



# Southern Lehigh School District

## Board of School Directors Meeting

January 27, 2014

The second 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 (January 27, 2014) at Southern Lehigh High School, Center Valley, PA.

**PRESENT:** Gunkle, McLoughlin, Dimmig, Hayes, Lycett, Merkle, Parsons, Quigley  
**ABSENT:** Lindsay  
**OTHERS:** Christman, Melber, Millman, Lewis, Kennedy, Buchman, Lilly, Donahue, McGinty, Mickley, Bergey, Takacs, Jordan, Sinkler (SLEA), Rizzo (Morning Call), PATCH, WFMZ-69 and approximately 10 other members of the community.

### **OPENING PROCEDURES**

Mrs. Gunkle led the Board and others attending the meeting in the Pledge of Allegiance to the Flag.

The Board met in Executive Session prior to this meeting to discuss personnel and legal matters.

The Board recognized Southern Lehigh High School senior, Abby K. who was recently honored by the Lehigh Valley Soccer League and named 2013 Lehigh Valley Soccer Scholar Athlete.

January is PSBA School Board Recognition Month and Mrs. Christman recognized the Board and thanked them for their dedication and service. Books will be placed in each of the libraries in honor of Board members.

### **VISITORS**

Mrs. Donna Wright, Lower Milford Township Supervisor and resident, was acknowledged by Mrs. Gunkle and was offered the opportunity to speak when the "Elementary Building Planning" agenda item is discussed.

### **APPROVAL OF MINUTES**

**MOVED BY** Quigley and **2<sup>ND</sup> BY** McLoughlin to approve the minutes of the January 13, 2014 meeting as distributed to all Board members.

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

## **CONSENT AGENDA**

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

Approve the bills list dated January 27, 2014 showing paid bills in the amount of \$16,623.55 and bills to be paid in the amount of \$381,535.22 for a total amount of \$398,158.77 for the General Fund; paid bills in the amount of \$31,758.64 and bills to be paid in the amount of \$175.60 for the Capital Reserve Sinking Fund ;

Approve the Treasurer's Report and Investment Report for the months of November, 2013 and December, 2013;

Approve the following student teacher placements (*pending receipt of required documentation*)-

Danielle Hemler, Social Studies, Kutztown University, with *Katie Quartuch*, Southern Lehigh High School, from January 28, 2014 through March 14, 2014.

Jordan Stauffer, Art, Kutztown University, with *Stephanie Donald*, Southern Lehigh High School, from March 17, 2014 through May 8, 2014;

Approve the following substitute teachers for the 2013-14 school year-

Annette Filler, Elementary Ed K-6

Barrie-John Murphy, ESL K-12; Social Studies 7-12; English 7-12

Sarah Derby, Elementary Ed K-6

Jennifer Philipp, Music K-12;

Approve and correct the increment request of Gregory Collins, from Bachelors +15 to Bachelors +30 to Masters +15 to Masters +30, effective February 1, 2014. This was incorrectly approved at the January 13, 2014 school board meeting;

\*The Administration recommends accepting the resignation of the following staff-

Judith Browne, RtII Instructional Assistant (3 hour/day), Joseph P. Liberati Intermediate School, effective January 24, 2014;

Approve the following substitute staff for the 2013-14 school year-

Annette Filler, Substitute Instructional Assistant, an hourly rate of \$15.31

Jennifer Philipp, Substitute Instructional Assistant, an hourly rate of \$15.31

Judith Browne, Substitute Instructional Assistant, an hourly rate of \$15.31

Heather Simko, Substitute Cafeteria Worker, an hourly rate of \$9.24;

Approve unpaid leave of the following staff-

Jane Dunbar, Instructional Assistant, Hopewell Elementary School, from April 1 through April 4, 2014

Heidi Kelly, Cleaning Staff, Southern Lehigh High School, April 17, 2014 and May 23, 2014

Melissa Thoet, Instructional Assistant, Joseph P. Liberati Intermediate School, February 25, 2014 (.5 day) and February 26 through 28, 2014

Ann Lamb, Health Paraprofessional, Southern Lehigh High School, February 20, 21 and 24, 2014;

Accept the resignation of the following coach, effective January 9, 2014-

Michael Mihalik Assistant Baseball;

Approve the following volunteer coach for the 2013-14 school year-

Michael Mihalik Baseball.

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

**ABSENT: Lindsay**

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

Mr. Lilly, 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 –

- Midterm review and testing has concluded
- 1/17 - Teachers completed PVAAS training
- Students are attending 2nd semester courses for the first time this week

#### Middle School report –

- 1/14 - January PTG Meeting
- 1/23 - Tolerance Workshop
- 1/31 - Chinese New Year Cross-curricular lessons
- 2/7 - Winter Dance
- 2/26 - Academic Showcase

#### Intermediate School report –

- 1/24 - 2<sup>nd</sup> marking period report cards were sent home with students
- 1/28 – Geography Bee will be held
- 1/31 – “Bach to Rock” assembly will be held
- 1/31 - Teachers, counselors, and administration will attend school-wide positive behavior training at CLIU
- 2/7 - 6<sup>th</sup> grade will take the PSSA ELA-Writing field test

#### Elementary schools –

- Mid-year Data Team meetings are being held in all three buildings. These meetings focus on both student intervention groups and teacher instructional goals.
- 1/28 - Report cards will be distributed

### **BUSINESS AND FINANCE**

Mr. Jeremy Melber, Director of Business Services, provided a presentation on the current financial status of the district.

Highlights of the presentation-

- 2012-13 fiscal year was projecting to end with a \$1,195,000 deficit, however the district finished the fiscal year with an \$892,000 surplus. He explained that most of the decrease in projected expenses came from salaries of staff that left the district and were not replaced, as well as overtime reductions. The rest was made up in building and department budgets, charter school costs, and utility reduction.
- Revenue in the current fiscal year is on target, and costs such as health insurance and PSERS (Public School Employees' Retirement System) continue to increase.

- Presentation of a very preliminary 5 year budget plan showed a small tax increase. Mr. Melber further explained that the numbers are very volatile and that the Board should not put a tremendous amount of reliability in the later years to make current day budgeting decisions.

**MOVED BY** McLoughlin and **2<sup>ND</sup> BY** Hayes to approve the proposed Operating and Capital Budget for Lehigh Carbon Community College for 2014-2015.

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

**MOVED BY** McLoughlin and **2<sup>ND</sup> BY** Quigley to approve the renewal agreement with School World for website hosting services at an annual cost of \$11,344.70 for the term July 1, 2014 and ending June 30, 2015.

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

**MOVED BY** McLoughlin and **2<sup>ND</sup> BY** Lycett to approve the following changes to the compensation schedule that is currently in place for the elected tax collectors-

1. Increase the rate paid per bill for the first 2000 parcels per municipality from \$2.46 to \$2.56 for 2014 and adjust by 3% annually for the following three years.
2. Increase the rate paid per bill for any parcels in excess of 2000 per municipality from \$1.65 to \$1.75 for 2014 and adjust by 3% annually for the following three years.

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

There was Board discussion.

### **SUPPORT SERVICES**

**MOVED BY** Quigley and **2<sup>ND</sup> BY** Parsons to approve a one year extension for the joint purchase of vehicle fuels with the Lehigh Valley Cooperative Purchasing Council. Both contractors, Isobunkers, LLC of Aston, PA and Petroleum Traders Corporation, Fort Wayne, IN, have agreed to hold all diesel and gasoline margins for final year of the contract. The contract approved at the April 23, 2012 Board Meeting will be extended for the period May 1, 2014 to April 30, 2015.

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

### **PERSONNEL**

### **REPORTS**

#### **Education Committee**

Mr. Hayes reported the committee met today and discussed the following-

- Grade Weighting/GPA
- Parent Teacher Conferences

## LCTI

The January 22, 2014 meeting was cancelled due to inclement weather.

## Facilities Committee

Mrs. Gunkle reported the committee met on January 15, 2014 and discussed the following-

- Act 129/Energy and MS Chiller project
- Stadium Bleachers
- Lower Milford roof project
- Liberty Bell paving project

## Superintendent's Report

Mrs. Christman reported the following-

- New Board Visitation Dates have been communicated to Board members
- LCTI will be launching a new Biotechnology program for high school seniors next year.
- The Superintendent's Report is available on the district's website.

## Strategic Plan/Middle States Report

Mrs. Lewis reported the following-

- The Food Services department underwent a PDE School Nutrition Program Review.
- The Strategic Plan/Middle States Report is available on the district's website.

## **OLD BUSINESS**

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

Policy #718

Property: *Service Animals in Schools*

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

## Elementary Buildings Planning

Mrs. Gunkle announced that at the regularly scheduled Board meeting of March 10, 2014, Board members should be prepared to vote on the elementary buildings options. Meetings leading up to March 10 will allow time for the Board to ask questions.

There was Board discussion on the elementary buildings planning options presented at previous meetings.

## **NEW BUSINESS**

**MOVED BY** McLoughlin and **2<sup>ND</sup> BY** Parsons to approve a revision to the 2013-2014 District Calendar and change the March 14, 2014 Teacher In-service Day to a regular school day for staff and students and add June 13, 2014 as an instructional day, if necessary. The Teacher In-service day will be moved to the day after the student's last day of school. February 14, 2013 will remain a holiday unless additional make-up days are needed due to inclement weather.

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

**COMMUNICATIONS**

Mrs. Gunkle confirmed that correspondence from Mrs. Donna L. Wright, Lower Milford Township Board of Supervisors, regarding the Southern Lehigh School District Elementary was received and shared with the Board.

Mrs. Wright addressed the Board and thanked administration for the recent tour of Lower Milford and Hopewell Elementary schools. Mrs. Wright offered to answer any questions from the Board regarding the correspondence from the Lower Milford Township Board of Supervisors.

**VISITORS**

Mrs. Wright shared information with the Board that updated demographics/population information is available through the Lehigh Valley Planning Commission.

Mr. Ed Sinkler, SLEA President, addressed the Board concerning the revision to extend the school year on the 2013-2014 calendar year.

**MOVED BY** Lycett and **2<sup>nd</sup> BY** Quigley to adjourn the meeting.

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

The meeting was adjourned at 8:41 p.m.

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