



# Southern Lehigh School District

## Board of School Directors Meeting

November 22, 2010

The second regular monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:44 p.m. on the above date (November 22, 2010) at Southern Lehigh High School, Center Valley, PA.

PRESENT: Gunkle, Dimmig, Eddinger, Hayes, McLoughlin, Miracle, Mohr, Quigley  
ABSENT: Stelts  
OTHERS: Liberati, Christman, Snell, Guerriere, Bartholomew, Kennedy, Takacs, Lewis, Engler, Andrulevich, Zuk, Davidson, McGinty, Mickley, and approximately 9 other members of the community.

### **OPENING PROCEDURES**

Mrs. Gunkle led the Board and others attending the meeting in the Pledge of Allegiance to the Flag.

Everyone at the Board table was provided a laptop computer as a preview for paperless Board meetings.

### **APPROVAL OF MINUTES**

**MOVED BY** Dimmig and **2<sup>ND</sup> BY** Eddinger to approve the minutes of the November 8, 2010 meeting as copied and distributed to all Board members.

Minutes of  
11/8/2010

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

### **VISITORS**

### **CONSENT AGENDA**

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

Approve the bills list dated November 22, 2010 showing paid bills in the amount of \$53,437.53 and bills to be paid in the amount of \$1,205,288.37 for a total amount of \$1,258,725.90 for the General Fund, and bills to be paid in the amount of \$17,781.22 for the Construction Fund, and bills to be paid in the amount of \$194.48 for the Capital Reserve Sinking Fund;

Approval of  
Bills

Approve the following Substitute Teachers for the 2010-2011 school year -

Christana Crivellaro, Health and Phys. Ed. K-12

Andrea Eberhardt, Chemistry

Matthew Goldsmith, Elementary

Michael Graziano, Citizenship 7-12 and Social Studies 7-12

Amy Munson, Mathematics

Dana Musselman, Elementary

Brenda Snyder, Elementary

Catherine Souza, Social Studies 7-12

Veronica Albanese, IU Guest Teacher

Jana Bolton, IU Guest Teacher

Shannon Burky, IU Guest Teacher

Jane Dunbar, IU Guest Teacher

Approve  
Substitute  
Teachers  
for the  
2010-2011  
school  
year-  
Crivellaro,  
Eberhardt,  
Goldsmith,  
Graziano,  
Munson,  
Musselman,  
Snyder,  
Souza,  
Albanese,  
Bolton,  
Burky,  
Dunbar

Cont. Approve  
Substitute  
Teachers for the  
2010-2011 school  
year-Habib,  
Heineman,  
Heuser,  
Kadozono,  
Lavigne, Mehta,  
Reber, Schmid,  
Schultz,  
Skidmore, Wilkins

Sally Habib, IU Guest Teacher  
Lisa Heineman, IU Guest Teacher  
Ines Heuser, IU Guest Teacher  
Dorith Kadozono, IU Guest Teacher  
Kyle Lavigne, IU Guest Teacher  
Chintan Mehta, IU Guest Teacher  
David Reber, IU Guest Teacher  
Ellen Schmid, IU Guest Teacher  
Julia Schultz, IU Guest Teacher  
Robin Skidmore, IU Guest Teacher  
Jody Wilkins, IU Guest Teacher;

Approve FMLA  
Leave-Wechtler

Approve *FMLA Leave* of the following staff -

Kathleen Wechtler, Special Education Teacher, Southern Lehigh Intermediate School, from November 15, 2010 through December 23, 2010;

Approve student  
teacher  
placements  
(pending receipt  
of required  
documentation)-  
Dunn, Gannon,  
Malachowski,  
Tate

Approve the following student teacher placements at Southern Lehigh Intermediate School and Lower Milford Elementary School (*pending receipt of required documentation*) -

Anthony Dunn, Elementary and Special Education, DeSales University, with *Sonya Dill*, from January 18, 2011 to March 4, 2011

Katelyn Gannon, Elementary and Special Education, DeSales University, with *Nicholas Weaver*, from January 18, 2011 to March 4, 2011

Kristie Malachowski, Elementary K-6, DeSales University, with *Sherry Lesavoy*, from January 18, 2011 to March 4, 2011

Elizabeth Tate, Elementary K-6, Drexel University, with *Kathleen Kale*, from January 3, 2011 to March 25, 2011;

Approve  
substitute  
support staff for  
the 2010-2011  
school year-  
Snyder, Rupp,  
Pena

Approve the following substitute support staff for the 2010-2011 school year -

Brenda Snyder, Substitute Instructional Assistant, at an hourly rate of \$15.31

Eileen Rupp, Substitute Cafeteria Worker, at an hourly rate of \$8.41

Roberto Pena, Substitute Custodian, at an hourly rate of \$13.11;

Approve staff-  
Watkins

Approve the following staff -

Melinda Watkins, Instructional Assistant (6 hour) Southern Lehigh Intermediate School, at the hourly rate of \$15.89, effective November 23, 2010. Ms. Watkins will fill the position due to the resignation of *Janice Alhadeff*;

Approve mentor  
for the 2010-2011  
school year-  
LeBourgeois

Approve the following mentor at a stipend of \$700 for the 2010-2011 school year -

David LeBourgeois as a mentor for *Heather Jani*;

Accept  
resignation of  
Head Middle  
School Girls'  
Basketball Coach  
contingent upon  
approval of hire  
as Junior High  
Girls' Basketball  
Coach-Stampf

Accept the resignation of Jenna Stampf, Head Middle School Girls' Basketball Coach, effective November 14, 2010, contingent upon the approval of hire as Junior High Girls' Basketball Coach.

Approve the following coaches for the 2010-2011 school year -

Christana Crivellaro MS Head Girls' Basketball \$3,561

Jenna Stampf Junior High Girls' Basketball \$4,352

Jennie Cochenour MS Asst. Girls' Basketball \$2,374.

Approve coaches  
for the 2010-2011  
school year-  
Crivellaro,  
Stampf,  
Cochenour

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

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

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

### **High School report –**

- 11/9-10 Keystone Literature field test was administered to 9-11 grade students.
- 11/11 Annual Sr. Citizens dinner was held and 318 seniors attended and viewed the fall play, "Almost Maine."
- 11/18 Parent/Teacher Conferences were held and we had just fewer than 200 scheduled.

### **Middle School report –**

- LCTI (8<sup>th</sup> grade) visit: 12/13 & 12/14/10.
- Parent-teacher Conferences: 11/16-11/19. Parent conferences were well attended all four days.
- 4SIGHT Assessment will be administered on Dec. 2<sup>nd</sup> and 3<sup>rd</sup>.
- MS Tailgate 11/8/10- well attended by students.
- MS Book Fair sold \$4007 - thank you Mrs. Robbins and all of the individuals who helped make this possible.
- Dec. 16<sup>th</sup> MS Vocal and Orchestra Concert in MS Auditorium.
- Dec. 17<sup>th</sup> Winter Dance.

### **Intermediate School report –**

- The Intermediate school parents and staff have completed fall conferences. Once again they were very well attended.
- The new format for the 4th and 5th grade IS report card and 6th grade report cards were sent home on Monday, November 15. This was made possible by all of the hard work done by the IS report card committee and especially Mrs. Liz Tate, who was able to iron out some unexpected issues with the transfer of data.
- With the new format of the 4th and 5th grade report cards we expect to be able to open the powerschool parent portal for all parents.
- The IS PTG graciously organized breakfast and lunch for staff during teacher appreciation week/ conference week.

### **Elementary schools –**

- Parent conferences were well attended.
- All three elementary schools had successful book fairs during parent conference week.
- Next Tuesday, Hopewell's first grade Pilgrims and Indians will "Sail the Mayflower" into the gym and perform their Native American songs and program for all first grade parents.
- Hopewell PTA Holiday Shop and Breakfast with Santa will be held Saturday, December 4<sup>th</sup> from 9-noon.
- Liberty Bell is holding its first quarter Pride of Liberty Bell celebration (SWPBS) on Wednesday the 24th with guest performer Jeffrey Blum-Magical Songwriter.
- Liberty Bell's annual Holiday Shoppe is the morning of Saturday, December 4th.

## **BUSINESS AND FINANCE**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Eddinger to approve issuing the following 2010-2011 property tax refunds as a result of a recent court order in connection with tax assessment appeals that were filed on August 1, 2009, and which affect taxes imposed on and after July 1, 2010 and just recently resolved -

Lutron Electronics Co. Inc, Parcel ID#22 642481361015 1, \$12,219.46  
 LCIDA c/o Lutron Electronics Co. Inc, Parcel ID#22 642481320251 1, \$29,491.39  
 Spira Millenium LLC, Parcel ID# 22 642471756944 1, \$124,198.88

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

Approve  
 issuing the  
 following  
 2010-2011  
 property tax  
 refunds-  
 Lutron  
 Electronics  
 Co. Inc.,  
 LCIDA c/o  
 Lutron  
 Electronics  
 Co. Inc.,  
 Spira  
 Millenium  
 LLC

Approve enclosed resolution & various documents in connection with the appointment of H.A. Berkheimer, Inc. as EIT Collector and LST Collector for 2011

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Quigley to approve the enclosed resolution and various related documents in connection with the appointment of H.A. Berkheimer, Inc, Bangor, PA as Earned Income Tax Collector and Local Services Tax Collector for 2011.

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

### **SUPPORT SERVICES**

### **PERSONNEL**

Approve staff- Wilde, Jani

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

Thomas Wilde, Long-term (Category E) Substitute English Teacher, Southern Lehigh High School, Step 2, at a salary of \$58,613 (pro-rated), Bachelors +15, effective November 23, 2010. Mr. Wilde will fill the position on an emergency basis during the childrearing leave of *Jessica Gordon*.

Heather Jani, Long-term (Category E) Substitute Grade 3 Teacher, Liberty Bell Elementary School, at a salary of \$43,743 (pro-rated), Bachelors, Step 14, effective November 23, 2010. Ms. Jani will fill the position during the leave of *Ann Greenzweig*.

**VOICE VOTE: "YES" – All but McLoughlin, Dimmig**  
**"NO" – McLoughlin, Dimmig – Motion Carried**  
**ABSENT: Stelts**

Approve change of status-Trilling

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Mohr to approve change of status of Cherise Trilling, ESL Teacher, from .75 to 1.00 (full-time), effective November 23, 2010.

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

### **REPORTS**

#### **Budget & Finance Committee**

Mr. Dimmig reported that at the November 9, 2010 meeting the committee was looking at savings in many areas for the 2011-2012 budget. A revised 5-year budget was presented with the 2 different scenarios on tax increases. What was omitted from the revised 5-year budget were all the various cost containment suggestions. Mr. Dimmig polled the Board to see if they were interested in having the committee prepare a proposed final budget that contained cost containments that were unanimously agreed upon by the committee, and then present the proposed final budget to the full Board for discussion and approval. There was Board discussion and the Board was in favor of this.

Mr. Snell spoke about enacting an Act 1 resolution at the December 6, 2010 Board meeting for the 2011-2012 budget. The Act 1 resolution would allow the District to follow the traditional timeline to pass the 2011-2012 budget, while promising not to raise taxes above the state index. There was Board discussion and they decided to enact an Act 1 resolution now.

Approve resolution to not raise District real estate taxes for 2011-2012 beyond the Act 1 index limit of 1.4%

**MOVED BY** McLoughlin and **2<sup>ND</sup> BY** Quigley to approve a resolution to not raise District real estate taxes for 2011-2012 beyond the Act 1 index limit of 1.4%

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

#### **Education Committee**

Mr. Hayes reported the following from the November 22 committee meeting –

- On the December 6 Board agenda, the committee will recommend switching from PowerSchool to Sapphire software for PIMS (Pennsylvania Information Management System).
- Will discuss K-12 District 2009-2010 assessment summary at the next Board meeting.
- Graduation project needs to be acted on soon. Will be reviewed by the Board.
- Propose implementing the Program of Studies Changes for 2011-2012 school year in the High School.

There was Board discussion.

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Mohr to approve the Program of Studies Changes for the High School for 2011-2012.

Approve the Program of Studies Changes for the High School for 2011-2012

**VOICE VOTE: "YES" – All but Eddinger, Dimmig, Quigley**  
**"NO" – Eddinger, Dimmig, Quigley – Motion Carried**  
**ABSENT: Stelts**

#### Facilities Committee

Mr. Miracle reported the following from last Wednesday's committee meeting –

##### Intermediate School

- Brick remediation is going well, work being done by RA Tauber; they are doing an excellent job.
- Seventeen (17) trees and shrubs will be replaced on Nov 18 and Nov 19. (This did not occur)
- Swale on back of property: the contractor will be correcting runoff issues with swale. Approval needed from Township and Conservation District.

##### Tennis Courts @ High School

- D. Horn from Architerra P.C. discussed the new Conservation laws that will be effective on November 19, 2010. The new laws may affect the tennis courts. He also showed the plans and talked about the cracking issues and the water migrating upward.  
 Courts were built in 1976 – 1978 / approximately 36 years ago.  
 The cost to redo courts was initially approximated at \$50,000/court or \$200,000.  
 Court size regulations over the years have changed and the courts will have to be enlarged, a windscreen should be all the way around, and there will be 2 asphalt walk-ways (5% grade) installed. The new cost will be approx. \$242,700.  
 An alternate to the original specifications outlined above: a spectators section w/ tables, seats, non-portable bleachers, and a team area would increase the costs to \$276,400.  
 The next step to continue with this project is to meet with the Upper Saucon Township.

##### High School – HVAC /cardio room

- Two of these rooms have no air conditioning. If we can tie into the present system, it would cost approx. \$100,000. The tech room also needs air conditioning but the present system will not be able to handle this additional room, an additional unit will be necessary. T. Bergey got two estimates from engineers – Borton Lawson and BSEG – both came in at about \$200,000 - \$250,000.  
 It is more advantageous to do all rooms at one time because the engineering fees will be \$18,000 - \$20,000.  
 Additional engineering needed to identify requirements and narrow estimated costs.

##### Property & floor plan discussion;

- Breslin offered preliminary plans for design of space. Discussions took place about pros/cons.

##### Hopewell dishwasher:

- The present dishwasher is 40 years old, needs replacement. Estimated cost is \$50,000 - \$65,000. Recommendation is to go with electric, not gas. Money is in the capital budget.

##### Track resurfacing – Lancaster Asphalt

- Will be completed this summer, estimate of \$35,000. Track is 10 years old; Lancaster Asphalt recommends that resurfacing should be done every 8 years.

#### Superintendent's Report

Mr. Liberati invited Board members to attend the International Technology and Engineering Educators Conference in Minnesota in March 2011.

Strategic Plan Report

Mrs. Christman noted the following from the monthly Strategic Plan Report –

- All elementary students participated in Veteran's Day assemblies to celebrate and honor veterans.
- Our own SLSD Google apps site was approved and rolled out to staff members who participated in a Google academy. This has the potential to bring email in-house (save money) as well as open up opportunities for collaboration for staff and students in the district <http://docs.spartandocs.org>
- IS Instructional Assistant in-service data retreat, program review, and training day is scheduled the week of November 15-19, Parent Conference Week.

NEW BUSINESS

Approve  
obsolete policies  
be rescinded-  
#304.5, #404.5,  
#504.5, #408,  
#533.2

**MOVED BY** Miracle and 2<sup>ND</sup> **BY** Quigley to approve the following obsolete policies be rescinded -

- #304.5 Administrative Employees: Appointment of Employees
- #404.5 Professional Employees: Appointment of Employees
- #504.5 Classified Employees: Appointment of Employees
- #408 Professional Employees: Non-Professional Position Classification
- #533.2 Classified Employees: Bus Driver Training & General Requirements

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

Approve first  
reading of the  
following  
policies-#323,  
#423, #523,  
#913.1

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

- #323 Administrative Employees: Tobacco Use
- #423 Professional Employees: Tobacco Use
- #523 Classified Employees: Tobacco Use
- #913.1 Community: Flyer/Information Distribution

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

Approve first  
reading of  
revised policies-  
#302.3, #402.3,  
#502.3, #304.7,  
#404.7, #504.7,  
#810.2, #810.3

**MOVED BY** Miracle and 2<sup>ND</sup> **BY** McLoughlin to approve a first reading of the following revised policies -

- #302.3 Administrative Employees: Retirement of Employees
- #402.3 Professional Employees: Retirement of Employees
- #502.3 Classified Employees: Retirement of Employees
- #304.7 Administrative Employees: Exit Interviews
- #404.7 Professional Employees: Exit Interviews
- #504.7 Classified Employees: Exit Interviews
- #810.2 Operations: Transportation – Bus Regulation
- #810.3 Operations: Transportation – Student Behavior

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

VISITORS

ADJOURNMENT

ADJOURNMENT

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

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: Stelts**

The meeting was adjourned at 9:49 p.m.

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