

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Tentative Agenda
Monday, September 12, 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 August 8, 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 September 7, 2022 ([Attachment #1](#))
 - Minutes of Policy Committee Meeting held on September 7, 2022 ([Attachment #2](#))
 - Minutes of the Extra & Co-Curricular Committee Meeting held on September 7, 2022 ([Attachment #3](#))
 - Minutes of the Technology/Buildings and Grounds Committee Meeting held on September 7, 2022 ([Attachment #4](#))
 - Minutes of the Finance Committee Meeting held on September 7, 2022 ([Attachment #5](#))
- F. Solicitor’s Report Attorney Kristine Roddick

- G. Assistant Superintendent Dr. Tania Stoker
 - ESSER Grants Update

- H. Business Manager’s Report Mrs. Sherri Molitoris
 - Pennsylvania Homeowner Assistance Fund (PAHAF)

- I. Superintendent’s Report..... Mr. Matthew J. Link
 - Start of School Year Update
 - Health and Safety Plan
 - NLHS Student Council Update

- J. An executive session will be held at 6:30 p.m in the Northern Lehigh Administration Building Board Room.

IV. PERSONNEL

A. Resignation/Retirement

1. With regret, accept the retirement resignation of Cynthia Frendt from her position as Custodian, effective at the end of the day on January 3, 2023. Ms. Frendt will be retiring from the Northern Lehigh School District after 43 years of service.

2. With regret, accept the retirement resignation of Linda Brown from her position as School Counselor at Northern Lehigh Middle School, effective at the end of the day on January 23, 2023. Mrs. Brown will be retiring from the Northern Lehigh School District after 35 years of service.

3. Accept the resignation of Heather VanBlargan from her position as Paraprofessional at Peters Elementary School, effective at the end of the day on August 2, 2022.

4. Accept the resignation of Stephanie Gursky from her position as Permanent Substitute for the district, effective at the end of the day on August 15, 2022.

5. Accept the resignation of William Neal from his position as 4th grade Teacher at Slatington Elementary School, effective at the end of the day on or about August 10, 2022, or upon release.

6. Accept the resignation of Sara Shimer from her position as Kindergarten Teacher at Peters Elementary School, effective at the end of the day on or about August 18, 2022, or upon release.

7. Accept the resignation of Jennifer Figueroa from her position as Paraprofessional at Northern Lehigh Middle School, effective at the end of the day on August 28, 2022.

B. Appointment - Instructional

1. Michelle Siesko Professional Employee
 - Assignment: Elementary K-6
 - Salary: \$62,375 (Step 5 Masters on the 2022-2023 CBA Salary Schedule)
 - Effective: Upon release from current employer

2. Justin Fritz Professional Employee
Assignment: Elementary K-6
Salary: \$62,375 (Step 5 Masters on the 2022-2023 CBA Salary Schedule)
Effective: Upon release from current employer

C. Appointment - Non-Instructional

1. Jessica Eckroth
Assignment: Slatington Elementary School Cafeteria Monitor
Salary: \$14.29/hour/5.5 hours per day
Effective: September 19, 2022
*60 Working Day Probationary Period
2. Placeholder
Assignment: Special Education Paraeducator High School
Salary: \$15.91/hour/5.75 hours per day
Effective: Upon Hire
*60 Working Day Probationary Period
3. Amy Brown
Assignment: ESSER Paraprofessional Peters Elementary
Salary: \$15.91/hour/5.75 hours per day
Effective: On or about September 23, 2022
*60 Working Day Probationary Period

D. Administrative Transfer - Non-Instructional

1. Brittany Tremper
From: Peters Elementary Paraprofessional
To: Slatington Elementary Paraprofessional
Salary: No change in salary
Effective Date: August 23, 2022
2. Kassandra Beller
From: ESSER ELDP Paraprofessional
To: Slatington Elementary ESSER Paraprofessional
Salary: No change in salary
Effective: October 3, 2022

E. Webpage Maintenance

1. Approve a stipend in the amount of \$500.00 for Mr. Andrew Kern for High School website maintenance and working with students during the 2022-2023 school year. Mr. Kern has constant contact with teachers, secretaries, and administrators in an effort to update the website on a daily basis with the latest information, handouts, and scheduled events. Stipend to be funded by the General Fund High School Student Activities Fund.
2. Approve a stipend in the amount of \$1,000.00 for Mr. Andrew Kern for maintenance and updates of the district website during the 2022-2023 school year. Stipend to be funded by the superintendent's budget.

3. Approve a stipend in the amount of \$500.00 for Mr. Andrew Kern for Middle School website maintenance and working with students during the 2022-2023 school year. Mr. Kern has constant contact with teachers, secretaries, and administrators in an effort to update the website on a daily basis with the latest information, handouts, and scheduled events. Stipend to be funded by the General Fund Middle School Student Activities Fund.
4. Approve a stipend in the amount of \$500.00 for Ms. Janet Bashore for maintenance and updates of the Peters Elementary website during the 2022-2023 school year. Stipend to be funded by Peters Elementary principal's discretionary account.
5. Approve a stipend in the amount of \$500.00 for Ms. Kori Dibilio for maintenance and updates of the Slatington Elementary website during the 2022-2023 school year. Stipend to be funded by Slatington Elementary principal's discretionary account.

F. 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.

Julie Everett

G. Substitute

1. Instructional

- a. Motion to renew the appointment of the following substitute teachers for the 2022-2023 school year at the 2022-2023 substitute teacher rates as approved on the Supplemental Personnel Salary Schedule:

Dawn Kemery - Elementary
Alyssa Snyder - Secondary
Candance Steffie - Elementary
Kristina Stopper - CLIU Guest Teacher

2. Non-Instructional

- a. 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:

Joan DeSousa
Brenda Hahn
Erika Katona
Kay O'Donnell
Dawn Marie Tulio
Jennifer Vasquez

H. Co-Curricular Appointment 2022-2023

Kassandra Beller	Head Field Hockey Coach	\$5,712
Allison Chruscial	Middle School Field Hockey Coach - Shared	\$1,508
Shannon Jones	Middle School Field Hockey Coach - Shared	\$1,508
Gerald Kresge	Head Varsity Baseball Coach	\$5,266
Skye March	Class Advisor Freshman	\$720
John Tristan Moore	Asst. Soccer Coach	\$3,173
Scott Rothrock	Asst. Football Coach	\$2,568
Paige Schmidt	Class Advisor Freshman	\$720
Justin Smoyer	Asst. Football Coach	\$2,568
Krystle Tiedeman	High School Aavidum Club Advisor	\$204
Gabryella Wilder	Assistant Field Hockey Coach	\$3,173

I. Renew Co-Curricular Appointments 2022-2023

Shelby Bailey	MS Co-Ed Soccer Coach	\$2,984
Amanda Bariana	MS Math 24	\$200
Christopher Barnes	Sr. High Yearbook Advisor	\$2,755
Matthew Davis	Academic Challenge Eight Advisor	\$501
Blasia Dunham	Class Advisor Junior	\$726
Katherine Farber	Head Softball Coach	\$5,266
Mary Frank	MS Yearbook Advisor	\$924
Mary Frank	MS What's So Cool About Manufacturing	\$2,000
Scott Gerould	Class Advisor Junior	\$726
Scott Gerould	HS Patriot Club	\$685
Scott Gerould	Asst. Track Coach	\$3,335
Manuel Gonzalez	Spanish Club	\$612
Manuel Gonzalez	Class Advisor Sophomore	\$726
Jason Graver	Junior Nat'l Honor Society - Shared	\$237.50
Rajeev Gupta	MS Track and Field Coach	\$1,508
Todd Herzog	Senior High Spring Intramural	\$924
Todd Herzog	Sons of Liberty	\$510
Sarah Kunkel	SADD Advisor	\$635
Mike Lehtonen	Senior High Scholastic Scrimmage Advisor	\$924
Mike Lehtonen	Head Track Coach	\$5,266
Derek Long	Asst. Track Coach	\$3,335
Christopher McCarty	Class Advisor Sophomore	\$726
Jon Prive	HS Chess Club	\$204
Jason Reinhard	MS Winter Intramural	\$924
Janelle Scheckler	National Honor Society Advisor	\$565
Stephen Shuey	HS Art Club	\$2,000
Stephen Shuey	Artistic Director Fall/Spring Musical	\$2,000
Jason Smith	Asst. JV Softball Coach	\$3,335
Krystle Tiedeman	Debate Advisor	\$1,583
Krystle Tiedeman	HS Library Club	\$685
Joseph Tout	Senior High Spring Intramural	\$924
Randy Utsch	Majorette/Band Advisor	\$2,377

Patrick Wanamaker	Senior High Spring Intramural	\$924
Gabryella Wilder	Junior Class Advisor	\$726
Tiffany Yesik	Asst. Softball Coach	\$3,335

J. Co-Curricular Volunteer 2022-2023

Allison Chruscial	Asst. Softball Coach
Dave Oertner	Asst. Track and Field Coach

K. Rescind Co-Curricular Appointments

1. Rescind the motion appointing Cassandra Beller as the Middle School Field Hockey Coach that was approved at the April 12, 2022, school board meeting.

L. 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:

Angelica Fernandez Delgado
 Kerry Loch
 Brent Meinhart

M. Approve the following individual as District Wide permanent substitute teacher for the 2022-2023 school year. They will be paid a daily per diem rate of \$150.00.

Jessica Jackovitz
 Jessica Evans

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 2022-2023 school year:

1. Shannon Jones
 From: Step 3B
 To: Step 3B+24

O. 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:

Scott Gerald

P. Motion to approve the following Department Leaders for the 2022-2023 school year:

Susan Beil	Special Education - District Wide	\$1,800.00
Allison Chruscial	Student Services - District Wide	\$1,800.00
Christopher Bennett	Business and Technology - District Wide	\$1,800.00

David Carroll	Fine Arts - District Wide	\$1,800.00
Jennifer Butz	Health/Physical Education/Family & Consumer Science - District Wide	\$1,800.00
Elissa Fry	Assessment and Data - District Wide	\$1,800.00
Susanne Hegedus	ELA/Social Studies - Elementary	\$1,800.00
Amanda Beer	ELA/Social Studies - Elementary	\$1,800.00
Jamie Bigley	Mathematics/Science - Elementary	\$1,800.00
Krystle Willing-Tiedeman	ELA - Secondary	\$1,800.00
Amanda Bariana	Mathematics - Secondary	\$1,800.00
Deanna Quay	Science - Secondary	\$1,800.00
James Yadush	Social Studies - Secondary	\$1,800.00

V. POLICY

A. Board Policy First Reading

1. Approve school board policy #202.1 - Foreign Exchange Students - Pupils, as presented after the first reading. ([Attachment #6](#))
2. Approve school board policy #220 - Student Expression / Dissemination of Materials - Pupils, as presented after the first reading. ([Attachment #7](#))
3. Approve school board policy #913 - Nonschool Organizations / Groups / Individuals - Community, as presented after the first reading. ([Attachment #8](#))

B. Board Policy Second Reading

1. Approve school board policy #221 - Dress and Grooming - Pupils, as presented after the second reading. ([Attachment #9](#))

VI. CONFERENCES

- A. Approval of superintendent to attend CLIU Superintendent Retreat in Hershey, Pennsylvania on November 9-11, 2022, at no cost to the district.
- B. Approval of assistant superintendent to attend 2023 PDE Data Summit in Hershey, PA on March 27-29, 2023, at a total cost of \$1,101.25 that will be paid for through the Assistant Superintendent's Budget. ([Attachment #10](#))

VII. CURRICULUM AND INSTRUCTION

A. 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
Christina McShane	Michelle Siesko	\$200.00
Sarah Fink	Justin Fritz	\$200.00

VIII. OLD BUSINESS

IX. NEW BUSINESS

- A. Authorize administration to enter into an agreement for the coordination of care between Lehigh and Northampton Counties, Magellan Behavioral Health of Pennsylvania, Inc., and Northern Lehigh School District to administer the Pennsylvania Department of Human Services Behavioral HealthChoices program for mental health and drug and alcohol services provided to students and families. The term of the agreements shall remain unless terminated by either party. ([Attachment #11](#)) and ([Attachment #12](#))
- B. Approve to designate and authorize the following to sign summary offense notices for district students for the 2022-2023 school year, after consultation with the superintendent:
- Mr. Frank Gnas – School Police Officer
 - Mr. David Jones – School Police Officer
 - Mr. James Schnyderite – Peters Elementary School Principal
 - Mr. Todd Breiner – Slatington Elementary School Principal
 - Mr. David Hauser – Middle School Principal
 - Mr. John Rushefski – Acting High School Principal
 - Mr. Michael Strohl – Secondary Assistant Principal
- C. As per the recommendation of the administration, approve the Local Education Agency Commitment Agreement for the P2G Program as attached. ([Attachment #13](#))

X. FINANCIAL

- A. Approve the Following Financial [Reports](#):
1. NLHS Scholarship Account month of August, 2022 (Unaudited)
 2. NLMS Student Activities/Clubs Account month of August, 2022 (Unaudited)
- B. Approve the Following List of [Bills](#):
1. General Fund months of August & September, 2022
 2. Cafeteria Fund months of August & September, 2022
- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. ([Attachment #14](#))
- D. As per the recommendation of the administration and the Technology/Buildings and Grounds Committee, retroactively approve administration to enter into an agreement with CeyKovsky Concrete Construction to install a concrete pad for the educational tent at Slatington Elementary School at a cost of \$26,250.00. The cost of the project will be paid for through ESSER funds. ([Attachment #15](#))
- E. SHINE Program
- As per the recommendation of the administration and the Finance Committee, approve the sponsor to sponsor agreement for meal services for the after school SHINE program between Lehigh Carbon Community College and Northern Lehigh School District at no cost to the district from July 1, 2022 through June 30, 2023. ([Attachment #16](#))

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- F. As per the recommendation of the administration, allow administration to enter into an agreement with Fox Safety Preparedness Specialists, LLC, to provide consulting and professional development services to the Northern Lehigh School District from October of 2022 through Spring of 2023. The cost of these services will be funded through PCCD Safety and Security Grant. ([Attachment #17](#))
 - G. As per the recommendation of the administration, allow administration to enter into an agreement with Vector Security to install door prop alarms on all exterior doors district wide at a cost of \$1200 and provide door prop alarm monitoring at a cost of \$50 /month. The cost of the project will be paid for through PCCD Safety and Security Grant. ([Attachment #18](#))
 - H. The Board of Education approves District participation in the Pennsylvania Homeowner Assistance Fund (PAHAF), a housing-related program funded by the U.S. Department of the Treasury to assist Pennsylvania homeowners facing financial hardship due to the COVID-19 pandemic.
 - I. Per the recommendation of administration and the Finance Committee, authorize the Board President to execute the attached Amendment to Agreement and Resolution that will allow Portnoff Law Associates to charge for a validation notice for delinquent property owners, as required by guidelines of the Consumer Financial Protection Bureau.

XI. LEGAL

A. Expulsion Hearing Waiver Approval

- 1. The Board agrees to expulsion hearing waiver for Student #2590128. 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.

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meetings held on [June 20, 2022](#).
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on [July 7, 2022](#).
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on [June 22, 2022](#).

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT