

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

High School Board Room

December 5, 2011

7:30 p.m.

Agenda



IN PURSUIT OF EXCELLENCE

I. OPENING PROCEDURES

- A. *Call to Order*
- B. *Recording of Attendance by the Secretary*
- C. *Pledge of Allegiance*
- D. *A moment of silence for the late Superintendent Joseph P. Liberati*

II. APPROVAL OF MINUTES OF NOVEMBER 21, 2011

III. VISITORS

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

IV. REORGANIZATION OF THE BOARD

- A. *Election of Temporary President*
- B. *Oath of Office for Newly Elected Board Members*
- C. *Nomination and Election of Officers*

The Temporary President will accept nominations for President, Vice-President and Treasurer, respectively. Officers will serve for one year with the exception of the Treasurer whose term of office expires on June 30, 2012. Board members will cast their ballots for the respective officers.

- D. *Bonding of Treasurer*

The Administration recommends approval of the bonding of the District's treasurer at \$50,000. The School Code requires that each district's treasurer be bonded. Because the treasurer for the Southern Lehigh School District does not actually handle cash or negotiable instruments of the district, the amount of the bond traditionally has been low.

- E. *Facsimile Plates*

The Administration recommends authorization to use facsimile signature plates of the President, Treasurer, and Secretary when signing school district checks. This request is necessary each year when officers of the Board change.

- F. *Depository Resolutions*

The Administration recommends authorization for the Board Secretary to execute and submit the standard resolutions, signature cards, and any other forms necessary to reflect the change in President and Treasurer with the district's depositories.

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. *Student/Staff Activities*

**High SchoolMrs. Christine Siegfried
Middle School.....Mr. Nathan Davidson
Intermediate SchoolMrs. Mary Farris
Elementary Schools.....Ms. Lori Limpar**

B. *Keystone Achievement Awards*

Recognition of achievement received from Pennsylvania Department of Education for Adequate Yearly Progress at the Southern Lehigh High School, Southern Lehigh Middle School, Southern Lehigh Intermediate School, Hopewell Elementary, Liberty Bell Elementary and Lower Milford Elementary School for two consecutive years, 2009-2010 and 2010-2011.

C. *Student Trip Request*

**The Administration recommends approval of the following school trip:
Southern Lehigh Competition Cheerleading Squad to participate in the UCA National High School Cheerleading Championships, from Friday, February 10, 2012 through Monday, February 13, 2012 in Orlando, Florida. (V, C)**

VII. BUSINESS AND FINANCE

A. *Accounts Payable*

*The Administration recommends approval of the bills to be paid as of December 5, 2011. (VI, A)

B. *Naming of District Depositories*

The Administration recommends authorization for the Board Secretary to execute and submit the standard resolutions, signature cards, and any other forms necessary to reflect the change in President and Treasurer with the district’s depositories.

C. *2012-2013 Budget Presentation*

D. *Approval of Resolution with regard to Act 1 of Special Session No. 1 of 2005*

The Administration recommends approval of the enclosed resolution to limit any real estate tax increase for 2012-13 to the Act 1 index and to comply with Section 687 of the Public School code as it pertains to budget adoption for 2012-2013. (VI, D)

VIII. SUPPORT SERVICES

IX. PERSONNEL

A. *Certificated Staff*

1. *Substitute Teachers*

*The Administration recommends approval of the following Substitute Teachers for the 2011-2012 school year:

Elaine Kloss, Elementary Ed, Special Ed, Mid-Level Math, Mid-Level English

2. *FMLA Leave*

*The Administration recommends approval of FMLA Leave for the following staff:

Christopher Strobl, Math Teacher, Southern Lehigh Middle School, from December 7, 2011 through December 23, 2011.

Krista Sterner, Language Arts Teacher, Southern Lehigh Middle School with an anticipated effective date of December 5, 2011 through January 11, 2012.

B. *Noncertificated Staff*

1. *Unpaid Leave*

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

Laura Sunners, Instructional Assistant, Liberty Bell Elementary School, on February 10 and 13, 2012.

Elizabeth Tate, Technology Facilitator, Southern Lehigh Intermediate School, on January 20, 2012.

2. *Temporary Increase in Hours*

*The Administration recommends the temporary increase in hours for Laura Sunners, Instructional Assistant, from 3 hours to 4 hours to provide direct services to Student #15080 at the hourly rate of \$16.50 effective October 24, 2011.

C. *Extra-Compensatory Positions*

1. *Mentor*

*The Administration recommends approval of Brooke Ruch as a mentor for Stacey Kuntzman at a stipend not to exceed \$700 (pro-rated) for a term of up to one calendar year.

2. *Subject Area Leaders*

*The Administration recommends approval of the following subject area leaders for the 2011-2012 school year at a shared stipend (pro-rated) effective December 6, 2011:

<u>Patricia Smiley</u>	Science 9-12	\$1,600.50 plus \$250
<u>Joseph Helinski</u>	Science 9-12	\$1,600.50 plus \$250

3. *Coaching Appointment*

*The Administration recommends approval of the following coach for the 2011-2012 school year:

<u>Matthew Swartz</u>	MS Boys' Basketball Asst.	\$2,464
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4. *Volunteer Coaches*

*The Administration recommends approval of the following volunteer coaches for the 2011-2012 school year:

<u>Joseph Deutsch</u>	MS Boys' Basketball
<u>Todd Miller</u>	MS Boys' Basketball

- X. REPORTS
- A. Committee Reports
 - B. Superintendent's Report..... Mrs. Christman
 - C. Facilities Report..... Mrs. Christman
- XI. OLD BUSINESS
- A. Second and Final Reading on Revisions to Existing Policy
The Administration recommends a second and final reading of the following revised policy: (XI, A)
#210 Pupils: *Use of Medication*
- XII. NEW BUSINESS
- A. Acting Superintendent
The Board will appoint Leah Christman, Assistant Superintendent as Acting Superintendent of the School District effective immediately for a term not longer than one (1) year, with full authority to perform the duties of Superintendent pending the filling of the vacancy created by the passing of the late Superintendent Joseph P. Liberati.
 - B. Memorandum of Understanding-Emergency Evacuation Agreement
The Administration recommends approval of the Memorandum of Understanding for Emergency Evacuations for Hopewell Elementary School.
- 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. (XIII, A)
- XV. VISITORS' COMMENTS
- XVI. EXECUTIVE SESSION
- XVII. OPEN SESSION
- XVIII. ADJOURNMENT