

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
September 2, 2008

PURPOSE The regular meeting of the Northern Lehigh Board of School Directors was called to order by the Vice-President, Mrs. Lauren A. Ganser, at 7:35 p.m. on Tuesday, September 2, 2008 in the boardroom located in the Slatington Elementary School.

ROLL CALL Members present: Mr. Donald H. Dengler, Mr. Bryan C. Dorshimer, Mrs. Lauren A. Ganser, Mrs. Lori H. Geronikos, Mr. Mathias J. Green, Jr., Mrs. Donna M. Kulp, Mr. Gregory S. Williams (7)

Members absent: Mr. Raymond J. Follweiler, Jr., Mr. Edward E. Hartman (2)

Non-members present: Mr. Donald Allen, Mr. Jeffrey Bachman, Mr. Jeremy Melber, Mrs. Jill Chamberlain, Mr. Greg Derr, Mrs. Lynne B. Fedorcha, Mr. John Hrizuk, Dr. Linda Marcincin, Mr. Michael Michaels, Mrs. Laurie Newman-Mankos, Mrs. Karen Nicholas, Mrs. Heather Rehrig, Mrs. Diane Ruff, Mr. Michael Showak (Student Rep.) Attorney Charles Stopp (Solicitor), Ms. Taylor Trapp (Student Rep.), 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.

APPROVE MINUTES Mr. Dorshimer made a motion, which was seconded by Mr. Dengler, that the minutes of the regular school board meetings held on August 4, 2008 and August 11, 2008 be approved and ordered filed.

YEA: Mr. Dengler, Mr. Dorshimer, Mrs. Ganser, Mrs. Geronikos, Mr. Green, Mrs. Kulp, Mr. Williams (7)

NAY: None (0)

SPECIAL BOARD REPORTS Carbon Lehigh Intermediate Unit - Mr. Bryan C. Dorshimer reported on CLIU's election of officers for President, Vice-President and Treasurer for the next school year. Mr. Houser's office sends out a survey each year to people who use IU#21 services and they came back very favorable. They also approved second reading on policies and lease renewals.

Lehigh Career and Technical Institute - Mrs. Lori H. Geronikos reported that Dr. Hornberger has accepted a 4 year contract. Teamster's contract has been settled.

Lehigh Carbon Community College – Mr. Mathias J. Green, Jr. stated that LCCC and Lackawanna County Community College have received a Work Force Development Grant over the next 3 years in the amount of 1.7 million dollars. Non-credit courses will be offered to people who currently are out of work and need additional or new training so they can reenter the work force. He further talked about a plot of land adjacent to the college that LCCC is looking to purchase. It is approximately 100 acres and is being sold for 1.68 million. The Board for the college voted unanimously to purchase the land and now they need the approval of a resolution by sponsoring school district's before they can move ahead with the purchase. The resolution will be on the September 8, 2008 board agenda for approval. Money for the purchase of the land will come from state and capital money that is available.

Committee Reports and/or Meetings

Minutes of the Technology Building and Grounds meeting held on August 6, 2008 was distributed.

Student Representatives to the Board Report

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

SPECIAL BOARD REPORTS (cont.)

Solicitor's Report – Attorney Charles Stopp reminded the Board that a prior Board granted KOZ status to real estate properties within the district. He advised the business manager to monitor those properties and once the KOZ status has ended, he should make sure these properties are placed back on the district real estate tax rolls.

Federal and Other Programs Update - Mrs. Lynne B. Fedorcha distributed a spread sheet outlining the 2008-2009 Grant Allocations and Goals for the district and verbally reported on it.

Mr. Green asked if there was going to be any discussion about the PSSA scores. Mrs. Fedorcha stated administration is planning to hold a work session for the Board to talk about the PSSA's. Mr. Green further elaborated that our district is one of only two districts in all of Lehigh County that made AYP in every building and that we are the only district in Lehigh County that has made AYP in every building in the last 3 years.

Business Manager's Report – Mr. Jeremy G. Melber reminded Board members of the Finance Committee meeting scheduled for Wednesday immediately following the Technology Buildings and Grounds Committee meeting.

Superintendent's Report – Mr. Michael W. Michaels

Mr. Michaels welcomed the new Student Representative to the Board, Ms. Taylor Trapp. Attorney Stopp administered the Oath of Office.

Mr. Michaels briefly talked about the opening day ceremonies held on August 25th and he thanked Board members who were in attendance and showed their support for the district. He further reported that he and Mr. Derr visited the district buildings daily making sure they were ready to go. The building principals and the Director of Special Education received an e-mail first thing in the morning on the first day of school and they were asked to keep in communication throughout the day. Only two issues throughout the first day of school which included transportation and the point of sale system in the cafeteria. The maintenance staff, a few days prior to school beginning, pressure washed the front of the high school and middle school buildings. The maintenance staff also put up a temporary safety fence around the field hockey field. He thanked the administrative team for a very smooth first day of school.

Mr. Dengler talked about the Northern Valley Gazette and the many articles on Northern Lehigh School District and the district personnel who wrote those articles for the gazette.

Mrs. Ganser stated that the board was in executive session prior to tonight's meeting to discuss legal issues.

PERSONNEL

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

- Appointments Instructional
 - Jeremy Battista Assignment: Temporary Professional Employee 8th Grade Earth & Space Science, replacing Kristin Skinker who resigned
 - Salary: \$40,500 (Step 1 Bachelors on the 2008-2009 CBA Salary Schedule)
 - Effective Date August 20, 2008
- Stephen Shuey Assignment: Temporary Professional Employee Half-Time High School Art Teacher, replacing Roxanne Sagala who resigned
- Salary: \$20,250 (Step 1 Bachelors on the 2008-2009 CBA Salary Schedule)
- Effective Date August 26, 2008

Resignations- A. Bloss Accept the resignation of Abby Bloss from her position of High School Math Teacher effective October 10, 2008 or as soon as a replacement can be found. Ms. Bloss has accepted a position with another school district.

PERSONNEL
(cont.)

- R. Sagala Accept the resignation of Roxanne Sagala from her position as Half-Time High School Art Teacher effective October 4, 2008 or as soon as a replacement can be found.
- T. Williams Accept the resignation of Tina Williams from her position as Special Education Aide at Peters Elementary, effective immediately.

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| Co-Curricular Appointments 2008-2009 | Mark Hoffman | MS Spring Intramurals - Weightlifting | \$ 774.09 |
| | Christine Leslie | Junior Class Advisor | \$ 606.83 |
| | Sue Bowser | National Junior Honor Society-Shared Stipend | \$ 199.04 |
| | Rick Eckhart | National Junior Honor Society-Shared Stipend | \$ 199.04 |
| | Sharon Hunsicker | Freshman Class Advisor | \$ 600.82 |
| | Tammy Fristick | Freshman Class Advisor | \$ 600.82 |

- 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 2008-2009 school year:

Christopher Barnes
From: Step 2B+24
To: Step 2M

Scott Gerould
From: Step 5B
To: Step 5B+24

Amanda Beer
From: Step 5B
To: Step 5B+24

- Salary Increase As per the agreement with the Food Service Director, approve a salary increase for Diane Ruff, of 3.25% or \$1,393.00 effective July 1, 2008.

- Unpaid Leave of Absence Approve the request of Alice Lieberman, Secondary ESL Teacher, to take a one day unpaid leave on October 17, 2008. Mrs. Lieberman will be using her 4 accumulated personal days on October 12-16, 2008 and is requesting to use the one day unpaid leave in conjunction with these days on October 17, 2008. Mrs. Lieberman's husband planned a surprise 35th wedding anniversary cruise from them to take from NYC to Canada during this week. Her request will not be considered a precedent for future requests per correspondence received from the Northern Lehigh Education Association.

Approve the request of Stephanie Beers, Peters Elementary Cook, to take a one week unpaid leave of absence from September 8 – 12, 2008. She will be taking a family vacation.

Approve the request of Susan DeFrain, Peters Elementary Cook, to extend her unpaid medical leave for the beginning of the 2008-2009 school year. Mrs. DeFrain was granted an unpaid medical leave in April and has not been released from her doctor to return to work. Mrs. DeFrain will be returning to her current position upon release from her doctor.

- Game Workers 2008-2009 Approve the following list of people as Game Workers for the 2008-2009 school year. Game Workers consist of ticket sellers and takers, game announcers, scoreboard operators, timers, field judges, scorekeepers. Rate of pay is consistent with the rates approved on the 2008-2009 Supplementary Personnel Salary Schedule.

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|------------------|----------------|
| Michael Anderson | Dan Blazosky* |
| Frank Carazo | Eric DeAntonis |
| John DeFrain | Scott DeLong |

PERSONNEL
(cont.)

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|------------------|------------------|
| Rhonda Frantz | Deb Frohnheiser |
| Marshelle George | Shawn Green |
| Scott Gerould | Chad Henritz |
| Barry Herman* | Bobby Herzog |
| Steve Hluschak | Mike Hofmann* |
| Dick Jones | Greg King |
| Mark Lavine | Mike Lehtonen |
| Andrew Lynn* | Steve Martinez |
| Larry Meixsell | Mike Mengel |
| Thomas Mertus | Sherri Molitoris |
| Jim Nonnemaker | Kathy Nowlin |
| Dave Oertner | Rich Oertner |
| Erv Prutzman | Michelle Raber |
| Dennis Rehrig | Nancy Rehrig |
| Dylan Sapir | Paul Seiler |
| Bobbi Shupp | Dick Snell |
| Earl Snyder | Toni Snyder |
| Joe Tout | Ryan VanNorman* |
| Dawn Wehr | Jim Yadush |

***Pending completion of personnel file items**

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:

Jenna Rau* – Elementary
 Kelly Allabach* - Elementary
 Amanda Frey - Elementary
 John Kupcha – CLIU Guest Teacher
 Nancy Ord – CLIU Guest Teacher
 Patricia Passick – CLIU Guest Teacher
 Dennis Pearson – CLIU Guest Teacher
 Richard Rupnik – CLIU Guest Teacher
 Pamela Swartz – CLIU Guest Teacher
 Ann Zulio – CLIU Guest Teacher

***Pending Verification of Clearances**

Non-Instructional Approve the following individual as a substitute cafeteria worker for the 2008-2009 school year at the 2008-2009 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Sarah Unger

Approve the following individual as a substitute aide for the 2008-2009 school year at the 2008-2009 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Ann Marie Martin – Nurse
 Tina Williams

YEA: Mr. Dengler, Mr. Dorshimer, Mrs. Ganser, Mrs. Geronikos, Mr. Green, Mrs. Kulp,
 Mr. Williams (7)

NAY: None (0)

**CONFER-
ENCES**

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

Don Allen – 2008 PAESSP Conference – October 19 - 21, 2008 – Sheraton Station Square Hotel, Pittsburgh, PA – Registration: \$275.00, Lodging: \$384.00, Travel: \$298.96, Meals: \$90.00 – Total Approximate Cost: \$1,047.96 – Funding: High School Conference Budget

Greg Derr – Facilities Management Conference – October 1 & 2, 2008 – Holiday Inn Harrisburg, PA – Registration: \$240.00, Travel: \$86.58, Meals: \$50.00, Lodging: \$120.00 – Total Approximate Cost: \$496.58 – Funding: Buildings and Grounds Budget

CONFERENCE
(cont.)

to

Jill Chamberlain – 2008-09 Region 2 PA Inspired Leadership LEAD Program – September 17 & 18, 2008 and November 12 & 13, 2008 at Berks County Intermediate Unit #14 and January 27 & 28, 2009 and March 12, 2009 at Carbon Lehigh Intermediate Unit #21 – Travel: \$53.00 per day Berks County IU and \$12.00 per day to Carbon Lehigh IU – Total Approximate Cost: \$248.00 – Funding: Middle School Principals Budget

YEA: Mr. Dengler, Mr. Dorshimer, Mrs. Ganser, Mrs. Geronikos, Mr. Green, Mrs. Kulp, Mr. Williams (7)

NAY: None (0)

POLICY

Mrs. Kulp made a motion, which was seconded by Mrs. Geronikos, that the Board of Education approves the following policy items:

Board Policy
Second
Reading

Approve school board policy #006.1 – Local Board Procedures – Use of Teleconferencing, as amended after second reading.

National
Incident
Management
System

Approve the following resolution to adopt the National Incident Management System that was adopted by the CLIU Board of Directors on June 16, 2008.

RESOLVED: It is recommended that the Northern Lehigh School District Board of Directors approve the National Incident Management System and will utilize the Incident Command System to manage emergency preparedness incidents as was adopted by the CLIU Board of Directors on June 16, 2008.

Homebound
Instruction

It is recommended that the Board of Education grant homebound instruction for an 8th grade student, Student No. 1390034, for five hours per week, effective September 2, 2008 and continuing until approximately September 30, 2008.

The Board discussed board policy #006.1 in regards to the number of times any one Board member can use teleconferencing. Mr. Williams stated that the committee added the verbiage that the Board reserves the right to deny an individual member more than two requests for participation by teleconferencing in one calendar year. There was a lengthy discussion between Board members about this policy. Mrs. Ganser asked that this policy be sent back to the policy committee for further review. Hearing no objections the following agenda item was removed from the original motion:

Board Policy
Second
Reading

Approve school board policy #006.1 – Local Board Procedures – Use of Teleconferencing, as amended after second reading.

YEA: Mr. Dengler, Mr. Dorshimer, Mrs. Ganser, Mrs. Geronikos, Mr. Green, Mrs. Kulp, Mr. Williams (7)

NAY: None (0)

CURRICULUM AND INSTRUCTION

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

Induction
Program

Approve the following teacher as a helping teacher in the Northern Lehigh School District Induction Program for the 2008-2009 school year:

| Helping Teacher | Inductee | Stipend |
|------------------|-----------------|----------|
| Brian Schell | Jeremy Battista | \$750.00 |
| MaryAnn Mattiola | Stephen Shuey | \$750.00 |

YEA: Mr. Dengler, Mr. Dorshimer, Mrs. Ganser, Mrs. Geronikos, Mr. Green, Mrs. Kulp, Mr. Williams (7)

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| | NAY: None (0) |
| <u>OLD BUSINESS</u> | Mr. Dorshimer gave kudos to Mr. Derr and Mr. Michaels for having the other modular removed from behind the middle school. He also thanked the custodial and maintenance staffs for the tremendous job they did throughout the entire summer with no additional help. |
| <u>NEW BUSINESS</u> | Mr. Dorshimer made a motion, which was seconded by Mr. Dengler, that the Board of Education approves the following new business items: |
| LV Drug and Alcohol Intake Teams Unit Agreement | Approve to authorize the superintendent to execute a letter of agreement for the 2008-2009 academic year with the Lehigh Valley Drug & Alcohol Intake Unit. The Student Assistance in our school district will use these services. |
| Emergency Operations Plan | Approve changes to the Northern Lehigh School District Emergency Operations Plan as resented. (Separate Attachment to Agenda For Board Members Only) |
| Summary Offenses | Approve to designate and authorize the following administrators to sign summary offense notices for district students for the 2008-2009 school year: Mrs. Karen Nicholas – Peters Elementary School Principal Dr. Linda Marcincin – Slatington Elementary School Principal Mrs. Jill Chamberlain – Middle School Principal Mrs. Aileen Yadush – High School Principal Mr. Donald Allen – High School Assistant Principal YEA: Mr. Dengler, Mr. Dorshimer, Mrs. Ganser, Mrs. Geronikos, Mr. Green, Mrs. Kulp, Mr. Williams (7) NAY: None (0) |
| <u>FINANCIAL</u> | Mr. Dengler made a motion, which was seconded by Mr. Williams, that the Board of Education approves the following financial items: |
| Per Capita Abatement/Exonerations | Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. |
| Award Bid Clear View Microscopes | Approve the bid awarding for 24 Omega 1000 Binocular Compound Microscopes to Clear View Microscope Service for at a total price of \$12,840.00 (\$535.00/ea). Money that was donated by the Northern Lehigh Education Foundation to the Senior High School Science Department will be used to pay for the microscopes. |
| EITC | Mrs. Geronikos stated that the Educational Foundation has given out several mini grants to teachers for items that were cut from the budgets. The Foundation is also trying to get more money for a summer reading program that was also cut from the budget. They are also writing a grant to reinstate the Bigs and Littles Program. YEA: Mr. Dengler, Mr. Dorshimer, Mrs. Ganser, Mrs. Geronikos, Mr. Green, Mrs. Kulp, Mr. Williams (7) NAY: None (0) |
| <u>CORR-ESPONDENCE</u> | Mr. Dorshimer also thanked all the people who were involved in putting together our district calendar. Attorney Stopp suggested that a Thank You be sent to East Penn Bank for their sponsoring of the district calendars. |
| <u>INFORMATION</u> | Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on June 25, 2008 and the LCTI Director's Report for August 2008 were distributed. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on July 21, 2008 was distributed. |

**ADJOURN-
MENT**

Mr. Dorshimer made a motion, which was seconded by Mrs. Kulp, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 8:25 p.m.

YEA: Mr. Dengler, Mr. Dorshimer, Mrs. Ganser, Mrs. Geronikos, Mr. Green, Mrs. Kulp,
Mr. Williams (7)

NAY: None (0)

Respectfully submitted,

Bryan C. Dorshimer
Secretary

ATTEST: _____ Vice-President
Lauren A. Ganser