

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Tentative Agenda
Monday, September 11, 2023
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 14, 2023. ([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. Natalie Snyder
- 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 September 5, 2023 ([Attachment #1](#))
- Minutes of Finance Committee Meeting held on September 5, 2023 ([Attachment #2](#))
- Minutes of the Education Committee Meeting held on September 5, 2023 ([Attachment #3](#))
- Minutes of the Policy Committee Meeting held on September 5, 2023 ([Attachment #4](#))
- Minutes of the Community Relations Committee Meeting held on September 5, 2023 ([Attachment #5](#))

- F. Student Representatives to the Board Report Ms. Victoria Hanna
Ms. Jalah Cook

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2. Crystal Myster
Assignment: Slatington Elementary Cafeteria/Hall Monitor
Salary: \$14.72/hour/3 hours per day
Effective: August 28, 2023
*60 Working Day Probationary Period

3. Leanne Olewine
Assignment: Peter's Elementary Cafeteria Hall Monitor
Salary: \$14.72/2.5 hours per day
Effective: On or about September 25, 2023
*60 Working Day Probationary Period

D. Family Medical Leave of Absence

1. Approve the request of employee #7390 to take a family medical leave of absence for the birth of a child, effective on or about November 16, 2023. Employee is requesting to use all sick days and upon exhaustion of such days, the employee is requesting a family medical leave of absence until on or about February 20, 2024.
2. Approve the request of employee #7473 to take a family medical leave of absence for the birth of a child, effective on or about October 23, 2023. Employee is requesting to use all sick days and upon exhaustion of such days, the employee is requesting a family medical leave of absence until on or about January 2, 2024.

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 2023-2024 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 2023-2024 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 2023-2024 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 2023-2024 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 2023-2024 school year. Stipend to be funded by Slatington Elementary principal's discretionary account.

F. High School Administrative Detention Supervisor

Approve to appoint the Julie Everett as Secondary Detention Supervisor for the Senior High School for the 2023-2024 school year. Work will be on an as needed basis and compensation will be at a salary of \$20.00 per hour worked.

G. Middle School Administrative Detention Supervisor

Approve to appoint Michelle Paul as Administrative Detention Supervisors in the Middle School. Salary will be \$20.00 per hour worked.

H. Substitute

1. Instructional

Motion to renew the appointment of the following substitute teachers for the 2023-2024 school year at the 2023-2024 substitute teacher rates as approved on the Supplemental Personnel Salary Schedule:

Dawn Kemery - Elementary

I. After-School Program Positions - Funding through Title III for Adult Evening ESL Classes

Robin Blocker	Paraprofessional	Hourly Rate
Lisa Fisher	Paraprofessional	Hourly Rate
Megan Farkas	Paraprofessional	Hourly Rate

J. Co-Curricular Appointment 2023-2024

Shannon Jones	Fall Intramurals
Shannon Jones	Winter Volleyball Intramurals
Julie Everett	Freshman Advisor
Winterford (Jay) Ohland	Fall Intramurals
Jonathan Potynski	Freshman Advisor
Zach Williams	Asst. Basketball Coach - Shared

K. Renew Co-Curricular Appointments 2023-2024

Mike Bauer	Asst. Basketball Coach - Shared
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L. Co-Curricular Volunteers 2023-2024

Kori Moser	MS Cheering Coach
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M. Clerical/Classroom Volunteers

Approve the following unpaid volunteer district-wide for the 2023-2024 school year.

Janet McKelvey

N. Krise Transportation, Inc. 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 2023-2024 school year:

Ruth Wackley
Jared Young

O. 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 2023-2024 school year:

1. Gabryella Wilder
 - From: Step 3B+24
 - To: Step 3 Masters

P. Game Workers 2023-2024

Motion to appoint the following individuals as a Game Worker for the 2023-2024 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 2023-2024 Supplemental Personnel Salary Schedule:

Kevin Hoffman

Q. Motion to approve the following Department Leaders for the 2023-2024 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
Blasia Dunham	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
Elissa Fry	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
Nick Sander	Social Studies - Secondary	\$1,800.00

V. POLICY

A. Board Policy First Reading

1. Approve school board policy #006 - Meetings - Local Board Procedures, as presented after the first reading. ([Attachment #6](#))

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2. Approve school board policy #216.1 - Supplemental Discipline Records - Pupils, as presented after the first reading. ([Attachment #7](#))
 3. Approve school board policy #251 - Students Experiencing Homelessness, Foster Care and Other Educational Instability - Pupils, as presented after the first reading. ([Attachment #8](#))

B. Board Policy Second Reading

1. Approve school board policy #707 - Use of School Facilities - Property, as presented after the second reading. ([Attachment #9](#))

C. Homebound Instruction

It is recommended that the Board of Education grant homebound instruction for a 10th grade student, Student No. 2490102, for five hours per week, effective August 28, 2023 and continuing until approximately November 28, 2023.

D. Bulldog Steppers Final Application

Approve the final club/activity application for the Bulldog Steppers Club. The Northern Lehigh Education Association recommended stipend for the advisor of this club, Skye March, is \$400.00 beginning with the 2023-2024 school year. Upon approval by the Board, the approved stipend will be added to the Collective Bargaining Agreement, as per policy #122. ([Attachment #10](#))

VI. CONFERENCES

- A. Approval of superintendent to attend CLIU Superintendent Retreat in Hershey, Pennsylvania on November 1-3, 2023, at no cost to the district.

VII. CURRICULUM AND INSTRUCTION

A. Induction Program

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2023-2024 school year:

Helping Teacher	Inductee	Stipend
Lauren Schuster	Lexi Meckes	\$800.00
Susan Beil	Amber Zion	\$200.00

- B. Approve to allow administration to continue membership in the Lehigh University School Study Council at a fee of \$1,500.00 for the 2023-2024 school year, to be paid from the Superintendent's budget. ([Attachment #11](#))
- C. Approve administration to execute a five year Field Experience Agreement between the Northern Lehigh School District and Wilkes University for an Internship, Practicum, and Clinical experience program. ([Attachment #12](#))
- D. Approve administration to enter into an agreement with Apple Tree Educational Associates, LLC to provide bilingual school psychologist services to assist the Special Education Department, per the attached agreement to be funded through the Special Education Department. ([Attachment #13](#))

VIII. OLD BUSINESS

IX. NEW BUSINESS

- A. Approve to designate and authorize the following to sign summary offense notices for district students for the 2023-2024 school year, after consultation with the superintendent:

Mr. David Jones – Safety and Security Coordinator/School Police Chief
Mr. Mark Nicosia – School Police Officer
Mr. Zachary Wargula – School Police Officer
Mr. Scott Prebosnyak – School Police Officer
Mr. James Schnyderite – Peters Elementary School Principal
Mr. Todd Breiner – Slatington Elementary School Principal
Mr. David Hauser – Middle School Principal
Dr. Lori Bali – High School Principal
Mr. Michael Strohl – Secondary Assistant Principal

X. FINANCIAL

- A. Approve the Following Financial [Reports](#):

1. NLSD Investments for the month of June 2023
2. General Fund Account months of June and July, 2023 (Unaudited)
3. Cafeteria Fund Account months of June and July 2023 (Unaudited)
4. NLHS Scholarship Account month of August, 2023 (Unaudited)
5. NLHS Student Activities/Clubs Account month of August, 2023 (Unaudited)

- B. Approve the Following List of [Bills](#):

1. General Fund months of August & September, 2023
2. Cafeteria Fund months of August & September, 2023
3. Capital Construction months of August & September, 2023

- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. ([Attachment #14](#))

- D. Per the recommendation of administration and the Finance Committee, approve the administration to request bid proposals for the purchase of a school police vehicle.

- E. Per the recommendation of administration and the Finance Committee, approve the administration to request bid proposals for the purchase of a district-owned van.

- F. Approve the 2023-2024 Northern Lehigh School District Salary Schedule as presented. ([Attachment #15](#))

XI. LEGAL

A. Expulsion Hearing Waiver Approval

1. The Board agrees to expulsion hearing waiver for Student #2790211. 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 #2690124. 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 [July 17, 2023](#).
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on [July 6, 2023](#).
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on [June 28, 2023](#).

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT