



# **Southern Lehigh School District**

## **Board of School Directors Meeting**

**April 13, 2015**

The first regular monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:35 p.m. on the above date (April 13, 2015) at Southern Lehigh High School, Center Valley, PA.

**PRESENT:** McLoughlin, Parsons, Gunkle, Dimmig, Lycett, Quigley, Merkle  
**ABSENT:** Hayes, Lindsay  
**OTHERS:** Christman, Melber, Millman, Lewis, Kennedy, Jordan, Bergey, Takacs, Sinkler (SLEA), Malinchak (MCall) and 29 other members of the community.

### **OPENING PROCEDURES**

Dr. McLoughlin 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.

### **STUDENT RECOGNITION**

The Board recognized several high school students who received awards in the Scholastic Art and Writing Competition and the 2015 Artistic Discovery Congressional High School Competition. LCTI students were also recognized for their achievements in this year's State Leadership Competitions.

### **VISITORS**

No visitors.

### **APPROVAL OF MINUTES**

**MOVED BY** Quigley and **2<sup>ND</sup> BY** Merkle to approve the minutes of the March 23, 2015 meeting as distributed to all Board members.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT:** Hayes, Lindsay

## **CONSENT AGENDA**

**MOVED BY** Quigley and **2<sup>ND</sup> BY** Merkle to approve the **CONSENT AGENDA** items as follows –

Approve the bills list dated April 13, 2015 showing paid bills in the amount of \$33,254.03 and bills to be paid in the amount of \$698,588.21 for a total amount of \$731,842.24 for the General Fund; and bills to be paid in the amount of \$144,639.09 for the Construction Fund;

Approve the Treasurer' s Report and Investment Report for the month of February, 2015;

Accept the resignation of the following staff-

Meredith Dapsis, Physics/Chemistry Teacher, Southern Lehigh High School, effective April 1, 2015;

Approve the following substitute teachers for the 2014-2015 school year-

Kelly Sleeman, Elementary K-6

Kristen McGuire, Emergency 06;

Approve the first period of childrearing leave of Lisa Moser, Physical Education Teacher, Hopewell Elementary School, effective April 7, 2015 through August 24, 2015;

Approve the following substitute staff for the 2014-2015 school year-

Diane D' Agostino, Substitute Instructional Assistant, an hourly rate of \$15.62;

Approve the promotion of Heidi Kelly, Part-time Cleaning Person to Custodian, effective April 14, 2015, an hourly rate of \$19.75. Ms. Kelly will fill the position due to the resignation of *Kyle Wentz*;

Approve the temporary promotion of Greggory Padamonsky, Substitute Custodian to Temporary Custodian, effective April 14, 2015, for a period not to exceed one year, at an hourly rate of \$19.75;

Approve the unpaid leave of the following staff-

Sara Kimble, Instructional Assistant, Joseph P. Liberati Intermediate School, April 14-16 and 21-23, 2015

Kelly Fitzmaurice, Instructional Assistant, Liberty Bell Elementary School, April 9, 2015

Ellen Beidelman, Instructional Assistant, Lower Milford Elementary School, April 24, 27, 28, 29, 2015;

Approve the transfer of Lindsey Horvath, Instructional Assistant (4 hour/day) to Instructional Assistant (5.75 hour/day), Southern Lehigh High School. This transfer is due to the resignation of *Nicole Muhleisen*;

Approve the following staff-

Krista Metter, Instructional Assistant (4.00 hour/day), Southern Lehigh High School, an hourly rate of \$17.81, effective April 14, 2015. Ms. Metter will fill the position due to the transfer of *Lindsey Horvath*;

Approve the following Middle School Club coach for the 2014-2015 school year-

Enos Martin MS Club Track & Field;

Approve the following volunteer coach for the 2014-2015 school year-

Brandon Evans Baseball;

Approve the following athletic event worker for the 2014-2015 school year:

Justina Viola.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Hayes, Lindsay**

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

Mr. Jason Lilly, Southern Lehigh High School Assistant Principal, presented a safe schools video that was created by students with assistance from the Lehigh County District Attorney's Office.

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Quigley to approve the **Special Education Services Agreement** for the 2015-2016 school year.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Hayes, Lindsay**

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Quigley to approve the **Facilities Plan Committee Report** and School Board Resolution for the 2015-2016 school year.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Hayes, Lindsay**

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Quigley to approve the request for Eric Miller to conduct an evening workshop for Title I students and their parents at the Middle School on May 19, 2015. Mr. Miller will be paid from Title I funds.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Hayes, Lindsay**

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Quigley to approve Colleen West-Slotter and George Mitakos to conduct a Title I Parent Workshop at the Intermediate School on May 7, 2015 from 6:30 pm to 7:30 pm. All costs will be paid from Title I funds.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Hayes, Lindsay**

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Quigley approval the following student trip requests-

*Southern Lehigh High School Speech and Debate Team* to participate in the National Catholic Forensic League Grand National Tournament, Fort Lauderdale, Florida, from May 22 through May 25, 2015

*Southern Lehigh High School Speech and Debate Team* to participate in the National Speech and Debate Association National Championship, Dallas, Texas from June 13 through June 20, 2015

*Southern Lehigh High School Technology Student Association* to participate in the 2015 PA-TSA State Conference, Champion, PA from April 15 through April 18, 2015

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Hayes, Lindsay**

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Quigley to approve the AP US History textbook recommendations for the 2015-2016 school year. Textbooks will be on display in the Administration Building for two weeks. Final action will taken at the April 27, 2015 Board meeting.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Hayes, Lindsay**

### **BUSINESS AND FINANCE**

Mr. Jeremy Melber, Director of Business Services, presented the 2015-2016 Preliminary budget and discussed that 2014-2015 local revenues of earned income, realty transfer, and interest income local revenues were ahead of projections, and that tax claim and interim real estate taxes would be coming in close to target, while Real estate tax income for fiscal year fell slightly below what was projected, due to property assessment growth slowing. Mr. Melber showed a 10 year span of revenue and income and cautioned the board that the three years from 2010-2013 saw minor expense increases because of the vast cuts the district made, and moving forward that would not be possible unless programs and staff was cut, which seems unlikely as long as revenue continues to grow. Mr. Melber discussed the current fund balance of the district and recommended moving \$2 million to the construction account to help pay for the New Elementary School project. Dr. Leah Christman discussed the uncertainty of state funding, and discussed needed personnel that were built into this budget. Mr. Melber presented the five year budget with no tax increase for the 2015-16 school year, with expenses of \$60,762,391 and revenues of \$58,837,574, and said the district would use \$1,924,817 of fund balance to make up the deficit.

Final action on the proposed budget will be taken at the regularly scheduled Board meeting on May 26, 2015.

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Quigley to approve the transfer of \$2,000,000 from the General Fund to the Southern Lehigh Construction Account.

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

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Quigley to approve the 2015-2016 Preliminary Budget with no tax increase-

- 15.37 mills
- \$60,762,391 Budget

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

### **SUPPORT SERVICES**

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Merkle to approve the **High School Hot Water System Glycol Agreement** with D'Huy Engineering, Inc., One East Broad Street, Bethlehem, PA 18018, in the amount of \$9,000. D'Huy Engineering, Inc. will be providing engineering services in the amount of \$2,500 to address the feasibility for the replacement of water with glycol in the school's HVAC system. Project design and inspections will total \$6,500 if the project is identified as cost effective. This project is intended to protect against future damage resulting from freezing HVAC water lines in the High School.

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

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Quigley to acknowledge and accept Upper Saucon Township's Conditional Approval, Resolution 2015-16, of the Land Development Plan for the New Elementary School, Project No 40833. Township Resolution 2015-16 formally recorded School District Land Development requirements and conditions as they relate to Planning Code, Zoning Ordinances and other Resolutions and Ordinances relating to development in Upper Saucon Township.

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

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Quigley to approve the Master Natural Gas Sales Agreement with UGI Energy Services, LLC, One, Meridian Blvd., Suite 2C01, Wyomissing, PA 19601 for the purchase of natural gas November 1, 2015 through October 31, 2017. UGI Energy Services will purchase BASIS on April 14, 2015, at an anticipated BASIS cost not to exceed negative \$.30 per dekatherm (DTH) for year 1, and negative \$.30 per DTH for year 2. UGI Energy Services must be utilized and approved at a future date to purchase natural gas on the NYMEX market for the same period as NYMEX cost is anticipated to fall. These purchases are anticipated to save the district nearly 35% in total yearly natural gas purchase costs.

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

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Quigley approve award of the Lehigh County Procurement Office for the award of the Lehigh County cooperative diesel fuel and gasoline bid #15-012. The fuel is priced at the “ rack price” on the day of delivery with the variable cost being bid as a fixed discount and delivery cost. The contract is for one year with options for two yearly extensions if bid costs are held. The fixed cost for bus diesel appears to be a \$.016 per gallon discount under rack which is an improvement on the prior contract. Results will be brought to the April 27, 2015 Board meeting for final approval.

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

### **PERSONNEL**

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Quigley to approve sabbatical leave of Katie Quartuch, Social Studies Teacher, Southern Lehigh High School, for professional development. This leave is for the second semester of 2015-2016 and first semester of 2016-2017.

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

### **REPORTS**

#### Budget & Finance Committee

Dr. McLoughlin announced that the Finance Committee met on April 1, 2015 and preliminary budget presented to the Board this evening.

#### Policy Committee

Mr. Lycett reported that the committee met prior to this meeting and reviewed several policies, including the Spanish Immersion A/R.

#### Superintendent’s Report

Dr. Christman reported the following-

- Several HS Art students recognized for their achievements.
- HS teacher, Mrs. Dottery and Mrs. Wlodek, have been selected to travel to China to teach for the summer camp sponsored by the Hebei Provincial Education Department.
- Mrs. Dougherty, Liberty Bell Elementary School, has advanced to one of 12 finalists for the Pennsylvania Teacher of the Year award.
- Southern Lehigh is one of two Lehigh Valley communities to be designated among the nation’s best for music education, according to the National Association of Music Merchants Foundation.
- The entire Superintendent’s Report is available on the district’s website.

**OLD BUSINESS**

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Quigley a second and final reading of the following revised policy-

#707 Property: Use of School Facilities

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Hayes, Lindsay**

**NEW BUSINESS**

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Quigley to approve the Memorandum of Understanding for a temporary increase of a .5 to a 1.0 Teacher with corresponding increase in pay and benefits. This increase in hours and compensation is for a minimum period of 30 days to a maximum period through the last teacher day of the 2014-2015 school year.

**VOICE VOTE: "YES" – Unanimous – Motion Carried**  
**ABSENT: Hayes, Lindsay**

**COMMUNICATIONS**

**VISITORS**

**ADJOURNMENT**

The Board took a brief recess at 8:45 p.m.

The Board met in executive session at 8:46 p.m.

The meeting reconvened at 9:25 p.m.

**MOVED BY** Gunkle and **2<sup>nd</sup> BY** Quigley to adjourn the meeting.

**VOICE VOTE: "YES" - Unanimous - Motion Carried**  
**ABSENT: Hayes, Lindsay**

The meeting was adjourned at 9:26 p.m.

**ATTEST:** Diana S. Millman Board Secretary