

**NORTHERN LEHIGH SCHOOL DISTRICT  
 Regular School Board Meeting  
 Monday, December 3, 2012  
 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 November 12, 2012

**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
  - Approve School Board Committee Meeting Calendar for 2013 (**Attachment #1**)
- F. Student Representatives to the Board Report ..... Ms. Courtney Blocker  
 Mr. Nathaniel Czarnecki  
 Ms. Alexandra Abruzzi
- G. Solicitor's Report ..... Attorney Charles Stopp
- H. Federal and Other Programs Update ..... Mrs. Karen A. Nicholas
  - Biology Keystone Exams
- I. Business Office Report ..... Mrs. Sherri Molitoris  
 Mrs. Rhonda Frantz
- J. Superintendent's Report ..... Mr. Michael W. Michaels
- K. An executive session will be held at 6:45 p.m. in the Administration Office Conference Room.

**IV. PERSONNEL****A. Assignment**

- |                                   |  |
|-----------------------------------|--|
| 1. Christine Nemeh<br>Assignment: | Temporary Vacancy Replacement<br>Peters Elementary First Grade Teacher<br>replacing an employee on medical leave |
| Salary:                           | \$44,000 prorated (Step 1 Bachelors on the 2012-2013<br>CBA Salary Schedule)                                     |
| Effective:                        | December 11, 2012  |
| Termination Date:                 | On or about March 1, 2013  |

**B. Co-Curricular Volunteers 2012-2013**

Andrew Arnold*	Assistant Wrestling Coach
Patrice Arnold	High School Dance Team Advisor
LeAnn Hoch*	High School Dance Team Advisor
Nicholas Sander	Interact Advisor
Jacqueline Scheib*	High School Dance Team Advisor
<b>*Pending Verification of Missing Documents</b>	

**C. Substitute****1. Non-Instructional**

- a. Approve the following individual as a substitute secretary and teacher's aide for the 2012-2013 school year at the 2012-2013 substitute rate as approved on the Supplementary Personnel Salary Schedule: Janice Herzog

**V. POLICY****A. Homebound Instruction**

It is recommended that the Board of Education grant homebound instruction for an 11th grade student, Student No. 1490023, for five hours per week, effective November 26, 2012 and continuing until for an indefinite amount of time.

**B. Board Policy – Second Reading**

1. Approve school board policy #707 – Property – Use of School Facilities and Equipment, as presented after second reading. **(Attachment #2)**
2. Approve new school board policy– Operations – Electronic Records/Signatures, as presented after second reading. **(Attachment #3)**
3. Approve new school board policy– Professional Employees – Benevolence Sick Leave, as presented after second reading. **(Attachment #4)**

**VI. CONFERENCES**

- A. Scot Engler – PASA – Aspiring to Leadership Workshop – January 23-24, 2013 – PASA Office – Harrisburg, PA – Registration - \$199.00, Lodging - \$107.67, Meals: \$30.00, Travel - \$111.00 – Total Approximate Cost: \$447.67 – Funding: Special Education Director's Budget **(Attachment #5)**

**VII. CURRICULUM AND INSTRUCTION**

**VIII. OLD BUSINESS**

## A. Motion to remove from the table the following items:

1. 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 2012 tax year.
2. Approve the resolution directing Northampton County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented.
3. Approve the resolution directing Lehigh County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented.

## B. Motion to approve the following items:

1. 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 2012 tax year. **(Attachment #6)**
2. Approve the resolution directing Northampton County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented. **(Attachment #7)**
3. Approve the resolution directing Lehigh County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented. **(Attachment #8)**

**IX. NEW BUSINESS**A. Aide Agreement

Approve a four year Memorandum of Understanding Agreement with the Educational Support Staff effective July 1, 2012. **(Agreement Distributed to Board and Administration only)**

**X. FINANCIAL**

## A. Approve the Following Financial Reports:

1. General Fund September and October
2. NLMS Student Activities Account months of September and October
3. NLHS Student Activities and Scholarship Acct months of September and October

## B. Approve the Following List of Bills:

1. General Fund month of November and December
2. Refreshment Stand month of November

C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. **(Attachment #9)**D. Authorize administration to enter into an agreement with Washington Township to collect the local services taxes on residents of Washington Township on behalf of the school district effective January 1, 2013. **(Attachment #10)**

**XI. LEGAL**

- A. Approve to appoint the law firm of Steckel & Stopp as solicitors for the Northern Lehigh School District for 2013 at a retainer fee of \$2,000.00. There is no increase over last year's fee.

**XII. CORRESPONDENCE**

**XIII. INFORMATION**

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on October 15, 2012.

**XIV. RECOGNITION OF GUESTS**

**XV. ADJOURNMENT**