

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

**High School Board Room**

**September 27, 2010**

**7:30 p.m.**

**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 13, 2010

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 .....Mr. Mark Covelle  
Middle School.....Mr. Nathan Davidson  
Intermediate School .....Mr. Sean McGinty  
Elementary Schools.....Mrs. Carol Mickley**

B. *Student Trip*

**The Administration recommends approval of the following school trips:**

- 1. *Southern Lehigh World Language Department* to participate in an educational tour of Spain from April 14, 2011 through April 22, 2011 with students of Spanish III, IV, V, Honors Communication and Literature, and AP Spanish (V, B-1)**
- 2. *Southern Lehigh Future Business Leaders of America* students to attend the State Leadership Workshop in State College, PA on October 24 and 25, 2010. (V, B-2)**

C. *Independent Study*

**The Administration recommends approval of Independent Study for High School Student #10880 to do a Senior Internship with an OAA Orthopaedic Specialists physical therapist.**

D. *Campus Outreach Services Contract*

**The Administration recommends approval of two contracts with Campus Outreach Services. Funding is provided through the Safe and Drug Free School Grant. COS will provide a middle school presentation dealing with appropriate and safe use of e-mail, social networking, and internet sites on Friday, October 29, 2010. COS will also provide an evening parent presentation on Thursday, December 9, 2010 at 7PM in the High School auditorium. (V, D)**

E. *Title I Services Agreement*

**The Administration recommends approval of the contract with CLIU #21 to provide Title I services to St. Michaels The Archangel, Limeport, PA for the 2010-2011 school year. (V, E)**

VI. BUSINESS AND FINANCE

A. *Accounts Payable*

**\*The Administration recommends approval of the bills to be paid as of September 27, 2010. (VI, A)**

B. *Treasurer's Report*

**The Administration recommends approval of Treasurer's Report and Investment Report for the month of August, 2010. (VI, B)**

C. *Investment of Funds*

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

D. *Approval of Stipulations of Counsel and Court Orders*

**The Administration recommends the approval of the enclosed three sets of documents pertaining to tax assessment appeals that were initiated in 2009 by Lutron Electronics Co., Inc., Spira Millennium, LLC., and LCIDA. (VI, D)**

VII. SUPPORT SERVICES

A. *2010-2011 Contracted Carrier Contracts*

**The Administration requests approval of contracted carrier contracts for the 2010-2011 school year. These contracts support First Student with vans and small buses for non-public, charter schools and specialized transportation requests. (VII, A)**

B. *First Student, Inc. Contract Extension*

**The Administration recommends acceptance of a one (1) year contract extension with First Student, Inc. for a period from July 1, 2011 through June 30, 2012. Extended contract offers reduced rate increases for current year (2010-2011) from 3% to 2% and for next year (2011-2012) from 3% to 2.5% along with additional savings to the District. (VII, B)**

C. *Architerra Proposal*

**The Administration recommends acceptance of the proposal from Architerra, 205 North Main Street, Coopersburg, PA 18036, for professional services relating to tennis court replacement in the amount not to exceed \$22,000. To address concerns with land development and storm water management the proposed courts are to be located within the same footprint of the existing courts having anticipated construction costs ranging between \$150,000 and \$200,000. (VII, C)**

D. *Chevron Energy Solutions Termination Agreement*

**The Administration recommends termination of the ongoing measurement and verification services agreement with Chevron Energy Solutions, 345 California St., San Francisco, CA 94101. Energy savings in excess of contract guarantee have been confirmed. The termination is recommended to avoid repayment of guarantee payments totaling \$21, 631 and yearly contract costs in excess of \$9,000. (VII, D)**

## VIII. PERSONNEL

A. *Certificated Staff*1. *Substitute Teachers*

\*The Administration recommends approval of the following Substitute Teachers for the 2010-2011 school year:

Megan Davis, Elementary

Heather Jani, Elementary

Julie Milia, Elementary and Middle School Math

2. *Salary Step Adjustment*

\*The Administration recommends approval of a salary step adjustment for the following staff, effective September 1, 2010:

Anita S. Benedix, Social Studies Teacher, Southern Lehigh Middle School, Bachelor's +15 to *Bachelor's* +30

3. *Student Teachers*

a. \*The Administration recommends rescinding the following student teacher placement:

Michael Buddock, Health and Physical Education, West Chester University, with Gretchen Hoff and Megan Dellegrotti from September 7, 2010 to December 16, 2010.

b. \*The Administration recommends approval of the following student teacher placements:

Samuel Kennedy, Language Arts (Secondary), Kutztown University, with Heather Toto, Southern Lehigh Middle School from October 25, 2010 to December 16, 2010.

Justin Phillips, Elementary Education, Cedar Crest College, with Elizabeth Bleiler, Hopewell Elementary School from October 25, 2010 to December 10, 2010

Eva Zinis, Elementary Education, Cedar Crest College, with Erin Hudson, Hopewell Elementary School from October 25, 2010 to December 10, 2010.

B. *Noncertificated Staff*1. *Substitute Support Staff*

\*The Administration recommends approval of the following substitute support staff for the 2010-2011 school year:

Heather Jani, Substitute Instructional Assistant, at an hourly rate of \$15.31

Donna Reffle, Substitute Instructional Assistant, at an hourly rate of \$15.31

Maria Larrazabel, Substitute Cafeteria Worker, at an hourly rate of \$8.41

Linda Whittaker, Supplemental Licensed Nurse, at an hourly rate of \$18.00

2. *Unpaid Leave*

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

Tina Lentz, Student Services Secretary, Lower Milford Elementary School, on March 2, 3 and 4, 2011.

3. *Appointments*

\*The Administration recommends approval of the following staff: (VIII, B-3)  
Linda Clark, Supplemental Licensed Nurse (4 hour), at an hourly rate of \$18.00, effective September 20, 2010. This is a new position.

C. 2010-2011 Volunteer Coaching Appointments

\*The Administration recommends approval of the following volunteer coaches for the 2010-2011 school year (pending receipt of required documentation): (VIII, C)

- James Flynn MS Ice Hockey Club Team
- Jeffrey Kahler MS Ice Hockey Club Team
- Jennifer Shields MS Cross Country

E. 2010-2011 Ancillary Employees

\*The Administration recommends approval of the following ancillary employees as Dance Chaperones at \$46.62 per event: (VIII, E)

- Amy Bausher
- Thomas Beaupre
- Michael Bielobrk
- Joseph Breisch
- Caryn Bronfenbrenner
- Michelle Davis
- Megan Dellegrotti
- Brian Dow
- Stephanie Gregory
- Joan Imms-Geiser
- Tara McGinnis
- Merrilyn Pysher
- Jessica Swartz
- Jennifer Wlodek-Evans

F. Superintendent Salary

The School Board will vote on the following salary:

**Joseph P. Liberati, Superintendent, an annual salary of \$139,060, effective July 1, 2010.**

G. Administrative Salary

The School Board will vote on the following salary:

**Leah Christman, Assistant Superintendent, an annual salary of \$124,819.34, effective July 1, 2010.**

**James Snell, Director of Business and Personnel Services, an annual salary of \$127,149.74, effective July 1, 2010.**

**William Kennedy, Human Resources Administrator, an annual salary of \$90,986.93, effective July 1, 2010.**

REPORTS

- A. Committee Reports  
The minutes of the Carbon Lehigh Intermediate Unit Board of Directors of August 16, 2010 are included in the Board materials. (IX, A)
- B. Superintendent's Report..... Mr. Liberati
- C. Facilities Report..... Mr. Liberati
- D. Strategic Plan Report.....Mrs. Christman

X. OLD BUSINESS

XI. NEW BUSINESS

A. Changes to Current Wage/Salary and Benefit Policies

**The Administration recommends approval of the following change to the current wage/salary and benefit policies listed below, originally approved with an effective date of 7/1/10:**

**In the appropriate section of each of the following Policies:**

- Wage and Benefit Policy for Cafeteria Employees**
- Wage and Benefit Policy for Technology Employees**
- Wage and Benefit Policy for Head Custodians**
- Wage and Benefit Policy for Custodians, Maintenance and Cleaning Persons**
- Wage and Benefit Policy for Health Paraprofessionals**
- Salary and Benefit policy for Secretarial Employees**
- Wage and Benefit Policy for Special Education and Instructional Assistants**
- Salary and Benefit policy for Special Education Support**

**The following revision is to be made:**

**Current language: "The Board will set aside a portion of the Superintendent's budget under his/her control for training for all classified employees. There will be a \$500 per-person limit annually; this fund's reimbursement of payment will be limited to those activities characterized as training activities; it is not meant for college credit courses."**

**Revised language: "The Board will set aside a portion of the Superintendent's budget under his/her control for training for all classified employees. There will be a \$500 per-person limit annually; this fund's reimbursement of payment will be limited to those activities characterized as training activities. Community college courses that are pre-approved by the Superintendent and directly applicable to the employee's current job responsibilities may be included."**

B. First Reading of Board Policies

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

- #222 Pupils: Tobacco Use**
- #913.1 Community: Flyer/Information Distribution**

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 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, C)

XIV. VISITORS' COMMENTS

XV. EXECUTIVE SESSION

XVI. OPEN SESSION

XVII. ADJOURNMENT