

# NORTHERN LEHIGH SCHOOL DISTRICT

Regular School Board Meeting  
Senior High School -- Auditorium  
Monday, June 4, 2001  
8:00 p.m.

## AGENDA

- 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. SPECIAL BOARD REPORTS

- A. Lehigh Career and Technical Institute ..... Mrs. Lynn C. Sechler
- B. Carbon-Lehigh Intermediate Unit ..... Mr. Bryan C. Dorshimer
- C. Committee Reports and/or Meetings
  - 1. A Policy/Education Committee meeting will be held in the Superintendent's Office beginning at 6:30 p.m. prior to the June 4 school board meeting.
  - 2. Minutes of the Community Relations/Volunteerism Committee meeting held on May 16, 2001. (Please see attachment #1)
- D. Student Representatives To The Board Report ..... Ms. Lisa Vaughan  
Ms. Pamela Grammes
- E. Solicitor's Report ..... Attorney Charles Stopp
- F. Legislative Report ..... Mrs. Lori H. Geronikos
- G. Federal and Other Programs Update ..... Mrs. Lynne B. Fedorcha
- H. Superintendent's Report ..... Dr. Nicholas P. Sham, Sr.
  - Mr. Barry Brobst – The Architectural Studio
  - Junior High Student Assistance Team Annual Report – Mrs. Susan Bowser

- I. Executive Work Session, for personnel issues, will be held following the meeting.

### III. PERSONNEL

A. Resignation

Accept the resignation of Scott Bartholomew, special education teacher in the Slatington Elementary School, effective June 15, 2001.

B. Request for Child Rearing Leave

Approve the request of Cassandra Frantz, special education teacher in the high school, to take a Child Rearing Leave of Absence during the 2001-2002 school year. Beginning on August 30, 2001 she plans on utilizing her accumulated sick days. Upon exhaustion of those sick days, she requests that she be approved for 12 weeks of Family Medical Leave which includes district-paid covering during the leave, followed by an unpaid leave of absence ending on or about March 12, 2002 (the 1<sup>st</sup> day of the fifth marking period at the high school. She will be responsible for contributing the monthly co-payment for dependent medical benefits during her FMLA Leave.

C. Uncompensated Leave

Approve the request of Jacqueline Sham, Slatington Elementary third grade teacher, to take an uncompensated leave from her teaching position for the first semester of the 2001-2002 school year in accordance with School Board Policy #439. (Please see attachment #2)

D. 2001-2002 Co-Curricular Appointments

Assistant Football Coach – Cory Hartsell and Barry Herman - \$4006.00\*

\*One position to fill – these individuals will split the remuneration and receive \$2003.00 each.

E. Volunteer Coach

Approve the appointment of the following individual as a volunteer football coach for the 2001-2002 football season: Manuel R. Guedes

F. Substitutes

1. Non-Instructional

- a. Approve the following substitute cafeteria worker for the 2000-2001 school year at the 2000-2001 substitute rate of \$6.25 per hour:

Nancy Frantz

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**IV. POLICY****A. Conferences Authorized and Approved By Board**

1. Approve to authorize Robert J. Cox to attend the PA School Boards Association Summer 2001 Workshop in Johnstown, PA from July 18 to 20, 2001. Expenses include \$249.00 for registration, \$195.00 for travel, \$86.00 for lodging for a total cost of \$530.00.
2. Approve to authorize Christopher Iacobelli, Slatington Elementary Principal, to attend the 2001 Superintendent Leadership Development Program provided by the PA Leadership Development Center. This program will be held at the Carbon Lehigh Intermediate Unit on August 6 and 7, 2001. Expenses include \$395.00 for registration.
3. Approve to authorize Bernard Rockovich to attend a PA Institute of Certified Public Accountants "School District" conference on June 15, 2001 in King of Prussia. Expenses include \$225.00 for registration, \$45.00 for travel, for a total cost of \$270.00.

**B. Board Policy**

1. Board Policy – 1<sup>st</sup> Reading
  - a. Approve new school board policy #222, #323, #423, #523 Tobacco Use, as presented after first reading. (Please see attachment #3)
  - b. Approve new school board policy #904 – Public Attendance At School Events, as presented after first reading. (Please see attachment #4)
  - c. Approve new school board policy #615 – Payroll Deductions, as presented after first reading. (Please see attachment #5)
  - d. Approve revisions to existing school board policy #439 – Uncompensated Leave, as presented after first reading. (Please see attachment #6)

**C. Attendance of a Non-Resident Student**

1. Approve to permit two Slatington Elementary School students from the same family, whose parents have moved from the Northern Lehigh School District, to remain in attendance for the duration of this school term in accordance with School Board Policy #202.
2. Approve to permit five Slatington Elementary School students and one middle school student, from the same family, whose parents have moved from the Northern Lehigh School District, to remain in attendance for the duration of this school term in accordance with School Board Policy #202.

3. Approve to permit a middle school student, whose foster care placement has been changed and is outside of the Northern Lehigh School District, to remain in attendance for the duration of this school term in accordance with School Board Policy #202.

E. Student Accident Insurance

Approve the recommendation of the administration to secure Mid-Penn Insurance Company as the carrier for the 2001-2002 Student Accident Insurance at a renewal rate for athletic insurance of \$3400 and voluntary student coverage as follows: school time coverage - \$27.00 and 24-hour coverage - \$98.00. No increase over last year. (Please see attachment #7 an optional quote information.)

V. CURRICULUM AND INSTRUCTION

A. Title I, Title VI, Title II & Drug-Free Schools and Communities Act – 2001/2002 School Year

Authorize proper officials to execute contracts for Title I, Title VI, Title II, and Drug-Free Schools and Communities Act for the 2001-2002 school year.

VI. OLD BUSINESS

Rescind Motion

Approve to rescind a motion made on June 5, 2000 which approved a Resolution opposing any regulation that requires the Northern Lehigh School District to affix a seal to Northern Lehigh School District school diplomas. This action is being taken due to the fact that the Pennsylvania State Board of Education, on May 10, 2001, approved proposed performance levels that correspond with student scores on the Pennsylvania System of School Assessment. The performance levels are required by the State Board's Chapter 4 regulations, which went into effect in 1999. (Please see attachment #8)

VII. NEW BUSINESS

- A. Approve to ratify the Collective Bargaining Agreement between the Northern Lehigh School District and the Northern Lehigh Educational Support Personnel Association for a four-year term beginning July 1, 2001 and terminating on June 30, 2005. (Board members please see attachment #9)
- B. Approve the recommendation of the Superintendent that, Mr. Steve Remaley, Lead Maintenance person in the district, receive an increase of \$3.00 per hour above his current rate of pay to perform those duties, effective July 1, 2001.

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- C. Approve the recommendation of the Superintendent that Mark Hoffman, who currently is employed as a groundskeeper in the district, be appointed to the position of Lead Groundskeeper, effective July 1, 2001, at an increase of \$1.00 per hour above his current rate of pay

### VIII. FINANCIAL

- A. Approve payment of bills from the Construction Account. (Please see attachment #10)
- B. Approve to authorize the payment of \$10,850 to Wallace and Watson Associates (W2A Design Group) for architectural and engineering fees for the Peters Elementary HVAC Piping Replacement Project. Funds will be paid from the Capital Reserve #1 Account. If we issue the Series 2000 B General Obligation Bond, Capital Reserve #1 will be reimbursed with bond proceed monies. (Please see attachment #11)
- C. Approve a refund for overpayment of Walnutport Real Estate Taxes for the property owners as listed for the month of April 2001. (Please see attachment #12)
- D. Approve the Arthurs Lestrangle Cash Management Portfolio Summary for the month of April 2001. (Please see attachment #13)

E. Maintenance Agreement

Approve a maintenance agreement with White/Singer Sewing Center (for machines done in the classroom) at the middle school for the 2001-2002 school year as follows:

20 machines at \$20.00 per machine plus parts = \$400.00 plus parts (Please see attachment #14)

- F. Approve the recommendation of the administration that Laidlaw Transit Co. continue to provide non-public transportation for the Northern Lehigh School District during the 2001-2002 school year for a budget amount of \$95,000. A letter of understanding will be signed by both parties and attached as an addendum to the existing contract. Laidlaw will be providing transportation to approximately forty (40) students attending six (6) private or parochial schools.
- G. Approve the purchase of thirty (30) cafeteria tables and two hundred eighty (280) chairs from Roberts & Meck, Inc. for the high school cafeteria at a cost of \$18,195.00. These items would be purchased under the current PA State Contract No. 7105-05. Money for this purchase would come from the "moveable fixtures & equipment " portion of the high school project. (Please see attachment #15)

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#### H. Tax Levies Under Act 511

**RESOLVED** by the Board of School Directors of the School District of Northern Lehigh, Lehigh County, Pennsylvania, under and by virtue of the Authority vested in it by the Local Tax Enabling Act of 1965 (Act 511) and its amendments, that a Per Capita Tax in the amount of Ten Dollars (\$10.00), as originally enacted by the Board of School Directors of Northern Lehigh School District on April 11, 1966, be and the same is again hereby levied, assessed, and imposed on each resident or inhabitant over eighteen (18) years of age in said District; a 1% Real Estate Transfer Tax, as originally enacted by the Board of School Directors of Northern Lehigh School District on April 11, 1966 and revised on April 12, 1987, be and the same is again levied, assessed, and imposed; an Occupation Privilege Tax in the amount of Ten Dollars (\$10.00) on occupations as originally enacted by the Board of School Directors of Northern Lehigh School District on April 11, 1966, be and the same is again levied, assessed, and imposed; and an Earned Income Tax of 1%, as originally enacted by the Board of School Directors of Northern Lehigh School District on April 11, 1966, be and the same is again levied, assessed, and imposed for general school purposes for the fiscal year beginning July 1, 2001.

**RECOMMENDATION..... That the Board of Education adopt the above Resolution.**

#### I. Per Capita Resolution

**RESOLVED** by the Board of School Directors of the School District of Northern Lehigh, Lehigh County, Pennsylvania, under and by virtue of the authority vested in it by Section 679 of the Pennsylvania School Code of one thousand nine hundred forty-nine, and its amendments, that a Per Capita Tax to provide revenue for general school purposes be and the same is hereby levied, assessed and imposed in the amount of Five Dollars (\$5.00) on each resident or inhabitant over eighteen (18) years of age, in the territorial limits of the Northern Lehigh School District.

**RECOMMENDATION.....That the Board of Education adopt the above Resolution.**

#### J. Permission to Solicit Bids

Approve to authorize proper officials to advertise bids for Voice Data Cabling for the senior high school.

#### K. Award Bids

Accept and approve the recommendation of Wallace and Watson to award the bid for the Peters HVAC repiping to K. C. Mechanical Service, Inc, 732 Allegheny Rd., Mt. Bethel, PA in the amount of \$187,210.00. Work will begin on June 18, 2001 with a completion date of August 31, 2001.

L. Appoint Insurance Brokers

Appoint Palley Simon Associates as the district insurance broker for Property, Casualty, and Liability and Worker's Compensation Insurance for the 2001-2002 school year.

M. Insurance Renewals

Award insurance coverage for the 2001-2002 school year to the following companies:

1. Commercial Package and Automobile (Vehicle Liability, General Liability, Property Insurance and Boiler and Machinery) – Republic Franklin- UTICA National Insurance Company - \$21,038. The renewal is with the same company as last year and the premium is an increase of \$3,303 over last year's rate.
2. Commercial Umbrella Liability Insurance – Crum & Forster Insurance Company - \$8,500. The renewal is with the same company as last year and the premium has increased \$700.
3. School Leaders Errors and Omissions Liability - PSBA/Genesis Insurance Company- \$12,279. The renewal is with the same company as last year, and the premium has increased by \$4,505.
4. Worker's Compensation Coverage for the 2001-2002 school year – PSBA/Old Republic - estimated premium of \$43,158 that is based upon estimated payroll. The renewal is with the same company as last year, and the premium has increased by \$3,176.

Please note that the pollution liability policy was awarded last year to American International Specialty Lives Insurance Company for a three-year period at \$8,250.

## N. Award insurance coverage for the 2001-2002 school year through the Lehigh Valley School's Consortium Insurance Group:

1. Long Term Disability coverage for the 2001-2002 school year – annual premium of .22 cents per \$100 of benefit amount. Coverage is provided through CNA Insurance, the same company that currently provides coverage. The .22 cent renewal is no rate increase from the previous year.
2. Life & Accidental Death and Dismemberment Insurance for the 2001-2002 school year. – monthly premium of .13 cents per \$1,000 of benefit amount. Coverage is through Harleysville Insurance Company, the same company that currently provides coverage. The .13 cent renewal rate is no increase from the previous year.

O. Approve to renew expiring bonds for the 2001-2002 school year through Palley Simon Associates Insurance:

1. \$50,000 Board Secretary Bond for the period 7-1-2001 to 6-30-2002 - \$172. The expiring bond cost \$155.28 for the 12-month period.
2. \$50,000 School Board Treasurer Bond for the period 7-1-2001 to 6-30-2002 - \$269. The expiring bond was at the same cost as renewal.

Please note that a \$100,000 bond on the business manager remains in effect until June 30, 2002.

P. Appoint Mr. Ronald Klevenhagen as Earned Income Tax Collector, Delinquent Earned Income Tax Collector, and Occupational Privilege Tax Collector, for the 2001-2002 school year. It is further recommended that proper officials be authorized to secure, on behalf of the above named individual, a \$20,000 bond for the fiscal year July 1, 2001 through June 30, 2002.

Q. Resolution

Authorize the following financial institutions to act as approved depositories for school district funds and or temporary investments. The Northern Lehigh School Board further authorizes the following financial institutions to transfer funds on deposit to any other school district or to any other bank for the credit of the Northern Lehigh School District. The Board further authorizes the Business Manager and/or Superintendent to enter into agreements, supplements or amendments to agreements to implement the foregoing operations for the 2001-2002 school year:

AllFirst Trust	Prudential-Bache Government
Citizens National Bank	Securities Trust
P.S.F.S.	Patriot Bank
Pennsylvania Local Government	First Union National Bank
Investment Trust	Chase Manhattan Trust
Pennsylvania School District	Neffs National Bank
Liquid Asset Fund	

R. Approve a proposal from Xerox to replace two 5-year old Xerox 5614 photocopy machines. One machine is located in the Peters Library, the other at the Earned Income Tax Office. The monthly lease payments for the two old machines totals \$208. The new Xerox WCPRO215 digital printer/copier will have monthly payments totaling \$173.00. The Xerox WCPRO215 is listed on the Pennsylvania State Contract #3610-01.

(Please see attachment #15A)

**IX. LEGAL**



**X. CORRESPONDENCE****XI. INFORMATION**

- A. Minutes of the Carbon Lehigh Intermediate Unit Board of Directors meeting held on April 19, 2001.
- B. Notification has been received from the Pennsylvania Department of Education of their approval of PlanCon Part F, Construction Documents for the Northern Lehigh Middle School. Copies of these documents and appended materials will be entered into the official minutes of this meeting. (Please see attachment #16)
- C. Memo regarding disposal of NLSD Property. (Please see attachment #17)

**XII. RECOGNITION OF GUESTS****XIII. BUDGET DISCUSSION****XIV. ADJOURNMENT**