



**Southern Lehigh School District  
Board of School Directors Meeting  
Monday, June 24, 2024**

**Board of School Directors Meeting  
June 24, 2024  
Southern Lehigh Middle School  
Auditorium  
3715 Preston Lane  
Center Valley, PA 18034  
6:30 p.m.**

**School Board Meeting Minutes Monday, June 24, 2024 pending approval.**

**Members present:** Eric Boyer, Emily Gehman, Timothy Kearney, Nicole King, Stephen Maund, Mary Joy Reinartz, Melissa Torba, Christopher Wayock (remote connection by phone)

**Members absent:** Candi Kruse

**Administrators present:** Ethan Ake-Little, Andria Buchman, Holly DeNofa, Michael Mahon, Louis Pepe, Tamara Solometo, James Stulgis

**Others present:** Attorney Jessica Moyer (King, Spry, Herman Freund & Faul, LLC), Anne Marie Lobley

**1. OPENING PROCEDURES**

- a. Call to Order
  - i. Emily Gehman called the meeting to order at: 6:48 pm
- b. Recording of Attendance
  - i. Present: Eric Boyer, Emily Gehman, Timothy Kearney, Nicole King, Stephen Maund, Mary Joy Reinartz, Melissa Torba, Christopher Wayock (remote connection by phone)
  - ii. Absent: Candi Kruse
- c. Pledge of Allegiance
  - i. Emily Gehman let the Board and others attending the meeting in the Pledge of Allegiance to the Flag

**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. Julie Bird spoke on the topic of support and thanks to the Board.

### 3. MINUTES

- a. Executive Session Summary-Board Solicitor
  - i. Attorney Jessica Moyer provided the following executive session summary: on May 13, 2024 the full Board met to discuss a possible litigation update, June 4, 2024 the Facilities Committee held an executive session to seek legal advice on possible litigation, June 6, 2024 the Technology Committee held an executive session for a personnel issue, June 10, 2024 the full Board held an executive session regarding the School Safety Report for the 23-24 School Year and tonight, June 24, 2024 the full Board held an executive session to discuss a student issue, a personnel matter and pending litigation.
- b. Approval Board Minutes
  - i. **Motion to approve the Board meeting minutes of May 13, 2024 and June 10, 2024.**
    - 1. [May 13, 2024 School Board Meeting Minutes](#)
    - 2. [June 10, 2024 School Board Meeting Minutes](#)

Motion: Timothy Kearney, seconded by Eric Boyer

Motion Carried

No Discussion Followed

Yea: Eric Boyer, Emily Gehman, Timothy Kearney, Nicole King, Stephen Maund, Mary Joy Reinartz, Melissa Torba, Christopher Wayock

Nay: None

Absent: Candi Kruse

Abstain: None

### 4. SUPERINTENDENT

- a. District Update
  - i. Michael Mahon provided the following district updates: transition to our new student information system Infinite Campus will be occurring in July. Memo was sent out to families earlier today. Talented educators on tonight's agenda for hire. Gratitude expressed to administrators in selecting the candidates.
- b. Board Meeting Calendar 2024-2025
  - i. **Motion to approve the 2024-2025 school board meeting calendar.**
    - 1. [Southern Lehigh School Board Meeting Calendar](#)

Motion: Timothy Kearney, seconded by Christopher Wayock

Motion Carried

Discussion occurred

Yea: Eric Boyer, Emily Gehman, Timothy Kearney, Nicole King, Stephen Maund, Mary Joy Reinartz, Melissa Torba, Christopher Wayock

Nay: None

Absent: Candi Kruse

Abstain: None

## **5. CURRICULUM/STUDENT AND STAFF SERVICES**

a. 2023-2024 School Safety and Security Report-June 10, 2024

- i. ***Public Statement: The 2023-2024 Southern Lehigh School District School Safety and Security Report was provided to the full Board in Executive Session on June 10, 2024. No action is needed.***

**Motion to take items 5 B through E together under category 5. Curriculum and Student Services**

Motion: Timothy Kearney, seconded by Melissa Torba

Motion Carried

No Discussion followed

Yea: Eric Boyer, Emily Gehman, Timothy Kearney, Nicole King, Stephen Maund, Mary Joy Reinartz, Melissa Torba, Christopher Wayock

Nay: None

Absent: Candi Kruse

Abstain: None

b. CLIU #21 Annual Order Agreement for Discovery Education Streaming

- i. **Motion to approve the annual agreement with Carbon Lehigh Intermediate Unit #21 for Discovery Education Streaming as contained in the attachment.**

1. [SLSD & CLIU 21 Order Agreement for Discovery Education Streaming 7/1/2024](#)
  - c. CLIU #21 Annual Title III Consortium 24-25
    1. **Motion to approve the Southern Lehigh School District's participation in the annual Title III consortium sponsored by Carbon Lehigh IU # 21 as noted in the attached document.**
      - a. [Title III MOU 24 25 CLIU 21 and SLSD](#)
  - d. Materials for Disposal
    - i. **Motion to dispose of District items from the Materials Inventory list provided below.**
      1. [Materials Inventory 6/6/2024](#)
  - e. [JuiceMind](#) for High School Computer Science II and AP Computer Science A
    - i. **Motion to approve JuiceMind as a curricular resource for High School Computer Science II and AP Computer Science A per the attached quote. (This will be a replacement for Cengage which was the previous resource used.)**
      1. [JuiceMind Inc Quote for SLSD](#)

## 6. SPECIAL EDUCATION AND STUDENT SERVICES

### **Motion to take items a & b together under category 6 Special Education and Student Services**

Motion: Timothy Kearney, seconded by Eric Boyer

Motion Carried

No Discussion followed

Yea: Eric Boyer, Emily Gehman, Timothy Kearney, Nicole King, Stephen Maund, Mary Joy Reinartz, Melissa Torba, Christopher Wayock

Nay: None

Absent: Candi Kruse

Abstain: None

- a. Aveanna Annual Agreement 2024-2025
  - i. **Motion to approve the annual Aveanna Agreement for the 2024-2025 School Year.**
    1. [Aveanna Agreement 2024-2025 SLSD](#)
- b. Caron Foundation Annual Agreement 2024-2025

- i. **Motion to approve the annual Caron Foundation Agreement for the 2024-2025 School Year (pending Solicitors review). PCCD Grant 38419 will be used as the funding source.**

1. [Caron Foundation Agreement SLSD 24-25](#)

## **7. TECHNOLOGY**

- a. Approval of Apple Computer Lease Agreement

- i. **Motion to approve lease agreement with Apple Computer Inc., P.O. Box 281877, Atlanta, GA 30384 for 280 13-inch MacBook Air computers along with 4-Year AppleCare as follows:**

- 4 Annual Payments of \$85,260.00 with \$0.00 interest
- Added to Master Lease Purchase Agreement Dated April 12, 2016

1. [Apple Lease Agreement 5-31-2024](#)

Motion: Eric Boyer, seconded by Christopher Wayock

Motion Carried

No Discussion followed

Yea: Eric Boyer, Emily Gehman, Timothy Kearney, Nicole King, Stephen Maund, Mary Joy Reinartz, Melissa Torba, Christopher Wayock

Nay: None

Absent: Candi Kruse

Abstain: None

## **8. BUSINESS AND FINANCE**

**Motion to take items A, B, E, F through M together under category 8 Business and Finance. Items C & D will be taken separately.**

Motion: Timothy Kearney, seconded by Eric Boyer

Motion Carried

Discussion followed

Yea: Eric Boyer, Emily Gehman, Timothy Kearney, Nicole King, Stephen Maund, Mary Joy Reinartz, Melissa Torba, Christopher Wayock

Nay: None

Absent: Candi Kruse

Abstain: None

- a. Bills List
  - i. **Motion to approve the attached bills list for the months of May 2024 and June 2024**
    1. [May 2024 Bills List Summary and Details](#)
    2. [June 2024 Bills List Summary and Details](#)
- b. Treasurer's Report and Investment Report for the month of May, 2024
  - i. **Motion to approve the Treasurer's Report and Investment Report for the month of May, 2024.**
    1. [May, 2024 Treasurer's Report & Investment Report](#)
- c. Final Adoption of 2024-2025 General Fund Budget
  - i. **Attached is the PDE-2028, Final General Fund Budget for 2024-2025. The Administration asks the Board to take the following actions:**
    1. [FINAL GENERAL FUND BUDGET](#)
      - a. [Budget Adoption Resolution 24-25](#)

**Motion to take items C & D together under category 8. Business and Finance**

Motion: Stephen Maund, seconded by Eric Boyer

Motion Carried

No discussion followed

Yea: Eric Boyer, Emily Gehman, Timothy Kearney, Nicole King, Stephen Maund, Mary Joy Reinartz, Melissa Torba, Christopher Wayock

Nay: None

Absent: Candi Kruse

Abstain: None

- b. [Levying of Millage Resolution 24-25](#)
- c. [Levying of Various 511 Taxes Resolution 24-25](#)

- d. Approval of Homestead/Farmstead Resolution

- i. **Motion to approve the attached Homestead/Farmstead Resolution.**
    - 1. [Homestead Farmstead Resolution](#)
- e. Approval of Depositories and Investment of District Funds
  - i. **Motion to approve the attached resolution concerning the designation of depositories and the investment of District funds for 2024-2025.**
    - 1. [Designation of Depositories.](#)
- f. Approval of the Insurance Policies for the 2024-2025 School Year
  - i. **Motion to approve the following annual insurance policies for the 2024-2025 school year:**
    - 1. **Commercial Package Policy (Property and Fire, General Liability, Inland Marine, Crime, Boiler & Machinery, School Leader's, TRIA, etc.) – Utica National Insurance Group at an annual premium of \$146,468.**
    - 2. **Umbrella Liability Policy (Excess Coverage above Underlying Policies) – Utica National Insurance Group at an annual premium of \$12,274.**
    - 3. **Auto Insurance – Utica National Insurance Group at an annual premium of \$8,278.**
    - 4. **Cyber Insurance - Travelers Indemnity Company at an annual premium of \$19,499.**
- g. Workers' Compensation Insurance
  - i. **Motion to approve the annual District's workers' compensation insurance for 2024-2025 through School Districts Insurance Consortium (SDIC) at a maximum contribution not to exceed \$133,968.**
    - 1. [SDIC 2024-2025 Rates - SOUTHERN LEHIGH](#)
- h. Student Accident Insurance
  - i. **Motion to approve the annual District's student accident and athletic insurance for 2024-2025 through Bollinger Speciality Group of Whippany, NJ as summarized below. The policy is administered by Zurich American Insurance Company. The voluntary policy will be administered by Health Special Risk, Inc. (HSR) underwritten by Mutual of Omaha Insurance Company, 3300 Mutual of Omaha Plaza, Omaha, NE 68175.**
    - 1. **Interscholastic Sports, Intramurals, and Club Sports - Annual premium of \$32,700, paid by the School District**
    - 2. **Voluntary Student Accident Coverage based on the various options provided to parents/guardians (as attached)**
      - a. [HSR 2024-2025 National K-12 Insurance Rate Schedules](#)

- i. 2024-2025 Cafeteria Prices (No Increase)
  - i. Elementary and IS Schools - \$3.00 Students
  - ii. Middle School - \$3.35 Students
  - iii. High School - \$3.35 Students
  - iv. All Schools - \$4.75 Adults
  - v. Salad Bar (HS & MS) - \$3.75 Students - \$4.75 Adults
  - vi. A la Carte prices will remain flat (no increase) as per the attached list
  - vii. Milk will remain \$0.55 per carton
    - 1. [Proposed Cafeteria Prices 2024-2025](#)
  
- j. National School Lunch Program
  - i. **Motion to approve the annual Letter of Agreement between Lehigh Career and Technical Institute and Southern Lehigh School District for National School Lunch Program Coordination. The Agreement addresses responsibilities of both parties as they relate to National School Lunch Program requirements.**
    - 1. [LCTI - National School Lunch Program](#)
  
- k. High School Art and Science Bid Awards
  - i. **Motion to approve the bid awards for High School art supplies and High School science supplies**
    - 1. [Bid Award - HS Art 2024-2025](#)
    - 2. [Bid Award - HS Science 2024-2025](#)
  
- l. Tax Settlement
  - i. [Motion to approve real estate tax settlement with property PID 641585325998-1.](#)
  
- m. Property Tax Refunds
  - i. **Motion to approve the property tax refunds per the attachment.**
    - 1. [Property Tax Refunds - June, 2024](#)

## 9. SUPPORT SERVICES

**Motion to take items A through J under category 9. Support Services**

Motion: Timothy Kearney, seconded by Eric Boyer

Motion Carried

Discussion followed



Yea: Eric Boyer, Emily Gehman, Timothy Kearney, Nicole King, Stephen Maund, Mary Joy Reinartz, Melissa Torba, Christopher Wayock

Nay: None

Absent: Candi Kruse

Abstain: None

- a. Letter of Engagement-Fitzpatrick Lentz & Bubba P.C.
  - i. **Motion to approve the letter of engagement from Attorney Joshua Gildea from the firm Fitzpatrick Lentz & Bubba P.C. for a review and assessment of documentation related to the construction of JPLIS.**
    - 1. [Letter of Engagement-Fitzpatrick Lentz & Bubba P.C.](#)

- b. Provident Energy Natural Gas Supply Bid - June 2024
  - i. **Motion to approve the Natural Gas Purchasing Supply Agreement with NRG Energy, Inc and UGI Energy Services, LLC effective 7/1/2025 to 6/30/2027 at a supply rate of \$1.351/DTH for N (low volume accounts) with NRG and \$(0.389)/DTH for DS (high volume accounts) with UGI as per the attached.**

**Note: This award is part of the cooperative bid for Retail Natural Gas Purchasing through Provident Energy Consulting, LLC for our bid expiring June 2025.**

- 1. [Natural Gas Purchasing Supply Agreement - NRG](#)
  - 2. [Natural Gas Purchasing Supply Agreement - UGI](#)
  - 3. [Retail Natural Gas Purchasing Bids \[NT\] and \[DS\]](#)
- c. Addendum to Contracted Service for Pupil Transportation - Norman's Bus Service, Inc.
  - i. **Motion to approve addendum to the existing Contracted Service for Pupil Transportation with Norman's Bus Service, Inc. to incorporate Fuel Vendor statements/receipts in compliance with the PA Liquid Fuels Tax Refund as submitted to the Board of Finance and Revenue, Motor Fuels Section 1101 South Front St. Suite 410, Harrisburg, PA 17104-2540.**
    - 1. [Addendum to Contracted Service for Pupil Transportation](#)

- d. Annual 2024-2025 Primary Student Transportation
  - i. **Motion to approve the annual authorization to mail 2024-2025 student transportation information prior to the School Board's approval of routes at the August School Board meeting. The approved routes from 2023-2024 will be adjusted to address new students, changes in school or student program assignments, grade change, residence changes, system improvements, safety concerns**

or system efficiency. The transportation service provider 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 presented to the School Board at the August 2024 meeting.

- e. Annual Renewal Agreement with CM3 Building Solutions
  - i. **Motion to approve the annual renewal agreement with CM3 Building Solutions for Building Automation Service (BAS) for the 2024-2025 school year at \$18,500 along with an additional two year rate lock at 3% as follows:**
    - Year 2 (2025-26) \$ 19,056.00 - 3% increase
    - Year 3 (2026-27) \$ 19,626.00 - 3% increase
    - 1. [CM3 Building Solutions](#)
- f. Annual Renewal Agreement with Kistler O'Brien Fire Protection
  - i. **Motion to approve the annual renewal agreement with Kistler O'Brien for Fire Protection Service for the 2024-2025 school year at \$29,986.84 along with an additional two year rate lock at 2% as follows:**
    - Year 2 (2025-26) \$30,586.58 - 2% increase
    - Year 3 (2026-27) \$31,198.31 - 2% increase
    - 1. [Kistler O'Brien Fire Protection](#)
- g. Liberty Bell Food Service Equipment
  - i. **Motion to approve the quote provided by Slinger Equipment Company, 150 S. Twin Valley Road, Elverson, PA 19520 dated 6/10/24 in the amount of \$60,129.94 for the following equipment: see attached.**
    - 1. [LIBERTY BELL ES - EQUIPMENT QUOTE PRICING VIA COSTARS CONTRACT# 036-E22-036](#)
- h. Middle School Food Service Equipment
  - i. **Motion to approve the quote provided by Slinger Equipment Company, 150 S. Twin Valley Road, Elverson, PA 19520 dated 6/13/24 in the amount of \$103,913.27 for the following equipment: see attached.**
    - 1. [MIDDLE SCHOOL - EQUIPMENT QUOTE PRICING VIA COSTARS CONTRACT# 036-E22-036](#)
- i. High School Food Service Equipment
  - i. **Motion to approve the following quotes provided by Slinger Equipment Company, 150 S. Twin Valley Road, Elverson, PA 19520 dated 6/13/24 in the amount of \$76,589.78 and 6/16/24 in the amount of \$21,844.34 for the following equipment: see attached.**
    - 1. [HIGH SCHOOL - EQUIPMENT QUOTE - 6/13/24](#)
    - 2. [HIGH SCHOOL - EQUIPMENT QUOTE - 6/16/24](#)

**PRICING VIA COSTARS CONTRACT# 036-E22-036**
- j. RFP for High School Library Renovation Project

- i. **Motion to request an RFP (Request for Proposals) for the High School Library Project inclusive of options for to repurpose the Board meeting room and alternate options to address our High School Auditorium**

## **10. HUMAN RESOURCES**

### **Motion to take items A and B together under category 10. Human Resources**

Motion: Timothy Kearney, seconded by Melissa Torba

Dr. Ethan Ake-Little provided a brief overview of the Human Resources report.

Motion carried

Discussion occurred

Yea: Eric Boyer, Emily Gehman, Timothy Kearney, Nicole King, Stephen Maund, Mary Joy Reinartz, Melissa Torba, Christopher Wayock

Nay: None

Absent: Candi Kruse

Abstain: None

- a. Human Resources Report
  - i. **Motion to approve the following personnel items presented in the Human Resources Report.**
    1. [Human Resources Report June 2024](#)
- b. Policy Second Reading
  - i. **Motion to approve second reading of policies: 103.1, 622, 625, 704, 706, 708, 828.**
    1. [Policies Second Reading](#)

## **11. COMMITTEE REPORTS**

- a. LCTI: Will be meeting Wednesday, June 26, 2024
- b. CLIU 21: Update on last meeting made noting the following: safety report provided, Board members were provided a list of companies that support the CLIU 21 Project Search which helps to provide employment and internships to their students. List will also be provided to SLSD Board members. Collective bargaining agreement was approved. Comprehensive plan wrapped up and approved. Update concluded with the themes for the CLIU 21 comprehensive plan.
- c. ACMC: Will be meeting in mid-July 2024.

- d. Education: no planned meetings for the summer to date.
- e. Policy: working on determining the next meeting date.

**12. NEW BUSINESS**

- a. No new business items were noted

**13. OTHER BUSINESS**

- a. Timothy Kearney provided an update on 988 on the ID cards.

**14. FOR INFORMATION ONLY**

- a. [Graduate Study](#)
- b. [Professional Development Conference Requests](#)

**15. VISITORS' COMMENTS**

- a. No visitor comments were made at this time.

**16. EXECUTIVE SESSION**

- a. The Board went into Executive session after the adjournment of this meeting.

**17. ADJOURNMENT**

- a. Meeting was adjourned by Emily Gehman at: 7:21 pm
  - i. Motion: Timothy Kearney

*Respectfully submitted by Anne Marie Loble*

*Executive Assistant to the Superintendent and Board Meeting Recorder*