

# AGENDA



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

## **REGULAR SCHOOL BOARD MEETING**

**Monday, November 13, 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, November 13, 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. Regular School Board Meeting held on October 9, 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 Education/Policy Committee Meeting held on November 8, 2017 (Attachment #1)
  - Minutes of the Technology/Buildings & Grounds Committee Meeting held on November 8, 2017 (Attachment #2)
  - Minutes of the Finance Committee Meeting held on November 8, 2017 (Attachment #3)
- F. Student Representatives to the Board Report..... Ms.Tori Csanadi  
Mr. Preston Kemery
- G. Solicitor's Report ..... Attorney Keith Strohl
- H. Business Manager's Report ..... Mrs. Rhonda Frantz  
Mrs. Sherri Molitoris
- I. Federal and Other Programs Update ..... Mrs. Karen A. Nicholas
- J. Superintendent's Report ..... Mr. John W. Corby
  - Student Council Yearly Board Presentation
  - American Education Week – November 13-17, 2017
  - **Announcement:** Holiday Dinner – Monday, December 4, 2017 at 6:00 PM in Middle School Annex
  - **Reminder:** December 4, 2017 School Board Reorganization Meeting at 7:15 PM – Regular School Board Meeting at 7:30 PM – No December Committee meetings

- Presentation of PSBA Certificate of Appreciation for School Board Service
  - Gregory S. Williams – 12 Years of Service

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

#### IV. PERSONNEL

##### A. Appointment - Instructional

Approve the following individual as District Wide permanent substitute teacher for the 2017-2018 school year. She will be paid a daily per diem rate of \$120 and will receive district health benefits according to the Affordable Care Act regulations with co-payment amounts equivalent to that of district personnel:

Lisa Hoever

##### B. Family Medical Leave of Absence

1. Approve the request of employee #5270 to take leave of absence beginning on October 4, 2017, for his own medical reasons. Employee is requesting to use all accumulated paid days. Upon exhaustion of all paid days, employee is requesting a twelve week family medical leave. Employee plans to return to his current position on or about January 12, 2018.
2. Approve the request of employee #1015 to take a two week family medical leave beginning on or about December 16, 2017, for the birth of a child. Employee is requesting to use up to ten (10) accumulated sick days in conjunction with the family medical leave.

##### C. Co-Curricular Resignation

1. Accept the resignation of Tanya (Ahner) Kromer from her position as Cheerleader Advisor – Shared Stipend, effective at the end of the 2017-2018 football season. Stipend to be paid will be \$548.50.
2. Accept the resignation of Patricia Ingles from her position as a Secondary Detention Monitor for the Senior High School for the 2017-2018 school year.

##### D. Co-Curricular Volunteers 2017-2018

Jeffrey Check                      Assistant Wrestling Coach

##### E. Co-Curricular Volunteer Resignation 2017-2018

Accept the resignation of Brittany Gangaway from her position as volunteer Assistant Cheerleading Coach.

##### F. Game Workers 2017-2018

Approve the following list of people as Game Workers for the 2017-2018 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 2017-2018 Supplementary Personnel Salary Schedule.

Shawn Green  
Michael Hammond  
Shelly Pender

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**G. Substitute****1. Instructional**

Approve the following substitute teachers for the 2017-2018 school year at the 2017-2018 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Preston Kucsan – CLIU Guest Teacher  
Patricia Sottolano – CLIU Guest Teacher  
Rev. Robert Zweifel – CLIU Guest Teacher

**2. Non-Instructional**

a. Approve the following individual as substitute instructional aide for the 2017-2018 school year at the 2017-2018 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Stacy Graham  
Schelene Fritzing\*  
\*Pending Verification of Missing Personnel Items

b. Approve the following individual as a substitute cafeteria worker for the 2017-2018 school year at the 2017-2018 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Schelene Fritzing\*  
\*Pending Verification of Missing Personnel Items

c. Approve the following individual as a substitute custodian for the 2017-2018 school year at the 2017-2018 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Patricia Bortz  
Tifani Weber\*  
Susan Yesik\*  
\*Pending Verification of Missing Personnel Items

d. Approve the following individual as a substitute nurse for the 2017-2018 school year at the 2017-2018 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Marilyn Keenly\*  
\*Pending Verification of Missing Personnel Items

**V. CONFERENCES**

- A. Allison Chruscial – PA Excellence in E-Learning Forum – Improving Strategies, Improving Success – March 21-23, 2018 – Kalahari Resorts & Conventions – Pocono Manor, PA – There is no cost to the district for this conference. (Attachment #4)
- B. Krystle Tiedeman – PA Excellence in E-Learning Forum – Improving Strategies, Improving Success – March 21-23, 2018 – Kalahari Resorts & Conventions – Pocono Manor, PA – There is no cost to the district for this conference. (Attachment #5)
- C. Rhonda Frantz – 63rd Annual PASBO Conference – March 6-9, 2018 – Hershey Lodge and Convention Center – Hershey, PA – Registration: \$331.55, Meals: \$120.00 – Total Approximate Cost: \$451.55 – Funding: Business Office Budget (Attachment #6)

- D. Sherri Molitoris – 63rd Annual PASBO Conference – March 6-9, 2018 – Hershey Lodge and Convention Center – Hershey, PA – Registration: \$331.55, Lodging: \$441.00, Travel: \$100.00, Meals: \$120.00 – Total Approximate Cost: \$992.55 – Funding: Business Office Budget. (Attachment #7)

## VI. POLICY

### A. Board Policy First Reading

1. Approve school board policy #150 – Programs – Title I Comparability of Services, as presented after first reading. (Attachment #8)
2. Approve school board policy #719 – Property – Unmanned Aircraft Systems – Unmanned Aircraft Vehicles – Drones, as presented after first reading. (Attachment #9)
3. Approve school board policy #845 – Operations – Identification Badge, as presented after first reading. (Attachment #10)

### B. Non-Resident Students

Approve the request of the parent of a senior student at the High School, who is moving out of the school district, to allow their student to finish the 2017-2018 school year in Northern Lehigh School District in accordance with school board policy #202

### C. Northern Lehigh Reading Olympics Club

Approve the request of the Slatington Elementary Administration to create a Reading Olympics team. This club encourages participants to read more books and inspire students to be life-long readers. The culmination of the program is a Reading Olympics competition. The club will meet after school on Wednesdays. This club will adhere to the guidelines within Policy #122. (Attachment #11)

## VII. CURRICULUM AND INSTRUCTION

- A. Authorize administration to sign the revised agreement with Community Services for Children to operate the Head Start Pre-K program at Peters Elementary School from August, 2017 to June, 2018 which extends the program one extra hour per day plus 20 additional days per year. (Attachment #12)

## VIII. OLD BUSINESS

### IX. NEW BUSINESS

#### Early Retirement Incentive Plan for 2017-2018

Approve to adopt an Early Retirement Incentive Plan, for all eligible professional employees, on a voluntary basis, for the 2017-2018 school year.

## X. FINANCIAL

- A. Approve the Following Financial Reports:
1. General Fund months of September & October, 2017
  2. NLMS Student Activities Account months of September & October, 2017
  3. NLHS Student Activities and Scholarship Account months of September & October, 2017
  4. Refreshment Stand month of September & October, 2017

5. Cafeteria Fund month of September & October, 2017

B. Following List of Bills:

1. General Fund months of October & November, 2017
2. Cafeteria Fund months of October & November, 2017
3. Refreshment Stand month of October, 2017

C. Approve the attached first amendment to the Sports Medicine Services agreement dated January 11, 2016, by and between Northern Lehigh School District, Saint Luke's Hospital of Bethlehem, Pennsylvania d/b/a/ St. Luke's University Hospital and St. Luke's Physician Group. (Attachment #13)

D. Approve the resolution directing Northampton County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented. (Attachment #14)

E. Approve the resolution directing Lehigh County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented. (Attachment #15)

F. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #16)

G. Approve the 2017-2018 Northern Lehigh District Salary Schedule as presented. (Distributed to Board and Administration only)

H. Allow administration to reach out to Baird to function as financial advisors for the district in anticipation of bonds needed for roofing and other projects.

I. Allow administration to enter into an agreement with Houghton Mifflin Harcourt, for the purchase of Read 180 Universal curriculum for special education students at the Middle School and High School, at a cost of \$44,200.00. Additionally, authorize the purchase of twenty (20) laptops and two (2) charging stations to use with the curriculum, at a cost not to exceed \$13,100.00. Funding will come from the cost settlement of our Medical Access program. (Attachment #17)

J. Approve to designate Fund Balance ending June 30, 2017 as follows:

**1. Committed Fund Balance For:**

a. Health Insurance Premiums	\$1,508,773.00
b. PSERS Increase	\$2,611,745.00
<b>Total Committed:</b>	<b>\$4,120,518.00</b>

**2. Assigned Fund Balance:**

Assigned Current Year Usage	\$2,784,388.00
Technology	\$ 892,428.02
Replacement Equipment	\$ 740,067.00
Long Range Maintenance	\$2,482,233.00
<b>Total Assigned:</b>	<b>\$6,899,116.02</b>

**3. Unassigned Fund Balance** **\$1,314,909.49**

**4. Restricted Fund Balance:** **\$ 1,693.02**

**5. Nonspendable** **\$ 33,470.72**

**6. Total Fund Balance** **\$12,369,707.52**

**XI. LEGAL**

**XII. CORRESPONDENCE**

**XIII. INFORMATION**

- A. Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on September 18, 2017.
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on September 7, 2017 and October 5, 2017.
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on September 27, 2017.

**XIV. RECOGNITION OF GUESTS**

**XV. ADJOURNMENT**