



**Southern Lehigh School District
Board of School Directors Meeting
Monday, January 22, 2024**

**Board of School Directors Meeting
January 22, 2024
Southern Lehigh High School
High School Boardroom
5800 Main Street
Center Valley, PA 18034
6:30 p.m.**

1. OPENING PROCEDURES

- a. Call to Order
- b. Recording of Attendance
- c. Pledge of Allegiance

2. VISITORS' COMMENTS

- a. Comments will be limited to three minutes per speaker to provide input to the board on items that are before us, or may come for us for a vote.

3. MINUTES

- a. Executive Session Summary-Board Solicitor
- b. Approval of Board Meetings & Workshop Minutes
 - i. **Motion to approve the Board Workshop Minutes of November 13, 2023**
 - 1. [November 13, 2023 School Board Workshop Minutes](#)
 - ii. **Motion to approve the Board Meeting Minutes of December 4, 2023**
 - 1. [December 4, 2023 School Board Meeting Minutes](#)
 - iii. **Motion to approve the Board Meeting Minutes of January 8, 2024**
 - 1. [January 8, 2024 School Board Meeting Minutes](#)

4. SUPERINTENDENT

- a. District Update

5. CURRICULUM/STUDENT AND STAFF SERVICES

- a. Science Explorers Event Agreement
 - i. **Motion to approve the Science Explorers Event Agreement for 2023-2024 for the events highlighted in the attached agreement. The Southern Lehigh Education Foundation (SLEF) will reimburse the District for all costs associated with this agreement.**
 - 1. [SLSD & Science Explorers Event Agreement 23 24.](#)
- b. Materials Inventory for Disposal-November 2023
 - i. **Motion to approve the disposal of the November 2023 items listed on the Southern Lehigh Materials Inventory Sheet below.**

1. [November 2023 Materials Inventory](#)
- c. Softball Booster Club of Southern Lehigh Bylaws
 - i. **Motion to approve the bylaws of the newly formed Softball Booster Club of Southern Lehigh.**
 1. [Softball Booster Club of Southern Lehigh Bylaws](#)
- d. McGraw Hill Quote-Studysync Core ELA Student, Teacher Materials, Professional Development Grades 7-12
 - i. **Motion to approve the quote from McGraw Hill for Studysync Core ELA Grade 12 per the attachment below.**
 1. [Studysync CORE ELA Grade 12 Quote](#)
- e. Southern Lehigh High School Program of Studies 2024 2025
 - i. **Motion to approve the Southern Lehigh High School Program of Studies for the 2024-2025 school year.**
 1. [Southern Lehigh High School Program of Studies 2024-2025](#)
6. SPECIAL EDUCATION AND STUDENT SERVICES
7. TECHNOLOGY
8. BUSINESS AND FINANCE
 - a. Bills List
 - i. **Motion to approve the attached bills list dated January 22, 2024.**
 1. [January 22, 2024 Bills List Summary and Details](#)
 - b. Treasurer's Report and Investment Report for the month of October, 2023, November, 2023 and December, 2023
 - i. **Motion to approve the Treasurer's Report and Investment Report for the month of October, 2023, November, 2023 and December, 2023**
 1. [October, 2023 Treasurer's Report & Investment Report](#)
 2. [November, 2023 Treasurer's Report & Investment Report](#)
 3. [December, 2023 Treasurer's Report & Investment Report](#)
 - c. Property Tax Refunds
 - i. **Motion to approve the property tax refunds per the attachment.**
 1. [Property Tax Refunds - January, 2024](#)
 - d. Audit Report for Southern Lehigh School District - 2022-2023
 - i. A presentation of the Southern Lehigh School District audit report for fiscal year 2022-2023 will be made by Louis Pepe, Director of Business Services and Chris Betley, Auditor, Buckno Lisicky & Company per the attachments listed below.
 1. **Motion to approve the audit report for fiscal year 2022-2023 as prepared by the firm of Buckno Lisicky & Company**
 - a. [Financial Statements-Audit Report \(June 30, 2023\)](#)
 - b. [Letter Re Governance \(2022 - 2023\)](#)

- e. 2024-2025 Budget Update to include CLIU and LCCC Proposed Budgets for action
 - i. Louis Pepe, Director of Business Services, will discuss the Draft Annual Budget for the district and proposed budgets for CLIU and LCCC for the 2024-2025 year per the attachments listed below.
 - 1. Southern Lehigh School District 2024-2025 Draft Budget Update and Long Range Facility Plan
 - a. [SLSD 2024-2025 Budget Draft Update](#)
 - 2. **Motion to approve the proposed General Operating Budget for Carbon Lehigh Intermediate Unit #21 for 2024-2025. The 2024-2025 Budget represents a (1.18%) decrease in contribution for Southern Lehigh.**
 - a. [CLIU Proposed General Operating Budget 2024-2025](#)
 - 3. **Motion to approve the proposed Operating and Capital Budget for Lehigh Carbon Community College for 2024-2025. The 2024-2025 Budget represents a (1.4%) decrease in contribution from the prior year for Southern Lehigh.**
 - a. [LCCC 2024-2025 Budget Book](#)
- f. Royalty Agreement with Ohiopyle Prints Inc.
 - i. **Motion to approve the Royalty Agreement as provided by Ohiopyle Prints Inc., 410 Dinnerbell Rd., Ohiopyle, PA 15470 for SLSD logo merchandise at local retailers (Giant, CVS, etc.)**
 - 1. [Ohiopyle Royalty Agreement](#)
- g. Approval of Copier Lease Agreement
 - i. **Motion to approve lease agreement with Municipal Capital Finance, 4600 Broadway, Allentown, PA 18104 for 1 additional Ricoh IMC 2510 Digital Copier w/Accessories including PaperCut MF Software competitively bid through COSTARS 001-E22-086 Contract # 4600016289 as follows:**
 - 1. Monthly Equipment Payment - \$159.00
 - 2. Monthly Service Payment - \$0.00 (Included with Existing Contract)
 - 3. Service provided by Atlantic Tomorrows Office in accordance with the maintenance agreement, paid through Municipal Capital Finance.
[Municipal Capital Finance Lease Agreement](#)
- h. Donation from Liberty Bell Elementary PTA
 - i. **Motion to accept donation from Liberty Bell Elementary PTA in the amount of \$49,027.32 for playground equipment to be purchased by the district through Costars.**
- i. Ready to Learn Grant Utilization

- i. **Motion to utilize funds from the Ready to Learn Grant toward the salaries of existing current employees in the Spanish Immersion program at Liberty Bell Elementary for the 2023-2024 school year.**

9. SUPPORT SERVICES

- a. Liberty Bell ES Playground Equipment
 - i. **Motion to approve proposal submitted by Great Lakes Recreation - DBA Boyce Recreation 39 Veterans Drive, Suite 310, Holland MI 49423 for Playground Equipment including delivery and installation in the amount of \$49,027.32 through Costars PA Contract #014-E23-344 Cooperative Purchasing Agreement.**

- [Great Lakes Recreation Proposal](#)

Note: Additional quote sought through Sourcewell National Cooperative.

- b. Southern Lehigh School District Contracted School Bus Transportation SLSD Proposal #0 2023-01-Norman's Bus Service Inc
 - i. **Motion to approve the Southern Lehigh School District Contracted School Bus Transportation Proposal #2023-01 from Norman's Bus Service Inc. per the attachment below**
 - 1. [Southern Lehigh School District Contracted School Bus Transportation SLSD Proposal #2023-01](#)
- c. Tri-M Group, LLC
 - i. **Motion to approve the Tri-M Group, LLC, 206 Gale Lane, Kennett Square, PA 19348 Proposal # SF-07255.1 in the amount of \$11,100.00 to support the Lenel Software and Server Upgrades for Southern Lehigh School District Access Control System.**
 - 1. [Tri-M Group Proposal](#)
- d. Provident Energy Natural Gas Supply Bid 2024
 - i. **Motion to approve the Natural Gas Purchasing Supply Agreement with NRG Energy, Inc and Constellation Energy Corporation effective 11/1/2024 for the period of Nov 2024 meter read date to the July 2025 meter read date (8 months) at a supply rate of \$1.540/DTH for N (low volume accounts) with NRG and \$(0.325)/DTH for DS (high volume accounts) with Constellation as per the attached.**

Note: This award is part of the cooperative bid for Retail Natural Gas Purchasing through Provident Energy Consulting, LLC for our current bid expiring October 2024.

- 1. [Natural Gas Purchasing Supply Agreement - NRG](#)
 - 2. [Natural Gas Purchasing Supply Agreement - Constellation](#)
 - 3. [Retail Natural Gas Purchasing Bids \[DS\] and \[N\]](#)

10. HUMAN RESOURCES

- a. Human Resources Report

- i. **Motion to approve the following personnel items presented in the Human Resources Report.**

1. [Human Resources Report January 2024](#)

11. APPOINTMENTS

- a. **Motion to approve _____ as Southern Lehigh School District's representative to the Southern Lehigh Public Library board for a three year term concluding on December 31, 2026.**

The board shall nominate and approve two of the following applicants for the position: Susan Arnold, Ryan Allen, Kathleen Parsons.

12. COMMITTEE REPORTS

13. NEW BUSINESS

14. OTHER BUSINESS

15. FOR INFORMATION ONLY

- a. Field Trip Requests
i. [Field Trip Requests](#)
b. Graduate Study
i.

Name	Position	Course/Program Pre-Approval	Institution	Reimbursement	Column Movement	Approval Date
Dana Kleppinger	Middle School English Teacher	MS Education - Teaching English to the speakers of other Languages (30 Credits) ESL Certification (15 Credits)	Wilkes University	X	X	11/15/2023
Xiao Zhu Sears	Middle School World Language Teacher	ESL Certification	Carlow University	X	X	11/15/2023
Nicole Yaghi	High School Social Studies Teacher	Positive Psychology Graduate Certificate	University of Missouri	X	X	11/15/2023

Tara Collins	Liberty Bell Reading Teacher	Dyslexia Certificate	University of Florida	X	X	12/21/2023
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c. [Conference Requests December 2023 & January 2024](#)

16. VISITORS' COMMENTS

17. EXECUTIVE SESSION

18. ADJOURNMENT