

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

High School Board Room

June 14, 2010

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. ***Board Members Recognition***

II. APPROVAL OF MINUTES OF MAY 24, 2010

III. VISITORS

- A. **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 SchoolMr. Mark Covelle
Middle School.....Mr. Nathan Davidson
Intermediate SchoolMrs. Mary Farris
Elementary Schools.....Mr. Sam Hafner**

- B. ***Clarity Service Group***

The Administration recommends approval of the addendum to the contract with Clarity Service Group to include Social Skills Training effective May 21, 2010. (V, B)

- C. ***2010-2011 Textbook***

The Administration recommends final approval of the enclosed textbook recommendations for the 2010-2011 school year. (V, C)

- D. ***Notice of Adoption of Policies, Procedures and Use of Funds***

The Administration recommends approval of the enclosed Notice of Adoption of Policies, Procedures and Use of Funds by School District that are to be used for submission with the 2010-2011 IDEA B, Section 611 project application. (V, D)

- E. ***Student Expulsion***

The Board will act on the expulsion of Student #134745, subject to the terms and conditions of a letter signed by the Student and the Student's parent, waiving the Student's rights to a formal expulsion hearing.

VI. BUSINESS AND FINANCE

A. *Accounts Payable*

*The Administration recommends approval of the bills to be paid as of June 14, 2010. (VI, A)

B. *Treasurer's Report*

*The Administration recommends approval of the Treasurer's Report and Investment Report (VI, B)

C. *Student Accident and Athletic Insurance*

The Administration recommends renewing the District's existing student accident and athletic insurance for 2010-11 through Mid Penn Insurance Associates of Selinsgrove, PA with ACE American Insurance Company providing the policies as summarized below and in the enclosure: (VI, C)

1. Interscholastic Sports, Intramurals, and Club Sports - \$6665.00 annual premium, a 5.0% increase, paid by the District. This increase follows a substantial premium decrease last year and reflects a charge that is similar to that paid by the District three years ago for the 2007-08 school year.
2. Voluntary Student Accident Coverage, School Time Only - \$30.00 per year, unchanged from the current year.
3. Voluntary Student Accident Coverage, 24-Hour Coverage - \$116.00 per year, unchanged from the current year.

D. *Final Adoption of 2010-11 General Fund Budget*

The Administration will present the PDE -2028, Final General Fund Budget, for 2010-11 and ask the Board to take the following actions:

1. Final Adoption of Budget (VI, D-1)
2. Approval of Fund Balance Designations
3. Levying of Millage (VI, D-3)
4. Levying of Various Act 511 Taxes (VI, D-4)
5. Adoption of Homestead/Farmstead Exclusion Resolution (VI, D-5)

E. *Purchase of Electricity Generation*

The Administration recommends approval of the following documents between the School District and Exelon Energy related to a recent joint bid for electricity for the period December 2011 through July 2013 (see individual meter read dates.) The bid was performed by our electricity consultant, Provident Energy Consulting, LLC, and included numerous school districts in eastern Pennsylvania. The bid resulted in rates that are approximately 5.5% below the current rates being paid to Constellation New Energy for the period of January 2010 through November 2011. A summary of bids that were received is attached for your information. (VI, E)

1. Transaction Confirmations, including Schedule 1, dated May 25, 2010 and May 28, 2010
2. Master Electricity Sales Agreement, dated May 25, 2010

F. *PlanCon Part H: Project Financing for the Intermediate School, Project #3281*

The Administration recommends approval of PlanCon Part H: Project Financing for the New Elementary (Intermediate School), Project #3281. This PlanCon Part H is for GOB Series of 2008 that was used to complete the Intermediate School construction. The first PlanCon Part H was for GOB Series of 2006AA that was used to start the Intermediate School construction. (VI, F)

VII. SUPPORT SERVICES

A. JBM Mechanical, Inc.

The Administration recommends approval of allowance adjustment PC-001 to JBM Mechanical, Inc., 3273 Gun Club Road, Nazareth, PA 18064. The allowance adjustment represents an “add” in the amount of \$809.24 for the supply of water to ice makers in the Family Consumer Science Room and Health Suites at the Intermediate School.

B. *Professional Engineering Services*

The Administration recommends acceptance of the proposal for Professional Engineering Services from Borton Lawson Architecture, 3893 Adler Place, Suite 100, Bethlehem, PA 18017 in the amount of \$7,500.00. The analysis and recommendations for the next step is to address sidewalk heaving, potential grading issues and excessive storm water runoff.

C. *Change Order G-16*

The Administration recommends approval of Change Order P-4 to JBM Mechanical, Inc., 3273 Gun Club Road, Nazareth, PA 18064. The change order represents a “deduct” in the amount of \$35,070.76 for the unused allowance adjustment balance associated with the Intermediate School’s plumbing contract.

D. *Blue Knight Protective Services, LLC*

The Administration recommends extending the security contract with Blue Knight Protective Services, LLC., doing business as Eye in the Sky Enforcement, 155 MacArthur Road, Whitehall, PA 18052 for a period of one year, beginning July 1, 2010 and ending June 30, 2011. The first year contract approved September 28, 2009 included provisions for annual extensions. (VII, D)

VIII. PERSONNEL

A. *Certificated Staff*

1. *Substitute Teachers*

*The Administration recommends approval of the following substitute teachers for the 2009-2010 school year:

Patricia Combs, Spanish

Jay Impink, Science

Nicole Ott, Elementary

2. *Student Teacher*

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

Michael Buddock, Health and Physical Education, West Chester University, with Gretchen Hoff, Liberty Bell Elementary School and Lower Milford Elementary School and Megan Dellegrotti, Southern Lehigh High School, from September 7, 2010 to December 16, 2010.

3. *Childrearing Leave*

*The Administration recommends approval of childrearing leave of the following staff for the 2010-2011 school year:

Kate (Anderson) Flannery, Language Arts Teacher, Southern Lehigh Middle School

4. *FMLA Leave*

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

Laura Gonzalez, Spanish Teacher, Southern Lehigh Middle School, beginning May 25, 2010 through June 22, 2010

Alison Scanlon, Grade 3 Teacher, Hopewell Elementary School, from June 1, 2010 through June 22, 2010

5. *Transfer*

*The Administration recommends approval of transfer of the following staff:

Marie Ramunni, Grade 5 Teacher, Southern Lehigh Intermediate School, to Substitute Guidance Counselor, Southern Lehigh Middle School, due to the anticipated leave of Anne Cooper during the first semester of the 2010-2011 school year (with no salary change).

6. *Appointment*

The Administration recommends approval of the following staff: (VIII, A-6)

Jessica Swartz, Spanish Teacher, Southern Lehigh High School, at Bachelor's, Step 14, an annual salary of \$43,743, effective August 24, 2010. Ms. Swartz will fill the position created with the retirement of Patricia Combs.

B. *Noncertificated Staff*1. *Resignation*

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

Jessica Walker, 1:1 Instructional Assistant (7 hour), Southern Lehigh Intermediate School, effective June 22, 2010.

Rosemarie Martin, Instructional Assistant, (7 hour), Southern Lehigh High School, effective June 18, 2010.

2. *Internship*

*The Administration recommends approval of the following internship:

Jarred Alcott, a student at Indiana University of Pennsylvania, to complete a required, unpaid internship for the Sports Management Program with Donald Harakal, Athletic Director, from June 15, 2010 through August 20, 2010.

3. *FMLA*

*The Administration recommends approval of intermittent FMLA Leave to Beverly Pizsel, Instructional Assistant, Liberty Bell Elementary for the period June 9, 2010 through June 8, 2011, not to exceed the legal limit of twelve (12) weeks cumulatively.

C. *Seasonal Employees*

1. *The Administration recommends approval of the following existing district staff for seasonal employment from June 1, 2010 through May 31, 2011, at an hourly rate of \$9.18:

- David Rhoads
- Janice Kovacs
- Lori Michael
- Shirley Parker
- Robert Werley
- Lynn Yost

2. *The Administration recommends approval of the following returning district staff for seasonal employment from June 1, 2010 through May 31, 2011:

- Brandon Beck, at an hourly rate of \$9.18
- Nathaniel Bell, at an hourly rate of \$9.18
- Kamille Freske, at an hourly rate of \$9.18
- Robert Godown, at an hourly rate of \$9.18
- Jeffrey Grove, at an hourly rate of \$9.18
- Ryan Hassick, at an hourly rate of \$9.18
- Stephen Kennedy, at an hourly rate of \$9.18
- Stephen McCarthy, at an hourly rate of \$9.18
- Elizabeth Nemeth, at an hourly rate of \$9.18
- Fawn Rivenbark, at an hourly rate of \$9.18
- Arlen Rupp, at an hourly rate of \$9.18
- Kelly Senters, at an hourly rate of \$9.18
- Christopher Yost, at an hourly rate of \$9.18
- Ryan Ulmen, at an hourly rate of \$8.10

3. *The Administration recommends approval of the following new staff for seasonal employment from June 1, 2010 through May 31, 2011:

- Jennifer Godown, at an hourly rate of \$9.18
- Gina Decker, at an hourly rate of \$9.18
- Alyssa Russek, at an hourly rate of \$9.18
- Andrew Michael, at an hourly rate of \$8.10
- Joseph Privitera, at an hourly rate of \$8.10

D. *Extra-Compensatory Positions*

1. *Assistant to the Athletic Director*

*The Administration recommends approval of Robert Clark as Assistant to the Athletic Director position for the 2010-2011 fall sports season at a salary of \$3,333.33. (VIII, D-1)

2. *PowerSchool Student Information System*

*The Administration recommends approving the continued \$6,000 stipend for Melody Davis, Secretary, High School, for the coordination of the PowerSchool Student Information System on a district-wide basis during the period of July 1, 2010 through June 30, 2011.

3. *Special Education Facilitator*

*The Administration recommends approving the continued \$5,000 stipend for Karen Fairclough, for the position of Special Education Facilitator, for the 2010-2011 school year.

4. *SAT Prep*

*The Administration recommends approval of the following district staff for the Fall and Winter SAT Prep Course at an hourly rate of \$36.03, increasing to \$37.40 effective September 1, 2010:

Justina Viola

Ryan Haupt

Amy Bausher

5. *2010-2011 Extended School Year (ESY) Staff*

*The Administration recommends approval of the following staff to provide services to Special Education students during the summer of 2010 at an hourly rate of \$36.03 (*This expense is funded by the IDEA program*):

Judith Browne

Caryn Bronfenbrenner

Karen Fairclough

Jamie O'Donnell

Leanora Kline

Patricia Brown

Susan Shimer

Samantha Krick

David Diaz

Jenelle Chunko

Aimee Pearce

Theresa Ware

Katie Wechtler

6. *High School Summer Program*

*The Administration recommends approval of the following staff for the High School Summer School Program for the summer of 2010:

Kate Mack, Teacher, at an hourly rate of \$36.03

Meredith Dapsis, Teacher, at an hourly rate of \$36.03

Ryan Haupt, Teacher, at an hourly rate of \$36.03

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 Policies*

The Administration recommends a second and final reading of the following policies: (X, A)

#342 Administrative Employees: Absences Due to Legal Obligations

#442 Professional Employees: Absences Due to Legal Obligations

#542 Classified Employees: Absences Due to Legal Obligation

XI. NEW BUSINESS

A. *First Reading of Policies*

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

#303.1 Administrative Employees: Veterans Preference

#403.1 Professional Employees: Veterans Preference

#503.1 Classified Employees: Veterans Preference

B. *Employee Groups Wage and Benefit Policies July 1, 2010 through June 30, 2013*

The Administration recommends approval of the Wage and Benefit Policies of the following employee groups: Head Custodians; Health Paraprofessionals; Special Education Support; Special Education & Instructional Assistants; Secretarial Employees; and Ancillary Employees. These Wage and Benefit Policies will be effective July 1, 2010 through June 30, 2013.

C. *Administrative Compensation Plan July 1, 2010 through June 30, 2014*

The Administration recommends approval of the Administrative Compensation Plan effective July 1, 2010 through June 30, 2014.

D. Substitute Teacher Rates

The Administration recommends approval of the following increases to rates for Substitute Teachers, effective July 1, 2010:

Up to 20 cumulative days: \$90.00 per day

21 through 40 cumulative days: \$100.00 per day

41 cumulative days or more: \$110.00 per day

If placed in one assignment for 16 consecutive days or more: \$110.00 per day

Intermediate Term Substitutes (45 through 60 cumulative days): \$135 per day

This represents a \$10.00 per day increase to all above categories.

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