

NORTHERN LEHIGH SCHOOL DISTRICT

**Board Minutes
Slatington, PA
October 4, 2004**

PURPOSE

The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Mathias J. Green, Jr., at 7:31 p.m. on Monday, October 4, 2004 in the upstairs conference room located at the Lehigh Career and Technical Institute in Schnecksville, PA.

ROLL CALL

Members present: Mr. Franklin Beers, Mr. Robert J. Cox, Mr. Bryan C. Dorshimer, Mr. Raymond J. Follweiler, Jr., Mrs. Lauren A. Ganser, Mrs. Lori H. Geronikos, Mr. William H. Hazzard, Mr. Mathias J. Green, Jr. (8)

Members absent: Mrs. Susan H. Fullas (1)

Non-members present: Dr. Nicholas P. Sham, Sr., Mrs. Lynne Fedorcha, Mr. Philip Bertolino, Mr. Robert L. Kern, Jr., Dr. Linda Marcincin, Mrs. Karen Nicholas, Mr. John Hrizuk, Mr. David Papay, Mr. Robert Mack, Mr. Brian Geiger, Ms. Christine Stafford, Atty. Charles Stopp (Solicitor), Ms. Laurie Newman-Mankos, Ms. Ashley Kunkle, Ms. Jessica Fidler, and Mrs. Doneta Merkle

VISITORS

In addition to Sharon Minnich, reporter for the Times News, Terry Ahner, reporter for The Chronicle, and Stacy Duck, reporter for The Morning Call, approximately 7 visitors attended the meeting.

**PUBLIC
COMMENT
ON AGENDA
ITEM**

Mrs. Sheryl Giles and Mrs. Donna Kulp reserved the right to comment on any agenda item.

**SPECIAL
BOARD
REPORTS**

Carbon Lehigh Intermediate Unit -- Mr. Bryan C. Dorshimer
Mr. Dorshimer highlighted items on the CLIU Board Brief that was distributed to all board members.

Lehigh Career and Technical Institute -- Mrs. Lori H. Geronikos
Mrs. Geronikos reported that the new Secretary of Education Dr. Francis V. Barnes addressed the Joint Operating Committee.

Legislative Report -- Mrs. Lori H. Geronikos
Mrs. Geronikos' legislative report was tied into her LCTI report.

Lehigh Carbon Community College -- Mr. Mathias J. Green, Jr.
Mr. Green reported on the anticipated funding LCCC is expecting to receive.

Committee Reports and/or Meetings

All board members received a copy of the minutes of the Technology/Buildings and Grounds Committee meeting held on September 8, 2004, the minutes of the Policy/Education/Staffing Committee meeting held on September 20, 2004 and the minutes of the Finance Committee meeting held on September 27, 2004.

Mr. Cox reported that he attended the PSBA School Leadership Conference in Hershey.

Student Representatives To The Board Report -- Ms. Ashley Kunkle and Ms. Jessica Fidler distributed a written report and reported on its contents.

Federal and Other Programs Update -- Mrs. Lynne B. Fedorcha
Mrs. Fedorcha distributed a written Director of Curriculum and Instruction report and she reviewed its contents with the board.

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

Dr. Sham discussed the possibility of having a ribbon-cutting ceremony tied in with homecoming. It was decided that homecoming would not be the best time to do this. It was suggested to conduct the ribbon cutting ceremony the night of the Bon Fire on October 21.

He informed the board that he is in the process of putting together a Messenger for our web page since the Messenger publication distributed via the US mail was cut from the district budget.

He shared information with the board about some of the effects of last year's budget cuts, and in particular, the negative impact of abolishing the E.L.F. positions in the district.

He asked the board to consider the need for some educational programs for board members. He asked if there is a need on the part of board members to have the administration set up training sessions for board members. He reminded the board that they still have a Board Mission Statement that needs to be finalized. He also asked them to consider instituting a board evaluation process to have the administrative and teaching staff evaluate the board to provide some feedback to help them take advantage of an opportunity for growth.

He also addressed an incident that occurred earlier in the day at the field house. The boiler system at the field house had a pressure release of extremely high temperature steam tripping off two of the fire sprinklers in the boiler room. Some damage was incurred.

Brian Geiger presented a proposal which was presented to both the Technology/Buildings and Grounds Committee and the Policy/Education/Staffing Committee for the creation of a new position on the maintenance staff. He requested permission to advertise for a custodial/maintenance position for the field house and bus garage. This individual would also be responsible for making sure the district vehicles are inspected and all other equipment in the district is maintained.

New Custodial Maintenance Staff Position presented.

Mr. Cox made a motion, which was seconded by Mrs. Geronikos, that the Board of Education approve the creation of a new custodial/maintenance position for the field house and bus garage as

ROLL CALL: YEA: Mr. Cox, Mrs. Geronikos, Mr. Hazzard (3)
NAY: Mr. Beers, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mr. Green (5)

Motion defeated.

Mr. Dorshimer also requested that the administration check with our Liability Insurance carrier to have them supply the district with a letter stating that the district is covered to the max when one of our district employees conducts inspections on our vehicles.

Mr. Green asked the administration to provide the board with a schedule of how the field house is used during each day.

Executive Session

Mr. Green announced that there may be a need for an Executive Session following the meeting to discuss negotiations.

PERSONNEL

Mrs. Ganser made a motion which was seconded by Mr. Follweiler, that the Board of Education approves the following items listed under Personnel:

Terminate Employment Non-Instructional

Approve to terminate the employment of Robin Miller from her position of study hall monitor in the senior high school, effective September 11, 2004.

Approve to terminate the employment of Heather Dawe from her position of special education aide in the senior high school, effective September 23, 2004.

PERSONNEL (Con't.)

Appointment Instructional	Scott Gerould Assignment: Salary: Effective Date:	Temporary Professional Employee Wellness & Fitness Teacher in the Senior High School, replacing Mark Mielnick who resigned. \$37,000 – Bachelors Step 1 on the 2003-2004 Collective Bargaining Agreement Salary Schedule October 4, 2004
Non-Instruct- ional	Elvin Schlegel Assignment: Salary: Effective Date:	Special Education Learning Support Classroom Aide in the Slatington Elementary School, replacing Robin Schultz. \$9.17 – Step 0 on the 2004-2005 Educational Support Staff Salary Schedule October 5, 2004
Concession Stand Managers	Approve the recommendation of the Athletic Director to appoint the following Concession Stand Managers for the 2004-2005 athletic season: Fall Season: Dawn Tulio assisted by Jim Tkach Winter Season: Kathy Neff assisted by Jim Tkach Spring Season: Cynthia Sander assisted by Jim Tkach All individuals have waived the compensation fee and will provide services as a volunteer.	
Salary Adjustment	Acknowledge the following teacher who has completed the requirements per the Collective Bargaining Agreement that would entitle her to a salary increase for the 2004-2005 school year: Melissa DeSocio From: Step4B \$37,950 To: Step 4B+24 \$38,100	
Substitutes Instructional	Approve the following substitute teachers for the 2004-2005 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: Kelly Meyers – Elementary/Early Childhood Eveline Roberts* – All Subject Areas Zimfira Dorward* – All Subject Areas George Gemmel* – All Subject Areas Kristen Mayer* – All Subject Areas Nancy Ord* – All Subject Areas Leslie Shotwell* – All Subject Areas Dotty MacDougall Boulin* – All Subject Areas *CLIU Guest Teacher Program	
Non- Instructional	Approve the following substitute secretary/instructional aide for the 2004-2005 school year at the 2004-2005 substitute rate of \$7.25 per hour: Patricia Ingles – Instructional Aide/Secretary	
Compensated Professional Leave	Approve the request of Linda Thompson, Peters/Slatington elementary guidance, to take a compensated professional leave of absence for professional development for the second semester of school year.	
Unpaid Leave	Approve the request of Lorraine Marsh, special education aide in the Slatington Elementary School, to take an unpaid leave of absence from her duties for personal reasons. The requested leave is	

effective October 1, 2004 and continues for approximately 4 to 6 weeks. Approval or denial of this request shall not be deemed as precedent setting.

PERSONNEL (Con't.)

Co-Curricular Appointments for 2004-2005

Middle School Field Hockey (Intramural) – Jessica Schoenberger -- \$1020.10
 Middle School Girls Soccer (Intramural) – Crystal Kistler – Share stipend of \$1020.10
 Middle School Girls Soccer (Intramural) – Jamie Machik – Share stipend of \$1020.10
 Middle School Girls Basketball (Intramural) – Eugene Roberts -- \$1020.10
 Middle School Chorus – Matthew Wehr -- \$636.73
 Middle School Spring Intramural – Weightlifting – Steve Hluschak -- \$743.88
 Eighth Grade Academic Challenge – Kristin Helfrich -- \$401.82

YEA: Mr. Beers, Mr. Cox, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Geronikos,
 Mr. Hazzard, Mr. Green (8)

NAY: None (0)

POLICY

Mrs. Ganser made a motion, which was seconded by Mr. Beers, that the Board of Education approves the following policy items:

Conferences

Approve the request of Tammy Brown to attend a Keystone State Reading Association conference from October 24-27, 2004. Expenses for the conference entitled includes \$105.00 for registration, \$90.00 for travel, \$456.00 for lodging for a total cost of \$651.00 and will be funded through Title I money.

Approve the request of Dawn Wadsworth to attend the 38th Annual PA School Psychologist Conference at Penn State University on October 26, 2004. Expenses for this conference include \$195.00 for registration, \$127.50 for travel for a total cost of \$322.50 and will be funded through the psychology department budget.

Approve the request of Tanya Williams to attend a First Aide/CPR/AED conference sponsored by the Red Cross on October 11, 18, 25 and November 11, 2004. Expenses for this conference include \$145.00 for registration and will be funded through Safe and Drug Free Schools funds.

New Board
 Policy
 First Reading

Approve to adopt new school board policy #143 – Programs – Standards for Persistently Dangerous Schools, as presented after first reading.

Revisions To
 Existing Policy
 First Reading

Approve revisions to existing school board policy #429 – Professional Employees – Substitute/Temporary Vacancy Replacement Compensation, as presented after first reading.

Approve revisions to existing school board policy #449 – Professional Employees – Early Retirement Incentive (ERI), as presented after first reading.

Revisions To
 Existing Policy
 Second Reading

Approve revisions to existing school board policy #122 – Programs – Extra-Curricular Activities, as presented after second reading.

Approve revisions to existing school board policy #123 – Programs – Interscholastic Athletics, as presented after second reading.

Approve revisions to existing school board policy #438 – Professional Employees – Compensated Professional Leaves, as amended after second reading.

Approve to replace existing school board policy #227 – Pupils – Drugs/Alcohol with PSBA recommended policy #227 – Pupils – Controlled Substances/Paraphernalia, as presented after second reading.

MS 7th Grade Field Trip Approve the request of the middle school seventh grade teachers to prepare for a field trip to the Franklin Institute in late May 2005. The cost of the trip, including transportation and admission, will be approximately \$5,000. They are also requesting permission to conduct a fundraiser to cover those expenses.

POLICY (Con't.)

MS Teams North & Southeast Field Trip Approve the request of the middle school Team North and Southeast teachers to conduct their second annual field trip to the historic sights of Philadelphia, tentatively scheduled for June 1, 2005. They are also seeking permission to conduct a fundraising activity to totally fund any costs incurred by the trip.

Elementary Gifted Field Trip Approve the request of the Elementary Gifted Support Class to conduct a field trip to the PA Renaissance Faire in Cornwall, PA on October 8, 2004. There will be no cost to the district. The Carbon Lehigh Intermediate Unit will cover the cost of the admission fee. Parents will be driving the students to the faire.

Open Slatington Lions Club Scholarship Account Approve the request of the senior high school to open a "Slatington Lions Club" scholarship account in accordance with the Student Activities Fund Policy.

Agreement of Sponsorship Approve an Agreement of Sponsorship To Attend Another Pennsylvania Community College for Billie Jo Witczak, in accordance with guidelines established under School Board Policy 912. Beginning in the fall of 2004 she will be a student at Northampton Community College and her course of study will be Interior Design. This course is not offered at Lehigh Carbon Community College.

ROLL CALL: YEA: Mr. Cox, Mr. Follweiler, Mrs. Ganser, Mrs. Geronikos, Mr. Hazzard, Mr. Beers, Mr. Green (7)
 NAY: Mr. Dorshimer (1)

Motion carried.

**CURRIC-
 ULUM AND
 INSTRUC-
 TION** A motion was made by Mrs. Geronikos, with a second made by Mr. Beers, that the Board of Education approves the following teacher as a helping teacher in the Northern Lehigh School District Induction Program for the 2004-2005 school year:

Helping Teacher	Inductee	Stipend
Patricia Jones	Scott Gerould	\$750.00

YEA: Mr. Beers, Mr. Cox, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Geronikos, Mr. Hazzard, Mr. Green (8)
 NAY: None (0)

**OLD
 BUSINESS**

Mr. Dorshimer addressed a question that he received from a parent regarding the fact that the field house is not open for all athletics. Dr. Sham responded stating that this assumption is not true. There was an incident however he contacted the coaches involved. He also sent a memo to all coaches to alleviate concerns about that allegation. There is no question that this new facility is to be used by everybody. The issue at hand was a breakdown in communication and has been rectified.

**NEW
 BUSINESS**

A motion was made by Mr. Cox, with a second made by Mrs. Geronikos, that the Board of Education approves the following items listed under New Business:

SAP Agreement Approve to authorize the superintendent to execute a letter of agreement for the 2004-2005 academic year with the Lehigh Valley Drug & Alcohol Intake Unit. The Student Assistance Teams in our school district will use these services.

Goal Areas And Action Plans Approve the Northern Lehigh School District Goal Areas and Action Plans for the 2004-2005 school year as presented.

For 2004-2005

YEA: Mr. Beers, Mr. Cox, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Geronikos, Mr. Hazzard, Mr. Green (8)
NAY: None (0)

FINANCIAL

Mr. Dorshimer made a motion, which was seconded by Mr. Beers, that the Board of Education approves the following items listed under Financial:

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

Construction Account AAA Bills Approve payment of bills from the Construction Account 2004 AAA Financing, for the month of October 2004, as presented.

Cash Management Portfolio Approve the Arthurs Lestrangle Cash Management Portfolio for the month of August 2004.

NLHS Student Activities Account Fund Statement Approve the Northern Lehigh High School Student Activities Account fund statement for the month of August 2004.

Transfer of Funds Authorize the transfer of \$141,889 from the General Fund undesignated fund balance to the Capital Reserve Fund. Authorize the current Capital Reserve Fund be invested in PLGIT Plus, PLGIT TERM and/or FDIC insured long term investment instruments including Certificate of Deposits.

YEA: Mr. Beers, Mr. Cox, Mr. Dorshimer, Mr. Follweiler, Mrs. Geronikos, Mr. Hazzard, Mr. Green (7)
NAY: None (0)
ABSTAIN: Mrs. Ganser (1) (Conflict With Item A)

INFORMATION

All board members received a copy of the minutes of the Carbon Lehigh Intermediate Unit Board of Directors meeting held on August 16, 2004, the minutes and LCTI Director's report for the Lehigh Career & Technical Institute Joint Operating Committee meeting held in August 25, 2004 and the LCTI Director's Report for September 2004, the minutes of the Washington Township Board of Supervisors meeting held on August 10, 2004, and the minutes of the Lehigh County Schools Joint Purchasing Board News for September 2004.

Before adjourning, Mr. Green announced that one board member did not return their superintendent evaluation form and two evaluation forms were returned blank. This needs to be taken into consideration when the tallied results are distributed.

Mr. Cox stated that as board members they constantly ask for fiscal responsibility. With the district entering into Act 72 he suggested that it would be incumbent of our board to have someone facilitate a training lesson that would inform the board what the ramifications of certain actions they take in the upcoming budget would do to the budget the following year that would be subject to the voters.

ADJOURNMENT

A motion was made by Mr. Follweiler, which was seconded by Mr. Beers, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 9:05 p.m.

Respectfully submitted,

Bryan C. Dorshimer

Secretary

ATTEST: _____ President
Mathias J. Green, Jr.