

**SOUTHERN LEHIGH SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
High School Board Room
September 8, 2008
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 25, 2008

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 School..... Mrs. Christine Siegfried

Middle School Mr. Nathan Davidson

Elementary Mrs. Kristen Lewis

B. *School Trips*

**The Administration recommends approval of the request for the following school trip:
(V, B)**

***Southern Lehigh Speech and Debate Team* to attend the Yale University Invitational at New Haven, CT from Friday, September 26, 2008 through Sunday, September 28, 2008.**

C. *Dual Enrollment Agreement*

The Administration recommends approval of the Dual Enrollment Agreement with Lehigh County Community College for the 2008-2009 school year. (V, C)

D. *Guidelines to Attend Another PA Community College*

The Administration recommends continuation of the current guidelines for the 2008-2009 school year. (V, D)

VI. BUSINESS AND FINANCE

A. *Accounts Payable*

*The Administration recommends approval of the bills to be paid as of September 8, 2008. (VI, A)

B. *Investment of Funds*

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

C. *Request for Property Tax Refunds*

The Administration requests permission to issue the following refunds, pursuant to letters from the County of Lehigh Office of Assessment: (VI, C)

- a) Lucinda E. Snyder, Parcel ID 05 642357280623 1
 - i. 07-08: \$29.22
 - ii. 06-07: \$28.19
 - iii. 05-06: \$27.16
- b) Edwin G. Schantz Estate, Parcel ID 13 640382129205 1
 - i. 07-08: \$688.84
 - ii. 06-07: \$664.58
 - iii. 05-06: \$640.33
- c) John J. and Sue Anne Golden, Parcel ID 22 640424426543 1
 - i. 06-07: \$223.54
 - ii. 05-06: \$215.39

D. *Employee Assistance Program Agreement*

The Administration recommends approval of the enclosed five-year contract with Penn Foundation, Inc. for services in connection with the District's Employee Assistance Program (EAP). The contract is identical to the previous agreement and the rate for all five years is unchanged from that of 2007-2008. (VI, D)

VII. SUPPORT SERVICES

A. *Change Order*

The Administration recommends approval of Change Order #1 to Landmark Services Company, LLC, in the amount of \$351 for alteration of existing wire conduit in the High School Science Classroom. (VII, A)

VIII. PERSONNEL

A. *Certificated Staff*

1. *Substitute Teachers*

*The Administration recommends approval of the following substitute teacher: (VIII, A-1)

Jenelle Chunko, Elementary

2. *Increment Request*

*The Administration recommends approval of a salary step adjustment for the following staff, effective September 1, 2008:

Joseph Castagna, English Teacher, High School, Bachelor's +15 to *Master's*

Anne Sikorski-Schneider, Art Teacher, High School, Master's to *Master's +15*

3. *Increment Correction*

*The Administration recommends the correction of the salary step adjustment for Mathew Wehr, Music Teacher, High School, from Bachelor's +15 to *Bachelor's +30*, effective September 1, 2008.

4. *Appointments*

The Administration recommends approval of the following staff: (VIII, A-4)

Lorraine Frasch, Language Arts/Reading Teacher, Middle School, at Master's +15-Step 2, an annual salary of \$51,194, effective August 19, 2008. Ms. Frasch will fill the vacant position created with the promotion of Carol Mickley.

Thomas Wilde, Long Term Substitute, Category E, .75 Business Education Teacher, High School, at Bachelor's +15, Step 12, an annual (pro-rated) salary of \$40,020. Mr. Wilde will fill the vacant position created with the resignation of Donna Bazos on an emergency basis.

5. *Salary Adjustment*

The Administration recommends approval of the salary adjustment for Aimee Pearce, Learning Support Teacher, High School from Bachelor’s Step 4 to Bachelor’s +15, Step 4, an annual salary of \$44,564 (due to receipt of required documentation), effective August 19, 2008.

6. *Administrative Resignation*

The Administration recommends accepting the resignation of Leah Christman as Director of Technology, effective August 25, 2008. Mrs. Christman was appointed to the Assistant Superintendent position at the August 25, 2008 board meeting.

7. *Title IX Officer*

The Administration recommends the approval of Leah Christman as Title IX Officer for the Southern Lehigh School District.

8. *Administrative Appointment*

The Administration recommends approval of the following Administrator: (VIII, A-8)

Kenneth Jordan, Technology Coordinator, at an annual (pro-rated) salary of \$75,000, with a plan to promote to Director of Technology after two years of satisfactory performance (with a salary adjustment at that time), effective starting date to be determined.

9. *Administrative Salary Increases*

The Superintendent recommends to the School Board the following salaries:

James Snell, Director of Business and Personnel Services, an annual salary of \$119,876, effective July 1, 2008.

Bill Kennedy, Human Resources Administrator, an annual salary of \$85,702, effective July 1, 2008.

B. *Extra-Compensatory Positions*

1. *Ancillary Employees*

a. *The Administration recommends approval of the following employees who are anticipated to earn \$100 or more as an ancillary employee for the Peak Program for the 2008-2009 school year:

- Michele Berosh
- Tara Cooke
- Anne Cooper
- Erika Filbert
- Joan Himmelberger
- JoAnn Lindauer Schneider

b. *The Administration recommends approval of the following employees who are anticipated to earn \$100 or more as ancillary employees as Dance Chaperones for the 2008-2009 school year:

- Kristin Grosse
- Devon Hagy
- Joan Himmelberger

c. *The Administration recommends approval of the following employees to provide Middle School Detention Duty at an hourly rate of \$34.71 for the 2008-2009 school year:

- Garrett (Gary) Dudeck
- David Diaz

2. 2008-2009 Mentors

*The Administration recommends approval of the appointment of the following mentors at a stipend not to exceed \$700 for the 2008-2009 school year:

- Jeffrey Hershey* as mentor for *Jessica Gordon*
 - Sheryl (Donahue) Ciotti as a mentor for *Amy Bausher*
 - Douglas Roncolato as a mentor for *Brenton Ditchcreek*
 - Joseph Castagna as a mentor for *Marlo Spritzer*
 - Maria Ramunni as a mentor for *Russell Tucker*
 - Rebecca Harries as a mentor for *Justin Kocis*
 - Corry Robbins as a mentor for *Michael Pauling*
 - Alison Bertoni as a mentor for *Danielle DeAngelo*
 - Janet Miltenberger as a mentor for *Manal Haddad*
 - Roni Barna as a mentor for *Cheryl Heurich*
 - Susan Smeltzer as a mentor *Kristin Haupt*
 - Heidi Schiavone as a mentor for *Tina Lebrecht*
- *1/2 a year

3. New Coach

*The Administration recommends approval of the following new coach for the 2008-2009 school year: (VIII, B-3)

Jamie Elstner Middle School Assistant Volleyball \$977

4. Fitness Center Monitors

*The Administration recommends approval of the following Fitness Center Staff at an hourly rate of \$13.51 for the 2008-2009 school year (pending receipt of required documentation): (VIII, B-4)

- Mark Binkley
- Megan Dellegrotti
- Wayne Langsdorf
- Jennifer Yaiser

IX. REPORTS

A. Committee Reports

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

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

X. OLD BUSINESS

1. Second and Final Reading of Policies

The Administration recommends a second and final reading of the following policies: (X, 1)

#220 Student Expression

#221 Dress and Grooming

2. 2008-2014 Strategic Plan Approval

With the approval of the Policy #220 and #221, the Administration recommends final approval of the Strategic Plan to be submitted to the Pennsylvania Department of Education by September 30, 2008.

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

Conference Request

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

XIV. VISITORS' COMMENTS

XV. EXECUTIVE SESSION

XVI. OPEN SESSION

XVII. ADJOURNMENT