

**NORTHERN LEHIGH SCHOOL DISTRICT**  
**Regular School Board Meeting**  
**Monday, February 6, 2006**  
**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. SPECIAL BOARD REPORTS**

- A. Carbon Lehigh Intermediate Unit ..... Mr. Bryan C. Dorshimer
- B. Lehigh Career and Technical Institute ..... Mrs. Sheryl A. Giles
- C. Legislative Report ..... Mr. Gregory A. Williams
- D. Committee Reports and/or Meetings
  - 1. Minutes of the Technology/Buildings & Grounds Committee meeting held on February 1, 2006. **(Attachment #1)**
  - 2. Minutes of the Finance Committee meeting held on February 1, 2006. **(Attachment #2)**
- E. Student representatives to the Board Report ..... Ms. Jessica Fidler  
Mr. Nathan Hunsicker
- F. Solicitor's Report ..... Attorney Charles Stopp
- G. Federal and Other Programs Update ..... Mrs. Lynne B. Fedorcha
- H. Superintendent's Report ..... Dr. Nicholas P. Sham, Sr.
  - Administrative Goals Mid-Year Review
  - National School Counseling Week – February 6-10, 2006
  - Approve to appoint Lori Geronikos to the Northern Lehigh Educational Foundation Board of Directors.
- I. Executive Session will be held in the Superintendent's Office beginning at 7:10 p.m.

**III. PERSONNEL**

A. Nominations for Appointment

Jamie Farber\*

Assignment:

Title I Aide (Certified Paraprofessional)  
replacing Nancy Wagner, who resigned.

Salary:

\$10.17 Per Hour/6 ½ Hours Per Day/Approximately  
169 Days Per Year

Effective Date:

January 30, 2006

\*60-Day Probationary Period

B. Substitute1. Non-Instructional

Approve the following substitute aides for the 2005-2006 school year at the rate of \$7.25 per hour:

Jamie Farber

Christine Lutz

C. Resignation

Accept the resignation of Jodi Wieand from her position of English As A Second Language teacher, effective January 19, 2006.

D. Salary Adjustment

Acknowledge the following teachers who have completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the second semester of the 2005-2006 school year:

Tanya Simms

From: Step 2B+24 \$38,900

To: Step 2 Masters \$40,000

Anthony Jordan

From: Step 4B+24 \$39,600

To: Step 4 Masters \$41,100

E. Family Medical Leave Request

Approve the request of employee number 2300 to take a Family Medical Leave of Absence beginning on or about April 16, 2006 and continuing for the remainder of the 2005-2006 school year.

F. Unpaid Volunteer Aide

Approve the following unpaid volunteer aide in the Peters Elementary School for the 2005-2006 school year: (Pending verification of clearances) Evelyn Mateo

## G. Approve to eliminate the positions and associated salary and benefits of Earned Income Tax

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Collector and part-time office aide for the Earned Income Tax Office effective March 1, 2006. Further, authorize the administration to contract on a per diem (1099 non-employee) basis with the current EIT collector for services required for completion of a final audit and any required closure paperwork which will be conducted between March 1 and June 30.

#### **IV. POLICY**

##### **A. Board Policy – Second Reading**

1. Approve to revise school board policy #335 – Administrative Employees – Family and Medical Leaves, as presented after second reading. **(Attachment #3)**
2. Approve to revise school board policy #535 – Classified Employees – Family and Medical Leaves, as presented after second reading. **(Attachment #4)**

##### **B. Conferences**

1. Kathy Tschudy – Tides of Change – Sponsored by Carbon Lehigh Intermediate Unit – March 7 and 8, 2006 – Registration: \$200.00 – Funded through the District Staff Development Budget **(Attachment #5)**
2. Kay Rau – Tides of Change – Sponsored by Carbon Lehigh Intermediate Unit – half day on March 7 and half day on 8, 2006 – Registration: \$100.00, Travel: \$20.00 – Total Approximate Cost: \$120.00 Funded through the Director of Support Services Budget **(Attachment #6)**
3. Heather Tift – ACAPA Spring Conference – Sponsored by ACAPA – March 22-24, 2006 – Hershey, PA – Registration: \$170.00, Meals: \$10.00, Lodging: \$246.00 – Total Approximate Cost: \$426.00 – Funding – Business Office **(Attachment #7)**
4. Suzanne Mengel – Significantly Reduced Playground Discipline Conference – Sponsored by Bureau of Education & Research – Allentown, PA – Registration: \$169.00 – Funding: Safe & Drug Free Schools **(Attachment #8)**
5. Sandra Vajda – Active Strategies for Strengthening & Enhancing Your Foreign Language Program – Sponsored by Bureau of Education & Research – Allentown, PA – Registration: \$179.00 – Funding – Curriculum & Instruction Budget **(Attachment #9)**
6. Robert Kern – Student Discipline Issues In Pennsylvania – Sponsored by Lorman Education Services – March 15, 2006 – Bethlehem, PA – Registration \$259.00 – Funding: Curriculum & Instruction Budget **(Attachment #10)**

#### **V. CURRICULUM AND INSTRUCTION**

#### **VI. OLD BUSINESS**

#### **VII. NEW BUSINESS**

- A. Approve changes to the Northern Lehigh School District Emergency Operations Plan as presented. (Separate Attachment To Agenda For Board Members Only)

#### **VIII. FINANCIAL**

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- A. Approve abatements/exonerations of per capita taxes, for the residents that fall within the guidelines, as listed in **attachment #11**.
  - B. Approve the Arthurs Lestrangle Cash Management Portfolio for the month of December 2005. (**Attachment #12**)
  - C. Appoint Central Tax Bureau of Pennsylvania, Inc. (CENTAX) as the commissioned Earned Income Tax and Occupational Privilege Tax Collector for the Northern Lehigh School District effective March 1, 2006, pending favorable legal review of the contract terms of agreement. (**Attachment #13**) (**Draft contract**)
  - D. Accept the 2004-05 audit and management reports for single audit, earned income tax and occupational privilege tax offices. Copies of the audits were distributed at the February 1, 2006 Finance Committee meeting.
  - E. Accept the state audit report as presented for fiscal years ending 2001, 2002, 2003 and 2004 as presented at the February 1, 2006 Finance Committee meeting.
  - F. Approve a real estate tax refund in the amount of \$4,816.63 to LSI Tax Services c/o Sovereign Bank, 3100 New York Dr., Suite 100, Pasadena, CA 91107. The refund is due to a duplicate payment of real estate taxes for property located at 6444 Ventura Dr. in Washington Twsp. for the 2005-2006 school tax year.
  - G. Approve a real estate tax refund in the amount of \$1,372.60 to First American Tax Department, PO Box 656, Exton, PA 19341-9773. The refund is due to a duplicate payment of real estate taxes for property located at 3925 E. Grant St. in Washington Twsp. for the 2005-2006 school tax year.

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

- A. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on January 5, 2006.
- B. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on December 19, 2005.
- C. Minutes of the Lehigh Career and Technical Institute Joint Operating Committee meeting held on December 14, 2005 and the LCTI Director's Report for January 2006.

**XII. RECOGNITION OF GUESTS****XIII. ADJOURNMENT**