



Southern Lehigh School District

Board of School Directors Meeting

July 14, 2014

The first 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 July 14, 2014 at Southern Lehigh High School, Center Valley, PA.

PRESENT: Gunkle, McLoughlin, Hayes, Lycett, Merkle, Quigley, Parsons

ABSENT: Dimmig, Lindsay

OTHERS: Lewis, Melber, Kennedy, Jordan, Bergey, Davidson, Organski, Long, Rizzo (Morning Call), and approximately 7 other members of the community.

OPENING PROCEDURES

Mrs. Gunkle 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 Quigley and **2ND BY** Mcloughlin to approve the minutes of the June 14, 2014 meeting as distributed to all Board members.

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Dimmig, Lindsay

VISITORS

Mrs. Organski presented the following information regarding the FBLA National Leadership Conference-

"This year was the most successful trip to FBLA's National Leadership Conference ever. Our trip was anything but smooth, beginning with a canceled flight resulting in a 7-hour delay leaving Allentown, ground traffic delays and flight delays, but when we got Nashville, that last week of June, we were ready to go.

The students and I were fortunate to learn about and experience and exciting part of our American culture in Tennessee, from food to music to the rich history of the south. BBQ dinners, visits to country music landmarks, and a tour of the majestic campus of Vanderbilt were great additions to the purpose of our trip, the national competition.

During their preliminary rounds of competition, the team of Nikos M. and Brycen H. placed in the top 10 in the Nation in LifeSmarts and Fiona Bultonsheen place in the top 15 in the nation in Public Speaking I, advancing them all to a second day of competition.

The results of their hard work and preparation paid off when all three were called to the stage during the closing awards ceremony, with Fiona placing 5th in the nation in Public Speaking I, and Nikos and Brycen placing 3rd in the nation in LifeSmarts. It was an honor and privilege to accompany these students on this journey which will forever be part of their education provided by you the Southern Lehigh School Board, and Southern Lehigh School District and Superintendent Christman. Thank you all very much.”

Kristen Jellison requested information regarding plans for Lower Milford over the next two years. She also expressed concerns about changes with Lower Milford.

Ellen Dittus spoke to concerns about changes with Lower Milford.

CONSENT AGENDA

MOVED BY Quigley and **2ND BY** Merkle to approve the **CONSENT AGENDA** items as follows -

Approve the bills list dated July 14, 2014 showing paid bills in the amount of \$715,304.97 and the bills to be paid in the amount of \$449,751.31 for a total amount of \$1,165,056.28 for the General Fund, and bills to be paid in the amount of \$755.60 for the Capital Reserve Sinking Fund, and bills paid in the amount of \$377,813.18 for the Construction Fund;

Approve the Treasurer’s Report and Investment Report for the month of May, 2014;

Accept the resignations of the following certificated staff-

Ian Beitler, Social Studies and Gifted Teacher, Southern Lehigh High School, effective July 1, 2014

Gregory Collins, Physics and Science Teacher, Southern Lehigh High School, effective June 18, 2014;

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

Carol Mickley, Elementary Education;

Accept August 22, 2014 as the effective retirement date for Carol Mickley, Principal, Lower Milford Elementary School.

Accept the retirements of the following certificated staff-

Donna Atkinson, School Nurse, Lower Milford and Hopewell Elementary Schools, effective June 18, 2014. Mrs. Atkinson was a district employee for 28 years.

Joseph Helinski, Chemistry Teacher, Southern Lehigh High School, effective June 18, 2014. Mr. Helinski was a district employee for 36 years;

Approve FMLA leave of Brynne Rice, School Psychologist, Joseph P. Liberati Intermediate School, effective May 15, 2014 through June 15, 2014;

Accept the retirement of Nancy Neefe, Secretary, Southern Lehigh High School, effective September 10, 2014. Mrs. Neefe has been a district employee for 35 years;

Accept the resignation of Kara Kernick, Instructional Assistant, Southern Lehigh Middle School, effective June 23, 2014;

Approve to extend the date of personal leave for Judy Miller, Health Paraprofessional from August 12, 2014 to August 22, 2014;

Approve the following staff-

Alan Gilmore, Custodian, an hourly rate of \$19.75, effective July 15, 2014. Mr. Gilmore will fill the position created with the retirement of *William Becker*.

Sean Ondush, Custodian, an hourly rate of \$19.75, effective July 15, 2014. Mr. Ondush will fill the position created with the retirement of *Jane Kline*;

Approve to transfer Margaret Treacy, Instructional Assistant, Joseph P. Liberati Intermediate School, from 20 hours per week to 29 hours per week;

Approve the following substitutes for the 2014-2015 school year-

Donna Atkinson, Substitute Supplemental Nurse, an hourly rate of \$18.47

Carol Mickley, Substitute Instructional Assistant, an hourly rate of \$15.62;

Approve Amy Bausher, Junior Class Advisor, beginning March 28, 2014 through the end of the 2013-2014 school year, at a stipend (pro-rated) of \$579.08. (Ms. Bausher filled the position during the leave of *Stephanie Donald*.)

Approve Kyle Lavigne, Yearbook Advisor, beginning April 30, 2014 through the end of the 2013-2014 school year, at stipend (pro-rated) of \$695.20. (Mr. Lavigne filled the position during the leave of *Stephanie Lynn*.)

Approve the following staff for the 2014 High School Prep Program, at an hourly rate of \$41.23-

Linda Gross

Stephanie Donald

Caryn Bronfenbrenner (Alternate);

Approve the following mentors for the 2014-2015 school year-

Alison Bauer, mentor for *Kimberly Halloran*, at a total stipend of \$700

Marlo Spritzer, mentor for *Lauren Tocci*, at a stipend of \$700

Tara Walter, mentor for *Lu Bai*, at a stipend of \$700

Linda Gross, mentor for *Ling Huang*, at a stipend of \$700

Joan Imms-Geiser, mentor for *Elizabeth Matthews*, at a stipend of \$700

Linda Gross, mentor for *Kirby Pohlidal*, at a stipend of \$700;

Approve Tara Walter, Summer Chinese Camp Teacher, for the 2014 Summer Chinese Camp from July 14 through 18, 2014, at an hourly rate of \$41.23.

Approve Erin Jividen, Middle School Spring Musical Director for the 2014-2015 school year, a stipend of \$900.

Approve Ronette Mays and Heather Krey as teachers for the SAT Prep Course for fall, 2014, at a stipend of \$41.23 per hour.

Approve the following instructional assistant staff, an hourly rate of \$17.81 for Extended School Year (ESY) services from June 30, 2014 to July 31, 2014:

Jana Brown

Dawn DelPriore

Stephanie Hantz

Kristine McGuire

Kristine Melnick

Margaret Treacy

Approve the following teaching staff, an hourly rate of \$41.23 for Extended School Year (ESY) services from June 30, 2014 to July 31, 2014-

Dawn DelPriore

Kristine Melnick

Approve the following fitness center monitors, at an hourly rate of \$14.17 for the 2014-2015 school year-

Keith Binkley

Kathleen Krause

Kathleen Miller

Brian Souerwine;

Approve the following fitness center instructor, at an hourly rate of \$26.99 for the 2014-2015 school year-

Stephanie Martin

The Administration recommends approval of the following athletic event workers for the 2014-2015 school year-

Steven Barnes

Keith Binkley

Robert Clark

Melody Davis

David Diaz

Stephanie Donald

Stephanie Fiscella

Anne Geis

Kaytlyn Hackenberg

Stephanie Hantz

Donald Harakal

Joseph Helinski

Jeffrey Hershey

Lindsey Horvath

Anthony Italiani

Lee Kandt

Lynn Kovescses

Kathy Krause

Lisa Kurtz

Lynn Lanari

Wayne Langsdorf

Constance Manfredo

Stephanie Martin

Rick Mayer

Allison McPeek

Jesse Mead

Kathleen Miller

Lindsay Miller

Michael Miller

Diana Millman

Rose Mirth

Nancy Neefe

Bonnie Organski

Deb Pulizzano

Alan Rockel

Mary Rockel

Douglas Roncolato

Thomas J. Seidenberger

Karen Shaffer

Luke Shaffer

Brian Souerwine

Jessica Swartz

Stanley Swartz

Holly Walker

Jon Walters

Elaine Weiser

Donald West;

Approve the following coaches for the 2014-2015 school year (*pending receipt of required documentation*). The stipends listed represent the appropriate stipend amounts for 2013-2014. The 2014-2015 stipend amounts will be determined after the start of the 2014-2015 school year-

<u>Jordan Benedict</u>	Fall Head Cheerleading	\$2112.50
<u>Christine Pulcini</u>	Fall Assistant Cheerleading	\$1267

<u>Jordan Benedict</u>	Winter Head Cheerleading	\$1056.25
<u>Christine Pulcini</u>	Winter Assistant Cheerleading	\$1056.25
<u>Jordan Benedict</u>	Head Competition Cheerleading	\$2382
<u>Christine Pulcini</u>	Assistant Competition Cheerleading	\$1588
<u>Louis Skrapits</u>	HS Asst. Basketball	\$5235
<u>Sondrine Glovas</u>	HS Asst. Basketball	\$5235
<u>John Toman</u>	HS Head Football	\$10265
<u>Michael Fiefel</u>	HS Asst. Football	\$6159
<u>Adam Legath</u>	HS Asst. Football	\$6159
<u>Eugene Legath</u>	HS Asst. Football	\$6159
<u>Curtis Reigle</u>	HS Asst. Football	\$3079.50**
<u>Derek Weedling</u>	HS Asst. Football	\$3079.50**
<i>**Shared position and stipend.</i>		
<u>Michael Gurdineer</u>	MS Head Football	\$4620
<u>Rocco DelPriore</u>	MS Asst. Football	\$1539
<u>Stanley Sroka</u>	MS Asst. Football	\$1539
<i>**Shared position and stipend.</i>		
<u>Adrienne Searfoss</u>	HS Head Field Hockey	\$7493
<u>Samantha Filler</u>	MS Head Field Hockey	\$3371
<u>Terrence Nevill</u>	HS Head Boys Soccer	\$7493
<u>Mark Evans</u>	HS Asst. Boys Soccer	\$4497
<u>Rodney Koch</u>	HS Asst. Boys Soccer	\$2248.50
<u>Lawrence Glueck</u>	HS Asst. Boys Soccer	\$2248.50
<i>**Shared position and stipend.</i>		
<u>Douglas Roncolato</u>	HS Head Girls Soccer	\$7493
<u>Richard Dreves</u>	HS Asst. Girls Soccer	\$4497
<u>John Kukitz</u>	HS Asst. Girls Soccer	\$4497
<u>Matthew Greenawald</u>	Head Golf	\$5132
<u>Randy Latza</u>	HS Head Cross Country	\$5954
<u>Cotie Strong</u>	HS Asst. Cross Country	\$3572
<u>Donald West, Jr.</u>	HS Head Girls Volleyball	\$5954
<u>Lindsay McDonnell</u>	HS Asst. Girls Volleyball	\$3572
<u>Paulette Elstner</u>	MS Head Girls Volleyball	\$2679
<u>Roberta Huber</u>	MS Asst. Girls Volleyball	\$1785
<u>Andraea Drabenstott</u>	HS Girls Tennis	\$5132;

Accept the resignations of the following coaches-

Daren Albanese, Assistant Softball, effective June 30, 2014

Megan Borascius, Middle School Cheerleading, effective June 5, 2014

Ian Beitler, High School Assistant Field Hockey, effective June 17, 2014

Natalie Deacon, High School Assistant Field Hockey, effective June 10, 2014;

Approve the following Assistants to the Coordinator of Athletics for fall, 2014-

Donald Harakal

Thomas Seidenberger

The Administration recommends approval of the following volunteer coach for the 2014-2015 school year-

<u>Rodney Godshall</u>	Football
<u>Robert Edmond</u>	Football
<u>Brendan Dunne</u>	Football
<u>Nicholas Heiser-Koch</u>	Football
<u>David Lowe</u>	Boys Soccer
<u>Randy Neuman</u>	Girls Soccer
<u>Andrew Filler</u>	Girls Soccer
<u>Jeff Hudson</u>	Golf
<u>Donald West, Sr.</u>	Girls Volleyball
<u>Kristen Linhart</u>	Girls Volleyball
<u>John Getz</u>	Girls Volleyball
<u>Alan Rockel</u>	Girls Volleyball
<u>Christa Paul</u>	Girls Volleyball
<u>Cindy Ashworth</u>	Girls Volleyball

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Dimmig, Lindsay

CURRICULUM/STUDENT AND STAFF ACTIVITIES

No Building reports.

MOVED BY McLoughlin and **2ND BY** Lycett to approve the Administrations recommendation for the approval of Colleen West Slotter and Eric Miller and two instructional assistants (*to be determined*) to be paid at their appropriate rates in order to conduct Title I parent workshops in the evening throughout the 2014-2015 school year. Payment will be made through Title I funds.

VOICE VOTE: "YES" – Unanimous – Motion Carried

ABSENT: Dimmig, Lindsay, Quigley (left for a short period of time)

MOVED BY Parsons and **2ND BY** Lycett to approve the **Carbon Lehigh Intermediate Unit Technology Pool Legal Services Consultation Agreement**, using Sweet, Stevens, Katz & Williams, LLP as legal counsel for services for the period July 1, 2014 to June 30, 2015.

VOICE VOTE: "YES" – Unanimous – Motion Carried
ABSENT: Dimmig, Lindsay, Quigley (left for a short period of time)

MOVED BY Quigley and **2ND BY** Lycett to approve the agreement with **Carbon Lehigh Intermediate Unit #21** to provide the complete **Discovery Streaming Digital Video Library** for the period June 1, 2014 to June 30, 2015.

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

MOVED BY Quigley and **2ND BY** Lycett to approve the approval of the agreement with **Bayada Home Health Care, Inc.** to provide in-school nursing care for student #071401.

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

BUSINESS AND FINANCE

MOVED BY Quigley and **2ND BY** Merkle to approve the renewal of the following existing insurance policies for 2014-2015, as follows:

- Package Policy (Property and Fire, General Liability, EDP, Inland Marine, Contractors Equipment, Crime, Boiler & Machinery, etc.) – Liberty Mutual Group at an annual premium of \$89,521.00 (an increase of 12%).
- School Leaders Legal Liability (Employer’s Liability for Directors, Employees, and Volunteers) – Old Republic Insurance Company at an annual premium of \$20,518.00 (a decrease of 7%).
- Umbrella Liability Policy (Excess Coverage above Underlying Policies) – Old Republic Insurance Company at an annual premium of \$15,887 (an increase of 1%).
- Blanket Policy for PTA’s, PTO’s, Booster Clubs, etc. – Liberty Mutual Insurance Company at an annual premium of \$501 (unchanged).

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

MOVED BY Quigley and **2ND BY** Merkle to approve the bid awards for High School art supplies and High School science supplies.

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

SUPPORT SERVICES

MOVED BY Lycett and **2ND BY** Quigley to approve a one year extension of the District's Security Services agreement with **Lehigh Law Enforcement Officers Association**, 435 Ridge Ave, Allentown, PA 18102 for the period July 1, 2014 through June 30, 2015. The cost per officer will remain at \$17. The agreement approved at the July 15, 2013 School Board meeting includes provisions for yearly extensions.

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

MOVED BY Quigley and **2ND BY** Merkle to approve the one year extension of 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 July 1, 2014 thru June 30, 2015. The agreement and option for one year term extensions was approved at the February 25, 2013 School Board Meeting

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

MOVED BY Quigley and **2ND BY** Lycett to approve the authority to mail 2014-2015 student transportation cards prior to the School Board's approval of routes at the August School Board meeting. The approved routes from 2013-2014 were adjusted to address new students, changes in school or student program assignment, grade change, residence changes, system improvements, safety concerns or system efficiency. Brandywine Lehigh Transportation will review bus routes for safety and efficiency prior to the mailing.

In accordance with 22 PA Code 23.4 et.al, all required transportation documentation will be brought to the School Board for approval at the August 11, 2014 School Board Meeting.

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

MOVED BY Quigley and **2ND BY** Lycett to approve the **New Elementary School Land Surveying Professional Services Agreement** to Barry Isett & Associates, 85 South Route 100, Allentown, PA 18106. Services as outlined in the agreement will be performed for the fee of \$15,000.

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

MOVED BY Quigley and **2ND BY** Lycett to approve the **New Elementary School Geotechnical Investigation and Phase One Environmental Investigation Professional Services Agreement** to Advantage Engineers, 6520 Stonegate Drive, Suite 110, Allentown, PA 18106. The base proposal is \$29,080 with additional services and fees outlined in the attached proposal.

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

PERSONNEL

MOVED BY Merkle and **2ND BY** Quigley to approve the following certificated staff, effective August 18, 2014 (*pending receipt of required documentation*): (VIII, A-3)

Lauren Tocci, English/Yearbook Teacher, Southern Lehigh High School, at Bachelors +30, Step 8, an annual salary of \$52,511**. Ms. Tocci will fill the position created with the resignation of *Jessica Gordon*.

Kimberly Halloran, Language Arts Teacher, Southern Lehigh Middle School, at Masters, Step 4, an annual salary of \$63,691**. Mrs. Halloran will fill the position created with the retirement of *Janet Solley*.

Kirby Jo Pohlidal, .5 Family and Consumer Science Teacher, Southern Lehigh High School, at Bachelors, Step 14, an annual salary of 23,028.50**. This is a new position.

Elizabeth Zhou Matthews, .5 Spanish Teacher, Southern Lehigh High School, at Bachelors, Step 14, an annual salary of \$23,028.50**. This is a new position.

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

MOVED BY Quigley and **2ND BY** Lycett to approve (*pending receipt of required documentation*) of Beth Guarriello, Assistant Principal, Southern Lehigh High School, at an annual salary of \$90,000 (pro-rated), with a start date to be determined, but no later than September 12, 2014.

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

REPORTS

Lehigh Career & Technical Institute

- The last meeting was for housekeeping purposes.

Facilities Committee

- The next meeting will be held on July 16, 2014.

Superintendent's Report

- The entire Superintendent's Report is available on the district's website.

Education Committee

- The plans for the Strategic plan were discussed.

NEW BUSINESS

MOVED BY Lycett and **2ND BY** Quigley to approve the annual renewal of the agreement between the Southern Lehigh School District and Pottsgrove School District for the purpose of the Radiological Emergency Response Plan for incidents at the Limerick Generating Station.

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

MOVED BY Quigley and **2ND BY** Lycett to approve the following administrators for the 2014-2015 school year:

Leah M. Christman, Superintendent \$145,550
William Kennedy, Human Resources Administrator \$ 96,320

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

MOVED BY Merkle and **2ND BY** McLoughlin to approve the following salaries of the Act 93 Administrative personnel for the 2014-2015 school year:

<u>Kristen Lewis</u>	Asst. to the Supt/LM Principal	\$124,718
<u>Andria Buchman</u>	Director of Special Education	\$111,829
<u>Kenneth Jordan</u>	Dir. of Elem. Ed. and Instruc. Tech.	\$107,392
<u>Joan Takacs</u>	Director of Secondary Education	\$108,026
<u>Christine Siegfried</u>	HS Principal	\$123,345
<u>Jason Lilly</u>	HS Asst. Principal	\$ 87,336
<u>Edward Donahue</u>	MS Principal	\$109,453
<u>Nathan Davidson</u>	MS Asst. Principal	\$ 91,501
<u>Mary Farris</u>	JPLIS Principal	\$113,481
<u>Sean McGinty</u>	JPLIS Asst. Principal	\$ 89,391
<u>Lori Limpar</u>	HPW Elementary Principal	\$105,910
<u>Carol Mickley</u>	LM Elementary Principal	\$103,649
<u>Samuel Hafner</u>	LB Elementary Principal	\$102,254
<u>Todd Bergey</u>	Director of Support Services	\$ 98,013
<u>Susan Knoll</u>	Coordinator of Support Services	\$ 55,814
<u>Andrea Scherzberg</u>	Accountant	\$ 57,797

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

MOVED BY Merkle and **2ND BY** Lycett to approve the following salaries of the Independent School Employees for the 2014-2015 school year:

<u>Deneen Carreras</u>	Coordinator of Payroll & Benefits	\$45,084
<u>Erik Malmberg</u>	Coordinator of Network & Inform. Svs.	\$93,820
<u>Gregory Martin</u>	Coordinator of Food Services	\$60,439
<u>Kathleen Miller</u>	Coordinator of Athletic Services	\$53,813
<u>Diana Millman</u>	Coordinator of Administrative Services	\$60,006

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

MOVED BY Quigley and **2ND BY** McLoughlin to approve the addition of a first grade teacher using additional state funding provided through the Ready to Learn/Accountability Block Grant in order to reduce first grade class sizes.

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

VISITORS

Arlen Schantz asked if there were plans for the future of the building that is currently Lower Milford Elementary. Mr. Bergey responded that discussions of this have not been held yet.

Kristen Jellison spoke about her concern regarding making Lower Milford smaller over the next two years.

Ellen Deebel spoke regarding Lower Milford being reduced in size over the next two years.

ADJOURNMENT

MOVED BY Quigley and **2ND BY** Merkle to adjourn the meeting.

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

The meeting was adjourned at 8:35 p.m.

ATTEST: *Kristen Lewis* Assistant Board Secretary