

**NORTHERN LEHIGH SCHOOL DISTRICT**

**Regular School Board Meeting**

**Monday, June 2, 2003**

**Slatington Elementary School Gymnasium**

**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
  - Minutes of the Policy/Education Committee meeting held on May 19, 2003. (Attachment #1)
  - (Information) June 16 Policy/Education Committee meeting has been cancelled.
- 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.
  - Block Scheduling Report
  - Full day Kindergarten Report (Offer To Visit)
  - Reminder – Special Board Meeting – June 16, 2003 – Adoption of 2003-2004 Budget & General Purposes
- J. An Executive Session will be held beginning at 6:30 p.m. in the boardroom.

**III. PERSONNEL**

A. Approve to appoint Christine L. Stafford to the position of Business Manager for the Northern Lehigh School District and enter into a five-year contract agreement, including a one-year probationary period, at a salary of \$70,000. Effective date to be determined upon release from her current school district.

B. Salary Adjustment

Approve the following teacher who has completed the requirements per the Collective Bargaining Agreement that would entitle him to a salary increase for the 2003-2004 school year:

Timothy Weaber  
From: 5B+24      \$37,100  
To: 6M            \$39,700

C. Substitutes – Non-Instructional

1. Approve to employ the following substitute instructional aide/secretary for the 2002-2003 school year at the substitute rate of \$7.25 per hour: Donna Ondrasik
2. Approve to employ the following substitute cafeteria worker for the 2002-2003 school year at the substitute rate of \$7.25 per hour: Donna Ondrasik

D. Request for Leave Without Pay

Approve the request of Janet Millen, elementary art teacher, to take a one-day leave of absence, without pay, on June 25, 2003. She plans to use this day in conjunction with two personal days. Her request will not be considered a precedent for future requests per correspondence received from the Northern Lehigh Education Association.

E. Resignation—Co-Curricular

Accept the resignation of Ryan Van Norman from his shared stipend position as Assistant Football Coach for the 2003-2004 school year.

**IV. POLICY**

A. Board Policy – First Reading (Strike Through Text Indicates Deletion-Underlined Text Indicates Addition)

1. Approve revisions to school board policy #218 – Pupils, Student Conduct, as presented after first reading. (Attachment #2)
2. Approve revisions to school board policy #707 – Property, Use of School Facilities and Equipment, as presented after first reading. (Attachment #3)

**B. Conferences**

1. Approve the request of Lauren Ganser to attend the Pennsylvania School Boards Association Summer Workshop 2003 in Lancaster, PA from June 27 to 29, 2003. Expenses for this conference include \$176.00 for registration, \$228.00 for lodging for a total cost of \$404.00.
2. Approve the request of Laurie Newman to attend a Special Education Law Seminar at Lehigh University in Bethlehem, PA on June 27, 2003. Expenses for this conference include \$285.00 for registration and will be paid for through IDEA funds.
3. Approve the request of Christine Koder, Slatington Elementary special education teacher, to attend a Learning Disabilities Association of Pennsylvania conference on June 25 and 26, 2003 in Bethlehem, PA. Expenses for this conference include \$225.00 and will be paid for through IDEA funds.

**C. Attendance of a Non-Resident Student**

Approve to allow two Peters Elementary students whose parent has moved from the Northern Lehigh School District, to remain in attendance for the duration of this school term in accordance with School Board Policy #202.

**D. Permission To Open Accounts**

1. Approve the request of the senior high school to open a "Bernard J. Hoffman Memorial Scholarship Account" in accordance with the Student Activity Fund Policy.
2. Approve the request of the senior high school to open an "Allen & Sophia Kester Scholarship Account" in accordance with the Student Activity Fund Policy.
3. Approve the request of the senior high school to open an "Ann Bernard Memorial Scholarship Account" in accordance with the Student Activity Fund Policy.

**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 a 12<sup>th</sup> grade student, student #03-00700, for five hours per week, effective May 12, 2003 and continue until the end of the 2002-2003 school year.

F. Student Representative To The Board

Approve Ashley Kunkle as a Student Representative to the Board for the 2003-2004 school year. Ashley has been elected as the junior representative to the board and will serve from September 2003 through June 2004. Amberly Gable will continue to serve as the senior representative to the board until June 2004.

V. CURRICULUM AND INSTRUCTION

A. Title I, Title VI, Title II & Drug-Free Schools and Communities Act – 2003-2004

Approve to authorize proper officials to execute contracts for Title I, Title VI, Title II, and Drug-Free Schools and Communities Acts for the 2003-2004 school year.

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. FINANCIAL

A. Approve payment of bills from the Construction Account, as presented in **attachment #4**.

B. Approve payment of bills from the Extended Construction Account, as presented in **attachment #5**.

C. Approve the Arthurs Lestrage Cash Management Portfolio for the month of April 2003. (Attachment #6)

D. Approve the Northern Lehigh High School Student Activities Fund statement for the month of April 2003. (Attachment #7)

E. 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 2003-2004 school year:

AllFirst Trust	Prudential-Bache Government
Citizens National Bank	Securities Trust
Patriot Bank	Wachovia National Bank (July 28, 2003)
Pennsylvania Local Government	First Union National Bank
Investment Trust	Neff's National Bank
Pennsylvania School District	Commerce Bank of Pennsylvania
Liquid Asset Fund	

- 
- 
- F. Approve to renew the following expiring bonds for the 2003-2004 fiscal year through HRH Palley Simon Associates:
1. A \$50,000 Board Secretary Bond for the term July 1, 2003 to July 1, 2004 at an annual premium cost of \$175.00.
  2. A \$50,000 Board Treasurer Bond for the Period July 1, 2003 to July 1, 2004 at an annual premium cost of \$269.00.
- G. Approve the recommendation of the administration to renew a \$3000.00 expenditure for the Public Relations Consortium at the Lehigh Career and Technical Institute. This figure was not included in the member District Cost Calculation figures in the 2003-2004 LCTI budget document.
- H. Authorize the Secretary to publish a legal advertisement notifying every resident or inhabitant within the territorial limits of the Northern Lehigh School District attaining eighteen (18) years of age, and every resident or inhabitant in said school district to notify the proper assessor within twelve (12) months of his or her becoming a resident or inhabitant, in accordance with the School Laws of Pennsylvania, Section 680, as amended August 16, 1972, Act 138. The assessors to contact are as follows:

**BOROUGH OF WALNUTPORT**

Christine Simock – Borough Secretary  
Walnutport Borough Building  
417 Lincoln Avenue, Walnutport 18088  
610-767-1322

**WASHINGTON TOWNSHIP**

Diane Frantz – Township Secretary  
Washington Township Municipal Building  
PO Box 27, Slatedale, PA 18078  
610-767-8108

**BOROUGH OF SLATINGTON**

Ronald Klevenhagen  
Northern Lehigh School District  
Earned Income Tax Office  
125 South Walnut Street, Slatington, PA 18080  
610-767-9845

- I. Approve the submission of PLANCON PART J, *Project Accounting Based on Final Costs*, for the Northern Lehigh School District, Additions and Alterations Northern Lehigh High School Project. (Attachment #8)
- J. Appoint Mid-Penn Insurance Associates as the 2003-2004 Student Accident and Athletic Insurance carriers. The renewal rate is \$5,730, an increase of \$260.00 over last year, to include all interscholastic sports, band, and cheerleading. Voluntary school coverage is \$27.00 school time rate and \$98.00 24-hour rate, which is no cost increase from last year. (Attachment #9)

- K. Appoint Mr. Ronald Klevenhagen as Earned Income Tax Collector, Delinquent Earned Income Tax Collector, Occupational Privilege Tax Collector, and Real Estate and Per Capita Tax Collector for the 2003-2004 school year. It is further recommended that proper officials be authorized to secure, on behalf of the above named individual, a \$20,000 bond for the fiscal year July 1, 2003 through June 30, 2004.

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

- A. Minutes of the Carbon Lehigh Intermediate Unit Board of Directors meeting held on April 17, 2003.

**XII. BUDGET DISCUSSION****XIII. RECOGNITION OF GUESTS****XIV. ADJOURNMENT**