

NORTHERN LEHIGH SCHOOL DISTRICT

Regular School Board Meeting
Monday, March 1, 2004
Peters Elementary School Gymnasium
7:30 P.M.

AGENDA

- 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. SPECIAL BOARD REPORTS

- A. Lehigh Career and Technical Institute Mrs. Lori H. Geronikos
- B. Carbon-Lehigh Intermediate Unit Mr. Bryan C. Dorshimer
- C. Lehigh Carbon Community CollegeMr. Mathias J. Green, Jr.
- D. Committee Reports and/or Meetings
 - 1. Minutes of the Policy/Education Committee meeting held on February 16, 2004.
(Attachment #1)
- E. Student Representatives To The Board Report Ms. Amberly Gable
Ms. Ashley Kunkle
- F. Solicitor's Report Attorney Charles Stopp
- G. Legislative Report Mrs. Lori H. Geronikos
- H. Federal and Other Programs Update Mrs. Lynne B. Fedorcha
- I. Superintendent's Report Dr. Nicholas P. Sham, Sr.
 - Project Fit America
 - Read Across America
 - Nutrition Study
 - Reminder: Technology/Buildings and Grounds Committee Meeting will begin at 7:00 pm on March 3.

J. An Executive Session will be held at 6:30 p.m. in the Peters Elementary Faculty Room.

III. PERSONNEL

A. Nomination for Appointment

1. Instructional

Tracy Hoffman	Temporary Professional Employee
Assignment:	Elementary School Nurse, replacing Bonita Treadway, who resigned.
Salary:	\$35,800 (Step 1 – Bachelors on the 2003-2004 CBA Salary Schedule)
Effective Date:	March 15, 2004

B. Resignation – Instructional

Accept the resignation of Andrea Edmonds, Special Education Learning Support Teacher in the Senior High School effective as soon as a replacement can be found. Mrs. Edmonds has accepted a position in another school district.

C. Substitutes

1. Instructional

Approve the following substitute teacher for the 2003-2004 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:

Bryan Kresley – Secondary Education / Social Sciences-Psychology

2. Non- Instructional

Approve the following substitute custodian for the 2003-2004 school year at the substitute rate of \$7.25 per hour:

Richard Handwerk
Lamar Lauer

D. 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 second semester of the 2003-2004 school year:

Susan Strubinger

From: 5B+24 \$37,700

To: 5M \$39,100

E. Middle School Intramural Co-Curricular Coaching Positions for 2004-2005

Middle School Boys Intramural Basketball – Richard Oertner -- \$1,010.00

Middle School Girls Intramural Basketball – Eugene Roberts -- \$1,010.00

Middle School Girls Intramural Field Hockey – Jessica Schoenberger -- \$1,010.00

Middle School Girls Intramural Soccer – Crystal Kistler & Jamie Machik – Share Stipend of \$1,010.00

F. Unpaid Volunteers

Approve the following individuals as unpaid volunteer coaches for the 2004 spring athletic season:

Cliff Logue Girls Soccer (**Pending Verification of Clearances**)

Michael Lehtonen Track and Field

Jonathon Defrain Girls Softball

G. Request For Sabbatical Leave Of Absence

Approve the request of Jennifer Hilbert, Peters Elementary second grade teacher, to take a sabbatical leave of absence for Restoration of Health during the second semester of the 2003-2004 school year effective January 19, 2004 thru June 23, 2004.

H. Request For Leave Without Pay

Approve the request of Dawn Mayer, Peters Elementary kindergarten teacher, to take one half day leave of absence, without pay, on Thursday, May 20, 2004. She would like to leave after the morning kindergarten session. Her request will not be considered a precedent for future requests per correspondence received from the Northern Lehigh Education Association.

IV. POLICY

A. Conferences

1. Approve the request of Dawn Mayer, Peters Elementary kindergarten teacher, to attend a Bureau of Education & Research conference on April 21, 2004 in Allentown, PA. Expenses for this conference, entitled “Best Practices for Strengthening Your Kindergarten Literacy Program” includes \$165.00 for registration, \$10.00 for meals for a total cost of \$175.00 plus the cost of a substitute teacher for one day and will be funded through Title I funds. (**Attachment #2**)

2. Approve the request of Marsha Burnard, Peters Elementary kindergarten teacher, to attend a Bureau of Education & Research conference on April 21, 2004 in Allentown, PA. Expenses for this conference, entitled "Best Practices for Strengthening Your Kindergarten Literacy Program" includes \$165.00 for registration, \$10.00 for meals for a total cost of \$175.00 plus the cost of a substitute teacher for one day and will be funded through Title I funds. (Attachment #2)
3. Approve the request of Rhonda Frantz, Bookkeeper I in the business office, to attend the Annual Child Accounting Conference on March 18 & 19, 2004 in Hershey, PA. Expenses for this conference includes \$145.00 for registration, \$75.00 for meals, \$110.00 for lodging, \$56.00 for travel for an approximate total cost of \$408.00 and was included in the 2003-2004 business office budget. (Attachment #3)
4. Approve the request of Brian Geiger to attend a Pennsylvania School Boards Association School Construction Summit in Altoona, PA on April 30 and May 1, 2004. Expenses for this conference includes \$275.00 for registration, \$150.00 for travel, \$200 for lodging for a total cost of \$625.00 and will be funded through the Support Services 2003-2004 budget. (Attachment #4)

B. Homebound Instruction

The homebound instruction program is provided to children of school age who cannot attend school. It is recommended that the Board of Education grant homebound instruction for a 11th grade student, student #05-66600, for five hours per week, effective February 18, 2004 and continuing until September 2004.

C. Board Policy – First Reading

1. Approve revisions to existing school board policy #333 – Administrative Employees— Professional Education, as presented after first reading. (Attachment #5)
2. Approve revisions to existing school board policy #433 – Professional Employees – Professional Education, as presented after first reading. (Attachment #6)
3. Approve revisions to Administrative Regulation – 433-AR – Attendance At A Conference/Educational Activity, as presented after first reading. (Attachment #7)
4. Approve revisions to Administrative Regulation – 810-AR – School Bus Transportation, as presented after first reading. (Attachment #8)

V. CURRICULUM AND INSTRUCTION

A. CLIU 2004-2005 Facilities Plan Committee Report

Approve the following Resolution to adopt the 2004-2005 Carbon Lehigh Intermediate Unit Facilities Plan Committee report that was unanimously adopted by the CLIU Facilities Plan Committee on February 3, 2004. (Attachment #9)

RESOLVED: It is recommended that the Northern Lehigh School District Board of Directors approve the 2004-2005 Facilities Plan Committee Report as unanimously adopted by the CLIU Facilities Plan Committee on February 3, 2004. In addition, the Board reaffirms its commitment to the original construct of the Facilities Planning, approved November 1, 1989, which consists of a series of prioritized inquiries to be considered in determining the future location of the CLIU and school district special education classes.

- B. Approve to authorize the Administration to move forward with their proposal to provide a life skills support special education class at Slatington Elementary School, servicing grades 3,4,5 and 6 at an approximate cost of \$68,227.00 (includes supplies) beginning with the 2004-2005 school year.

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. FINANCIAL

- A. Approve abatement of per capita taxes, for the residents that fall within the guidelines, as listed in **attachment #10**.
- B. Approve payment of bills from the Construction Account, as presented in **attachment #11**.
- C. Approve payment of bills from the Extended Construction Account, as presented in **attachment #12**.
- D. Approve the Arthurs Lestrange Cash Management Portfolio for the month of January 2004. (Attachment #13)
- E. Approve the Northern Lehigh High School Student Activities Account Statement for the month of January 2004. (Attachment #14)
- F. Approve the Northern Lehigh Middle School Student Activities Account Statement for the month of January 2004. (Attachment #15)
- G. Approve the Single Audit, Earned Income Tax and OPT audits for the fiscal year ended June 30, 2003 as prepared by Hutchinson, Gorman & Freeh.
- H. Distribution of the Carbon Lehigh Intermediate Unit 2004-2005 Operational and Program Services Budget. We will place a motion on the March 8th agenda to adopt this budget.
- I. Distribution of the Lehigh Carbon Community College 2004-2005 Operation, Debt Service, and Capital Expenditure Budget.

- J. Authorize Christine Stafford to terminate the current credit card account through CitiCard and establish a credit card account through Citizens National Bank with a maximum credit line of \$2,000 and no annual fee.
- K. Approve a refund in the amount of \$9.80 to Estella Beers for 2003-04 per capita taxes. This refund is within the guidelines for abatement eligibility contained within NLSB board policy #606.
- L. Approve budgetary transfers for the 2003-04 fiscal year as listed on **attachment #16**.
- M. Approve to authorize proper officials to solicit bids for the following supplies for the 2004-2005 school year:

Industrial Art Supplies	Unleaded Gasoline
Lumber Supplies	Diesel Fuel
Physical Education Supplies	#2 Heating Fuel

- N. Approve the contract with Waste Management to provide trash removal and recycling services for the next three years. (**Attachment #17**)

Year One (2004-2005) @ \$18,200 divided by 12 months = \$1,516.00

Year Two (2005-2006) @ \$18,741 divided by 12 months = \$1,561.75

Year Three (2006-2007) @ \$19,305 divided by 12 months = \$1,608.75

IX. LEGAL

X. CORRESPONDENCE

XI. INFORMATION

- A. Minutes of the Carbon Lehigh Intermediate Unit Board of Directors meeting held on January 15, 2004.
- B. Minutes of the Lehigh Career & Technical Institute JOC meeting held on January 28, 2004. (**Attachment #18**)
- C. Minutes of the Washington Township Board of Supervisors meeting held on January 13, 2004. (**Attachment #19**)

XII. RECOGNITION OF GUESTS

XIV. ADJOURNMENT