

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, August 4, 2008
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 June 2, 2008.
- B. Regular school board meeting held on June 9, 2008.
- C. Special school board meeting held on June 16, 2008.

III. SPECIAL BOARD REPORTS

- A. Carbon Lehigh Intermediate Unit Mr. Bryan C. Dorshimer
- B. Lehigh Career and Technical Institute Mrs. Lori H. Geronikos
- C. Legislative Report Mr. Gregory S. Williams
- D. Lehigh Carbon Community College Mr. Mathias J. Green, Jr.
- E. Committee Reports and/or Meetings
- G. Solicitor's Report Attorney Charles Stopp
- H. Federal and Other Programs Update Mrs. Lynne B. Fedorcha
- I. Business Manager's Report TBD
- J. Superintendent's Report Mr. Michael W. Michaels
- K. An executive session will be held at 7:00 p.m. in the Superintendent's Office.

IV. PERSONNEL
A. Change in Employment Status

Roxanne Sagala
 From: Full Time Art Teacher – Senior High School
 To: Half Time Art Teacher – Senior High School
 Salary: \$20,950* (Step 8B - on the 2008-2009 CBA Salary Schedule)
 Effective: August 25, 2008

*This amount is half of the step 8B Salary on the CBA Salary Schedule which is \$41,900.

B. Administrative Transfer**1. Instructional**

a. Timothy Weaber
 From: 4th Grade Teacher
 To: Technology Teacher Grades 3-6/District-wide Technology Mentor, Accountability Block Grant Funded One year position
 Salary: \$53,000 (Step 12 Masters on the 2008-2009 CBA Salary Schedule) no change in salary
 Effective: August 25, 2008
 Termination Date: On or about June 15, 2009

2. Non-Instructional

a. Robin Schultz
 From: Personal Care Assistant for Student #2090123
 To: Personal Care Assistant for Student #2190074
 Salary: \$10.96*/Per Hour/6 ½ Hours Per Day/5 Days Per Week (no change in salary)
 Effective: August 25, 2008

b. Elizabeth Tranthum
 From: High School Special Education Learning Support Aide
 To: Shared Classroom Instructional Aide between the Middle School and Slatington Elementary - New Position
 Salary: \$9.88*/Per Hour/6 ½ Hours Per Day/5 Days Per Week (2005-2008 Educational Support Staff Memorandum of Understanding)
 Effective: August 25, 2008

c. Tracy DeLans
 From: Personal Care Assistant, Student no longer needs services
 To: Special Education Aide Slatington Elementary School, replacing Michele Custer who resigned
 Salary: \$9.88*/Per Hour/6 ½ Hours Per Day/5 Days Per Week (2005-2008 Educational Support Staff Memorandum of Understanding)
 Effective: August 25, 2008

- d. Margaret Blöse
 From: Personal Care Assistant for Student #1990025
 who no longer needs services
 To: Personal Care Assistant for Student #2190021
 Salary: \$9.88*/Per Hour/6 ½ Hours Per Day/5 Days Per Week
 (no change in salary)
 Effective: August 25, 2008

*Last year's rates will apply until a new Education Support Staff Memorandum of Understanding is approved.

C. Appointments

1. Instructional

- a. Susan Bachman
 Assignment: Temporary Vacancy Replacement
 4th grade Slatington Elementary replacing Timothy Weaber who was administratively transferred for the 2008-2009 school year
 Salary: \$40,500 (Step 1 Bachelors on the 2008-2009 CBA Salary Schedule)
 Effective: August 25, 2008
 Termination Date: On or about June 15, 2009
- b. Rachel Reiter*
 Assignment: Temporary Professional Employee
 Middle School/High School Vocal Music Teacher, replacing Megan Hauck who has resigned
 Salary: \$40,500 (Step 1 Bachelors on the 2008-2009 CBA Salary Schedule)
 Effective Date: August 20, 2008

*Pending Verification of Clearances

2. Non-Instructional

- a. Denise Hoffman** ***
 Assignment: First Grade Instructional Classroom Aide – New Position in 2008/2009 Budget
 Salary: \$9.88*/Per Hour/6 ½ Hours Per Day/5 Days Per Week
 (2005-2008 Educational Support Staff Memorandum of Understanding)
 Effective: August 25, 2008
- b. Nicole Reily** ***
 Assignment: Second Grade Instructional Classroom Aide – New Position in 2008/2009 Budget
 Salary: \$9.88*/Per Hour/6 ½ Hours Per Day/5 Days Per Week
 (2005-2008 Educational Support Staff Memorandum of Understanding)
 Effective: August 25, 2008
- c. Donna Lobach-Berger**
 Assignment: Personal Care Assistant for Student #2090123, replacing Robin Schult who was administratively transferred
 Salary: \$9.88*/Per Hour/6 ½ Hours Per Day/5 Days Per Week
 (2005-2008 Educational Support Staff Memorandum of Understanding)
 Effective: August 25, 2008

- d. Jonell Dye** ***
 Assignment: Personal Care Assistant for Student #2190093 – New Position in 2008/2009 Budget
 Salary: \$9.88*/Per Hour/6 ½ Hours Per Day/5 Days Per Week (2005-2008 Educational Support Staff Memorandum of Understanding)
 Effective: August 25, 2008
- e. Claudia Young**
 Assignment: High School Cafeteria/Hall Monitor, replacing Donna Ondrasik who resigned
 Salary: \$9.88*/Per Hour/3 Hours Per Day/5 Days Per Week (2005-2008 Educational Support Staff Memorandum of Understanding)
 Effective: August 25, 2008

*Last year's rates will apply until a new Education Support Staff Memorandum of Understanding is approved.

**60 day probationary period ending on or about November 25, 2008

***Pending Verification of Clearances

D. Resignation/Retirement

1. Accept the resignation of Michele Custer from her position as 4th Grade Special Education Learning Support Aide, effective immediately. Ms. Custer is a certified teacher who would like to substitute within our district as an instructional teacher.
2. Accept the resignation of Michelle Fleck from her position as K-6 ESL Teacher, effective September 16, 2008, or as soon as a replacement can be found. Mrs. Fleck has accepted an ESL position with the Easton Area School District.
3. Accept the resignation of Megan Hauck from her position as Middle School/High School Vocal Music Teacher, effective August 22, 2008. Mrs. Hauck has accepted a teaching position at Midd-West School District in Middleburg, PA
4. Accept the resignation of Kristin Skinker from her position as Middle School 8th Grade Earth & Space Science Teacher, effective September 20, 2008, or as soon as a replacement can be found.

E. Rescind Co-Curricular Appointment/Volunteers 2008-2009

1. Rescind the appointment of Hassan Mouahhid from his position as Assistant Boys Soccer Coach for the 2008-2009 school year which was originally approved at the January 7, 2008 board meeting.
2. Rescind the appointment of Douglas Reynolds from his position as Assistant Football Coach for the 2008-2009 school year which was originally approved at the January 7, 2008 board meeting.
3. Rescind the appointment of Andrew Lynn from his position as Shared-Assistant Football Coach for the 2008-2009 school year which was originally approved at the January 7, 2008 board meeting.
4. Rescind the appointment of Alden Farber from his position as Volunteer Assistant Football Coach for the 2008-2009 school year which was originally approved at the January 7, 2008 board meeting.

 F. Co-Curricular Appointments 2008-2009

Andrew Lynn	Assistant Football Coach	\$4,294.97
Alden Farber	Assistant Football Coach-Shared	\$2,147.49
Michael Lehtonen	Head Track Coach	\$4,406.09
David Oertner	Assistant Track Coach	\$2,789.69
Douglas Reynolds	Assistant Track Coach	\$2,789.69
Michael Bonner	Assistant Track Coach	\$2,789.69
Scott Gerould	Assistant Track Coach	\$2,789.69
Erv Prutzman	Head Baseball Coach	\$4,406.09
Stephen Hluschak	Assistant Baseball Coach	\$2,789.69
Gregory King	Assistant Baseball Coach	\$2,789.69
Brian Schell	Head Softball Coach	\$4,406.09
Bob Hicks	Assistant Softball Coach	\$2,789.69
Jonathan DeFrain	Assistant Softball Coach	\$2,789.69
John Sitaras	Head Girls Soccer Coach	\$4,776.84
Candice Longworth	Assistant Girls Soccer Coach	\$2,653.80
Candice Longwoth	Assistant Boys Soccer Coach	\$2,653.80
Andrew Kern	Middle School Web Page Advisor	\$ 387.45
David Carroll	Senior High Band Advisor	\$4,527.63
Scott DeLong	Debate Advisor	\$1,325.16
Renee Evans	Sr. High Fall Intramurals – Tennis	\$ 774.09
Renee Evans	Sr. High Spring Intramurals – Tennis	\$ 774.09
Babette Guss	Senior High Yearbook	\$2,304.02
Todd Herzog	Sr. High Spring Intramurals - Weightlifting	\$ 774.09
Todd Herzog	Sr. High Fall Intramurals – Weightlifting	\$ 774.09
Stephen Hluschak	Sr. High Winter Intramurals – Weightlifting	\$ 774.09
Michael Lehtonen	Sr. High Winter Intramurals – Winter Track	\$ 774.09
Richard Oertner	Sr. High Fall Intramurals – Basketball	\$ 774.09
Julianne Mixtacki	Senior Class Play Advisor	\$1,409.85
Julianne Mixtacki	Senior High Musical Director	\$2,652.46
Eric Schmidt	SADD Advisor	\$ 530.76
Lana Schmidt	German Exchange Club Advisor	\$ 731.19
Joseph Tout	Sr. High Spring Intramurals – Weightlifting	\$ 774.09
Joseph Tout	Sr. High Winter Intramurals – Weightlifting	\$ 774.09
Rachel Reiter	Senior High Chorus Advisor	\$1,656.45
Richard Oertner	Head Boy's Basketball Coach	\$6,608.64
Richard Mantz	Assistant Boy's Basketball Coach	\$4,294.97
Dennis Rehrig	Assistant Boy's Basketball Coach	\$4,294.97
David Oertner	Head Girl's Basketball Coach	\$6,608.64
Scott Gerould	Assistant Girl's Basketball Coach	\$4,294.97
Todd Herzog	Head Wrestling Coach	\$6,608.64
Brent Herzog	Assistant Wrestling Coach	\$4,294.97
Robert Marlatt	Assistant Wrestling Coach	\$4,294.97
LeAnn Hock	Cheerleading Advisor-Shared Stipend	\$1,460.25
Kathi Neff	Cheerleading Advisor-Shared Stipend	\$1,460.25
Joe Krempasky	MS Boy's Basketball-Shared Stipend	\$1,445.51
Richard Roberts	MS Boy's Basketball-Shared Stipend	\$1,445.51
Jason Reinhard	MS Girl's Basketball Coach	\$4,290.81
Scott DeLong	National Honor Society	\$ 472.82
Candice Longworth	Senior Class Advisor	\$ 606.83
Babette Guss	Senior Class Advisor	\$ 606.83
Ellen Yenser	Junior Class Advisor	\$ 606.83
Amy Zeiser	Sophomore Class Advisor	\$ 606.83
Eric Schmidt	Sophomore Class Advisor	\$ 606.83

Co-Curricular Appointments 2008-2009 (cont.)

Denise Turoscy	SH Scholastic Scrimmage Advisor	\$ 774.09
Denise Turoscy	SH Newspaper Advisor	\$1,740.08
David Carroll	MS Band Director	\$ 662.58
Kristin Hubbs	MS Yearbook Advisor	\$ 774.09
Rachel Reiter	MS Chorus Advisor	\$ 662.58
Lora Krum	Elementary Chorus Advisor	\$ 566.09

G. Co-Curricular Volunteers 2008-2009

Robert Sutjak, Jr*	Assistant Football Coach
Jessica Schoenberger	Assistant Track Coach
Gary Andrew	Assistant Basketball Coach
Melissa DeFrain	Assistant Softball Coach
Gary Warmkessel	Assistant Softball Coach
Niccole Chirico	Assistant Softball Coach
Pete Reese	Assistant Boys Basketball Coach
Robert Hughes	Assistant Boys Basketball Coach
Lil Borger	Assistant Cheerleading Advisor
Ivan Chleboe	Assistant Wrestling Coach
Patrick Wanamaker	Assistant Boy's Basketball Coach
Ryan VanNorman	Assistant Football Coach
Karen Gill	Refreshment Stand Manager
Dawn Remaley	Refreshment Stand Manager
Stan Montrom, Jr.	Assistant Boy's Soccer Coach
Kelly Follweiler	Refreshment Stand Manager
Stand Montrom, Jr.	Assistant Girl's Soccer Coach
Shirley Snyder	Interact Advisor
Justin Maurer	All School Play/Musical Advisor

*Pending Verification of Clearances.

H. Senior High Administrative Detention Supervisor

Approve to appoint Diana Beltran as the Administrative Detention Supervisor in the senior high school. She will work Tuesday and Thursday from 2:30 p.m. to 4:00 p.m. throughout the 2008-2009 school year that warrants detention coverage. Salary will be \$20.00 per hour worked.

I. Middle School Administrative Detention Supervisor

Approve to appoint Lisa Martinez as the Administrative Detention Supervisor in the middle school. She will work Monday and Wednesday from 2:20 p.m. to 3:20 p.m. throughout the 2008-2009 school year that warrants detention coverage. Salary will be \$20.00 per hour worked.

J. Saturday Detention Monitor

Approve to appoint Patricia Eby-Manescu as the Secondary Saturday Detention Monitor for the middle school and senior high school for the 2007-2008 school year, working 3 hours every Saturday that warrants detention coverage. Salary will be \$20.00 per hour worked.

K. Substitute Saturday Detention Monitor

Approve to appoint Diana Beltran as the Substitute Secondary Saturday Detention Monitor for the middle school and senior high school for the 2008-2009 school year, working as a substitute for 3 hours every Saturday that warrants substitute detention coverage. Salary will be \$20.00 per hour worked.

L. Salary Adjustments

Acknowledge the following teachers who have completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the 2008-2009 school year:

Michael Mengel
From: Step 6B
To: Step 6B+24

Nicole Kovich
From: Step 5B+24
To: Step 5M

Regina Wehr
From: Step 6B+24
To: Step 6M

Jonathan Prive
From: Step 7B
To: Step 7B+24

Douglas Reynolds
From: Step 5B
To: Step 5B+24

Jonathan DeFrain
From: Step 5B+24
To: Step 5M

Joseph Tout
From: 7B
To: 7B+24

M. Professional Contracts

According to Article II – 1108, subsection (b) of the School Code: “a temporary professional employee, initially employed by a school district on or after June 30, 1996, whose work has been certified by the district superintendent to the secretary of the school district, during the last four (4) month of the third year of such service, as being satisfactory, shall thereafter be a “professional employee” within the meaning of this article.” Therefore, it is recommended to approve “professional employee” status as per the school code for the following teachers, who have satisfactorily completed three years of service to the Northern Lehigh School District:

Amanda Beer
Diane Saeger
Lauri McWilliams

Beverly Overholt
Eric Schmidt
Amy Zeiser

N. Substitute1. Instructional

Approve the following substitute teachers for the 2008-2009 school year at the 2008-2009 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Jeremy Battista - Biology
 Samantha Bechtel - Elementary
 Kenneth Cressman – Accounting, Marketing, Distributive Ed
 Michele Custer – Elementary
 Joan DeSousa - Elementary
 Cynthia Fritzinger - Elementary
 Lisa Goad – English & Special Education
 Ricky Guth – All Subjects
 Andrew Kern – All Subjects
 Katherine Kern - Elementary
 Lori King – Elementary
 Amber Kistler – Elementary
 Bryan Kresley – Social Studies
 Robert Kutney - Elementary
 James Labosky – Elementary K-6
 Melissa Ludwig - Elementary
 Kimberly Rentschler – Elementary
 Linda Sarver - Art
 Marissa Walters – Elementary & Special Education
 Jane Wessner – Elementary

2. Non-Instructional

a. Approve the following individuals as substitute secretaries/aides for the 2008-2009 school year at the 2008-2009 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Nicole Evans	Catherine Faenza*
Desaida Goss	Lilly Horwith
Donna Lobach-Berger	Maureen McCullion
Christine Sigley	Kathleen Troxell
Judith VanHorn	Kathy Yelinek

*Pending Verification of Clearances.

b. Approve the following individuals as substitute cafeteria workers for the 2007-2008 school year at the 2007-2008 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Rosa George	Lilly Horwith
Donna Lobach-Berger	Christine Sigley
Kathleen Troxell	Judith VanHorn
Dorothy Weber	

- c. Approve the following individuals as substitute custodians for the 2007-2008 school year at the 2007-2008 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Wendy Green
Rebecca Herring

Richard Handwerk
Randy Muniz

Richard Sensinger

V. CONFERENCES

- A. Diane Ruff – School Nutrition Association of Pennsylvania 2008 Annual Conference, “Come Joint the Magic” – October 20-23, 2008 – Seven Springs, PA –Registration: \$300.00, Lodging: \$516.15, Travel: \$237.35 – Total Approximate Cost: \$1,053.50 – Funding: Cafeteria Budget (**Attachment #1**)

VI. POLICY

A. Board Policy – Second Reading

1. Approve new school board policy #335 – Administrative Employees – Family and Medical Leaves, as presented after first reading. (**Attachment #2**)
 2. Approve recommended administrative regulations #335-AR, #335-AR-1, #335-AR-2 and #335-AR-3, as presented after first reading. (**Attachment #3**)
 3. Approve new school board policy #435 – Professional Employees – Family and Medical Leaves, as presented after first reading. (**Attachment #4**)
 4. Approve recommended administrative regulations #435-AR, #435-AR-1, #435-AR-2 and #435-AR-3, as presented after first reading. (**Attachment #5**)
 5. Approve new school board policy #535 – Administrative Employees – Family and Medical Leaves, as presented after first reading. (**Attachment #6**)
 6. Approve recommended administrative regulations #535-AR, #535-AR-1, #535-AR-2 and #535-AR-3, as presented after first reading. (**Attachment #7**)
 7. Approve school board policy #815 – Operations – Acceptable Use of Internet and Information Systems, as presented after first reading. (**Attachment #8**)
- B. It is recommended that the Board of Education grant homebound instruction for a Kindergarten student, Student No. 2190017, for five hours per week, effective September 2, 2008 and continuing for an indefinite amount of time.
- C. Mrs. Lana Schmidt, high school German teacher, has submitted a request for the continuation of the Student Exchange Program between interested students from the Northern Lehigh School District and the Eduard Spranger Gymnasium in Landau, Germany. German students will be arriving at Northern Lehigh School District on Thursday, September 25, 2008 and stay until Monday, October 6, 2008. Expected expenses to the district will be substitute coverage for the hosting teacher as deemed necessary and bus expenses for day trips as budgeted. Northern Lehigh students will travel to Germany at the end of the 2008-2009 school year, at a time that will coincide with the school year in the Rheinland-Platinat, preferably during the summer months. Trip participants will be responsible for all expenses; however, they do request liability insurance coverage for the entire group, as has been granted since their first exchange trip in 1984.

- D. Approve to authorize proper officials to enter into an agreement for one Northern Lehigh School District special education student to attend Salisbury Township School District in accordance with the promises and covenants contained in the agreement. This agreement is effective September 1, 2008 through July 30, 2009. **(Attachment #9)**

VII. CURRICULUM AND INSTRUCTION

- A. Approve to authorize proper officials to execute an Affiliation Agreement between Northern Lehigh School District and Kutztown University for a teacher preparation program. This program allows students at Kutztown University to student teach in our district in order for them to complete their practicum hours needed for graduation. This agreement will commence on July 1, 2008 and will end June 30, 2013. **(Attachment #10)**
- B. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and Margaret Swanson, CRNP for the purpose of medical review and authorization of IEP's (Individualized Educational Programs) for students. **(Attachment #11)**

C. Induction Program

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2008-2009 school year:

Helping Teacher	Inductee	Stipend
Tracy Ettinger	Lisa Colicigno	\$750.00
David Carroll	Rachel Reiter	\$750.00
Andrea Fella	Jillian Mlynek	\$750.00

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. FINANCIAL

- A. Approve the request of the senior high school to close the Class of 2008 account in accordance with the Student Activities Account guidelines. The account balance is \$589.41 and the Class of 2008 is recommending that the funds be distributed into the After Graduation Party Account.
- B. Approve the daily tuition rates of \$49.29 for the Bethesda Day Treatment Center, Inc. The Agreement of Service with Bethesda was previously approved for the 2008-2009 school year on April 7, 2008. **(Attachment #12)**
- C. School Dentist
Approve to appoint Dr. Harry Schleifer of Professional Dental Associates as the school dentist for the 2008-2009 school year at the quoted fee of \$1.00 per dental exam needed.
- D. School Physician
Approve to appoint Dr. Nicole Sully and Dr. Amy Steigerwalt of Parkland Family Health Center as school physicians for the 2008-2009 school year. The fee for grade level physicals will be \$20.00 per physical needed. Consultant services will be provided at no charge.

- E. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (**Attachment #13**)

XI. LEGAL

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on May 28, 2008 and the LCTI Director's Report for June 2008.
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on June 5, 2008.
- C. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on May 19, 2008 & June 16, 2008.

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT