



Southern Lehigh School District

Board of School Directors Meeting

June 13, 2011

The first regular monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:35 p.m. on the above date (June 13, 2011) at Southern Lehigh High School, Center Valley, PA.

PRESENT: Eddinger, Dimmig, Gunkle, Hayes, McLoughlin, Miracle, Mohr, Quigley (arrived at 7:38 p.m.), Stelts

ABSENT: None

OTHERS: Liberati, Christman, Snell, Guerriere, Kamber-Todd, Kennedy, Lewis, Bergey, Jordan, Covelle, Donahue, McGinty, Hafner, Organski, Rich (Patch.com), and approximately 11 other members of the community.

OPENING PROCEDURES

Mr. Eddinger led the Board and others attending the meeting in the Pledge of Allegiance to the Flag.

Southern Lehigh High School Robotics Team Demonstration

Mr. Gaugler, Teacher Advisor, and his student team gave a live demonstration of a typical robotics competition while explaining the rules and regulations for the competition. He said that besides the School District, Lutron was a major contributor to the robotics program at the High School.

APPROVAL OF MINUTES

MOVED BY Miracle and **2ND BY** Gunkle to approve the minutes of the May 23, 2011 meeting as copied and distributed to all Board members.

Minutes of
5/23/2011

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

VISITORS

CONSENT AGENDA

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

Approve the bills list dated June 13, 2011 showing paid bills in the amount of \$462,848.74 and bills to be paid in the amount of \$463,246.67 for a total amount of \$926,095.41 for the General Fund, and bills to be paid in the amount of \$4,017.17 for the Capital Reserve Sinking Fund;

Approval of
Bills

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

Approve
Treasurer's
Report and
Investment
Report

Accept the resignation of the following staff -

Kristin Haupt, Grade 1 teacher, Lower Milford Elementary School, effective June 21, 2011 at the end of the business day;

Accept
resignation-
Haupt

Accept the retirement of the following staff -

Margaret Hudock, Kindergarten teacher, Lower Milford Elementary School, effective September 27, 2011. Mrs. Hudock has been employed by the District for 30 years;

Accept
retirement-
Hudock

Approve unpaid leave of the following staff -

Erin Bromfield, High School Math teacher, on October 13 through October 21, 2011 and April 13, 2012;

Approve
unpaid leave-
Bromfield

- Approve FMLA leave-Searfoss Approve FMLA leave of the following staff –
Adrienne Searfoss, High School Science teacher, from May 25 through June 21, 2011;
- Approve unpaid leave-Gehris Approve unpaid leave of the following staff –
Ellen Gehris, Cafeteria worker, Southern Lehigh Middle School, on October 4 through 7, 2011;
- Accept resignation- Posbergh, Godown, Kovacs, McCue, Rhoads Accept the resignation of the following staff -
Lynn Posbergh, part-time Instructional Assistant, Hopewell Elementary School, effective June 21, 2011 at the end of the business day.
Robert Godown, Seasonal Employee, effective June 3, 2011
Janice Kovacs, Seasonal Employee, effective June 3, 2011
Victoria McCue, Seasonal Employee, effective June 3, 2011
David Rhoads, Seasonal Employee, effective June 3, 2011;
- Approve existing district staff from 6/1/2011 through 5/31/2012-Beltz, Fisher, Guth Approve the following existing district staff from June 1, 2011 through May 31, 2012, at an hourly rate of \$9.18 -
Kendra Beltz
Deborah Fisher
Jean Guth;
- Accept retirement-Guerriere Accept the retirement of the following staff -
Robert Guerriere, Finance Manager and Board Secretary, effective September 20, 2011. Mr. Guerriere has been a District employee for 10 ½ years;
- Approve to change the mentor for the guest Arabic teacher from T. Walter to A. Benedix Approve to change the mentor for the guest Arabic teacher from *Tara Walter* who was approved at the May 9, 2011 meeting to Anita Benedix at a stipend not to exceed \$700.00 for the 2011-2012 school year;
- Approve staff to provide extended school year services to Special Education students during the summer of 2011-Bauer, Bjelobrk, Bronfenbrenner, Brown, Browne, Burke, Chunko, M. Davis, Y. Davis, Diaz, Flurer, Gill, Gofberg, Graf, Grazio, Kaplan, Melnick, Miller, O'Donnell, Olinik, Ware Approve the following staff to provide extended school year services to Special Education students during the summer of 2011 at an hourly rate of \$37.40 (This expense is funded by the IDEA program) -
Alison Bauer
Michael Bjelobrk
Caryn Bronfenbrenner
Patricia Brown
Judith Browne
Christa Burke
Jenelle Chunko
Michelle Davis
Yolanda Davis
David Diaz
James Flurer
Timothy Gill
Carrie Gofberg
Bethene Graf
Susan Grazio
Alison Kaplan
Kristine Melnick
Lindsay Miller
Jamie O'Donnell
Susan Olinik
Theresa Ware;

Approve the following subject area leaders for the 2011-2012 school year at the stipends listed –

<u>Anne Sikorski-Schneider</u>	Art K-12	\$3,201***
<u>Bonnie Organski**</u>	Business/Computers, K-12	\$1,600.50 **
<u>Joanne Peralta**</u>	Business/Computers, K-12	\$1,600.50 **
<u>Linda Gross**</u>	Family Consumer Science, K-12	\$1,385.00 **
<u>Anne Snell**</u>	Family Consumer Science, K-12	\$1,385.00 **
<u>Megan Delegrotti</u>	Health/PE/Driver Ed, K-12	\$3,201
<u>Donna Gaugler**</u>	Language Arts, K-6	\$1,600.50 **
<u>Pamela Kuntzman**</u>	Language Arts, K-6	\$1,600.50 **
<u>Heather Toto</u>	Language Arts, 7-8	\$2,770
<u>Jeffrey Hershey</u>	Language Arts, 9-12	\$3,201
<u>Heidi Schiavone</u>	Library, K-12	\$2,232
<u>Dale Beltzner</u>	Mathematics, K-6	\$3,201
<u>Christopher Strobl</u>	Mathematics, 7-8	\$2,770
<u>Justina Viola</u>	Mathematics, 9-12	\$3,201
<u>Douglas Bolasky</u>	Music, K-12	\$3,201
<u>David Kohler</u>	Science, K-6	\$1,385.00 **
<u>Nicholas Weaver</u>	Science, K-6	\$1,385.00 **
<u>David Marchek</u>	Science, 7-8	\$2,232
<u>Maria Ramunni</u>	Social Studies, K-6	\$2,770
<u>Anita Benedix</u>	Social Studies, 7-8	\$2,232
<u>Thomas Beaupre</u>	Social Studies, 9-12	\$2,770
<u>Richard Colelli</u>	Technology Education, K-12	\$3,201
<u>Joan Ligon</u>	World Language, K-12	\$3,201

**Shared stipends

***Plus an additional \$500.00 stipend;

Approve Donna Atkinson as Health Services Leader, K-12, stipend of \$2,371;

Approve the following subject area leaders for the 2011-2012 school year at the stipends listed -

<u>Brooke Ruch</u>	K-6	\$1,067 *
<u>Pamela Phillippe</u>	K-6	\$1,067 *
<u>Patricia Schultheis</u>	7-8	\$2,134
<u>Caryn Bronfenbrenner</u>	9-12	\$2,845;

Approve the following Kindergarten Camp teachers at an hourly rate of \$37.40 for 2 hours per day from July 11 through July 22, 2011 -

- Carol Horvath
- Joy Rice

Approve the following staff for the Liberty Trail Program scheduled from July 11 through July 28, 2011 at the stipends listed -

- Kathleen Kale, Field Leader/Teacher Instructor, at a stipend of \$575.38 per week, plus an additional Field Leader stipend of \$809.64
- Lisa Lowry, Field Leader/Teacher Instructor, at a stipend of \$575.38 per week, plus an additional Field Leader stipend of \$809.64
- David LeBourgeois, Teacher Instructor, at a stipend of \$575.38 per week
- Phillip Markley, Teacher Instructor, at a stipend of \$575.38 per week;

Approve subject area leaders for the 2011-2012 school year- Sikorski-Schneider, Organski, Peralta, Gross, Snell, Delegrotti, Gaugler, Kuntzman, Toto, Hershey, Schiavone, Beltzner, Strobl, Viola, Bolasky, Kohler, Weaver, Marchek, Ramunni, Benedix, Beaupre, Colelli, Ligon

Approve D. Atkinson as Health Services Leader

Approve subject area leaders for the 2011-2012 school year- Ruch, Phillippe, Schultheis, Bronfenbrenner

Approve Kindergarten Camp teachers (2 hours per day; 7/11/11 through 7/22/11)- Horvath, Rice

Approve staff for the Liberty Trail Program (7/11/11 through 7/28/11)-Kale, Lowry, LeBourgeois, Markley

Approve the annual renewal of the agreement between SLSD & Pottsgrove School District for the purpose of the Radiological Emergency Response Plan

Approve the annual renewal of the agreement beginning on July 1, 2011 between Southern Lehigh School District and Pottsgrove School District for the purpose of the Radiological Emergency Response Plan for incidents at the Limerick Generating Station.

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

CURRICULUM/STUDENT AND STAFF ACTIVITIES

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

High School report –

- Final Exams under way
- Senior Award Ceremony on Thursday
- Graduation on Friday

Middle School report –

- Parent Presentation: *Raising Resilient Youth* will be Tuesday, May 24th
- National Junior Honor Society Induction Ceremony will be Thursday, May 26th
- Field Day, Friday, June 3rd
- 8th Grade Luau, Friday, June 3rd
- Parent Presentation: *Transitioning Your Child to Middle School*, Tuesday, June 7th
- Student Talent Show, Thursday, June 16th
- Yearbook Distribution, Thursday, June 16th
- Middle School Mall, Thursday, June 16th
- Student Recognition Ceremony, Friday, June 17th

[Mr. Quigley arrived at the meeting at 7:38 p.m.]

Intermediate School report –

- All 3rd grade homerooms have completed their visits to the IS. Visits concluded with Liberty Bell's 3rd grade homerooms on June 7th.
- AP Physics students from Mr. Long's class visited the 5th grade science classes on June 9th & 10th. Students presented topics related to gravity and fluid dynamics.
- The 6th grade social sponsored by the PTG was held at the IS on Friday night, June 10th. The dance was well attended, well organized, and enjoyed by all.
- The IS's 1st ever talent show is scheduled for this week with a dress rehearsal Thursday and the performance Friday.

Elementary schools –

- On June 2nd, representatives from each elementary building attended a math network session at IU #21 related to the math Common Cores.
- Hopewell held their annual spring festival on Friday, June 3rd. It was a perfect evening of fun and a great community event.
- On Friday, June 3rd, the elementary data teams reviewed their grade level data goals and end-of-the-year data and began to plan a timeline for 2011-2012.
- Hopewell recognized Mrs. Lea Kline with a retirement brunch at Bear Creek for her 25 years of working at Hopewell.
- Hopewell staff provided an appreciation luncheon on June 7th, for all volunteers who volunteered in any capacity during this school year. Liberty Bell will be hosting a similar breakfast tomorrow A.M. for all their volunteers over the course of the year.
- On Friday, June 10th, students at Hopewell were treated to an end-of-the-year assembly called the Magic of Math: You can Solve it! by Craig Collis who used math strategies and magic to entertain the students.
- Also on Friday, June 10th, the Hopewell PTA treated all students to Rita's Italian Ice after a hot week of school!
- Lower Milford is ending the year with several reading celebrations, including a Rumpelstiltskin Puppet Show, Third Grade "Cruise Day," and Wet and Wild Day.
- On Monday, June 6th, Liberty Bell continued their Arts Week celebration with an assembly on puppets. Students then participated in workshops and made their own puppets.

- On Tuesday, June 14th, Mrs. Dougherty will be hosting parents, administrators, and board members as she and her students showcase their own science documentary newscasts.
- Last Wednesday, June 8th, Liberty Bell had a Dance-a-thon and raised over \$1700 in an effort to cure Cystic Fibrosis.
- Finally, on Thursday A.M., Liberty Bell will be holding a surprise assembly to honor Mrs. Kinsey who is retiring after 34 years at our school.

MOVED BY Miracle and **2ND BY** Gunkle to approve Act 80 days on November 15 through November 19, 2010 and April 11, 2011 through April 15, 2011 for parent-teacher conferences; June 3, 2011 for teacher in-service; and early dismissal for students on June 17, 2011, the last day of school.

Approval of Act 80 days

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

MOVED BY Quigley and **2ND BY** Stelts to approve Act 80 days on November 4, 2011, January 27, 2012, March 30, 2012 and May 25, 2012 for teacher in-service; November 14 through November 18, 2011 and April 4, 2012 and April 10 through April 13, 2012 for parent-teacher conferences; and early dismissal for students on December 23, 2011 and June 1, the last day of school.

Approval of Act 80 days

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

MOVED BY Miracle and **2ND BY** Gunkle to approve the agreement with SarCare, Inc. to provide transportation and personal care assistance for student #10573 for the Extended Year program, summer 2011.

Approve agreement with SarCare, Inc.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

MOVED BY Miracle and **2ND BY** Quigley to approve the following student trip request - *Southern Lehigh High School Field Hockey Team* to participate in field hockey camp on July 31 through August 3, 2011 at the University of Maryland.

Approve SLHS Field Hockey Team trip- University of Maryland

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

MOVED BY Miracle and **2ND BY** Stelts to approve refusing Title III funding in the amount of \$5294.00 for the 2011-2012 school year due to the conditions placed upon the receipt of that money from the State.

Approve refusing Title III funding for the 2011-2012 school year

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

MOVED BY Miracle and **2ND BY** Stelts to approve final approval of the enclosed textbook recommendations for the 2011-2012 school year.

Approve final approval of the textbook recommendations for the 2011-2012 school year

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

BUSINESS AND FINANCE

MOVED BY Miracle and **2ND BY** Gunkle to approve the audit report prepared and submitted by France, Anderson, Basile & Co. for the Southern Lehigh School District for the 2009-2010 fiscal year.

Approve audit report for SLSD for the 2009-2010 fiscal year

Mr. Anderson addressed the Board to explain the 3 separate unqualified opinions, and that there were no findings

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

MOVED BY Miracle and **2ND BY** Gunkle to approve the appointment of France, Anderson, Basile & Co. to perform the audits of the Southern Lehigh School District and

Approve France, Anderson, Basile & Co. to perform the audits of the SLSD and SL EIT Office for the 2010-2011 fiscal year

Southern Lehigh Earned Income Tax Office for the 2010-2011 fiscal year, pursuant to the attached proposal.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

Approve the designation of depositories and the investment of District funds

MOVED BY Miracle and **2ND BY** Gunkle to approve the attached resolution concerning the designation of depositories and the investment of District funds.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

Approve renewing the District's existing student accident and athletic insurance for 2011-2012

MOVED BY Miracle and **2ND BY** Gunkle to approve renewing the District's existing student accident and athletic insurance for 2011-2012 through First National Insurance Agency, LLC of Sunbury, PA, as summarized below. The policy is administered by American Management Advisors of Langhorne, PA and underwritten by ACE American Insurance Company, Philadelphia, PA. A summary of the policy is attached -

- Interscholastic Sports, Intramurals, and Club Sports – Annual premium of \$6725, paid by the School District, represents a \$60 increase from the prior year
- Voluntary Student Accident Coverage, School Time Only - \$30/year, paid by parents, unchanged from prior year
- Voluntary Student Accident Coverage, 24-Hour Coverage - \$116/year, paid by parents, unchanged from prior year

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

Approve renewal of insurance policies for 2011-2012- Package Policy, School Leaders Errors and Omissions Policy, Umbrella Liability Policy, Blanket Policy for PTA's, PTO's, Booster Clubs, etc.

MOVED BY Miracle and **2ND BY** Gunkle to approve renewal of the following existing insurance policies for 2011-2012, as follows -

- Package Policy (Property and Fire, General Liability, EDP, Inland Marine, Contractors Equipment, Crime, Boiler & Machinery, etc.) – Ohio Casualty Insurance Company at an annual premium of \$57,586 (an increase of \$2634, primarily reflective of an increase in property values of approximately 4%)
- School Leaders Errors and Omissions Policy (Employer's Liability for Directors, Employees, and Volunteers) – School Boards Insurance Company of PA (PSBA) at an annual premium of \$13,976 (unchanged).
- Umbrella Liability Policy (Excess Coverage above Underlying Policies) – PSBA/Old Republic Insurance Company at an annual premium of \$14,443 (unchanged).
- Blanket Policy for PTA's, PTO's, Booster Clubs, etc. – Ohio Casualty Insurance Company at an annual premium of \$501 (unchanged).

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

Approve permission to complete and sign the forms in connection with the acquisition of state income tax information for individuals who identified SLSD as their district in tax years 2007, 2008, and 2009

MOVED BY Miracle and **2ND BY** Gunkle to approve permission to complete and sign the attached forms in connection with the acquisition of state income tax information for individuals who identified Southern Lehigh SD as their district of residence on state income tax returns filed for tax years 2007, 2008, and 2009. This information will be used by our EIT collector, Berkheimer & Associates, to identify non-filers and those individuals who may have omitted potentially taxable income from their local earned income tax returns.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

MOVED BY Miracle and **2ND BY** Gunkle to approve renewal of our Investment Consulting Services Agreement with Lawlace Consulting LLC in the amount of \$5500 for the 2011-2012 year. A copy of the agreement is attached.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

Approve renewal of our Investment Consulting Services Agreement with Lawlace Consulting LLC

SUPPORT SERVICES

MOVED BY Miracle and 2ND BY Stelts to approve change order E-13 to Albarell Electric, Inc., 901 West Lehigh Street, Bethlehem, PA 18018. The change order represents a “deduct” in the amount of \$20,131.00 for the unused allowance adjustment balance associated with the electric contract for the Southern Lehigh Intermediate School.

Approve change order E-13 to Albarell Electric, Inc.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: None

PERSONNEL

REPORTS

Lehigh Career & Technical Institute

Mr. Miracle reported the Joint Operating Committee had met on May 25, 2011 and voted to pass their 2011-2012 budget. He also said the process has begun for replacing the retiring Dr. Hornberger, Executive Director.

Superintendent’s Report

Mr. Snell talked about various state subsidy scenarios for our District based on the proposed 2011-2012 Pennsylvania state budget by the Governor and House GOP proposal for the state budget. The House GOP proposal reinstates some of the cuts to school district subsidies proposed by the Governor. Mr. Snell recommended that the Board support using the House GOP proposed state budget numbers in preparing the District’s 2011-2012 budget since it seems highly likely that the House GOP proposed state budget will get approved. There was Board discussion and unanimous consensus by the Board to use the House GOP proposed state budget numbers in preparing the District’s 2011-2012 budget.

Strategic Plan Report

Mrs. Christman highlighted 3 areas of the strategic plan –

- Liberty Bell 2nd grade class will be hosting parents, administrators, and board members on Tuesday, June 14th, as they showcase their science documentaries.
- The final meeting for the Standards and Assessment, Educational technology, and Professional Development committees for the mid-point review of the strategic plan have been held. Recommendations for activities will be updated and shared with the Board in July.
- HW’s School-wide data review. Teachers shared end of year grade level team goals and shared end of year data collection results.

OLD BUSINESS

MOVED BY Miracle and 2ND BY Gunkle to approve the following policies as revised for a second and final reading -

<u>Policy #</u>	<u>Title</u>
Policy 210	Pupils: <i>Use of Medications</i>
Policy 310	Administrative Employees: <i>Resignation</i>
Policy 314	Administrative Employees: <i>Physical Examinations</i>
Policy 620	Finances: <i>Fund Balance</i>

Approve policies as revised for a second and final reading- #210, #310, #314, #620

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: None

MOVED BY Dimmig and 2ND BY Quigley to approve a \$100 credit for each taxable parcel in the School District to reduce the general fund balance.

Motion defeated-To approve a \$100 credit for each taxable parcel in the School District

VOICE VOTE: “YES” – Dimmig
“NO” – All but Dimmig – Motion defeated
ABSENT: None

NEW BUSINESS

Approve
contract for
Director of
Business
Services-J.
Melber

MOVED BY Miracle and **2ND BY** Stelts to approve the contract for Jeremy Melber, Director of Business Services, at an annual salary of \$105,000 and a start date of July 11, 2011.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: None

VISITORS

Arland Schantz thanked Mr. Snell for proposing to use the House GOP proposed numbers to prepare the District's 2011-2012 budget.

The Board took a brief recess at 9:43 p.m.

The Board met in executive session at 9:45 p.m.

The meeting reconvened at 9:49 p.m.

ADJOURNMENT

ADJOURNMENT

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

VOICE VOTE: "YES" - Unanimous - Motion Carried
ABSENT: None

The meeting was adjourned at 9:49 p.m.

ATTEST: _____ Board Secretary

Pending Approval