

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
April 10, 2007

PURPOSE

The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Peter A. Ruth, at 7:36 p.m. on Tuesday, April 10, 2007 in the boardroom located in the Slatington Elementary School.

ROLL CALL

Members present: Mr. Donald H. Dengler, Mr. Bryan C. Dorshimer, Mr. Raymond J. Follweiler, Jr., Mrs. Lauren A. Ganser, Mr. Mathias J. Green, Jr., Mrs. Donna M. Kulp, Mr. Gregory S. Williams, Mr. Peter A. Ruth (8)

Members absent: Mrs. Sheryl A. Giles (1)

Non-members present: Mr. Donald Allen, Mrs. Lisa Blank, Mrs. Jill Chamberlain, Mr. Greg Derr, Mrs. Lynne B. Fedorcha, Mr. John Hrizuk, Mr. Nathan Hunsicker (Student Rep.), Dr. Linda Marcincin, Mrs. Karen Nicholas, Mr. David Papay, Ms. Rachel Parisi (Student Rep.), Ms. Maria Pinnata, Mrs. Diane Ruff, Dr. Nicholas P. Sham, Sr., Mrs. Dawn Wadsworth, Mrs. Aileen Yadush and Mrs. Sherri A. Molitoris.

VISITORS

Approximately six visitors attended the meeting in addition to Terry Ahner reporter for The Times News.

SPECIAL BOARD REPORTS

Carbon Lehigh Intermediate Unit - Mr. Bryan C. Dorshimer reported on the board briefs. He reported on the transportation budget and the proposal to cut the budget from 10.5 million to 9.5 million. They approved the sale of the property on Route 100.

Legislative Report - Mr. Gregory S. Williams reminded board members of the April 27, 2007 Spring Legislative Conference being held at Troxell Elementary starting at 7:30 a.m. with breakfast. He reported on the opportunity to submit a proposal to PSBA if we would like to have something added to the 2008 legislative platform. Mr. Williams reported on two task force currently doing studies on the state education system. One task force is looking at how much it costs to educate a student and the other task force is specifically dealing with ways to lower the cost of education. They also said, in the near future, they would like to review the issues of purchasing requirements placed upon school boards, teacher certification and professional development, and the cost of charter/cyber schools.

Committee Reports and/or Meetings

Minutes of the Technology/Buildings and Grounds Committee Meeting held on April 4, 2007 were distributed.

Minutes of the Finance Committee Meeting held on April 4, 2007 were distributed.

Student Representatives to the Board Report

Mr. Nathan Hunsicker and Ms. Rachael Parisi distributed their written student representative report and verbally reported on its contents.

Mr. Ruth asked how the Governor's Fitness Challenge was going.

Mrs. Nicholas reported that Peters Elementary is in first place for the east and by April 20, 2007 she will know if we will receive the \$5,000.00 grant.

PUBLIC

209,000 **COMMENT**

Mr. Green, Peters Elementary teacher, reported that, to date, the school has logged in miles for the Governor's Fitness Challenge.

Mrs. Nicholas reported on incentives that are given to individual students for participating, as well as, incentives given to the class who logs the most miles each week.

**SPECIAL
BOARD
REPORTS**
School (cont.)Superintendent's Report - Dr. Nicholas P. Sham, Sr.Dr. Sham reminded everyone that the May 1st Board Meeting would be held in the High Auditorium.

Dr. Sham reported on Project 720 and the need to hire a grant writer to help us write this very comprehensive grant. Mrs. Fedorcha stated that the cost for the grant writer would be \$70.00 per hour and it would take the grant writer approximately 40-50 hours to write the grant. Mrs. Yadush and Mr. Anderson have already been working together and they have been gathering information and goals, which might cut down on the consultant hours. Mrs. Yadush reported that the amount of money we could ask for is in the upwards of \$64,000.00. She stated that the initiatives they would look at would be our 9th grade initiative and transition of 8th graders to the high school, follow up with our dual enrollment grant with additional reimbursement for students taking dual enrollment courses, and last, a virtual lab for the new on-line courses being offered through LCCC. Mrs. Yadush reported that districts that are Project 720 recipients are typically more likely to become Classrooms of the Future recipients. This is not written anywhere, but everyone who has become Classrooms of the Future recipients were Project 720 recipients first. She stated that the Classrooms of the Future grant is in the upwards of \$400,000.00 to \$500,000.00.

Mr. Ruth asked when we need to know this by.

Mrs. Yadush stated that the grant has to be completed and submitted by April 27, 2007.

Project 720
Grant Writer

Mr. Green made a motion, which was seconded by Mr. Williams, to authorize administration to hire the grant writer at a cost not to exceed \$3,500.00.

YEA: Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mr. Green,
Mrs. Kulp, Mr. Williams, Mr. Ruth (8)

NAY: None (0)

Mr. Dorshimer asked whose account would this be coming out of?

Mrs. Blank indicated at this time of year most of our needs have been covered and there is money left in the building budgets.

Dr. Sham added some clarification to his answer to Mrs. Kulp's question last week why we do not start school prior to Labor Day. He did verify that Northwestern Lehigh School District was the only school district in Lehigh County that started prior to Labor Day this school year and that all school districts in the 2007-2008 school year are starting after Labor Day.

An executive session will be held in the Superintendent's Office immediately following tonight's board meeting to discuss personnel issues.

PERSONNEL

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

| | | | |
|---------------|-----------------|---------------------------------|----------|
| Co-Curricular | Carleen Binder | Elementary Scholastic Scrimmage | \$414.00 |
| Appointments | Kristin Skinker | ACE | \$414.00 |
| 2007-2008 | | | |

Resignation/
Retirement
year, Marlene
Simock

Accept the resignation of Marlene Simock from her position as 5th Grade teacher in the Slatington Elementary School, effective the last teacher day of the 2006/2007 school at which time she will begin her retirement from Northern Lehigh School District after 35 years of service.

Retirement
Larry Parry

Accept the resignation of Larry Parry from his position as Physical Education teacher in the Slatington and Peters Elementary Schools, effective the last teacher day of the 2006/2007 school year, at which time he will begin his retirement from Northern Lehigh School District after 35 years of service.

PERSONNEL YEA: Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Kulp,
(cont.) Mr. Williams, Mr. Ruth (8)
NAY: None (0)

**CONFER-
ENCES**

Mr. Williams made a motion, which was seconded by Mr. Green, that the Board of Education approves the following conference items:

Shawn Green – Wellness and Academic Success: From Policy to Action – April 30 - May 1, 2007 – State College, PA – Registration: \$35.00, Travel: \$177.50, Lodging: \$103.00, Meals: \$30.00 - Total Approximate Cost: \$345.50 – Funding: Curriculum and Instruction Budget

Karen Nicholas – Wellness and Academic Success: From Policy to Action – April 30 - May 1, 2007 – State College, PA – Registration: \$35.00, Travel: \$177.50, Lodging: \$103.00, Meals: \$30.00 - Total Approximate Cost: \$345.50 – Funding: Peters Elementary Administrator Staff Development Budget

Mr. Williams stated that prior to tonight's meeting, during the Policy Committee Meeting, they briefly talked about conference policy #433. He suggested that all board members review this policy and if anyone has any questions or concerns with the policy, they should bring it Mrs. Fedorcha's attention. The Policy Committee will be discussing this policy in more depth at the next Policy Committee Meeting.

YEA: Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Kulp,
Mr. Williams, Mr. Ruth (8)
NAY: None (0)

POLICY

Mr. Dorshimer made a motion, which was seconded by Mrs. Ganser, that the Board of Education approve the following policy item:

Increase Lunch Prices Approve the recommendation of the administration that, effective September 4, 2007, school lunch prices be increase as follows:

Elementary Schools – from \$1.95 to \$2.00
Middle School and High School – from \$1.95 to \$2.25
Adult Lunches – from \$3.50 to \$3.80

YEA: Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Kulp,
Mr. Williams, Mr. Ruth (8)
NAY: None (0)

**CURRIC-
ULUM AND
INSTRUC-
TION**

Mr. Williams made a motion, which was seconded by Mr. Dengler, that the Board of Education approve the following curriculum and instruction item:

Bethesda Day Treatment Center Agreement Approve to authorize proper officials to enter into an agreement with the Bethesda Day Treatment Center and the Northern Lehigh School District for the purpose of furnishing educational services for disruptive students for the 2007-2008 school year.

YEA: Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Kulp,
Mr. Williams, Mr. Ruth (8)
NAY: None (0)

**OLD
BUSINESS**

Mr. Ruth reminded the board that one board member needs to be appointed to the Wellness Advisory Council and asked if anyone was interested. Mrs. Ganser stated that she has expressed interest in attending and she would be willing to attend the first meeting on May 3, 2007 from 2:00 – 4:00 p.m.

OLD
BUSINESS
(cont.)

There was further discussion on the meeting dates for the Policy Committee. It was determined that the Policy Committee meetings would be held on the second Wednesday of the month in conjunction with Community Relations Committee meetings starting at 6:30 p.m. They also discussed the realignment of committee members. They discussed the possibility of board members (each member is required to serve on two committees) serving as committee members on committees that meet on the same night. They have decided that prior to the May 7, 2007 board meeting, they will discuss the realignment of committee members and finalize a list.

Mr. Ruth stated that because of concerns expressed by Mrs. Giles during the last board meeting, he would be removing her as chairperson of the Policy Committee and appointing Mr. Williams as the chairperson. Mrs. Giles will still serve as a committee member on the Policy Committee.

Mr. Williams asked if there was any desire among the board to split up the Technology/Buildings and Grounds and Finance Committee meetings since these are normally two of the longest committee meetings held every month.

on Mr. Ruth said that his concern was to hold Technology/Buildings and Grounds and Finance the night between the two board meetings because if there was any item that needed immediate board action, it could be acted on at the second board meeting of the month.

NEW
BUSINESS

Mrs. Yadush reported that commencement has been set for June 13, 2007.

FINANCIAL

Mr. Green made a motion, which was seconded by Mr. Williams, that the Board of Education approves the following financial items:

Financial
Reports

Approve the Following Financial Reports:

1. General Fund month of March
2. Athletic Fund month of March
3. Capital Reserve month of March
4. Cafeteria Fund month of March
5. NLMS Student Activities Account month of March

Payment of
Bills

Approve the Following List of Bills:

1. General Fund months of March and April
2. Athletic Fund month of March
3. Cafeteria Fund month of March and April

Appoint
Architects for
High School
Science Lab

Approve The Architectural Studio as Architects for the proposed Science Lab Addition at the Northern Lehigh High School Building, and to proceed with the PLANCON process of this project.

Agreement to
Prepare Bid
Documents -
Paving HS
Parking Lot

Authorize administration to enter into agreement with Spotts, Stevens and McCoy, Inc to design and prepare bid documents for paving of the high school parking lot, at a cost not to exceed \$7,200.00.

Proposal
HS Security
not System

Authorize administration to accept the proposal from CTC Associates, LLC for the consulting and design engineering for upgrades to the high school security system at a total project cost to exceed \$3,500.00.

FINANCIAL
(cont.)

Award Bids -

Reichenbach's #2 Grade Fuel Oil Transport Delivery Approve the awarding of bids to Reichenbach's Oil and Propane for the contract period July 1, 2007 to June 30, 2008 for #2 Grade Fuel Oil Transport Delivery of 6,800 or more gallons at a fluctuating rate of 1.954 as of March 30, 2007 which is .04 over Macungie rack on the day of delivery.

Reichenbach's #2 Grade a Fuel Oil day of Tank Wagon Approve the awarding of bids to Reichenbach's Oil and Propane for the contract period July 1, 2007 to June 30, 2008 for #2 Grade Fuel Oil Tank wagon Delivery of less than 6,800 gallons at a fluctuating rate of 2.004 as of March 30, 2007 which is .09 over Macungie rack on the day of delivery.

Reichenbach's Ultra Low Sulfur Diesel Approve the awarding of bids to Reichenbach's Oil and Propane for the contract period July 1, 2007 to June 30, 2008 for Ultra Low Sulfur Diesel at a fluctuating rate of 2.177 as of March 30, 2007 which is .065 over Macungie rack on the day of delivery.

Reichenbach's Ultra Low Sulfur Diesel Winter Blend Approve the awarding of bids to Reichenbach's Oil and Propane for the contract period July 1, 2007 to June 30, 2008 for Ultra Low Sulfur Diesel Winter Blend at a fluctuating rate of 2.202 as of March 30, 2007 which is .09 over Macungie rack on the day of delivery.

CHH Inc - Unleaded Gasoline Approve the awarding of bids to CHH Inc for the contract period July 1, 2007 to June 30, 2008 for Unleaded Gasoline at a fluctuating rate of .155 over Macungie rack on the day of delivery.

Mr. Williams asked if there was a change since the finance committee meeting on the lowest bidder for fuel.

Mr. Derr reported that all vendor bids were fluctuating rates over Macungie rack base price. He also stated that all vendors used a different Macungie rack base price date. Mr. Derr and Mrs. Blank sat down and calculated the price increase over Macungie rack base price on the date of bid. A recommendation was then made choosing the vendor with the lowest increase over Macungie rack base price.

Mr. Ruth asked if there was a price associated with the appointment of Architectural Studio for the High School Science Lab. He asked if the specs were complete yet for the project.

Dr. Sham stated that the specs are not complete yet. He also said that they now have to submit an American Institute of Architects contract.

using Mr. Ruth asked if the money we received from the Education Foundation is what we will be to pay for this.

Mrs. Blank stated she had asked Barry Brobst for a schedule on when payments would be due.

Mr. Dorshimer asked what input has administration and the high school given for the design of this building.

discuss the Dr. Sham stated that would be next. They have already met with the foundation to do the drawings. Barry Brobst, once this is approved, will come back and meet with us to specific design.

Mr. Dorshimer asked if once this part is done that it will come back to the board so they will get a better handle on what they are actually going to get.

Dr. Sham said that is correct.

Mr. Dorshimer said that we will get a further break down of cost for the paving of the high school parking lot area.

FINANCIAL
(cont.)

Mr. Derr said that he will have bid specs for the cost of paving Snyder Avenue, the High School parking lot, and the service road and service lot and then a total cost of all bid specs.

YEA: Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Kulp, Mr. Williams, Mr. Ruth (8)

NAY: None (0)

Mr. Derr was in contact with the companies who bid on the resurfacing of the running track and field event areas. He informed the board on the two different techniques of resurfacing these areas and the estimated lifespan of the project. He also contacted references for these companies and further recommended accepting the bid from American Tennis Courts Inc.

Award Bid -
Resurfacing
Running Track
and Field
Event Areas

Mr. Green made a motion, which was seconded by Mrs. Ganser, that the Board of Education authorize administration to enter into a contract with American Tennis Courts Inc for resurfacing of the running track and field event areas at Bulldog Stadium at a cost of \$33,065.00.

Amended
Motion

Mr. Green made a motion, which was seconded by Mrs. Ganser, that the Board of Education authorize administration to enter into a contract with American Tennis Courts Inc for resurfacing of the running track and field event areas at Bulldog Stadium at a cost of \$33,065.00. to be paid by proceeds from the 99 Bond.

Vote on
Amended
Motion

YEA: Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Kulp, Mr. Williams, Mr. Ruth (8)

NAY: None (0)

**CORR-
ESPON-
DENCE**

Mr. Ruth stated that all board members received the Slatington Lions Steak Fry information and if board members are interested in attending should contact Mr. Follweiler.

Future

Mr. Ruth also reported that all board members received copies of the Northern Lehigh Focus Calendar and Northern Lehigh High School graduate information.

**INFOR-
MATION**

All Board Members received copies of minutes of the Borough of Slatington Parks & Recreation Commission meeting held on March 19, 2007.

All Board Members received copies of minutes of the Lehigh Carbon Community College Board or Trustees meeting held on March 1, 2007.

Mr. Ruth called for a 10 minute break at 8:45 p.m., prior to starting budget discussion. Mr. Ruth called the meeting back to order at 9:00 p.m.

**BUDGET
DISCUSSION**

Mr. Williams asked about the \$80,000 for the new core reading program at Peters and asked if this was to purchase that pilot program.

Dr. Sham stated that the \$80,000 reflects the money needed for the new core reading program.

Mr. Ruth asked Mrs. Blank that the current millage increase listed is 2.69 and asked if that increase included the new initiatives.

Mrs. Blank said that was correct.

Mr. Ruth stated that the new initiatives and everything needed to run the school would raise our millage by 2.69.

Mrs. Blank stated that was correct.

Mr. Dorshimer stated we will be taking $\frac{3}{4}$ of a mill out of fund balance.

Mrs. Blank said that is already taken into consideration.

**BUDGET
DISCUSSION
(cont.)**

Mr. Dorshimer stated that if you add the .67 mill back in being taken from fund balance we would be over 3 mills.

Mr. Williams asked if the money being taken out of fund balance was for items that were scheduled to be taken out of fund balance. He stated that we are not using fund balance to balance the budget as we had in past years in order to get to a millage increase that was desired.

Mrs. Blank stated yes. In our fund balance we have designated fund balance for equipment purchase and for ERIP. This money is being used for these purposes.

Dr. Sham stated it is not a bad thing to use this money because we need to keep fund balance down at a certain level or we will be forced to spend it.

Mr. Dorshimer stated that we could roll some of the fund balance into capital reserve.

Dr. Sham stated that if you put the money into capital reserve you would then end up using the money for capital projects.

Mr. Dorshimer said he is looking for direction on how they are going to handle the budget. Are we to just pick a new initiative, discuss it, and vote to remove it or keep it?

Mr. Ruth stated at the last board meeting it was decided that they would discuss the new initiatives by line item and they would take a vote on whether to eliminate it or keep it.

**Motion To
Remove Item
#1**

Mr. Dengler made a motion, which was seconded by Mrs. Ganser, that the Board of Education approve to remove new initiative item #1 from the budget.

Mr. Dorshimer asked if they were going to bring up an item for a vote with no discussion or ask for discussion after the motion.

Mr. Ruth stated that after an item is brought up for a vote and is eliminated it would go on a list of items eliminated and once they go through the entire list of items, and the board wishes, they can go back into the eliminated items and bring items back if they wish.

Mrs. Kulp asked if there were other items besides those listed that the board could also address or look at.

Mr. Ruth stated that they have the entire preliminary budget.

Mrs. Kulp stated Mr. Dorshimer, at a previous meeting, had asked for an itemized list.

Mr. Dorshimer stated those items would be listed on the non-mandated list.

Mrs. Blank explained the new initiatives represent additions to our current programs and budget. The non-mandated list is items or programs currently offered and removing any of those items would be a cut from the budget.

in
further

Mr. Hrizuk spoke to the need of item #1, cell phone service. He also referenced a reduction the budget by \$7,900.00 pending approval of item #12, expansion of technology, and a reduction to cost of cell phone service because of e-rate.

Mr. Ruth asked who would be receiving the cell phones.

Mr. Hrizuk listed the seventeen people who he is recommending to receive cell phones.

Mr. Dorshimer stated cell phones would allow for contact between buildings and administration in emergency situations and he feels we should not be asking administration to use their own cell phones.

**BUDGET
DISCUSSION
(cont.)**

Mr. Hrizuk further explained item #12, expansion of technology, and told the board that the budget amount for those items, from information he has received, would be approximately \$54,000.00 a reduction of approximately \$19,000.00.

Mr. Green stated, since there is a direct relationship between item #12 and item #1, he does not feel comfortable voting on the one not knowing what the board is going to do on the other. Based on what Mr. Hrizuk has presented he would like to vote on both item #1 and item #12 together and would like to know if Mr. Dengler would like to amend his motion.

Mr. Dengler did not want to amend his motion.

as

Mrs. Kulp reminded the board that the \$54,000.00 would be a cost for the next three years a lease for the expansion of technology. She also said if they vote to keep the cell phones that this will be a reoccurring budget amount from year to year.

Mr. Dorshimer stated that all the new initiative items are reoccurring costs from year to year.

The group further discussed cell phones, number of contract years, cell phone minutes overage, etc.

Vote on
Motion

ROLL CALL:

YEA: Mr. Dengler, Mr. Follweiler, Mrs. Ganser, Mrs. Kulp (4)

NAY: Mr. Dorshimer, Mr. Green, Mr. Williams, Mr. Ruth (4)

Motion defeated.

Mr. Green made a motion to reduce the amount of item #1 cell phones by \$8,000.00. There was no second to this motion.

to

Mr. Williams asked if we would be better off going at this in a different direction. He stated that he looked at the budget and wanted to see what he would have to do to get the budget a 3% increase over the current years budget. He figured that would be a 1.811 mill increase. He is wondering if he is better served choosing how to get to that 3% increase or is our administration better off making the recommendation.

Motion 3%
Budget
Increase

Mr. Williams made a motion, that was seconded by Mr. Dengler, that administration come back to the board, at the next board meeting, with a recommended increase of 3% or 1.811 mills over the current year budget.

Dr. Sham stated that what he says has merit. He said this is what administration has been asking for all along. Give us a number and we will make a budget to fit it. He said administration can create this list but that when the list comes back and shows the 1.811 mill increase, administration can say they don't feel comfortable going this low and recommend stopping at another millage increase.

in
of

Discussion ensued among board members on what could possibly be on a cut list from administration. They feared that some of the cut list items could possibly be items currently the budget that administration feels are less important than a new initiative item and instead cutting a new initiative item could cut a program already in existence.

list

Mr. Williams said that his motion would allow them to cut items outside of the new initiative but he is hoping that administration is hearing the discussion and would not cut something outlandish, sports or transportation, out of the budget.

Mr. Green asked if administration can show cuts below a 1.811 millage increase.

Mrs. Kulp said administration needs to be realistic in what is put on that cut list. Looking at the general fund reports, she believes there are other areas the district can save money.

BUDGET
DISCUSSION
(cont.)

Amended
Motion
millage.
1 Mill
Increase

Mr. Green amended the motion, which was seconded by Mrs. Ganser, that administration show us what the budget would look like with a 1 mill increase over the current years

we

Mr. Dorshimer stated that because the cuts show down to a 1 mill increase does not mean will cut to a 1 mill increase or that we are going to stop at 1 mill. If there is something within those cuts that the board wants saved, the board has the right to save it, and if there is something that is not in the cuts, the board has the right to bring the item up and cut it.

Vote on
Amended
Motion

YEA: Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Kulp,
Mr. Williams, Mr. Ruth (8)
NAY: None (0)

Vote on 3%
Increase
Motion

YEA: Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Kulp,
Mr. Williams, Mr. Ruth (8)
NAY: None (0)

Statement
Correction

Mr. Ruth corrected the original statement that the next school board meeting would be held on May 1st at the Senior High School. The date of the first board meeting in May is May 7th and will be held in the Senior High School Auditorium.

ADJOURN-
MENT

Mrs. Ganser made a motion, which was seconded by Mr. Williams, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 10:02 p.m.

YEA: Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Kulp,
Mr. Williams, Mr. Ruth (8)
NAY: None (0)

Respectfully submitted,

Bryan C. Dorshimer
Secretary

ATTEST: _____ President
Peter A. Ruth