

**SOUTHERN LEHIGH SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
High School Board Room
October 22, 2007
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 OCTOBER 8, 2007.

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 Mr. John Zuk

Middle School Mrs. Patrice Turner

Elementary Schools Mrs. Kristen Lewis

- B. *Refusal of Title III Funding*

The Administration recommends refusal of Title III funding for ESL supplemental services as the requirements of the grant are not sufficiently supported by this funding. (V, B)

VI. BUSINESS AND FINANCE

- A. *Accounts Payable*

*The Administration recommends approval of the bills to be paid as of October 22, 2007 (VI, A)

- B. *Treasurer's Report*

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

- C. *Investment of Funds*

The Administration recommends approval of the Investment of Funds as attached. (VI, C)

- D. *Upper Saucon Township Per Capita Tax Exonerations*

The Administration recommends exoneration of Deborah Herstine, Tax Collector, from the collection of 2007-2008 school per capita taxes for the individuals on the enclosed list provided by Mrs. Herstine. (VI, D)

E. *2007-2008 Agreement with Teach Me Tutoring*

The Administration recommends approval of the enclosed contract with Teach Me Tutoring, Souderton, PA for educational services in connection with the District's alternative education program for this school year. In August, the Board authorized the Administration to enter into this contract, but it was felt that the Board should act on the actual contract when it was finalized. (VI, E)

VII. SUPPORT SERVICES

A. *Appointment*

The Administration recommends the employment of Albert Baker as Acting Director of Support Services and the school district's Owner's Representative to the Southern Lehigh Intermediate School project at the rate of \$55.00 per hour, effective October 1, 2007.

VIII. PERSONNEL

A. *Certificated Staff*

1. *Increment Request*

*The Administration recommends the approval of a salary step adjustment for the following staff, effective February 1, 2007:

Mark Covelle, Language Arts Teacher, High School, Master's to Master's +15.

2. *Transfer*

The Administration recommends approval of the transfer of the following staff: Joseph Breisch, Long-Term Substitute Teacher, Mathematics, High School, to Technology Coach with no change in salary, effective November 6, 2007. This is a new position.

3. *Appointment*

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

Nicole Cole, Long-term Substitute (Category E) Mathematics Teacher, High School, at B, Step 1, an annual (pro-rated) salary of \$40,580, effective October 30, 2007. Ms. Cole will fill the position created with the transfer of Joseph Breisch (who was hired to fill the temporary position created due to the military leave of *Justina Viola*.)

B. *Noncertificated Staff*

1. *Unpaid Leave*

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

Caleb Colon, Instructional Assistant, Liberty Bell Elementary School, from Monday, November 19, 2007 to Wednesday, November 21, 2007.

Susan Covey, Assistant Kitchen Manager, High School, from Monday, December 17, 2007 through Thursday, December 20, 2007. (Mrs. Covey is canceling the approved unpaid leave on Wednesday, November 21, 2007 and Tuesday, November 27, 2007.)

Tina Lentz, Health Paraprofessional, Lower Milford Elementary School, ¼ day on Thursday, January 24, 2008 and a ½ day on Friday, January 25, 2008.

Beverly Pizsel, Instructional Assistant, Liberty Bell Elementary School, from Thursday, October 25, 2007 to Tuesday, October 30, 2007.

Melissa Salamon, Part-Time Instructional Assistant, Liberty Bell Elementary School, from Monday, November 12, 2007 through Friday, November 16, 2007.

2. *Correction*

The Administration recommends approval to correct the date of approved Family Medical Leave Act leave at the October 8, 2007 board meeting for Cathleen Ragsdale, Part-time Cafeteria worker, High School, from *effective January 8, 2008 and not to exceed a period of twelve weeks* to “on or about November 6, 2007 and not to exceed a period of twelve weeks.”

3. *Appointment*

a. *The Administration recommends approval of the appointment of the following support staff: (VIII, B-3a)

Leslie Hoke, Part-time (.5) Athletic Department Secretary, at \$14.30 per hour, effective October 23, 2007. Mrs. Hoke will fill the position created with the transfer of Lynn Kovecses to High School Secretary.

Elaine Lebo, Human Resources Secretary, at an annual salary of \$28,200 (pro-rated), with an anticipated start date of November 6, 2007 (*pending receipt of required documentation*). Mrs. Lebo will fill the position created with the transfer of Lynn Kovecses to High School Secretary and fill the additional ½ time HR secretary position that was approved in the 2007-2008 budget.

b. *The Administration recommends approval of the appointment of the following substitute support staff: (VIII, B-3b)

Debra Seng, Substitute Cafeteria Worker, at an hourly rate of \$7.50.

Christina Jann, Substitute Instructional Assistant, at an hourly rate of \$14.18.

George Mayer, Substitute Custodian, at an hourly rate of \$11.70 (*pending receipt of required documentation*).

C. *Extra-Compensatory Positions*

1. *Resignation*

*The Administration recommends accepting the resignation of the following coaches for the 2007-2008 school year:

Samantha Edwards, Assistant Girls’ Basketball, High School, effective October 1, 2007.

Erika Kissel, Dance Team, effective October 8, 2007.

2. *Appointment*

a. *The Administration recommends approval of the appointment of the following coaches for the 2007-2008 school year: (VIII, C-2a)

Michael Arnold Assistant Girls’ Basketball, High School

Lee Ziesloft Assistant Boys’ Basketball, High School

Megan Marquette Assistant Girls’ Basketball, High School

b. *The Administration recommends approval of the appointment of the following volunteer coaches for the 2007-2008 school year: (VIII, C-2b)

Mark Evans Boys’ Soccer

3. 2007-2008 Mentors

*The Administration recommends approval of the appointment of the following mentors at a stipend of \$700.00 for a year:

Pamela Phillipe and Karen Fairclough as mentors (splitting the stipend) for *Ian Beitler*

Megan Dellegrotti as mentor for *Steven Schrader*

IX. REPORTS

A. **Committee Reports**

The minutes of the Carbon Lehigh Intermediate Unit Board of Directors meeting of September 17, 2007 are included in the Board materials. (IX, A)

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

C. **Facilities Report**

X. OLD BUSINESS

XI. NEW BUSINESS

A. **Act 93 Compensation Plan**

The Board will act on the Act 93 Compensation Plan for 2007-2010 and the attached list of revised salaries for Act 93 Administrators, effective July 1, 2007. (XI, A)

XII. OTHER BUSINESS

A. *Second and Final Reading on New Policy #215*

The Administration recommends the second and final reading of New Policy #215, *Promotion and Retention.* (XII, A)

XIII. COMMUNICATIONS

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

XIV. 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. (XIV, 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. (XIV, B)

XV. VISITORS' COMMENTS

XVI. EXECUTIVE SESSION

XVII. OPEN SESSION

XVIII. ADJOURNMENT