

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, November 14, 2011
Northern Lehigh Administration Building
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 October 10, 2011

III. SPECIAL BOARD REPORTS

- A. Carbon Lehigh Intermediate Unit Mr. Gary S. Fedorcha
- B. Lehigh Career and Technical Institute Mrs. Lori H. Geronikos
 - Appoint Gary S. Fedorcha LCTI representative for the term
December 2011 – December 2013
- 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 Education/Policy Committee Meeting held on November 7, 2011.
(Attachment #1)
 - Minutes of the Technology/Buildings and Grounds Committee Meeting held on November 9, 2011. (Attachment #2)
 - Minutes of the Finance Committee Meeting held on November 9, 2011. (Attachment #3)
- F. Student Representatives to the Board Report Ms. Heather Heiney
Mr. Anthony Connell
- G. Solicitor’s Report Attorney Charles Stopp
- H. Federal and Other Programs Update Mrs. Karen A. Nicholas
- I. Business Office Report Mrs. Sherri Molitoris
Mrs. Rhonda Frantz

- J. Superintendent’s Report Mr. Michael W. Michaels
 - American Education Week – November 13-19, 2011
 - **Announcement:** Holiday Dinner – December 5, 2011 at 5:30 p.m. in the Middle School.
 - **Reminder:** December 5, 2011 – School Board Reorganization Meeting at 7:00PM – Regular School Board Meeting at 7:30PM – No December committee meetings.
 - Presentation of PSBA Certificate of Appreciation for School Board Service
 - Raymond Follweiler, Jr. – 8 Years of Service
 - Lori Geronikos – 12 Years of Service
- K. An executive session will be held at 7:15 p.m. in the Administration Office Conference Room.

IV. PERSONNEL

A. Resignations

1. Accept the resignation of Mary Kay Williamson from her position as Director of Special Education, effective October 28, 2011.
2. Accept the resignation of Diana Beltran from her position as after school Detention Monitor for the Senior High School and substitute Detention Monitor for the Middle School effective November 21, 2011.

B. Appointments

1. Administrative

- a. Scot Engler*

Assignment:	Director of Special Education, replacing Mary Kay Williamson who has resigned
Salary:	\$92,000 (prorated 2011-2012 school year)
Effective Date:	Upon release from current employer

*Pending Verification of Missing Documents

2. Instructional

- a. Amber Kuntz

Assignment:	Temporary Vacancy Replacement Slatington Elementary 4 th Grade Teacher replacing an employee on sick leave
Salary:	Substitute Teacher Rate Days 1-30; Day 31 and beyond \$43,580 prorated (Step 1 Bachelors on the 2011-2012 CBA Salary Schedule)
Effective:	November 14, 2011
Termination Date:	On or about June 6, 2012

3. Non-Instructional

- a. Theresa Hall

Assignment:	High School Cook’s Helper replacing Rebecca Croll who retired.
Salary:	\$8.50 Per Hour/5 ½ Hours Per Day/180 Student Days per year plus additional cleaning days as needed (2009-2013 Educational Support Personnel Association CBA)
Effective Date:	November 15, 2011

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- b. Jennifer Sheridan
Assignment: Part Time Cook's Helper replacing Bonita Haydt who retired.
Salary: \$8.50 Per Hour/3 Hours Per Day/5 Days Per Week/ up to 180 Student Days per year plus additional cleaning days as needed (2009-2013 Educational Support Personnel Association CBA)
Effective Date: November 15, 2011
- c. Beth Elaine Gabovitz*
Assignment: Part Time Cook's Helper replacing Betty Green who retired.
Salary: \$8.50 Per Hour/3 Hours Per Day/5 Days Per Week/ up to 180 Student Days per year plus additional cleaning days as needed (2009-2013 Educational Support Personnel Association CBA)
Effective Date: November 15, 2011
***Pending Verification of Missing Documents**

C. Unpaid Volunteers

1. Approve the following unpaid volunteer aides in the Peters and/or Slatington Elementary Schools for the 2011-2012 school year: Margaret Blose, JoAnne Sipos, Suzanne Tobing, Charles Uhler, Sheila White, and Kathy Yelinek.
2. Approve the following unpaid volunteer aide in the Middle School for the 2011-2012 school year: Janice Altrichter.

D. Substitute

1. Instructional

Approve the following substitute teachers for the 2011-2012 school year at the 2011-2012 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Suzanne Baldo – CLIU Guest Teacher
Ian Robert Dollman – CLIU Guest Teacher
Nancy Fullenwider – CLIU Guest Teacher
Thomas Krulick – CLIU Guest Teacher
David McClellan – CLIU Guest Teacher
Stephanie Mohler – CLIU Guest Teacher

2. Non-Instructional

- a. Approve the following individuals as substitute custodian for the 2011-2012 school year at the 2011-2012 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Richard Nichol

- b. Approve the following individual as a substitute teacher's aide, and cook for the 2011-2012 school year at the 2011-2012 substitute rate as approved on the Supplementary Personnel Salary Schedule: Lorraine Muth*
***Pending Verification of Missing Documents**

V. CONFERENCES

- A. Karen Nicholas – 2011 SAS Institute: Defining and Aligning for Student Achievement – December 4-7, 2011 – Hershey Lodge, Hershey, PA – Registration: \$99.00, Lodging: \$432.90, Meals: \$100.00 – Total Approximate Cost: \$631.90 – Funding: Curriculum and Instruction Budget (**Attachment #4**)
- B. Sherri Molitoris – 57th Annual PASBO Conference – March 7-9, 2012 – Hershey Lodge, Hershey, PA – Registration - \$309.05, Lodging: \$321.90, Travel: \$86.58, Meals: \$25.00 – Total Approximate Cost: \$742.53 – Funding: Business Office Budget (**Attachment #5**)
- C. Robert Vlasaty – 2011 SAS Institute: Defining and Aligning for Student Achievement – December 4-7, 2011 – Hershey Lodge, Hershey, PA – Registration - \$99.00, Lodging: \$432.90, Travel: \$88.80, Meals: \$100.00 – Total Approximate Cost: \$720.70 – Funding: Curriculum and Instruction Budget (**Attachment #6**)
- D. Rhonda Frantz - 57th Annual PASBO Conference – March 7-9, 2012 – Hershey Lodge, Hershey, PA – Registration - \$309.05, Meals: \$25.00 – Total Approximate Cost: \$334.05 – Funding: Business Office Budget (**Attachment #7**)

VI. POLICY**A. Homebound Instruction**

It is recommended that the Board of Education grant homebound instruction for a 6th grade student, Student No. 1890153, for five hours per week, effective November 2, 2011 and continuing for the remainder of the 2011-2012 school year.

B. Board Policy – First Reading

Approve school board policy #103 plus attachments – Programs – Nondiscrimination in School and Classroom Practices, as presented after first reading. (**Attachment # 8**)

C. Board Policy – Second Reading

Approve school board policy #620 – Finances – Fund Balance, as presented after second reading. (**Attachment # 9**)

VII. CURRICULUM AND INSTRUCTION**VIII. OLD BUSINESS****IX. NEW BUSINESS****A. Early Retirement Incentive Plan for 2011-2012**

Approve to adopt an Early Retirement Incentive Plan, for all eligible professional employees, on a voluntary basis, for the 2011-2012 school year.

B. Northern Lehigh School District Emergency Operations Plan

Approve changes to the Northern Lehigh School District Emergency Operations Plan as presented. (**Attachment #10**)

X. FINANCIAL

- A. Approve the Following Financial Reports:
 - 1. General Fund June, July, and August
 - 2. NLMS Student Activities Account months of June, July and August
 - 3. NLHS Student Activities and Scholarship Acct months of June, July and August
- B. Approve the Following List of Bills:
 - 1. General Fund month of October & November
 - 2. Cafeteria Fund month of October
 - 3. Refreshment Stand month of October
 - 4. Construction Fund month of November
- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. **(Attachment #11)**
- D. RESOLVED, the Board of Education approves Portnoff Law Associates as delinquent real estate tax collectors for the Northern Lehigh School District for the 2011 tax year. **(Attachment #12)**
- E. Approve the resolution directing Northampton County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented. **(Attachment #13)**
- F. Approve the resolution directing Lehigh County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented. **(Attachment #14)**
- G. Approve the 2010-2011 Northern Lehigh District Salary Schedule as presented. **(Distributed to Board and Administration only)**
- H. Authorize administration to purchase two (2) new Wrangler 2730 DB Wheel Drive Variable Speed Walk Behind Automatic Floor Scrubbers from Northeast Janitorial Supply, LLC in the amount of \$7,530/each, to be paid from the Equipment Replacement fund. **(Attachment #15)**

XI. LEGAL**XII. CORRESPONDENCE****XIII. INFORMATION**

- A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on September 28, 2011.
- B. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on September 19, 2011.
- C. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on September 1, 2011 and October 6, 2011.

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