

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, August 12, 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 June 10, 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. Solicitor's Report Attorney Charles Stopp
- F. Federal and Other Programs Update Mrs. Karen A. Nicholas
 - CareerLinking Academy
 - Teacher New Effectiveness Rating System
 - PA Common Core Standards
- G. Business Manager's Report Mrs. Rhonda Frantz
Mrs. Sherri Molitoris
- H. Superintendent's Report Mr. Michael W. Michaels
- I. An executive session will be held at 7:00 p.m. in the Administration Office Conference Room.

IV. PERSONNEL

A. Retirement

- 1. Accept the retirement resignation of Sharon Karpiszin from her position as Administrative Secretary at Peters Elementary School to become effective at the end of the work day March 17, 2014. Mrs. Karpiszin will be retiring from the Northern Lehigh School District after 24 years of service. She requests that all applicable benefits to which she is entitled be granted upon the implementation of her retirement.

2. Accept the retirement resignation of Audrey Snyder from her position as Administrative Secretary at Slatington Elementary School to become effective December 31, 2013. Mrs. Snyder will be retiring from the Northern Lehigh School District after 47 years of service. She requests that all applicable benefits to which she is entitled be granted upon the implementation of her retirement.
3. Accept the retirement resignation of Kathy Sue Tschudy from her position as Administrative Secretary to the Assistant Superintendent to become effective at the end of the work day October 16, 2013. Mrs. Tschudy will be retiring from the Northern Lehigh School District after 8 years of service. She requests that all applicable benefits to which she is entitled be granted upon the implementation of her retirement.
4. Accept the retirement resignation of Kim Williams from her position as Licensed Practical Nurse at Slatington Elementary School effective July 29, 2013. Mrs. Williams will be retiring from Northern Lehigh School District after 5 years of service.

B. Resignation

1. Accept the resignation of Valerie Ambrose from her position as Sixth Grade Teacher at Slatington Elementary School effective June 19, 2013. Mrs. Ambrose will be relocating due to a job opportunity for her husband.
2. Accept the resignation of Lauren Keglovitz from her position as Spanish Teacher at the High School effective July 1, 2013. Ms. Keglovitz has accepted a position at another school district.

C. Administrative Transfer

1. Instructional

- a. Amanda Beer

From:	4 th Grade Teacher Slatington Elementary School
To:	5 th Grade Teacher Slatington Elementary School
Salary:	No change in salary
Effective:	August 19, 2013
- b. Susan Beil

From:	6 th Grade Special Education Teacher Slatington Elementary School
To:	Slatington Elementary Emotional Support Teacher
Salary:	No change in salary
Effective:	August 19, 2013
- c. Rick Eckhart

From:	Middle School Art Teacher
To:	Middle School and 6 th Grade Art Teacher
Salary:	No change in salary
Effective:	August 19, 2013
- d. Shawn Green

From:	Kindergarten Specials Teacher
To:	Elementary School Librarian
Salary:	No change in salary
Effective:	August 19, 2013

- e. Alice Lieberman
 From: Secondary ESL Teacher
 To: District Wide ESL Teacher
 Salary: No change in salary
 Effective: August 19, 2013
- f. Thomas Mertus
 From: Elementary ESL Teacher
 To: 6th Grade Special Education Teacher Slatington
 Elementary School
 Salary: No change in salary
 Effective: August 19, 2013
- g. Kayla Perkowski
 From: Special Education Aide
 To: Middle School Emotional Support Teacher
 Salary: \$45,200 (Step 1 Bachelors on the 2013-2014 CBA
 Salary Schedule)
 Effective: August 19, 2013
- h. Michelle Raber
 From: Middle School Health & Physical Education Teacher
 To: Middle School and 6th Grade Physical Education
 Teacher
 Salary: No change in salary
 Effective: August 19, 2013
- i. Camille Vernarr
 From: Elementary Band Teacher
 To: Half Time Elementary Band Teacher and Half Time
 Kindergarten Specials Teacher
 Salary: No change in salary
 Effective: August 19, 2013
- j. Amy Zeiser
 From: MS Emotional Support Teacher
 To: HS Learning Support Teacher
 Salary: No change in salary
 Effective: August 19, 2013
2. Non-Instructional
- a. Karen Beltz
 From: District Office Clerk Typist
 To: Administrative Secretary Slatington Elementary School
 Salary: \$38,650 (prorated for the 2013-2014 school year)
 Effective: August 19, 2013
- b. Kathleen Reese
 From: Clerical Secretary Guidance Office
 To: Administrative Secretary Peters Elementary School
 Salary: \$38,150 (prorated for the 2013-2014 school year)
 Effective: August 19, 2013

D. Appointment – Instructional

- | | |
|----------------------------------|--|
| 1. Ashlie Eckert
Assignment: | Temporary Professional Employee
High School Spanish Teacher replacing Lauren Keglovitz
who resigned |
| Salary: | \$45,200 (Step 1 Bachelors on the 2013-2014 CBA
Salary Schedule) |
| Effective: | August 19, 2013 |
| | |
| 2. Steven Jonkman
Assignment: | Temporary Vacancy Replacement
Slatington/Peters Elementary Music Teacher
replacing an employee on family medical leave |
| Salary: | \$45,200 prorated
(Step 1 Bachelors on the 2013-2014 CBA Salary Schedule) |
| Effective: | August 19, 2013 |
| Termination Date: | On or about January 22, 2014 |

E. Salary Adjustments

Acknowledge the following teachers who have completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the 2013-2014 school year:

- | | |
|-------------------|------------|
| 1. Lisa Colicigno | |
| From: | Step 6B |
| To: | Step 6B+24 |
| | |
| 2. Michael Strohl | |
| From: | Step 4B |
| To: | Step 4B+24 |

F. Family Medical Leave

Approve the request of employee #6666 to take a Family Medical Leave beginning on August 19, 2013, for the birth of her first child. Employee will be using five (5) accumulated sick days and three (3) personal days and upon exhaustion of sick days and personal days, she is requesting a four week family medical leave. Employee plans to return to her current teaching position on September 30, 2013.

G. Rescind Co-Curricular Appointment 2013-2014

- Rescind the appointment of Adam Stofko in the amount of \$1,422.41 from his position as Assistant Boy's Soccer coach – shared stipend, for the 2013-2014 school year which was originally approved at the January 14, 2013 school board meeting.
- Rescind the appointment of Eric Schmidt in the amount of \$1,422.41 from his position as Assistant Boy's Soccer coach – shared stipend, for the 2013-2014 school year which was originally approved at the January 14, 2013 school board meeting.

H. Co-Curricular Appointments 2013-2014

Susan Bachman	Elementary Scholastic Scrimmage	\$ 448.24
Christopher Barnes	MS Newspaper Advisor	\$ 468.92
Susan Bowser	MS Jr. Ntl. Honor Society Adv (Shared \$426.72)	\$ 142.24
David Carroll	Senior High Band Advisor	\$4,853.51

David Carroll	MS Band Director	\$ 710.26
Elizabeth Chunko	Senior Class Advisor	\$ 650.50
Theresa Cinicola	Sophomore Class Advisor	\$ 650.50
Scott DeLong	Debate Advisor	\$1,420.54
Scott DeLong	National Honor Society	\$ 506.84
Rick Eckhart	MS Jr. Ntl. Honor Society Adv (Shared \$426.72)	\$ 142.24
Renee Evans	Sr. High Fall Intramurals – Tennis	\$ 829.81
Renee Evans	Sr. High Spring Intramurals – Tennis	\$ 829.81
Julie Everett	Sophomore Class Advisors	\$ 650.50
Kimberly Filipovits	Middle School Yearbook Advisor	\$ 829.81
Kelly Follweiler	Freshman Class Advisor	\$ 644.07
Scott Gerould	Assistant Track Coach	\$2,990.49
Jason Graver	MS Jr. Ntl. Honor Society Adv (Shared \$426.72)	\$ 142.24
Manny Guedes	MS Spring Intramurals – Weightlifting	\$ 829.81
Stephen Hluschak	Assistant Baseball Coach	\$2,990.49
Stephen Hluschak	Sr. High Winter Intramurals – Weightlifting	\$ 829.81
Patricia Ingles	Senior Class Advisor	\$ 650.50
Steven Jonkman	Elementary Chorus (Shared \$606.84)	\$ 303.42
Andrew Kern	Middle School Web Page Advisor	\$ 415.34
Gregory King	Assistant Baseball Coach (JV)	\$2,990.49
Michael Lehtonen	Sr. High Winter Intramurals – Winter Track	\$ 829.81
Michael Lehtonen	Head Track Coach	\$4,723.23
Alice Lieberman	Academic Challenge Eight Advisor	\$ 448.24
Derek Long	Assistant Track Coach	\$2,990.49
David Oertner	Assistant Track Coach	\$2,990.49
Erv Prutzman	Head Baseball Coach	\$4,723.23
Michelle Raber	MS Fall Intramural Net Sports	\$ 829.81
Michelle Raber	MS Spring Intramural Net Sports	\$ 829.81
Michelle Raber	MS Winter Intramural CPR	\$ 829.81
Rachel Reiter	MS Chorus Advisor	\$ 710.26
Rachel Reiter	Senior High Chorus Advisor	\$1,775.67
Gina Rotondo	Student Council	\$2,129.66
MaryAnne S.-Mattiola	Junior Class Advisor	\$ 650.50
MaryAnne S.-Mattiola	Yearbook Advisor	\$2,469.86
Nicholas Sander	Fall Play Director	\$1,511.33
Nicholas Sander	Spring Musical Director	\$2,843.37
Eric Schmidt	Freshman Class Advisor	\$ 644.07
Eric Schmidt	Assistant Boy's Soccer Coach	\$2,844.82
Stephen Shuey	Junior Class Advisor	\$ 650.50
Anthony Thomas	Sr. High Fall Intramurals – Basketball	\$ 829.81
Joseph Tout	Sr. High Spring Intramurals – Weightlifting	\$ 829.81
Joseph Tout	Sr. High Winter Intramurals – Weightlifting	\$ 829.81
Denise Turoscy	Scholastic Scrimmage Advisor - HS	\$ 829.81
Denise Turoscy	Newspaper Advisor – HS	\$1,865.33
Randall Utsch	Majorette/Band Advisor	\$2,129.66
Camille Vernarr	Elementary Band Advisor	\$ 809.12
Amy Zeiser	Middle School Student Council Advisor	\$1,281.47

I. Co-Curricular Volunteers 2013-2014

Kyle Bender*	Assistant Cross Country Coach
Chris Bennett	Assistant Baseball Coach
Kyle Follweiler	Assistant Baseball Coach
Joseph Seremula*	Assistant Baseball Coach
Mike Hofmann, Jr.	Assistant Track Coach

Megan Howells Assistant Cheering Coach
 Katrina Wehr Assistant Track Coach
 * Pending Verification of Missing Personnel File Items

J. Assistant Athletic Director

Approve the appointment of Joseph Tout as Assistant Athletic Director for the 2013-2014 school year at a stipend of \$3,500.00. He will assist the Athletic Director in all Athletic Director duties and responsibilities and will be responsible for athletic fundraising activities.

K. Webpage Maintenance

1. Approve a stipend in the amount of \$500.00 for Mr. Andrew Kern for High School website maintenance and working with students during the 2013-2014 school year. Mr. Kern has constant contact with teachers, secretaries, and administrators in an effort to update the website on a daily basis with the latest information, handouts, and scheduled events. Stipend to be funded by the High School Student Activities Fund.
2. Approve a stipend in the amount of \$1,000.00 for Mr. Andrew Kern for maintenance and updates of the district website during the 2013-2014 school year. Stipend to be funded by superintendent's budget.
3. Approve a stipend in the amount of \$500.00 for Ms. Janet Bashore for maintenance and updates of the Peters Elementary website during the 2013-2014 school year. Stipend to be funded by Peters Elementary principal's discretionary account.
4. Approve a stipend in the amount of \$500.00 for Ms. Kori Dibilio for maintenance and updates of the Slatington Elementary website during the 2013-2014 school year. Stipend to be funded by Slatington Elementary principal's discretionary account.

L. Game Workers 2013-2014

Approve the following list of people as Game Workers for the 2013-2014 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 2013-2014 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	Stephen Haas
Barry Herman	Bobby Herzog
Steve Hluschak	Mike Hofmann
Dick Jones	Patricia Jones
Andrew Kern	Greg King
Mark Lavine	Mike Lehtonen
Derek Long	Vonda Lorson
Andrew Lynn	Steve Martinez

Larry Meixsell, Jr.	Michael Mengel
Thomas Mertus	Sherry Molitoris
Jim Nonnemaker	Kathy Nowlin
David Oertner	Erv Prutzman
Michelle Raber	Kathleen Reese
Dennis Rehrig	Nancy Rehrig
Gina Rotondo	Nicholas Sander
Eric Schmidt	Paula Seiler
Michael Strohl	Joseph Tout
Katrina Wehr	James Yadush
Amy Zeiser	

M. Senior High Administrative Detention Supervisor

Approve to appoint Candice Saville 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 2013-2014 school year that warrants detention coverage. Salary will be \$20.00 per hour worked.

N. 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. Tulio will cover the Wednesday detentions from 2:20 pm to 3:20 p.m. They will work throughout the 2013-2014 school year on Mondays and Wednesdays that warrant detention coverage. Salary will be \$20.00 per hour worked.

O. Saturday Detention Monitor

Approve to appoint Candice Saville as the Secondary Saturday Detention Monitor for the middle school and senior high school for the 2013-2014 school year, working 3 hours every Saturday that warrants detention coverage. Salary will be \$20.00 per hour worked.

P. Substitute Detention Supervisor

Approve to appoint the following list of people as Substitute Secondary Detention Monitors for the senior high school for the 2013-2014 school year. Work will be on an as needed basis and compensation will be at a salary of \$20.00 per hour worked.

Renee Evans	Michael Lehtonen
Patricia Ingles	Ellen Yenser
Patricia Jones	

Q. Substitute Saturday Detention Monitor

Approve to appoint the following list of people as Substitute Secondary Saturday Detention Monitor for the middle school and senior high school for the 2013-2014 school year, working as a substitute for 3 hours every Saturday that warrants substitute detention coverage. Salary will be \$20.00 per hour worked.

Kelly Follweiler
Patricia Ingles
Patricia Jones

R. 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:

Elizabeth Chunko
Lauren Keglovitz

Gina Rotondo
Nicholas Sander

Lauren Schuster

S. Substitute

1. Instructional

Approve the following substitute teachers for the 2013-2014 school year at the 2013-2014 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Jennifer Balliet – Elementary
Thomas Battista – Health & Physical Education
Janet Brostedt – Elementary
Erin Charnick – Elementary & Special Education
Jenimida Christiansen* – Social Studies
Lisa Cox – English, Special Education, Library & Art
Christine DeLong – Elementary & Special Education
Katie Fluke - Elementary
Mary Frank – Art K-12 & ESL
Cynthia Fritzinger - Elementary
Laura Gregson* - Elementary
Ricky Guth – Citizenship
Michele Harrison* - Elementary & Reading Specialist
Robin Hersh – Early Childhood Education
Steven Jonkman - Music
Dawn Kemery - Elementary
Katherine Kern – Elementary
Lori King – Elementary
Jacquelyn Kinsella – Elementary & ESL
Amber Kistler - Elementary
Michelle Krill – Elementary
Kayla Kromer* - Elementary
Ashley Krutsick – Elementary & Middle Level Math
Samantha Lilly – Elementary & Special Education
Donna Lobach-Berger* – Elementary
Deborah Magnotta – Elementary & Reading Specialist
Stephanie Mohler – Elementary
Robert Naugle - Math
Christine Nemeah - Elementary & ESL
Joseph Nester – Special Education & Social Studies
Theresa Oliveira - Elementary
Patricia Passick – Art K-12
Kayla Perkowski – Elementary & Special Education
Amanda Radishofski – Elementary & Special Education

Stephen Reimert – Social Studies
 Linda Sarver – Art
 Monique Seiler – Elementary & Middle Level English
 Courtney Seremula – Elementary, Special Education, MS English & Social Studies
 Samantha Sontag – Elementary & Middle Level Science
 Virginia Stevenson – Special Education, English, Social Studies, Middle Level Math
 Felecia Strauch - Elementary
 Gerald Strubinger – Social Studies
 Anthony Tulio – Elementary & Middle Level Math 7-9
 Nina Weiss – Elementary
 Jane Wessner – Elementary
 Stephanie Yelles - Elementary
***Pending Verification of Missing Personnel File Items**

2. Non-Instructional

- a. Approve the following individuals as substitute secretaries/aides for the 2013-2014 school year at the 2013-2014 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Claire Danko	Kay O'Donnell
Dima Hanna	Andrea Rosario
Janice Herzog	Christine Sigley
Joseph Heyer	Catherine Smith
Jamie Kuhns	Rosetta Strohl
Lisa Lamon	Kathleen Troxell
Maureen McCullion	Janice Wasilkowski
Lynne McGeehan	Tina Williams
Melanie Mohr	

- b. Approve the following individuals as substitute cafeteria workers for the 2013-2014 school year at the 2013-2014 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Gail Bauer	Laura Landis
Elaine Bilous	Maureen McCullion
Schelene Fritzingler	Andrea Rosario
Rosa George	Christine Sigley
Dima Hanna	Kathleen Troxell
Joseph Heyer	Janice Wasilkowski
Jamie Kuhns	

- c. Approve the following individuals as substitute custodians for the 2013-2014 school year at the 2013-2014 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Steven Andrews	Kay O'Donnell
Gail Bauer	John Passaro*
Theresa Hall	Rosetta Strohl
Joseph Heyer	Matthew Waters*
Stephen Hunsicker*	Robert Wetzel
*Pending Verification of Missing Documents	

V. CONFERENCES

VI. POLICY

Non-Resident Students

Approve the request of the parents of a first grade student at Peters Elementary School, and a fourth grade student at Slatington Elementary School who are moving into Washington Township, to allow their students to begin the 2013-2014 school year in Northern Lehigh School District in accordance with school board policy #202. Settlement on their house is scheduled for September 3, 2013.

VII. CURRICULUM AND INSTRUCTION

- A. Approve to authorize the superintendent to execute a letter of agreement for the 2013-2014 academic year with the Center for Humanistic Change, Inc. to provide Student Assistance Program (SAP) Liaison services. The Student Assistance Teams in our school district will use these services. **(Attachment #1)**
- 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 2013-2014 school year. **(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 2013-2014 school year. **(Attachment #3)**
- D. Authorize Community Services for Children to operate the Head Start Pre-K program at Peters Elementary School from September 3, 2013 through May 20, 2014. The only obligation of the district is to provide one classroom. **(Attachment #4)**

E. Induction Program

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2013-2014 school year:

<u>Helping Teacher</u>	<u>Inductee</u>	<u>Stipend</u>
Timothy Hauck	Ashlie Eckert	\$750.00

VIII. OLD BUSINESS

IX. NEW BUSINESS

- A. RESOLVED, the Board of Education approves the Resolution Supporting Removal of Article XVI-C from the Public School Code of 1949, as presented. **(Attachment #5)**

X. FINANCIAL

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

Approve the Following List of Bills:

1. General Fund month of June, July & August 2013

2. Cafeteria Fund month of June 2013
3. Refreshment Stand month of June 2013
4. Capital Construction month of June 2013
5. Capital Projects month of June, 2013

- B. Approve the request of the senior high school to close the Class of 2013 account in accordance with the Student Activities Account guidelines. The account balance is \$492.66 and the Class of 2013 is recommending that the funds be split equally and transferred to the Class of 2014, Class of 2015 and Class of 2016.

Class of 2014 - \$164.22

Class of 2015 - \$164.22

Class of 2016 - \$164.22

- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. **(Attachment #6)**
- D. Rescind motion authorizing 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.
- E. Authorize Administration to enter into a contract with Weiss Construction for the Middle School Door Replacement project at a cost of \$71,038 to be paid from the Capital projects account.

XI. LEGAL

Approve to appoint Sweet, Stevens, Katz & Williams, LLP as special counsel for the 2013-2014 school year for special education consultations and student services as outlined in the attached agreement. The cost of these services will be \$6,000 for the 2013-2014 school year and is a part of the Special Education budget. **(Attachment #7)**

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on May 22, 2013.
- B. Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on May 20, 2013 and June 17, 2013.
- C. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on May 2, 2013, June 6, 2013 and July 11, 2013.

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT