



# Southern Lehigh School District

## Board of School Directors Meeting

January 12, 2009

The first monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:45 p.m. on the above date (January 12, 2009) at Southern Lehigh High School, Center Valley, PA.

PRESENT: Stelts, Dimmig, Gunkle, Miracle, Quigley, Rennie, Schubert

ABSENT: Auteri, Eddinger

OTHERS: Liberati, Christman, Guerriere, Bartholomew, Kennedy, Engler, Andrulovich, Takacs, Lewis, Bergey, Zuk, Davidson, Farris, Limpar, Harakal, Organski, and approximately 9 other members of the community.

### **OPENING PROCEDURES**

Dr. Stelts led the Board and others attending the meeting in the Pledge of Allegiance to the Flag.

### **APPROVAL OF MINUTES**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Rennie to approve the minutes of the December 8, 2008 meeting and December 23, 2008 meeting as copied and distributed to all Board members.

Minutes of  
12/8/08 and  
12/23/08

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Auteri, Eddinger**

### **VISITORS**

### **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 January 12, 2009 showing paid bills in the amount of \$1,213,381.23 and bills to be paid in the amount of \$245,944.14 for a total amount of \$1,459,325.37 for the General Fund, and paid bills in the amount of \$86,646.63 and bills to be paid in the amount of \$36,259.26 for a total amount of \$122,905.89 for the Construction Fund;

Approval of  
Bills

Approve the Treasurer's Report for the months of November, 2008 and December, 2008;

Approve  
Treasurer's  
Reports

Approve the following substitute teachers for the 2008-2009 school year -

Richard Buck, Elementary  
Megan Hallman, Elementary;

Approve  
substitute  
teachers for  
the 2008-  
2009 school  
year-Buck,  
Hallman

Approve the following student teacher placements -

Sonya Fullerton, Math, Muhlenberg College with *Matthew Greenawald*, High School from January 20, 2009 through February 27, 2009.

Mark Marzen, Math, Lehigh University with *Justina Viola*, High School from January 13, 2009 through April 24, 2009.

Kristina Nied, English, Lehigh University with *Sheryl Ciotti*, High School from January 13, 2009 through April 24, 2009.

Approve  
student  
teacher  
placements-  
Fullerton,  
Marzen,  
Nied,  
Neuman

Christopher Neuman, Elementary Ed, DeSales University with *Miri Lynn Yoder*, Lower Milford Elementary from March 9, 2009 through April 24, 2009;

Approve the following substitute support staff for the 2008-2009 school year -

Approve substitute support staff for the 2008-2009 school year-Griffaton, Hallman, Palmieri, Somers, Koziel, Stayer, Bachman, Weiss

- Kimberly Griffaton, Substitute Instructional Assistant, at an hourly rate of \$14.74.
- Megan Hallman, Substitute Instructional Assistant, at an hourly rate of \$14.74.
- Alice Palmieri, Substitute Instructional Assistant, at an hourly rate of \$14.74.
- Wendy Somers, Substitute Instructional Assistant, at an hourly rate of \$14.74.
- Linda Koziel, Substitute Secretary, at an hourly rate of \$12.63.
- Alice Palmieri, Substitute Secretary, at an hourly rate of \$12.63.
- Krista Stayer, Substitute Health Paraprofessional, at an hourly rate of \$12.63.
- Margie Bachman, Substitute Custodian, at an hourly rate of \$12.15.
- Mary Weiss, Substitute Custodian at an hourly rate of \$12.15.
- Wendy Somers, Substitute Cafeteria/Playground Monitor, at an hourly rate of \$9.09;

Change retirement date for B. Somers to 6/16/09

Approve to change the retirement date of Barbara Somers, Kitchen Manager, Liberty Bell Elementary, from January 5, 2009 (*approved at October 14, 2008 Board Meeting*) to June 16, 2009;

Approve FMLA leave-Piszel

Approve FMLA leave of the following staff -

Beverly Piszel, Instructional Assistant, Liberty Bell Elementary School, beginning Tuesday, February 10, 2009 through Friday, February 20, 2009;

Approve unpaid leave-Fitzmaurice, Price

Approve the unpaid leave of the following staff -

- Kelly Fitzmaurice, Instructional Assistant, Liberty Bell Elementary School, February 17, 2009; March 9-13, 2009; June 11, 12, 15, 2009.
- Diane Price, Part-Time Cafeteria Worker, January 9, 16, 2009; February 5, 6, 9, 19, 20, 23, 27, 2009; March 5, 9, 20, 2009;

Approve support staff-Griffaton

Approve the following support staff -

Kimberly Griffaton, Long-term 7-hour (1:1) Instructional Assistant Substitute, Hopewell Elementary School from January 19, 2009 through May 6, 2009, at an hourly rate of \$14.74;

Approve Extracurricular Advisors for the 2008-2009 school year-Beitler, Fullerton, Lindauer-Schneider, MacIntyre, Westwood

Approve the following Extracurricular Advisors for the 2008-2009 school year -

<u>Nancy Beitler</u>	Band, Middle School	\$2,964.00
<u>Nancy Beitler</u>	Orchestra, Middle School	\$1,136.00
<u>James Fullerton</u>	AV & Stage, Middle School	\$1,388.00
<u>JoAnn Lindauer-Schneider</u>	Choral Music, Middle School	\$1,818.00
<u>Susan MacIntyre</u>	Student Senate Advisor, Middle School	\$ 603.00**
<u>Danielle Westwood</u>	Student Senate Advisor, Middle School	\$ 603.00**;

*\*\*shared position*

Approve staff as an ancillary employee for the 2008-2009 school year-Toal

Approve the following staff as an ancillary employee for the 2008-2009 school year -

- Erin Toal PEAK Program \$43.41 per session
- Erin Toal Dance Chaperone \$44.87 per event;

Accept resignation-Sparango

Accept the resignation of Ashley Sparango, Assistant Girls' Lacrosse Coach, effective December 8, 2008;

Approve coaches for the 2008-2009 school year-Barnes, Yaiser

Approve the following coaches for the 2008-2009 school year -

- Mark Barnes Head Boys' Lacrosse \$4,532.00
- Jennifer Yaiser Asst. Girls' Lacrosse \$2,828.00;

Approve volunteer coaches for the 2008-2009 school year-Sparango, Zellner

Approve the following volunteer coaches for the 2008-2009 school year -

- Ashley Sparango Girls' Lacrosse
- James Zellner Boys' Basketball, MS;

Accept the resignation of Dr. Diane Keister, Assistant Board Secretary, effective January 12, 2009;

Accept resignation as Asst. Board Secretary-Keister

Appoint Kristen Lewis, Assistant Board Secretary, effective January 26, 2009.

Appoint Asst. Board Secretary-Lewis

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Auteri, Eddinger**

**CURRICULUM/STUDENT AND STAFF ACTIVITIES**

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

Mr. Davidson reported that the Read-On program continues at the Middle School and proceeds benefit the Child Advocacy Center. He also said that there will be a bookfair on January 24, 2009 at Barnes & Noble in the Promenade Shops, and proceeds will benefit the Read-On program and the Child Advocacy Center.

Mrs. Farris said that she had toured the Intermediate School last week. Construction is moving along and preparations are being made to staff and equip the new school in preparation of its opening in September. There was Board discussion on the availability of information for parents of students and the public on the Intermediate School. Mr. Liberati said that information will roll out in March and it is anticipated that there will be an open house in July and August.

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Rennie to approve the following school trips -

Approve school trips-SL Speech & Debate Team-Atlanta, GA; SL High School Band & Bandfront-Richmond, VA; SLHS Concert Choir-Ireland & Scotland

1. *Southern Lehigh Speech and Debate Team to attend the Barkley Forum Tournament at Emory University in Atlanta, Georgia, from January 22, 2009 through January 26, 2009.*
2. *Southern Lehigh High School Band and Bandfront to attend the 2009 Dixie Classic Festival in Richmond, Virginia, from April 16, 2009 through April 19, 2009.*
3. *Southern Lehigh High School Concert Choir to attend the 2010 American Celebration of Music in Ireland and Scotland from June 13, 2010 through June 22, 2010. (Exact departure date to be determined by the 2010 graduation date.)*

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Auteri, Eddinger**

**MOVED BY** Rennie and **2<sup>ND</sup> BY** Miracle to approve the request for High School student #930850 to complete the 2008-2009 school year in accordance with provisions of Policy #202.

Approve HS student #930850 to complete the 2008-2009 school year

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Auteri, Eddinger**

**BUSINESS AND FINANCE**

**MOVED BY** Rennie and **2<sup>ND</sup> BY** Gunkle to approve a refund of \$1,302.52 in 2007-2008 school property taxes for Shawn K. & Jaelieth L. Jewel, Parcel 22 641376310929 1, pursuant to the enclosed tax duplicate correction notice from the County of Lehigh Assessment Office. This partial refund is in addition to the partial refund approved at the November 24, 2008 Board meeting.

Approve partial refund of \$1,302.52 in 2007-2008 school property taxes-Shawn K. & Jaelieth L. Jewel

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Auteri, Eddinger**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Gunkle to approve the 2009-2010 General Fund and Academic Center budgets from Lehigh County Technical Institute.

Approve 2009-2010 General Fund & Academic Center budgets from LCTI

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Auteri, Eddinger**

Approve the  
School World  
Software  
Agreement

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Rennie to approve the School World Software Agreement for web and/or hosting services for the 2008-2009 school and for 2 consecutive school years thereafter.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Auteri, Eddinger**

Approve  
Servicemaster  
Settlement  
Agreement

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Quigley to approve the enclosed Servicemaster Settlement Agreement.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Auteri, Eddinger**

### **SUPPORT SERVICES**

Approve contract  
with Schnabel  
Engineering, LLD

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Gunkle to approve the enclosed contract with Schnabel Engineering, LLD, 510 East Gay Street, West Chester, PA 19380 for professional engineering services related to excessive water loss at Lower Milford Elementary School.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Auteri, Eddinger**

Approve  
confirmation  
agreement with  
Gasmark

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Rennie to approve the enclosed confirmation agreement with Gasmark, 1 Meridian Boulevard, Wyomissing, PA 19601. The agreement reflects the supply and delivery of natural gas at \$8.197 per decatherm as authorized by the Board on November 10, 2008.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Auteri, Eddinger**

### **PERSONNEL**

Approve staff-  
Cudzil (pending  
receipt of  
required  
documentation)

**MOVED BY** Rennie and **2<sup>ND</sup> BY** Gunkle to approve the following staff -

Jennifer Cudzil, Extended Term Substitute (Category D), at Bachelor's, Step 1, an annual pro-rated salary of \$41,456 (paid on a per diem basis), pending receipt of required documentation. Ms. Cudzil is anticipated to fill the vacant position created with the resignation of Dana Cohen.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Auteri, Eddinger**

### **REPORTS**

#### Lehigh Career & Technical Institute

Mr. Miracle said that the JOC reorganized in December with no change in officers, and the 2009-2010 budget was finalized.

#### Facilities Committee

Mr. Miracle reported on the following:

- A leak was discovered in the fresh water holding tank at Lower Milford Elementary School and it was repaired.
- Turner Construction Management Company reported that the Intermediate School construction is on schedule.
- The Southern Lehigh Education Foundation is considering a fundraiser to sell monogrammed pavers for the entrance to the Intermediate School.
- The process has started to contract out the equipping of the Intermediate School.
- The architect is still in the design phase of the bleacher replacement in the stadium.

#### Superintendent's Report

Mr. Liberati handed out a letter and survey he had received from the Department of Education. The letter said that the Southern Lehigh High School has been selected as one of only 60 schools chosen to participate in the first statewide Youth Risk Behavior Survey in Pennsylvania. The survey is sponsored by the federal Centers for Disease

Control and Prevention in Atlanta and will provide important information about the health risk behaviors of our young people. The survey will be administered during the months of February to April, 2009 by outside administrators to a small sample of our students. He said that participation will be totally anonymous and that parental consent will be required.

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Rennie to approve District High School students to participate in the statewide Youth Risk Behavior Survey.

Approve District HS students to participate in the statewide Youth Risk Behavior Survey

**VOICE VOTE: “YES” – Unanimous – Motion Carried**  
**ABSENT: Auteri, Eddinger**

Mr. Liberati also handed out a proposal for services submitted by Joe McDermott of McDermott Communications to produce a monthly electronic newsletter that would include at least one 500-750 word feature-length profile of a student, faculty member, administrator, program or development to offer not only information but perspective about why that topic is important to the community. This feature would be supplemented by a variety of news briefs of varying length – but typically not to exceed 150-250 words – on other issues, activities and news from each of the 6 schools in the District. The tentative cost estimate is approximately \$1,040 to \$1,300 per month.

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Quigley to approve engaging the services of McDermott Communications to provide a District monthly electronic newsletter.

Withdrew motion to approve the services of McDermott Communications to provide a District monthly electronic newsletter

There was Board discussion. Mr. Miracle and Mr. Quigley withdrew their motion. Mr. Liberati said that he would provide examples of McDermott Communications electronic newsletters from other school districts for the next Board meeting.

Strategic Plan Report

Mrs. Christman expounded on ‘docs’ in the Board packets showing a simplified graphic view of mission, vision & Goals; strategies identified for each goal; and specific activities aligned to each strategy. She said reports are approved except Student Services which was just resubmitted with minor changes and Technology Report- the current plan does not expire until 2009 so PDE may not be in a rush to approve it. Also included was a list of current District-wide activities / progress as they align to the Strategic Plan. Next the Curriculum/ Technology department will be creating Action Plan documents that identify District specific 6 year timeline, who is responsible for each activity, funding needed and how goals will be measured. These documents will continue to be shared with the Board with monthly updates in the Strategic Planning Report.

**OLD BUSINESS**

**NEW BUSINESS**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Rennie to approve a second and final reading of the following policies -

Approve second and final reading of policies #249, #707, and #810.7

- #249 Bullying/Cyberbullying*
- #707 Use of School Facilities*
- #810.7 School Bus/Diesel Vehicle Idling*

**VOICE VOTE: “YES” – Unanimous – Motion Carried**  
**ABSENT: Auteri, Eddinger**

**VISITORS**

**ADJOURNMENT**

ADJOURNMENT

**MOVED BY** Quigley and **2<sup>ND</sup> BY** Rennie to adjourn the meeting.

**VOICE VOTE: “YES” - Unanimous - Motion Carried**  
**ABSENT: Auteri, Eddinger**

The meeting was adjourned at 8:50 p.m.

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