

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, December 5, 2011
Northern Lehigh Administration Building
Board Room
7:30 P.M.



- I. A. By notice of the President, Board Members are advised that all financial matters shall be regarded as roll call votes. The minutes should also note that Public Notice was given for this meeting in accordance with Act 84 of 1986.
- B. School Board Meeting shall proceed in accordance with School Board Policy.
- C. Pledge of Allegiance.
- D. Roll Call.
- E. Public Comment -- Restricted to Agenda Items.

II. REVIEW AND APPROVAL OF THE MINUTES OF THE PRECEDING MEETINGS

- A. Regular school board meeting held on November 14, 2011

III. SPECIAL BOARD REPORTS

- A. Carbon Lehigh Intermediate Unit Mr. Gary S. Fedorcha
 - Appoint Donna Kulp CLIU representative for the term
December 2011 – June 2013
- B. Lehigh Career and Technical Institute Mr. Gary S. Fedorcha
- C. Legislative Report Mr. Gregory S. Williams
- D. Lehigh Carbon Community College Mr. Mathias J. Green, Jr.
- E. Committee Reports and/or Meetings
 - Approve School Board Committee Meeting Calendar for 2012 (**Attachment #1**)
- F. Student Representatives to the Board Report Ms. Heather Heiney
Mr. Anthony Connell
- G. Solicitor’s Report Attorney Charles Stopp
- H. Federal and Other Programs Update Mrs. Karen A. Nicholas
- I. Business Office Report Mrs. Sherri Molitoris
Mrs. Rhonda Frantz
- J. Superintendent’s Report Mr. Michael W. Michaels

IV. PERSONNEL**A. Unpaid Leave of Absence**

Approve the request of Suzanne Mengel, Slatington Elementary Guidance Counselor, to take an unpaid leave of absence on February 6 & February 7, 2012. She is requesting to use these two unpaid days in conjunction with two personal days on February 3 & February 4, 2012 so she can attend a family function. Correspondence received from the Education Association states that this request will not be considered as precedent setting for future requests.

B. Senior High Administrative Detention Supervisor

Approve to appoint Ellen Kiss as the Administrative Detention Supervisor in the senior high school. She will work Tuesday and Thursday from 2:30 p.m. to 4:00 p.m. throughout the 2011-2012 school year that warrants detention coverage. Salary will be \$20.00 per hour worked.

C. Co-Curricular Volunteers 2011-2012

Andrew Arnold* Assistant Wrestling Coach
*Pending Verification of Missing Documents

D. Family Medical Leaves

1. Approve the request of employee #3380 to take a 12 week Family Medical Leave effective January 3, 2012 for her own medical reasons. She will be using accumulated paid leave in conjunction with the Family Medical Leave. Employee's intention is to return to their current position upon medical release from their attending physician.
2. Approve the request of employee #6776 to take a 12 week Family Medical Leave effective January 5, 2012 for her own medical reasons. She will be using accumulated sick days in conjunction with the Family Medical Leave. Employee's intention is to return to their current position upon medical release from their attending physician.

E. Substitute**1. Instructional**

Approve the following substitute teachers for the 2011-2012 school year at the 2011-2012 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Andrew Kern - Art
Gerald Strubinger – Social Studies

2. Non-Instructional

Approve the following individuals as substitute custodian for the 2011-2012 school year at the 2011-2012 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Jennifer Sheridan

V. CONFERENCES

Bryan Geist – 45th Pennsylvania State Athletic Directors Association Conference – March 21-23, 2012 – Hershey Lodge, Hershey, PA – Registration: \$250.00, Lodging: \$321.90, Meals: \$25.00 – Total Approximate Cost: \$596.90 – Funding: Athletic Department Budget (**Attachment #2**)

VI. POLICY**A. Board Policy – Second Reading**

Approve school board policy #103 plus attachments – Programs – Nondiscrimination in School and Classroom Practices, as presented after second reading. (**Attachment # 3**)

B. Bulldog Chess Club

Approve the request of the Senior High School administration to create a Bulldog Chess Club. This club will help students improve their cognitive abilities, promote logical thinking and instill a sense of self confidence and self worth. The club will meet every Wednesday from 2:15 – 3:30 p.m. through April. There will be no cost to the district to conduct this club. (**Attachment #4**)

C. Slatington Elementary Tech Wizards Club

Approve the request of the Slatington Elementary administration to create a Slatington Elementary Tech Wizards Club. This club will help students work with computer programs while enhancing their technology skills. The club will meet once a week from 3:00 – 4:00 p.m. from January – April. There will be no cost to the district to conduct this club. (**Attachment #5**)

VII. CURRICULUM AND INSTRUCTION**VIII. OLD BUSINESS****IX. NEW BUSINESS****A. Literacy Center – GED Classes**

Authorize the Literacy Center of Allentown to conduct an Adult GED class two times per week for 33 weeks for a total of 66 classes at the High School beginning in January 2012 – September, 2012. Further approve District Administration to waive the use of facilities costs at \$20.00 per session for a total of \$1,320.00. The only cost to the district is the use of facilities.

X. FINANCIAL**A. Approve the Following Financial Reports:**

1. General Fund September, October and November
2. NLMS Student Activities Account months of September and October
3. NLHS Student Activities and Scholarship Acct months of September and October

B. Approve the Following List of Bills:

1. General Fund month of November & December
2. Cafeteria Fund month of November
3. Refreshment Stand month of November

C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (**Attachment #6**)

D. Act 1 Tax Levy Resolution

NORTHERN LEHIGH SCHOOL DISTRICT
BOARD OF DIRECTORS

RESOLUTION

WHEREAS, on June 27, 2006, the Pennsylvania legislature passed Act 1 of Special Session 2006, entitled the "Taxpayer Relief Act" (hereinafter "Act 1");

WHEREAS, Act 1 requires school districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or the school

district obtains from the Department of Education or a court of common pleas certain referendum exceptions;

WHEREAS, Act 1 does, however, allow a board of school directors to elect to adopt a resolution indicating that it will not raise the rate of any tax for the support of the public schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year;

WHEREAS, the Northern Lehigh School District index for the 2012-2013 fiscal year is 1.7%;

WHEREAS, the Northern Lehigh School District Board of Directors has made the decision that it shall not raise the rate of any tax for the support of the Northern Lehigh School District for the 2012-2013 fiscal year by more than its index.

AND NOW, on this 5th day of December, 2011, it is hereby **RESOLVED** by the Northern Lehigh School District (hereinafter "District") Board of Directors (hereinafter "Board") the following:

1. The Board certifies that it will not increase any school district tax for the 2012-2013 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code (hereinafter "School Code"), 24 P.S. §6-687, for the adoption of its proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2012-2013 fiscal year.
4. The Administration of the District will submit the District's information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.

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5. The Administration of the District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
 6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2012-2013 fiscal year.
 7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however:
 - (a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.
 - (b) Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.
 - (c) If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

XI. LEGAL

- A. Approve to appoint the law firm of Steckel & Stopp as solicitors for the Northern Lehigh School District for 2012 at a retainer fee of \$2,000.00. There is no increase over last year's fee.

XII. CORRESPONDENCE**XIII. INFORMATION**

- A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on October 26, 2011.
- B. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on October 17, 2011.

XIV. RECOGNITION OF GUESTS**XV. ADJOURNMENT**