

NORTHERN LEHIGH SCHOOL DISTRICT

Board Minutes

Slatington, PA
October 7, 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 7:40 p.m., on Monday, October 7, 2002 in the upstairs conference center located at the Lehigh Career and Technical Institute, in Schnecksville, PA.

ROLL CALL

Members present: Mr. Robert J. Cox, Mr. Bryan C. Dorshimer, Mrs. Jane J. Escott, Mrs. Lauren A. Ganser, Mrs. Lori H. Geronikos, Mrs. Sheryl A. Giles, Mr. Mathias J. Green, Jr., Mr. Gary S. Fedorcha (8)

Members absent: Mr. Jason M. Newhard (1)

Non-members present: Dr. Nicholas P. Sham, Sr., Mrs. Lynne B. Fedorcha, Mr. Philip C. Bertolino II, Mr. Christopher Iacobelli, Dr. Linda Marcincin, Mrs. Karen Nicholas, Mr. John Hrizuk, Mr. David Papay, Mr. Robert Mack, Mr. Brian Geiger, Mr. Bernard Rockovich, Ms. Laurie Newman, Nicholas Sander, Amberly Gable, and Mrs. Doneta J. Merkle

VISITORS

Approximately 42 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

Lehigh Career and Technical Institute -- Mrs. Sheryl A. Giles

Mrs. Giles deferred her report to the next meeting. She introduced Dr. Hornberger, Administrative Director of LCTI, who addressed the board with a few comments.

Carbon-Lehigh Intermediate Unit -- Mr. Bryan C. Dorshimer

Copies of the Carbon Lehigh Intermediate Board Brief were distributed to all members and Mr. Dorshimer highlighted several items listed on the Brief.

Committee Reports and/or Meetings

All board members received a copy of the minutes of the Finance Committee meeting held on September 23, 2002.

Student Rep. Report

Nick Sander and Amberly Gable distributed their written Student Representative To The Board report and read it orally for those in attendance.

Solicitor's Report -- Attorney Charles Stopp

Attorney Stopp passed some information on to the superintendent about an odd application of Just Cause in a case involving Saucon Valley School District. He also introduced Attorney Cheri Ann Leinberger who is a new attorney with his office and a 1993 Northern Lehigh High School valedictorian.

Legislative Report -- Mrs. Lori H. Geronikos

Mrs. Geronikos reported on the PSBA Conference she attended.

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

Mrs. Fedorcha distributed a written Curriculum and Instruction Report. She expanded on Adequate Yearly Progress (AYP) as it related to the No Child Left Behind Act of 2001.

Mrs. Fedorcha reported on MORE for CHILDREN, Lehigh County's new educational initiative that is providing funds to schools for educational school field trips to designated county tourist venues. Mrs. Fedorcha explained that Northern Lehigh School District received a stipend of \$5,918.00 for these trips and would like to take advantage of this initiative, however, there was no transportation money budgeted for this purpose.

**SPECIAL
BOARD
REPORTS**
(Con't.)

Mrs. Fedorcha requested that the board approve to transfer money from the district's Emergency Transportation Fund to provide the transportation for requested field trips. There are also funds available through a grant from Senator Rhodes if additional money is needed.

Transfer Funds
From
Emergency
Fund

A motion was made by Mr. Green, with a second made by Mrs. Geronikos, that the Board of Education approve to transfer funds from the district's Emergency Transportation Fund, in an amount not to exceed \$6000.00, to be used to transport students for field trips requested through the MORE for CHILDREN initiative. Any excess transferred Emergency Transportation Fund money remaining after the trips are over, should be transferred back into the Emergency Transportation Fund.

YEA: Mr. Cox, Mr. Dorshimer, Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mrs. Giles
Mr. Green, Mr. Fedorcha (8)

NAY: None (0)

Superintendent's Report – Mr. Green requested that in the future, when a solicitor's opinion is rendered that is going to affect something on the current agenda, that board members either meet with the solicitor before the meeting for clarification or that the administration should see to it that all board members receive a copy in advance of the meeting to read and understand. Dr. Sham indicated that the legal opinion given at this meeting did not impact on anything the board needed to vote on this evening.

An Executive Session was held before and after the meeting for personnel and legal issues.

PERSONNEL

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

Appointments
Instructional

Jon Prive Temporary Professional Employee
Assignment: English teacher, replacing Ann Weaver, who resigned.
Salary: \$35,200* (Pro-Rated) (Appendix A – Step 1 Bachelors
on the 2001-2002 Collective Bargaining Agreement Salary Schedule)
Effective Date: September 25, 2002

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

Carleen Binder Temporary Vacancy Replacement Teacher
Assignment: Kindergarten – Slatington Elementary School
Replacing Susanne Hegedus, who was granted a Child Rearing Leave of Absence.
Salary: \$35,200* (Pro-Rated) (Appendix A – Step 1 Bachelors
on the 2001-2002 Collective Bargaining Agreement Salary Schedule)
Effective Date: On or about December 3, 2002
Termination Date: On or about June 16, 2003

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

Substitutes
Instructional

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

Jon Prive – English (Effective 9/23/02)
Lujean Baab – All Subject Areas*
Camille Bieber – All Subject Areas*
Thomas Billowitch – All Subject Areas*
Robert Boyle – All Subject Areas*
Kelly Boyle – All Subject Areas*
Marcia Cunningham – All Subject Areas*

PERSONNEL James Depew, Jr. – All Subject Areas*
 (Con't.) Dean Flinchbaugh – All Subject Areas*
 Nicole McQuilken – All Subject Areas*
 Diana O'Brien – All Subject Areas*
 Patricia Passick – All Subject Areas (Certification Received)
 Dennis Pearson – All Subject Areas*
 Thiep Pham – All Subject Areas*
 Russell Samilo – All Subject Areas*
 Dennis Semmel – All Subject Areas*
 Daniel Shea – All Subject Areas*
 William Stibrany – All Subject Areas*
 Kristin Stuby – All Subject Areas*
 Lucy Vazquez-Zodel – All Subject Areas*
 Joseph Verenna – All Subject Areas*

*Pending Receipt of Emergency Certificate

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

Salary Adjustment Acknowledge the following teachers who have completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the 2002-2003 school year:

Claire Heim

From: 13B+24 \$42,300.00*

To: 13M \$45,400.00*

Timothy Weaber

From: 5B \$35,900.00*

To: 5B+24 \$37,000.00*

*2001-2002 salary to be adjusted when a new Collective Bargaining Agreement is ratified.

Debra Blake District Office Intern Approve to allow Debra Blake to work as a Curriculum and Instruction Intern in the Administration Office from September 5, 2002 to May 15, 2003. This is an unpaid position.

After School Tutoring Program Tutors Approve to employ Denise Turoscy as an after school tutor for students in grades 7-12 who might need homework support or help to review for a test. She will work for one hour a day on a Monday and a Wednesday at a stipend of \$16.00 per hour. This stipend will be funded through Title V.

Approve to employ Eric DeAntonis as an after school tutor for students in grades 7-12 who might need homework support or help to review for a test. He will work for one hour a day on a Tuesday and a Thursday at a stipend of \$16.00 per hour. This stipend will be funded through Title V.

Co-Curricular Appointments for 2002-2003*

Debate Advisor – Henry Distler
 Senior High Newspaper Advisor – Jon Prive

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

PERSONNEL

(Con't.)

Unpaid Volunteer Advisors Approve to appoint Donna Marushak and Kelly Follweiler as unpaid volunteer dance team advisors in the senior high school for the 2002-2003 school year.

Approve to appoint Jane Englert as an unpaid volunteer library club advisor in the senior high school for the 2002-2003 school year.

Co-Curricular Resignation Accept the resignation of Theresa Kokinda from her position as Web Page Advisor for the middle school for the 2002-2003 school year.

ROLL CALL: YEA: Mr. Cox, Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mrs. Giles,
Mr. Green, Mr. Fedorcha (7)
NAY: Mr. Dorshimer (1)

Motion carried.

A motion was made by Mr. Cox, with a second made by Mrs. Geronikos, that the Board of Education approve the following salary adjustment:

Kori Dibilio		
From:	5B	\$35,900.00*
To:	5B+24	\$37,000.00

*2001-2002 salary to be adjusted when a new Collective Bargaining Agreement is ratified.

YEA: Mr. Cox, Mr. Dorshimer, Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mrs. Giles,
Mr. Green (7)
NAY: None (0)
ABSTAIN: Mr. Fedorcha (1) – Conflict of Interest

POLICY

A motion was made by Mrs. Geronikos, with a second made by Mrs. Giles, that the Board of Education approve to revise Policy #449 – Early Retirement Incentive Policy, as presented after first reading.

Board Policy #449

Early Retirement Incentive Policy
1st Reading YEA: Mr. Cox, Mr. Dorshimer, Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mrs. Giles, Mr. Green
Mr. Fedorcha (8)
NAY: None (0)

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

Conferences Approve the request of Laurie Newman to attend an Eastern PA Special Education Administrator's Conference sponsored by the Carbon Lehigh Intermediate Unit at Pocono Manor on October 24 and 25, 2002. Registration is paid by CLIU, other expenses include \$169.00 for lodging, \$18.00 for travel, for a total cost of \$187.00 and will be paid for through IDEA funds.

Approve the request of Laurie Newman and Dawn Wadsworth to attend a Pennsylvania Counsel of Administrators of Special Education Conference in Harrisburg on November 6, 2002. Expenses for this conference entitled "Imagine the Possibilities" include \$109.00 each for registration for a total cost of \$218.00 and will be paid for through IDEA funds.

POLICY

(Con't.) Approve the request of Dawn Wadsworth to attend a PaTTAN (Pennsylvania Training and Technical Assistance Network) conference in King of Prussia on October 3, December 12, 2002 and April 2, 2003. Expenses for this conference include \$108.00 for travel and will be paid for through IDEA funds.

Approve the request of James Waite and Patricia Jones to attend a Bureau of Education & Research Conference in Philadelphia on November 19, 2002. Expenses for this conference, entitled "Strengthening Your Physical Education Program with Innovative Fitness Strategies and Activities" include \$165.00 each for registration, \$30.00 for travel for a total cost of \$360.00 plus the cost of two substitute teachers for one day and has been approved by the district's Professional Development Committee.

Approve the request of Robert Hicks to attend the 2002 Technology Education Association of Pennsylvania conference in Camp Hill on November 7 and 8, 2002. Expenses for this conference include \$30.00 for registration, \$60.00 for meals, \$60.00 for travel, \$54.00 for lodging for a total cost of \$204.00 plus the cost of a substitute teacher for two days and has been approved by the Professional Development Committee.

Approve the request of Michelle Raber to attend the Pennsylvania State Association of Health, Phys. Ed., Recreation, and Dance annual conference at Seven Springs in Champion, PA on October 25 and 26, 2002. Expenses for this conference include \$50.00 for registration, \$30.00 for meals, \$147.00 for travel for a total cost of \$227.00 plus the cost of a substitute for one day and has been approved by the Professional Development Committee.

Approve the request of Dr. Linda Marcincin to attend a School Leadership Conference at Lehigh University on November 22, 2002. Expenses for this conference, entitled "The Evolving Responsibilities of School Administrators" include \$115.00 for registration and was included in the 2002-2003 district budget.

Approve the request of Philip Bertolino to attend the Principal's Technology Leadership Academy sponsored by the Carbon Lehigh Intermediate Unit on October 17, 2002 and January 14, 21, 23, 28, 2003. Expenses for this conference include \$200.00 for registration (to be reimbursed by CLIU after attending all conference dates), \$50.00 for travel, for a total cost of \$250.00 and will be paid for through Title IID funds.

Approve the request of Amanda Glassic, Janet Bashore, and Julie Fehnel to attend a Bureau of Education & Research conference in Breinigsville on November 18, 2002. Expenses for this conference, entitled "Using Guided Reading and Literacy Centers to Help Your Students Become Better Readers" include \$165.00 each for registration, for a total cost of \$495.00 plus the cost of three substitute teachers for one day and will be paid for through Title I Funds.

NLHS Student Activities Account Statement Approve the Northern Lehigh High School Student Activities Account Statement for the month of September 2002.

Homebound Instruction Grant homebound instruction for a 9th grade student, Student No. 06-39600, for five hours per week, effective October 8, 2002 and ending on or about January 14, 2003.

Lehigh Valley Drug & Alcohol Intake Unit Agreement Approve to authorize the Superintendent to execute a letter of agreement for the 2002-2003 academic year with the Lehigh Valley Drug & Alcohol Intake Unit. These services will be used by the Student Assistance Teams in our school district.

POLICY
(Con't.) YEA: Mr. Cox, Mr. Dorshimer, Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mrs. Giles
Mr. Green, Mr. Fedorcha (8)

NAY: None (0)

**CURRICU-
LUM AND
INSTRUCT-
ION**

A motion was made by Mrs. Giles, with a second made by Mrs. Geronikos, that the Board of Education approve the following items listed under Curriculum and Instruction:

Approve the following teacher as a helping teacher in the Northern Lehigh School District Induction Program for the 2002-2003 school year:

Induction
Program

<u>Helping Teacher</u>	<u>Inductee</u>	<u>Stipend</u>
Renee Evans	Jon Prive	\$750.00

CLIU Special Education Agreement 2002-2003 Approve to authorize proper officials to execute an agreement between the Northern Lehigh School District and the Carbon Lehigh Intermediate Unit to provide services for special education for the 2002-2003 school year as outlined.

YEA: Mr. Cox, Mr. Dorshimer, Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mrs. Giles
Mr. Green, Mr. Fedorcha (8)

NAY: None (0)

**NEW
BUSINESS**

A motion was made by Mrs. Geronikos, with a second made by Mrs. Ganser, that the Board of Education approve the following Proclamation:

Project Fit America Proclamation

WHEREAS, in 2002 MESH Community Initiatives of Lehigh Valley Hospital, in partnership with the Health and Community Service Task Force of Future Focus, became the official sponsor for Project Fit America; and

WHEREAS, Project Fit America is a non-profit organization whose mission is to administer academic programs to schools to get children physically fit; and

WHEREAS, the program is now in 369 schools, 272 cities and 40 states; and

WHEREAS, the faculties of Northern Lehigh School District and Northern Lehigh Middle School have diligently worked with the curriculum, assuring the students would reap maximum benefits; and

WHEREAS, studies show that children who exercise on a regular basis perform higher academically because they are keener, less tired, and in better control of aggression; and

WHEREAS, a well exercised child will not only become fit, but be far more inclined to embrace academics,

NOW, THEREFORE, I, Gary Fedorcha, President of the Northern Lehigh School Board, do hereby proclaim October 9, 2002 as

“PROJECT FIT AMERICA DAY”

in the Northern Lehigh School District, and urge residents to support and commend the efforts of Project Fit America.

IN WITNESS THEREOF, I have hereunto set my hand and caused the Official Seal affixed this 7th day of October 2002.

**NEW
BUSINESS**

(Con't.)

Amend Motion A motion was made by Mr. Cox, with a second made by Mr. Dorshimer, that the Board of Education approve to amend the previous motion to read "in the Northern Lehigh School District" instead of in Slatington, Pennsylvania.

Vote On Amendment YEA: Mr. Cox, Mr. Dorshimer, Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mrs. Giles
Mr. Green, Mr. Fedorcha (8)
NAY: None (0)

Vote On Main Motion YEA: Mr. Cox, Mr. Dorshimer, Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mrs. Giles
Mr. Green, Mr. Fedorcha (8)
NAY: None (0)

FINANCIAL A motion was made by Mr. Dorshimer, with a second made by Mrs. Escott, that the Board of Education approve the following financial items:

PC Abatement Approve abatement of per capita taxes, for the residents that fall within the guidelines, as presented.

Construction Account Bills Approve payment of bills from the Construction Account, as presented.

Extended Construction Account Bills Approve payment of bills from the Extended Construction Account, as presented.

Cash Management Portfolio Approve the Arthurs Lestrangle Cash Management Portfolio for the month of August 2002, as presented.

CLIU Internet Consortium 2003-2004 Approve to authorize the administration to enter into an agreement to allow the Carbon Lehigh Intermediate Unit to proceed in completing the necessary documents for the Northern Lehigh School District to participate in the CLIU Internet Consortium for the 2003-2004 school year.

New Door Hardware & Electric Release System Approve to award the contract for New Door Hardware and Electric Release Systems required to work with the new Door Access Control System to Morris Black & Sons, Inc. of Allentown, PA at a cost of \$36,390.00. It is further recommended that the Board of Education approve to award "Alternate A" for inspection and adjustments to all exterior doors to insure proper door alignment and function as specified at a cost of \$4,439.00. Total cost for the project is \$40,929.00. Funding for this will come from CTC's original proposal, Part II Additional Technologies.

Real Estate Tax Refunds Approve an \$877.61 real estate tax refund to Jeffrey Heintzelman, Jr., 319 East Washington Street, Slatington, PA 18080. Mr. Heintzelman is due a refund because both he and his mortgage company incorrectly paid the 2002-2003 real estate tax bill.

Approve a \$321.30 real estate tax refund to Anna M. Fenstermaker Et. Al., 2539 Welshtown Road, Slatington, PA 18080-3448. The Fenstermakers are due a refund on their 2001-2002 taxes because their assessed value was decreased from \$34,050 to \$26,550 prior to July 1, 2001.

Approve a \$288.23 real estate tax refund to Daniel R. Evans, 14 New Street, Walnutport, PA 18088. Mr. Evans is entitled to a refund because his building was razed on December 1, 2001, and the assessed value was decreased from \$35,850 to \$24,250. The assessed value was revised per Lehigh County calculations from \$35,850 to an average assessed value of \$29,122 for the entire 2001-2002 school year.

FINANCIAL

(Con't.)

EIT & OPT Office Audit Approve the Northern Lehigh School District Earned Income Tax Office and the Occupational Privilege Tax Office audit reports for fiscal year ended June 30, 2002. The deficiency of uninsured deposits, as noted in the audit report, will be corrected by opening accounts in three separate banks or obtaining a separate collateral agreement for all funds on deposit with our current depository.

Increased Collection Procedures Portnoff Law Associates Approve increased collection procedures for the attached parcels listed by Portnoff Law Associates as being unable to effectuate service of the *writ of scire facias*. The parcel owners have not responded to partial payment procedures, therefore increased collection procedures are warranted. Increased procedures include reissuing a *writ of scire facias*, filing a motion for alternative services, default judgment, and if necessary, sale of the property.

Budgetary Transfers Approve the budgetary transfers as presented. (See Attached)

Transfer Funds Approve the transfer of \$1,706.36 from the inactive Middle School Ninth Grade Play Account to the Middle School Student Activity Account. The Ninth Grade Play Account has been inactive for years, and the transfer is in line with the new "Student Activity Funds Guide".

YEA: Mr. Cox, Mr. Dorshimer, Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mrs. Giles
Mr. Green, Mr. Fedorcha (8)

NAY: None (0)

LEGAL A motion was made by Mr. Dorshimer, with a second made by Mrs. Escott, that the Board of Education approve the following legal items:

Memo Of Understanding For Elementary Student In accordance with School Board Policy #233: Pupils: Suspension and Expulsion, approve the Agreement and Memorandum of Understanding regarding removal of a third grade student at Peters Elementary School from the attendance rolls and all school-related activities for forty-five school days.

Memo Of Understanding For High School Student In accordance with School Board Policy #233: Pupils: Suspension and Expulsion, approve the Agreement and Memorandum of Understanding regarding removal of a tenth grade student from the attendance rolls and all school-related activities for one calendar year, effective September 16, 2002 and ending on September 16, 2003.

YEA: Mr. Cox, Mr. Dorshimer, Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mrs. Giles
Mr. Green, Mr. Fedorcha (8)

NAY: None (0)

INFORMATION All board members received a copy of the minutes of the Carbon Lehigh Intermediate Unit Board of Directors meeting held on 8/19/02.

PlanCon Part I Interim Report (Info Only) Notification has been received from the PA Department of Education of their approval of PlanCon Part I, Interim Reporting, for Change Orders G-6, G-9, and P-3. Copies of this document and appended materials will be entered into the official minutes of this meeting.

RECOG- Janet Kern – NLEA President – Informed the board that this coming year, any student wanting to go into

NOTION OF GUESTS

education in the State of Pennsylvania, at the point where they have 48 undergraduate credits, must have a 3.0 average or they cannot continue in the program. In 3-4 years there will be a phenomenal teacher shortage in our district. We need to offer competitive salaries with other school districts in order to attract teachers to our district. She stated that she is worried about Northern Lehigh School District. Her heart is here, her children were educated here. We need to begin to plan ahead and make this a place where future teachers want to come to work and uphold the standards that we are trying to set at Northern Lehigh.

Lisa Frantz – Washington Township – Expressed concerns about the safety of the bus stop for her two daughters, ages 12 and 15. It is not visible to any homes in the area. She feels that this is not a safe place for teenagers.

Theresa Kokinda – Middle School Teacher – Asked if the board would consider looking at ERIP Incentives other districts in our area offered.

ADJOURNMENT

A motion was made by Mrs. Geronikos, with a second made by Mrs. Ganser, that the regular meeting of the Northern Lehigh Board of School Directors be adjourned at 8:48 p.m.

YEA: Mr. Cox, Mr. Dorshimer, Mrs. Escott, Mrs. Ganser, Mrs. Geronikos, Mrs. Giles
Mr. Green, Mr. Fedorcha (8)

NAY: None (0)

Respectfully submitted,

Jane J. Escott
Secretary

ATTEST: _____ President
Gary S. Fedorcha