

SOUTHERN LEHIGH SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
High School Board Room
September 14, 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 AUGUST 24, 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 SchoolMr. John Zuk
Middle School.....Dr. Edward Donahue
Intermediate School.....Mrs. Mary Farris
Elementary Schools.....Mr. Samuel Hafner

B. *Student Trip*

The Administration recommends approval of the following school trips:

1. ***Southern Lehigh Speech and Debate Team* to attend the Yale University Invitational, New Haven, CT from Friday, September 26, 2008 through Sunday, September 28, 2008. (V, B-1)**
2. ***Southern Lehigh Volleyball Team* to attend the State College Little Lion Invitational, State College, PA on Friday, October 2, 2009 and Saturday, October 3, 2009. (V, B-2)**

C. *Independent Study*

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

William Solomito, Technology (Robotics)

D. *Computer Club Proposal*

The Administration recommends approval to start a Computer Programming Club at Southern Lehigh High School. (V, D)

E. *Title III Funding*

The Administration recommends refusing Title III funding based upon regulations that must be followed in order to expend the small amount of monies (\$4,764) the grant provides.

VI. BUSINESS AND FINANCE

A. *Accounts Payable*

*The Administration recommends approval of the bills to be paid as of September 14, 2009. (VI, A)

B. *Treasurer's Report*

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

C. *Request for Real Estate Tax Refund and Exoneration*

The Administration recommends approval of the following with regard to Parcel ID# 22-643424262722 1, which is in the name of Dora Lowry, pursuant to the enclosed letters from the Lehigh County Office of Assessment (VI, C):

- a) Refund of 2006-2007 school property taxes in the amount of \$117.55
- b) Exoneration of the Lehigh County Tax Claim Bureau for 2007-2008 and 2008-2009 school property taxes.

D. *Investment of Funds*

*The Administration recommends approval of the Investment of Funds for the General Budget. (VI, D)

E. *Traffic Improvement Study*

The Administration will provide a report on a meeting with URS Corporation to discuss a traffic study which is in part required by the traffic improvement agreement with Upper Saucon Township.

F. *General Obligation Bond Refunding*

The Administration has been advised by our financial advisors of a new refunding opportunity with a potential savings of \$355,000 of net present value (approximately 4.66% of refunded principal). A representative will be attending the Board meeting to discuss this opportunity.

G. *Lehigh Valley Drug and Alcohol Intake Unit Agreement*

The Administration recommends approval of the enclosed agreement with the *Lehigh Valley Drug and Alcohol Intake Unit* in cooperation with the district's Student Assistant Program (SAP) initiative. (VI, G)

VII. SUPPORT SERVICES

A. *Client services Agreement with Provident Energy Consulting LLC*

The Administration recommends approval of the enclosed Client Services Agreement with Provident Energy Consulting LLC, 107 Chesley Drive, Suite 2, 1st Floor, Media, PA 19063 for the period July 1, 2009 to June 30, 2010, with provisions for annual extensions, and to authorize the Administration to pre-approve electricity purchases that are made pursuant to the contract with formal Board approval to follow

at the next public School Board meeting. This contract was previously provided to the School Board on July 13, 2009 with submission of the mandate waiver application for the purchase of electricity. (VII, A)

B. *Natural Gas Service Agreement*

The Administration recommends formal approval of the following purchases of natural gas that were pre-authorized by the Administration on August 26, 2009, pursuant to the contract with Compass Energy that was approved by the Board on August 24, 2009:

a) 100% of the District's anticipated usage (exclusive of Intermediate School) from September 2009 through June 2010 at a unit cost of \$6.06/dth (NYMEX and basis, all-inclusive), and

b) 40% of the District's anticipated usage (exclusive of Intermediate School) from July 2010 through June 2011 at a unit cost of \$6.65/dth (NYMEX only). Our consultant advised that we let the basis float until they analyze the distribution rate that UGI is using for us.

These purchases compare favorably to budget and reflect the current environment of extremely low natural gas prices.

C. *Laser Engraving Systems Bid*

The Administration recommends the award of the Laser Engraving Systems Bid #081409 in the amount of \$62,871 to Allegheny Educational Systems, Inc., 1425 Freeport Road, Natrona Heights, PA 15065. One 60 watt and two 30 watt laser engravers are to be installed in STEM classrooms at the High School, Middle School and Intermediate School.

D. *Change Order G-17*

The Administration recommends approval of Change Order G-17 for walking path accessibility to Penn Builder's Inc., 2275 Old Bethlehem Pike, Quakertown, PA 18951. The change order represents an "add" in the amount of \$8,375.00 for changes required by PennDOT on the Intermediate School project.

E. *Change Order G-39*

The Administration recommends approval of Change Order G-39 for erosion control to Penn Builder's, Inc., 2275 Old Bethlehem Pike, Quakertown, PA 18951. The change order represents an "add" in the amount of \$41,328 plus \$.31 per square foot for matting associated with the Intermediate School detention basin.

F. *Contracted Carriers for the 2009-2010 School Year*

The Administration requests approval of contracted carrier contracts for the 2009-2010 school year. These contracts support First Student with vans and small buses for non-public schools, charter schools and specialized transportation requests. (VII, F)

VIII. PERSONNEL

A. *Certificated Staff*

1. *Salary Step Adjustment*

*The Administration recommends approval of a salary step adjustment for the following staff, effective September 1, 2009:

Tricia Anderson, 5th Grade Teacher, Southern Lehigh Intermediate School, Bachelor's +15 to *Master's*

Alison Bertoni, 3rd Grade Teacher, Hopewell Elementary School, Bachelor's +15 to *Bachelor's +30*

Tara McGinniss, Physical Education Teacher, High School, Master's to *Master's +15*

Joy Rice, Kindergarten Teacher, Liberty Bell Elementary School, Master's +15 to *Master's +30*

Rebecca Woolf, 1st Grade Teacher, Liberty Bell Elementary School, Bachelor's to *Bachelor's +15*

2. *Correction*

The Administration recommends approval of the correction of the following staff: (VIII, A-2)

Lisa Dex, Long-term Substitute (Category E) Teacher, 1st Grade, Lower Milford Elementary School, for the 2009-2010 school year during Kristin Haupt's childrearing leave. *This is a correction to the original request approved August 24, 2009 for the first semester of the 2009-2010 school year.*

3. *Appointment*

The Administration recommends approval of the appointment of the following staff (*pending receipt of required documentation*): VIII, A-3

Brenda Fix, Long-term Substitute (Category E) Reading Specialist, Master's, Step 14, at a salary of \$50,481 (pro-rated) effective August 28, 2009.

Thomas Wilde, Extended-term Substitute (Category D), Bachelor's, Step 14, at a per diem rate of \$223.27, effective September 10, 2009. Mr. Wilde will fill the vacancy on an emergency basis due to the FMLA leave of Leigh Kern.

4. *Substitute Teachers*

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

Roberta George Elementary

5. *Child-rearing Leave*

a. *The Administration recommends approval of anticipated child-rearing leave of the following staff:

Jessica Gordon, Language Arts Teacher, High School, effective for the 2009-2010 school year

b. *The Administration recommends approval of child-rearing leave of the following staff:

Kristin Haupt, 1st grade Teacher, Lower Milford, effective for the 2009-2010 school year. *This is a correction to the original request approved August 10, 2009 for the first semester of the 2009-2010 school year.*

6. *FMLA Leave*

*The Administration recommends approval of the FMLA leave of Leigh Kern, Language Arts Teacher, High School, effective September 14, 2009 through December 6, 2009.

B. *Non-certificated Staff*

1. *Substitute Support Staff*

*The Administration recommends approval of the following substitute support staff for the 2009-2010 school year: (VIII, B-1)

Laura J. Sauer, Substitute Instructional Assistant, at an hourly rate of \$15.31.

Alan Gilmore, Substitute Custodian, at an hourly rate of \$12.63.

Allister Jones, Substitute Custodian, at an hourly rate of \$12.63.

Karen Miller, Substitute Custodian, at an hourly rate of \$12.63.

2. *Correction*

The Administration recommends approval of the correction of the following staff: (VIII, B-2)

Stacey (Ruth) Kuntzman, Substitute Instructional Assistant, Lower Milford for the 2009-2010 school year during Kristin Haupt’s child rearing leave. This is a correction to the original request approved August 24, 2009 for the first semester of the 2009-2010 school year.

3. *Appointments*

*The Administration recommends approval of the following support staff (pending receipt of required documentation): (VIII, B-3)

Victoria McCue, Cafeteria/Playground Monitor, Liberty Bell Elementary School, at an hourly rate of \$9.45, effective 2009-2010 school year. Mrs. McCue will fill the position created with the transfer of Melissa Salamon.

Deborah (Kosluk) Zweifel, Cafeteria/Playground Monitor, Liberty Bell Elementary School, at an hourly rate of \$9.45, effective 2009-2010 school year. Mrs. Zweifel will fill the position created with the resignation of Wendy Kemp.

4. *Unpaid Leave*

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

Tina Lentz, Student Support Secretary, Lower Milford Elementary School, on January 27, 28 and 29, 2010.

C. *Extra-Compensatory Positions*

1. *Volunteer Coaches*

*The Administration recommends approval of the appointment of the following volunteer coaches for the 2009-2010 school year (pending receipt of required documentation): (VIII, C-1)

| | |
|-----------------------|---------------------|
| <u>Colin Cobb</u> | Football |
| <u>Jared Tierno</u> | Football |
| <u>Jamie Matthews</u> | Girls’ Lacrosse, MS |
| <u>Steve Sroka</u> | Football, MS |

2. *2009-2010 Coaching Staff*

*The Administration recommends approval of the following coaches for the 2009-2010 school year: (VIII, C-2)

| | | |
|----------------------------|----------------------------|------------|
| <u>Ian Beitler</u> | Assistant Field Hockey, HS | \$3,630.00 |
| <u>Christopher Bonsall</u> | Boys' Basketball, HS | \$4,758.00 |

3. *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:

- Janet Miltenberger as a mentor for *Charise Trilling*
- Joseph Castagna as a mentor for *Ryan Burns*
- Caryn Bronfenbrenner as a mentor for *David Dougherty*
- Karen Fairclough as a mentor for *Shannon Mauro*
- Michelle Berosh as a mentor for *Brenda Fix*
- Michele Krippe as a mentor for *Merrilyn Pysher*
- David Kohler as a mentor for *Angela Fulmer*

4. *K-12 Department Coordinator*

*The Administration recommends approval of the appointment of the following K-12 Department Coordinators at a stipend of \$689.00 per department for the 2009-2010 school year:

| | |
|---------------------------------------|----------------------|
| <u>Janet Miltenberger</u> | Language Arts |
| <u>Dale Beltzner</u> | Math |
| <u>Thomas Beaupre</u> | Social Studies |
| <u>Joseph Helinski</u> | Science |
| <u>Jennifer Zander</u> | Business |
| <u>Douglas Bolasky</u> | Music |
| <u>Elda Garcia/Pat Combs</u> | World Language |
| <u>Anne Sikorski-Schneider</u> | Art |
| <u>Devon Hagy/Megan Dellegrotti**</u> | Health/PE/Driver Ed |
| <u>Richard Colelli</u> | Technology Education |
| <u>Heidi Schiavone</u> | Library |
| <u>Linda Gross / Anne Snell**</u> | FACS |
| <u>Donna Atkinson</u> | Nurses |

**sharing stipend

5. *Ancillary Employees*

a. *The Administration recommends approval of the following employees for the PEAK Program at the rate of \$45.06 per event for the 2009-2010 school year:

- Nancy Beitler
- Anita Benedix
- Anne Cooper
- Brenda Fix
- Lorraine Frasch
- Margaret Gallagher
- Rosemary Grube
- Cristina Gruver

Devon Hagy
Rebecca Harries
Patricia Hayes
Ann Higgins
Timothy Jansen
Stephanie Kerrick
Tina Lebrecht
Ronnette Mays
Michael Pauling
Corry Robbins
Francisco Rodriguez
Virginia Rothenberger
Patricia Schultheis
Janet Solley
Krista Sterner
Christopher Strobl
Robert Voron
Tara Walter
Donald West
Lynn Yocum

b. *The Administration recommends approval of the appointment of the following employees as Dance Chaperones at the rate of \$46.62 per event for the 2009-2010 school year:

Kate Anderson
Michelle Fraker
Lorraine Frasch
Margaret Gallagher
Rebecca Harries
Patricia Hayes
Ann Higgins
Timothy Jansen
Stephanie Kerrick
Tina Lebrecht
Shirley Parker
Francisco Rodriguez
Christopher Strobl
Donald West

c. *The Administration recommends approval of the appointment of the following Extracurricular Activity Advisors, for the 2009-2010 school year:

| | | |
|--------------------------|------------------------------|-----------|
| <u>James Fullerton</u> | AV & Stage, MS | \$1441.00 |
| <u>Susan MacIntyre</u> | Student Senate Advisor, MS** | \$ 626.00 |
| <u>Danielle Westwood</u> | Student Senate Advisor, MS** | \$ 626.00 |
| <u>Nancy Beitler</u> | Band, MS | \$3077.00 |
| <u>Tina Lebrecht</u> | Choral Music, MS | \$1887.00 |
| <u>Nancy Beitler</u> | Orchestra, MS | \$1179.00 |

**shared position

IX. REPORTS

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

X. OLD BUSINESS

XI. NEW BUSINESS

A. **Fitness Center Usage**

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

XII. COMMUNICATIONS

Letters to the Board are included in the Board materials as they are received in the district.

XIII. FOR INFORMATION ONLY

A. **Curriculum Writing**

The curriculum writing agreements are listed in the Board materials by name, elected compensation, amount and anticipated date of completion. (XIII, A)

B. **Conference Request**

The requests for professional conferences are listed in the Board materials by name, conference, location, dates of absence, and cost. (XIII, B)

XIV. VISITORS' COMMENTS

XV. EXECUTIVE SESSION

XVI. OPEN SESSION

XVII. ADJOURNMENT