

**NORTHERN LEHIGH SCHOOL DISTRICT**

**Special School Board Meeting**

**Monday, July 14, 2003**

**Slatington Elementary 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 ..... Mr. Jason M. Newhard
- B. Carbon-Lehigh Intermediate Unit ..... Mr. Bryan C. Dorshimer
- C. Lehigh Carbon Community College ..... Mr. Mathias J. Green, Jr.
- D. Committee Reports and/or Meetings
  - 1. Minutes of the Technology/Buildings and Grounds Committee meeting held on June 4, 2003. (Attachment #1)
  - 2. Minutes of the Finance Committee meeting held on May 27, 2003. (Attachment #2)
- 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.
- I. An Executive Session will be held beginning at 7:00 p.m. in the Superintendent's Office.

**III. PERSONNEL**

- A. Terminate Non-Instructional Employee

Approve to terminate the employment of Andrea Hess, Clerk/Central Office Duplicating

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Aide, effective June 20, 2003. (Attachment #3 -- Board Members Only)

B. Nominations For Appointment

1. Instructional

- a. Michael S. Anderson                      Temporary Professional Employee  
Assignment:                                      Secondary Guidance Counselor in the senior high school,  
replacing Michael Bonner who retired.  
Salary:    \$37,500 (Step 1-- Masters on 2003-2004 CBA Salary  
Schedule)  
Effective Date:                                      August 26, 2003\*  
\*(Will work an additional 10 days during summer of 2003 as budgeted).
- b. Mary R. Smith                                      Temporary Professional Employee  
Assignment:                                      New Position  
Secondary Guidance Counselor in the senior high school,  
replacing Thomas Sheehan, who retired.  
Salary:    \$48,000 (Step 14 - Masters on 2003-2004 CBA Salary  
Schedule)  
Effective Date:                                      August 26, 2003\*  
\*(Will work an additional 10 days during summer of 2003 as budgeted).
- c. Darrin R. Evans                                      Professional Employee  
Assignment:                                      English teacher in the senior high school, replacing Frank  
Carazo, who retired.  
Salary:    \$42,000 (Step 9 -- Masters on 2003-2004 CBA Salary  
Schedule)  
Effective Date:                                      August 26, 2003
- d. D. Michelle Fleck                                      Temporary Professional Employee  
Assignment:                                      New Position  
English As A Second Language/Gifted teacher, district-wide.  
Salary:    \$35,900 (Step 2 – Bachelors on 2003-2004 CBA Salary  
Schedule)  
Effective Date:                                      August 26, 2003
- e. Elissa B. Gerstel                                      Temporary Professional Employee  
Assignment:                                      Grade 5 teacher in Slatington Elementary School,  
replacing Harriet Akelaitis, who retired.  
Salary:    \$35,800 (Step 1 – Bachelors on the 2003-2004 CBA  
Salary Schedule)  
Effective Date:                                      August 26, 2003

- f. Michael A. Mengel  
Assignment: Temporary Professional Employee  
Grade 5 teacher in Peters Elementary School,  
replacing Susan Kester, who retired.  
Salary: \$35,800 (Step 1 – Bachelors on the 2003-2004 CBA  
Salary Schedule)  
Effective Date: August 26, 2003
- g. Laurie A. Ramsey  
Assignment: Temporary Professional Employee  
Grade 5 teacher in Peters Elementary School,  
replacing Jean Madea, who retired.  
Salary: \$37,500 (Step 1 – Masters on the 2003-2004 CBA  
Salary Schedule)  
Effective Date: August 26, 2003
- h. Regina M. Hartsell  
Assignment: Temporary Professional Employee  
Grade 6 teacher in Peters Elementary School,  
replacing Charles Uhler, who retired.  
Salary: \$35,800 (Step 1 – Bachelors on the 2003-2004 CBA  
Salary Schedule)  
Effective Date: August 26, 2003
- i. Suzanne M. Mengel  
Assignment: Temporary Professional Employee  
Elementary Guidance Counselor in Slatington  
Elementary School, replacing Ann Bernard.  
Salary: \$37,500 (Step 1 – Masters on the 2003-2004 CBA  
Salary Schedule)  
Effective Date: August 26, 2003
- j. Bonita L. Treadway  
Assignment: Temporary Professional Employee  
Elementary School Nurse, replacing Regina Freeburn  
who retired.  
Salary: \$35,800 (Step 1 – Bachelors on the 2003-2004 CBA  
Salary Schedule)  
Effective Date: August 26, 2003
- k. Melissa A. DeSocio  
Assignment: Temporary Professional Employee  
Secondary School Nurse, replacing Edith Moore, who  
retired.  
Salary: \$36,000 (Step 3 – Bachelors on the 2003-2004 CBA  
Salary Schedule)

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Effective Date: August 26, 2003

2. Non-Instructional

a. Robyn Pristash

Assignment: Clerk/Central Duplicating Aide in the Central Administration Office, replacing Andrea Hess whose employment was terminated.

Salary: \$8.90/Hour – 4 Hours Per Day/5 Days Per Week  
Two Personal Days

Effective Date: July 15, 2003

3. Administrative Transfer

Dawn Mayer

From: Half Time Title I Teacher – Peters Elementary School

To: Full Time Kindergarten Teacher

New Position – Peters Elementary School

Salary: \$64,100 (Step 17M – on the 2003-2004 CBA Salary Schedule)

Effective Date: September 2, 2003

C. Furlough Non-Instructional Employee

In accordance with school board policy #511, approve to furlough Mrs. Patricia Ingles, a one-on-one special education aide in the Slatington Elementary School due to the fact that the student has moved from the district and the services of Mrs. Ingles are no longer needed. As a result of this furlough, Mrs. Ingles' employment with the district will be terminated at the end of the 2002-2003 school year.

D. Resignations

1. Instructional

Accept the resignation of Janet Ginder from her position and ¼ Family & Consumer Science teacher in the high school, effective at the end of the 2002-2003 school year.

2. Non-Instructional

Accept the resignation of Beverly Williams from her position as instructional aide in the Slatington Elementary School, effective June 28, 2003.

- E. Approve the Educational Support Staff – Instructional II Aides job description, as presented in **attachment #4**.

F. Co-Curricular Appointments for 2003-2004

Head Boys Basketball Coach– Richard Oertner -- \$6287.90  
Assistant Boys Basketball Coach – Richard Mantz -- \$4086.52  
Assistant Boys Basketball Coach– Dennis Rehrig -- \$4086.52  
Head Girls Basketball Coach– David Redline -- \$6287.90  
Assistant Girls Basketball Coach– Jason Reinhard -- \$4086.52  
Head Wrestling Coach – Todd Herzog -- \$6287.90  
Assistant Wrestling Coach – Brent Herzog -- \$4086.52  
Assistant Wrestling Coach – Glenn Serfass -- \$4086.52  
Cheerleading Advisors – Lil Borger and Kathy Neff (Sharing A Stipend of \$2778.75)  
Senior High Winter Intramural – Winter Track – Bryan Geist -- \$736.51  
Senior High Winter Intramural – Weightlifting – Steve Hluschak -- \$736.51  
Senior High Winter Intramural – Weightlifting – James Tkach -- \$736.51  
Senior High Scholastic Scrimmage Advisor– Denise Turoscy -- \$736.51  
Debate Advisor – Henry Distler -- \$1260.84  
Assistant Field Hockey Coach – Tiffany Zastko (**Pending Clearances**) -- \$2448.24  
Assistant Football Coach – Joseph Tout (Sharing A Stipend of \$4086.52 with Manuel Guedes)  
Elementary Scholastic Scrimmage – Marlene Simock -- \$397.84

G. Middle School Co-Curricular Appointment for 2003-2005

Middle School Boy's Basketball Coach – George Weaver -- \$2,750.00

- H. Approve the employment of Glenn Rissmiller, effective August 1, 2003 as a part time Athletic Director for the Northern Lehigh School District for a period of time not to exceed 95 days during the 2003-2004 school year at a salary of \$19,250.00. (NOTE: The employment of Glenn Rissmiller is considered to be of an emergency nature and falls under the “emergency” provision of Act 23 of August 5, 1991. Since no other qualified persons are available, the school district's athletic programs would suffer a serious impairment of services to the students and sporting events without the services of Glenn Rissmiller).
- I. Approve the employment of James Tkach as an Assistant Athletic Director for the 2003-2004 school year at a stipend of \$6000. He will assist the part time Athletic Director in all Athletic Director duties and responsibilities and will be responsible for the Refreshment Stand Account and athletic fund raising activities.

**IV. POLICY****A. Board Policy – Second Reading (Strike Through Text Indicates Deletion-Underlined Text Indicates Addition)**

1. Approve revisions to school board policy #218 – Pupils, Student Conduct, as presented after second reading. (Attachment #5)
2. Approve revisions to school board policy #707 – Property, Use of School Facilities and Equipment, as revised after second reading. (Attachment #6)
3. (Information Only) – Administrative Regulation to School Board Policy 807 – Opening Exercises/Flag Displays” (Attachment #7)

**B. Conferences**

1. Approve the request of Dawn Wadsworth to attend a National Organization of Victims Assistance conference in State College from July 21-25, 2003. Expenses for this conference include \$150.00 for registration, \$120.00 for meals for a total cost of \$270.00 and will be paid for through IDEA funds.
2. Approve the request of Mary Anne Shafer, middle school teacher, to attend a Carbon Lehigh Intermediate Unit conference entitled “Reading Apprenticeship: A Framework For Academic Literacy” from July 28 – August 1, 2003. Expenses for this conference include \$125.00 for registration, \$30.00 for travel for a total cost of \$155.00 and will be paid for through Title IIA funds.
3. Approve the request of Susanne Gower, Peters Elementary 6<sup>th</sup> grade teacher, to attend a CESTA conference at Messiah College from July 20-23, 2003. Expenses for this conference include \$125.00 for registration and was included in the 2003-2004 budget.
4. Approve the request of Catherine Farole and Lynn Haab, middle school special education teachers, to attend a Carbon Lehigh Intermediate Unit conference on July 22 and 23, 2003. Expenses for this conference include \$150.00 each for registration for a total cost of \$300.00 and will be paid for through IDEA funds.
5. Approve the request of Brian Geiger to attend a Pennsylvania School Boards Association conference in State College on July 29 and 30, 2003. Expenses for this conference entitled “School Operations Academy” include \$220.00 for registration, \$120.00 for travel, \$110.00 for lodging for a total of \$450.00 and was included in the 2003-2004 budget.
6. Approve the request of Christopher Iacobelli, Deborah Geiger, and Susann Hegedus, Slatington Elementary kindergarten teachers to attend a PaTTAN conference at the Hazelton

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School District from August 4-6, 2003. Expenses for this conference on full day kindergarten include \$160.00 each for registration, \$72.00 for travel for a total cost of \$552.00.

7. Approve the request of Sandra Michalik, high school special education teacher and Denise Turoscy, high school English teacher, to attend a Carbon Lehigh Intermediate Unit conference entitled "Tools for Teachers: Developing Content Area Readers" on August 4 and 5, 2003. Expenses for this conference include each \$150.00 for registration and will be paid for through IDEA funds.
  
8. Approve the request of Janet Bashore, Peters Elementary 4<sup>th</sup> grade teacher, Kori Dibilio, Slatington Elementary 3<sup>rd</sup> grade teacher, Christine Leslie, senior high science teacher, and Steven Zong, senior high business and information technology teacher, to attend a Carbon Lehigh Intermediate Unit "Classroom Performance System Professional Development Seminar" on August 1, 2003. Expenses for this conference are \$2500.00 per two registrations for a total cost of \$5000.00 and will be paid for through PSSA Incentive Grant.
  
9. Approve the request of Sharon Williams, elementary school librarian, to attend a ACCESS PA Annual Fall Training Session at the Gateway Conference Center in Center Valley on September 18, 2003. Expenses for this conference include Project fees of \$360.00 (\$180.00 for each elementary school) plus the cost of a substitute for one day and were included in the 2003-2004 elementary library budgets.

C. Use of Facilities

1. Grant approval to the Slatington Lions Club to use campus grounds to host their Annual 2003 Car Show, which will be held on Sunday, August 31, 2003 (rain date September 1). It is understood that they will be billed for custodial services for using the grounds. It is also the responsibility of the Lions Club to provide sufficient security for the event.

V. CURRICULUM AND INSTRUCTION

- A. Approve to authorize the administration to employ a total of six elementary teachers at a stipend of \$1404.00 per teacher (\$8424.00 total) to conduct a Title I Summer Reading Camp for selected K-3 students based on teacher recommendation. The Reading Camp will be conducted in the Slatington Elementary School from 9:00 a.m. to 12:00 p.m. Monday through Thursday from July 21 through August 14, 2003. Expenses for this program will be paid for through Title I funds.

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Resolution in Support of "The Plan for a New Pennsylvania"

**WHEREAS**, all public school children in Pennsylvania have the right to and deserve a quality education that will prepare them to assume the role of productive citizens;

**WHEREAS**, the responsibility to provide this quality education lies with the Commonwealth or Pennsylvania through a system of public schools and related Local Education Agencies;

**WHEREAS**, The Plan for a New Pennsylvania provides an equitable form of education, including early-childhood programs, quality support for both children and teachers, and a system of accountability to ensure that the resources of our citizens are being utilized in the most appropriate manner;

**WHEREAS**, the education components of the proposed Plan for a New Pennsylvania is aligned with and complements the federal No Child Left Behind Act, and

**WHEREAS**, the legislators of this Commonwealth are morally and legally accountable to abide by its oath to ensure all Local Education Agencies are given the necessary resources to educate the children of this Commonwealth,

**NOW, THEREFORE, BE IT RESOLVED AND IT IS HEREBY RESOLVED** by the Board of School Directors of the Northern Lehigh School District that the Governor's Plan for a New Pennsylvania is the best option for achieving these needs and goals. This Board of School Directors endorses the objectives outlined

in the Plan and urges legislators to similarly adopt these initiatives by voting in favor of the Plan.

**RESOLVED** this 14<sup>th</sup> day of July 2003 by the Northern Lehigh Board of School Directors, Gary S. Fedorcha, President.

**VIII. FINANCIAL**

- A. Approve payment of bills from the Construction Account and Extended Construction, as presented in **attachment #8**.
- B. Approve payment of 2002-2003 General Fund Bills through June 30, 2003.
- C. Approve payment of General Fund Bills for the month of July 2003.

- D. Approve the unofficial, unaudited Treasurer's report for the month of June 2003.
- E. Approve the Arthurs Lestrage Cash Management Portfolio for the month of May 2003. (Attachment #9)
- F. Approve the Northern Lehigh High School Student Activities Fund Statement for the months of May and June 2003. (Attachment #10)
- G. Approve the travel and accident insurance policy with ANON Consulting. The policy renews for the 2003-2004 school year at a \$500.00 yearly premium that is no increase to the district during the three-year period expiring on August 13, 2004. (Attachment #11)
- H. Approve to renew the equipment maintenance program for the 2003-2004 school year with CNA Insurance Company at a yearly premium of \$35,038. The coverage is for the period of August 1, 2003 through July 31, 2004. There is no increase over last year's premium. (Attachment #12)
- I. Award the contract for the General Construction of the Slatington Elementary Elevator to McKelvey Construction Company of Neffs, PA in the amount of \$183,425.00. Funds for this project are to come from the Extended Funding of the Bond Funds. (Attachment #13)
- J. Award the contract for the Electrical Contractor of the Slatington Elementary Elevator to W.J. & R. Electric, Inc. of Coopersburg, PA in the amount of \$9,650.00. Funds for this project are to come from the Extended Funding of the Bond Funds. (Attachment #14)
- K. Approve to authorize the Board secretary to execute the 2003-2004 Bethesda Day Treatment Center Agreement for Services that outlines the payment schedule for educational services for disruptive youth for the 2003-2004 school year. The initial agreement was approved on April 14, 2003. (Attachment #15)
- L. Approve to authorize the administration to begin developing a contract with Carbon Lehigh Intermediate Unit #21 to host Apple PowerSchool Student Information System. This information system has been chosen to replace the existing Edunet student software. The cost will be estimated at \$46,612.00 for the first year, data conversion, and training. This process will develop the contract that will begin in the early fall of the 2003-2004 school year. (Attachment #16)
- M. Approve change order for the refurbishing of casework to be done by Hollenbach Construction, Inc. Change Order G-15 in the amount of \$38,787.00. This request is pending approval of Pennsylvania Department of Education PLANCON I. (Attachment #17)

**IX. LEGAL**

**X. CORRESPONDENCE**

**XI. INFORMATION**

- A. Minutes of the Carbon Lehigh Intermediate Unit Board of Directors meeting held on May 19, 2003.
- B. Minutes of the Washington Township Board of Supervisors meeting held on May 13, 2003.
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on May 28, 2003.
- D. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on June 5, 2003.

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