



# Southern Lehigh School District

## Board of School Directors Meeting

December 6, 2012

The first regular monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:40 p.m. on the above date (December 6, 2012) at Southern Lehigh High School, Center Valley, PA.

**PRESENT:** McLoughlin, Stelts, Gunkle, Hayes, Mohr, Dimmig (left the meeting at 7:50), Lycett

**ABSENT:** Lindsay, Quigley

**OTHERS:** Christman, Melber, Millman, Bartholomew, Schlegel, Kennedy, Lewis, Siegfried, Donahue, McGinty, Limpas, Takacs, Jordan, Bergey, (PATCH), Peterson (Morning Call), and approximately 8 other members of the community.

### **OPENING PROCEDURES**

Dr. McLoughlin led the Board and others attending the meeting in the Pledge of Allegiance to the Flag.

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Gunkle to elect Dr. Thomas McLoughlin as Temporary Board President.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Lindsay, Quigley**

The Temporary President proceeded to the election of the offices of President and Vice-President for the forthcoming year.

**MOVED BY** Hayes and **2<sup>ND</sup> BY** McLoughlin to nominate Mr. Jeffrey Dimmig as **Board President** for the forthcoming year.

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** McLoughlin to close the nominations for Board President.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: Lindsay, Quigley**

**VOICE VOTE:** To elect Mr. Jeffrey Dimmig as Board President.

**"YES" - Unanimous - Motion Carried**  
**ABSENT: Lindsay, Quigley**

The Temporary President declared nominations to be open for the office of Vice-President for the forthcoming year.

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Mohr to nominate Mrs. Corinne Gunkle as **Vice-President** of the Board for the forthcoming year.

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Mohr to close the nominations for Board Vice-President.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: Lindsay, Quigley**

**VOICE VOTE:** To elect Mrs. Corinne Gunkle as Board Vice-President.

**"YES" - Unanimous - Motion Carried**  
**ABSENT: Lindsay, Quigley**

The Temporary President declared nominations to be open for the office of Treasurer to complete the term of office expiring June 30, 2013.

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Lycett to nominate Dr. Thomas McLoughlin as **Board Treasurer** to fill the unexpired term of Mrs. Corinne Gunkle.

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Lycett to close the nominations for Board Treasurer.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: Lindsay, Quigley**

Since there was no opposition to the candidates as nominated, the Temporary President directed the Secretary of the Board to cast a unanimous ballot for the nominees as designated.

Dr. Thomas McLoughlin congratulated the new officers and then turned over the meeting to the newly elected Vice-President.

(Mr. Dimmig left the meeting at 7:50PM.)

Mrs. Christman thanked Dr. McLoughlin for serving as Board President during the past year and presented him with an engraved gavel.

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Lycett to approve the bonding of the Board Treasurer at \$50,000.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: Dimmig, Lindsay, Quigley**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Lycett to authorize the use of a facsimile signature plate of the President, Treasurer and Secretary when signing School District checks.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: Dimmig, Lindsay, Quigley**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Lycett to authorize the Board Secretary to execute and submit the standard resolutions, signature cards, and any other forms necessary to reflect the change in President and Treasurer with the District's depositories.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: Dimmig, Lindsay, Quigley**

## **APPROVAL OF MINUTES**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Lycett to approve the minutes of the November 12, 2012 meeting as distributed to all Board members.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: Dimmig, Lindsay, Quigley**

## **VISITORS**

Anita and Darius Desai, Mary Jean and Frank Boensch and Karen Psaila addressed the Board with their concerns regarding the use of epi-pens on school buses in emergency situations for students with peanut allergies. Attorney Bartholomew responded that this confidential matter was discussed during Executive Session. Individual student needs such as this can be addressed and discussed during a Section 504 meeting at the parent's request. Current procedures were reviewed by special education counsel and meet the requirements of the law.

## **CONSENT AGENDA**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** Lycett to approve the **CONSENT AGENDA** items as follows -

Approve the bills list dated December 6, 2012 showing paid bills in the amount of \$45,176.94 and bills to be paid in the amount of \$1,221,482.08 for a total amount of \$1,266,659.02 for the General Fund;

Approve to extend the following student teacher placement (*previously approved at the August 13, 2012 Board meeting*)-

Dawn Del Priore, Social Studies, St. Joseph's University, with Brett Assise, Southern Lehigh Middle School, from December 7, 2012 to December 12, 2012;

Approve unpaid leave of the following staff-

Gretchen Hoff, Health and Physical Education Teacher, Lower Milford and Liberty Bell Elementary Schools, on January 21, 2013;

Approve the resignation of the following staff-

Sarah Christman, Technology Facilitator, Hopewell Elementary School, effective end of business day on December 14, 2012;

Approve the following substitute support staff for the 2012-2013 school year-

Melissa Pugh, Substitute Cafeteria Monitor, an hourly rate of \$9.45;

Approve unpaid leave of the following staff-

Patricia Brown, Instructional Assistant, Hopewell Elementary School, on February 15, 2013 and February 19, 2013.

Susan Covey, Cafeteria Worker, Southern Lehigh High School, on January 4, 2013 through January 10, 2013.

Juan De Los Santos, Custodian, Liberty Bell Elementary School, on January 4, 2013.

Elizabeth Tate, Technology Facilitator, Joseph P. Liberati Intermediate School, on January 22, 2013 through January 25, 2013;

Approve the following staff as PSAT Proctors for the 2012-2013 school year, at an hourly rate of \$40.09-

Maureen Elliott

Joseph Helinski

Lynne Kelly

Stephanie Donald

Linda Gross

Wayne Langsdorf

Bonnie Organski

Anne Sikorski-Schneider

Tamme Westbrooks;

Approve Nancy Neefe as PSAT Assistant Proctor/Monitor for the 2012-2013 school year, at an hourly rate of \$17.12;

Approve the following athletic event workers for the 2012-2013 school year according to the wage policy for ancillary employees (*pending required documentation*)-

Joan Decker

Marilyn Funk

Karen Himmelsbach

Cailyn Breski

Madelene McDonald

Maria McDonald

Julia Mayer

Kati Yext;

Approve of the following volunteer coaches for the 2012-2013 school year-

James Binder Boys Basketball

Christine Kalogris Swimming

Erik Malmberg Wrestling

Alan Rockel Boys Basketball

**VOICE VOTE: "YES" – Unanimous – Motion Carried**

**ABSENT: Dimmig, Lindsay, Quigley**

### **CURRICULUM/STUDENT AND STAFF ACTIVITIES**

Mrs. Siegfried, Mr. Davidson, Mrs. Farris and Ms. Limpar reported on student and staff activities at the High School, Middle School, Intermediate School and the elementary schools.

High School report –

- 11/14 – 350 people attended the Senior Citizen Dinner and HS Play.
- 11/19 – SADD-Healthy Expo and 60 parents attended Financial Aid workshop.
- 12/13 – Student Council Blood Drive

Middle School report –Academic

- 11/9 - Report Cards mailed
- 11/12 - Veterans' Day
- 11/13 - LCTI presentation
- 11/15 and 16 - LCTI visits
- 11/13-16 - Parent-teacher Conferences
- 11/13-16 - Hoops for Hearts (raised in excess of \$5000.00)
- 11/21 - Camfel Assembly
- 11/30 - Pep Rally
- 12/10 - Winter Concert
- 12/14 - Holiday Dance
- 12/17 - Spelling Bee

Service Projects

- Holiday cards for Cedarbrook
- Book collection: Cops & Kids Literacy
- Books and Stationary collection: Baphumelele Orphanage
- Mid-Term Study sessions
- Hurricane Sandy Relief
- Scarf and Mitten Tree
- Secret Snowman
- Word Smart Challenge: 12/ 3
- American heritage Segment-Studio 22

PEAK Activities

- 12/6 - Gingerbread House Decorating
- 12/4 and 6 - Ping Pong
- Ice Skating at Steel Ice Center

Intermediate School report –

- 11/21 - The Intermediate School was officially rededicated and renamed in honor of Mr. Joseph Liberati.
- 11/28 and 11/29 - JPLIS hosted several 4th and 5th grade teacher visitors from Northwestern Lehigh S.D. so that they could observe envisions Math instruction.
- 12/1 - Jr. Meisters performed at the annual Coopersburg tree lighting
- Spartan service corps is holding their shoe and sock drive for Washington ES in Allentown.
- 12/7 - Winter wonderland spirit day is tomorrow.
- 12/12 - Winter Instrumental and Choral Concert, 7PM
- 12/17 - LASER light assembly
- 12/18 - 6<sup>th</sup> grade wraps up their ancient civilization unit with Greek day.

Elementary schools –

- 11/30 - Lower Milford 3<sup>rd</sup> grade students experienced a typical 18<sup>th</sup> century school day with a visit to the Dillingersville One-Room School.
- 11/30 - Lower Milford PTA sponsored a Family Fun Night at Wonderland Castle in Quakertown.
- Lower Milford third grade students packed gift boxes to share with children their age through the “Holiday Hope Chest” project sponsored by the Volunteer Center of the Lehigh Valley.
- Janet Miltenberger (Liberty Bell reading specialist) will find out if she has won Teacher of Year as she will be attending the ceremony in Hershey on December 4th.
- The Liberty Bell Faculty is presenting their staff musical, “Good Manners”, on Thursday, December 6, and Friday, December 7, both at 7:00 P.M. All proceeds will go toward building a new playground.
- Liberty Bell 3<sup>rd</sup> Grade held another successful Bears, Blankets, and Books on Wednesday before Thanksgiving Break. This has become a tradition in their 3<sup>rd</sup> Grade started years ago by Mr. LeBourgeois. Students wear their favorite slippers, bring in a favorite stuffy or blanket, and their favorite book. Students spend a portion of the day reading and sharing their favorite books and the 3<sup>rd</sup> Grade team brings in guest readers to read to the classes throughout the day as well.
- Hopewell School is sponsoring a Giving Tree by purchasing Christmas gifts to assist families in need for the holidays.
- 12/1 - Hopewell PTA sponsored a Breakfast with Santa, trim-a-tree and Holiday Marketplace with over 25 outside vendors, and a little Shopper’s Shop. The event was very successful.

**MOVED BY** McLoughlin and **2<sup>ND</sup> BY** Stelts to approve the agreement with Clarity Service Group. This is for behavioral specialist consultant services to replace Cherise Kocis who is the behavior interventionist for the high school emotional support program and currently out on leave.

**VOICE VOTE: “YES” – Unanimous – Motion Carried**  
**ABSENT: Dimmig, Lindsay, Quigley**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** McLoughlin to approve the following student school trip: *Southern Lehigh High School Social Studies Department* to participate in an educational tour of Italy and Greece from June 23, 2014 through July 2, 2014 with eligible social studies students at Southern Lehigh High School.

**VOICE VOTE: “YES” – Unanimous – Motion Carried**  
**ABSENT: Dimmig, Lindsay, Quigley**

**BUSINESS AND FINANCE**

**MOVED BY** Stelts and **2<sup>ND</sup> BY** McLoughlin to approve the resolution to limit any real estate tax increase for 2013-14 to the Act 1 index and to comply with Section 687 of the Public School code as it pertains to budget adoption for 2013-2014.

**VOICE VOTE: “YES” – Unanimous – Motion Carried**  
**ABSENT: Dimmig, Lindsay, Quigley**

### Bond Refinancing

Mr. Melber presented two options for the refinancing of bonds, AA of 2006 and Series of 2008.

Option 1 was to refinance both the series 2006 and 2008 bonds in January 2013.

Option 2 was to wait until both series callable dates in the middle of 2013 and 2014. The difference between the two options was that the District would take on interest rate risk by waiting, and if rates were to increase, the District would lose part of the savings that were projected at the callable dates.

There was Board discussion.

**MOVED BY** McLoughlin and **2<sup>ND</sup> BY** Stelts to approve Option 1 for the refinancing of bonds, AA of 2006 and Series of 2008 in January 2013.

**VOICE VOTE: "YES" — McLoughlin, Stelts, Gunkle, Hayes, Mohr - Motion Carried**  
**"NO" - Lycett**  
**ABSENT: Dimmig, Lindsay, Quigley**

### SUPPORT SERVICES

#### PERSONNEL

#### REPORTS

##### Education Committee

Mr. Hayes reported that the committee met tonight and credits the administration for the successful roll out of the 1:1 Laptop initiative. Due to parent requests, after school sign out of laptops are being considered for the 2<sup>nd</sup> semester.

Preparation plan for upcoming Keystone exams was also discussed.

##### Facilities Committee

Dr. Stelts reported the following from the November 28, 2012 committee meeting:

- Wedgewood/Hopewell Park Presentation - Upper Saucon Township has the opportunity to purchase property to expand the proposed park. Alternate options for access to the park were discussed.
- Demographic Study – Feasibility study will be needed to properly identify areas throughout the district that are in need of repair and/or updating.

##### Lehigh Career & Technical Institute

Dr. Stelts reported that the administration working on the 2013-2014 budget.

##### Strategic Plan/Middle States Report

- The Strategic Plan/Middle States Report is available on the district's website.

Middle States Association of Colleges and Schools

Mrs. Christman presented building principals in attendance Certificates of Accreditation that were received from Middle States Association of Colleges and Schools for accreditation for the period December 1, 2012 to December 1, 2019.

Superintendent's Report

- The Superintendent's Report is available on the district's website.

**OLD BUSINESS**

**MOVED BY** Stelts and 2<sup>ND</sup> **BY** Lycett to approve a second and final reading of the following new policy-

#216 Pupils: *Education Records*

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig, Lindsay, Quigley**

**NEW BUSINESS**

**MOVED BY** Stelts and 2<sup>ND</sup> **BY** Mohr to approve the agreement with EduLink, Inc. for PAETEP, an electronic teacher evaluation portal at a cost of \$13,866 for the three-year licensing fee (*pending solicitor's review.*)

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig, Lindsay, Quigley**

**MOVED BY** Stelts and 2<sup>ND</sup> **BY** McLoughlin to approve the Expulsion and Waiver of Rights Agreement for Student #121201 from Southern Lehigh High School and the provisions for the Student's alternative education program as set forth in Agreement #0032012 among the Student, Parent, and the School District as discussed in Executive Session on November 12, 2012.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig, Lindsay, Quigley**

**COMMUNICATIONS**

A thank you note was received from the Liberati family and read by Mrs. Gunkle.

**MOVED by** Stelts and 2<sup>nd</sup> **BY** McLoughlin to adjourn the meeting.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: None**

The meeting was adjourned at 9:12 p.m.

**ATTEST:** \_\_\_\_\_ Board Secretary