

NORTHERN LEHIGH SCHOOL DISTRICT

Regular School Board Meeting
Monday, January 7, 2002
Slatington Elementary School Boardroom
7:30 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. Sheryl A. Giles
- B. Carbon-Lehigh Intermediate Unit Mr. Bryan C. Dorshimer
- C. Committee Reports and/or Meetings
 - 1. Minutes of the Technology/Buildings and Grounds Committee meeting held on December 5, 2001. (Attachment #1)
 - 2. Minutes of the Policy/Education Committee meeting held on December 10, 2001. (Attachment #2)
 - 3. Minutes of the Finance Committee meeting held on December 18, 2001. (Attachment #3)
 - 4. Minutes of the Community Relations/Volunteerism Committee Meeting held on December 19, 2001. (Attachment #4)
- D. Student Representatives To The Board Report Ms. Pamela Grammes
Mr. Nicholas Sander
- E. Solicitor's Report Attorney Charles Stopp
- F. Legislative Report Mrs. Lori H. Geronikos
- G. Federal and Other Programs Update Mrs. Lynne B. Fedorcha

H. Superintendent’s Report Dr. Nicholas P. Sham, Sr.

- ❖ Pennsylvania School Boards Association Resolution – January is School Board Recognition Month
- ❖ Weightroom Flooring Recognition
- ❖ Middle School Steering Committee Presentation
- ❖ Financial Report From Business Manager Financial Report (Attachment #5)

I. Executive Work Session will be held at 7:00 p.m. in the Superintendent’s Office.

III. **PERSONNEL**

A. Appointments

1. Instructional

- a. Tara Balliet Temporary Vacancy Replacement
 Assignment: Grade 6 – Slatington Elementary School – Continue her assignment replacing the position of Jacqueline Sham who was granted an unpaid leave for the second semester of the 2001-2002 school year.
 Salary: \$35,200 (Appendix A – Step 1 Bachelors)
 Effective Date: January 24, 2002
 Termination Date: June 14, 2002

B. Approve to appoint Robert Kern as Dean of Students for the middle school and high school, effective January 2, 2002 and continuing until June 30, 2002. Mr. Kern will keep his current salary and receive an additional stipend in the amount of \$2500 for duties required beyond the regular school day.

C. 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:

- Megan Owens – School Nurse
- Angela Scolaro – Health and Physical Education
- Margaret Boyle – Early Childhood

2. Non-Instructional

- a. Approve the following substitute aide for the 2001-2002 school year at the substitute rate of \$7.25 per hour:

Patricia Ingles

D. Substitute Secondary Saturday Detention Monitor

Appoint Tamra Yesik, as a substitute Secondary Saturday Detention Monitor 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.

E. Induction Program

Approve the following teacher as a helping teacher in the Northern Lehigh School District Induction Program for the 2001-2002 school year:

<u>Helping Teacher</u>	<u>Inductee</u>	<u>Stipend</u>
Janet Kern	Kathy Walters	\$750.00

- F. Approve to authorize the administration to advertise for a head varsity soccer coach and an assistant varsity soccer coach at a recommended 2001-2002 salary of \$5000 for the head coach and \$3000 for the assistant coach. It is also recommended that these two positions be negotiated as part of the new Collective Bargaining Agreement. (Attachment #6)

G. Professional Contract

According to Article 11;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) months of the third year of such service, as being satisfactory, shall thereafter by a “professional employee” within the meaning of this article.” Therefore, it is recommended to approve “professional employee” status as per the school code for the following teacher, who has satisfactorily completed three years of service to Northern Lehigh School District:

Michele D. Dotta

IV. POLICY

A. Conferences Requiring Board Approval

1. Approve the request of Lori Geronikos to attend the Pennsylvania School Boards Association Legislative Leadership Conference in Hershey, PA on January 25 and 26, 2002. Expenses include \$150.00 for registration, \$20.00 for meals, \$48.00 for travel, \$97.85 for lodging for a total cost of \$315.85.
2. Approve the request of Dr. Nicholas Sham to attend the PASA New Superintendent's Academy – Part 3 – Evaluation conference in Harrisburg on January 30 and 31, 2002. Expenses include \$165.00 for registration, \$32.40 for travel, \$56.00 for lodging for a total cost of \$253.40.
3. Approve the request of Karen Nicholas to attend an Individuals With Disabilities Act In Pennsylvania conference in Allentown on January 30, 2002. Expenses include \$239.00 for registration, \$10.00 for meals for a total cost of \$249.00.
4. Approve the request of Regina Freeburn, elementary nurse, to attend the Pennsylvania Student Assistance Program conference on March 17, 18 and 19, 2002. Expenses include \$310.00 for registration, \$36.00 for travel for a total cost of \$346.00 and will be paid for through Safe Schools Drug Free Monies.
5. Approve the request of Sandra Hopkins, Peters Elementary second grade teacher to attend an Applebaum Training Institute conference in Allentown on January 22, 2002. Expenses include \$175.00 for registration, \$10.00 for meals, \$3.00 for travel, for a total cost of \$188.00 plus the cost of a substitute teacher and will be paid for through IDEA funds.
6. Approve the request of Michele Dotta, Slatington Elementary special education teacher to attend an Applebaum Training Institute conference in Allentown on January 22, 2002. Expenses include \$175.00 for registration, \$10.00 for meals, \$9.00 for travel, for a total cost of \$194.00 plus the cost of a substitute teacher and will be paid for through IDEA funds.
7. Approve the request of Jennifer Hilbert, Peters Elementary second grade teacher, to attend a Bureau of Education and Research conference in Allentown on February 19, 2002. Expenses include \$145.00 for registration plus the cost of a substitute teacher and has been approved by the district Continuing Professional Education Committee.
8. Approve the following individuals to attend the “Basic Life Support – CPR Healthcare Provider Course” offered by LCCC. Brian Geiger, Earl Snyder, and Michelle Raber will need this course to enable them to be certified to train others in the use of the Automated External Defibrillator (AED). Course dates will be January 16 & January 30, 2002 from 6:00 to 10:00 PM at a cost of \$60, each which also includes the text for the course.

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9. Approve the request of Lynne Fedorcha to attend a Curriculum Management Audit Training Program in Philadelphia from March 4-7, 2002. This three-day training program is designed to prepare participants to examine and evaluate deep alignment issues in order to improve student achievement. Expenses include \$795.00 for registration, \$100.00 for meals, \$36.00 for travel, \$338.58 for lodging, for a total cost of \$1269.58.
 10. Approve the request of Tracy Ettinger, Slatington Elementary second grade teacher, to attend a Title I Funds conference in Philadelphia on January 30, 2002. Expenses include \$165.00 for registration, \$48.00 for travel, \$15.00 for miscellaneous, for a total cost of \$228.00 plus the cost of a substitute teacher for one day and will be paid for through Title I funds.
- B. Approve the Northern Lehigh Middle School Student Activities Account Fund Statement for the month of November 2001. (Attachment #7)
- C. Board Policies – First Reading
- a. Approve revisions to school board policy #433 – Professional Employees, as presented after first reading. (Attachment #8)

V. CURRICULUM AND INSTRUCTION

VI. OLD BUSINESS

VII. NEW BUSINESS

- A. Appoint a Northern Lehigh School District representative to the Lehigh Carbon Community College Board of Trustees.

VIII. FINANCIAL

- A. Consider abatement of per capita taxes for the residents that fall within the guidelines as listed in **attachment #9**.
- B. Approve payment of bills from the Construction Account, as presented in **attachment #10**.
- C. Approve payment of bills from the Extended Construction Account, as presented in **attachment #11**.
- D. Approve payment of bills from the Capital Reserve #1 Account, as presented in **attachment #12**.
- E. Approve the Arthurs Lestrange Cash Management Portfolio for the month of November 2001 2001. (Attachment #13)

- F. Approve the request of the Diamond Fire Company in Walnutport to exempt them from paying real estate transfer taxes. This request is a result of an agreement between the Fire Company and the Borough of Walnutport to transfer the deed and change ownership of their property located at the corner of Carbon and Main Streets in the Borough of Walnutport from the Borough back to the Fire Company. The property in question originally belonged to the Diamond Fire Company but was deeded to the Borough of Walnutport for tax purposes. (Attachment #14)
- G. Approve the contract, which our solicitor's office has reviewed, with Portnoff Law Associates to collect delinquent real estate taxes for the Northern Lehigh School District. The 3-year contract will contain a yearly renewal provision. The delinquent taxpayer will pay all collection fees and expenses, including a 10 percent (10%) penalty for late payment and 10 percent (10%) interest per year. (Attachment will be distributed at meeting.)
- H. Approve a \$321.17 refund to William and Joyce Kemmerer, 4348 Clover Hollow Road, Slatington, PA for their 2001 school real estate taxes. They are due a refund because their assessed value was reduced from \$67,200 to \$59,550. (Attachment #15)
- I. Approve a \$10 refund to William O'Brian of 3506 Ridge Lane, Slatington, PA due to an overpayment of per capita tax. Per capita tax was incorrectly paid twice with the real estate bill and an individual per capita bill. (Attachment #16)
- J. Approve a \$10 refund to Marsha O'Brian of 3506 Ridge Lane, Slatington, PA due to an overpayment of per capita tax. Per capita tax was incorrectly paid twice with the real estate bill and an individual per capita bill. (Attachment #17)
- K. Approve a \$10 refund to Timothy O'Brian of 3506 Ridge Lane, Slatington, PA due to an overpayment of per capita tax. Per capita tax was incorrectly paid twice with the real estate bill and an individual per capita bill. (Attachment #18)
- L. Approve to permit the Northern Lehigh School District Earned Income Tax Office to collect Occupational Privilege Tax (OPT) for Walnutport Borough. The yearly fee charged to Walnutport Borough will be \$480. The \$10 OPT tax will be split equally between the school district and the municipality instead of each sending a separate \$5 tax bill. (Attachment #19)
- M. Approve to place the proceeds from the sale of district-owned maintenance vehicles in the amount of \$2600.00 into the CR-1 Account to enable the Director of Support Services to look into the purchase of a trailer to haul the skid loader from the main campus to the Peters Elementary School. This special request is being done in accordance with NLSD Policy #706.1, Miscellaneous 5. These proceeds came from a negotiated sale price for a 1978

Chevrolet Dump Truck, a 1980 Chevrolet Crew Cap Truck, and a 1981 John Deere 146 Farm Loader Tractor.

N. Distribution of Single Audit Report for fiscal year ended June 30, 2001. (Information Only)

IX. LEGAL

X. CORRESPONDENCE

XI. INFORMATION

A. Minutes of the Carbon Lehigh Intermediate Unit Board of Directors meeting held on November 19, 2001.

B. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on December 6, 2001.

C. Minutes of the Washington Township Board of Supervisors meeting held on November 13, 2001. (Attachment #20)

D. Middle School Change Order #6

Work under this change order is being done to reinforce eight (8) existing bar joists. The work involved the removal of acoustical spray insulation at sixteen (16) locations and plaster wall removal at four (4) locations, as well as supply and install three (3) angles welded to the joist at sixteen (16) locations. The cost for this change order is \$7,698.00. (Attachment #21)

XII. RECOGNITION OF GUESTS

XIV. ADJOURNMENT