

NORTHERN LEHIGH SCHOOL DISTRICT

Board Minutes

Slatington, PA
August 5, 2002

PURPOSE The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Gary S. Fedorcha, at 7:38 p.m. on Monday, August 5, 2002, in the boardroom located in the Slatington Elementary School.

ROLL CALL Members present: Mr. Bryan C. Dorshimer, Mrs. Jane J. Escott, Mrs. Lauren A. Ganser, Mrs. Lori H. Geronikos, Mr. Mathias J. Green, Jr., Mr. Jason M. Newhard, Mr. Gary S. Fedorcha (7)

Members absent: Mr. Robert J. Cox, Mrs. Sheryl A. Giles (2)

Non-members present: Dr. Nicholas P. Sham, Sr., Mrs. Lynne B. Fedorcha, Mr. John Hrizuk, Mr. Robert Mack, Mr. Brian Geiger, Mr. Bernard Rockovich, Atty. Neil Ettinger (Solicitor), Ms. Laurie Newman, Mrs. Doneta Merkle.

VISITORS Approximately 8 visitors attended the meeting, in addition to Sharon Minnich, reporter for the Times News, and Elizabeth Bartolai, reporter for the Morning Call.

SPECIAL BOARD REPORTS

Committee
Reports
and/or
Meetings

Due to scheduling conflicts, the following committee meeting dates have been revised:
Policy Education Committee – From Monday, September 16 (Board Meeting) to Wednesday, September 18
and the Finance Committee – From Monday, December 23 to Thursday, December 19 (tentative).

Lehigh Carbon Community College – Mr. Mathias J. Green, Jr.

Mr. Green reported that enrollment is up at Lehigh Carbon Community College. He also reported on the partnerships that LCCC has established with local colleges.

Legislative Report -- Mrs. Lori H. Geronikos

Mrs. Geronikos updated the board on recent legislative actions in Harrisburg and the need for addressing real estate tax reform.

Federal and Other Programs Update -- Mrs. Lynne B. Fedorcha

Mrs. Fedorcha distributed a written Administrative Assistant report and highlighted several items within that report. She also informed board members that the district received a \$5000 donation, to be used towards the purchase of textbooks, from the Northern Lehigh Educational Foundation. She also announced that Mrs. Debra Blake, who is working on her internship for curriculum and instruction, will be working with her as an intern for the fall semester.

Superintendent's Report -- Dr. Nicholas P. Sham, Sr.

Dr. Sham reminded board members that the Finance Committee meeting will be held on August 20, 2002. He gave a report on the Administrative Retreat which was held in July.

Executive
Session

An Executive Session for personnel issues was held prior to the meeting, beginning at 7:00 p.m., in the superintendent's office.

PERSONNEL A motion was made by Mr. Newhard, with a second made by Mr. Green, that the Board of Education approve the following personnel items:

Appointments- Instructional	Tara Balliet Assignment: Salary: Effective Date:	Temporary Professional Employee Grade 6 – Slatington Elementary School, replacing Jacqueline Sham, who resigned. \$35,300* (Appendix A – Step 2 Bachelors on the 2001-2002 Collective Bargaining Agreement Salary Schedule) August 26, 2002
	Lynn Haab Assignment: Salary: Effective Date:	Temporary Professional Employee Special Education Teacher – Grade 7, replacing Kelly Harkins, who resigned. \$37,300* (Appendix A – Step 2 Masters on the 2001-2002 Collective Bargaining Agreement Salary Schedule) August 26, 2002
	Matthew Wehr Assignment: Salary: Effective Date:	Temporary Professional Employee Vocal Music Teacher – Secondary Level – Replacing Rebecca Rhodes, who resigned. \$35,200* (Appendix A – Step 1 Bachelors on the 2001-2002 Collective Bargaining Agreement Salary Schedule) August 26, 2002

*Salary will be adjusted to reflect the terms and conditions of the new collective bargaining agreement when reached.

Non- Instructional	Karen Hlushak* Assignment: Salary: Effective Date:	Cafeteria General Service/Cook Helper in the middle school New Position \$7.50 Per Hour – 5 Hours Per Day September 3, 2002
	Lewis Kern* Assignment: Salary: Effective Date:	Cafeteria/Hall Monitor Aide in the middle school – New Position \$8.64 Per Hour – 3 Hours Per Day 10:00 a.m. to 1:00 p.m.-- 5 Days Per Week September 3, 2002

*60-Day Probationary Period

Administrative Transfers Non-Instructional	Andrea Thomson From: To: Effective:	Special Education Aide in the Slatington Elementary School – position eliminated. Special Education Aide in the Senior High School, replacing Rebecca Schock, who resigned. 2002-2003 School Year
	Todd Green From: To: Effective Date:	Custodian Slatington Elementary School – PM Shift Peters Elementary School – Day Shift, replacing Marvin Mantz, who retired. September 3, 2002

Change of Status	Steve Zong From: To: Salary:	Half-Time Temporary Professional Employee in the High School Full-Time Temporary Professional Employee in the High School, teaching computer/keyboarding \$35,300* (Appendix A – Step 2 Bachelors on the 2001-2002 Collective Bargaining Agreement Salary Schedule)
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PERSONNEL

- Change Of Status (Con't.)
- Joanne Wasilkowski
 From: Half-Time Temporary Professional Employee in the High School
 To: Full-Time Temporary Professional Employee in the High School, teaching mathematics and replacing Kim Rohrbach, who resigned.
 Salary: \$35,800* (Appendix A – Step 4 Bachelors on the 2001-2002 Collective Bargaining Agreement Salary Schedule)
- Sandra Becker
 From: Half-Time Temporary Professional Employee in the Middle School
 To: Full-Time Temporary Professional Employee in the Middle School, teaching science.
 Salary: \$35,400* (Appendix A – Step 3 Bachelors on the 2001-2002 Collective Bargaining Agreement Salary Schedule)
- Kathy Walter
 From: Half-Time Temporary Professional Employee in the Middle School
 To: Full-Time Temporary Professional Employee in the Middle School, teaching reading.
 Salary: \$35,500* (Appendix A – Step 1 Bachelors +24 on the 2001-2002 Collective Bargaining Agreement Salary Schedule)
- *Salary will be adjusted to reflect the terms and conditions of the new collective bargaining agreement when reached.
- Non-Instructional-Carol Miller
 It is recommended that the status of Carol Miller, Clerk/Stenographer in the senior high guidance office, be changed from 11 months to 12 months, effective July 1, 2002. This change was approved as part of the 2002-2003 budget.
- Tamra Yesik
 It is recommended that the hourly status of Tamara Yesik, Cafeteria/Hall Monitor in the middle school, be increased from 3 ½ hours to 6 ½ hours for two of the six days in the middle school cycle.
- Dr. Maura Roberts - Psychological Consulting Services
 Approve to contract with Dr. Maura Roberts for psychological consulting services, effective August 29, 2002, at a per diem rate of \$327.23 (not to exceed 191 days) to be deducted from an annual stipend of \$62,500.00 in the event that Dr. Roberts is hired as a school psychologist for the Northern Lehigh School District for the 2002-2003 school year.
- Furlough Scott DeLong
 As a result of decreased enrollment, and in accordance with School Board Policy #511, approve to furlough Mr. Scott DeLong, part-time social studies teacher in the senior high school. As a result of this furlough, the last day of employment for Mr. DeLong is June 17, 2002.
- Hire Glenn-Rissmiller As Athletic Director For 2002-03 School Year
 Approve the employment of Glenn Rissmiller, effective August 6, 2002 as Athletic Director for the Northern Lehigh School District for a period of time not to exceed 95 days during the 2002-2003 school year at a salary of \$20,000. (NOTE: The employment of Glenn Rissmiller is considered to be of an emergency nature and falls under the “emergency” provision of Act 23 of August 5, 1991. Northern Lehigh School District does not have a trained or experienced Athletic Director. Upon approval of Glenn Rissmiller’s employment, the district will advertise for an assistant athletic director and Glenn Rissmiller will provide training and consultative services to this individual. Since no other qualified persons are available, the school district’s athletic programs would suffer a serious impairment of services to the students and sporting events without the services of Glenn Rissmiller).

- Amend Motion Approve to amend the motion made on June 10, 2002 and adjust the effective retirement date of Thomas Sheehan from June 17, 2002 to June 28, 2002.
- Resignations Accept the resignation of Kelly Harkins, special education teacher in the
Instructional middle school, effective August 31, 2002. She has accepted a position in another school district.
Kelly Harkins
- Cassandra Accept the resignation of Cassandra Frantz, special education teacher in the
Frantz senior high school, effective August 31, 2002. She has accepted a position in another school district.
- Non- Accept the resignation of Evonne Blocker, special education aide in the Peters Elementary
Instructional- School, effective July 25, 2002.
Evonne Blocker
- Co-Curricular Accept the resignation of Gregory Poremba from his position as Assistant Football Coach for the
Greg Poremba 2002-2003 school year.
- Cassandra Accept the resignation of Cassandra Frantz from her position as Senior Class Advisor.
Frantz
- SADD Advisor- Approve the appointment of Sheila Lanshe as the SADD advisor for the 2002-2003 school year.
Sheila Lanshe The stipend of this position is \$500.00 and is included in the 2002-2003 budget.

Co-Curricular Appointments for 2002-2003*

Middle School Intramurals – Fall – Michelle Raber
 Middle School Intramurals – Winter CPR – Michelle Raber
 Middle School Intramurals – Spring – Michelle Raber
 Middle School Intramurals – Spring – Weightlifting – Steve Hluschak
 Middle School Newspaper – Catherine Farole
 Middle School Yearbook – Susan Bowser
 Academic Challenge Eight – Janet Kern
 Middle School Student Council – Beth Case
 Elementary Scholastic Scrimmage – Marlene Simock
 Elementary Band – Terry Jenkins
 Assistant Football Coach – Michael Lush (replacing Greg Poremba who resigned) – (Shared Stipend)

**The stipend will be determined when a new Collective Bargaining Agreement is approved.*

Middle School Co-Curricular Appointments

Junior National Honor Society Advisor – Jason Graver – \$375.00
 Web Page Advisor – Theresa Kokinda -- \$365.00

- Substitutes Approve the following substitute teachers for the 2002-2003 school year at the substitute teacher
Instructional 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:

Gail Barilla – Elementary
 Amy Barthol – Mentally &/or Physically Handicapped
 Carlene Binder – Elementary
 Linda Deurer – Mentally &/or Physically Handicapped
 William Dimmich – English and Social Studies
 Deborah Fartuch – Elementary

PERSONNEL

(Con't.)

Julie Fehnel – Elementary
 Marshelle George – Elementary
 Audrey Hedash – Elementary/Early Childhood

Tracy Hoffman – School Nurse
 Tracy Kimmel – Music
 Allison Kuntz – Elementary K-6
 Danielle LeBarge – Elementary
 Cathy Minnich – Mathematics (Homebound Only)
 Megan Owens – School Nurse
 Joanne Solga – Elementary
 Marsha Stricker – Elementary
 Kimberly Teprovich – Health & Physical Education
 Beth Trexler – School Nurse
 Jane Wessner – Elementary
 Kyle Yanders – Elementary

Non-Instructional Approve to employ the following substitute instructional aides for the 2002-2003 school year at the substitute rate of \$7.25 per hour:

Dorothea Curran
 Charlotte Hallman
 Patricia Ingles
 Cheryl Mill
 Romaine Remaley
 Ann Stoss
 Nancy Wagner
 Tina Williams

Approve to employ the following substitute secretaries for the 2002-2003 school year at the substitute rate of \$7.25 per hour:

Patricia Ingles
 Ann Stoss
 Tina Williams

Approve to employ the following substitute cafeteria workers for the 2002-2003 school year at the substitute rate of \$7.25 per hour:

Dorothea Curran
 Nancy Frantz
 Charlotte Hallman
 Romaine Remaley
 Ann Stoss
 Jennifer Wentz
 Tina Williams

Approve to employ the following substitute custodians for the 2002-2003 school year at the substitute rate of \$7.25 per hour:

Susan Bilheimer
 Wendy Green
 Donald Kleintop
 Franklin Zamadics

PERSONNEL

(Con't.)

School Dentist Appoint Dr. Harry Shleifer of Professional Dental Associates as the school dentist for the 2002-2003 school year at the quoted fee of \$1.00 per student.

School Physician Appoint Dr. Sally Ann Rex as school physician for the 2002-2003 school year at the same quoted rates during the 2001-2002 school year. It is also recommended that Allentown Sports Medicine be Employed as athletic sports physical doctors to assist with possible conflicts that may arise in scheduling athletic physicals.

Football Physician Appoint Allentown Sports Medicine & Human Performance Center to provide football game physicians for the 2002-2003 school year at a quoted fee of \$70.00 per game.

YEA: Mr. Dorshimer, Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mr. Green,
Mr. Newhard, Mr. Fedorcha (7)

NAY: None (0)

Appoint Philip Bertolino As High School Principal A motion was made by Mrs. Geronikos, with a second made by Mrs. Escott, that the Board of Education approve to appoint Mr. Philip C. Bertolino II as principal of Northern Lehigh High School, effective on or about August 16, 2002, at a salary of \$78,000.00. Mr. Bertolino will be a 12-month employee with benefits and expectations consistent with the current Act 93 Administrator Compensation Plan. He will also carry over all of his unused sick days from his previous district.

ROLL CALL: YEA: Mr. Dorshimer, Mrs. Escott, Mrs. Geronikos, Mr. Green,
Mr. Newhard, Mr. Fedorcha (6)

NAY: Mrs. Ganser (1)

Motion carried.

Appoint Tom Sheehan As High School Guidance Counselor For 2002-2003 School Year Approve the employment of Thomas Sheehan, effective July 1, 2002 as Guidance Counselor for the Northern Lehigh School District for a period of time not to exceed 95 days during the 2002-2003 school year at a salary of \$20,000. (NOTE: The employment of Thomas Sheehan is considered to be of an emergency nature and falls under the "emergency" provision of Act 23 of August 5, 1991. Northern Lehigh School District does not have a trained or experienced counselor capable to complete the master schedule at the senior high school. Thomas Sheehan will provide training and consultative services to Sheila Lanshe. Since no other qualified persons are available, the school district would suffer a serious impairment of services to the students and staff without the services of Thomas Sheehan).

ROLL CALL: YEA: Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mr. Green,
Mr. Newhard, Mr. Fedorcha (6)

NAY: Mr. Dorshimer (1)

Motion carried.

POLICY

A motion was made by Mr. Newhard, with a second made by Mrs. Geronikos, that the Board of Education approve the following items listed under Policy:

Conferences Approve the request of Sharon Williams to attend the ACCESS PA on September 26, 2002 in Allentown. Expenses include \$360.00 for project fees (\$180.00 for each elementary school). This request was included in the 2002-2003 Peters & Slatington Elementary School budgets.

Approve the request of Mary Anne Shafer and Lynn Haab to attend a Carbon Lehigh Intermediate Unit conference entitled "Reading and the High School Student: Strategies to Enhance Literacy" on August 12 and 13, 2002. Expenses for this conference include \$150.00 each for registration, \$18.00 each for travel, for a total cost of \$336.00 and will be paid for through Title IIA funds.

POLICY

(Con't.) Conferences Approve the request of Dr. Linda Marcincin to attend the Pennsylvania Association of Elementary & Secondary School Principals conference in Reading on October 20-22, 2002. Expenses include \$250.00 for registration, \$32.40 for travel, \$170.00 for lodging for a total of \$452.40. Money for this conference was included in the 2002-2003 senior high school budget.

Approve the request of Christopher Iacobelli to attend a Lorman conference entitled "School Violence In Pennsylvania" in Bethlehem on September 26, 2002. Expenses include \$239.00 for registration, \$10.00 for meals, \$15.00 for travel for a total cost of \$264.00 and will be paid for through Drug Free & Safe Schools funds.

New Board Policy #917 Second Reading Approve new board policy #917 – Parent/Family Involvement, as presented, after second reading.

Student-Parent Handbook Changes Approve the changes to the Northern Lehigh High School, Northern Lehigh Middle School, and Elementary School Student-Parent Handbooks, as presented.

Open Accounts Approve the request of the senior high school to open a "Northern Lehigh High School Class of 2006" account in accordance with the Student Activity Fund Policy. The purpose of this account is to raise funds for graduation, class trip, junior prom, senior farewell, etc.

Approve the request of the Northern Lehigh Athletic Department to open a "Sports Fund Raising Account" in accordance with the Student Activity Fund Policy. The purpose of this fund is to raise funds for all school sports.

Approve the request of the Northern Lehigh Athletic Department to open a "Refreshment Stand Account" in accordance with the Student Activity Fund Policy. The purpose of this fund is to account for refreshment stand income of all school sports.

NLMS Student Activities Fund Statement Approve the Northern Lehigh Middle School Student Activities Account Statement for the month of June 2002, as presented

NLHS Student Activities Fund Statement Approve the Northern Lehigh High School Student Activities Account Statement for the month of June 2002, as presented.
 YEA: Mr. Dorshimer, Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mr. Green, Mr. Newhard, Mr. Fedorcha (7)
 NAY: None (0)

CURRICULUM AND INSTRUCTION A motion was made by Mrs. Geronikos, with a second made by Mrs. Ganser, that the Board of Education authorize proper officials to ratify a contractual agreement between the Northern Lehigh School district and the Carbon Lehigh Intermediate Unit #21 to continue the Driver Education Program in our district, effective July 1, 2002 through June 30, 2003.

Driver Ed Program 2002-03 YEA: Mr. Dorshimer, Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mr. Green, Mr. Newhard, Mr. Fedorcha (7)
 NAY: None (0)

FINANCIAL A motion was made by Mr. Green, with a second made by Mr. Dorshimer, that the Board of Education approve the following financial items: (approval of budgetary transfers was pulled from the agenda and put on hold until the August 12 school board meeting. A request was made to have updated and accurate reports for approval at that meeting.)

- Per Capita Abatements Approve abatement of per capita taxes, as presented, for the residents that fall within the guidelines.
- Construction Bills Approve payment of bills from the Construction Account, as presented.
- Extended Construction Bills Approve payment of bills from the Extended Construction Account, as presented.
- Portfolio Summary Approve the Arthurs Lestrange Cash Management Portfolio Summary for the month of May and June 2002.
- Purchase Furniture Approve the purchase of furniture from Roberts & Meck, Inc. for the Middle School. Furniture will be purchased using PS Contract #7105-05 at a cost of \$7,181.50. Funding is to come from the Furniture and Equipment Fund of the Middle School PlanCon.
- Capital Reserve #1 Fund (Info Only) Information Only: Information was distributed consisting of a copy of Capital Reserve #1 Fund Receipts, Expenditures, and Cash Balances.
- Unreserved General Fund (Info Only) Information Only: Information was distributed consisting of a copy of the estimated Unreserved General Fund Balance as of June 30, 2002.
- Extended Construction Bills (Info Only) Information Only: Information was distributed consisting of Extended Construction Account Bills paid during the month of July 2002.
- Insurance For 2002-2003 School Year School Leaders Errors and Omissions Liability - \$12,229 with AIG/National Union Program. The June agenda had listed the self-insured PSBA Insurance Trust as the Errors and Omissions provider for \$19,458, which was a \$7,179 increase from the previous year. Since June, our broker of record has recommended that we instead go with the fully insured AIG/National Union Program. In addition, we should purchase one year's Extended Reporting Period Coverage with our previous year provider, Genesis Insurance Company. The cost for this coverage is \$4,540. The total cost of the AIG program and the Genesis extended reporting period coverage is \$16,769, which is \$2,689 less than the PSBA program approved in June.
- Approve to renew the equipment maintenance program for the 2002-2003 school year with CNA Insurance Company at a yearly premium of \$35,038. The coverage is for the period August 1, 2002 through July 31, 2003. The renewal is an \$89 increase from last year.
- Exonerate Tax Claim Approve to exonerate the Lehigh County Tax Claim Bureau from collecting \$480.15 of delinquent 2000 school district real estate taxes from Darlene Kocher, formerly of 7119, PA Route 873, Slatington, PA. The collection was turned over to the Tax Claim Bureau, and it was subsequently determined that the mobile home was removed from the site.

FINANCIAL

- (Con't.) Approve to exonerate the Lehigh County Tax Claim Bureau from collecting \$2,518.12 of delinquent 2000 school district real estate tax from the Fairview Cemetery Association, Fairview Avenue, Slatington, PA, c/o Bryon Reed. The Lehigh County Assessment Office informed the Tax Claim Bureau that the property was tax exempted by the Board of Assessment Appeals effective January 1, 2000.

Exempt Fairview Cemetery Assoc. From Estate Tax

Approve to notify Portnoff Law Associates that they will not collect \$2,824.46 of delinquent 2001 school district real estate tax from the Fairview Cemetery Association, Fairview Avenue, Slatington, PA, c/o Bryon Reed. The Lehigh County Assessment Office informed the Tax Claim Bureau that the property was tax exempted by the Board of Assessment Appeals effective January 1, Real 2000.

YEA: Mr. Dorshimer, Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mr. Green,
Mr. Newhard, Mr. Fedorcha (7)

NAY: None (0)

**CORRES-
POND-
ENCE**

All board members received copies of the following minutes:

Minutes of the Carbon Lehigh Intermediate Unit Board of Directors meeting held on June 17, 2002.

Minutes of the Lehigh Carbon Community College meeting held on May 2, 2002 and June 6, 2002.

Minutes of the Washington Township Board of Supervisors meeting held on May 14, 2002.

Mr. Fedorcha urged all board members to mail their ballot for Mr. Roland Featherman and vote for him as Second Vice President of Pennsylvania School Boards Association. Mr. Featherman is our local regional representative.

**INFORM-
ATION**

Correspondence regarding Einstein Academy/Charter School was distributed.

MS Sap Report

A summary of middle school SAP State Report for the 2001-2002 school year was distributed.

PlanCon Part I meeting.

Notification has been received from the Pennsylvania Department of Education of their approval of PlanCon Part I: Interim Reporting for Change Orders G-4, G-5, P-2, H-2, H-3 for the Northern Lehigh Middle School. Copies of these documents and appended materials will be entered into the official minutes of this

**RECOG-
NITION
OF
GUESTS**

Scott DeLong – Teacher at Northern Lehigh High School – His name was misspelled on the agenda, asked that it be corrected.

Renee Evans – Washington Township – Felt obligated to state that she, her fellow teachers, the community, and the high school students all supported Dave Papay for the position of high school principal. She will, however, support Mr. Bertolino who is the newly selected principal. She doesn't see how the board could hire someone at the salary they did. Mr. Bertolino does not have a proven track record she stated, since he was an assistant principal of only one grade at his previous school district.

**ADJOURN-
MENT**

A motion was made by Mr. Dorshimer, with a second made by Mr. Newhard, that the regular meeting of the Northern Lehigh Board of School Directors be adjourned at 8:30 p.m.

YEA: Mr. Dorshimer, Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mr. Green,
Mr. Newhard, Mr. Fedorcha (7)

NAY: None (0)

Respectfully submitted,

Jane J. Escott
Secretary

ATTEST: _____ (President)
Gary S. Fedorcha