



Southern Lehigh School District Board of School Directors Meeting

June 26, 2017

The voting monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:05 p.m. on the above date (June 26, 2017) at Southern Lehigh High School, Center Valley, PA.

PRESENT: Parsons, McLoughlin, Gehman, Gunkle, Lycett, Merkle, Sisselberger, Smith

ABSENT: Dimmig

OTHERS: Evison, Melber, Millman, Lewis, Roth, Montanye (SSKW), Brinson, Sinkler (SLEA), and 7 other members of the community.

OPENING PROCEDURES

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

The Board met in Executive Session prior to this meeting to discuss personnel and legal matters.

VISITORS

Mr. Gene Jani, Coopersburg resident, addressed the Board regarding a proposed business property at the corner of Preston Lane and Route 378, Center Valley, PA.

CURRICULUM/STUDENT AND STAFF ACTIVITIES

MOVED BY Gunkle and **2ND BY** Parsons to approve the **K-6 Research Study** for the K-6 schools to voluntarily participate in a research study entitled: Adapting Tier 2 Interventions for Non-Responsive Students in Elementary Schools. The study's purpose is to develop an Adaptive Interventions Framework that will facilitate the systematic identification and modification of Tier 2 interventions within the context of a multi-tiered system of behavior support. Specifically within a tiered system of behavior support (e.g., School-Wide Positive Behavior Support) that we will develop and evaluate a framework that guides educators in selection and adaptation of Tier 2 interventions for students with mild to moderate behavior problems.

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Dimmig

MOVED BY Gunkle and **2ND BY** Parsons to approve the agreement with **eSpark Learning**, 833 W. Jackson Blvd., Suite 700, Chicago, IL 60607 for software services in the amount of \$31,050 for the period July 1, 2017 through June 30, 2018.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2ND BY** Parsons to approve the **CLIU Technology Pool Legal Services Consultation Agreement** for the 2017-2018 school year.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2ND BY** Parsons to approve the updates **Southern Lehigh High School Girls Soccer Booster Club Bylaws**.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

SPECIAL EDUCATION AND STUDENT SERVICES

MOVED BY Gunkle and **2ND BY** Parsons to approve Erica Groendal and Michael Fay, Teachers, to provide extended support services for student #060117 for no more than 10 hours per week, effective June 7 2017 to July 7, 2017, an hourly rate of \$44.53.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2ND BY** Parsons to approve the following nursing department staff to receive compensation for student medical file review to ensure compliance with changes in the immunization law at an hourly rate of \$21.49 (through June 30, 2017) and \$22.03 (effective July 1, 2017):

Judith Miller

Barbara Smedley

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

BUSINESS AND FINANCE

MOVED BY Gunkle and **2ND BY** Parsons to approve the bills list dated June 26, 2017.

VOICE VOTE: "YES" – Unanimous – Motion Carried
"NO": Smith
"ABSTAIN": McLoughlin
ABSENT: Dimmig

MOVED BY Gunkle and **2ND BY** Parsons to approve the **Medical Services Agreement** with St. Luke's University Hospital for the period July 1, 2017 through June 30, 2022.

1. Part A Services (School Physician)
2. Part B Services (Physical Exams)
3. Athletic Trainer Services

VOICE VOTE: "YES" – Unanimous – Motion Carried
"NO": Smith, J
"ABSTAIN": McLoughlin
ABSENT: Dimmig

MOVED BY Gunkle and **2ND BY** Parsons to approve the **HS Science and Art Bid**.

VOICE VOTE: "YES" – Unanimous – Motion Carried
"NO": Smith, J
"ABSTAIN": McLoughlin
ABSENT: Dimmig

SUPPORT SERVICES

MOVED BY Gunkle and **2ND BY** Parsons to approve the **change order MC-002** in the amount of <\$36,473.34> to JBM Mechanical, Inc., 3273 Gun Club Road, Nazareth, PA 18067, for unused mechanical allowances associated with the New Hopewell Elementary School. This allowance adjustment decreases the contractor's bid amount and closes out the mechanical contract.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2ND BY** Parsons to approve the **Sheltering and Mass Care Memorandum of Understanding** with Salisbury Township School District. Southern Lehigh School District will provide shelter and assistance to approximately 500 students and staff in the event of an offsite evacuation of Salisbury Township School District.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2ND BY** Parsons to approve the professional services agreement for design of a Winter Storage Structure in an amount not to exceed \$17,000 with D'Huy Engineering, One East Broad St., Bethlehem, PA 18034. The winter storage structure will be constructed at the Maintenance Building, replacing the old condemned structure along Preston Lane.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2ND BY** Parsons to approve the authority to mail 2017-2018 student transportation cards prior to the School Board's approval of routes at the August School Board meeting. The approved routes from 2016-2017 will be adjusted to address new students, changes in school or student program assignment, grade change, residence changes, system improvements, safety concerns or system efficiency. Brandywine Lehigh Transportation will review bus routes for safety and efficiency prior to the mailing. In accordance with 22 PA Code 23.4 et.al, all required transportation documentation will be brought to the School Board for approval at the August 14, 2017 School Board Meeting.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

PERSONNEL

MOVED BY Smith and **2ND BY** Gunkle to approve unpaid leave of Erin Everett, Math Teacher, Southern Lehigh High School, October 4 through 6, October 9 through 13, 2017.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Smith and **2ND BY** Gunkle to accept the resignations of the following staff-

Stephen Sroka, Grade 3 Teacher, Liberty Bell Elementary School, effective end of business day June 13, 2017.

Krista Sterner, Grade 7 Language Arts Teacher, Southern Lehigh Middle School, effective end of business day June 13, 2017.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Smith and **2ND BY** Gunkle to accept the resignation of Beth Guarriello, Assistant Principal, Southern Lehigh High School, effective end of business day June 30, 2017.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Smith and **2nd BY** Gunkle of the following Substitute Nurses for the 2017-2018 school year, an hourly rate of \$22.03-

Melinda Behrens

Jennifer Williams

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Smith and **2nd BY** Gunkle to accept the retirement of Kathleen Kale, Grade 3 Teacher, Hopewell Elementary School, effective end of business day June 30, 2017. Mrs. Kale has been a district employee for 41 years.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Smith and **2nd BY** Gunkle to approve the appointment of Jennifer Brinson, Assistant Principal, Southern Lehigh High School, with an effective date to be determined (*pending receipt of required paperwork*), an annual salary of \$89,750 (through June 30, 2018). Ms. Brinson will fill the position due to the resignation of Beth Guarriello.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Smith and **2nd BY** Gunkle to approve the following certificated staff, effective August 21, 2017-

Christopher Miller, Elementary and Special Education Teacher, Joseph P. Liberati Elementary School, Bachelors 13, an annual salary of \$49,225*. Mr. Miller will fill the position due to the retirement of Sherry Lesavoy.

Ashley Zimmerman, Emotional Support Teacher, Southern Lehigh Middle School, Masters 8, an annual salary of \$63,771* (*pending receipt of required paperwork*). Ms. Zimmerman will fill the position due to the transfer of Brian Hines.

**The salary listed is for the 2016-2017 school year and the 2017-2018 salary will be determined after the school year begins.*

MOVED BY Gunkle and **2nd BY** Parsons to accept the resignations of the following staff-

Krista Metter, Instructional Assistant, Southern Lehigh High School, effective end of business day June 9, 2017

Lisa Allison, Instructional Assist, Joseph P. Liberati Intermediate School, effective end of business day June 9, 2017

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the following substitutes for the 2017-2018 school year-

Ellen Deebel, Substitute Instructional Assistant

Patricia Spitzer, Substitute Instructional Assistant

Ellen Deebel, Substitute Secretary

Andrea Scherzberg, Substitute Secretary

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the following head custodial staff, effective July 1, 2017-

Shannon Faleski, Head Custodian, Southern Lehigh High School, an hourly rate of \$29.84. Ms. Faleski will fill the position due to the retirement of *Kenneth Ruch*.

Debra Werkheiser, Head Custodian, Joseph P. Liberati Intermediate School, an hourly rate of \$28.50. Mrs. Werkheiser will fill the position due to the retirement of *Arlin Yons*.

Jeremy Stoneback, Head Custodian, Hopewell Elementary and Liberty Bell Elementary Schools, an hourly rate of \$29.24. This is due to an additional building assignment.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the following new seasonal custodial staff, effective June 19, 2017 through August 18, 2017, an hourly rate of \$8.69-

Elizabeth Dex

Wyatt Noone

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the appointment of Elaine Lebo, Administrative Assistant to the Assistant to the Superintendent, as Recording Secretary, an hourly rate of \$22.77, effective July 1, 2017. Mrs. Lebo will fill this position if the current Board Secretary is unable to attend a School Board meeting.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to accept the retirement of Andrea Scherzberg, Accountant, effective end of business day June 30, 2017. Mrs. Scherzberg has been a district employee for 27.7 years.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve Jane Sheats, Secretary, Hopewell Elementary School, effective July 1, 2017, an hourly rate of \$17.81. Mrs. Sheats is currently a part-time secretary and will fill the position due to the retirement of *Elizabeth Schneck*.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve Patricia Roth, Part-Time Secretary, Hopewell Elementary School, effective July 10, 2017, an hourly rate of \$17.81. Ms. Roth will fill the position due to the full-time status of *Jane Sheats*.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve (*pending receipt of required paperwork*) of the externship of Scott Napoli, Lincoln Technical Institute student. Mr. Napoli is required to complete 90 hours by the end of the 2017-2018 school year and will be under the supervision of Erik Malmberg, Coordinator of Network and Information Services.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to accept the retirements of the following staff-

Lorrie Bickel, Custodian, Southern Lehigh High School, effective end of business day June 15, 2017. Ms. Bickel has been a district employee for 18.8 years.

Forrest Kramer, Custodian, Southern Lehigh High School, effective end of business day June 16, 2017. Mr. Kramer has been a district employee for 13.7 years.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the following Data Committee Staff, an hourly rate of \$44.53, for the 2017-2018 school year-

Janet Miltenberger

Brooke Ruch

Pamela Kuntzman

Rochelle Hufgard

Cheryl Heurich

Karen Ryan

Ronnette Mays

Victoria Butz

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the following extracurricular advisors for the 2016-2017 school year:

Jennifer Kindt MS Junior Honor Society \$598**

Brian Hines MS Junior Honor Society \$598**

***Shared position and stipend*

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the Ryan Haupt, mentor for Jonathan Piperato, Math Teacher, Southern Lehigh School School, for the 2017-2018 school year, a stipend of \$700.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the attached list of Peak Advisors, Southern Lehigh Middle School, for the 2017-2018 school year, per session rate. (VIII, C-4)

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the attached list of Dance Chaperones, Southern Lehigh Middle School, for the 2017-2018 school year, per event rate. (VIII, C-5)

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the the attached list of Detention Monitors, Southern Lehigh Middle School, for the 2017-2018 school year, an hourly rate of \$44.53. (VIII, C-6)

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the the following Middle School Advisors for the 2017-2018 school year, a per session rate of \$55.70:

- Ronnette Mays Math Counts
- Kristen Heydt Builders Club (Key Club)
- Heather Toto Yearbook

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the following Middle School extracurricular advisors for the 2017-2018 school year (*Stipends listed are for the 2016-2017 rate*):

- Brian Hines MS Junior Honor Society \$598**
- Kimberly Halloran MS Junior Honor Society \$598**
- **Shared position and stipend*
- Jeffrey Loda MS Band \$3710
- Jeffrey Loda MS Orchestra \$1423
- Erin Jividen Musical Production \$900
- Michael Pauling AV & Stage \$1738
- Tina Lebrecht MSChoral \$2276
- Kimberly Halloran MS Student Senate \$1509

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the the following Extended Educational Support Staff, an hourly rate of \$44.53, for the period June 7, 2017 through July 17, 2017:

- Erica Groendal
- Michael Fay

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the following volunteer coaches for the 2017-2018 school year:

Jessica Curry Cross Country

Josephine Cacace Cross Country

Bryan Kane Cross Country

Samantha Schultz Cheer

Devon Hagy Field Hockey

Amy Bausher Field Hockey

Randall Newman Girls Soccer

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to accept the resignation of Samantha Schultz, Head HS Fall Cheer Coach and Head HS Competition Cheer Coach, effective immediately.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the the following coaches for the 2017-2018 school year. (*The rates listed are for the 2016-2017 school year.*):

Rachel Shive Asst. HS Girls Soccer \$4738

Aliza Wagner Head HS Fall Cheer \$1780.80*

**Shared position and stipend with Amanda Smith*

Rosemary Grube Head MS Field Hockey \$3552

Justina Viola Asst. MS Field Hockey \$2368

Carly Ringenary Asst. HS Fall Cheer \$1335

Carly Ringenary Head Competition Cheer \$2091.50*

**This is a shared position and stipend.*

Michael Fay Asst. HS Football \$5191.20*

**This is a shared position and stipend.*

Dalton Biery Asst. HS Girls Soccer \$3316.60*

MacKenzie Koziel Asst. HS Girls Soccer \$1421.40*

**This is a shared position and stipend.*

Christopher Holzworth Asst. HS Wrestling \$5516

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the following Seasonal Assistants to the Director of Athletics for the 2017-2018 school year (fall season):

Casey Cooperman \$1170.20**

Donald Harakal \$1170.20**

Dianna Riegel \$1170.20**

***Shared position and stipend*

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve the attached list of Event Workers for the 2017-2018 school year: (VIII, D-5)

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve a second and final reading of the following policy (with no changes):

#555 Classified Employees: *Essential Employees*

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons a second and final reading of the following policies:

#316 Administrative Employees: *Notification of Arrest or Conviction*

#416 Professional Employees: *Notification of Arrest or Conviction*

#516 Classified Employees: *Notification of Arrest or Conviction*

#508 Classified Employees: *Non-Professional Position Classification*

#512 Classified Employees: *Evaluation*

#810.2 Operations: *Bus Regulation*

#815.1 Website Development

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Parsons to approve a first reading of the following policies (with changes):

#105 Programs: *Curriculum*

#108 Programs: *Adoption of Textbooks and Instructional Resource Materials*

#221 Pupils: *Dress and Grooming*

#307 Administrative Employees: *Student Administrative Interns*

#407 Professional Employees: *Student Professional Interns*

#507 Classified Employees: *Student Classified Interns*

#808 Operations: *Food Services*

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Dimmig

NEW BUSINESS

MOVED BY Gunkle and **2nd BY** Smith to approve the attached resolution that Mrs. Kathleen T. Evison, Superintendent is authorized to use e-signatures for all contracts, agreements, eGrants and/or licenses with the Pennsylvania Department of Education. (IX, A)

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Smith to appoint Brian McCormick as the Southern Lehigh School District representative for the Southern Lehigh Public Library's Board of Directors to fill the unexpired term through June 30, 2018. This position is open due to the resignation of *Keith Scattergood*, effective June 30, 2017.

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSTAIN: Parsons

ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Smith to approve the Administrative Compensation Plan for Act 93 employees for the period beginning July 1, 2017 through June 30, 2020. (IX, C)

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Smith to approve the Superintendent's recommendation to approve the following Act 93 Administrative Personnel Salaries, effective July 1, 2017:

<u>Mr. Kenneth Jordan</u> , Director of Instructional Technology	\$114,470
<u>Mrs. Andria Buchman</u> , Director of Special Educ. & Student Svs.	\$119,955
<u>Mrs. Christine Siegfried</u> , HS Principal	\$129,650
<u>Dr. Edward Donahue</u> , MS Principal	\$116,380
<u>Mrs. Mary Farris</u> , JPLIS Principal	\$120,548
<u>Ms. Lori Limpar</u> , Hopewell Elementary School Principal	\$112, 721
<u>Mr. Samuel Hafner</u> , Liberty Bell Elementary School Principal	\$109,343
<u>Mr. Thomas Ruhf</u> , HS Asst. Principal	\$89,980

<u>Mr. Jack Hankee</u> , MS Asst. Principal	\$91,575
<u>Mr. Sean McGinty</u> , JPLIS Asst. Principal	\$96,076
<u>Mr. Todd Bergey</u> , Director of Support Services	\$107,393
<u>Mrs. Susan Knoll</u> , Support Services Coordinator	\$61,363
<u>Mr. Chad Remaly</u> , Athletic Director	\$76,425

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Smith to approve the employment agreement with Jeremy Melber, Director of Business Services, for the term July 1, 2017 through June 30, 2020 (*pending Solicitor's review*).

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Smith to approve the following Administrative Salary, effective July 1, 2017-

<u>Mr. Jeremy Melber</u> , Director of Business Services	\$129,114
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VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Smith to approve the the following Independent School Employee Salaries, effective July 1, 2017:

<u>Mrs. Deneen Carreras</u> , Coordinator of Benefits & Payroll	\$49,141
<u>Mr. Erik Malmberg</u> , Coordinator of Network & Information Systems	\$99,971
<u>Mr. Gregory Martin</u> , Coordinator of Food Services	\$65,147
<u>Mrs. Diana Millman</u> , Coordinator of Admin. Services/Board Secretary	\$64,998

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

MOVED BY Gunkle and **2nd BY** Smith to approve a 2.5% increase, effective July 1, 2017, of the following wage and benefit policy groups:

Cafeteria Employees

Technology Employees

Head Custodian Employees

Custodial, Maintenance and Cleaning Staff

Health Services Support

Secretarial Employees

Instructional Assistants

Special Education Support

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig

VISITORS

Mr. Sinkler, SLEA President addressed the Board on behalf of the SLEA.

ADJOURNMENT

MOVED BY Gunkle and **2nd BY** Lycett to adjourn the meeting.

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

The meeting was adjourned at 7:36 p.m.

ATTEST: *Diana S. Millman*, Board Secretary