



Southern Lehigh School District

Board of School Directors Meeting

February 13, 2012

The first regular monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:37 p.m. on the above date (February 13, 2012) at Southern Lehigh High School, Center Valley, PA.

PRESENT: McLoughlin, Gunkle, Hayes, Lindsay, Lycett, Mohr, Quigley (arrived at 8:02 p.m.), Stelts
ABSENT: Dimmig
OTHERS: Christman, Melber, Lewis, Millman, Bartholomew, Kennedy, Bergey, Siegfried, Donahue, McGinty, Mickley, Peterson (Patch.com), Rizzo (Morning Call), and approximately 7 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** Stelts to approve the minutes of the January 23, 2012 meeting as distributed to all Board members.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig, 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 \$53,127.24 and bills to be paid in the amount of \$626,090.92 for a total amount of \$679,218.16 for the General Fund and bills to be paid in the amount of \$69,085.91 for the Capital Reserve Sinking Fund as of February 13, 2012;

Approve unpaid leave of the following staff-

Marilyn Hower, Art Teacher, Joseph P. Liberati Intermediate School, for November 16, 2012;

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

<u>Ines Echevarria</u>	Elementary Education
<u>Jordan Herman</u>	Special Education, Elementary Education
<u>Taryn Kulp</u>	Mathematics 7-12, Elementary Education;

Approve the following staff-

Joan Decker, 3 hour Cafeteria Worker, Southern Lehigh High School, at an hourly rate of \$14.19, effective February 14, 2012. Ms. Decker will fill the vacant position created by the resignation of *Cathleen Ragsdale*

Jane Sheats, Cafeteria Monitor (2 days per week), Hopewell Elementary School, at an hourly rate of \$9.45, effective February 16, 2012. This is a shared position and Mrs. Sheats will fill the vacant position created by the resignation of *Cheryl Schaedler*

Lisa J. Schroy, Cafeteria Monitor (3 days per week), Hopewell Elementary School, at an hourly rate of \$9.45, effective February 14, 2012. This is a shared position and Ms. Schroy will fill the vacant position created by the resignation of *Cheryl Schaedler*,

Approve unpaid leave of the following staff-

Margaret Treacy, Instructional Assistant (3.5 hour), Joseph P. Liberati Intermediate School, for April 5, 9 and 10, 2012;

Approve intermittent FMLA Leave of the following staff-

Karen Rabenold, Health Paraprofessional, Liberty Bell Elementary School, beginning February 14, 2012;

Approve the resignation of Carol Souilliard, 3 hour Cafeteria worker, Southern Lehigh High School, effective January 30, 2012;

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

Theresa Crandall, Substitute Instructional Assistant, at an hourly rate of \$15.31

Ines Echevarria, Substitute Instructional Assistant, at an hourly rate of \$15.31

Jordan Herman, Substitute Instructional Assistant, at an hourly rate of \$15.31

Jane Sheats, Substitute Instructional Assistant, at an hourly rate of \$15.31

Agnes Hacker, Substitute Cafeteria Worker, at an hourly rate of \$8.73

Cynthia Llewellyn, Substitute Cafeteria Monitor, at an hourly rate of \$9.45

Diane Van Arsdale, Substitute Cafeteria Worker, at an hourly rate of \$8.73

Theresa Crandall, Substitute Cafeteria Monitor, at an hourly rate of \$9.45

Theresa Crandall, Substitute Secretary, at an hourly rate of \$14.14

Jane Sheats, Substitute Secretary, at an hourly rate of \$14.14;

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

Spencer Cameron Baseball;

Approve Spencer Cameron, Dance Chaperone, at \$46.62 per event for the 2011-2012 school year

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

CURRICULUM/STUDENT AND STAFF ACTIVITIES

Mrs. Siegfried, Dr. Donahue, Mr. McGinty and Mrs. Mickley reported on student and staff activities at the High School, Middle School, Intermediate School and the elementary schools.

High School report –

- Arabic Cultural Exchange in Washington, DC on 1/24 – 3 High School Social Studies Teachers, Ms. Nofal, Arabic teacher and 3 students attended the experience.
- Winter sports teams are heading into league and district playoffs.
- Skills USA was held on 2/1 and had several students place at this event.
- Technology Student Association competed regionally last week and had several students place in the top 3 in their events.
- High School looking to do a PSSA Boot Camp in order to help students with test taking strategies on the PSSA's. More details to follow.

Middle School report –

- 1/ 23 - Chinese New Year
- 1/24 - Spelling Bee
- 1/25 - 8th Grade Parent Meeting (HS Course Selection)
- 2/5 - Math Counts Competition
- 2/6-9 - Middle States Visit
- 2/ 9 - HS Guidance Counselors visit MS for Course selection
- 2/10 - Dance
- 2/17-20 - Presidents' Day Holiday
- 2/23 - Spring Concert (MS Auditorium)
- 3/1 - Board Visitation
- 3/1 - Academic Showcase
- 3/30 - Career Day

Intermediate School report –

- The Spartan Service Corps raised over \$600 during their Hot Chocolate sale to benefit Animals in Distress (a local organization). Students visited Animals in Distress, took a tour of the facility and presented the organization with a check. There are currently 50 members in the Spartan Service Corps. Spartan Service Corps is an afterschool, parent lead, community service program. Some recent projects: Halloween candy collected for troops, donations for the Joseph P. Liberati Intermediate School giving tree during the holidays, and donations for the World Vision Organization. The service corps visited Sacred Heart Assisted living this past Saturday, and delivered Valentine cards and scarves for the 79 residents. Spring service projects will include an Alex's Lemonade Stand to benefit cancer research.

- The Express Times recently published an article on the Joseph P. Liberati Intermediate School's use of Hands-On Equations, a math manipulative designed to allow students to experience, and explore the concept of algebraic equations. The article can be found by following the link included:
http://www.lehighvalleylive.com/nazareth/index.ssf/2012/01/nazareth_area_educators_to_lea.html
- Although Mr. Beltzner was not thrilled to see himself pictured in the article, the picture itself paints a great picture of instruction at the Liberati Intermediate School. The image includes Mr. Beltzner, wearing his light speed red cat classroom audio microphone, with a student using Hands-On Equations to solve a problem, and looking over his shoulder at the display on the board, which was projected by the Doc cam.
- Report cards were sent home 1/27. Still a few minor wrinkles to iron out with Sapphire, but overall the process went well.
- 2/8 – Middle States Visit
- Office, technology, and guidance staff are currently participating in webinar training through K-12 to prepare for 2012-13 scheduling.

Elementary schools –

- The Middle States visit, including meetings with staff and building tours, went well.
- Students at all three elementary students celebrated their 100th day of school on 1/31 with spirit days and activities revolving around the number 100.
- Hopewell students celebrated Jump Rope for Heart Week 2/6-10 by wearing red and inviting parents to join their physical education class to jump rope and participate in jumping inspired activities. Donations were made to the American Heart Association to help fight heart disease.
- Students will be celebrating Valentine's Day tomorrow with a variety of special activities.
- Kindergarten teachers worked together this week to create rubrics that align to the new kindergarten skills report card.
- Lower Milford PTA will sponsor a family ice-skating night this Thursday at the Bethlehem Municipal Ice Rink.
- A Cup-Stacking Assembly was held at Liberty Bell on 2/3. This was organized by Physical Education teacher Gretchen Hoff and was part of the school's celebratory assembly for their School-Wide Positive Behavior Program.

MOVED BY Gunkle and **2ND BY** Stelts to approve the following student trip request-

Southern Lehigh Future Business Leaders of America Advisor and Qualifying Student Members to attend the FBLA State Leadership Conference and Competition, Hershey, PA on April 15, 2012 through April 18, 2012.

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

MOVED BY Mohr and **2ND BY** Gunkle to approve the Liberty Trail summer program for June 11 through June 29, 2012. The program will be held at Lower Milford Elementary School. The program will run each day for three weeks. The Liberty Trail program is a summer environmental awareness program for students finishing grades two through five.

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

MOVED BY Gunkle and **2ND BY** Stelts to approve the 2011-2012 Tuition Agreement for student #200244 to attend a life skills classroom at Quakertown Community School District.

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

BUSINESS AND FINANCE

Mr. Kenneth Mohr, LCCC Representative provided an update and Mr. Larry Ross, Vice President of Finance was available for any questions on the proposed LCCC budgets.

MOVED BY Gunkle and **2ND BY** Stelts to approve the proposed Operating and Capital Budgets for Lehigh Carbon Community College for 2012-2013.

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

Mr. Quigley arrived at 8:02 p.m.

MOVED BY Gunkle and **2ND BY** Stelts to approve the proposed General Operating Budget for Carbon Lehigh Intermediate Unit #21 for 2012-2013.

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

SUPPORT SERVICES

PERSONNEL

REPORTS

Budget & Finance Committee

Mrs. Gunkle reported the following from the February 8, 2012 committee meeting:

- Continue to review the current 5 year budget
- Administrators asked to submit cost cutting suggestions
- PSER's rate of increase is a concern

The next meeting is scheduled for February 29, 2012.

LCTI

Mr. Hayes reported that Dr. Hornberger has retired and Ms. Sandy Hines is the new Executive Director.

Superintendent's Report

Mrs. Christman reported the following:

- Congratulations to Southern Lehigh LCTI students who placed in the silver and bronze categories in Skills USA competitions held at LCTI on Wednesday, February 1, 2012 :

CONTEST	Place	FIRST	LAST	SHOP	TEACHER
Cosmetology	2nd	Kristy	Wisser	Cosmetology	Geiger
HVAC & Refrigeration	2nd	Kyle	Schrimpe	HVAC	Berkowitz
Residential Plumbing	2nd	Alexander	Adams	Plumbing	Midgett
Customer Service	3rd	Andrew	Werkheiser	HVAC	Berkowitz
Diesel Equipment Technology	3rd	Gregory	Vincent	Diesel	Schock
Tech Computer Applications	3rd	Nicole	Glose	Ofc Sys Tech	Beam
Web Design	3rd	Damon	Afflerbach	Web Design	Peregrin
Welding	3rd	Jason	Ziegler	Welding	Marks

- Reminder of Board Visitation Days:
 - Wednesday-2/22 Intermediate School (2/29 make up day)
 - Thursday-3/1 MS & HS (3/8 make up day)
 - Tuesday-3/6 Elementary Schools
- We had a successful Middle States Accreditation Team review under the district-wide Excellence By Design model, with the recommendation for reaccreditation. The full report will arrive in a few months and the oral report is attached below. Highlights include the following.
- The team gave commendations for:
 - Our enthusiastic and competent staff
 - Visionary Leadership
 - Progressive Instructional Practices and Course Offerings
 - Culture of Strategic Planning
 - Supportive and Proactive Board of Education
 - Community Partnerships
- They also recommended that we:
 - Continue with increasing awareness of Diversity and Diverse Needs
 - Consider sustainability and future impact of reduction of staff
- Mrs. Christman welcomed Ms. Andria Buchman, Special Education Director who is anticipated to join the Administrative team in early March.

Facilities Committee

Mrs. Christman reported the following:

- *Ohio Casualty Insurance Audit*- visited CO, HS, and MS and made some recommendations for safety related improvements along with a couple areas for further investigation. We are currently working on corrections. (equipment safety guards replaced, clutter removed for egress and safety, personal electrical appliances removed)
- *Technology and Curriculum Building* (formerly EIT) renovations have been completed and personnel will complete move in this week.
- *Demand Response* - A contract with Hess Energy will be brought to the School Board on the 27th of February. This was necessitated by the loss of the Comverge contract with Costars. Negotiation with contractors will bring nearly \$10,000 more to the District.
- *High School Sewer* - The main sewer line exiting the high school backed up on Friday. All problems were contained and normal water flow was established within one and a half hours. This is a repeat problem, with the first being three days before the start of this school year. The cause and solution are being investigated. Corrective work to begin this week in the evenings.
- *Transportation RFP* - The transportation RFP process has been very competitive. A meeting was held with contractors and negotiations are underway. Administration anticipates a recommendation for the February 27th meeting.
- *Middle School Chillers* - The Middle School chillers had a fairly costly breakdown last summer. Repair costs are anticipated to approach \$60,000. We are investigating an insurance claim. Inspection took place last week but outcome has not yet been received.
- *Right To Know (MSDS sheets)* - Review and updating of Right to Know MSDS sheets are required before April of every year. Inventory was completed last week.
- The next meeting is scheduled for Wednesday, February 22nd.

OLD BUSINESS

Dr. McLoughlin reported that names of interested parties for School Board Representative to the Southern Lehigh Public Library will be forthcoming for Board consideration.

MOVED BY Gunkle and **2ND BY** Stelts to approve a second and final reading on revisions to the following existing policies-

#250 Pupils: *Student Recruitment*

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

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

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

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Dimmig

NEW BUSINESS

MOVED BY Stelts and 2ND BY Gunkle to approve the proposed 2012-2013 School District Calendar.

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

MOVED BY Gunkle and 2ND **BY** Stelts to approve Act 80 Days for November 12-16, 2012 and March 18-22, 2013 for elementary school conferences, November 13-16, 2012 for middle school conferences, November 15, 2012 for high school conferences and early dismissal on November 2, 2012, January 28, 2013, April 5, 2013 and May 24, 2013 for teacher in-service and half-day early dismissal for students on the last day of school.

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

MOVED BY Stelts and 2ND **BY** Mohr to approve the resolution to identify Official Local School District holidays in accordance with PDE Basic Education Circular (BEC).

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

MOVED BY Mohr and 2ND **BY** Stelts to appoint Leah Christman, Acting Superintendent as Superintendent of the School District, for a term beginning immediately and ending June 30, 2015, at a starting annual salary of \$135,000 prorated for the period through June 30, 2012, and subject to annual increase based upon performance beginning July 1, 2012.

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

COMMUNICATIONS

A thank you letter was received from Coaches Colleen Iannetta and Kara Kernick and the Southern Lehigh Cheerleaders for supporting the team's participation in the High School National Competition in Orlando, Florida.

VISITORS**ADJOURNMENT**

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

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

The meeting was adjourned at 8:25 p.m.

ATTEST: _____ Board Secretary