

**NORTHERN LEHIGH SCHOOL DISTRICT  
Regular School Board Meeting  
Monday, January 9, 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. Reorganization school board meeting held on December 5, 2016.
- B. Regular school board meeting held on December 5, 2016.

**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. Student Representatives to the Board Report ..... Ms. Karlyna Kemery  
Ms. Tori Csanadi
- F. Solicitor's Report ..... Attorney Charles Stopp
- G. Business Manager's Report ..... Mrs. Sherri Molitoris  
Mrs. Rhonda Frantz
  - Distribution of Single Audit Report for Fiscal Year Ending June 30, 2016
  - Post Issuance Compliance
- H. Federal and Other Programs Update ..... Mrs. Karen A. Nicholas
- I. Superintendent's Report ..... Mr. Michael W. Michaels
  - School Board Recognition Month
  - Ethics Forms
- J. An executive session will be held at 7:00 p.m. in the Administration Office Conference Room.

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 IV. PERSONNEL
A. Resignation/Retirement

1. Accept the retirement resignation of Catherine Grega from her position as Middle School English Teacher effective the end of the work day January 25, 2017. Mrs. Grega will begin her retirement from the Northern Lehigh School District after 37 years of service.
2. Accept the retirement resignation of Babette Guss from her position as High School English Teacher effective the end of the work day January 12, 2017. Mrs. Guss will begin her retirement from the Northern Lehigh School District after 20 years of service.
3. Accept the resignation of Jennifer Sheridan from her position as High School Cook's Helper effective January 2, 2017.

B. Appointment - Instructional

Taylor Urban	Temporary Professional Employee
Assignment:	High School English Teacher replacing Babette Guss who retired.
Salary:	\$46,875 (Step 1 Bachelors on the 2016-2017 CBA Salary Schedule)
Effective:	January 13, 2017

C. Family Medical Leave

1. Approve the request of employee #21 to take a Family Medical Leave beginning February 19, 2017, for the birth of a child. Employee is requesting to use accumulated sick days. Upon exhaustion of sick days, she is requesting a six week family medical leave. Employee plans to return to her current position on or about May 15, 2017.
2. Approve the request of employee #3655 to take a six month medical leave of absence beginning January 3, 2017. Employee is requesting to use all available paid days. Upon exhaustion of paid days, he is requesting a twelve week family medical leave. Upon exhaustion of family medical leave, employee is requesting an unpaid leave of absence. Employee plans to return to his current position upon release from his physician.

D. Unpaid Leave of Absence

1. Approve the request of employee #6895 to take an unpaid leave of absence according to Appendix D of the 2016-2017 CBA, beginning on or about April 10, 2017 for the birth of her second child. Employee plans to return to her current teaching position at the beginning of the second semester of the 2017-2018 school year.
2. Approve the request of employee #6857 to take a leave of absence beginning January 5, 2017. Employee is requesting to use nine (9) sick days. Upon exhaustion of sick days, employee is requesting an unpaid leave of absence. Employee plans to return to her current position upon release from her attending physician.

E. Co-Curricular Resignation

1. Accept the resignation of Stephen Hluschak, Jr. from his position as Head Wrestling Coach effective December 8, 2016, which was originally approved at the April 11, 2016 school board meeting. Mr. Hluschak has accepted an Athletic Director position in the Stroudsburg School District. Mr. Hluschak’s stipend for the 2016-2017 school year will be \$1,277.32.
2. Accept the resignation of Manny Guedes from his position as MS Spring Intramurals – Weightlifting, which was originally approved at the August 8, 2016 school board meeting, at a stipend of \$854.00 for the 2016-2017 school year.

F. Co-Curricular Change of Status

1. Approve the motion to change the status of Scott Snyder from Assistant Wrestling Coach to Head Wrestling Coach effective December 8, 2016. Mr. Snyder’s stipend for the 2016-2017 school year will be \$6,851.88.
2. Approve the motion to change the status of Nick Hosford from Volunteer Assistant Wrestling Coach to Assistant Wrestling Coach effective December 8, 2016. Mr. Hosford’s stipend for the 2016-2017 school year will be \$3,913.80.

G. Co-Curricular Appointment 2016-2017

Dylan Hofmann            MS Spring Intramurals – Weightlifting            \$854.00

H. Co-Curricular Appointment 2017-2018

Matthew Davis            Assistant Football Coach            \$4,744.00

*\*2016-2017 salaries will apply until a new collective bargaining agreement is approved.*

I. Game Workers 2016-2017

Motion to appoint the following person as a Game Worker for the 2016-2017 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 2016-2017 Supplementary Personnel Salary Schedule.

John Guelcher

J. Substitute

1. Instructional

Approve the following substitute teachers for the 2016-2017 school year at the 2016-2017 substitute teacher rates as approved on the Supplemental Salary Schedule:

Megan Roberts\* - Elementary – PreK-4  
 Trevor Sherman\* – Social Studies  
*\*Pending Verification of Missing Personnel File Items*

2. Non-Instructional

- a. Approve the following individual as substitute secretary/aide for the 2016-2017 school year at the 2016-2017 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Sheila White\*  
*\*Pending Verification of Missing Personnel File Items*

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- b. Approve the following individuals as substitute caretener workers for the 2016-2017 school year at the 2016-2017 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Jodi Nankivell\*  
Christina Tedaldi\*

\*Pending Verification of Missing Personnel File Items

## V. POLICY

### A. Homebound Instruction

1. It is recommended that the Board of Education grant homebound instruction for an 8<sup>th</sup> grade student, Student No.2190062 for five hours per week, effective December 16, 2016 and continuing until approximately September 1, 2017.
2. It is recommended that the Board of Education grant homebound instruction for a 12<sup>th</sup> grade student, Student No.1790280 for five hours per week, effective December 14, 2016 and continuing until approximately March 14, 2017.

## VI. CONFERENCES

- A. Krystle-Dawn Tiedeman – Pennsylvania School Librarians Association Annual Conference – March 30-April 1, 2017– Hershey Lodge & Convention Center – Hershey, PA – Registration: \$245.00; Lodging: \$381.84; – Total Approximate Cost: \$626.84 – Funding: High School Library Budget (Attachment #1)

## VII. CURRICULUM AND INSTRUCTION

## VIII. OLD BUSINESS

## IX. NEW BUSINESS

- A. Resolution for School Board Director Recognition Month – January 2017

**WHEREAS**, the role of locally elected school officials has served the Commonwealth of Pennsylvania and local communities in meeting the needs of public education since the passage of the Free School Act in 1834; and

**WHEREAS**, these local boards have discharged their responsibilities to public education in a manner which has placed public education in the forefront of our educational systems; and

**WHEREAS**, locally elected officials have distinguished themselves and their communities in this non-paid, volunteer public service commitment; and

**WHEREAS**, the contributions of these men and women who serve on the Northern Lehigh Board of School Directors:

Debra L. Bower  
Robin T. Distler  
Gary S. Fedorcha  
Mathias J. Green, Jr.  
Edward E. Hartman  
Gale N. Husack

Robert J. Keegan, Jr.

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Donna M. Kulp  
Gregory S. Williams

should be recognized and appreciated by those who benefit from the workings of our public school system;

**NOW THEREFORE BE IT RESOLVED** that the Board of Directors of the Pennsylvania School Boards Association hereby proclaims the month of January as School Director Recognition Month in this commonwealth; and

**FURTHER RESOLVE** that this proclamation be communicated to all school districts, school officials and local communities in a planned program which brings visibility and awareness of the role of locally elected school officials to the citizenry of this commonwealth.

**X. FINANCIAL**

- A. Approve the Following Financial Reports:
1. General Fund Account month of November
  2. NLMS Student Activities Account month of November
  3. NLHS Student Activities and Scholarship Account month of November
- B. Approve the Following List of Bills:
1. General Fund months of December and January
  2. Refreshment Stand month of December
  3. Cafeteria Fund months of December and January
- C. Approve the 2016-2017 Northern Lehigh District Salary Schedule as presented. (Distributed to Board and Administration only)
- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #2)

**XI. LEGAL**

**XII. CORRESPONDENCE**

**XIII. INFORMATION**

- A. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on November 3, 2016.
- B. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on October 26, 2016.
- C. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on November 21, 2016.

**XIV. RECOGNITION OF GUESTS**

**XV. ADJOURNMENT**