morning
- In-service program-Lehigh Valley Career Pathways
- Hopewell staff allowed in to the building to start setting up classrooms
- Final occupancy approval anticipated on Sunday

Superintendent Search Committee

Mrs. Parsons announced that the committee held second round interviews with 3 final candidates on August 18, 2016. A candidate will be recommended for final board approval soon.

OLD BUSINESS

MOVED BY Gunkle and **2nd BY** Gehman to approve a second and final reading of the following revised policies-

#424 Professional Employees: *Personnel Files*

#524 Classified Employees: *Personnel Files*

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

NEW BUSINESS

MOVED BY Gunkle and **2nd BY** Lycett to approve the **Southern Lehigh Competition Cheerleading Booster Club Bylaws.**

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

MOVED BY Gunkle and **2nd BY** McLoughlin to approve the **Southern Lehigh Middle School Cross Country Booster Club Bylaws.**

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

COMMUNICATIONS

VISITORS

Mrs. Mary deCastro, Center Valley, PA read a letter to the Board regarding her reasons for withdrawing her child from school.

ADJOURNMENT

Mrs. Parsons announced the need for an Executive Session and that the Board would not reconvene

MOVED BY Gunkle and **2nd BY** Smith to adjourn the meeting.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

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

ATTEST: *Diana S. Millman*, Board Secretary

PENDING APPROVAL