

NORTHERN LEHIGH SCHOOL DISTRICT

Regular School Board Meeting
Monday, November 3, 2003
Slatington Elementary School Boardroom
7:30 P.M.

AGENDA

- 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. SPECIAL BOARD REPORTS

- A. Lehigh Career and Technical Institute Mr. Jason M. Newhard
- B. Carbon-Lehigh Intermediate Unit Mr. Bryan C. Dorshimer
- C. Lehigh Carbon Community College Mr. Mathias J. Green, Jr.
- D. Committee Reports and/or Meetings
 - 1. Minutes of the Policy/Education Committee meeting held on October 20, 2003. (Attachment #1)
 - 2. Minutes of the Finance Committee meeting held on October 27, 2003.(Attachment #2)
- E. Student Representatives To The Board Report Ms. Amberly Gable
Ms. Ashley Kunkle
- F. Solicitor's Report Attorney Charles Stopp
- G. Legislative Report Mrs. Lori H. Geronikos
- H. Federal and Other Programs Update Mrs. Lynne B. Fedorcha
- I. Superintendent's Report Dr. Nicholas P. Sham, Sr.
 - General Morgan Bridge Construction – Discussion
 - Environmental Air Quality Study – Brian Geiger
 - Reconfiguration Transition Committee Meeting Update

J. Executive Session

III. PERSONNEL

A. Nomination for Appointment

a. Non-Instructional

1. Grace Reppert*

Assignment: New Position – Peters Elementary School
Special Education Life Skills Aide
Salary: \$8.90 Per Hour/3 Hours Per Day In The PM/5 Days Per Week
IDEA Funded
Effective Date: November 4, 2003

2. Kay Rau

Assignment: Temporary Vacancy Replacement
Administrative Secretary – Support Services Office
Replacing Debra Bealer who was granted a child rearing leave.
Salary: \$28,439.00 (Pro-Rated)
Effective Date: On or about November 24, 2003
Termination Date: April 30, 2004

3. Margaret Butz*

Assignment: Lunchroom Aide – Senior High School replacing
Shirley Beil, who resigned.
Salary: \$8.90 Per Hour/3 Hours Per Day/5 Days Per Week
Effective Date: October 28, 2003
*60 Day Probationary Period

B. Resignation

1. Instructional

Accept the resignation of Christopher Iacobelli from his position as Elementary Principal in the Slatington Elementary School, effective October 28, 2003.

2. Non-Instructional

Accept the resignation of Brenda Cermak from her position as study hall monitor in the senior high, effective at the end of the day on November 7, 2003.

C. Salary Adjustments

1. Approve to adjust the 2003-04 base salary of John Hrizuk, Director of Technology, to \$65,000 effective November 1, 2003 (pro-rated \$61,052).

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2. Approve to adjust the 2003-04 base salary of Jeffrey Bachman, Assistant Director of Technology, to \$50,000 effective November 1, 2003 (pro-rated \$45,826).

D. Administrative Transfers

1. Approve to pay a stipend in the amount of \$5,000 to Linda Marcincin for assuming the duties of Principal at Slatington Elementary School effective with the temporary administrative transfer on October 20, 2003 through June 30, 2004 (pro-rated \$3,500).
2. Approve to pay a stipend in the amount of \$2,500 to Robert Kern for assuming the duties of Dean of Students at Northern Lehigh High School effective with the temporary administrative transfer on October 20, 2003 through June 30, 2004 (pro-rated \$1,750).

E. Unpaid Volunteers

1. Approve the following individuals as unpaid volunteer aides in the Peters Elementary School for the 2003-2004 school year:

*Indicates New Volunteers Pending Verification of Clearances

Lisa Cayne*

Theresa Corcoran*

Colleen heller*

Kathryn Miller*

Teresa Pohlmann*

Regina Raubenhold*

Kim Rex*

Starlotte Ybanez*

Evelyn Barone

Maria Beltz

Lori Bevans

Sharon Boyesen

Katherine Danish

Ruth Davies

Mary-Beth Fatzinger

Melissa Fliszar

Ann Stoss

F. Co-Curricular Appointment For 2003-2004

SADD Advisor – Sandra Michalik -- \$505.00

IV. POLICY

A. Conferences

1. Approve the request of Karen Nicholas to attend a Fourth Annual School Leadership Conference at Lehigh University on November 21, 2003. Data-Driven Decision Making and Strategies for PSSA Improvement will be topics of discussion at this conference. Expenses include \$125.00 and were included in the 2003-2004 budget.
2. Approve the request of Robert Hicks, middle school technology education teacher, to attend the Technology Education Association of Pennsylvania annual conference from November 6 & 7, 2003 in Camp Hill, PA. Expenses for this conference include \$35.00 for registration, \$60.00 for travel, \$60.00 for meals, \$51.84 for lodging for a total cost of \$206.84 plus the cost of a substitute teacher for two days and will be paid for through Title IID funds.
3. Approve the request of Earl Snyder, district maintenance, to attend a Pesticide Short Course conference at Penn State Cooperative Extension on December 4, 5, and 9, 2003. Expenses for this conference include \$145.00 for registration, \$40.00 for travel, for a total cost of \$185.00 and will be paid for through the buildings and grounds department budget.
4. Approve the request of Dr. Linda Marcincin to attend a CLIU 21 conference on November 13, 2003 January 13, 21, 27 and February 3, 2004. Expenses for this conference, entitled Principals' Technology Leadership Academy include \$200.00 for registration and will be paid for through Title IID.
5. Approve the request of Kristin Helfrich, middle school teacher, to attend a Project Care SAP Training conference on November 11, 12, 13, and 14, 2003. Expenses for this conference include \$375.00 for registration plus the cost of a substitute teacher for each day and will be paid for through Title IV.

B. Board Policy

1. Second Reading
 - a. Approve revisions to existing school board policy #906 – Public Complaints, as presented after second reading. (Attachment #3)
 - b. Approve to replace existing school board policy #324 – Personnel Files, with PSBA recommended policy #324, as presented after second reading. (Attachment #4)
 - c. Approve to replace existing school board policy #424 – Personnel Files, with PSBA recommended policy #424, as presented after second reading. (Attachment #5)
 - d. Approve to replace existing school board policy #524 – Personnel Files, with PSBA recommended policy #524, as presented after second reading. (Attachment #6)
 - e. Approve to replace existing school board policy #404 – Employment of Professional Employees, with PSBA recommended policy #404, as presented after second reading. (Attachment #7)
 - f. Approve to replace existing school board policy #504 – Employment of Classified Employees, with PSBA recommended policy #504, as presented after second reading. (Attachment #8)

- g. Approve revisions to existing school board policy #202 – Attendance of Non-Resident Students, as presented after second reading. (Attachment #9)
 - h. Approve revisions to existing school board policy #127 – Assessment of Educational Program, as presented after second reading. (Attachment #10)
 - i. Approve revisions to existing school board policy #213 – Assessment of Student Progress, as presented after second reading. (Attachment #11)

 - j. Approve revisions to existing school board policy #807 – Opening Exercises/Flag Displays, as presented after second reading. (Attachment #12)
 - k. Approve new school board policy #251 – Homeless Students, as presented after second reading. (Attachment #13)
 - l. Approve new school board policy #919 – District/School Report Cards, as presented after second reading. (Attachment #14)
2. First Reading
- a. Approve revisions to existing school board policy #235 – Student Rights/Responsibilities, as presented after first reading. (Attachment #15)
 - b. Approve revisions to existing policy #707 – Use of School Facilities and Equipment, as presented after first reading. (Attachment #16)
 - c. Approve to adopt new school board policy #912.1 – Research Involving District Students, Faculty, and Staff, as presented after first reading. (Attachment #17)
 - d. Approve to adopt new school board policy #918 – Title I Parent Involvement, as presented after first reading. (Attachment #18)

V. CURRICULUM AND INSTRUCTION

- A. Approve the recommendation of the administration to add a new course, entitled Child Development -- The Elementary Years to the senior high school curriculum for the 2004-2005 school year. (Attachment #19)

VI. OLD BUSINESS

VII. NEW BUSINESS

VIII. FINANCIAL

- A. Approve abatement of per capita taxes, for the residents that fall within the guidelines, as listed in **attachment #20**.
- B. Approve payment of bills from the Construction Account, as presented in **attachment #21**.
- C. Approve payment of bills from the Extended Construction Account, as presented in **attachment #22**.

- D. Approve payment of bills from the Capital Reserve #1 Account, as presented in **attachment #23**.
- E. Approve the Arthurs Lestrage Cash Management Portfolio for the month of September 2003.
- F. Approve the following 2003-04 real estate tax refunds due to duplicate payment:
 - 1. Commonwell Abstract (mortgage company) o.b.o. owner Albert Meckes for Bill #504 (Walnutport) -- \$ 1,618.62
 - 2. Daniel and Jeanette Berta for parcel #556120069156 (Washington Township) \$4,034.11.
- G. Approve 2002-03 budget transfers necessary after completion of the local audit and for GASB-34 compliance. (**Attachment #25**)
- H. Approve a 3-year contract with SimplexGrinnell for fire alarm system testing and inspection. The total cost for 2003-04 shall be \$4,559.40 and will include all four buildings; the total cost for 2004-05 shall be \$1,971.20 for the middle and high schools; the total cost for 2005-06 shall be \$2,081.60 for the Peters and Slatington Elementary Schools. (**Attachment #26**)
- I. Approve to enter into a three year lease to purchase 50 computers from NCS Technologies at a price of \$749.00 per unit to replace the out-of-date Apple PowerPCs in grades 3, 4, 5 and 6 at Slatington and Peters Elementary Schools. The lease payments will be approximately \$16,276.00 per year. These computers will be purchased to transition grades 3-6 to a PC platform as part of the reconfiguration of the elementary schools. (**Attachment #26A**)

IX. LEGAL

- A. Approve to adjust the municipal rate for legal services conducted above and beyond the retainer fee through Steckel & Stopp Law Offices from \$88.00 per hour to \$90.00 per hour, effective January 1, 2004. (**Attachment #27**)

X. CORRESPONDENCE

- A. Minutes of the Carbon Lehigh Intermediate Unit Board of Directors meeting held on September 15, 2003.
- B. Minutes of the Washington Township Board of Supervisors meeting held on September 9, 2003.
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on September 24, 2003.

XI. INFORMATION

- A. Notification has been received from the PA Department of Education of their approval of PlanCon Part J: Project Accounting Based on Final Costs for additions and partial alterations of the high school. Copies of this document and appended materials will be entered into the official minutes of this meeting. (Attachment #28)

XII. RECOGNITION OF GUESTS

XIV. ADJOURNMENT