

**SOUTHERN LEHIGH SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
High School Board Room
June 22, 2009
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 JUNE 8, 2009.

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
Elementary Schools.....Ms. Lori Limpar**

B. *2008-2009 Mini Grant End of Year Report*

**The Administration will provide the 2008-2009 Mini Grant End of Year report.
(V, B)**

C. *Independent Study*

The Administration recommends approval of the following Independent Study Proposals of the following students: (V, C)

Meghan Hynes, Photography II

Laura Hofstetter, Photography II

Kori Livingston, Photography II

Kaitlyn Madiara, Photography II

VI. BUSINESS AND FINANCE

A. *Accounts Payable*

***The Administration recommends approval of the bills to be paid as of June 22, 2009. (VI, A)**

B. *2009-2010 Student Accident and Athletic Insurance*

The Administration recommends renewing the District's existing student accident and athletic insurance for 2009-2010 through Mid Penn Insurance

Associates of Selinsgrove, PA with ACE American Insurance Company providing the policies as summarized below and in the enclosure: (VI, B)

Interscholastic Sports, Intramurals, and Club Sports - \$6,348.00 per year, paid by the District (a premium reduction of 8.24%)

Voluntary Student Accident Coverage, School Time Only - \$30.00 per year

Voluntary Student Accident Coverage, 24-Hour Coverage - \$116.00 per year

C. *Final Adoption of 2009-2010 General Fund Budget*

The Administration will present the Final General Fund Budget for 2009-2010 (PDE 2028) and ask the Board to take the following actions: (VI, C)

- Final Adoption of Budget
- Approval of Fund Balance Designations
- Levying of Millage
- Levying of various Act 511 Taxes
- Adoption of Homestead/Farmstead Exclusion Resolution

D. *2009-2010 Insurance Policies*

The Administration recommends approval of the following insurance policies for 2009-2010:

Package Policy (General Liability, Property, and Fire, etc.)

Ohio Casualty Insurance Company at an annual premium of \$56,698, an increase of approximately \$6,300 (12.5%) over the current year. The value of insured assets has increased by 60% mainly due to the addition of the Intermediate School.

School Leaders Errors and Omissions (Employer's Liability for Directors, Employees, and Volunteers)

School Boards Insurance Company of PA at an annual premium of \$13,426, a decrease of approximately \$3,139 from the current year.

Umbrella Policy (Excess Coverage above Underlying Policies)

Old Republic Insurance Company at an annual estimated premium of \$14,443, unchanged from the current year.

Blanket Policy for PTA's, PTO's and Booster Clubs, etc.

Ohio Casualty Insurance Company at an annual premium of \$501, unchanged from the current year.

VII. SUPPORT SERVICES

A. *Imperial Excavating Change Order 1*

The Administration recommends approval of Change Order 1 to Imperial Excavating. The change represents an "add" in the amount of \$7,800 for changes required by the Lehigh Conservation District to erosion controls for bleacher construction. (VII, A)

B. *Imperial Excavating Change Order 2*

The Administration recommends approval of Change Order 2 to Imperial Excavating. The change represents an "add" in the amount of \$12,620.50 for the addition of footers to the designed "floating" bleacher system. (VII, B)

C. *George Donovan Associates Contract*

The Administration recommends acceptance of the contract with George Donovan Associates, 518 Main Street, Bethlehem, PA 18018, in the amount of \$10,950 for professional services associated with the remediation of HVAC in three Liberty Bell Elementary School classrooms.

VIII. PERSONNEL

A. *Certificated Staff*

1. *FMLA Leave*

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

Tara Cooke, Guidance Counselor, Middle School, on June 8 and 9, 2009.

Joan Imms-Geiser, Spanish Teacher, High School, from June 10 through June 17, 2009.

2. *Retirement*

*The Administration recommends accepting the retirement of Eleanor Satrom, 1st Grade Teacher, Lower Milford Elementary School, effective end of the 2008-2009 school year. Mrs. Satrom has been employed with the district for 31 years.

3. *Resignation*

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

Jennifer Powell, .5 ESL Teacher, Liberty Bell Elementary School, effective July 1, 2009.

4. *Substitutes*

*The Administration recommends approval of the following substitutes for the 2009-2010 school year: (VIII, A-4)

Gary Lee, Biology

Eleanor Satrom, Elementary

5. *Student Teacher*

*The Administration recommends approval of the following student teacher placement from Muhlenberg College: (VIII, A-5)

Kelsey Rose, Secondary Math, at the Middle School from June 22, 2009 through July 29, 2009.

6. *Unpaid Leave*

*The Administration recommends approval of unpaid leave of the following staff:

Erin Bromfield, Math Teacher, High School, on October 5 through October 9, 2009 and March 30, 2010.

7. *Appointment*

The Administration recommends approval of the following staff: (VIII, A-7)

Nancy Becker, ESL Teacher, at Bachelor's +15, Step 11, an annual salary of \$52,177, effective July, 2009. (*This amount may change due to ongoing contract negotiations.*) Ms. Becker has a family vacation

confirmed for March 29, 30 and 31, 2010 which will be granted as part of her recommendation for hire. Ms. Becker will fill the position created with the retirement of Maryann Impink.

8. *Clinical Education Program*

*The Administration recommends approval for Leslie White, nursing student at Drexel University to complete a clinical education program for the RN-BSN Program for 60 hours with Middle School Nurse, *Michelle Krippe*. (VIII, A-8)

B. *Noncertificated Staff*

1. *Transfer to New Position*

The Administration recommends approval of the transfer of Tina Lentz, Health Paraprofessional, Lower Milford Elementary School to Student Support Secretary (10-Month), Lower Milford Elementary, effective July 1, 2009. This is a pilot position for the 2009-2010 school year with a rate to be determined. (VIII, B-1)

2. *Substitute*

*The Administration recommends approval of the following Substitute Instructional Assistant for the 2009-2010 school year at an hourly rate of \$15.31: (VIII, B-2)

Eleanor Satrom

3. *Summer Technology Staff*

*The Administration recommends approval of the following summer technology staff at an hourly rate of \$13.39 per hour effective July 1, 2009: (VIII, B-3)

Austin Benner

C. *Extra-Compensatory Positions*

1. *Returning Coaches*

*The Administration recommends approval of the following returning coaches for the 2009-2010 school year. (The stipend amounts may change due to salary negotiations in process.) (VIII, C-1)

<u>John Neumann</u>	Head Swimming/Diving	\$5,238
<u>Michael Goldsmith</u>	Asst. Swimming/Diving	\$3,143
<u>Kenneth Ziegler</u>	Asst. Wrestling	\$4,478
<u>Brenton Ditchcreek</u>	Asst. Wrestling	\$4,478
<u>Matthew Miller</u>	Asst. Wrestling	\$4,478
<u>Robert Shaffer</u>	Head Boys' Basketball	\$7,628
<u>Kurt Zellner</u>	Asst. Boys' Basketball	\$2,292**
<u>James Snyder</u>	Asst. Boys' Basketball	\$2,292**
<u>Brad Huebner</u>	Asst. Boys' Basketball	\$4,584
<u>Carl Crouse</u>	Head Rifle	\$3,220
<u>Jessica Swartz</u>	Dance	\$2,464

**shared position

2. *Fitness Center Staff*

a. *The Administration recommends approval of the following program specialists for the fitness center at an hourly rate of \$26.99 for the 2009-2010 school year. (VIII, C-2a)

Adam Pengh
Stefanie Martin

b. *The Administration recommends approval of the following fitness center monitors at an hourly rate of \$14.03 for the 2009-2010 school year. (VIII, C-2b)

Brian Souerwine
Keith Binkley
Mark Binkley
Jennifer Yaiser
Megan Dellegrotti
Stephen Schrader

3. *Swim Bus Monitors*

*The Administration recommends approval of the following swim bus monitors for the 2009-2010 school year at an hourly rate of \$10.80: (VIII, C-3)

Leslie Hoke
Lori Michael

4. *Extended School Year (ESY) Staff 2009-2010*

*The Administration recommends approval of the following staff to provide services to Special Education students during the summer of 2009 at an hourly rate of \$34.71. *This expense is funded by the IDEA program.*

Lisa Dex
Caryn Bronfenbrenner
Karen Fairclough
Jamie O'Donnell
Leanora Kline
Patricia Brown
Julia Vogl
Susan Shimer
Samantha Krick
David Diaz
Jenelle Chunko
Lisa Lowry
Heather Lippincott

5. *Liberty Trails*

*The Administration recommends approval of the following staff for the *Liberty Trails Program* scheduled from June 29, 2009 through July 17, 2009 (excluding July 3, 2009):

Sylvia Fowler, Supplemental Nurse, at an hourly rate of \$15.59 from June 29 and 30, 2009; increasing to \$16.19 per hour effective July 1, 2009.

Donna Atkinson, Substitute Supplemental Nurse, at an hourly rate of \$15.59 from June 29 and 30, 2009; increasing to \$16.19 per hour effective July 1, 2009.

Michelle Krippe, Substitute Supplemental Nurse, at an hourly rate of \$15.59 from June 29 and 30, 2009; increasing to \$16.19 per hour effective July 1, 2009.

6. *SAT Prep Course*

*The Administration recommends approval of the following staff for the SAT Prep Course for the 2009-2010 school year at an hourly rate of \$34.71. (The hourly rate amounts may change due to salary negotiations in process.):

- Joseph Castagna
- Justina Viola
- Amy Bausher
- Ryan Haupt

7. *High School Summer Program*

*The Administration recommends approval of the following staff for the High School Summer School Program for the summer of 2009. (The stipend and hourly rate amounts may change due to salary negotiations in process.) :

- Tamme Westbrook, Coordinator, at a stipend of \$1,500.
- Kate Mack, Teacher, at an hourly rate of \$34.71.

8. *2009-2010 Mentors*

*The Administration recommends approval of the following mentors at a stipend not to exceed \$700.00 for the 2009-2010 school year. (The stipend amount may change due to salary negotiations in process.) :

- Cotie Strong as a mentor for *Brynne McNabb*
- Brooke Ruch as a mentor for *Katie Wechtler*

D. *Administrative Resignation*

The Administration recommends accepting the resignation of John Zelenak, Media Specialist, effective August 7, 2009. Mr. Zelenak was employed by Southern Lehigh School District for 6 years.

IX. REPORTS

A. **Committee Reports**

The minutes of the Carbon Lehigh Intermediate Unit Board of Directors meeting of May 18, 2009 are included in the Board materials. (IX, A)

B. **Superintendent's Report..... Mr. Liberati**

C. **Facilities Report.....Mr. Liberati**

D. **Strategic Plan Report.....Mrs. Christman**

X. OLD BUSINESS

A. *Second and Final Reading of Policies*

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

- #105 Curriculum Development**
- #201 Admission of Students**
- #907 School Visitors**

XI. NEW BUSINESS

A. *Grade Changes for PDE*

The Board needs to take action to officially change the grades of Hopewell Elementary, Liberty Bell Elementary and Lower Milford Elementary schools from Kindergarten through Grade 5 to Kindergarten through Grade 3; Southern

Lehigh Middle School from Grades 6, 7 and 8 to Grades 7 and 8. This action is necessary in order to update and notify Pennsylvania Department of Education's *Educational Names and Addresses (EDNA)* of the changes.

- B. *2009-2010 Teacher Collective Bargaining Agreement*
The Teacher Negotiations Committee of the School Board recommends that the full Board approve the proposed 2009-2012 teacher collective bargaining agreement.
- C. *Freshman Football Program Proposal*
The Administration recommends approval of the *Freshman Football Program Proposal* for the 2009-2010 school year. This program is to be submitted to the Board annually for approval. (XI, C)
- D. *Revised 2009-2010 School Calendar*
The Administration recommends approval of the revised 2009-2010 School Calendar. (XI, D)
- 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. 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, B)
- XIV. VISITORS' COMMENTS
- XV. EXECUTIVE SESSION
- XVI. OPEN SESSION
- XVII. ADJOURNMENT