

NORTHERN LEHIGH SCHOOL DISTRICT  
Regular School Board Meeting  
Monday, June 6, 2005  
Slatington Elementary School Gymnasium  
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. Lori H. Geronikos
- C. Legislative Report ..... Mrs. Lori H. Geronikos
- D. Committee Reports and/or Meetings
  - 1. Minutes of the Finance Committee meeting held on April 25, 2005. (Attachment #1)
  - 2. Minutes of Finance Committee meeting held on May 23, 2005. (Included with Packet)
  - 3. Minutes of Technology/Buildings and Grounds Committee meeting held on May 4, and June 1, 2005. (Attachment #2)
- E. Student Representatives To The Board Report..... Ms. Ashley Kunkle  
Ms. Jessica Fidler

- 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.
  - 1. Ag Fair Report – Dr. Linda Marcincin
  - 2. Report from Cornwall-Lebanon & Elanco School Districts
  - 3. Act 80 Day Date Change
  - 4. Athletic Budget Issues
- I. An Executive Session 7:00 p.m. in the boardroom.

**III. PERSONNEL**

**A. Appointment**

KathySue Tschudy\*

Assignment: Administrative Secretary – Full-time 12 Month Position  
 Central Administration Office for the Secretary to the Director of  
 Curriculum and Instruction, replacing Patricia Gilbert.

Salary: \$29,300.00

Effective Date: June 15, 2005

\*60-Day Probationary Period

**B. Administrative Transfer**

Robert Kern

From: High School Assistant Principal  
To: Middle School/High School Assistant Principal, replacing David Papay.  
Effective Date: July 1, 2005  
Salary: \$73,250 (no change in salary)

C. Substitutes

1. Instructional

Approve the following substitute teacher for the 2004-2005 school year at the substitute teacher rates of \$70.00 for 1-10 non-consecutive days; \$80.00 for 11-20 non-consecutive days; and \$90.00 for 21+ non-consecutive days:

Richard R. Rupnik – All Subject Areas

Tina Rothenberger – Elementary Education & Special Education

Robert Naugle -- Mathematics

D. Resignation/Retirement

Carol Rose, cooks helper in the Peters Elementary School, has submitted her letter of resignation, effective June 30, 2005 at which time she will begin her retirement from the Northern Lehigh School District after 10 years of service.

E. Resignation – Instructional

Accept the resignation of Tammy Fristick, learning support special education teacher in the middle school. On May 11, 2005 she informed the district that her resignation would be effective at the end of the 2004-2005 school year.

- F. Approve the request of Todd Green, custodian at Peters Elementary School, to take a Family Medical Leave of Absence beginning May 13, 2005 through August 5, 2005. Effective August 6, 2005 Mr. Green is also requesting an unpaid leave of absence per Article X-Section 1 of the NLESP Collective Bargaining Agreement.

G. Co-Curricular Appointments for 2005-2006

Head Boys Basketball Coach – Richard Oertner -- \$6414.28  
Assistant Boys Basketball Coach – Richard Mantz -- \$4168.66  
Assistant Boys Basketball Coach– Dennis Rehrig -- \$4168.66  
Head Girls Basketball Coach – David Redline -- \$6414.28  
Assistant Girls Basketball Coach – Renee Evans – 4168.66  
Head Wrestling Coach – Todd Herzog -- \$6414.28  
Assistant Wrestling Coach – Brent Herzog -- \$4168.66  
Assistant Wrestling Coach – Glenn Serfass -- \$4168.66  
Cheerleading Advisor – Lil Borger – One Half Stipend of \$2834.61  
Cheerleading Advisor – Kathy Neff – One Half Stipend of \$2834.61  
Senior High Winter Intramural – Winter Track – Bryan Geist -- \$751.32  
Senior High Winter Intramural – Steve Hluschak – Weightlifting -- \$751.32  
Senior High Winter Intramural – James Tkach – Weightlifting -- \$751.32  
Senior High Scholastic Scrimmage – Denise Turoscy -- \$751.32  
Debate Advisor – Scott DeLong -- \$1286.19  
Middle School Field Hockey – Elissa Gerstel -- \$2448.00  
Middle School Girls Basketball – Jason Reinhard -- \$4086.00  
Academic Challenge Eight – Kristin Helfrich -- \$405.84

H. Volunteer Coaches for 2005-2006

Approve the following unpaid volunteer coaches for the 2005-2006 school year:

Robert Hughes –Volunteer Boys Basketball Coach  
Peter Reese – Volunteer Boys Basketball Coach  
Courtney Wertman – Volunteer Girls Basketball Coach  
LeAnn Hoch – Volunteer Cheerleading Advisor

#### IV. POLICY

##### A. Conferences

1. Laurie Newman-Mankos – AYP & Students with IEP's Conference – Sponsored by PATTAN & PDE – June 29, 30, July 1, 2005 – Penn State University. Total Approximate Total Cost -- \$174.00 -- registration \$50.00, travel \$124.00 – General Fund. (Attachment #3)
2. Tina Williams – Peters Elementary Life Skills Aide – Sensory Strategies in the Classroom – Handwriting without Tears: A Multi-Sensory Approach to Handwriting Conference – Sponsored by CLIU 21 – June 30, 2005. Approximate Total Cost: \$100.00 for registration – IDEA Funds. (Attachment #4)
3. Andrea Madochick – Food Services Director – Child Nutrition Program & Law Conference – Sponsored by Penn State University Dept. of Nutritional Sciences & PA Department of Education – State College – June 14 & 15, 2005. Approximate Total Cost -- \$310.00 – travel \$158.00, lodging \$152.00 – Cafeteria Fund (Attachment #5)
4. Thomas Mertus – Special Ed Teacher – New Teacher Conference – Sponsored by Pattan & PA Dept. of Education – State College – June 22, 23, 24, 2005. Approximate Cost -- \$352.00 – registration \$50.00, travel \$124.00, lodging \$178.00 – IDEA Funds (Attachment #6)

##### B. Student Representative to the Board

Approve Nathan Hunsicker as a Student Representative to the Board for the 2005-2006 school year. Nathan has been elected as the junior representative to the board and will serve from September 2005 through June 2006. Jessica Fidler will serve as a student representative to the board as the senior representative until June 2006.

C. Attendance of Non-Resident Student

Approve to permit a Slatington Elementary student, whose parents have moved from the Northern Lehigh School District on May 16, 2005, to remain in attendance for the duration of this school term in accordance with School Board Policy #202.

D. Board Policy – Second Reading

1. Approve new school board policy #116 – Programs – Tutoring, as presented after second reading. (Attachment #7)
2. Approve new school board policy #210.1 – Pupils – Possession/Use of Asthma Inhalers, as presented after second reading. (Attachment #8)
3. Approve revisions to school board policy #803 – Operations – School Calendar, as presented after second reading. (Attachment #9)
4. Approve revisions to school board policy #217.1 – Pupils – Early Graduation, as presented after second reading. (Attachment #10)
5. Approve revisions to school board policy #804 – Operations – School Day, as presented after second reading. (Attachment #11)

- E. Approve the recommendation of the Technology/Buildings and Grounds Committee to permit the Slatington Lions Club to use campus grounds to host their Annual 2005 Car Show, which will be held on Sunday, September 3, 2005 (rain date September 4). It is understood that they will be billed for custodial services for using the grounds. It is the responsibility of the Lions Club to provide sufficient security for the event. It is also the responsibility of the Lions Club to make any necessary repairs to the area used.

**V. CURRICULUM AND INSTRUCTION**

A. Title I, Title VI, Title II & Drug-Free Schools & Communities Act – 2005-2006

Approve to authorize proper officials to execute contracts for Title I, Title VI, Title II, and Drug-Free Schools and communities Acts for the 2005-2006 school year.

- B. Approve to authorize proper officials to ratify a contractual agreement between the Northern Lehigh School District and the Carbon Lehigh Intermediate Unit #21 to continue the Driver Education Program in our district, effective July 1, 2005 through June 30, 2006. (Attachment #12)
- C. Approve to authorize the administration to employ eight elementary teachers at a stipend of \$1510.50 per teacher (approximate total \$12,084) and one Title I aide at a stipend of \$10.02 per hour, to conduct a Title I Summer Reading Camp for Title I eligible K-4 students based on teacher recommendation. The Reading Camp will be conducted in the Peters Elementary School from 9:00 a.m. to 12:00 p.m. Monday through Friday from July 18 through August 5, 2005. Expenses for this program will be paid for through Title I funds.

#### VI. OLD BUSINESS

#### VII. NEW BUSINESS

#### VIII. FINANCIAL

- A. Approve abatement of per capita taxes, for the residents that fall within the guidelines, as listed in **attachment #13**.
- B. Approve payment of bills from the Construction Account 2004 AAA Financing, as presented in **attachment #14**.
- C. Approve the Arthurs Lestrangle Cash Management Portfolio for the month of April 2005. (Attachment #15)
- D. Approve the Northern Lehigh Middle School Student Activities Fund Statement for the month of April 2005. (Attachment #16)

E. Authorize the transfer of \$100,000 from the General Fund 2004-05 undesignated fund balance to the Capital Reserve Fund to be invested for purposes of future long range maintenance needs per the district plan.

F. Approve a maintenance agreement for the 2005-2006 school year with Allentown Sewing Machine Outlet. The agreement covers sewing machines located as follows:

Middle School – 12 machines at \$25.00 per machine plus parts = \$300.00

Senior High School – 16 Machines at \$25.00 per machine plus parts =\$400.00

G. Approve to renew the following expiring bonds for the 2005-2006 fiscal year through HRH Palley Simon Associates:

1. A \$50,000 Board Secretary Bond for the term of July 1, 2005 to July 1, 2006 at an annual premium of \$175.00.

2. A \$50,000 Board Treasurer Bond for the period July 1, 2005 to July 1, 2006 at an annual premium cost of \$269.00.

H. Award insurance coverage for the 2005-2006 school year to the following companies:

1. Commercial Package and Automobile (Vehicle Liability, General Liability, Property Insurance and Boiler and Machinery) Graphic Arts (UTICA) National Insurance Company -- \$52,598. The premium is an increase of \$4315 over last year's rate.

2. Commercial Umbrella Liability Insurance – Crum & Forster Insurance Company -- \$13,566. The renewal is with the same company as last year and the premium is the same as 2004-2005.

3. School Leaders Errors and Omissions Liability -- \$13,927 AIG-National Union, a decrease of \$503.



4. Worker's Compensation Coverage – PSBA Insurance Trust/Old Republic – estimated premium of \$64,387, a decrease in rate, final cost based on payroll.
- I. Authorize the following financial institutions to act as approved depositories for school district funds and or temporary investments. The Northern Lehigh School Board further authorizes the following financial institutions to transfer funds on deposit to any other bank for the credit of the Northern Lehigh School District. The Board further authorizes the Business Manager and/or Superintendent to enter into agreements, supplements or amendments to agreements to implement the foregoing operations for the 2005-2006 school year:
- |   |                               |
|---|-------------------------------|
| M & T Bank  | Neff's National Bank          |
| Harleysville National Bank                              | Commerce Bank of Pennsylvania |
| Susquehanna-Patriot Bank                                |                               |
| Pennsylvania Local Government Investment Trust (PLGITP) |                               |
| Prudential-Bache Government Securities Trust            |                               |
| Wachovia National Bank                                  |                               |
- J. Appoint Mr. Ronald Klevenhagen as Earned Income Tax Collector, Delinquent Earned Income Tax Collector, Emergency & Municipal Service Tax Collector (formerly Earned Income Tax Collector), and Real Estate and Per Capita Tax Collector for the 2005-2006 school year. It is further recommended that proper officials be authorized to secure, on behalf of the above named individual, a \$250,000 bond for the fiscal year July 1, 2005 through June 20, 2006.
- K. Appoint Hilb, Rogal and Hamilton Company (HRH) Palley Simon Associates as the district insurance broker for Property, Casualty, Liability and Workers' Compensation insurance fore the 2005-2006 school year.
- L. Approve to grant permission to the business office to pay construction, insurance, and utility bills that are scheduled for payment during the month of July as required by contract. There is no scheduled board meeting in July.

M. Approve the appointment of Statewide Tax Recovery as the delinquent per capita tax collector and delinquent earned income tax collector for the district for the 2005-2006 school year.

N. Election of Treasurer and Secretary

1. Election of a Treasurer for the 2005-2006 fiscal year, as required by Section 404 of the Pennsylvania School Code of 1949, as amended.

RECOMMEND ..... that the Board of Education elect \_\_\_\_\_ as Treasurer for the 2005-2006 Fiscal Year, effective July 1, 2005 through June 30, 2006.

2. Election of a Secretary for a four (4) year term, as required by Section 404 of the Pennsylvania School Code of 1949, as amended.

RECOMMEND ..... that the Board of Education elect \_\_\_\_\_ as Secretary for a four (4) year term, effective July 1, 2005 through June 30, 2009. There is no stipend attached to either of these positions.

O. Approve submission of PlanCon Part J "Project Accounting Based on Final Costs" to PDE for Northern Lehigh Middle School (Project #2741) and Northern Lehigh High School (Project #2622). The PlanCon Part J document has been audited by Hutchinson, Gorman and Freeh CPA and submission of same will establish a permanent reimbursement rate for these projects. **(Attachment #17)**

IX. LEGAL

X. CORRESPONDENCE

XI. INFORMATION

A. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on May 5, 2005. .

- B. Minutes of the Slatington Parks and Recreation Commission meeting dated April 18, 2005.
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on April 27, 2005 and the LCTI Director's report for May 2005.

## **XII. BUDGET DISCUSSION**

### **XIII. ADOPTION OF 2005-2006 NORTHERN LEHIGH SCHOOL DISTRICT BUDGET**

It is recommended that the Board of Education adopts a budget for the Northern Lehigh School District for the 2005-2006 school year in the amount of \$ \_\_\_\_\_.

1. A \_\_\_\_\_ mill (or \$ \_\_\_\_\_ per \$100 of assessed valuation) tax on Real Estate for Lehigh County and a \_\_\_\_\_ mill (or \$ \_\_\_\_\_ per \$100 of assessed valuation) tax on Real Estate for Northampton County. An increase of \_\_\_\_\_ mills over 2004-2005.
2. A \$5.00 Resident Per Capita Tax, taxable on 18 year olds and over based on Section 679 of the School Code of 1949. No change from 2004-2005.
3. Taxes under Act 511 with no changes from 2004-2005:
  - a. A 1% Earned Income Tax shared equally with coterminous municipalities.
  - b. A Realty Transfer Tax shared equally with the coterminous municipalities.
  - c. A \$10.00 Per Capita Tax (\$5.00 under Act 511 and \$5.00 under Section 679 of the School Code of 1949), taxable on residents age 18 and over.
  - d. A \$10.00 Emergency and Municipal Service Tax (formerly Occupation Privilege Tax).

**RECOMMENDATION ..... That the Board of Education adopts the 2005-2006 Northern Lehigh School District budget.**

## **XIV. RECOGNITION OF GUESTS**

XV. ADJOURNMENT