



**Southern Lehigh School District  
Board of School Directors Meeting Minutes  
September 23, 2024**

**Board of School Directors Meeting  
September 23, 2024  
Southern Lehigh High School  
High School Boardroom  
5800 Main Street  
Center Valley, PA 18034  
6:30 p.m.**

**School Board Meeting Minutes Monday, September 23, 2024 pending approval.**

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

**Members absent: None**

**Administrators present:** Ethan Ake-Little, Andria Buchman, Holly DeNofa, Eric Fluck, Michael Mahon, Brian Mansfield, Louis Pepe, Melissa Petronio, Michael Rohrbach, Tamara Solometo, Karen Trinkle

**Others present:** Attorney Donald Spry (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 6:31 pm
- b. Recording of Attendance
  - i. Present: Eric Boyer, Emily Gehman, Timothy Kearney, Nicole King, Candi Kruse (remote by phone), Stephen Maund, Mary Joy Reinartz (remote by phone), Melissa Torba, Christopher Wayock
  - ii. Absent: None
- c. Pledge of Allegiance
  - i. Emily Gehman 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 Donald Spry indicated that an executive session was held on Wednesday, September 18, 2024 for a personnel matter.
- b. Approval Board Minutes August 26, 2024 & September 9, 2024
  - i. **Motion to Approve the Board Minutes of August 26, 2024 & September 9, 2024.**
    - 1. [August 26, 2024 School Board Meeting Minutes](#)
    - 2. [September 9, 2024 School Board Meeting Minutes](#)

Motion: Timothy Kearney, seconded by Christopher Wayock

Motion carried

Discussion followed. Request made to amend the September 9, 2024 Minutes to include a notation that a letter of support was provided by Christopher Wayock to New Business item b. Minutes will be amended.

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

Nay: None

Abstain: None

### **4. SUPERINTENDENT**

- a. Updates
  - i. Michael Mahon made the following district updates: Welcome extended to Attorney Spry tonight. Update provided regarding the Southern Lehigh Education Foundation (SLEF) noting that dual enrollment support will continue this year for any student who is receiving free and or reduced lunch. Applications for innovation grants from teachers have been received by SLEF. Teachers will be notified soon if they will be receiving grants. The total dollar amount of grants awarded was noted. Full updates will be provided to the Board and public once teachers are notified.

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

Notation was made that no action is needed for item a. Under Curriculum/Student and Staff Services. Plan must remain in place for compliance and auditing purposes. No changes to the existing plan have been made. Discussion occurred regarding external links within the plan that are no longer active.

- a. 2023-2024 Southern Lehigh School District Health and Safety Plan

- i. **(No Action Required) Consideration and revision of the 2023-2024 Southern Lehigh School District Health and Safety Plan.**
  1. [2023-2024 Southern Lehigh School District Health and Safety Plan](#)

## **6. SPECIAL EDUCATION AND STUDENT SERVICES**

- a. CLIU 21 & SLSD 2024-2025 Use of Funds Agreement-IDEA Part B Section 619 (Preschool Grants)
  - i. **Motion to approve the CLIU 21 & SLSD 2024-2025 Use of Funds Agreement-IDEA Part B Section 619 (Preschool Grants) as noted in the attachments below.**
    1. [CLIU 21 & SLSD 2024-2025 Use of Funds Agreement-IDEA Part B Section 619 \(Preschool Grants\)](#)

Motion: Candi Kruse, seconded by Timothy Kearney

Motion carried

No discussion followed

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

Nay: None

Abstain: None

## **7. TECHNOLOGY**

## **8. BUSINESS AND FINANCE**

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

Motion: Christopher Wayock, seconded by Eric Boyer

Motion carried

Discussion followed

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

Nay: None

Abstain: None

- a. Bills List
  - i. **Motion to approve the attached bills list for September 23, 2024**
    - 1. [September 23, 2024 Bills List Summary and Details](#)
- b. Treasurer's Report and Investment Report for the month of July, 2024
  - i. **Motion to approve the Treasurer's Report and Investment Report for the month of July, 2024.**
    - 1. [July, 2024 Treasurer's Report and Investment Report](#)
- c. Property Tax Refunds
  - i. **Motion to approve the property tax refunds per the attachment.**
    - 1. [Property Tax Refunds - September, 2024](#)
- d. Middle School Mail Machine Equipment Lease
  - i. **Motion to approve the Quadient IX-3 product Lease Agreement dated 8/21/24 by Quadient Leasing USA, Inc., 478 Wheelers Farms Road, Milford, CT 06461 in the amount of \$73.99 per month for 39 months for a total of \$2,885.61 for the life of the lease, see attached:**
    - 1. [Quadient IX-3 product Lease Agreement](#)

**9. SUPPORT SERVICES**

**10. HUMAN RESOURCES**

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

Motion: Timothy Kearney, seconded by Eric Boyer

Motion carried

Notations made regarding retirements and resignations on HR report.

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

Nay: None

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. CLIU21 Guest Teacher Program
  - i. **Motion to approve participation in the CLIU21's Guest Teacher Program for the Winter 2024-25 program cycle.**
    - 1. [CLIU21 Guest Teacher Program Agreement \(Winter 2025\)](#)

c. PHEAA-LEA Participation Agreement

i. **Motion to approve the PHEAA-LEA Participation Agreement.**

1. [PHEAA-LEA Participation Agreement](#)

d. **Motion to approve the resolution of the differences that developed with employee #013005 concerning the 2023–2024 year end evaluation as follows:**

1. The letters of reprimand and directive issued last year will be removed from the employee's personnel file.
2. The 2023–2024 year end evaluation be removed from the employee's personnel file.
3. The employee will receive a 3% raise for the 2024-2025 year to be retroactive to July 1, 2024.
4. With regard all future evaluations (formal and informal) and disciplinary actions (or components thereof) if employee #013005 has specific concerns about their validity the employee is authorized to bring those concerns directly to the Board President's attention.

Motion: Melissa Torba, seconded by Timothy Kearney

**Motion to table due to insufficient information to vote.**

Motion: Stephen Maund, seconded by Nicole King

Non-Debatable

Yea: Nicole King, Stephen Maund, Mary Joy Reinartz, Christopher Wayock

Nay: Eric Boyer, Emily Gehman, Timothy Kearney, Candi Kruse, Melissa Torba,

Abstain: None

Motion to table failed

Notation made that vote on category 10 Human Resources item d. will occur tonight

Discussion occurred

Yea:Eric Boyer, Emily Gehman, Timothy Kearney, Candi Kruse, Melissa Torba

Nay: Nicole King, Stephen Maund, Mary Joy Reinartz, Christopher Wayock

Abstain: None

## **11. COMMITTEE REPORTS**

- a. Technology: Met on Monday, September 16, 2024. Eric Fluck was welcomed. Infinite Campus updates were provided along with resolved issues including how Infinite Campus is working with our outside vendors. Managing this on a one on one basis. Transcript layout, formatting of printed version and accuracy of student records discussed. Technology tickets increased at the beginning of the school year but are improving. Berks IU has schools currently using Infinite Campus. We will be reaching out to them to see if we are able to get some support regarding best utilization of Infinite Campus. Meeting concluded with discussion regarding devices for K-12. Will be pulling feedback from buildings. This will be an ongoing process to determine student devices for a long term plan. No dates have been set for the Technology Committee to meet again.
- b. ACMC: Committee met to discuss three approvals.
- c. Education: Monday, October 7th at 4:30 is the next Education Committee meeting. Three responses have been received for the RFP for the comprehensive feasibility study for the implementation of Full Day K. Thanks extended to all that assisted with training provided for the Professional Learning day today.
- d. Facilities: Committee did not meet in September. Next committee meeting date will be Tuesday, October 1st. The following items on the next meeting agenda were noted: HS HVAC project completion, plans for next District HVAC projects, roof projects and progress on the HS Library project.
- e. Policy: No report provided
- f. LCTI: Superintendents held a meeting in York to look at their programs. Next open house date and the new teacher prep program being offered were noted.
- g. CLIU: No report provided

## **12. NEW BUSINESS**

- a. The following new business items were noted:
  - i. Board support for next agenda for adoption of Board Docs. Discussion occurred regarding use of the current system.

## **13. OTHER BUSINESS**

- a. The following other business items were noted:
  - i. Louis Pepe noted that requests for payment by our architect of record were received for JBM Mechanical and Lobar. Payment will go out prior to the next meeting so that vendors can be paid timely.
  - ii. Cafeteria healthy choices expressed. Michael Mahon noted that Mr. Pepe has been working directly with the Coordinator of Food Services and improvement has been made. Louis Pepe noted that participation numbers are increasing and dining services are now profitable which has enabled the District to purchase new kitchen equipment this year.
  - iii. Timothy Kearney noted fall play dates and the Sept 11th flags that were placed on District grounds.
  - iv. Stephen Maund noted the presence of SLSD at Coopersburg Community Day.

**14. FOR INFORMATION ONLY**

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

**15. VISITORS' COMMENTS**

- a. Priya Sarren spoke on the topic of safety.

**16. EXECUTIVE SESSION**

**17. ADJOURNMENT**

- a. Emily Gehman adjourned the meeting at:7:47 pm
  - i. Motion: Eric Boyer

*Respectfully submitted by Anne Marie Loble*

*Executive Assistant to the Superintendent and Board Meeting Recorder*