



# Southern Lehigh School District

## Board of School Directors Meeting

June 28, 2010

The second regular monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:36 p.m. on the above date (June 28, 2010) at Southern Lehigh High School, Center Valley, PA.

PRESENT: Gunkle, Eddinger, Hayes, McLoughlin, Miracle, Mohr, Quigley, Stelts

ABSENT: Dimmig

OTHERS: Christman, Snell, Guerriere, Bartholomew, Kennedy, Takacs, Engler, Jordan, Bergey, Zuk, Donahue, McGinty, Limpar, and approximately 1 other member of the community.

### **OPENING PROCEDURES**

Mrs. Gunkle led the Board and others attending the meeting in the Pledge of Allegiance to the Flag.

### **APPROVAL OF MINUTES**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** McLoughlin to approve the minutes of the June 14, 2010 meeting as copied and distributed to all Board members.

Minutes of  
6/14/2010

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

### **VISITORS**

### **CONSENT AGENDA**

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

Approve the bills list dated June 28, 2010 showing paid bills in the amount of \$24,851.66 and bills to be paid in the amount of \$495,559.42 for a total amount of \$520,411.08 for the General Fund, and bills to be paid in the amount of \$800.00 for the Capital Reserve Sinking Fund;

Approval of  
Bills

Approve the following substitute teachers for the 2009-2010 school year -

Patricia Combs, Spanish

Jay Impink, Science

Nicole Ott, Elementary;

Approve  
substitute  
teachers for  
the 2009-  
2010 school  
year-  
Combs,  
Impink, Ott

Approve childrearing leave of the following staff for the first semester of the 2010-2011 school year -

Tara Collins, Grade 1 Teacher, Liberty Bell Elementary School;

Approve  
childrearing  
leave for the  
1<sup>st</sup> semester  
of 2010-  
2011-Collins

Approve unpaid leave of the following staff -

Erin Bromfield, Math Teacher, Southern Lehigh High School, on September 9, 2010, September 24, 2010 through October 1, 2010 and April 19, 2011;

Approve  
unpaid  
leave-  
Bromfield

Approve the following substitute support staff for the 2009-2010 school year -

Hilda Kester, Substitute Cafeteria/Playground Monitor, at an hourly rate of \$9.45

Hilda Kester, Substitute Cafeteria Worker, at an hourly rate of \$8.10

Hilda Kester, Substitute Instructional Assistant/Bus Aide, at an hourly rate of \$15.31;

Approve  
substitute  
support  
staff for the  
2009-2010  
school year-  
Kester

Accept the resignation of the following staff -

Brandon Beck, Seasonal Employee, effective June 18, 2010

Christopher Yost, Seasonal Employee, effective June 18, 2010;

Accept  
resignation-  
Beck, Yost

Approve unpaid leave-White

Approve the unpaid leave for Jane White, Cafeteria Worker, Lower Milford Elementary School, from September 13, 2010 through September 17, 2010;

Approve existing district staff for seasonal employment from 6/1/2010-5/31/2011-  
Bachman, Berghold, Miller

Approve the following existing district staff for seasonal employment from June 1, 2010 through May 31, 2011, at an hourly rate of \$9.18 -

Margie Bachman

Ruth Berghold

Lindsay Miller;

Approve HS Summer School Program Coordinator for the summer of 2010-  
Westbrooks

Approve the following staff for the High School Summer School Program for the summer of 2010 -

Tamme Westbrooks, Coordinator, at a \$500 stipend;

Approve returning coaches for the 2010-2011 school year-  
Haig, Nevill, Koch, Dreves, Roncolato, West, Jr., Elstner, Drabenstott, Greenawald, Latza, Strong, Searfoss, Fairclough, Beitler, Baker, Miller, Glassic, Sroka, Gerhard, Toman, Bleiler, Feifel

Approve the following returning coaches for the 2010-2011 school year -

<u>Colleen Haig</u>	HS Head Cheerleading	\$3,832
<u>Colleen Haig</u>	Co-head Competition Cheerleading	\$2,400 (Will share the \$3,600 stipend with another coach to be named.)
<u>Terrence Nevill</u>	Head Boys' Soccer	\$6,796
<u>Rodney Koch</u>	Assistant Boys' Soccer	\$2,039**
<u>Richard Dreves</u>	Assistant Boys' Soccer	\$2,039**
<u>Douglas Roncolato</u>	Assistant Boys' Soccer	\$4,078
<u>Donald West, Jr.</u>	Girls' Head Volleyball	\$5,400
<u>Paulette Elstner</u>	Middle School Head Volleyball	\$2,430
<u>Andraea Drabenstott</u>	Girls' Tennis	\$4,655
<u>Matthew Greenawald</u>	Golf	\$4,655
<u>Randall Latza</u>	Cross Country	\$5,400
<u>Cotie Strong</u>	Assistant Cross Country	\$3,240
<u>Adrienne Searfoss</u>	Head Field Hockey	\$6,796
<u>Karen Fairclough</u>	Assistant Field Hockey	\$4,078
<u>Ian Beitler</u>	Assistant Field Hockey	\$4,078
<u>Jayme Baker</u>	Middle School Head Field Hockey	\$3,058
<u>Joshua Miller</u>	Assistant Football	\$4,468.80 (Will receive 80% of the full stipend for an assistant football coach and the other 20% will be paid to Larry Frederick.)
<u>Joseph Glassic</u>	Middle School Head Football	\$4,189
<u>Stanley Sroka</u>	Middle School Assistant Football	\$1,396.50**
<u>Michael Gerhard</u>	Middle School Assistant Football	\$1,396.50**
<u>John Toman</u>	Head Football	\$9,310
<u>Derek Bleiler</u>	Assistant Football	\$5,586
<u>Michael Feifel</u>	Assistant Football	\$5,586;

\*\* Shared position

Approve coaches for the 2010-2011 school year-  
DeAngelo, Heffelfinger, Frederick, Sherman

Approve the following coaches for the 2010-2011 school year -

<u>Danielle DeAngelo</u>	HS Assistant Cheerleading	\$1,532.66 (This position will be shared as a two-thirds/one-third split of the \$2,299 stipend with another coach to be named later.)
<u>Stephanie Heffelfinger</u>	MS Cheerleading	\$2,299
<u>Larry Frederick</u>	Assistant Football	\$2,234.40** (This position will be shared 20/80 with Joshua Miller and 20/80 with another coach to be named at a later date for a total of 40% of \$5,586.)
<u>Douglas Sherman</u>	Assistant Football	\$2,793** (This position will be shared as a 50/50 split with another coach to be named later.);

\*\*Pending receipt of required documentation

Approve the appointment of the following volunteer coaches for the 2010-2011 school year -

<u>Doris Brunner</u>	MS Field Hockey
<u>Colin Cobb</u>	Football
<u>Robert Edmond</u>	Assistant Football
<u>Mark Evans</u>	Boys' Soccer
<u>Gregory Holland</u>	Football
<u>Kyle Mirth</u>	Assistant Football
<u>Jared Tierno</u>	Football

Approve  
volunteer  
coaches for  
the 2010-  
2011 school  
year-  
Brunner,  
Cobb,  
Edmond,  
Evans,  
Holland,  
Mirth,  
Tierno

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

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

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

#### High School Report –

- Incoming 9th graders - High School preparatory program will be held two times to meet increasing demand. Session One will run July 12 - July 14 (Monday - Wednesday) and Session Two will run August 9 - August 11 (Monday - Wednesday) from 8:30-11:30 am each day. Students will select one of the three-day sessions.
- Summer Math Lab – Incoming 9<sup>th</sup> graders that qualified, runs for 6 weeks, began today.

#### Middle School Report –

- The annual talent show was held on June 18 that was followed by a picnic lunch and distribution of yearbooks.
- End-of-year awards ceremony was June 21.

#### Intermediate School Report –

- The 6<sup>th</sup> grade dance that was held on Thursday night, June 17<sup>th</sup> was well attended, students were well behaved, and all who attended enjoyed the experience.
- Mrs. Schivone put together a slide show for students commemorating the end of the first year at the Intermediate School and displaying the contents of the time capsule.
- 6<sup>th</sup> grade students viewed a slide show compiled by their teachers on the last day of school. The show included highlights of the 6<sup>th</sup> grade experience at the Intermediate School.
- The tradition of school busses taking a lap around the elementary schools was continued at the Intermediate School and was a thrill for both students and staff.
- The IS staff have demonstrated signs that indicate a sense of belonging and community in our first year as a staff. Whereas our staff sought out old friends and colleagues from their former placements during the opening day breakfast, and early in-service days, I was able to observe much of our staff seeking each other out during the year-end lunch. This is also a trend that I could observe of our students this year.

#### Elementary Schools Report –

- Several principals, psychologists, reading specialists and IST teachers attended a free RTII tools for schools training sponsored by PDE on 6/14-6/16.
- Compass learning math camp took place on 6/8 at HW school.
- School spirit activities and student recognition programs occurred in all buildings to recognize our students i.e.: yearbook signing, school spirit days, wear your school spirit T-shirt days, kindergarten graduation, 3<sup>rd</sup> grade picnics.
- Early intervention meetings occurred for those students transitioning from EI to kindergarten. IEP's and 504 plans have been developed for next school year for students entering with special needs.

Approve agreement with SarCare, Inc.

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Quigley to approve the enclosed agreement with SarCare, Inc. to provide transportation and personal care assistance for student number 10573 for the Extended School Year program, summer 2010.

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

Approve summer Chinese language/culture camp from 8/16/2010-8/20/2010 for grades 2 & 3

**MOVED BY** Miracle and **2<sup>ND</sup> BY** McLoughlin to approve a week long one half day summer Chinese language/culture camp from August 16 through August 20, 2010 for grades 2 and 3.

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

**BUSINESS AND FINANCE**

Approve budgetary transfers to close out the accounting records for the 2009-2010 fiscal year

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Hayes to approve all necessary budgetary transfers to close out the accounting records for the 2009-2010 fiscal year.

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

Approve Application Service Provider Agreement between AssetWorks, Inc. & SLSD for the 2010-2011 school year

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to approve the enclosed Application Service Provider Agreement between AssetWorks, Inc. and Southern Lehigh School District for the 2010-2011 school year in the amount of \$1,300. AssetWorks provides software services and support in connection with the operation and maintenance of the District’s fixed asset accounting records.

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

Approve insurance policies for 2010-2011-Package Policy, School Leaders Errors & Omissions Policy, Umbrella Liability Policy, Blanket Policy for PTA’s, PTO’s, Booster Clubs, etc.

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to approve the following insurance policies for 2010-2011 -

Package Policy (Property and Fire, General Liability, EDP, Crime, Boiler & Machinery, etc.) – Ohio Casualty Insurance Company at an annual premium of \$54,949 (a decrease of approximately \$1,500).

School Leaders Errors and Omissions Policy (Employer’s Liability for Directors, Employees, and Volunteers) – School Boards Insurance Company of PA at an annual premium of \$13,976, (an increase of \$550).

Umbrella Liability Policy (Excess Coverage above Underlying Policies) – PSBA/Old Republic Insurance Company at an annual premium of \$14,443 (unchanged).

Blanket Policy for PTA’s, PTO’s, Booster Clubs, etc. – Ohio Casualty Insurance Company at an annual premium of \$501 (unchanged).

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

Approve bids for the 2010-2011 school year-High School Art Supplies, High School Science Supplies

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Eddinger to approve awarding the following bids for the 2010-2011 school year -

High School Art Supplies  
 High School Science Supplies

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

Approve settlement of a tax assessment appeal-Center Valley Golf Club

**MOVED BY** Miracle and **2<sup>ND</sup> BY** McLoughlin to approve settlement of a tax assessment appeal filed by the owners of the Center Valley Golf Club at an indicated fair market value of \$3,250,000 as of August 1, 2009, to be effective for real estate taxes on and after January 1, 2010.

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

**SUPPORT SERVICES**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to approve award of the Lower Milford Pole Building Bid # 100305, in the amount of \$29,705, to Pioneer Pole Buildings, Inc., 716 South Route 183, Schuylkill Haven, PA 17972. The pole building replacement includes removal of the existing structure and installation of a new storage building at Lower Milford Elementary School.

Approve  
award of the  
LM Pole  
Building Bid #  
100305

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

**PERSONNEL**

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Quigley to approve the following staff for the 2010-2011 school year -

Approve staff  
for the 2010-  
2011 school  
year-Bauer,  
Meyers, Ott,  
Taylor

Alison Bauer, Long Term Substitute Reading Specialist, Middle School, at Master's, Step 14, an annual salary of \$52,079, effective August 24, 2010 (*pending receipt of required documentation*). Ms. Bauer will fill the position available due to a teacher on leave.

Blaze Meyers, Science Teacher, Middle School, at Master's, Step 14, an annual salary of \$52,079, effective August 24, 2010 (*pending receipt of required documentation*). Mr. Meyers will fill the position created by the retirement of Jay Impink.

Nicole Ott, Long Term Substitute, Intermediate School, at Bachelor's, Step 8, an annual salary of \$47,333, effective August 31, 2010. Ms. Ott will fill the position created due to the childrearing leave of Anne Snyder.

Tessa Taylor, Long Term Substitute, School Psychologist, Middle School, at Master's +30, Step 14, an annual salary of \$55,379, (*pending receipt of required documentation*) contingent upon the anticipated childrearing leave of Rebecca Harries, incumbent, effective August 24, 2010.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

**MOVED BY** McLoughlin and **2<sup>ND</sup> BY** Stelts to withdraw approval of Jared Alcott to complete an unpaid internship for a program in Sports Management with Donald Harakal, Director of Athletics and Facilities Usage, from June 15, 2010 through August 20, 2010.

Withdraw  
approval for  
unpaid  
internship for  
a program in  
Sports  
Management  
with Don  
Harakal-Alcott

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Dimmig**

**REPORTS****Lehigh Career & Technical Institute**

Mr. Miracle reported on the June 23 JOC meeting -

- 90 students are currently enrolled in the very successful Emerging Health program.
- 513 students are enrolled in the Summer Fun program.
- 5-year rolling average was approved for billing member school districts for students enrolled in the Academic Center.

**Facilities Committee**

Mr. Miracle reported on the June 16 meeting -

- Driveway paving @ Middle School: RFP will be advertised, beginning on June 18th. Mandatory pre-bid meeting will be held on July 1st with bids due on July 8th.
- Intermediate School – remediation  
-Green Start / Landscaping: meeting was held on June 15th, the Architect – Dave Horn, engineer and Penn Builders were in attendance. Issues that were discussed included the stones on field, replacement of the ash trees, condition of yews and lawn (clover & weeds). Raked soil which was specified does include small stones. Ash trees will be replaced in fall with Maples. This will extend the warrantee for another year. Some of the yews are dying, possible disease – soil samples will be taken to determine the reason for all the clover and weeds in the lawn.

-Lighting: Lutron will work on resolving the automatic on/off issues and feel that the flickering problems are from loose connections somewhere in the fixture.

-Accounting: Upper Saucon Township is holding our escrow amount – Barry Islet is in the process of installing property line markers – once this is complete Upper Saucon will release the escrow amount.

- Pole Building @ Lower Milford: The lowest bidder - JLJ Services was determined not to be “responsible”. Determination was based on: delivering bid package to incorrect location, specified building was not prefab as requested, none responsive for grounds clean-up, no clearances for employees received, generally unreliable, and no credit for materials from vendors. We will recommend to the Board to accept the proposal from the next lowest bidder, Pioneer Pole Buildings. This will appear on the agenda June 28, 2010.
- Point of Sale Update: Equipment has been received for the 3 elementary school cafeterias. The technician will be in to begin programming the machines on June 24th. All registers will be in place for the first day of school.

### Education Committee

Mr. Hayes reported on the June 28th meeting –

- There were updates in technology and curriculum.
- The committee will make recommendations at the next Board meeting.

### Strategic Plan Report

Mrs. Christman noted the following Strategic Plan updates -

- The PSSA preliminary data has been received by the district. Preliminary parent reports were sent home with report cards. Finalized reports and data with AYP will be available in August.
- Seven administrators and 31 teachers participated in a 2-day workshop with presenters from Buck Institute for problem-based learning/ Quadrant D activities on June 23/24. Many high quality activities were generated as a result of the workshop. A ‘Critical Friends’ strategy was implemented to allow colleagues to make suggestions for each lesson/project idea in order to identify questions, concerns, positive feedback, suggestions for enhancement and next steps.

### **OLD BUSINESS**

Approve a 2<sup>nd</sup> and final reading of policies #303.1, 403.1, #503.1

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Eddinger to approve a second and final reading of the following policies -

#303.1 Administrative Employees: Veterans Preference

#403.1 Professional Employees: Veterans Preference

#503.1 Classified Employees: Veterans Preference

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

### **NEW BUSINESS**

Approve 1<sup>st</sup> reading of policy #312

**MOVED BY** Miracle and **2<sup>ND</sup> BY** Stelts to approve a first reading of the following policy -

#312 Administrative Employees: Evaluation of Administrative Employees

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

### **VISITORS**

ADJOURNMENT

### **ADJOURNMENT**

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

**VOICE VOTE: “YES” - Unanimous - Motion Carried**  
**ABSENT: Dimmig**

The meeting was adjourned at 8:17 p.m.

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