

**NORTHERN LEHIGH SCHOOL DISTRICT**  
**Regular School Board Meeting**  
**Monday, March 9, 2009**  
**Slatington Elementary School**  
**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 February 2, 2009.
- B. Regular school board meeting held on February 9, 2009.

**III. SPECIAL BOARD REPORTS**

- A. Carbon Lehigh Intermediate Unit ..... Mr. Donald H. Dengler
- 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
  - Minutes of the Technology Buildings and Grounds Committee Meeting held on March 4, 2009. (Attachment #1)
  - Minutes of the Finance Committee Meetings held on February 11 and March 4, 2009. (Attachment #2)
- F. Student Representatives to the Board Report ..... Mr. Michael Showak  
Ms. Taylor Trapp
- G. Solicitor's Report ..... Attorney Charles Stopp
- H. Federal and Other Programs Update ..... Mrs. Lynne B. Fedorcha
- I. Business Manager's Report ..... Mr. Jeremy G. Melber
- J. Superintendent's Report ..... Mr. Michael W. Michaels
  - CLIU #21 School Board Conference – March 31, 2009
- K. An executive session will be held at 7:00 p.m. in the Superintendent's Office.

#### IV. PERSONNEL

##### A. Administrative Transfer

EdithAnn Fella  
 From: 1<sup>st</sup> Grade Teacher Peters Elementary School  
 To: Elementary Intervention Coordinator – Peters Elementary –  
 New Position for remainder of 2008-2009 school year  
 Salary: No Increase to Current Salary – Grant Funded Position  
 Effective: February 23, 2009  
 Termination Date: June 15, 2009\*  
 \*Date could change pending snow make up days added to the end of the school year calendar.

##### B. Appointments

###### 1. Instructional

- a. Amberly Drey  
 Assignment: 1<sup>st</sup> Grade Teacher Peters Elementary School replacing  
 EdithAnn Fella who was administratively transferred for  
 the remainder of the 2008-2009 school year  
 Salary: Substitute Teacher Rate Day 1-30;  
 Day 31 and beyond \$40,500 prorated  
 (Step 1 Bachelors on the 2008-2009 CBA Salary Schedule)  
 Effective: February 23, 2009  
 Termination Date: June 15, 2009\*  
 \*Date could change pending snow make up days added to the end of the school year calendar.
- b. Jenna Hoffman  
 Assignment: High School Health and Physical Education Teacher  
 replacing Tanya Simms who was granted a leave of  
 absence  
 Salary: Substitute Teacher Rate Day 1-30;  
 Day 31 and beyond \$40,500 prorated  
 (Step 1 Bachelors on the 2008-2009 CBA Salary Schedule)  
 Effective: February 19, 2009  
 Termination Date: On or About May 4, 2009

###### 2. Non-Instructional

- a. Jonell Dye\*  
 Assignment: Personal Care Assistant for Student #1990098, new  
 position budgeted in the 2008-2009 budget – Medical  
 Access Funded  
 Salary: \$10.00/Per Hour/6 ½ Hours Per Day/5 Days Per Week  
 (2008-2012 Educational Support Staff Memorandum of Understanding)  
 Effective: March 10, 2009  
 \*60 day probationary period ending on or about April 8, 2009.

- C. Approve an additional stipend in the amount of \$9.50 per hour for Kim Keiser, Cafeteria Aide, to assume some of the additional responsibilities that will be required due to the resignation of the Director of Food Services, Diane Ruff.

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D. Resignation/Retirement

1. Accept the resignation of Janice G. Merkel from her position as High School Administrative Secretary, effective the end of the August 12, 2009 work day. At this time she will begin her retirement from the Northern Lehigh School District after 35 years of service.
2. Accept the resignation of Douglas Reynolds from his position as high school Librarian effective the end of the work day April 24, 2009. He is further resigning his positions as assistant athletic director and assistant track coach.
3. Accept the resignation of Diane Ruff from her position as Food Service Director effective the end of the work day March 6, 2009.
4. Accept the resignation of Eric Schmidt from his position as High School SADD Advisor effective the end of the 2008-2009 school year.
5. Accept the resignation of Linda Nails, High School Cafeteria Worker, effective the end of the March 12, 2009 work day.

E. Rescind Co-Curricular Appointment 2009-2010

Rescind the following Co-Curricular appointment that was approved at the December 2, 2008 regular school board meeting:

Alden Farber                      Assistant Football Coach – Shared Stipend \$2,168.96

F. Co-Curricular Appointments 2009-2010

Christopher Jones              Assistant Football Coach – Shared Stipend \$2,168.96

G. Co-Curricular Volunteer 2009-2010

Alden Farber                      Assistant Football Coach

H. Unpaid Leave

Approve the request of Carleen Binder, Slatington Elementary 5<sup>th</sup> Grade Teacher, to take an unpaid day on May 1, 2009. She is will be traveling on this day to Philadelphia to attend a family function that is held every year on May 1<sup>st</sup>. Her request will not be considered a precedent for future requests per correspondence received from the Northern Lehigh Education Association.

I. Unpaid Volunteers

Approve the following unpaid volunteer aide in the Slatington Elementary School for the 2008-2009 school year pending verification of all clearances: Marlene Simock and Sheila Fleming

J. Substitute - 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:

Dylan Peters – Elementary  
Tanya Konek – Elementary & Special Education

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 K. 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 Bashore

 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 second half of the 2008-2009 school year:

Amanda Bashore

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

Christina Carmody

From: Step 3B+24  
To: Step 3M

Elissa Fry

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

 V. CONFERENCES

 A. High Schools That Works Conference

Approve to send \_\_\_\_ teachers and 1 administrator to the High Schools That Works Conference in Atlanta, GA from July 8–11, 2009 at a cost not to exceed \$\_\_\_\_\_ paid for from Act Grant Funds. Expenses for the district administrator will be paid for by a grant through Lehigh Career and Technical Institute.

 VI. POLICY

 A. Board Policy – Second Reading

1. Approve school board policy 201 – Pupils – Admission of Students, as presented after second reading. **(Attachment #3)**
2. Approve school board policy 246 – Pupils – Students Wellness, as presented after second reading. **(Attachment #4)**
3. Approve school board policy 504 – Classified Employees – Employment of Classified Employees, as presented after second reading. **(Attachment #5)**
4. Approve school board policy 539 – Non-Professional Employees – Uncompensated Leave, as presented after second reading. **(Attachment #6)**

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5. Approve school board policy 605 – Finances – Tax Levy, as presented after second reading. **(Attachment #7)**
  6. Approve school board policy 705 – Property – Safety, as presented after second reading. **(Attachment #8)**
  7. Approve school board policy 707 – Property – Use of School Facilities and Equipment, as presented after second reading. **(Attachment #9)**
  8. Approve school board policy 801 – Operations – Public Records, as presented after second reading. **(Attachment #10)**
  9. Approve school board policy 810 – Operations – Transportation, as presented after second reading. **(Attachment #11)**
  10. Approve school board policy 818 – Operations – Contracted Services, as presented after second reading. **(Attachment #12)**
- B. Approve the request of the American Working Dog Federation to use Bulldog Stadium to host it's annual championship, which will be held from Wednesday May 20, 2009 thru Friday May 22, 2009 from 4:00 p.m. – 12:00 a.m., Saturday May 23 from 8:00 a.m. to 6:00 p.m., and Sunday May 24, 2009 from 7:00 a.m. to 3:30 p.m. It is understood that they will be billed a rental fee for the use of the stadium and for custodial/maintenance service fees. It is the responsibility of American Working Dog Federation to provide sufficient security for the event.
- C. Field Trip
1. Approve the request of the Northern Lehigh High School Marching Band to participate in its annual spring trip. This year they are requesting permission to travel to Washington, D.C. from April 16 – 19, 2009. The entire cost of the trip will be paid for by the students and the Northern Lehigh Band Boosters.
  2. Anatomy, Biology II & Honors Biology II Students – High School – “The Franklin” Philadelphia, PA – May 26, 2009 – Funded by Students

## **VII. CURRICULUM AND INSTRUCTION**

- A. Approve the 2009-2010 Northern Lehigh School District Calendar as presented. **(Attachment #13)**
- B. CLIU 2009-2010 Facilities Plan Committee Report

Approve the following resolution to adopt the 2009-2010 Carbon Lehigh Intermediate Unit Facilities Plan Committee Report that was unanimously adopted by the CLIU Facilities Plan Committee on February 3, 2009. **(Attachment #14)**

**RESOLVED:** It is recommended that the Northern Lehigh School District Board of Directors approve the 2009-2010 Facilities Plan Committee Report as unanimously adopted by the CLIU Facilities Plan Committee on February 3, 2009. 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 future locations of the CLIU and school district special education classes.

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- C. Approve the purchase of 180 8<sup>th</sup> grade history books entitled America – History of Our Nation Beginnings to 1914 Authors Davidson & Stoff Publisher Prentice Hall. The total cost of these text books is \$13,580.89 and is from the 2008-2009 Curriculum and Instruction Budget. These books will replace Two Centuries of Progress by Glencoe which have been in use for 18 years.

VIII. **OLD BUSINESS**

IX. **NEW BUSINESS**

X. **FINANCIAL**

- A. Approve the Following List of Bills:
1. General Fund month of February
  2. Athletic Fund month of February
  3. Refreshment Stand Fund month of February
  4. Cafeteria Fund month of January and February
- B. Approve the Following Financial Reports:
1. General Fund months of July 2008 thru February 2009
  2. NLMS Student Activities Account month of January and February
  3. NLHS Student Activities January and February
  4. NLHS Scholarship Account for the month of January
- C. Approve to authorize the proper officials to solicit bids for DIESEL FUEL, #2 HEATING OIL and UNLEADED GASOLINE for the period July 1, 2009 thru June 30, 2010.
- D. Approve a donation in the amount of \$2,000.00 to the Slatington Public Library in July of 2009. This is part of the 2009-2010 district budget.

E. **Summer Band Camp**

Approve a tuition fee of \$25.00 per student for a six-week elementary summer band program and also approve a stipend for summer band program director, Camille Vernarr, of \$1,000.00. There is no increase to this stipend over last year. The summer band program will run on Tuesday and Thursday mornings from July 7, 2009 to August 13, 2009.

XI. **LEGAL**

XII. **CORRESPONDENCE**

XIII. **INFORMATION**

- A. LCTI Director's Report for February 2009.
- B. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on January 19, 2009.

XIV. **RECOGNITION OF GUESTS**

XV. **BUDGET DISCUSSION**

XVI. **ADJOURNMENT**