



Southern Lehigh School District

Board of School Directors Meeting

January 9, 2012

The first regular monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 8:01 p.m. on the above date (January 9, 2012) at Southern Lehigh High School, Center Valley, PA.

PRESENT: McLoughlin, Dimmig, Gunkle, Hayes, Lindsay, Lycett, Mohr, Stelts

ABSENT: Quigley

OTHERS: Christman, Melber, Lewis, Millman, Bartholomew, Kennedy, Takacs, Bergey, Jordan, Donahue, Farris, Limpar, Rich (Patch.com), and approximately 5 other members of the community.

OPENING PROCEDURES

Dr. McLoughlin led the Board and others attending the meeting in the Pledge of Allegiance to the Flag.

APPROVAL OF MINUTES

MOVED BY Gunkle and **2ND BY** Lycett to approve the minutes of the December 5, 2011 meeting as distributed to all Board members.

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Quigley

VISITORS

CONSENT AGENDA

MOVED BY Gunkle and **2ND BY** Stelts to approve the **CONSENT AGENDA** items as follows -

Approve the bills to be paid in the amount of \$1,083,259.46 and bills to be paid in the amount of \$435,022.92 for a total amount of \$1,518,282.38 for the General Fund and bills to be paid in the amount of \$1,041.06 for the Capital Reserve Sinking Fund as of January 9, 2012;

Approve the Treasurer's Report and Investment Report for the month of November, 2011;

Approve the following Substitute Teachers for the 2011-2012 school year-

Christopher Kretzman Secondary Social Studies

Jennifer Gramlich Elementary Education

ChristiAnna Roberts Elementary Education;

Approve FMLA Leave of the following staff-

Tara McGinniss, Health and Physical Education Teacher, Southern Lehigh High School, effective December 12, 2011 through January 8, 2012;

Approve a salary step adjustment for the following staff, effective February 1, 2012-

Danielle DeAngelo, Grade 3 Teacher, Hopewell Elementary School, from Bachelor's +15 to *Master's*

Robert Fluck, Grade 6 Teacher, Joseph P. Liberati Intermediate School, from Bachelor's +15 to *Bachelor's +30*

Jennifer Taylor Kindt, Business Teacher, Southern Lehigh Middle and High Schools, from Master's +15 to Master's +30

Tara Walter, Language Arts Teacher, Southern Lehigh Middle School, from Master's +15 to Master's +30;

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

Melissa Baj, Language Arts, Kutztown University, with *Heather Toto*, Southern Lehigh High School, from January 24, 2012 through March 9, 2012,

Leslie Heffron, Art, Kutztown University, with *Lynn Yocum*, Southern Lehigh Middle School from January 24, 2012 to March 9, 2012,

Caitlin Worrich, Music Education, Moravian College, with *Benjamin Becker*, Joseph P. Liberati Intermediate School, from January 17, 2012 to March 2, 2012 and *Nancy Beitler*, Southern Lehigh Middle School from March 12, 2012 to April 27, 2012,

Mary Gomez-Zapata, Spanish, Kutztown University, with *Laura Gonzalez*, Southern Lehigh Middle School, from January 24, 2012 through March 9, 2012;

Approve the following substitute support staff for the 2011-2012 school year-

Lisa Dickinson, Substitute Instructional Assistant, at an hourly rate of \$15.31

Stephanie Weihs-Hespe, Substitute Instructional Assistant, at an hourly rate of \$15.31;

Approve FMLA Leave of the following staff-

Ann Higgins, Instructional Assistant, Southern Lehigh Middle School, from February 3, 2012 to February 10, 2012,

Jana Brown, Instructional Assistant, Southern Lehigh High School, from January 20, 2012 to January 19, 2013 (on an intermittent basis);

Accept the resignation of the following staff-

Cheryl Schaedler, Cafeteria Monitor, Hopewell Elementary School, effective January 13, 2012;

Approve the following staff-

Cheryl Schaedler, 3 ¼ hour Cafeteria Worker, Joseph P. Liberati Intermediate School, at the hourly rate of \$13.19, effective January 16, 2012. Ms. Schaedler will fill the position due to the resignation of *Diane Vardaro*,

Diane Vardaro, 4 ½ hour Cafeteria Worker, Joseph P. Liberati Intermediate School, at an hourly rate of \$14.19, effective January 10, 2012. Ms. Vardaro will fill the position due to the resignation of *Cheryl Leferovich*;

Approve unpaid leave of the following staff-

Michelle Davis, Instructional Assistant, Southern Lehigh High School, for a total of 5 unpaid days to do student teaching during the period of February 1, 2012 through April 27, 2012,

Barbara Elsner, Instructional Assistant, Liberty Bell Elementary School, from February 13, 2012 through February 17, 2012,

Antonia Demonte, Cafeteria Worker, Liberty Bell Elementary School, from April 11, 2012 through May 1, 2012;

Approve Michael Feifel as Assistant to Coordinator of Athletic Services for the winter and spring seasons of the 2011-2012 school year. The stipend for each season is \$3,333.33;

Approve the following volunteer coaches for the 2011-2012 school year-

John Hendrzak Boys' Basketball

James Welsh Boys' Basketball;

Accept the resignation of James Welsh as Boys' Basketball Coach, Southern Lehigh Middle School, effective November 18, 2011;

Approve the following extracurricular activity advisors for the 2011-2012 school year-

Douglas Bolasky Band, HS \$7,882

Matthew Wehr Choral Music, HS \$3,787

Douglas Bolasky Orchestra, HS \$2,128

Sheree France Band Front \$3,907;

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Quigley

CURRICULUM/STUDENT AND STAFF ACTIVITIES

Dr. Donahue, Mrs. Farris and Ms. Limpar reported on student and staff activities at the High School, Middle School, Intermediate School and the elementary schools.

High School report –

- Teachers and students have been busy reviewing for midterm exams since they returned from the winter break. Core content exams will be given this week at the high school on Tuesday, Wednesday and Thursday. Second semester begins on 1/16.
- HS Parent Advisory Group met on Friday, 1/6 with 22 parents in attendance.
- A Winter Pep Rally will be held on Friday, 1/20 followed by a dance on Saturday, 1/21.

Middle School report –

- Progress Reports: Thursday, 12/8
- Holiday Dance : Friday, 12/16
- Faculty Meeting: Tuesday, 12/ 20
- Chorale/Orchestra Concert: Tuesday, 12/20 (public)

- Holiday Concert : Thursday, 12/22 (in-house)
- Faculty Band Performance, Friday, 12/23
- Evacuation Drill, Friday, 1/6
- Second Quarter Ends Friday, 1/13
- Spelling Bee, Tuesday, 1/24
- MS Dance. Friday, 2/10
- MS Spring Concert , 2/24

Activities

- 4 MS students place first and second place winners in National Day of Writing
- 3 MS students achieved perfect score in the Word Masters Challenge
- Builders Club: Raised and donated to two charities for the holiday:
 - Susan G. Komen \$312.39
 - MOVEMBER Program: \$ 312.39

Intermediate School report –

- In December, the staff and students held a PJ Day along with the HS & MS in an effort to collect money for the Joseph P. Liberati Scholarship Fund. The total raised by IS students and staff exceeded \$1200.00.
- In December, 5th grade visited Adventure Aquarium.
- The winter holiday concert, held on December 15th, was a wonderful show. Much praise goes to our students, Mr. Becker, Ms. Marston and Mrs. Mobley, our pianist, for making the evening a terrific event. Our custodial staff also did an outstanding job setting up and tearing down for the event.
- Both the Assistant Principal and Principal attended PA Inspired Leadership workshops in December.
- On January 6, 2012, grade level assemblies were held with all students in order to review safety protocols. Our students are well rehearsed in Fire Drill and building evacuation procedure (code green), and practice this monthly. We held a reverse evacuation drill in December, where students needed to report back inside the building from the playground area. We reviewed with all grade levels how to respond during a lock-down (code red), medical emergency (code white), and in the event of a tornado drill.
- This month our students will compete in two Bees -- a Spelling Bee and Geography Bee -- which will help determine our regional competitor.
- Select staff at the IS will participate in a PVAAS webinar later this month.
- Finally, staff at the IS assisted in the preparation for Middle States and the Keystone for Opportunities grant.

Elementary schools –

- Mid-year data collection is scheduled for this week and next (Math/Reading DIBELS, leveled assessments, etc.)
- Data Teams will meet and review data and team goals during the January 27th In-service.

MOVED BY Stelts and **2ND BY** Gunkle to approve the following student trip request: Southern Lehigh High School Football Team to participate in the KSA Events 2012 Football Kick Off Classic, Orlando, FL, from August 23, 2012 through August 26, 2012.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Quigley

MOVED BY Stelts and **2ND BY** Gunkle to approve the contract for an Independent Educational Evaluation between the District and Margaret J. Kay, Ed. D. NCSP, DABPS and Loura Selfe Keepers, MA, JD, NCSP for Student #10953.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Quigley

BUSINESS AND FINANCE

MOVED BY Lycett and **2ND BY** Gunkle to approve the attached Amendment of the Traffic Improvements Agreement with Upper Saucon Township. The Amendment was approved by the Township’s Board of Supervisor at its public meeting of December 19, 2011, subject to modification as deemed appropriate by the Township Solicitor. The Township Solicitor has now approved the attached form of Amendment.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Quigley

SUPPORT SERVICES

MOVED BY Gunkle and **2ND BY** Stelts to approve the change order G-22 to Penn Builders Inc., 2775 Old Bethlehem Pike, Quakertown, PA 18951. The change order in an amount of \$82,804.65 includes the Camp Meeting Runoff approved October 10, 2011 in an amount not to exceed \$74,055.00, the addition of brick control joints in the amount of \$5,054.00 as part of brick remediation from September 2011, and engineering to redirect water runoff in the amount of \$3,695.65.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Quigley

MOVED BY Stelts and **2ND BY** Gunkle to award of the High School HVAC Renovation in the amount of \$263,000, to JBM Mechanical, Inc., 3273 Gun Club Road, Nazareth, PA 18064. The project includes the demolition of existing HVAC systems, installation of new integrated with existing systems and updating of code requirements for the Auxiliary Gym, Cardio Room and Server Room in the High School.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Quigley

PERSONNEL

MOVED BY Stelts and **2ND BY** Dimmig to approve the following staff-

Gloria Toner, Long-term (Category E) Substitute .6 Librarian, Liberty Bell Elementary School, at a salary of \$26,872.80 (.6 of \$44,788) pro-rated, Bachelor’s, Step 14, effective November 29, 2011.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Quigley

MOVED BY Stelts and **2ND BY** Gunkle to approve unpaid leave for Kelly Howsare, English Teacher, Southern Lehigh High School, on May 30, 2012 pending discussion with Acting Superintendent.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Quigley

MOVED BY Stelts and **2ND BY** Gunkle to approve Andria Deatline Buchman as Director of Special Education at a salary of \$106,000 and effective date to be determined. Ms. Buchman will fill the vacant position created with the resignation of Scot Engler.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Quigley

MOVED BY Stelts and **2ND BY** Gunkle to approve the appointment of Kristen Lewis as the district’s Title IX Officer, effective January 10, 2012.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Quigley

REPORTS

Budget & Finance Committee

The Committee is scheduled to meet on Monday, January 16, 2012 at 6 p.m. at the Joseph P. Liberati Intermediate School. The agenda is available on the District’s website.

Lehigh Career & Technical Institute

No report

Carbon Lehigh Intermediate Unit

No report

Policy Committee

No report

Education Committee

No report

Facilities Committee

No report.

Superintendent's Report

- The Teachers of Critical Language Program (TCLP) grant for an Arabic Guest Teacher for the 2012-2013 school year was submitted today. Mrs. Christman will be notified in February if the District is a semi-finalist and by April if awarded.
- Mrs. Christman requested two (one teacher for Middle School and one teacher for High School) Chinese Confucius Institute Guest Scholars for 2012-2013 through Berks County Intermediate Unit. BCIU Coordinators believe this should not be a problem.
- New Board Member Orientation Booklets were distributed.
- School closures for inclement weather procedures will be shared with parents on the District website and via BlackBoard Connect.
 - <http://www.slsd.org/files/filesystem/snow%20delay%20%282%29.pdf>
- Middle States Accreditation process- ***Excellence By Design***
 - <http://www.slsd.org/districtandboard.cfm?subpage=1446967>
 - Reception with visiting team at 5:00 PM in Board Room on February 6, 2012 – Everyone invited
 - Will need to set up visits with Board Members- Especially anyone who has served on Strategic Plan or any task force.
 - Report Out at 3:00 PM in HS Auditorium February 9th-
 - Everyone invited
- Keystones to Opportunity Grant (Literacy) - PA Dept. of Education Federal funding –Striving Readers \$38 Million PA received – one of 6 states. We have substantially completed pre-application- due this Friday, Jan.13. Our focus:
 - Literacy secondary level
 - Partnership w/ birth to age 5 and transitions

OLD BUSINESS

NEW BUSINESS

The second and final term of Mr. Allen Cassaday, the Southern Lehigh School Board Representative to the Southern Lehigh Public Library ends on June 30, 2012. A board member or resident-at-large should be appointed as the School Board Representative of the Southern Lehigh Public Library Board of Directors. Names of interested parties should be forwarded to Dr. McLoughlin.

MOVED BY Gunkle and **2ND BY** Stelts to approve a first reading of the following revised policies-

- #226 Pupils: *Searches*
- #336 Administrative Employees: *Unpaid Leave*
- #436 Professional Employees: *Unpaid Leave*
- #536 Classified Employees: *Unpaid Leave*
- #907 Community: *School Visitors*

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Quigley

MOVED BY Stelts and **2ND BY** Gunkle to approve a first reading of the following new policies-

- #123.1 Programs: *Management of Athletes with Concussions/Return to Play*
- #227.1 Pupils: *Search of Student Lockers and Vehicles in Student Parking Lots and Use of Animals to Search*

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Quigley

MOVED BY Gunkle and **2ND BY** Stelts to approve the employment contract for William R. Kennedy, Human Resources Administrator, adopted on July 1, 2011 for the term of three (3) years and terminating on June 30, 2014.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Quigley

VISITORS

ADJOURNMENT

MOVED BY Gunkle and **2ND BY** Stelts to adjourn the meeting.

VOICE VOTE: "YES" - Unanimous - Motion Carried
ABSENT: Quigley

The meeting was adjourned at 8:40 p.m.

ATTEST: _____ Board Secretary