

**NORTHERN LEHIGH SCHOOL DISTRICT
 Regular School Board Meeting
 Monday, August 13, 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 June 11, 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
- F. Solicitor's Report Attorney Charles Stopp
- G. Federal and Other Programs Update Mrs. Karen A. Nicholas
 - Head Start Classroom
 - Title I Program
- H. Business Manager's Report Mrs. Rhonda Frantz
Mrs. Sherri Molitoris
- I. Superintendent's Report Mr. Michael W. Michaels
- J. An executive session will be held at 6:50 p.m. in the Administration Office Conference Room.

IV. PERSONNEL

A. Appointment – Instructional

- 1. Amber Kuntz
 Assignment: Temporary Professional Employee
 Slatington Elementary Fourth Grade Teacher
 replacing Julie Diehl who resigned
- Salary: \$44,200 (Step 2 Bachelors on the 2012-2013 CBA
 Salary Schedule)
- Effective: August 20, 2012

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| 2. | Theresa Oliveira
Assignment: | Temporary Vacancy Replacement
Peters Elementary First Grade Teacher
replacing an employee on medical leave |
| | Salary: | Substitute Teacher Rate Days 1-30:
Day 31 and beyond \$44,000 prorated
(Step 1 Bachelors on the 2012-2013 CBA Salary Schedule) |
| | Effective: | On or about September 23, 2012 |
| | Termination Date: | On or about February 4, 2012 |
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| 3. | Courtney Seremula
Assignment: | Temporary Vacancy Replacement
Peters Elementary Special Education Teacher
replacing an employee on medical leave |
| | Salary: | Substitute Teacher Rate Days 1-30;
Day 31 and beyond \$44,000 prorated
(Step 1 Bachelors on the 2012-2013 CBA Salary Schedule) |
| | Effective: | August 20, 2012 |
| | Termination Date: | On or about June 6, 2013 |
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| 4. | Anthony Tulio
Assignment: | Temporary Vacancy Replacement
Peters Elementary Second Grade Teacher
replacing an employee on medical leave |
| | Salary: | Substitute Teacher Rate Days 1-30;
Day 31 and beyond \$44,000 prorated
(Step 1 Bachelors on the 2012-2013 CBA Salary Schedule) |
| | Effective: | August 20, 2012 |
| | Termination Date: | On or about June 6, 2013 |

B. Resignation/Retirement

1. Accept the retirement resignation of Nancy Wagner, Peters Elementary School Instructional Aide, effective July 30, 2012. At this time she will begin her retirement from the Northern Lehigh School District after 12 years of service
2. Accept the resignation of Patricia Ingles, High School Special Education Aide, effective August 7, 2012.

C. Family Medical Leave

1. Approve the request of employee #3845 to take a Family Medical Leave beginning on or about September 23, 2012, for the birth of her first child. She will be using thirty accumulated sick days and upon conclusion of sick days will then be requesting a twelve week Family Medical Leave. She plans to return to her current teaching position on or about February 4, 2013.
2. Approve the request of employee #2960 to take a twelve week Family Medical Leave beginning on August 27, 2012 for the birth of her second child. At the end of the family medical leave, employee is requesting an unpaid leave of absence for the remainder of the 2012-2013 school year. She plans to return to her current teaching position at the beginning of the 2013-2014 school year.
3. Approve the request of employee #3365 to take a leave of absence beginning on or about August 27, 2012 for the birth of her second child. Employee will be using 26 accumulated sick days and four personal days and upon exhaustion of sick days and personal days, she is requesting a twelve week family medical leave. At the end of the family medical

leave, employee is requesting an unpaid leave of absence for the remainder of the 2012-2013 school year. She plans to return to her current teaching position at the beginning of the 2013-2014 school year.

D. Co-Curricular Appointments 2012-2013

Christopher Barnes	MS Newspaper Advisor	\$ 461.99
Michael Bonner	Assistant Track Coach	\$2,946.29
Susan Bowser	MS Jr. Ntl. Honor Society Adv (Shared \$420.42)	\$ 140.14
David Carroll	Senior High Band Advisor	\$4,781.78
David Carroll	MS Band Director	\$ 699.77
Elizabeth Chunko	Junior Class Advisor	\$ 640.89
Jonathan DeFrain	Head Softball Coach	\$4,653.43
Scott DeLong	Debate Advisor	\$1,399.55
Scott DeLong	National Honor Society	\$ 499.35
Rick Eckhart	MS Jr. Ntl. Honor Society Adv (Shared \$420.42)	\$ 140.14
Renee Evans	Sr. High Fall Intramurals – Tennis	\$ 817.54
Renee Evans	Sr. High Spring Intramurals – Tennis	\$ 817.54
Renee Evans	Sr. High Student Council	\$2,098.19
Kimberly Filipovits	Middle School Yearbook Advisor	\$ 817.54
Tammy Fristick	Senior Class Advisor	\$ 640.89
Scott Gerould	Assistant Track Coach	\$2,946.29
Jason Graver	MS Jr. Ntl. Honor Society Adv (Shared \$420.42)	\$ 140.14
Todd Herzog	Sr. High Spring Intramurals - Weightlifting	\$ 817.54
Todd Herzog	Sr. High Fall Intramurals – Weightlifting	\$ 817.54
Bob Hicks	Assistant Softball Coach	\$2,946.29
Stephen Hluschak	Assistant Baseball Coach	\$2,946.29
Stephen Hluschak	Sr. High Winter Intramurals – Weightlifting	\$ 817.54
Mark Hoffman	Assistant Softball Coach	\$2,946.29
Patricia Ingles	Junior Class Advisor	\$ 640.89
Andrew Kern	Middle School Web Page Advisor	\$ 409.21
Gregory King	Assistant Baseball Coach (JV)	\$2,946.29
Lora Krum	Elementary Chorus	\$ 597.87
Michael Lehtonen	Sr. High Winter Intramurals – Winter Track	\$ 817.54
Michael Lehtonen	Head Track Coach	\$4,653.43
Alice Lieberman	Academic Challenge Eight Advisor	\$ 441.61
Derek Long	Assistant Track Coach	\$2,946.29
David Oertner	Assistant Track Coach	\$2,946.29
Erv Prutzman	Head Baseball Coach	\$4,653.43
Michelle Raber	MS Fall Intramural Net Sports	\$ 817.54
Michelle Raber	MS Spring Intramural Net Sports	\$ 817.54
Michelle Raber	MS Winter Intramural CPR	\$ 817.54
Rachel Reiter	MS Chorus Advisor	\$ 699.77
Rachel Reiter	Senior High Chorus Advisor	\$1,749.43
MaryAnne S.-Mattiola	Sophomore Class Advisor	\$ 640.89
MaryAnne S.-Mattiola	Yearbook Advisor	\$2,433.36
Angela Shoemaker	Senior Class Advisor	\$ 640.89
Stephen Shuey	Sophomore Class Advisor	\$ 640.89
Joseph Tout	Sr. High Spring Intramurals – Weightlifting	\$ 817.54
Joseph Tout	Sr. High Winter Intramurals – Weightlifting	\$ 817.54
Denise Turoscy	Scholastic Scrimmage Advisor - HS	\$ 817.54
Denise Turoscy	Newspaper Advisor – HS	\$1,837.76
Randall Utsch	Majorette/Band Advisor	\$2,098.19
Camille Vernarr	Elementary Band Advisor	\$ 797.16
Amy Zeiser	Middle School Student Council Advisor	\$1,262.53

E. Co-Curricular Volunteers 2012-2013

Gary Andrew	Assistant Baseball Coach
Chris Bennett	Assistant Baseball Coach
Heather Chandler*	Assistant Field Hockey Coach
Kyle Follweiler	Assistant Baseball Coach
Mike Hofmann, Jr.	Assistant Track Coach
Amber VanHorn	Assistant Field Hockey Coach
Rachel Wagner*	Assistant Field Hockey Coach

F. Game Workers 2012-2013

Approve the following list of people as Game Workers for the 2012-2013 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 2012-2013 Supplementary Personnel Salary Schedule.

Dan Blazosky	Terry Bowman
Linda Brown	Jennifer Butz
Frank Carazo	Elizabeth Case
Allison Chruscial	Eric DeAntonis
John DeFrain	Scott DeLong
Renee Evans	Alden Farber
Kelly Follweiler	Rhonda Frantz
Jessica Frew	Deb Frohnheiser
Marshelle George	Scott Gerould
Shawn Green	Barry Herman
Bobby Herzog	Steve Hluschak
Mike Hofmann	Dick Jones
Patricia Jones	Andrew Kern
Greg King	Mark Lavine
Mike Lehtonen	Andrew Lynn
Steve Martinez	Larry Meixsell
Mike Mengel	Thomas Mertus
Sherry Molitoris	Jim Nonnemaker
Kathy Nowlin	Dave Oertner
Erv Prutzman	Michelle Raber
Kathleen Reese	Dennis Rehrig
Nancy Rehrig	Gina Rotondo
Nicholas Sander	Eric Schmidt
Paula Seiler	Michael Strohl
Joe Tout	Jim Yadush
Amy Zeiser	

G. Senior High Administrative Detention Supervisor

Approve to appoint Ellen Kiss as the Administrative Detention Supervisor in the senior high school. She will work Tuesday and Thursday from 2:30 p.m. to 4:00 p.m. throughout the 2012-2013 school year that warrants detention coverage. Salary will be \$20.00 per hour worked.

H. Middle School Administrative Detention Supervisor

Approve to appoint Debra Knerr and Dawn Tulio as Administrative Detention Supervisors in the middle school. Mrs. Knerr will cover the Monday detentions from 2:20 p.m. to 3:20 p.m.

and Mrs. Fulio will cover the Wednesday detentions from 2:20 pm to 3:20 p.m.. They will work throughout the 2012-2013 school year on Mondays and Wednesdays that warrant detention coverage. Salary will be \$20.00 per hour worked.

I. Saturday Detention Monitor

Approve to appoint Patricia Eby-Manescu as the Secondary Saturday Detention Monitor for the middle school and senior high school for the 2012-2013 school year, working 3 hours every Saturday that warrants detention coverage. Salary will be \$20.00 per hour worked.

J. Substitute Detention Supervisor

Approve to appoint the following list of people as Substitute Secondary Detention Monitors for the senior high school for the 2012-2013 school year. Work will be on an as needed basis and compensation will be at a salary of \$20.00 per hour worked.

Angela Shoemaker

K. Substitute Saturday Detention Monitor

Approve to appoint Michael Strohl as the Substitute Secondary Saturday Detention Monitor for the middle school and senior high school for the 2012-2013 school year, working as a substitute for 3 hours every Saturday that warrants substitute detention coverage. Salary will be \$20.00 per hour worked.

L. 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) month 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:

Susan Bachman	Everly Kesack
Christopher Bennett	Derek Long

M. Substitute

1. Instructional

Approve the following substitute teachers for the 2012-2013 school year at the 2012-2013 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Shana Agurek* - Elementary
 Kaitlyn Andrews – Elementary
 Jennifer Balliet* – Elementary
 Thomas Battista – Health & Physical Education
 Joseph Bigley - Elementary
 Kathryn Bonilla – Music and Reading Specialist
 Janet Brostedt – Elementary
 Lisa Cox – English, Special Education, Library & Art
 Kelly DeAntonis* – Elementary & Library Science

 Christine DeLong – Elementary & Special Education

Amberly Drey – Elementary
Amanda Fenstermaker* – Special Education
Katie Fluke* - Elementary
Meredith Foster – Elementary, ESL, Middle Level English & Social Studies
Mary Frank – Art K-12 & ESL
Cynthia Fritzinger - Elementary
Ricky Guth – All Subjects
Robin Hersh – Early Childhood Education
Nathan Hunsicker – Elementary, MS Math
Steven Jonkman - Music
Dawn Kemery - Elementary
Elizabeth Kenawell* - Elementary
Katherine Kern – Elementary
Lori King – Elementary
Amber Kistler - Elementary
Michelle Krill - Elementary
Ashley Krutsick – Elementary & Middle Level Math
Debra Lakatosh – Spanish & French
Samantha Lilly – Elementary & Special Education
Donna Lobach-Berger – Elementary
Heather MacCorkle Edick - English
Deborah Magnotta – Elementary & Reading Specialist
Andrea Meyers – Chemistry
Trevor Miller* – Business-Computer Information Technology
Robert Naugle - Math
Christine Nemej* - Elementary & ESL
Joseph Nester – Special Education & Social Studies
Jordan Nichols* – Elementary & ESL
Theresa Oliveira - Elementary
Patricia Passick – Art K-12
Kayla Perkowski – Elementary & Special Education
Csala Peters – Elementary & Special Education
Justin Quinter - English
Amanda Radishofski – Elementary & Special Education
Stephen Reimert – Social Studies
Linda Sarver – Art
Monique Seiler – Elementary & Middle Level English
Courtney Seremula – Elementary & Special Education
Linda Simao* - Elementary
Jordan Smith – Health & Physical Education
Jo Leigh Sponsler – Music & Special Education
Virginia Stevenson – Special Education, English, Social Studies, Middle Level Math
Felicia Strauch* - Elementary
Gerald Strubinger – Social Studies
Philip Strubinger* – History & Citizenship
Anthony Tulio – Elementary
Nina Weiss – Elementary
Jane Wessner – Elementary
***Pending Verification of Missing Documents**

2. Non-Instructional

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- a. Approve the following individuals as substitute secretaries/aides for the 2012-2013 school year at the 2012-2013 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Elaine Bilous
Claire Danko
Diana Detweiler
Judy Hoffman
Jamie Kuhns
Lisa Lamon
Dawn Martinez
Maureen McCullion
Michelle Miller
Melanie Mohr
Lorraine Muth
Carol Scott
Christine Sigley
Catherine Smith
Carol Snyder
Kathleen Troxell
Janice Wasilkowski
Tina Williams

- b. Approve the following individuals as substitute cafeteria workers for the 2012-2013 school year at the 2012-2013 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Gail Bauer
Elaine Bilous
Diana Detweiler
Schelene Fritzingler
Rosa George
Judy Hoffman
Lilly Horwith
Dawn Martinez
Maureen McCullion
Lorraine Muth
Carol Scott
Christine Sigley
Carol Snyder
Sheila Steier
Kathleen Troxell
Janice Wasilkowski
Robert Wetzel

- c. Approve the following individuals as substitute custodians for the 2012-2013 school year at the 2012-2013 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Steven Andrews
Gail Bauer
Theresa Hall
Randy Muniz

Carol Snyder
Janice Wasilkowski
Robert Wetzel

V. CONFERENCES**VI. POLICY****A. Rescind Agreement of Sponsorship**

Approve to rescind the Agreement of Sponsorship To Attend Another Pennsylvania Community College for Allie Fritzinger, which was originally approved at the June 11, 2012 board meeting. Ms. Fritzinger will be taking her general education classes at Lehigh Carbon Community College.

VII. CURRICULUM AND INSTRUCTION

- A. 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 2012-2013 school year. **(Attachment #1)**
- B. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and the PATH PA Treatment & Healing Center for the purpose of furnishing educational services for disruptive students for the 2012-2013 school year. Daily tuition rate is \$52.89. **(Attachment #2)**
- C. 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 2012-2013 school year. **(Attachment #3)**
- D. Approve the purchase of Follett Educational Services Kaplan 12 Practice Tests for the SAT 2012 for students in grades 9-12. The total cost of these materials is \$405.75 and is being paid from the curriculum and instruction budget.
- E. Authorize Community Services for Children to operate the Head Start Pre-K program at Peters Elementary School from September 4, 2012 through May 21, 2012. The only obligation of the district is to provide one classroom. **(Attachment #4)**
- F. Induction Program

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2012-2013 school year:

<u>Helping Teacher</u>	<u>Inductee</u>	<u>Stipend</u>
Christopher Bennett	Andrew Kern	\$750.00
Amanda Beer	Amber Kuntz	\$750.00

VIII. OLD BUSINESS**IX. NEW BUSINESS****X. FINANCIAL**

- A. Approve the Following List of Bills:
1. General Fund month of June, July & August 2012
 2. Cafeteria Fund month of June 2012
 3. Refreshment Stand month of June 2012

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4. Capital Construction month of June, July & August 2012
 5. Capital Projects month of June, 2012

- B. Approve the request of the senior high school to close the Class of 2012 account in accordance with the Student Activities Account guidelines. The account balance is \$1,259.47 and the Class of 2012 is recommending that the funds be used to landscape outside of the High School Cafeteria and purchase picnic tables for the student body to enjoy lunch outdoors. A 2012 dedication sign will also be purchased to display in the area.
- C. Approve the request of the senior high school to close the NLHS FBLA and German Club Accounts due to inactivity and transfer the monies to the Principal's Discretionary Account, a total of \$4,591.54. This money will be used to purchase televisions and wall mounts for classrooms for the future television studio to be viewed throughout the classrooms.

FBLA -	\$4,547.37
German Club -	\$ 44.17
TOTAL	\$4,591.54

- D. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. **(Attachment #5)**
- E. Approve change orders to the Field Turf contract to include \$27,817.48 to install a new pipe in the center of the field and removal of old pipe that was damaged beyond repair and \$32,109.34 for testing, engineering design and construction of an infiltration basin. Both change orders are conditions of the permit that was approved by the Lehigh County Conservation Office. **(Attachment #6)**
- F. 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. **(Attachment #7)**

XI. LEGAL

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on May 23, 2012.
- B. Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on May 21, 2012 and June 18, 2012.
- C. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on May 3, 2012, June 7, 2012 and July 5, 2012.

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT