

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, August 10, 2015
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. Moment of Silence in Memory of Raymond Follweiler, Jr.
- E. Roll Call.
- F. Public Comment -- Restricted to Agenda Items.

II. VACANT BOARD MEMBER SEAT

- A. Discussion, Nominations and Possible Appointment

III. REVIEW AND APPROVAL OF THE MINUTES OF THE PRECEDING MEETINGS

- A. Regular School Board Meeting held on June 8, 2015.

IV. SPECIAL BOARD REPORTS

- A. Appoint Interim Carbon Lehigh Intermediate Unit Representative
 - Mr. Edward Hartman
- 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
 - Five Points Policymakers Should Know about the New PSSA
- 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 6:30 p.m. in the Administration Office Conference Room.

V. PERSONNEL
A. Resignation/Retirement

1. Accept the resignation of Nicholas Bachman from his position as special education instructional aide at the Middle School.
2. Accept the resignation of Timothy Hauck from his position as Spanish Teacher at the Senior High School effective June 15, 2015.
3. Accept the resignation of Kim Keiser from her position as Assistant to the Food Service Director effective July 30, 2015.
4. Accept the resignation of Kate Pluchinsky from her position as Emotional Support Teacher at the Senior High School effective July 23, 2015.
5. With regret, accept the retirement resignation of Rick Eckhart from his position as Middle School Art Teacher effective June 16, 2015. Mr. Eckhart will begin his retirement from the Northern Lehigh School District after 34 years of service.

B. Appointment**1. Instructional**

- | | | |
|----|---|--|
| a. | Sarah Hill* | Professional Employee |
| | Assignment: | Senior High School Spanish Teacher replacing Tim Hauck who resigned. |
| | Salary: | \$55,250 (Step 4 Masters on the 2015-2016 CBA Salary Schedule) |
| | Effective: | August 24, 2015 |
| | * Pending Verification of Missing Personnel File Items | |
| b. | Mary Frank | Temporary Professional Employee |
| | Assignment: | Half Time Middle School Art Teacher replacing Rick Eckhart who retired. |
| | Salary: | \$23,100 (Step 1 Bachelors on the 2015-2016 CBA Salary Schedule) |
| | Effective: | August 24, 2015 |
| c. | Jennifer Balliet | Temporary Vacancy Replacement |
| | Assignment: | Peters Elementary School Music and Kindergarten Specials replacing an employee on maternity leave. |
| | Salary: | Substitute Teacher Rate Days 1-30; Day 31 and beyond \$46,200. (Step 1 Bachelors on the 2015-2016 CBA Salary Schedule) |
| | Effective: | August 24, 2015 |
| | Termination Date: | On or about November 20, 2015 |
| d. | Michelle McCormick | Temporary Vacancy Replacement |
| | Assignment: | Peters Elementary School 2nd Grade Teacher replacing an employee on maternity leave. |
| | Salary: | Substitute Teacher Rate Days 1-30; Day 31 and beyond \$46,200. (Step 1 Bachelors on the 2015-2016 CBA Salary Schedule) |
| | Effective: | August 24, 2015 |
| | Termination Date: | On or about January 22, 2016 |

2. Non-InstructionalJacqueline Schuck*
AssignmentMiddle School Cook's Helper replacing Ann Marie Belo
who was transferred to the High SchoolSalary: \$9.00 Per Hour/2.5 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: August 24, 2015

* Pending Verification of Missing Personnel File Items

*60 Day probationary period ending October 26, 2015

C. Administrative TransferNon-Instructional – Change in Classification

Angela Henninger

From:

Full Time Slatington Elementary School Cook's Helper
replacing Jayne Hamm who retired.

To:

Full Time Slatington Elementary School Head Cook

Salary:

\$18.34/hour

Effective:

August 24, 2015

D. Change of Status - Non-Instructional

1. Ann Marie Belo

From:

2.5 Hours per Day Middle School Cook's Helper

To:

4 Hours per Day High School Cook's Helper

Salary

No Change in Salary

Effective:

August 24, 2015

2. Kimberly Ruland

From:

4 Hours per Day High School Cook's Helper

To:

5.5 Hours per Day Slatington Elementary Cook's Helper

Salary

No Change in Salary

Effective:

August 24, 2015

E. Family Medical Leave

Approve the request of employee #6754 to take a four week Family Medical Leave beginning on or about September 14, 2015. Employee is requesting to use accumulated sick days. Employee tentatively plans to return to his position on or about October 12, 2015.

F. Rescind Co-Curricular Appointment 2015-2016

Rescind the appointment of Kate Pluchinsky in the amount of \$1,597 from her position as Cheerleading Advisor – Shared Stipend for the 2015-2016 school year which was originally approved at the June 8, 2015 school board meeting.

G. Motion to renew the appointment of the following Co-Curricular positions for the 2015-2016 school year.

Susan Bachman	Elementary Scholastic Scrimmage	\$ 458.00
Christopher Barnes	MS Newspaper Advisor	\$ 479.00
Christopher Bennett	Assistant Baseball Coach (JV)	\$3,050.00

Jonathan DeFrain	Senior High Student Council Advisor	\$2,173.00
Ashlie Eckert	Assistant Track Coach	\$3,050.00
Ashlie Eckert	SADD Advisor	\$ 581.00
Scott Gerould	Assistant Track Coach	\$3,050.00
Manny Guedes*	MS Spring Intramurals – Weightlifting	\$ 846.00
Robert Hicks	Sr. High Fall Intramurals – Softball	\$ 846.00
Robert Hicks	Head Softball Coach	\$4,818.00
Stephen Hluschak	Assistant Baseball Coach	\$3,050.00
Michelle Hock	Newspaper Advisor – HS	\$1,903.00
Mark Hoffman	Assistant Softball Coach	\$3,050.00
Andrew Kern	Middle School Web Page Advisor	\$ 423.00
Gregory King	Head Baseball Coach	\$4,818.00
Michael Lehtonen	Sr. High Winter Intramurals – Winter Track	\$ 846.00
Michael Lehtonen	Head Track Coach	\$4,818.00
Michael Lehtonen	Scholastic Scrimmage Advisor – HS	\$ 846.00
Christine Leslie	Debate Advisor	\$1,449.00
Derek Long	Assistant Track Coach	\$3,050.00
Jeffrey Miller	Sr. High Spring Intramurals – Basketball	\$ 846.00
David Oertner	Assistant Track Coach	\$3,050.00
Jason Reinhard	Middle School Coed Soccer Coach	\$2,730.00
MaryAnne S.-Mattiola	Yearbook Advisor	\$2,520.00
Anthony Thomas	Sr. High Fall Intramurals – Basketball	\$ 846.00
Joseph Tout	Sr. High Spring Intramurals – Weightlifting	\$ 846.00
Joseph Tout	Sr. High Winter Intramurals – Weightlifting	\$ 838.00
Randal Utsch	Majorette/Band Advisor	\$2,173.00
Andrea Wasilkowski*	Assistant Field Hockey Coach	\$2,902.00

*Pending Verification of Missing Personnel File Items

H. Co-Curricular Volunteers 2015-2016

James Corle	Band Advisor
Kim Corle	Band Advisor
Rebecca Hamm	Band Advisor
Matt Newhard	Band Advisor
Christina Oertner	Band Advisor
Jason Steigerwalt	Band Advisor
Melissa Levendusky	Assistant Softball Coach
Brian Schell	Assistant Softball Coach
Joseph Seremula	Assistant Baseball Coach
Erwin Prutzman	Assistant Baseball Coach

I. Unpaid Volunteers

Patricia Bollinger	Andrea Fella
Karen Haberern	

J. Assistant Athletic Director

Approve the appointment of Joseph Tout as Assistant Athletic Director for the 2015-2016 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. Game Workers 2015-2016

Motion to renew the appointment of the following list of people as Game Workers for the 2015-2016 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 2015-2016 Supplementary Personnel Salary Schedule.

Kyle Baumann	Terry Bowman
Chris Bennett	Linda Brown
Jennifer Butz	Frank Carazo
Elizabeth Case	Allison Chruscial
Eric DeAntonis	Jonathan DeFrain
Scott DeLong	Alden Farber
Jamie Farber	Kelly Follweiler
Rhonda Frantz	Jessica Frew
Marshelle George	Scott Gerould
Shawn Green	Stephen Haas
Barry Herman	Stephen Hluschak
Patricia Jones	Richard Jones
Andrew Kern	Greg King
Mark Lavine	Mike Lehtonen
Derek Long	Vonda Lorson
Andrew Lynn	Steve Martinez
Larry Meixsell, Jr.	Michael Mengel
Thomas Mertus	Sherri Molitoris
Kathy Nowlin	David Oertner
Gina Orr	Kayla Perkowski
Erv Prutzman	Michelle Raber
Kathleen Reese	Dennis Rehrig
Nancy Rehrig	Nicholas Sander
David Schmall	Paula Seiler
Michael Strohl	James Yadush
Amy Zeiser	

L. Senior High Administrative Detention Supervisor

Approve to appoint Patricia Ingles as the Administrative Detention Supervisor in the Senior High School. She will work Monday through Thursday from 2:30 p.m. to 4:00 p.m. throughout the 2015-2016 school year that warrants detention coverage. Salary will be \$20.00 per hour worked.

M. 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 2015-2016 school year on Mondays and Wednesdays that warrant detention coverage. Salary will be \$20.00 per hour worked.

N. 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 2015-2016 school year.

1. Jessica Frew
From: Step 9B+24
To: Step 9M
2. Gina Orr
From: Step 6B
To: Step 6M

O. 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:

Andrew Kern Amber Kuntz

P. Substitute

1. Instructional

Motion to renew the appointment of the following substitute teachers for the 2015-2016 school year at the 2015-2016 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Jennifer Balliet – Elementary
Thomas Battista – Health & Physical Education
Stephanie Boyer* – Special Education PK-8; Elementary K-4
James Fisher – Social Studies
Kacey Galasso - Elementary K-4
Sarah Gordon - Elementary
Kerri Imschweiler - Elementary
Dawn Kemery - Elementary
Katherine Kern* – Elementary
Caitlin Makoul - Elementary & ESL
Michelle McCormick – Elementary
Patricia Passick – Art K-12
Gabriele Pergosky - Elementary Grades 4-6, Math & Science Grade 7-8
Candace Steffie – Elementary
Megan Wagner – Elementary PK-4
Jane Wessner – Elementary
Frances Williams - Social Studies, Special Education K-12
Stephanie Yelles - Elementary
*Pending Verification of Missing Personnel File Items

2. Non-Instructional

- a. Motion to renew the appointment of the following individuals as substitute secretaries/aides for the 2015-2016 school year at the 2015-2016 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Ann Marie Belo

Janice Herzog

Laura Olinger	Christine Sigley
Tina Williams*	Claudia Young*

*Pending Verification of Missing Documents

- b. Motion to renew the appointment of the following individuals as substitute cafeteria workers for the 2015-2016 school year at the 2015-2016 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Connie Graaf	John Passaro
Betty Rowland	Christine Sigley
Barbara Tobisch	Claudia Young*

*Pending Verification of Missing Documents

- c. Motion to renew the appointment of the following individuals as substitute custodians for the 2015-2016 school year at the 2015-2016 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Ann Marie Belo	John Madura, Jr.
John Passaro	Jon Rinker
Eric Schaner	Matthew Waters
Claudia Young*	

*Pending Verification of Missing Documents

VI. CONFERENCES

VII. POLICY

A. Board Policy Second Reading

Approve school board policy #819 – Operations – Suicide Awareness, Prevention & Response, as presented after second reading. (Attachment #1)

B. Student-Parent Handbook Changes

1. Approve the changes to the Elementary School Student-Parent Handbook as presented. (Attachment #2)
2. Approve the changes to the Middle School Student-Parent Handbook as presented. (Attachment #3)
3. Approve the changes to the High School Student-Parent Handbook as presented. (Attachment #4)

- C. Approve to authorize proper officials to enter into an agreement for one Northwestern Area School District special education student to attend the Northern Lehigh School District in accordance with the promises and covenants contained in the agreement. This agreement is effective July 1, 2015 through June 30, 2016. (Attachment #5)

D. Student Representatives to the Board

Approve Karlyna Kemery as Student Representative to the Board for the 2015-2016 school year. Karlyna Kemery has been appointed as the junior representative to the board and will serve from September 2015 through June 2016. Gavin Kemery will serve as the senior student representative to the board until June 2016.

VIII. CURRICULUM AND INSTRUCTION

- A. 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 2015-2016 school year. (Attachment #6)
- B. Approve the final agreement with CLIU #21 for Title I Services for the 2014-2015 school year in the amount of \$2,941.05. (Attachment #7)
- C. Approve to authorize the Superintendent to execute an agreement between the Northern Lehigh School District and the Carbon Lehigh Intermediate Unit #21 in conjunction with Lehigh Valley PBS/WLVT Channel 39, to provide Discovery Streaming education services for the 2015-2016 school year. (Attachment #8)
- D. Approve to authorize proper officials to ratify a contractual agreement between the Northern Lehigh School District and the Carbon Lehigh Intermediate Unit #21 to continue the Student Driver Education Program at no cost to the district, effective July 1, 2015 through June 30, 2016. (Attachment #9)

E. Induction Program

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2015-2016 school year:

Helping Teacher	Inductee	Stipend
Jon Prive	Michelle Hock	\$750.00

IX. OLD BUSINESS

X. NEW BUSINESS

XI. FINANCIAL

- A. Approve the Following Financial Reports:
 - 1. General Fund month of June (Unaudited)
 - 2. NLMS Student Activities Account months of May and June (Unaudited)
 - 3. NLHS Student Activities and Scholarship Account months of May and June (Unaudited)
- B. Approve the Following List of Bills:
 - 1. General Fund month of June, July & August 2015
 - 2. Cafeteria Fund month of June & August 2015
 - 3. Refreshment Stand month of June 2015
- C. Approve the request of the senior high school to close the Class of 2015 account in accordance with the Student Activities Fund guidelines. The account balance is \$97.97 and the funds will be transferred to the Student Council account.
- D. Approve the change orders to the Elliott-Lewis contract for the cooling tower and boilers at Peters Elementary totaling \$18,660.00 to be paid from the Capital Projects Account. (Attachment #10)
- E. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #11)

- F. Allow administration to sign the agreement for the CLIU Overdrive Consortium for the 2015-2016 school year to provide e-books, audiobooks and other digital content at a cost of \$2,000. (Attachment #12)
- G. Appoint Axis Insurance Company as the 2015-2016 Student Accident and Athletic Insurance Carrier. The renewal rate is \$20,908.00, to include all interscholastic sports, band and cheerleading. Voluntary school coverage is \$22.00 for the school time rate and \$88.00 for the 24-hour rate.
- H. School Dentist

Approve to appoint Dr. Harry Shleifer of Broadway Family Dentistry as the school dentist for the 2015-2016 school year at the quoted fee of \$1.00 per dental exam needed.
- I. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and Clarity Service Group for the purpose of providing Behavior Analytic Services for the 2015-2016 school year at a cost of \$120/hour for PhD and Clinical Director Services and \$95/hour for Master's Level Services. (Attachment #13)
- J. Approve the submission of PlanCon Part K to the Pennsylvania Department of Education for the refinancing of the Series 2010 bonds and partial refinancing of the Series 2011 bonds. (Attachment #14)

XII. LEGAL

Appoint Rhonda Frantz, Co-Director of Business Affairs, Payroll and Benefits, as trustee on behalf of the Northern Lehigh School District in the Lehigh County Consortium Trust (Dental).

XIII. CORRESPONDENCE**XIV. INFORMATION**

- A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on May 27, 2015.
- B. Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on May 18, 2015 and June 15, 2015.
- C. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on May 7, 2015 and June 4, 2015.

XV. RECOGNITION OF GUESTS**XVI. ADJOURNMENT**