



Southern Lehigh School District

Board of School Directors Meeting

August 22, 2011

The first regular monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:40 p.m. on the above date (August 22, 2011) at Southern Lehigh High School, Center Valley, PA.

PRESENT: Eddinger, Dimmig, Hayes, Mohr, Miracle, Stelts, Quigley, McLoughlin
ABSENT: Gunkle
OTHERS: Christman, Snell, Melber, Kennedy, Takacs, Lewis, Bergey, Covelle, Donahue, McGinty, Hafner, Ryan, Rizzo (Morning Call), Cassady, Gibbons, and approximately 5 other members of the community.

OPENING PROCEDURES

Mr. Eddinger led the Board and others attending the meeting in the Pledge of Allegiance to the Flag.

The board recognized the contributions of Joseph Volk to the Southern Lehigh School District. Mr. Volk passed away this past week. He will be missed by the school district and community.

APPROVAL OF MINUTES

MOVED BY Miracle and **2ND BY** Quigley to approve the minutes of the August 8, 2011 meeting as copied and distributed to all Board members.

Approve
Minutes of
8/8/2011

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Gunkle

VISITORS

None

CONSENT AGENDA

MOVED BY Miracle and **2ND BY** Quigley to approve the **CONSENT AGENDA** items as follows -

Approve the bills list dated August 22, 2011 showing paid bills in the amount of \$23,576.42 and bills to be paid in the amount of \$429,012.29 for a total amount of \$452,588.71 for the General Fund;

Approve Bills

Approve the addendum to the bills list dated August 22, 2011 showing bills to be paid in the amount \$704,918.15 for the General Fund;

Approve
Addendum to
Bills List

Approve the Treasurer's Report for the month of July;

Approve
Treasurer's
Report

Approve unpaid leave of the following staff -

Corry Robbins, Librarian, Southern Lehigh Middle School, on February 1, 2012;

Approve
unpaid leave-
Robbins

Approve the following mentors at a stipend of \$700 for the 2011-2012 school year -

Theresa Ware as a mentor for Elissa Gruber

Katie Wechtler as a mentor for Rebecca Hamm

Sonya Dill as a mentor for Amanda Stephens;

Approve
mentors for the
2011-2012
school year-
Ware, Wechtler,
Dill

Approve the following mentors who served as mentors for a portion of the 2010-2011 school year at a pro-rated portion of the \$700 stipend for the 2011-2012 school year -

Richard Colelli and Scott Killino as mentors for John McDonald

Jaana Lehtinen as a mentor for Peter Slay;

Approve
mentors for a
portion of the
2010-2011
school year-
Colelli, Killino,
Lehtinen

Approve salary
step
adjustments,
effective
9/1/2011-Dapsis,
Ditchcreek,
Gross, Haupt,
Graf, Heurich,
Lebrecht,
McGinnis,
Peralta,
Schrader,
Skrapits,
Walker, Yale

Approve a salary step adjustment for the following staff, effective September 1, 2011 -

Meredith Dapsis, Science Teacher, Southern Lehigh High School, Bachelor's +15 to Bachelor's +30

Brenton Ditchcreek, Physical Education and Driver's Ed Teacher, Southern Lehigh High School, Bachelor's +15 to Master's

Linda Gross, Family Consumer Science Teacher, Southern Lehigh High School, Bachelor's +15 to Master's

Ryan Haupt, Math Teacher, Southern Lehigh High School, Bachelor's +30 to Master's

Beth Graf, Grade 4 Teacher, Southern Lehigh Intermediate School, Bachelor's +15 to Master's

Cheryl Heurich, RtII Teacher, Southern Lehigh Intermediate School, Bachelor's +15 to Masters

Tina Lebrecht, Music Teacher, Southern Lehigh Middle School, Master's +15 to Master's +30

Tara McGinnis, Physical Education Teacher, Southern Lehigh High School, Master's +30 to Master's +45

JoAnn Peralta, Business Teacher, Southern Lehigh High School, Bachelor's +30 to Master's

Stephen Schrader, Physical Education and Driver's Ed Teacher, Southern Lehigh High School, Bachelor's +30 to Master's

Louis Skrapits, Math Teacher, Southern Lehigh High School, Bachelor's +30 to Master's

James Walker, Science Teacher, Southern Lehigh High School, Bachelor's to Bachelor's +15

Carol Yale, Music Teacher, Liberty Bell Elementary School, Master's to Master's +15;

Approve student
teacher
placements
(pending receipt
of
documentation)-
Andrews,
Bennet, Gavin,
Kressley,
DeSousa, Moser

Approve the following student teacher placements (pending receipt of required documentation) -

Cory Andrews, Health and Physical Education, West Chester University, with *Lisa Moser*, Hopewell Elementary School from August 30, 2011 to October 21, 2011 and David Diaz, Southern Lehigh Intermediate School from October 24, 2011 to December 14, 2011

Victoria Bennet, Elementary Education, Muhlenberg College, with *Tara Collins*, Liberty Bell Elementary School from September 12, 2011 to October 21, 2011

Scott Gavin, Psychology and Elementary Education, Muhlenberg College, with *Phil Markley*, Liberty Bell Elementary School from September 12, 2011 to October 21, 2011

Deb Kressley, Elementary Education, Muhlenberg College, with *Rebecca Segovis*, Liberty Bell Elementary School from September 12, 2011 to October 21, 2011

James DeSousa, Social Studies, Muhlenberg College, with *Troy Ruch*, Southern Lehigh High School from September 12, 2011 to October 21, 2011

Andrew Moser, Business/Computers/Information Technology, with *Bonnie Organski* and *JoAnn Peralta* from August 29, 2011 to December 9, 2011;

Approve
Substitute
Teacher List for
the 2011-2012
school year

Approve the enclosed Substitute Teacher List for the 2011-2012 school year;

Approve
resignation-
Huber, Peel

Approve the resignation of the following staff -

Susan Huber, 1:1 Instructional Assistant, Southern Lehigh Middle School, effective August 8, 2011, at the end of the business day

Stephanie Peel, 1:1 Instructional Assistant, Southern Lehigh Intermediate School, effective August 12, 2011, at the end of the business day;

Approve unpaid
leave-Burke

Approve unpaid leave of the following staff -

Katherine Burke, Instructional Assistant, Hopewell Elementary School, on Thursday, August 25, 2011;

Approve the following staff (pending receipt of required documentation) -

Shawn Kressler, Cafeteria/Playground Monitor, Liberty Bell Elementary School, at an hourly rate of \$9.45, effective August 29, 2011. Ms. Kressler will fill the position of Wilma Sanchez

Approve staff (pending required documentation)-
Kressler, Castetter

Nicole Castetter, Supplemental Licensed Nurse (7 hour), Lower Milford Elementary School, at an hourly rate of \$18.00, effective August 25, 2011. This is a new position;

Approve the enclosed Substitute Instructional Assistant List for the 2011-2012 school year;

Approve Substitute Instructional Assistant List, Substitute Cafeteria/Playground Monitor List, Substitute Custodian List, Substitute Health Paraprofessional List, Substitute Secretarial List, Supplemental Registered Nurse List, Substitute Cafeteria Worker List for the 2011-2012 school year

Approve the enclosed Substitute Cafeteria/Playground Monitor List for the 2011-2012 school year;

Approve the enclosed Substitute Custodian List for the 2011-2012 school year;

Approve the enclosed Substitute Health Paraprofessional List for the 2011-2012 school year;

Approve the enclosed Substitute Secretarial List for the 2011-2012 school year;

Approve the enclosed Supplemental Registered Nurse List for the 2011-2012 school year;

Approve the enclosed Substitute Cafeteria Worker List for the 2011-2012 school year;

Approve the resignation of Gina Giarratana, Food Services Manager, effective September 3, 2011;

Approve resignation-Giarratana

Approve the following coach for the 2011-2012 school year (pending receipt of required documentation) –

Approve coach for the 2011-2012 school year-Baker

Terri Baker MS Assistant Field Hockey \$2,116;

Approve Assistant to the Athletic Director for the fall sports season of the 2011-2012 school year-Clark

Approve Robert Clark, Assistant to the Athletic Director for the fall sports season of the 2011-2012 school year, at a stipend of \$3333.33;

Approve Christopher Strobl to provide Math screening at the Middle School for incoming students at the rate of \$37.40;

Approve C. Strobl to provide Math screening at the MS for incoming students

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Gunkle

CURRICULUM/STUDENT AND STAFF ACTIVITIES

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

High School report –

- 8-9-11 – 8-11-11 – Summer transition program was held with a large turnout
- 8-11-11, 8-12-11 – Sapphire training for secretaries, guidance and admin
- 8-25-11 – New student luncheon hosted by student council
- 8-25-11 – Ninth grade orientation with a new format this year, teen counselors in attendance
- 8-25-11 – Second annual club and activity rush hosted by student council
- 8-31-11 – New student orientation at LCTI

Middle School report –

- 8-25-11 – New student orientation
- 9-6-11 – New parents coffee social
- 9-6-11 – PTG meeting
- 9-7-11 – Student photos
- 9-8-11 – Camfel assembly
- 9-12-11 – Patriot day
- 9-20-11 – Open house
- 9-19-11 – 9-23-11 – CDT testing window
- 9-23-11 – Student dance

Intermediate School report –

- Schedules were mailed to parents on Friday, August 12th.
- Fourth grade orientation begins at 11:00 on Thursday, August 25th.
- New 5th and 6th grade students are scheduled to arrive at 11:45 - 12:30 for guided building tours.
- Returning students and parents can find their new classrooms between 12:00 - 12:30.
- Hiring is near completion, last posting closes today for IA position.

Elementary schools –

- On August 10th, I made my home visitations to all the new students to Liberty Bell Elementary to welcome them to our school and district and try to alleviate any concerns or questions.
- All three buildings are wrapping up last minute cleaning details to ensure our buildings are spotless and ready to go for our staff and students.
- New student and KDG orientation is in the afternoon of this Thursday, August 25th.
- On Wednesday, our K-3 staff will be inserviced on the new Sapphire system as well as our new math series enVision.

Approve changes to the K-3 Student Handbook for 2011-2012

MOVED BY Miracle and **2ND BY** Stelts to approve the changes to the K-3 Student Handbook for 2011-2012.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Gunkle

Approve the High School & Middle School Field Trips for 2011-2012

MOVED BY Miracle and **2ND BY** Stelts to approve the High School and Middle School Field Trips scheduled for 2011-2012.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Gunkle

BUSINESS AND FINANCE

Authorize Chris Gibbons to go forward on the refinance of the 2007 bond with condition to maintain the 3% threshold

Chris Gibbons of Concord Public Finance was present to discuss the possibility for refinancing two existing bond issues in the near future.

MOVED BY Miracle and **2ND BY** Stelts to authorize Chris Gibbons to go forward on the refinance of the 2007 bond with condition to maintain the 3% threshold.

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Gunkle

Al Cassidy gave a brief update on the library

Al Cassidy, School Board representative to the Southern Lehigh Public Library gave a brief update on the library.

Approve school property tax refunds- Upper Saucon Township, Orleans at Upper Saucon LP, Aldi Inc., Orleans at Upper Saucon LP, Howard M III and Sarah L. Landis, Janet M. Bahry, Saucon Creek Assisted Living LP

MOVED BY Miracle and **2ND BY** McLoughlin to approve the school property tax refunds as follows -

- Upper Saucon Township, Parcel ID# 22 641581509425, 2011-12, \$87.04
- Orleans at Upper Saucon LP, Parcel ID# 22 6424145079481, 2011-12, \$792.14
- Aldi Inc., Parcel ID# 22 642513336739, 2010-11, \$16,986.41
- Orleans at Upper Saucon LP, Parcel ID# 22 6424121863251, 2011-12, \$46.87
- Howard M III and Sarah L. Landis, Parcel ID#22 6413872059591, 2010-11, \$2,241.01
- Janet M. Bahry, Parcel ID#13 5491953577251, 2010-11, \$75.23
- Saucon Creek Assisted Living LP, Parcel ID# 22 6425239944421, 2010-11, \$34,787.14;

VOICE VOTE: “YES” – Unanimous – Motion Carried
ABSENT: Gunkle

SUPPORT SERVICES

PERSONNEL

MOVED BY McLoughlin **and 2ND BY** Stelts to approve the following staff for the 2011-2012 school year (pending receipt of required documentation) -

Thomas Seidenberger, Grade 4 Teacher, Southern Lehigh Intermediate School, at Bachelor's +15, Step 12, an annual salary of \$47,092, effective August 23, 2011. Mr. Seidenberger will fill the position created with the retirement of *Kathleen Malek*

Rebecca Hamm, Learning Support Teacher, Southern Lehigh Intermediate School, at Master's, Step 13, an annual salary of \$54,476, effective August 16, 2011. Ms. Hamm will fill the position created with the resignation of *Rebecca Dech*

Elissa Gruber, Learning Support Teacher, Southern Lehigh Middle School, at Bachelor's, Step 14, an annual salary of \$44,788, effective August 16, 2011. Mrs. Gruber will fill the position created with the retirement of *Leanora Kline*

Amanda Stephens, Long-Term Substitute (Category E) Teacher, Southern Lehigh Intermediate School, for the 2011-2012 school year at Bachelor's, Step 14, a salary of \$44,788, effective August 16, 2011. Ms. Stephens will fill the position created with the childrearing leave of *Colleen West-Slotter*

Megan Hallman, Grade 6 Teacher, Southern Lehigh Intermediate School, at Master's, Step 13, an annual salary of \$54,476, effective August 23, 2011. Ms. Hallman will fill the position created with the retirement of *Frances Werkheiser*

Samantha Krick, Extended Term Substitute (Category D) Teacher, Hopewell Elementary School, at \$234.49 per diem, effective August 23, 2011. Ms. Krick will fill the position of a teacher on leave;

Approve staff for the 2011-2012 school year (pending required documentation)- Seidenberger, Hamm, Gruber, Stephens, Hallman, Krick

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Gunkle

MOVED BY Quigley **and 2ND BY** McLoughlin to approve the following staff for the 2011-2012 school year (pending receipt of required documentation) -

Jessica Dimmig, .6 Elementary Librarian, Southern Lehigh School District, at Master's plus 30, step 8, pro-rated at .6 to \$36,312 per year. This is a new position created by the retirement of Sylvia Kinsey.

Discussion: Mr. Dimmig commented before the vote that he would abstain from the vote due to a conflict of interest due to the fact that the candidate is his wife.

VOICE VOTE: "YES" – Eddinger, Hayes, Mohr, Miracle, Stelts, Quigley, McLoughlin – Motion Carried
ABSENT: Gunkle
ABSTAIN: Dimmig

The School Board acknowledged attainment of tenure at the completion of the 2010-2011 school year for the following staff-

Jaana Lehtinen, Psychologist, Hopewell and Lower Milford Elementary

Danielle DeAngelo, Grade 3, Hopewell Elementary

Lisa Lowry, Math Teacher, Intermediate School

Cheryl Heurich, RtII Teacher, Intermediate School

Russell Tucker, Language Teacher, Intermediate School

Lorraine Frasch, Gifted Teacher, Middle School

Brian Hines, Special Education, Middle School

Jennifer Edwards, Health and Physical Education Teacher, High School

Michael Pauling, Instructional Teacher, High School

Meredith Dapsis, Science Teacher, High School

Brenton Ditchcreek, Health, Physical Ed & Driver Ed, High School;

Approve staff for the 2011-2012 school year (pending required documentation)- Dimmig

Tenure acknowledged at the completion of the 2010-2011 school year- Lehtinen, DeAngelo, Lowry, Heurich, Tucker, Frasch, Hines, Edwards, Pauling, Dapsis, Ditchcreek

Approve Board Secretary beginning 9/1/2011 to serve out the remainder of the four year term-Millman

MOVED BY Miracle and **2ND BY** Stelts to approve the appointment of Diana Millman as Board Secretary beginning September 1, 2011 to serve out the remainder of the four year term that began July 1, 2011 with an annual salary of \$55,428.35 prorated to \$54,428.35 for the 2011-12 school year to reflect the Sept. 1 start date. This appointment will result in a change in status to exempt salaried employee and retains benefits as per the Secretarial Staff policy. This position was created by the retirement of Robert Guerriere.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Gunkle

REPORTS

Lehigh Career & Technical Institute

JOC will meet on 8/24/11. Dr. Stelts and Mr. Hayes are beginning the process of transitioning to serve on this board.

Facilities Committee

- Discussions with Penn Builders regarding water run off issues.
- Tennis Court construction is underway.
- The engineering firm for the district did a needs assessment on our buildings in terms of maintenance.
- Central Office air conditioning unit was not working and the parts had to be manufactured because they no longer exist. A permanent solution is being explored.
- Chiller problems at the Middle School are being resolved.
- The district hasn't had a comprehensive feasibility study since 1999.
- Buildings look beautiful and we have the support services staff to thank.

Superintendent's Report

- Mrs. Christman commended all the members of the school system that helped over the past months to make the district ready for opening.
- First day for teachers is tomorrow.
- Induction for new teachers was held last week.

NEW BUSINESS

Approve appointment of the District's Open Records Officer-Lewis

MOVED BY Stelts and **2ND BY** McLoughlin to approve the appointment of Kristen Lewis as the District's Open Records Officer. This position was created by the retirement of Robert Guerriere.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Gunkle

Approve SLHS as host site for the Gansu Song and Dance Theater

MOVED BY Miracle and **2ND BY** Mohr to approve hosting the Gansu Song and Dance Theater *Silk Road, Flower Rain* organized by the non-profit organization World Artists out of Washington, DC at the Southern Lehigh High School in December (with a date to be determined).

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Gunkle

Strategic Plan Mid-Point Review has been completed

The Strategic Plan Mid-Point Review has been completed and will stand on record for thirty days prior to submission to PDE.

Student expulsion-Student #10254

MOVED BY McLoughlin and **2ND BY** Stelts to act on the expulsion of Student # 10254 subject to the terms and conditions of an Acknowledgment and Waiver and acceptance of Expulsion signed by the Student and Student's parent, waiving the Student's rights to a formal expulsion hearing and accepting expulsion from school for a period beginning with the start of the 2011-2012 school year and ending on October 21, 2011.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Gunkle

VISITORS

ADJOURNMENT

ADJOURNMENT

MOVED BY Stelts and **2ND BY** McLoughlin to adjourn the meeting.

VOICE VOTE: "YES" - Unanimous - Motion Carried
ABSENT: Gunkle

The meeting was adjourned at 9:00 p.m.

ATTEST: _____ Assistant Board Secretary