



Southern Lehigh School District

Board of School Directors Meeting

August 24, 2009

The second monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:35 p.m. on the above date (August 24, 2009) at Southern Lehigh High School, Center Valley, PA.

PRESENT: Stelts, Auteri (left meeting at 9:50 p.m.), Dimmig, Eddinger, Gunkle, Hayes, Quigley, Miracle, Schubert

ABSENT: None

OTHERS: Liberati, Christman, Snell, Guerriere, Bartholomew, Kennedy, Lewis, Bergey, Jordan, Zuk, Davidson, Farris, Mickley, Organski, Impink, and approximately 3 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 Dimmig and **2ND BY** Gunkle to approve the minutes of the August 10, 2009 meeting as copied and distributed to all Board members.

Minutes of
8/10/09

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

VISITORS

Julie Palumbo said that her daughter, who will be a senior this year, was not accepted into AP English after receiving a B- grade last year in Honors English. The prerequisite grade for AP English is a B. Ms. Palumbo thought that it was unfair because she believed other students that also received B- grades were accepted into the AP English class. She said that she had appealed the non-acceptance decision to Mr. Liberati, who denied her appeal. The Board responded by supporting Mr. Liberati's decision.

CONSENT AGENDA

MOVED BY Miracle and **2ND BY** Gunkle to approve the **CONSENT AGENDA** items as follows -

Approve the bills list dated August 24, 2009 showing paid bills in the amount of \$142,030.55 and bills to be paid in the amount of \$6,148,684.70 for a total amount of \$6,290,715.25 for the General Fund, and bills to be paid in the amount of \$96,707.72 for the Construction Fund, and bills to be paid in the amount of \$10,496.88 for the Capital Reserve Sinking Fund;

Approval of
Bills

Approve the Treasurer's Report and Investment Report for the month of July, 2009;

Approve
Treasurer's
Report &
Investment
Report

Approve a salary step adjustment for the following staff, effective September 1, 2009 –

Jesse Mead, Science Teacher, Southern Lehigh High School, Bachelor's to
Master's;

Approve
salary step
adjustment
effective
9/1/09-Mead

Approve the following substitute teaching staff for the 2009-2010 school year -

<u>Dorothy Bednarski</u>	IU Emergency
<u>Katie Davis</u>	Elementary
<u>Lisa Hockel</u>	Elementary
<u>Orianne Rembalsky</u>	Elementary
<u>Brenda Fix</u>	Middle School;

Approve
substitute
teaching
staff for the
2009-2010
school year-
Bednarski,
Davis,
Hockel,
Rembalsky,
Fix

Approve substitute teacher list for the 2009-2010 school year

Approve the enclosed substitute teacher list for the 2009-2010 school year;

Approve substitute support staff for the 2009-2010 school year- Garafalo, Leshko, DeMendoza, Stough, Svitilla

Approve the following substitute support staff for the 2009-2010 school year -

Susan Garafalo, Substitute Cafeteria/Playground Monitor, at an hourly rate of \$9.45

Susan Garafalo, Substitute Cafeteria Worker, at an hourly rate of \$8.10

Kelly Leshko, Substitute Health Paraprofessional, at an hourly rate of \$13.12

Kelly Leshko, Substitute Instructional Assistant, at an hourly rate of \$15.31

Carmen Lira DeMendoza, Substitute Instructional Assistant, at an hourly rate of \$15.31

Tracy Stough, Substitute Instructional Assistant, at an hourly rate of \$15.31

John Svitilla, Substitute Custodian, at an hourly rate of \$12.63;

Approve Instructional Assistant Substitute List

Approve the enclosed Instructional Assistant Substitute List for the 2009-2010 school year;

Approve Substitute Cafeteria/Playground Monitor List

Approve the enclosed Substitute Cafeteria/Playground Monitor List for the 2009-2010 school year;

Approve Substitute Custodian List

Approve the enclosed Substitute Custodian List for the 2009-2010 school year;

Approve Health Paraprofessional Substitute List

Approve the enclosed Health Paraprofessional Substitute List for the 2009-2010 school year;

Approve Substitute Secretarial List

Approve the enclosed Substitute Secretarial List for the 2009-2010 school year;

Approve Supplemental Registered Nurse List

Approve the enclosed Supplemental Registered Nurse List for the 2009-2010 school year;

Approve Cafeteria Worker Substitute List

Approve the enclosed Cafeteria Worker Substitute List for the 2009-2010 school year;

Accept resignation- Elstner, Stengel, Fulmer

Accept the resignation of the following staff -

Jamie Elstner, 7 hour-Instructional Assistant, Southern Lehigh High School, effective August 11, 2009

Kathryn Stengel, 7 hour-Instructional Assistant, Hopewell Elementary School, effective August 14, 2009

Angela Fulmer, 6 hour-Instructional Assistant, Hopewell Elementary School, effective August 25, 2009;

Approve support staff (pending required documentation)- Kuntzman, Hallman, Heckman-Butz, Salamon, Griffaton, Gofberg

Approve the following support staff (pending receipt of required documentation) -

Stacey (Ruth) Kuntzman, Substitute 7-hour Instructional Assistant, Lower Milford Elementary School for Lisa Dex during the childrearing leave of Kristin Haupt at an hourly rate of \$15.31 for the first semester of the 2009-2010 school year. This is a new position.

Megan Hallman, 6-hour Instructional Assistant, Southern Lehigh Intermediate School, replacing Kathryn Burke who remains at Hopewell Elementary School, at an hourly rate of \$15.31, effective September 1, 2009.

Victoria Heckman-Butz, Substitute 6-hour Instructional Assistant, Southern Lehigh Intermediate School, at an hourly rate of \$15.31, effective 2009-2010 school year. Mrs. Heckman-Butz will fill the position during the leave of absence of Karen Blum.

Melissa Salamon, 7-hour Instructional Assistant, Southern Lehigh Intermediate School, at an hourly rate of \$15.31, effective September 1, 2009. This is a transfer of her 3 hour Instructional Assistant position from Liberty Bell Elementary School plus an additional 4 hours to be funded through IDEA funds.

Kimberly Griffaton, 7-hour (1:1) Instructional Assistant, Liberty Bell Elementary School, at an hourly rate of \$15.31, effective September 1, 2009. This is a new position.

Carrie Gofberg, 7-hour (1:1) Instructional Assistant, Hopewell Elementary School, at an hourly rate of \$15.31, effective September 1, 2009. Ms. Gofberg will fill the vacant position created with the resignation of Kathryn Stengel;

Approve unpaid leave of the following staff -

Ellen Gehris, Cafeteria Worker, Southern Lehigh Middle School, on October 7, 8 and 9, 2009.

Heidi Kelly, Custodian, Southern Lehigh High School, on September 3 and 4, 2009.

William Neal, Instructional Assistant, Lower Milford Elementary School, early dismissal on a total of 12 days during September and October, 2009. The district has accommodated Mr. Neal's request during the last 2 school years;

Approve unpaid leave-Gehris, Kelly, Neal

Approve the appointment of the following volunteer coaches for the 2009-2010 school year (pending receipt of required documentation) -

- Gregory Holland Football
- Stephen Panik Football
- Jonathon Getz Girls' Volleyball
- Kristen Lenhart Girls' Volleyball;

Approve volunteer coaches for the 2009-2010 school year (pending required documentation)- Holland, Panik, Getz, Lenhart

Approve the following coaches for the 2009-2010 school year -

- Robert Shaffer Assistant Football \$1,415.75
(This is a 25/75 split with Joshua Miller.)
- Shaughn Bittner Assistant Boys' Lacrosse \$1,467.50
(This is a 50/50 split with Eric Stemple.)
- Karen Fairclough Assistant Girls' Soccer \$3,630.00
- Kelly Leshko MS Assistant Field Hockey \$1,482.00
- Brian Keating MS Assistant Girls' Volleyball \$1,014.00
- Michael Gerhard Assistant Football \$1,415.75
(This is a shared position with Kyle Mirth and Stanley Sroka with a 25/50/25 split.);

Approve coaches for the 2009-2010 school year-Shaffer, Bittner, Fairclough, Leshko, Keating, Gerhard

Approve the appointment of the following mentors at a stipend not to exceed \$700.00 for the 2009-2010 school year -

- David Kohler as a mentor for *Angela Fulmer*
- Donna Atkinson as a mentor for *Susan Melso*
- Miri Lynn Yoder as a mentor for *Lisa Dex*
- Richard Dreves as a mentor for *Gregory Collins*.

Approve mentors for the 2009-2010 school year-Kohler, Atkinson, Yoder, Dreves

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

CURRICULUM/STUDENT AND STAFF ACTIVITIES

Mr. Zuk, 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.

Mr. Zuk reported the following –

- Starting the year with a full teaching staff/all teacher vacancies are filled.
- Thanks to the custodians for the great job cleaning our buildings and preparing them for a new year.
- Plans for our in-service: Gold Seal Lessons, Standards Aligned Systems, Discussions on HS Improvement, PSSA Math Goal.

Mr. Davidson reported on the following –
Academic

- Schedules and welcome back letters to families were sent 8/14.
- New Student orientation – 9/3 @ 9:00 – about 15 students – will tour building and meet faculty and staff.
- Welcome back letters will be sent to teachers 8/25.
- Open House 9/15.
- Picture Day 9/18.

Building

- Looks great – maintenance did an outstanding job getting the building ready.
- Final touches- with regards to technology and virtual languages.

Mrs. Farris reported on the following –

- Building is fully staffed and ready to go.
- Schedules and welcome letters were mailed to students.
- Student orientation is on 9/3.
- Picture day is on 9/15.

Mrs. Mickley reported on the following –

Elementary Schools are gearing up for the start of the new school year:

- Office staffs are preparing to welcome staff and students back.
- Teachers are busy with preparations for the new school year.
- Orientation for kindergarten and new students will be held on September 3.
- Principals are working with new teachers through the district induction process.
- Elementary teachers will participate in Writing Practices training as part of their opening days in-service.

Approve concurrent enrollment agreement with DeSales University regarding dual enrollment program

MOVED BY Miracle and **2ND BY** Gunkle to approve the enclosed concurrent enrollment agreement with DeSales University. The agreement sets out the terms and conditions of the dual enrollment program.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: None

BUSINESS AND FINANCE

Approve refund in 2009-2010 school real estate taxes- Jarrett

MOVED BY Miracle and **2ND BY** Gunkle to approve permission to refund Jeanne Jarrett (Parcel ID 22 641488357262 1) \$577.31 in 2009-2010 school real estate taxes, pursuant to the enclosed information.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: None

Approve contract with Teach Me Tutoring for 2009-2010

MOVED BY Miracle and **2ND BY** Gunkle to approve the enclosed contract with Teach Me Tutoring for delivery of the instructional program in connection with the alternative school program located on the campus of Cedarbrook Nursing Home. The contract reflects an increase of \$5,000 to a total amount of \$52,250.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: None

SUPPORT SERVICES

Approve allowance adjustment HC-003 for a Hushcore Booster System

MOVED BY Miracle and **2ND BY** Gunkle to approve allowance adjustment HC-003 for a Hushcore Booster System to be installed on both chillers to JBM Mechanical, Inc., 3273 Gun Club Road, Nazareth, PA 18064. The allowance adjustment in the amount of \$7,695.47 addresses noise reduction on the Intermediate School rooftop chillers.

VOICE VOTE: “YES” – All but Quigley, Dimmig
“NO” – Quigley, Dimmig – Motion Carried
ABSENT: None

Approve Natural Gas Service Agreement for the purchase of natural gas- Compass Gas Services, LLC

MOVED BY Miracle and **2ND BY** Gunkle to approve the Natural Gas Service Agreement for the purchase of natural gas with Compass Gas Services, LLC, 1200 Smith Street, Suite 900, Houston, TX 77002 for the period July 1, 2009 to June 30, 2010, with provisions for annual extensions and to authorize the Administration to pre-approve natural gas purchases that are made pursuant to the contract with formal Board action to follow at the next public School Board meeting. This contract was provided to the School Board on May 25, 2009 with submission of the mandate waiver application for the purchase of natural gas, approved by PDE July 16, 2009.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: None

MOVED BY Miracle and **2ND BY** Gunkle to approve Change Order G-16 for tree removal along Route 378 to Penn Builder's, Inc., 2275 Old Bethlehem Pike, Quakertown, PA 18951. The change order represents an "add" in the amount of \$2,988.00 for changes required by PennDOT at the Intermediate School entrance.

Approve Change Order G-16 for the tree removal- Penn Builder's Inc.

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

PERSONNEL

MOVED BY Miracle and **2ND BY** Quigley to approve the following staff (*pending receipt of required documentation*) -

Approve staff (pending required documentation)- Mauro, Dex, Burns

Shannon Mauro, Learning Support Teacher, Southern Lehigh High School at Bachelor's, Step 7, an annual salary of \$47,829, effective August 25, 2009. Ms. Mauro will fill the position created with the resignation of Patricia Fite.

Lisa Dex, Long-term Substitute Teacher, 1st Grade, Category E, Lower Milford Elementary School, for the first semester of the 2009-2010 school year at Bachelor's, Step 14, an annual salary of \$42,645 (pro-rated). Ms. Dex will be substituting for Kristin Haupt during her childrearing leave.

Ryan Burns, Long-term Substitute Teacher, High School English, contingent upon the childrearing leave of Jessica Gordon, for the 2009-2010 school year, at Master's Step 14, at an annual salary of \$50,481 per year. Mr. Burns will be substituting for Jessica Gordon.

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

REPORTS

Education Committee

Mrs. Gunkle gave the following report –
Met on 8/20/09

- Investigating a program for exchange student from Ecuador .
- Reviewing PSSA results. Met AYP.
- Attended Model schools conference in June; majority of administrators are now trained on model schools.
- Provided data-focused training for Administrators and Math teachers to help teachers use data to focus on areas of improvement.
- Received positive feedback on blended/on-line Summer School.
- Have new integrated safety flip charts for use across the district.
- Significant curriculum development completed this summer to support new curriculum offerings including Design 21, Elementary Reading, Family Consumer Science, PSSA strategies, middle school language offerings, STEM, Health, Applied Technology, Public Speaking, Psychology, Honors pre-calculus, Piano, and Theater.

Facilities Committee

Mrs. Gunkle gave the following report –
Met on 8/19/09

- Excellent progress made on all summer projects.
- Intermediate School is ready for classes; majority of punch lists are complete. A few items remain for outside lighting and external landscaping. The general contractor may be charged liquidated damages to complete his remaining punch list items.
- Bleachers project is complete.
- HVAC fix at Liberty Bell is complete.
- Investigating costs for removal and demolition of modulars.

Budget & Finance Committee

Mr. Eddinger recommended meeting more than just at budget time, in conjunction with the Education Committee. He is looking for members from these two committees to meet and decide on how to communicate with each other, and on how to work together year round. Strategic thinking and sharing information are the goals. Mr. Eddinger said that the Budget & Finance Committee should be involved in curriculum decisions.

Mr. Liberati and Mr. Snell said that this process will start in September/October.

Mr. Dimmig replaced Mr. Schubert as chairperson of the Budget & Finance Committee, and he will determine future meeting dates. The Budget & Finance Committee will meet year round and report to the Board monthly.

Superintendent's Report

Mr. Liberati's report –

- He showed the new emergency flipchart, and said that 56 employees had NIMS (National Incident Management System) training last year.
- He also handed out a 2-year snapshot of District PSSA results showing proficient and advanced scores for math and reading. The goal for this year is a 3% improvement in math scores.
- He invited the Board to the first student day at the new Intermediate School for photographs on September 3. Students will be arriving for the first time for orientation.
- He announced that there will be a public open house at the Intermediate School on September 27 at 1:00 p.m.

OLD BUSINESS

NEW BUSINESS

VISITORS

The Board took a brief recess at 8:59 p.m.

The Board met in executive session at 9:07 p.m.

[Mrs. Auteri left meeting at 9:50 p.m.]

The meeting reconvened at 9:55 p.m.

Approve staff-Schurkamp

MOVED BY Miracle and **2ND BY** Eddinger to approve the following staff –

Sarah Schurkamp, Technology Facilitator, Hopewell Elementary School, at an hourly rate of \$17.66. Ms. Schurkamp will fill the vacant position created by the transfer of Austin Benner to the Intermediate School.

**VOICE VOTE: “YES” – All but Dimmig
“NO” - Dimmig – Motion Carried
ABSENT: Auteri**

Administration to explore having a nepotism policy

MOVED BY Dimmig and **2ND BY** Quigley to direct the administration to explore having a nepotism policy, and whether or not the District can have such a policy.

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

ADJOURNMENT

ADJOURNMENT

MOVED BY Quigley and **2ND BY** Dimmig to adjourn the meeting.

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

The meeting was adjourned at 10:03 p.m.

ATTEST: _____ Board Secretary