

**SOUTHERN LEHIGH SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
High School Board Room
November 24, 2008
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 NOVEMBER 5, 2008 and November 10, 2008.

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.....Dr. Edward Donahue

Elementary SchoolsMs. Lori Limpar

- B. *K-12 District 2007-2008 Assessment Summary*

Dr. Diane Keister, Director of Elementary Education and Mrs. Joan Takacs, Director of Secondary Education will present the K-12 District 2007-2008 Summary. (V, B)

VI. BUSINESS AND FINANCE

- A. *Accounts Payable*

*The Administration recommends approval of the bills to be paid as of November 24, 2008. (VI, A)

- B. *Treasurer's Report*

*The Administration recommends approval of the Treasurer's Report. (VI, B)

- C. *Investment of Funds*

The Administration recommends approval of the Investment of Funds for the General Budget. (VI, C)

- D. *Request for Property Tax Refund*

The Administration recommends approval of a refund of \$2678.45 in 2007-2008 school property taxes for Shawn K. and Jaelieth L. Jewell,

Parcel ID 22 641376310929 1, pursuant to the enclosed tax duplicate correction notice from the County of Lehigh Assessment Office. (VI, D)

E. *Approval of 403(b) Plan Document*

The Administration recommends approval of the enclosed Resolution adopting a 403 (b) Plan Document. (VI, E)

VII. SUPPORT SERVICES

A. *Proposal for Professional Services for High School Stadium*

The Facility Committee and Administration recommend Board approval of the Proposal for Professional Services tasks 2 & 3 in enclosed Visitor Spectator Seating Evaluation from Architerra, PC., 205 North Main Street, Coopersburg, PA 18036, at a cost of \$17,076. The Facility Committee and Administration will discuss various concepts that have been proposed for the scope of work to replace visitor spectator seating at the athletic stadium (Proposal attached and concept drawings will be forwarded as soon as received from Architerra, PC.). (VII, A)

B. *Intermediate School Project Representative Rate Increase*

It is recommended that the Board approve the hourly rate increase of Albert Baker from \$55.00 to \$57.20.

VIII. PERSONNEL

A. *Certificated Staff*

1. *Administrative Retirement*

*The Administration recommends accepting the retirement of the following administrator:

Diane Keister, Director of Elementary Education, effective February 20, 2009. Dr. Keister has been an administrator with the Southern Lehigh School District for 16 years.

2. *Substitute Teachers*

*The Administration recommends approval of the following substitute teachers for the 2008-2009 school year: (VIII, A-2)

Melissa Bortz, Elementary
Jane Reichl, Elementary
Nathan Thompson, Social Studies
Carrie Gofberg, IU Guest Teacher

3. *Childrearing Leave*

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

Devon Hagy, Physical Education Teacher, Middle School, from November 27, 2008 through the remainder of the 2008-2009 school year.

B. *Noncertificated Staff*

1. *Resignation*

*The Administration recommends accepting the resignation of the following support staff: (VIII, B-1)

Joseph Morrison, 7-hour Instructional Assistant, High School, effective November 7, 2008

2. *Substitutes*

*The Administration recommends approval of the following substitute support staff for the 2008-2009 school year at an hourly rate of \$14.74: (VIII, B-2)

Carrie Gofberg, Substitute Instructional Assistant

Jane Reichl, Substitute Instructional Assistant

3. *Unpaid Leave*

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

Miriam Allison, Instructional Assistant, Liberty Bell Elementary School, from Tuesday, February 24, 2009 through Friday, February 27, 2009.

Lisa Annunziato, Part-time Food Service Employee, Middle School, from Monday, May 18, 2009 through Friday, May 22, 2009.

4. *Leave of Absence*

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

Kathryn Stengl, Instructional Assistant, Liberty Bell Elementary School, beginning January 19, 2009 and ending May 6, 2009. Ms. Stengel will be completing her student teaching requirement at Cedar Crest College.

C. *Extra-Compensatory Positions*

1. *2008-2009 Coach*

*The Administration recommends approval of the following coach for the 2008-2009 school year: (VIII, C-1)

Justin Kocis Assistant Girls' Basketball, Middle School \$2017

2. *2008-2009 Mentor*

*The Administration recommends approval of the following mentor at a stipend not to exceed \$700 for the 2008-2009 school year:

Maryann Impink as a mentor for *Jennifer Powell*

3. *2008-2009 Peak Staff*

*The Administration recommends approval of the following Peak Staff at \$43.41 per session for the 2008-2009 school year:

Christa Burke

Michael Pauling

4. *2008-2009 Dance Chaperones*

*The Administration recommends approval of the following Dance Chaperones at \$44.87 per event for the 2008-2009 school year:

Christa Burke

Michael Pauling

5. 2008-2009 Volunteer Coach

*The Administration recommends approval of the following volunteer coach for the 2008-2009 school year: (VIII, C-5)

Todd Bergey Rifle

IX. REPORTS

A. Committee Reports

The minutes of the Carbon Lehigh Intermediate Unit Board of Directors meeting of October 20, 2008 are included in the Board materials. (IX, A)

B. Superintendent's Report... Mr. Liberati

C. Facilities Report... Mr. Liberati

X. OLD BUSINESS

XI. NEW BUSINESS

A. Assistant Superintendent Employment Contract

It is recommended that the Board approve the contract for Leah-Jane M. Christman, Assistant Superintendent, adopted on August 25, 2008 for the term of five (5) years and terminating on June 30, 2013. (XI, A)

B. Open Records Officer

It is recommended that the Board appoint Robert Guerriere as the District's Open Records Officer, effective January 1, 2009.

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 Pre-approval

The requests for graduate study are listed in the Board materials by name, course/program, institutional, 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