



Northern Lehigh School District Board of School Directors

REGULAR SCHOOL BOARD MEETING

Monday, March 12, 2018 7:30 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, March 12, 2018

Northern Lehigh Administration Building Board Room 7:30 P.M.



Mrs. Rhonda Frantz

- 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. Appoint Acting Secretary for March 12, 2018 Meeting
 - E. Roll Call.
 - F. Public Comment -- Restricted to Agenda Items.

II. RESIGNATION OF BOARD MEMBER

A. Accept the resignation of Debra L. Bower

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

A. Regular school board meeting held on February 12, 2018.

IV. SPECIAL BOARD REPORTS

A.	Carbon Lehigh Intermediate Unit	Mrs. Gale N. Husack
В.	Lehigh Career and Technical Institute	Mr. Gary S. Fedorcha
C.	Legislative Report	
D.	Lehigh Carbon Community College	Mr. Mathias J. Green, Jr.
E.	Committee Reports and/or Meetings	
	Minutes of the Technology/Buildings and Grounds Committee Meeting held on March 5, 2018 (Attachment #1)	
	Minutes of the Finance Committee Meeting held on March 5, 2018 (Attachment #2)	
F.	Student Representatives to the Board Report	Ms. Tori Csanadi Mr. Preston Kemery

G. Solicitor's Report Attorney Keith Strohl

H. Business Manager's Report Mrs. Sherri Molitoris

➤ Book Donation

➤ Comprehensive Plan

J. Superintendent's Report Mr. Matthew J. Link

> What's So Cool About Manufacturing

- ➤ Education Foundation Grant for STEAM Summer Program
- ➤ All Hazards Plan
- K. An executive session will be held at 6:45 p.m. in the Administration Office Conference Room.

V. PERSONNEL

A. Resignation/Retirement

- 1. Accept the resignation of Tami Herman from her position as Peters Elementary cafeteria aide, effective February 14, 2018.
- With regret, accept the retirement resignation of Diane Lengel from her position as Clerk Typist to the Director of Special Education, effective June 15, 2018.
 Mrs. Lengel will be retiring from the Northern Lehigh School District with 20 years of service.

B. Appointment - Instructional

Raymond Ross

Temporary Vacancy Replacement

Assignment:

Peters Elementary School Second Grade Teacher

replacing a teacher on a family medical leave of

absence.

Salary:

Substitute Teacher Rate Days 1-30 at \$120/day;

Day 31 and beyond: \$47,750 (Step 1 Bachelors on

the 2017-2018 CBA Salary Schedule)

Effective:

On or about March 15, 2018

Termination Date:

The end of the 2017-2018 school year

C. Appointment - Non-Instructional

1. Robert Bechtel*

Assignment:

Second Shift Custodian

Salary:

\$13.07 per Hour; 2:30 pm - 11:00 pm;

5 Days per Week

Effective:

March 13, 2018

* Pending Verification of Missing Personnel File Items

*60 Working Day probationary period

2. Stephanie Sigley

Assignment:

Second Shift Custodian

Salary:

\$13.07 per Hour; 2:30 pm - 11:00 pm;

5 Days per Week

Effective:

March 13, 2018

* Pending Verification of Missing Personnel File Items

*60 Working Day probationary period

3. Angie Thomas

Assignment: Lunch

Salary:

Lunch Room Monitor Peters Elementary School \$10.93 Per Hour Monday-Friday, 2 Hours Per Day/5 days per week, up to 180 Student Days

Effective:

*60 Working Day probationary period

D. Family Medical Leave

Approve the request of employee #1510 to take a Family Medical Leave beginning on February 12, 2018, to care for a family member. Employee is requesting to use accumulated sick days. Upon exhaustion of sick days, employee is requesting a family medical leave. Employee plans to return to her teaching position at the beginning of the 2018-2019 school year.

March 13, 2018

E. Co-Curricular Volunteers 2017-2018

Tyler Svetik

Assistant Baseball Coach

VI. POLICY

A. Board Policy Second Reading

- 1. Approve school board policy #339 Employees Uncompensated Leave, as presented after second reading. (Attachment #3)
- 2. Approve school board policy #808 Operations Food Service, as presented after second reading. (Attachment #4)

VII. CONFERENCES

A. Matthew Link – PASA New Superintendents' Academy - Part 1 - Strategic & Cultural Leadership – July 12-13, 2018 – PASA Offices – Harrisburg, PA – Registration: \$229.00; Lodging: \$138.75; Travel: \$88.73 – Total Approximate Cost: \$456.48 – Funding: Superintendent's Budget (Attachment #5)

VIII. CURRICULUM AND INSTRUCTION

- A. Approve to adopt the Carbon Lehigh Intermediate Unit's Notice of Adoption of Policies and Procedures and Use of Funds by School District for submission with the 2018-2019 IDEA B, Section 611 project application, as presented. (Attachment #6)
- 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 2018-2019 school year. (Attachment #7)
- C. Approve the 2018-2019 Northern Lehigh School District Calendar, as presented. (Attachment #8)
- D. Approve the resolution to identify Official Local School District Holidays (OLSDH) in accordance with PA School Code Section 1502. (Attachment #9)

IX. OLD BUSINESS

X. **NEW BUSINESS**

A. Approve the revision of Committee Meeting Dates for 2018, as presented. (Attachment #10)

XI. FINANCIAL

- A. Approve the Following Financial Reports:
 - 1. General Fund Account month of February, 2018
 - 2. NLMS Student Activities Account months of January & February, 2018
 - 3. NLHS Student Activities and Scholarship Account months of January & February, 2018
 - 4. Cafeteria Fund month of February, 2018
 - 5. Refreshment Stand month of February, 2018
- B. Approve the Following List of Bills:
 - 1. General Fund months of February & March, 2018
 - 2. Refreshment Stand month of February, 2018
 - 3. Cafeteria Fund months of February & March, 2018
- C. Authorize administration to enter into a three year agreement with IntegraOne for a software subscription for Webroot advanced threat protection which includes Continuum management software at a cost of \$3 per month per desktop machine and \$12 per month per server, billed on a monthly basis of actual usage. (Attachment #11)
- D. Approve the Administration's and Building and Grounds Committee's recommendation of McClure Company as the District's Energy Services Company to develop an Investment Grade Audit report.(Attachment #12)
- E. Approve to enter into an agreement with The DeSales Partners in Education Consortium which will afford professional staff the opportunity to take graduate courses at DeSales University at state approved tuition rates. (Attachment #13)
- F. Approve to allow administration to add a new Skilled Lead Maintenance position to the budget and further to immediately advertise and hire for that position. Position this year will be paid for from savings in custodial maintenance salaries and will be budgeted for in future years.
- G. Approve to allow administration to advertise and hire six (6) summer workers and one (1) supervisor. The rate for summer workers will not exceed \$10.00 per hour and the rate for the supervisor will not exceed \$15.00 per hour.
- H. Approve budgetary transfers for the 2017-2018 school year, as presented. (Attachment #14)

- I. Authorize administration to enter into an agreement with Pavement Maintenance Contractors, Inc. to crack seal and coat the Middle School and High School parking lots at a cost not to exceed \$50,000.00. Pavement Maintenance Contractors, Inc., is a member of the Pennsylvania State Contract Pricing CoStars. This project will be paid from the Long Range Maintenance Fund Balance. (Attachment #15)
- J. Grant permission to dispose of the 1981 Chevrolet Van and 1994 Chevrolet Truck in accordance with Policy 706.1.

XII. LEGAL

XIII. CORRESPONDENCE

XIV. <u>INFORMATION</u>

- A. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on February 1, 2018.
- B. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meetings held on December 13, 2017 and January 24, 2018.

XV. RECOGNITION OF GUESTS

XVI ADJOURNMENT