



# Southern Lehigh School District

## Board of School Directors Meeting

June 27, 2011

The second regular monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:35 p.m. on the above date (June 27, 2011) at Southern Lehigh High School, Center Valley, PA.

PRESENT: Eddinger, Gunkle, Hayes, McLoughlin, Miracle, Mohr, Quigley, Stelts

ABSENT: Dimmig (joined the meeting by cellular telephone from 8:19 p.m. to 9:11 p.m.)

OTHERS: Liberati, Christman, Snell, Guerriere, Bartholomew, Kennedy, Takacs, Lewis, Giarratana, Jordan, Davidson, Limpar, Harakal, and approximately 14 other members of the community.

### **OPENING PROCEDURES**

Mr. Eddinger led the Board and others attending the meeting in the Pledge of Allegiance to the Flag.

### **APPROVAL OF MINUTES**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Gunkle to approve the minutes of the June 13, 2011 meeting as copied and distributed to all Board members.

Minutes of  
6/13/2011

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

### **VISITORS**

Alex Parsons, a recent District graduate and former member of the Computer Science Club, expressed his frustration over the fact that the District continues to use Windows XP operating system on PC's while at the same time upgrading the MAC operating systems. He articulated his preference for PC's over MAC's and encouraged the District to upgrade to Windows 7 operating system.

### **CONSENT AGENDA**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Gunkle to approve the **CONSENT AGENDA** items as follows -

Approve the bills list dated June 27, 2011 showing paid bills in the amount of \$20,167.04 and bills to be paid in the amount of \$522,768.26 for a total amount of \$542,935.30 for the General Fund, and bills to be paid in the amount of \$745.99 for the Capital Reserve Sinking Fund;

Approval of  
Bills

Accept the resignation of Ronda Andrulevich, Assistant Director of Support Services, effective July 8, 2011;

Accept  
resignation-  
Andrulevich

Approve the following substitute teacher for the 2010-11 school year -

Frances Werkheiser, Elementary;

Approve  
substitute  
teacher for  
the 2010-11  
school year-  
Werkheiser

Approve the following substitute teachers for the 2011-12 school year -

Marilyn Adams, Library

Harold Breitenstein, Reading; English

Natalie Deacon, Health and Physical Education

Lisa Dex, Elementary

Liesje Germ, Biology, Environmental Ed K-12

Sylvia Kinsey, Library and Elementary Education

Kathleen Malek, Elementary

Approve  
substitute  
teachers for  
the 2011-12  
school year-  
Adams,  
Breitenstein,  
Deacon, Dex,  
Germ,  
Kinsey, Malek

Cont. Approve substitute teachers for the 2011-12 school year- Seidenberger, Thoet

Thomas Seidenberger, Elementary; English 7-9

Melissa Thoet, Elementary;

Approve the following student teacher placement -

Whitney Szmodis, Elementary Education, Lehigh University, with *Miri Lynn Yoder*, Lower Milford Elementary School, from August 29, 2011 to December 2, 2011;

Approve student teacher placement- Szmodis

Approve the following substitute staff for the 2011-12 school year -

Victoria Butz, Substitute Instructional Assistant

Lisa Dex, Substitute Instructional Assistant

Donna Irvine, Substitute Secretary

Melissa Thoet, Substitute Instructional Assistant;

Approve substitute staff for the 2011-12 school year- Butz, Dex, Irvine, Thoet

Accept resignation- Herman

Accept the resignation of the following staff -

Jordan Herman, 7 hour Instructional Assistant, Southern Lehigh High School, effective June 21, 2011 at the end of the business day;

Approve T. Walter as mentor for the Chinese Guest Teacher

Approve Tara Walter as mentor for the Chinese Guest Teacher for the 2011-12 school year at a stipend not to exceed \$700.00 for the 2011-2012 school year;

Approve T. Westbrooks as Guidance Leader 9-12

Approve Tamme Westbrooks as Guidance Leader 9-12 for the 2011-12 school year at a stipend of \$2,371;

Approve M. Watkins as Dance Chaperone

Approve Melinda Watkins as Dance Chaperone at \$46.62 per event for the 2010-11 school year;

Approve L. Gross & S. Donald as teachers for the 2011 HS Prep Program

Approve Linda Gross and Stephanie Donald as teachers for the 2011 High School Prep Program at an hourly rate of \$37.40;

Approve M. Misevicius as a teacher for the 2011 HS Summer Math Lab

Approve Maria Misevicius as a teacher for the 2011 High School Summer Math Lab at an hourly rate of \$15.89 per hour through June 30, 2011 and a rate of \$16.50 per hour beginning July 1, 2011;

Approve the following returning coaches for the 2011-12 school year -

<u>John Toman</u>	Head Football	\$9,664
<u>Derek Bleiler</u>	Asst. Football	\$5,798
<u>Michael Feifel</u>	Asst. Football	\$5,798
<u>Adam Legath</u>	Asst. Football	\$5,798
<u>Stephen Schrader</u>	Asst. Football	\$5,798
<u>Joseph Glassic</u>	MS Head Football	\$4,349
<u>Randall Latza</u>	Cross Country Head	\$5,605
<u>Cotie Strong</u>	Asst. Cross Country	\$3,363
<u>Donald West, Jr.</u>	Head Volleyball	\$5,605
<u>Donald West, Sr.</u>	Asst. Volleyball	\$2,242**
<u>Kristen Linhart</u>	Asst. Volleyball	\$1,121**
<u>Paulette Elstner</u>	MS Head Volleyball	\$2,522
<u>Colleen Haig</u>	HS Head Cheerleading	\$3,978
<u>Andrea Drabenstott</u>	Head Girls' Tennis	\$4,832
<u>Matthew Greenawald</u>	Head Golf	\$4,832
<u>Terrence Nevill</u>	Head Boys' Soccer	\$7,054
<u>Douglas Roncolato</u>	Asst. Boys' Soccer	\$4,233
<u>Richard Dreves</u>	Asst. Boys' Soccer	\$2,116.50***
<u>Rodney Koch</u>	Asst. Boys' Soccer	\$2,116.50***

\*\*This amount represents a 66/33 split of the total stipend of \$3,363.

\*\*\*This amount represents a 50/50 split of the total stipend of \$4,233;

Approve returning coaches for the 2011-12 school year-Toman, Bleiler, Feifel, Legath, Schrader, Glassic, Latza, Strong, West, Jr., West, Sr., Linhart, Elstner, Haig, Drabenstott, Greenawald, Nevill, Roncolato, Dreves, Koch

Approve the following volunteer coaches for the 2011-12 school year -

<u>Robert Edmonds</u>	Football
<u>Gregory Holland</u>	Football
<u>Walter Hooks</u>	Football
<u>Kyle Mirth</u>	Football
<u>Pamela Carmona</u>	Cross Country
<u>Jennifer Shields</u>	Cross Country
<u>Christa Burke</u>	Volleyball
<u>Jonathan Getz</u>	Volleyball
<u>Cynthia Ashworth</u>	Girls' Tennis
<u>Mark Evans</u>	Boys' Soccer.

Approve  
volunteer  
coaches for  
the 2011-12  
school year-  
Edmonds,  
Holland,  
Hooks, Mirth,  
Carmona,  
Shields,  
Burke, Getz,  
Ashworth,  
Evans

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

### **CURRICULUM/STUDENT AND STAFF ACTIVITIES**

Mr. Davidson and Ms. Limpar reported on student and staff activities at the Middle School and the elementary schools.

#### High School report (submitted by Mr. Zuk) –

- Graduation was successful and there have been great comments received from the community.
- Approximately 60 students are currently flying to Europe for the 15 day summer trip - traveling through the United Kingdom, France, Switzerland, and Italy.
- Report cards were mailed home this past Friday.
- 9<sup>th</sup> grade summer transition runs August 9<sup>th</sup> – 11<sup>th</sup> and we are hoping for good attendance numbers.
- Summer math lab began today, there were 18 students signed-up prior to today.

#### Middle School report –

- Report cards mailed to students 6/24/11.
- Tentative schedules for incoming 7<sup>th</sup> and 8<sup>th</sup> grade students were mailed on 6/24/11.
- Final grade and final exam data evaluation begun.
- 8<sup>th</sup> Grade Luau- was well attended and the students really enjoyed the pie in the face contest as well as the dunk tank. A special thank you to the Student Council, Mrs. MacIntyre and the teachers and parents who volunteered their time to make the evening enjoyable for our outgoing 7<sup>th</sup> grade students.
- Information regarding Open House has been sent to incoming 7<sup>th</sup> grade students – Open House is August 25.

#### Intermediate School report (submitted by Mrs. Farris) –

- SLIS would like to report a smooth end of the school year.

#### Elementary schools –

- It was a successful end to the school year for HW, LM and Liberty Bell.
- We celebrated the last two weeks with spirit days, festivals, field trips, recognition days, and student assemblies to keep the younger population motivated and engaged.
- Rob Wetmore from Leading Edge Martial Arts put on a student assembly at HW on the last day of school. He has kindly volunteered his time to kick off and close down our school year (for the last several years) with a valuable student message that he ties into our Hopewell CARES Be Nice! Be Safe! positive school-wide behavior management program. He shares an important message about bullying and safety as he leads our students through martial arts exercises.
- On June 20<sup>th</sup>, K-3 staff received training on using math manipulatives, the Sapphire grade book, and the new enVision Math Series which we will be implementing next school year.

Approve N. Beitler to conduct a research study for completing her PhD at Penn State University

**MOVED BY** Miracle and **2<sup>ND</sup> BY** McLoughlin to approve Mrs. Nancy Beitler to conduct a research study as part of the process for completing her PhD program at Pennsylvania State University. The study would involve Southern Lehigh Middle School band students during the 2011-2012 school year.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

Approve textbook recommendation for the 2011-2012 school year

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Gunkle to approve the enclosed textbook recommendation for the 2011-2012 school year. The textbook will be on display at the Administration Building for two weeks. Final adoption will be at the July 11, 2011 Board meeting.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

Approve service agreement with Blackboard Connect for the 2011-2012 school year

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Gunkle to approve the service agreement with Blackboard Connect for the 2011-2012 school year. The District will be contracting with Blackboard Connect directly in order to reduce cost. This represents a cost savings of \$1085.00.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

#### 2010-2011 MINI GRANT VIDEO PRESENTATION

Mr. Ken Jordan presented the Mini Grant video for 2010-2011 that showcased the grant purchases for the current school year.

#### BUSINESS AND FINANCE

Approve increase to \$3.00/transaction the convenience fee to parents who place money on their child's account which is used to pay for cafeteria purchases

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to approve the increase to \$3.00/transaction the convenience fee to parents who place money on their child's account which is used to pay for cafeteria purchases. The increase from \$2.50/transaction is intended to cover the costs to the District.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

Approve a 90-day extension of the current contract between Compass Energy Services, Inc.

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to approve a 90-day extension of the current contract between Compass Energy Services, Inc. and the District which was approved August 24, 2009 for the period ending June 30, 2011. The Administration will provide the Board with a recommendation regarding natural gas and natural gas services for the balance of the 2011-12 year prior to the end of the 90-day period.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

Approve PlanCon Part H: Project Financing for the Intermediate School

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Quigley to approve PlanCon Part H: *Project Financing for the Intermediate School*, which was reviewed and approved by the Department of Education. The Department requires that PlanCon Part H and the appended materials be entered into the minutes of the next Board meeting.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

Approve all necessary budgetary transfers to properly reflect 2010-11 transactions and auditor adjusting entries and to close out the accounting records for the fiscal year

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to approve all necessary budgetary transfers to properly reflect 2010-11 transactions and auditor adjusting entries and to close out the accounting records for the fiscal year.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

Approve renewal of the Application Service Provider Agreement between AssetWorks, Inc. for 2011-12

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to approve renewal of the Application Service Provider Agreement between AssetWorks, Inc. and the District for operation, maintenance, and support of the District's fixed asset database for 2011-12 at an annual fee of \$1300.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Gunkle to approve the following resolution in connection with various joint purchasing consortiums –

Resolved: That the School District be authorized to engage in joint purchasing under the Intergovernmental Cooperation Law found at 53 PaCS Section 2301 et seq. and the General Procurement Provisions of the Pennsylvania Intergovernmental Relations Law found at 62 PaCS Section 1901 et seq. with the following purchasing agencies during the 2011-12 school year: PEPPM; US Communities; Co-Stars; Keystone Purchasing Network; PA Education Joint Purchasing Council (PAEJPC); and Lenorco. The School District's Director of Business Services is authorized to enter into appropriate Contracts and Membership Agreements with the foregoing purchasing agencies in order to effectuate the purposes of this Resolution.

Approve various joint purchasing consortiums during the 2011-12 school year (PEPPM; US Communities; Co-Stars; Keystone Purchasing Network; PA Education Joint Purchasing Council (PAEJPC); and Lenorco)

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

[Mr. Dimmig joined the meeting by cellular telephone at 8:19 p.m.]

Mr. Snell summarized changes to the PDE final General Fund Budget presented for adoption tonight from the proposed General Fund Budget that was approved at the May 23, 2011 Board meeting.

Mr. Liberati and Mrs. Christman discussed staffing reductions, all due to attrition, for this year and next fiscal year.

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to adopt the following 2011-2012 Budget Resolution. –

That this Board of School Directors hereby officially adopts the School District of Southern Lehigh **2011-2012 Fiscal School Year Budget**, commencing with July 1, 2011, and ending with June 30, 2012, as recommended. A copy of PDE-2028, Final General Fund Budget, Fiscal Year July 1, 2011 – June 30, 2012 that was proposed and adopted at an official meeting of the Board of School Directors held Monday, May 23, 2011 is included in the Board packet.

Adopt 2011-2012 Fiscal School Year Budget

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

**MOVED BY** Stelts and **2<sup>ND</sup> BY** McLoughlin to adopt the following 2011-2012 Budget Resolution. –

**WHEREAS**, the estimated Receipts from Local Sources of \$40,347,556 as set forth in the School District of Southern Lehigh Fiscal School Year Budget for the year 2011-2012 officially adopted this 27th day of June, 2011, includes a tax on the assessed valuation of real estate.

**BE IT THEREFORE RESOLVED**, that the millage on the assessed valuation of real estate located within the confines of Southern Lehigh School District (based upon 50% of the appraised valuation in compliance with Lehigh County Board of Commissioners resolution adopted May 30, 1974, as revised), as required in the officially adopted **2011-2012 Fiscal School Year Budget**, be set at 45.55 mills on the dollar (\$4.555 per each \$100 of assessed valuation) to provide an estimated income of \$34,227,613 for the fiscal year commencing with July 1, 2011, and ending with June 30, 2012.

Real Estate Millage set at 45.55 mills on the dollar

**VOICE VOTE: "YES" – All but Quigley and Dimmig**  
**"NO" - Quigley, Dimmig - Motion Carried**  
**ABSENT: None**

[Mr. Dimmig left the meeting from his cellular telephone at 9:11 p.m.]

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to approve the enclosed Resolution to Re-Adopt, Restate, and Amend the District's Earned Income Tax Resolution.

Approve Resolution to Re-Adopt, Restate, and Amend the District's Earned Income Tax Resolution

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to adopt the following 2011-2012 Budget Resolution. –

**WHEREAS**, 45.55 mills on the assessed valuation of real estate will not provide sufficient revenue to meet the budgetary requirements of the 2011-2012 fiscal school year.

Re-enact 1%  
Real Estate  
Transfer Tax

**BE IT THEREFORE RESOLVED**, that this Board of School Directors hereby re-enacts the enabling resolution providing for the levying and assessing of a 1% tax upon the transfer of real property, or of any interest therein, situated within the School District of Southern Lehigh, under the authority of Act 511 of 1965, known as "The Local Tax Enabling Act", with said tax to provide an estimated income of \$437,750; and,

Re-enact 1%  
Earned  
Income Tax

**BE IT FURTHER RESOLVED**, that this Board of School Directors hereby re-enacts the enabling resolution providing for the levy of 1% tax on the earned income of residents of the School District of Southern Lehigh levied under the authority of Act 511 of 1965, known as "The Local Tax Enabling Act", with said tax to provide an estimated income of \$3,399,000; and,

Re-enact  
\$5.00 Local  
Services Tax

**BE IT FURTHER RESOLVED**, that this Board of School Directors hereby re-enacts the enabling resolution providing for the levy of a Local Services Tax in the amount of Five (\$5.00) Dollars on individuals engaged in any occupation, trade or profession within the corporate limits of the School District under the authority of Act 511 of 1965, P.L. 1257, as amended, known as "The Local Tax Enabling Act," with said tax to provide an estimated income of \$40,000.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

Adopt  
Homestead  
and  
Farmstead  
Exclusion for  
2011-2012  
fiscal year

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to approve the enclosed resolution adopting Homestead and Farmstead Exclusion for 2011-2012 fiscal year.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

Approve  
designation  
of fund  
balance for  
2011-2012

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to approve designation of fund balance for the 2011-2012 General Fund Budget as indicated in the attached schedule.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

Approve  
revise start  
date-Melber

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to approve to revise the start date from July 11, 2011 to July 5, 2011 for Jeremy Melber, Director of Business Services who was approved at the June 13, 2011 Board meeting.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

## **SUPPORT SERVICES**

### **PERSONNEL**

### **REPORTS**

#### **Lehigh Career & Technical Institute**

Mr. Miracle reported the following –

- Executive Director, Dr. Hornberger announced his retirement effective December 31, 2011. The Joint Operating Committee will conduct a search for his replacement.
- Dr. Stelts and Mr. Hayes have agreed to replace Mr. Miracle and Mr. Eddinger as the District's representatives to Lehigh Career & Technical Institute.
- LCTI has sold the 31<sup>st</sup> student built house.

#### **Carbon Lehigh Intermediate Unit**

Mrs. Mohr brought the final CLIU 2011-2012 budget to the meeting.

Education Committee

Mrs. Gunkle reported on the June 27 committee meeting –

- Mr. Jordan had a Sapphire update.
- Mrs. Takacs had a weighted grade/transcript/scheduling update.
- Mrs. Lewis reported on the 2011-2012 SLIS handbook, and 2011-2012 proposed K-6 field trips.
- Mrs. Christman had an update on the Arab and Chinese guest scholar teachers.

Facilities Committee

Mr. Miracle reported the following –

- There are issues with the HS tennis court replacement project regarding permits.
- A less expensive alternative of brickote face will be used to correct the deteriorating exterior retaining wall at Liberty Bell.

Attorney Bartholomew reported that Upper Saucon Township has accepted the District's plan to install a retention pond to alleviate the storm water run-off issue on Camp Meeting Rd.

Superintendent's Report

Mr. Liberati reported the following –

- National TSA Conference - The Technology Student Association is a national student leadership organization that fosters personal growth, leadership, and opportunities in technology, innovation, design, and engineering. Members apply and integrate science, technology, engineering and mathematics (STEM) concepts through co-curricular activities, competitive events and related programs. This year, Richard Colelli, Southern Lehigh High School STEM teacher was pleased to announce that for the first time in SLSD history, a Spartan placed in the top three in the nation. Recent graduate Mike Scharf placed 3rd in 2D Architectural CAD and rising senior Matthew Decker placed fourth. The competition took place in Dallas, Texas June 21-25.
- Two local youth football organizations, SLYFA and The Storm have requested to use the District practice field for their games. There was Board discussion.

**MOVED BY** McLoughlin and **2<sup>ND</sup> BY** Gunkle to approve both organizations, SLYFA and The Storm, to use the practice field with the District retaining the right to cancel games due to inclement weather to protect the integrity of the field.

Approve  
SLYFA and  
The Storm to  
use the  
practice field

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

OLD BUSINESSNEW BUSINESS

**MOVED BY** Miracle and **2<sup>ND</sup> BY** McLoughlin to approve a first reading to the following revised policy -

Policy 101                      Programs: *Philosophy of Education*

Approve 1<sup>st</sup>  
reading of  
revised Policy  
#101

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Gunkle to approve the 2011-2012 Mini Grant Award requests.

Approve the  
2011-2012  
Mini Grant  
Award  
requests

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

VISITORS

ADJOURNMENT

**ADJOURNMENT**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Quigley to adjourn the meeting.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: Dimmig**

The meeting was adjourned at 9:39 p.m.

**ATTEST:** \_\_\_\_\_ Board Secretary

Pending Approval