

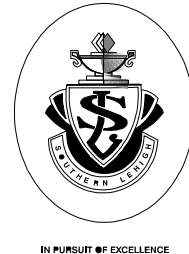
**SOUTHERN LEHIGH SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS MEETING**

High School Board Room

January 9, 2012

7:30 p.m.

Agenda



I. OPENING PROCEDURES

- A. *Call to Order*
- B. *Recording of Attendance by the Secretary*
- C. *Pledge of Allegiance*

II. APPROVAL OF MINUTES OF DECEMBER 5, 2011

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. *Student/Staff Activities*

**High SchoolMrs. Christine Siegfried
Middle School.....Dr. Edward Donahue
Intermediate SchoolMrs. Mary Farris
Elementary Schools.....Ms. Lori Limpar**

B. *Student Trip*

The Administration recommends approval of 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. (V, B)**

C. *Independent Evaluation Contract*

The Administration recommends approval of the contract for an Independent Educational Evaluation between the District and Margaret J. Kay, Ed. D. NCSP, DABPS and Laura Selfe Keepers, MA, JD, NCSP for Student #10953. (V, C)

VI. BUSINESS AND FINANCE

A. *Accounts Payable*

***The Administration recommends approval of the bills to be paid as of January 9, 2012. (VI, A)**

B. *Treasurer's Report and Investment Report*

***The Administration recommends approval of the Treasurer's Report and Investment Report for the month of November, 2011. (VI, B)**

C. *Amendment of Traffic Improvements Agreement*

The Board will 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. (VI, C)

VII. SUPPORT SERVICES

A. *Change Order G-22*

The administration recommends approval of 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.

B. *High School HVAC Renovation*

The Administration recommends 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.

VIII. PERSONNEL

A. *Certificated Staff*

1. *Substitute Teachers*

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

<u>Christopher Kretzman</u>	Secondary Social Studies
<u>Jennifer Gramlich</u>	Elementary Education
<u>ChristiAnna Roberts</u>	Elementary Education

2. *FMLA Leave*

*The Administration recommends approval of 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.

3. *Appointment*

The Administration recommends approval of the following staff: (VIII, A-3)

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.

4. *Salary Step Adjustment*

*The Administration recommends approval of 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

5. *Student Teachers*

*The Administration recommends approval of 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.

6. *Unpaid Leave*

Discussion and possible action on the request of Kelly Howsare, English Teacher, Southern Lehigh High School, on May 30, 2012.

B. *Noncertificated Staff*

1. *Substitute Support Staff*

*The Administration recommends approval of 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-Hespel, Substitute Instructional Assistant, at an hourly rate of \$15.31

2. *FMLA Leave*

*The Administration recommends approval of 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).

3. *Resignation*

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

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

4. *Appointment*

*The Administration recommends approval of the following staff: (VIII, B-4)

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*.

5. *Unpaid Leave*

*The Administration recommends approval of 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.

C. *Extra-Compensatory Positions*1. *Assistant to Coordinator of Athletic Services*

*The Administration recommends approval of 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. (VIII, C-1)

2. *Volunteer Coaching Appointment*

*The Administration recommends approval of the following volunteer coaches for the 2011-2012 school year: (VII, C-2)

John Hendrzak Boys' Basketball

James Welsh Boys' Basketball

3. *Coaching Resignation*

*The Administration recommends accepting the resignation of James Welsh as Boys' Basketball Coach, Southern Lehigh Middle School, effective November 18, 2011.

4. *Extracurricular Activity Advisors*

*The Administration recommends approval of 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

D. *Act 93 Administrative Appointment*

The Administration recommends the approval of Andria Deatline Buchman as Director of Special Education at a salary and effective date to be determined. Ms. Buchman will fill the vacant position created with the resignation of Scot Engler. (VIII, D)

E. *Title IX Officer*

The Administration recommends the appointment of Kristen Lewis as the district’s Title IX Officer, effective January 10, 2012.

IX. REPORTS

- A. Committee Reports
- B. Superintendent’s Report..... Mrs. Christman
- C. Facilities Report..... Mrs. Christman

X. OLD BUSINESS

XI. NEW BUSINESS

A. First Reading of Revised Policies

The Administration recommends a first reading of the following revised policies: (XI, A)

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

B. First Reading of New Policies

The Administration recommends a first reading of the following new policies: (XI, B)

- #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***

C. Human Resources Administrator Employment Contract

The Administration recommends the Board 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. (XI, C)

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)

B. Curriculum Writing

The curriculum writing agreements are listed in the Board materials by name, elected compensation, amount and anticipated date of completion. (XIII, B)

C. Graduate Study Pre-approval

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

XIV. VISITORS' COMMENTS

XV. EXECUTIVE SESSION

XVI. OPEN SESSION

XII. ADJOURNMENT