

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, June 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 May 7, 2007.
- B. Regular school board meeting held on May 14, 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 Policy Committee Meeting held on May 16, 2007. **(Attachment #1)**
- F. Student Representatives to the Board Report Mr. Nathan Hunsicker
Ms. Rachael Parisi
- 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
 - Tax Collectors Request
 - Department of Education – Extraordinary Special Education Program Expense
 - LCTI Academic Center Budget
- J. Superintendent's Report Dr. Nicholas P. Sham, Sr.
 - PSBA Recognition of New School Board Member – Donna Kulp

K. An executive session will be held at 6:30 p.m. in the Superintendent's Office.

IV. PERSONNEL

A. Administrative Transfer

1. Donald Allen

From: Transition Middle School/High School Assistant Principal
To: Full-time High School Assistant Principal
Effective: July 1, 2007
Salary: \$63,000.00 (no change in salary)

2. Jill Chamberlain

From: Full-time High School Assistant Principal
To: Transition Middle School/High School Assistant Principal
Effective: July 1, 2007
Salary: \$75,500.00 (no change in salary)

B. Substitute - Instructional

Approve the following substitute cafeteria worker for the 2006-2007 school year at the 2006-2007 substitute rate of \$7.25 per hour:

Judith VanHorn*

****Pending Verification of Clearances***

C. Resignation/Retirement

1. Accept the resignation of Theresa Kokinda from her position as Middle School Mathematics Teacher, effective immediately. Mrs. Kokinda has accepted a position with the Lehigh Area Middle School in order to be employed closer to her home.
2. Accept the resignation of Judith Wagner from her position as a High School Instructional Aide, effective May 19, 2007, due to personal reasons.
3. Accept the resignation of Marsha L. Burnard from her position as a Kindergarten Teacher at Peters Elementary, effective the last day of the 2006-2007 school year, at which time she will begin her retirement from Northern Lehigh School District after 26 years of service.

D. Approve the appointment of Douglas Reynolds as the Assistant Athletic Director for the 2007-2008 school year at a stipend of \$3,500. He will assist the Athletic Director in all Athletic Director duties and responsibilities and will be responsible for athletic fund raising activities.

E. Unpaid Leave Of Absence

1. Approve the request of Debra Siglin, Slatington Elementary teacher, to take an unpaid leave of absence on May 30, 2007. She would like to attend her niece's high school graduation in Maryland. Her request will not be considered a precedent for future requests per correspondence received from the Northern Lehigh Education Association.
2. Approve the request of employee #4880, Peters Elementary teacher, to take an unpaid leave of absence beginning half day on June 6, 2007 through June 14, 2007 or until released from her doctor.

V. CONFERENCES

-
-
- A. Greg Derr – PASBO: School Operations Academy – July 19 & 20, 2007 – Penn Stater Conference Center, State College, PA – Registration: \$240.00, Travel: \$81.00, Lodging: \$109.59, Meals: \$32.00 - Total Approximate Cost: \$462.59 – Funding: Director of Buildings and Grounds Budget (**Attachment #2**)

VI. POLICY

A. Board Policy – First Reading

1. Approve revisions to school board policy #103 – Programs – Nondiscrimination in School and Classroom Practices, as presented after 1st reading. (**Attachment #3**)
2. Approve revisions to school board policy #433 – Professional Employees – Professional Education, as presented after 1st reading. (**Attachment #4**)

VII. CURRICULUM AND INSTRUCTION

- A. Approve the purchase of tenth grade social studies textbooks by Prentice Hall. The title is *“United States History”* by Lapansky, Levy, Roberts and Taylor. These textbooks will replace *“American Journey: The Quest for Liberty Since 1865”* by Prentice Hall, 1992. Teacher resource materials, as well as an interactive version of complete text on line for students, will be provided at no charge. The total cost of these textbooks is \$5,791.15. This is part of the 2007-2008 textbook budget.

B. Title I, Title II, Title V and Drug-Free Schools & Communities Act – 2007-2008

Approve to authorize proper officials to execute contracts for Title I, Title II, Title V and Drug-Free Schools and Communities Acts for the 2007-2008 school year.

VIII. OLD BUSINESS

IX. NEW BUSINESS

- A. Approve to adopt the Pandemic Flu Contingency Plan as presented. (**Attachment #5**)
- B. Discussion of Tax Collectors Request

X. FINANCIAL

- A. Approve the Arthurs Lestrangle Cash Management Portfolio for the months of April 2007. (**Attachment #6**)
- B. Approve to renew the following expiring bonds for the 2007-2008 fiscal year through HRH Pally Simon Associates:
1. A \$50,000 Board Secretary Bond for the term of July 1, 2007 to July 1, 2008 at an annual premium of \$175.00.
 2. A \$50,000 Board Treasurer Bond for the period July 1, 2007 to July 1, 2008 at an annual premium cost of \$269.00.

- C. Award insurance coverage for the 2007-2008 school year to the following companies:

-
-
1. Commercial Package and Automobile (Vehicle Liability, General Liability Property Insurance and Boiler and Machinery) Graphic Arts (UTICA) National Insurance Company - \$56,878.00. The premium is an increase of \$2,066.00 over last year's rate.
 2. Commercial Umbrella Liability Insurance – Crum & Foster Insurance Company - \$15,300.00. The renewal is with the same company as last year and the premium is an increase of \$1,734.00 over last year's rate.
 3. School Leaders Error and Omissions Liability - \$13,927.00 AIG – National Union. The renewal is with the same company as last year and the premium is the same as 2006-2007.
 4. Workers' Compensation Coverage – PSBA Insurance Trust/Old Republic – estimated premium of \$68,888.00, approximately a \$7,612.00 decrease. This amount is an estimated total, final cost based on actual payroll figures.
- D. Authorize the following financial institutions to act as approved depositories for school district funds and or temporary investments. The Northern Lehigh School Board further authorizes the following financial institutions to transfer funds on deposit to any other bank for the credit of the Northern Lehigh School District. The Board further authorizes the Business Manager and/or Superintendent to enter into agreements, supplements or amendments to agreements to implement the foregoing operations for the 2007-2008 school year.
- | | |
|--|-------------------------------|
| M & T Bank | Commerce Bank of Pennsylvania |
| Harleysville National Bank | Wachovia National Bank |
| Prudential-Bache Government Securities Trust | |
| Pennsylvania Local Government Investment Trust (PLGIT) | |
- E. Appoint Hilb, Rogal and Hamilton Company (HRH) Palley Simon Associates as the district insurance broker for Property, Casualty, Liability and Worker's Compensation insurance for the 2007-2008 school year.
 - F. Approve to grant permission to the business office to pay construction, insurance, and utility bills that are scheduled for payment during the month of July as required by contract. There is no scheduled board meeting in July.
 - G. Approve the appointment of Statewide Tax Recovery as the delinquent per capita tax collector for the 2007-2008 school year.
 - H. Approve to authorize the expenditures of the Lehigh Career & Technical Institute for the Academic Center Budget in the amount of \$956,980.00 for the period of July 1, 2007 through June 30, 2008.
 - I. Approve a maintenance agreement for the 2007-2008 school year with Allentown Sewing Machine Outlet. The agreement covers sewing machines located as follows:

Middle School – 14 machines at \$30.00 per machine plus parts = \$420.00
 - J. Appoint Mid-Penn Insurance Associates as the 2007-2008 Student Accident and Athletic Insurance Carriers. The renewal rate is \$6,045.00, an increase of \$115.00 over last year, to include all interscholastic sports, band and cheerleading. Voluntary school coverage is \$22.00 for the school time rate and \$88.00 for the 24-hour rate, that same as 2006-2007.

XI. LEGAL

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on April 25, 2007 and the LCTI Director's Report for May 2007.
- B. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on April 16, 2007.

XIV. RECOGNITION OF GUESTS

XV. BUDGET DISCUSSION

XVI. ADJOURNMENT