

**SOUTHERN LEHIGH SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS MEETING**

**High School Board Room
September 10, 2012
7:30 p.m.
Agenda**



I. OPENING PROCEDURES

- A. ***Call to Order***
- B. ***Recording of Attendance by the Secretary***
- C. ***Pledge of Allegiance***

II. **APPROVAL OF MINUTES OF AUGUST 27, 2012**

III. VISITORS

Business by visitor(s) will be presented for Board consideration as to agenda placement.

IV. APPROVAL OF CONSENT AGENDA

Consent agenda items are marked with an asterisk throughout the regular agenda and summarized on a separate sheet.

V. CURRICULUM/STUDENTS AND STAFF ACTIVITIES

A. *Student/Staff Activities*

**High SchoolMrs. Christine Siegfried
Middle School.....Dr. Edward Donahue
Intermediate SchoolMr. Sean McGinty
Elementary Schools.....Ms. Lori Limpar**

B. *Welcome 2011-2012 Critical Language Teachers*

Welcome and introduction of Lei Zhang and Hua Tian, Chinese Scholar BCIU Teachers and Hanan Gawdet, Arabic TCLP Teacher.

C. *Textbook Final Adoption*

The Administration recommends final adoption of new Chemistry and Physics Textbooks for the 2012-2013 school year. (V, C)

VI. BUSINESS AND FINANCE

A. *Accounts Payable*

***The Administration recommends approval of the bills to be paid as of September 10, 2012. (VI, A)**

VII. SUPPORT SERVICES

VIII. PERSONNEL

A. *Certificated Staff*

1. *Resignation*

***The Administration recommends accepting the resignation of the following certificated staff:**

Natalie Deacon, Long-Term Substitute Health and Physical Education Teacher, Southern Lehigh High School, effective no more than 60 days after August 28, 2012.

2. Student Teachers

*The Administration recommends approval of the following student teacher placements:

Colleen Atkinson, Elementary Education, DeSales University, with *Nicholas Weaver*, Joseph P. Liberati Intermediate School, from October 22, 2012 to December 7, 2012.

Susan Hoffman, Elementary Education, DeSales University, with *Tricia Anderson*, Joseph P. Liberati Intermediate School, from October 22, 2012 to December 7, 2012.

Kevan Garvin, Physical Education, West Chester University, with *Devon Hagy*, Southern Lehigh Middle School, from August 28, 2012 to October 18, 2012.

3. Increment Requests

*The Administration recommends approval of the following increment requests, effective September 1, 2012:

Meredith Dapsis, Bachelors +30 to Masters

Bethene Graf, Masters to Masters +15

Dianna Riegel, Masters to Masters +15

Anne Snyder, Masters +15 to Masters +30

Matthew Wehr, Bachelors +30 to Masters

4. Substitute Teacher

*The Administration recommends approval of the following substitute teacher for the 2012-2013 school year (*pending receipt of required documentation*): (VIII, A-5)

Mara Lambert, Elementary Education

B. Noncertificated Staff

1. Appointments

*The Administration recommends approval of the following staff for the 2012-2013 school year (*pending receipt of required documentation*): (VIII, B-1)

Patty Lynn-Helmick, Part-Time Cafeteria Worker (3.5 hour), Hopewell Elementary School, at an hourly rate of \$13.73, effective September 11, 2012. Ms. Lynn-Helmick will fill the position due to the transfer of *Wendy Krupa*.

Cheryl Schaedler, Part-Time Cafeteria Worker (4.5 hour), Joseph P. Liberati Intermediate School, at an hourly rate of \$13.73, effective September 11, 2012. Ms. Schaedler will fill the position of *Diane Vardaro*.

Mara Lambert, Instructional Assistant (3 hour), Joseph P. Liberati Intermediate School at an hourly rate of \$17.12, effective September 6, 2012. Ms. Lambert will fill the position due to the retirement of *Debbie Hufgard*.

Mara Lambert, Substitute Instructional Assistant, at an hourly rate of \$15.31.

Ruth Kugelman, Substitute Secretary, at an hourly rate of \$14.67.

2. *Resignation*

*The Administration recommends accepting the resignation of Christa (Burke) Paul, Instructional Assistant, Joseph P. Liberati Intermediate School, effective September 3, 2012.

3. *FMLA Leave*

*The Administration recommends approval for the extension of FMLA Leave for Patricia Hayes, Instructional Assistant, Southern Lehigh Middle School, for up to a maximum of 12 weeks (*originally approved for the 2011-2012 school year at the May 21, 2012 Board meeting*).

4. *Unpaid Leave*

*The Administration recommends approval of unpaid leave of the following staff:

Judith Lynch, Instructional Assistant, Joseph P. Liberati Intermediate School, on October 4 and 5, 2012.

5. *Retirement*

The Administration recommends accepting the retirement of Phyllis Ontrop, High School Secretary, effective end of business day on October 8, 2012. Mrs. Ontrop has been an employee of the District for 14 years.

C. *Extra-Compensatory Positions*

1. *Assistant to the Coordinator Athletic Services (Fall Sports)*

*The Administration recommends approval of Justin Kocis, Assistant to the Coordinator of Athletic Services for the 2012-2013 fall sports season, at a stipend of \$1,666.66 (pro-rated). This amount represents 50% of the stipend for this position. (VIII, C-1)

2. *Director of Middle School Spring Musical Position*

The Administration recommends establishing the position of Director of Middle School Spring Musical Director with an annual stipend of \$900.

3. *2012-13 Middle School Spring Musical Director*

The Administration recommends approval of Erin Jividen, Middle School Spring Musical Director for the 2012-13 school year at a stipend of \$900.

4. *2012-13 Athletic Event Workers*

*The Administration recommends approval of the following athletic event workers for the 2012-13 school year according to the wage policy for ancillary employees (*pending required documentation*):

Steven Barnes

Melody Davis

Stephanie Donald

Donald Harakal

Jeffrey Hershey

Lisa Kurtz

Wayne Langsdorf

Constance Manfredo

Jesse Mead
Alison McPeek
Kate Miller
Michael Miller
Deborah Pulizzano
Mary Rockel
Jon Walters
Elaine Weiser

D. *Extra-Curricular Activities*

1. *2012-2013 Extra-Curricular Advisors*

*The Administration recommends approval of the following extra-curricular advisors at \$48.55** per session for the 2012-2013 school year:

<u>Blaze Meyers</u>	Builders Club Co-Advisor
<u>Alison Bauer</u>	Builders Club Co-Advisor
<u>Ronnette Mays</u>	MathCounts
<u>Stephanie Kerrick</u>	Tales from the Trails Co-Advisor
<u>Edward Williams</u>	Tales from the Trails Co-Advisor
<u>Heather Toto</u>	MS Yearbook Co-Advisor
<u>Susan Grazio</u>	MS Yearbook Co-Advisor

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

2. *2012-2013 Peak Program Staff*

*The Administration recommends approval of the following staff for the Peak Program at \$48.55** per session for the 2012-2013 school year:

Brett Assise
Alison Bauer
Nancy Beitler
Anita Benedix
Anne Cooper
Lorraine Frasch
Rosemary Grube
Kristen (Englehardt) Heydt
Stephanie Kerrick
Jennifer Kindt
Dana Kleppinger
Susan MacIntyre
David Marcheck
Ronnette Mays
Michael Pauling

- Corry Robbins
- Francisco Rodriguez
- Virginia Rothenberger
- Anne Snell
- Janet Solley
- Krista Sterner
- Christopher Strobl
- Holly Walker
- Tara Walter
- Lynn Yocum

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

3. *2012-2013 Dance Chaperones*

*The Administration recommends approval of the following dance chaperones at \$46.62 per event for the 2012-2013 school year:

- Brett Assise
- Alison Bauer
- Anita Benedix
- Spencer Cameron
- Anne Cooper
- Lorraine Frasch
- Stephanie Hantz
- Patricia Hayes
- Ann Higgins
- Stephanie Kerrick
- Jennifer Kindt
- Dana Kleppinger
- Susan MacIntyre
- David Marchek
- Ronnette Mays
- Blaze Meyers
- Lindsay Miller
- Michael Pauling
- Francisco Rodriguez
- Virginia Rothenberger
- Christopher Strobl
- Heather Toto
- Holly Walker
- Donald West
- Lynn Yocum

E. *Fitness Center Appointments*

1. *2012-2013 Fitness Center Workers*

*The Administration recommends approval of the following fitness center workers for the 2012-2013 school year:

Keith Binkley, Fitness Center Monitor, at \$14.03 per hour

Brian Souerwine, Fitness Center Monitor, at \$14.03 per hour

Kate Miller, Fitness Center Substitute, at \$14.03 per hour

Stefanie Martin, Fitness Center Specialist, at \$26.99 per hour

IX. REPORTS

A. Committee Reports

B. Superintendent's Report... .. Mrs. Christman (IX, A)

X. OLD BUSINESS

XI. NEW BUSINESS

A. Special Education Consultant

The Administration recommends approval of Morag Christie-Churm, Special Education Consultant, effective for the 2012-2013 school year, at \$65 per hour, during Andria Buchman's anticipated FMLA leave.

B. First Reading of Revised Policy

The Administration recommends a first reading of the following revised policy: (X, B)

Policy #246 Pupils: *Student Wellness*

C. Extension of Waiver of Annual Fitness Center Membership Fees

The Administration recommends continuation of the District's practice of allowing all residents, all District employees, and all Emergency Services Personnel that serve the Southern Lehigh community to use the Fitness Center free of charge, subject to any other eligibility and enrollment rules and policies of the District.

XII. COMMUNICATIONS

Letters to the Board are included in the Board materials as they are received in the district.

XIII. FOR INFORMATION ONLY

A. Conference Request

The requests for professional conferences are listed in the Board materials by name, conference, location, dates of absence, and cost. (XIII, A)

XIV. VISITORS' COMMENTS

XV. EXECUTIVE SESSION

XVI. OPEN SESSION

XVII. ADJOURNMENT