

SOUTHERN LEHIGH SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS MEETING

High School Board Room

August 9, 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*

II. APPROVAL OF MINUTES OF JULY 12, 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 School .....Mrs. Christine Siegfried**  
**Middle School.....Dr. Edward Donahue**  
**Intermediate School .....Mr. Sean McGinty**  
**Elementary Schools .....Ms. Lori Limpar**

- B. *Welcome Chinese Scholar Teacher*

**Welcome and introduction of Yu Qingchu, Chinese Scholar Teacher.**

- C. *2010-2011 Intermediate School Handbook*

**The Administration recommends approval of the Intermediate School Parent/Student Handbook for the 2010-2011 school year. (V, C)**

- D. *Student Trip*

**The Administration recommends approval of the Southern Lehigh High School Cheerleading Team to attend the Pine Forest Cheerleading Camp, Olyphant, PA, August 15, 2010 through August 18, 2010. (V, D)**

VI. BUSINESS AND FINANCE

- A. *Accounts Payable*

**\*The Administration recommends approval of the bills to be paid as of August 9, 2010. (VI, A)**

- B. *Treasurer's Reports*

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

C. *Concord Public Finance Presentation*

**Chris Gibbons will attend the Board meeting and provide the School Board with an update on a potential refunding of a bond issue from 2002. (VI, C)**

D. *Extension of Contract with Sports Doctors*

**The Administration recommends extending the current contract with St. Luke's Sports Medicine Practice (enclosed) for a period of three (3) years subject to the following fee adjustments: (VI, D)**

- a. **Physical examinations: from \$7.50 to \$7.75 (2010-11); \$8.00 (2011-12); \$8.25 (2012-13)**
- b. **Attendance at games: \$175 (2010-11); \$200 (2011-12); \$200(2012-13)**

E. *Establishment of Cafeteria Prices*

**The Administration recommends adoption of the enclosed list of ala carte prices and a continuation of the current Type A lunch prices for elementary (\$2.35), secondary (\$2.65), and adult (\$4.00). If approved, this will be the second consecutive year that the District has not increased lunch prices. This has been made possible by some significant cost containment measures led by better utilization of joint purchasing contracts for food and other supplies (see enclosed list). Several ala carte items were selected for price increases to reflect product costs. Those items are highlighted on the enclosed list. Lastly, a newly developed catering brochure is also enclosed for your information. (VI, E)**

F. *Approval of Contract for Investment Advisory Services*

**The Administration recommends approval of the enclosed contract with Lawlace Consulting LLC for \$5,500 for investment advisory services for the 2010-11 year. There is no increase in the fee from the annual amount for the 2009-10 year. In addition to the lengthy quarterly reports that are received by the Administration, Mr. Lawlace has provided the School Board with a brief report that is also enclosed. The update addresses the current market and interest rate environment and provides some information about safety of public funds and the current status of the banking industry. (VI, F)**

G. *Extension of Waiver of Annual Fitness Center Membership Fees*

**The Administration recommends continuation of the practice of waiving the \$75 annual fee for membership in the fitness center for community emergency services personnel and District employees.**

H. *PlanCon Part H: Project Financing (Intermediate School)*

**The Administration recommends approval of PlanCon Part H: Project Financing for the New Elementary School (Intermediate School), Project #3281. This PlanCon Part H is for GOB Series of 2002A that was used to start the Intermediate School construction project. Previous PlanCon H's have been submitted to PDE for GOB Series of 2006AA and GOB Series of 2008 that were used to complete the construction project. (VI, H)**

VII. SUPPORT SERVICES

A. *2010-2011 Primary Student Transportation Program*

**The Administration requests approval for the Primary Student Transportation Program for the 2010-2011 school year in accordance with 22 PA Code 23.4 et.al. Documentation includes the following:**

- **Bus routes**
- **Bus stop listing**
- **Student alpha roster**
- **Vehicle listing for First Student Transit**
- **First Student driver listing and required certifications**

**Individual contracted carrier contracts for specialized transportation will be submitted for Board approval as contracts are completed.**

**The Administration requests the authority to make such adjustments throughout the year to routes, students or vehicle assignments or to bus stops as necessary to accommodate changes in student or school program assignment, residence changes, system improvements, safety concerns or system efficiency.**

B. *District Photography Services*

***For Information Only:* The Administration reviewed district photography services for senior portraits, class photos, yearbooks, sports events and extracurricular activities. Christmas City Studios was selected to provide photography services for the 2010-2011 school year.**

VIII. PERSONNEL

A. *Certificated Staff*

1. *Resignation*

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

Nancy Williamson Hooke, Grade 3 Teacher, Lower Milford Elementary School, effective August 6, 2010. Mrs. Williamson Hooke has been an employee of the district for 16 years.

2. *Appointments*

**The Administration recommends approval of the following staff for the 2010-2011 school year (*pending receipt of required documentation*): (VIII, A-2)**

**Victoria Butz, Long Term Substitute (Category E), Title 1 Teacher, Southern Lehigh Intermediate School, at Bachelor's +30, Step 14, an annual salary (pro-rated) of \$46,185, effective August 24, 2010. Mrs. Butz will fill the position of *Erika Filbert* who is replacing *Rochelle Hufgard* during childrearing leave.**

**Kimberly Mills, Long Term Substitute (Category E), 1<sup>st</sup> Semester, Grade 1 Teacher, Liberty Bell Elementary School, at Master's, Step 14, an annual salary (pro-rated) of \$52,079, effective August 24, 2010. Ms. Mills will fill the position during the childrearing leave of *Tara Collins*.**

**Megan Hallman, Long Term Substitute (Category E), 1<sup>st</sup> Semester, Grade 6 Teacher, Southern Lehigh Intermediate School, at Master's, Step 14, an annual salary (pro-rated) of \$52,079, effective August 24, 2010. Mrs. Hallman will fill the position during the reassignment of *Maria Ramunni* to the Middle School.**

**Lisa Dex, Long Term Substitute (Category E), Grade 1 Teacher, Lower Milford Elementary School, at Bachelor's, Step 13, an annual salary (pro-rated) of \$44,140, effective August 31, 2010. Ms. Dex will fill the position during the childrearing leave of *Kristin Haupt*.**

**Amber Swiatocha, Long Term Substitute (Category E), English Teacher, Southern Lehigh High School, at Bachelor's, Step 14, an annual salary of \$43,743, effective August 24, 2010. Ms. Swiatocha will fill the position during the childrearing leave of *Jessica Gordon*.**

**Nicole Ott, Grade 4 Teacher, Southern Lehigh Intermediate School, at Bachelor's +15, Step 7, an annual salary of \$49,365, effective August 31, 2010. Mrs. Ott will fill the vacant position due to the transfer of *Christopher Bonsall* to Lower Milford Elementary School to fill the vacant position created with the resignation of *Nancy Williamson*.**

**Cynthia Romero, Spanish Immersion Teacher, Southern Lehigh Intermediate School, at Bachelor's, Step 8, an annual salary of \$47,333, effective August 24, 2010. Ms. Romero will fill the vacant position created with the resignation of *Teresa Bohlsen*.**

3. *Student Teacher*

\*The Administration recommends approval of the following student teacher placement: (VIII, A-3)

Cynthia Smigo, Elementary Education, DeSales University, with *Nicholas Weaver*, Southern Lehigh Intermediate School from September 7, 2010 to October 22, 2010.

4. *2010-2011 Mentors*

\*The Administration recommends approval of the following mentors at a stipend of \$700.00 for the 2010-2011 school year:

Erika Filbert as a mentor for *Victoria Butz*

Donna Gaugler as a mentor for *Megan Hallman*

Fran Werkheiser\*\* as a mentor for *Cynthia Romero*

Karen Ryan\*\* as a mentor for *Cynthia Romero*

Amy Bausher as a mentor for *Amber Swiatocha*

Margaret Mays as a mentor for *Kimberly Mills*

Tara Walter as a mentor for *Yu Qingchu*

\*\**Shared position and stipend*

5. *Tenure Acknowledgment*

Acknowledge attainment of tenure at the completion of the 2009-2010 school year for the following staff:

Ian Beitler, Gifted Teacher, High School

Joseph Breisch, Technology Coach, High School

Erin Bromfield, Math Teacher, High School

Tara Collins, Grade 1 Teacher, Liberty Bell

Kate Flannery, Grade 7 & 8 Teacher, Middle School

Ryan Haupt, Math Teacher, High School

Rebecca Harries, School Psychologist, Middle School

Kate Mack, Language Arts Teacher, High School

Matthew Miller, Learning Support Teacher, High School

Stephen Schrader, Health, Physical Ed & Driver Ed, High School

Julia Vogl, Learning Support, Intermediate School

Holly Walker, Language Arts, Middle School

Nicholas Weaver, Math & Science Teacher, Intermediate School

Rebecca Woolf, Grade 1 Teacher, Liberty Bell

6. *Unpaid Leave*

\*The Administration recommends approval of an additional unpaid day for Erin Bromfield on September 23, 2010 in conjunction with her earlier request of unpaid leave approved at the June 28, 2010 Board meeting for September 24, 2010 through October 1, 2010 and April 19, 2011.

B. *Noncertificated Staff*

1. *2010-2011 Substitute Support Staff*

\*The Administration recommends approval of the following substitute for the 2010-2011 school year:

Samantha Krick, Substitute Instructional Assistant, at an hourly rate of \$15.31.

2. *Resignation*

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

Francine Klucsarits, Instructional Assistant (3 hour), Hopewell Elementary School, effective July 28, 2010.

Samantha Krick, Instructional Assistant (7 hour), Hopewell Elementary School, effective August 19, 2010.

Laura Grida, Instructional Assistant (3 hour), Southern Lehigh Intermediate School, effective July 19, 2010.

Judith Lynch, Playground/Cafeteria Monitor, Southern Lehigh Intermediate School, effective August 4, 2010. Ms. Lynch's position will be filled through the expansion of other Monitors' hours.

3. *Change of Hours*

\*The Administration recommends approval of the reduction of regularly scheduled hours of Jody Hogman, Part-time EIT Office Secretary from 4.5 hours per day to 4 hours per day.

4. *Appointments*

\*The Administration recommends approval of the following staff for the 2010-2011 school year: (VIII, B-4)

Melinda Watkins, Instructional Assistant (6 hour), Southern Lehigh Intermediate School, 1<sup>st</sup> semester, at an hourly rate of \$15.89, effective August 31, 2010. Mrs. Watkins will fill the position of Megan Hallman who will be a long term substitute teacher at Southern Lehigh Intermediate School.

Carrie Gofberg, Technology Facilitator, Lower Milford Elementary School, at an hourly rate of \$18.33. Ms. Gofberg will fill the vacant position of *Elizabeth Tate* who is transferring to Southern Lehigh Intermediate School to fill the position created with the resignation of *Austin Benner*.

Jody Hogman, Part-time Athletic Office Secretary (4 hour), at an hourly rate of \$15.82, effective July 23, 2010. Mrs. Hogman will fill the vacant position created with the resignation of *Leslie Hoke*.

5. *Unpaid Leave*

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

Diane Price, Cafeteria Worker, Southern Lehigh High School, from September 28, 2010 through Friday, October 8, 2010.

6. *Change of Resignation Date*

\*The Administration recommends the approval of the change of resignation date of Leslie Hoke from July 8, 2010 to July 15, 2010.

C. *Extra-Compensatory Positions*

1. *Resignation*

\*The Administration recommends accepting the resignation of Karen Fairclough, Assistant Field Hockey Coach, effective August 3, 2010.

2. *2010-2011 Coaching Appointments*

\*The Administration recommends approval of the following coaches for the 2010-2011 school year: (VIII, C-2)

Kristen Linhart Assistant Volleyball \$1,080.00\*\*

\*\**This is one third of the \$3,240.00 stipend for this position shared with Donald West, Sr.*

Stephen Sroka Assistant Football \$2,793.00\*\*

\*\**This position will be shared as a fifty/fifty split of the \$5,586.00 stipend with Douglas Sherman.*

Jodie Elstner\*\* MS Assistant Girls Volleyball \$1,620.00

\*\**Pending receipt of required documentation.*

3. *2010-2011 Subject Area Leaders*

\*The Administration recommends approval of the following subject area leader appointments for the 2010-11 school year, subject to and contingent upon the Southern Lehigh Education Association's ratification of the Memorandum of Agreement entitled *Subject Area and Other Educational Leader Compensation*:

Pamela Kuntzman Language Arts, K-3

Donna Gaugler Language Arts, 4-6

Heather Toto Language Arts, 7-8

Jeffrey Hershey Language Arts, 9-12

Dale Beltzner Mathematics, K-6

Christopher Strobl Mathematics, 7-8

Justina Viola Mathematics, 9-12

Maria Ramunni Social Studies, K-6

Peter Orr Social Studies, 7-8

Thomas Beaupre Social Studies, 9-12

Mary Orlando Science, K-6

David Marchek Science, 7-8

<u>Joseph Helinski</u>	Science, 9-12
<u>Bonnie Organski</u>	Business/Computers, K-12**
<u>JoAnn Peralta</u>	Business/Computers, K-12**
<u>Douglas Bolasky</u>	Music, K-12
<u>Joan Ligon</u>	World Language, K-12
<u>Anne Sikorski-Schneider</u>	Art, K-12
<u>Megan Dellegrotti</u>	Health/PE/Driver Ed, K-12
<u>Richard Colelli</u>	Technology/Education, K-12
<u>Heidi Schiavone</u>	Library, K-12
<u>Anne Snell</u>	Family Consumer Science, K-12**
<u>Linda Gross</u>	Family Consumer Science, K-12**

*\*\*This is a shared position and stipend.*

#### IX. REPORTS

##### A. Committee Reports

The minutes of the Carbon Lehigh Intermediate Unit Board of Directors of June 21, 2010 are included in the Board materials. (IX, A)

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

##### C. Facilities Report... Mr. Liberati

#### X. OLD BUSINESS

##### A. Second and Final Reading of Policy

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

**#906 Community: *Public Complaints***

#### XI. NEW BUSINESS

#### 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