



**Southern Lehigh School District
Education Committee Meeting Minutes
April 4, 2024**

**Southern Lehigh School District
Education Committee Meeting
April 4, 2024
Board Room
Southern Lehigh High School
5800 Main Street
Center Valley, PA 18034
4:15 pm**

Education Committee meeting minutes of April 4, 2024 pending approval.

1. Opening Procedures

- a. Call to Order
 - i. Meeting was called to order at: 4:15 pm
- b. Recording of Attendance
 - i. Present: Timothy Kearney, Emily Gehman, Melissa Torba
 - ii. Absent: Eric Boyer
 - iii. Others present: Karen Trinkle and Michael Mahon

2. Approval of Meeting Minutes

- a. [Education Committee Meeting Minutes of February 27, 2024](#)
 - i. Meeting minutes of February 27, 2024 were reviewed and approved

3. CURRICULUM/STUDENT AND STAFF SERVICES

Dr. Karen Trinkle presented to the Education Committee on the following:

- a. [Education Committee April 4, 2024 Presentation](#)
 - i. **Student Handbook Discussion**
 - 1. Discussion regarding the following student handbooks for the 2024 2025 school year occurred noting the following:
 - a. General overview of K-12 Student Handbooks and Athletic Codes of Conduct. Discussion regarding the purpose of changes, which included alignment to revised policy, procedure, and PIAA regulations. Continued alignment with potential revision to policy through policy committee.
 - b. Updates to members of the Board of Education and SLSD Personnel, Grades K-3 and 4-6 Alignment and Grades 7-12 Alignment.
 - c. Committee agreed to seek board approval on April 22, 2024

ii. Full Day Kindergarten Discussion

1. Presentation regarding full day kindergarten noting the following thoughtful guiding questions that can be used to start the discussion to frame potential further discussion regarding the topic, set expectations, and determine next steps.
2. Consideration of the following potential factors: Curriculum and transportation, staffing, and costs related to curriculum, food services, student supports.
 - a. Personnel costs include additional kindergarten teachers and, potentially, additional special area teachers, special education teachers, related service providers, and instructional assistants. In addition to personnel, there will be costs for curriculum development, nutritional services, and transportation. Those costs could be considered alongside updated enrollment projections.
 - b. Recurring costs for staffing, transportation, and facilities. The impact of a transition to full day kindergarten will intersect directly with district budgeting and revenue requirements.
3. There are multiple variables and impacts that must be fully considered prior to implementation. These variables and scope of work will intersect with enrollment projections and could include:
 - a. Facilities usage and ensuring there is enough space to accommodate additional kindergarten classes and master scheduling and grade configuration/alignment.
 - b. Staffing, including hiring new teachers and other necessary support staff for the program.
 - c. Transportation impacts to enable safe transportation of additional very young learners.
 - d. Budget implications, including the cost of facilities upgrades, staffing, curriculum resources and additional transportation.
4. Committee discussed the previous Full Day Kindergarten target program (Pre Pandemic) with Kindergarten. Consideration of reviewing that information.
5. Further discussion on current space, physical plant and sections of K and 1.
6. Discussion included the function of an RFP/RFQ process and support when compared to in-district assessment. The RFP/Q process would offer the district a comprehensive report that outlines options for implementation and impact on critical variables and costs associated. Further discussed options for feasibility, strategy, and scope of work for the potential of a multi-year project if implementation is desired.

4. ADJOURNMENT

- a. Adjourn
 - i. Next meeting: May 14, 2024 at 4:15- Administration Building: Conference Room
 - ii. Meeting was adjourned at: 6:00 pm

Respectfully submitted by Dr. Karen Trinkle, Assistant Superintendent