

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, October 10, 2011
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. Regular school board meeting held on September 12, 2011.

III. SPECIAL BOARD REPORTS

- A. Carbon Lehigh Intermediate Unit Mr. Gary S. Fedorcha
- B. Lehigh Career and Technical Institute Mrs. Lori H. Geronikos
- 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 October 3, 2011. (Attachment #1)
 - Minutes of the Community Relations Committee Meeting held on October 3, 2011 (Attachment #2)
 - Minutes of the Finance Committee Meetings held on October 5, 2011. (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 Manager's Report Mrs. Sherri Molitoris
Mrs. Rhonda Frantz
- J. Superintendent's Report Mr. Michael W. Michaels
- K. An executive session will be held at 7:00 p.m. in the Administration Office Conference Room.

 IV. PERSONNEL
A. Administrative Transfer

1. Sharon Sherman

From: Bookkeeper II
 To: Confidential Secretary to the Superintendent of Schools
 Salary: \$41,000 (prorated for the 2011-2012 school year)
 Effective: September 26, 2011

2. Karen Beltz

From: Middle School Clerk Typist
 To: District Office Clerk Typist
 Salary: \$33,869 (no change in salary)
 Effective: September 26, 2011

B. Appointments – Instructional

Anthony Tulio

Assignment: Temporary Vacancy Replacement
 Slatington Elementary 6th Grade Teacher replacing an employee on sick 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: August 25, 2011
 Termination Date: Undetermined: Upon Physicians Release of Teacher to Return to Work

C. Resignation

Accept the resignation of Michele Miller, Slatington Elementary School Personal Care Aide, effective September 30, 2011. Mrs. Miller has accepted a position as a Medical Assistant for a local physician group.

D. Family Medical Leave

Approve the request of employee #4930 to take a Family Medical Leave beginning on October 10, 2011 for her own medical reasons. She will be using ten accumulated sick days and upon conclusion of sick days will then be requesting a Family Medical Leave. She plans to return to her current teaching position upon release from her physician.

E. Co-Curricular Appointments 2011-2012

Mike Lehtonen	Assistant Girls Basketball Coach	\$4,469.03
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F. Co-Curricular Volunteers 2011-2012

Barry Herman	Assistant Softball Coach (JV)
Suzanne Lynn *	Assistant Girls Basketball Coach
Katie Guarini*	Assistant Field Hockey Coach
Trevor Miller	Assistant Boy's Basketball Coach

*Pending verification of missing personnel items

 G. 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 2011-2012 school year:

Jillian McMullen

From: Step 5B+24

To: Step 5M

 H. Unpaid Volunteers

Approve the following unpaid volunteer aides in the Peters and/or Slatington Elementary Schools for the 2011-2012 school year: Sharon Boyeson and Lori-Beth Guelcher.

 I. Substitute

 1. Instructional

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

Joseph Bigley* – Elementary

Adrian Bumbulsky* – Elementary

Cynthia Fritzing – Elementary

Jessica Gasper* – Art

Robin Hersh – Early Childhood N-3

Michelle Krill – Elementary

Benjamin Tkach* – Elementary and Special Education

***Pending Verification of Missing Documents**

 2. Non-Instructional

- a. Approve the following individuals as substitute cafeteria workers for the 2011-2012 school year at the 2011-2012 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Rosa George

Schelene Fritzing*

***Pending Verification of Missing Documents**

- b. Approve the following individual as a substitute teachers aide for the 2011-2012 school year at the 2011-2012 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Michele Miller

 V. CONFERENCES

- A. Scott Pyne – Fall Institute, Journey to the Common Core Workshop - October 27, 2011 – Harrisburg, PA – Registration: \$145.00, Travel: \$56.00, Lodging: \$209.79, Meals: \$25.00 – Total Approximate Cost: \$379.79 – Funding: Title IIA Budget (**Attachment #4**)

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- B. Karen Nicholas – Fall Institute, Journey to the Common Core Workshop - October 27, 2011 – Harrisburg, PA – Travel: \$86.35, Lodging: \$137.64, Meals: \$25.00 – Total Approximate Cost: \$248.99 – Funding: Title IIA Budget. (Attachment #5)

VI. POLICY

A. Homebound Instruction

It is recommended that the Board of Education grant homebound instruction for a 12th grade student, Student No. 1290039, for five hours per week, effective September 5, 2011 and continuing for an indefinite amount of time.

B. Board Policy – First Reading

Approve school board policy #620 – Finances – Fund Balance, as presented after first reading. (Attachment # 6)

VII. CURRICULUM AND INSTRUCTION

- A. Approve to authorize the superintendent to execute a letter of agreement for the 2011-2012 academic year with the Adolescent Central Intake Unit to provide Student Assistance Program (SAP) Assessment services. The Student Assistance Teams in our school district will use these services. (Attachment #7)

VIII. OLD BUSINESS

IX. NEW BUSINESS

- A. Approve the new agreement between the Northern Lehigh School District and the Assistant to the Food Service Director, effective October 11, 2011 – June 30, 2012.

X. FINANCIAL

- A. Approve the Following List of Bills:
1. General Fund months of September & October
 2. Cafeteria Fund month of September
 3. Construction Fund month of October
 4. Athletic Fund month of September
 5. Refreshment Stand month of September
- B. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #8)
- C. Authorize administration to enter into a lease agreement with Xerox for the purchasing of 7 new copiers. The copiers will be placed in each building office, middle school library and 2 in central administration. The new lease agreement will be \$428.00 per month less than our current lease agreement which equates to a savings of \$5,136 per year. The district machines that are being replaced are 6 years old and are constantly being repaired.

XI. LEGAL

XII. CORRESPONDENCE

XIII. INFORMATION

A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on August 15, 2011.

B. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on August 24, 2011.

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT