

**NORTHERN LEHIGH SCHOOL DISTRICT  
Regular School Board Meeting  
Monday, May 13, 2013  
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 April 8, 2013

**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
  - Minutes of the Education/Policy Committee Meeting held on May 6, 2013 (**Attachment #1**)
  - Minutes of the Technology/Buildings and Grounds Committee Meeting held on May 8, 2013 (**Attachment #2**)
  - Minutes of the Finance Committee Meeting held on May 8, 2013 (**Attachment #3**)
- 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
  - LCTI Book Donation
- I. Business Office Report ..... Mrs. Sherri Molitoris  
Mrs. Rhonda Frantz
- J. Superintendent's Report ..... Mr. Michael W. Michaels
  - National Teacher Appreciation Week – May 6-10, 2013
  - Baccalaureate Thursday, June 6, 2013 at 7PM – High School Auditorium
  - Graduation – Friday, June 7, 2013 at 7PM
- K. An executive session will be held at 7:00 p.m. in the Administration Office Conference Room.

---

---

**IV. PERSONNEL****A. Retirements/Resignations**

1. Accept the retirement resignation of Gail Barilla from her position as High School Special Education teacher effective June 10, 2013. Mrs. Barilla will be retiring from the Northern Lehigh School District after 20 years of service.
2. Accept the retirement resignation of Sharon Williams from her position as Elementary School Librarian effective June 11, 2013. Mrs. Williams will be retiring from the Northern Lehigh School District after 32 years of service.
3. Accept the retirement resignation of Scott Wetzel from his position as Slatington Elementary Custodian, effective the end of the work day June 30, 2014. Contract language states that custodial/maintenance employees who have worked for the district more than 20 years and give notice to the district of retirement 12 ½ months prior to retirement date shall receive an additional \$500.00 upon retirement. Mr. Wetzel will retire June 2014 after 32 years of service.

**B. Resignations**

Accept the resignation of Scot Engler from his position as Director of Special Education, effective June 10, 2013. Mr. Engler has taken a position in another school district.

**C. Administrative Transfers**

1. Michele Dotta  
Assignment: Director of Special Education, replacing Scot Engler who has resigned  
Salary: \$92,500 (prorated 2013-2014 school year)  
Effective Date: On or About August 1, 2013
2. Scott Pyne  
Assignment: Slatington Elementary School Principal, replacing Linda Marcincin who has retired  
Salary: \$92,000  
Effective Date: July 1, 2013
3. Tanya Simms  
Assignment: High School Assistant Principal, replacing Scott Pyne who was administratively transferred  
Salary: \$80,000 (prorated 2013-2014 school year)  
Effective Date: August 1, 2013

**D. Rescind Co-Curricular Appointment 2012-2013**

Rescind the appointment of Angela Shoemaker from her position as Senior Class Advisor in the amount of \$640.89 for the 2012-2013 school year which was originally approved at the August 13, 2012 board meeting.

**E. Co-Curricular Appointments 2012-2013**

1. Approve Angela Shoemaker for Senior Class Advisor for the period July, 2012 – December, 2012 in the amount of \$320.45.

2. Approve Candice Saville for Senior Class Advisor for the period January, 2013 – June, 2013 in the amount of \$320.45.

F. Co-Curricular Appointments 2013-2014

Scott Snyder*	Assistant Wrestling Coach	\$4,604.11
Christopher Lalik*	Assistant Wrestling Coach (JH)	\$4,604.11

\*Pending verification of missing personnel file items

G. Co-Curricular Volunteers 2013-2014

Andrew Arnold*	Assistant Wrestling Coach
Adam Hluschak*	Assistant Wrestling Coach
Brett Martinez	Assistant Wrestling Coach

\*Pending verification of missing personnel file items

H. Game Workers 2012-2013

Approve the following person as a Game Worker 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: Vonda Lorson

I. 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:

Carol Fella*	Music
Caitlin Makoul*	Elementary & ESL
Stephanie Mohler	Elementary

\*Pending verification of missing personnel file items

2. Non-Instructional

- a. Approve the following individual as a substitute cafeteria worker, custodian and teachers aide for the 2012-2013 school year at the 2012-2013 substitute rates as approved on the Supplementary Personnel Salary Schedule:

Rosetta Strohl

- b. Approve the following individual as a substitute cafeteria worker and teachers aide for the 2012-2013 school year at the 2012-2013 substitute rates as approved on the Supplementary Personnel Salary Schedule:

Dima Hanna

V. POLICY

A. Board Policy – First Reading

1. Approve school board policy #334.1 – Professional Employees – Benevolence Sick Leave, as presented after first reading. (Attachment #4)

- 
- 
2. Approve school board policy #806 – Operations – Child/Student Abuse, as presented after first reading. **(Attachment #5)**

B. Homebound Instruction

It is recommended that the Board of Education grant homebound instruction for a 10<sup>th</sup> grade student, Student No.1515600 for five hours per week, effective April 15, 2013 and continuing until approximately September 1, 2013.

**VI. CONFERENCES**

- A. Susan Bahnick – PA School Nutrition Programs Conference, Healthy School Meals – June 9-10, 2013 – The Penn Stater Hotel – State College, PA – Lodging - \$213.84, Meals - \$50.00, Travel - \$182.91. Total Approximate Cost: \$446.75 – Funding: Food Services Budget. **(Attachment #6)**

**VII. CURRICULUM AND INSTRUCTION**

- A. Approve to contract with Art Feinberg as an independent contractor school psychologist for the 2013-2014 school year. Mr. Feinberg will be employed on an as needed basis to assist the Special Education Department with student psychological services. Rate of pay will be \$350.00 per day and will not exceed 90 days.
- B. Approve to employ the following teachers: Susan Beil, Courtney Seremula and Elizabeth Vasquez, at a rate of \$27.00 per hour and instructional aide, Stephanie Stillwell, at a rate of \$12.88 per hour to conduct an Extended School Year Program for special education students in our district. The program will be for four hours a day and take place from July 9 – August 1, 2013 on Tuesday, Wednesday and Thursday mornings and August 5 – 15, 2013, on Monday, Tuesday, Wednesday and Thursday mornings.
- C. Authorize administration to enter into an agreement with Pediatric Therapeutic Services to provide contracted speech therapists on an as needed basis at a cost of \$68.00 per hour for the 2013-2014 school year. **(Attachment #7)**
- D. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and Around the Clock Nursing, Inc. for the purpose of providing in-school nursing care for student No. 1390061 for the 2013-2014 school year at a cost of \$25 per day or \$40 per day when student is on a field trip and not on school premises.

**VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

- A. Approve the contract for the Superintendent of Schools, Mr. Michael W. Michaels. **(Copies distributed to all Board Members)**

**X. FINANCIAL**

- A. Approve the Following Financial Reports:
  1. General Fund month of April
  2. NLMS Student Activities Account months of March and April
  3. NLHS Student Activities and Scholarship Account months of March and April

- 
- 
- B. Approve the Following List of Bills:
1. General Fund months of April and May
  2. Refreshment Stand month of April
  3. Cafeteria Fund month of April
  4. Capital Construction month of April
- C. Approve the Supplemental Personnel Salary Schedule for the 2013-2014 school year as presented. **(Attachment #8)**
- D. Approve the co-payment amount for student athletes receiving a sports physical from OAA during the 2013-2014 school year at a cost of \$5.00 per student in accordance with school board policy #122.
- E. Approve the awarding of fuel bids to the following companies with a contract period of July 1, 2013 to June 30, 2014: **(Attachment #9)**

**DIESEL FUEL** – Awarded to Papco, Inc. at a cost of \$.3170 (normal blend) per gallon over rack rate on date of delivery and an additional \$.0495 (winterization additive) per gallon over rack rate on date of delivery.

**#2 GRADE FUEL OIL TRANSPORT DELIVERY** – Awarded to Petroleum Traders at a cost of \$.0280 per gallon over rack rate on date of delivery.

**#2 GRADE FUEL OIL TANKWAGON DELIVERY** – Awarded to Papco, Inc. at a cost of \$.4241 per gallon over rack rate on date of delivery.

**UNLEADED GASOLINE** – Awarded to Papco, Inc. at a cost of \$.3547 per gallon over rack rate on date of delivery.

- F. Approve the Resolution Designating Millage Rates Following County-Wide Reassessment of Real Estate Values effective July 1, 2013 as presented. Designating of the millage rates is a result of the current reassessment for Lehigh County. **(Attachment #10)**
- G. Approve submission of PlanCon Part J “Project Accounting Based on Final Costs” to PDE for Slatington Elementary School Project #3532. The PlanCon Part J document has been audited by Gorman & Associates, PC and submission of same will establish a permanent reimbursement rate for these projects. **(Attachment #11)**
- H. Approve the submission of PlanCon Part K for Northern Lehigh School District’s General Obligation Bonds, Series 2012. PlanCon K is a required form for bond re-financing. **(Attachment #12)**
- I. Summer Band Camp
- Approve a tuition fee of \$30.00 per student for a six-week elementary summer band program and also approve a stipend for summer band program director, Steven Jonkman. Mr. Jonkman’s stipend will be equal to the amount collected for student participation but will not exceed \$1,000.00. The summer band program will run on Monday and Wednesday mornings from June 24, 2013 through July 31, 2013.
- J. Authorize Administration to enter into contracts with successful bidder for the paving project at the Stadium Parking Lot with a not to exceed amount of \$250,000 to be paid from the Capital projects account needed.

---

---

K. Authorize Administration to enter into contracts with successful bidder for the Middle School Door Replacement project with a not to exceed amount of \$57,320 to be paid from the Capital projects account.

L. Election of Treasurer/Secretary

1. Election of a Treasurer for the 2013-2014 fiscal year, as required by Section 404 of the Pennsylvania School Code of 1949, as amended.

**RECOMMEND** .... That the Board of Education elects \_\_\_\_\_ as Treasurer for the 2013-2014 fiscal year, effective July 1, 2013 through June 30, 2014.

2. Election of a Secretary for a four (4) year term, as required by Section 404 of the Pennsylvania School Code of 1949, as amended.

**RECOMMEND** ..... that the Board of Education elects \_\_\_\_\_ Secretary for a four (4) year term, effective July 1, 2013 through June 30, 2017.

XI. LEGAL

Approve to appoint Sweet, Stevens, Williams & Katz, LLP as special counsel for the 2013-2014 school year. The hourly rate for non-routine matters will be \$185.00 per hour. The rate for routine or general advice will be \$140.00 per hour. The hourly rate for legal assistants for routine and non-routine matters will be \$115.00 per hour. There is no increase over last year's rates.

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on March 27, 2013.
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on March 7, 2013 and April 4, 2013.
- C. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on March 18, 2013.

XIV. ADOPTION OF PROPOSED FINAL BUDGET FOR 2013-2014

A. It is recommended that the Board of Education adopts the proposed general fund final budget of the Northern Lehigh School District for the 2013-2014 school year in the amount of \$28,509,357.00. This is an increase of \$402,575.00 or 1.4% over last year's figures.

The preliminary budget is adopted with a 20.1681 millage rate for Lehigh County and a 57.3059 millage rate for Northampton County.

B. Legal Notice

Authorize the Secretary to publish a Legal Advertisement notifying every resident or inhabitant within the territorial limits of the school district of Northern Lehigh attaining eighteen (18) years of age, and every resident or inhabitant in said school district to notify the proper Per Capita Tax Enumerator within twelve (12) months of his or her becoming a resident or inhabitant, in accordance with the School Laws of Pennsylvania, Section 680, as amended June 16, 1972, Act 138. The assessors to contact are as follows:

**BOROUGH OF WALNUTPORT**

Annette Lacko – Borough Secretary  
Walnutport Borough Building  
417 Lincoln Ave. Walnutport, PA 18088  
610-767-1322

**WASHINGTON TOWNSHIP**

Joann Ahner – Township Secretary  
Washington Township Municipal Building  
PO Box 27, Slatedale, PA 18079  
610-767-8108

**BOROUGH OF SLATINGTON**

Joan Cheesbrough – Assistant Secretary  
125 South Walnut Street  
Slatington, PA 18080  
610-767-2131

XV. **RECOGNITION OF GUESTS**

XV. **ADJOURNMENT**