



# Southern Lehigh School District

## Board of School Directors Meeting

September 12, 2011

The first regular monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:37 p.m. on the above date (September 12, 2011) at Southern Lehigh High School, Center Valley, PA.

PRESENT: Eddinger, Dimmig, Gunkle, Hayes, Mohr, Miracle, Stelts, Quigley, McLoughlin

ABSENT: None

OTHERS: Christman, Liberati, Melber, Kennedy, Lewis, Bergey, Siegfried, Davidson, Farris, Mickley, Bartholomew and approximately six other members of the community.

### **OPENING PROCEDURES**

Mr. Eddinger led the Board and others attending the meeting in the Pledge of Allegiance to the Flag.

### **VISITORS**

Lehigh Valley Conservation representative, Erin Frederick, presented a proposal to the Board on food composting and an available grant to help with costs. The Board discussed having the Administration investigate the proposal further.

### **CONSENT AGENDA**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Quigley to approve the **CONSENT AGENDA** items as follows -

Approve the bills list dated September 12, 2011 showing paid bills in the amount of \$50,813.03 and bills to be paid in the amount of \$470,593.52 for a total amount of \$521,406.55 for the General Fund, and bills to be paid in the amount of \$16.25 for the Construction Fund, and bills to be paid in the amount of \$5,975.61 for the Capital Reserve Sinking Fund;

Approve  
Bills

Approve the FMLA leave of the following staff -

Erin Hudson, Grade 3 Teacher, Hopewell Elementary School, beginning September 15, 2011 through November 14, 2011;

Approve  
FMLA leave-  
Hudson

Approve the salary step adjustment for the following staff, effective September 1, 2011 -

Alison Kaplan, Grade 4 Teacher, Southern Lehigh Intermediate School, Master's to Master's +15

Paul Malik, Math Teacher, Southern Lehigh High School, Bachelor's +30 to Master's

Approve  
salary step  
adjustment  
for staff-  
Kaplan,  
Malik

Cont.  
approve  
salary step  
adjustment  
for staff-  
Romero,  
Snell

Cynthia Romero, Spanish Immersion Teacher, Southern Lehigh Intermediate School, Bachelor's to Bachelor's +15

Anne Snell, Family Consumer Science Teacher, Southern Lehigh Middle and High Schools, Bachelor's +15 to Master's;

Approve  
student  
teacher  
placement-  
Jones

Approve the following student teacher placement -

Jane Jones, Elementary Education, Cedar Crest University, with *Mary Stauffer*, Hopewell Elementary School from October 19, 2011 to December 9, 2011;

Approve in-  
home  
instruction-  
Kline

Approve Leanora Kline to provide in-home instruction on an emergency basis for a student pursuant to a Waiver Agreement on file with the District at the rate of \$37.40 during the 2010-11 school year and \$38.82 for the 2011-12 school year;

Accept  
resignation-  
Dudeck

Accept the resignation of the following staff –

Garrett Dudeck, Tech Education and STEM teacher, Southern Lehigh Intermediate and Middle Schools, effective September 12, 2011;

Approve  
resignation  
of the  
following  
staff-  
Treacy,  
McCue,  
Hallman

Approve the resignation of the following staff -

Margaret Treacy, Cafeteria Monitor, Lower Milford Elementary School, effective August 31, 2011

Victoria McCue, Cafeteria Monitor, Liberty Bell Elementary School, effective June 20, 2011

Megan Hallman, Instructional Assistant, Southern Lehigh Intermediate School, effective August 23, 2011;

Approve  
unpaid  
leave-  
Landis,  
Lynch

Approve unpaid leave of the following staff -

Nicole Landis, Secretary, Southern Lehigh High School, from Monday, October 17, 2011 through Friday, October 21, 2011

Judith Lynch, Instructional Assistant, Southern Lehigh Intermediate School, on Friday, October 7, 2011;

Approve  
staff-  
Arnold,  
Wied, Jr.

Approve the following staff -

Jean Arnold, Cafeteria/Playground Monitor, Lower Milford Elementary School, an hourly rate of \$9.45, effective September 13, 2011. Ms. Arnold will fill the position due to the resignation of Victoria McCue

Kenneth Wied, Jr, Instructional Assistant (7 hour), Southern Lehigh High School, at an hourly rate of \$16.50, effective September 6, 2011. Mr. Wied will fill the position due to the resignation of Jordan Herman;

Approve  
substitute  
support  
staff-  
Lounsberry

Approve the following substitute support staff for the 2011-2012 school year -

Denise Lounsberry, Substitute Cafeteria/Playground Monitor, at an hourly rate of \$9.45;

Approve  
FMLA  
Leave-  
Tittensor

Approve Intermittent FMLA Leave of the following staff -

Oksana Tittensor, 1:1 Instructional Assistant, Southern Lehigh Intermediate School, beginning August 19, 2011 for a period not to exceed 12 months;

Approve the resignation of Stephanie Heffelfinger, Middle School Cheerleading Coach, effective September 16, 2011;

Approve resignation-  
Heffelfinger

Approve the following volunteer coaches for the 2011-2012 school year -

<u>Edward Williams, III</u>	Football
<u>David Lowe</u>	Boys' Soccer;

Approve volunteer coaches-  
Williams, III,  
Lowe

Approve the following mentors at a stipend of \$700 for the 2011-2012 school year -

Diane Marmor as a mentor for Jessica Dimmig  
Stephanie Kerrick as a mentor for Brett Assise;

Approve mentors-  
Marmor, Kerrick

**VOICE VOTE: "YES" – Unanimous – Motion Carried**

**ABSENT: None**

### **CURRICULUM/STUDENT AND STAFF ACTIVITIES**

Mrs. Siegfried, Mr. Davidson, Mrs. Farris and Mrs. Mickley reported on student and staff activities at the High School, Middle School, Intermediate School and the elementary schools.

#### High School report –

- 9/8 - Back to School Night - very well attended
- 9/14 - Class Ring Assembly for Sophomores
- 9/27 - ASVAB Testing
- Teen Counselors are meeting with the freshman in homerooms to discuss upcoming activities and life at the high school.
- New clubs are forming: Asian Culture and Anime Club, Laughter Club and Interact Club are all new clubs this year.

#### Middle School report –

##### Academic

- National Junior Honor Society- has begun meeting to establish student tutoring dates and times.
- PUTT U – trip for 7<sup>th</sup> grade students will be taking place in late September/early October.
- CDT will be administered on 9/19 – 9/23 in select Reading/Math/Science classrooms.
- Progress reports will be available on October 6.

##### Social

- CAMFEL assembly was held on 9/8.
- Patriot Day was held today.
- MS dance will be held on 9/16.
- Open House 9/25.

Intermediate School report –

- Orientation of 4th graders, new student tours, and visitation by returning students on August 25th went very smoothly.
- Smooth opening to school. Thank you to the transportation department, in particular, for navigating with patience the many water logged roadways in the past week or two, and for continuing to work closely with the Intermediate School to improve student arrival times at school.
- Patriot's Day observed on Friday, 9/9.
- Back to School night is Tuesday, 9/13.
- School photos will be taken on 9/21.

Elementary schools –

- Successful start to the new school year for students and their families. A special thanks to the transportation staff for overcoming the problems presented by road closures on the opening days.
- Bus evacuation drills took place last week without incident.
- Teachers are beginning the transition to the new Sapphire program. Sapphire training for teachers continues – teacher trainers will attend a session tomorrow on K-3 Report Cards.
- After extensive training and piloting, elementary teachers have started implementation of the new Envisions Math series.
- School wide DIBEL benchmark assessments have taken place and intervention groups are being identified.
- Open House nights will be held on September 14<sup>th</sup> for Hopewell, September 15<sup>th</sup> for Liberty Bell and September 22<sup>nd</sup> for Lower Milford.
- All three elementary schools recently won the SILVER award for the Healthier US School Challenge, recognizing excellence in nutrition and physical activity. This was an initiative led by Gina Giarratana. This is a great accomplishment, as only seven other schools in the entire state of Pennsylvania have achieved this prestigious award. Congratulations to the Food Service Staff.

Approve student trip requests-  
1. SLHS World Language Dept, Tour of France  
2. SL Speech and Debate Team-Yale Invitational

**MOVED BY** Miracle and 2<sup>ND</sup> **BY** Gunkle to approve the following student trip requests:

1. *Southern Lehigh High School World Language Department* to participate in an educational tour of France with students of French II, III, IV and V from Thursday, March 22, 2012 through Friday, March 30, 2012
2. *Southern Lehigh Speech and Debate Team* to participate in the Yale University Invitational Tournament in New Haven, CT, on Friday, September 23, 2011 through Sunday, September 25, 2011;

**VOICE VOTE: "YES" – Unanimous – Motion Carried**

**ABSENT: None**

Approve Independent Study for Student #123345

**MOVED BY** Miracle and 2<sup>ND</sup> **BY** Gunkle to approve Independent Study in Art for Student #123345. All course requirements must be completed by May 1, 2012.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**

**ABSENT: None**

**BUSINESS AND FINANCE**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Gunkle to approve the request to issue a school property tax refund as follows -

Approve property tax refund- UST

Upper Saucon Township, Parcel ID #22 642500049040 1, 2011-12 \$151.77

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: None**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Gunkle to approve the automatic renewal of the Medical Services Agreement between the District and St. Luke's Sports Medicine Practice. The agreement (including Portion B) self-perpetuated as of July 1, 2011 and will be in effect until midnight on June 30, 2012.

Approve renewal of Medical Svs. Agreement-St. Luke's Sports Medicine Practice

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: None**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to approve a change order for the tennis court renovation project in an amount not to exceed \$32,336.15 to Schlouch, Incorporated, 132 Excelsior Drive, Blandon, PA 19510. The change order includes costs for additional excavation, painting, signage and handrail to accommodate ADA requirements.

Approve change order for tennis court renovation project- Schlouch, Inc.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: None**

**SUPPORT SERVICES**

**PERSONNEL**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Gunkle to approve the following staff for the 2011-2012 school year -

Approve staff- Assise

Brett Assise, Social Studies Teacher, Southern Lehigh Middle School, at Master's +15, Step 10, an annual salary (pro-rated) of \$57,520, effective August 30, 2011. Mr. Assise will fill the position created with the resignation of James Fullerton.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: None**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Gunkle to approve the employment of Gina Giarratana as Interim Food Service Management Consultant at the hourly rate of \$26.90 per hour effective September 3, 2011. It is expected that Ms. Giarratana will work approximately 8 hours per week during the recruiting process for a replacement Food Service Manager.

Approve Interim Food Service Management Consultant- Giarratana

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: None**

## **REPORTS**

### Lehigh Career & Technical Institute

Mr. Miracle reports that the Joint Operating Committee met on August 24, 2011.

- Tour of new electronics lab.
- Auditor General's report had no findings.
- Approved salary schedules for teachers.
- The salary for Dr. Hornberger, Executive Director was approved at \$174,000, retroactive to July 1, 2011.
- Interviews will take place on September 22, 2011 for Dr. Hornberger who is retiring at the end of December.

### Policy Committee

No Report

### Budget and Finance Committee

No Report

### Education Committee

No Report

### Facilities Committee

No Report

### Superintendent's Report

Mr. Liberati recommended permission to allow a foreign exchange student to register as an 11<sup>th</sup> grade student. The student was assigned to a family living in the East Penn School District and approved to attend East Penn High School, but the family has since then moved into the District.

**MOVED BY Stelts and 2<sup>ND</sup> BY Miracle** to allow the foreign exchange student to register to attend the Southern Lehigh High School.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: None**

### Facilities Report

No Report

Approval for  
foreign  
exchange  
student to  
register to  
attend SLHS

**NEW BUSINESS**

There was a request for names of candidates for an At-Large Seat on the Board of Trustees of Lehigh Carbon Community College to fill the unexpired term through June 30, 2012.

Nomination of Mr. William Miracle to fill At-Large Seat on the Board of Trustees of LCCC to fill unexpired term

**MOVED BY** Hayes and **2<sup>ND</sup> BY** Stelts to nominate Mr. William Miracle to fill the At-Large Seat on the Board of Trustees of LCCC to fill the unexpired term.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: None**

**VISITORS**

The Board took a brief recess at 8:10 p.m.  
The Board met in executive session at 8:15 p.m.  
The meeting reconvened at 9:30 p.m.

**APPROVAL OF MINUTES**

Approve Minutes of 8/22/11

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Gunkle to approve the minutes of the August 22, 2011 meeting as distributed to all Board members.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: None**

**ADJOURNMENT**

Adjournment

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Gunkle to adjourn the meeting.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: None**

The meeting was adjourned at 9:33 p.m.

**ATTEST:** \_\_\_\_\_ Board Secretary