

**NORTHERN LEHIGH SCHOOL DISTRICT**  
**Regular School Board Meeting**  
**Monday, October 9, 2023**  
**Northern Lehigh Administration Building Board Room**  
**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 MEETING**

- A. Regular school board meeting held on September 11, 2023. ([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. Natalie Snyder
- D. Lehigh Carbon Community College ..... Mr. Mathias J. Green, Jr.
- E. Committee Reports and/or Meetings
  - Minutes of the Education Committee Meeting held on October 2, 2023 ([Attachment #1](#))
  - Minutes of the Policy Committee Meeting held on October 2, 2023 ([Attachment #2](#))
  - Minutes of the Technology/Buildings & Grounds Committee Meeting held on October 2, 2023 ([Attachment #3](#))
  - Minutes of the Finance Committee Meeting held on October 2, 2023 ([Attachment #4](#))
  - Minutes of the Extra and Co-Curricular Committee Meeting held on October 2, 2023 ([Attachment #5](#))
- F. Student Representatives to the Board Report..... Ms. Victoria Hanna  
Ms. Jalah Cook
- G. Solicitor’s Report ..... Attorney Kristine Roddick

- H. Assistant Superintendent ..... Dr. Tania Stoker
  - ESSER Grants Update
  
- I. Business Manager’s Report ..... Mrs. Sherri Molitoris
  - Local Audit
  
- J. Superintendent’s Report..... Dr. Matthew J. Link
  - Beginning of Year Local Assessments (Principals)
  
- K. An executive session will be held at 5:45 p.m. at the Northern Lehigh Administration Building Board Conference Room.

**IV. PERSONNEL**

A. Retirement/Resignation

1. With regret, accept the retirement resignation of Greg Derr from his position as Director of Support Services, effective at the end of the work day on December 21, 2023. Mr. Derr will be retiring from the Northern Lehigh School District after 17 years of service.
  
2. Accept the resignation of Katlyn Kocis from her position as First Grade teacher at Peter’s Elementary School, effective at the end of the day on November 22, 2023.
  
3. Accept the resignation of Cindy Frey from her position as Reading Specialist at Peter’s Elementary School, effective at the end of the day on November 22, 2023.
  
4. Accept the resignation of Paige Schmidt from her position as Math Teacher at Northern Lehigh High School, effective at the end of the day on November 10, 2023.
  
5. Accept the resignation of Jessica Reichard from her position as Paraprofessional at Northern Lehigh Middle School, effective at the end of the day on October 20, 2023.
  
6. Accept the resignation of Tina Erkinger from her position as Administrative Assistant to the Assistant Superintendent, effective at the end of the day on November 10, 2023.

B. Appointment - Non-instructional

1. Mickayla Reinstein\*
  - Assignment: Cook’s Helper
  - Salary: \$14.00/hour/5 hours
  - Effective: October 10, 2023
  - \*60 Working Day Probationary Period
  
2. Lori Rivera\*
  - Assignment: Cook’s Helper
  - Salary: \$14.00/hour/4 hours
  - Effective: October 10, 2023
  - \*60 Working Day Probationary Period

C. Appointment - Instructional

1. Jennifer Madtes
  - Professional Employee
  - Assignment: Special Education Teacher
  - Salary: \$64,175 (Step 5 Masters on the 2023-2024 CBA Salary Schedule)
  - Effective: Upon Release of Current Employer

D. SubstitutesInstructional

- a. Motion to renew the appointment of the following substitute teachers for the 2023-2024 school year at the 2023-2024 substitute teacher rates as approved on the Supplemental Personnel Salary Schedule:

Angela Everett - Elementary

E. Co-Curricular Appointments 2023-2024

Allison Chruscial	National Honor Society - Shared Stipend
Raquel Hoffert	National Honor Society - Shared Stipend
Zach Williams	Middle School Asst. Boys Basketball Coach

F. Renew Co-Curricular Appointments 2023-2024

Shelby Bailey	MS Co-ed Soccer Coach
Katherine Farber	Head Softball Coach
Scott Gerould	Assistant Track Coach
Rajeev Gupta	MS Track & Field Coach
Christopher Heery	Senior High Spring Intramural
Dylan Hofmann	Assistant Track Coach
Gerald Kresge	Head Baseball Coach
Michael Lehtonen	Head Track Coach
Derek Long	Assistant Track Coach
Jason Smith	Assistant Softball Coach
Joe Tout	Senior High Spring Intramural
Stephen Turoscy	Assistant Baseball Coach
Jacob Waylen	Assistant Track Coach
Tiffany Yesik	Assistant Softball Coach

G. Co-Curricular Volunteers 2023-2024

Allison Chruscial	Asst. Softball Coach
Gabryella Wilder	Asst. Softball Coach

H. Yearbook Stipends

1. Approve a stipend in the amount of \$650 for creating the Peters Elementary School Yearbook for the 2023-2024 school year to be awarded to Michelle Siesko. Stipend to be funded by the Peters Elementary School budget.
2. Approve a stipend in the amount of \$750 for creating the Slatington Elementary School Yearbook for the 2023-2024 school year to be awarded to Michelle Brown. Stipend to be funded by the Slatington Elementary School budget.

I. Krise Transportation Bus Drivers and Aides

Motion to approve the following bus drivers and aides from Krise Transportation to transport Northern Lehigh School District students for the 2023-2024 school year:

Lori Rivera

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**J. 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 2023-2024 school year:

1. Paige Schmidt  
From: Step 3  
To: Step 3B+24

**K. Family Medical Leave of Absence**

1. Approve the request of employee #3540 to take a family medical leave of absence, effective on September 25, 2023. The employee is requesting a family medical leave of absence and will return on a date not to exceed twelve weeks after the exhaustion of available sick days.

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

1. Approve school board policy #622 - GASB Statement 34 - Finances, as presented after the first reading. ([Attachment #6](#))

**B. Board Policy Second Reading**

1. Approve school board policy #006 - Meetings - Local Board Procedures, as presented after the second reading. ([Attachment #7](#))
2. Approve school board policy #216.1 - Supplemental Discipline Records - Pupils, as presented after the second reading. ([Attachment #8](#))
3. Approve school board policy #251 - Students Experiencing Homelessness, Foster Care and Other Educational Instability - Pupils, as presented after the second reading. ([Attachment #9](#))

**VI. CONFERENCES**

- A. Scott Pyne - PDE SAS Institute - December 11-13, 2023 - Hershey Lodge - Hershey, PA - Registration: \$0 - Lodging: \$492.84 - Travel: \$103.49; Meals: \$75 - Total Approximate Cost: \$671.33 Funding: Assistant Superintendent's Professional Development Budget.
- B. Blasia Dunham - PDE SAS Institute - December 11-13, 2023 - Hershey Lodge - Hershey, PA - Registration: \$0; Lodging: \$0; Travel: \$103.49; Meals: \$50 - Total Approximate Cost: \$153.49 Funding: Assistant Superintendent's Professional Development Budget.
- C. Sue Beil - 2023 PAPBS Network and MTSS Implementers' Forum: Building Community from Science to Practice - November 1-2, 2023 - Hershey Lodge - Hershey, PA - Registration: \$85 - Lodging: \$229 - Travel: \$0; Meals: \$100 - Total Approximate Cost: \$414. Funding: Slatington Elementary Building Budget.

- D. Suzanne Mengel - 2023 PAPBS Network and MTSS Implementers' Forum: Building Community from Science to Practice - November 1-2, 2023 - Hershey Lodge - Hershey, PA - Registration: \$85 - Lodging: \$0 - Travel: \$0; Meals: \$100 - Total Approximate Cost: \$185. Funding: Slatington Elementary Building Budget.
- E. Jennifer Butz - Pennsylvania Society of Health and Physical Education (SHAPE PA) Conference - October 26 & 27, 2023 - Spooky Nook in Manheim, PA - Registration: \$0 - Lodging: \$0 - Travel: \$97.86; Meals: \$0 - Total Approximate Cost: \$97.86. Funding: Assistant Superintendent's Professional Development Budget.

**VII. CURRICULUM AND INSTRUCTION**

A. Induction Program

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2023-2024 school year:

Helping Teacher	Inductee	Stipend
Lynn Werley-Olesak	Jennifer Madtes	\$200.00

- B. 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. ([Attachment #10](#))
- C. Approve to authorize proper officials to execute an Addendum Contract with PTS for building substitute teachers and per diem substitutes for the 2023-2024 school year. ([Attachment #11](#))
- D. Approve administration to enter into an agreement with Apple Tree Educational Associates, LLC to provide school psychologist services to assist the Special Education Department, per the attached agreement to be funded through the Special Education Department. ([Attachment #12](#))

**VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

- A. As per the recommendation of the administration, approve proper officials to enter into an agreement with Bucks County Intermediate Unit to comply with the requirement, goals and to strive to accomplish the objectives of Pennsylvania's Education for Children and Youth Experiencing Homelessness (ECYEH) Program. ([Attachment #13](#))
- B. Per the recommendation of administration, approve the agreement with King, Spry, Herman, Freund & Faul, LCC for Scope of Services and Compensation Agreement to the Northern Lehigh School District through June 30, 2027. ([Attachment #14](#))
- C. Per the recommendation of administration, approve the \$1,000 stipend through March of 2024 for Eric Hill for work related to child accounting not included in his current job description.

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- D. As per the recommendation of the administration, approve Co-Curricular Appendix E as recommended by NLEA and Administrative Committee. This will set the base rates for all of the 2023-2024 school year. ([Attachment #15](#))

## **X. FINANCIAL**

- A. Approve the Following Financial [Reports](#):
1. NLSD Investments for the month of September 2023
  2. General Fund month of September, 2023 (Unaudited)
  3. Cafeteria Fund month of September, 2023 (unaudited)
  4. NLMS Student Activities/Clubs Accounts months of August and September, 2023 (Unaudited)
  5. NLHS Scholarship Account month of September, 2023 (Unaudited)
  6. NLHS Student Activities/Clubs Accounts month of September, 2023 (Unaudited)
- B. Approve the Following List of [Bills](#):
1. General Fund months of September & October, 2023
  2. Cafeteria Fund months of September & October, 2023
  3. Capital Construction months of September & October, 2023
- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. ([Attachment #16](#))
- D. Approve to release the \$5,000.00 donation to the Slatington Public Library that is budgeted in the 2023-2024 school year.
- E. Approve the appointment of Statewide Tax Recovery as the delinquent per capita tax collector for the 2023 tax year.
- F. As per the recommendation of the administration, approve to authorize proper officials to purchase one school district police vehicle per the attached COSTARS eligible quote. ([Attachment #17](#))
- G. As per the recommendation of the administration, approve to authorize proper officials to purchase two school district vehicles per the attached COSTARS eligible quote. ([Attachment #18](#))
- H. As per the recommendation of the administration, approve to authorize proper officials to enter into a 2-year agreement with School Health for the 2023-2024 and 2024-2025 school years at a cost not to exceed \$11,943.68 funded by the Buildings and Grounds budget. ([Attachment #19](#))
- I. As per the recommendation of the administration, approve the transportation contract at the IRS reimbursement rate with the parent of a foster student residing in NLSD and attending a school in the Bethlehem Area School District, in accordance with the Every Student Succeeds Act. ([Attachment #20](#))

## **XI. LEGAL**

- A. Expulsion Hearing Waiver Approval
1. The Board agrees to the expulsion hearing waiver for Student #2890125. 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.

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2. The Board agrees to the expulsion hearing waiver for Student #2690222. 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.

**XII. CORRESPONDENCE**

**XIII. INFORMATION**

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on [August 21, 2023](#).
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on [August 3, 2023](#).
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on [August 23, 2023](#).

**XIV. RECOGNITION OF GUESTS**

**XV. ADJOURNMENT**