

SOUTHERN LEHIGH SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
High School Board Room
August 24, 2009
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 AUGUST 10, 2009

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 SchoolMrs. Christine Siegfried
Middle School.....Mr. Nathan Davidson
Intermediate School.....Mrs. Mary Farris
Elementary Schools.....Mrs. Carol Mickley

VI. BUSINESS AND FINANCE

- A. *Accounts Payable*

*The Administration recommends approval of the bills to be paid as of August 24, 2009. (VI, A)

- B. *Treasurer's Report*

*The Administration recommends approval of Treasurer's Report and Investment Report (VI, B)

- C. *Request for Real Estate Tax Refund*

The Administration recommends permission to refund Jeanne Jarrett (Parcel ID 22 641488357262 1) \$577.31 in 2009-2010 school real estate taxes, pursuant to the enclosed information. (VI, C)

- D. *Approval of Teach Me Tutoring Contract*

The Administration recommends approval of the enclosed contract with Teach Me Tutoring for delivery of the instructional program in connection with the alternative school program located on the campus of Cedarbrook Nursing Home. The contract reflects an increase of \$5,000 to a total amount of \$52,250. (VI, D)

VII. SUPPORT SERVICES

A. *JBM Mechanical, Inc.*

The Administration recommends approval of allowance adjustment HC-003 for a Hushcore Booster System to be installed on both chillers to JBM Mechanical, Inc., 3273 Gun Club Road, Nazareth, PA 18064. The allowance adjustment in the amount of \$7,695.47 addresses noise reduction on the Intermediate School rooftop chillers.

B. *Natural Gas Service Agreement*

The Administration recommends approval of the Natural Gas Service Agreement for the purchase of natural gas with Compass Gas Services, LLD, 1200 Smith Street, Suite 900, Houston, TX 77002 for the period July 1, 2009 to June 30, 2010, with provisions for annual extensions and to authorize the Administration to pre-approve natural gas purchases that are made pursuant to the contract with formal Board action to follow at the next public School Board meeting. This contract was provided to the School Board on May 25, 2009 with submission of the mandate waiver application for the purchase of natural gas, approved by PDE July 16, 2009. (VII, B)

C. *Change Order G-16*

The Administration recommends approval of Change Order G-16 for tree removal along Route 378 to Penn Builder's, Inc., 2275 Old Bethlehem Pike, Quakertown, PA 18951. The change order represents an "add" in the amount of \$2,988.00 for changes required by PennDOT at the Intermediate School entrance.

D. *Change Order G-17*

The Administration recommends approval of Change Order G-17 for walking path accessibility to Penn Builder's Inc., 2274 Old Bethlehem Pike, Quakertown, PA 18951. The change order represents an "add" in the amount of \$8,375.00 for changes required by PennDOT on the Intermediate School project.

VIII. PERSONNEL

A. *Certificated Staff*

1. *Salary Step Adjustment*

*The Administration recommends approval of a salary step adjustment for the following staff, effective September 1, 2009:

Jesse Mead, Science Teacher, Southern Lehigh High School, Bachelor's to Master's

2. *Appointments*

The Administration recommends approval of the following staff (*pending receipt of required documentation*): (VIII, A-2)

Shannon Mauro, Learning Support Teacher, Southern Lehigh High School at Bachelor's, Step 7, an annual salary of \$47,829, effective August 25, 2009. Ms. Mauro will fill the position created with the resignation of Patricia Fite.

Lisa Dex, Long-term Substitute Teacher, 1st Grade, Category E, Lower Milford Elementary School, for the first semester of the 2009-2010 school year at Bachelor's, Step 14, an annual salary of \$42,645 (pro-rated). Ms. Dex will be substituting for Kristin Haupt during her childrearing leave.

3. *Substitute Teachers*

*The Administration recommends approval of the following substitute teachers for the 2009-2010 school year: (VIII, A-3)

<u>Dorothy Bednarski</u>	IU Emergency
<u>Katie Davis</u>	Elementary
<u>Lisa Hockel</u>	Elementary
<u>Orianne Rembalsky</u>	Elementary

4. *2009-2010 Substitute Teacher List*

*The Administration recommends approval of the enclosed substitute teacher list for the 2009-2010 school year. (VIII, A-4)

B. *Non-certificated Staff*

1. *Substitute Support Staff*

*The Administration recommends approval of the following substitute support staff for the 2009-2010 school year: (VIII, B-1)

Susan Garafalo, Substitute Cafeteria/Playground Monitor, at an hourly rate of \$9.45.

Susan Garafalo, Substitute Cafeteria Worker, at an hourly rate of \$8.10.

Kelly Leshko, Substitute Health Paraprofessional, at an hourly rate of \$13.12.

Kelly Leshko, Substitute Instructional Assistant, at an hourly rate of \$15.31.

Carmen Lira DeMendoza, Substitute Instructional Assistant, at an hourly rate of \$15.31.

Tracy Stough, Substitute Instructional Assistant, at an hourly rate of \$15.31.

John Svitilla, Substitute Custodian, at an hourly rate of \$12.63.

2. *2009-2010 Substitute Instructional Assistant List*

*The Administration recommends approval of the enclosed Substitute Instructional Assistant List for the 2009-2010 school year. (VIII, B-2)

3. *2009-2010 Substitute Cafeteria/Playground Monitor List*

*The Administration recommends approval of the enclosed Substitute Cafeteria/Playground Monitor List for the 2009-2010 school year. (VIII, B-3)

4. *2009-2010 Substitute Custodian List*

*The Administration recommends approval of the enclosed Substitute Custodian List for the 2009-2010 school year. (VIII, B-4)

5. *2009-2010 Substitute Health Paraprofessional List*

*The Administration recommends approval of the enclosed Substitute Health Paraprofessional List for the 2009-2010 school year. (VIII, B-5)

6. *2009-2010 Substitute Secretarial List*

*The Administration recommends approval of the enclosed Substitute Secretarial List for the 2009-2010 school year. (VIII, B-6)

7. *2009-2010 Supplemental Registered Nurse List*

*The Administration recommends approval of the enclosed Supplemental Registered Nurse List for the 2009-2010 school year. (VIII, B-7)

8. *2009-2010 Substitute Cafeteria Worker List*

*The Administration recommends approval of the enclosed Substitute Cafeteria Worker List for the 2009-2010 school year. (VIII, B-8)

9. *Resignations*

*The Administration recommends acceptance of the resignation of the following staff:

Jamie Elstner, 7 hour-Instructional Assistant, Southern Lehigh High School, effective August 11, 2009.

Kathryn Stengel, 7 hour-Instructional Assistant, Hopewell Elementary School, effective August 14, 2009.

Angela Fulmer, 6 hour-Instructional Assistant, Hopewell Elementary School, effective August 25, 2009.

10. *Appointments*

*The Administration recommends approval of the following support staff (pending receipt of required documentation): (VIII, B-10)

Stacey (Ruth) Kuntzman, Substitute 7-hour Instructional Assistant, Lower Milford Elementary School for Lisa Dex during the child rearing leave of Kristin Haupt at an hourly rate of \$15.31 for the first semester of the 2009-2010 school year. This is a new position.

Megan Hallman, 6-hour Instructional Assistant, Southern Lehigh Intermediate School, replacing Kathryn Burke who remains at Hopewell Elementary School, at an hourly rate of \$15.31, effective September 1, 2009.

Victoria Heckman-Butz, Substitute 6-hour Instructional Assistant, Southern Lehigh Intermediate School, at an hourly rate of \$15.31, effective 2009-2010 school year. Mrs. Heckman-Butz will fill the position during the leave of absence of Karen Blum.

Melissa Salamon, 7-hour Instructional Assistant, Southern Lehigh Intermediate School, at an hourly rate of \$15.31, effective September 1, 2009. This is a transfer of her 3 hour Instructional Assistant position from Liberty Bell Elementary School plus an additional 4 hours to be funded through IDEA funds.

Kimberly Griffaton, 7-hour (1:1) Instructional Assistant, Liberty Bell Elementary School, at an hourly rate of \$15.31, effective September 1, 2009. This is a new position.

Carrie Gofberg, 7-hour (1:1) Instructional Assistant, Hopewell Elementary School, at an hourly rate of \$15.31, effective September 1, 2009. Ms. Gofberg will fill the vacant position created with the resignation of Kathryn Stengel.

11. *Unpaid Leave*

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

Ellen Gehris, Cafeteria Worker, Southern Lehigh Middle School, on October 7, 8 and 9, 2009.

Heidi Kelly, Custodian, Southern Lehigh High School, on September 3 and 4, 2009.

William Neal, Instructional Assistant, Lower Milford Elementary School, early dismissal on a total of 12 days during September and October, 2009. The district has accommodated Mr. Neal's request during the last 2 school years.

C. *Extra-Compensatory Positions*

1. *Volunteer Coaches*

*The Administration recommends approval of the appointment of the following volunteer coaches for the 2009-2010 school year (pending receipt of required documentation): (VIII, C-1)

<u>Derek Weedling</u>	Football, MS
<u>Gregory Holland</u>	Football
<u>Stephen Panik</u>	Football
<u>Jonathon Getz</u>	Girls' Volleyball
<u>Kristen Lenhart</u>	Girls' Volleyball

2. *2009-2010 Coaching Staff*

*The Administration recommends approval of the following coaches for the 2009-2010 school year: (VIII, C-2)

<u>Robert Shaffer</u>	Assistant Football	\$1,415.75
(This is a 25/75 split with Joshua Miller.)		
<u>Shaughn Bittner</u>	Assistant Boys' Lacrosse	\$1,467.50
(This is a 50/50 split with Eric Stemple.)		
<u>Karen Fairclough</u>	Assistant Girls' Soccer	\$3,630.00
<u>Kelly Leshko</u>	MS Assistant Field Hockey	\$1,482.00
<u>Brian Keating</u>	MS Assistant Girls' Volleyball	\$1,014.00
<u>Michael Gerhard</u>	Assistant Football	\$1,415.75
(This is a shared position with Kyle Mirth and Stanley Sroka with a 25/50/25 split.)		

3. *2009-2010 Mentors*

*The Administration recommends approval of the appointment of the following mentors at a stipend not to exceed \$700.00 for the 2009-2010 school year:

David Kohler as a mentor for *Angela Fulmer*
Donna Atkinson as a mentor for *Susan Melso*
Miri Lynn Yoder as a mentor for *Lisa Dex*
Richard Dreves as a mentor for *Gregory Collins*

IX. REPORTS

A. **Committee Reports**

The minutes of the Carbon Lehigh Intermediate Unit Board of Directors of July 20, 2009 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

Appointment of 2 voting delegates (Board Members) to participate in the PSBA Legislative Policy Council meeting to be held on Thursday, October 15, 2009 during the School Leadership Conference in Hershey, PA. (XI)

- XII. COMMUNICATIONS

Letters to the Board are included in the Board materials as they are received in the district.

- XIII. FOR INFORMATION ONLY

- A. 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, A)

- B. Conference Request

The requests for professional conferences are listed in the Board materials by name, conference, location, dates of absence, and cost. (XIII, B)

- XIV. VISITORS' COMMENTS
- XV. EXECUTIVE SESSION
- XVI. OPEN SESSION
- XVII. ADJOURNMENT