



**Southern Lehigh School District
Board of School Directors Meeting
October 28, 2024**

**Board of School Directors Meeting
October 28, 2024
Southern Lehigh High School
High School Boardroom
5800 Main Street
Center Valley, PA 18034
6:30 p.m.**

School Board Meeting Minutes Monday, October 28, 2024 pending approval.

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

Members absent: Candi Kruse

Administrators present: Andria Buchman, Dr. Lynn Chromiak, Eric Fluck, Michael Mahon, Sean McGinty, Louis Pepe, Melissa Petronio, Dr. Tamara Solometo, Dr. Karen Trinkle

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: 6:36 pm
- b. Recording of Attendance
 - i. Present: Eric Boyer (remote by phone at roll call, present in person 6:51 pm) Emily Gehman, Timothy Kearney, Nicole King, Stephen Maund, Mary Joy Reinartz, Melissa Torba, Christopher Wayock
 - ii. Absent: Candi Kruse
- c. Pledge of Allegiance
 - i. Emily Gehman led the Board and others attending the meeting in the Pledge of Allegiance to the Flag.
 - ii. Moment of silence for Mr. Jack Hankee

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. Lisa Maloney spoke on the topic of graduation

3. MINUTES

- a. Executive Session Summary-Board Solicitor
 - i. Attorney Jessica Moyer noted that Executive Sessions were held on the following dates for the following reasons: 10/1/24 the Facilities Committee held an executive session to discuss possible litigation, 10/22/24 the Education Committee held an executive session to discuss personnel, 10/28/24 the full board held an executive session to discuss a student related issue & personnel item.
- b. Approval Board Minutes
 - i. **Motion to Approve the Board Minutes of September 23, 2024 and October 14, 2024**
 - 1. [September 23, 2024 School Board Meeting Minutes](#)
 - 2. [October 14, 2024 School Board Meeting Minutes](#)

Motion: Timothy Kearney, 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

4. SUPERINTENDENT

- a. Updates
 - i. Michael Mahon provided the following District updates: Respect paid to Mr. Hankee and SLSD Administration and staff for all of the support provided to the Middle School.
- b. Graduation 2025 Discussion

Notation: Eric Boyer arrived in person at 6:51 pm.

- i. Due to visitor comment, discussion occurred prior to the motion under category 5. Curriculum/Student and Staff Services, item b External License Agreement Lehigh University Department of Athletics and Southern Lehigh School District, specifically regarding the graduation date of Monday, June 9, 2025. Michael Mahon explained that Bethlehem Area School District has Lehigh University booked for Friday, June 6, 2025. The following Monday was available which is what the external

license agreement with Lehigh University Department of Athletics reflects. The other possible dates available were Friday, June 12, 2025 which was not a popular date for our students and May 30, 2025. It was then noted that May 30th could provide complications with end of the year testing and exams. Historically the first week of June (Friday) is when students graduate. It was noted that last year (2024) was the earliest graduation date on record, May 31, 2024. Holding graduation in our stadium presents challenges. Monday, June 9, 2025 was the realistic option. Discussion continued among the Board noting that Saturday, June 7, 2025 could be an option. If we were to use our stadium, the rain date would be a Saturday. Recommendation made to conditionally approve the agreement while we look into May 30, 2025 or June 7, 2025. Solicitor feedback was provided regarding tabling or taking no action. Board members noted that tabling this or no action tonight would be preferred while we explore exam schedules, potential conflicts or challenges for Administration or other venues using May 30th or June 7th as possible dates. Discussion concluded noting that no action would be taken on this item this evening.

c. Student Update

- i. Orrin Bossert provided the following student update: updated process for students selected to provide student updates at Board Meetings. Student report continued providing updates on music, drama and speech and debate. Athletics update made for Fall team sports: cross country, field hockey, football, golf, soccer, tennis and volleyball. Presentation concluded with important dates for the High School noted.

5. CURRICULUM/STUDENT AND STAFF SERVICES

- a. Appointment of Alloy 5 Architecture for All Day Kindergarten Feasibility Study
 - i. **Motion to approve the appointment of Alloy 5 Architecture per the attached Letter of Engagement for Architectural Services for the purpose of the All Day Kindergarten Feasibility Study “pending solicitor review”.**
 1. [Letter of Engagement for Architectural Services Alloy 5 Architecture](#)

Motion: Eric Boyer, seconded by Melissa Torba

Motion carried

Discussion occurred. Deadlines for deliverables requested. Contract will go for solicitor review before signing.

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. External License Agreement Lehigh University Department of Athletics and Southern Lehigh School District
 - i. **Motion to Approve the External Licence Agreement between Lehigh University Department of Athletics and Southern Lehigh School District for the purpose of Southern Lehigh District Graduation per the attachment below “pending solicitor review”.**
 - 1. [2025 SLSD Lehigh Graduation Agreement](#)

No action taken on item b. External License Agreement Lehigh University Department of Athletics and Southern Lehigh School District.

6. SPECIAL EDUCATION AND STUDENT SERVICES

Motion to take items a through c together under category 6. Special Education and Student Services

Motion: Timothy Kearney, 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

- a. Bayada Contract for School Nursing Services 24-25 School Year
 - i. **Motion to approve the Bayada Contract for School Nursing Services for the 24-25 school year pending solicitor review.**
 - 1. [Bayada Contract for School Nursing Services 24-25 School Year](#)
- b. GHR Education Staffing Agreement (pending Solicitor feedback) for the 24-25 school year
 - i. **Motion to approve the GHR Education Staffing Agreement for the 24-25 school year pending solicitor review.**

1. [GHR Education Staffing Agreement 24-25 school year](#)
- c. Pediatric Therapeutic Services (PTS) Therapy Services Agreement Addendum
 - i. **Motion to approve of the Pediatric Therapeutic Services (PTS) Therapy Services Agreement Addendum for speech and language therapy services pending solicitor review.**
 1. [Pediatric Therapeutic Services \(PTS\) Therapy Services Agreement Addendum](#)

7. TECHNOLOGY

Michael Mahon noted that the following agreement is needed to insure student confidentiality so this is an ancillary agreement to what was passed at the previous meeting.

- a. Berks County Intermediate Unit and Southern Lehigh School District Support Service Agreement for Infinite Campus Integration
 - i. **Motion to approve the agreement between Berks IU and SLSD for the provision of services supporting Infinite Campus integration pending solicitor review.**
 1. [Professional Services Agreement SLSD & Berks County Intermediate Unit](#)

Motion: Eric Boyer, 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

8. BUSINESS AND FINANCE

Motion to take items a through e together under category 8. Business and Finance

Motion: Stephen Maund, seconded by Eric Boyer

Motion carried

Louis Pepe provided explanations regarding the revisions to the Treasurer's Reports and particular items on the bills list. Board 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 October 28, 2024**

1. [October 28, 2024 Bills List Summary and Details](#)

b. Treasurer's Report and Investment Report for the month of July, 2024 (revised) and August, 2024

i. **Motion to approve the revised Treasurer's Report and Investment Report for the month of July, 2024.**

1. [Revised July, 2024 Treasurer's Report & Investment Report](#)

ii. **Motion to approve the Treasurer's Report and Investment Report for the month of August, 2024.**

c. Appointment of Berkheimer Liaison(s)

i. **Motion to approve the attached resolution for Director of Business Services and Assistant Director of Business and Finance to serve as liaison with Berkheimer Tax Innovations, Inc., Bangor, PA for the purpose of accessing and processing information regarding EIT and LST tax collections on behalf of the school district.**

1. [Confidentiality Resolution - Berkheimer](#)

d. Approval of Copier Lease Agreement

i. **Motion to approve lease agreement with Municipal Capital Finance, 4600 Broadway, Allentown, PA 18104 for a Ricoh IMC 400F Digital Copier for the High School Attendance Office competitively bid through COSTARS 001-E22-086 Contract # 4600016289 as follows:**

1. Monthly Equipment Payment - \$125.00
2. Monthly Service Payment - \$0.00 (Included with Existing Contract)
3. Service provided by Atlantic Tomorrows Office in accordance with the maintenance agreement, paid through Municipal Capital Finance.

a. [Municipal Capital Finance Lease Agreement](#)

e. Property Tax Refunds

i. **Motion to approve the property tax refunds per the attachment.**

1. [Property Tax Refunds - October, 2024](#)

9. SUPPORT SERVICES

Louis Pepe provided a brief update of all of the items listed under category 9. Support Services noting the following: consortium bid with provident energy, Liberty Bell Chiller Replacements have two separate bids, one for the HVAC and one for the electric piece. Bids were reviewed by EI associates and King Spry. Lastly, the PCCD Grant 42425 will cover all but the remaining amount listed in item d- FY 2024-25 School Safety PCCD Grant 42425 - Communications Radios.

Motion to take items a through d together 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. Provident Energy Electric Supply Bid 2024
 - i. **Motion to approve the Energy Electric Supply Agreement with BP Energy Retail company LLC, Inc effective 10/9/2024 for the period of July 2025 meter read date to the July 2027 meter read date (24 months) at a supply rate of \$56.08 per MWh or \$0.05608/kWh as per the attached.**
 - 1. [EXHIBIT BP CONFIRMATION](#)
- b. Bid Award for Chiller Replacements at Liberty Bell ES
 - i. **Motion to award the HVAC bid to Hosler Enterprise, LLC 218 Foundryville Rd., Berwick PA, 18603 in the base bid amount of \$623,800.00 (six hundred twenty-three thousand, eight hundred dollars) pending Attorney review for compliance with bid specs.**
 - 1. [Bid Recommendation - TBD](#)
- c. Bid Award for Chiller Replacements at Liberty Bell ES

- i. **Motion to award the Electrical bid to JBM Mechanical, Inc. 3273 Gun club Rd., Nazareth PA 18064 in the base bid amount of \$56,000.00 (fifty-six thousand dollars) pending Attorney review for compliance with bid specs.**
 - 1. [Bid Recommendation - TBD](#)
 - d. FY 2024-25 School Safety PCCD Grant 42425 - Communications Radios
 - i. **Motion to approve the proposal from ECCO Communications, LLC dated 10/10/2024 in the amount of \$36,761.00 to include installation of repeater, antenna and cabling along with acquisition of 60 radios.**
 - 1. [ECCO Communications Proposal](#)
- Note: Funding for this project to come from PCCD Grant - \$24,535.00 and the remaining \$12,226.00 from the General Fund.**

10. HUMAN RESOURCES

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

Motion: Timothy Kearney, seconded by Melissa Torba

Motion carried

Discussion followed

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

Nay: Christopher Wayock

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](#)
- b. Policy Second Reading
 - i. **Motion to approve the second reading of policies: 113.2, 113.3, 113.5, 610, 611, 612 and 818.**
 - 1. [Policy Second Reading](#)

11. COMMITTEE REPORTS

- a. Facilities: Library project moving along with Alloy. Preliminary drawings were provided after the first meeting. Staff and student input will be provided through a steering committee.
- b. Education: Next meeting will be held at 4:30 on Monday, November 4, 2024. Agenda items for this meeting were noted.
- c. LTCL: Brief update provided from the last meeting held on October 23, 2024. Written summary of this meeting was sent to the full board.
- d. CLIU 21: presentation on services offered by CLIU 21 noted at the last meeting. Notation made regarding the stem lending library.
- e. ACMC: Will be meeting mid November

12. NEW BUSINESS

- a. No new business items were presented.

13. OTHER BUSINESS

- a. The following other business items were discussed: BoardDocs internal conversations completed with Administration. Proposal distributed to board members for review.
- b. Timothy Kearney noted general items.

14. FOR INFORMATION ONLY

- a. [Professional Conference Requests](#)
- b. [Field Trips Requests](#)

15. VISITORS' COMMENTS

- a. Nicole Dolan spoke on the topic of buses.
- b. Julie Bird spoke on the topic of bus time staggering.
- c. Connie Mantz spoke on the topic of graduation.

16. EXECUTIVE SESSION

17. ADJOURNMENT

- a. Emily Gehman adjourned the meeting at: 8:03 p,
 - i. Motion: Mary Joy Reinartz

Respectfully submitted:



Anne Marie Loble, Board Meeting Recorder & Executive Assistant to the Superintendent