

# NORTHERN LEHIGH SCHOOL DISTRICT

Regular School Board Meeting  
Monday, August 6, 2001  
8:00 P.M. p.m.

## AGENDA

- 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. SPECIAL BOARD REPORTS

- A. Lehigh Career and Technical Institute ..... Mrs. Lynn C. Sechler
- B. Carbon-Lehigh Intermediate Unit ..... Mr. Bryan C. Dorshimer
- C. Committee Reports and/or Meetings
  - Policy/Education Committee meeting will be held prior to the meeting beginning at 6:30 p.m. in the Administrative Assistant's Office.
- D. Solicitor's Report ..... Attorney Charles Stopp
- E. Legislative Report ..... Mrs. Lori H. Geronikos
- F. Federal and Other Programs Update ..... Mrs. Lynne B. Fedorcha
- G. Superintendent's Report ..... Dr. Nicholas P. Sham, Sr.
- H. Executive Work Session

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**III. PERSONNEL****A. Nominations for Appointment****1. Instructional**

- a. Kelly Kromer                      Temporary Professional Employee  
Assignment:                      Grade 3 – Slatington Elementary School  
Salary:                              \$35,200 (Appendix A – Step 1 Bachelors)  
Effective Date:                      August 27, 2001
- b. Kelly Harkins                      Temporary Professional Employee  
Assignment:                      Special Education/Emotional Support Teacher at  
Slatington Elementary School replacing Scott  
Bartholomew who resigned.  
Salary:                              \$37,000 (Appendix A – Step 1 Masters)  
Effective Date:                      August 27, 2001
- c. Sherri Hines                      Half-Time Temporary Professional Employee  
Assignment:                      Art Teacher – New Position in the Senior High School  
Salary:                              One-half of \$35,200 or \$17,600 (Appendix A-Step 1  
Bachelors)  
Effective Date:                      August 27, 2001
- d. Steven Zong                      Half-Time Temporary Professional Employee  
Assignment:                      Introduction To Software Concepts  
New Position in the Senior High School  
Salary:                              One-half of \$35,300 or \$17,650 (Appendix A-Step 2 Bachelors)  
Effective Date:                      August 27, 2001
- e. Brian Pfingstl                      Temporary Professional Employee  
Assignment:                      English Teacher at the senior high school.  
New Position  
Salary:                              \$37,000 (Appendix A – Step 1 Masters)  
Effective Date:                      August 27, 2001
- f. Tara Balliet                      Temporary Vacancy Replacement  
Assignment:                      Grade 6 – Slatington Elementary School – Replacing the  
position of Jacqueline Sham who was granted an unpaid  
leave for the first semester of the 2001-2002 school year.  
Salary:                              \$35,200 (Pro-rated) (Appendix A – Step 1 Bachelors)  
Effective Date:                      August 27, 2001  
Termination Date:                      On or about January 24, 2002

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g. Tracy Kimmel Temporary Vacancy Replacement  
 Assignment: Elementary Vocal Music Teacher for Lora Krum who was granted a compensated leave of absence for the 2001-2002 school year.  
 Salary: \$35,200 (Appendix A – Step 1 Bachelors)  
 Effective Date: August 27, 2001  
 Termination Date: On or about June 14, 2002

2. Non-Instructional

a. Donald D. Owens\*

Assignment: Part-time Custodian  
 New Position – Senior High School – 3:00 p.m. – 11:00 p.m.  
 Salary: \$8.25 Per Hour/4 Hours Per Day/5 Days Per Week  
 Effective Date: August 7, 2001  
 \*60 Day Probationary Period

B. Resignations

1. Instructional

Accept the resignation of Joshua Ziatyk, Spanish teacher in the senior high school, effective July 10, 2001. Mr. Ziatyk has accepted a teaching position in another school district.

2. Co-Curricular

Accept the resignation of Barry Herman, who was hired as an assistant football coach for the 2001-2002 football season and shared the stipend with another coach, effective July 19, 2001.

C. Co-Curricular Appointment for 2001-2002

Assistant Football Coach -- Gregory E. Poremba – (Pending verification of clearances)-- \$4006.00 (Stipend to be shared with Corey Hartzell who was board approved on June 4, 2001).

D. Unpaid Volunteer

In accordance with school board policy #916, approve Barry Herman as a volunteer football coach for the 2001-2002 football season.

E. Salary Adjustment

Acknowledge the following teacher who has completed the requirements per the Collective Bargaining Agreement that would entitle her to a salary increase for the 2001-2002 school year:

Cathy Groller

From: 3B \$35,400

To: 3M \$37,600

F. Substitutes

1. Instructional

Approve the following substitute teachers for the 2001-2002 school year at the substitute teacher rates of \$70.00 for 1-10 non-consecutive days; \$80.00 for 11-20 non-consecutive days; \$90.00 for 21+ non-consecutive days:

Margaret Conrad – Elementary

Julie Fehnel – Elementary

Gail Barilla – Elementary K-8

Amy Barthol – Special Education

Angela Friebolin – Biology

Marshelle George – Elementary

Audrey Hedash – Elementary/Early Childhood

Cory Hartsell – Social Studies

Tracy Hoffman – School Nurse

Stan Luckenbill – Health/Physical Education/Driver Ed.-Safety Ed.

Jonathan Paney – Mathematics

Betsy Rauch – Elementary

Jane Wessner – Elementary/Early Childhood

2. Non-Instructional

a. Employ the following substitute aides/secretaries for the 2001-2002 school year at the rate of \$7.25 per hour:

Marjorie Hofmann – Instructional Aide/Secretary

Pamela Suveg – Instructional Aide

Dianne Smith – Instructional Aide

Charlotte Hallman – Instructional Aide

Matthew Rabenold – Instructional Aide

Robin Schultz – Instructional Aide

b. Employ the following substitute cafeteria workers for the 2001-2002 school year at the rate of \$7.25 per hour:

Marjorie Hofmann

Diane Smith

Nancy Frantz

Romaine Remaley

Jennifer Wentz

c. Employ the following substitute custodians for the 2001-2002 school year at the rate of \$7.25 per hour:

Wendy Green  
Franklin Zamadics

G. School Dentist

Appoint Dr. Harry Shleifer of Professional Dental Associates as the school dentist for the 2001-2002 school year at the quoted fee of \$1.00 per student.

H. Substitute Teacher Caller

Approve to employ Mrs. Janice Hofmann as an independent contractor for the purpose of calling substitutes for the 2001-2002 school year at a stipend of \$6,378.00 and authorize the superintendent to execute an agreement between the Northern Lehigh School District and Mrs. Hofmann.

I. Appoint SADD Advisor

Approve the appointment of Sheila Lanshe as the SADD advisor for the 2001-2002 school year. The stipend for this position is \$500.00 and will be paid for from the senior high school budget.

J. Middle School Co-Curricular Appointments for 2001-2002

Junior National Honor Society -- Jason Graver -- \$395.00  
Web Page Design -- Theresa Kokinda -- \$381.00

K. Secondary Saturday Detention Monitors

Appoint Patricia Eby-Manescu and Steven Zong as Secondary Saturday Detention Monitors for the middle and senior high schools for the 2001-2002 school year, working alternative Saturdays, for three hours from 8:30 a.m. to 11:30 a.m. every Saturday throughout the 2001-2002 school year that warrants detention coverage. Salary will be \$50.00 for each Saturday worked.

IV. POLICY

A. Board Policy

1. Board Policy – 2<sup>nd</sup> Reading

- a. Approve revisions to existing school board policy #707 – Use of School Facilities and Equipment, as amended after second reading. (Please see attachment #1)
- b. Approve revisions to existing school board policy #913 – Relations With Special Interest Groups, as presented after second reading. (Please see attachment #2)

B. Permission to Close an Account

1. Grant permission to the senior high school to close the "Class of 2001" account in compliance with the Student Activity Fund Policy. (Please see attachment #3)

C. Conferences Requiring Board Approval

1. Approve the request of Dr. Nicholas Sham to attend the Lehigh University School Study Council Study Tour in Washington, D.C. from October 2-5, 2001. Expenses include \$825.00 for registration and was included in the 2001-2002 district budget.
2. Approve the request of Dr. Nicholas Sham to attend the New Superintendent's Academy Part 2 – Planning conference in Harrisburg on September 27 and 28,, 2001. Expenses include \$165.00 for registration, \$58.00 for lodging for a total of \$223.00 and has been included in the 2001-2002 district budget.

D. Student-Parent Handbook Changes

Approve the changes to the Northern Lehigh High School, Northern Lehigh Middle School, and Elementary School Student-Parent Handbooks as per **attachment #4**.

V. CURRICULUM AND INSTRUCTION

- A. Approve the following revisions to the 2001-2002 Northern Lehigh School District School Calendar: (Please see attachment #5)

Move the January 14, 2002 Teacher In-Service Day to January 21, 2002 (Martin Luther King, Jr. holiday) and change the 1<sup>st</sup> Student Make-up Day for Snow from January 14<sup>th</sup> to January 21<sup>st</sup>.

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. FINANCIAL

- A. Consider abatement of per capita taxes for the residents that fall within the guidelines as listed in **attachment #6**.
- B. Approve a refund for overpayment of Walnutport Real Estate Taxes for the property owners as listed for the month of July 2001. (Please see attachment #7)
- C. Approve payment of bills from the Construction Account, as presented in **attachment #8**.
- D. Approve payment of bills from the Capital Reserve #1 Account, as presented In **attachment #9**.

- E. Approve the Arthurs Lestrange Cash Management Portfolio Summary for the month of June 2001. (Please see attachment #10)
- F. Approve the Northern Lehigh High School Student Activities Fund Statements for the month of June 2001 and for the 2000-2001 school year. (Please see attachment #11)
- G. Approve the Northern Lehigh Middle School Student Activities Fund Statement for the month of June 2001. (Please see attachment #12)
- H. Approve the purchase of equipment for the third lunch line for the senior high school at a cost of \$20,725.52 from United Restaurant Equipment, Inc. These items would be purchased under the current PA State Contract No. 7350-05. Money for this purchase would come from the “moveable fixtures and equipment” portion of the high school project.

I. Resolution To Amend Agreement

**RESOLVED:** That the Agreement between Northern Lehigh School District and The Architectural Studio, dated March 17, 1999, be amended to include:

The Architectural Studio shall provide architectural services in accordance with the terms and conditions of this Agreement for new team rooms at the Northern Lehigh stadium complex.

J. Resolution To Amend Agreement

**RESOLVED:** That the Agreement between Northern Lehigh School District and The Architectural Studio, dated March 17, 1999, be amended to include:

The Architectural Studio shall provide architectural services in accordance with the terms and conditions of this Agreement for bleachers, press box, visiting coaches platform, and sound system at the Northern Lehigh stadium complex.

K. Permission To Solicit Bids

Approve to authorize proper officials to solicit bids for the replacement of a 7.5 ton rooftop heating/cooling unit for the Slatington Elementary library area.

- L. Approve the sale of repository property held by Northampton County. The bid price is \$850 and the property is located on South Canal Street, Walnutport Borough. The property in question is a vacant lot, with parcel ID# J2SW1A 4 3. (Please see attachment #13)

- M. Approve to consider compensating the Earned Income Tax Officer and his clerk for collection of the Slatington Real Estate and Per Capita taxes for the 2001-2002 fiscal year. The recommendation is to prorate the compensation at 75% for the EIT Officer and

25% for the Office Clerk. The estimated annual compensation is \$4,770, and this amount varies with the number of bills collected.

**IX. LEGAL****X. CORRESPONDENCE****XI. INFORMATION**

A. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on July 5, 2001.

**XII. RECOGNITION OF GUESTS****XIV. ADJOURNMENT**