



## **Southern Lehigh School District**

Board of School Directors Meeting  
Board Meeting

**March 27, 2017**

The regular monthly meeting of the Board of School Directors of the School District of Southern Lehigh was held at 7:04 p.m. on the above date (March 27, 2017) at Southern Lehigh Middle School (Auditorium), Center Valley, PA.

**PRESENT:** Dimmig, Gehman, Parsons, McLoughlin, Gunkle, Merkle, Sisselberger, Smith

**ABSENT:** Lycett

**OTHERS:** Evison, Lewis, Melber, Millman, Montanye, (SSKW), Kennedy, Jordan, Buchman, Donahue, Hankee, Bergey, Sinkler (SLEA), Malinchak (MCall), L. Gombocz (WFMZ) and approximately 95 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.

### **STUDENT RECOGNITION**

Several student groups were recognized for their accomplishments this year.

Mrs. Lynn Yocum, Art Teacher, Southern Lehigh Middle School announced those students who received Scholastic Awards.

Mrs. Ronnette May, Math Teacher, Southern Lehigh Middle School introduced this year's 8<sup>th</sup> grade Math Counts team members who placed 3<sup>rd</sup> in the area.

Mr. Chad Remaly, Athletic Director and Mr. Matt Cooper, Coach recognized the Girls HS Basketball team for their accomplishments this year. The co-captains also spoke about their contributions off the court.

Dr. Edward Donahue, Southern Lehigh Middle School Principal, provided a video capturing activities at the Middle School this year, including "What's So Cool About Manufacturing" film competition.

## **APPROVAL OF MINUTES**

**MOVED BY** McLoughlin and **2<sup>ND</sup> BY** Smith to approve the minutes of the February 27, 2017 meeting as distributed to all Board members.

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

## **VISITORS**

## **STUDENT REPRESENTATIVE REPORTS**

### Middle School Student Council

Cameron H. (President) and Gabby S. (Vice President) of the Middle School Student Council provided an update on several projects for this year including-

- Petition for printing rights of student projects
- 1<sup>st</sup> Student Forum
- Flowers presented to the "High School Musical" cast and crew
- Tolerance Bracelets, "We are Upstanders, Not Bystanders"
- Visit to Hopewell and Liberty Bell Elementary Schools to participate in "Read Across America Day"
- Plans for a semi-formal dance and end of year "Party on Preston"

### High School Student Council

Megan M., President and Hannah C. (Vice President) of the High School Student Council provided an update on this year's projects including-

- 2<sup>nd</sup> Annual Mini-Thon
- NHS
- SADD
- HOSA
- Sister Act-Sold out
- Student Forum
- Mr. Spartan Competition

## **SUPERINTENDENT'S REPORT**

Mrs. Evison thanked HS and MS student representatives for providing updates on student projects.

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

**MOVED BY** Parsons and **2<sup>ND</sup> BY** Gehman to approve the following items-

### HS Programs of Studies Book

Revisions to the 2017-2018 High School Programs of Studies Book include a change to the prerequisite for Honors Chemistry. The prerequisite for Honors Chemistry, effective the 2017-2018 school year is the completion of Algebra I, having achieved a B+ or better.

### HS Music Department Research

Participation of the High School Music Department in a research study being conducted by the Arts and Mind Lab at Boston College. The study examines the alignment and potential misalignment among teachers, principals and arts chairs, students, and parents in terms of the benefits of ensemble music education.

### Final Adoption of New Textbooks

Final adoption of new textbooks recommended for the 2017-2018 school year. Textbooks have been on display in the Administration Building for two weeks.

### Letter of Agreement-Title 1 Allocation

The agreement with Carbon Lehigh Intermediate Unit #21 for remedial instructional services to students in Non Public School in accordance with Federal Title I allocations per funding adjustments in the approximate amount of \$26,778.88 for the 2016-2017 school year.

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

### Full Day Kindergarten

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Parsons to approve-

The district change to a full day kindergarten program from a one-year pilot to an ongoing program that operates with the same criteria with one classroom each at Hopewell and Liberty Bell Elementary schools.

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

### **SPECIAL EDUCATION AND STUDENT SERVICES**

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Parsons to approve the following items-

#### Special Education Services Agreement

The Carbon Lehigh Intermediate Unit Agreement for Special Education Services for the 2017-2018 school year.

#### Special Education Waiver Agreement

The special education waiver agreement for student #031701.

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

**BUSINESS AND FINANCE**

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Parsons to approve the following business and finance items-

Approve the bills list to be paid as of March 27, 2017.

Approve the Treasurer's Report and Investment Report for the month of December, 2016 and January, 2017.

Approve the Letter of Agreement dated March 1, 2017 between Southern Lehigh School District and Lehigh Career & Technical Institute clarifying responsibilities in connection with the National School Lunch program for our students who attend Lehigh Career & Technical Institute.

Approve the Le-Nor-Co Purchasing Cooperative Joint Purchase Agreement designating the Food Service Director as the primary representative and the Business Manager as the alternate representative.

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

**SUPPORT SERVICES**

Lower Milford Elementary School Property

**MOVED BY** Smith and **2<sup>ND</sup> BY** Gunkle to authorize the Administration to take necessary steps to prepare a sale of Lower Milford Elementary School and property located at 7350 Elementary Road, Coopersburg, PA 18036.

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

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Parsons to approve the following support services items-

Allowance Adjustment-Lobar, Inc.

The allowance adjustment increase for Lobar, Inc., One Mill Rd., Dillsburg, PA 17019, in the amount of \$8699.92 to the Hopewell Elementary School Playground Budget approved November 14, 2016, that was not to exceed \$70,000. Additional costs relate to the need for an ADA sidewalk at \$6118 and unanticipated grading costs.

Allowance Adjustment-JBM Mechanical, Inc.

The allowance adjustment for JBM Mechanical, Inc., 3273 Gun Club Rd., Nazareth, PA 18064, in the amount of \$18,569.10 to add intake and discharge sensors for 38 heat pumps at Hopewell Elementary School. The sensors are required for diagnosis, maintenance and enhanced efficiency of the building's heating and cooling.

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

**ABSENT: Lycett**

**PERSONNEL**

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Parsons to approve the following personnel items-

Approve Intermittent FMLA leave of Karen Ryan, Teacher, Joseph P. Liberati Intermediate School, for up to 12 weeks effective March 14, 2017 through March 13, 2018.

Accept the retirements of the following Act 93 Administrators:

Kristen Lewis, Assistant to the Superintendent, effective the end of business day June 30, 2017. Mrs. Lewis has been a district employee for twelve years having served as Liberty Bell Principal, Lower Milford Principal and Director of Elementary Education during her tenure.

Joan Takacs, Director of K-12 Curriculum, effective the end of business day June 30, 2017. Mrs. Takacs has been a district employee for nine years.

Approve the appointment of Melissa Tesche, Long-Term Substitute Teacher, Joseph P. Liberati Intermediate School, Bachelors, Step 1, a salary of \$48,805 (pro-rated), effective January 10, 2017 through the last teacher day. Ms. Tesche will fill the position due to the leave of *Nicole Ott*.

Approve the first period of childrearing leave of Chelsea Lilly, Special Education Teacher, tentatively effective April 4, 2017 through the end of the 2016-2017 school year.

Approve the following substitute teachers for the 2016-2017 school year:

<u>Abigail Fleming</u>	Grades PK-4
<u>Ashley Jacobs</u>	Grades 4-8
<u>Taylor Mudri</u>	Grades PK-4
<u>Kim Reybitz</u>	Grades PK-12

Approve the unpaid leave of the following staff:

Amy Kimball, Instructional Assistant, Joseph P. Liberati Intermediate School, May 4 and 5, 2017

Ann Higgins, Instructional Assistant, Southern Lehigh Middle School, May 17 through May 24, 2017

Anastasia Benner, Instructional Assistant, Liberty Bell Elementary School, May 17 through 19, 2017

Laura DeMars, Instructional Assistant (Special Ed), Southern Lehigh High School, May 15, 16, 17, 2017

Kelly Fitzmaurice, Instructional Assistant (RTII), Liberty Bell Elementary School, April 13, 2017

Jennifer Ricci, Instructional Assistant (RTII), Joseph P. Liberati Intermediate School, May 5, 2017

Approve Intermittent FMLA leave of Jana Brown, Instructional Assistant, Southern Lehigh High School, for up to 12 weeks effective March 7, 2017 through March 6, 2018.

Approve the following substitute staff for the 2016-2017 school year:

Kim Reybitz, Substitute Instructional Assistant, an hourly rate of \$16.45

Approve the 90 hour unpaid externship of Nicholas Goldberg, Lincoln Technical Institute student, effective March 27, 2017 through April 14, 2017. Mr. Goldberg will be under the supervision of Mr. Erik Malmberg, Coordinator of Network and Information Services.

Approve following staff to assist with evening Kindergarten Registration, an hourly rate of \$44.53:

Sara Hovis

Brooke Ruch

Megan Valley

Janet Miltenberger

Approve following nurses who may be necessary to assist with evening Kindergarten Registration, an hourly rate of \$44.53:

Nicole Castetter

Lori Kern

Approve the following nursing support staff that may be necessary to assist with evening Kindergarten Registration, an hourly rate of \$21.49-

Judith Miller

Kathy Allwein

Audrey Barton

Approve the following Instructional Assistant for Kindergarten Summer Camp, held July 10-21, 2017, an hourly rate of \$18.76-

Marie Matsinger

Approve the following Title I staff to work evening hours for parent workshops in May, 2017:

Eric Miller, an hourly rate of \$44.53

Colleen West-Slotter, an hourly rate of \$44.53

Luciann Gavin, an hourly rate of \$18.76

Approve the following volunteer coaches for the 2016-2017 school year:

Lynn Glueck MS Track

Martin Matsumura MS Track

Timothy Bauder Boys Club Volleyball

Approve the following event workers for the 2016-2017 school year:

Alison Bauer

Andrew Green

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

### **BOARD POLICY**

Rescission of Policy

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Parsons to approve that the following policy be rescinded:

#826 Operations: *Crisis Policy* (covered in Policy #819 Operations: *Suicide Awareness, Prevention and Response*)

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

First Reading of New Policy

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Parsons to approve a first reading of the following new policies with no changes:

#620 Finances: *Fund Balance*

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

First Reading of New Policies

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Parsons to approve a first reading of the following new policies with recommended changes:

#827 Operations: *Conflict of Interest*

#806 Operations: *Child Abuse*

#716 Property: *Integrated Pest Management*

#801.2 Operations: *Record Destruction Policy*

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

NEW BUSINESS

**MOVED BY** Gunkle and **2<sup>ND</sup> BY** Smith to amend the 2016-2017 District Calendar due to inclement weather days and adding April 13, 2017 and June 8, 2017 as regular school days for staff and students, June 9, 2017 (1/2 day for students) as the last student day, June 12, 2017 as a Teacher In-Service (Act 80) day, June 13, 2017 as the last teacher day and June 14, 15, 16 as Teacher Academy Days.

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

BOARD REPORTS

CLIU

Mrs. Gehman reported the following from the CLIU Board Meeting-

- Project Max
- 2017-2018 Facilities Plan

LCTI

Mrs. Parsons reported that she and Mrs. Sisselberger attended the LCTI Board meeting last week and discussed the following-

- Camp LCTI open for MS students
- Wireless campus planned

**COMMUNICATIONS**

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

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

The meeting was adjourned at 8:02 p.m.

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