

NORTHERN LEHIGH SCHOOL DISTRICT

Regular School Board Meeting
Monday, October 6, 2003
Lehigh Career and Technical Institute
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 September 3, 2003. (Attachment #1)
 - 2. Minutes of the Policy/Education Committee meeting held on September 15, 2003. (Attachment #2)
 - 3. Minutes of the Finance Committee meeting held on September 22, 2003. (Attachment #3)
 - 4. Minutes of the Technology/Buildings and Grounds Committee meeting held on October 1, 2003. (Attachment #4)
- E. Student Representatives To The Board Report Ms. Amberly Gable
Ms. Ashley Kunkle
- F. Solicitor's Report Attorney Charles Stopp
- G. Legislative Report Mrs. Lori H. Geronikos
- H. Federal and Other Programs Update Mrs. Lynne B. Fedorcha
- I. Superintendent's Report Dr. Nicholas P. Sham, Sr.
 - Data Driven Decision Making -- Dr. Maura Roberts

J. Executive Session

III. PERSONNELA. Resignation1. Non-Instructional

- a. Accept the resignation of Vicky Papay from her position as Title I Aide in the Slatington Elementary School, effective September 26, 2003.
- b. Accept the resignation of Shirley Beil from her position as lunchroom aide in the senior high school, effective September 25, 2003.

B. Administrative Transfer1. Non-Instructional

Jessica Jones*

From: One-on-One Special Education Aide in the middle school.

To: Special Education Learning Support Aide in the middle school, replacing Patricia Rabenold, who resigned.

Salary: \$8.90

Effective Date: October 1, 2003

*60-Day Probationary Period

C. Nominations for Appointment1. Non-Instructional

a. Patricia Ingles*

Assignment: One-on-One Special Education Aide in the middle school, replacing Jessica Jones who was administratively transferred to another special education aide position.

Salary: \$9.17** Per Hour – 6 ½ Hours Per Day/5 Days Per Week

Effective Date: October 1, 2003

*60-Day Probationary Period

** Step placement reflects credit for completion of more than 51% of school year prior to her furlough in the 2002-2003 school year.

b. Dorothea Curran*

Assignment: Cafeteria General Service/Cook Helper Slatington Elementary School, replacing Susan Bilheimer, who resigned.

Salary: \$7.50 Per Hour – 5 ½ Hours Per Day – 5 Days Per Week

Effective Date: October 7, 2003

*60-Day Probationary Period

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 2003-2004 school year:

1. Anthony Jordan

From:	2B	\$35,900
To:	2B+24	\$36,400

2. Janet Bashore

From:	5B+24	\$37,700
To:	5M	\$39,100

3. Kristie Croll

From:	4B+24	\$37,200
To:	4M	\$38,600

E. Substitutes

1. Instructional

Approve the following substitute teachers for the 2003-2004 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:

Trevor Gilotti – Elementary K-6
 Diane Stettler – Elementary

F. Co-Curricular Appointments for 2003-2004

Academic Challenge Eight – Kristin Helfrich -- \$397.84
 Senior High Newspaper Advisor – Henry Distler -- \$1655.62

IV. POLICY

A. Conferences

1. Approve the request of Ron Sadler, Mark Mielnik, Jr., and Patricia Jones, high school wellness and fitness teachers, to attend a First Aid/CPR Instructor Certification conference sponsored by the American Red Cross on October 6, 13, 20, 27 and November 3, 2003. Expenses for this conference include \$160.00 each for registration for a total cost of \$480.00 and will be funded through Safe & Drug Free Schools money.

2. Approve the request of Dawn Wadsworth, School Psychologist, to attend a Network of

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- Victim Assistance for Advanced NOVA Training in Greensburg, PA from December 1-3, 2003. Expenses for this conference total \$150.00 and will be paid for through IDEA funds.
3. Approve the request of Phil Bertolino to attend a CareerTrack: Authorized Provider by the International Association for Continuing Education and Training conference on November 7, 2003. Expenses for this conference total \$149.00.
 4. Approve the request of Stephen Drake, high school technology ed teacher, to attend the 2003 Technology Education Association of Pennsylvania annual conference on November 6 and 7, 2003. Expenses for this conference total \$206.35 plus the cost of a substitute teacher for two days and was approved by the district's Continuing Professional Education Committee.
 5. Approve the request of Tammy Brown, Rose Lee Goldberg, Debra Sanek, and Denise Papay, Title I reading teachers, to attend the annual Keystone State Reading Association conference from October 26 – 29, 2003. Expenses for this conference total \$582.00 each for a total \$2328.00 and will be paid through Title I funds.
 6. Approve the request of Laurie Newman to attend a CLIU sponsored conference entitled "Eastern PA Special Education Administrator's Conference" on October 23 and 24, 2003. Expenses for this conference total \$190.60 and will be paid for through IDEA funds.
 7. Approve the request of Tara Balliet – fifth grade teacher and Marlene Simock – sixth grade teacher in the Slatington Elementary School, to attend a Bureau of Education and Research Conference entitled "Practical Strategies & Classroom Techniques for Gifted and Highly Capable Students: A Differentiated Approach", on October 27, 2003. Expenses for this conference include \$169.00 each for registration; approximately \$15.00 for travel plus the cost of two substitute teachers for the day for an approximate total of \$353.00 and was approved by the district's Continuing Professional Education Committee.

B. Board Policy

1. Approve revisions to existing school board policy #906 – Public Complaints, as presented after first reading. (Attachment #5)
2. Approve to replace existing school board policy #324 – Personnel Files, with PSBA recommended policy #324, as presented after first reading. (Attachment #6)
3. Approve to replace existing school board policy #424 – Personnel Files, with PSBA recommended policy #424, as presented after first reading. (Attachment #7)
4. Approve to replace existing school board policy #524 – Personnel Files, with PSBA recommended policy #524, as presented after first reading. (Attachment #8)
5. Approve to replace existing school board policy #404 – Employment of Professional Employees, with PSBA recommended policy #404, as presented after first reading. (Attachment #9)

6. Approve to replace existing school board policy #504 – Employment of Classified Employees, with PSBA recommended policy #504, as presented after first reading. (Attachment #10)
7. Approve revisions to existing school board policy #202 – Attendance of Non-Resident Students, as presented after first reading. (Attachment #11)
8. Approve revisions to existing school board policy #127 – Assessment of Educational Program, as presented after first reading. (Attachment #12)
9. Approve revisions to existing school board policy #213 – Assessment of Student Progress, as presented after first reading. (Attachment #13)
10. Approve revisions to existing school board policy #807 – Opening Exercises/Flag Displays, as presented after first reading. (Attachment #14)
11. Approve new school board policy #251 – Homeless Students, as presented after first reading. (Attachment #15)
12. Approve new school board policy #919 – District/School Report Cards, as presented after first reading. (Attachment #16)

V. **CURRICULUM AND INSTRUCTION**

VI. **OLD BUSINESS**

- A. At the September 8 meeting a motion to increase school lunch prices was tabled to allow the business manager and finance committee time to study the fund balance and impact of increased milk prices on the food service program. It is recommended the requested increase of five cents per lunch be approved.

Approve to adjust the price of student school lunches for the 2003-04 school year, effective November 1, 2003 as follows:

Elementary Students from \$1.45 to \$1.50
Secondary Students from \$1.50 to \$1.55

- B. Approve the recommendation of the administration to alter the previously approved reconfiguration structure of the elementary schools and approve to reconfigure the elementary schools beginning with the 2004-2005 school year with the Peters Elementary School housing Kindergarten, Grade 1 and Grade 2 students, and the Slatington Elementary School housing Grades 3, 4, 5 and 6.
- C. Approve to adopt an additional goal area to be included in the Northern Lehigh School District Goal Areas and Action Plans for the 2003-2004 school year as presented in **attachment #17.**

VII. NEW BUSINESS

- A. Authorize the food service director to adjust schedules of cafeteria workers at the senior high school by no more than 30 minutes per day on an as-needed basis as per **attachment #18**.

VIII. FINANCIAL

- A. Approve abatement of per capita taxes, for the residents that fall within the guidelines, as listed in **attachment #19**.
- B. Approve payment of bills from the Construction Account, as presented in **attachment #20**.
- C. Approve payment of bills from the Extended Construction Account, as presented in **attachment #21**.
- D. Approve the Arthurs Lestrange Cash Management Portfolio for the month of August 2003. (Attachment #22)
- E. Approve the Northern Lehigh High School Student Activities Account Fund Statement for the month of August 2003. (Attachment #23)
- F. Approve the Northern Lehigh Middle School Student Activities Account Fund Statement for the month of August 2003. (Attachment #24)
- G. Permission To Open An Account

Approve the request of the senior high school to open the Class of 2007 account in accordance with the Student Activity Fund Policy.

- H. Approve a real estate tax refund for the 2002-03 tax year in the amount of \$3,110.33 to Yeswant Kademani, 1 Main Street, Walnutport. The refund is due to the assessed value being reduced from \$364,400 to \$295,300 effective July 1, 2002. (Attachment #25)
- I. Approve a real estate tax refund for the 2003-04 tax year in the amount of \$46.85 to Floyd and Christine Hoppes, 3058 Spring Valley Road, Slatington. The refund is due because a house trailer was removed and the assessed value was reduced from \$1,000 to zero on July 1, 2003. (Attachment #26)
- J. Approve to replace the existing postage meter for the district by entering into a 4-year lease/purchase agreement with Pitney Bowes. The monthly lease shall be \$189.19 per month and includes the DM 400 machine, meter, scale, reset for postage by modem and maintenance for mail machine and scale.

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- K. Approve to authorize the administration to enter into an agreement to allow the Carbon Lehigh Intermediate Unit to proceed in completing the necessary documents for the Northern Lehigh School District to participate in the CLIU Internet Consortium for the 2004-2005 school year.
- L. Approve the following real estate refunds due to duplicate or overpayment during the discount period:
1. First American Real Estate Tax Service in the amount of \$7,325.96 for the following properties:
 - a. Tax bill #040, 232 Walnut Street Slatington Borough \$1,164.32
 - b. Tax bill #196, 503-507 Franklin St., Slatington Borough \$2,930.71
 - c. Tax bill #676, 1226 W. Oakhurst Dr., Slatington Borough \$1,749.99
 - d. Tax bill #1435, 231 S Walnut St., Slatington Borough \$1,286.13
 - e. Tax bill #907, 1059 Pine Tree Drive, Slatington Borough \$194.81
 2. Countrywide Home Loans in the amount of \$918.34 for the following property:
 - a. Tax bill #594, 319 Washington St., Slatington Borough \$918.34
 3. Wells Fargo in the amount of \$4,781.43 for the following properties:
 - a. Tax bill #959, 7835 Furnace Road, Washington Twp. \$2,811.23
 - b. Tax bill #3085, 7192 PA Route 873, Washington Twp. \$1,970.20

IX. LEGAL**X. CORRESPONDENCE**

- A. Minutes of the Carbon Lehigh Intermediate Unit Board of Directors meeting held on August 18, 2003.
- B. Minutes of the Washington Township Board of Supervisors meeting held on August 7, 2003.
- C. Minutes of the Lehigh Carbon Community College Board of Trustees Meeting held on September 4, 2003.

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