

**NORTHERN LEHIGH SCHOOL DISTRICT**  
**Regular School Board Meeting**  
**Monday, January 11, 2010**  
**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. Reorganization school board meeting held on December 7, 2009.
- B. Regular school board meeting held on December 7, 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
  - 1. Review and adopt School Board Committee Meeting Calendar for 2010. **(Attachment #1)**
  - 2. Minutes of the Technology Buildings and Grounds Committee Meetings held on December 9, 2009 and January 6, 2010. **(Attachment #2)**
  - 3. Minutes of the Finance Committee Meetings held on December 9, 2009 and January 6, 2010. **(Attachment #3)**
  - 4. Minutes of the Policy/Education Committee Meetings held on December 14, 2009 and January 4, 2010. **(Attachment #4)**
- F. Student Representatives to the Board Report ..... Ms. Taylor Trapp  
 Mr. Justin Molitoris
- G. Solicitor's Report ..... Attorney Charles Stopp
- H. Federal and Other Programs Update ..... Mrs. Karen A. Nicholas

- I. Business Manager's Report ..... Mr. Jeremy G. Meiber
  - ERIP
  - 2010-2011 CLIU #21 Operational and Programs Services Budget
  
- J. Superintendent's Report ..... Mr. Michael W. Michaels
  - Ethics Forms
  
- K. An executive session will be held at 6:30 p.m. in the Superintendent's Office.

**IV. PERSONNEL**

**A. Salary Adjustments**

1. Acknowledge the following teacher who has completed the requirements per the Collective Bargaining Agreement that would entitle her to a salary increase for the second half of the 2009-2010 school year:

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

2. Acknowledge the following aide who has achieved Highly Qualified Status on November 13, 2009 and has supplied proof of such status to the Superintendents Office. This individual is entitled to a \$1.00 per hour salary increase per the Memorandum of Understanding with the Educational Support Staff.

Tara Hengst

**B. Resignations**

1. Accept the resignation of Nancy DeFrain from her position as Middle School Special Education Aide, effective December 3, 2009. Mrs. DeFrain is resigning due to health reasons.
  
2. Accept the resignation of Tammy Patterson from her position as Slatington Elementary Special Education Aide, effective December 31, 2009. Mrs. Patterson is resigning for an employment opportunity outside of education.
  
3. Accept the resignation of Kathy Mohrey from her position as High School Library Aide, effective December 4, 2009. Mrs. Mohrey has relocated out of state.

**C. Co-Curricular Appointments 2009-2010**

Susan Bachman                      Elementary Scholastic Scrimmage                      \$ 422.32

**D. Co-Curricular Volunteers 2009-2010**

Adrian Mohrey                      MS/HS Dance Team Advisor

**E. Game Worker 2009-2010**

Approve the following person as a Game Worker for the 2009-2010 school year. Game Workers consist of ticket sellers and takers, game announcers, scoreboard operators, timers, field judges and scorekeepers. Rate of pay is consistent with the rates approved on the 2009-2010 Supplementary Personnel Salary Schedule.

Alden "Chub" Farber

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**F. Family Medical Leave**

Approve the request of employee #2540 to take a 12 week Family Medical Leave beginning on or about March 26, 2010. Mrs. Binder will be using her remaining sick days in conjunction with her Family Medical Leave. Barring no unforeseen circumstances, Mrs. Binder plans to return to her current teaching position on the first teacher day of the 2010-2011 school year.

**G. Leaves Of Absence**

1. Approve the request of Susan Mendes, Slatington Elementary Special Education Teacher, to take an unpaid leave of absence on February 10 & 11, 2010. She is requesting to use these two unpaid days in conjunction with her two personal days on February 8 & 9, 2010 so she can attend a friend's wedding in St. Thomas in which she is a bridesmaid. Correspondence received from the Education Association states that this request will not be considered as precedent setting for future requests.

- H. Approve the position of Food Service Director to be added as a position within the Act 93 Agreement effective July 1, 2010 at a starting salary of \_\_\_\_\_.

**I. Substitute**

1. Instructional

Approve the following substitute teachers for the 2009-2010 school year at the 2009-2010 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Anthony Tulio – Elementary  
Nicholas Sanders\* – Social Studies  
Virginia Stevenson - Music  
\*Pending verification of missing paperwork.

2. Non-Instructional

- a. Approve the following individual as a substitute cafeteria worker for the 2009-2010 school year at the 2009-2010 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Theresa Hall

- b. Approve the following individual as a substitute custodian for the 2009-2010 school year at the 2009-2010 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Theresa Hall

**V. CONFERENCES**

- A. Karen Nicholas – PASA Aspiring to Leadership Workshop – January 13 & 14, 2010 – PASA Offices, Harrisburg, PA – Registration: \$149.00, Lodging: \$120.00, Travel: \$79.00, Meals: \$8.00 – Total Approximate Cost: \$356.00 – Funding: Curriculum & Instruction Budget **(Attachment #5)**
- B. Rhonda Frantz – A/CAPA Spring Conference – March 18-19, 2010 – Hotel Hershey, Hershey, PA – Registration: \$175.00, Lodging: \$225.00, Travel: \$97.00, Meals: \$16.00 – Total Approximate Cost: \$513.00 – Funding: Business Office Budget **(Attachment #6)**

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- C. Sherril Moulton – PASPA 2010 Annual Conference – February 24-26, 2010 – Sheraton Harrisburg/Hershey Hotel, Harrisburg, PA – Registration: \$500.00, Lodging: \$220.00, Travel: \$94.60, Meals: \$14.00 – Total Approximate Cost: \$828.60 – Funding: Superintendent’s Office Budget (**Attachment #7**)
- D. Heather Rehrig – Smarter Brains: Using Brain Research to Increase Student IQ and Achievement – February 18-20, 2010 – The Fairmont Hotel, San Francisco, CA – Registration: \$545.00 – Total Approximate Cost: \$545.00 – Funding: Psychologist Budget. All other expenses lodging, travel and meals will be paid for by Personal Funds with no reimbursement from the district (**Attachment #8**)

## VI. POLICY

### A. Board Policy – First Reading

1. Approve school board policy #705 – Property – Safety, as presented after first reading. (**Attachment #9**)
2. Approve new school board policy #718 – Property – Service Animals in Schools, as presented after first reading. (**Attachment #10**)
3. Approve school board policy #815 – Operations – Acceptable Use of Internet and Information Systems, as presented after first reading. (**Attachment #11**)
4. Approve school board policy #907 – Community – School Visitors, as presented after first reading. (**Attachment #12**)

### B. Board Policy – Second Reading

1. Approve new school board policy #103.1 – Programs – Nondiscrimination – Qualified Students with Disabilities, as presented after second reading. (**Attachment #13**)
2. Approve school board policy #113.1 – Programs – Discipline of Students with Disabilities, as presented after second reading. (**Attachment #14**)
3. Approve school board policy #113.2 – Programs – Behavior Support, as presented after second reading. (**Attachment #15**)
4. Approve school board policy #114 – Programs – Gifted Education, as presented after second reading. (**Attachment #16**)
5. Approve school board policy #237 – Pupils – Electronic Devices, as presented after second reading. (**Attachment #17**)

### C. Homebound Instruction

1. It is recommended that the Board of Education grant homebound instruction for a 6<sup>th</sup> grade student, Student No. 1670500, for five hours per week, effective December 18, 2009 and continuing until outplacement is obtained.
2. It is recommended that the Board of Education grant homebound instruction for a 4<sup>th</sup> grade student, Student No. 1890153, for five hours per week, effective December 17, 2009 and continuing until approximately March 21, 2010.

## VII. CURRICULUM AND INSTRUCTION

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- A. Approve the High School Program of Studies Book for the 2010-2011 school year as presented and recommended by administration. **(Distributed to Board Members Only)**

**VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

1. Early Retirement Incentive Plan for 2009-2010  
Approve to adopt an Early Retirement Incentive Plan, for all eligible professional employees, on a voluntary basis, for the 2009-2010 school year.
2. Act 34 Resolution

**WHEREAS**, the Board of School Directors of Northern Lehigh School District (hereafter "District") has determined that certain renovations to school facilities and expansion of existing facilities may be required for the use of the pupils of the District and has authorized certain preliminary steps to be taken with regard to school projects, consisting of planning, designing, and construction, of renovations and additions to the Slatington Elementary School and District Administration Office.

**WHEREAS**, the Pennsylvania Public School Code of 1949, as amended (the "School Code"), including amendments made pursuant to Act 34 of the Session of 1973 of the General Assembly("Act 34"), requires inter alia, that a public hearing be held prior to the construction, the entering into a contract to construct or the entering into a contract to lease a new school building or a substantial addition to an existing school building; and

**WHEREAS**, in accordance with the requirements of Act 34 and the School Code, a public hearing is required to be held in connection with the Slatington Elementary School and District Administration Office; and

**WHEREAS**, the School Code requires that a Notice of such public hearing under Act 34 be advertised at least twenty (20) days prior to such hearing and that certain information be made available to persons in attendance at such hearing and that certain financial information be available for inspection by interested citizens during the period of such advertisement; and

**WHEREAS**, the Board of School Directors desires to authorize its Solicitor, Architect, Underwriters and others to take certain actions with respect to the Slatington Elementary School; and

**WHEREAS**, the District wishes to take certain action with respect to the Slatington Elementary School and District Administration Office, and to comply with Act 34 and the School Code.

**NOW THEREFORE, BE IT RESOLVED**, by the Board of School Directors of the Northern Lehigh School District, Lehigh County, Pennsylvania, as follows:

1. The District hereby authorizes a public hearing to be held in accordance with and in compliance with the requirements of Act 34 and the School Code, in the Board Room of the District Administration Building, 1201 Shadow Oaks Lane, Slatington, Pennsylvania 18080-1299 on Wednesday, February 3, 2010 beginning at 7:00 p.m., prevailing time.
2. The Secretary of the Board of School Directors is hereby authorized and directed to

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advertise the Notice of Public Hearing set forth in "Exhibit A", which is attached hereto and made a part hereof in accordance with the requirements of Act 34 and the School Code.

3. The District authorizes a Maximum Project Cost for the Slatington Elementary School and District Administration Office project of **Twenty Million Four Hundred Thirty Two Thousand Four Hundred Sixty Six Dollars**, and 00/100 Dollars ( **\$ 20,432,466.00** ); a Maximum Building Construction Cost for the Slatington Elementary School project of **Four Million Four Hundred Ninety One Thousand Three Hundred Thirteen Dollars**, and 00/100 Dollars (**\$4,491,313.00** ); and an Aggregate Building Expenditure Standard for the Slatington Elementary School project of **Six Million Three Hundred Sixty Nine Thousand Two Hundred Eleven Dollars**, and 00/100 Dollars ( **\$6,369,211.00** ).
  4. The Board of School Directors of the District hereby authorizes and directs that descriptions of the Slatington Elementary School project be prepared and hereby directs the Secretary of the Board of School Directors of the School District to make copies of such descriptions of the Slatington Elementary School and District Administration Office project available to interested citizens requesting the same at the place and during the reasonable hours stated in the Notice of Public Hearing, after approval thereof by the Solicitor of the District, and also to make such descriptions available to the public and media as required by Act 34, the School Code, and the Regulations of the Pennsylvania Department of Education.
  5. The District hereby authorizes Charlie Stopp, Esquire of Steckel & Stopp, 1036 Main Street, P.O. Box 159, Slatington, Pennsylvania 18080, Solicitors of the District, to perform such acts on behalf of the School District as may be necessary in connection with the Slatington Elementary School project.
  6. The District hereby authorizes the architectural firm known as KELLY, CLOUGH, BUCHER, and ASSOCIATES INC., Project Architect for the Slatington Elementary School project, to perform such acts on behalf of the District as may be necessary in connection with the Slatington Elementary School project.
  7. The District hereby authorizes the appointment of Les Bear of Robert W. Baird & Company, Inc. as underwriter to perform such acts on behalf of the District as may be necessary in connection with the Slatington Elementary School and District Administration Office project.
  8. The District further authorizes the engagement of a court stenographer to transcribe the PlanCon D proceedings, consistent with the intent of this Resolution.
  9. The District further authorizes its officers, administration, solicitor, investment counselor and project architect to take any and all necessary actions in order to effectuate the intent and purposes of this Resolution. DULY ADOPTED, by the Board of School Directors of this School District, this 11<sup>th</sup> day of January, 2010.  
(PDE #3532 Public Hearing in Compliance with Act 34 Booklet supplied to Board Members and on file in the Superintendent's Office for Public Viewing)
3. Resolution for School Board Director Recognition Month – January 2010

**WHEREAS**, the role of locally elected school officials has served the Commonwealth of Pennsylvania and local communities in meeting the needs of public education since the passage of the Free School Act in 1834; and

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**WHEREAS**, these local boards have discharged their responsibilities to public education in a manner which has placed public education in the forefront of our educational systems; and

**WHEREAS**, locally elected officials have distinguished themselves and their communities in this nonpaid, volunteer public service commitment; and

**WHEREAS**, the contributions of the men and women who serve on the Northern Lehigh Board of School Directors:

Donald H. Dengler  
Gary S. Fedorcha  
Raymond J. Follweiler, Jr.  
Lauren A. Ganser  
Lori H. Geronikos  
Mathias J. Green, Jr.  
Edward E. Hartman  
Donna M. Kulp  
Gregory S. Williams

should be recognized and appreciated by those who benefit from the workings of our public school system;

**NOW THEREFORE BE IT RESOLVED** that the Board of Director of the Pennsylvania School Boards Association hereby proclaims the month of January as School Director Recognition Month in this commonwealth; and

**FURTHER RESOLVE** that this proclamation be communicated to all school districts, school officials and local communities in a planned program which brings visibility and awareness of the role of locally elected school officials to the citizenry of this commonwealth.

**X. FINANCIAL**

- A. Approve the Following Financial Reports:
1. NLMS Student Activities Account month of December
  2. NLHS Student Activities and Scholarship Acct for the month of December
- B. Approve the Following List of Bills:
1. General Fund month of December
  2. Cafeteria Fund month of December
  3. Athletic Fund month of December
  4. Refreshment Stand Fund month of December
- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. **(Attachment #18)**
- D. Approve the Student Transportation contract with Gross School Bus Service, Inc, for the school years, 2010-2011, 2011-2012, 2012-2013, 2013-2014 and 2014-2015 at the proposed rates as presented. Gross School Bus Service, Inc will also lease the bus garage on the property at a cost of \$18,000.00 per year (\$1,500 per month) for the duration of the contract. **(Attachment #19)**

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- E. Authorize administration to advertise a Request for Proposal for District Wide Trash Removal effective July 1, 2010. Current contract with Waste Management expires, June 30, 2010.
  - F. Approve Budgetary Transfers for the 2009-2010 fiscal year as presented. **(Attachment #20)**
  - G. RESOLVED, the Board of Education approves Portnoff Law Associates as delinquent real estate tax collectors for the Northern Lehigh School District for the 2009 tax year. **(Attachment #21)**
  - H. Approve the resolution directing Northampton County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented. **(Attachment #22)**
  - I. Approve the resolution directing Lehigh County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented. **(Attachment #23)**
  - J. Approve to enter into an agreement with OAA Orthopaedic Specialists for a middle school sports athletic trainer in the amount of \$1,200.00 for services from December 18, 2009 until June 15, 2010. **(Attachment #24)**

**XI. LEGAL**

**XII. CORRESPONDENCE**

**XIII. INFORMATION**

- A. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on November 5, 2009.
- B. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on October 28, 2009.
- C. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on November 16, 2009.

**XIV. RECOGNITION OF GUESTS**

**XV. ADJOURNMENT**