NORTHERN LEHIGH SCHOOL DISTRICT **Regular Meeting Board Minutes**

Slatington, PA March 9, 2009

- The regular meeting of the Northern Lehigh Board of School Directors was called to PURPOSE order by the President, Mr. Edward E. Hartman, at 7:30 p.m. on Monday, March 9, 2009 in the boardroom located in the Slatington Elementary School.
- Members present: Mr. Donald H. Dengler, Mr. Raymond J. Follweiler, Jr., Mrs. Lauren ROLL CALL A. Ganser, Mrs. Lori H. Geronikos, Mr. Mathias J. Green, Jr., Mrs. Donna M. Kulp, Mr. Gregory S. Williams, Mrs. Sandi L. Young, Mr. Edward E. Hartman (9)

Members absent: None (0)

stated

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utilize the

Non-members present: Mr. Donald Allen, Mr. Jeffrey Bachman, Mrs. Jill Chamberlain, Mr. Greg Derr, Mrs. Lynne Fedorcha, Mr. John Hrizuk, Dr. Linda Marcincin, Mr. Jeremy Melber, Mr. Michael Michaels, Mrs. Laurie Newman-Mankos, Mrs. Karen Nicholas, Ms. Heather Rehrig, Mr. Michael Showak (Student Rep.), Atty. Keith Strohl (Solicitor), Ms. Taylor Trapp (Student Rep.), Mrs. Aileen Yadush, and Mrs. Sherri Molitoris.

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

- Mr. Williams made a motion, which was seconded by Mrs. Ganser, that the minutes APPROVE MINUTES of the regular school board meetings held on February 2, 2009 and February 9, 2009 be approved and ordered filed.
 - YEA: Mr. Dengler, Mr. Follweiler, Mrs. Ganser, Mrs. Geronikos, Mr. Green, Mrs. Kulp, Mr. Williams, Mrs. Young, Mr. Hartman (9) NAY: None (0)

SPECIAL Carbon Lehigh Intermediate Unit – Mr. Donald H. Dengler distributed the CLIU Board Briefs and verbally reported on the contents. He briefly talked about the Work Based Learning BOARD Program and the Thinkfinity Grant. REPORTS

Lehigh Career and Technical Institute - Mrs. Lori H. Geronikos shared information on the new Graphic Arts Department at LCTI. She stated that the department will also be able to do work for the public as well. They also discussed graduation and the senior awards night. She also that Northern Lehigh is being used as an example to other school districts because we warehouse and joint purchasing at LCTI and in turn, we save lots of money. She further stated that manufacturing business are using LCTI for training of their personnel.

> Legislative Report – Mr. Gregory S. Williams reported on PSERS investment losses for the year. PSBA is hosting a School Design and Construction conference in Philadelphia. He is unable to attend but if any board member would like to attend he can give them the information on this conference. He also stated that PSBA has come up with an agreement with the state board of education dealing with the Graduation Competency Assessment. They exam is being renamed Keystone Exams and PSBA is now supporting this exam. It is now an optional exam and, if we as a school district opt not to use this exam, the district would have to have our own assessments certified independently at 50% cost to the district. The state superintendents association has stated that they are not in favor of this exam. Mr. Williams is recommending that Board and Administration work together and examine this proposal so that they can be a united front moving forward on whether the district is in support or opposition of this exam.

Mr. Michaels stated that he was in meetings with Rep. Julie Harhart and she was totally blind sided and knew nothing about this issue. They both concurred that they want to see it in writing. He asked Rep. Harhart if this was going to be in lieu of PSSA testing at the high school level and no also one could answer that question. He is concerned that this is just another teaching to the test and

Board Minute	s Page 2	March 9, 2009
<u>SPECIAL</u> <u>BOARD</u> <u>REPORTS</u>	we are asking teachers to get away from direct instruct constantly doing test prep.	tion and working with students and
(cont.)	Mr. Williams stated that he thought he read that this er grade 11. He stated that there is still a bill in t planning on going forward with that would bloo Competency Exams.	he house and senate that both members are
will for after they can not the	Lehigh Carbon Community College – Mr. Mathias J. G reading information from Washington about th actually be getting of the \$18,000,000. He fur \$500,000 for training. He stated that he sat a employer talk about maintenance, electricians find anybody with training. Jobs are available annual Clay Shoot is coming up.	e Stimulus Plan and he is not sure what we ther stated that the college received a grant t a recent session and listened to employer b, plumbers, etc. that are needed and yet
	Committee Reports and/or Meetings	
	Minutes of the Technology Buildings and Grounds me distributed.	eting held on March 4, 2009 was
	Minutes of the Finance Committee meetings held on F 2009 were distributed.	Eebruary 11, 2009 and March 4,
	Student Representatives to the Board Report Mr. Michael Showak and Mrs. Taylor Trapp distributed and verbally reported on its contents.	their written student representative report
Open PSBA	<u>Solicitor's Report</u> – Attorney Keith Strohl reported on a Records Act. There has been some question on whet board meetings are public record and if draft r issued an advisory opinion stating that draft minutes of approved as official minutes. If you have micro casses are considered a public record according to the advisor policy and destroy them according to that policy, they	ther micro cassettes used for taping ninutes of a meeting are public record. f a meeting are not public record until ettes of meetings and retain them they bry opinion. If you follow your retention
	<u>Federal and Other Programs Update</u> – Mrs. Lynne B. School is the recipient of the Healthy Schools Healthy informed the board that the letter of intent for the Prek \$157,000 and it pays for everything to educate 20 stud of the family. She had a conversation with Paula Marg Services for Children Incorporated who currently provi was decided we would partner with them for this grant letter of intent so they are the fiscal agent of the grant. system, Thinkfinity.	Food Grant in the amount of \$6,190.00. She Counts grant was sent. The grant is for dents. Transportation will be the responsibility graf, executive director of Community des the Head Start program at Peters, and it . Mrs. Margraf suggested that they submit the
unrese be put rates. Slating	in designated fund balances for the possible incl	d it with them. He stated that at April's where they want to designate the enda for approval. He is suggesting money reases to PSERS and health insurance
	Superintendent's Report – Mr. Michael W. Michaels	

Reminded board members about the CLIU#21 School Board Conference being held on March 31, 2009.

Board members were directed to strike from the agenda the motion for the High School Marching Band trip to Washington DC.

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<u>SPECIAL</u> <u>BOARD</u> <u>REPORTS</u> (cont.)	Mr. Hartman stated that the board was meeting to discuss personnel issues.	in executive session prior to tonight's regular school board
PERSONNEL	Mr. Dengler made a motion, which was approves the following personnel items	s seconded by Mrs. Ganser, that the Board of Education
Administrative Transfer	EdithAnn Fella From: To:	1 st Grade Teacher Peters Elementary School Elementary Intervention Coordinator – Peters Elementary – New Position for remainder of 2008- 2009 school year
	Salary: Effective: Termination Date: *Date could change pending snow make	No Increase to Current Salary – Grant Funded Position February 23, 2009 June 15, 2009* e up days added to the end of the school year calendar.
Appointments Instructional	Amberly Drey Assignment:	1 st Grade Teacher Peters Elementary School replacing EdithAnn Fella who was administratively transferred for the remainder of the 2008-2009 school year
	Salary: Effective:	Substitute Teacher Rate Day 1-30; Day 31 and beyond \$40,500 prorated (Step 1 Bachelors on the 2008-2009 CBA Salary Schedule) February 23, 2009
	Termination Date: *Date could change pending snow make	June 15, 2009* Sup days added to the end of the school year calendar.
	Jenna Hoffman Assignment:	High School Health and Physical Education Teacher replacing Tanya Simms who was granted a leave of absence
	Salary:	Substitute Teacher Rate Day 1-30; Day 31 and beyond \$40,500 prorated (Step 1 Bachelors on the 2008-2009 CBA Salary Schedule)
	Effective: Termination Date:	February 19, 2009 On or About May 4, 2009
Non- Instructional	Jonell Dye* Assignment:	Personal Care Assistant for Student #1990098, new position budgeted in the 2008-2009 budget – Medical Access Funded
	Salary: of	\$10.00/Per Hour/6 ½ Hours Per Day/5 Days Per Week (2008-2012 Educational Support Staff Memorandum Understanding)
	Effective: *60 day probationary period ending on o	March 10, 2009
K. Keiser Additional Stipend	Approve an additional stipend in the amount of \$9.50 per hour for Kim Keiser, Cafeteria Aide, to assume some of the additional responsibilities that will be required due to the resignation of the Director of Food Services, Diane Ruff.	
Resignation/ Retirement J. Merkel	Accept the resignation of Janice G. Merkel from her position as High School Administrative Secretary, effective the end of the August 12, 2009 work day. At this time she will begin her retirement form the Northern Lehigh School District after 35 years of service.	
D. Reynolds		nolds from his position as high school Librarian 24, 2009. He is further resigning his positions as track coach.

<u>PERSONNEL</u> (cont.) D. Ruff		of Diane Ruff from her position as Food Service	Director effective
E. Schmidt	Accept the resignation	the end of the work day March 6, 2009. Accept the resignation of Eric Schmidt from his position as High School SADD Advisor	
L. Nails	effective the end of the 2008-2009 school year. Accept the resignation of Linda Nails, High School Cafeteria Worker, effective the end of the March 12, 2009 work day.		
Rescind Co-Curricular	Rescind the following Co-Curricular appointment that was approved at the December 2, 2008 regular school board meeting:		
Appointment 2009-2010	Alden Farber	Assistant Football Coach – Shared Stipend	\$2,168.96
Co-Curricular Appointments 2009-2010	Christopher Jones	Assistant Football Coach – Shared Stipend	\$2,168.96
Co-Curricular Volunteer 2009-2010	Alden Farber	Assistant Football Coach	
Unpaid Leave C. Binder	Approve the request of Carleen Binder, Slatington Elementary 5 th Grade Teacher, to take an unpaid day on May 1, 2009. She is will be traveling on this day to Philadelphia to attend a family function that is held every year on May 1 st . Her request will not be considered a precedent for future requests per correspondence received from the Northern Lehigh Education Association.		
Unpaid Volunteers	Approve the following unpaid volunteer aide in the Slatington Elementary School for the 2008-2009 school year pending verification of all clearances: Marlene Simock and Sheila Fleming		
Substitute Instructional	Approve the following substitute teachers for the 2008-2009 school year at the 2008-2009 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:		
	Dylan Peters – Elemen Tanya Konek – Elemer	tary htary & Special Education	
Professional Contracts	According to Article II – 1108, subsection (b) of the School Code: "a temporary professional employee, initially employed by a school district on or after June 30, 1996, whose work has been certified by the district superintendent to the secretary of the school district, during the last four (4) month of the third year of such service, as being satisfactory, shall thereafter be a "professional employee" within the meaning of this article." recommended to approve "professional employee" status as per the school code following teachers, who have satisfactorily completed three years of service to the Northern Lehigh School District:		
Therefore, it is for the			r the school code
	Amanda Bashore		
Salary Adjustments	Acknowledge the following teachers who have completed the requirements per the Collectiv Bargaining Agreement that would entitle them to a salary increase for the second half of the 2008-2009 school year:		
	Amanda Bashore From: To:	Step 4B Step 4B+24	

<u>PERSONNEL</u> (cont.)	Christina Carmody From: Step 3B+24 To: Step 3M		
	Elissa Fry From: Step 5B To: Step 5B+24 Board members thanked Mrs. Janice Merkel, high school administrative secretary, for her many years of service and accepted her resignation with deep regrets.		
	 YEA: Mr. Dengler, Mr. Follweiler, Mrs. Ganser, Mrs. Geronikos, Mr. Green, Mrs. Kulp, Mr. Williams, Mrs. Young, Mr. Hartman (9) NAY: None (0) 		
<u>CONFER-</u> ENCES	Ir. Williams made a motion, which was seconded by Mrs. Ganser, that the Board of Education pproves the following conference item:		
High Schools That Works Conference	Approve to send four (4) teachers and one (1) administrator to the High Schools That Works Conference in Atlanta, GA from July 8–11, 2009 at a cost not to exceed \$5,000.00 paid for from Act Grant Funds. Expenses for the district administrator will be paid for by a grant through Lehigh Career and Technical Institute.		
	YEA: Mr. Dengler, Mr. Follweiler, Mrs. Ganser, Mrs. Geronikos, Mr. Green, Mrs. Kulp,		
	Mr. Williams, Mrs. Young, Mr. Hartman (9) NAY: None (0)		
POLICY	Mr. Green made a motion, which was seconded by Mrs. Ganser, that the Board of Education approves the following policy items:		
Board Policy Second	Approve school board policy 201 – Pupils – Admission of Students, as presented after second reading.		
Reading	Approve school board policy 246 – Pupils – Students Wellness, as presented after second reading.		
	Approve school board policy 504 – Classified Employees – Employment of Classified Employees, as presented after second reading.		
	Approve school board policy 539 – Non-Professional Employees – Uncompensated Leave, as presented after second reading.		
	Approve school board policy 605 – Finances – Tax Levy, as presented after second reading.		
	Approve school board policy 705 – Property – Safety, as presented after second reading.		
	Approve school board policy 707 – Property – Use of School Facilities and Equipment, as presented after second reading.		
	Approve school board policy 801 – Operations – Public Records, as presented after second reading.		
	Approve school board policy 810 – Operations – Transportation, as presented after second reading.		
	Approve school board policy 818 – Operations – Contracted Services, as presented after second reading.		

POLICY (cont.) Use of Facilities American 6:00 Working will Dog service Federa sufficient	Approve the request of the American Working Dog Federation to use Bulldog Stadium to host it's annual championship, which will be held from Wednesday May 20, 2009 thru Friday May 22, 2009 from 4:00 p.m. – 12:00 a.m., Saturday May 23 from 8:00 a.m. to p.m., and Sunday May 24, 2009 from 7:00 a.m. to 3:30 p.m. It is understood that they be billed a rental fee for the use of the stadium and for custodial/maintenance tion fees. It is the responsibility of American Working Dog Federation to provide security for the event.	
Field Trip	Anatomy, Biology II & Honors Biology II Students – High School – "The Franklin" Philadelphia, PA – May 26, 2009 – Funded by Students	
	 YEA: Mr. Dengler, Mr. Follweiler, Mrs. Ganser, Mrs. Geronikos, Mr. Green, Mrs. Kulp, Mr. Williams, Mrs. Young, Mr. Hartman (9) NAY: None (0) 	
<u>CURRIC-</u> ULUM AND INSTRUC- TION	Mrs. Ganser made a motion, which was seconded by Mr. Williams, that the Board of Education approves the following curriculum and instruction items:	
2009-2010 Calendar	Approve the 2009-2010 Northern Lehigh School District Calendar as presented.	
CLIU 2009-2010	Approve the following resolution to adopt the 2009-2010 Carbon Lehigh Intermediate Unit Facilities Plan Committee Report that was unanimously adopted by the	
CLIU Facilities Plan	Facilities Plan Committee on February 3, 2009.	
Committee Report	RESOLVED: It is recommended that the Northern Lehigh School District Board of Directors approve the 2009-2010 Facilities Plan Committee Report as unanimously adopted by the CLIU Facilities Plan Committee on February 3, 2009. 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 future locations of the CLIU and school district special education classes.	
8 th Grade History Books cost years.	Approve the purchase of 180 8 th grade history books entitled America – History of Our Nation Beginnings to 1914 Authors Davidson & Stoff Publisher Prentice Hall. The total of these text books is \$13,580.89 and will be paid with Act Grant Funds. These books will replace Two Centuries of Progress by Glencoe which have been in use for 18	
	 YEA: Mr. Dengler, Mr. Follweiler, Mrs. Ganser, Mrs. Geronikos, Mr. Green, Mrs. Kulp, Mr. Williams, Mrs. Young, Mr. Hartman (9) NAY: None (0) 	
OLD BUSINESS then	Mr. Williams asked where the district stands in their search for a new school psychologist. Mr. Michaels stated that he and Mrs. Fedorcha were reviewing the applications and would be setting up interviews.	
<u>NEW</u> BUSINESS	Mr. Michaels shared with the board a proposal from Chief Rachman. Chief Rachman would like to apply for a grant that would assign a School Resource Officer for the school district. The funding would be coming from the new stimulus money from Washington. For three years the federal government would pay for 100% of the cost of the School Resource Officer. Year four, the cost of the School Resource Officer would be paid for by both the Slatington Borough and the district. The School Resource officer will assist with truancy issues, issues of whether students live or do not live in our district and security at sporting events, etc.	
Slatington education	Mr. Green made a motion, which was seconded by Mrs. Geronikos, that the board of	

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Borough SRO Croot		igh of Slatington the districts encourage ce Officer at this time with final approva	
Grant <u>NEW</u> BUSINESS (cont.)		ngler, Mr. Follweiler, Mrs. Ganser, Mrs. liams, Mrs. Young, Mr. Hartman (9) 0)	Geronikos, Mr. Green, Mrs. Kulp,
		ated that the Food Service Director has school district to move forward with the	
retaining Food Service	Option A1: Option A2: Option B1: Option B2:		ent cafeteria staff members
	He explained the new, year long process for hiring a Food Service Company that was put into place by PDE within the last year.		
	Mrs. Kulp asked how many school districts manage their own Food Service Departments as opposed to using a Food Service Company,		
		ated that he thinks it currently is about to define the service Companies.	50% but he thinks the trend is moving
	Mrs. Geronikos vendor.	shared her concerns of how much mor	ney lunch will cost with an outside
		ated that the school board, if written into lunches.	o the contract, has control over the
	Mr. Dengler stated that he would like to look into an outside vendor.		
	Mr. Williams stated that he is mildly leaning towards keeping it in house. He was wondering if there is a report that can be put together with pro's and con's of doing either option. He asked for a presentation at either the Finance Committee Meeting or the April Board Meeting.		
		ked when administration is doing the re-	

they can also determine whether most of the school districts retain their cafeteria employees or if the Food Service Company employs the cafeteria workers.

Attorney Strohl stated that there is a 6 month long process that must be followed before you are allowed to hire a Food Service Company. He stated that the reason for doing this is because if you are using an outside vendor that is a "for profit business" the school lunches are set up as a subsidized program where the food is supplied by the government at a zero or low cost and the Food Service Companies get to utilize those services so PDE needs to make sure they are using that system in the correct way. PDE currently has a list of Food Service Vendors that have been approved for use by school districts.

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

List of Approve the Following List of Bills: Bills

> General Fund month of February Athletic Fund month of February Refreshment Stand Fund month of February Cafeteria Fund month of January and February

<u>FINANCIAL</u> (cont.)			
Financial Reports	Approve the Following Financial Reports:		
Reports	General Fund months of July 2008 thru February 2009 NLMS Student Activities Account month of January and February NLHS Student Activities January and February NLHS Scholarship Account for the month of January		
Solicit Fuel HEATING Bids 2010.	Approve to authorize the proper officials to solicit bids for DIESEL FUEL, #2 OIL and UNLEADED GASOLINE for the period July 1, 2009 thru June 30,		
Donation Slatington Library	Approve a donation in the amount of \$2,000.00 to the Slatington Public Library in July of 2009. This is part of the 2009-2010 district budget.		
Summer Band Camp	Approve a tuition fee of \$25.00 per student for a six-week elementary summer band program and also approve a stipend for summer band program director, Camille Vernarr, of \$1,000.00. There is no increase to this stipend over last year. The summer band program will run on Tuesday and Thursday mornings from July 7, 2009 to August 13, 2009.		
	Mrs. Kulp asked if administration has decided on whether there would be a special board meeting to approve bids for fuel.		
	Mr. Derr stated that he spoke with the two vendors the district is currently using and they stated that with the market being the way it currently is, there is no need to have a special board meeting.		
Amended Motion Slatington	Mr. Green made a motion, which was seconded by Mrs. Geronikos, to amend the original donation amount in the motion for the Slatington Public Library to \$3,000.00.		
Library Vote on Amended Motion	ROLL CALL: YEA: Mr. Follweiler, Mrs. Geronikos, Mr. Green, Mrs. Young, Mr. Hartman (5) NAY: Mr. Dengler, Mrs. Ganser, Mrs. Kulp, Mr. Williams (4) Motion Carried.		
Vote on Original Motion	 ROLL CALL: YEA: Mr. Follweiler, Mrs. Geronikos, Mr. Green, Mrs. Kulp, Mrs. Young, Mr. Williams, Mr. Dengler, Mr. Hartman (8) NAY: Mrs. Ganser (1) Motion Carried. 		
	Mrs. Yadush addressed the board concerning the assistant athletic director position. She stated that the position will be open at the end of April with the resignation of Mr. Douglas Reynolds which was accepted earlier this evening. She distributed a report that Mr. Geist, district Athletic Director, was asked to create by Mrs. Yadush which compares our districts athletic department staff to other surrounding school districts athletic department staff.		
	Mr. Hartman stated that this item will be discussed at the next Finance Committee meeting.		
	Mr. Michaels stated that Mr. Geist will be asked to attend the Finance Committee Meeting.		
I <u>NFOR-</u> MATION	The LCTI Director's Report for the month of February 2009 was distributed.		
	Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on January 19, 2009 was distributed.		

<u>RECOG-</u> <u>NITION OF</u> <u>GUESTS</u> <u>RECOG-</u> <u>NITION OF</u> <u>GUESTS</u> (cont.)	Richard Klocek – Washington Township addressed the board concerning the leaving of the food service director. He stated that the Wellness Committee is trying to achieve Healthy Food and Healthy Choices. They are looking for more nutritional value in the food items in the cafeterias at all buildings. He further stated that the cafeteria entity has operated in the red for_some time. He asked, what ever option the board decides to follow concerning the management of the Food Service Department, is the Board going to ask them to begin to absorb the cost and begin the process in getting the Food Service Department back to operating in the black or is the district going to eat those costs and say we start from scratch and move forward from here in a positive manner.
BUDGET DISCUSSION will administration	Mrs. Kulp asked what the next step was with the budget. Mr. Melber stated that it will be discussed at next months Finance Committee Meeting and he make some suggestions on what the board can do and then the Finance Committee can make the recommendation to approve the preliminary budget and move forward or send back to the chalk board and make changes.
	Mr. Green asked if it is the Board's position that when ever an employee resigns, leaves or goes away that there is going to be an examination of that position as to whether or not we need to fill the position. He was under the impression when the psychologist left that the Board would want to replace that person. He was under the impression that when the teacher, assistant AD left that the position would be replaced. Now he is hearing we are going to have discussion on that position. He is trying to find out if it is the Board's position that every time a person leaves they are going to examine the need to fill the position. He was under the impression that when the impression that when the principal resigned that it would be refilled. Never in his wildest imagination did he think the position would not be filled.
the	Mr. Williams responded that when a teacher leaves there is a need in the classroom and there is no question in his mind to fill that position. When it comes to administrative positions and certain positions such as an assistant athletic director he thinks it is the board's responsibility to look at the performance of that position and decide the necessity of that position. He will not have a problem looking at a position and would rather evaluate the need prior to advertising and hiring, rather then evaluating the position after someone is in place. Where he will have a problem is when it becomes a habit to say we have this and we shouldn't have it so let's do away with it without ever doing any research. He states that every board member should come to a meeting without a preconceived notion on whether a position is needed or not but hear presentations and then decide on that position. We can not decide on whether a position is needed or not by what you hear from the community or what use to happen 20 years ago. None of that is valid. It should be decided at the meeting after the presentation and after discussion.
<u>ADJOURN-</u> <u>MENT</u>	Mr. Follweiler made a motion, which was seconded by Mr. Dengler, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 8:50 p.m.
	 YEA: Mr. Dengler, Mr. Follweiler, Mrs. Ganser, Mrs. Geronikos, Mr. Green, Mrs. Kulp, Mr. Williams, Mrs. Young, Mr. Hartman (9) NAY: None (0)
	Deensetfully submitted

President

Respectfully submitted,

Gregory S. Williams Secretary

ATTEST:____