

**NORTHERN LEHIGH SCHOOL DISTRICT  
 Regular School Board Meeting  
 Monday, February 11, 2013  
 Northern Lehigh Administration Building  
 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 January 14, 2013

**III. SPECIAL BOARD REPORTS**

- A. Carbon Lehigh Intermediate Unit ..... Mr. Raymond J. Follweiler, Jr.
- B. Lehigh Career and Technical Institute ..... Mr. Gary S. Fedorcha
- 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 Education/Policy Committee Meeting held on February 4, 2013 (**Attachment #1**)
  - Minutes of the Technology/Buildings and Grounds Committee Meeting held on February 6, 2013 (**Attachment #2**)
  - Minutes of the Finance Committee Meeting held on February 6, 2013 (**Attachment #3**)
- F. Student Representatives to the Board Report ..... Ms. Courtney Blocker  
 Mr. Nathaniel Czarnecki  
 Ms. Alexandra Abruzzi
- G. Solicitor's Report ..... Attorney Charles Stopp
- H. Federal and Other Programs Update ..... Mrs. Karen A. Nicholas
- I. Business Office Report ..... Mrs. Sherri Molitoris  
 Mrs. Rhonda Frantz
  - 2013-2014 LCCC Operating, Debt Service, and Capital Expenditures Budgets
- J. Superintendent's Report ..... Mr. Michael W. Michaels
  - National School Counselors Week – February 4-8, 2013
  - Annual CLIU School Board Conference – April 30, 2013 – Community Services Center at LCCC
  - School Safety Task Force Meeting

K. An executive session will be held at 6:45 p.m. in the Administration Office Conference Room.

#### IV. PERSONNEL

##### A. Appointment – Instructional

- |                    |  |
|--------------------|--|
| 1. Michelle Krill  | Temporary Vacancy Replacement  |
| Assignment:        | Peters Elementary First Grade Teacher<br>replacing an employee on family medical leave   |
| Salary:            | Substitute Teacher Rate Days 1-30; Day 31 and beyond<br>\$44,000 prorated (Step 1 Bachelors on the 2012-2013<br>CBA Salary Schedule) |
| Effective:         | December 7, 2012   |
| Termination Date:  | On or about April 26, 2013   |
|                    |  |
| 2. Kayla Perkowski | Temporary Vacancy Replacement  |
| Assignment:        | Peters Elementary First Grade Teacher<br>replacing an employee on family medical leave   |
| Salary:            | Substitute Teacher Rate Days 1-30; Day 31 and beyond<br>\$44,000 prorated (Step 1 Bachelors on the 2012-2013<br>CBA Salary Schedule) |
| Effective:         | January 15, 2013   |
| Termination Date:  | On or about April 5, 2013  |

##### B. Family Medical Leave

Approve the request of employee #21 to take a six week maternity leave beginning January 15, 2013. She is requesting to use 28 accumulated sick days. At the conclusion of her six week maternity leave, she is requesting a six week Family Medical Leave. She plans to return to her current teaching position on or about April 8, 2013.

##### C. Unpaid Leave

Approve the request of employee #1260 to take an unpaid leave of absence effective January 15, 2013 for the remainder of the 2012-2013 school year. Employee was previously granted a twelve week Family Medical Leave. She plans to return to her current position at the beginning of the 2013-2014 school year.

##### D. Co-Curricular Volunteer 2012-2013

Brian Schell                      Assistant Softball Coach

##### E. Salary Adjustments

- Acknowledge the following teacher who has completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the second half of the 2012-2013 school year:

Everly Kesack	
From:	Step 4B
To:	Step 4B+24

F. Unpaid Volunteers

Approve the following unpaid volunteer aide in the Peters and/or Slatington Elementary Schools for the 2012-2013 school year: Erica Szwast\*

\*Pending Verification of Missing Documents

G. Musical Choreographer for Spring Musical

Approve Jackie Ngo\* as Musical Choreographer for the Spring Musical for the NLHS Student Theatre Group. Stipend for this position will be \$1,000.00 to be paid out of the HS Student Activities Fund. The Musical Choreographer will be responsible for overseeing all persons involved with musical numbers/responsibilities (pit band, choral arrangements, choral preparation), stage blocking, dance numbers, scheduling etc. as determined by the HS Principal and Production Director.

\*Pending Verification of Missing Documents

H. Substitute Detention Supervisor

Approve to appoint the following as Substitute Secondary Detention Monitor for the senior high school for the 2012-2013 school year. Work will be on an as needed basis and compensation will be at a salary of \$20.00 per hour worked. Ellen Yenser

I. SubstituteInstructional

Approve the following substitute teachers for the 2012-2013 school year at the 2012-2013 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Coleen Satkowski\*

Social Studies/Reading Specialist/ESL

Michael Fay\*

Social Studies

Jonathon Harris\*

Special Education

V. **POLICY**A. Board Policy – First Reading

1. Approve school board policy # 217 – Pupils – Graduation Requirements, as presented after first reading. (Attachment #4)
2. Approve school board policy # 218.2 – Pupils – Terroristic Threats/Acts, as presented after first reading. (Attachment #5)

VI. **CURRICULUM AND INSTRUCTION**VII. **OLD BUSINESS**VIII. **NEW BUSINESS**IX. **FINANCIAL**

## A. Approve the Following Financial Reports:

1. General Fund months of December and January
2. NLHS Student Activities and Scholarship Account month January

- B. Approve the Following List of Bills:
1. General Fund months of January and February
  2. Refreshment Stand month of January
  3. Cafeteria Fund month of January
  4. Capital Construction month of February

C. Carbon Lehigh Intermediate Unit 2013-2014 Budget

Approve a resolution regarding the 2013-2014 Carbon Lehigh Intermediate Unit Operational and Program Services budget. Total expenditures equal \$2,266,051.00 an increase of \$138,133.00 (6.5%) over the 2012-2013 budget. Northern Lehigh's share is proposed to be \$19,947.00 an increase of \$373.00 from the 2012-2013 budget. A copy of the budget was distributed at the January 14, 2013 school board meeting. **(Attachment #6)**

- D. Accept the Commonwealth of Pennsylvania Performance Audit Report for years ending June 30, 2009 and June 30, 2010. A copy was distributed at the January 14, 2013 school board meeting.
- E. Accept the 2011-2012 audit and management report for the single audit ending June 30, 2012. A copy of the audit was distributed at the January 14, 2013 school board meeting.
- F. Approve exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. **(Attachment #7)**
- G. Approve to designate Fund Balance ending June 30, 2012 as follows:

1. Committed Fund Balance For:	
a. Health Insurance Premiums	\$ 810,000.00
b. PSERS Increase	\$ 2,590,886.00
2. Assigned Fund Balance	
a. Assigned for Current School Year Usage	\$ 715,000.00
b. Technology	\$ 84,599.00
d. Replacement Equipment	\$ 1,000,747.00
e. Long Range Maintenance	\$ 218,650.00
3. Unassigned Fund Balance	\$ 2,207,341.85
<b>Fund Balance Total:</b>	<b>\$ 7,627,223.85</b>

XI. LEGAL

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on December 12, 2012.
- B. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on December 17, 2012.

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT