

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, March 10, 2014
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 February 10, 2014.

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 March 3, 2014 (Attachment #1)
- F. Student Representatives to the Board Report Ms. Emily Bevans
Mr. Nathaniel Czarnecki
- G. Solicitor's Report Attorney Charles Stopp
- H. Federal and Other Programs Update Mrs. Karen A. Nicholas
 - Donation from LCTI
 - Curriculum Update – K-12
 - Data Collection – K-12
- I. Business Office Report Mrs. Sherri Molitoris
Mrs. Rhonda Frantz
 - 2014-2015 LCTI General Fund and Academic Center Budgets
 - 2014-2015 CLIU #21 Operational and Programs Services Budget
 - Governor and District Budgets
- J. Superintendent's Report Mr. Michael W. Michaels
 - High School Graduation – Friday, June 13, 2014
 - Motion for Next Snow Make-up Day April 21, 2014 (Easter Monday)
 - Schoolwide Positive Behavior Support and Discipline with Dignity Presentation – Suzanne Mengel

K. An executive session will be held at 6:45 p.m. in the Administration Office Conference Room.

IV. PERSONNEL

A. Administrative Transfer - Non-Instructional

Approve to administratively transfer Diana Beltran to the position of acting middle school administrative secretary at the starting administrative secretary amount of \$30,000 per year as outlined in the 2013-2017 Clerical Salary and Benefit Agreement. She will receive a prorated amount of pay effective February 10, 2014 and will continue until return of full time employee from a medical leave of absence.

B. Appointment – Non-Instructional

Kimberly Ruland	
Assignment:	High School Cook's Helper replacing Dima Hanna who resigned
Salary:	\$9.00 Per Hour/4.0 Hours Per Day/5 Days Per Week up to 180 Student Days per year plus additional cleaning days as needed (2013-2017 Educational Support Personnel CBA)
Effective:	March 11, 2014
	*60 Day probationary period ending May 9, 2014

C. Unpaid Leave

Approve an unpaid leave of absence for employee #4230 effective December 13, 2013. She plans to return to her current position upon medical release from her physician.

D. 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 2013-2014 school year:

Lori Middaugh	
From:	Step 7B+24
To:	Step 7M

E. Substitute - Instructional

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

Kristin Wessner* – Elementary Pre-K-4 and Special Education Pre-K-8
 *Pending Verification of Missing Personnel File Items

V. POLICY

A. Board Policy First Reading

Approve school board policy #005 – Local Board Procedures – Organization, as presented after first reading. (Attachment #2)

B. Homebound Instruction

It is recommended that the Board of Education grant homebound instruction for a 6th grade student, Student No.2090119 for five hours per week, effective February 18, 2014 and continuing for an indefinite amount of time.

C. Field Trips

1. Senior Class Trip – High School – Hershey Park – Hershey, PA – June 2, 2014 – Funded by Class of 2014.

VI. CONFERENCES

- A. Allison Chruscial - PA Excellence in eLearning Forum – March 12-14, 2014 – Valley Forge, PA –Meals: \$25.00 – Total Approximate Cost: \$25.00 – Registration and Overnight Accommodations are Complimentary. Funding: Assistant Superintendent Budget (Attachment #3)
- B. Karen Nicholas - PA Excellence in eLearning Forum – March 12-14, 2014 – Valley Forge, PA – Meals: \$25.00; Mileage - \$39.12 – Total Approximate Cost: \$64.12 – Registration and Overnight Accommodations are Complimentary. Funding: Assistant Superintendent Budget (Attachment #4)
- C. Tanya Simms - PA Excellence in eLearning Forum – March 12-14, 2014 – Valley Forge, PA – Meals: \$25.00 – Total Approximate Cost: \$25.00 – Registration and Overnight Accommodations are Complimentary. Funding: Assistant Superintendent Budget (Attachment #5)

VII. CURRICULUM AND INSTRUCTION

Allow Administration to utilize Monday, April 21, 2014 as a snow make up day in the event one more snow day is needed due to school closing between now and April 17, 2014.

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

- A. Approve the Following Financial Reports:
 1. General Fund Account months of January and February
- B. Approve the Following List of Bills:
 1. General Fund months of February and March
 2. Refreshment Stand month of February
 3. Cafeteria Fund month of February
- C. Lehigh Career & Technical Institute 2014-2015 Budget

Approve a resolution regarding the Lehigh Career & Technical Institute general fund budget and Academic Center expenditures for the 2014-2015 school year. The general fund budget total is \$24,298,100.00 an increase of \$699,200 or 2.96%. Northern Lehigh School District's portion of the 2014-2015 general fund budget is \$906,036.89 an increase of \$7,646.88. The expenditures for the Academic Center budget for the period of July 1, 2014 through June 30, 2015 total \$1,454,880.00 an increase of \$93,371.00 or 6.86%. Northern Lehigh School District's portion is \$22,076, a decrease of \$9,743.00. A copy of the budget was distributed to board members with the agenda. (Attachment #6)

D. Carbon Lehigh Intermediate Unit 2014-2015 Budget

Approve a resolution regarding the 2014-2015 Carbon Lehigh Intermediate Unit Operational and Program Services budget. Total expenditures equal \$2,938,736.00 an increase of \$135,883.00 (4.8%) over the 2013-2014 adjusted budget. Northern Lehigh's share is proposed to be \$19,966.00 an increase of \$19.00 from the 2013-2014 budget. A copy of the budget was distributed at the February 10, 2014 school board meeting.
(Attachment #7)

- E. Approve the renewal of our cellular phone service agreement with Verizon Wireless for two (2) Verizon phone lines to be used by our maintenance department and one line each for the Superintendent and Athletic Director at a total cost of \$238.60 per month. This is a month to month agreement and there are no cancellation fees if the agreement is terminated early.
- F. Approve entering into a three (3) year Service Agreement with PenTeleData for T1 connectivity between Slatington Elementary School and Peters Elementary School in the amount of \$250.00 per month. This telecommunications line is for telephone connectivity only.
- G. Approve a three-year (3) contract renewal for local and long-distance telephone service with Level 3 Communications at a monthly recurring cost of \$1049.80 per month.

XI. LEGAL**XII. CORRESPONDENCE****XIII. INFORMATION**

- A. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on January 9, 2014.
- B. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on January 30, 2014.

XIV. RECOGNITION OF GUESTS**XV. ADJOURNMENT**