

**SOUTHERN LEHIGH SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS MEETING**

High School Board Room

September 26, 2011

7:30 PM

Agenda



IN PURSUIT OF EXCELLENCE

I. OPENING PROCEDURES

- A. *Call to Order*
- B. *Recording of Attendance by the Secretary*
- C. *Pledge of Allegiance*

II. APPROVAL OF MINUTES OF SEPTEMBER 12, 2011

III. VISITORS

- A. **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
Intermediate SchoolMr. Sean McGinty
Elementary Schools.....Ms. Lori Limpar**

- B. *Foy Inven enterprises Inc Agreement*

The Administration recommends approval of the agreement with Foy Inven enterprises Inc. for the High School fall production of *Peter Pan* and all accompanying documentation. (V, B)

- C. *Textbook Recommendations*

The Administration recommends approval of the enclosed World Language Textbook recommendations for the 2011-2012 school year. The textbooks will be on display at the Administration Building for two weeks. Final adoption will be at the October 10, 2011 Board meeting. (V, C)

VI. BUSINESS AND FINANCE

- A. *Accounts Payable*

***The Administration recommends approval of the bills to be paid as of September 12, 2011. (VI, A)**

- B. *Treasurer's Report*

The Administration recommends approval of the Treasurer's Report and Investment Report for the month of August, 2011. (VI, B)

VII. SUPPORT SERVICES

VIII. PERSONNEL

A. *Certificated Staff*1. *Appointments*

The Administration recommends approval of the following staff for the 2011-2012 school year: (VIII, A-1)

John McDonald, Technology Education Teacher, Southern Lehigh Middle School, at Bachelor's, Step 13, with an annual salary of \$45,185 (pro-rated), effective September 13, 2011. Mr. McDonald will fill the position vacated by the resignation of *Garrett Dudeck* and was hired previously on August 8, 2011 as a long-term substitute for this position.

2. *Salary Step Adjustment*

*The Administration recommends approval of a salary step adjustment for the following staff, effective September 1, 2011:

Thomas Beaupre, Social Studies Teacher, Southern Lehigh High School, Master's +15 to *Master's +30*

Ian Beitler, Gifted Teacher, Southern Lehigh High School, Master's to *Master's +15*

David Diaz, Health and Physical Education Teacher, Southern Lehigh Intermediate School, Master's +15 to *Master's +30*

Anthony Italiani, Learning Support Teacher, Southern Lehigh High School, Bachelor's to *Bachelor's +15*

Troy Ruch, Social Studies Teacher, Southern Lehigh High School, Master's to *Master's +15*

Julia Vogl, Grade 6 Learning Support Teacher, Southern Lehigh Intermediate School, Bachelor's +15 to *Master's*

3. *Substitute Teachers*

*The Administration recommends approval of the following substitute teachers for the 2011-2012 school year:

Margaret Hudock, Elementary

Terri Syvret, IU Guest Teacher

Kimberly Halloran, English 7-12

Angela Drake, ESL, English 7-9, Science 7-9, Elementary

Mary Harwick, Biology

B. *Noncertificated Staff*1. *Resignations*

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

Nathaniel Bell, Seasonal Employee, effective September 2, 2011.

2. *Unpaid Leave*

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

Christa Burke, Instructional Assistant, Southern Lehigh Intermediate School, from January 17, 2012 through May 2, 2012.

Karen Himmelsbach, Part-time Cafeteria Worker, Southern Lehigh High School, 5 days during the month of October, 2011. The specific dates are unknown at this time.

3. *Intermittent FMLA Leave*

*The Administration recommends approval of intermittent FMLA Leave of the following staff:

Beverly Piszal, Instructional Assistant, Liberty Bell Elementary School, beginning September 16, 2011 for a period not to exceed 12 months.

4. *Substitute Staff*

*The Administration recommends approval of the following substitute staff for the 2011-2012 school year:

Katherine Touzeau, Substitute Supplemental Licensed Nurse, at an hourly rate of \$18.00.

Christine Koch, Substitute Cafeteria Worker, at an hourly rate of \$8.73.

5. *Appointments*

The Administration recommends approval of the following staff: (VIII, B-4)

Kathleen Miller, Coordinator of Athletic Services, at an annual salary of \$50,000 (pro-rated), effective September 19, 2011. Mrs. Miller will fill the vacancy created with the retirement of *Donald Harakal*.

6. Retirement Date Change

The Administration recommends revision of the retirement date from September 20, 2011 to October 8, 2011 for Robert Guerriere, Finance Manager. Prior approval was made at the June 13, 2011 Board meeting.

C. *Extra-Compensatory Positions*

1. *Mentors*

*The Administration recommends approval of the following mentor at a stipend of \$700 for the 2011-2012 school year:

Joan Imms-Geiser, as a mentor for *Leiyin Guo* and *Alshimaa Nofal*

2. *Returning Coaching Appointments*

*The Administration recommends approval of the following returning coaches and stipends for the 2011-2012 school year:

| | | |
|-----------------------------|-----------------------------|-----------|
| <u>Brad Huebner</u> | Assistant Boys' Basketball | \$4,928 |
| <u>Lee Zeisloft</u> | Assistant Girls' Basketball | \$4,928 |
| <u>Megan Dellegrotti</u> | Head Girls' Basketball | \$8,214 |
| <u>Justin Kocis</u> | Assistant Girls' Basketball | \$4,928 |
| <u>Jenna Stampf</u> | Jr. High Girls' Basketball | \$4,518 |
| <u>Christana Crivellaro</u> | Head MS Girls' Basketball | \$3,696 |
| <u>James Snyder</u> | Assistant Boys' Basketball | \$2,464** |

**Amount represents a 50/50 split stipend with Kurt Zellner.

| | | |
|---------------------|----------------------------|-----------|
| <u>Kurt Zellner</u> | Assistant Boys' Basketball | \$2,464** |
|---------------------|----------------------------|-----------|

**Amount represents a 50/50 split stipend with James Snyder.

| | | |
|----------------------------|------------------------------|---------|
| <u>Christopher Bonsall</u> | JR. High Boys' Basketball | \$4,518 |
| <u>James Welsh</u> | MS Boys' Basketball Assist. | \$2,464 |
| <u>Robert Shaffer</u> | Head Boys' Basketball | \$8,214 |
| <u>Shawn Sommons</u> | MS Head Boys' Basketball | \$3,696 |
| <u>Matthew Goldsmith</u> | Assistant Swimming | \$4,233 |
| <u>John Neumann</u> | Head Swimming | \$7,054 |
| <u>Matthew Miller</u> | Assistant Wrestling | \$4,928 |
| <u>Ian Beitler</u> | Head wrestling | \$8,214 |
| <u>Kenneth Ziegler</u> | Jr. High Assistant Wrestling | \$3,696 |
| <u>Brenton Ditchcreek</u> | Jr. High Head Wrestling | \$4,518 |
| <u>Brian Souerwine</u> | Winter track | \$3,672 |
| <u>Robert Gaugler</u> | Assistant rifle | \$2,203 |
| <u>Carl Crouse</u> | Head rifle | \$3,672 |

2. *Coaching Appointment*

*The Administration recommends approval of the following new coach for the 2011-2012 school year (*pending receipt of required documentation*). (VIII, C-2)

| | | |
|-----------------------|-----------------|---------------------|
| <u>Megan Herstine</u> | MS Cheerleading | \$2,386 (pro-rated) |
|-----------------------|-----------------|---------------------|

3. *Returning Volunteer Coaching Appointments*

*The Administration recommends approval of the following returning volunteer coaches for the 2011-2012 school year:

| | |
|---------------------------|-------------------|
| <u>Troy Repyneck</u> | Girls' Basketball |
| <u>Anthony Curto</u> | Boys' Basketball |
| <u>Charles Pinto</u> | Boys' Basketball |
| <u>Matthew Swartz</u> | Boys' Basketball |
| <u>Stanley Swartz</u> | Boys' Basketball |
| <u>Joseph Breisch</u> | Winter Track |
| <u>Cotie Strong</u> | Winter Track |
| <u>Christine Kalogris</u> | Swimming |
| <u>Geoffrey Geis</u> | Swimming |

4. *Returning Swim Bus Monitors*

*The Administration recommends approval of the following returning Swim Bus Monitors at \$10.80 per hour for the 2011-2012 school year:

Wayne Langsdorf
Lori Michael
Cynthia Llewellyn

5. *Dance Chaperones*

*The Administration recommends approval of the following ancillary employees as Dance Chaperones for the 2011-2012 school year at a rate of \$46.62 per event:

| | |
|------------------------------|---------------------------|
| <u>Thomas Beaupre</u> | <u>Stephanie Donald</u> |
| <u>Michael Bjelobrk</u> | <u>Brian Dow</u> |
| <u>Caryn Bronfenbrenner</u> | <u>Joan Imms-Geiser</u> |
| <u>Matthew Cooper</u> | <u>Matthew Greenawald</u> |
| <u>Kate Mack</u> | <u>Troy Ruch</u> |
| <u>Shannon Mauro</u> | <u>Jessica Swartz</u> |
| <u>Merrilyn Pysher</u> | <u>Justina Viola</u> |
| <u>Katie Quartuch</u> | <u>Jennifer Wlodek</u> |
| <u>Lee Zeisloft</u> | <u>Anne Cooper</u> |
| <u>Michelle Fraker</u> | <u>Patricia Hayes</u> |
| <u>Christopher Strobl</u> | <u>Todd Miller</u> |
| <u>Michael Pauling</u> | <u>Megan Hallman</u> |
| <u>Holly Walker</u> | <u>Karen Ryan</u> |
| <u>Krista Sterner</u> | <u>Anita Benedix</u> |
| <u>Dana Kleppinger</u> | <u>Julie Vogl</u> |
| <u>Don West, Jr.</u> | <u>Donna Gaugler</u> |
| <u>Tara Walter</u> | <u>Kristin Grosse</u> |
| <u>Lorraine Frasch</u> | <u>Christa Burke</u> |
| <u>Francisco Rodriguez</u> | <u>Susan MacIntyre</u> |
| <u>Robert Voron</u> | <u>Kate Flannery</u> |
| <u>Virginia Rothenberger</u> | <u>Lynn Yocum</u> |
| <u>Alison Bauer</u> | <u>Blaze Meyers</u> |
| <u>Ann Higgins</u> | <u>Ronnette Mays</u> |
| <u>David Marchek</u> | <u>Brett Assise</u> |
| <u>Heather Toto</u> | <u>Cynthia Llewellyn</u> |

6. *Peak Program*

* The Administration recommends approval of the following ancillary employees for the Peak Program for the 2011-2012 school year at a rate of \$48.55 per session:

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|----------------------------|------------------------------|
| <u>Christopher Strobl</u> | <u>Virginia Rothenberger</u> |
| <u>Michael Pauling</u> | <u>Alison Bauer</u> |
| <u>Stephanie Kerrick</u> | <u>Ann Higgins</u> |
| <u>Holly Walker</u> | <u>David Marchek</u> |
| <u>Krista Sterner</u> | <u>Anne Snell</u> |
| <u>Dana Kleppinger</u> | <u>Janet Solley</u> |
| <u>Donald West, Jr.</u> | <u>Nancy Beitler</u> |
| <u>Tara Walter</u> | <u>Heather Toto</u> |
| <u>Lorraine Frasch</u> | <u>Anne Cooper</u> |
| <u>Francisco Rodriguez</u> | <u>Patricia Hayes</u> |
| <u>Robert Voron</u> | <u>Patricia Schultheis</u> |

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|------------------------|------------------------|
| <u>Todd Miller</u> | <u>William Neal</u> |
| <u>Anita Benedix</u> | <u>Ronnette Mays</u> |
| <u>Susan MacIntyre</u> | <u>Cristina Gruver</u> |
| <u>Kate Flannery</u> | <u>Lindsay Miller</u> |
| <u>Lynn Yocum</u> | <u>Rosemary Grube</u> |

7. *Middle School Intramural Programs*

*The Administration recommends approval of ancillary employees for the following Middle School Intramural Programs for the 2011-2012 school year to be paid at the rate of \$48.55 per session:

- | | |
|----------------------|-----------------------|
| <u>Blaze Meyers</u> | Builders Club |
| <u>Alison Bauer</u> | Builders Club |
| <u>Holly Walker</u> | Tales from the Trails |
| <u>Heather Toto</u> | MS Yearbook |
| <u>Ronnette Mays</u> | Mathcounts |

IX. REPORTS

- A. Committee Reports
- B. Superintendent's Report... Mr. Liberati
- C. Facilities Report... Mr. Liberati
- D. Strategic Plan Report...Mrs. Christman

X. OLD BUSINESS

XI. NEW BUSINESS

- A. Appointment of HIPAA Complaint Officer and HIPAA Privacy Officer
The Administration recommends approval of the appointment of Jeremy Melber as HIPAA Complaint Officer, replacing James Snell, and the reappointment of Bill Kennedy as HIPAA Privacy Officer, originally appointed March 22, 2004.
- B. Independent School Employees Group Salary and Benefit Policy
The Administration recommends approval of the Independent School Employees Group Salary and Benefit Policy effective September 1, 2011 through June 30, 2013. (XI, B)
- C. Strategic Plan Mid-Point Submission
The Administration recommends approval of the final Strategic Plan Mid-Point Review for submission to PDE. (Academic Standards & Assessment) (Professional Development) (Ed Tech)
- D. First Reading of New and Revised Policies
The Administration recommends the following new policies for a first reading:

| | |
|----------------------|--|
| Policy #123.1 | Programs: <i>Management of Athletes with Concussions/Return to Play</i> |
| Policy #311.1 | Administrative Employees: <i>Demotion</i> |
| Policy #411.1 | Professional Employees: <i>Demotion</i> |

The Administration recommends the following revised policy for a first reading:

Policy #907 Community: *School Visitors*

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. Curriculum Writing

The curriculum writing agreements are listed in the Board materials by name, elected compensation, amount and anticipated date of completion. (XIII, B)

C. Graduate Study Request

The requests for graduate study are listed in the Board materials by name, course/program, institution, reimbursement eligibility and preapproval date. (XIII, C)

XIV. VISITORS' COMMENTS

XV. EXECUTIVE SESSION

XVI. OPEN SESSION

XVII. ADJOURNMENT