

**SOUTHERN LEHIGH SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
High School Board Room  
July 14, 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 JUNE 23, 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 School ..... Mrs. Siegfried**

**Middle School ..... Dr. Donahue**

**Elementary Schools ..... Mrs. Lewis**

- B. *2008-2009 Elementary Parent Student Handbook*

**The Administration recommends approval of the 2008-2009 Elementary Parent Student Handbook. (V, B)**

- C. *Independent Study*

**The Administration recommends approval of Independent Study for the following student: (V, C)**

**Eric Ritter, Architectural CAD**

- D. *Team Travel*

**The Administration recommends approval of the following student team camp: (V, D)**

**The Southern Lehigh High School Boys' Soccer Team to attend Pocono Cup Soccer Camp, Marywood University, Scranton, PA from July 13 to July 17, 2008.**

- E. *Strategic Plan Presentation*

**The Administration will present the Southern Lehigh Strategic Plan for 2008-2014 and recommends Board approval.**

- F. *2007-2008 Mini Grant End of Year report*  
**The Administration will provide the 2007-2008 Mini Grant End-of-Year report.**
- G. *Federal Programs Grant Allocations*  
**The Administration recommends approval of the Federal Programs Grant Allocations for 2008-2009. (V, G)**
- VI. BUSINESS AND FINANCE
- A. *Accounts Payable*  
 \*The Administration recommends approval of the bills to be paid as of July 14, 2008 (VI, A)
- B. *Treasurer's Report*  
 \*The Administration recommends approval of the Treasurer's Report (VI, B)
- C. *Teach Me Tutoring Contract*  
**The Administration recommends approval of the enclosed contract with Teach Me Tutoring to continue to provide our alternative school program for the 2008-2009 school year. (The End-of-Year Alternative School Report is also included.) (VI, C)**
- D. *School Dentist*  
**The Administration recommends continuing our long-standing relationship with Dr. Anthony Lang as the school dentist for the 2008-2011 at the rate of \$8.00 per exam.**
- E. *Software License Agreement Addendum*  
**The Administration recommends approval of the enclosed addendum to an existing contract with Onhand Schools, Inc. that was approved by the School Board on April 23, 2007 for a five-year period at \$15,000 per annum. (VI, E)**
- F. *PlanCon Part H*  
**The PlanCon Part H, Project Financing, has been reviewed and approved by the Pennsylvania Department of Education. It is necessary for the School Board to acknowledge receipt of the approval and to enter the enclosed documents into the minutes of the Board meeting. (VI, F)**
- G. *Investments*  
**It is recommended that the board approve the investment of funds as attached. (VI, G)**
- VII. SUPPORT SERVICES
- A. *Science Classroom Change Order*  
**The Administration recommends approval of High School Science Classroom Change Order #1 to Michael R. Serfass Contracting Company, Inc. not to exceed the amount of \$4,560.00 for wall framing repairs concealed by existing casework and chalkboard. The formal change order will be distributed at the board meeting after review of exact requirements and cost.**
- B. *Intermediate School Change Order*  
**The Administration recommends approval of the enclosed list of Intermediate School Change Orders for Penn Builder's, Albarell Inc., and JBM Mechanical Inc. The enclosed list includes all project change orders to date. (VII, B)**

## VIII. PERSONNEL

### A. *Certificated Staff*

#### 1. *Correction*

\*The Administration recommends correcting the resignation of Beth Bankos at the June 23, 2008 board meeting to the *retirement* of Beth Bankos.

#### 2. *Resignation*

\*The Administration recommends accepting the resignation of the following staff:  
Sheila Curtis, English Teacher, Southern Lehigh High School, effective the end of the 2007-2008 school year.

Donna Bazos, Business Education Teacher, High School, effective the end of the 2007-2008 school year.

#### 3. *Second Childrearing Leave*

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

Meg Mayes, 1<sup>st</sup> grade Teacher, Liberty Bell Elementary School, from August 26, 2008 through January 23, 2009.

#### 4. *Substitute Teacher*

\*The Administration recommends approval of the following substitute teacher for the 2008-2009 school year: (VIII, A-4)

Beth Bankos

#### 5. *Student Teacher*

\*The Administration recommends approval of the following student teacher placement from the University of Pennsylvania: (VIII, A-5)

Maria Ramunni, *Professional School Counseling*, with Southern Lehigh School District and Hopewell Elementary School from August, 2008 through May, 2009.

#### 6. *Appointment*

**The Administration recommends approval of the following staff: (VIII, A-6)**

**Lisa Lowry, 5<sup>th</sup> grade Teacher, Lower Milford Elementary School, at Bachelor's, Step 3, an annual salary of \$42,788, effective August 26, 2008. Ms. Lowry will fill the position created by the resignation of *Lisa McGinty*.**

**Terry Flamm, Full year Substitute Learning Support Teacher, Middle School, at Bachelor's +30, Step 7, an annual salary of \$49,004, effective August 26, 2008. Ms. Flamm will fill the position created with the child rearing leave of *Colleen Pachence*.**

**Jessica Tipton, Full year Substitute Learning Support Teacher, High School, at Master's, Step 5, an annual salary of \$51,831, effective August 26, 2008. Ms. Tipton will fill the position created with the transfer of Brian Keating to Social Studies teacher for the 2008-2009 school year.**

**Brian Hines, Emotional Support Teacher, Middle School, at Bachelor's +30, Step 1, an annual salary of \$43,898, effective August 19, 2008. This is a newly created middle school position.**

**Manal Haddad, Long-term Substitute (Category E), Bachelor's, Step 1, an annual salary of \$41,456, 1<sup>st</sup> grade Teacher, Liberty Bell Elementary School, from August 19, 2008 through January 26, 2009. Ms. Haddad will fill the position created with the childrearing leave of *Meg Mayes*.**

6. *Salary Correction*

**The Administration recommends approval to correct the salary approved at the May 19, 2008 board meeting for Meredith Dapsis, Science Teacher, High School, from Bachelor's, Step 1 to Bachelor's +15, Step 1 an annual salary of \$42,566. This correction is based on the receipt of the postgraduate course transcript.**

B. *Noncertificated Staff*

1. *Resignation*

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

Lauren Ramspacher, Instructional Assistant, Middle School, effective June 27, 2008.

Spencer Cameron, Seasonal Staff, effective July 3, 2008.

2. *Appointment Rescinded*

\*The Administration recommends rescinding the June 9, 2008 appointment of Kristin Arnold, Seasonal Staff.

3. *Appointments*

\*The Administration recommends approval of the appointment of the following staff:  
(VIII, B-3)

Lauren Ramspacher, Substitute Instructional Assistant, at an hourly rate of \$14.74 effective June 27, 2008.

Alison Kaplan, Substitute Secretary, at an hourly rate of \$12.63 effective the 2008-2009 school year.

Justin Kocis, Behavior Specialist, Middle School, at an annual salary of \$40,000, effective August 19, 2008. This is a newly created middle school position.

4. *Status Change*

\*The Administration recommends approval of the status change for Denise Lounsberry, Instructional Assistant, Lower Milford from 7 hour Instructional Assistant to 3-hour Instructional Assistant. The need for a 7 hour Instructional Assistant has been eliminated.

5. *Unpaid Leave*

\*The Administration recommends approval of unpaid leave for Manal Haddad, Instructional Assistant, Liberty Bell Elementary School, from her position as Instructional Assistant for the period August 19, 2008 through January 26, 2009. Ms. Haddad is being recommended for the position of Long-term Substitute (Category E) to fill the position created with the childrearing leave of Meg Mayes.

C. *Extra-Compensatory Positions*

1. *Resignation*

\*The Administration recommends accepting the resignation of the following:

Sheila Curtis, Student Council Advisor, High School, effective the end of the 2007-2008 school year.

2. *Appointment*  
a. *Summer Kindergarten Camp*

\*The Administration recommends approval of Eleanor Satrom for the Summer Kindergarten Camp (funded by the Southern Lehigh Education Foundation) as Instructional Assistant, at an hourly rate of \$14.74 and/or Substitute Program Instructor, at an hourly rate of \$33.26 (*if necessary*). (VIII, C-2a)

b. *2008-2009 Coach*

\*The Administration recommends approval of the following coach for the 2008-2009 school year (*pending receipt of required documentation*). (VIII, C-2b)

Bethany Hepner                      Assistant Field Hockey Coach                      \$3,497

D. *Volunteers*

1. *Appointment*

\*The Administration recommends approval of the appointment of the following volunteer coaches for the 2008-2009 school year: (VIII, D-1)

Angela Gregory                      Volleyball  
Christa Burke                      Volleyball  
Donald West, Sr.                      Volleyball  
Mark Evans                      Boys' Soccer

IX. REPORTS

- A. **Committee Reports**
- B. **Superintendent's Report.....Mr. Liberati**
- C. **Facilities Report.....Mr. Liberati**

X. OLD BUSINESS

XI. NEW BUSINESS

A. *Voting Delegate Response Form*

**The PSBA Bylaws authorize school districts of the third class to appoint two voting delegates to the 2008 legislative policy council. This year's meeting will be held on Thursday, October 16, 2008 during the School Leadership Conference in Hershey. (XI, A)**

B. *Memo of Understanding (Technology Coaches)*

**The Administration recommends that the School Board approve the enclosed Memorandum of Understanding (MOU) with the Southern Lehigh Education Association which permits the District and either or both of the Technology Coaches to mutually agree to extend the work year for the same individuals, up to a maximum of 30 additional work days. The MOU requires that any additional days beyond the number normally required by the collective bargaining agreement shall be compensated at the employee's per diem rate. The agreement expires with the collective bargaining agreement on August 31, 2009. (XI, B)**

C. *Declaration of Emergency for PSERS and Continuation of Employment*

**The Administration recommends the continued employment of Albert Baker as the District's Owner's Representative on the Intermediate School construction project. It is recommended that Mr. Baker's employment be extended for the duration of the project and that his rate of compensation be increased from \$55.00 per hour to \$60.00 per hour, effective July 1, 2008. Furthermore, since Mr. Baker**

is retired from the Public School Employee's Retirement System, it is necessary for the District to have an emergency situation and/or a shortage of personnel involving a serious impairment of services if Mr. Baker were not hired for this particular work in order for Mr. Baker to be employed. In light of the continuing shortage in the District's Support Services Department, the size, scope and cost of the Intermediate School project, and Mr. Baker's intimate knowledge of the project, the Administration is totally comfortable that Mr. Baker and the District have met the required criteria for him to continue employment. It is recommended that the Board's action on this matter include the fact that the Administration views his employment to be necessary due to an emergency and a shortage of personnel.

D. First Reading of Policies

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

**#235 Student Rights**

**#235.1 Student Rights and Surveys by Outside Organizations**

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. Academy Project Planning

The Academy Project Planning Compensation information listed in the Board materials by name and amount of compensation. (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