

NORTHERN LEHIGH SCHOOL DISTRICT

**Board Minutes
Slatington, PA
January 12, 2004**

PURPOSE The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Mathias J. Green, Jr., at 7:30 p.m. on Monday, January 12, 2004 in the gymnasium located in the Slatington Elementary School.

ROLL CALL Members present: Mr. Franklin D. Beers, Mr. Robert J. Cox, Mr. Bryan C. Dorshimer, Mrs. Lauren A. Ganser, Mrs. Lori H. Geronikos, Ms. Angelique M. Papay, Mr. Mathias J. Green, Jr. (7)

Members absent: Mr. Raymond J. Follweiler, Jr. (1)

Non-members present: Dr. Nicholas P. Sham, Sr., Mrs. Lynn Fedorcha, Mr. Philip Bertolino, Dr. Linda Marcincin, Mrs. Karen Nicholas, Mr. John Hrizuk, Mr. David Papay, Mr. Robert Mack, Mr. Brian Geiger, Ms. Christine Stafford, Ms. Laurie Newman, Mr. Jeffrey Bachman (arrived at 8:20 p.m.), Ms. Ashley Kunkle, Mrs. Doneta Merkle

VISITORS Approximately 33 visitors attended the meeting. In addition to the visitors, the following members of the media were in attendance: Sharon Minnich, reporter for the Times News; Terry Ahner, reporter for the Chronicle; Mariella Savidge reporter for the Morning Call; and Blue Ridge Cable TV-13.

APPROVE MINUTES Mr. Dorshimer made a motion, which was seconded by Mr. Beers, that the Board of Education approve the minutes of the reorganization meeting held on December 2, 2003, the regular school board meeting held on December 2, 2003, and the regular school board meeting held on December 8, 2003.

YEA: Mr. Beers, Mr. Cox, Mr. Dorshimer, Mrs. Ganser, Mrs. Geronikos, Ms. Papay, Mr. Green (7)
NAY: None (0)

SPECIAL BOARD REPORTS Carbon-Lehigh Intermediate Unit – Mr. Bryan C. Dorshimer
Mr. Dorshimer once again reminded everyone about the CLIU New and Seasoned Board Member Orientation meeting scheduled for January 29, 2004 at CLIU.

Committee Reports and/or Meetings – President Green asked if Mrs. Geronikos would chair the Policy/Education Committee.

Student Representatives To The Board Report – Ms. Ashley Kunkle distributed a written report and reported on it for the board.

Legislative Report – Mrs. Lori H. Geronikos
Mrs. Geronikos deferred her report to Business Manager, Christine Stafford, who informed the board that the voter referendum issue discussed last week would be delayed temporarily.

Federal and Other Programs – Mrs. Lynne B. Fedorcha
Mrs. Fedorcha gave a brief report to the board touching on the Critical Incidence Response Training scheduled for January 28, 2004 and on staff development that will occur on January 23, 2004.

Superintendent's Report – Dr. Nicholas P. Sham, Sr.
Dr. Sham reminded board members to complete their Statement of Financial Interest. He also asked board members to review the audit reports that distributed to them by the business office.

Executive Session An Executive Session, for a personnel item, was held at 6:00 p.m.

PERSONNEL

Mr. Cox made a motion, which was seconded by Mr. Beers, that the Board of Education approve the following personnel items:

Administrative
Transfers
Non-Instructional

Andrea Thompson

From: Special Education Emotional Support Aide in the senior high school.
To: Instructional Aide in the Slatington Elementary school, replacing Philip Otto, who resigned.
Effective Date: January 5, 2004

Kathleen Reese

From: Special Education Learning Support Classroom Aide in the senior high school.
To: Special Education Emotional Support Aide in the senior high school.
Effective Date: January 5, 2004

Appointment
Instructional

Anthony Comunale
Assignment:

Temporary Vacancy Replacement Teacher
Introduction to Software in the senior high school, replacing Nevin Ranck who has been granted a sabbatical leave for the second semester of the 2003-2004 school year.
Salary: \$35,800 (pro-rated) Appendix A Step 1 Bachelors on the Collective Bargaining Agreement Salary Schedule
Effective Date: On or about January 23, 2004
Termination Date: On or about June 16, 2004

Non-
Instructional

Angela Shoemaker*
Assignment:

Special Education Learning Support Classroom Aide in the senior high school, replacing Kathleen Reese who was administratively transferred.
Salary: \$8.90/6 ½ Hours Per Day/5 Days Per Week
Effective Date: January 13, 2004
*60 Day Probationary Period

Substitutes
Instructional

Approve the following substitute teachers for the 2003-2004 school year at the substitute teacher rates of \$70.00 for 1-10 non-consecutive days; \$80.00 for 11-20 non-consecutive days; and \$90.00 for 21+ non-consecutive days:

Jessica Folck – Elementary Education K-6
Dylan Sapir – Mathematics 7-12

Non-
Instructional

Approve the following substitute custodian for the 2003-2004 school year at the substitute rate of \$7.25 per hour: Randy Muniz

Unpaid Leave

Approve the request of Susanne Christman, cook's helper in the Peters Elementary School, to take an unpaid leave of absence from her cafeteria duties for foot surgery. The requested leave would begin upon exhaustion of her paid sick days (on or about February 19) and she would return to work on March 15, 2004 pending medical release from her physician. This request is made in accordance with Article X – Section 1 of the Northern Lehigh Educational Support Personnel Association Collective Bargaining Agreement.

Unpaid
Volunteer

Approve the request of the middle school to approve Cindy Petruska to serve as an unpaid volunteer advisor for the purpose of supervising three high school students who are working on their graduation project.

PERSONNEL

(Con't.)
Assume Duties
Of Head
Cook

Approve the recommendation of the administration, that effective January 5, 2004, Deborah Peters, cook's helper in the Slatington Elementary School, assume the duties of head cook at Slatington Elementary School until Jayne Hamm, current head cook returns. Jayne will be out for an extended period of time due to a knee replacement.

YEA: Mr. Beers, Mr. Cox, Mr. Dorshimer, Mrs. Ganser, Mrs. Geronikos,
Ms. Papay, Mr. Green (7)

NAY: None (0)

POLICY

Mr. Cox made a motion, which was seconded by Mrs. Geronikos, that the Board of Education approve the following items listed under Policy:

Non-Resident
Attendance

In accordance with school board policy #202, approve the request of a 12th grade student, whose parents plan to move from the district within the next two months, to complete his senior year at Northern Lehigh High School.

Conferences

Approve the request of Steven Zong, to attend the PA Educational Technology Expo & Conference held in Hershey on February 22 and 23, 2004. Expenses for this conference include \$230.00 for registration, \$84.00 for travel for a total cost of \$314.00 plus the cost of a substitute teacher for one day and has been approved by the district's Continuing Professional Education Committee.

Approve the request of Robert Kern, to attend the Principals Technology Leadership Academy sponsored by the Northwest Tri-County IU held at the Carbon Lehigh Intermediate Unit on January 21, April 27, May 4, 13 and 19, 2004. Expenses for this conference include \$200.00 for registration, \$46.00 for travel for a total cost of \$246.00 and will be funded through Title IID.

Approve the request of Karen Nicholas to attend a PA Association of Elementary and Secondary School Principals conference on March 17, 2004 at the Carbon Lehigh Intermediate Unit. Expenses for this conference include \$100.00 for registration and was included in the 2003-2004 budget.

Approve the request of Shawn Green, to attend a Bureau of Education & Research conference in Allentown on February 24, 2004. Expenses include \$159.00 for registration and will be paid for through Title I funds.

Approve the request of Janet Bashore, Peters Elementary fourth grade teacher, to attend a Bureau of Education & Research conference in Allentown on February 24, 2004. Expenses include \$159.00 for registration and will be paid for through Title I funds.

Approve the request of Suzanne Mengel, to attend an Appelbaum Training Institute conference on January 22, 2004. Expenses for this conference include \$155.00 for registration and will be funded through IDEA funds.

ROLL CALL: YEA: Mr. Beers, Mr. Cox, Mr. Dorshimer, Mrs. Geronikos,
Ms. Papay, Mr. Green (6)

NAY: Mrs. Ganser (1)

NEW
BUSINESS
 Collect
 State Ethics
 Forms

Mr. Dorshimer made a motion, which was seconded by Mr. Cox, that the Northern Lehigh School District Board of School Directors designates Doneta J. Merkle to receive and file Form SEC-1, Statement of Financial Interests from the Northern Lehigh School District Board members and designated employees as required by law, and the Northern Lehigh School District Board of Directors requires: the Superintendent, Director of Curriculum and Instruction, Director of Special Education, Business Manager, Director of Support Services, District Solicitor, Elementary Principals, Middle School Principal, High School/Middle School Assistant Principal, High School Principal, Technology Coordinator, Assistant Technology Coordinator, Food Services Director, and School Psychologists to file Form SEC-1, as required by the regulations of the State Ethics Commission.

NEW
BUSINESS
 (Con't.)

YEA: Mr. Beers, Mr. Cox, Mr. Dorshimer, Mrs. Ganser, Mrs. Geronikos,
 Ms. Papay, Mr. Green (7)
 NAY: None (0)

Research
 Tuition
 Reimbursement
 Practices

Mr. Dorshimer addressed a situation that has been called to the attention of the Buildings and Grounds Committee where some staff members in the school district, who are interested in taking courses at Lehigh Carbon Community College, and are not, under their contract entitled to any tuition reimbursement. He indicated that the maintenance/custodial/cafeteria staff members are the only group of employees that he was able to find that did not have something written in their contract indicating some kind of tuition reimbursement would be available as long as it would be associated with their area. He asked the administration to look at past practice to determine whether or not any group of employees was allowed to take courses not associated with their area, or are they required to stay within their job description, and if so, do we need to address this in policy. He would also like to see the person who negotiated the support personnel contract, or have the board president appoint someone, to go back and have a meet and discuss with that group and possibly try to come up with some resolution to this issue.

Advertise
 For Open
 Board Seat

Mr. Dorshimer made a motion, which was seconded by Mr. Cox, that the Board of Education authorize the administration to advertise for applicants for the open board seat and request that they submit a letter of application and a resume and that it should be postmarked, or in the district, by Friday, January 23, 2004.

YEA: Mr. Beers, Mr. Cox, Mr. Dorshimer, Mrs. Ganser, Mrs. Geronikos,
 Ms. Papay, Mr. Green (7)
 NAY: None (0)

Special
 Board
 Meeting

President Green announced that the Board of Education will hold a special school board meeting on Monday, January 26, 2004 beginning at 6:30 p.m. to discuss, handle, and possibly appoint a board member to fill the open seat. The board will meet at 5:30 p.m. prior to this special meeting to discuss procedural matters.

Change Word-
 ing Of News-
 paper Ad
 For Open
 Board Seat

Mr. Cox made a motion, which was seconded by Mr. Dorshimer, that the Board of Education change the newspaper advertisement for the open board seat from being postmarked on January 23, 2004 to read that the information is due in the offices of the Northern Lehigh School District on Shadow Oaks Lane by 2:00 p.m. on Friday, January 23, 2004 and that it is the applicant's responsibility to ensure that it is.

YEA: Mr. Beers, Mr. Cox, Mr. Dorshimer, Mrs. Ganser, Mrs. Geronikos,
 Ms. Papay, Mr. Green (7)
 NAY: None (0)

Mrs. Geronikos wanted some history on why the sound system in the senior high school auditorium is not working.

FINANCIAL Mr. Cox made a motion, which was seconded by Mr. Dorshimer, that the Board of Education approve the following financial items:

Treasurer's Report Approve the report of the Treasurer, Mr. Cox, for the month of December 2003.

Reports (Info Only) All board members received the December 2003 Revenue and Expenditure Reports for the Cafeteria, General, and Capital Reserve Funds.

General Fund Bills Approve payment of General Fund bills for the month of December 2003.

FINANCIAL

(Con't.)

NL Athletic Fund Report Approve the Northern Lehigh Athletic Fund Report for the month of December 2003.

NL Refreshment Stand & Sports Account Report Approve the Northern Lehigh Refreshment Stand and Sports Account Financial Report for the month ended December 31, 2003.

NLHS Student Activities Acct. Fund Statement Approve the Northern Lehigh High School Student Activities Account fund statement for the month of December 2003.

NLMS Student Activities Acct. Fund Statement Approve the Northern Lehigh Middle School Student Activities Account fund statement for the month of December 2003.

Audit Report Distributed (Info Only) Copies of the Single Audit, Earned Income Tax Audit, and Occupational Privilege Tax Audit, for fiscal year ended June 30, 2003 was distributed at the meeting.

Extend Contract With McKelvey Construction Approve the extension of a contract, by 30 days, between the Northern Lehigh School District, McKelvey Construction Company, and WJ & R Electrical, Inc. for the Slatington Elementary School Elevator Project.

Gigabit Ethernet Approve the payment of two (2) Extended Gigabit Interface Converters that were purchased from Corporate Networking Incorporated of Worcester, PA to connect Peters Elementary and Slatington Elementary Schools via Gigabit Ethernet, at a cost of \$5400.00 from the 2001AA bond.

Added Engineering Service Fee For Architectural Studio Approve the additional cost for the Architectural Studio for the Field House Project in the amount of \$20,000. This amount is for architectural and engineering services.

Added Costs For Jena Engineering Services Approve the additional cost for Jena Engineering Corp. to provide engineering and surveying services for the Field House Project in the amount of \$11,310.00.

ROLL CALL: YEA: Mr. Cox, Mrs. Geronikos, Ms. Papay, Mr. Green (4)
NAY: Mr. Dorshimer, Mrs. Ganser, Mr. Beers (3)

Motion carried.

INFORMATION All board members received a copy of the minutes of the Lehigh Carbon Community College Board of Trustees meeting held on December 4, 2003.

RECOGNITION OF GUESTS Donna Kulp – Slatington – Asked what the difference was between the T1 Line and the item just approved on tonight’s agenda.

Jane Kropf – Slatington – On behalf of her boys she thanked the administration for putting doors on the downstairs bathrooms at the high school and hoped that soon the upstairs will have doors as well. She asked whether the public has access to the audits distributed to board members at the meeting?

Ed Ziegler – Slatington – Indicated that at the Washington Township Supervisor meetings, if a vote is taken on a motion, it is open for public comment. If this is the policy of the school board, people in the audience should be afforded the opportunity to comment on a motion before it is passed.

Clifford Karpiszin – Washington Township – Where does the money come from to the pay for the \$31,000 for additional engineering fees approved by the board?

Dr. Sham wanted to publicly thank the teachers in the district who have come forward in support of reconfiguration. He stated that he received a number of letters from groups of elementary teachers supporting the reconfiguration and they also took issue with some of the comments made recently in the newspaper. He also received another letter from the entire staff at both the Peters and Slatington Elementary School indicating their support for the board in the decisions that they have made in the reconfiguration process.

ADJOURNMENT Mr. Cox made a motion, which was seconded by Mr. Beers, that the regular meeting of the Northern Lehigh Board of School Directors be adjourned at 8:41 p.m.

YEA: Mr. Beers, Mr. Cox, Mr. Dorshimer, Mrs. Ganser, Mrs. Geronikos,
Ms. Papay, Mr. Green (7)

NAY: None (0)

Respectfully submitted,

Bryan C. Dorshimer
Secretary

ATTEST: _____ President
Mathias J. Green, Jr.