

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, August 11, 2014
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 June 9, 2014.

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 August 4, 2014 (Attachment #1)
 - Minutes of the Technology/Buildings & Grounds Committee Meeting held on August 6, 2014 (Attachment #2)
 - Minutes of the Finance Committee Meeting held on August 6, 2014 (Attachment #3)
- F. Solicitor's Report Attorney Charles Stopp
- G. Federal and Other Programs Update Mrs. Karen A. Nicholas
 - Comprehensive Plan
 - Principal New Effectiveness Rating System
- H. Business Manager's Report Mrs. Rhonda Frantz
Mrs. Sherri Molitoris
- I. Superintendent's Report Mr. Michael W. Michaels
- J. An executive session will be held at 7:00 p.m. in the Administration Office Conference Room.

IV. PERSONNEL**A. Resignation/Retirement**

1. Accept the resignation of Eric Schmidt from his position as Librarian at the Senior High School effective August 31, 2014. Mr. Schmidt has accepted a position at another school district.
2. Accept the retirement resignation of Julianna Christman from her position as custodian at Slatington Elementary School effective the end of the work day August 18, 2014. Mrs. Christman will be retiring from the Northern Lehigh School District after 6 years of service.

B. Administrative Transfer**1. Instructional**

- a. Christina Carmody
From: 2nd Grade Teacher Peters Elementary School
To: 4th Grade Teacher Slatington Elementary School
Salary: No change in salary
Effective: August 18, 2014
- b. Melissa Coppolecchia
From: 4th Grade Teacher Slatington Elementary School
To: 6th Grade Teacher Slatington Elementary School
Salary: No change in salary
Effective: August 18, 2014
- c. Jessica Gold
From: 4th Grade Teacher Slatington Elementary School
To: High School English Teacher
Salary: No change in salary
Effective: August 18, 2014
- d. Todd Herzog
From: 6th Grade Teacher Slatington Elementary School
To: MS Social Studies Teacher
Salary: No change in salary
Effective: August 18, 2014
- e. Amber Kuntz
From: 4th Grade Teacher Slatington Elementary School
To: Special Education Learning Support K-2 for 2014-2015
School year replacing a teacher on FMLA leave
Salary: No change in salary
Effective: August 18, 2014
- f. Dawn Mayer
From: Kindergarten Teacher
To: 5th Grade Teacher Slatington Elementary School
Salary: No change in salary
Effective: August 18, 2014

- g. Lauri McWilliams
 From: 1st Grade Teacher Peters Elementary School
 To: 4th Grade Teacher Slatington Elementary School
 Salary: No change in salary
 Effective: August 18, 2014
- h. Lori Middaugh
 From: 5th Grade Teacher Slatington Elementary School
 To: 4th Grade Teacher Slatington Elementary School
 Salary: No change in salary
 Effective: August 18, 2014
- i. Gina Orr
 From: High School Math Teacher
 To: Middle School Math Teacher
 Salary: No change in salary
 Effective: August 18, 2014

C. Appointment

1. Instructional

- a. Kate Pluchinsky*
 Assignment: Temporary Professional Employee
 Senior High School Emotional Support Teacher
 Salary: \$54,050.00 (Step 1 Masters on the 2014-2017 CBA Salary Schedule)
 Effective: August 18, 2014
 * Pending Verification of Missing Personnel File Items
- b. Krystle-Dawn Tiedeman*
 Assignment: Temporary Professional Employee
 Senior High School Library Science Teacher replacing Eric Schmidt who resigned.
 Salary: \$54,050.00 (Step 1 Masters on the 2014-2017 CBA Salary Schedule)
 Effective: August 18, 2014
 * Pending Verification of Missing Personnel File Items
- c. Kathern Kern
 Assignment: Temporary Vacancy Replacement
 Slatington Elementary School 3rd Grade Teacher replacing an employee on maternity leave.
 Salary: \$45,680 (Step 1 Bachelors on the 2014-2017 CBA Salary Schedule)
 Effective: August 18, 2014
 Termination Date: On or about January 5, 2015

2. Non-Instructional

- a. Andrea Sicora*
 Assignment: Learning Support Special Education Aide at Senior High School
 Salary: \$11.40 Per Hour Monday-Friday, 9:00 am – 1:30 pm up to 180 Student Days a school year plus additional 20 Hrs for Staff Development according to language in MOU
 Effective: August 18, 2014
 * Pending Verification of Missing Personnel File Items
 *60 Day probationary period ending November 17, 2014

b. Charles George Assignment	Second Shift Custodian Position replacing Beverly Rupert who was transferred
Salary:	\$9.00/Hr./Tuesday thru Saturday 2:30PM-11:00PM
Effective:	July 14, 2014
	*60 Day probationary period ending October 6, 2014

D. Family Medical Leave

1. Approve the request of employee #3365 to take a Family Medical Leave beginning on August 18, 2014, for the birth of her third child. Employee is requesting to use twenty-seven (27) accumulated sick days and three (3) personal days. Upon exhaustion of sick days and personal days, she is requesting a twelve week family medical leave. At the end of the family medical leave, employee is requesting an unpaid leave of absence for the remainder of the 2014-2015 school year. Employee plans to return to her current teaching position at the beginning of the 2015-2016 school year.
2. Approve the request of employee #6881 to take a Family Medical Leave beginning on or about November 10, 2014, for the birth of her first child. Employee is requesting to use thirty (30) accumulated sick days. Upon exhaustion of sick days, she is requesting a twelve week family medical leave. Employee plans to return to her current teaching position on or about March 30, 2015.

E. Rescind Co-Curricular Appointment 2014-2015

Rescind the appointment of Eric Schmidt in the amount of \$2,873 from his position as Assistant Boys' Soccer coach for the 2014-2015 school year which was originally approved at the January 13, 2014 school board meeting.

F. Rescind Co-Curricular Volunteers 2014-2015

Rescind the appointment of Aaron Harding as Volunteer Assistant Boys' Soccer coach for the 2014-2015 school year which was originally approved at the May 12, 2014 school board meeting.

G. Co-Curricular Appointments 2014-2015

Susan Bachman	Elementary Scholastic Scrimmage	\$ 453.00
Christopher Barnes	MS Newspaper Advisor	\$ 474.00
Christopher Bennett	Assistant Baseball Coach (JV)	\$3,020.00
Susan Bowser	MS Jr. Ntl. Honor Society Adv (Shared \$431.00)	\$ 143.67
David Carroll	Senior High Band Advisor	\$4,902.00
David Carroll	MS Band Director	\$ 717.00
Elizabeth Case	MS Student Council Advisor	\$1,294.00
Theresa Cinicola	Junior Class Advisor	\$ 657.00
Jonathan DeFrain	Senior High Student Council Advisor	\$2,151.00
Scott DeLong	Debate Advisor	\$1,435.00
Ashlie Eckert	Assistant Track Coach	\$3,020.00
Ashlie Eckert	SADD Advisor	\$ 575.00
Rick Eckhart	MS Jr. Ntl. Honor Society Adv (Shared \$431.00)	\$ 143.67
Julie Everett	Junior Class Advisors	\$ 657.00
Kimberly Filipovits	Middle School Yearbook Advisor	\$ 838.00
Kelly Follweiler	Sophomore Class Advisor	\$ 657.00
Scott Gerould	Assistant Track Coach	\$3,020.00

Jason Graver	MS Jr. Ntl. Honor Society Adv (Shared \$431.00)	\$ 143.67
Manny Guedes	MS Spring Intramurals – Weightlifting	\$ 838.00
Aaron Harding*	Assistant Boy’s Soccer Coach	\$2,873.00
Todd Herzog	Sr. High Fall Intramural – Weightlifting	\$ 838.00
Todd Herzog	Sr. High Spring Intramural – Weightlifting	\$ 838.00
Robert Hicks	Sr. High Fall Intramurals – Softball	\$ 838.00
Robert Hicks	Head Softball Coach	\$4,770.00
Stephen Hluschak	Assistant Baseball Coach	\$3,020.00
Stephen Hluschak	Sr. High Winter Intramurals – Weightlifting	\$ 838.00
Mark Hoffman	Assistant Softball Coach	\$3,020.00
Patricia Jones	Sophomore Class Advisor	\$ 657.00
Steven Jonkman	Elementary Band Advisor	\$ 817.00
Steven Jonkman	Elementary Chorus	\$ 613.00
Andrew Kern	Middle School Web Page Advisor	\$ 419.00
Gregory King	Head Baseball Coach	\$4,770.00
Michael Lehtonen	Sr. High Winter Intramurals – Winter Track	\$ 838.00
Michael Lehtonen	Head Track Coach	\$4,770.00
Alice Lieberman	Academic Challenge Eight Advisor	\$ 453.00
Derek Long	Assistant Track Coach	\$3,020.00
Jeffrey Miller	Sr. High Spring Intramurals – Basketball	\$ 838.00
David Oertner	Assistant Track Coach	\$3,020.00
Michelle Raber	MS Fall Intramural Net Sports	\$ 838.00
Michelle Raber	MS Spring Intramural Net Sports	\$ 838.00
Michelle Raber	MS Winter Intramural CPR	\$ 838.00
Rachel Reiter	MS Chorus Advisor	\$ 717.00
Rachel Reiter	Senior High Chorus Advisor	\$1,793.00
Richard Roberts*	Assistant Boy’s Basketball Coach (JH)	\$4,650.00
MaryAnne S.-Mattiola	Senior Class Advisor	\$ 657.00
MaryAnne S.-Mattiola	Yearbook Advisor	\$2,495.00
Nicholas Sander	Fall Play Director	\$1,526.00
Nicholas Sander	Spring Musical Director	\$2,872.00
Stephen Shuey	Senior Class Advisor	\$ 657.00
Anthony Thomas	Sr. High Fall Intramurals – Basketball	\$ 838.00
Joseph Tout	Sr. High Spring Intramurals – Weightlifting	\$ 838.00
Joseph Tout	Sr. High Winter Intramurals – Weightlifting	\$ 838.00
Denise Turoscy	Scholastic Scrimmage Advisor - HS	\$ 838.00
Denise Turoscy	Newspaper Advisor – HS	\$1,884.00
Randall Utsch	Majorette/Band Advisor	\$2,151.00

*Pending Verification of Missing Personnel File Items

H. Co-Curricular Volunteers 2014-2015

Melissa DeFrain	Assistant Softball Coach
Mike Hofmann, Jr.	Assistant Track Coach
Adam Merkle	Assistant Girl’s Soccer Coach
Brian Schell	Assistant Softball Coach
Joseph Seremula	Assistant Baseball Coach

I. Assistant Athletic Director

Approve the appointment of Joseph Tout as Assistant Athletic Director for the 2014-2015 school year at a stipend of \$3,500.00. He will assist the Athletic Director in all Athletic Director duties and responsibilities and will be responsible for athletic fundraising activities.

J. Webpage Maintenance

1. Approve a stipend in the amount of \$500.00 for Mr. Andrew Kern for High School website maintenance and working with students during the 2014-2015 school year. Mr. Kern has constant contact with teachers, secretaries, and administrators in an effort to update the website on a daily basis with the latest information, handouts, and scheduled events. Stipend to be funded by the High School Student Activities Fund.
2. Approve a stipend in the amount of \$1,000.00 for Mr. Andrew Kern for maintenance and updates of the district website during the 2014-2015 school year. Stipend to be funded by superintendent's budget.
3. Approve a stipend in the amount of \$500.00 for Ms. Janet Bashore for maintenance and updates of the Peters Elementary website during the 2014-2015 school year. Stipend to be funded by Peters Elementary principal's discretionary account.
4. Approve a stipend in the amount of \$500.00 for Ms. Kori Dibilio for maintenance and updates of the Slatington Elementary website during the 2014-2015 school year. Stipend to be funded by Slatington Elementary principal's discretionary account.

K. Game Workers 2014-2015

Approve the following list of people as Game Workers for the 2014-2015 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 2014-2015 Supplementary Personnel Salary Schedule.

Kyle Baumann	Terry Bowman
Linda Brown	Jennifer Butz
Elizabeth Case	Allison Chruscial
Elizabeth Chunko	Eric DeAntonis
Jonathan DeFrain	Scott DeLong
Alden Farber	Jamie Farber
Kelly Follweiler	Rhonda Frantz
Jessica Frew	Marshelle George
Scott Gerould	Shawn Green
Stephen Haas	Stephen Hluschak
Patricia Jones	Dick Jones
Andrew Kern	Greg King
Mark Lavine	Mike Lehtonen
Derek Long	Vonda Lorson
Andrew Lynn	Steve Martinez
Larry Meixsell, Jr.	Michael Mengel
Thomas Mertus	Sherri Molitoris
Kathy Nowlin	David Oertner
Gina Orr	Erv Prutzman
Michelle Raber	Kathleen Reese
Dennis Rehrig	Nancy Rehrig
Nicholas Sander	Paula Seiler
Michael Strohl	James Yadush
Amy Zeiser	

L. Middle School Administrative Detention Supervisor

Approve to appoint Debra Knerr and Dawn Tulio as Administrative Detention Supervisors in the middle school. Mrs. Knerr will cover the Monday detentions from 2:20 p.m. to 3:20 p.m. and Mrs. Tulio will cover the Wednesday detentions from 2:20 pm to 3:20 p.m. They will work throughout the 2014-2015 school year on Mondays and Wednesdays that warrant detention coverage. Salary will be \$20.00 per hour worked.

M. Professional Contracts

According to Article II – 1108, subsection (b) of the School Code: “a temporary professional employee, initially employed by a school district on or after June 30, 1996, whose work has been certified by the district superintendent to the secretary of the school district, during the last four (4) months of the third year of such service, as being satisfactory, shall thereafter be a professional employee” within the meaning of this article.” Therefore, it is recommended to approve “professional employee” status as per the school code for the following teachers, who have satisfactorily completed three years of service to the Northern Lehigh School District:

Jessica Gold

Kara Richardson

Michael Strohl

N. Substitute

1. Instructional

Approve the following substitute teachers for the 2014-2015 school year at the 2014-2015 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Jennifer Balliet – Elementary

Thomas Battista – Health & Physical Education

Stephanie Blaker – Secondary Math & Language Arts/Reading

Rhiannon Brinker* - Elementary Grades 4-6, Math and English Grade 7-8

Janet Brostedt – Elementary

Lisa Cox – English, Special Education, Library & Art

Amberly Drey - Elementary

Mary Frank – Art K-12 & ESL

Kacey Galasso - Elementary K-4

Ricky Guth – Citizenship

Robin Hersh – Early Childhood Education

Michelle Hock - English

Kerri Imschweiler* - Elementary

Dawn Kemery - Elementary

Katherine Kern – Elementary

Lori King – Elementary

Kayla Kromer - Elementary

Ashley Krutsick – Elementary & Middle Level Math

Samantha Lilly – Elementary & Special Education

Donna Lobach-Berger – Elementary

Caitlin Makoul - Elementary & ESL

Michelle McCormick – Elementary

Andrea Meyers* - Chemistry

Theresa Oliveira Vogel - Elementary

Patricia Passick – Art K-12

Stephen Reimert – Social Studies

Linda Sarver – Art

Liana Simao* – Elementary
 Candace Steffie* - Elementary
 Virginia Stevenson – Special Education, English, Social Studies, Middle Level Math
 Gerald Strubinger – Social Studies
 Anthony Tulio – Elementary & Middle Level Math 7-9
 Jane Wessner – Elementary
 Kristin Wessner – Elementary PK-4, Special Education PK-8
 Stephanie Yelles - Elementary
 *Pending Verification of Missing Personnel File Items

2. Non-Instructional

- a. Approve the following individuals as substitute secretaries/aides for the 2014-2015 school year at the 2014-2015 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Carolyn Ann Klutzaritz	Christine Sigley
Maureen McCullion	Janice Wasilkowski
Lynne McGeehan	Tina Williams
Trevor Sherman	

- b. Approve the following individuals as substitute cafeteria workers for the 2014-2015 school year at the 2014-2015 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Connie Graaf	Trevor Sherman
Carolyn Ann Klutzaritz	Christine Sigley
Maureen McCullion	Janice Wasilkowski
John Passaro	

- c. Approve the following individuals as substitute custodians for the 2014-2015 school year at the 2014-2015 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Elizabeth Keiser*	Kay O'Donnell
John Passaro	Eric Shaner

*Pending Verification of Missing Documents

V. CONFERENCES

VI. POLICY

A. Board Policy First Reading

1. Approve school board policy #102 – Programs – Academic Standards, as presented after first reading. (Attachment #4)
2. Approve school board policy #105 – Programs – Curriculum, as presented after first reading. (Attachment #5)
3. Approve school board policy #217 – Pupils – Graduation, as presented after first reading. (Attachment #6)

B. Board Policy Second Reading

Approve school board policy #224– Pupils – Care of School Property, as presented after second reading. (Attachment #7)

C. Student-Parent Handbook Changes

Approve the changes to the High School Student-Parent Handbook as presented. (Attachment #8)

D. Approve to authorize proper officials to enter into an agreement for three Northern Lehigh School District special education students to attend Whitehall-Coplay School District in accordance with the promises and covenants contained in the agreement. This agreement is effective for the 2014-2015 school year. (Attachment #9)**E. Student Representative to the Board**

Approve Gavin Kemery as Student Representative to the Board for the 2014-2015 school year. Gavin Kemery has been appointed as the junior representative to the board and will serve from September 2014 through June 2015. Emily Bevans will serve as the senior student representative to the board until June 2015.

VII. CURRICULUM AND INSTRUCTION**A. Approve to authorize the superintendent to execute a letter of agreement for the 2014-2015 academic year with the Center for Humanistic Change, Inc. to provide Student Assistance Program (SAP) Liaison services. The Student Assistance Teams in our school district will use these services. (Attachment #10)****B. Approve to authorize the superintendent to execute an agreement between the Northern Lehigh School District and the Carbon Lehigh Intermediate Unit #21 to provide special education services for the 2014-2015 school year. (Attachment #11)****C. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and Behavioral Health Associated Licensed Private Academic School for the purpose of furnishing regular education or special education programs for students for the 2014-2015 school year. (Attachment #12)****D. Authorize Community Services for Children to operate the Head Start Pre-K program at Peters Elementary School from September, 2014 through the end of May, 2015. The only obligation of the district is to provide one classroom. (Attachment #13)****E. Approve the final agreement with CLIU #21 for Title I Services for the 2013-2014 school year in the amount of \$3,287.00.(Attachment #14)****F. Approve to authorize the superintendent to execute an agreement between the Northern Lehigh School District and the Carbon Lehigh Intermediate Unit #21 in conjunction with Lehigh Valley PBS/WLVT Channel 39, to provide Discovery Streaming education services for the 2014-2015 school year. (Attachment #15)****G. Approve to authorize proper officials to execute an Affiliation Agreement between Northern Lehigh School District and Kutztown University for a teacher preparation program. This program allows students at Kutztown University to student teach in our district in order for them to complete their practicum hours needed for graduation. This agreement will commence on July 1, 2014 and will end June 30, 2019. (Attachment #16)**

H. Induction Program

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2014-2015 school year:

<u>Helping Teacher</u>	<u>Inductee</u>	<u>Stipend</u>
Amy Zeiser	Kate Pluchinsky	\$750.00
Christopher Bennett	Krystal –Dawn Willing-Tiedeman	\$750.00

VIII. OLD BUSINESSIX. NEW BUSINESSX. FINANCIAL

A. Approve the Following Financial Reports:

1. General Fund month of June
2. NLMS Student Activities Account months of December-June
3. NLHS Student Activities and Scholarship Account months of May and June

B. Approve the Following List of Bills:

1. General Fund month of June, July & August 2014
2. Cafeteria Fund month of June & July 2014
3. Refreshment Stand month of June 2014

C. Rescind the Motion to Close the Class of 2013 Account

Rescind the following motion that was originally approved at the September 8, 2013 school board meeting.

Approve the request of the senior high school to close the Class of 2013 account in accordance with the Student Activities Fund guidelines. The account balance is \$194.97 and the Class of 2013 is recommending that the funds be split equally and transferred to the Class of 2014, Class of 2015 and Class of 2016.

Class of 2014 - \$64.99
 Class of 2015 - \$64.99
 Class of 2016 - \$64.99

D. Approve the request of the senior high school to close the Class of 2013 account in accordance with the Student Activities Fund guidelines. The account balance is \$194.97 and the funds will be transferred to the Student Council account.

E. Approve the request of the senior high school to close the Class of 2014 account in accordance with the Student Activities Fund guidelines. The account balance is \$443.93 and the funds will be transferred to the Student Council account.

F. Approve the request of the middle school to close the following two (2) accounts in accordance with the Student Activities Fund guidelines: the bookstore account balance is \$1,029.66 and the Club account balance is \$1,297.66. The funds will be transferred to the Student Council account.

G. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #17)

- H. Allow administration to sign the agreement for the CLIU Overdrive Consortium for the 2014-2015 school year to provide e-books, audiobooks and other digital content at a cost of \$2,000. (Attachment #18)
- I. Allow administration to sign the CLIU Technology Pool Consortium Agreement for the 2014-2015 school year. (Attachment #19)

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

- A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on May 28, 2014.
- B. Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on May 19, 2014 and June 16, 2014.
- C. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on May 1, 2014 and June 5, 2014.

XIV. RECOGNITION OF GUESTS**XV. ADJOURNMENT**