



Southern Lehigh School District

Board of School Directors Meeting

August 13, 2012

The first regular monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:30 p.m. on the above date (August 13, 2012) at Southern Lehigh High School, Center Valley, PA.

PRESENT: McLoughlin, Dimmig, Hayes, Lindsay, Lycett, Mohr, Quigley, Stelts

ABSENT: Gunkle

OTHERS: Christman, Melber, Lewis, Bartholomew, Kennedy, Takacs, Buchman, Bergey, Jordan, Donahue, Mickley, Siegfried, Rizzo (Morning Call), Green (Patch.com), and approximately 4 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.

APPROVAL OF MINUTES

MOVED BY Stelts and **2ND BY** Quigley to approve the minutes of the July 16, 2012 meeting as distributed to all Board members.

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Gunkle

VISITORS

None

CONSENT AGENDA

MOVED BY Stelts and **2ND BY** Mohr to approve the **CONSENT AGENDA** items as follows-

Approve the bills list dated August 13, 2012 showing paid bills in the amount of \$976,485.85 and bills to be paid in the amount of \$399,075.02 for a total amount of \$1,375,560.87 for the General Fund and paid bills in the amount of \$5,263.31 and bills to be paid in the amount of \$359.40 for the Capital Reserve Sinking Fund and bills to be paid in the amount of \$426,176.65 for the Construction Fund;

Approve the Treasurer's Report and Investment Report for the month of June, 2012;

Approve the enclosed Substitute Teacher List for the 2012-2013 school year-

Approve the following student teacher placements (*pending receipt of required paperwork*):

James Binder, Health and Physical Education, West Chester University, with *Lisa Moser*, Hopewell Elementary School, from August 28, 2012 to October 19, 2012 and *Devon Hagy*, Southern Lehigh Middle School, from October 22, 2012 to December 13, 2012.

Dawn Del Priore, Social Studies, St. Joseph's University, with *Brett Assise*, Southern Lehigh High School, from September 4, 2012 to December 7, 2012;

Approve the following increment requests, effective September 1, 2012-

Tara Cooke, Masters to Masters +15

Laura Gonzalez, Bachelors +30 to Masters

Lisa Lowry, Bachelors +15 to Bachelors +30;

Approve the unpaid leave of the following staff-

Nicole Muhleisen, Instructional Assistant, Southern Lehigh High School, on February 5, 2013 through February 8, 2013 and February 11, 2013.

Judith Browne, 3 hour Instructional Assistant, Joseph P. Liberati Intermediate School, on September 7, 2012 and September 10 through 14, 2012;

Approve the following staff, effective August 16, 2012-

Diane Vardaro, Lead Cafeteria Worker, Lower Milford Elementary School, at an hourly rate of \$17.25. Ms. Vardaro will fill the position of *Brenda Reinhart* who transferred to Hopewell Elementary due to the retirement of *Nancy Filler*.

Rita Peay, Part-time Cafeteria Worker (3 hours per day), Southern Lehigh Middle School, at an hourly rate of \$14.73. Ms. Peay will fill the position due to the retirement of *Barbara Reifinger*.

Heather Jani, Substitute Instructional Assistant, Joseph P. Liberati Intermediate School at an hourly rate of \$17.12. Mrs. Jani will replace Stacy Kuntzman;

Approve the following change of hours-

Wendy Krupa, Part-time Cafeteria Worker, Hopewell Elementary School, from 3.5 hours per day to 4 hours per day, with no change in her current hourly rate. This is due to the retirement of *Marie Eisenhart*;

Approve Susan Melso, Supplemental Licensed Nurse for the Liberty Trails Program on June 12, 2012 through June 29, 2012, at an hourly rate of \$18.00;

Approve the enclosed Substitute Cafeteria/Playground Monitor List for the 2012-2013 school year;

Approve the enclosed Substitute Custodian List for the 2012-2013 school year;

Approve the enclosed Substitute Health Paraprofessional List for the 2012-2013 school year;

Approve the enclosed Substitute Secretarial List for the 2012-2013 school year;

Approve the enclosed Supplemental Licensed Nurse List for the 2012-2013 school year;

Approve the enclosed Substitute Cafeteria Worker List for the 2012-2013 school year;

Approve the following subject area leaders for the 2012-2013 school year. Actual stipends will not be known until the 2012-2013 school year has begun. Stipends listed are those of 2011-2012 as noted in Appendix C-Part 1-Section 19 of the Collective Bargaining Agreement-

Stephanie Donald Art \$1067** plus \$500

Lynn Yocum Art \$1067**

Marilyn Hower Art \$1067**

**Shared position and total stipend of \$3201.

Approve the following staff at a stipend of \$700.00 for the 2012-2013 school year-

Cheryl Heurich, as a mentor for *Alison Bauer*

Kelly Dougherty as a mentor for *Lindsay McDonnell*

Accept the resignation of the following coaches-

Donald West Sr., HS Assistant Volleyball, effective August 1, 2012

Kristin Linhart, HS Assistant Volleyball, effective August 1, 2012

***Shared position

Approve the following coaches for the 2012-2013 school year (*pending receipt of required documentation*)-

Samantha Krick MS Head Field Hockey \$3174

Lindsay McDonnell HS Assistant Volleyball \$3363

Approve the following volunteer coaches for the 2012-2013 school year (*pending receipt of required documentation*): (VIII, D-3)

Carolyn Dunham MS Cross Country

Martin Matsumura MS Cross Country

Rose Perelli MS Cross Country

Karen Psaila MS Cross Country

Jane Yanega MS Cross Country

Donald West Sr. Volleyball

Kristin Linhart Volleyball

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

Gregory Holland HS Football

Robert Edmond HS Football

Brandon Dunne HS Football

Joseph Newman Girls Soccer

Cynthia Ashworth Tennis

Alan Rockel HS Girls Volleyball

Jonathan Getz HS Girls Volleyball

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Gunkle

CURRICULUM/STUDENT AND STAFF ACTIVITIES

Mrs. Siegfried, Dr. Donahue, Mr. McGinty and Mrs. Mickley reported on student and staff activities at the High School, Middle School, Intermediate School and the elementary schools.

High School report –

- Schedules were mailed to parents.
- 8/23- Freshman/New student orientation

Middle School report –

- Schedules were mailed to parents.
- 8/23-Orientation

Intermediate School report –

- 8/9- Schedules were mailed to parents
- 8/23- New student orientation:
 - 4th grade orientation begins at 11:00 AM Thursday, 23 August.
 - New 5th and 6th grade students are scheduled to arrive at 11:45- 12:30 PM for guided building tours.
 - Returning students and parents can find their new classrooms between 12:00- 12:30 PM.

Elementary schools –

- Custodial and maintenance staffs have once again done a fantastic job in preparing the buildings for the new school year.
- Classroom assignment letters will be sent this week.
- Orientation for kindergarten students and students new to the elementary schools will be held on the afternoon of August 23, 2012.
- Principals attended two day training on the Pennsylvania Department of Education’s Teacher Effectiveness System.
- New teacher induction will be held August 16, 27 and 20, 2012.

MOVED BY Stelts and 2ND BY Mohr to approve *pending solicitor’s review*) of the Pediatric Therapeutic Services (PTS) Agreement for the 2012-2013 school year to provide services for student #081201.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Gunkle

MOVED BY Stelts and 2ND BY Mohr to approve the Standing Orders for the School Nurses for the 2012-2013 school year. The Standing Orders have been pre-approved by Dr. Shoenberger.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Gunkle

MOVED BY Stelts and **2ND BY** Mohr to approve the new 10th-12th grade AP Chemistry Textbooks for the 2012-2013 school year. Textbooks will be on display at the Curriculum and Technology Building for two weeks. Final adoption will be at the August 27, 2012 Board meeting.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Gunkle

BUSINESS AND FINANCE

MOVED BY Stelts and **2ND BY** Quigley to approve the school property tax refunds as follows:

Reller R. and Mary Lou Thomas, Parcel ID# 22 641443202259 1, \$2,616.80

Donald R. and Doris K. Lewis, Parcel ID# 22 642334435409 1, \$440.71

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Gunkle

MOVED BY Stelts and **2ND BY** Quigley to approve PlanCon K: Project Refinancing in connection with the refunding of the AA of 2002 and the issuance of General Obligation Bond Series of 2012.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Gunkle

SUPPORT SERVICES

MOVED BY Stelts and **2ND BY** Quigley to approve the Primary Student Transportation Program for the 2012-2013 school year, provided by:-

Brandywine-Lehigh Transportation Inc.
595 State Street
Mertztown, PA 18539

in accordance with 22 PA Code 23.4 et.al. Documentation includes the following:

- Bus routes
- Bus stop listing
- Student alpha roster
- Vehicle listing for Brandywine-Lehigh Transportation
- Brandywine-Lehigh Transportation driver listing and required certifications

Individual contracted carrier contracts for specialized transportation will be submitted for Board approval as contracts are completed.

The Administration requests the authority to make such adjustments throughout the year to routes, students or vehicle assignments or to bus stops as necessary to accommodate changes in student or school program assignment, residence changes, system improvements, safety concerns or system efficiency.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Gunkle

PERSONNEL

MOVED BY Stelts and **2ND BY** Mohr to approve the following certificated staff, effective August 16, 2012 (*pending receipt of required documentation*)-

Victoria Butz, Grade 6, Language Arts Teacher, Joseph P. Liberati Intermediate School, at Masters, Step 9, an annual salary of \$56,470**. Ms. Butz will replace Donna Gaugler due to her transfer as a result of the retirement of *Pamela Phillippe*.

Samantha Krick, Elementary Teacher, Hopewell Elementary School, at Bachelors, Step 13, an annual salary of \$45,185**. Ms. Krick will fill the position created with the retirement of *Mary Stauffer*.

Lindsay McDonnell, .6 Art Teacher, Liberty Bell Elementary School, at Bachelors, Step 14, an annual salary of \$26,872.80** (This amount represents .6 of \$44,788.) Ms. McDonnell will fill the position created with the retirement of *Diane Marmor*.

Megan McDermott, LTS Spanish Teacher, Southern Lehigh High School, at Bachelors, Step 14, an annual salary of 44,788**. This appointment is for the 2012-2013 school year. Ms. McDermott will fill the position due to the sabbatical leave of *Jennifer Jaen*.

Kaytlyn Hackenberg, French Teacher, High School, at Master's Step 14, an annual salary of \$54,079. Ms. Hackenberg will fill the position vacated by the retirement of Joan Ligon

***The salary listed is for the 2011-2012 school year and the 2012-2013 salary will be determined after the 2012-2013 school year begins.*

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Gunkle

REPORTS

Education Committee

Minutes of the meeting will be posted on the website. New textbook purchases, technology updates and the enhancements to the Sapphire student information system were discussed.

Facilities Committee

A detailed report can be found on the website. Mr. Bergey publicly thanked Mrs. Knoll for her work on the bus routes and Lutron on their commitment to their product.

Superintendent's Report

A detailed report can be found on the website.

OLD BUSINESS

MOVED BY Quigley and **2ND BY** Stelts to approve following policies:

Policy #000 Local Board Procedures: *Board Policy Procedure/Administrative Regulations (replaces existing Policies #014, #017, and #017.1)*

Policy #006 Local Board Procedures: *Meeting (replaces existing Policy #020)*

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Gunkle

NEW BUSINESS

MOVED BY Stelts and **2ND BY** Mohr to approve the Memorandum of Understanding between the Southern Lehigh Education Association and the Southern Lehigh School District to set for the terms and conditions of a revised Bargaining Unit Pay Structure and Compensation Schedule for the 2012-2013 school year.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Gunkle

MOVED BY Stelts and **2ND BY** Quigley to approve the administration to authorize agreement with the claim administration to settle a class action lawsuit with Wachovia Bank.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Gunkle

MOVED BY Stelts and **2ND BY** Mohr to approve a first reading of the following revised policies:

Policy #209 Pupils: *Physical Examinations*

Policy #209.2 Pupils: *Accidents and Sudden Illnesses*

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Gunkle

MOVED BY Stelts and **2ND BY** Mohr to approve a first reading of the following new policies:

Policy #307 Administrative Employees: *Student Administrative Interns*

Policy #407 Professional Employees: *Student Professional Interns*

Policy #507 Classified Employees: *Student Classified Interns*

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Gunkle

MOVED BY Stelts and 2ND BY Mohr to approve the following salaries of Act 93 Administrative personnel, effective July 1, 2012:

<u>Kristen Lewis</u>	Asst. to the Superintendent	\$119,582.09
<u>Andria Buchman</u>	Director of Special Ed	\$106,530
<u>Kenneth Jordan</u>	Director of Elem. Education and Instructional Technology	\$103,020
<u>Joan Takacs</u>	Director of Secondary Education	\$103,708.23
<u>Christine Siegfried</u>	HS Principal	\$118,302.50
<u>Mark Covelle</u>	HS Asst. Principal	\$87,732.67
<u>Edward Donahue</u>	MS Principal	\$104,964.18
<u>Nathan Davidson</u>	MS Asst. Principal	\$87,634.85
<u>Mary Farris</u>	JPLIS Principal	\$109,396.86** plus an additional stipend of \$1,640.95

** same 2011-2012 salary

<u>Sean McGinty</u>	JPLIS Asst. Principal	\$85,696
<u>Lori Limpar</u>	HPW Elem. Principal	\$101,887.61
<u>Carol Mickley</u>	LM Elem. Principal	\$101,526.82
<u>Samuel Hafner</u>	LB Elem. Principal	\$98,187.39
<u>Todd Bergey</u>	Dir. of Support Services	\$93,519.72
<u>Susan Knoll</u>	Coordinator of Support Services	\$53,488.89
<u>Deanna Kubat</u>	Payroll, HRIS Supervisor	\$55,938.96
<u>Andrea Scherzberg</u>	Accountant	\$55,058.22

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Gunkle

MOVED BY Stelts and 2ND BY Mohr to approve the following administrator for the 2012-13 school year, effective July 1, 2012:

<u>Leah Christman</u> , Superintendent	\$138,000
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VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Gunkle

MOVED BY Stelts and 2ND BY Mohr to approve the following administrator for the 2012-13 school year, effective July 1, 2012:

<u>William Kennedy</u> , Human Resources Admin.	\$93,035
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VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Gunkle

MOVED BY Stelts and **2ND BY** Mohr to approve the following administrator for the 2012-13 school year, effective July 1, 2012:

Jeremy Melber, Director of Business Services \$112,000 plus an additional stipend of \$3,000

VOICE VOTE: “YES” – Stelts, Lycett, McLoughlin, Lindsay, Mohr, Hayes – Motion Carried
“NO” – Quigley, Dimmig
ABSENT: Gunkle

MOVED BY Stelts and **2ND BY** Quigley to approve the following salaries of the Independent School Employees Group, effective July 1, 2012-

Kate Miller, Coordinator of Athletics \$51,850
Gregory Martin, Food Services Manager \$57,950

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Gunkle

VISITORS

None

ADJOURNMENT

MOVED BY Stelts and **2ND BY** Quigley to adjourn the meeting.

VOICE VOTE: “YES” - Unanimous - Motion Carried
ABSENT: Gunkle

The meeting was adjourned at 8:25 p.m.

ATTEST: _____ Assistant Board Secretary