

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Tuesday, September 4, 2007
Slatington Elementary Board Room
7:30 P.M.



- 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. REVIEW AND APPROVAL OF THE MINUTES OF THE PRECEDING MEETINGS

- A. Regular school board meeting held on August 6, 2007.
- B. Regular school board meeting held on August 13, 2007.

III. SPECIAL BOARD REPORTS

- A. Carbon Lehigh Intermediate Unit Mr. Bryan C. Dorshimer
- B. Lehigh Career and Technical Institute Mrs. Sheryl A. Giles
- C. Legislative Report Mr. Gregory S. Williams
- D. Lehigh Carbon Community College Mr. Mathias J. Green, Jr.
- E. Committee Reports and/or Meetings
 - Minutes of the Technology Building and Grounds Meeting held on August 8, 2007. **(Attachment #1)**
 - Minutes of the Finance Committee Meeting held on August 8, 2007. **(Attachment #2)**
 - Minutes of the Policy Committee Meeting held on August 15, 2007. **(Attachment #3)**
- F. Student Representatives to the Board Report Ms. Rachael Parisi
Mr. Michael Showak
- G. Solicitor's Report Attorney Charles Stopp
- H. Federal and Other Programs Update Mrs. Lynne B. Fedorcha
- I. Business Manager's Report Mrs. Lisa A. Blank
- J. Superintendent's Report Dr. Nicholas P. Sham, Sr.
 - Welcome – Ceremonial Oath Michael Showak
 - Feasibility Study Architectural and Financial Presentation
- K. An executive session will be held at 6:30 p.m. in the Superintendent's Office.

IV. PERSONNEL

A. Appointments

1. Instructional

- a. Valerie Ambrose
Assignment: Temporary Professional Employee
Slatington Elementary School Grade 6, replacing Tara Balliet who resigned
Salary: \$39,000 (Step 1 Bachelors on the 2007-2008 CBA Salary Schedule)
Effective Date: September 4, 2007
- b. Tammy Fristick*
Assignment: Professional Employee
High School Special Education Teacher, replacing Christina Dieter who resigned
Salary: \$42,700 (Step 6 Bachelors+24 on the 2007-2008 CBA Salary Schedule)
Effective Date: September 4, 2007
*Pending Verification of Clearances
- c. Jessica Schoenberger
Assignment: Temporary Professional Employee
High School Family and Consumer Science Teacher, replacing Jamie Hillegass who was administratively transferred
Salary: \$39,000 (Step 1 Bachelors on the 2007-2008 CBA Salary Schedule)
Effective Date: Upon receipt of emergency certification
- d. Jillian Mlynek
Assignment: Temporary Vacancy Replacement
Slatington Elementary School Grade 5, replacing Elissa Fry who is on a leave of absence
Salary: \$39,000 (Step 1 Bachelors on the 2007-2008 CBA Salary Schedule)
Effective Date: September 4, 2007
Termination Date: On or about June 13, 2008
- d. Lauren Watson*
Assignment: Temporary Vacancy Replacement
Elementary ESL Teacher, replacing Michelle Fleck who is on leave of absence
Salary: \$39,000 (Step 1 Bachelors on the 2007-2008 CBA Salary Schedule)
Effective: September 18, 2007
Termination Date: Upon return of full time teacher
*Pending Verification of Clearances

2. Non-Instructional

- a. Kim Keiser* **
Assignment: Cafeteria Office Aide
Salary: \$9.88/Per Hour/6½ Hours Per Day/ 5 Days Per Week (2007-2008 Supplementary Personnel Salary Schedule)
Effective: September 5, 2007
*60 day probationary period ending on or about December 4, 2007
**Pending Verification of Clearances

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- b. Adriane Hoffman* **
- Assignment: Personal Care Assistant Peters Elementary School
Grade 1 – New Position
- Salary: \$9.88/Per Hour/6½ Hours Per Day/ 5 Days Per Week
(2005-2008 Educational Support Staff Memorandum of Understanding)
- Effective Date: August 27, 2007
*60 day probationary period ending on or about December 3, 2007
**Pending Verification of Clearances
- c. Michelle Custer*
- Assignment: Special Education Learning Support Aide – 4th Grade,
replacing Jill Davis who resigned
- Salary: \$9.88/Per Hour/6½ Hours Per Day/ 5 Days Per Week
(2005-2008 Educational Support Staff Memorandum of Understanding)
- Effective Date: August 27, 2007
*60 day probationary period ending on or about December 3, 2007
- d. Sherry Hoppes* **
- Assignment: Personal Care Assistant Middle School, replacing
Sharon Harvey who resigned
- Salary: \$9.88/Per Hour/6½ Hours Per Day/ 5 Days Per Week
(2005-2008 Educational Support Staff Memorandum of Understanding)
- Effective Date: August 27, 2007
*60 day probationary period ending on or about December 3, 2007
**Pending Verification of Clearances

B. Resignation/Retirement

1. Accept the resignation of Michele Lobien from her position as RN Aide to the School Nurse, effective August 22, 2007. Ms. Lobien has accepted a full time substitute School Nurse position with the Lehigh Area School District.
2. Accept the resignation of Jamie Farber from her position as Title I Reading Aide, effective immediately. Ms. Farber has accepted a full time position administrative assistant position.
3. Accept the resignation of Lisa House from her position as Cook's Helper in the High School, effective immediately. Ms. House is resigning her position due to medical reasons.
4. Accept the resignation of John Parry from his position as Middle School Afternoon Shift Custodian, effective the end of the work day on November 30, 2007. At that time Mr. Parry will begin his retirement from Northern Lehigh School District after 18 years of service. He requests that all applicable benefits to which he is entitled be granted upon the implementation of his retirement.

C. Administrative Transfer

Nancy Wagner

From: Personal Care Assistant – 1st Grade

To: Title I Reading Aide Peters Elementary School, replacing
Jamie Farber who has resigned

Salary: \$10.96/Per Hour/6½ Hours Per Day/ 5 Days Per Week
(2005-2008 Educational Support Staff Memorandum of Understanding)

Effective Date: September 4, 2007

D. Rescind Appointment

Rescind the appointment of Donna Marushak as Middle School Web Page Design Advisor which was approved on the August 6, 2007 agenda.

E. Co-Curricular Appointments 2007-2008

Jonathan DeFrain	Assistant Softball Coach	\$2,762.07
Scott DeLong	National Honor Society – HS	\$ 468.13
Catherine Farole	Newspaper – MS	\$ 433.10
Jason Graver	National Junior Honor Society	\$ 394.13
Robert Hicks	Assistant Softball Coach	\$2,762.07
Andrew Kern	Web Page Design – MS	\$ 383.62
Eric Schmidt	Freshman Class Advisor	\$ 594.87
Amy Zeiser	Freshman Class Advisor	\$ 594.87

F. Co-Curricular Volunteers 2007-2008

Melissa DeFrain	Assistant Softball Coach
Tracey Pitosky*	Assistant Field Hockey Coach
Patrick Wanamaker*	Assistant Basketball Coach

*Pending Verification of Clearances

G. Salary Adjustments

- As per the agreement with the Food Service Director, approve a salary increase for Diane Ruff, of 3.25% or \$1,349.00 effective July 1, 2007.
- Acknowledge the following teachers who have completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the 2007-2008 school year:

Nicole Kovich
 From: Step 4B
 To: Step 4B+24

Camille Vernarr
 From: Step 3B
 To: Step 3B+24

Carleen Binder
 From: 5B+24
 To: 5M

Michael Lehtonen
 From: 6B+24
 To: 6M

H. Substitute1. Instructional

Approve the following substitute teachers for the 2007-2008 school year at the 2007-2008 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Katherine Kern - Elementary

Matthew Kitz – Elementary
Denise Plotsko – Elementary
Richard Snell – Social Studies
Amanda Frey – CLIU Guest Teacher
John Kupcha – CLIU Guest Teacher
Jessica Schoenberger – Elementary Education

V. CONFERENCES

- A. Lisa Blank – PASBO Act I Symposium – September 19 & 20, 2007 – Hershey Lodge & Convention Center, Hershey PA – Registration: \$240.00, Lodging: \$126.00, Travel: \$72.00 - Total approximate Cost: \$995.00 – Funding: Business Office Budget (**Attachment #4**)
- B. Approve to allow 2 student leaders and one adult chaperone to attend the PSBA Student Delegate Program from Wednesday October 3 to Friday October 5, 2007 at the Holiday Inn, Hershey PA. This program is held in conjunction with the 2007 PASA-PSBA School Leadership Conference. Expenses for this program will be paid for from the School Board Budget. (**Attachment #5**)

VI. POLICY

- A. Board Policy – First Reading
 - 1. Approve school board policy #216 – Pupils – Student Records, as presented after first reading. (**Attachment #6**)
 - 2. Approve administrative regulation #216-AR-1– Pupils – Student Records, as presented after first reading. (**Attachment #7**)
 - 3. Approve school board policy #218 – Pupils – Student Conduct, as presented after first reading. (**Attachment #8**)
 - 4. Approve school board policy #226 – Pupils – Searches, as presented after first reading. (**Attachment #9**)
 - 5. Approve school board policy #407 – Professional Employees – Student Teachers, as presented after first reading. (**Attachment #10**)
 - 6. Approve school board policy #603 – Finances – Budget Preparation, as presented after first reading. (**Attachment #11**)
 - 7. Approve school board policy #604 – Finances – Budget Adoption, as presented after first reading. (**Attachment #12**)
 - 8. Approve school board policy #805 – Operations – Emergency Preparedness, as presented after first reading. (**Attachment #13**)
 - 9. Approve school board policy #806 – Operations – Child/Student Abuse, as presented after first reading. (**Attachment #14**)
 - 10. Approve school board policy #807 – Operations – Opening Exercises/Flag Displays, as presented after first reading. (**Attachment #15**)

VII. CURRICULUM AND INSTRUCTION

A. Induction Program

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2007-2008 school year:

Helping Teacher	Inductee	Stipend
Anthony Jordan	Kimberly Jones	\$750.00
Regina Wehr	Valerie Ambrose	\$750.00
Linda Brown	Jessica Schoenberger	\$750.00

VIII. OLD BUSINESSIX. NEW BUSINESS

- A. Approve to authorize the superintendent to execute a letter of agreement for the 2007-2008 academic year with the Lehigh Valley Drug & Alcohol Intake Unit. The Student Assistance Teams in our school district will use these services. **(Attachment #16)**
- B. Approve to designate and authorize the following administrators to sign summary offense notices for district students for the 2007-2008 school year:

Mrs. Karen Nicholas – Peters Elementary School
 Dr. Linda Marcincin – Slatington Elementary School
 Mr. David Papay - Middle School Principal
 Mrs. Aileen Yadush – High School Principal
 Mr. Donald Allen – High School Assistant Principal
 Mrs. Jill Chamberlain – High School/Middle School Assistant Principal

X. FINANCIAL

- A. Approve the Arthurs Lestrage Cash Management Portfolio for the months of July 2007. **(Attachment #17)**
- B. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. **(Attachment #18)**
- C. Approve the request of the senior high to open a “Class of 2011” account in accordance with the Student Activities Fund Account. Purpose of this account is to raise funds for the students.

XI. LEGALXII. CORRESPONDENCEXIII. INFORMATION

- A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on June 27, 2007 and the LCTI Director’s Report for August 2007.
- B. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on July 16, 2007.

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT