

AGENDA



**Northern Lehigh School District
Board of
School Directors**

REGULAR SCHOOL BOARD MEETING

**Monday, January 14, 2019
7:00 P.M.**

**Northern Lehigh School District
Administration Office Board Room
1201 Shadow Oaks Lane
Slatington, PA 18080**

**Executive Session
Administration Office Conference Room
6:00 PM**

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, January 14, 2019
Northern Lehigh Administration Building
Board Room
7:00 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.

RESIGNATION OF BOARD MEMBER

- A. Accept the resignation of Kristie D. Wilk
- B. Appoint School Board Secretary

III.

REVIEW AND APPROVAL OF THE MINUTES OF THE PRECEDING MEETING

- A. Reorganization School Board Meeting held on December 3, 2018. (Minutes)
- B. Regular School Board Meeting held on December 3, 2018 (Minutes)

IV.

SPECIAL BOARD REPORTS

- A. Carbon Lehigh Intermediate Unit Mrs. Gale N. Husack
- B. Lehigh Career and Technical Institute Mr. Gary S. Fedorcha
- C. Legislative Report Mrs. Michelle M. Heckman
- D. Lehigh Carbon Community College Mr. Mathias J. Green, Jr.
- E. Committee Reports and/or Meetings
 - Minutes of the Education/Policy Committee Meeting held on January 7, 2019 (Attachment #1)
 - Minutes of the Extra and Co-Curricular Committee Meeting held on January 7, 2019 (Attachment #2)
 - Minutes of the Technology/Buildings and Grounds Committee Meeting held on January 9, 2019. (Attachment #3)
 - Minutes of the Finance Committee Meeting held on January 9, 2019 (Attachment #4)
- F. Student Representatives to the Board Report Mr. Preston Kemery
 Ms. Madison Hoffman

G. Solicitor's Report Attorney Keith Strohl

H. Business Manager's Report Mrs. Sherri Molitoris
Mrs. Rhonda Frantz

- Distribution of Single Audit Report for Fiscal Year Ending June 30, 2018
- Post Issuance Compliance

I. Assistant to the Superintendent Dr. Tania Stoker

- 2017-2018 Assessment Data Presentation

J. Superintendent's Report Mr. Matthew J. Link

- School Board Recognition Month
- Presentation of PSBA Certificate of Appreciation for School Board Service
 - Donna M. Kulp – 12 Years of Service
- Ethics Forms
- Safe 2 Say Something

K. An executive session will be held at 6:00 p.m. in the Administration Office Conference Room.

V. PERSONNEL

A. Retirement/Resignation

1. With regret, accept the retirement resignation of John Hrizuk from his position as Director of Technology, effective June 30, 2019. Mr. Hrizuk will be retiring from the Northern Lehigh School District after 21 years of service.
2. Accept the resignation of Brittany Keyser from her position as part-time cook's helper at Slatington Elementary School, effective January 4, 2019.

B. Appointment - Instructional

1. Sarah Fink
 Assignment: Temporary Vacancy Replacement
 Slatington Elementary 6th Grade Teacher replacing an employee on a family medical leave of absence.
 Salary*: \$48,750 (Step 1 Bachelors on the 2018-2019 CBA Salary Schedule)
 Effective: December 20, 2018
 Termination Date: January 27, 2019
 *11/2/2018 - 12/19/2018 employee received daily substitute rate for first 30 days of assignment until she reached TVR status on 12/20/2018.
2. Kimberly Bayer
 Assignment: Temporary Vacancy Replacement
 Senior High School Mathematics Teacher replacing an employee who retired.
 Salary: Substitute Teacher Rate Days 1-30; Day 31 and beyond \$48,750 (Step 1 Bachelors on the 2018-2019 CBA Salary Schedule)
 Effective: January 22, 2019
 Termination Date: End of the 2018-2019 School Year

- 3. Sarah Fink
 Assignment: Temporary Vacancy Replacement
 Slatington Elementary 6th Grade Teacher replacing an employee on a family medical leave of absence.
 Salary: Substitute Teacher Rate Days 1-30; Day 31 and beyond \$48,750 (Step 1 Bachelors on the 2018-2019 CBA Salary Schedule)
 Effective: January 28, 2019
 Termination Date: On or about March 21, 2019

C. Appointment – Non-Instructional

- 1. Delores Allen*
 Assignment: High School Cafeteria Monitor
 Salary: \$11.20 Per Hour Monday-Friday, 4 Hours Per Day
 5 Days per week/180 Student Days a school year
 Effective: December 10, 2018
 *60 Working Day probationary period
- 2. Peggy Perry*
 Assignment: High School Life Skills Paraprofessional
 Salary: \$12.28 Per Hour Monday-Friday, 5 ¾ Hours Per Day, 5 Days per week/180 Student Days a school year
 Effective: January 15, 2019
 *60 Working Day probationary period

D. Family Medical Leave

- 1. Approve the request of employee #7151 to take a family medical leave of absence for the birth of a child, beginning on or about April 17, 2019. Employee is requesting to use accumulated sick and personal days. Upon exhaustion of eligible days, employee is requesting a family medical leave. Employee plans to return to her teaching position at the beginning of the 2019-2020 school year.
- 2. Approve the request of employee #2960 to take an intermittent family medical leave of absence to care for a family member.

E. Motion to renew the appointment of the following Co-Curricular positions for the 2019-2020 school year at the salaries per the current negotiated Collective Bargaining Agreement.

Joseph Tout	Head Football Coach	\$7,746.00
Stephen Hluschak	Assistant Football Coach	\$5,035.00
Cody Bowman	Assistant Football Coach-Shared Stipend	\$2,517.50
Terry Bowman	Assistant Football Coach	\$5,035.00
Matthew Davis	Assistant Football Coach	\$5,035.00
Dylan Hofmann	Assistant Football Coach	\$5,035.00
Derek Long	Assistant Football Coach-Shared Stipend	\$2,517.50
David Oertner	Head Cross Country Coach	\$4,640.00
Lori-Beth Guelcher	Assistant Cross Country Coach	\$3,016.00
Jason Ruch	Head Boys' Soccer Coach	\$5,600.00
Jason Reinhard	Head Girls' Soccer Coach	\$5,600.00

Henry Ojeda	Assistant Girls' Soccer Coach	\$3,111.00
Jeff Miller	Sr. High Fall Intramurals – Basketball	\$ 906.00
Todd Herzog	Sr. High Fall Intramurals – Weightlifting	\$ 906.00

F. Co-Curricular Change of Status

Approve the motion to change the status of Drake Pristash, Assistant Track & Field Coach - \$3,206.00, which was originally approved at the August 13, 2018 school board meeting, to Assistant Track & Field Coach - Shared Stipend - \$1,603.00 for the 2018-2019 school year.

G. Co-Curricular Appointment 2018-2019

Katie Cappuccino	Assistant Track & Field Coach - Shared Stipend	\$1,603.00
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H. Co-Curricular Appointment 2019-2020

Rajeev Gupta	Assistant Boys' Soccer Coach	\$3,111.00
Kimberly Seiler	Head Field Hockey Coach	\$5,600.00

I. Co-Curricular Volunteers 2019-2020

Shelby Bailey	Assistant Girls' Soccer Coach
Shawn Frame	Assistant Football Coach
Adam Merkle	Assistant Girls' Soccer Coach
Amy Zeiser	Assistant Cross Country Coach

J. Substitute

1. Instructional

Approve the appointment of the following substitute teacher for the 2018-2019 school year at the 2018-2019 substitute teacher rates as approved on the Supplemental Personnel Salary Schedule:

Zachary Merkle - PK-4; Special Education PK-8

2. Non-Instructional

Motion to approve the appointment of the following individual as substitute cafeteria worker for the 2018-2019 school year at the 2018-2019 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Kathy Williams

VI. POLICY

A. Board Policy First Reading

1. Approve school board policy #008 – Local Board Procedures - Organizational Chart, as presented after first reading. (Attachment #5)

2. Approve school board policy #311 – Employees - Reduction of Staff, as presented after first reading. (Attachment #6)
3. Approve school board policy #707 – Property - Use of School Facilities and Equipment, as presented after first reading. (Attachment #7)
4. Approve school board policy #818 – Operations - Contracted Services, as presented after first reading. (Attachment #8)

VII. CONFERENCES

- A. Michele Dotta - PDE Conference 2019 Making a Difference: Educational Practices that Work! – March 11-13, 2019 – Hershey Lodge & Convention Center – Hershey, PA – Registration: \$179.00; Lodging: \$293.04; Meals: \$50.00, Travel: \$91.06 – Total Approximate Cost: \$613.10 – Funding: Special Education Budget (Attachment #9)
- B. Rhonda Frantz – 64th Annual PASBO Conference – March 5-8, 2019 – Hershey Lodge and Convention Center – Hershey, PA – Registration: \$349.00, Meals: \$95.00 – Total Approximate Cost: \$444.00 – Funding: Business Office Budget. (Attachment #10)
- C. Shawn Green – Pennsylvania School Librarians Association Annual Conference – March 28-30, 2019, – Hershey Lodge & Convention Center – Hershey, PA – Registration: \$250.00; Lodging: \$388.50; - Total Approximate Cost: \$638.50 – Funding: Slatington Elementary Instructional Staff Development Budget. (Attachment #11)
- D. Sherri Molitoris – 64th Annual PASBO Conference – March 5-8, 2019 – Hershey Lodge and Convention Center – Hershey, PA – Registration: \$349.00; Lodging: \$592.74; Meals: \$95.00; Travel: \$103.24 – Total Approximate Cost: \$1,139.98 – Funding: Business Office Budget (Attachment #12)
- E. Sherri Molitoris – 33rd Annual PASPA Conference: We've Got You Covered – February 27 - March 1, 2019 – Harrisburg-Hershey Sheraton Hotel – Harrisburg, PA – Registration: \$595.00; Lodging: \$293.62; Meals: \$25.00; Travel: \$98.60 – Total Approximate Cost: \$1,012.22 – Funding: Business Office & Human Resources Budget (Attachment #13)
- F. Nicole Nightlinger - PDE Conference 2019 Making a Difference: Educational Practices that Work! – March 11-13, 2019 – Hershey Lodge & Convention Center – Hershey, PA – Registration: \$179.00; Meals: \$50.00, – Total Approximate Cost: \$229.00 – Funding: Special Education Budget (Attachment #14)
- G. Krystle-Dawn Tiedeman – Pennsylvania School Librarians Association Annual Conference - March 28-30, 2019– Hershey Lodge & Convention Center – Hershey, PA – Registration: \$250.00; Lodging: \$388.50; Travel: \$86.30; Meals – \$65.00; Total Approximate Cost: \$789.80 – Funding: High School Instructional Staff Development Budget (Attachment #15)

VIII. CURRICULUM AND INSTRUCTION

IX. OLD BUSINESS**A. Early Retirement Incentive Plan for 2018-2019**

Approve to adopt an Early Retirement Incentive Plan, for all eligible professional employees of the Northern Lehigh Education Association, on a voluntary basis, for the 2018-2019 school year. (Distributed to Board Members Only)

X. (a) NEW BUSINESS**Resolution for School Board Director Recognition Month – January 2019**

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

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 non-paid, volunteer public service commitment; and

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

Robin T. Distler
 Gary S. Fedorcha
 Mathias J. Green, Jr.
 Michelle M. Heckman
 Gale N. Husack
 Robert J. Keegan, Jr.
 Donna M. Kulp
 Michele L. Martineau

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 Directors 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. (b) NEW BUSINESS

RESOLVED, the Board of Education approves the Resolution Urging the General Assembly to Adequately Invest in Public Schools and Students.(Attachment #16))

X. (c) NEW BUSINESS**1. Amend Act 93 Agreement**

Amend the Administrator Compensation Plan between the Northern Lehigh School District and the Northern Lehigh Middle Management Team to include the School Safety and Security Coordinator position.

2. School Safety & Security Coordinator

Motion to approve Frank Gnas as the School Safety & Security Coordinator as per the requirements of Act 44.

XI. FINANCIAL**A. Approve the Following Financial Reports:**

1. General Fund Account month of November & December, 2018
2. NLMS Student Activities Account month of November & December, 2018
3. NLHS Student Activities and Scholarship Account month of November & December, 2018
4. Capital Construction Fund month of November & December, 2018
5. Cafeteria Fund month of November & December, 2018

B. Approve the Following List of Bills:

1. General Fund months of December and January
2. Refreshment Stand month of December
3. Cafeteria Fund month of December

C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #17)**D. Accept the resignation of Robert A. Treskot as Walnutport tax collector, effective December 31, 2018.****E. Approve the resolution to appoint Scott Stauffer as Walnutport tax collector, effective January 2, 2019 due to the resignation of Robert Treskot. (Attachment #18)****F. Approve the request of Peters Elementary School to close their Market Day account, which is no longer in existence, in accordance with the Student Activities Fund guidelines. The account balance is \$9,326.05 and the funds will be transferred to the Student Activities account.****G. In accordance with School Board Policy 706.1 Disposal of Surplus Property, Obsolete Equipment, and Real Estate, grant permission to sell to Sycamore International Incorporated obsolete technology equipment (tv's, computers and computer access points) with a combined value over \$100.00.****XII. LEGAL****XIII. CORRESPONDENCE**

XIV. INFORMATION

- A. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on November 1, 2018 and December 6, 2018.
- B. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on October 24, 2018.
- C. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on November 19, 2018.

XV. RECOGNITION OF GUESTS

XVI. ADJOURNMENT