

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

**High School Board Room**

**October 10, 2011**

**7:30 PM**

**Agenda**



IN PURSUIT OF EXCELLENCE

- I. OPENING PROCEDURES
  - A. *Call to Order*
  - B. *Recording of Attendance by the Secretary*
  - C. *Pledge of Allegiance*
  
- II. APPROVAL OF MINUTES OF SEPTEMBER 26, 2011
  
- III. VISITORS
  - A. **Business by visitor(s) will be presented for Board consideration as to agenda placement.**
  
  - B. *Southern Lehigh Education Foundation Update*  
**Mrs. Jennifer Johnson, President of the Southern Lehigh Education Foundation will provide the Board with an update on the Foundation.**
  
- 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 School .....Mrs. Christine Siegfried**  
**Middle School.....Mr. Nathan Davidson**  
**Intermediate School .....Mrs. Mary Farris**  
**Elementary Schools .....Mr. Samuel Hafner**
  
  - B. *Student Trip*  
**The Administration recommends approval of the following student trip request:**  
***Southern Lehigh High School Future Business Leaders of America* to attend the State Leadership Workshop in Lancaster, PA on Sunday, October 23, 2011 through Monday, October 24, 2011.. (V, B)**
  
  - C. *2011-2012 World Language Textbooks*  
**The Administration recommends final approval of the enclosed World Language Textbook recommendations for the 2011-2012 school year. (V, C)**
  
  - D. *Tech Smarts Curriculum*  
**The Administration recommends approval of the enclosed 1<sup>st</sup> through 3<sup>rd</sup> grade Tech Smarts Curriculum. (V, D)**
  
- VI. BUSINESS AND FINANCE
  - A. *Accounts Payable*  
**\*The Administration recommends approval of the bills to be paid as of October 10, 2011. (VI, A)**

## VII. SUPPORT SERVICES

A. *2011-2012 Contracted Carrier Contracts*

**The Administration requests approval of contracted carrier contracts for the 2011-2012 school year. These contracts support First Student with vans and small buses for non-public, charter schools and specialized transportation requests. (VII, A)**

## VIII. PERSONNEL

A. *Certificated Staff*1. *Appointments*

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

**Natalie Deacon, Long-Term Substitute Health and Physical Education Teacher, Southern Lehigh High School, at Bachelor's, Step 14, an annual salary of \$44,788 (*pro-rated*), effective September 29, 2011. Ms. Deacon will replace *Jennifer Edwards* during her leave of absence.**

**Harold Fairclough, Substitute (Intermediate Term, Category C) Health and Physical Education Teacher, Southern Lehigh High School, at a rate of \$135.00 per day, with an anticipated start date of October 11, 2011 (*pending receipt of required documentation*). Mr. Fairclough will replace *Tara McGinniss* during her anticipated leave of absence.**

2. *Salary Step Adjustment*

\*The Administration recommends approval of a salary step adjustment for the following staff, effective September 1, 2011:

**Kristen Englehardt, Grade 7 Reading Teacher, Southern Lehigh Middle School, Bachelor's +15 to *Bachelor's +30***

3. *Substitute Teachers*

\*The Administration recommends approval of the following substitute teachers for the 2011-2012 school year:

**Karen Shaffer, Biology and Science**

4. *Student Teacher*

\*The Administration recommends approval of the following student teacher placement:

**Jasper Sessions, English, Kutztown University, with *Amy Bausher*, Southern Lehigh High School, from October 25, 2011 to December 15, 2011.**

B. *Noncertificated Staff*1. *Resignations*

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

**Jean Arnold, Cafeteria/Playground Monitor, Lower Milford Elementary School, effective September 14, 2011.**

**Sharon Leferovich, Part-time Cafeteria Worker, Southern Lehigh Intermediate School, effective October 14, 2011.**

2. *Substitute Staff*

\*The Administration recommends approval of the following substitute staff for the 2011-2012 school year:

Miriam Allison, Substitute Instructional Assistant, at an hourly rate of \$15.31

Cathleen Hendrzak, Substitute Instructional Assistant, at an hourly rate of \$15.31

Cathleen Hendrzak, Substitute Cafeteria/Playground Monitor, at an hourly rate of \$9.45

Cathleen Hendrzak, Substitute Secretary, at an hourly rate of \$14.14

3. *Appointments*

\*The Administration recommends approval of the following staff: (VIII, B-3)

Brenda Shelly, Cafeteria/Playground Monitor, Lower Milford Elementary School, at \$9.45 per hour, effective October 3, 2011. Ms. Shelly will alternate days with Ms. Weihs-Hespell and another monitor to be named. This appointment fills the vacancy created with the resignation of *Jean Arnold*.

Stephanie Weihs-Hespell, Cafeteria/Playground Monitor, Lower Milford Elementary School, at \$9.45 per hour, effective October 11, 2011. Ms. Weihs-Hespell will alternate days with Ms. Shelly and another monitor to be named. This appointment fills the vacancy created with the resignation of *Jean Arnold*.

Anastasia Benner, Cafeteria/Playground Monitor, Liberty Bell Elementary School, at \$9.45 per hour, effective October 11, 2011. Ms. Benner will fill the vacancy created with the resignation of *Victoria McCue*.

4. *Food Services Manager*

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

**Gregory Martin, Food Services Manager, at an annual salary of \$57,000 (prorated), effective October 17, 2011. Mr. Martin will fill the vacancy created by the resignation of *Gina Giarratana*. Approval shall include the unpaid absence of Mr. Martin from November 11 through November 18, 2011.**

C. *Extra-Compensatory Positions*

1. *Returning Coaching Appointments*

\*The Administration recommends approval of the following returning coaches and stipends for the 2011-2012 school year:

<u>Jayne Baker</u>	MS Field Hockey Head	\$3,174
<u>Ian Beitler</u>	Field Hockey Assistant	\$4,233
<u>Natalie Deacon</u>	Field Hockey Assistant	\$4,233
<u>Adrienne Searfoss</u>	Field Hockey Head	\$7,054

2. *Peak Program*

\* The Administration recommends approval of the following ancillary employees for the Peak Program for the 2011-2012 school year at a rate of \$48.55 per session:

- Jennifer Kindt
- Brian Hines
- Stephanie Hantz

IX. REPORTS

- A. Committee Reports
- B. Superintendent's Report..... Mr. Liberati
- C. Facilities Report..... Mr. Liberati

X. OLD BUSINESS

- A. Second and Final Reading of New and Revised Policies  
**The Administration recommends the following new policies for a second and final reading:**
  - Policy #123.1                      Programs: *Management of Athletes with Concussions/Return to Play***
  - Policy #311.1                      Administrative Employees: *Demotion***
  - Policy #411.1                      Professional Employees: *Demotion*****The Administration recommends the following revised policy for a first reading:**
  - Policy #907    Community: *School Visitors***

XI. NEW BUSINESS

- A. Revised Ancillary Employees Compensation Policy  
**The Administration recommends the approval of the revised Compensation Policy for Ancillary Employees. (XI, A)**

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)

XIV. VISITORS' COMMENTS

XV. EXECUTIVE SESSION

XVI. OPEN SESSION

XVII. ADJOURNMENT