

AGENDA



**Northern Lehigh School District
Board of
School Directors**

REGULAR SCHOOL BOARD MEETING

**Monday, April 8, 2019
7:00 P.M.**

**Northern Lehigh School District
Administration Office Board Room
1201 Shadow Oaks Lane
Slatington, PA 18080**

**Executive Session
Administration Office Conference Room
6:45 PM**

**NORTHERN LEHIGH SCHOOL DISTRICT
 Regular School Board Meeting
 Monday, April 8, 2019
 Northern Lehigh Administration Building
 Board Room
 7:00 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 MEETING

- A. Regular school board meeting held on March 11, 2019. (Minutes)

III. SPECIAL BOARD REPORTS

- A. Carbon Lehigh Intermediate Unit Mrs. Gale N. Husack
- B. Lehigh Career and Technical Institute Mr. Gary S. Fedorcha
- C. Legislative Report Mrs. Michelle M. Heckman
- 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 April 1, 2019 (Attachment #1)
 - Minutes of the Community Relations Committee Meeting held on April 1, 2019 (Attachment #2)
 - Minutes of the Technology/Buildings and Grounds Committee Meeting held on April 3, 2019 (Attachment #3)
 - Minutes of the Finance Committee Meeting held on April 3, 2019 (Attachment #4)
- F. Student Representatives to the Board Report Mr. Preston Kemery
 Ms. Madison Hoffman
- G. Solicitor's Report Attorney Keith Strohl
- H. Business Manager's Report Mrs. Sherri Molitoris
 Mrs. Rhonda Frantz
- I. Superintendent's Report Mr. Matthew J. Link
 - 2019-2020 Preliminary Budget Presentation

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

IV. PERSONNEL

A. Resignation/Retirement

1. With regret, accept the retirement resignation of James Bauer from his position as Slatington Elementary 4th Grade Teacher, effective the end of the work day June 14, 2019. Mr. Bauer will be retiring from the Northern Lehigh School District with 35 ½ years of service.
2. With regret, accept the retirement resignation of Stephen Hluschak from his position as Middle School Math Teacher, effective the end of the work day June 14, 2019. Mr. Hluschak will be retiring from the Northern Lehigh School District with 37 years of service.
3. With regret, accept the retirement resignation of Karen Hluschak from her position as Middle School Cook's Helper, effective June 14, 2019. Mrs. Hluschak will be retiring from the Northern Lehigh School District with 17 years of service.
4. Accept the resignation of Joan Jones from her position as High School Cafeteria Monitor, effective the end of the work day, April 12, 2019.
5. Accept the resignation of Tiffany Jennings from her position as Middle School Paraprofessional, effective the end of the work day, April 12, 2019.

B. Appointment Instructional

1. Sarah Fink
Assignment: Temporary Vacancy Replacement
Fourth Grade Teacher at Peters Elementary School
replacing a teacher who is on a family medical leave
of absence.
Salary: Substitute Teacher Rate Days 1-30; Day 31 and
beyond \$48,750 (Step 1 Bachelors on the 2018-2019
CBA Salary Schedule)
Effective: April 1, 2019
Termination Date: End of the 2018-2019 school year
2. Samantha Lilly
Assignment: Temporary Vacancy Replacement
Special Education Teacher at the Senior High School
replacing a teacher who is on a medical leave of absence.
Salary: Substitute Teacher Rate Days 1-30; Day 31 and
beyond \$48,750 (Step 1 Bachelors on the 2018-2019
CBA Salary Schedule)
Effective: April 1, 2019
Termination Date: Upon return of full time teacher

C. Appointment - Non-instructional

1. Rebecca Edwards

Assignment: Slatington Elementary School Cook's Helper
 Salary: \$12.00 per Hour; 4 Hours per day; 5 Days per Week/up to 180 Student Days per year plus additional cleaning days as needed (2017-2021 Educational Support Personnel CBA)
 Effective: April 9, 2019
 *60 Working Day Probationary Period

2. Kayla Micklos*

Assignment: Computer Technician
 Salary: \$30,000.00 (prorated) for the 2018-2019 school year
 Effective: On or about April 15, 2019
 *60 Working Day Probationary Period
 *Pending Verification of Missing Personnel File Items

3. Kyle Kreamer*

Assignment: Computer Technician
 Salary: \$30,000.00 (prorated) for the 2018-2019 school year
 Effective: April 23, 2019
 *60 Working Day Probationary Period
 *Pending Verification of Missing Personnel File Items

D. Approve a stipend of \$4,500.00 for Stephen Haas, Technology Systems Coordinator, for services performed as both Computer Technician and Technology Systems Coordinator for the time period November 1, 2018 - March 11, 2019.

E. Motion to renew the appointments of the following Co-Curricular positions for the 2019-2020 school year:

Megan Filchner	Cheerleading Advisor – Shared Stipend	\$1,712.00
Jeffrey Miller	Head Boys' Basketball Coach	\$7,746.00
David Oertner	Assistant Boys' Basketball Coach (JH)	\$5,035.00
Tyler Svetik	MS Boys' Basketball Coach	\$4,935.00
Ken Shankweiler	Head Girls' Basketball Coach	\$7,746.00
Anna Leigh Conway	MS Girls' Basketball Coach	\$4,935.00
Scott Snyder	Head Wrestling Coach	\$7,746.00
Nick Hosford	Assistant Wrestling Coach	\$5,035.00
Stephen Hluschak	Sr. High Winter Intramurals – Weightlifting	\$ 906.00
Michael Lehtonen	Sr. High Winter Intramurals – Winter Track	\$ 906.00
Joseph Tout	Sr. High Winter Intramurals – Weightlifting	\$ 906.00

F. Co-Curricular Volunteers 2019-2020

Andrew Arnold	Assistant Wrestling Coach
Cody Bowman	Assistant Wrestling Coach
Frank Heffernan	Assistant Wrestling Coach
Dylan Hofmann	Assistant Wrestling Coach
Devin Glose	Assistant Boys' Basketball Coach
Joseph Krempasky	Assistant Boys' Basketball Coach
Alex Lerch	Assistant Boys' Basketball Coach

Megan Leadbetter	Assistant Field Hockey Coach
Shauna Rausch	Assistant Cheerleading Advisor
Mari Jo Whalen	Assistant Girls' Basketball Coach

G. Family Medical Leave

Approve the request of employee #1015 to take a two week family medical leave of absence beginning on or about May 22, 2019, for the birth of a child. Employee is requesting to use up to ten (10) accumulated sick days in conjunction with the family medical leave.

H. Substitute

1. Instructional

Approve the appointment of the following substitute teacher for the 2018-2019 school year at the 2018-2019 substitute teacher rates as approved on the Supplemental Personnel Salary Schedule:

Jason Kisselbach - Social Studies

2. Non- Instructional

- a. Motion to renew the appointment of the following individuals as substitute paraprofessionals for the 2018-2019 school year at the 2018-2019 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Kellie Bechtel
Patricia Bortz

- b. Motion to renew the appointment of the following individuals as substitute custodians for the 2018-2019 school year at the 2018-2019 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Kellie Bechtel
Patricia Bortz

- c. Motion to approve the following individuals as substitute cafeteria workers for the 2018-2019 school year at the 2018-2019 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Patricia Bortz	Stephanie Richards
Cheryl Moser	

- d. Motion to approve the appointment of the following individuals as substitute paraprofessionals for the 2018-2019 school year at the 2018-2019 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Cheryl Moser	Ashlee Storm
Stephanie Richards	

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- e. Motion to approve the appointment of the following individuals as substitute secretary for the 2018-2019 school year at the 2018-2019 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Cheryl Moser

V. POLICY

A. Board Policy First Reading

1. Approve school board policy #005 – Local Board Procedures - Organization, as presented after first reading. (Attachment #5)
2. Approve school board policy #218.1 – Pupils - Weapons, as presented after first reading. (Attachment #6)
3. Approve school board policy #249 – Pupils - Bullying/Cyberbullying, as presented after first reading. (Attachment #7)
4. Approve school board policy #317 – Employees - Conduct/Disciplinary Procedures, as presented after first reading. (Attachment #8)
5. Approve school board policy #810.3 – Operations – School Vehicle Drivers, as presented after first reading. (Attachment #9)
6. Approve school board policy #831 – Operations – Weapons, as presented after first reading. (Attachment #10)

B. Board Policy Second Reading

Approve school board policy #810 – Operations – Transportation, as presented after second reading. (Attachment #11)

C. Homebound Instruction

It is recommended that the Board of Education grant homebound instruction for an 8th grade student, Student No.2391064 for five hours per week, effective March 14, 2019 and continuing until approximately May 6, 2019.

D. Slatington Elementary Garden Club Final Application

Approve the final club/activity application for the Slatington Elementary Garden Club. This club has enjoyed success and parents, students, and the community have responded positively. The number of students participating was 60-70 and they learned gardening and planting techniques. The Northern Lehigh Education Association recommended stipend for the advisor of this club is \$500.00 beginning with the 2019-2020 school year. Upon approval by the Board, the approved stipend will be added to the Collective Bargaining Agreement, as per policy #122. (Attachment #12)

E. Slatington Elementary Girls' on the Run Club Final Application

Approve the final club/activity application for the Slatington Elementary Girls' on the Run Club. This club has enjoyed success by completing the Girls' on the Run curriculum, as well as the girls finished a 5K race. The Northern Lehigh Education Association recommended stipend for the advisor of this club is \$500.00 beginning with the 2019-2020 school year. Upon approval by the Board, the approved stipend will be added to the Collective Bargaining Agreement, as per policy #122. (Attachment #13)

F. Slatington Elementary Decorating Club Final Application

Approve the final club/activity application for the Slatington Elementary Decorating Club. This club has enjoyed success and the students learned teamwork by displaying students' successes, kindness, and hard work. The Northern Lehigh Education Association recommended stipend for the advisor of this club is \$250.00 beginning with the 2019-2020 school year. Upon approval by the Board, the approved stipend will be added to the Collective Bargaining Agreement, as per policy #122. (Attachment #14)

VI. CONFERENCES

- A. Janet Bashore – Positive Behavioral Interventions and Supports Implementers' Forum - May 14-15, 2019 – Hershey, PA – Registration - \$75.00; Lodging - \$198.69; Meals - \$45.00 – Total Approximate Cost: \$318.69 – Funding: Peters Elementary Instructional Staff Development Budget (Attachment #15)
- B. Susanne Hegedus – Positive Behavioral Interventions and Supports Implementers' Forum - May 14-15, 2019 – Hershey, PA – Registration - \$75.00; Travel - \$84.68; Meals – \$45.00; Total Approximate Cost: \$204.68 – Funding: Peters Elementary Instructional Staff Development Budget (Attachment #16)

VII. CURRICULUM AND INSTRUCTION

A. CLIU 2019-2020 Facilities Plan Committee Report

Approve the following resolution to adopt the 2019-2020 Carbon Lehigh Intermediate Unit Facilities Plan Committee Report. (Attachment #17)

RESOLVED: It is recommended that the Northern Lehigh School District Board of Directors approve the 2019-2020 Facilities Plan Committee Report that was approved by the CLIU Facilities Plan Committee on February 22, 2019 and the CLIU 21 Board of Directors on March 18, 2019. In addition, the Board reaffirms its commitment to the original construct of the Facilities Planning, approved November 1, 1989, which consists of a series of prioritized inquiries to be considered in determining future locations of the CLIU and school district special education classes.

VIII. OLD BUSINESS

IX. NEW BUSINESS

- A. Approve the Memorandum of Understanding with the Northern Lehigh Educational Support Personnel Association with regards to the four day work week for the summers of 2019 and 2020, as presented. **(Distributed to Board Members Only)**
- B. Approve the Memorandum of Understanding with the Northern Lehigh Administrative Support Staff with Part A with regards to the four day work week for the summers of 2019, 2020, and 2021, as presented. **(Distributed to Board Members Only)**
- C. Approve the Memorandum of Understanding with the Confidential Secretary to the Superintendent, with regards to the four day work week for the summers of 2019, 2020, and 2021, as presented. **(Distributed to Board Members Only)**
- D. Approve the recommendation from administration, that graduation be set for Friday, June 14, 2019 at 7:00 p.m. in Bulldog Stadium, weather permitting, otherwise, it will be held in the Northern Lehigh High School Gymnasium.
- E. Per the recommendation of the Buildings & Grounds committee, approve to allow Drum Corps International to utilize the Middle School, Fields, Field House, and Stadium Complex, on Thursday, August 1, Friday, August 2, and Saturday, August 3, 2019 for practice and preparation of the world champion Santa Clara Vanguard for their competition in Allentown the evening of August 3, 2019. Their rehearsal in Bulldog Stadium is open to the local community at no cost to spectators.

X. FINANCIAL

- A. Approve the Following Financial (Reports)
 - 1. General Fund Account month of March, 2019
 - 2. NLMS Student Activities Account months of February and March, 2019
 - 3. NLHS Student Activities and Scholarship Account months of February and March, 2019
 - 4. Cafeteria Fund month of March, 2019
- B. Approve the Following List of Bills:
 - 1. General Fund months of March & April, 2019
 - 2. Cafeteria Fund month of April, 2019
- C. Authorize administration to execute a five year agreement with Spotts, Stevens and McCoy for compliance with the Asbestos Hazard Emergency Response Act (AHERA), for services including a three year management plan, safety data sheet inventory, required annual asbestos awareness, and PA worker and community right to know trainings for all maintenance and custodial staff. The total cost for this service is \$37,975.00. (Attachment #18)
- D. Approve a five year service agreement (July 1, 2019 – June 30, 2024) with Ehrlich Pest Control for pest control service districtwide, in the amount of \$275.00 per month for years one and two (\$3,300.00 per year), \$283.25 per month for year three (\$3,399.00), \$291.67 per month for year four (\$3,500.00) and \$300.42 per month for year five (\$3,605.00). (Attachment #19)

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- E. Authorize administration to renew an agreement through June 30, 2021 with Berks County Intermediate Unit for tax bill services related to the 2019 and 2020 tax years. (Attachment #20)
 - F. Approve a five year renewal (2019-2024) of our Participation Agreement for Microsoft's Enrollment for Education Solutions through Lancaster Lebanon Intermediate Unit #13 at a cost of \$13,839.60 per year.
 - G. Approve a three year renewal agreement with Population Health Innovations effective April 1, 2019 - July 31, 2022 for the purpose of providing Health eTools software for our school nurses to collect and report state required health related information. The total three year cost is \$3,000.00. (Attachment #21)
 - H. Approve to authorize PNC Benefits Plus as the new Flexible Spending Account Administrator for medical and dependent care expenses, effective May 1, 2019 at a cost of \$3.50 per month per participant.

XII. LEGAL

Expulsion Hearing Waiver Approval

- 1. The Board agrees to expulsion hearing waiver for Student #2090228. Student and guardian have agreed to waive their right to a formal expulsion hearing in front of the School Board and have also agreed to disciplinary action outlined in the waiver.
- 2. The Board agrees to expulsion hearing waiver for Student #1990008. Student and guardian have agreed to waive their right to a formal expulsion hearing in front of the School Board and have also agreed to disciplinary action outlined in the waiver.
- 3. The Board agrees to expulsion hearing waiver for Student #2190026. Student and guardian have agreed to waive their right to a formal expulsion hearing in front of the School Board and have also agreed to disciplinary action outlined in the waiver.

XIII. CORRESPONDENCE

XIV. INFORMATION

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on January 30, 2019.
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on February 7, 2019.
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on February 27, 2019.

XV. RECOGNITION OF GUESTS

XVI. ADJOURNMENT