



NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Tentative Agenda
Monday, September 9, 2024
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 12, 2024. ([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 3, 2024 ([Attachment #1](#))
 - Minutes of Buildings & Grounds Committee Meeting held on September 3, 2024 ([Attachment #2](#))
 - Minutes of the Finance Committee Meeting held on September 3, 2024 ([Attachment #3](#))
 - Minutes of the Education Committee Meeting held on September 3, 2024 ([Attachment #4](#))
 - Minutes of the Policy Committee Meeting held on September 3, 2024 ([Attachment #5](#))
 - Minutes of the Extra Co-Curricular Committee on September 3, 2024 ([Attachment #6](#))
- F. Student Representatives to the Board Report Ms. Jalah Cook
 Ms. Olivia Schaffer

- G. Solicitor’s Report Attorney Kristine Roddick
- H. Assistant Superintendent Dr. Tania Stoker
 - ESSER Grants Update
 - Start of the School Year Board Presentation
- I. Business Manager’s Report Mrs. Sherri Molitoris
- J. Superintendent’s Report..... Dr. Matthew J. Link
 - Softball/Baseball Complex Renovation Discussion
- K. An executive session will be held at 6:15 p.m in the Northern Lehigh Administration Building Board Conference Room.

IV. PERSONNEL

A. Resignation/Retirement

1. With regret, accept the retirement resignation of Keith Utsch from his position as Maintenance staff employee, effective the end of the work day on or about March 11, 2025. Actual date will be determined pending remaining vacation days to be used. Mr. Utsch will be retiring from the Northern Lehigh School District after 42 years of service.
2. Accept the resignation of Shawn Parisi from his position as second shift Maintenance staff employee, effective at the end of the day on September 7, 2024.
3. Accept the resignation of Michael Strohl from his position as assistant secondary principal, effective the end of the work day on Monday, October 28, 2024.
3. Accept the resignation of Skye March from her position as a special education paraprofessional employee at the high school, effective August 22, 2024.
4. Accept the resignation of Carl Silverstien as substitute guest teacher effective August 29, 2024.

B. Appointment - Non-Instructional

1. Alicia Deppe* **
 - Assignment: Cook’s Helper High School
 - Salary: \$14.50/hour/5.5 hours per day
 - Effective: August 26, 2024
 - *Pending missing personnel file items
 - **60 Working Day Probationary Period
2. Kiley Weiner* **
 - Assignment: Cook’s Helper Peters Elementary
 - Salary: \$14.50/hour/5 hours per day
 - Effective: August 26, 2024
 - *Pending missing personnel file items
 - **60 Working Day Probationary Period

- 3. Wesley Delans
 - Assignment: Special Education Paraprofessional Slatington Elementary
 - Salary: \$16.39/hour 5.75 hours per day
 - Effective: August 26, 2024
 - *Pending missing personnel file items
 - **60 Working Day Probationary Period

- 4. Ashley Marlatt
 - Assignment: District-wide Licensed Practical Nurse
 - Salary: \$26.18/hour (4 days per week 7.25 hours per day)
 - Effective: September 3, 2024
 - *Pending missing personnel file items
 - **60 Working Day Probationary Period

- 5. Raysa Gonzalez
 - Assignment: Special Education Paraprofessional Slatington Elementary
 - Salary: \$16.39/hour 5.75 hours per day
 - Effective: September 9, 2024
 - *Pending missing personnel file items
 - **60 Working Day Probationary Period

- 6. Kameryn Smith
 - Assignment: Special Education Paraprofessional Peters Elementary
 - Salary: \$16.39/hour 5.75 hours per day
 - Effective: September 10, 2024
 - *Pending missing personnel file items
 - **60 Working Day Probationary Period

C. Family Medical Leave of Absence

- 1. Approve the request of employee #7545 to take a family medical leave of absence for the birth of a child, effective on September 9, 2024. Employee is requesting a 2 week leave of absence and will be using sick days.
- 2. Approve the request of employee #1240 to take a medical leave of absence to care for a family member, effective August 30, 2024. Employee is requesting to use sick days and upon exhaustion of all sick days is requesting a family medical leave of absence. Employee plans to return to work after the leave of absence.

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

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

E. Co-Curricular Rescind Appointment

- 1. Rescind the appointment of Skye March as Junior Class Advisor for the 2024-2025 school year approved on August 12, 2024 board agenda.

2. Rescind the appointment of Jason Graver as Middle School Jr. National Honor Society Advisor - Shared Stipend for the 2024-2025 school year approved on August 12, 2024 board agenda.

F. Co-Curricular Status Change 2024-2025

Blasia Dunham	From: MS Jr. Nat'l Honor Society Advisor-Shared	\$379.00
	To: MS Jr. Nat'l Honor Society Advisor	\$758.00

G. Renew Co-Curricular Appointment 2024-2025

Shelby Bailey	Middle School Co-Ed Soccer Coach	\$3,137.00
Robert Fahler Jr	Spring Intramural Boy's Basketball High School	\$1,010.00
Lisa Fisher	Junior Class Advisor	\$909.00
Scott Gerould	Assistant Track Coach	\$3,469.00
Rajeev Gupta	Middle School Track Coach	\$1,569.00
Dylan Hofmann	Assistant Track Coach	\$3,469.00
Gerald Kresge	Head Baseball Coach	\$5,664.00
Brian Landis	Assistant Baseball Coach (Shared Stipend)	\$1,734.50
Mike Lehtonen	Head Track Coach	\$5,664.00
Derek Long	Assistant Track Coach	\$3,469.00
John Potynski	Assistant Baseball Coach (Shared Stipend)	\$1,734.50
Joe Tout	Spring Intramural High School	\$1,010.00
Steve Turoscy	Assistant Baseball Coach (Shared Stipend)	\$1,734.50
Jake Waylen	Assistant Track Coach	\$3,469.00
Zachary Williams	MS Intramural Spring Net Sports	\$1,010.00

H. Co-Curricular Appointments 2024-2025

Dan Caruso	Head Softball Coach	\$5,664.00
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I. Co-Curricular Volunteers 2024-2025

Derek Remaley	Assistant Football Coach
Alexandra Powell-Rentschler	Assistant MS Soccer Coach
Heidi Eckhart	Assistant Band Advisor
Amanda Lindenmoyer	Assistant Band Advisor
Andrea Rudolph	Assistant Band Advisor
Erica Szwest	Assistant Band Advisor
Derek Minnich	Assistant Band Advisor
Megin German	Assistant Band Advisor
Earl Fenstermaker Jr	Assistant Band Advisor
Ann Vas Dias	Assistant Band Advisor

J. 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 2024-2025 school year:

Joshua Sebelin Alexander Kowar Mercedes Fitzgerald

K. 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 2024-2025 school year:

1. Allison Chruscial
 - From: Step 16 Masters
 - To: Step 16 Masters+24

2. Derrick Reinert
 - From: Step 6 Bachelors
 - To: Step 6 Bachelors+24

L. Game Workers 2024-2025

Motion to appoint the following individuals as a Game Worker for the 2024-2025 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 2024-2025 Supplemental Personnel Salary Schedule:

Emma Thomson MaryJo King

M. Department Leaders 2024-2025

Motion to approve the following Department Leaders for the 2024-2025 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
Stephen Shuey	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
Gabryella Wilder	Science - Secondary	\$1,800.00
Nick Sander	Social Studies - Secondary	\$1,800.00

N. Clerical/Classroom Volunteers

Approve the following unpaid volunteer district-wide for the 2024-2025 school year.

Magaret Blose
Sharon Karpiszin
Janey McKelvey

O. Substitute - Non-Instructional

Motion to renew the appointment of the following individuals as substitute workers for the 2024-2025 school year at the 2024-2025 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Shawn Green - Secretary & Cafeteria

P. Substitute - Instructional

Motion to renew the appointment of the following individuals as substitute teachers for the 2024-2025 school year at the 2024-2025 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Rick Guth - Social Studies
Martin Koeller - Guest Teacher
Darla Stewart - Guest Teacher

- Q. Approve the Superintendent to appoint qualified personnel to vacant positions during the period of time from September 9, 2024 through the next regularly scheduled board Meeting.

V. POLICY

A. Board Policy First Reading

1. Approve school board policy #714 - Naming Rights, as presented after the first reading. ([Attachment #7](#))
2. Approve school board policy #803 - School Calendar, as presented after the first reading. ([Attachment #8](#))

B. Board Policy Second Reading

1. Approve school board policy #334.1 - Benevolence Sick Leave Bank - Employees, as presented after the first reading. ([Attachment #9](#))
2. Approve school board policy #618 - Special Purpose Funds - Finances, as presented after the first reading. ([Attachment #10](#))

C. German Club Final Application

Approve the final club/activity application for the German Club. The Northern Lehigh Education Association recommended stipend for the advisor of this club, Nick Sander, is \$600.00 beginning with the 2024-2025 school year. Upon approval by the Board, the approved stipend will be added to the Collective Bargaining Agreement, as per policy #122. ([Attachment #11](#))

VI. CONFERENCES

- A. Nichole Fink - Orientation to School Food Services Fall 2024 - Sponsored by PennState - October 9-10, 2024 - PaTTAN Harrisburg, PA - Registration: \$0 - Travel: \$206.36 - Lodging: \$0 - Meals: \$0 - Other: \$0 - Total Approximate Cost: \$206.36 - Funding: Food Service Budget. ([Attachment #12](#))
- B. Jamie Farber - Fall Child Accounting Conference - Attendance/Child Accounting Professional Association (ACAPA) Fall Conference - November 6-8, 2024 - Hershey, PA - Registration: \$370 - Travel: \$101.84 - Lodging: \$606.50 - Meals: \$120 - Other: \$0 - Total Approximate Cost: \$1,198.34 - Funding: Assistant Superintendent's Professional Development Budget. ([Attachment #13](#))
- C. Manuel Gonzalez - American Council on the Teaching of Foreign Languages (ACTFL) - November 22-24, 2024 - Philadelphia, PA - Registration: \$415 - Travel: \$67 - Lodging: \$600 - Meals: \$0 - Other: \$120 - Total Approximate Cost: \$1,202 - Funding: Title III Budget. ([Attachment #14](#))
- D. Tania Stoker - EF Tours Global Leadership Development Program - Panama - October 10-14, 2024 - Amend original conference approval from May 2024 to include lodging for one night at an additional cost of approximately \$55 - Funding: Assistant Superintendent's Professional Development Budget.

VII. CURRICULUM AND INSTRUCTION

- A. Approve to authorize the Superintendent and High School Principal to execute a letter of agreement for the 2024-2025 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 #15](#))
- B. Approve to allow administration to continue membership in the Lehigh University School Study Council at a fee of \$1,500.00 for the 2024-2025 school year, to be paid from the Superintendent's budget.
- C. 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 #16](#))
- D. Approve the final agreement with CLIU #21 for Title II Non-Public Administration and Services for the 2024-2025 school year in the amount of \$5,050 to be funded through Federal Programs (Title II) funds. ([Attachment #17](#))
- E. Approve the final agreement with CLIU #21 for Title IV Non-Public Administration and Services for the 2024-2025 school year in the amount of \$716 to be funded through Federal Programs (Title IV) funds. ([Attachment #18](#))
- F. Approve the final agreement with CLIU #21 for Title I Non-Public Services for the 2024-2025 school year in the amount of \$2,698 to be funded through Federal Programs (Title I) funds. ([Attachment #19](#))

VIII. OLD BUSINESS**IX. NEW BUSINESS**

- A. Approve a Memorandum of Understanding (MOU) with the Northern Lehigh Education Association for Personal Days, as attached. ([Attachment #20](#))
- B. Approve to authorize administration to execute the Pixellot Extension Addendum effective August 1, 2024 through July 31, 2029 at no cost to the district. ([Attachment #21](#))
- C. Approve to designate and authorize the following to sign summary offense notices for district students for the 2024-2025 school year, after consultation with the superintendent:

Chief David Jones – Safety and Security Coordinator/School Police Chief
SPO Mark Nicosia – School Police Officer
SPO Mark Thomas – School Police Officer
SPO 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 – High School & Middle School Assistant Principal

X. FINANCIAL

- A. Approve the Following [Financial Reports](#):
 - 1. NLSD Investments for the month of August, 2024. (Unaudited)
 - 2. General Fund Account months of August, 2024 (Unaudited)
 - 3. Cafeteria Fund Account months of August, 2024 (Unaudited)
 - 4. NLHS Student Activities/Clubs Account month of August, 2024 (Unaudited)
 - 5. NLMS Student Activities/Clubs Account month of July and August, 2024. (Unaudited)
- B. Approve the Following List of [Bills](#):
 - 1. General Fund months of August & September, 2024
 - 2. Cafeteria Fund months of August & September, 2024
 - 3. Capital Construction months of August & September, 2024
- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. ([Attachment #22](#))
- D. Per the recommendation of administration and the building and grounds committee, authorize administration to purchase two nine passenger vans at a cost not to exceed \$118,000.00 total. ([Attachment #23](#))

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- E. Per the recommendation of administration and the building and grounds committee, authorize administration to purchase High School Auditorium Rigging, with installation, at a cost not to exceed \$200,000.00. ([Attachment #24](#))
 - F. Approve pest control services at Peters Elementary School at a cost of \$9,848.00. ([Attachment #25](#))
 - G. Per the recommendation of administration and the building and grounds committee, approve the change order for the baseball and softball complex renovation to include softball outfield underdrain alternate, flagpole installation, and complete renovation of the softball outfield including regrading, sodding of softball and baseball outfields, and relocation of each field's scoreboard at an additional cost of \$218,855.95. ([Attachment #26](#))
 - H. Approve the 2024-2025 Northern Lehigh School District Salary Schedule as presented. ([Attachment #27](#))

XI. LEGAL

- A. Approve the settlement agreement for student #3190232.

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meetings held on [July 15, 2024](#).
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on [July 11, 2024](#).
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on [June 26, 2024](#).

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT