

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, March 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. **RESIGNATION OF BOARD MEMBER**
 - A. Accept the resignation of Edward Hartman
- III. **NOMINATIONS FOR VICE-PRESIDENT (March 2017 - Dec. 2017)**
 - Nominations Close
 - Vote for Vice-President
- IV. **REVIEW AND APPROVAL OF THE MINUTES OF THE PRECEDING MEETINGS**
- V. **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 Technology/Buildings and Grounds Committee Meeting held on February 8, 2017 (Attachment #1)
 - Minutes of the Finance Committee Meeting held on February 8, 2017 (Attachment #2)
 - F. Student Representatives to the Board Report Ms. Karlyna Kemery
Ms. Tori Csanadi
 - G. Solicitor's Report Attorney Keith Strohl
 - H. Business Manager's Report Mrs. Sherri Molitoris
Mrs. Rhonda Frantz
 - I. Federal and Other Programs Update Mrs. Karen A. Nicholas
 - Curriculum Update

- J. Superintendent’s Report Mr. Michael W. Michaels
- K. An executive session will be held at 6:30 p.m. in the Administration Office Conference Room.

VI. PERSONNEL

A. Family Medical Leave

- 1. Approve the request of employee #1510 to take a Family Medical Leave beginning on March 27, 2017, for her own medical reasons. Employee is requesting to use accumulated sick days. Upon exhaustion of sick days, employee is requesting a family medical leave. Employee plans to return to her current position upon release from her physician.
- 2. Approve the request of employee #6790 to take a Family Medical Leave of absence for the birth of twins, beginning on or about April 24, 2017. Employee is requesting to use accumulated sick days. Upon exhaustion of sick days, employee is requesting a twelve week family medical leave. Employee plans to return to her current teaching position upon exhaustion of her twelve week family medical leave.

B. Unpaid Leave of Absence

Approve the request of employee #3845 to extend her Unpaid Leave of absence according to Appendix D of the 2016-2017 CBA, from March 31, 2017 until the end of the 2016-2017 school year due to complications and setbacks. Employee plans to return to her current teaching position at the beginning of the 2017-2018 school year.

C. 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 second half of the 2016-2017 school year.

Janelle Scheckler
 From: Step 1B+24
 To: Step 1M

D. 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:

Steven Jonkman

E. Co-Curricular Resignation

Accept the resignation of Amanda Dietz from her position as Assistant Field Hockey Coach for the 2017-2018 school year.

F. Co-Curricular Appointment 2016-2017

Jason Reinhard	Assistant Softball Coach	\$3,081.00
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G. Co-Curricular Volunteers 2016-2017

Lori-Beth Guelcher	Assistant Track & Field Coach
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H. Substitute - Non-Instructional

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

Christine Tedaldi

2. Approve the following individual as substitute custodian for the 2016-2017 school year at the 2016-2017 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Sabrina Clouse

VII. POLICYA. Board Policy Second Reading

1. Approve school board policy #103 – Programs – Nondiscrimination in School and Classroom Practices, as presented after second reading. (**Attachment #3**)
2. Approve school board policy #248 – Pupils – Unlawful Harassment, as presented after second reading. (**Attachment #4**)
3. Approve school board policy #251 – Pupils - Homeless Students, as presented after second reading. (**Attachment #5**)
4. Approve school board policy #255 – Pupils – Educational Stability for Children in Foster Care, as presented after second reading. (**Attachment #6**)
5. Approve school board policy #348 – Employees – Unlawful Harassment, as presented after second reading. (**Attachment #7**)

B. School Lunch Prices – 2017-2018

Approve the recommendation of the administration that, effective August 28, 2017, school breakfast and lunch prices be increased as follows:

Elementary Schools – Breakfast from \$1.35 to \$1.45
Lunch from \$2.45 to \$2.55

Middle School & High School – Breakfast from \$1.85 to \$1.95
Lunch from \$2.70 to \$2.80

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- C. Approve to authorize the agreement to become a member of the Le-Nor-Co Purchasing Cooperative for joint purchasing of materials, supplies, equipment, and any other products or services related to the operation of the food service department. There is no fee associated with membership. **(Attachment #8)**

VIII. CONFERENCES

- A. Michele Dotta – PA Association of Pupil Services Administrators: Avoiding the Potholes on the Road to Resiliency – April 20-21, 2017 – Eden Resort – Lancaster, PA – Registration: \$295.00; Meals: \$32.00, Travel: \$78.00 – Total Approximate Cost: \$405.00 – Funding: Special Education Budget **(Attachment #9)**
- B. Krystle-Dawn Tiedeman – Pennsylvania School Librarians Association – Immersion Experience in Leadership – June 19-21, 2017 - Chambersburg, PA – Travel: \$140.17 - Total Approximate Cost: \$140.17 – Funding: High School Library Budget **(Attachment #10)**
- C. Krystle-Dawn Tiedeman – Pennsylvania School Librarians Association – Key Communicators Network – July 11-12, 2017 – Hershey, PA – Travel: \$79.39 - Total Approximate Cost: \$79.39 – Funding: High School Library Budget **(Attachment #11)**

IX. CURRICULUM AND INSTRUCTION

- A. Approve to adopt the Carbon Lehigh Intermediate Unit's Notice of Adoption of Policies and Procedures and Use of Funds by School District for submission with the 2017-2018 IDEA B, Section 611 project application, as presented. **(Attachment #12)**
- B. Approve to authorize the superintendent to execute an agreement between the Northern Lehigh School District and the Carbon Lehigh Intermediate Unit #21 to provide special education services for the 2017-2018 school year. **(Attachment #13)**
- C. Approve the resolution to identify Official Local School District Holidays (OLSDH) in accordance with PA School Code Section 1502. **(Attachment #14)**
- D. Approve the 2017-2018 Northern Lehigh School District Calendar as presented. **(Attachment #15)**
- E. Approve administration to enter into a partnership agreement with Lehigh Carbon Community College in order to provide our students with greater options to earn concurrent high school/college credit. The term of the Dual Enrollment Partnership Proposal between Northern Lehigh School District and Lehigh Carbon Community College will be from August 19, 2017 – June 30, 2020. **(Attachment #16)**

X. OLD BUSINESS

XI.(a)NEW BUSINESS

Approve the new Collective Bargaining Agreement, as recommended by the School Board Negotiations Committee, between the Northern Lehigh School District and the Northern Lehigh Education Association. **(Copies distributed to all Board Members)**

XI.

(b)NEW BUSINESS

With regret, accept the retirement resignation of Michael W. Michaels from his position as Superintendent of Northern Lehigh School District, effective June 30, 2017. Mr. Michaels will retire on June 30, 2017 after 9 years of service at Northern Lehigh School District. He requests that all applicable benefits to which he is entitled be granted upon the implementation of his retirement.

XII. FINANCIAL

- A. Approve the Following Financial Reports:
 - 1. General Fund Account months of January & February, 2017
 - 2. NLMS Student Activities Account months of January & February, 2017
 - 3. NLHS Student Activities and Scholarship Account months of January & February, 2017
- B. Approve the Following List of Bills:
 - 1. General Fund months of February & March, 2017
 - 2. Refreshment Stand month of February, 2017
 - 3. Cafeteria Fund months of February & March, 2017
- C. Authorize administration to renew an agreement through June 30, 2019 with Berks County Intermediate Unit for tax bill services related to the 2017 and 2018 tax years. **(Attachment #17)**
- D. Authorize administration to solicit bids to replace eight sets of exterior doors at the High School to be completed during the summer of 2017. This project is part of the 2017-2018 General fund budget.
- E. Authorize administration to purchase a John Deere zero turn mower from Hilltop Sales and Service for \$11,114.24. Hilltop Sales and Service is a member of the Pennsylvania State Contract Pricing - CoStars. This project will be paid from the 2016-2017 Long Range Equipment budget.
- F. Authorize administration to purchase equipment from Simplex to upgrade the fire alarm system at Peters Elementary School at a cost of \$22,980.00. This project is part of the 2017-2018 General fund budget and will be completed during the summer of 2017.
- G. Approve the attached resolution establishing the compensation for the Northern Lehigh School District elected qualified tax collectors for the next four year term of office commencing January, 2018 through December, 2021. **(Attachment #18)**

XIII. LEGAL**XIV. CORRESPONDENCE****XV. INFORMATION**

- A. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on February 2, 2017.
- B. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on January 25, 2017.

XVI. RECOGNITION OF GUESTS**XVII. ADJOURNMENT**