

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
October 1, 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 7:34 p.m. on Monday, October 1, 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, Mrs. Sheryl A. Giles, Mr. Mathias J. Green, Jr., Mrs. Donna M. Kulp, Mr. Gregory S. Williams, Mr. Peter A. Ruth (9)

Members absent: None (0)

Non-members present: Mr. Donald Allen, Mrs. Lisa Blank, Mrs. Jill Chamberlain, Mr. Greg Derr, Mrs. Lynne B. Fedorcha, Mr. John Hrizuk, Dr. Linda Marcincin, Mrs. Laurie Newman-Mankos, Mrs. Karen Nicholas, Mr. David Papay, Ms. Rachel Parisi (Student Rep.) Ms. Maria Pinnata, Mrs. Diane Ruff, Dr. Nicholas P. Sham, Sr., Mr. Michael Showak (Student Rep), Attorney Charles Stopp (Solicitor), Mrs. Aileen Yadush and Mrs. Sherri Molitoris.

VISITORS

Approximately four visitors attended the meeting in addition to Terry Ahner reporter for The Times News and Sara Fulton report for The Morning Call.

APPROVE MINUTES

Mr. Dorshimer made a motion, which was seconded by Mrs. Ganser, that the minutes of the regular school board meetings held on September 4, 2007 and September 10, 2007 be approved and ordered filed.

Mr. Ruth stated that the board gave administration permission to talk to all negotiating groups about bereavement days. He wanted the minutes to reflect that this is a one time only instance.

YEA: Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Giles, Mr. Green, Mrs. Kulp, Mr. Williams, Mr. Ruth (9)

NAY: None (0)

SPECIAL BOARD REPORTS

Bob Keegan, representing CLIU #21, and Tom Templeton, representing PSBA, both gave presentations to the board on what their organizations will do to assist in the superintendent search for our district. The Board would like to analyze all the information they received and make a decision at the next board meeting.

Carbon Lehigh Intermediate Unit – Mr. Bryan C. Dorshimer distributed the CLIU Board Briefs and reported on its contents. Items he discussed were the winner of the Annie Sullivan Award, Mr. Thomas Mullen, this year's summer camp camper of the year winners, girl camper, Brittany Martinelli and boy camper, Kyle Getz. He also reported that this coming month CLIU will be recognizing those students that attended the Governor's School of Excellence.

Legislative Report - Mr. Gregory S. Williams reported on Governor Rendell's announcement to introduce legislation to create a State Wide Health Care Plan for public school employees. He further outlined details of Governor Rendell's proposal. PSBA is in support of elements of the proposal but they have not come out in full support of it. He stated there is a package of bills going through the Senator Appropriations Committee currently looking at PDE and holding them accountable for all grant money. Lastly, he talked about Senator Jim Rhoades proposed property tax elimination act.

Lehigh Carbon Community College - Mr. Mathias J. Green, Jr. reported LCCC is currently working on the 2008-2009 budget. There is a contributor willing to give \$1,000,000 to have the new library named after their daughter. LCCC was voted outstanding college in the area.

SPECIAL BOARD REPORTS (cont.)

Committee Reports and/or Meetings

Minutes of the Policy Committee Meeting held on September 12, 2007 were distributed.

Student Representatives to the Board Report

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

Business Manager's Report - Mrs. Lisa A. Blank reported that the Memorandum of Understanding on Bereavement Days have all been signed by negotiating groups and mailed out to all staff members.

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

Laurie Newman-Mankos spoke about the Special Education Recognition letter that was received from Dr. Gerald L. Zahorchak Secretary of Education for PDE. This letter stated that Northern Lehigh had met all the indicator areas of the State Performance Plan for the 2005-2006 school year.

The 2007-2008 Administrator Individual Goals were distributed to the Board for their review and will be approved at the next board meeting.

An executive session was held at 6:45 p.m. in the health instructional classroom to discuss personnel issues.

PERSONNEL

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

Appointments-
Non-
Instructional

Melissa Fritchman* **
Assignment:

Slatington Elementary School Office Aide replacing Karen Beltz who was hired as a Clerical Person in the Middle School

Salary: \$9.88/Per Hour/6½ Hours Per Day/ 5 Days Per Week (2005-2008 Educational Support Staff Memorandum of Understanding)

Effective: October 2, 2007

*60 day probationary period ending on or about January 9, 2008

**Pending Verification of Clearances

Mary Spalding*

Assignment:

High School Cafeteria/Hall Monitor Aide replacing Linda Nails who was hired as a Cook's Helper in the High School

Salary: \$9.88/Per Hour/3 Hours Per Day/ 5 Days Per Week (2005-2008 Educational Support Staff Memorandum of Understanding)

Effective: October 2, 2007

*60 day probationary period ending on or about January 9, 2008

Unpaid
Leave of
Absence

Approve the request of employee #550, high school cafeteria monitor, to take an unpaid leave of absence for the first semester of the 2007-2008 school year due to health reasons. She plans to return to her current position on or about January 28, 2008.

Approve the request of employee #3210, high school clerical personal, to take a leave of absence beginning on or about October 24, 2007 at which time she will use her 15 days vacation. Upon exhaustion of vacation days she is requesting an unpaid leave of absence for personal reasons for the remainder of the 2007-2008 school. She plans to return to her current position on July 1, 2008.

of
absence
return to

Accept the resignation of Janelle Reiser from her position as Peters Elementary Health Room Aide effective September 29, 2007.

PERSONNEL**(cont.)**

Co-Curricular	Scott Gerould	Assistant Track Coach	\$2,762.07
Appointments	John Sitaris	Head Girls Soccer Coach	\$4,729.54
2007-2008			

Salary Adjustments Acknowledge the following teachers who have completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the 2007-2008 school year:

Candice Saville
From: Step 5B
To: Step 5B+24

Vonda Lorson
From: Step 4B
To: Step 4M

Regina Wehr
From: 5B
To: 5B+24

Substitute Instructional Approve the following substitute teachers for the 2007-2008 school year at the 2007-2008 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Michele Custer - Elementary
Kristine Neel – CLIU Guest Teacher
Samantha Bechtel – Elementary
Amber Kistler – Elementary
Jamie Albert – Elementary

Mr. Dorshimer asked if we have full time subs in our buildings.

Dr. Sham stated that they are not full time subs. They are daily subs that are asked to come into the school every day of the school year and that this can be further discussed under personnel in executive session at a later date. Mrs. Yadush and Mr. Papay stated that they have subs in their building. The two elementary schools currently do not have any.

Mr. Dorshimer further asked when they talk about this later will someone supply the Board with the difference between the people that are in the buildings everyday and the substitute instructional we are approving tonight, as well as, the cost ramifications of that.

YEA: Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Giles, Mr. Green, Mrs. Kulp, Mr. Williams, Mr. Ruth (9)

NAY: None (0)

**CONFER-
ENCES**

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

Dawn Wadsworth – ASPP 2007 Fall Conference – October 16-17, 2007 – Ramada Inn, State College, PA – Registration: \$145.00, Lodging: \$167.10, Meals: 60.00, Travel: \$150.00 – Total Approximate Cost: \$522.10 – Funding: Psychologist Budget

Robert Hicks – 2007 TEAP Conference – November 8-9, 2007 – Radisson Penn Harris Hotel & Convention Center, Camp Hill, PA – Registration: \$35.00, Lodging: \$110.16, Meals: 64.84, Travel: \$60.00 – Total Approximate Cost: \$270.00 – Funding: C&I Budget

YEA: Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Giles, Mr. Green, Mrs. Kulp, Mr. Williams, Mr. Ruth (9)

NAY: None (0)

POLICY
Education

Mr. Follweiler made a motion, which was seconded by Mr. Williams, that the Board of approves the following policy items:

Board Policy-
First Reading

Approve school board policy #302 – Administrative Employees – Employment of Superintendent/Assistant Superintendent, as presented after first reading.

Approve school board policy #303 – Administrative Employees – Employment of Administrators, as presented after first reading.

Approve school board policy #404 – Professional Employees – Employment of Professional Employees, as presented after first reading.

Approve school board policy #405 – Professional Employees – Employment of Substitute Professional Employees, as presented after first reading.

Approve school board policy #406 – Professional Employees – Employment of Summer School Staff, as presented after first reading.

Approve school board policy #504 – Non-Professional Employees – Employment of Classified Employees, as presented after first reading.

Approve school board policy #505 – Non-Professional Employees – Employment of Substitute and Short-Term Employees, as presented after first reading.

Approve school board policy #818 – Operations – Contracted Services, as presented after first reading.

Approve the RTI Policy as presented after first reading.

Field Trip

Gifted Support Students – Slatington Elementary School Grades 5 & 6 – PA Renaissance Faire – October 5, 2007 – Funded by CLIU #21

Team West – Middle School – Medieval Times, Lyndhurst New Jersey – May 30, 2008 – Funded through student fundraising efforts.

Team North – Middle School – Historic Area of Philadelphia – May 28, 2008 – Funded through student fundraising efforts.

Homebound
Instruction
2007

It is recommended that the Board of Education grant homebound instruction for an 8th grade student, Student No. 1290039, for five hours per week, effective September 4, and continuing for an indefinite amount of time.

It is recommended that the Board of Education grant homebound instruction for a 10th grade student, Student No. 990004, for five hours per week, effective September 19, 2007 and continuing for approximately 6 weeks.

Agreement
of
Sponsorship
Megan Frantz

Approve the Agreement of Sponsorship To Attend Another Pennsylvania Community College for Megan Frantz, in accordance with the guidelines established under Policy #912. Beginning in the Fall of 2007 she will be a fulltime student at Northampton Community College to pursue study in Radiography.

Mr. Williams stated a change to policy #505 – Non-Professional Employees – Employment of Substitute and Short-Term Employees. Under Compensation the policy states, “*Substitutes for classified employees will be paid on a per diem basis*” should actually read, “*Substitutes for classified employees will be paid on an hourly basis*”. This will be amended for the second reading.

There was discussion about policy #405 – Professional Employees – Employment of Substitute Professional Employees. It was explained by administration that any sub that is covering a classroom for a teacher who is on an extended leave of 30 or more working days will be paid as a TPE and eligible for fringe benefits. If a substitute is in the building everyday covering for

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POLICY
(cont.)

teachers who are only absent a few days at a time, they are considered as a substitute and will be paid substitute rates only with no fringe benefits. Substitutes must cover for the same professional employee for 30 or more days in order to be paid as a TPE and receive fringe benefits. If a substitute is needed to cover for a professional employee for 30 or more days, the substitute teacher would then be considered as a Temporary Vacancy Replacement (TVR) teacher for that professional employee. The classification as a TVR teacher would only be for the length of time the professional employee is absence and the hiring of the substitute teacher as a TVR teacher would appear on a board agenda for approval.

YEA: Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Giles, Mr. Green, Mrs. Kulp, Mr. Williams, Mr. Ruth (9)
NAY: None (0)

OLD
BUSINESS

Mr. Dengler made a motion, which was seconded by Mr. Green, that the board dispenses with any discussions regarding building, construction or remodeling plans until a new superintendent is on board.

There was further discussion among board members about this motion.

ROLL CALL:

YEA: Mr. Dengler (1)
NAY: Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Giles, Mr. Green, Mrs. Kulp, Mr. Williams, Mr. Ruth (8)
Motion defeated.

Motion
Building
Project
Discussion

Mr. Williams made a motion, which was seconded by Mrs. Ganser, that the board directs administration that it does not wish to examine any major building renovations until a new superintendent is in place.

ROLL CALL:

YEA: Mr. Follweiler, Mrs. Ganser, Mrs. Giles, Mrs. Kulp, Mr. Williams, Mr. Dengler (6)
NAY: Mr. Dorshimer, Mr. Green, Mr. Ruth (3)
Motion carried.

Dr. Marcincin thanked board members that were able to attend the Safety Drill at Slatington Elementary School.

Mr. Ruth asked for a chairperson for the superintendent search committee. Mrs. Ganser stated that she would be willing to chair the committee with some assistance from other board members. There were no objections to Mrs. Ganser as chairperson for the superintendent search committee.

NEW
BUSINESS

Mrs. Kulp, in light of the recent early dismissal at Slatington Elementary School, shared information from WFMZ's web site where parents can sign up to receive notification by cell phone, pager or e-mail when there are early school dismissals or closings.

Mr. Dorshimer asked if it would not have been more prudent for us to have marched or bused the elementary students to another building instead of sending them home.

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Dr. Sham explained that had the students been transferred to another building, we would not have been able to transport them back to the elementary school because of limited busing. This is also something that has never been practiced. Administration is currently looking into automated system to alert parents of any school early dismissals.

PUBLIC
COMMENT

Kathleen Ziegler – Washington Township read a prepared statement about the early dismissal of Slatington Elementary School on September 17, 2007. She feels the way the situation was handled was very unacceptable. Why would you put young students on a bus to go home not knowing for sure if a parent was there. Fortunately she was home. The bus was already gone. She knew nothing about what was going on. The neighbor boy's parents were not home and she invited that student into her home until his parents got home. A child could have been abducted. She never leaves her children home alone. If she did leave them alone and

NEW BUSINESS
(cont.)

something were to happen, wouldn't she be arrested or charged with neglect. It was a beautiful day. Why were they not taken to the stadium until parents could be notified? Why didn't teachers or administrators use cell phones to contact parents if all the phone lines were busy?

Mrs. Ganser thanked Mr. Derr for so quickly addressing the issue with the children playing under the bleachers at the stadium.

FINANCIAL
Education

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

Cash Mngt
Portfolio

Approve the Arthurs Lestrage Cash Management Portfolio for the month of August 2007.

Close Student
Activities Acct.
Class of 2007

Approve the request of the senior high school to close the Class of 2007 account in accordance with the Student Activities Account guidelines. The account balance is \$641.23 and the Class of 2007 is recommending that the funds be distributed as follows:

- Class of 2011 - \$50.00
- Northern Lehigh Community Center - \$275.00
- Northern Lehigh Education Foundation - \$275.00
- High School Library - \$41.23

YEA: Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Giles, Mr. Green, Mrs. Kulp, Mr. Williams, Mr. Ruth (9)

NAY: None (0)

Per Capita
Exonerations/
Abatements

Mr. Follweiler made a motion, which was seconded by Mr. Williams that the board of Education approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented.

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

NAY: None (0)

ABSTAIN: Mrs. Ganser (1)

**CORR-ESPON-
DENCE**

Mr. Ruth reported that he received an e-mail from a concerned parent about the early dismissal. Mr. Dorshimer distributed the LCCC President's Desk for August 2007.

**INFOR-
MATION**

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on August 22, 2007 and the LCTI Director's Report for September 2007 were distributed.

Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on August 20, 2007 were distributed.

**ADJOURN-
MENT**

Mrs. Ganser made a motion, which was seconded by Mr. Follweiler, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 9:40 p.m.

YEA: Mr. Dorshimer, Mr. Dengler, Mr. Dorshimer, Mrs. Ganser, Mrs. Giles, Mr. Green, Mrs. Kulp, Mr. Williams, Mr. Ruth (9)

NAY: None (0)

Respectfully submitted,

Bryan C. Dorshimer
Secretary

ATTEST: _____ President

Peter A. Ruth