

**SOUTHERN LEHIGH SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS MEETING  
Liberty Bell Elementary School Gymnasium  
April 24, 2017  
7:00 p.m.  
Agenda**



I. OPENING PROCEDURES

- A. *Call to Order*
- B. *Recording of Attendance by the Secretary*
- C. *Pledge of Allegiance*
- D. *Student Recognition-High School Speech and Debate Team*

II. APPROVAL OF MINUTES OF MARCH 27, 2017

III. VISITORS

IV. STUDENT REPRESENTATIVE REPORTS

V. SUPERINTENDENT'S REPORT

VI. CURRICULUM/STUDENT AND STAFF ACTIVITIES

- A. *Liberty Bell Elementary School.....Mr. Samuel Hafner, Principal*
- B. *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 Tournament of Champions, Lexington, KY, April 27 through May 2, 2017.

*Southern Lehigh High School Speech and Debate Team* to participate in the National Catholic Forensic League Grand National Tournament, Louisville, KY, May 25 through 29, 2017.

*Southern Lehigh High School Robotics Team* to participate in the 2017 FIRST Championship, St. Louis, MO, April 26 through 30, 2017.

VII. SPECIAL EDUCATION AND STUDENT SERVICES

- A. *CLIU #21 Facilities Plan 2017-2018*

The Administration recommends approval of the CLIU #21 Facilities Plan for the 2017-2018 school year. (VI, A)

VIII. BUSINESS AND FINANCE

- A. *Accounts Payable*

The Administration recommends approval of the bills list to be paid as of April 24, 2017. (VIII, A)

- B. *Preliminary Adoption of 2017-2018 General Fund Budget*

**The Administration recommends approval of the 2017-2018 Preliminary Budget with a .20 tax increase:** (VIII, B)

- **15.82 Mills**

- C. *PlanCon Part K-Refunding Series of 2016*

The Administration recommends approval of PlanCon Part K application for the refunding Series of 2016. This series was the refunding of Series of 2010.

D. *PlanCon Part K-Refunding Series of 2016*

The Administration recommends approval of PlanCon Part K application for the refunding Series A of 2016. This series was the refunding of the Series of 2011.

IX. SUPPORT SERVICES

A. *Allowance Adjustment-Hopewell Elementary School Project*

The Administration recommends approval of the following allowance adjustments for construction of the New Hopewell Elementary School project. These unanticipated costs were included in the contractor's base contract and will not result in an increase or decrease of the construction contract amounts:

Lobar, Inc, One Mill Rd., Dillsburg, PA 17019 - General Contractor

- GC-025 – Painting of interior storefront – to be reimbursed - \$1,099.91

Albarell Electric, Inc., 901 W. Lehigh Street, Bethlehem, PA 18018 – Electrical Contractor –

- EC-008 – Addition of a receptacle in the copier room - \$1,131.00
- EC-009 – Premium time related to timely completion – \$8,752.62
- EC-010 – Miscellaneous electrical work – \$1,704.39
- EC-011 – Credit for premium time related to timely completion – <\$2,385.52>

JBM Mechanical, Inc, 3273 Gun Club Road, Nazareth, PA 18064 – Mechanical Contractor

- MC-003 – Credit for a reduction in work and materials related to gym – <2,000.00>

B. *Change Order - Lobar, Inc.*

The Administration recommends approval of change order GC-001 in the amount of \$17,383.91 to Lobar, Inc, One Mill Rd., Dillsburg, PA 17019 for additional asphalt paving along Hopewell Road as required by Township Ordinance at the Hopewell Elementary School. This unanticipated cost will result in an increase of the contractor's contract amount.

C. *Change Order - Albarell Electric, Inc.*

The Administration recommends approval of a change order credit EC-001 in the amount of <\$35,722.99> to Albarell Electric, Inc., 901 W. Lehigh Street, Bethlehem, PA 18018 for unused electrical allowances associated with the New Hopewell Elementary School. This change order decreases the contractor's bid amount and closes out the electrical contract.

D. *Engineering Services Agreement - Barry Isett & Associates, Inc.*

The Administration recommends approval of the engineering services agreement with Barry Isett & Associates, Inc., 85 South Route 100, Allentown, PA 18106 for the demolition of the Blue Shed adjacent to Preston Lane in the amount of \$11,200. These fees include services associated with all phases of the design, pre-bid, bidding, demolition and closeout of the project. Demolition costs are anticipated to range between \$35,000 and \$45,000 based on the results of public bid.

X. PERSONNEL

A. A. *Certificated Staff*

1. *Retirement*

The Administration recommends accepting the retirements of the following staff:

Sherry Lesavoy, Grade 5 Teacher, Joseph P. Liberati Intermediate School, effective the end of business day June 13, 2017. Mrs. Lesavoy has been a district employee for 19 years.

**Virginia Rothenberger, Grade 7 Science Teacher, Southern Lehigh Middle School, effective the end of business day June 13, 2017. Mrs. Rothenberger has been a district employee for 28 years.**

2. *Childrearing Leave (second period)*

The Administration recommends approval of a second period of childrearing leave of Julia Czerechowski, Learning Support Teacher, Joseph P. Liberati Intermediate School, through the end of the 2017-2018 school year.

3. *Long-Term Substitute*

The Administration recommends approval of Christopher Miller, Long-Term Substitute Teacher, Joseph P. Liberati Intermediate School, Bachelors, Step 13, a salary of \$49, 225, for the 2017-2018 school year. Mr. Miller will fill the position due to the childrearing leave of Julia Czerechowski.

4. *2016-2017 Substitute Teacher*

The Administration recommends approval of the following substitute teachers for the 2016-2017 school year:

Timothy Einolf Math 7-12, Technology Ed PK-12

**Ellen Bernstein Emergency Certificate**

**Michael Blair Emergency Certificate**

**Paul Nolan Emergency Certificate**

**Michelle Penoyer Emergency Certificate**

**Donna Reffle Emergency Certificate**

**Lisa Snover Emergency Certificate**

**Jennifer Landis Emergency Certificate**

**Catherine Shankweiler Emergency Certificate**

**Sandra Giannattasio Emergency Certificate**

B. *Noncertificated Staff*

1. *Intermittent Leave*

The Administration recommends approval of the Intermittent FMLA leave of Michelle Robinson, PIMS & Data Specialist, Central Office, for up to 12 weeks effective March 27, 2017 through March 26, 2018.

2. *2016-2017 Substitute Staff*

The Administration recommends approval of the following substitute for the 2016-2017 school year:

Taylor Mudri, Substitute Instructional Assistant, an hourly rate of \$16.45

C. *Extra-Curricular Activities*

1. *Kindergarten Registration Staff*

The Administration recommends approval of the following nursing staff to assist with evening Kindergarten Registration, an hourly rate of \$21.49:

Lisa Dondero

2. *Kindergarten Testing Staff*

The Administration recommends approval of the following staff to assist with summer Kindergarten Testing, an hourly rate of \$44.53:

**Susan Bryan**

**Sara Hovis**

D. *Athletics*1. *2016-2017 Volunteer Coaches*

The Administration recommends the following volunteer coaches for the 2016-2017 school year:

Darren Lepage            Baseball

Kevin Cain              Girls Lacrosse

2. *Event Worker*

The Administration recommends the following event worker for the 2016-2017 school year:

Erin Laney

3. *2017-2018 Coaches*

The Administration recommends the following coaches for the 2017-2018 school year (*The rates listed are for the 2016-2017 school year.*):

Kaitlyn Byers            Asst. Field Hockey HS        \$4738

Samantha Lavin        Asst. Field Hockey HS        \$4738

Lawrence Glueck        Asst. Boys Soccer HS        \$4738

Richard Dreves        Asst. Boys Soccer HS        \$2369\*

Terrence Nevill        Asst. Boys Soccer HS        \$2369\*

*\*Shared position and stipend*

**Samantha Schultz    Head Fall Cheer HS        \$1780\***

*\*Shared position and stipend 80% with another coach to be named*

**Aliza Wagner        Asst. Fall Cheer HS        \$1335**

**Abbey Olsen         Fall Cheer MS                \$1335**

**Samantha Schultz    Competition Cheer HS        \$2091.50\***

**Aliza Wagner        Competition Cheer HS        \$2091.50\***

*\*Shared position and stipend*

**Andrew Green        Head Cross Country MS    \$2863**

4. *2017-2018 Volunteer Coaches*

The Administration recommends the following volunteer coaches for the 2017-2018 school year:

Rodney Koch            Boys Soccer

David Loew             Boys Soccer

Joshua Gildea         Boys Soccer

Heather Smillie        Field Hockey

**Kelly Whittaker        Girls Soccer**

<u>Jeffrey Hudson</u>	Golf
<u>Christopher Williamson</u>	Golf
<u>Cynthia Ashworth</u>	Girls Tennis

- E. Administration
  - 1. Separation Agreement

**The Administration recommends approval of a voluntary separation agreement with Human Resources Administrator William Kennedy in accordance with its terms.**

XI. BOARD POLICY

- A. Second and Final Reading

The Administration recommends approval of a second and final reading of the following new policies:

- #620 Finances: *Fund Balance*
- #827 Operations: *Conflict of Interest*
- #806 Operations: *Child Abuse*
- #716 Property: *Integrated Pest Management*
- #801.2 Operations: *Record Destruction Policy*

- B. First Reading of Policies (no changes)

The Administration recommends approval of a first reading of the following policies:

- #336.1 Administrative Employees: *Military Duty and Leave*
- #436.1 Professional Employees: *Military Duty and Leave*
- #536.1 Classified Employees: *Military Duty and Leave*

- C. First Reading of Policies (with suggested changes)

The Administration recommends approval of a first reading of the following policies:

- #314.1 Administrative Employees: *Infectious Disease*
- #414.1 Professional Employees: *Infectious Disease*
- #514.1 Classified Employees: *Infectious Disease*
- #333 Administrative Employees: *Professional Growth*
- #433 Professional Employees: *Professional Growth*
- #533 Classified Employees: *Professional Growth*
- #407.1 Professional Employees: *Student Teachers*

XII. NEW BUSINESS

- A. Board Docs

The Administration recommends approval of the agreement with BoardDocs, an online board management system at a cost of \$9000 per year (with a one-time start-up fee of \$1000.) (XII, A)

- B. Proposed 2017-2018 District Calendar

The Administration recommends approval of the proposed 2017-2018 School District Calendar. (XII, B)

C. Official Local School District Holidays

The Administration recommends approval of the attached resolution to identify Official Local School District holidays in accordance with PDE Basic Education Circular (BEC). (XII, C)

D. Proposed 2017-2018 School Board Meeting Dates

The Administration recommends approval of the proposed School Board Meeting dates for September, 2017 through August, 2018. (XII, D)

E. Southern Lehigh Public Library Board Representative

**The Board will accept the resignation of Keith Scattergood, Southern Lehigh School District representative for the Southern Lehigh Public Library's Board of directors, effective June 30, 2017.**

XIII. BOARD REPORTS

XIV. COMMUNICATIONS

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

XV. 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. (XV, A)

B. Graduate Study

The requests for graduate study are listed in the Board materials by name, course/program, institution, reimbursement eligibility and pre-approval date. (XV, B)

XVI. VISITORS' COMMENTS

XVII. EXECUTIVE SESSION

XVIII. OPEN SESSION

XIX. ADJOURNMENT