



**Southern Lehigh School District
Board of School Directors Meeting
Monday, June 26, 2023**

**Board of School Directors Meeting
June 26, 2023
Southern Lehigh High School
High School Boardroom
5800 Main Street
Center Valley, PA 18034
6:30 p.m.**

School Board Meeting Minutes Monday, June 26, 2023 pending approval.

Members present: Kyle Gangewere, Emily Gehman, Nicole King, William Lycett, Stephen Maund, Mary Joy Reinartz, Christopher Wayock (remote phone connection)

Members absent: Jeffrey Dimmig, Priya Sareen

Administrators present: Andria Buchman, Holly DeNofa, Michael Mahon, Brian Mansfield, Joshua Miller, Louis Pepe, Anthony Pidgeon, Tamara Solometo, Christopher Summa, Deanna Webb

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

1. OPENING PROCEDURES

- a. Call to Order
 - i. Mary Joy Reinartz called the meeting to order at: 6:29 pm.
- b. Recording of Attendance
 - i. Present: Kyle Gangewere, Emily Gehman, Nicole King, William Lycett, Stephen Maund, Mary Joy Reinartz, Christopher Wayock (remote phone connection)
 - ii. Absent: Jeffrey Dimmig, Priya Sareen
- c. Pledge of Allegiance
 - i. Mary Joy Reinartz led 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. No visitor comments were made at this time.

3. MINUTES

- a. Executive Session Summary-Board Solicitor
 - i. Attorney Jessica Moyer noted that there were executive sessions held on the following dates: June 6, 2023 for the purpose of discussing possible litigation, June 12, 2023 for the purpose of safety and security issues and possible litigation and June 26, 2023 to discuss safety and security issues and possible litigation.
- b. Approval Board Minutes May 22, 2023
 - i. **Motion to Approve the Board Minutes of May 22, 2023**
 - 1. [May 22, 2023 School Board Meeting Minutes](#)
- c. Approval Board Workshop Minutes of June 12, 2023
 - i. **Motion to Approve the Board Workshop Minutes of June 12, 2023**
 - 1. [June 12, 2023 Board Workshop Minutes](#)

Motion to take items b & c together under category 3. Minutes

Motion: Kyle Gangewere, seconded by Nicole King

Motion Carried

No Discussion Followed

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

Nay: None

Absent: Jeffrey Dimmig, Priya Sareen

Mary Joy Reinartz indicated that we would move to agenda item 8.0 Business and Finance first this evening.

4. SUPERINTENDENT

- a. District Update
 - i. Michael Mahon extended a welcome to all joining the district and thanked Mr Pidgeon for his service to the District on his departure.
- b. Construction update
 - i. No update made at this time.

5. CURRICULUM/STUDENT AND STAFF SERVICES

Questions and comments occurred by the Board prior to motions below. Vote on JPLIS, Middle School and High School Student Handbooks asked to be taken separately.

Motion to take items 5 a and e through m together.

Motion: Kyle Gangewere, seconded by Christopher Wayock

Motion carried

Comments occurred

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

Nay: None

Absent: Jeffrey Dimmig, Priya Sareen

Motion to take items 5 b, c and d together

Motion: Emily Gehman, seconded by Kyle Gangewere

Comments occurred

Yea: Kyle Gangewere, Nicole King, William Lycett, Stephen Maund, Mary Joy Reinartz, Christopher Wayock

Nay: Emily Gehman

Absent: Jeffrey Dimmig, Priya Sareen

- a. 2023-2024 Elementary Student Parent Handbook
 - i. **Motion to approve the SLSD Elementary Student Parent Handbook for the 2023-2024 Academic Year.**
 1. [2023-2024 Elementary Student Parent Handbook](#)
- b. 2023-2024 JPLIS Student Handbook
 - i. **Motion to approve the SLSD JPLIS Student Handbook for the 2023-2024 Academic Year.**
 1. [2023-2024 JPLIS Student Handbook](#)
- c. 2023-2024 Middle School Code of Conduct
 - i. **Motion to approve the SLSD Middle School Code of Conduct for the 2023-2024 academic year.**
 1. [2023-2024 Middle School Code of Conduct](#)
- d. 2023-2024 SLHS Handbook
 - i. **Motion to approve the SLSD SLHS Handbook for the 2023-2024 Academic Year.**
 1. [Proposed SLHS Handbook 2023-24 Summary Sheet](#)
 2. [2023-2024 SLHS Handbook](#)

- e. CLIU #21 Title III Consortium 23-24
 - i. **Motion to approve the Southern Lehigh School District's participation in the Title III consortium sponsored by Carbon Lehigh IU # 21 as noted in the attached document.**
 - 1. [CLIU #21 Title III Consortium 2023-2024 Memorandum of Understanding with SLSD](#)
- f. CLIU #21 Order Agreement for Discovery Education Streaming
 - i. **Motion to approve the agreement with Carbon Lehigh Intermediate Unit #21 for Discovery Education Streaming as contained in the attachment.**
 - 1. [Order Agreement for Discovery Education Streaming SLSD and CLIU #21 for 2023-2024](#)
- g. CLIU #21 Overdrive Consortium Agreement
 - i. **Motion to approve the agreement with Carbon Lehigh Intermediate Unit #21 for the provision of library services as contained in the attachment.**
 - 1. [Agreement for CLIU Overdrive Consortium SLSD and CLIU#21 for 2023-2024](#)
- h. CLIU #21 Order Agreement for Brainpop
 - i. **Motion to approve the order agreement for Brainpop between SLSD and CLIU # 21 for a one year period beginning August 15, 2023 as contained in the attachment.**
 - 1. [Order Agreement for Brainpop SLSD and CLIU #21 for 2023-2024](#)
- i. Cengage Learning Proposal-Calculus
 - i. **Motion to approve the proposal from Cengage Learning for Calculus: Early Transcendental Functions, 8th K12 WebAssign (1 year access) and MindTap for Century 21 Accounting Introductory Simulations per the attachment below.**
 - 1. [Cengage Learning-Price Quote 6439618](#)
- j. Savvas Quote-PreCalc
 - i. **Motion to approve the price quote from Savvas for Blitzer PreCalc 2 year print plus MyMathLab per the attachment below.**
 - 1. [Savvas- Southern Lehigh SD- Blitzer PreCalc 2 year print plus MyMathLab Quote 233282-2](#)
- k. Learning A-Z Quote
 - i. **Motion to approve the quote from Learning A-Z for Raz-Plus and Raz-Plus Espanol per the attachment below.**
 - 1. [Learning A-Z Quote Bill ID: 10298394](#)
- l. Savvas Quote-Campbell: Biology
 - i. **Motion to approve the price quote from Savvas for Campbell Biology 12th Edition AP Edition 2021 with Mastering Biology with Pearson eText**

1. [Savvas-Southern Lehigh SD-Campbell Biology book with 6 year digital Quote 227297-1](#)

m. Cengage Learning Proposal-Computer Science II

- i. **Motion to approve the quote from Cengage Learning for eTextbook: C++ Programming: Programing Design Including Data Structures and MindTap V2.0 for Malik’s C++ Programming Program and Design including Data Structures with 2020 Updates, 2 terms Instant Access per the attachment below.**

1. [Cengage Learning Price Quote: 6438405](#)

6. SPECIAL EDUCATION AND STUDENT SERVICES

a. Student Assistance Program (SAP) Liaison Services Agreement- Center for Humanistic Change, Inc. for the 2023-2024 school year

- i. **Motion to approve the Letter of Agreement for Student Assistance Program (SAP) Liaison Services provided by the Center for Humanistic Change, Inc. for the 2023-2024 school year. This is an annual contract renewal for services.**

1. [Letter of Agreement SAP Liaison Services-Center for Humanistic Change Inc 2023-2024 School Year](#)

Motion: Kyle Gangewere, seconded by Christopher Wayock

Motion carried

No Discussion followed.

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

Nay: None

Absent: Jeffrey Dimmig, Priya Sareen

7. TECHNOLOGY

Motion to take items a through c together under category 7. Technology

Motion: Kyle Gangewere, seconded by Stephen Maund

Motion carried

No Discussion followed.

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

Nay: None

Absent: Jeffrey Dimmig, Priya Sareen

- a. Infinite Campus User License Agreement
 - i. **Motion to approve the contract with Infinite Campus, Inc. for the purpose of providing the Student Information System (SIS) for the Southern Lehigh School District pending legal review.**
 - 1. [Infinite Campus End User License Agreement](#)
- b. SHI Proposal
 - i. **Motion to approve the proposal from SHI for the purchase of Acer Chromebooks and Chrome OS Management Console-License-academic Google per the attachment below.**
 - 1. [SHI Proposal Quotation: 23523353](#)
- c. Apple Inc Education Price Quote
 - i. **Motion to approve the Apple Inc. Education Price Quote for iPad's per the attachment below.**
 - 1. [Apple Inc. Education Price Quote 2212066024](#)

8. BUSINESS AND FINANCE

Louis Pepe provided a brief update of all agenda items listed under category 8. Business and Finance. Explanation of Debit Book made.

Motion to take items a through m with the exception of item d. under category 8. Business and Finance.

Motion to take items a through m together with the exception of item d- Final Adoption of 2023-2024 General Fund Budget under category 8. Business and Finance which will be taken separately.

Motion: Kyle Gangewere, seconded by Emily Gehman

Motion Carried

No Discussion followed.

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

Nay: None

Absent: Jeffrey Dimmig, Priya Sareen

- a. Bills List
 - i. **Motion to approve the attached bills list dated June 26, 2023.**
 - 1. [June 26, 2023 Bills List Summary and Details](#)
- b. Treasurer's Report and Investment Report for the month of May, 2023
 - i. **Motion to approve the Treasurer's Report and Investment Report for the month of May, 2023.**
 - 1. [May, 2023 Treasurer's Report & Investment Report](#)
- c. Approval of annual support for the Southern Lehigh Public Library for the 2022-23 Fiscal Year
 - i. **Motion to approve the fourth quarterly payment to the Southern Lehigh Public Library due June, 2023 in the amount of \$17,850.**
- d. Final Adoption of 2023-2024 General Fund Budget
 - i. **Attached is the PDE-2028, Final General Fund Budget for 2023-2024. The Administration asks the Board to take the following actions:**
 - 1. [Final Adoption of Budget](#)
 - a. [Budget Adoption 23-24](#)

Comments were made by Louis Pepe and Michael Mahon prior to the vote on the budget adoption for 2023-2024.

Motion for the adoption of the Budget for 2023-2024.

Motion: Stephen Maund, seconded by Nicole King

Motion carried

No discussion followed

Yea: Emily Gehman, Nicole King, William Lycett, Stephen Maund, Mary Joy Reinartz, Christopher Wayock

Nay: Kyle Gangewere

Absent: Jeffrey Dimmig, Priya Sareen

b. [Levy of Millage](#)

Motion for the Levy of the Millage for 2023-2024.

Motion: Christopher Wayock, seconded by Stephen Maund

Motion carried

Discussion followed.

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

Nay: None

Absent: Jeffrey Dimmig, Priya Sareen

c. [Levying of Various 511 Taxes](#)

Motion for the Levying of Various 511 Taxes for 2023-2024.

Motion: Kyle Gangewere, seconded by Christopher Wayock

Motion carried

No Discussion followed.

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

Nay: None

Absent: Jeffrey Dimmig, Priya Sareen

- e. Approval of Homestead/Farmstead Resolution
 - i. **Motion to approve the attached Homestead/Farmstead Resolution.**
 - 1. [Homestead Farmstead Resolution](#)
- f. 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 2023-2024.**
 - 1. [Designation of Depositories](#)
- g. Approval of the Insurance Policies for the 2023-2024 School Year
 - i. **Motion to approve the following insurance policies for the 2023-2024 school year:**
 - 1. **Commercial Package Policy (Property and Fire, General Liability (includes Cyber Coverage \$1M), Inland Marine, Crime, Boiler & Machinery, School Leader's, TRIA, etc.) –**

Utica National Insurance Group at an annual premium of \$135,945.00.

2. Umbrella Liability Policy (Excess Coverage above Underlying Policies) – Utica National Insurance Group at an annual premium of \$11,349.00.
3. Auto Insurance – Utica National Insurance Group at an annual premium of \$7,442.00.

h. Workers' Compensation Insurance

- i. **Motion to approve the District's workers' compensation insurance for 2023-2024 through School Districts Insurance Consortium (SDIC) at a maximum contribution not to exceed \$108,897.**

1. [SDIC 2023-2024 Rates - SOUTHERN LEHIGH](#)

i. Student Accident Insurance

- i. **Motion to approve the District's student accident and athletic insurance for 2023-2024 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 K & K Insurance of Fort Wayne, IN.**

1. Interscholastic Sports, Intramurals, and Club Sports - Annual premium of \$32,700, paid by the School District
2. Voluntary Student Accident Coverage, School Time Only - \$30/year low option or \$39/year high option
3. Voluntary Student Accident Coverage, 24-Hour Coverage - \$39/year low option or \$51/year high option

Note: Voluntary policies include Dental Coverage at a Maximum of \$10k per year

j. Approval of Copier Lease Agreement

- i. **Motion to approve lease agreement with Municipal Capital Finance, 4600 Broadway, Allentown, PA 18104 for 17 Ricoh Digital Copiers w/Accessories including PaperCut MF Software and 70 Hewlett Packard Printers competitively bid through COSTARS 001-E22-086 Contract # 4600016289 as follows:**

- Monthly Equipment Payment - \$3,583.50
- Monthly Service Payment - \$2,556.50

Service provided by Atlantic Tomorrows Office in accordance with the maintenance agreement, paid through Municipal Capital Finance.

1. [Municipal Finance Lease Agreement](#)
2. [Atlantic Maintenance Agreement](#)

k. 2023-2024 Cafeteria Prices (No Increase)

1. Elementary and IS Schools - \$3.00 Students
2. Middle School - \$3.35 Students
3. High School - \$3.35 Students

4. All Schools - \$4.75 Adults
5. Salad Bar (HS & MS) - \$3.75 Students - \$4.75 Adults
6. A la Carte prices will remain flat (no increase) as per the attached list
7. Milk will remain \$.055 per carton

[Proposed Cafeteria Prices 2023-2024](#)

- I. 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 2023-2024](#)
 2. [Bid Award - HS Science 2023-2024](#)
- m. GASB 87 & GABS 96 Lease Reporting Requirements
 - i. **Motion to approve agreement submitted by DebtBook for Lease Management and SBITA (Subscription Based IT Arrangements) pending legal review as follows:**
 1. 2023 Tier 1 Lease and Subscription - Implementation - \$1,200
 2. 2023 Tier 1 Lease and Subscription - Annual Fee - \$4,800
 3. [Debt Book Agreement](#)

9. SUPPORT SERVICES

Motion to take items a through e together under category 9. Support Services.

Motion: William Lycett, seconded by Kyle Gangewere

Motion carried

No Discussion followed.

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

Nay: None

Absent: Jeffrey Dimmig, Priya Sareen

- a. 2023-2024 Primary Student Transportation
 - i. **Motion to approve authorization to mail 2023-2024 student transportation information prior to the School Board's approval of routes at the August School Board meeting. The approved routes from 2022-2023 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. 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 presented to the School Board at the August 2023 meeting.

- b. **Lehigh Valley Cooperative Purchasing Gasoline and Diesel Fuel Bid**
 - i. **Motion to accept the Lehigh County Procurement Office recommendation to renew, under the same terms and conditions as currently in place, for the first renewal option term of July 1, 2023 through June 30, 2024 for the award, of the Lehigh County Cooperative Diesel Fuel and Gasoline Bids #22-019 and 22-027, to Petroleum Trader Corp., Fort Wayne, IN 46803 and World Fuel Services, Inc. (formerly dba Papco), Aston, PA 19014. The net delivered price will remain the same at \$3.51 per gallon for school bus diesel fuel. The term of the agreement is July 1, 2023 through June 30, 2024. All pricing will be made available to the District in each category as approved in the bids.**
- c. **Annual Renewal Agreement with CM3 Building Solutions**
 - i. **Motion to approve the Annual Renewal Agreement with CM3 Building Solutions for Building Automation Service (BAS) in the amount of \$16,992.00.**
 - 1. **[CMS Building Solutions](#)**
- d. **Change Order Approvals - Athletic Fields of America**
 - i. **Motion to approve Change Order #5 - 4" Perforated HDPE Credit in the amount of \$53,500 (see attached).**
 - 1. **[Change Order #5 - 4" Perforated HDPE Credit](#)**
 - ii. **Motion to approve Change Order #6 - Additional Manholes in the amount of \$20,112.67 (see attached).**
 - 1. **[Change Order #6 - Additional Manholes](#)**
- e. **New District Vehicle**
 - i. **Motion to approve the purchase of a 2022 F-350 4 x 4 SD Regular Cab 8' Box Truck in the amount of \$56,173**
 - 1. **[2022-F-350 4 x4 SD Regular Cab Truck](#)**

10. HUMAN RESOURCES

Anthony Pidgeon provided a brief update on the agenda items listed under category 10. Human Resources.

Motion to take items a through c together under category 10. Human Resources

Motion: Kyle Gangewere, seconded by William Lycett

Motion carried

Discussion followed.

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

Nay: None

Absent: Jeffrey Dimmig, Priya Sareen

- a. Human Resources Report
 - i. **Motion to approve the following personnel items presented in the [Human Resources Report](#)**
- b. Authorization for Superintendent to Fill Vacant Positions 23-24 School Year
 - i. **Motion to authorize the Superintendent to fill vacant positions during the 2023-2024 school year. All candidates hired in this manner will be submitted to the Board for acknowledgement at the next voting meeting.**
- c. Affiliation Agreement for 8/28/2023 - 12/17/2023
 - i. **Motion to approve the Graduate Program Counseling Master Level Internship Agreement for 8/28/2023 - 12/17/2023 with Gwynedd Mercy University.**
 1. **[Gwynedd Mercy University Graduate Program Counseling Master Level Internship Agreement](#)**

11. COMMITTEE REPORTS

- a. Facilities Report: William Lycett noted that the stadium project timeline is on schedule and brick work at JPLIS has begun. Roof work at Liberty Bell is tentatively scheduled for next summer. EI did a review of roof structure at Liberty Bell and the report can be found on the [district website](#) along with an update on the [Stadium progress](#).
- b. LCTI Report: Stephen Maund reported that there is a new director at LCTI and changes are being made regarding data feedback and enhancements to programs and operations. Other key items noted: 5th grade student tours at LCTI have begun with great participation (around 4000 students toured the facility). Notation made that we are still looking for a second Board representative for LCTI, Mary Joy will be attending this Wednesday meeting.
- c. CLIU 21 Report: Emily Gehman noted that there was a presentation from Salisbury High School at the last Board meeting regarding programs they are doing with the IU. Questions and comments occurred by the Board regarding work opportunities. A report will be made at a future board meeting regarding CLIU programs designed to provide life skills post graduation.
- d. Southern Lehigh Public Library Report: Christopher Wayock provided a brief update from the last SL Public Library Board meeting. Due to technical issues with Christopher's remote connection additional updates regarding the Library will be provided at the next Board meeting.

12. NEW BUSINESS

- a. None

13. OTHER BUSINESS

- a. None

14. FOR INFORMATION ONLY

- a. Conference Requests
 - i. [Conference Request for June 2023](#)
- b. Approved Tuition Reimbursement and Column Movement

Name	Position	Course / Program Pre-Approved	Institution	Reimbursement	Column Movement	Approval Date
Michael Anthony	Business Ed Teacher	English as a Second Language (ESLL) K-12 Cert.	Kutztown University	X	X	6/26/2023
Kristen Stepanczuk	School Counselor	Educational Leadership & Administration	East Stroudsburg University	X	X	6/26/2023

15. VISITORS' COMMENTS

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

16. EXECUTIVE SESSION

17. ADJOURNMENT

- a. Mary Joy Reinartz adjourned the meeting at: 7:34 pm.

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