

# NORTHERN LEHIGH SCHOOL DISTRICT

Regular School Board Meeting  
Monday, May 3, 2004  
Senior High School Auditorium  
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. Lori H. Geronikos
- B. Carbon-Lehigh Intermediate Unit ..... Mr. Bryan C. Dorshimer
  - Election of CLIU Board Members (Attachment #1) (VOTING BALLOTS TO BE DISTRIBUTED AT BOARD MEETING)
- C. Lehigh Carbon Community College ..... Mr. Mathias J. Green, Jr.
- D. Committee Reports and/or Meetings
  - Minutes of the Technology/Buildings & Grounds Committee meeting held on April 7, 2004. (Attachment #2)
  - Minutes of the Policy/Education/Staffing Committee meeting held on April 27, 2004. (Attachment #3)
  - Minutes of the Community Relations Committee meeting held on March 17, 2004. (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.

- Lehigh Career and Technical Institute -- Budget Discussion – Randy Hensinger
- Northern Lehigh Educational Foundation Capital Campaign Update – Lynn Sechler, Jim Matteo, Ed Newcomb
- Supplementary Salary Discussion – Chris Stafford
- Northern Lehigh Connections Correspondence
- Update On Parent Question & Answer Sessions Held With Elementary Parents Regarding Reconfiguration

J. An Executive Session will be held at 7:00 p.m. in the High School Faculty Room.

### III. PERSONNEL

#### A. Nomination for Appointment

##### 1. Non-Instructional

###### a. James Fenstermaker\*\*

Assignment*:	One-on-One Special Education Aide in the senior high school, replacing Jacqueline Ehrich (Lebrun), who resigned.
Salary:	\$8.90 Per Hour/6 ½ Hours Per Day/5 Days Per Week
Effective Date:	May 4, 2004
*60-Day Probationary Period ** (Pending Verification of Clearances)	

#### B. Request for an Unpaid Leave

1. Approve the request of James Bauer, Slatington Elementary Grade 4 teacher, to take a two-day leave, without pay, on June 23 and 24, 2004. These days will be used in conjunction with his two personal days. His request will not be considered a precedent for future requests per correspondence received from the Northern Lehigh Education Association.

#### C. Resignations

1. Accept the resignation of Jim Tkach, from his position of Assistant Athletic Director, at the conclusion of the 2003-2004 school year.
2. Accept the resignation of Milton Phillips from his position as middle school custodian. Effective August 18, 2004, Mr. Phillips will retire after 15 years of service to the Northern Lehigh School District.

**D. Substitutes****1. Non-Instructional**

- a. Approve the following substitute instructional aides for the 2003-2004 school year at the substitute rate of \$7.25 per hour:

Tristin Tkach – Instructional Aide

Kristen Lapatchak – Instructional Aide (**Pending Verification of Clearances**)

**E. Co-Curricular Appointments for 2004-2005**

Head Football Coach – Jim Tkach – \$6350.78

Assistant Football Coach – Samuel Bonner -- \$4127.39

Assistant Football Coach – Steve Hluschak -- \$4127.39

Assistant Football Coach – Glenn Serfass -- \$4127.39

Assistant Football Coach – Joe Tout -- \$4127.39

Assistant Football Coach – Ryan VanNorman -- \$4127.39

Assistant Football Coach — Chad Henritzky – One Half of \$4127.39

Assistant Football Coach – Richard Kulp – One Half of \$4127.39

Head Cross Country Coach – David Oertner -- \$3804.90

Assistant Cross Country Coach – Beth Case -- \$2472.72

Head Field Hockey Coach – Jessica Schoenberger -- \$3804.90

Assistant Field Hockey Coach – Tiffany Zastko -- \$2472.72

Head Boys Soccer Coach – Timothy Nickisher -- \$4590.45

Assistant Boys Soccer Coach – Doug Keichel -- \$2550.25

Majorette/Band Front Director – Lauren Zielinski -- \$1909.15

Senior High Fall Intramurals – Renee Evans – Tennis -- \$743.88

Senior High Fall Intramurals – Todd Herzog – Weightlifting/Indoor Floor Tennis -- \$743.88

Senior High Fall Intramurals – David Redline – Basketball -- \$743.88

**F. Unpaid Volunteer Coaches**

Approve to appoint the following individuals as unpaid volunteer football coaches for the 2004-2005 football season:

Manuel Guedes

Dennis Rose

**IV. POLICY**

A. Board Policy Revisions – First Reading

1. Approve revisions to existing school board policy#217 – Pupils – Graduation Requirements, after first reading. (Attachment #5)

B. 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 the following student:

A 9<sup>th</sup> grade student, Student No. 07-35500, for five hours per week, effective April 30, 2004 and terminating on or about May 14, 2004.

C. Field Trip Request

1. Approve Peters Elementary 6<sup>th</sup> Grade students to take a class field trip to the Capitol Building/State Museum of PA in Harrisburg, PA on May 27, 2004. They will be leaving Peters Elementary at 8:00 a.m. and will return at 5:00 p.m. Cost of this trip will be paid for by the PTO.
2. Approve to authorize the senior class to conduct their Senior Class Trip to Hershey Park on June 4, 2004. There will be no cost to the district for this trip. The Class of 2004 will pay for cost for transportation.

**V. CURRICULUM AND INSTRUCTION**

A. Induction Program

Approve the following teacher as a helping teacher in the Northern Lehigh School District Induction Program from April 1, 2004 through April 1, 2005:

<u>Helping Teacher</u>	<u>Inductee</u>	<u>Stipend</u>
Gail Lafferty	Tracy Hoffman	\$750.00

**VI. OLD BUSINESS**

**VII. NEW BUSINESS**

**VIII. FINANCIAL**

- A. Approve abatement and exonerations of per capita taxes, for the residents that fall within the guidelines, as listed in **attachment #6**.
- B. Approve payment of bills from the Construction Account, as presented in **attachment #7**.
- C. Approve payment of bills from the Extended Construction Account, as presented in **attachment #8**.
- D. Approve the Arthurs Lestrage Cash Management Portfolio for the month of March 2004. (**Attachment #9**)
- E. Approve the Northern Lehigh Middle School Student Activities Fund Statement for the month of March 2004. (**Attachment #10**)
- F. Approve the following real estate refund due to assessment reduction from \$52,950 to \$11,850 effective April 1, 2003. (**Attachment #11**)
  - 1. Northern Lehigh Playground Association in the amount of \$469.46 for the period April 1, 2003 through June 30, 2003 (2002-03 tax year).
  - 2. Northern Lehigh Playground Association in the amount of \$1,925.69 for the period July 1, 2003 through June 30, 2004 (2003-04 tax year).
- G. Approve the Change Order for the re-caulking of the control joints at Slatington Elementary School by McKelvey Construction Company. This is to be completed in conjunction with the elevator project.
- H. Approve a one-year renewal to our local and long-distance phone contract with XO Communications. The basic rate for telephone service will drop from \$12.44 per line per month to \$9.94 per line per month which will give us a savings of approximately \$130.00 per month. We will receive an additional E-Rate discount of 47% on top of this provided the Federal Government continues the E-Rate program. (**Attachment #12**)
- I. Accept the proposal from Kistler O'Brien for upgrades to the automatic fire protection system in the four district cafeteria buildings. These upgrades are recommended by our insurance carrier to comply with current fire insurance regulations. All expenses would be borne by the cafeteria fund. Prices would be as follows:
 

Peters & Slatington Elementary	\$2,550 less 10% discount = \$2,295
Middle School	\$1,770 less 10% discount = \$1,593
High School	\$1,430 less 10% discount = \$1,287
 Total	 <u>\$5,175</u>
- J. Distribution of the 2004-2005 Lehigh Career & Technical Institute School budget.

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

- A. Minutes of the Carbon Lehigh Intermediate Unit Board of Directors meeting held on March 15, 2004.
- B. Minutes of Washington Township Board of Supervisors meeting held on March 2, 2004. (Attachment #13)
- C. Minutes of the Lehigh Career & Technical Institute JOC meeting held on March 24, 2004. (Attachment #14)

**XII. BUDGET DISCUSSION****XIII. ADOPTION OF TENTATIVE BUDGET FOR 2004-2005**

It is recommended that the Board of Education adopt the tentative general fund budget of the Northern Lehigh School District for the 2004-2005 school year in the amount of \$ \_\_\_\_\_. This is an increase of \$ \_\_\_\_ or \_\_\_\_\_ % over last year's figures.

The tentative budget is adopted with a \_\_\_\_\_ mill increase for Lehigh County and a \_\_\_\_\_ mill increase for Northampton County.

- 1. Taxes under Act 511 with no changes from 2003-2004:
  - 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 Occupational Privilege Tax.

**XIV. RECOGNITION OF GUESTS****XV. ADJOURNMENT**