

**NORTHERN LEHIGH SCHOOL DISTRICT
 Regular School Board Meeting
 Monday, October 13, 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 September 8, 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 October 6, 2014. **(Attachment #1)**
 - Minutes of the Technology/Buildings and Grounds Committee Meeting held on October 8, 2014. **(Attachment #2)**
 - Minutes of the Finance Committee Meeting held on October 8, 2014. **(Attachment #3)**
- F. Student Representatives to the Board Report..... Ms. Emily Bevans
Mr. Gavin Kemery
- G. Solicitor’s Report Attorney Charles Stopp
- H. Federal and Other Programs Update Mrs. Karen A. Nicholas
 - Comprehensive Plan
 - Barnes & Noble Bookfair – November 5, 2014
 - 5 Year Technology Plan
- I. Business Manager’s Report Mrs. Rhonda Frantz
Mrs. Sherri Molitoris
- J. Superintendent’s Report Mr. Michael W. Michaels
 - Pennsylvania Performance Audit Report
 - NLCC Donation of (2) Fiberglass Basketball Backstops

K. An executive session will be held at 6:15 p.m. in the Administration Office Conference Room.

IV. PERSONNEL

A. Sabbatical Leave

Approve the request of Catherine Grega, middle school reading teacher, to take a Compensated Sabbatical Leave for the first semester of the 2014-2015 school year pending verification of sabbatical paperwork.

B. Appointment – Instructional

1. Rhiannon Brinker	Temporary Vacancy Replacement
Assignment:	Middle School Reading Teacher replacing an employee on sabbatical leave
Salary:	Substitute Teacher Rate Days 1-30; Day 31 and beyond \$45,680 prorated (Step 1 Bachelors on the 2014-2015 CBA Salary Schedule)
Effective:	August 21, 2014
Termination Date:	On or about January 16, 2015

2. Arielle Dentith*	Temporary Vacancy Replacement
Assignment:	Senior High School English Teacher replacing an employee on family medical leave
Salary:	Substitute Teacher Rate Days 1-30; Day 31 and beyond \$45,680 prorated (Step 1 Bachelors on the 2014-2015 CBA Salary Schedule)
Effective:	September 22, 2014
Termination Date:	Upon return of Full Time Teacher
* Pending Verification of Missing Personnel File Items	

3. Andrea Meyers	Temporary Vacancy Replacement
Assignment:	Senior High School Physics Teacher replacing an employee on family medical leave
Salary:	Substitute Teacher Rate Days 1-30; Day 31 and beyond \$45,680 prorated (Step 1 Bachelors on the 2014-2015 CBA Salary Schedule)
Effective:	September 8, 2014
Termination Date:	Upon return of Full Time Teacher

C. Appointment – Non-Instructional

1. Kay O'Donnell	
Assignment:	Second Shift Custodian Slatington Elementary School replacing Julianna Christman who retired.
Salary:	\$9.00 Per Hour/ Monday-Friday 2:30 PM – 11:00 PM
Effective:	September 22, 2014
*60 Day probationary period ending November 20, 2014	

D. Rescind Family Medical Leave

Rescind the following motion that was originally approved at the September 8, 2014 board meeting:

Approve the request of employee #3700 to take a twelve week Family Medical Leave beginning on August 18, 2014, for her own medical reasons. Employee will be using sick days in conjunction with her family medical leave. Employee plans to return to her current position upon release from her physician.

E. Family Medical Leave

1. Approve the request of employee #260 to take a twelve week Family Medical Leave beginning on September 4, 2014, for her own medical reasons. Employee will be using ten (10) sick days and three (3) personal days. Employee plans to return to her current position upon release from her physician.
2. Approve the request of employee #6882 to take a twelve week Family Medical Leave beginning on September 24, 2014, for her own medical reasons. Employee plans to return to her current position upon release from her physician.

F. Unpaid Leave

Approve the request of Jennifer Butz, Slatington/Peters Elementary Health & Physical Education teacher, to take a three-day leave of absence, without pay, on April 17, 20 and 21, 2015. She plans to use these days in conjunction with her five personal days. Her request will not be considered a precedent for future requests per correspondence received from the Northern Lehigh Education Association.

G. 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 2014-2015 school year:

Jeremy Battista
 From: Step 7B+24
 To: Step 7M

Gina Orr
 From: Step 5B
 To: Step 5B+24

H. Rescind Co-Curricular Appointment 2014-2015

Rescind the appointment of Elizabeth Chunko in the amount of \$2,731.00 from her position as Middle School Field Hockey Coach for the 2014-2015 school year which was originally approved at the January 13, 2014 school board meeting.

I. Co-Curricular Appointments 2014-2015

Elizabeth Chunko	MS Field Hockey Coach (Shared)	\$1,365.50
Bronwyn Green	MS Field Hockey Coach (Shared)	\$1,365.50

J. 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: Frank Carazo

K. Co-Curricular Volunteers 2014-2015

Lisa Kemmerer Refreshment Stand Volunteer
Michael Steigerwalt* Assistant Boy's Basketball Coach
*** Pending Verification of Missing Personnel File Items**

L. Unpaid Volunteers

Approve the following unpaid volunteer aide in the Slatington Elementary school for the 2014-2015 school year.

Marlene Simock*
*** Pending Verification of Missing Personnel File Items**

M. Substitute

1. Instructional

Approve the following substitute teachers for the 2014-2015 school year at the 2013-2014 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Cynthia Fritzinger – Elementary
Helene McGuire-Hein* – School Nurse
Deanna Suozzo* - Elementary – PreK-4
Megan Wagner* - Elementary – PreK-4
Frances Williams* – Social Studies, Special Education K-12
***Pending Verification of Missing Personnel File Items**

2. Non-Instructional

Approve the following individual as a substitute secretary/aide for the 2014-2015 school year at the 2014-2015 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Janice Herzog
Sherri Houser*
Shelly Pender*
Betty Rowland*
***Pending Verification of Missing Personnel File Items**

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:

Norman Kern*
John Madura*
***Pending Verification of Missing Personnel File Items**

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:

Sherri Houser*
Betty Rowland*
***Pending Verification of Missing Personnel File Items**

V. CONFERENCES

- A. Jeffrey Bachman – PEMA – Multi-Hazard Emergency Planning for Schools and Train the Trainer Workshop – December 8-10, 2014 – Coatesville, PA –Meals: \$120.00; Travel Costs: \$95.20 – Total Approximate Cost: \$215.20 – Funding: Superintendent’s Budget. **(Attachment #4)**

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

1. Approve school board policy #000 – Local Board Procedures – Board Policy/Procedure/Administrative Regulations, as presented after first reading. **(Attachment #5)**
2. Approve school board policy #100 – Programs – Comprehensive Plan, as presented after first reading. **(Attachment #6)**
3. Approve school board policy #113 – Programs – Special Education, as presented after first reading. **(Attachment #7)**
4. Approve school board policy #114 – Programs – Gifted Education, as presented after first reading. **(Attachment #8)**
5. Approve school board policy #146 – Programs – Student Services, as presented after first reading. **(Attachment #9)**
6. Approve school board policy #320 – Administrative Employees – Freedom of Speech in Nonschool Settings, as presented after first reading. **(Attachment #10)**
7. Approve school board policy #420 – Professional Employees – Freedom of Speech in Nonschool Settings, as presented after first reading. **(Attachment #11)**
8. Approve school board policy #520 – Nonprofessional Employees – Freedom of Speech in Nonschool Settings, as presented after first reading. **(Attachment #12)**
9. Approve school board policy #331 – Administrative Employees – Job Related Expenses, as presented after first reading. **(Attachment #13)**
10. Approve school board policy #431 – Professional Employees – Job Related Expenses, as presented after first reading. **(Attachment #14)**
11. Approve school board policy #531 – Nonprofessional Employees – Job Related Expenses, as presented after first reading. **(Attachment #15)**
12. Approve school board policy #333 – Administrative Employees – Professional Development, as presented after first reading. **(Attachment #16)**
13. Approve school board policy #433 – Professional Employees – Professional Development, as presented after first reading. **(Attachment #17)**

B. Board Policy – Second Reading

1. Approve school board policy #319 – Administrative Employees – Outside Activities, as presented after second reading. **(Attachment #18)**

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2. Approve school board policy #419 – Professional Employees – Outside Activities, as presented after second reading. (Attachment #19)
 3. Approve school board policy #519 – Non-Professional Employees – Outside Activities, as presented after second reading. (Attachment #20)
- C. Grant permission, according to Board Policy #707, for the Delaware and Lehigh National Heritage Corridor to use the district's parking lot facilities on Sunday, November 2, 2014 for the Delaware & Lehigh Heritage Marathon and Half Marathon. They anticipate participants will begin arriving by 6:00 AM and the event will conclude around 4:00 PM.
- D. Non-Resident Students
- Approve the request of the parents of a seventh grade student at the Middle School, who are building a house in the district, to allow their student to begin the 2014-2015 school year in Northern Lehigh School District in accordance with school board policy #202.
- E. Homebound Instruction
- It is recommended that the Board of Education grant homebound instruction for a 6th grade student, Student No. 2190122 for five hours per week, effective October 7, 2014 and continuing until approximately January 5, 2015.

VII. CURRICULUM AND INSTRUCTION

VIII. OLD BUSINESS

IX. NEW BUSINESS

- A. RESOLVED, the Board of Education approves the Resolution in support of HB2124 calling for Reform of the Commonwealth's PlanCon system, as presented. (Attachment #21)

X. FINANCIAL

- A. Approve the Following Financial Reports:
1. General Fund months of June-August
 2. NLMS Student Activities Account months of July-September
 3. NLHS Student Activities and Scholarship Account months of July-September
- B. Approve the Following List of Bills:
1. General Fund months of September & October 2014
 2. Food Service month of September 2014
 3. Refreshment Stand month of September 2014
- C. Approve the appointment of Statewide Tax Recovery as the delinquent per capita tax collector for the 2014-2015 school year.
- D. RESOLVED, the Board of Education approves the addendum to the agreement with Portnoff Law Associates, Ltd. to be the delinquent real estate tax collector for the 2014 tax year. (Attachment #22)
- E. Approve the Commonwealth of Pennsylvania Performance Audit Report for years ending June 30, 2011 and June 30, 2012. (Distributed to all Board Members)

F. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #23)

G. Approve to designate Fund Balance ending June 30, 2014 as follows:

1. Committed Fund Balance For:	
a. Health Insurance Premiums	\$1,696,000.00
b. PSERS Increase	\$3,556,934.00
Total Committed:	\$5,252,934.00
2. Assigned Fund Balance:	
Assigned Current Year Usage	\$ 465,000.00
Technology	\$ 184,599.00
Replacement Equipment	\$1,000,747.00
Long Range Maintenance	\$ 368,650.00
Total Assigned:	\$2,018,996.00
3. Unassigned Fund Balance	\$2,105,029.39
4. Nonspendable	\$ 34,168.10
5. Total Fund Balance	\$9,411,127.49

XI. LEGAL

XII. CORRESPONDENCE

XIII. INFORMATION

A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on August 27, 2014.

B. Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on August 18, 2014.

C. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on August 7, 2014 and September 4, 2014.

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT