

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, January 9, 2012
Northern Lehigh Administration Building
Board Room
7:30 P.M.



- I. A. By notice of the President, Board Members are advised that all financial matters shall be regarded as roll call votes. The minutes should also note that Public Notice was given for this meeting in accordance with Act 84 of 1986.
- B. School Board Meeting shall proceed in accordance with School Board Policy.
- C. Pledge of Allegiance.
- D. Roll Call.
- E. Public Comment -- Restricted to Agenda Items.

II. REVIEW AND APPROVAL OF THE MINUTES OF THE PRECEDING MEETINGS

- A. Reorganization School Board Meeting held on December 5, 2011.
- B. Regular School Board Meeting held on December 5, 2011

III. SPECIAL BOARD REPORTS

- A. Carbon Lehigh Intermediate Unit Mrs. Donna Kulp
- B. Lehigh Career and Technical Institute Mr. Gary S. Fedorcha
- C. Legislative Report Mr. Gregory S. Williams
- D. Lehigh Carbon Community College Mr. Mathias J. Green, Jr.
- E. Committee Reports and/or Meetings
 - Minutes of the Education/Policy Committee Meeting held on January 3, 2012 (**Attachment #1**)
 - Minutes of the Technology/Buildings and Grounds Committee Meeting held on January 4, 2012 (**Attachment #2**)
 - Minutes of the Finance Committee Meeting held on January 4, 2012 (**Attachment #3**)
- F. Student Representatives to the Board Report Ms. Heather Heiney
Mr. Anthony Connell
- G. Solicitor's Report Attorney Charles Stopp
- H. Federal and Other Programs Update Mrs. Karen A. Nicholas
- I. Business Office Report Mrs. Sherri Molitoris
Mrs. Rhonda Frantz
 - Advantage 3
 - Single Audit Report Fiscal Year Ended June 30, 2011
- J. Superintendent's Report Mr. Michael W. Michaels
 - Ethics Forms
 - School Board Recognition Month

 IV. PERSONNEL

A. Appointment - Instructional

Laura Tatusko
Assignment: Temporary Vacancy Replacement
High School English Teacher replacing an
employee on medical leave.

Salary: Substitute Teacher Rate Days 1-30;
Day 31 and beyond \$43,580 prorated
(Step 1 Bachelors on the 2011-2012 CBA Salary Schedule)

Effective: December 20, 2011

Termination Date: Undetermined: Upon Physicians Release of Teacher to
Return to Work

B. Administrative Transfers

1. Karen Hluschak

From: Cook's Helper Middle School

To: Cook's Helper High School replacing Arlene Glasmire
who retired.

Salary: No change in salary.

Effective Date: January 23, 2012

2. Wendy Shirk

From: Cook's Helper Middle School

To: Cook's Helper High School replacing Rebecca Croll
who retired.

Salary: No change in salary.

Effective Date: January 23, 2012

C. Appointment – Non-Instructional

1. Alice Christman

Assignment: Part Time Cook's Helper replacing Karen Hluschak
who was transferred to the High School

Salary: \$8.50 Per Hour/3 Hours Per Day/5 Days Per Week/ up
to 180 Student Days per year plus additional cleaning
days as needed (2009-2013 Educational Support Personnel
Association CBA)

Effective Date: January 17, 2012

2. Sheila Steier

Assignment: Part Time Cook's Helper replacing Wendy Shirk
who was transferred to the High School

Salary: \$8.50 Per Hour/3 Hours Per Day/5 Days Per Week/ up
to 180 Student Days per year plus additional cleaning
days as needed (2009-2013 Educational Support Personnel
Association CBA)

Effective Date: January 17, 2012

D. Resignation

Accept the resignation of Heather Rehrig from her position as Psychologist effective the end of the work day February 3, 2012. Ms. Rehrig has accepted a position with another school district.

E. Family Medical Leave

Approve the request of employee #260 to take a 12 week Family Medical Leave effective January 5, 2012 for her own medical reasons. Employee's intention is to return to their current position upon medical release from their attending physician.

F. Unpaid Leave

Approve the request of Tracy Ettinger, Peters Elementary 2nd Grade Teacher, to take an unpaid day on Tuesday, January 10, 2012. She is requesting to use this unpaid day in conjunction with two personal days on January 6 & January 9, 2012 so she can attend a family function. Correspondence received from the Education Association states that this request will not be considered as precedent setting for future requests.

G. Co-Curricular Appointments 2012-2013

Joe Tout	Head Football Coach	\$6,979.62
Steve Hluschak	Asst. Football Coach	\$4,536.07
Mark Lavine	Asst. Football Coach	\$4,536.07
Andrew Lynn	Asst. Football Coach	\$4,536.07
Dan Blazosky	Asst. Football Coach	\$4,536.07
Mark Hoffman	Asst. Football Coach	\$4,536.07
Terry Bowman	Asst. Football Coach-Shared Stipend	\$2,268.04
Manny Guedes	Asst. Football Coach-Shared Stipend	\$2,268.04
Jessica Frew	Head Field Hockey Coach	\$4,181.66
Kelly Follweiler	Asst. Field Hockey Coach	\$2,717.57
Elizabeth Chunko	Middle School Field Hockey Coach	\$2,663.76
Dave Oertner	Head Cross Country Coach	\$4,181.66
Beth Case	Asst. Cross Country Coach	\$2,717.57
Richard J. Jones	Head Boy's Soccer Coach	\$5,044.98
Jason Reinhard	Head Girl's Soccer Coach	\$5,044.98
Patricia Jones	Asst. Girl's Soccer Coach	\$2,802.77

H. Co-Curricular Volunteers 2011-2012

Terry Bowman	Assistant Wrestling Coach
Joe Krempasky	Asst. MS Boy's Basketball Coach
Richard Mantz	Assistant Boy's Basketball Coach
Vince Rufo	Assistant Wrestling Coach
Nicholas Sander	Interact Advisor

I. Co-Curricular Volunteers 2012-2013

Sarah Arndt	Assistant Field Hockey Coach
Haley Bomboy*	Assistant Field Hockey Coach
Alden Farber	Assistant Football Coach
Jaclyn Follweiler	Assistant Field Hockey Coach
Amy Zeiser	Assistant Cross Country Coach

* Pending Verification of Missing Documents

J. Musical Choreographer/Assistant Director for Spring Musical

Approve Manel Letourneau* as Musical Choreographer/Assistant Director for the Spring Musical for the NLHS Student Theatre Group. Stipend for this position will be \$1,000.00 to be paid out of the HS Student Activities Account. The Musical Choreographer/Assistant Director will be responsible for overseeing all persons involved with musical numbers/responsibilities (pit band, choral arrangements, choral preparation), stage blocking, dance numbers, scheduling etc. as determined by the HS Principal and Production Director.

* Pending Verification of Missing Documents

K. Salary Adjustments

1. Acknowledge the following teacher who has completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the second half of the 2011-2012 school year:

David Carroll

From: Step 17B+24
To: Step 17M

L. Substitute

1. Instructional

Approve the following substitute teacher for the 2011-2012 school year at the 2011-2012 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Courtney Seremula* Elementary & Special Education
*Pending Verification of Missing Documents

V. CONFERENCES

- A. Rhonda Frantz – A/CAPA Spring Conference – March 22-23, 2012 – Hershey, PA – Registration: \$185.00, Lodging: \$232.00, Travel: \$89.00, Meals: \$8.00 – Total Approximate Cost: \$514.00 – Funding: Business Office Budget (**Attachment #4**)
- B. Gail Lafferty – 2012 PA/Title I Improving School Performance Conference – January 29 – February 1, 2012 – Pittsburgh, PA – Registration: \$335.00, Lodging: \$681.26, Travel: \$278.74, Meals: \$75.00 – Total Approximate Cost: \$1,370.00 – Funding: Title I Funds (**Attachment #5**)
- C. EdithAnn Fella – 2012 PA/Title I Improving School Performance Conference – January 29 – February 1, 2012 – Pittsburgh, PA – Registration: \$335.00, Lodging: \$681.26, Meals: \$75.00 – Total Approximate Cost: \$1,091.26 – Funding: Title I Funds (**Attachment #6**)
- D. Marilyn Steckel – 2012 PA/Title I Improving School Performance Conference – January 29 – February 1, 2012 – Pittsburgh, PA – Registration: \$335.00, Lodging: \$681.26, Meals: \$75.00 – Total Approximate Cost: \$1,091.26 – Funding: Title I Funds (**Attachment #7**)
- E. John Hrizuk – 2012 Pennsylvania Educational Technology Expo and Conference – February 12 – February 15, 2012 – Hershey, PA – Registration: \$355.00, Lodging: \$261.00, Travel: \$85.00, Meals: \$90.00 – Total Approximate Cost: \$1,091.26 – Funding: Technology Budget (**Attachment #8**)

VI. POLICY

- A. Homebound Instruction

It is recommended that the Board of Education grant homebound instruction for an 11th grade student, Student No. 1390082, for five hours per week, effective November 29, 2011 and continuing until approximately February 1, 2012.

B. Board Governance Standards/Code of Conduct

Approve to reaffirm the school board governance standards and code of conduct referenced in school board policy #011 – Local Board Procedures – Board Governance Standards/Code of Conduct as recommended by the Pennsylvania School Board Association. **(Attachment #9)**

C. Board Policy – First Reading

1. Approve school board policy #237 – Pupils– Electronic Devices, as presented after first reading. **(Attachment #10)**
2. Approve school board policy #815 plus two attachments – Operations – Acceptable Use of Internet and Information Systems, as presented after first reading. **(Attachment #11)**

VII. CURRICULUM AND INSTRUCTION

- A. Approve the High School Program of Studies Book for the 2012-2013 school year as presented and recommended by administration. **(Distributed to Board Members Only)**
- B. Approve to contract with Art Feinberg as an independent contractor school psychologist. Upon receipt of missing personnel documentation, Mr. Feinberg will be employed on an as needed basis to assist the Special Education Department with student psychological services. Rate of pay will be \$325.00 per day.

VIII. OLD BUSINESS

IX. NEW BUSINESS

A. Resolution for School Board Director Recognition Month – January 2012

WHEREAS, the role of locally elected school officials has served the Commonwealth of Pennsylvania and local communities in meeting the needs of public education since the passage of the Free School Act in 1834; and

WHEREAS, these local boards have discharged their responsibilities to public education in a manner which has placed public education in the forefront of our educational systems; and

WHEREAS, locally elected officials have distinguished themselves and their communities in this non-paid, volunteer public service commitment; and

WHEREAS, the contributions of the men and women who serve on the Northern Lehigh Board of School Directors:

Robin T. Distler
Gary S. Fedorcha

Raymond J. Follweiler, Jr.
Lauren A. Ganser
Mathias J. Green, Jr.
Natalie J. Green

Edward E. Hartman
Donna M. Kulp
Gregory S. Williams

should be recognized and appreciated by those who benefit from the workings of our public school system;

NOW THEREFORE BE IT RESOLVED that the Board of Director of the Pennsylvania School Boards Association hereby proclaims the month of January as School Director Recognition Month in this commonwealth; and

FURTHER RESOLVE that this proclamation be communicated to all school districts, school officials and local communities in a planned program which brings visibility and awareness of the role of locally elected school officials to the citizenry of this commonwealth.

X. FINANCIAL

- A. Approve the Following Financial Reports:
1. NLMS Student Activities Account month of November
 2. NLHS Student Activities and Scholarship Acct month of November
- B. Approve the Following List of Bills:
1. General Fund month of December & January
 2. Cafeteria Fund month of December
 3. Refreshment Stand month of December
 4. Athletic Fund month of December
 5. Capital Construction month of December and January
- C. Approve the purchase of network blade servers and storage area network (SAN) equipment along with the requisite software, cabling, and support from IntegraOne, 7248 - Tilghman Street, Suite 120, Allentown, PA 18106, for the total cost of \$184,335.00 to be paid from the Long Range Technology Budget.
- D. Approve the purchase of Microsoft Windows 2008 Server R2 from Lancaster Lebanon Intermediate Unit #13 Software Sales for a total cost of \$6,400.00. This is the operating system software for the network blade servers and it is to be paid from the Long Range Technology Budget.
- E. Authorize administration to transfer \$366,350.57 from the General Fund Account to Capital Reserve to cover expenses incurred for Long Range Maintenance Projects completed during the 2010-2011 school year. Board motions were approved authorizing these projects during the 2010-2011 school year and payment was to come from the General Fund Account but checks were issued from the Capital Reserve Account instead. This motion is a requirement as stipulated in the Final End of Year Auditors Statement Ending June 30, 2011.
- F. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. **(Attachment #12)**

XI. LEGAL

XII. CORRESPONDENCE

XIII. INFORMATION

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- A. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on November 3, 2011.

 - B. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on November 22, 2011.

 - C. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on November 21, 2011.

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT