



# Southern Lehigh School District

## Board of School Directors Meeting

November 24, 2008

The second monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:37 p.m. on the above date (November 24, 2008) at Southern Lehigh High School, Center Valley, PA.

**PRESENT:** Stelts, Auteri, Dimmig, Eddinger, Gunkle, Miracle, Quigley, Rennie, Schubert

**ABSENT:** None

**OTHERS:** Liberati, Christman, Snell, Guerriere, Bartholomew, Kennedy, Engler, Jordan, Keister, Takacs, Bergey, Covelle, Donahue, Limpar, Lewis, Harakal, Organski, Martin (Morning Call), Kerr (Saucon News), and approximately 8 other members of the community.

### **OPENING PROCEDURES**

Dr. Stelts led the Board and others attending the meeting in the Pledge of Allegiance to the Flag.

### **APPROVAL OF MINUTES**

**MOVED BY** Auteri and **2<sup>ND</sup> BY** Quigley to approve the minutes of the November 5, 2008 meeting and the November 10, 2008 meeting as copied and distributed to all Board members.

Minutes of  
11/5/08 &  
11/10/08

**VOICE VOTE:** “YES” – Unanimous – Motion Carried

**ABSENT:** None

### **VISITORS**

Helen M. Garvey requested that the Board waive the penalty on her 2008-2009 school property tax bill. She recently discovered that the bill had not been paid because it was misplaced and it is now in the penalty period. She said that she has a stellar record of early payment for 20 years. There was Board discussion.

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Quigley to deny the request of Helen Garvey to waive the penalty on her 2008-2009 school property tax bill.

Motion  
approved to  
deny  
request to  
waive the  
penalty on  
H. Garvey's  
2008-2009  
school  
property tax  
bill

**VOICE VOTE:** “YES” – All but Schubert, Quigley, Dimmig

“NO” – Schubert, Quigley, Dimmig – Motion Carried

**ABSENT:** None

### **CONSENT AGENDA**

**MOVED BY** Auteri and **2<sup>ND</sup> BY** Miracle to approve the **CONSENT AGENDA** items as follows -

Approve the bills list dated November 24, 2008 showing paid bills in the amount of \$54,195.86 and bills to be paid in the amount of \$972,675.55 for a total amount of \$1,026,871.41 for the General Fund, and bills to be paid in the amount of \$61,154.58 for the Construction Fund;

Approval of  
Bills

Approve the Treasurer's Report for the month of October, 2008;

Approve  
Treasurer's  
Report

Accept the retirement of the following administrator -

Diane Keister, Director of Elementary Education, effective February 20, 2009. Dr. Keister has been an administrator with the Southern Lehigh School District for 16 years;

Accept  
retirement-  
Keister

Approve substitute teachers for the 2008-2009 school year-Bortz, Reichl, Thompson, Gofberg

Approve the following substitute teachers for the 2008-2009 school year -

Melissa Bortz, Elementary  
Jane Reichl, Elementary  
Nathan Thompson, Social Studies  
Carrie Gofberg, IU Guest Teacher;

Approve childrearing leave-Hagy

Approve childrearing leave of the following staff -

Devon Hagy, Physical Education Teacher, Middle School, from November 27, 2008 through the remainder of the 2008-2009 school year;

Accept resignation-Morrison

Accept the resignation of the following support staff -

Joseph Morrison, 7-hour Instructional Assistant, High School, effective November 7, 2008;

Approve substitute support staff for the 2008-2009 school year-Gofberg, Reichl

Approve the following substitute support staff for the 2008-2009 school year at an hourly rate of \$14.74 -

Carrie Gofberg, Substitute Instructional Assistant  
Jane Reichl, Substitute Instructional Assistant;

Approve unpaid leave-Allison, Annunziato

Approve the unpaid leave of the following staff -

Miriam Allison, Instructional Assistant, Liberty Bell Elementary School, from Tuesday, February 24, 2009 through Friday, February 27, 2009  
Lisa Annunziato, Part-time Food Service Employee, Middle School, from Monday, May 18, 2009 through Friday, May 22, 2009;

Approve unpaid leave-Stengel

Approve the unpaid leave of absence of the following staff -

Kathryn Stengel, Instructional Assistant, Liberty Bell Elementary School, beginning January 19, 2009 and ending May 6, 2009. Ms. Stengel will be completing her student teaching requirement at Cedar Crest College;

Approve coach for the 2008-2009 school year-Kocis

Approve the following coach for the 2008-2009 school year -

Justin Kocis Assistant Girls' Basketball, Middle School \$2017;

Approve mentor for the 2008-2009 school year-M. Impink

Approve the following mentor at a stipend not to exceed \$700 for the 2008-2009 school year -

Maryann Impink as a mentor for *Jennifer Powell*;

Approve Peak Staff for the 2008-2009 school year-Burke, Pauling

Approve the following Peak Staff at \$43.41 per session for the 2008-2009 school year -

Christa Burke  
Michael Pauling;

Approve Dance Chaperones for the 2008-2009 school year-Burke, Pauling

Approve the following Dance Chaperones at \$44.87 per event for the 2008-2009 school year -

Christa Burke  
Michael Pauling;

Approve volunteer coach for the 2008-2009 school year-Bergey

Approve the following volunteer coach for the 2008-2009 school year -

Todd Bergey Rifle.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: None**

### **CURRICULUM/STUDENT AND STAFF ACTIVITIES**

Mr. Covelle, Dr. Donahue and Ms. Limpar reported on student and staff activities at the High School, Middle School and the elementary schools.

Mr. Covelle reported on the following:

- The District *Scholastic Scrimmage Team* beat the team from Catasauqua School District on November 11. The show will air on Channel 39 on December 13 and 14.
- The SAT scores of the students who took the District S.A.T. prep course this past fall increased by an average of 131 points.

Dr. Donahue reported on the following:

- The 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grades held a dance in November.
- Parent-Teacher conferences were held last week.
- Students are working on a mosaic that will be placed in the lobby when completed.

Ms. Limpar reported on the following:

- All buildings celebrated Veterans Day on November 11.
- Parent-Teacher conferences were held last week.
- All 3 winter concerts will be happening within a few weeks.

Dr. Diane Keister, Director of Elementary Education and Mrs. Joan Takacs, Director of Secondary Education presented the K-12 District 2007-2008 Summary starting with the District's vision – "In pursuit of excellence, the District has created a culture of innovation and creativity empowering students for a brighter future in a global society where data-informed decision-making guides our path to continuous improvement".

Charts and graphs were presented showing PSSA performance by grade level, by cohort groups, and by comparisons to other local school districts. PSSA performance was summarized as follows:

High School –

- 68% of students scored proficient or advanced in math. This compares with a range of 65%-68% over the prior 3 years. The advanced group increased by 9% since the prior year.
- 76% of students scored proficient or advanced in reading. This compares with a range of 74%-80% over the prior 3 years.
- 89% of students scored proficient or advanced in writing. This compares with a range of 89%-92% over the prior 2 years.
- 47% of students scored proficient or advanced in the first reported science test.

Mr. Liberati said that he and Mrs. Takacs are working on a remediation plan for 2009-2010 to raise all levels of PSSA performance.

Middle School –

- In every case, at least 80% of the Middle School scored proficient or advanced on PSSA in reading, writing and mathematics.
- 72% of 8<sup>th</sup> grade students scored advanced on the reading PSSA.
- 76% of the students scored proficient or advanced on the science PSSA in the first year of that assessment.

Elementary School –

- In every case, at least 84% of the elementary school students scored proficient or advanced on PSSA in reading, 89% in mathematics, 79% in writing, and 96% in science.
- The performance in writing varies significantly from school to school. The Language Arts team has reviewed the materials used for writing instruction and is creating a more structured program. The next step will focus on building teacher capacity through professional education.

### Advanced Placement – High School

- A review of AP data starting with 1996, the first year of AP offerings, shows an overall increase in AP course offerings and an increase in the number of exams taken. There was a decrease in exams taken in 2008.
- There is a need to send additional teachers for AP training to ensure that someone is qualified to teach AP courses. In addition, we need to begin sending teachers to be readers for AP test.
- We want to be sure that students who cannot afford any tests are aware of the fee waivers available.

### Future considerations regarding AP Program –

- Encourage students to take the PSAT – target students who may be in need of a waiver.
- Offer additional “gateway” courses.
- Offer 9<sup>th</sup> grade “feeder” courses.
- Continue to offer opportunities for professional development.

### What does this mean?

#### Gateway Courses –

- Often are courses that are non-linear in nature and appeal to a different demographic.
- Often encourage students to take additional courses.
- Consider 2-D design as a possible future course.

#### Feeder Courses –

- Courses provided for younger students to educate them about AP courses at a young age.
- Consider courses for 9<sup>th</sup> grade such as Human Geography.

#### High School SAT overall analysis –

- Overall District students have performed better than the state and national averages.
- % of students taking the test range from 70%-80%. This percentage coincides with District percentage of students attending post-secondary education upon graduation.
- Southern Lehigh students have traditionally performed very well ranked against Lehigh Valley schools.

#### High School On-Campus Dual Enrollment –

- This is the third year that Southern Lehigh is offering Dual Enrollment courses taught on campus by District teachers.
- The Business department is currently offering Advance Computer Applications, Accounting II and Entrepreneurship, and the Math department is offering C++ as dual enrollment opportunities for students.
- Students enrolled in the course receive high school credit automatically for successfully completing the course. If they wish to obtain college credit they must submit payment to LCCC who then grants them the college credit upon successful completion.
- A copy of the college transcript is attached to their high school transcript for college application.

#### High School College Classes –

- The Southern Lehigh Guidance Department in partnership with Lehigh University and DeSales University is able to offer District students the opportunity to take college classes during the school day. Students apply to the college and the college determines admission. Once a student has been accepted, the counselor will do his/her best to arrange a student's schedule so that he or she can attend the college class while still managing his or her high school schedule.

### Actions Implemented –

- Data Update.
- Mathematics – High School and Middle School Summer Math Labs, and Title I Program for mathematics remediation.
- Language Arts 6<sup>th</sup> Grade Blocking Time.
- Intervention Plans.

### Eye to the Future – 21<sup>st</sup> Century Learning

- Promote relationships and the Rigor, Relevance Framework.
- Implementation of Strategic Plan.
- Continue to populate Data Warehouse.
- Continue the implementation of Response to Intervention to meet the needs of struggling students.

## **BUSINESS AND FINANCE**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Rennie to approve the Investment of Funds for the General Budget.

Approve Investment of Funds for the General Budget

**VOICE VOTE: “YES” – Unanimous – Motion Carried**  
**ABSENT: None**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Auteri to approve a refund of \$2678.45 in 2007-2008 school property taxes for Shawn K. and Jaelieth L. Jewell, Parcel ID 22 641376310929 1, pursuant to the enclosed tax duplicate correction notice from the County of Lehigh Assessment Office.

Approve refund in 2007-2008 school property taxes-Jewell

**VOICE VOTE: “YES” – Unanimous – Motion Carried**  
**ABSENT: None**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Rennie to approve the enclosed Resolution adopting a 403 (b) Plan Document.

Approve Resolution adopting a 403 (b) Plan Document

**VOICE VOTE: “YES” – Unanimous – Motion Carried**  
**ABSENT: None**

## **SUPPORT SERVICES**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Rennie to approve the Proposal for Professional Services tasks 2 & 3 in enclosed Visitor Spectator Seating Evaluation from Architerra, PC., 205 North Main Street, Coopersburg, PA 18036, at a cost of \$17,076. The Facility Committee and Administration will discuss various concepts that have been proposed for the scope of work to replace visitor spectator seating at the athletic stadium (Proposal attached and concept drawings will be forwarded as soon as received from Architerra, PC.).

Approve Proposal for Professional Services tasks 2 & 3 in Visitor Spectator Seating Evaluation- Architerra, PC.

**VOICE VOTE: “YES” – Unanimous – Motion Carried**  
**ABSENT: None**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Gunkle to approve the hourly rate increase of Albert Baker from \$55.00 to \$57.20.

Approve hourly rate increase-Baker

**VOICE VOTE: “YES” –All but Quigley, Auteri, Rennie, Dimmig**  
**“NO” – Quigley, Auteri, Rennie, Dimmig – Motion Carried**  
**ABSENT: None**

## **PERSONNEL**

**REPORTS****Superintendent's Report**

Mr. Liberati recognized Dr. Keister, whose retirement was accepted by the Board tonight, for her 16 years of service at Southern Lehigh School District.

**OLD BUSINESS**

Mr. Quigley inquired about the status of his earlier request for the job description of the Director of Business & Personnel Services position. Mr. Snell said that it is partially complete and will be available soon.

**NEW BUSINESS**

Approve contract for Assistant Superintendent-Christman

**MOVED BY** Auteri and **2<sup>ND</sup> BY** Miracle to approve the contract for Leah-Jane M. Christman, Assistant Superintendent, effective as of September 3, 2008 and terminating on June 30, 2013.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: None**

Appoint R. Guerriere as the District's Open Records Officer

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Auteri to appoint the Board Secretary, Robert Guerriere as the District's Open Records Officer, effective January 1, 2009.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: None**

Approve a minor change (page 7) to Policy No. 815 and approve as a second reading

**MOVED BY** Rennie and **2<sup>ND</sup> BY** Eddinger to approve a minor change (page 7 in bold type) to Policy No. 815, and approve as a second reading. Policy No. 815 is the *Acceptable Use of the Computers, Network, Internet, Electronic Communications and Information Systems*.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: None**

**VISITORS**

Mr. Mark Breloff had comments for the Board on the following:

- His children's preparation for college by the District.
- Student availability for the S.A.T. Prep course.
- Financial position of the District during the current economic conditions.

Mr. Arland Schantz commented that the State Mobile Agricultural Lab is available for next year and should be booked by the District.

The Board took a brief recess at 10:02 p.m.

The Board met in Executive Session at 10:06 p.m.

The meeting reconvened at 10:25 p.m.

ADJOURNMENT

**ADJOURNMENT**

**MOVED BY** Quigley and **2<sup>ND</sup> BY** Eddinger to adjourn the meeting.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: None**

The meeting was adjourned at 10:26 p.m.

**ATTEST:** \_\_\_\_\_ Board Secretary