



Southern Lehigh School District

Board of School Directors Meeting

February 25, 2013

The second 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 (February 25, 2013) at Southern Lehigh High School, Center Valley, PA.

PRESENT: Dimmig, Gunkle, McLoughlin, Stelts, Hayes, Lycett, Mohr, Quigley
ABSENT: Lindsay
OTHERS: Christman, Melber, Millman, Lewis, Bartholomew, Schlegel, Kennedy, Covelle, Donahue, McGinty, Mickley, Takacs, Jordan, Buchman, Bergey, Rich (PATCH), and approximately 3 other members of the community.

OPENING PROCEDURES

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

The Board met in Executive Session prior to this meeting to discuss personnel and legal matters.

APPROVAL OF MINUTES

MOVED BY Gunkle and **2ND BY** Quigley to approve the minutes of the February 11, 2013 meeting as distributed to all Board members.

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

VISITORS

CONSENT AGENDA

MOVED BY Mohr and **2ND BY** Stelts to approve the **CONSENT AGENDA** items as follows -

Approve the bills list dated February 25, 2013 showing paid bills in the amount of \$45,819.94 and bills to be paid in the amount of \$338,069.45 for a total amount of \$383,889.39 for the General Fund and bills to be paid in the amount of \$1,117.84 for the Capital Reserve Sinking Fund;

Approve the Treasurer's Report and Investment Report for the month of January, 2013;

Approve the following substitute teachers for the 2012-2013 school year (*pending receipt of required documentation*)-

Jacqueline Butler, Elementary Ed., Middle Level Math, Special Ed. K-12

Kelly Katzbeck, Elementary Ed.

Kara Kernick, Elementary Ed., Special Ed. K-12

William Quaglio, IU Guest Teacher;

Approve unpaid leave of the following staff-

Margaret Treacy, Instructional Assistant, Joseph P. Liberati Intermediate School, on April 2, 2013. This date is in addition to the request for unpaid leave on April 1, 2013 that was approved at the February 11, 2013 school board meeting.

Approve the following returning volunteer coaches for the 2012-2013 school year-

<u>Samantha Edwards</u>	Girls Lacrosse
<u>Edward Risi</u>	Girls Lacrosse
<u>Donald West</u>	Boys Volleyball Club
<u>Donald West, Sr.</u>	Boys Volleyball Club
<u>Alan Rockel</u>	Boys Volleyball Club
<u>Christa Burke</u>	Boys Volleyball Club
<u>Jonathan Getz</u>	Boys Volleyball Club
<u>Kristen Linhart</u>	Boys Volleyball Club;

Approve the following new volunteer coach for the 2012-2013 school year-

<u>Nicole Schneider</u>	MS Lacrosse Club
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Approve the following coaches for the 2012-2013 school year-

<u>Meghan McGlone</u>	Asst. Girls Lacrosse	\$2604.75**
<u>Jessica Thomas</u>	Asst. Girls Lacrosse	\$868.25**

*** This is a 75%-25% shared position and stipend.*

<u>Benjamin Snyder</u>	Boys Lacrosse	\$1389.20**
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***This is a 60%-40% shared position and stipend;*

Approve the following athletic event workers for the 2012-2013 school year school year according to the wage policy for ancillary employees-

Joseph Breisch
Joseph Helinski
Stephanie Hantz
Anthony Italiani
Lindsay Miller
Matthew Miller
Bonnie Organski
Holly Walker;

Approve the stipend adjustment of the following coach appointed for the 2012-2013 school year-

<u>Eric Stemple</u>	Boys Lacrosse	\$2083.80**
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***This is a 60%-40% shared position and stipend.*

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Lindsay

CURRICULUM/STUDENT AND STAFF ACTIVITIES

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

High School report –

- 2/27 - Senior Citizen Dinner Theatre
- 2/28-3/3 – HS Spring Musical “42nd Street”
- 3/1 – Teacher In-service with Mike Rettig
- Course Selection Process Under Way
- 3/5 – Lehigh County Severe Weather Drill
- 3/7 - Blood Drive

Middle School report –

- 2/3 - Scholastic Art Awards (10 awards to SLMS)
- 2/15 - Chinese New Year Assembly
- 2/22- *High School Musical Jr.* Auditions (125 students)
- 2/27 - Academic Showcase
- 3/5 - Lehigh County Severe Weather Drill
- 3/12-14 - PSSA Writing
- 3/14 - Board visitation (AM)
- 3/15 - Dance
- National Junior Honor Society is collecting canned goods for *Betty Lou's Pantry*

Intermediate School report –

- PSSA writing materials have arrived and testing begins the week of 3/11 for 5th grade.
- Spartan Service Corps and PTG are holding a used book sale and are collecting books 3/7 through 3/12. The book sale will be held during conference week.
- 2/15 - Parents of JPLIS students employed in health care related fields assisted with a pig heart dissection for students in 6th grade. This is the 4th year parents have assisted with this activity.
- 3/9 - 5 teams from JPLIS will be represented in the Odyssey of the Mind regional competition. The competition will be held at Penridge High School.

Elementary schools –

- Lower Milford students will read to their stuffed animals in celebration of *Read Across America Day* on March 4. Students will enjoy a visit from the Cat in the Hat and Thing 1 and Thing 2.
- 3rd grade teachers are working with students on on-line practice tests to become familiar with the new on-line version of the PSSAs.
- As part of their school-wide positive behavior initiatives, Lower Milford teachers will present an assembly to students based on the book *Do On To Otters*, teaching about good manners and being positive and respectful.
- Lower Milford PTA will sponsor a Family Ice-Skating Night at the Bethlehem Municipal Ice Rink on March 7.
- Hopewell is celebrating Read across America and Dr. Seuss' birthday on Thursday with guest readers and a student assembly. Staff and students will be wearing Dr. Seuss hats and college attire to align with Dr Seuss' *Oh the Places You Will Go!*

- 2/22 - Liberty Bell hosted its first annual PTA Art Show and Bingo Night. The evening was a huge success as students brought their parents out to show off their art work. Families also participated in BINGO games as several staff members were on hand as guest number callers. Thanks to Miss McDonnell, Liberty Bell's art teacher, for organizing this fantastic event.
- 2/27 - Liberty Bell will be hosting an assembly titled *The Magic of Math*
- 3/1 – In-service and staff will be working on Common Cores in the A.M. and a variety of technology workshops in the afternoon.
- 3/4 - Liberty Bell will be celebrating *Read Across America Day*, with an assembly to kick off their spring reading program.
- 3/5 - The school board visitation to the K-3 Buildings.
- 3/5 - The district will participate in a Severe Weather Drill.

2012 DATA ASSESSMENT REPORT

Mr. Kenneth Jordan, Director of Elementary Education and Instructional Technology, Mrs. Joan Takacs, Director of Secondary Education and Mrs. Andria Buchman, Special Education Director presented the 2012 Data Assessment report and the work being done for continued student success.

BUSINESS AND FINANCE

MOVED BY Gunkle and **2ND BY** McLoughlin to issue school property tax refunds for-

- Michael and Carolyn Lendvay, Parcel ID# 13 549165240412 1, \$535.11
- Randall & Tara Steiner, Parcel ID# 22 642422425990 1, \$426.47
- Shirin Nabati, Parcel ID# 22 642535104798 8, \$446.55

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

MOVED BY Stelts and **2ND BY** Gunkle to approve the proposed General Fund and Academic Center Budgets for Lehigh Career and Technical Institute for 2013-2014.

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

SUPPORT SERVICES

MOVED BY Gunkle and **2ND BY** McLoughlin to approve the Lower Milford Water and Wastewater Treatment Facility Operations Agreement with Cawley Environmental Services, Inc., 637 Jeffers Circle, Exton, PA 19341, in the amount of \$875 per month for the period of March 1, 2013 thru June 30, 2014 (*pending final revisions*). This agreement addresses the DEP's Proposed Consent Assessment of Civil Penalty dated February 12, 2013.

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

PERSONNEL

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

Susan Olinik, Extended Term (Category D) Substitute Elementary Teacher, Lower Milford Elementary School, at the per diem rate of \$238.59, with an anticipated effective date of March 6, 2013. Ms. Olinik will fill the position during the anticipated leave of *Sara Hovis*.

Kevin Killion, Extended Term (Category D) Substitute Math Teacher, Joseph P. Liberati Intermediate School, at the per diem rate of \$238.59, effective February 26, 2013. Mr. Killion will fill the position due to the retirement of *Dale Beltzner*.

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

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

Lori Kern, School Nurse, Joseph P. Liberati Intermediate School, at Bachelors +15, Step 6, an annual salary of \$51,058 (*pro-rated*), with an effective date to be determined. Ms. Kern will fill the position due to the resignation of *Susan Melso*.

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

REPORTS

Budget and Finance Committee

Dr. McLoughlin reported the Budget and Finance Committee met on February 21, 2013:

- Reviewed this year’s budget and 5 year projections.
- Plan to present preliminary budget next month with no increase.
- Goal of a balanced budget in a 4-5 year timeline
- Positive 5 year projection from last year.
- PSER’s costs continue to increase
- Fund balance improved 15%.

Facilities Committee

Dr. Stelts reported the Facilities Committee met on February 20, 2013:

- Administration reviewing Right-to-Know reporting and looking into contracting with a company for online MSDS reporting.
- Professional service recommended to write specifications for Act 129 project-MS chillers.
- Demographic Study in progress.
- Reviewing the need to update phone system from digital to VOIP (Voice Over Internet Protocol)
- Reviewing costs for long-term renovations and maintenance of Hopewell and Lower Milford elementary schools.

Education Committee

Mrs. Mohr reported the Education Committee met prior to this meeting:

- Spanish Immersion questionnaire results to be posted on district's website.
- A pilot to allow students to take laptops home is planned and parent meetings will be scheduled prior to this initiative.
- Critical language program- Increased enrollment. Housing is an issue and hosts will be needed for teachers next school year.

Superintendent's Report

- The Superintendent's Report is available on the district's website. Mrs. Christman read a letter received from Mr. Jim North regarding a positive high school job shadowing experience and commendation for the student involved in the project.

Strategic Plan and Middle States Report

- The Strategic Plan and Middle States Report is available on the district's website.

OLD BUSINESS

MOVED BY Gunkle and **2ND BY** Stelts to approve a second and final reading of the following new policies-

Policy #360	Administrative Employees: <i>Employee Driver Qualifications and Records</i>
Policy #460	Professional Employees: <i>Employee Driver Qualifications and Records</i>
Policy #560	Classified Employees: <i>Employee Driver Qualifications and Records</i>
Policy #916.1	Community: <i>Volunteer Driver Qualifications and Records</i>

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

MOVED BY Stelts and **2ND BY** Gunkle to approve a second and final reading of the following revised policy-

Policy #618	Finances: <i>Student Activity Funds</i>
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VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Lindsay

NEW BUSINESS

MOVED BY Gunkle and **2ND BY** Stelts to approve a first reading of the following new policy-

Policy #709	Property: <i>Electronic Surveillance</i>
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VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Lindsay

MOVED BY Stelts and **2ND BY** Gunkle to approve a first reading of the following revised policy-

Policy #917	Community: <i>Parent/Family Involvement</i>
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VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Lindsay

MOVED BY Gunkle and **2ND BY** Stelts to approve the proposed 2013-2014 School District Calendar.

ROLL CALL VOTE: “YES” – McLoughlin, Mohr, Hayes, Dimmig, Stelts – Motion Carried
“NO” – Quigley, Gunkle, Lycett
ABSENT: Lindsay

There was Board discussion prior to the roll call vote.

MOVED BY Gunkle and **2ND BY** Stelts to approve Act 80 Days for November 18-22, 2013 and April 7-11, 2014 for elementary school conferences, November 19-22, 2013 for middle school conferences, November 21, 2013 for high school conferences and early dismissal on November 1, 2013, January 17, 2014, March 28, 2014 and May 23, 2014 for teacher in-service and half-day early dismissal for students on the last day of school.

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

MOVED BY Gunkle and **2ND BY** Stelts to approve the attached resolution to identify Official Local School District holidays in accordance with PDE Basic Education Circular (24 P.S. Section 15-1502).

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

MOVED BY Stelts and **2ND BY** Gunkle to nominate Mrs. Dorothy Mohr as the District representative to serve on the Board of Directors of the Carbon Lehigh Intermediate Unit #21 for the term July 1, 2013 through June 30, 2016.

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

VISITORS

ADJOURNMENT

MOVED by Gunkle and **2nd BY** Quigley to adjourn the meeting.

VOICE VOTE: “YES” - Unanimous - Motion Carried
ABSENT: Lindsay

The meeting was adjourned at 9:05 p.m.

ATTEST: _____ Board Secretary