



# Southern Lehigh School District

## Board of School Directors Meeting

August 23, 2010

The second regular monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:47 p.m. on the above date (August 23, 2010) at Southern Lehigh High School, Center Valley, PA.

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

ABSENT: Quigley

OTHERS: Liberati, Christman, Snell, Guerriere, Bartholomew, Kennedy, Takacs, Lewis, Engler, Bergey, Covelle, Davidson, Farris, Mickley, Harakal, and approximately 0 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.

### APPROVAL OF MINUTES

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to approve the minutes of the August 9, 2010 meeting as copied and distributed to all Board members.

Minutes of  
8/9/2010

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

### 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 August 23, 2010 showing paid bills in the amount of \$456,934.09 and bills to be paid in the amount of \$581,043.79 for a total amount of \$1,037,977.88 for the General Fund, and bills to be paid in the amount of \$69,577.20 for the Construction Fund;

Approval of  
Bills

Approve the addendum to the bills list dated August 23, 2010 showing bills to be paid in the amount of \$734,082.21 for the General Fund;

Approve  
addendum  
to the bills  
list

Approve the following mentor at a stipend of \$700.00 for the 2010-2011 school year -

Lisa DeSanctis as a mentor for *Thomas Seidenberger*;

Approve  
mentor-  
DeSanctis

Approve a salary step adjustment for the following staff, effective September 1, 2010 -

Thomas Beaupre, Social Studies Teacher, Southern Lehigh High School, Master's to *Master's +15*

Danielle DeAngelo, Grade 3 Teacher, Hopewell Elementary School, Bachelor's to *Bachelor's +15*

Stephanie Gregory Donald, Art Teacher, Southern Lehigh High School, Master's to *Master's +15*

Brian Dow, Social Studies Teacher, Southern Lehigh High School, Bachelor's to *Bachelor's +15*

Bethene Graf, Grade 4, Southern Lehigh Intermediate School, Bachelor's to *Bachelor's +15*

Linda Gross, Family Consumer Science Teacher, Southern Lehigh High School, Bachelor's to *Bachelor's +15*

Ryan Haupt, Math Teacher, Southern Lehigh High School, Bachelor's to *Bachelor's +15*

Approve  
salary step  
adjustment-  
Beaupre,  
DeAngelo,  
Gregory  
Donald,  
Dow, Graf,  
Gross,  
Haupt

Cont. Approve salary step adjustment-Hovis, Taylor Kindt, D. Kohler, J. Kohler, McGinniss, Miller, Quartuch, Schrader, Strobl, Toto, Walker, Weaver, Yaiser, Yocum

Sara Hovis, Grade 1 Teacher, Hopewell Elementary School, Bachelor's +30 to *Master's*

Jennifer Taylor Kindt, Business Teacher, Southern Lehigh Middle and High Schools, *Master's to Master's +15*

David Kohler, Grade 2 Teacher, Hopewell Elementary School, Bachelor's +30 to *Master's*

Jessica Kohler, Learning Support Teacher, Southern Lehigh Intermediate School, Bachelor's +30 to *Master's*

Tara McGinniss, Physical Education Teacher, Southern Lehigh High School, *Master's +15 to Master's +30*

Matthew Miller, Emotional Support Teacher, Southern Lehigh High School, Bachelor's +30 to *Master's*

Katie Quartuch, Social Studies Teacher, Southern Lehigh High School, Bachelor's to *Bachelor's +15*

Stephen Schrader, Health, Physical Education and Driver's Education Teacher, Southern Lehigh High School, Bachelor's to *Bachelor's +15*

Christopher Strobl, Grade 7 Math Teacher, Southern Lehigh Middle School, *Master's to Master's +15*

Heather Toto, Grade 8 Language Arts Teacher, Southern Lehigh Middle School, *Master's to Master's +15*

Holly Walker, Grade 7 Language Arts Teacher, Southern Lehigh Middle School, Bachelor's to *Bachelor's +15*

Nicholas Weaver, Grade 4 Teacher, Southern Lehigh Intermediate School, Bachelor's +30 to *Master's*

Jennifer Yaiser, Health and Physical Education Teacher, Southern Lehigh High School, Bachelor's +30 to *Master's*

Lynn Yocum, Art Teacher, Southern Lehigh Middle and High Schools, *Master's to Master's +15*;

Approve Substitute Teacher List for the 2010-2011 school year

Approve the enclosed Substitute Teacher List for the 2010-2011 school year;

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

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

Margaret Treacy, Substitute Instructional Assistant, at an hourly rate of \$15.31;

Accept resignation-Browne, Zweifel

Accept the resignation of the following staff -

Judith Browne, Instructional Assistant (7 hour), Southern Lehigh Intermediate School, effective June 2, 2010

Deborah Zweifel, Cafeteria Monitor, Lower Milford Elementary School, effective August 13, 2010;

Approve unpaid leave-Stough

Approve the unpaid leave for Tracy Stough, Instructional Assistant, Liberty Bell Elementary School, from Wednesday, November 17, 2010 through Wednesday, November 24, 2010;

Approve staff (pending required documentation)-Sawyer, Treacy, Terlingo

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

Katie Sawyer, Instructional Assistant (7 hour), Hopewell Elementary School, at an hourly rate of \$15.89, effective August 31, 2010. Mrs. Sawyer will fill the position of Samantha Krick.

Margaret Treacy, Cafeteria Monitor, Lower Milford Elementary School, at an hourly rate of \$9.45, effective September 7, 2010. Mrs. Treacy will fill the position of Deborah Zweifel (Kosluk).

Margaret Treacy, 1:1 Instructional Assistant (4 hour), Lower Milford Elementary School, at an hourly rate of \$15.89, effective August 25, 2010. This is a new position.

Tammy Terlingo, Instructional Assistant (3 hour), Hopewell Elementary School, at an hourly rate of \$15.89, effective September 7, 2010. Ms. Terlingo will fill the position of Francine Klucsarits.

Tammy Terlingo, Instructional Assistant (4 hour), Hopewell Elementary School, at an hourly rate of \$15.89, effective August 31, 2010. This is a new position.

Melinda Watkins, Instructional Assistant (6 hour), Southern Lehigh Intermediate School, at an hourly rate of \$15.89, effective August 31, 2010. Mrs. Watkins will fill the position of Megan Hallman during the first semester reassignment of Maria Ramunni. Cont. Approve staff (pending required documentation)- Watkins, Zweifel

Deborah Zweifel, 1:1 Instructional Assistant (7 hour), Lower Milford Elementary School, at an hourly rate of \$15.89, effective August 25, 2010. This is a new position;

- Approve the enclosed Substitute Instructional Assistant List for the 2010-2011 school year; Approve Substitute Instructional Assistant List, Substitute Cafeteria/Playground Monitor List, Substitute Custodian List, Substitute Health Paraprofessional List, Substitute Secretarial List, Supplemental Registered Nurse List, Substitute Cafeteria Worker List for the 2010-2011 school year
- Approve the enclosed Substitute Cafeteria/Playground Monitor List for the 2010-2011 school year;
- Approve the enclosed Substitute Custodian List for the 2010-2011 school year;
- Approve the enclosed Substitute Health Paraprofessional List for the 2010-2011 school year;
- Approve the enclosed Substitute Secretarial List for the 2010-2011 school year;
- Approve the enclosed Supplemental Registered Nurse List for the 2010-2011 school year;
- Approve the enclosed Substitute Cafeteria Worker List for the 2010-2011 school year;

Correct the rate of Samantha Krick, Substitute Instructional Assistant, to \$15.31 per hour. This rate was incorrectly recommended as \$15.89 per hour at the August 9, 2010 Board meeting; Correct rate-Krick

Approve the following coach for the 2010-2011 school year (*pending receipt of required documentation*) - Approve coach for the 2010-2011 school year (pending required documentation)- Deacon

<u>Natalie Deacon</u>	Assistant Field Hockey	\$4,078;
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Approve the following correction – Approve correction regarding stipend-Kuntzman & Gaugler

The stipend for Language Arts K-6 Subject Area Leader will be shared with Pamela Kuntzman and Donna Gaugler. This stipend was incorrectly recommended at the August 9, 2010 Board meeting as two separate positions.

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

**CURRICULUM/STUDENT AND STAFF ACTIVITIES**

Mr. Covelle, 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 –

- New Student Luncheon Sept. 2 at 11:30
- Freshmen Orientation Sept. 2 at 1pm
- Freshmen/New Student Club and Activities Open House Sept. 2 at 2pm

Middle School report –

- Chinese Camp was held on Aug. 16-20.
- Orientation for Incoming 7<sup>th</sup> grade and New Students: 9/2
- Staff Photo: 9/1
- Student Photo: 9/9
- Open House: 9/21
- Back-to-School Dance: 9/21

Intermediate School report –

- The summer schedule has been busy. We’ve been working continuously to fill position vacancies since June as announcements of staff transfers became finalized. Staffing remains as work in progress.

- Student scheduling is nearing completion.
- For the general cause, class sizes at the Intermediate School are on the rise with an approximate increase in 20 students since year's end. Current enrollment is 744. Class sizes are as follows:
  - Grade 4 Total = 246

Grade 4 Regular Classrooms	27 to 28 students
Grade 4 Spanish Immersion	25 students
  - Grade 5 Total = 238

Grade 5 Regular Classrooms	26 to 27 students
Grade 5 Spanish Immersion	25 students
  - Grade 6 Total = 260

Grade 6 Average	26 students
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- Orientation for incoming 4<sup>th</sup> graders will be held on September 2, 2010 beginning at 11:00 AM and ending at 12:30 PM. Students new to Southern Lehigh will be given tours of the school on the same date, and returning students will have opportunity to find their new classrooms between 12:00 and 12:30 PM.

Elementary schools –

- Chinese Camp for students in grades two and three was held last week. Students were excited and had great exposure to Chinese language and culture. Mrs. Mohr and Mrs. Christman were actively involved in helping, which was great for students as well as our new Chinese teacher.
- Elementary teachers will participate in grade-level staff development activities on the September 1 in-service day, including review and revision of common assessments and training in Fast Math.
- Orientation for kindergarten and new K-3 students will be held on September 2.

Approve agreement with the parents of student #185220

**MOVED BY** Eddinger and 2<sup>ND</sup> **BY** Stelts to approve the agreement with the parents of student number 185220.

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

**BUSINESS AND FINANCE**

The District's financial advisor, Mr. Christopher Gibbons of Concord Public Financial Advisors, Inc. presented the results of the competitive bond internet sale conducted on August 23, 2010, along with the composition of the issue, and a 14-year amortization schedule. The proceeds of the Bonds will be used to pay the advance refunding of the District's GOB Series A of 2002. The bid from Robert W. Baird & Co. was the lowest true interest cost to the District, resulting in a present value savings, net of costs, to the district of \$696,936.64 (7.92%). The District did not need bond insurance because of its Aa2 bond rating from Moody's. This saved an estimated \$60,000 in bond insurance cost. The Bond has been designated by the Issuer as a "qualified tax-exempt obligation", as defined in Section 265(b)(3)(B) of the Internal Revenue Code of 1986, as amended (the "Code"), for purposes and effect contemplated by Section 265 of the Code (relating to expenses and interest relating to tax-exempt income of certain financial institutions).

Benjamin A. Ried Esq. of Rhoads & Sinon LLP, reviewed the RESOLUTION for incurring nonelectoral debt.

Settlement is expected to occur on September 23, 2010.

Adopt resolution, authorizing the issuance of General Obligation Bonds, Series of 2010 in the amount of \$10,695,000

**MOVED BY** McLoughlin and 2<sup>ND</sup> **BY** Miracle to adopt the attached resolution, authorizing the issuance of General Obligation Bonds, Series of 2010 in the amount of \$10,695,000, awarding the bid to Robert W. Baird & Co. and contracting with US Bank National Association as Paying Agent.

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

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to approve the enclosed agreement with Concord Public Financial Advisors, Inc. for financial advisory services in connection with the advanced refunding of GOB Series A of 2002 which resulted in the General Obligation Bonds, Series of 2010.

Approve agreement with Concord Public Financial Advisors, Inc.

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

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to authorize James Snell, Director of Business & Personnel Services, to sign Moody’s Investor Service application & fee schedule for local government issuers.

Authorize J. Snell to sign Moody’s Investor Service application & fee schedule for local government issuers

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

**SUPPORT SERVICES**

**PERSONNEL**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Eddinger to approve the following staff for the 2010-2011 school year -

Approve staff for the 2010-2011 school year- Seidenberger, Stem-Weaver, Italiani

Thomas Seidenberger, Long Term Substitute (Category E) Grade 4 Teacher, Southern Lehigh Intermediate School, at Bachelor’s, Step 14, an annual salary of \$43,743, effective August 24, 2010 (*pending receipt of required documentation*). Mr. Seidenberger will fill the position during the second period of childrearing leave of *Anne Snyder*.

Tammy Stem-Weaver, Special Education Teacher, Intermediate School, at Bachelor’s Step 13 (\$44,140 per year), effective August 24, 2010. Mrs. Weaver will fill the open position caused by the transfer of Brooke Ruch to the Liberty Bell RTII.IST position.

Anthony Italiani, Special Education (Social Studies) Teacher, High School, at Bachelor’s Step 14 (\$43,743 per year), effective August 24, 2010. Mr. Italiani will fill the position vacated by the resignation of Brian Keating.

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

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Eddinger to accept the resignation of Karen Fairclough, Special Education Facilitator, Southern Lehigh High School, no later than October 8, 2010 (60 days after the resignation letter dated August 10, 2010).

Accept resignation- Fairclough

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

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Eddinger to approve a first period of childrearing leave for Devon Hagy, Health and Physical Education Teacher, Southern Lehigh Middle School, for the 2010-2011 school year.

Approve 1<sup>st</sup> period of childrearing leave for the 2010-2011 school year- Hagy

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

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Eddinger to approve the following staff –  
Linda Whittaker, Supplemental Nurse, at an hourly rate of \$18.00.

Approve staff- Whittaker

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

**REPORTS**

**Budget & Finance Committee**

Mr. Dimmig reported that at the August 10, 2010 committee meeting, budget parameters for 2011-12 were discussed subsequent to the adoption of a Board driven process at the August 9, 2010 Board meeting to provide parameters to the Administration by

September 15, 2010 on building the 2011-12 budget. He tasked the Board to examine and tweak the following budget parameters using the 5-year budget spreadsheet, as a starting point, during the next 3 weeks to facilitate the parameters discussion that will take place at the next Board meeting on September 13, 2010. The starting parameters to build the 2011-12 budget were –

- Total expenditures of \$54,900,000 for 2011-12, and \$60,500,000 for 2014-15
- Millage increases of .25 for 2011-12, .50 for 2012-13, .50 for 2013-14, and .50 for 2014-15
- Deficit spending in 2014-15 not to exceed \$1.8 million
- 10% to 12% ending fund balance in 2014-15

#### Facilities Committee

Mrs. Gunkle started discussion on a complete redo of the High School tennis courts. Two years ago the courts were professionally recoated for approximately \$17,000, and this lasted half a season. If the courts become unusable and we have to play at another location, transportation costs would be around \$20,000 a year. A complete redo of the courts would be in the order of \$200,000 – this is scheduled to be completed in the summer of 2011 and is included in the Capitol Budget.

There was Board discussion about replacing the 4 courts with 5 courts to accommodate league play, if there is enough space to accommodate 5 courts, and other possible locations for the courts. The District will seek engineering services to determine the options.

#### Education Committee

Mr. Hayes reported on recommended changes to the graduation project by the High School Task Force and Mrs. Siegfried. Changes to the graduation project were proposed in several different committees of the task force. The proposed changes will be introduced to the 2010 – 2011 sophomores and will affect the 2013 graduating class. A proposed change in name to the Culmination Project was presented. There was Board discussion on and consensus with the proposed changes.

It was also reported that a task force will convene after the start of school to look at issues such as class ranking.

#### Superintendent's Report

Mr. Liberati reported –

- He and Ellis Katz had met with SLEA about foreign language offerings and how that affects classroom teachers.
- He and Ellis Katz also met with SLEA concerning the VLN cyber school option for District students. He said there is time to work this out, and it could start in January 2011.
- The 2010 Tri-a-Biathlon Challenge will be held on September 25, 2010 at 8:00 am for grades 4-12. The biathlon/duathlon is a bike/run starting at the Intermediate School and finishing at the football stadium. The cost is \$20, which will benefit Southern Lehigh Education Foundation (SLEF) and raise awareness for Childhood Obesity.

#### Facilities Report

Mr. Liberati reported on the following issues –

#### Intermediate School

- Heaving sidewalks – possibly due to moisture content of fill & there is no evidence of rolling to compact soil.
- Camp Meeting Road run off – assumptions were made about grading and storm water run-off that were incorrect, slight variations of the design were installed which were against the recommendations set forth by the architects. Penn Contractors will present solutions to resolve the run off issues – possibly creating a swale.
- Water run off over driveway – the report doesn't include this issue however the calculations of the amount of run off are incorrect.
- Green Start / Landscaping – meeting on Aug 5, 2010 – proposal will be forthcoming, to include reseeded and replacement of trees and shrubs.
- Bricks – conversation took place about the bricks on the exterior of the building. All parties seem cooperative on fixing the problems with a possible cost to the District of \$10,000.

Middle School

- Driveway repaving : project is complete, total cost was \$62,211.68.

Central Office

- Looking at an Education Center to replace Central Office. Will contact Bob Breslin to evaluate a new building.

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Miracle to approve investigating options for repairing or replacing Central Office.

Approve investigating options for repairing or replacing Central Office

**VOICE VOTE: "YES" – All but Dimmig  
"NO" - Dimmig – Motion Carried  
ABSENT: Quigley**

**NEW BUSINESS**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Eddinger to rescind the following obsolete policies -

Rescind the following obsolete policies- #302.2, #404.3, #504.6, #504.8, #504.9, #504.61

- #302.2 Administrative Employees: Responsibilities & Duties
- #404.3 Professional Employees: Responsibilities & Duties
- #504.6 Classified Employees: Secretarial/Clerical Responsibilities & Duties
- #504.8 Classified Employees: Cafeteria Workers Responsibilities & Duties
- #504.9 Classified Employees: Bus Contractor Responsibilities & Duties
- #504.61 Classified Employees: Custodian/Maintenance Staff Responsibilities & Duties

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

**VISITORS**

The Board took a brief recess at 9:54 p.m.

The Board met in executive session at 9:59 p.m.

The meeting reconvened at 10:45 p.m.

ADJOURNMENT

**ADJOURNMENT**

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

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

The meeting was adjourned at 10:46 p.m.

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