

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, May 9, 2022
Northern Lehigh Middle School
Auditorium
7:00 P.M.



Civility and Decorum – District officials and members of the public are expected to conduct themselves with civility and to afford each other a measure of dignity and respect. Shouting, personal insults, and attacks or any conduct that disrupts the flow of business is considered to be out of order. Members of the public are to direct their comments to the Board in its entirety, cannot single out Board Members for response, nor can a member of the public address specific issues with other members of the community who may be present at the meeting or who are virtually present if it is a virtual or hybrid meeting. In addition, members of the community shall not bring signs or placards to the meeting and shall not applaud or engage in any actions that would impede another community member’s right to make comments at the meeting. At the discretion of the Board/Board President, individuals who are disruptive shall be subject to removal from the venue of the Board meeting, unless the disruptive individual agrees to maintain civility and decorum.

- 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 April 11, 2022. ([Minutes](#))

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. Michelle Heckman
- D. Lehigh Carbon Community College Mr. Mathias J. Green, Jr.
- E. Committee Reports and/or Meetings
 - Minutes of the Education Committee Meeting held on May 4, 2022. ([Attachment #1](#))
 - Minutes of the Policy Committee Meeting held on May 4, 2022. ([Attachment #2](#))
 - Minutes of the Technology/Buildings & Grounds Committee Meeting held on May 4, 2022. ([Attachment #3](#))
 - Minutes of the Finance Committee Meeting held on May 4, 2022. ([Attachment #4](#))
 - Minutes of the Community Relations Committee Meeting held on May 4, 2022. ([Attachment #5](#))

- F. Student Representatives to the Board Report Ms. Paige Craddock
Ms. Danielle Dougherty
- G. Solicitor’s Report..... Attorney Kristine Roddick
- H. Business Manager’s Report Mrs. Sherri Molitoris
 - 2022-2023 Budget Presentation
 - Bond Refinancing Discussion
- I. Assistant Superintendent’s Report Dr. Tania Stoker
 - State Standardized Testing
 - ESSER Update
- J. Superintendent’s Report Mr. Matthew J. Link
 - Neff’s National Bank Education Foundation Donation
 - Recognition of Paige Craddock - Student Representative to the Board
 - Recognition of Retirees: Elizabeth Case, Catherine Farole, Janet Millen, Beverly Overholt
 - National Teacher Appreciation Week – May 2-6, 2022
 - National School Nurse Appreciation Week – May 6-12, 2022
 - Cafeteria Worker Appreciation Day – May 6, 2022
 - National Police Week – May 15-21, 2022
- K. An executive session will be held at 6:15 p.m. in the Middle School Library

IV. PERSONNEL

A. Resignation/Retirement

1. With regret, accept the retirement resignation of Jody Remaley from her position as Paraprofessional at Slatington Elementary, effective the end of the 2021-2022 school year. Mrs. Remaley will be retiring from the Northern Lehigh School District after 23 years of service.
2. With regret, accept the retirement resignation of Stephanie Beers from her position as Cook’s Helper at Slatington Elementary, effective the end of the day June 8, 2022. Mrs. Beers will be retiring from the Northern Lehigh School District after 28 years of service.
3. Accept the resignation of Sara Duncan from her position as Cook’s Helper, effective April 1, 2022.

B. Appointment - Instructional

1. Megan Starnar Professional Employee
 Assignment: Special Education Teacher Middle School
 Salary: \$66,575 (Step 9 Masters+24 on the 2022-2023 CBA Salary Schedule)
 Effective: August 23, 2022

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2. Brittany Warner-Maidman Temporary Professional Employee
Assignment: Art Teacher Elementary Schools
Salary: \$62,075 (Step 4 Masters on the 2021-2022 CBA Salary Schedule)
Effective: August 23, 2022

C. Appointment - Non-Instructional

- Sharon Kanas
Assignment: Cafeteria Monitor Slatington Elementary
Salary: \$13.87
Effective: May 16, 2022

D. Administrative Transfer - Instructional

- Nicole Nightlinger
From: Teacher on Special Assignment (ToSA)
To: Special Education Teacher Middle School
Salary: No Change in salary
Effective: August 23, 2022

E. Administrative Transfer - Non-Instructional

- Rebecca Edwards
From: 10 Month Office Paraprofessional High School
To: 12 Month Office Paraprofessional High School
Salary: No Change in salary
Effective: February 7, 2022

F. Family Medical Leave

1. Approve the request of employee #6824 to take a medical leave of absence for the birth of a child, beginning on or about August 26, 2022. Employee is requesting to use accumulated sick and personal days. Upon exhaustion of eligible days, employee is requesting an unpaid family medical leave. Employee plans to return to their position upon release from their physician.
2. Approve the request of employee #6929 to take a medical leave of absence for their own medical reasons beginning on March 15, 2022. Employee is requesting to use accumulated sick, personal and vacation days during this time. Upon exhaustion of paid days off, the employee is requesting a 12 week FMLA beginning on May 27 and ending on August 18, 2022.

G. Unpaid Medical Leave

- Approve the request of employee #7277 to take an unpaid medical leave of absence beginning on May 6, 2022, for their own medical reasons. Employee is requesting to use accumulated paid time off prior to unpaid days. Employee plans to return to their position upon release from their physician.

- H. After-School Program Positions - Funding through ESSER III After-School Set Aside
 Amanda Grozier Paraprofessional Hourly Rate

- I. Summer Program Positions - Funding through ESSER III Grant

- 1. Motion to approve the following individuals to the listed positions for the Open Horizons/I.N.S.P.I.R.E. Summer 2022 Program:

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Completion Prog. Prem. Pay</u>
Manuel Gonzalez	Secondary Coord.	\$6,290	up to \$1,000
Susan Beil	Elementary Coord.	\$6,290	up to \$1,000
Megan Farkas	Paraprofessional	Hourly Rate	up to \$750
Denise Minnich	Paraprofessional	Hourly Rate	up to \$750
Jessica Jones	Paraprofessional	Hourly Rate	up to \$750
Kassandra Beller	Paraprofessional	Hourly Rate	up to \$750
Amy Dobie	Paraprofessional	Hourly Rate	up to \$750
Angela Everett	Instructor	CBA Curr. Rate/Hr.	up to \$1,000
Katlyn Fake	Instructor	CBA Curr. Rate/Hr.	up to \$1,000
MaryAnn Mattiola	Instructor	CBA Curr. Rate/Hr.	up to \$500
Blasia Dunham	Instructor	CBA Curr. Rate/Hr.	up to \$500

- 2. Approve to conduct an Extended School Year (ESY) Program for students with special needs from July 11-28, 2022. The program will run weekly, Monday through Thursday, from 9:00AM-12:00PM. Further approve to employ the following individuals to the listed positions for the ESY program:

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Completion Prog. Prem. Pay</u>
Kayla Perkowski	Instructor	CBA Curr. Rate/Hr.	Up to \$1,000
Ryan Stilwell	Instructor	CBA Curr. Rate/Hr.	Up to \$1,000
Tammy Fristick	Instructor	CBA Curr. Rate/Hr.	Up to \$1,000
Stephanie Stilwell	Paraprofessional	Hourly Rate	Up to \$750
Sheila White	Paraprofessional	Hourly Rate	Up to \$750
Tara Hengst	Paraprofessional	Hourly Rate	Up to \$750
Robin Blocker	Paraprofessional	Hourly Rate	Up to \$750

- 3. Approve to continue to employ Jenn Haas as transportation paraprofessional for student #2390125. The extended school year program runs June 27- August 5. Approve compensation for three hours per day at her agreed upon 2021-2022 and 2022-2023 hourly rate plus the completion program premium pay of \$750.

- 4. Motion to approve the following individual to Middle School STEAM Camp position for the summer of 2022, funding through ESSER III B (Summer Enrichment):

Jessica Jones	Paraprofessional	2021-2022 Hourly Rate
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J. Co-Curricular Appointment 2022-2023

Motion to appointment the following Co-Curricular positions for the 2022-2023 school year:

Michael Bauer	MS Boys' Basketball Coach	\$5,034
Matthew Egan	Assistant Boys' Basketball Coach	\$5,136
Christopher Heery	Head Girls' Basketball Coach	\$7,901
Stephen Huschak	Winter Intramurals	\$924
Nick Hosford	Assistant Wrestling Coach	\$5,136
Ryan Kern	Assistant Wrestling Coach	\$5,136
Michael Lehtonen	Winter Intramurals	\$924
Michele Richards	Cheering Advisor	\$3,492
Scott Snyder	Head Wrestling Coach	\$7,901
Joseph Tout	Winter Intramurals	\$924
Patrick Wanamaker	Head Boys' Basketball Coach	\$7,901
William Watkins	Assistant Girls' Basketball Coach	\$5,136

K. Co-Curricular Volunteers 2021-2022

Andrew Arnold	Assistant Wrestling Coach
Chad Groover	Assistant Wrestling Coach
Dylan Hofmann	Assistant Wrestling Coach
Bradford Jones	Assistant Girls' Basketball Coach
Timothy Whalen	Assistant Wrestling Coach
Jacob Waylen	Assistant Boys' Basketball Coach
Samuel Yadush	Assistant Boys' Wrestling Coach

L. Rescind Summer Program Position

Rescind the motion appointing Anthony Tulio as an Instructor for the Summer Program that was approved at the April 11, 2022, school board meeting.

M. Substitute-Instructional

Motion to appoint the following individual as substitute teacher for the 2021-2022 school year at the 2021-2022 substitute teacher rates as approved on the Supplemental Personnel Salary Schedule:

Talia Lewis*

*Pending Verification of Missing Personnel File Items

N. Brandywine Transportation Bus Drivers/Aides

Motion to approve the following bus drivers/aides from Brandywine Transportation to transport Northern Lehigh School District students for the 2021-2022 school year:

Corrina Varliek - Van Driver
 Kathleen Oswald - Van Driver

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

1. Approve school board policy #323 - Tobacco and Vaping - Employees, as presented after the first reading. ([Attachment #6](#))
2. Approve the school board policy #810.1 - Drug/Alcohol Testing - Covered Drivers - Operations, as presented after the first reading. ([Attachment #7](#))
3. Approve the school board policy #810.3 - School Vehicle Drivers - Operations, as presented after the first reading. ([Attachment #8](#))

B. Board Policy Second Reading

1. Approve school board policy #318 - Attendance and Tardiness - Employees, as presented after the second reading. ([Attachment #9](#))
2. Approve school board policy #331 - Job Related Expenses - Employees, as presented after the second reading. ([Attachment #10](#))
3. Approve school board policy #332 - Working Periods - Employees, as presented after the second reading. ([Attachment #11](#))
4. Approve school board policy #334 - Sick Leave - Employees, as presented after the second reading. ([Attachment #12](#))
5. Approve school board policy #815.1 - Social Media - Operations, as presented after the second reading. ([Attachment #13](#))
6. Approve school board policy #845 - Identification Badge - Operations, as presented after the second reading. ([Attachment #14](#))

C. Field Trip

National Honor Society/Student Council - High School – New York City, NY – May 13, 2022 – This trip is fully funded by the High School National Honor Society/Student Council students.

VI. CONFERENCES**VII. CURRICULUM AND INSTRUCTION****A. Lit Camp**

As per the recommendation of the administration and the Education Committee, approve the purchase of Scholastic LitCamp for use in the Open Horizons Summer Program for a total cost of \$5875.10 to be funded through ESSER III. ([Attachment #15](#))

- B. As per the recommendation of the administration, allow administration to sign the CLIU 21 TransPerfect Agreement to provide language interpreting related services as needed for the 2022-2023 school year. ([Attachment #16](#))
- C. As per the recommendation of the administration, approve to authorize proper officials to enter into an agreement for one Northern Lehigh School District student with special needs to attend Hogan Learning Academy LLC in accordance with the promises and covenants contained in the agreement. This agreement is effective August 22, 2022 and terminates on August 18, 2023. ([Attachment #17](#))
- D. As per the recommendation of the administration, authorize administration to sign the Pediatric Therapeutic Services Agreement to provide services to the Northern Lehigh School District, effective July 1, 2022 through June 30, 2025. Funding through Special Education Budget. ([Attachment #18](#))
- E. Induction and/or New Teacher Program

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2022-2023 school year:

<u>Helping Teacher</u>	<u>Inductee or New Teacher</u>	<u>Stipend</u>
Nicole Nightlinger	Megan Starner	\$200.00
Susan Mendes	Susan Holland	\$200.00
Jennifer Butz	Brittany Warner-Maidman	\$200.00

VIII. OLD BUSINESS

IX. NEW BUSINESS

- A. As per the recommendation of the administration and Technology, Buildings & Grounds Committee, approve to allow Drum Corps International to utilize the High School, Fields, Field House, and Stadium Complex, on August 4-6, 2022 for Santa Clara Vanguard to practice and prepare for their competition in Allentown the evening of August 6, 2022. Their rehearsal in Bulldog Stadium is open to the local community at no cost to spectators.

X. (a) FINANCIAL

- A. Approve the Following Financial [Reports](#):
 1. General Fund Account month of April 2022
 2. Cafeteria Fund Account month of April 2022
 3. NLMS Student Activities/Clubs Accounts month of April 2022
 4. NLHS Scholarship Account month of April 2022
 5. NLHS Student Activities/Clubs Account month of April 2022
- B. Approve the Following List of [Bills](#):
 1. General Fund months of April and May, 2022
 2. Cafeteria Fund months of April and May, 2022

- C. As per the recommendation of the administration and Technology, Buildings & Grounds Committee, approve the awarding of a 3 year service agreement for water treatment services for cooling towers, chilled water and hot water systems by Rochester Midland Corporation Funding is from the 22 - 23 SY building and grounds general operating budget. ([Attachment #19](#))
- D. Approve the resolution to appoint Jon Rinker as Slatington tax collector, effective February 21, 2022 due to the resignation of Gwyneth Jones. ([Attachment #20](#))
- E. Approve and appoint the following individual as required by House Bill 1590, deputy tax collector be appointed in the event the tax collector becomes incapacitated.

BOROUGH OF SLATINGTON: Deborah Rinker

- F. As per the recommendation of administration, approve the agreement with ProCare to provide contracted services of a certified school psychologist to the Northern Lehigh School District from May 3, 2022 to June 30, 2022. Funding through the Special Education Budget. ([Attachment #21](#) and [Attachment #22](#))
- G. As per the recommendation of administration, approve to authorize proper officials to continue an agreement between the Northern Lehigh School District and Frontline Education for the purpose of providing web-based applications for planning, reporting, monitoring and archiving student data in compliance with federal and state mandated regulations. The cost for these services will be \$3479.45, this is an increase of \$181.39 for the 2022-2023 school year. ([Attachment #23](#))
- H. As per the recommendation of the administration and Technology, Buildings & Grounds Committee, approve the awarding of fuel bid to the following company with a contract period of July 1, 2022 to June 30, 2023:

#2 GRADE FUEL OIL TANK TRANSPORT DELIVERY

Awarded to Petroleum Traders at a firm price of \$3.1639 per gallon (item #3 on bid summary). ([Attachment #24](#))

- I. As per the recommendation of the administration, approve the agreement with USA Staffing Services' to provide contracted services of a Licensed Practical Nurse to the Northern Lehigh School District for the 2022-2023 school year. Funding through the ESSER grant. ([Attachment #25](#) and [Attachment #26](#))
- J. Allow administration to sign the CLIU Technology Pool Consortium Agreement for the 2022-2023 school year, cost not to exceed \$792.00. ([Attachment #27](#))
- X. **(b) FINANCIAL**

Election of Treasurer

Election of a Treasurer for the 2022-2023 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 2022-2023 fiscal year, effective July 1, 2022 through June 30, 2023.

XI. ADOPTION OF THE PROPOSED FINAL BUDGET FOR 2022-2023

It is recommended that the Board of Education adopts the proposed general fund final budget of the Northern Lehigh School District for the 2022-2023 school year in the amount of \$37,650,443.00. The preliminary budget is adopted with a 24.5768 millage rate for Lehigh County and a 70.2118 millage rate for Northampton County.

XII. ADOPTION OF THE LEGAL NOTICES FOR PER CAPITA TAXES FOR 2022-2023**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 Joan Jones - Assistant Secretary/LST Tax Collector
Washington Township Municipal Building
7951 Center St., Emerald, PA 18080
610-767-8108

BOROUGH OF SLATINGTON Daniel Stevens - Borough Manager
125 South Walnut Street
Slatington, PA 18080
610-767-2131

XIII. LEGAL**A. Expulsion Hearing Waiver Approval**

1. The Board agrees to expulsion hearing waiver for Student #2590128. Student and guardian have agreed to waive their right to a formal expulsion hearing in front of the School Board and have also agreed to disciplinary action outlined in the waiver.
2. The Board agrees to expulsion hearing waiver for Student #2590144. Student and guardian have agreed to waive their right to a formal expulsion hearing in front of the School Board and have also agreed to disciplinary action outlined in the waiver.

XIV. CORRESPONDENCE**XV. INFORMATION**

1. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on [February 3, 2022](#).

2. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on [March 23, 2022](#).
3. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on [March 21, 2022](#).

XVI. RECOGNITION OF GUESTS

XVII. ADJOURNMENT