



**Southern Lehigh School District  
Board of School Directors Meeting  
Monday, May 23, 2022**

**Board of School Directors Meeting  
Monday, May 23, 2022  
Southern Lehigh High School  
High School Boardroom  
5800 Main Street  
Center Valley, PA 18034  
6:30 p.m.**

**School Board Meeting Minutes Monday, May 23, 2022- pending approval**

**Members present:**

Jeffrey Dimmig, Kyle Gangewere, Emily Gehman, Nicole King, William Lycett, Stephen Maund, Mary Joy Reinartz, Priya Sareen, Christopher Wayock

**Members absent:** None

**Administrators present:** Andria Buchman, Shane Cross, Edward Donahue, Beth Guarriello, Jack Hankee, Michael Mahon, Louis Pepe, Anthony Pigeon, Michael Rohrbach, Karen Trinkle

**Others Present:**

Anne Marie Lobley

**1. OPENING PROCEDURES**

- a. Call to Order
  - i. Meeting was called to order at: 6:39 p.m.
- b. Recording of Attendance
  - i. All Board members were present as noted by the Board Meeting Recorder.
- c. Pledge of Allegiance
  - i. Mary Joy Reinartz led the Board and others attending the meeting in the Pledge of Allegiance to the Flag.

**4. Superintendent item c (taken out of agenda order)**

- c. Partnership Update

i. Item C in category 4. Superintendent was presented prior to the visitors comments. Prior to Beth's Guarriello's presentation, Michael Mahon expressed his gratitude for all of her work and support of our District as she moves on to support East Penn. Beth then provided an update from the Manufacturers Resources Center. She noted that the High School will be one of 5 schools in the Lehigh Valley to participate in a new program with MRC's Dream Team. The Steam Club will work with our High School to pilot a program. This program could be embedded into a course or a club. This new initiative with MRC will provide students the ability to work with local manufacturing companies. The pilot program will start in September 2022. LCCC updates will be provided in the new future and the agreement with the former Mansfield University now Commonwealth University of Pennsylvania was briefly summarized.

## **2. VISITORS' COMMENTS**

- a. Comments will be limited to three minutes per speaker to provide input to the board on items that are before us, or may come for us for a vote.
  - i. Lynette Saeger spoke on the topic of the Southern Lehigh Library, its offerings and funding from the Southern Lehigh School District.
  - ii. Mark Sullivan spoke on the topic of Southern Lehigh Library funding.
  - iii. Tim Kearney spoke on the topic of the comprehensive plan..

## **3. MINUTES**

- a. Executive Session Summary-Board Solicitor
  - i. Mary Joy Reinartz indicated that there was an executive session held this evening to discuss a personnel matter.

### **Motion to approve items b & c together**

Motion: Kyle Gangewere, seconded by Christopher Wayock

Motion Carried.

No Discussion followed.

Yea: Jeffrey Dimmig, Kyle Gangewere, Emily Gehman, Nicole King, William Lycett, Stephen Maund, Mary Joy Reinartz, Priya Sareen, Christopher Wayock

Nay: None

- b. Approval Board Minutes April 25, 2022
  - i. **Motion to Approve the Board Minutes of April 25, 2022**
- c. Approval Board Workshop Minutes of May 9, 2022
  - i. **Motion to Approve the Board Workshop Minutes of May 9, 2022**

## **4. SUPERINTENDENT**

- a. Construction update

- i. Michael Mahon provided an update on district facilities. Memo was sent to the community regarding the state of the bricks and exterior structure at the Intermediate School. Signage will be placed once it arrives. Mr. Pepe has released RFP's to identify the problem and remediation of the Intermediate School. RFP's have been released for the stadium project and the deadline has been extended by two weeks until June 13, 2022.
- b. Appointment of Solicitor for Southern Lehigh School District
  - i. **Consider a motion to appoint KingSpry as solicitor to the Southern Lehigh School District under the terms and conditions in the Scope of Services and Compensation Agreement.**

Motion: Priya Sareen, seconded by Christopher Wayock

Motion Carried.

No Discussion followed.

Yea: Jeffrey Dimmig, Kyle Gangewere, Emily Gehman, Nicole King, William Lycett, Stephen Maund, Mary Joy Reinartz, Priya Sareen, Christopher Wayock

Nay: None

- c. Partnership Update-**moved above visitor comments.**
- d. Comprehensive Plan 2022-2025
  - i. **Motion to post the attached 2022-2025 SLSD Comprehensive Plan for public review prior to a motion for School Board approval on June 27, 2022.**

Motion: Priya Sareen, seconded by Emily Gehman

Motion Carried.

No Discussion Followed

Yea: Jeffrey Dimmig, Kyle Gangewere, Emily Gehman, Nicole King, William Lycett, Stephen Maund, Mary Joy Reinartz, Priya Sareen, Christopher Wayock

- e. Election of Board Secretary
  - i. **Motion to appoint \_\_\_\_\_ as Board Secretary effective today, May 23, 2022. The appointed term would be for three years, expiring May 31, 2025.**

Discussion occurred.

**Motion to nominate Nicole King as Board Secretary.**

Motion: William Lycett, seconded by Christopher Wayock

Motion Carried.

No Discussion Followed.

Yea: Jeffrey Dimmig, Kyle Gangewere, Emily Gehman, Nicole King, William Lycett, Stephen Maund, Mary Joy Reinartz, Priya Sareen, Christopher Wayock

Nay: None

**7. Business and Finance, item F (taken out of agenda order)**

f. Election of Board Treasurer

- i. **In accordance with Section 404 of the Public School Code, the Board of School Directors shall, during the month of May, elect a Treasurer to serve for one year beginning the first day of July following such election. Motion to appoint \_\_\_\_\_ as Treasurer for a period of one year, effective July 1, 2022 through June 30, 2023.**

**Motion to nominate Christopher Wayock as Board Treasurer.**

Motion: Nicole King, seconded by Mary Joy Reinartz

Discussion followed.

Yea: Jeffrey Dimmig, Kyle Gangewere, Emily Gehman, Nicole King, William Lycett, Stephen Maund, Mary Joy Reinartz, Priya Sareen, Christopher Wayock

Nay: None

**5. SPECIAL EDUCATION AND STUDENT SERVICES**

Dr. Karen Trinkle provided information agenda item A under special education and student services. Louis Pepe provided an update on agenda item B Medical Services contract.

Discussion occurred between Dr. Trinke and Board Members.

**Motion to take items a through b under Special Education and Student Services together**

Motion: Priya Sareen, seconded by Kyle Gangewere

Motion Carried.

Yea: Jeffrey Dimmig, Kyle Gangewere, Emily Gehman, Nicole King, William Lycett, Stephen Maund, Mary Joy Reinartz, Priya Sareen

Abstain: Christopher Wayock

Nay: None

- a. School Based Mental Health Services
    - i. **Motion to approve the St. Luke's Physician Group Services Agreement for school based mental health services.**
  - b. Medical Services Agreement SLSD and St. Luke's Physician Group, Inc.
    - i. **Motion to approve the Medical Services Agreement between Southern Lehigh School District and St. Luke's Physician Group, Inc effective July, 1, 2022 through June 30, 2031.**
  - c. Safety Care Recertification Training
- Dr. Karen Trinkle provided information regarding agenda item C under special education and student services.
- i. **Motion to approve the workshop presenter agreement for Safety Care Recertification Training provided by CLIU21.**

Motion: William Lycett, seconded by Emily Gehman

Motion Carried.

Yea: Jeffrey Dimmig, Kyle Gangewere, Emily Gehman, Nicole King, William Lycett, Stephen Maund, Mary Joy Reinartz, Priya Sareen, Christopher Wayock

Nay: None

## **6. CURRICULUM/STUDENTS AND STAFF ACTIVITIES**

Dr. Karen Trinkle provided information regarding agenda items A through E under curriculum/student and staff activities.

Discussion occurred between the Board and Administration regarding suggestions for minor corrections as noted: Elementary handbook addition of page numbers and hyperlinks, dress code consistency for the middle school and high school and clarification on absenteeism.

**Motion to take items A through E under Curriculum/Student and Staff Activities together with consideration of discussion items.**

Motion: William Lycett, seconded by Kyle Gangewere

Motion Carried.

Yea: Jeffrey Dimmig, Kyle Gangewere, Emily Gehman, Nicole King, William Lycett, Stephen Maund, Mary Joy Reinartz, Priya Sareen, Christopher Wayock

Nay: None

- a. 2022-2023 Elementary Student Parent Handbook
  - i. **Motion to approve the SLSD Elementary Student Parent Handbook for the 2022-2023 Academic Year.**
- b. 2022-2023 JPLIS Student Handbook
  - i. **Motion to approve the SLSD JPLIS Student Handbook for the 2022-2023 Academic Year.**
- c. 2022-2023 Middle School Code of Conduct
  - i. **Motion to approve the SLSD Middle School Code of Conduct for the 2022-2023 academic year.**
- d. 2022-2023 SLHS Handbook
  - i. **Motion to approve the SLSD SLHS Handbook for the 2022-2023 Academic Year.**
- e. SLSD Athletic Code of Conduct: High School & Middle School
  - i. **Motion to approve the Athletic Code of Conduct for the High School & Middle School per the attachments for the 2022-2023 Academic Year.**

## **7. BUSINESS AND FINANCE**

Louis Pepe provided information regarding agenda items A through E under business and finance.

Discussion occurred.

**Motion to take items A through E under Business and Finance together**

Motion: Priya Sareen, seconded by Emily Gehman

**Motion Carried**

Yea: Jeffrey Dimmig, Kyle Gangewere, Emily Gehman, Nicole King, William Lycett, Stephen Maund, Mary Joy Reinartz, Priya Sareen, Christopher Wayock

Nay: None

- a. Approval of Bills List
  - i. **Motion to approve the bills list dated May 23, 2022**
- b. Treasurer's Report and Investment Report for the month of March, 2022
  - i. **Motion to approve the Treasurer's Report and Investment Report for the month of March, 2022.**
- c. Pennsylvania Homeowner Assistance Fund (PAHAF)
  - i. **Motion to approve agreement for authorized clearing house payments (direct deposit) for Pennsylvania Homeowner Assistance Fund (PAHAF) through our third party collections partner, Portnoff Law Associates, Ltd.**
- d. Property Tax Refunds
  - i. **Motion to approve the property tax refunds per attachment.**
- e. Approve Bonding of Board Officers
  - i. **Motion to approve the continuation of bonding of the Board Treasurer and Board Secretary at the current level of \$50,000.**
- f. Election of Board Treasurer: **NOTE: Taken under item 4. Superintendent**
  - i. **In accordance with Section 404 of the Public School Code, the Board of School Directors shall, during the month of May, elect a Treasurer to serve for one year beginning the first day of July following such election. Motion to appoint \_\_\_\_\_ as Treasurer for a period of one year, effective July 1, 2022 through June 30, 2023.**

## **8. HUMAN RESOURCES**

Anthony Pidgeon provided brief information regarding items A through O under category 8. Human Resources.

Discussion occurred.

**Motion to take items A through O under category Human Resources together.**

Motion: Christopher Wayock, seconded by Priya Sareen

Motion Carried

Yea: Jeffrey Dimmig, Kyle Gangewere, Emily Gehman, Nicole King, William Lycett, Stephen Maund, Mary Joy Reinartz, Priya Sareen, Christopher Wayock

Nay: None

a. Liberty Trails

i. **Motion to approve the following Liberty Trails staff.**

Name	Position	Stipend
Teresa Stauffer	Program Teacher	\$650 per week

b. 2021-2022 Substitute Teachers, Substitute Instructional Assistants, & Substitute Cafeteria Monitors

i. **Motion to approve the following substitute teachers, substitute instructional assistants & substitute cafeteria monitors for the 2021-2022 school year.**

Name	Level	Position	Rate	Start Date
Thi Nguyen	District Wide	Substitute Teacher	\$130 a day	5/24/2022
Edann Brady	District Wide	Substitute Instructional Assistant	\$17.80 per hour	5/24/2022
Karina Torres	District Wide	Substitute Instructional Assistant	\$17.80 per hour	5/24/2022
Melinda Guffy	District Wide	Substitute Instructional Assistant	\$17.80 per hour	5/24/2022
Melinda Guffy	District Wide	Substitute Secretary	\$17.80 per hour	5/24/2022
Erica Moulding	District Wide	Substitute Nurse	\$23.90 per hour	pending receipt of credentials
Kristin Dudish	District Wide	Substitute Cafeteria Monitor	\$11.60 per hour	pending receipt of credentials

ii.

c. 2022 Seasonal Custodial Employees

i. **Motion to approve the following seasonal custodial employees beginning June 21, 2022 through August 19, 2022.**

Name	2021-2022 Rate
Dane Philpott	\$8.50 per hour

Collin Gill	\$9.50 per hour
Lynn Yost	\$9.50 per hour
Heather Zweifel	\$9.50 per hour

d. Act 93 Administrative Resignation

i. **Motion to approve the following Act 93 Administrative resignation.**

Name	Location	Position	Effective Date
Beth Guarriello	High School	Principal	06/26/2022

e. Classified Employee Appointment

i. **Motion to approve the following classified employee appointments.**

Name	Location	Position	2021-2022 Salary	Effective Date
Kimberly Semiday	Intermediate School	Clerical	\$33,277.50	5/24/2022
Michele Edwards	Intermediate School	Clerical	\$33,277.50	7/5/2022
Tracy Karlovsky	Central Office	Payroll Specialist	\$49,000	6/15/2022

f. Certified Employee Appointment

i. **Motion to approve the following certified employee appointment.**

Name	Location	Position	2022-2023 Salary	Effective Date
Michael Anthony	High School	Business Teacher	\$67,843.00	Pending receipt of credentials

g. Certified Employee Resignation

i. **Motion to approve the following certified employee resignation.**

Name	Location	Position	Effective Date
Matthew Cooper	High School	Social Studies Teacher	End of school year
Jordan Stenroos	High School	Social Studies Teacher	5/18/2022

h. Classified Employee Resignation

i. **Motion to approve the following classified employee resignation.**

Name	Location	Position	Effective Date
------	----------	----------	----------------

Rachel Becker	Central Office	Accounts Payable	5/20/2022
Trine Whitfield	High School	Cafeteria Worker	6/1/2022
Kimberly Semiday	High School	Instructional Assistant	5/24/2022
Ronald March	High School	Custodian	5/13/2022

i. Classified Employee Retirement

**i. Motion to approve the following classified employees retirement.**

Name	Location	Position	Effective Date
Susan Natiello	Intermediate School	Secretary	8/9/2022
Maureen Urmy	Liberty Bell	Instructional Assistant	6/7/2022

j. Unpaid Leave of Absence Request

**i. Motion to approve five days of unpaid leave of absence: Jana Brown 5/9/2022-5/13/2022.**

Name	Location	Position	Anticipated Effective Date
Jana Brown	High School	Instructional Assistant	5/9/2022-5/13/2022

k. Extended School Year (ESY) Staffing

**i. Motion to approve the following teachers and instructional assistants to provide extended school year (ESY) services as the rate indicated below.**

Name	Position	Rate
Megan Malicki	ESY Teacher	\$50.02
Krystie Everhart	ESY Teacher	\$50.02
Lori Simons	ESY Teacher	\$50.02
Chris Miller	ESY Teacher	\$50.02
Jenna Leanch	ESY Teacher	\$50.02
Russ Tucker	ESY Teacher	\$50.02
Rebecca Bauer	ESY Teacher	\$50.02
Andrea Quintana	ESY Teacher	\$50.02

Caryn Bronfenbrenner	ESY Teacher	\$50.02
Mike Bjelobrck	ESY Teacher	\$50.02
Susan Grazio	ESY Teacher	\$50.02
Shannon Mauro	ESY Teacher	\$50.02

Name	Position	Rate
Kim Fisher	ESY Instructional Assistant	\$20.91
Noah Waltenbaugh	ESY Instructional Assistant	\$20.91
Nicole Emery	ESY Instructional Assistant	\$20.91
Tracy Stough	ESY Instructional Assistant	\$20.91
Stephanie Hantz	ESY Instructional Assistant	\$20.91
Kelly Luzader	ESY Instructional Assistant	\$20.91
Stacy Hutchinson	ESY Instructional Assistant	\$20.91
Stephanie Kauffman	ESY Instructional Assistant	\$20.91
Hope Herschman	ESY Instructional Assistant	\$20.91
Linda McGovern	ESY Instructional Assistant	\$20.91
Dishna Samarajiva	ESY Instructional Assistant	\$20.91

l. Homebound Instructors

- i. **Motion to approve the following teachers to provide homebound instruction at a rate of \$50.02 per hour.**

Name	Position	Rate
Mike Bjelobrck	Homebound Teacher	\$50.02
Mike Fay	Homebound Teacher	\$50.02

m. Summer Nursing Department Staff

- i. **Motion to approve the following nursing department staff to receive compensation for student medical file review to ensure compliance with the immunization law. Rate of \$23.94 not to exceed 40 hours.**

Name	Position	Rate
Judy Miller	Licensed Health Room Nurse	\$23.94

- n. Project Lead the Way (PLTW) Professional Development Compensation
  - i. **Motion to approve compensation for the follow staff to be paid to complete required professional development associated with Project Lead the Wa+y (PLTW.)**

NAME	PURPOSE	RATE	HOURS
Eric Miller	Design and Modeling	\$50.02	up to 34
Eric Miller	Automation and Robotics	\$50.02	up to 34

- o. 2022-2023 Fall Extra Curricular Coaching
  - i. **Motion to approve the following Extra Curricular Coaching staff for the 2022-2023 school year per the attachment.**

**9. COMMITTEE REPORTS**

- a. Committee reports for facilities were provided by William Lycett indicating that all updates were provided under the Superintendent's report. Jeffrey Dimming provided an update on ACMC and noted that information on this can be found in Category 14, item B. Emily Gehman provided a brief update on the CLIU. Stephen Maund provided an update on LCTI indicating that LCTI is in the process of electing a new executive director and they have strong candidates in the application pool.

**10. COMMUNICATIONS**

- a. Listing of software programs and associated costs were addressed.

**11. OTHER BUSINESS**

- a. Election of LCCC Board of Trustee
  - i. **Motion to appoint \_\_\_\_\_ as the Southern Lehigh School District nominee for the Board of Trustee position at Lehigh Carbon Community College. The term of Office will run from July 1, 2022 to June 30, 2028.**

Discussion occurred regarding tabling the motion. Interviews with the Board will be set up with all candidates and a decision will be made in a timely manner once completed.

**Motion to table: Mary Joy Reinartz, seconded by Emily Gehman**

Yea: Jeffrey Dimmig, Kyle Gangewere, Emily Gehman, Nicole King, William Lycett, Stephen Maund, Mary Joy Reinartz, Priya Sareen, Christopher Wayock

Nay: None

**12. NEW BUSINESS**

- a. Performance arts requests from buildings were discussed. Michael Mahon and Dr. Karen Trinkle will talk with principals regarding concerns.
- b. The restart of the education foundation and adding an education foundation coordinator position for the upcoming year to partner with PTA's was discussed.
- c. Appreciation to Beth Guarriello regarding her work to partner with business communities in technical education was expressed.

**13. FOR INFORMATION ONLY**

- a. Student Field Trip Request
  - i. Southern Lehigh High School Honors Anatomy and Physiology class will visit the Venel Institute, Bethlehem, PA to reinforce students' knowledge concerning anatomical structures and functions on May 23, 2022.
- b. Graduate Study

<b>Name</b>	<b>Position</b>	<b>Course/Program Pre Approval</b>	<b>Institution</b>	<b>Reimbursement</b>	<b>Column Movement</b>	<b>Approval Date</b>
Megan Valley	Elem Teacher	Teaching 2nd Languages	Wilkes	X	X	May 17, 2022
Megan Malicki	Elem Teacher	Educational Development and Strategies	Wilkes	X	X	May 17, 2022
Kristin Hubbs	MS Math Teacher	English as a Second Language Certification	Kutztown	X	X	May 17, 2022

**14. VISITORS COMMENTS**

- a. Comments will be limited to three minutes per speaker to provide input to the board.
  - i. No visitors' comments were made.

**15. EXECUTIVE SESSION**

- a. No Executive session occurred.

**16. ADJOURNMENT**

- a. Mary Joy Reinartz adjourned the meeting at 7:48 p.m.

Respectfully submitted by Anne Marie Loble  
Executive Assistant to the Superintendent and Board Meeting Recorder