

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, May 11, 2009
Slatington Elementary School
Board Room
7:30 P.M.



- 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. REVIEW AND APPROVAL OF THE MINUTES OF THE PRECEDING MEETINGS

- A. Regular school board meeting held on April 14, 2009.

III. SPECIAL BOARD REPORTS

- A. Carbon Lehigh Intermediate Unit Mr. Donald H. Dengler
- B. Lehigh Career and Technical Institute Mrs. Lori H. Geronikos
- C. Legislative Report Mr. Gregory S. Williams
- D. Lehigh Carbon Community College Mr. Mathias J. Green, Jr.
- E. Committee Reports and/or Meetings
 - Minutes of the Policy/Education Committee Meeting held on May 4, 2009. **(Attachment #1)**
 - Minutes of the Technology Buildings and Grounds Committee Meeting held on May 6, 2009. **(Attachment #2)**
 - Minutes of the Finance Committee Meetings held on May 6, 2009. **(Attachment #3)**
- F. Student Representatives to the Board Report Mr. Michael Showak
Ms. Taylor Trapp
- G. Solicitor's Report Attorney Charles Stopp
- H. Federal and Other Programs Update Mrs. Lynne B. Fedorcha
 - Equity Plan
 - Pandemic Influenza Contingency Plan
- I. Business Manager's Report Mr. Jeremy G. Melber
- J. Superintendent's Report Mr. Michael W. Michaels
 - National Teacher Appreciation Week – May 3-9, 2009
 - Graduation Day for Seniors – Act 80 Day
 - Breakfast Program Presentation
 - LCCC Honors Student – Allison Slade

K. An executive session will be held at 6:45 p.m. in the Superintendent's Office.

IV. PERSONNEL

A. Administrative Transfer

Eric Schmidt
From: High School English
To: High School Librarian, replacing Doug Reynolds who has resigned
Salary: \$42,500 (Step 5 Bachelors on the 2009-2010 CBA Salary Schedule)
Effective: August 31, 2009

B. Resignation/Retirement

Accept the resignation of Lynne B. Fedorcha from her position as Director of Curriculum and Instruction, effective the end of the work day, June 29, 2009. At this time she will begin her retirement from the Northern Lehigh School District after 26 years of service.

C. Resignation

Accept the resignation of Candice Saville (Longworth) from her position as Assistant Girl's Soccer Coach for the 2008-2009 season effective April 8, 2009.

D. Rescind Appointment

1. Rescind the appointment of Candice Saville (Longworth) as Assistant Boy's Soccer Coach for the 2009-2010 season which was approved on the December 2, 2008 board agenda.
2. Rescind the appointment of Jennifer Nenscel as High School Cook's Helper, which was approved on the April 14, 2009 board agenda. Ms. Nenscel refused the position.

E. Co-Curricular Appointment 2008-2009

Approve the following list of individuals as Assistant Girl's Soccer Coaches for the remainder of the 2008-2009 girls soccer season. Each individual's salary will be pro-rated based on the number of days worked. Their combined salaries will not be more than the remaining balance to be paid for the 2008-2009 season for the assistant girl's soccer coach position.

Theresa Corcoran
Marshelle George
Kelly Follweiler
Patty Jones

- ##### F. Approve the appointment of Joseph Tout as Assistant Athletic Director for the remainder of the 2008-2009 school year. Mr. Tout will be replacing Mr. Reynolds who resigned from this position effective the end of the work day, April 24, 2009 and his salary will be prorated for the remainder of the school year.

G. Family Medical Leave

Approve the request of Connie Andrews, Slatington Elementary Cook, to take a 12 week family medical leave beginning on April 29, 2009. She will be using her accumulated sick days in conjunction with her family medical leave. She would further request an unpaid leave of absence if she is not released to return to work at the end of her family medical leave.

H. Substitute**1. Instructional**

Approve the following substitute teacher for the 2008-2009 school year at the 2008-2009 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Jenna Hoffman – Health and Physical Education
Kaitlin Jones* – Elementary & ESL
Katherine DeBias* – Elementary & Special Education
Joseph Scheller* – Music K-12
***Pending Verification of Documents**

2. Non-Instructional

Approve the following individuals as substitute aide for the 2008-2009 school year at the 2008-2009 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Patricia Ingles
Kaitlin Jones

- I. Approve the recommendation of the administration to appoint Wendy Shirk, cook's helper at the Middle School, as head cook during the absence of Bonita Haydt, effective April 20, 2009. Mrs. Shirk will be in this position until the doctor releases Mrs. Haydt to assume her regular duties as head cook.

V. CONFERENCES

- A. Deanna Quay – The Teaching of AP-Chemistry – July 21 – 25, 2009 – Wilkes University, Wilkes-Barre, PA – Registration: \$1,055.00, Travel: \$43.80, Lodging: \$345.00, Meals: \$166.25 – Total Approximate Cost: \$1,610.05 – Funding: ACT Grant **(Attachment #4)**
- B. Mathias Green – PSBA School Design & Construction Conference – May 7-8, 2009 – Pennsylvania Convention Center, Philadelphia, PA – Registration: \$299.00, Travel: \$142.00, Lodging: \$440.06, Meals: \$35.00 – Total Approximate Cost: \$916.06 – Funding: Board Budget **(Attachment #5)**

VI. POLICY**A. Board Policy – First Reading**

1. Approve school board policy #810.01 – Operations – Drug and Alcohol Requirements for Transportation Personnel, as presented after first reading. **(Attachment #6)**
2. Approve school board policy #104 – Programs – Nondiscrimination In Employment and Contract Practices, as presented after first reading. **(Attachment #7)**
3. Approve school board policy #138 – Programs – Limited English Proficiency Program as presented after first reading. **(Attachment #8)**

- B. It is recommended that the Board of Education grant homebound instruction for a 12th grade student, Student No. 990031, for five hours per week, effective April 1, 2009 and continuing for the remainder of the 2008-2009 school year.

VII. CURRICULUM AND INSTRUCTION

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- A. Approve to authorize proper officials to execute an Affiliation Agreement between Northern Lehigh School District and East Stroudsburg University for a teacher preparation program. This program allows students at East Stroudsburg University to student teach in our district in order for them to complete their practicum hours needed for graduation. This agreement will commence on July 1, 2009 and will end of June 30, 2014. **(Attachment #9)**
 - B. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and the PATH PA Treatment & Healing Center for the purpose of furnishing educational services for disruptive students for the 2009-2010 school year. **(Attachment #10)**

VIII. OLD BUSINESS

IX. NEW BUSINESS

A. **Resolution**

Lehigh Career & Technical Institute – Purchase of Elberta Street – Total Cost \$5,000

RESOLVED, that, the Lehigh Career & Technical Institute, formerly the Lehigh County Area Vocational-Technical School, established and existing under a certain Operating Agreement (the "Agreement"), dated as of July 1, 1966, as amended, between the Allentown School District, Catasauqua Area School District, East Penn School District, Northern Lehigh School District, Northwestern Lehigh School District, Parkland School District, Salisbury Township School District, Southern Lehigh School District, and Whitehall-Coplay School District, be and hereby is authorized to purchase a piece of land referred to as Elberta Street, Lehigh County Deed Book 1558, page 988, from KidsPeace Corporation for a cost of five thousand dollars (\$5,000) in accordance with Section 2.3 of the Articles of Agreement, as amended.

X. FINANCIAL

- A. Approve the Following List of Bills:
 - 1. General Fund month of April
 - 2. Athletic Fund month of April
 - 3. Refreshment Stand Fund month of April
 - 4. Cafeteria Fund month of April
- B. Approve the Following Financial Reports:
 - 1. General Fund months of April
 - 2. NLMS Student Activities Account month of April
 - 3. NLHS Student Activities and Scholarship Account for the month of March
- C. Approve the co-payment amount for student athletes receiving a sports physical from OAA during the 2009-2010 school year at a cost of \$5.00 per student in accordance with school board policy #122.
- D. Approve to award the bid for the Closed Circuit TV System Upgrade for Peters Elementary School to Communications Systems, Inc of Allentown, PA at a total bid amount of \$55,408.00. **(Attachment #11)**

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- E. Approve to enter into an agreement with D'Huy Engineers as consultants to review the bids for Architects for the Slatington Elementary School Construction Project at a cost of \$28,000.00. This approval is pending final review of agreement with D'Huy Engineers by the Board Solicitor. **(Attachment #12)**
- F. Approve budgetary transfers for the 2008-2009 school year including any budgetary transfers for the end of year audit. **(Attachment #13)**
- G. Approve to appoint Sweet, Stevens, Williams & Katz, LLP as special counsel for the 2009-2010 school year. The hourly rate for non-routine matters will be \$175.00 per hour. The rate for routine or general advice will be \$130.00 per hour. There is no increase over last year's rates.

H. Election of Treasurer and Secretary

1. Election of a Treasurer for the 2009-2010 fiscal year, as required by Section 404 of the Pennsylvania School Code of 1949, as amended.

RECOMMEND That the Board of Education elects _____ as Treasurer for the 2009-2010 fiscal year, effective July 1, 2009 through June 30, 2010.

2. Election of a Secretary for a four (4) year term, as required by Section 404 of the Pennsylvania School code of 1949, as amended.

RECOMMEND That the Board of Education elects _____ as Secretary for a four (4) year term, effective July 1, 2009 through June 30, 2013.

XI. LEGAL

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on March 25, 2009 and the LCTI Director's Report for April 2009.
- B. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on March 16, 2009.

XIV. RECOGNITION OF GUESTS

XV. ADOPTION OF PROPOSED FINAL BUDGET FOR 2009-2010

- A. It is recommended that the Board of Education adopts the proposed general fund final budget of the Northern Lehigh School District for the 2009-2010 school year in the amount of \$28,958,961.00.

The preliminary budget is adopted with a .6 mill increase for Lehigh County and a .6 mill increase for Northampton County.

B. Legal Notice

Authorize the Secretary to publish a Legal Advertisement notifying every resident or inhabitant within the territorial limits of the school district of Northern Lehigh attaining eighteen (18) years of age, and every resident or inhabitant in said school district to notify the proper Per Capita Tax Enumerator 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 June 16, 1972, Act 138. The assessors to contact are as follows:

BOROUGH OF WALNUTPORT

Annette Lacko – Borough Secretary
Walnutport Borough Building
417 Lincoln Ave. Walnutport, PA 18088
610-767-1322

WASHINGTON TOWNSHIP

Joann Ahner – Township Secretary
Washington Township Municipal Building
PO Box 27, Slatedale, PA 18079
610-767-8108

BOROUGH OF SLATINGTON

Joan Cheesbrough – Assistant Secretary
125 South Walnut Street
Slatington, PA 18080
610-767-2131

XVI. ADJOURNMENT