

**SOUTHERN LEHIGH SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS MEETING
Joseph P. Liberati Intermediate School Cafeteria
May 22, 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 Robotics Team***

II. APPROVAL OF MINUTES OF APRIL 24, 2017

III. VISITORS

IV. STUDENT REPRESENTATIVE REPORTS

V. SUPERINTENDENT'S REPORT

VI. CURRICULUM/STUDENT AND STAFF ACTIVITIES

- A. ***Joseph P. Liberati Intermediate School***.....Mrs. Mary Farris, Principal
- B. ***Library Update***.....Mrs. Ackerman, Mrs. Dimmig, Mrs. Robbins, Mrs. Schiavone
- C. *DaVinci Science Center Agreement*

The Administration recommends approval of an agreement with DaVinci Science Center for Dr. David Smith or Karen Knecht to coach two K-3 elementary teachers who will be piloting science programs between September 5, 2017 and October 31, 2017, an hourly fee of \$80.00, not to exceed a total of 12 hours or \$960. (VI, C)

- D. *2017-2018 K-3 Elementary School Handbook*

The Administration recommends approval of the 2017-2018 K-3 Elementary School Handbook. (VI, D-Summary of Changes) (VI, D-Handbook)

- E. *2017-2018 Joseph P. Liberati Intermediate School Handbook*

The Administration recommends approval of the 2017-2018 Joseph P. Liberati Intermediate School. (VI, E-Summary of Changes) (VI, E-Handbook)

- F. *2017-2018 Southern Lehigh Middle School Handbook*

The Administration recommends approval of the 2017-2018 Southern Lehigh Student/Parent Handbook. (VI, F-Summary of Changes) (VI, F-Handbook)

- G. *2017-2018 Southern Lehigh High School Handbook*

The Administration recommends approval of the 2017-2018 Southern Lehigh Student/Parent Handbook. (VI, G-Summary of Changes) (VI, G-Handbook)

- H. *2017-2018 CLIU#21 Student Driver Education Program Agreement*

The Administration recommends approval of the Student Driver Education Program Agreement with CLIU#21, effective July 1, 2017 through June 30, 2018. (VI, H)

- I. *2017-2018 District Mini Grants*

The Administration recommends approval of the enclosed 2017-2018 District Mini Grants for a total amount of \$29,367.31 (*pending approval of the final 2017-2018 budget*). (VI, I)

J. *Student Trip Request*

The Administration recommends approval of the following student trip request:

Southern Lehigh High School Speech and Debate Team to participate in the National Speech and Debate Association National Championship, Birmingham, Alabama, June 17 through 24, 2017. (VI, J)

VII. SPECIAL EDUCATION AND STUDENT SERVICES

A. *Homebound Instruction*

The Administration recommends approval of homebound instruction for student #050117.

VIII. BUSINESS AND FINANCE

A. ***2017-2018 Budget Update***.....*Mr. Jeremy Melber, Director of Business Services*

B. *Accounts Payable*

The Administration recommends approval of the bills list to be paid as of May 22, 2017. (VIII, A)

C. *Treasurer's Report and Investment Report for the month of February and March*

The Administration recommends approval of the Treasurer's Report and Investment Report for the months of February, 2017 and **March, 2017**. (VIII, C-Feb.) (VIII, C-March)

D. *Election of Board Treasurer*

The School Code requires that the Board Treasurer be elected annually in the month of May. It is customary for the Board to elect the same individual who was elected the previous December to accept this nomination in May. Currently, that individual is Mrs. Kathleen Parsons.

E. *Approve Bonding of Board Officers*

The Administration recommends the continuation of bonding of the Board Treasurer and Board Secretary at the current level of \$50,000.

F. *Apple Financial Services Agreement*

The Administration recommends approval of the lease agreement with Apple Financial Services for the lease of Student iPads for the term July 1, 2017 to July 1, 2021. (VIII, F)

G. *Appointment of Auditor for the School District for 2016-2017 Fiscal Year*

The Administration recommends the appointment of France, Anderson, Basile and Company to perform the audit of the Southern Lehigh School District Office for the 2016-2017 fiscal year, pursuant to the engagement letter. (VIII, G)

IX. SUPPORT SERVICES

A. ***Facilities Plan Update***.....*Mrs. Evison, Superintendent and Mr. Todd Bergey, Director of Support Services*

B. *Inter-Municipal Agreement to Develop and Construct Recreational Facilities*

The Administration recommends approval of the "Inter-Municipal Agreement to Develop and Construct Recreational Facilities on the Lands of Upper Saucon Township and the Southern Lehigh School District". This agreement is the culmination of efforts between Upper Saucon Township and the Southern Lehigh School District that included "Intent to Participate with Upper Saucon Township in the Creation of the Curly Horse Park" approved on June 4, 2012, and the "Land Adjustment Agreement" with Township

approved on March 9, 2015 (*pending Solicitor's review.*) (IX, B-Map) (IX, B-Project Est.) (IX, B-Agreement)

C. Student Transportation Software

The Administration recommends approval of the Student Transportation Software Hosting Agreement with Tyler Technologies, Inc., 23 British America Blvd., Latham, NY 12110. The first year cost with rollover and setup is \$17,038.13, the second year cost will be \$5131.13 and the third year cost at \$5387.69 (*pending Solicitor's review.*) (IX, C)

D. *Brandywine Proposal*

The Administration recommends a 5-year extension of the Contracted School Bus Transportation contact #2012-01, approved February 27, 2012 with Brandywine Transportation, Inc., 595 State Street, Mertztown, PA 19539. The extension will commence July 1, 2017 and end June 30, 2022. Extension is based on the existing contract #2012-01 and extension details included in the "Intent to Extend the Contracted School Bus Transportation Contract #2012-01" (*pending Solicitor's review.*) (IX, D)

X. PERSONNEL

A. *Certificated Staff*

1. *2016-2017 Substitute Nurses*

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

Ellen Bernstein Substitute Nurse

Jennifer Williams Substitute Nurse

2. *2016-2017 Substitute Teacher*

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

Gable Young Emergency Certificate

3. *Appointment*

The Administration recommends approval of the following certificated staff:

Jonathan Piperato, Math Teacher, Southern Lehigh High School, Bachelors Step 14, an annual salary of \$48, 805, effective August 21, 2017. This is a new position.

4. *Resignation*

The Administration recommends accepting the resignation of Alison Bauer, Reading Specialist, Southern Lehigh Middle School, effective the end of business day June 13, 2017.

B. *Noncertificated Staff*

1. *Unpaid Leave*

The Administration recommends approval of unpaid leave of Jane Dunbar, Instructional Assistant, Hopewell Elementary School, June 9, 12 and 13, 2017.

2. *Appointment*

The Administration recommends approval of Lillian Castillo-Torres, Cafeteria Worker, Southern Lehigh High School, an hourly rate of \$16.14, effective May 23, 2017. Ms. Castillo-Torres will fill the position due to the resignation of Kelli Guttman.

3. *Seasonal Computer Technicians (through June 30, 2017)*

The Administration recommends approval of the following seasonal computer technicians, effective June 14, 2017 through June 30, 2017, an hourly rate of \$16.42:

Daniel Lewis

4. *2017-2018 Seasonal Computer Technicians*

The Administration recommends approval of the following seasonal computer technicians, an hourly rate of \$16.42* effective July 1, 2017 through June 30, 2018 (*The rate listed is for the 2016-2017 school year.):

Connor Mackey

Daniel Lewis

Amanda Ruth

5. *Seasonal Custodial Staff*

a. The Administration recommends approval of the following returning seasonal custodial staff, effective June 19, 2017 through August 18, 2017, an hourly rate of \$8.69 (\$7.63 hourly rate for ages 16-18**):

Alex Baca

Kendra Beltz

Ruth Berghold

Nicholas George

Charise Grube

August Joachim

Matthew Kee

Bryanne Kelly

Lori Michael

Daniel Perrelli

Ethan Price

Cailyn Reinhard

Timothy Sentors

Robyn Somers

Lynn Yost

Minh-Thai Nguyen**

b. The Administration recommends approval of the following new seasonal custodial staff, effective June 19, 2017 through August 18, 2017, an hourly rate of \$8.69 (\$7.63 hourly rate for ages 16-18):**

Alexander Amann

Logan Klutinoty

Hannah DelSordo**

Thomas Hart**

Ian Hundley**

Olivia McDermott**

Kayla Morgan

Morgan Nace**

6. *Retirement*

The Administration recommends accepting the retirement of Elizabeth Schneck, Secretary, Hopewell Elementary School, end of business day June 30, 2017. Mrs. Schneck has been a district employee for 28 years.

7. *FMLA Leave*

The Administration recommends approval of FMLA leave of Jamie O'Donnell, Instructional Assistant (Special Ed), for up to 12 weeks of intermittent leave, effective May 23, 2017 through March 22, 2018.

8. *2017-2018 Substitute Staff*

The Administration recommends approval of the following substitute staff for the 2017-2018 school year:

Elizabeth Schneck, Substitute Secretary

C. *Extracurricular Activities*

1. *Summer ESY Staff*

a. The Administration recommends approval of the following ESY Certificated Staff, an hourly rate of \$44.53, for the period effective July 5, 2017 to July 27, 2017:

Susan Olinik

Lisa Dex

Russel Tucker

Andrea Quintana

Lisa Lowry

Caryn Bronfenbrenner

Shannon Mauro

Lauren Tocci

Anthony Italiani

Carol Macomb

Linda Milliman

Lori Simons

Chris Miller

Susan Grazio

b. The Administration recommends approval of the following ESY Instructional Assistants, an hourly rate of \$18.76, for the period effective July 5, 2017 to July 27, 2017:

Teresa Gledhill

Tracy Stough
Stephanie Hantz
Stephanie Kauffman
Kelly Sleeman
Christina Jann
Deborah Zweifel
Teresa Stauffer
Linda McGovern

Andrea Ramsey
Marissa DellaValle
Mark Evans
Jennifer Perez

2. *Summer ESL Screening Staff*

The Administration recommends approval of the following summer ESL Screening Staff, an hourly rate of \$44.53:

Megan Markwich
Jacqueline Meder
Charise Trilling

3. *2017-2018 Subject Area Leaders*

The Administration recommends approval of the following Subject Area Leaders for the 2017-2018 school year:

<u>Jeffrey Hershey</u>	HS Language Arts	\$3673
<u>Heather Toto</u>	MS Language Arts	\$3179
<u>Victoria Butz</u>	Elem. Language Arts	\$1836.50*
<u>Pamela Kuntzman</u>	Elem. Language Arts	\$1836.50*

**Shared position and stipend.*

<u>Megan Dellegrotti</u>	Phys. Ed/Health	\$1836.50*
<u>Dianna Riegel</u>	Phys. Ed/Health	\$1836.50*

**Shared position and stipend.*

<u>Ryan Haupt</u>	HS Math	\$1836.50*
<u>Justina Viola</u>	HS Math	\$1836.50*

**Shared position and stipend.*

<u>Ronnette Mays</u>	MS Math	\$3179
<u>Karen Ryan</u>	Elem. Math	\$1836.50*
<u>Brooke Ruch</u>	Elem. Math	\$1836.50*

**Shared position and stipend.*

<u>Jeremy Deyton</u>	HS Science (Budget)	\$500
<u>Adrienne Searfoss</u>	HS Science	\$3673
<u>Blaze Meyers</u>	MS Science	\$2560

<u>Melinda Watkins</u>	Elem. Science	\$1589.50*
<u>Nicholas Weaver</u>	Elem. Science	\$1589.50*
<i>*Shared position and stipend.</i>		
<u>Thomas Beaupre</u>	HS Social Studies	\$3179
<u>Anita Benedix</u>	MS Social Studies	\$2560
<u>Tricia Anderson</u>	Elem. Social Studies	\$1589.50*
<u>Susan Olinik</u>	Elem. Social Studies	\$1589.50*
<i>*Shared position and stipend.</i>		
<u>Caryn Bronfenbrenner</u>	Special Ed 9-12	\$3264
<u>Jacqueline Butler</u>	Special Ed 7-8	\$2449
<u>Kathleen Wechtler</u>	Special Ed K-6	\$2449
<u>Matthew Wehr</u>	Music K-12	\$3673
<u>Tara Walter</u>	Family & Consumer Science	\$3179
<u>Tamme Westbrooks</u>	Guidance Leader	\$2720
<u>Merrilyn Pysler</u>	Health Services Leader	\$2720
<u>Corry Robbins</u>	Library Science	\$2560
<u>Stephanie Donald</u>	Art	\$1224.33*
<u>Marilyn Hower</u>	Art	\$1224.33*
<u>Lynn Yocum</u>	Art	\$1224.33*
<i>*Shared position and stipend.</i>		
<u>Richard Colelli</u>	Technology Education	\$3673
<u>Bonnie Organski</u>	Bus., Comp., Info. Tech	\$1836.50*
<u>JoAnn Peralta</u>	Bus., Comp., Info. Tech	\$1836.50*
<u>Joan Imms-Geiser</u>	World Language	\$3673
<u>Charise Trilling</u>	ESL	\$2560

D. *Athletics*

1. *2017-2018 Volunteer Coaches*

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

<u>Donald West Sr.</u>	Girls Volleyball
<u>Michael Wagner</u>	Girls Volleyball
<u>Devon Wolfe</u>	Color Guard
<u>Rick Frable</u>	Wrestling
<u>Chelsea Rivenbark</u>	Cross Country

2. *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.*):

<u>Jeffrey Minnich</u>	Asst. HS Cross Country	\$3763
<u>Robert McVicker</u>	Asst. HS Girls Volleyball	\$3763

<u>Spencer Cameron</u>	Head MS Girls Volleyball	\$2823
<u>Amanda Smith</u>	Head HS Fall Cheer	\$445.20*
*Shared position and stipend with Samantha Schultz.		
<u>Harrison Henne</u>	MS Asst. Girls Volleyball	\$1881

XI. BOARD POLICY

A. Second and Final Reading

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

#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*

B. First Reading of Policies (no changes)

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

#555 Classified Employees: *Essential Employees*

C. First Reading of Policies (with suggested changes)

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

#316 Administrative Employees: *Notification of Arrest or Conviction*

#416 Professional Employees: *Notification of Arrest or Conviction*

#516 Classified Employees: *Notification of Arrest or Conviction*

#508 Classified Employees: *Non-Professional Position Classification*

#512 Classified Employees: *Evaluation*

#810.2 Operations: *Bus Regulation*

#815.1 Website Development

XII. NEW BUSINESS

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)

B. Graduate Study

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

- XV. VISITORS' COMMENTS
- XVI. EXECUTIVE SESSION
- XVII. OPEN SESSION
- XVIII. ADJOURNMENT