

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Tentative Agenda
Monday, August 8, 2022
Northern Lehigh Administration Building Board Room
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 June 13, 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 Education Committee Meeting held on August 1, 2022 ([Attachment #1](#))
 - Minutes of Policy Committee Meeting held on August 1, 2022 ([Attachment #2](#))
 - Minutes of the Community Relations Committee Meeting held on August 1, 2022 ([Attachment #3](#))
 - Minutes of the Technology/Buildings and Grounds Committee Meeting held on August 1, 2022 ([Attachment #4](#))
 - Minutes of the Finance Committee Meeting held on August 1, 2022 ([Attachment #5](#))
- F. Solicitor’s Report Attorney Kristine Roddick

- G. Assistant Superintendent Dr. Tania Stoker
 - ESSER Grants Update
 - Comprehensive Plan Approval
 - PCCD School Mental Health & Safety and Security Grants

- H. Business Manager’s Report Mrs. Sherri Molitoris
 - Student & Student-Athlete Accident Insurance
 - HealthETools
 - Budget Update

- I. Superintendent’s Report..... Mr. Matthew J. Link
 - Donations: Giant Food Stores, The Neffs National Bank (STEAM and Everfi), McClure Company , LVECU
 - Health and Safety Plan Update

- J. Executive sessions were held on Monday, July 18th and Monday, August 1st for personnel and legal reasons and will be held at 6:00 p.m in the Northern Lehigh Administration Building Board Room.

IV. PERSONNEL

A. Resignation/Retirement

1. With regret, accept the retirement resignation of Alice Christman from her position as Cook’s Helper at the Northern Lehigh Middle School, effective at the end of the day on September 16, 2022. Mrs. Christman will be retiring from the Northern Lehigh School District after 10 years of service.

2. Accept the resignation of Elizabeth Flemming from her position as Middle School Science Teacher at Northern Lehigh Middle School, effective at the end of the day on August 31, 2022.

3. Accept the resignation of Zachary Merkle from his position as Special Education Teacher at Northern Lehigh Middle School, effective at the end of the day on August 22, 2022.

4. Accept the resignation of Melissa Armbruster from her position as Office Paraprofessional, effective at the end of the day on August 1, 2022.

5. Accept the resignation of Sharon Kanas from her position as Cafeteria Monitor at Slatington Elementary School, effective at the end of the day on July 13, 2022.

6. Accept the resignation of Tara Williams from her position as Cafeteria Monitor at Slatington Elementary School, effective at the end of the day on July 14, 2022.

7. Accept the resignation of Megan Leadbetter from her position as Head Field Hockey Coach, effective at the end of the day on July 19, 2022.

8. Accept the resignation of Patricia Bortz from her position as Cook’s Helper at Northern Lehigh Middle School, effective at the end of the day on June 6, 2022.

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4. Alex Lee
 - Assignment: Second Shift Middle School Custodian
 - Salary: \$16.69/hour
 - Effective: August 24, 2022
 - *60 Working Day Probationary Period
 5. Shawn Parisi
 - Assignment: Second Shift Maintenance
 - Salary: \$19.03/hour
 - Effective: August 24, 2022
 - *60 Working Day Probationary Period
 6. Crystal Schaller
 - Assignment: Cook's Helper
 - Salary: \$13.75/hour
 - Effective: August 24, 2022
 - *60 Working Day Probationary Period
 7. Michele Hoffner
 - Assignment: Cook's Helper
 - Salary: \$13.75/hour
 - Effective: August 24, 2022
 - *60 Working Day Probationary Period
 8. JoAnn Papay
 - Assignment: Cook's Helper
 - Salary: \$13.75/hour
 - Effective: August 24, 2022
 - *60 Working Day Probationary Period
 9. Ashley Heyer
 - Assignment: Cook's Helper
 - Salary: \$13.75/hour
 - Effective: August 24, 2022
 - *60 Working Day Probationary Period
 10. Charles Young
 - Assignment: Cook's Helper
 - Salary: \$13.75/hour
 - Effective: August 24, 2022
 - *60 Working Day Probationary Period
 11. Kelly Paules
 - Assignment: Cook's Helper
 - Salary: \$13.75/hour
 - Effective: August 24, 2022
 - *60 Working Day Probationary Period
- E. Administrative Transfer - Instructional
1. Zachary Williams
 - Assignment: Temporary Professional Employee
Special Education Math Teacher Middle School
 - Salary: No change in salary
 - Effective: August 23, 2022

F. Administrative Transfer - Non-Instructional

1. Sheila Steier

From: Second Shift Custodian Middle School
To: Day Shift Custodian Middle School
Salary: No change in salary
Effective: August 15, 2022

2. Lisa Hunt

From: Slatington Elementary Special Education Paraeducator
To: Slatington Elementary Cafeteria Monitor
Salary: \$14.29/hour/3 hours per day
Effective: August 23, 2022

G. Sabbatical Leave

Approve the request of employee #6929 to take a Compensated Sabbatical Leave for the 2022-2023 school year.

H. Middle School Administrative Detention Supervisors

Approve to appoint Debra Knerr and Jacqueline Schuck 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. Schuck will cover the Wednesday detentions from 2:20 p.m. to 3:20 p.m. They will work throughout the 2022-2023 school year on Mondays and Wednesdays that warrant detention coverage. Salary will be \$20.00 per hour worked.

I. Substitute Detention Monitor

Approve to appoint the following person as Substitute Secondary Detention Monitor for the Senior High School for the 2022-2023 school year. Work will be on an as needed basis and compensation will be at a salary of \$20.00 per hour worked.

Tina Yocum

J. Substitute - Non-Instructional

- a. Motion to renew the appointment of the following individuals as substitute custodian workers for the 2022-2023 school year at the 2022-2023 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Kay O'Donnell

- b. Motion to renew the appointment of the following individuals as substitute secretary and/or substitute paraprofessionals for the 2022-2023 school year at the 2022-2023 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Lisa Hunt

K. Co-Curricular Appointment 2022-2023

Kayla Driscoll	HS Fall Play/Spring Musical Advisor	\$3,172
Greg King	Assistant Cross Country Coach	\$3,076
Matt Newhard	Asst. Football Coach	\$5,136
Amy Shonk	HS Student Council Advisor	\$2,377
Mike Zambo	Asst. Football Coach	\$2,568

L. Renew Co-Curricular Appointments 2022-2023

Susan Bachman	Elementary Scholastic Scrimmage	\$501
Shelby Bailey	MS Student Council - Shared Stipend	\$714
Jennifer Balliet	Decorating Club	\$255
Amanda Bariana	MS Student Council - Shared Stipend	\$714
Amanda Bariana	Math Counts	\$463
Christopher Barnes	Sr. High Newspaper Advisor	\$2,080
Robin Blocker	Junior Class Advisor	\$726
David Carroll	Senior High Band Advisor	\$5,413
David Carroll	MS Band Director	\$792
Blasia Dunham	MS Jr. Nat'l Honor Society Advisor - Shared	\$237.50
Blasia Dunham	MS Foreign Language Club	\$1,000.
Blasia Dunham	MS Newspaper Advisor	\$ 524
Scott Gerould	HS Intramurals	\$924
Steven Jonkman	Elementary Band Advisor	\$902
Gail Lafferty	Math 24	\$200
Mike Lehtonen	Head Cross Country Coach	
Susan Mendes	Garden Club	\$510
Kayla Perkowski	Yearbook Advisor	\$550
Tamara Stubits	Girls on the Run	\$510

M. Co-Curricular Volunteer 2022-2023

Amanda Bariana	Asst. Cross Country Coach
Elizabeth Case	Asst. Cross Country Coach
Sam Yadush	Asst. Boys Basketball Coach

N. Rescind Co-Curricular Appointments

1. Rescind the motion appointing Amanda Bariana as the Assistant Cross Country Coach that was approved at the March 14, 2022, school board meeting.
2. Rescind the motion appointing Michael Lehtonen as the HS Winter Intramurals that was approved at the May 9, 2022, school board meeting.
3. Rescind the motion appointing Zachary Merkle as the Assistant Football Coach that was approved at the March 14, 2022, school board meeting.
4. Rescind the motion appointing Megan Leadbetter as the Head Field Hockey Coach that was approved at the March 14, 2022, school board meeting.

O. Brandywine Transportation Bus Drivers and Aides

Motion to approve the following bus drivers and aides from Brandywine Transportation to transport Northern Lehigh School District students for the 2022-2023 school year:

Anna Bauer	Nikki Kibbler	Barbara Stankovic
Tina Beltz	Michael Knauss	Melissa Strohl
Kathleen Bentzoni	Annette Kopicz	Laurence Trimble
David Bilheimer	Jean Kutchera	Corinna Varilek
Patricia(Parrish) Bortz	Sandy Larrison	Charlie Young
Marie Christen	William Larrison	Lynne Ziegler
Misty Christman	Earl Loch	Bruce Zimmerman
Kathryn Coniglio	Tammy Marsh	Nancy Adames
Courtney Crowley	Olga Martinez	George Grossman
Schelene Fritzing	Kathy Oswald	Amy Thomson
Tanya Fritzing	Melody Petri	
Brian Geiger	Sheryl Rex	
Amanda Gertsenberg	Eric Schaner	
Michael Hamm	Natasha Shimko	
Ashley Heyer	Wanda Shimko	

P. Assistant Athletic Director

Approve to continue the employment of Joseph Tout as Assistant Athletic Director for the 2022-2023 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.

- Q. In accordance with school board policy #122, approve the attached list of clubs and activities and their stipends for the 2022-2023 school year. ([Attachment #7](#))

R. Clerical/Classroom Volunteers

Approve the following unpaid volunteer district-wide for the 2022-2023 school year.

Magaret Blose*
Rhonda Frantz
Sharon Karpiszin*
Melissa Wagner

*Pending Verification of Missing Personnel File Items

- S. Approve the following individuals as District Wide permanent substitute teacher for the 2022-2023 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.

Jay Ohland
Megan Fink

T. 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 2022-2023 school year:

1. Sarah Fink
From: Step 5B
To: Step 5B+24

2. Shelby Bailey
From: Step 7B+
To: Step 7M

3. Jennifer Butz
From: Step 16M+
To: Step 16D

U. Game Workers 2022-2023

Motion to appoint the following individuals as a Game Worker for the 2022-2023 school year. Game workers consist of ticket sellers and takers, game announcers, scoreboard operators, timers, field judges and scorekeepers. Rate of pay is consistent with the rates approved on the 2022-2023 Supplemental Personnel Salary Schedule:

Katherine Barhight	Kevin Hoffman	Scott Snyder
Amanda Bariana	Dylan Hofmann	Tamara Stubits
Chris Baumann	Patty Jones	Joseph Tout
Christopher Bennett	Andy Kern	Patrick Wanamaker
Jeff Berger	Greg King	Shawn Wanamaker
Jennifer Butz	Mike Lehtonen	Mari Whalen
Elizabeth Case	Derek Long	Jim Yadush
Allison Chruscial	Vonda Lorson	Amy Zeiser
Teri Cinicola	Steve Martinez	
Ryan Cunningham	Kayla Micklos	
Matthew Davis	Matt Newhard	
Gregory Dieter	Kathy Nowlin	
Julie Everett	David Oertner	
Megan Farkas	Kathleen Reese	
Shawn Frame	Dennis Rehrig	
Jessica Frew	Nancy Rehrig	
Harold Greene	Derrick Reinert	
Mike Hammond	Jason Reinhard	
Elizabeth Hannon	Derrick Reinert	
Brent Herzog	Nicholas Sander	
Todd Herzog	Paige Schmidt	
	Shelley Smith	

V. POLICY**A. Board Policy First Reading**

1. Approve school board policy #221 - Dress and Grooming - Pupils, as presented after first reading. ([Attachment #8](#))

B. Board Policy Second Reading

1. Approve school board policy #246 - Student Wellness - Pupils, as presented after the second reading. ([Attachment #9](#))
2. Approve school board policy #707 - Use of School Facilities and Equipment - Property, as presented after the second reading. ([Attachment #10](#))

C. Student-Parent Handbook Changes

1. Approve the changes to the Elementary School Student-Parent Handbook as presented. ([Attachment #11](#))
2. Approve the changes to the Middle School Student-Parent Handbook as presented. ([Attachment #12](#))
3. Approve the changes to the High School Student-Parent Handbook as presented. ([Attachment #13](#))

D. Bulldog Steppers Club Initial Application

Approve the final club/activity application for the Northern Lehigh High School Bulldog Steppers Club. The Northern Lehigh Education Association recommended stipend for the advisor of this club, Skye March, is \$200.00 beginning with the 2022-2023 school year. Upon approval by the Board, the approved stipend will be added to the Collective Bargaining Agreement, as per policy #122. ([Attachment #14](#))

E. NLMS Aavidum Initial Application

Approve the initial club/activity application for the Northern Lehigh Middle School Aavidum Club. The Northern Lehigh Education Association recommended stipend for the advisor of this club, Nicole Nightlinger, is \$200.00 beginning with the 2022-2023 school year. Upon approval by the Board, the approved stipend will be added to the Collective Bargaining Agreement, as per policy #122. ([Attachment #15](#))

VI. CONFERENCES**VII. CURRICULUM AND INSTRUCTION****A. Comprehensive Planning**

Approve the Comprehensive Plan (July 1, 2022 - June 30, 2025) including the following subplans:

- Student Services Plan (July 1, 2022 - June 30, 2028)

- Gifted Services Plan (July 1, 2022 - June 20, 2028)
- Induction Plan (July 1, 2022 - June 30, 2028)
- Professional Development Plan (July 1, 2022 - June 30, 2025)

B. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and Behavioral Health Associated License Private Academic School for the purpose of furnishing regular education or special education programs for the students for the 2022-2023 school year. ([Attachment #16](#))

C. As per the recommendation of administration, retroactively approve the agreement with ProCare to provide contracted services of a certified school psychologist to the Northern Lehigh School District from July 1, 2022 to July 19, 2022. Funding through the Special Education Budget. ([Attachment #17](#))

D. Approve to authorize the Superintendent to execute a letter of agreement for the 2022-2023 academic year with the Center for Humanistic Change, Inc. to provide Student Assistance Program (SAP) Liaison services. The Student Assistance Teams in our school district will use these services. ([Attachment #18](#))

E. Induction Program

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2022-2023 school year:

Helping Teacher	Inductee	Stipend
Nicole Nightlinger	Zachary Williams	\$200.00
Susan Mendes	Lynn Werley-Olesak	\$200.00

Rescind Susan Mendes as helping teacher for Zachary Williams.

F. Approve administration to sign the Revised Dual Enrollment Agreement with Lehigh Carbon Community College in order to provide our students with greater options to earn concurrent high school/college credit. The term of the Dual Enrollment Partnership Proposal between Northern Lehigh School District and Lehigh Carbon Community College will be from July 1, 2022 until canceled by either party prior to the end of the school year. ([Attachment #19](#))

G. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and Lehigh Learning Academy for the purpose of furnishing regular education or special education programs for the students for the 2022-2023 school year. ([Attachment #20](#))

H. As per the recommendation of the administration, approve the renewal of Character Strong for Middle School SEL Lessons at a cost of \$699.00 for the 2022-2023 school year. ([Attachment #21](#))

I. As per the recommendation of the administration, approve the August Keynote Speaker, Ken Ehrmann, for keynote presentation and ongoing consultation and support at the cost of \$11,249.50. ([Attachment #22](#))

VIII. OLD BUSINESS

IX. NEW BUSINESS

- A. As per the recommendation of the administration and the Technology/Building and Grounds committee, approve a Letter of Intent (LOI) for McClure Company to proceed with the design study of a photovoltaic solar system project for the possibility of entering into a Power Purchase Agreement (PPA).
- B. As per the recommendation of the administration and the Technology/Building and Grounds committee, approve a Due Diligence Investigation for a softball/baseball complex improvement project to be conducted by ELA Sport, not to exceed \$30,000.

X. FINANCIAL

- A. Approve the Following Financial [Reports](#):
 - 1. General Fund Account month of June, 2022 (Unaudited)
 - 2. Cafeteria Fund Account month of June, 2022 (Unaudited)
 - 3. NLMS Student Activities/Clubs Accounts months of June and July, 2022 (Unaudited)
 - 4. NLHS Scholarship Account months of June and July, 2022 (Unaudited)
 - 5. NLHS Student Activities/Clubs Account month of June, 2022 (Unaudited)
- B. Approve the Following List of [Bills](#):
 - 1. General Fund months of June, July & August, 2022
 - 2. Cafeteria Fund months of June, July & August 2022
- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. ([Attachment #23](#))
- D. School Lunch Prices - 2022-2023

As per the recommendation of the administration and the Finance Committee, effective August 29, 2022 breakfast and lunch meal prices will be increased as follows:

Elementary	Breakfast from \$1.50 to \$1.60 Lunch from \$2.70 to \$2.80
Secondary	Breakfast from \$2.00 to \$2.10 Lunch from \$2.95 to \$3.10
Adult	Breakfast from \$2.23 to \$2.40 Lunch from \$3.80 to \$4.10

- E. Approve to authorize proper officials to enter into a two year agreement between the Northern Lehigh School District and Lifetouch Portrait Agreement for school portraits and school services for 2022-2023 and 2023-2024 school years per the attached agreement. ([Attachment #24](#))
- F. As per the recommendation of the administration, purchase a one-year subscription to Automagical at a cost of \$700 for the 2022-2023 school year, funded through the ESSER III grant. ([Attachment #25](#))

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- G. Approve a three year renewal agreement with Population Health Innovations effective July 1, 2022 - June 30, 2025 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 \$12,165.00. ([Attachment #26](#))

XI. LEGAL

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meetings held on [May 16, 2022](#).
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on [May 5, 2022](#) and [June 2, 2022](#).
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on [May 25, 2022](#).

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT