

AGENDA



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

REGULAR SCHOOL BOARD MEETING

**Monday, May 8, 2017
7:30 P.M.**

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

**Executive Session
Administration Office Conference Room
7:00 PM**

**NORTHERN LEHIGH SCHOOL DISTRICT
 Regular School Board Meeting
 Monday, May 8, 2017
 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. Special school board meeting held on April 10, 2017.
- B. Regular school board meeting held on April 10, 2017.

III. 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. Debra L. Bower
- D. Lehigh Carbon Community College Mr. Mathias J. Green, Jr.
- E. Committee Reports and/or Meetings
 - Minutes of the Technology/Buildings & Grounds Committee Meeting held on May 3, 2017. (Attachment #1)
 - Minutes of the Finance Committee Meeting held on May 3, 2017. (Attachment #2)
- F. Student Representatives to the Board Report Ms. Karlyna Kemery
 Ms. Tori Csanadi
- G. Solicitor's Report Attorney Keith Strohl
- H. Federal and Other Programs Update Mrs. Karen A. Nicholas
 - Governor's Institute
- I. Business Manager's Report Mrs. Sherri Molitoris
 Mrs. Rhonda Frantz
- J. Superintendent's Report Mr. Michael W. Michaels
 - National Teacher Appreciation Week – May 8-12, 2017
 - Graduation – Friday, June 9, 2017 at 7:00 PM

K. An executive session will be held at 7:00 p.m. in the Administration Office Conference Room.

IV. PERSONNEL

A. Retirement/Resignation

1. With regret, accept the retirement resignation of Deborah Geiger from her position as Kindergarten Teacher at Peters Elementary School, effective the end of the work day on June 13, 2017. At this time she will begin her retirement from the Northern Lehigh School District after 37 years of service.
2. With regret, accept the retirement resignation of Kathy Walter from her position as Reading Teacher at the Middle School, effective the end of the work day on June 30, 2017. At this time she will begin her retirement from the Northern Lehigh School District after 16 years of service.

B. Appointment – Instructional

Katherine Farber*	Professional Employee
Assignment:	High School Learning Support/Life Skills Support Teacher replacing Kris Ahner who resigned.
Salary:	\$57,375 (Step 5 Masters on the 2017-2018 CBA Salary Schedule)
Effective:	August 21, 2017

* Pending Verification of Missing Personnel File Items

C. Unpaid Leave

Approve the request of employee #6877 to take a twelve week unpaid leave of absence beginning April 21, 2017, for her own medical reasons. Employee plans to return to her current position upon release from her physician.

D. 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 school year:

Rajeev Gupta	
From:	Step 1B
To:	Step 1B+24

E. Motion to renew the appointment of the following Co-Curricular positions for the 2017-2018 school year:

Tanya Ahner	Cheerleading Advisor – Shared Stipend	\$1,645.50
Megan Filchner	Cheerleading Advisor – Shared Stipend	\$1,645.50
Jeffrey Miller	Head Boys' Basketball Coach	\$7,445.00
Ken Shankweiler	Head Girls' Basketball Coach	\$7,445.00
Sarah Arndt	Assistant Girls' Basketball Coach	\$4,839.00
Anna Leigh Conway	Assistant Girls' Basketball Coach (JH)	\$4,743.00
Scott Snyder	Head Wrestling Coach	\$7,445.00
Nick Hosford	Assistant Wrestling Coach	\$4,839.00
Alfred Ortiz, Jr.	Assistant Wrestling Coach (JH)	\$4,839.00
Stephen Hluschak	Sr. High Winter Intramurals – Weightlifting	\$ 871.00

Michael Lehtonen	Sr. High Winter Intramurals – Winter Track	\$ 871.00
Joseph Tout	Sr. High Spring Intramurals – Weightlifting	\$ 871.00

F. Co-Curricular Appointment 2017-2018

David Oertner	Assistant Boys' Basketball Coach (JH)	\$4,839.00
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G. Co-Curricular Volunteers 2017-2018

Kyle Baumann	Assistant Wrestling Coach
Adam Hluschak	Assistant Wrestling Coach
Ryan Kern	Assistant Wrestling Coach
Justin Hampton	Assistant Boys' Basketball Coach
Joseph Krempasky	Assistant Boys' Basketball Coach
Richard Roberts	Assistant Boys' Basketball Coach
Tyler Svetik	Assistant Boys' Basketball Coach

H. Game Workers 2016-2017

Motion to appoint the following people as Game Workers for the 2016-2017 school year. Game Workers consist of ticket sellers and takers, game announcers, scoreboard operators, timers, field judges, scorekeepers. Rate of pay is consistent with the rates approved on the 2016-2017 Supplementary Personnel Salary Schedule.

Eric DeAntonis
Stephen Reimert

I. Substitute

1. Instructional

Approve the following substitute teachers for the 2016-2017 school year at the 2016-2017 substitute teacher rates as approved on the Supplemental Salary Schedule:

Kyrsten Monteiro* – Elementary PK-4 & ESL
Jessica Rodriguez* – Elementary PK-4 & ESL
* Pending Verification of Missing Personnel File Items

2. Non-Instructional

Approve the following individuals as substitute custodians for the 2016-2017 school year at the 2016-2017 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Holly Carlson
Elizabeth Doll

V. POLICY

A. Board Policy Second Reading

1. Approve the School Police Officer Policy and Procedure manual, as presented after second reading. (Attachment #3)
2. Approve school board policy #122 – Programs – Extra Curricular Activities, as presented after second reading. (Attachment #4)

VI. CONFERENCES

- A. Susanne Hegedus – Positive Behavioral Interventions and Supports Implementers' Forum - May 16-17, 2017 – Hershey, PA – Registration - \$75.00; Lodging - \$71.60; Travel - \$41.20; Meals - \$64.00 – Total Approximate Cost: \$251.80 – Funding: Curriculum & Instruction Budget (Attachment #5)
- B. Everly Kesack – Positive Behavioral Interventions and Supports Implementers' Forum - May 16-17, 2017 – Hershey, PA – Registration - \$75.00; Lodging - \$71.60; Meals - \$64.00 – Total Approximate Cost: \$210.60 – Funding: Curriculum & Instruction Budget (Attachment #6)

VII. CURRICULUM AND INSTRUCTION

Approve to authorize the Superintendent to apply for an Act 80 Waiver for the 2016-2017 school year for one full day to conduct additional in-service for staff development on August 23, 2016.

VIII. OLD BUSINESS**IX. NEW BUSINESS**

- A. Approve the Collective Bargaining Agreement between The Northern Lehigh School District and Northern Lehigh Educational Support Personnel Association. (Distributed to Board Members only)
- B. Approve the new Salary and Benefit Agreement between the Northern Lehigh School District and the Northern Lehigh Administrative Assistants. (Distributed to Board Members Only)

X. FINANCIAL

- A. Approve the Following Financial Reports:
1. General Fund Account month of April
 2. NLMS Student Activities Account month of April
 3. NLHS Student Activities and Scholarship Account month of April
- B. Approve the Following List of Bills:
1. General Fund months of April and May
 2. Refreshment Stand month of April
 3. Cafeteria Fund months of April and May
- C. Approve the co-payment amount for student athletes receiving a sports physical from St. Luke's Sports Medicine during the 2017-2018 school year at a cost of \$15.00 per student in accordance with school board policy #122.
- D. Allow administration to sign the CLIU Technology Pool Consortium Agreement for the 2017-2018 school year. (Attachment #7)
- E. Approve the awarding of fuel bids to the following companies with a contract period of July 1, 2017 to June 30, 2018: (Attachment #8)

UNLEADED GASOLINE TANK WAGON DELIVERY – Awarded to Talley Petroleum Enterprises, Inc. at

- o a fixed price of \$1.9467 per gallon (item #16 on bid summary)

#2 GRADE FUEL OIL TANK TRANSPORT DELIVERY – Awarded to Petroleum Traders at

- o a fixed price of \$1.6796 per gallon (item #3 on bid summary)

#2 GRADE FUEL OIL TANK WAGON DELIVERY – Awarded to Talley Petroleum, Enterprises, Inc. at

- o a fixed price of \$2.2815 per gallon (item #4 on bid summary)

BIO DIESEL FUEL TANK WAGON DELIVERY – Awarded to Talley Petroleum Enterprises, Inc. at

- o a fixed price of \$2.0021 per gallon and an additional \$.0300 (winterization additive) per gallon (item #8 and 18 on bid summary)

F. Summer Band Camp

Approve a tuition fee of \$30.00 per student for a one-week elementary summer band program and also approve a stipend for summer band program director, Steven Jonkman. Mr. Jonkman's stipend will be equal to the amount collected for student participation but will not exceed \$1,000.00. The summer band program will run Monday, August 14, 2017 until Friday, August 18, 2017.

- G. Approve to authorize proper officials to ratify a contractual agreement between the Northern Lehigh School District and the Carbon Lehigh Intermediate Unit #21 to continue the Student Driver Education Program at no cost to the district, effective July 1, 2017 through June 30, 2018. (Attachment #9)
- H. Approve the awarding of bid on the Peters Elementary and High School secure entrance projects to CMG of Easton, as recommended by KCBA Architects, at a cost of \$221,800.00. This project is budgeted in the 2017-2018 general fund budget. (Attachment #10)
- I. Approve the awarding of bid on the waste water lift station replacement at the High School to Derstine Company, as recommended by Snyder Hoffman Associates, Inc., at a cost of \$48,500.00. This project is budgeted in the 2017-2018 general fund budget. (Attachment #11)
- J. Approve the awarding of bid on the Middle School and High School oil tank replacement projects to J.B.M. Mechanical, Inc., as recommended by Snyder Hoffman Associates, Inc., at a cost of \$486,000.00. This project is budgeted in the 2017-2018 general fund budget. (Attachment #11)
- K. Approve the awarding of bid on the High School door upgrade project to CMG of Easton, at a cost of \$70,000.00. This project is budgeted in the 2017-2018 general fund budget.
- L. Approve the purchase of a warming unit for the High School cafeteria and a convection oven for the Middle School cafeteria at a total cost not to exceed \$12,000.00 to be paid from the 2017-2018 cafeteria budget.

M. Election of Treasurer/Secretary

1. Election of a Treasurer for the 2017-2018 fiscal year, as required by Section 404 of the Pennsylvania School Code of 1949, as amended.

RECOMMEND That the Board of Education elects _____ as Treasurer for the 2017-2018 fiscal year, effective July 1, 2017 through June 30, 2018.

2. Election of a Secretary for a four (4) year term, as required by Section 404 of the Pennsylvania School Code of 1949, as amended.

RECOMMEND that the Board of Education elects _____ Secretary for a four (4) year term, effective July 1, 2017 through June 30, 2021.

XI. LEGAL**XII. CORRESPONDENCE****XIII. INFORMATION**

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on January 26, 2017 and March 20, 2017.
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on March 2, 2017.
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on March 22, 2017.

XIV. ADOPTION OF PROPOSED FINAL BUDGET FOR 2017-2018

It is recommended that the Board of Education adopts the proposed general fund final budget of the Northern Lehigh School District for the 2017-2018 school year in the amount of \$34,059,557.00. The preliminary budget is adopted with a 21.3422 millage rate for Lehigh County and a 61.8111 millage rate for Northampton County.

XV. ADOPTION OF LEGAL NOTICES FOR PER CAPITA TAXES FOR 2017-2018**Legal Notice**

Authorize the Secretary to publish a Legal Advertisement notifying every resident or inhabitant within the territorial limits of the school district of Northern Lehigh attaining eighteen (18) years of age, and every resident or inhabitant in said school district to notify the proper Per Capita Tax Enumerator within twelve (12) months of his or her becoming a resident or inhabitant, in accordance with the School Laws of Pennsylvania, Section 680, as amended June 16, 1972, Act 138. The assessors to contact are as follows:

BOROUGH OF WALNUTPORT Annette Lacko – Borough Secretary
Walnutport Borough Building
417 Lincoln Ave. Walnutport, PA 18088
610-767-1322

WASHINGTON TOWNSHIP Erin Stenger-Guth – Township Secretary
Washington Township Municipal Building
7951 Center St., Emerald, PA 18080
610-767-8108

BOROUGH OF SLATINGTON Karen Gill – Assistant Secretary
125 South Walnut Street
Slatington, PA 18080
610-767-2131

XVI. RECOGNITION OF GUESTS**XVII. ADJOURNMENT**