

**NORTHERN LEHIGH SCHOOL DISTRICT**  
**Regular School Board Meeting**  
**Monday, August 10, 2009**  
**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 8, 2009.
- B. Regular school board meeting held on July 6, 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 August 5, 2009. **(Attachment #1A)**
  - Minutes of the Finance Committee Meeting held on August 5, 2009. **(Attachment #1B)**
- F. Solicitor's Report ..... Attorney Charles Stopp
- G. Federal and Other Programs Update ..... Mrs. Karen A. Nicholas
  - Walnutport History Books
- H. Business Manager's Report ..... Mr. Jeremy G. Melber
- I. Superintendent's Report ..... Mr. Michael W. Michaels
- J. An executive session will be held at 7:00 p.m. in the Superintendent's Office.

---



---

 IV. PERSONNEL


---



---

A. Resignation/Retirement

1. Accept the resignation of Julie Miztacki from her position as Fall Play and Spring Musical Director, effective immediately.
2. Accept the resignation of Jane Wentz from her position as High School Administrative Secretary, effective the end of the work day July 17, 2009
3. Accept the resignation of Nicole Kovich, 6<sup>th</sup> Grade Special Education Teacher, effective October 3, 2009, or as soon as a replacement can be found. Mr. Kovich has accepted a special education position with Easton Area School District.
4. Accept the resignation of Earl Snyder from his position as District Wide Maintenance Personnel, effective the end of the work day September 30, 2009. At that time, Mr. Snyder will begin his retirement from Northern Lehigh School District after 28 years 10 months service to the district.

B. Administrative Transfer1. Instructional

## a. Carleen Binder

From: Slatington Elementary 5<sup>th</sup> Grade Teacher  
 To: Slatington Elementary 6<sup>th</sup> Grade Teacher, replacing Todd Herzog who was administratively transferred to the Middle School to replace Ellen Drake who retired  
 Salary: \$49,500 (Step 7M – on the 2009-2010 CBA Salary Schedule) on change in salary  
 Effective: August 31, 2009

## b. Timothy Weaber

From: Slatington Elementary 4<sup>th</sup> Grade Teacher  
 To: Slatington Elementary 5<sup>th</sup> Grade Teacher, replacing Carleen Binder who was administratively transferred to the 6<sup>th</sup> grade to replace Todd Herzog  
 Salary: \$56,000 (Step 13M - on the 2009-2010 CBA Salary Schedule) no change in salary  
 Effective: August 31, 2009

## c. Timothy Weaber

From: Slatington Elementary 5<sup>th</sup> Grade Teacher  
 To: Technology Teacher Grades 3-6/District-wide Technology Mentor, Accountability Block Grant Funded One Year Position  
 Salary: \$56,000 (Step 13 Masters on the 2009-2010 CBA Salary Schedule) no change in salary  
 Effective: August 31, 2009  
 Termination Date: On or about June 17, 2010

- 
- 
- d. EdithAnn Fella  
 From: 1<sup>st</sup> Grade Teacher Peters Elementary School  
 To: Elementary Intervention Coordinator – Peters Elementary –  
 Grant Funded One Year Position  
 Salary: \$72,500 (Step 17M - on the 2009-2010 CBA  
 Salary Schedule) no change in salary  
 Effective: August 31 2009  
 Termination Date: On or about June 17, 2010
- e. Susan Beil  
 From: Peters Elementary Special Education Teacher  
 To: Slatington Elementary 6<sup>th</sup> Grade Special Education  
 Teacher, replacing Nicole Kovich who resigned  
 Salary: \$72,500 (Step 17M - on the 2009-2010 CBA  
 Salary Schedule) no change in salary  
 Effective: August 31, 2009
- f. Amanda Bashore  
 From: Slatington Elementary Special Education Teacher  
 To: Peters Elementary Special Education Teacher  
 Teacher, replacing Susan Beil who was transferred to  
 Slatington Elementary  
 Salary: \$46,500 (Step 5B+24 - on the 2009-2010 CBA  
 Salary Schedule) no change in salary  
 Effective: August 31, 2009
2. Non-Instructional
- a. Elizabeth Tranthum  
 From: Shared Classroom Instructional Aide between the Middle  
 School and Slatington Elementary  
 To: Middle School Classroom Aide  
 Salary: \$11.57Per Hour/6 ½ Hours Per Day/5 Days Per Week  
 (2008-2012 Educational Support Staff Memorandum of Understanding)  
 Effective: August 31, 2009
- C. Appointments
1. Administration
- Paul Rearden, Jr.  
 Assignment: Peters Elementary Principal replacing Karen Nicholas  
 who was hired as the Assistant to the Superintendent  
 Salary: \$83,000  
 Effective: Upon Release From Current Position
2. Instructional
- a. Susan Bachman  
 Assignment: Temporary Professional Employee  
 4<sup>th</sup> grade Slatington Elementary replacing Timothy  
 Weaber who was administratively transferred to the 5<sup>th</sup>  
 Grade to replace Carleen Binder  
 Salary: \$41,900 (Step 3 Bachelors on the 2009-2010 CBA  
 Salary Schedule)  
 Effective: August 26, 2009
- b. Christopher Bennett  
 Temporary Vacancy Replacement

---



---

Assignment:	Technology Education Teacher replacing Stephen Drake who retired
Salary:	\$41,500 (Step 1 Bachelors on the 2009-2010 CBA Salary Schedule)
Effective:	August 26, 2009

c. Dylan Peters	Temporary Vacancy Replacement
Assignment:	5 <sup>th</sup> grade Slatington Elementary replacing Timothy Weaber who was administratively transferred for the 2009-2010 school year
Salary:	\$41,500 (Step 1 Bachelors on the 2009-2010 CBA Salary Schedule)
Effective:	August 31, 2009
Termination Date:	On or about June 17, 2010

d. Lauren Stasburg	Temporary Vacancy Replacement
Assignment:	1 <sup>st</sup> grade Peters Elementary replacing EdithAnn Fella who was administratively transferred for the 2009-2010 school year
Salary:	\$41,500 (Step 1 Bachelors on the 2009-2010 CBA Salary Schedule)
Effective:	August 31, 2009
Termination Date:	On or about June 17, 2010

### 3. Non-Instructional

a. Kelly Follweiler*	
Assignment:	High School Administrative Secretary, replacing Jane Wentz who resigned
Salary:	\$33,299 (Level I on the 2008-2009 Clerical Salary Schedule)
Effective Date:	July 27, 2009
	<b>*60 Day probationary period ending September 24, 2009</b>

- D. Rescind the motion approved at the June 8, 2009 board meeting to incorporate the position of the Computer Technician into the Clerical Salary and Benefit Agreement. After discussions with the Technology Coordinator and the Superintendent, Mr. Haas has decided that this request would gravely impact both the Technology Department and District. He is requesting the board rescind the original motion and for him to remain in his current agreement.
- E. Approve the appointment of Joseph Tout as Assistant Athletic Director for the 2009-2010 school year at a stipend of \$3,500.00. He will assist the Athletic Director in all Athletic Director duties and responsibilities and will be responsible for athletic fund raising activities.
- F. Approve a stipend in the amount of \$500 for Mr. Andrew Kern for maintenance of the High School website and for working with students who have a career interest in webpage design and maintenance during the 2009-2010 school year. Mr. Kern has constant contact with teachers, secretaries, and administrators in an effort to update the website on a daily basis with the latest information, handouts, and scheduled events. Stipend to be funded by the Project 720 fund under the initiative of "Increased and Improved School/Parent/Community Communications".

### G. Co-Curricular Appointments 2009-2010

Christopher Barnes	MS Newspaper Advisor	\$ 441.81
Michael Bonner	Assistant Track Coach	\$2,817.59
Susan Bowser	MS Jr. Ntl. Honor Society Adv (Shared \$402.06)	\$ 134.02
David Carroll	Senior High Band Advisor	\$4,572.90
David Carroll	MS Band Director	\$ 669.20
Jonathan DeFrain	Assistant Softball Coach	\$2,817.59
Scott DeLong	Debate Advisor	\$1,338.41
Scott DeLong	National Honor Society	\$ 477.54
Rebecca Druker	Assistant Girls Soccer Coach	\$2,680.34
Rebecca Druker	Assistant Boys Soccer Coach	\$2,680.34
Rick Eckhart	MS Jr. Ntl. Honor Society Adv (Shared \$402.06)	\$ 134.02
Renee Evans	Sr. High Fall Intramurals – Tennis	\$ 781.83
Renee Evans	Sr. High Spring Intramurals – Tennis	\$ 781.83
Tammy Fristick	Sophomore Class Advisor	\$ 606.83
Scott Gerould	Assistant Track Coach	\$2,817.59
Jason Graver	MS Jr. Ntl. Honor Society Adv (Shared \$402.06)	\$ 134.02
Babette Guss	Senior High Yearbook	\$2,327.06
Todd Herzog	Sr. High Spring Intramurals - Weightlifting	\$ 781.83
Todd Herzog	Sr. High Fall Intramurals – Weightlifting	\$ 781.83
Bob Hicks	Assistant Softball Coach	\$2,817.59
Stephen Hluschak	Assistant Baseball Coach	\$2,817.59
Mark Hoffman	MS Spring Intramurals – Weightlifting	\$ 781.83
Kristin Hubbs	MS Yearbook Advisor	\$ 781.83
Sharon Hunsicker	Sophomore Class Advisor	\$ 612.89
Kimberly Jones	FBLA Advisor	\$ 536.07
Andrew Kern	Middle School Web Page Advisor	\$ 391.33
Gregory King	Assistant Baseball Coach	\$2,817.59
Lora Krum	Elementary Chorus Advisor	\$ 571.75
Michael Lehtonen	Sr. High Winter Intramurals – Winter Track	\$ 781.83
Michael Lehtonen	Head Track Coach	\$4,450.15
Christine Leslie	Senior Class Advisor	\$ 612.89
Derek Long	Assistant Track Coach	\$2,817.59
Melissa Newhard	Majorette/Band Front Director	\$2,006.53
David Oertner	Assistant Track Coach	\$2,817.59
Richard Oertner	Sr. High Fall Intramurals – Basketball	\$ 781.83
Erv Prutzman	Head Baseball Coach	\$4,450.15
Michelle Raber	MS Fall Intramural Net Sports	\$ 781.83
Michelle Raber	MS Spring Intramural Net Sports	\$ 781.83
Michelle Raber	MS Winter Intramural CPR	\$ 781.83
Rachel Reiter	MS Chorus Advisor	\$ 669.20
Rachel Reiter	Senior High Chorus Advisor	\$1,673.01
Brian Schell	Head Softball Coach	\$4,450.15
Eric Schmidt	Junior Class Advisor	\$ 612.89
Lana Schmidt	German Exchange Club Advisor	\$ 738.51
John Sitaras	Head Girls Soccer Coach	\$4,824.60
Joseph Tout	Sr. High Spring Intramurals – Weightlifting	\$ 781.83
Joseph Tout	Sr. High Winter Intramurals – Weightlifting	\$ 781.83
Denise Turoscy	Scholastic Scrimmage Advisor - HS	\$ 781.83
Denise Turoscy	Newspaper Advisor – HS	\$1,757.48
Camille Vernarr	Elementary Band Advisor	\$ 762.34
Dawn Wehr	Student Council – HS	\$2,006.53
Ellen Yenser	Senior Class Advisor	\$ 612.89
Amy Zeiser	Junior Class Advisor	\$ 612.89
Amy Zeiser	Middle School Student Council Advisor	\$1,207.38

---



---

 H. Co-Curricular Volunteers 2009-2010

Gary Andrew	Assistant Baseball Coach
Sarah Arndt*	Assistant Field Hockey Coach
Nicole Chirico	Assistant Softball Coach
Melissa DeFrain	Assistant Softball Coach
Kelly Follweiler	Refreshment Stand Manager
Kyle Follweiler	Assistant Baseball Coach
Karen Gill	Refreshment Stand Manager
Justin Maurer	All School Play/Musical Advisor
Scott Owens*	Assistant Boys & Girls Soccer Coach
Dawn Remaley	Refreshment Stand Manager
Jessica Schoenberger	Assistant Track Coach
Shirley Snyder	Interact Advisor
Ryan VanNorman	Assistant Football Coach
Fred Wagner*	Assistant Girls Soccer Coach
Gary Warmkessel	Assistant Softball Coach

**\*Pending Verification of Clearances**

I. 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 2009-2010 school year that warrants detention coverage. Salary will be \$20.00 per hour worked.

J. 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.

K. 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 2009-2010 school year, working 3 hours every Saturday that warrants detention coverage. Salary will be \$20.00 per hour worked.

L. 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 2009-2010 school year, working as a substitute for 3 hours every Saturday that warrants substitute detention coverage. Salary will be \$20.00 per hour worked.

M. Salary Adjustments

1. Acknowledge the following teachers who have completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the 2009-2010 school year:

Eric Schmidt

From:

Step 6B

To:

Step 6B+24

---



---

 Laune McWilliams

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

2. Acknowledge the following aides who have achieved Highly Qualified Status and have supplied proof of such status to the Superintendents Office. These individuals are entitled to a \$1.00 per hour salary increase per the Memorandum of Understanding with the Educational Support Staff.

Kimberly Wagner  
Judy DeBias

#### N. 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:

Christina Carmody	Jamie Hillegass
Cindy Frey	Kimberly Jones
Sheryl Hegedus	Deanna Quay

#### O. Substitute

##### 1. 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:

Whitney Babyak – All Subjects  
Samantha Bechtel – Elementary  
Laura Bensinger – Elementary  
Crista Billowitch\* – Elementary & Special Education  
Mary Breininger – Art K-12  
Janet Brostedt – Elementary  
Lisa Cox – English & Special Education  
Michele Custer – Elementary  
Amanda Frey - Elementary  
Jamie Fritz\* - Elementary  
Cynthia Fritzingler - Elementary  
Ricky Guth – All Subjects  
Jenna Hoffman – Physical Education K-12  
Kaitlin Jones\* – Elementary & ESL  
Andrew Kern – All Subjects  
Katherine Kern - Elementary  
Lori King – Elementary  
Amber Kistler – Elementary

Matthew Krempasky\* – Social Studies  
Bryan Kresley – Social Studies  
James Labosky – Elementary K-6  
Melissa Ludwig – Elementary  
Ann Marie Martin – Nurse

---

---

Staci McNeely\* - Elementary  
Ashley Miller – Art K-12  
Jenna Rau – Elementary  
Joseph Reiter – Music & Mathematics  
Linda Sarver – Art  
Michael Sosik – Elementary K-6  
Jena Wassmer – Elementary  
Nina Weiss – Elementary  
Andrea Wells - Elementary  
Jane Wessner – Elementary  
**\*Pending Verification of Missing Documents**

2. Non-Instructional

- a. Approve the following individuals as substitute secretaries/aides for the 2009-2010 school year at the 2009-2010 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Lorie Ann Brearman  
Nicole Breneman  
Noel Dimmick  
Nicole Evans  
Catherine Faenza  
Desaida Goss  
Judy Hoffman  
Lilly Horwith  
Kathy Hughes  
Kaitlin Jones  
Dawn Martinez  
Ryan Mayberry  
Maureen McCullion  
Christine Sigley  
Catherine Smith  
Kathleen Troxell  
Barbara Wilcrout  
Tina Williams  
Kathy Yelinek  
**\*Pending Verification of Clearances**

- b. Approve the following individuals as substitute cafeteria workers for the 2009-2010 school year at the 2009-2010 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Nicole Breneman  
Noel Dimmick  
Rosa George  
Judy Hoffman  
Lilly Horwith  
Sally Kasztejna\*  
Deborah Kuhns

Dawn Martinez  
Christine Sigley  
Kathleen Troxell  
Sarah Unger  
Judith VanHorn  
**\*Pending Verification of Clearances**



- 
- 
- c. Approve the following individuals as substitute custodians for the 2009-2010 school year at the 2009-2010 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Richard Handwerk  
Rebecca Herring  
Randy Muniz  
Richard Sensinger

V. **CONFERENCES**

VI. **POLICY**

A. **Board Policy – Second Reading**

1. Approve school board policy #104 – Programs – Nondiscrimination in Employment/Contract Practices, as presented after second reading. **(Attachment #2)**
2. Approve school board policy #138 – Programs – Limited English Proficiency Program, as presented after second reading. **(Attachment #3)**
3. Approve school board policy #248 – Pupils – Unlawful Harassment, as presented after second reading. **(Attachment #4)**
4. Approve school board policy #249 – Pupils – Bullying/Cyberbullying, as presented after second reading. **(Attachment #5)**
5. Approve school board policy #348 – Administrative Employees– Unlawful Harassment, as presented after second reading. **(Attachment #6)**
6. Approve school board policy #448 – Professional Employees – Unlawful Harassment, as presented after second reading. **(Attachment #7)**
7. Approve school board policy #548 – Classified Employees – Acceptable Unlawful Harassment, as presented after second reading. **(Attachment #8)**
8. Approve school board policy #810.1 – Operations – Drug and Alcohol Requirements for Transportation Personnel, as presented after second reading. **(Attachment #9)**
9. Approve new Faculty Laptop Policy, as presented after first reading. **(Attachment #10)**

- B. It is recommended that the Board of Education grant homebound instruction for an 11<sup>th</sup> grade student, Student No. 1106900, for five hours per week, effective September 8, 2009 and continuing to approximately September 18, 2009.

- C. Approve to adopt the Carbon Lehigh Intermediate Unit's Notice of Adoption of Policies, Procedures and Use of Funds By School District for submission with the 2009-2010 IDEA B, Section 611 project application, as presented. **(Attachment #11)**

- D. Approve the recommendation of the administration that, effective September 8, 2009, school lunch prices be increase as follows:

Elementary Schools – from \$2.00 to \$2.10  
Middle School and High School – from \$2.25 to \$2.35

E. **Agreement of Sponsorship**

Approve the Agreement of Sponsorship To Attend Another Pennsylvania Community College for Amy Klimek, in accordance with the guidelines established under Policy #912. Beginning in the Fall of 2009 she will be a fulltime student at Northampton Community College to pursue her course of study in Dental Hygiene. **(Attachment #12)**

## VII. CURRICULUM AND INSTRUCTION

### A. Induction Program

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2009-2010 school year:

Helping Teacher	Inductee	Stipend
Rene Evans	Rebecca Druker	\$750.00
Susan Bachman	Patricia Bollinger	\$750.00

## VIII. OLD BUSINESS

## IX. NEW BUSINESS

- A. Approve a new contract for Jeremy Melber, Business Manager, effective August 1, 2009. **(Separate Mailing to Board Members on July 20, 2009)**

## X. FINANCIAL

- A. Approve the Following List of Bills:
1. General Fund months of June and July
  2. Cafeteria Fund month of June and July
  3. Athletic Fund month of June and July
  4. Refreshment Stand Fund month of June and July
- B. Approve the request of the senior high school to close the Class of 2009 account in accordance with the Student Activities Account guidelines. The account balance is \$777.09 and the Class of 2009 is recommending that the funds be distributed into the After Graduation Party Account.
- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. **(Attachment #13)**
- D. Approve KCBA Architects, Hatfield, Pennsylvania as the Architect for the Slatington Elementary School Addition and Renovation Project at a fixed fee of \$1,019,651.00. This fee represents 6.21% of the current estimated construction costs. There will be an additional \$51,655.00 fee for LEED Certification consulting. The contract shall be based on the Request for Proposals and no other costs will be considered without Board approval. **(Attachment #14)**
- E. Approve to continue the agreement with D'Huy Engineers for the design phase of the Slatington Elementary School Renovation Project. Total cost for the design phase is not to exceed \$95,000.00. **(Attachment #15)**
- F. Authorize administration to transfer \$400,000 from General Fund Long Range Maintenance Account to Capital Reserve Account to pay bills for summer long range maintenance projects.

**XI. LEGAL****XII. CORRESPONDENCE****XIII. INFORMATION**

- A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on May 27, 2009 and the LCTI Director's Report for June 2009.
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on May 7, 2009 and June 4, 2009.
- C. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on May 18, 2009 and June 15, 2009.

**XIV. RECOGNITION OF GUESTS****XV. ADJOURNMENT**