

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
December 20, 2006

PURPOSE The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Peter A. Ruth, at 7:34 p.m. on Wednesday, December 4, 2006 in the gymnasium of Slatington Elementary School.

ROLL CALL Members present: Mr. Franklin D. Beers, Mr. Donald H. Dengler, Mr. Raymond J. Follweiler, Jr., Mr. Bryan C. Dorshimer, Mrs. Lauren A. Ganser, Mrs. Sheryl A. Giles, Mr. Gregory S. Williams, Mr. Peter A. Ruth (8)

Members absent: Mr. Mathias J. Green, Jr. (1)

Non-members present: Mr. Donald Allen, Mr. Jeffrey Bachman, Mrs. Lisa Blank, Mrs. Jill Chamberlain, Mr. Greg Derr, Mrs. Lynne B. Fedorcha, Mr. John Hrizuk, Dr. Linda Marcincin, Mrs. Sherri A. Molitoris, Mrs. Laurie Newman-Mankos, Mrs. Karen Nicholas, Mr. David Papay, Ms. Maria Pinnata, Dr. Nicholas P. Sham, Sr., Mrs. Dawn Wadsworth and Mrs. Aileen Yadush.

VISITORS Approximately thirteen visitors attended the meeting in addition to Terry Ahner reporter for The Times News and Kirk Jackson reporter for The Morning Call.

Mr. Ruth stated that they were in executive session prior to the meeting for personnel and negotiation reasons.

APPROVE MINUTES Mr. Dorshimer made a motion, which was seconded by Mr. Follweiler, that the minutes of the reorganization and regular school board meeting held on December 20, 2006 be approved and ordered filed.

YEA: Mr. Beers, Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Giles, Mr. Williams, Mr. Ruth (8)

NAY: None (0)

SPECIAL BOARD REPORTS Carbon Lehigh Intermediate Unit - Mr. Bryan C. Dorshimer stated that the board of director's for CLIU#21 held their monthly meeting at LCTI. The evening started with students preparing and serving dinner and afterwards continued with their regular board meeting. They discussed their general operating budget for the 2007-2008 school year. He reported that the budget was passed by the board of director's and has now been sent for approval to the 14 school districts. He reported that Northern Lehigh's share of the operational budget is \$18,688.00 which is an increase of \$632.00 over last year's budget. He also stated that they were reviewing other preliminary budgets, such as transportation. They are trying to get a handle on these budgets early because these budgets will effect the districts because of Act I.

Lehigh Career and Technical Institute – Mrs. Sheryl A. Giles reported that Mr. Donald Dengler attended the LCTI holiday dinner and board meeting on her behalf.

Legislative Report - Mr. Gregory S. Williams distributed to the board the entire packet of information that was handed out to the Act I Tax Study Commission. He stated that there will be another public hearing prior to March 2007. He also told board members that if they have any questions on any documents in the packet, they should feel free to contact him with any questions.

Committee Reports and/or Meetings

Minutes of the Policy/Education Committee Meeting held on December 4, 2006 were distributed.

Minutes of the Technology/Buildings and Grounds Committee Meeting held on December 6, 2006 were distributed.

**SPECIAL
BOARD
REPORTS**
(cont.)

Minutes of the Finance Committee Meeting held on December 6, 2006 were distributed.

Mr. Beers made a motion, which was seconded by Mr. Williams that the Board of Education approves the School Board Calendar Meeting dates for 2007, Board Committee Meeting Calendar dates for 2007 and the School Board Committee Meeting List for 2007.

YEA: Mr. Beers, Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Giles, Mr. Williams, Mr. Ruth (8)

NAY: None (0)

Federal and Other Programs Update - Mrs. Lynne B. Fedorcha distributed her report and verbally reported on its contents. She reported on the Title I Reading Program, Title I & Title IIA 2006-2007 decrease in allocations, the Accountability Block Grant and the Head Start Program. Mrs. Fedorcha reported that Slatington Elementary School and Northern Lehigh Middle School are both receiving PDE Achievement Recognition Awards for meeting Adequate Yearly Progress in two consecutive years. Lisa Blank reported that they are in the process of seeking a Highmark Grant called Healthy Schools which is a web based system used to keep track of students health progress, health records, and physical fitness. Highmark is offering the grant to pay for this service over a course of three years. She also reported on Data Warehousing software and how this software enables schools to harness technology solutions that allow them to analyze data in a more effective way. Last month administrators visited Northwestern Lehigh School District to see the program they recently purchased. HandsOnSchools will demonstrate their software at the

next

Minutes from the Head Start Collaboration Team, Safe School Force were distributed also.

administrative team meeting, Committee, and Title I Task

Superintendent's Report - Dr. Nicholas P. Sham, Sr.

Dr. Sham introduced Dr. Barbara Plohocki who gave her report on the air quality at Slatington Elementary School. Her testing showed that the samples taken on the test date were all within normal limits. She did give proactive recommendations meaning continue the same type of heating, ventilating and air conditioning system maintenance. She recommended that follow up testing should be at least once a year at a minimum and testing should be during different seasons.

He reminded the public and board that there will be no Technology/Buildings and Grounds or Finance Committee Meetings held on January 3, 2007. The board will be having a retreat from 6-10 PM to discuss budget in the boardroom at Slatington Elementary School.

He told the board that on the agenda there is policy #006 that did not first go through the Policy Committee. He stated the changes to this policy is only the change in board meeting days for the 2007-2008 school year and when minutes from previous board meetings will be distributed for board approval.

Dr. Sham introduced Mr. Greg Derr to report on the High School Security System and the Gymnasium Sound System.

Mr. Derr reported that he was directed by the Technology/Buildings and Grounds Committee to look into the possibility of upgrading our current security system to a digital system. He told the board that currently this information is being recorded on VCR tapes and is very hard to review later. He said the new system would store the information on hard drive and is tied into the computer network and if there was a need to review information, administration could search and review by a specific date and time making it less time consuming. He said that he will return to the board later with more information and better numbers.

Mr. Derr also reported that there have been problems with the sound system in the High School Gymnasium. He asked CSI to come in and look at the system. During the inspection of the system Mr. Derr was told that soon the system would fail us and we should take steps necessary to replace it. He stated that before tonight's meeting he received a phone call from

the custodian at the high school to say that the sound system went down again and that they were not able to get it back on line and they needed to use a portable sound system.

**SPECIAL
BOARD
REPORTS**
(cont.)

Preliminary numbers to replace the system are from \$12,000 to \$15,000. The components in the system will be power supply, equalizer, a cd player, wireless microphone, and other stand microphones for announcing. Lead time is approximately four weeks for materials to arrive.

High School
Sound
System Bid

Mr. Dorshimer made a motion, which was seconded by Mr. Follweiler, that the Board of Education approve to go ahead with the bid form CSI to purchase the High School Gymnasium Sound System, along with them providing a temporary stand alone system until the permanent system is in place, in an amount not to exceed \$15,000.00.

YEA: Mr. Beers, Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Giles,
Mr. Williams, Mr. Ruth (8)

NAY: None (0)

Please complete your board information sheet and return to Sherri Molitoris.

Dr. Sham reported on the request for a study by PEL The PEL study is intended to look at the growth in the school district based on factors other than what PDE looks at which is only live births in an area. The PEL study looks at live births, the amount of land available, amount of land sold for development, what kind of developments are planned, what kind of building is already taking place, what does the planning commission look like, and what does the future look like. They take all these factors into account when they look at the enrollment growth in a particular school district. He did say that the board could authorize to spend \$15,000 and not see any significant enrollment growth in the district. He also stated that the prior board approved a funding process which holds in abeyance \$24,000,000 which was pre Act I which means it will not have to go to referendum to be approved if a building project is accepted. The feasibility study laid out three scenarios for the approximate amount of money that we have held in abeyance. The board needs to decide if they approve to go ahead with the PEL study, and the PEL study says that we are going to have enrollment growth, and therefore should increase the size of the building project, and if the enrollment study says that we need more space then what the feasibility scenarios are, the board is faced with a problem if they are going beyond the \$24,000,000 they could be faced with the excess having to be approved through the referendum process. In order to do that, you would have to spend the non-designated general fund balance, which currently is \$500,000+, before you could go to referendum for the additional money. Dr. Sham reported, in light of Act I, doing this would give him great concern with spending down fund balance and not being able to pay bills or emergency items that could possibly come up. The second alternative would be what Les Bear calls creative wrap around funding. Essentially this will take your debt out for a longer period of time which would allow us to stay under the index and not have to go to referendum. Dr. Sham said his recommendation which is based on the most logical approach would be to have the PEL study done.

Mrs. Blank reported that there is money in the general fund budget under architectural services to cover the cost for the PEL study.

PERSONNEL

Tabling
Co-Curricular
Appointments
2007-2008

Mr. Dorshimer made a motion, which was seconded by Mrs. Ganser that the Board of Education table the following Co-Curricular Appointments and volunteers for the 2007-2008 school year:

Joe Tout	Head Football Coach	\$6,414.28*
Steve Hluschak	Assistant Football Coach	\$4,168.66*
Sam Bonner	Assistant Football Coach	\$4,168.66*
Doug Reynolds	Assistant Football Coach	\$4,168.66*
Dan Blazosky	Assistant Football Coach	\$4,168.66*
Chad Henritzky	Assistant Football Coach	\$4,168.66*
Mark Hoffman	Assistant Football Coach	\$4,168.66* Shared Stipend

Andrew Lynn	Assistant Football Coach	\$4,168.66*	Shared Stipend
Jess Schoenberger	Head Field Hockey Coach	\$3,842.95*	

PERSONNEL

(cont.)

Kelly Follweiler	Assistant Field Hockey Coach	\$2,497.45*
Elissa Fry	Middle School Field Hockey Coach	\$2,448.00*
Dave Oertner	Head Cross Country Coach	\$3,842.95*
Beth Case	Assistant Cross Country Coach	\$2,497.45*
John Sitaras	Head Boys Soccer Coach	\$4,636.35*

**2005-2006 NLEA Co-Curricular rates will apply until a new Collective Bargaining Agreement is approved.*

Volunteers 2007-2008	Ryan VanNorman	Assistant Football Coach
	Terry Bowman	Assistant Football Coach
	Amy Zeiser	Assistant Cross Country Coach

YEA: Mr. Beers, Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Giles, Mr. Williams, Mr. Ruth (8)

NAY: None (0)

Mrs. Ganser made a motion, which was seconded by Mr. Dorshimer, that the Board of Education approves the following personnel items:

Appointments- Administrative	Diane Ruff	
	Assignment:	Food Service Director
	Salary:	\$41,500
	Effective:	Upon release from current position

Substitutes -
Instructional Approve the following substitute teachers for the 2006-2007 school year at the 2006-2007 substitute teacher rates of \$80.00 for 1-10 non-consecutive days; \$90.00 for 11-20 non-consecutive days; and \$105.00 for 21+ non-consecutive days:

Ricky Guth
Rhonda Russell*

****Pending verification of clearances***

Non-
Instructional Approve the following individual as substitute secretaries/aides for the 2006-2007 school year at the 2006-2007 substitute rate of \$7.25 per hour.

Rhonda Russell*

****Pending verification of clearances.***

Co-Curricular Appointments 2006-2007	Megan Wentz	Middle School Choir Director	\$ 643.09*
	Megan Wentz	High School Choir Director	\$1,607.73*

**2005-2006 NLEA Co-Curricular rates will apply until a new Collective Bargaining Agreement is approved.*

YEA: Mr. Beers, Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Giles, Mr. Williams, Mr. Ruth (8)

NAY: None (0)

**CONFER-
ENCES**

Mrs. Ganser made a motion, which was seconded by Mrs. Giles, that the Board of Education approves the following conference items:

Sheila Lanshe – The Master Schedule Building Workshop – February 12 & 13, 2007 – Reading, PA – Registration: \$450.00, Lodging: \$133.00, Travel: \$27.00, – Total Approximate Cost: \$610.00 – Funding: High School Guidance Department Budget

Mr. Dorshimer asked with the possibility of an impending strike if staff is approved to attend a conference that is to occur during the strike period what is the time frame in which we have to cancel a participant without being charged the fee.

CONFERENCE
(cont.)

Discussion ensued and it was determined that administration would try to cancel the workshop date but if that was not possible it would be the responsibility of the building administrator to attend the workshop.

YEA: Mr. Beers, Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Giles, Mr. Williams, Mr. Ruth (8)
NAY: None (0)

POLICY

Mrs. Ganser made a motion, which was seconded by Mr. Williams, that the Board of Education approves the following policy items:

Homebound Instruction

It is recommended that the Board of Education grant homebound instruction for a 9th Grade Student, Student No.1009350, for five hours per week, effective December 6, 2006 and continuing until December 20, 2006.

It is recommended that the Board of Education extend homebound instruction for a 12th Grade Student, Student No.74500, for five hours per week, effective December 6, 2006 and continuing until March 6, 2007.

Board Policies –
First Reading

Approve revisions to existing school board policy #217 – Pupils: Graduation Requirements, as presented after first reading

Approve revisions to existing school board policy #233 – Pupils: Suspension and Expulsion, as presented after changes to first reading.

Approve revisions to existing school board policy #235 – Pupils: Student Rights/Responsibilities/ Surveys, as presented after first reading.

Approve new school board policy – Wrestling Weight Certification, as presented after first reading.

Approve new school board policy– Pupils: Student Restraint, as presented after first reading.

Approve revisions to existing school board policy #250 – Pupils: Student Recruitment, as presented after first reading.

Approve revisions to existing school board policy #006 – Local Board Procedures: Meetings, as presented after first reading.

Field Trip -
– MS Gifted

Middle School Gifted & Enrichment – PA Farm Show, Harrisburg PA – January 10, 2007
Funded through Middle School Budget.

YEA: Mr. Beers, Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Giles, Mr. Williams, Mr. Ruth (8)
NAY: None (0)

CURRICULUM AND INSTRUCTION

OLD BUSINESS

**NEW
BUSINESS**

Mr. Dorshimer talked about several farm areas in the district of which some are under the conservation program and he believes there is an act out there, Act IV to look into Act IV which freezes the millage rate against a farm that is in conservation. He asked that the business department please look into that and do a little bit of a study on it. Lehigh County has now approved it and will freeze the millage under that act on farmsteads that are under the conservation act.

**NEW
BUSINESS**

(cont.)
out
board.

The township is the next place to pass it and he is being told that it is more than likely going to pass. The next place it will need to pass to grant our farmsteads within the district would be the school board and once that information comes he would be looking for information on possibly bringing that in front of the

goes

Mr. Dorshimer also requested that Dr. Sham create a policy of what actually goes into the minutes, who actually dictates what goes into the minutes because this can bring complications to the district and can bring complications to nine members of the board. He just wants to protect administration and the board from any possible problems from items that should appear in minutes but are not listed.

FINANCIAL

Mr. Dorshimer made a motion, which was seconded by Mrs. Ganser, that the Board of Education approves the following financial items:

Financial
Reports

Approve the Following Financial Reports:

1. General Fund months of November
2. Athletic Fund months of November
3. Cafeteria Fund months of October & November
4. MS Student Activities Account month of November
5. NLHS Student Activities Account month of November
6. NLHS Scholarship Account month of November

Payment of
Bills

Approve the Following List of Bills:

1. General Fund month of November and December
2. Athletic Fund month of December
3. Cafeteria Fund month of December

Per Capita
Abatements

Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented.

YEA: Mr. Beers, Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Giles, Mr. Williams, Mr. Ruth (8)

NAY: None (0)

PEL Student
Projection
Study

Mr. Dorshimer made a motion, which was seconded by Mr. Williams that the Board of Education approve to contract with PEL for completion of a student projection study at a cost of \$15,000.00.

Mrs. Ganser asked if there were any other tools used within our district by other venues that we could use to get the same information such as the census or any borough data.

Dr. Sham said that information could possibly be available from some sources but it would be far beyond the scope of what we are capable of doing here.

Mr. Williams stated that the study has to be completed in order to submit to PDE for complete reimbursement for a construction project. If this study is not completed there could be some issues with getting reimbursement on any building project.

Dr. Sham said the Mr. Williams is correct. If the study is not completed, we will not get approval from PDE for additional classrooms, if needed.

Mr. Dorshimer stated that Washington Township Minutes, that are received every month, show the properties that are being sub-divided and sold for housing developments. He said that growth within our district is not going to come from Slatington Borough or Walnutport. He stated that large growth in our district will only come from Washington Township. He sees that happening in reviewing the Minutes from the Washington Township

FINANCIAL

Meetings. He stated that PDE will not know this information. They do not look at land sub-(cont.) division, only live births. PEL will be taking into consideration the land in our district and what is happening with it. This study will then help the reimbursable percentage we receive on building projects. The numbers from the PEL study will also help in the development of the strategic plan for the district.

ROLL CALL:

YEA: Mr. Beers, Mr. Dorshimer, Mr. Follweiler, Mr. Williams, Mr. Ruth (5)
NAY: Mr. Dengler, Mrs. Ganser, Mrs. Giles (3)

Motion Carried.

LEGAL

Mr. Dorshimer made a motion, which was seconded by Mrs. Ganser, that the Board of Education approves the following legal items:

Solicitors -
Steckel &
Stopp

Approve to appoint the law firm of Steckel & Stopp as solicitors for the Northern Lehigh School District for 2007 at a retainer fee of \$1,875.00. There is no increase over last year's fee.

Mrs. Giles asked why the school district has never looked into hiring another solicitor for the school district.

Mr. Williams said that he feels with an auditor you would want a change every so often to make sure that things are being done correctly whereas, the reasoning for a solicitor would be to have a very strong relationship and trust between both parties.

Mr. Ruth stated that if this is something the board would like to consider for next year, they should start looking about a month or so before it is to come to the board for approval.

YEA: Mr. Beers, Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Giles, Mr. Williams, Mr. Ruth (8)
NAY: None (0)

**CORR-
ESPON-
DENCE**

Mr. Ruth reported that he received a letter from Susquehanna Bank stating what they can do for us with deposited money.

**INFOR-
MATION**

All board members received copies of the minutes of the Lehigh Carbon Community College on November 6, 2006.

All board members received copies of the minutes of the Borough of Slatington Parks & Recreation Commission meeting held on November 20, 2006.

All board members received copies of the minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on October 25, 2006 and the LCTI Director's Report for December 2006.

Mrs. Ganser reported that Jody Nester was again approved at a Borough Council Meeting as the liaison for the board for the Parks and Recreation Commission.

RECOG-

Ryan VanNorman – Washington Township asked why under personnel items D & E

**NITION
OF
GUESTS**

were tabled.

Mr. Ruth stated that they are being tabled because they are for fall sports and we have not even seen a budget for next year that this is something that can wait until we see more exact budget numbers.

Ryan VanNorman – Washington Township said that he was questioning why the tabled item E which is for volunteers and has no money value and not part of the budget.

Mr. Ruth mentioned that they will be returning to executive session after the meeting to discuss personnel and negotiations.

**ADJOURN-
MENT**

Mr. Follweiler made a motion, which was seconded by Mrs. Ganser, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 9:05 p.m.

YEA: Mr. Beers, Mr. Dengler, Mr. Dorshimer, Mr. Follweiler, Mrs. Ganser, Mrs. Giles, Mr. Williams, Mr. Ruth (8)

NAY: None (0)

Respectfully submitted,

Bryan C. Dorshimer
Secretary

ATTEST: _____ President
Peter A. Ruth