

AGENDA



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

REGULAR SCHOOL BOARD MEETING

**Monday, August 14, 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
6:30 PM**

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, August 14, 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 June 12, 2017.
- B. Special Board Meeting held on June 22, 2017.

III. SPECIAL BOARD REPORTS

- A. Carbon Lehigh Intermediate Unit Representative..... 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 Technology/Buildings and Grounds Committee Meeting held on August 9, 2017 (Attachment #1)
 - Minutes of the Finance Committee Meeting held on August 9, 2017 (Attachment #2)
- F. Solicitor's Report Attorney Keith Strohl
- G. Federal and Other Programs Update Mrs. Karen A. Nicholas
 - ESSA State Plan Draft
 - Curriculum Update
- H. Business Manager's Report Mrs. Rhonda Frantz
Mrs. Sherri Molitoris
- I. Superintendent's Report Mr. John W. Corby
- J. An executive session will be held at 6:30 p.m. in the Administration Office Conference Room.

IV. PERSONNEL

A. Resignation

1. Accept the resignation of Jonathan DeFrain from his position as Social Studies Teacher at the Senior High School effective August 14, 2017.
2. Accept the resignation of Rodney Hausman from his position as Middle Shift Custodian at Peters Elementary School effective June 19, 2017.

B. Administrative Transfer

1. Instructional

William Neal
 From: 3rd Grade Teacher Slatington Elementary School
 To: 4th Grade Teacher Slatington Elementary School
 Salary: No change in salary
 Effective: August 21, 2017

2. Non-Instructional

William Marks
 From: Second Shift Custodian Slatington Elementary School
 To: Second Shift Custodian Senior High School; 2:30 pm – 11:00 pm; Tuesday–Friday; Saturday 7:00am – 3:30 pm
 Salary: No change in salary
 Effective: August 7, 2017

C. Appointment

1. Instructional

- a. Shelby Bailey
 Assignment: Temporary Professional Employee
 Eighth Grade Reading Teacher replacing Catherine Grega who retired.
 Salary: \$47,850 (Step 2 Bachelors on the 2017-2018 CBA Salary Schedule)
 Effective: August 21, 2017
- b. Stephen Reimert
 Assignment: Temporary Vacancy Replacement
 High School Social Studies Teacher
 Salary: Substitute Teacher Rate Days 1-30 at \$120/day; Day 31 and beyond: \$47,750 (Step 1 Bachelors on the 2017-2018 CBA Salary Schedule)
 Effective: August 21, 2017
 Termination Date: To be determined by Superintendent
- c. Tamara Stubits*
 Assignment: Temporary Professional Employee
 Slatington Elementary 3rd Grade Teacher replacing Christina McShane who was transferred to Peters Elementary.
 Salary: \$47,750 (Step 1 Bachelors on the 2017-2018 CBA Salary Schedule)
 Effective: August 21, 2017

* Pending Verification of Missing Personnel File Items

d. Blasia Dunham*
 Assignment: Temporary Professional Employee
 Seventh Grade Reading Teacher replacing Kathy Walter
 who retired.
 Salary: \$56,475 (Step 2 Masters on the 2017-2018 CBA Salary
 Schedule)
 Effective: August 21, 2017
 * Pending Verification of Missing Personnel File Items

e. Sarah Fink
 Assignment: Temporary Vacancy Replacement
 Peters Elementary Kindergarten Specials Teacher
 replacing a teacher on family medical leave.
 Salary: Substitute Teacher Rate Days 1-30 at \$120/day; Day 31
 and beyond: \$47,750 (Step 1 Bachelors on the 2017-
 2018 CBA Salary Schedule)
 Effective: August 21, 2017
 Termination Date: On or about November 20, 2017

2. Non-Instructional

a. Shelly Pender*
 Assignment: Middle School Cafeteria/Hall Monitor replacing Veronica
 Scheffler who resigned.
 Salary: \$10.93 per hour/3.25 Hours Per Day/5 days per week up
 to 180 student days
 Effective: August 21, 2017
 * Pending Verification of Missing Personnel File Items
 *60 Day probationary period ending October 19, 2017

b. Tami Herman
 Assignment: Lunch Room Monitor Peters Elementary School
 replacing Kellie Bechtel who resigned.
 Salary: \$10.93 Per Hour Monday-Friday, 2 Hours Per Day/5
 days per week, up to 180 Student Days
 Effective: August 21, 2017
 *60 Day probationary period ending October 19, 2017

c. Jessica Jackovitz*
 Assignment: Lunch Room Monitor Slatington Elementary School
 replacing Heather VanBlargan who resigned.
 Salary: \$10.93 Per Hour Monday-Friday, 2.25 Hours Per Day/5
 days per week, up to 180 Student Days
 Effective: August 21, 2017
 * Pending Verification of Missing Personnel File Items
 *60 Day probationary period ending October 19, 2017

d. Robert Wetzel*
 Assignment: Second Shift Custodian Slatington Elementary School
 2:30 pm – 11:00 pm; Monday – Friday replacing William
 Marks who was administratively transferred.
 Salary: \$13.07 Per Hour, 8 Hours Per Day/5 days per week with
 ½ hour unpaid lunch
 Effective: August 21, 2017
 * Pending Verification of Missing Personnel File Items
 *60 Day probationary period ending October 19, 2017

D. Family Medical Leave

Approve the request of employee #6666 to take a twelve week Family Medical Leave beginning on August 21, 2017, for her own medical reasons. Employee is requesting to use 37 accumulated sick days. Upon exhaustion of sick days, employee is requesting a one-week unpaid leave of absence according to appendix D of the 2017-2018 NLEA Collective Bargaining Agreement. Employee plans to return to her current position on or about November 20, 2017.

E. In accordance with school board policy #122, approve the attached list of clubs and activities and their stipends for the 2017-2018 school year. (Attachment #3)

F. Rescind Co-Curricular Appointment 2017-2018

Rescind the appointment of Shauna Poling in the amount of \$2,990.00 from her position as Assistant Field Hockey Coach for the 2017-2018 school year which was originally approved at the June 12, 2017 school board meeting.

G. Motion to renew the appointment of the following Co-Curricular positions for the 2017-2018 school year.

Susan Bachman	Elementary Scholastic Scrimmage	\$ 472.00
Christopher Barnes	MS Newspaper Advisor	\$ 494.00
Christopher Bennett	Assistant Baseball Coach (JV)	\$3,143.00
Colette Boudreaux	Senior High Fall Play Director	\$1,587.00
Colette Boudreaux	Senior High Spring Musical Director	\$2,989.00
David Carroll	Senior High Band Advisor	\$5,101.00
David Carroll	MS Band Director	\$ 746.00
Allison Chruscial	Junior Class Advisor	\$ 684.00
Jamie Farber	HS National Honor Society	\$ 532.00
Jamie Farber	Senior Class Advisor	\$ 684.00
Mary Frank	MS Yearbook Advisor	\$ 871.00
Scott Gerould	Assistant Track Coach	\$3,143.00
Todd Herzog	Sr. High Spring Intramurals – Weightlifting	\$ 871.00
Robert Hicks	Head Softball Coach	\$4,963.00
Stephen Hluschak	Assistant Baseball Coach	\$3,143.00
Mark Hoffman	Assistant Softball Coach	\$3,143.00
Dylan Hofmann	MS Spring Intramurals – Weightlifting	\$ 871.00
Steven Jonkman	Elementary Chorus Advisor	\$ 638.00
Steven Jonkman	Elementary Band Advisor	\$ 850.00
Andrew Kern	Middle School Web Page Advisor	\$ 436.00
Gregory King	Head Baseball Coach	\$4,963.00
Sarah Kunkel	SADD Advisor	\$ 599.00
Michael Lehtonen	Head Track Coach	\$4,963.00
Michael Lehtonen	Senior High Scholastic Scrimmage Advisor	\$ 871.00
Christine Leslie	Debate Advisor	\$1,492.00
Alice Lieberman	Academic Challenge Eight Advisor	\$ 472.00
Derek Long	Assistant Track Coach	\$3,143.00
Jeffrey Miller	Sr. High Spring Intramural – Basketball	\$ 871.00
Nicole Nightlinger	MS Student Council	\$1,346.00
David Oertner	Assistant Track Coach	\$3,143.00
Henry Ojeda	Middle School Coed Soccer Coach	\$2,812.00
Drake Pristash	Assistant Track Coach	\$3,143.00
Michelle Raber	MS Fall Intramural Net Sports	\$ 871.00
Michelle Raber	MS Spring Intramural Net Sports	\$ 871.00
Michelle Raber	MS Winter Intramural CPR	\$ 871.00

Jason Reinhard	Assistant Softball Coach (JV)	\$3,143.00
Nicholas Sander	Senior High Newspaper Advisor	\$1,960.00
Janelle Scheckler	Sophomore Class Advisor	\$ 684.00
Joseph Tout	Sr. High Winter Intramurals – Weightlifting	\$ 871.00
Taylor Urban	Sophomore Class Advisor	\$ 684.00
Randal Utsch	Majorette/Band Advisor	\$2,239.00
Maria VanNorman	Yearbook Advisor	\$2,596.00
JoAnn Wasilkowski	Senior Class Advisor	\$ 684.00

H. Co-Curricular Appointments 2017-2018

Alex Lerch	Assistant Boys' Basketball Coach	\$4,839.00
Mikayla Ninos*	Assistant Field Hockey Coach	\$2,990.00
Nicholas Sander	Senior High Student Council Advisor	\$2,239.00
Ellen Yenser	Junior Class Advisor	\$ 684.00

*Pending Verification of Missing Personnel Documents

I. Co-Curricular Volunteers 2017-2018

Fred Folland	Little Leo Club
Brittany Gangaway	Assistant Cheerleading Coach
Lori-Beth Guelcher	Assistant Track Coach
Joseph Seremula	Assistant Baseball Coach
Brian Schell	Assistant Softball Coach
John Weremedic*	Little Leo Club

*Pending Verification of Missing Personnel Documents

J. Assistant Athletic Director

Approve to continue the appointment of Joseph Tout as Assistant Athletic Director for the 2017-2018 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.

K. Game Workers 2017-2018

Motion to renew the appointment of 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.

Chris Baumann	Kyle Baumann
Chris Bennett	Terry Bowman
Cody Bowman	Jennifer Butz
Elizabeth Case	Allison Chruscial
Matthew Davis	Eric DeAntois
Scott DeLong	Alden Farber
Jamie Farber	Kelly Follweiler
Jessica Frew	Scott Gerould
John Guelcher	Barry Herman
Stephen Hluschak	Dylan Hofmann
Patricia Jones	Andrew Kern
Greg King	Mark Lavine
Mike Lehtonen	Derek Long
Vonda Lorson	Steve Martinez
Jacqueline Miller	Kathy Nowlin

David Oertner
David Pristash
Kathleen Reese
Nancy Rehrig
Nicholas Sander
Amy Zeiser

Kayla Perkowski
Michelle Raber
Dennis Rehrig
Stephen Reimert
James Yadush

L. 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 2017-2018 school year.

Steven Jonkman

From: Step 6B
To: Step 6B+24

Kara Richardson

From: Step 8B+24
To: Step 8M

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:

Krystal-Dawn Willing-Tiedeman

- N. Approve the following individuals as District Wide permanent substitute teachers for the 2017-2018 school year. They 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.

Sarah Fink
Stephen Reimert

O. Substitute

1. Instructional

Motion to renew the appointment of 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:

Thomas Battista – Health & Physical Education
Kimberly Bayer – Elementary 4-6; Math 7-8
Janet Brostedt – Elementary
James Fisher – Social Studies
Mary Frank – Art K-12; ESL
Jo Lyn Gazo – Social Studies, Family & Consumer Science, Library Science
Ricky Guth – Citizenship 7-12
Dylan Hofmann - Health & Physical Education

Dawn Kemery – Elementary
 Lori King – Elementary
 Samantha Lilly – Elementary & Special Education
 Andrew Marth – Physics & Mathematics
 Dakota Miller – Elementary
 Patricia Passick – Art K-12
 Linda Sarver - Art
 Candace Steffie – Elementary
 Scott Valentine – Science6-9; Social Studies 7-12
 Megan Wagner – Elementary PK-4
 *Pending Verification of Missing Personnel File Items

2. Non-Instructional

- a. Motion to renew the appointment of the following individuals as substitute secretaries/aides for the 2017-2018 school year at the 2017-2018 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Davina Blose	Holly Carlson
Heather Remaley	Christine Sigley
Christina Tedaldi	Amanda Trelease
Janice Wasilkowski	Sheila White
Claudia Young	

- b. Motion to renew the appointment of the following individuals as substitute cafeteria workers for the 2017-2018 school year at the 2017-2018 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Davina Blose	Crystal Buck
Holly Carlson	Heather Remaley
Christine Sigley	Christina Tedaldi
Amanda Trelease	Janice Wasilkowski
Sheila White	Claudia Young

- c. Motion to renew the appointment of the following individuals as substitute custodians for the 2016-2017 school year at the 2016-2017 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Holly Carlson	Sabrina Clouse
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V. CONFERENCES

VI. POLICY

A. Board Policy Second Reading

1. Approve school board policy #203 – Pupils – Communicable Diseases and Immunizations, as presented after second reading. (Attachment #4)
2. Approve school board policy #204 – Pupils – Attendance, as presented after second reading. (Attachment #5)
3. Approve school board policy #209.2 – Pupils – Diabetes Management, as presented after second reading. (Attachment #6)
4. Approve school board policy #808 – Operations – Food Services, as presented after second reading. (Attachment #7)

5. Approve school board policy #824 – Operations – Maintaining Professional Adult/Student Boundaries, as presented after second reading. (Attachment #8)

B. Student-Parent Handbook Changes

1. Approve the changes to the Elementary School Student-Parent Handbook as presented. (Attachment #9)
2. Approve the changes to the Middle School Student-Parent Handbook as presented. (Attachment #10)
3. Approve the changes to the High School Student-Parent Handbook as presented. (Attachment #11)

- C. 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 2017-2018 school year. (Attachment #12)

D. Northern Lehigh Avidum Club

Approve the request of the Senior High Administration to create an Avidum Club. This club encourages acceptance and discourages harassment/bullying by promoting a supportive team oriented attitude. The club will meet once a month and there will be no cost to the district. (Attachment #13)

- E. Grant permission, according to Board Policy #707, for the Delaware and Lehigh National Heritage Corridor to use the High School gym and district's parking lot facilities on Sunday, November 5, 2017 for the Delaware & Lehigh Heritage Half Marathon Run and Walk. They anticipate participants will begin arriving by 5:30 AM and the event will conclude around 4:00 PM.
- F. Approve the Memorandum of Understandings between Northern Lehigh School District and the Slatington Police Department and the Pennsylvania State Police – Troop M, effective July 1, 2017 through June 30, 2019. (Attachment #14)

VII. CURRICULUM AND INSTRUCTION

- A. 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 2017-2018 school year. (Attachment #15)

- B. Authorize Community Services for Children to operate the Head Start Pre-K program at Peters Elementary School from August, 2017 through the end of May, 2018. The only obligation to the district is to provide one classroom. (Attachment #16)

C. Induction Program

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2017-2018 school year:

Helping Teacher	Inductee	Stipend
David Oertner	Rajeev Gupta	\$800.00
Todd Herzog	Shelby Bailey	\$800.00
Ellen Yenser	Katherine Farber	\$200.00
Kori Dibilio	Tamara Stubits	\$200.00
Jason Graver	Blasia Rose Dunham	\$200.00

VIII. OLD BUSINESS**IX. NEW BUSINESS**

- A. Approve the new Administrator Compensation Plan between the Northern Lehigh School District and the Northern Lehigh Middle Level Management Team. (Copies distributed to all Board Members)

X. FINANCIAL

- A. Approve the Following Financial Reports:
1. General Fund month of June (Unaudited)
 2. NLMS Student Activities Account month of June (Unaudited)
 3. NLHS Student Activities and Scholarship Account month of June (Unaudited)
- B. Approve the Following List of Bills:
1. General Fund months of June, July & August 2017
 2. Cafeteria Fund months of June & August, 2017
- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #17)
- D. Appoint Axis Insurance Company as the 2017-2018 Student Accident and Athletic Insurance Carrier. The renewal rate is \$22,505.00, to include all interscholastic sports, band and cheerleading. Voluntary school coverage is \$22.00 for the school time rate and \$88.00 for the 24-hour rate.

E. School Dentist

Approve to appoint Dr. Harry Shleifer of Broadway Family Dentistry as the school dentist for the 2017-2018 school year at the quoted fee of \$1.00 per dental exam needed.

F. School Physician

Approve to appoint Dr. Nicole Sully and Dr. Amy Gourniak of Parkland Family Health Center as school physicians for the 2017-2018 school year. The fee for grade level physicals will be \$20.00 per physical needed. Consultant services will be provided at no charge.

- G. Approve the addition to the Center Stage Lighting & Rigging, Inc. bid for one additional line shaft movable batten at a cost of \$12,835.00 to be paid from the 2017-2018 general fund budget. (Attachment #18)
- H. Authorize administration to enter into a contract with Visual Sound, to provide a projection system for the High School auditorium with a three-year enhanced service plan for a total cost of \$13,688.00 to be paid from the 2017-2018 general fund budget. (Attachment #19)
- I. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and KRE Security/Investigations, Inc., for the purpose of providing security-related professional services on an as needed basis for sporting events for the 2017-2018 school year. (Attachment #20)
- J. Approve the request of the senior high school to close the Class of 2017 account in accordance with the Student Activities Fund guidelines. The account balance is \$4.61 and the funds will be transferred to the Student Council account.

- K. Approve the request of Slatington Elementary School to add a yearbook account to their Activities Fund.
- L. Approve to renew a five (5) year agreement with K.L. Fulford Associates, Inc. for the operation and management of the Peters Elementary School sewage treatment facility. Fees for this service will be \$9,300.00 per year. This reflects a \$0.00 increase over the previous five (5) year agreement. (Attachment #21)
- M. Authorize administration to enter into a five year agreement with Cascade Water Services to provide water treatment services for the school district at a cost outlined on the attached service agreement. (Attachment #22)
- N. Authorize administration to enter into a one year agreement with Safe Transport to provide transportation software at a cost of \$7,200.00 to be paid from the 2017-2018 general fund budget. (Attachment #23)
- O. Authorize administration to purchase six (6) Automated External Defibrillators (AED) and a two year maintenance plan from Cardiac Science Corporation at a total cost of \$10,075.00 to be paid from the 2017-2018 general fund budget. (Attachment #24)
- P. Authorize administration to enter into an agreement with Vector Security for software, hardware and keyfobs, to upgrade the district wide door access system at a total cost of \$42,729.00 to be paid from the Capital Projects account. (Attachment #25)
- Q. Approve the purchase of a long/triple jump sand pit cover set, for the area located in the football field end zone at a cost of \$6,138.00. (Attachment #26)

XI. LEGAL

Approve to appoint Fox Rothschild LLP as special counsel to handle employment matters on behalf of the district in accordance with the engagement letter dated August 8, 2017.

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on May 24, 2017.
- B. Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on May 15, 2017.
- C. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on May 4, 2017 and June 1, 2017, and July 6, 2017.

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT