

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

High School Board Room

March 23, 2015

7:30 p.m.

Agenda



I. OPENING PROCEDURES

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

II. Apple Distinguished Program

Southern Lehigh School District will be recognized as an Apple Distinguished Program for 2014 through 2016.

III. APPROVAL OF MINUTES OF MARCH 9, 2015

IV. VISITORS

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

V. APPROVAL OF CONSENT AGENDA

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

VI. CURRICULUM/STUDENTS AND STAFF ACTIVITIES

A. *Building Updates*

Joseph P. Liberati Intermediate School.....Mr. Sean McGinty

B. *Textbook Recommendations*

The Administration recommends final approval of new science and English textbook recommendations for the 2015-2016 school year. Textbooks have been on display in the Administration Building for two weeks. (VI, B)

VII. BUSINESS AND FINANCE

A. *Accounts Payable*

***The Administration recommends approval of the bills to be paid as of March 23, 2015. (VII, A)**

B. *Letter of Agreement (National School Lunch Program)*

The Administration recommends approval of the Letter of Agreement dated March 10, 2015 between Southern Lehigh School District and Lehigh Career & Technical Institute clarifying responsibilities in connection with the National School Lunch program for our students who attend Lehigh Career & Technical Institute. (VII, B)

VIII. SUPPORT SERVICES

A. *Middle School Concrete and Asphalt Agreement*

The Administration recommends approval of the Middle School Concrete and Asphalt Replacement Agreement with D'Huy Engineering, Inc., One East Broad Street, Bethlehem, PA 18018, in the amount of \$7300. D'Huy Engineering, Inc. will be providing engineering services for the replacement of main entrance sidewalk and parent drop-off loop asphalt at the Middle School. (VIII, A)

IX. PERSONNEL

A. *Certificated Staff*1. *Substitute Resignation*

*The Administration recommends accepting the resignation of the following substitute teacher, effective end of business day March 13, 2015:

Kathy Smith, Elementary

2. *Appointment*

The Administration recommends approval (*pending receipt of required documentation*) of the following certificated staff: (IX, A-2)

Michael Fay, English Teacher, Southern Lehigh High School, Bachelor's +15, Step 14, an annual salary of \$48,901 (pro-rated), with an effective date to be determined. Mr. Fay will fill the position due to the resignation of Kate Schartel.

3. *FMLA*

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

Victoria Butz, Grade 6 Teacher, Joseph P. Liberati Intermediate School, beginning March 12, 2015 through April 27, 2015

4. *Student Teachers*

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

Kimberly Lauren Schoenberg, Education Pre K-4, Muhlenberg College, with Carol Horvath, Liberty Bell Elementary School, from March 16, 2015 to May 6, 2015.

Samantha Swire, Education Pre K-4, Muhlenberg College, with Kelly Dougherty, Liberty Bell Elementary School, from March 16, 2015 to May 6, 2015.

B. *Noncertificated Staff*1. *2014-2015 Substitute*

*The Administration recommends approval of the following substitute staff for the 2014-2015 school year.

Christina Rinaldi, Substitute Cafeteria Worker, an hourly rate of \$9.42

Jennie Moyer, Substitute Cafeteria Worker, an hourly rate of \$9.42

2. *Temporary Promotion*

*The Administration recommends approval of the temporary promotion of Deborah Werkheiser, Custodian to Head Custodian, effective March 10, 2015 for a maximum duration of 2 years, an hourly rate of \$26.40.

3. *Unpaid Leave*

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

Alice Palmieri, Instructional Assistant (3 hours/day), Liberty Bell Elementary School, April 22, 23, 24 and 27, 2015

Ann Higgins, Instructional Assistant (5.75 hours/day), Southern Lehigh Middle School, May 18 through 22, 2015

4. *Resignation*

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

Nicole Muhleisen, Instructional Assistant (5.75 hours/day), Southern Lehigh High School, effective end of business day March 20, 2015

5. *Appointments*

*The Administration recommends approval of the following staff: (IX, B-5)

Kelly Sleeman, Instructional Assistant (5.75 hours/day), Lower Milford Elementary School, an hourly rate of \$17.81, effective March 24, 2015. Ms. Sleeman will fill the position due to the retirement of *Patricia Moffe*.

Carolyn Dunham, Instructional Assistant (4 hours/day), Southern Lehigh High School, an hourly rate of \$17.81, effective March 24, 2015. Ms. Dunham will fill the position due to the reassignment of *Katie Steele*.

C. *Extra-Compensatory Positions*1. *Mentor*

*The Administration recommends approval of the following mentor, a stipend of \$700, for a period of one year with a date to be determined:

Jeffrey Hershey, mentor for *Michael Fay*, English teacher, Southern Lehigh High School

2. *Middle School Club Coaches*

*The Administration recommends approval of the following Middle School Club coaches for the 2014-2015 school year: (IX, C-2)

Lynn Glueck MS Club Track & Field

Samantha Risi MS Club Girls Lacrosse

3. *Volunteer Coaches*

*The Administration recommends approval of the following volunteer coaches for the 2014-2015 school year:

Robert Mirth Baseball

Briana Buysse Lacrosse

4. *Athletic Event Workers*

*The Administration recommends approval of the following athletic event workers for the 2014-2015 school year:

Joseph Mayer

Page Woodbury

X. REPORTS

A. Committee Reports

LCCC

The minutes of the February 5, 2015 Lehigh Carbon Community College Board of Trustees meeting and link to the [President's Desk Newsletter](#) are attached. (X, A)

B. Superintendent's Report.....Dr. Christman

XI. OLD BUSINESS

XII. NEW BUSINESS

A. Wage Policy for Ancillary Employees and Athletic Workers (Revised)

The Administration recommends approval of the revised Employee Wage and Benefit Policy entitled "Ancillary Employees". (XII, A)

B. First Reading of Revised Policy

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

#707 Property: *Use of School Facilities*

C. Rescission of Policies

The Administration recommends the following policies be rescinded: (XII, C)

#109.1 Programs: *Materials Selection-Reconsideration*
(covered in Policy 906 Community: *Public Complaints*)

#109 Programs: *Resource Materials*
(covered in Policy 108 Programs: *Adoption of Textbooks and Instructional Resource Materials*)

#109.2 Programs: *Materials Selection-Public Review of Textbooks*
(covered in Policy 108 Programs: *Adoption of Textbooks and Instructional Resource Materials*)

#015 Local Board Procedures: *Quorum*
(covered in Policy 006 Local Board Procedures: *Meetings*)

XIII. COMMUNICATIONS

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

XIV. 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. (XIV, A)

XV. VISITORS' COMMENTS

XVI. EXECUTIVE SESSION

XVII. OPEN SESSION

XVIII. ADJOURNMENT