

NORTHERN LEHIGH SCHOOL DISTRICT

Regular School Board Meeting
Monday, November 4, 2002

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. Lehigh Carbon Community College Mr. Mathias J. Green, Jr.
- D. Committee Reports and/or Meetings
 - 1. Minutes of the Community Relations/Volunteerism Committee meeting held on October 16, 2002. (Attachment #1)
 - 2. Minutes of the Policy/Education Committee meeting held on October 21, 2002. (Attachment #2)
- E. Student Representatives To The Board Report Mr. Nicholas Sander
Ms. Amberly Gable
- 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.
 - 1. Recognition of Retirees – Tom Sheehan, John Posegay and Marvin Mantz
 - 2. Junior National Honor Society New Project Proposal
 - 3. Reading Report – Karen Nicholas
 - 4. Integrated Pest Management Presentation – Brian Geiger
 - 5. Northern Lehigh Educational Foundation Report – Lynn Sechler

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- J. An Executive Session will be held prior to the meeting beginning at 6:30 p.m. in the Superintendent's Office.

III. PERSONNEL

A. Nominations for Appointment

1. Non-Instructional

Nancy Wagner

Assignment:

One-On-One Special Education Aide

Peters Elementary School – Grade 1

New Position – IDEA Funded

Salary:

\$8.64 Per Hour/6 ½ Hours Per Day/5 Days Per Week

Effective Date:

October 28, 2002

*She will serve a 60-Day probationary period.

- B. Approve to employ Joseph Smar, under the provisions of the Public School Employees' Retirement Code, 24 P.S. subsection 8346 (b) for approximately 45 days to fill the position of elementary guidance counselor in the Slatington Elementary School at a per diem rate of \$150.00, effective October 21, 2002.

C. Substitutes

1. Instructional

Approve the following substitute teacher for the 2002-2003 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:

Luther H. Smith, Jr. – All Subject Areas

D. Unpaid Volunteers

1. Approve the following individuals as unpaid volunteer aides in the Peters Elementary School for the 2002-2003 school year: *Pending Verification of Clearances

Christine Afflerbach

Evelyn Barone

Maria Beltz*

Lori Bevans*

Sharon Boyesen

Tina Chalk*

Ruth Davies

Mary-Beth Dellecker

Rita Erschen
Mary-Beth Fatzinger
Melissa Fliszar
Vera Hoppe
Diane Krause
Donna Lobach-Berger
Krystal Miller-Brown
Angela Scott*
Pam Stokes*
Ann Stoss
Pamela Umlauf
Louanne Verba*
Donna Wagner
Nancy Wagner
Michelle Weil*
Tina Williams

2. Approve the following individuals as unpaid volunteer aides in the Slatington Elementary School for the 2002-2003 school year: *Pending Verification of Clearances

Robin Blocker
Jennifer Britton*
Jamie Farber*
Crystal Horvath
Patricia Ingles
Heather Minnich*
Kathy Yelinek

3. Approve Mark T. Barone to serve as an unpaid volunteer computer technician working with the district's technology coordinators for the 2002-2003 school year, effective November 5, 2002. *Pending Verification of Clearances

E. Resignation

Accept the resignation of Scott DeLong from his position as Junior Class Advisor for the 2002-2003 school year.

- F. Approve to appoint George Weaver as the middle school Intramural Boys' Basketball Coach for the 2002-2003 school year at the budgeted stipend of \$1000.00.
- G. Approve to appoint Andrea Edmonds as the middle school Intramural Girls' Basketball Coach for the 2002-2003 school year at the budgeted stipend of \$1000.00.

IV. POLICY

A. Board Policies – 1st Reading

1. Approve revisions to existing school board policy #202.1: Pupils – Foreign Exchange Students, as presented after 1st reading. (Attachment #3)
2. Approve revisions to existing school board policy #716: Property – Integrated Pest Management, as presented after 1st reading. (Attachment #4)
3. Approve revisions to existing school board policies #248: Pupils, #348: Administrative Employees, #448: Professional Employees, and #548: Classified Employees – Unlawful Harassment, as presented after 1st reading. (Attachment #5)

B. Early Retirement Incentive Plan for 2002-2003

Approve to adopt an Early Retirement Incentive Plan, for all eligible professional employees, on a voluntary basis, for the 2002-2003 school, as presented.

C. Conferences

1. Approve the request Debra Siglin, fifth grade regular education teacher and Susan Mendes, fifth grade special education teacher in the Slatington Elementary School, to attend a Bureau of Education and Research conference in Allentown on November 18, 2002. Expenses for this conference, entitled “Using Guided Reading and Literacy Centers to Help Your Students Become Better Readers” include \$165.00 each for registration plus the cost of two substitute teachers for one day for a total cost of \$330.00 and has been approved by the district’s Continuing Professional Education Committee.
2. Approve the request of Robert Mack to attend a Lehigh University School Leadership Conference in Bethlehem on November 22, 2002. Expenses for this conference, entitled “The Evolving Responsibilities of School Administrators” include \$115.00 for registration.
3. Approve the request of Tara Balliet, Marlene Simock, and Kelly Kromer, Slatington Elementary teachers, to attend a Staff Development for Educators conference in King of Prussia on December 13, 2002. Expenses for this conference entitled “Best Teaching Practices for the Middle Grade Classroom” include \$135.00 each for registration plus the cost of three substitute teachers for one day for a total cost of \$405.00 and has been approved by the district’s Continuing Professional Education Committee.
4. Approve the request of Robert Kern to attend a Lehigh University School Leadership Conference in Bethlehem on November 22, 2002. Expenses for this

conference, entitled "The Evolving Responsibilities of School Administrators" include \$115.00 for registration plus the cost of a substitute teacher.

5. Approve the request of Deborah Geiger, Susan Strubinger, Kori Dibilio, Karen Haberern, Kelly Kromer, Christine Koder, Gail Lafferty, Janet Millen, Slatington Elementary teachers, to attend an Appelbaum Training Institute conference in Allentown on January 8, 2003. Expenses for this conference, entitled "Tough Student Classroom Survival K-8" includes \$120.00 each for registration (\$960.00), \$40.80 for mileage (several vehicles), \$55.00 for meals (combined requests), for a total of \$1055.80 plus the cost of a substitute teacher for seven teachers for one day and will be paid for through Title IIA funds.
- D. Approve the recommendation of the Community Relations/Volunteerism Committee to change the title of the committee to Community Relations Committee.
- E. Homebound Instruction

The homebound instruction program is provided to children of school age who cannot attend school. It is recommended that the Board of Education grant homebound instruction for an eleventh grade student, Student No. 04-37300, for five hours per week, effective October 17, 2002 and terminating on December 20, 2002.
- F. Approve to provide alternative instruction, at the rate of \$16.00 per hour, for a twelfth grade special education student, Student No. 03-05400 changing from the current emotional support placement to an Alternative Education Plan of 2.5 hours per week, not to exceed 6 weeks, during the evening in the senior high school library, effective October 29, 2002.
- G. Approve the request of the Class of 2003 to participate in a class trip to Six Flags Great Adventure in New Jersey on June 6, 2003. Expenses will be derived from participating students. (Attachment #6)

V. CURRICULUM AND INSTRUCTION

VI. OLD BUSINESS

VII. NEW BUSINESS

A. Northern Lehigh Community Advisory Council

Approve the following individuals as members of the Northern Lehigh Community Advisory Council for the 2002-2003 school year. In accordance with School Board Policy #905, this council is established to review, discuss, and make recommendations relating to the various aspects of educational planning for the

district. The purpose of this council shall be to improve and implement an on-going, two-way communication between the community and schools. It is understood that the Community Advisory Council's function is advisory only. Meetings with the

Superintendent for the Community Advisory Council are set for 7:00 – 8:30 p.m. on November 14, 2002 and February 13, and April 15, 2003.

Ara Barlieb	Carol Miller
Linda Deurer	Cindy Sander
Cathy Groller	Lori Vernon
Susanne Meixsell	Sandra Josephson

- B. Approve the following Articles of Agreement Amendment for the Lehigh Career and Technical Institute:

RESOLVED: That the Board of Directors of the Northern Lehigh School District hereby authorize the approval of Amendment No. 2 (**see attachment #7**) to the Agreement for the Establishment and Operation of the Lehigh County Area Vocational-Technical School entered into as of the first day of July 1996 as amended on July 23, 1969.

- C. Approve a Resolution to amend the Articles of Incorporation of the Lehigh County Area Vocational-Technical School Authority, and add Section 8 which extends the term of existence of the LCVTS Authority until March 22, 2051. The LCVTS Authority at the present time will terminate on March 22, 2017. (**Attachment #8**)

VIII. FINANCIAL

- A. Approve the Treasurer's Report for the month of June 2002.
- B. Approve abatement of per capita taxes, for the residents that fall within the guidelines, as listed in **attachment #9**.
- C. Approve payment of bills from the Construction Account, as presented in **attachment #10**.
- D. Approve payment of bills from the Extended Construction Account, as presented in **attachment #11**.
- E. Approve payment of bills from the Capital Reserve #1 Account, as presented in **attachment #12**.
- F. Approve the Arthurs Lestrangle Cash Management Portfolio for the month of September 2002. (**Attachment #13**)
- G. Approve to adjust the cap for services for chief negotiator, Benjamin L. Pratt, Esq. from a previously approved maximum \$10,000.00 limit to a maximum of \$15,000.00 for this initial calendar year. The \$85.00 per hour for all work done in conjunction with negotiations remains the same. (**Attachment #14**)

- H. Approve a \$331.35 real estate tax refund to Glencrest Realty Company, 6000 Glencrest Road, Slatington, PA 18080-3060. Glencrest Realty paid the 2002-2003 tax bill even though a trailer was removed from the lot effective 7-1-2002. (Attachment #15)
- I. Approve a \$391.79 real estate tax refund to Kenneth A. Terry & Patrice Allen, 1115 Shadow Oaks Lane, Slatington, PA 18080-1235. They are due a refund because the assessed value of the property was changed effective July 1, 2002 from \$74,700 to \$65,950, due to a property information correction. (Attachment #16)
- J. Approve a \$724.45 refund to Walnutport Borough for an over billing on the 2000-2001 Earned Income Tax Office Billing. This over billing arose due to salary from real estate collection being included in the EIT salary category, and bonding insurance not covering EIT collection. (Attachment #17)
- K. Recommend that the Board of Education approve a proposal from Xerox to replace four copiers in each of the building administration offices with a Xerox 5830 T. One new Xerox 5885 and one DC 490 digital machine will replace the two older machines in central duplicating. Also, a Xerox DC 1632 will replace the old administrative office machine. The machines are being replaced, because current machines are old, and the district is experiencing lost productivity due to downtime. The savings to the district for the remainder of the current school year for these improved machines is \$8,477.00. The 2003-2004 school year savings are \$1,770.00, and the 2004-2005 savings are projected at \$8,076.00. All machines purchased are 60-month leases and are on the Pennsylvania State Contract 3610-01. (Attachment #18)
- L. Approve a \$2,500 transfer from 10-2380-760-000-30-80 (High School Principal's Equipment Account) to the Northern Lehigh High School Student Activities Fund - Musical Account. (Attachment #19)

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

- A. Minutes of the Carbon Lehigh Intermediate Unit Board of Directors meeting held on September 16, 2002.

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