

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

High School Board Room

April 13, 2015

7:30 p.m.

Agenda



I. OPENING PROCEDURES

- A. ***Call to Order***
- B. ***Recording of Attendance by the Secretary***
- C. ***Pledge of Allegiance***
- D. ***Student Recognition-Scholastic Art & LCTI Skills USA***

II. APPROVAL OF MINUTES OF MARCH 23, 2015

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. *Building Updates*

Southern Lehigh High School.....Mr. Jason Lilly

B. *Special Education Services Agreement*

The Administration recommends approval of the Special Education Services Agreement for the 2015-2016 school year. (VI, B)

C. *Facilities Plan Committee Report and Resolution*

The Administration recommends approval of the Facilities Plan Committee Report and School Board Resolution for the 2015-2016 school year. (V, C)

D. *Title I Workshop-Southern Lehigh Middle School*

The Administration requests approval for Eric Miller to conduct an evening workshop for Title I students and their parents at the Middle School on May 19, 2015. Mr. Miller will be paid from Title I funds.

E. *Title I Workshop-Joseph P. Liberati Intermediate School*

The Administration recommends approval for Colleen West-Slotter and George Mitakos to conduct a Title I Parent Workshop at the Intermediate School on May 7, 2015 from 6:30 pm to 7:30 pm. All costs will be paid from Title I funds.

F. *Student Trip Requests*

The Administration recommends approval of the following student trip requests:

***Southern Lehigh High School Speech and Debate Team* to participate in the National Catholic Forensic League Grand National Tournament, Fort Lauderdale, Florida, from May 22 through May 25, 2015**

***Southern Lehigh High School Speech and Debate Team* to participate in the National Speech and Debate Association National Championship, Dallas, Texas from June 13 through June 20, 2015**

***Southern Lehigh High School Technology Student Association* to participate in the 2015 PA-TSA State Conference, Champion, PA from April 15 through April 18, 2015**

G. *Textbook Recommendations*

The Administration recommends approval of AP US History textbook recommendations for the 2015-2016 school year. Textbooks will be on display in the Administration Building for two weeks. Final adoption will be at the April 27, 2015 Board meeting. (V, G)

VI. BUSINESS AND FINANCE

A. *Accounts Payable*

*The Administration recommends approval of the bills to be paid as of April 13, 2015. (VI, A)

B. *Treasurer's Report*

*The Administration recommends approval of the Treasurer's Report and Investment Report for the month of February, 2015. (VI, B)

C. *2015-2016 Budget Presentation*

Mr. Jeremy Melber, Director of Business Services will present the district's 2015-2016 Preliminary Budget.

D. *Fund Transfer to Southern Lehigh Construction Account*

The Administration recommends approval to transfer \$2,000,000 from the General Fund to the Southern Lehigh Construction Account.

E. *Preliminary Adoption of 2015-2016 General Fund Budget*

The Administration recommends approval of the 2015-2016 Preliminary Budget with no tax increase: (VI, E)

- 15.37 mills
- \$60,762,391 Budget

VII. SUPPORT SERVICES

A. *High School Hot Water System Glycol Agreement*

The Administration recommends approval of the High School Hot Water System Glycol Agreement with D'Huy Engineering, Inc., One East Broad Street, Bethlehem, PA 18018, in the amount of \$9,000. D'Huy Engineering, Inc. will be providing engineering services in the amount of \$2,500 to address the feasibility for the replacement of water with glycol in the school's HVAC system. Project design and inspections will total \$6,500 if the project is identified as cost effective. This project is intended to protect against future damage resulting from freezing HVAC water lines in the High School. (VII, A)

B. *Upper Saucon Township Resolution-New Elementary School*

The Administration recommends School Board acknowledgement and acceptance of Upper Saucon Township's Conditional Approval, Resolution 2015-16, of the Land Development Plan for the New Elementary School, Project No 40833. Township Resolution 2015-16 formally recorded School District Land Development requirements and conditions as they relate to Planning Code, Zoning Ordinances and other Resolutions and Ordinances relating to development in Upper Saucon Township. (VII, B)

C. *Master Natural Gas Sales Agreement with UGI Energy Services*

The Administration requests approval of the Master Natural Gas Sales Agreement with UGI Energy Services, LLC, One, Meridian Blvd., Suite 2C01, Wyomissing, PA 19601 for the purchase of natural gas November 1, 2015 through October 31, 2017. UGI Energy Services will purchase BASIS on April 14, 2015, at an anticipated BASIS cost not to exceed negative \$.35 per dekatherm (DTH) for year 1, and negative \$.34 per DTH for year 2. UGI Energy Services must be utilized and approved at a future date to purchase natural gas on the NYMEX market for the same period as NYMEX cost is anticipated to fall. These purchases are anticipated to save the district nearly 35% in total yearly natural gas purchase costs. (VII, C)

D. *Lehigh County Cooperative Diesel Fuel and Gasoline Bid*

The Administration requests approval to accept the recommendation of the Lehigh County Procurement Office for the award of the Lehigh County cooperative diesel fuel and gasoline bid #15-012. The fuel is priced at the “rack price” on the day of delivery with the variable cost being bid as a fixed discount and delivery cost. The contract is for one year with options for two yearly extensions if bid costs are held. The fixed cost for bus diesel appears to be a \$.016 per gallon discount under rack which is an improvement on the prior contract. Results will be brought to the April 27, 2015 Board meeting for final approval. (VII, D)

VIII. PERSONNEL

A. *Certificated Staff*

1. *Sabbatical Leave*

The Administration recommends approval of sabbatical leave of Katie Quartuch, Social Studies Teacher, Southern Lehigh High School, for professional development. This leave is for the second semester 2015-2016 and first semester 2016-2017.

2. *Resignation*

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

Meredith Dapsis, Physics/Chemistry Teacher, Southern Lehigh High School, effective April 1, 2015

3. *Substitute Teachers*

*The Administration recommends approval of the following substitute teachers for the 2014-2015 school year:

Kelly Sleeman, Elementary K-6

Kristen McGuire, Emergency 06

4. *Childrearing Leave*

*The Administration recommends approval of first period of childrearing leave of Lisa Moser, Physical Education Teacher, Hopewell Elementary School, effective April 7, 2015 through August 24, 2015.

B. *Noncertificated Staff*

1. *2014-2015 Substitute*

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

Diane D'Agostino, Substitute Instructional Assistant, an hourly rate of \$15.62

2. *Promotion*

*The Administration recommends approval of the promotion of Heidi Kelly, Part-time Cleaning Person to Custodian, effective April 14, 2015, an hourly rate of \$19.75. Ms. Kelly will fill the position due to the resignation of *Kyle Wentz*.

3. *Temporary Promotion*

*The Administration recommends approval of the temporary promotion of Greggory Padamonsky, Substitute Custodian to Temporary Custodian, effective April 14, 2015, for a period not to exceed one year, at an hourly rate of \$19.75.

4. *Unpaid Leave*

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

Sara Kimble, Instructional Assistant, Joseph P. Liberati Intermediate School, April 14-16 and 21-23, 2015

Kelly Fitzmaurice, Instructional Assistant, Liberty Bell Elementary School, April 9, 2015

Ellen Beidelman, Instructional Assistant, Lower Milford Elementary School, April 24, 27, 28, 29, 2015

5. *Transfer*

*The Administration recommends approval of the transfer of Lindsey Horvath, Instructional Assistant (4 hour/day) to Instructional Assistant (5.75 hour/day), Southern Lehigh High School. This transfer is due to the resignation of *Nicole Muhleisen*.

6. *Appointment*

*The Administration recommends approval of the following staff: (IX, B-6)

Krista Metter, Instructional Assistant (4.00 hour/day), Southern Lehigh High School, an hourly rate of \$17.81, effective April 14, 2015. Ms. Metter will fill the position due to the transfer of *Lindsey Horvath*.

C. *Extra-Compensatory Positions*

1. *Middle School Club Coach*

*The Administration recommends approval of the following Middle School Club coach for the 2014-2015 school year: (IX, C-1)

Enos Martin MS Club Track & Field

2. *Volunteer Coach*

*The Administration recommends approval of the following volunteer coach for the 2014-2015 school year: (IX, C-2)

Brandon Evans Baseball

3. *Athletic Event Worker*

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

Justina Viola

IX. REPORTS

A. Committee Reports

LCCC

The minutes of the Lehigh Carbon Community College Board of Trustees meeting of March 12, 2015 are attached. (IX, A) ([President's Desk Newsletter](#))

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

X. OLD BUSINESS

A. Second Reading of Revised Policy

The Administration recommends a second and final reading of the following revised policy: (X, A)

#707 Property: *Use of School Facilities*

XI. NEW BUSINESS

A. Memorandum of Understanding

The Administration recommends approval of the Memorandum of Understanding for a temporary increase of a .5 to a 1.0 Teacher with corresponding increase in pay and benefits. This increase in hours and compensation is for a minimum period of 30 days to a maximum period through the last teacher day of the 2014-2015 school year.

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