

NORTHERN LEHIGH SCHOOL DISTRICT

Board Minutes

Slatington, PA

March 1, 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 7:35 p.m. on Monday, March 1, 2004 in the gymnasium located in the Peters Elementary School.

ROLL CALL

Members present: Mr. Franklin D. Beers, Mr. Robert J. Cox, Mr. Bryan C. Dorshimer, Mr. Raymond J. Follweiler, Jr., Mrs. Lauren A. Ganser, Mrs. Lori H. Geronikos, Mr. William H. Hazzard, Ms. Angelique M. Papay, Mr. Mathias J. Green, Jr. (9)

Members absent: None (0)

Non-members present: Dr. Nicholas P. Sham, Sr., Mrs. Lynn B. Fedorcha, Dr. Linda Marcincin, Mr. Philip Bertolino, Mr. John Hrizuk, Mr. David Papay, Mr. Robert Mack, Mr. Brian Geiger, Ms. Christine Stafford, Attorney Dimitri Tsarouhis (Solicitor), Ms. Laurie Newman, Mrs. Doneta Merkle

VISITORS

Approximately 24 visitors attended the meeting, in addition to Sharon Minnich, reporter for The Times News newspaper.

PUBLIC

Donna Kulp – Washington Township – Jane Kropf – Slatington – Sheryl Giles – Washington Township, **COMMENT** each requested to have the right to comment on all agenda items they have a questions about.

ON AGENDA

ITEM

SPECIAL

Lehigh Career and Technical Institute – Mrs. Lori H. Geronikos

BOARD

Mrs. Geronikos informed the board that LCTI may be loosing their Perkins Grant which provides approximately \$550,000 from the federal government for some of their federal initiative programs.

REPORTS

Carbon-Lehigh Intermediate Unit – Mr. Bryan C. Dorshimer

Mr. Dorshimer highlighted the information contained in the CLIU Board Brief and the CLIU Update that was distributed to all board members. He also announced that there would be no increase to any of the 14 districts within the Intermediate Unit for the 2004-2005 CLIU budget. Mr. Dorshimer also announced that the district will save money with regard to purchasing boxes for the reconfiguration move due to the fact that his employer, Kraft Foods, donated boxes to the district.

Lehigh Carbon Community College – Mr. Mathias J. Green, Jr.

Mr. Green reported that LCCC adopted their budget for 2004-2005. He also discussed the fact that the State is not providing adequate funding for the Full Time Equivalent students at the college.

Committee Reports and/or Meetings

All board members received a copy of the minutes of the Policy/Education Committee meeting held on February 16, 2004.

Legislative Report – Mrs. Lori H. Geronikos

Mrs. Geronikos reported what she is doing on behalf of the board with regard to the pending Referendum issue that would allow for taxpayers to vote on a school district's budget every year. Mrs. Geronikos was directed to draft a letter to send to our legislators from our school board discussing some of the issues that are unique to Northern Lehigh in regard to Referendum.

Federal and Other Programs Update – Mrs. Lynne B. Fedorcha

Mrs. Fedorcha distributed her written Director of Curriculum and Instruction Report and discussed its contents with the board.

Superintendent's Report – Dr. Nicholas P. Sham, Sr.

Dr. Sham announced that he attended the 2003 Northern Lehigh Football Team banquet and indicated that it was an outstanding experience.

Mrs. Michelle Raber, high school physical education teacher, and Mrs. Linda Faust, representing MESH Community Initiatives of Lehigh Valley Hospital as well as the Health and Community Service Task Force of Future Focus talked about Project Fit America and their experiences of the first year and a half of the program.

In honor of Read Across America, Mrs. Rose Lee Goldberg, Title I Reading teacher, and three of her third grade students administered the Reader's Oath to the all board members, administrators, and visitors attending the board meeting.

Because of the Educational Foundation's Capital Campaign Kick Off Event, Dr. Sham announced a time change for the March 3, 2004 Technology/Buildings and Grounds Committee meeting. The meeting will begin at 7:00 p.m. instead of the usual 6:30 p.m. start time.

An Executive Session was held at 6:30 p.m. in the Peters Elementary Faculty Room to discuss personnel and legal issues. The Executive Session continued following the meeting.

PERSONNEL

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

Appointment Instructional	- Tracy Hoffman Assignment: Salary: Effective Date:	Temporary Professional Employee Elementary School Nurse, replacing Bonita Treadway, who resigned. \$35,800 (Step 1 – Bachelors on the 2003-2004 CBA Salary Schedule) March 15, 2004
Resignation- Instructional	Accept the resignation of Andrea Edmonds, Special Education Learning Support Teacher in the Senior High School, effective as soon as a replacement can be found. Mrs. Edmonds has accepted a position in another school district.	
Substitutes - Instructional	Approve the following substitute teacher 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: Bryan Kresley – Secondary Education / Social Sciences-Psychology	
Non-Instruct-	Approve the following substitute custodian for the 2003-2004 school year at the substitute rate of \$7.25 per ional hour: Richard Handwerk; Lamar Lauer	
Salary Adjustment	Acknowledge the following teacher who has completed the requirements per the Collective Bargaining Agreement that would entitle her to a salary increase for the second semester of the 2003-2004 school year:	
	Susan Strubinger	
	From:	5B+24 \$37,700
	To:	5M \$39,100

Middle School Intramural Co-Curricular Coaching Positions for 2003-2004

Middle School Boys Intramural Basketball – Richard Oertner -- \$1,010.00
 Middle School Girls Intramural Basketball – Eugene Roberts -- \$1,010.00
 Middle School Girls Intramural Field Hockey – Jessica Schoenberger -- \$1,010.00
 Middle School Girls Intramural Soccer – Crystal Kistler & Jamie Machik – Share Stipend of \$1,010.00

PERSONNEL

(Con't.)

Unpaid Volunteers Approve the following individuals as unpaid volunteer coaches for the 2004 spring athletic season:

Cliff Logue	Girls Soccer (Pending Verification of Clearances)
Michael Lehtonen	Track and Field
Jonathon DeFrain	Girls Softball

Sabbatical Leave Of Absence Approve the request of Jennifer Hilbert, Peters Elementary second grade teacher, to take a sabbatical leave of absence for Restoration of Health, during the second semester of the 2003-2004 school year, effective January 19, 2004 through June 23, 2004.

Leave Without Pay Approve the request of Dawn Mayer, Peters Elementary kindergarten teacher, to take one half-day leave of absence, without pay, on Thursday, May 20, 2004. She would like to leave after the morning kindergarten session. Her request will not be considered a precedent for future requests per correspondence received from the Northern Lehigh Education Association.

YEA: Mr. Beers, Mr. Cox, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Geronikos
Mr. Hazzard, Ms. Papay, Mr. Green (9)

NAY: None (0)

POLICY

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

Conferences Approve the request of Dawn Mayer to attend a Bureau of Education & Research conference on April 21, 2004 in Allentown, PA. Expenses for this conference includes \$165.00 for registration, \$10.00 for meals for a total cost of \$175.00 plus the cost of a substitute teacher for one day and will be funded through Title I funds.

Approve the request of Marsha Burnard to attend a Bureau of Education & Research conference on April 21, 2004 in Allentown, PA. Expenses for this conference includes \$165.00 for registration, \$10.00 for meals for a total cost of \$175.00 plus the cost of a substitute teacher for one day and will be funded through Title I funds.

Approve the request of Rhonda Frantz, Bookkeeper I in the business office, to attend the Annual Child Accounting Conference on March 18 & 19, 2004 in Hershey, PA. Expenses for this conference includes \$145.00 for registration, \$75.00 for meals, \$110.00 for lodging, \$56.00 for travel for an approximate total cost of \$408.00 and was included in the 2003-2004 business office budget.

Approve the request of Brian Geiger to attend a Pennsylvania School Boards Association School Construction Summit in Altoona, PA on April 30 and May 1, 2004. Expenses for this conference includes \$275.00 for registration, \$150.00 for travel, \$200.00 for lodging for a total cost of \$625.00 and will be funded through the Support Services 2003-2004 budget.

Approve the request of Debra Sanek to attend the 36th Annual Reading and Writing Conference on March 19th in Somerset, NJ. Expenses for this conference includes \$155.00 for registration and will be paid for through Title I funds.

Approve the request of Rose Lee Goldberg to attend the 36th Annual Reading and Writing Conference on March 19th in Somerset, NJ. Expenses for this conference includes \$155.00 for registration and will be paid for through Title I funds.

Homebound Instruction Grant homebound instruction for an 11th grade student, student #05-66600, for five hours per week, effective February 18, 2004 and continuing until September 2004.

POLICY

(Con't.)

Board Policy First Reading Approve revisions to existing school board policy #333 – Administrative Employees—Professional Education, as presented after first reading.

Approve revisions to existing school board policy #433 – Professional Employees – Professional Education, as presented after first reading.

Approve revisions to Administrative Regulation – 433-AR – Attendance At A Conference/Educational Activity, as presented after first reading.

Approve revisions to Administrative Regulation – 810-AR – School Bus Transportation, as presented after first reading.

YEA: Mr. Beers, Mr. Cox, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Geronikos
Mr. Hazzard, Ms. Papay, Mr. Green (9)

NAY: None (0)

CURRICULUM AND INSTRUCTION

Mrs. Geronikos made a motion, which was seconded by Mrs. Ganser, that the Board of Education approve the following items listed under Curriculum and Instruction:

CLIU Facilities Plan Committee Report for 2004-2005

Approve the following Resolution to adopt the 2004-2005 Carbon Lehigh Intermediate Unit Facilities Plan Committee report that was unanimously adopted by the CLIU Facilities Plan Committee on February 3, 2004.

RESOLVED: It is recommended that the Northern Lehigh School District Board of Directors approve the 2004-2005 Facilities Plan Committee Report as unanimously adopted by the CLIU Facilities Plan Committee on February 3, 2004. In addition, the Board reaffirms its commitment to the original construct of the Facilities Planning, approved November 1, 1989, which consists of a series of prioritized inquiries to be considered in determining the future location of the CLIU and school district special education classes.

Provide Life Skills Class Beginning 2005

Approve to authorize the Administration to move forward with their proposal to provide a life skills support special education class at Slatington Elementary School, servicing grades 3,4,5 and 6 at an approximate cost of \$68,227.00 (includes supplies) beginning with the 2004-2005 2004- school year.

YEA: Mr. Beers, Mr. Cox, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Geronikos
Mr. Hazzard, Ms. Papay, Mr. Green (9)

NAY: None (0)

FINANCIAL

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

PC Abatements Approve abatement of per capita taxes, as presented, for the residents that fall within the guidelines.

Pay Construction Bills Approve payment of bills from the Construction Account, as presented.

Pay Extended Construction Bills Approve payment of bills from the Extended Construction Account, as presented.

FINANCIAL

(Con't.)

- Cash Management Portfolio Approve the Arthurs Lestrage Cash Management Portfolio for the month of January 2004, as presented.
- NLHS Student Activities Account Approve the Northern Lehigh High School Student Activities Account Statement as presented, for the month of January 2004.
- NLMS Student Activities Account Approve the Northern Lehigh Middle School Student Activities Account Statement as presented, for the month of January 2004.
- Approve Audit Approve the Single Audit, Earned Income Tax and OPT audits for the fiscal year ended June 30, 2003 as prepared by Hutchinson, Gorman & Freeh.
- Distribute CLIU (Info Only) The Carbon Lehigh Intermediate Unit 2004-2005 Operational and Program Services Budget was distributed. Budget distributed. A motion will be placed on the March 8th agenda to adopt this budget.
- Distribute LCCC (Info Only) The Lehigh Carbon Community College 2004-2005 Operation, Debt Service, and Capital Budget Expenditure Budget was distributed.
- Terminate/ Credit Card Account Authorize Christine Stafford to terminate the current credit card account through CitiCard and Establish a list credit card account through Citizens National Bank with a maximum credit line of \$2,000 and no annual fee.
- Refund Of Per Capita Taxes Approve a refund in the amount of \$9.80 to Estella Beers for 2003-04 per capita taxes. This refund is within the guidelines for abatement eligibility contained within NLSD board policy #606.
- Budgetary Transfers Approve budgetary transfers for the 2003-04 fiscal year as presented. (See Attached)
- Solicit Bids Approve to authorize proper officials to solicit bids for the following supplies for the 2004-2005 school year:
- | | |
|-----------------------------|-------------------|
| Industrial Art Supplies | Unleaded Gasoline |
| Lumber Supplies | Diesel Fuel |
| Physical Education Supplies | #2 Heating Fuel |
- Waste Management Contract Approve the contract with Waste Management to provide trash removal and recycling services for the next three years.
- Year One (2004-2005) @ \$18,200 divided by 12 months = \$1,516.00
Year Two (2005-2006) @ \$18,741 divided by 12 months = \$1,561.75
Year Three (2006-2007) @ \$19,305 divided by 12 months = \$1,608.75
- Mr. Green commented on the outstanding audit report the district received, stating that not only was the audit corrected for this year, but there were some items from previous years that were corrected as well. Mr. Green stated that the auditors indicated "this was the best audit Northern Lehigh School District has ever had".

YEA: Mr. Beers, Mr. Cox, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Geronikos
Mr. Hazzard, Ms. Papay, Mr. Green (9)

NAY: None (0)

**INFORM-
ATION**

All board members received a copy of the minutes of the Carbon Lehigh Intermediate Unit Board of Directors meeting held on January 15, 2004; minutes of the Lehigh Career & Technical Institute JOC meeting held on January 28, 2004, and the minutes of the Washington Township Board of Supervisors meeting held on January 13, 2004.

**ADJOURN-
MENT**

Mr. Follweiler made a motion, which was seconded by Mr. Beers, that the regular meeting of the Northern Lehigh Board of School Directors be adjourned at 8:30 p.m.

YEA: Mr. Beers, Mr. Cox, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Geronikos
Mr. Hazzard, Ms. Papay, Mr. Green (9)

NAY: None (0)

Respectfully submitted,

Bryan C. Dorshimer
Secretary

ATTEST: _____ President
Mathias J. Green, Jr.