

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, February 14, 2022
Northern Lehigh Middle School
Auditorium
7:00 P.M.



Civility and Decorum – District officials and members of the public are expected to conduct themselves with civility and to afford each other a measure of dignity and respect. Shouting, personal insults, and attacks or any conduct that disrupts the flow of business is considered to be out of order. Members of the public are to direct their comments to the Board in its entirety, cannot single out Board Members for response, nor can a member of the public address specific issues with other members of the community who may be present at the meeting or who are virtually present if it is a virtual or hybrid meeting. In addition, members of the community shall not bring signs or placards to the meeting and shall not applaud or engage in any actions that would impede another community member’s right to make comments at the meeting. At the discretion of the Board/Board President, individuals who are disruptive shall be subject to removal from the venue of the Board meeting, unless the disruptive individual agrees to maintain civility and decorum.

- 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 January 10, 2022. ([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 Policy Committee Meeting held on January 10, 2022. ([Attachment #1](#))
 - Minutes of the Education Committee Meeting held on February 9, 2022. ([Attachment #2](#))
 - Minutes of the Policy Committee Meeting held on February 9, 2022. ([Attachment #3](#))
 - Minutes of the Technology/Buildings & Grounds Committee Meeting held on February 9, 2022 ([Attachment #4](#))
 - Minutes of the Finance Committee Meeting held on February 9, 2022 ([Attachment #5](#))

- Minutes of the Extra and Co-Curricular Meeting Committee Meeting held on February 9, 2022 ([Attachment #6](#))
- F. Student Representatives to the Board Report Ms. Paige Craddock
Ms. Danielle Dougherty
- G. Solicitor’s Report.....Attorney Kristine Roddick
- H. Business Manager’s Report Mrs. Sherri Molitoris
 - 2022-2023 LCCC Operating, Debt Services, and Capital Expenditures Budgets
 - 2022-2023 CLIU #21 Operational and Programs Services Budget
 - 2022-2023 LCTI General Fund and Academic Center Budgets
 - Governor’s Budget
- I. Assistant Superintendent’s ReportDr. Tania Stoker
 - ESSER Grant Update
 - 22-23 Middle School Curriculum Guide and High School Program of Study
- J. Superintendent’s ReportMr. Matthew Link
 - National School Counselors Appreciation Week – February 7-11, 2022
 - Food Service Workers Appreciation Week - February 7-11, 2022
 - School Police Officer Appreciation Day - February 15, 2022
 - Recognition of Retiree - Thomas Mertus
 - LVECU Donation
 - COVID/Health & Safety Plan Update
- K. An executive session will be held at 6:00 p.m. in the Middle School Library.

IV. **PERSONNEL**

A. Resignation/Retirement

1. With regret, accept the retirement resignation of Beverly Overholt from her position as Elementary Teacher at Peters Elementary, effective the end of the 2021-2022 school year. Mrs. Overholt will be retiring from the Northern Lehigh School District after 16 years of service.
2. With regret, accept the retirement resignation of Elizabeth Case from her position as Learning Support Teacher at the middle school, effective the end of the 2021-2022 school year. Mrs. Case will be retiring from the Northern Lehigh School District after 27 years of service.
3. With regret, accept the retirement resignation of Catherine Farole from her position as Learning Support Teacher at the middle school, effective the end of the 2021-2022 school year. Mrs. Farole will be retiring from the Northern Lehigh School District after

37.5 years of service.

4. Accept the resignation of Stephanie Gustafson from her position as Permanent Substitute, District-Wide, effective January 21, 2022.
5. Accept the resignation of Diana Detweiler from her position as Office Paraprofessional at the high school, effective February 4, 2022.
6. Accept the resignation of James Fisher from his position as Permanent Substitute, District-Wide, effective February 1, 2022.
7. Accept the resignation of Cassandra Keiser from her position as Bookkeeper II - Accounts Payable, effective January 28, 2022.

B. Administrative Transfer

1. Tara Trainer

From:	Bookkeeper II - Accounts Receivable
To:	Bookkeeper II - Accounts Payable
Salary:	No change in salary
Effective:	January 31, 2022

C. Appointment - Instructional

1. Susan Holland*

Assignment:	Professional Employee Special Education Teacher
Salary:	\$63,375 (Step 5 M+ on the 2021-2022 CBA Salary Schedule)
Effective:	Upon Release from Current School District

***Pending Verification of Missing Personnel File Items**

2. Angela Everett

Assignment:	After School Program Teacher at Peters Elementary
Salary:	\$30/hour as per the CBA
Effective:	2021-2022 School Year

D. Appointment - Non-Instructional

1. Dale Wanamaker*

Assignment:	Instructional Paraprofessional
Salary:	\$15.45/hour
Effective:	February 7, 2022

***60 Working Day Probationary Period**

2. Elivonne Mendez* **

Assignment: Confidential Administrative Assistant to the Superintendent

Salary: \$51,000.00 (prorated)

Effective: March 23, 2022

*60 Working Day Probationary Period

**Pending Verification of Missing Personnel File Items

3. Charles Young*

Assignment: Cook's Helper

Salary: \$13.50/hour for the 2021-2022 school year

Effective: February 14, 2022

*60 Working Day Probationary Period

E. Rescind Co-Curricular Appointments

1. Rescind the motion appointing Jason Reinhard as the Assistant Softball Coach that was approved at the August 9, 2021, school board meeting.
2. Rescind the motion appointing David Oertner as the Assistant Track & Field Coach that was approved at the August 9, 2021, school board meeting.
3. Rescind the motion appointing Drake Pristash as the Assistant Track & Field Coach that was approved at the August 9, 2021, school board meeting.

F. Co-Curricular Appointments 2021-2022

Tatiana Lopez	Assistant Track & Field Coach	\$3,335
Elizabeth Hannon	Assistant Track & Field Coach	\$3,335
Jason Smith	Assistant Softball Coach	\$3,335
Rajev Gupta	Asst. MS Track & Field Coach-Shared	\$1,508 (Adjusted Amount)
Elizabeth Case	Asst. MS Track & Field Coach - Shared	\$1.508

G. Co-Curricular Volunteers 2021-2022

Kay Solderitch	Assistant Softball Coach
David Oertner	Assistant Track and Field Coach
Drake Pristash	Assistant Track and Field Coach

- H. Approve the following individual as a District-Wide permanent substitute teacher for the 2021-2022 school year. They will be paid a daily per diem rate of \$150.00 and will receive district health benefits according to the Affordable Care Act regulations with co-payment amounts equivalent to that of district personnel.

Christopher Hamm

- I. Approve the termination of employment of Employee #7410 from their position of Cafeteria Monitor, effective January 5, 2022.

J. Brandywine Transportation Bus Drivers/Aides

Motion to approve the following bus drivers/aides from Brandywine Transportation to transport Northern Lehigh School District students for the 2021-2022 school year:

Gerald Hadinger, Jr. - Bus Driver
Gayle Solderitz - Bus Driver
Charles Young - Bus Driver
Matilde Acosta - Bus Aide

K. Substitute

1. Instructional

Motion to appoint the following substitute teacher for the 2021-2022 school year at the 2021-2022 substitute teacher rates as approved on the Supplemental Personnel Salary Schedule:

Alyssa Snyder*
*Pending Verification of Missing Personnel File Items

V. POLICY

A. Board Policy First Reading

1. Approve school board policy #218.1 - Weapons - Pupils, as presented after the first reading. ([Attachment #7](#))
2. Approve school board policy #218.2 - Terroristic Threats - Pupils, as presented after the first reading. ([Attachment #8](#))
3. Approve school board policy #222 - Tobacco and Vaping Products - Pupils , as presented after the first reading. ([Attachment #9](#))
4. Approve school board policy #247 - Hazing - Pupils, as presented after the first reading. ([Attachment #10](#))
5. Approve school board policy #249 - Bullying/Cyberbullying - Pupils, as presented after the first reading. ([Attachment #11](#))

B. Board Policy Second Reading

1. Approve school board policy #137.1 - Extracurricular Participation by Home Education Students - Programs, as presented after the second reading. ([Attachment #12](#))
2. Approve school board policy #146.1 - Trauma-Informed Approach - Programs, as presented after the second reading. ([Attachment #13](#))

3. Approve school board policy #236.1 - Threat Assessment - Pupils, as presented after the second reading. ([Attachment #14](#))
4. Approve school board policy #805 - Emergency Preparedness and Response - Operations, as presented after the second reading. ([Attachment #15](#))
5. Approve school board policy #805.2 - School Security Personnel - Operations, as presented after the second reading. ([Attachment #16](#))

C. Board Governance Standards/Code of Conduct

Approve to reaffirm the school board governance standards and code of conduct referenced in school board policy #011 – Local Board Procedures – Board Governance Standards/Code of Conduct as recommended by the Pennsylvania School Board Association. ([Attachment #17](#))

VI. CONFERENCES

VII. CURRICULUM AND INSTRUCTION

- A. As per the recommendation of the administration and Education Committee, approve the Middle School Curriculum Guide for the 2022-2023 school year, as presented. ([Attachment #18](#))
- B. As per the recommendation of the administration and Education Committee, approve the High School Program of Study for the 2022-2023 school year, as presented. ([Attachment #19](#))

VIII. OLD BUSINESS

IX. (a) NEW BUSINESS

1. As per the recommendation of the administration and the Technology/Buildings and Grounds Committee, grant permission, according to Board Policy #707, for the Lehigh Valley Hot Air Balloon Association to use the district's parking lot facilities on Sunday, October 15, 2022, for the festival to be held at the Slatington Airport. ([Attachment #20](#))
2. As per the recommendation of the administration and the Technology/Buildings and Grounds Committee, grant permission, according to Board Policy #707, for the Mishpachah, Inc. to use the Northern Lehigh High School Auditorium on Sunday, June 12, 2022, for a music production. ([Attachment #21](#))

(b) NEW BUSINESS

The Board of Directors nominates _____ as a candidate to be placed on the 2022 Ballot for Carbon Lehigh Intermediate Unit Board of Directors for a three-year term beginning July 1, 2022 through June 30, 2025.

(c) NEW BUSINESS**Confidential Administrative Assistant to the Superintendent**

Approve the new Salary and Benefit Agreement between the Northern Lehigh School District and the Confidential Administrative Assistant to the Superintendent.

(Attachment #22)

X. FINANCIAL**A. Approve the Following Financial Reports:**

1. General Fund Account month of January 2022
2. Cafeteria Fund Account month of January 2022

B. Approve the Following List of Bills:

1. General Fund months of January and February, 2022
2. Cafeteria Fund months of January and February, 2022

C. Lehigh Carbon Community College 2022-2023 Budget

Approve a resolution regarding the 2022-2023 Lehigh Carbon Community College Sponsor Contribution Budget. Total expenditures equal \$58,665,789 which represents an increase of \$4,394,301 or 8.1% over the 2021-2022 budget. Northern Lehigh's share of the total budget is \$173,380.00, a decrease of \$1,154.00 or (-.7%). A copy of the budget was distributed at the January 10, 2022 Board meeting.

D. Carbon Lehigh Intermediate Unit 2022-2023 Budget

Approve a resolution regarding the 2022-2023 Carbon Lehigh Intermediate Unit Operational and Program Services budget. Total expenditures equal \$3,376,570 an increase of \$99,905.00 over the 2021-2022 budget. Northern Lehigh's share is proposed to be \$18,268.00, a decrease of \$286.00 from the 2021-22 budget. A copy of the budget was distributed at the January 10, 2022 Board meeting.

E. Lehigh Career & Technical Institute 2022-2023 Budget

Approve a resolution regarding the Lehigh Career & Technical Institute general fund budget and Academic Center expenditures for the 2022-2023 school year. The general fund budget total is \$29,779,840.00 an increase of \$803,740. Northern Lehigh School District's portion of the 2022-2023 general fund budget is \$1,364,974.58, an increase of \$99,371.74. The expenditures for the Academic Center budget for the period of July 1, 2022 through June 30, 2023 total \$2,164,100.00 an increase of \$85,900. There is no cost to Northern Lehigh School District for the Academic Center budget. A copy of the budget was distributed at the January 10, 2022 Board meeting.

- F. Accept the 2020-2021 audit and management report for the single audit ending June 30, 2021. A copy of the audit was distributed at the January 10, 2022 school board meeting.
- G. 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, 2022 through June 30, 2023. ([Attachment #23](#))
- H. Approve to allow administration to continue membership in the Greater Lehigh Valley Chamber of Commerce at a fee of \$424.00 for the 2022-2023 school year, to be paid from the Superintendent's budget. ([Attachment #24](#))
- I. The Board of Education authorizes the payment of \$500.00 to Employee #6813 for damages incurred to her vehicle while transacting business with local vendors during normal school district operating hours.
- J. As per the recommendation from the administration and Technology/Buildings and Grounds Committee, approve a contract with PenTeleData for voice phone services. ([Attachment #25](#))
- K. ~~As per the recommendation from the administration, approve the purchase of a chain link fence to enclose the Peters Playground at a cost not exceed \$10,000.00, funding through the PCCD Competitive Grant and Buildings and Grounds Budget.~~
- L. As per the recommendation from the administration, approve the purchase of athletic boundary fencing from Richardson Athletics at a cost of \$3,857.98, funding through the PCCD Competitive Grant. ([Attachment #26](#))
- M. As per the recommendation of administration and the Finance Committee, the Board of Education grants authorization of the administration to execute an agreement with Neffs National Bank to allow Automated Clearing House (ACH) debits to pay King Spry Herman Freund & Faul law offices with the potential to add additional vendors when needed.
- N. As per the recommendation of administration and the Finance Committee and in compliance with Policy #623, the Board of Education authorizes the business office to apply for district credit cards through Neffs National Bank for the following district administrators; Director of Business Affairs, Director of Support Services, and Food Service Director. Additionally, the business office is authorized to close the credit card accounts with Elan upon receipt of the new credit cards.
- O. As per the recommendation of the administration and the Education Committee, approve to enter into a contract with Committee for Children, Second Step, at a cost of \$32,296.14, funded through PCCD Competitive Grant. ([Attachment #27](#))

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

- A. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on [December 2, 2021](#).
- B. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on [December 21, 2021](#).

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