

**NORTHERN LEHIGH SCHOOL DISTRICT  
REGULAR SCHOOL BOARD MEETING**

**7:30 P.M.**

**MONDAY, APRIL 12, 2004**

**AGENDA**

**I. ROLL CALL**

- A. By notice of the President, Board Members are advised that all votes on 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 March 1, 2004.
- B. Regular school board meeting held on March 8, 2004.

**III. SPECIAL BOARD REPORTS**

- A. Lehigh Career & Technical Institute. .... Mrs. Lori H. Geronikos
- B. Carbon-Lehigh Intermediate Unit ..... Mr. Bryan C. Dorshimer
- C. Lehigh Carbon Community College ..... Mr. Mathias J. Green, Jr.
- D. Committee Reports and/or Meetings
- E. Student Representatives To The Board Report ..... Ms. Amberly Gable  
Ms. Ashley Kunkle
- F. Solicitor's Report ..... Atty. Charles Stopp
- G. Legislative Report ..... Mrs. Lori H. Geronikos
- H. Federal and Other Programs ..... Mrs. Lynne B. Fedorcha

- I. Superintendent's Report ..... Dr. Nicholas P. Sham, Sr.
- Special Education Data Report
  - Property Tax Rent Rebate Program
- J. Executive Session – 6:30 p.m. – Superintendent's Office

#### IV. PERSONNEL

##### A. Substitutes

###### 1. Non- Instructional

- a. Approve the following substitute aide for the 2003-2004 school year at the substitute rate of \$7.25 per hour: Kristen Mayer

##### B. Request for an Unpaid Leave

Approve the request of Tim Weaber, 4<sup>th</sup> grade teacher Peters Elementary , to take a one day leave, without pay, on April 26, 2004. This day will be used to attend a Conference of Churches meeting of his denomination as a delegate. His request will not be considered precedent for future requests per correspondence received from the Northern Lehigh Education Association.

- C. Approve the request of Kathy Reese, Special Education Aide at the high school, to take an unpaid leave of absence from her duties for personal reasons. The requested leave is effective April 19, 2004 and continues for the remainder of the 2003-04 school year. Approval or denial of this request shall not be deemed as precedent setting.

- D. Paul W. Horner, Food Service Director, has submitted his letter of resignation, effective June 30,2004 and begin his retirement from the Northern Lehigh School District after completing thirty-nine years of service with the district.

##### E. Request for Inclusion in the 2003-2004 Early Retirement Incentive Plan

- 1. Approve the inclusion of Richard M. Snell, secondary social studies teacher, in the Northern Lehigh School District's 2003-2004 Early Retirement Incentive Plan adopted by the Board of Education on January 5, 2004.
- 2. Approve the inclusion of Henry A. Distler, Jr., secondary social studies teacher, in the Northern Lehigh School District's 2003-2004 Early Retirement Incentive Plan adopted by the Board of Education on January 5, 2004.

3. Approve the inclusion of Dalton C. Semmel, secondary mathematics teacher, in the Northern Lehigh School District's 2003-2004 Early Retirement Incentive Plan adopted by the Board of Education on January 5, 2004.
4. Approve the inclusion of Ronald J. Sadler, secondary wellness and fitness teacher, in the Northern Lehigh School District's 2003-2004 Early Retirement Incentive Plan adopted by the Board of Education on January 5, 2004.

F. Resignations – Instructional

1. Accept the resignation of Richard M. Snell from the Northern Lehigh School District, provided that the Board of Education approves his inclusion in the 2003-2004 Early Retirement Incentive Plan, effective on the day following his contractual obligations for the 2003-2004 school year with the date being determined by the Board upon completion of snow make-up days. Mr. Snell has been employed in education for thirty-three years.
2. Accept the resignation of Henry A. Distler, Jr. from the Northern Lehigh School District, provided that the Board of Education approves his inclusion in the 2003-2004 Early Retirement Incentive Plan, effective on the day following his contractual obligations  
  
for the 2003-2004 school year with the date being determined by the Board upon completion of snow make-up days. Mr. Distler has been employed in education for thirty-four years.
3. Accept the resignation of Dalton C. Semmel, from the Northern Lehigh School District, provided that the Board of Education approves his inclusion in the 2003-2004 Early Retirement Incentive Plan, effective on the day following his contractual obligations for the 2003-2004 school year with the date being determined by the Board upon completion of snow make-up days. Mr. Semmel has been employed in education for thirty-three years.
4. Accept the resignation of Ronald J. Sadler, Jr. from the Northern Lehigh School District, provided that the Board of Education approves his inclusion in the 2003-2004 Early Retirement Incentive Plan, effective on the day following his contractual obligations for the 2003-2004 school year with the date being determined by the Board upon completion of snow make-up days. Mr. Sadler has been employed in education for thirty-four years.

V. POLICY

A. Conferences

1. Approve the request of Jeffrey Bachman, Amanda Glassic, Donna Marushak, Susan Strubinger, Mary Ann S.-Mattiola, Jane Kutney and Kori Dibilio to attend the Title IID Partner's in Distance Learning conference at Grantville, PA on April 28 – 30, 2004. Approximate expenses for this conference include free registration, \$411.00 travel, \$41.00 meals, \$1,920.00 lodging for a total cost of \$2,372.00 plus the cost of substitute teachers for three days and has been approved by the district's Continuing Professional Development Committee and will be paid for through Title IIA and Title IID funds.  
(Attachment #1)
  
2. Approve the request of Suzanne Gower to attend the Commonwealth Excellence in Science Teaching Alliance conference at Messiah College from July 18-12, 2004. Expenses for this annual conference include \$145.00 for registration, \$45.00 for travel, for a total cost of \$190.00 and has been approved by the district's Continuing Professional Education Committee.

B. Legal Notice

Authorize the Secretary to publish a Legal Advertisement notifying every resident or inhabitant within the territorial limits of the school district of Northern Lehigh attaining eighteen (18) years of age, and every resident or inhabitant in said school district to notify the proper Per Capita Tax Enumerator within twelve (12) months of his or her becoming a resident or inhabitant, in accordance with the School Laws of Pennsylvania, Section 680, as amended August 16, 1972, Act 138.

C. Tax Levies Under Act 511

**RESOLVED** by the Board of School Directors of the School District of Northern Lehigh, Lehigh County, Pennsylvania, under and by virtue of the Authority vested in it by the Local Tax Enabling Act of 1965 (Act 511) and its amendments, that a Per Capita Tax in the amount of Ten Dollars (\$10.00), (\$5.00 Act 511 and \$5.00 Act 679) as originally enacted by the Board of School Directors of Northern Lehigh School District on April 11, 1966, be and the same is again hereby levied, assessed, and imposed on each resident or inhabitant over eighteen (18) years of age in said District; a 1% Real Estate Transfer Tax, as originally enacted by the Board of School Directors of Northern Lehigh School District on April 11, 1966 and revised on April 12, 1987, be and the same is again levied, assessed, and imposed; an Occupation Privilege Tax in the amount of Ten Dollars (\$10.00) on occupations as originally enacted by the Board of School Directors of Northern Lehigh School District on April 11, 1966, be and the same is again levied, assessed, and imposed; and an Earned Income Tax of 1%, as originally enacted by the Board of School Directors of Northern Lehigh School District on April 11, 1966, be and the same is again levied, assessed, and imposed for general school purposes for the fiscal year beginning July 1, 2002. Please note that Real Estate Transfer Tax, Occupational Privilege Tax, and Earned Income Tax are split equally with the municipality.

**RECOMMENDATION..... That the Board of Education adopts the above Resolution.**

D. Per Capita Resolution

**RESOLVED** by the Board of School Directors of the School District of Northern Lehigh, Lehigh County, Pennsylvania, under and by virtue of the authority vested in it by Section 679 of the Pennsylvania School Code of one thousand nine hundred forty-nine, and its amendments, that a Per Capita Tax to provide revenue for general school purposes be and the same is hereby levied, assessed and imposed in the amount of Five Dollars (\$5.00) on each resident or inhabitant over eighteen (18) years of age, in the territorial limits of the Northern Lehigh School District.

**RECOMMENDATION..... That the Board of Education adopts the above Resolution.**

**VI. CURRICULUM AND INSTRUCTION**

- A. Approve the Northern Lehigh School District 2004-2005 Proposed School Calendar, as presented in **attachment #2**.

**VII. OLD BUSINESS**

**VIII. NEW BUSINESS**

- A. Approve permission for Middle School to form both a boys and girls middle school cross-country team. Coaches approved for the high school cross-country team would coach the middle school team with no increase in current co-curricular salary. The meets will be held in conjunction with the high school meets. Middle School and High School teams will both ride the same bus, so no additional transportation costs will be needed. Uniforms are already available and will not need to be purchased. The only expense to the district would be a per student fee for physical examinations at an approximate cost of \$6.00 per physical.

**IX. FINANCIAL**

- A. Treasurer's Report for March 2004.
- B. Cafeteria Report for March 2004. (Information Only)
- C. Approve payment of General Fund bills, as presented.
- D. Approve the Northern Lehigh Athletic Fund Report for the month of March 2004. (**Attachment #3**)
- E. Approve the Northern Lehigh Refreshment Stand Account/Northern Lehigh Sports Account Statement for the month of March 2004. (**Attachment #4**)

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- F. Approve the Northern Lehigh High School Student Activities Fund Statement for the month of March 2004. (Attachment #5)
- G. Approve to authorize the proper officials to re-solicit bids for DIESEL FUEL, #2 HEATING FUEL, AND UNLEADED GASOLINE for the 2004-2005 school year. (No bids were received the first time we bid, April 7, 2004.)
- H. Approve to authorize proper officials to enter into an agreement with Berks County IU (BCIU) and the Northern Lehigh School District for the purpose of printing the Walnutport Borough Real Estate and Per Capita tax bills. The term of this agreement shall be from June 1, 2004 to June 1, 2007. Current pricing for tax bill printing is \$.38 per laser self-mailer bill. E-mailed computer files of per capita bills and real estate bills issued will be supplied at a cost of \$10.00 per file. BCIU reserves the right to increase bill and copy rates up to \$.02/year. Increases must be in writing to the customer by March 31<sup>st</sup> of each year of this contract. (Attachment #6)

**X. LEGAL**

**XI. CORRESPONDENCE**

**XII. INFORMATION**

**XIII. RECOGNITION OF GUESTS**

**XIV. PRELIMINARY BUDGET DISCUSSION**

**XV. ADJOURNMENT**