

Southern Lehigh School District

Board of School Directors Meeting

September 14, 2009

The first monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:51 p.m. on the above date (September 14, 2009) at Southern Lehigh High School, Center Valley, PA.

PRESENT: Stelts, Auteri, Dimmig, Eddinger, Gunkle, Hayes, Quigley, Schubert

ABSENT: Miracle

OTHERS: Liberati, Christman, Snell, Guerriere, Bartholomew, Kennedy, Takacs,

Lewis, Engler, Bergey, Andrulevich, Jordan, Zuk, Donahue, Farris, Hafner, Organski, Martin (Morning Call), and approximately 4 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 Quigley and **2**ND **BY** Gunkle to approve the minutes of the August 24, 2009 meeting as copied and distributed to all Board members as amended. On page 3136 under PERSONNEL, the last sentence should read, "Mr. Burns will be substituting for Jessica *Gordon*".

Approve amended Minutes of 8/24/09

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Miracle

VISITORS

CONSENT AGENDA

MOVED BY Hayes and **2ND BY** Gunkle to approve the **CONSENT AGENDA** items as follows -

Approve the bills list dated September 14, 2009 showing paid bills in the amount of \$163,481.86 and bills to be paid in the amount of \$440,418.28 for a total amount of \$603,900.14 for the General Fund, and bills to be paid in the amount of \$92,233.16 for the Construction Fund, and bills to be paid in the amount of \$4,199.88 for the Capital Reserve Sinking Fund;

Approve the Treasurer's Report and the Investment Report for the month of August;

Approve the Investment of Funds for the General Budget;

Approve a salary step adjustment for the following staff, effective September 1, 2009 -

<u>Tricia Anderson</u>, 5th Grade Teacher, Southern Lehigh Intermediate School, Bachelor's +15 to *Master's*

<u>Alison Berton</u>i, 3rd Grade Teacher, Hopewell Elementary School, Bachelor's +15 to *Bachelor's +30*

 $\underline{\text{Tara McGinniss}}$, Physical Education Teacher, High School, Master's to $\underline{\text{Master's +15}}$

<u>Joy Rice</u>, Kindergarten Teacher, Liberty Bell Elementary School, Master's +15 to *Master's +30*

Rebecca Woolf, 1st Grade Teacher, Liberty Bell Elementary School, Bachelor's to *Bachelor's +15*;

Approve the appointment of the following substitute teacher for the 2009-2010 school year -

Roberta George

Elementary;

Approval of

Approve Treasurer's Report & Investment Report

Approve Investment of Funds

Approve salary step adjustment, effective 9/1/09-Anderson, Bertoni, McGinniss, Rice, Woolf

Approve substitute teacher for the 2009-2010 school year-George

Approve anticipated childrearing leave-Gordon Approve anticipated childrearing leave of the following staff -

Jessica Gordon, Language Arts Teacher, High School, effective for the 2009-2010 school year;

Approve childrearing leave-Haupt Approve childrearing leave of the following staff -

Kristin Haupt, 1st grade Teacher, Lower Milford, effective for the 2009-2010 school year. This is a correction to the original request approved August 10, 2009 for the first semester of the 2009-2010 school year;

Approve FMLA leave-Kern

Approve the FMLA leave of Leigh Kern, Language Arts Teacher, High School, effective September 14, 2009 through December 6, 2009;

Approve substitute support staff for the 2009-2010 school year-Sauer, , Gilmore, Jones, Miller

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

Laura J. Sauer, Substitute Instructional Assistant, at an hourly rate of \$15.31

Alan Gilmore, Substitute Custodian, at an hourly rate of \$12.63 Allister Jones, Substitute Custodian, at an hourly rate of \$12.63 Karen Miller, Substitute Custodian, at an hourly rate of \$12.63;

Approve support staff pending required documentation -McCue. (Kosluk) Zweifel

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

Victoria McCue, Cafeteria/Playground Monitor, Liberty Bell Elementary School, at an hourly rate of \$9.45, effective 2009-2010 school year. Mrs. McCue will fill the position created with the transfer of Melissa Salamon.

Deborah (Kosluk) Zweifel, Cafeteria/Playground Monitor, Liberty Bell Elementary School, at an hourly rate of \$9.45, effective 2009-2010 school year. Mrs. Zweifel will fill the position created with the resignation of Wendy Kemp;

Approve unpaid leave-Lentz

Approve unpaid leave of the following staff -

Tina Lentz, Student Support Secretary, Lower Milford Elementary School, on January 27, 28 and 29, 2010;

Approve volunteer coaches for the 2009-2010 school year pending required documentation -Cobb, Tierno, Matthews. Sroka

Approve the appointment of the following volunteer coaches for the 2009-2010 school year (pending receipt of required documentation) -

Colin Cobb Football Jared Tierno Football

Girls' Lacrosse, MS Jamie Matthews

Steve Sroka Football, MS:

Approve the following coaches for the 2009-2010 school year -Approve coaches for Ian Beitler

school year -

Assistant Field Hockey \$3.630.00

Christopher Bonsall

Assistant Boys' Basketball, HS \$4,758.00; Approve the following mentors at a stipend not to exceed \$700.00 for the 2009-2010

Approve mentors at a stipend not to exceed \$700.00 for the 2009-2010 school year-Miltenberger, Castagna,

Bronfenbrenner,

Krippe, Kohler

Fairclough, Berosh.

the 2009-2010 school year-

Beitler, Bonsall

Janet Miltenberger as a mentor for Charise Trilling

Joseph Castagna as a mentor for Ryan Burns

Caryn Bronfenbrenner as a mentor for David Dougherty

Karen Fairclough as a mentor for Shannon Mauro

Michelle Berosh as a mentor for Brenda Fix

Michele Krippe as a mentor for Merrilyn Pysher

David Kohler as a mentor for Angela Fulmer;

Approve K-12 Department Coordinators at a stipend of

\$689.00 per department for the 2009-2010 school year -Janet Miltenberger Language Arts

Dale Beltzner Thomas Beaupre Joseph Helinski

Jennifer Zander

Math Social Studies Science

Business

Approve the appointment of the following K-12 Department Coordinators at a stipend of

\$689.00 per department for the 2009-2010 school year-Miltenberger, Beltzner, Beaupre. Helinski,

Zander

Douglas Bolasky

Elda Garcia/Pat Combs

Anne Sikorski-Schneider

Devon Hagy/Megan Dellegrotti**

Richard Colelli Heidi Schiavone

Linda Gross / Anne Snell**

Donna Atkinson

**sharing stipend

Music

World Language

Art

Health/PE/Driver Ed Technology Education

Library FACS Nurses; Cont. Approve K-12 Department Coordinators at a stipend of \$689.00 per department for the 2009-2010 school year-Bolasky, Garcia/Combs Sikorski-Schneider, Hagy/ Dellegrotti, Colelli, Schiavone, Gross/Snell,

Atkinson

Approve

employees for the Peak

Program for

the rate of

\$45.06 per

Frasch, Gallagher,

Hayes, Higgins,

Jansen,

Kerrick.

Lebrecht, Mays, Pauling,

Robbins.

Rodriguez, Rothenberger,

Schultheis,

Solley, Sterner,

Strobl, Voron, Walter, West,

event-Beitler, Benedix, Cooper, Fix,

Grube, Gruver, Hagy, Harries,

the 2009-2010

school year at

Approve the following employees for the <u>PEAK Program</u> for the 2009-2010 school year at the rate of \$45.06 per event -

Nancy Beitler

Anita Benedix

Anne Cooper

Brenda Fix

Lorraine Frasch

Margaret Gallagher

Rosemary Grube

Cristina Gruver

Devon Hagy

Rebecca Harries

Patricia Hayes

Ann Higgins

Timothy Jansen

Stephanie Kerrick

Tina Lebrecht

Ronnette Mays

Michael Pauling

Corry Robbins

Francisco Rodriguez

Virginia Rothenberger

Patricia Schultheis

Janet Solley

Krista Sterner

Christopher Strobl

Robert Voron

Tara Walter

Donald West Lynn Yocum;

<u>Lynn Yocum;</u>
Approve the appointment of the following employees as <u>Dance Chaperones</u> at the rate of

Approve employees as Dance Chaperones at the rate of \$46.62 per event for the 2009-2010 school year-Anderson, Fraker, Frasch. Gallagher, Harries, Hayes, Higgins, Jansen. Kerrick, Lebrecht,

Parker,

Rodriguez, Strobl, West

Kate Anderson

Michelle Fraker

Lorraine Frasch

Margaret Gallagher

\$46.62 per event for the 2009-2010 school year -

Rebecca Harries

Patricia Hayes

Ann Higgins

Timothy Jansen

Stephanie Kerrick

Tina Lebrecht

Shirley Parker

Francisco Rodriguez

Christopher Strobl

Donald West;

Approve the appointment of the following Extracurricular Activity Advisors, for the 2009-2010 school year -

<u>James Fullerton</u>	AV & Stage, MS	\$1441.00
Susan MacIntyre	Student Senate Advisor (shared), MS	\$ 626.00
Danielle Westwood	Student Senate Advisor (shared), MS	\$ 626.00
Nancy Beitler	Band, MS	\$3077.00
Tina Lebrecht	Choral Music, MS	\$1887.00
Nancy Beitler	Orchestra, MS	\$1179.00

Approve Extracurricular Activity Advisors for the 2009-2010 school year-Fullerton, MacIntyre, Westwood, Beitler, Lebrecht, Beitler **VOICE VOTE: "YES" – Unanimous – Motion Carried ABSENT: Miracle**

CURRICULUM/STUDENT AND STAFF ACTIVITIES

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

Mr. Zuk gave the following report -

- Teachers continue to utilize the Blackboard environment, creating approximately 12 new courses. We are also seeing more integrating of technology through class projects.
- The HS completed 4sight testing for juniors this past Friday, Sept. 11 throughout the day.
- Counselors are continuing to finish their work on schedule changes.

Dr. Donahue gave the following report -

- Coffee social for parents was held 9/8/09.
- Activity sign-ups on 9/10/09.
- Patriot's Day was observed in the Middle School 9/11/09.
- Open House will be held on tomorrow evening 9/15/09.
- Student photos will be taken on 9/18/09.
- HS/MS Band Night, 10/9/09 in the stadium.
- Back-to-School dance 10/16/09.
- Student photo re-takes 10/23/09.

Mrs. Farris gave the following report -

- Teachers and full-time aides reported for duty on Sept 1, 2009 and participated in in-service and building readiness activities.
- Orientation of all students was held on Sept. 3, 2009. This effort took the entire work day given that all students are new to the Intermediate School. The programs ran smoothly and teachers did a stellar job introducing students to their new school and program.
- Opening day was very smooth at the Intermediate School, minus the late arrival and pull out of buses normally associated with first day return. The Intermediate School cafeteria was over-run with "pizza purchasers," and while this created a small back log of students waiting for meals, we take it as a very good sign of things to come. The kids are excited about their new dining "digs."
- Students in grades 4-6 appear to be finding their rhythm and way around the new school nicely. They are gaining confidence in the building footprint and independence as they navigate the hallways and classrooms of this school. I'll add one final note before ending, and that is that they LOVE the lockers! It's all about lockers, you realize!

Mr. Hafner gave the following report -

- Buildings and grounds looked great for the opening of school.
- Opening day faculty meeting 9/1/09.
- DIBELS testing scheduled for week of 9/14/09 (k-3).
- Open House is scheduled for September for all schools.
- Liberty Bell PTA Chick-fil-A night 9/15/09.

MOVED BY Gunkle and 2ND BY Auteri to approve the following school trips -

Southern Lehigh Speech and Debate Team to attend the Yale University Invitational, New Haven, CT from Friday, September 26, 2009 through Sunday, September 28, 2009.

Approve School trips-SL Speech & Debate Team, New Haven, CT

Southern Lehigh Volleyball Team to attend the State College Little Lion Invitational, State College, PA on Friday, October 2, 2009 and Saturday, October 3, 2009.

Approve School trips-SL Volleyball Team, State College, PA

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

MOVED BY Hayes and 2ND BY Auteri to approve the following Independent Study Proposal -

William Solomito, Technology (Robotics)

Approve Independent Study Proposal-Solomito. Technology (Robotics)

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

Approve to start a Computer Programming Club at SLHS

MOVED BY Auteri and 2ND BY Gunkle to approve to start a Computer Programming Club at Southern Lehigh High School.

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

f MOVED BY Auteri and $f 2^{ND}$ BY Gunkle to approve refusing Title III funding based upon regulations that must be followed in order to expend the small amount of monies (\$4,764) the grant provides.

Approve refusing Title III funding based upon regulations that must be followed

Approve refund of school

property taxes (2006-

2007\/

Exoneration of the Lehigh

County Tax

property taxes (2007-

Claim Bureau for school

2008 & 2008-2009)-Lowry

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Miracle

BUSINESS AND FINANCE

MOVED BY Auteri and 2ND BY Gunkle to approve the following with regard to Parcel ID# 22-643424262722 1, which is in the name of Dora Lowry, pursuant to the enclosed letters from the Lehigh County Office of Assessment -

- a) Refund of 2006-2007 school property taxes in the amount of \$117.55
- b) Exoneration of the Lehigh County Tax Claim Bureau for 2007-2008 and 2008-2009 school property taxes.

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

The Administration provided a report on a meeting with URS Corporation to discuss a traffic study which is in part required by the traffic improvement agreement with Upper Saucon Township. Mr. Snell explained the proposal for the Intermediate School followup study.

The scope of the study is as follows -

- Conduct traffic counts and compare projected vs. actual conditions at Camp Meeting Road and Route 309, Camp Meeting Road and Lanark Road, and Camp Meeting Road and Preston Lane.
- Conduct traffic signal warrant analysis at Route 378 and Intermediate School driveway.
- Review Route 378 and Intermediate School driveway signage/deceleration lane.

URS Corporation advises doing the traffic study in late October/early November.

MOVED BY Quigley and **2ND BY** Eddinger to accept the proposal from URS Corporation for Intermediate School follow-up traffic study at a not-to-exceed cost of \$14,700, and also to approve the short form master agreement for professional services between the District and URS Corporation.

VOICE VOTE: "YES" - Unanimous - Motion Carried **ABSENT: Miracle**

Financial advisor, Chris Gibbons of Concord Public Financial Advisors, addressed the Board regarding the proposed refinance of GOB Series B of 2004. The interest rate on Accept proposal from URS Corporation and the agreement for professional services between the District and URS Corporation

the remaining GOB Series B of 2004 range from 2.55% to 4.40%. The estimated

Approve
Concord
Public
Financial
Advisors to
prepare a
Preliminary
Official
Statement, to
prepare an
Official
Statement, and
schedule the
bond sale

Approve agreement with Concord Public Financial Advisors, Inc.

Approve agreement with the Lehigh Valley Drug and Alcohol Intake Unit in cooperation with the SAP initiative

Approve enclosed Client Services Agreement with Provident Energy Consulting LLC

Approve noted purchases of natural gas pursuant to the contract with Compass Energy

Approve award

Systems Bid to

Systems, Inc.

of the Laser Engraving

Allegheny Educational interest rate on the Series of 2009 B bond issue range from 0.75% to 3.65% that will yield a total present value savings to the District of \$335,500 or 4.66%. Because of the District's Aa3 bond rating, bond insurance will not be needed for the sale at a savings of about \$30,000-\$40,000. The bond sale could be scheduled for as soon as the middle of next week.

MOVED BY Schubert and **2**ND **BY** Gunkle to approve Concord Public Financial Advisors to prepare a Preliminary Official Statement, to prepare an Official Statement, and schedule the bond sale to refinance GOB Series B of 2004 at a minimum level of savings 3 %.

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

MOVED BY Eddinger and **2ND BY** Schubert to approve the enclosed agreement with Concord Public Financial Advisors, Inc. for financial advisory services in connection with the proposed refinancing which would result in the General Obligation Bonds, Series B of 2009.

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

MOVED BY Auteri and **2**ND **BY** Gunkle to approve the enclosed agreement with the *Lehigh Valley Drug and Alcohol Intake Unit* in cooperation with the district's Student Assistant Program (SAP) initiative.

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

SUPPORT SERVICES

MOVED BY Hayes and **2**ND **BY** Gunkle to approve the enclosed Client Services Agreement with Provident Energy Consulting LLC, 107 Chesley Drive, Suite 2, 1st Floor, Media, PA 19063 for the period July 1, 2009 to June 30, 2010, with provisions for annual extensions, and to authorize the Administration to pre-approve electricity purchases that are made pursuant to the contract with formal Board approval to follow at the next public School Board meeting. This contract was previously provided to the School Board on July 13, 2009 with submission of the mandate waiver application for the purchase of electricity.

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

MOVED BY Gunkle and **2ND BY** Eddinger to approve the following purchases of natural gas that were pre-authorized by the Administration on August 26, 2009, pursuant to the contract with Compass Energy that was approved by the Board on August 24, 2009 -

- a) 100% of the District's anticipated usage (exclusive of Intermediate School) from September 2009 through June 2010 at a unit cost of \$6.06/dth (NYMEX and basis, all-inclusive), and
- b) 40% of the District's anticipated usage (exclusive of Intermediate School) from July 2010 through June 2011 at a unit cost of \$6.65/dth (NYMEX only). Our consultant advised that we let the basis float until they analyze the distribution rate that UGI is using for us.

These purchases compare favorably to budget and reflect the current environment of extremely low natural gas prices.

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

MOVED BY Gunkle and **2**ND **BY** Quigley to approve the award of the Laser Engraving Systems Bid #081409 in the amount of \$62,871 to Allegheny Educational Systems, Inc., 1425 Freeport Road, Natrona Heights, PA 15065. One 60 watt and two 30 watt laser engravers are to be installed in STEM classrooms at the High School, Middle School and Intermediate School.

VOICE VOTE: "YES" – All but Dimmig

"NO" - Dimmig - Motion Carried

ABSENT: Miracle

MOVED BY Auteri and **2**ND **BY** Gunkle to approve Change Order G-17 for walking path accessibility to Penn Builder's Inc., 2275 Old Bethlehem Pike, Quakertown, PA 18951. The change order represents an "add" in the amount of \$8,375.00 for changes required by PennDOT on the Intermediate School project.

Approve Change Order G-17

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Miracle

MOVED BY Gunkle and **2**ND **BY** Auteri to approve Change Order G-18 for erosion control to Penn Builder's, Inc., 2275 Old Bethlehem Pike, Quakertown, PA 18951. The change order represents an "add" in the amount of \$41,328 plus \$.31 per square foot for matting associated with the Intermediate School detention basin.

Approve Change Order G-18

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Miracle

MOVED BY Gunkle and **2ND BY** Auteri to approve contracted carrier contracts for the 2009-2010 school year. These contracts support First Student with vans and small buses for non-public schools, charter schools and specialized transportation requests.

Approve contracted carrier contracts for the 2009-2010 school year

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Miracle

PERSONNEL

MOVED BY Gunkle and **2ND BY** Eddinger to approve the correction of the following staff -

<u>Lisa Dex</u>, Long-term Substitute (Category E) Teacher, 1st Grade, Lower Milford Elementary School, for the 2009-2010 school year during Kristin Haupt's childrearing leave. *This is a correction to the original request approved August 24, 2009 for the first semester of the 2009-2010 school year.*

Approve correction regarding length of time for Long-term Substitute position-Dex

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Miracle

MOVED BY Gunkle and **2**ND **BY** Auteri to approve the appointment of the following staff (pending receipt of required documentation) -

<u>Brenda Fix</u>, Long-term Substitute (Category E) Reading Specialist, Master's, Step 14, at a salary of \$50,481 (pro-rated) effective August 28, 2009.

<u>Thomas Wilde</u>, Extended-term Substitute (Category D), Bachelor's, Step 14, at a per diem rate of \$223.27, effective September 10, 2009. Mr. Wilde will fill the vacancy on an emergency basis due to the FMLA leave of Leigh Kern.

Approve staff pending required documentation -Fix, Wilde,

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

MOVED BY Gunkle and 2ND BY Quigley to approve the correction of the following staff -

<u>Stacey (Ruth) Kuntzman</u>, Substitute Instructional Assistant, Lower Milford for the 2009-2010 school year during Kristin Haupt's childrearing leave. *This is a correction to the original request approved August 24, 2009 for the first semester of the 2009-2010 school year.*

Approve correction regarding length of time for Substitute Instructional Assistant-Kuntzman

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

REPORTS

Budget & Finance Committee

Mr. Dimmig announced that the committee will meet on September 21. Some of the agenda items will be -

- Co-Financial advisors
- State of the budget
- Assessment appeals

Superintendent's Report

Mr. Liberati's report contained the following -

- Patriot Security Company chose not to renew its contract with the District because the District would not allow security personnel to carry firearms. After receiving great references, Blue Knight Security will be recommended with a contract at the next Board meeting to replace Patriot Security.
- A hand-out of the 3rd Day Enrollment figures that showed an increase from last year, but still less than 2 years ago.
- The District's position on planning for H1N1 flu will be that students need to be fever-free for 24 hours without medication before returning to school.
- PSSA rating results found on the internet showed that the District and Parkland School District were tied for number 1 in the Lehigh Valley.

Facilities Report

Mr. Liberati reported that the District is investigating signage, within the zoning laws, for the Middle School and Intermediate School.

The Administration is proposing a public open house at the Intermediate School for Sunday, September 27, 2009 from 1:00-3:00 p.m., with personnel in classrooms and a press release posted on the website and in the newspaper. There was Board discussion and a decision to postpone the open house until October to allow the press release to be included in a mass mailing to District residents.

NEW BUSINESS

MOVED BY Auteri and **2ND BY Gunkle** to approve continuation of the practice of waiving the \$75 annual fitness center membership fee for community emergency services personnel and District employees.

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Miracle

MOVED BY Auteri and **2ND BY Dimmig** to have the Administration reconsider the current eligibility requirements for taking AP courses, with more information and discussion at the next Board meeting.

VOICE VOTE: "YES" - Auteri, Hayes, Stelts, Dimmig, Gunkle

"NO" - Schubert, Quigley, Eddinger - Motion Carried

ABSENT: Miracle

VISITORS

ADJOURNMENT

ADJOURNMENT

MOVED BY Schubert and 2ND BY Quigley to adjourn the meeting.

VOICE VOTE: "YES" - Unanimous - Motion Carried

ABSENT: Miracle

The meeting was adjourned at 10:21 p.m.

ATTEST:	Board Secretary

Approve continuation of the practice of waiving the \$75 annual fitness center membership fee for community emergency services personnel and District employees

The Administration will reconsider the current eligibility requirements for taking AP courses