

**NORTHERN LEHIGH SCHOOL DISTRICT**  
**Regular School Board Meeting**  
**Monday, November 11, 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.

**READ ALOUD:** This meeting is being recorded.

**I. CALL TO ORDER**

- 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 October 14, 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 Finance Committee Meeting held on November 4, 2024 ([Attachment #1](#))
  - Minutes of the Education Committee Meeting held on November 4, 2024 ([Attachment #2](#))
  - Minutes of the Policy Committee Meeting held on November 4, 2024 ([Attachment #3](#))
  - Minutes of the Extra & Co-Curricular Committee Meeting held on November 4, 2024 ([Attachment #4](#))
  - Minutes of the Building & Grounds Committee Meeting held on November 4, 2024 ([Attachment #5](#))
  - Minutes of the Technology Committee Meeting held on November 4, 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
- School Safety, Social Emotional Learning and School Climate Data Presentation
- I. Business Manager's Report ..... Mrs. Sherri Molitoris
- Audit Report June 30, 2024
- J. Superintendent's Report..... Dr. Matthew J. Link
- National School Psychologist Week
  - **Announcement:** Holiday Dinner - Tuesday, December 3, 2024, at 5:30 p.m. - Slatington Elementary Annex Room December 3, 2024 School Board Reorganization Meeting at 6:45 p.m. - Regular School Board Meeting at 7:00 p.m. - No December Committee meetings
- K. An executive session will be held at 6:00 p.m. at the Northern Lehigh Administration Building Board Conference Room.

#### IV. **PERSONNEL**

##### A. Retirement/Resignation

1. Accept the resignation of Quiana Caro from her position as Personal Care Assistant at Slatington Elementary School, effective at the end of the day on November 1, 2024.
2. With regret, accept the retirement resignation of Kellie Bechtel from her position as Maintenance staff employee, effective the end of the work day on or about January 31, 2025. Ms. Bechtel will be retiring from the Northern Lehigh School District after 5 years of service.
3. Accept the resignation of Ingrid Duran from her position as ESL paraprofessional (K-12), effective at the end of the day on November 22, 2024.

##### B. Appointment - Non-Instructional

Sara Krasencis\*

Assignment:	Peters Elementary School Cafeteria Monitor
Salary:	\$14.72/hour
Effective:	October 25, 2024
*60 Working Day Probationary Period	

##### C. 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, scorekeepers, and box truck driver. Rate of pay is consistent with the rates approved on the 2024-2025 Supplemental Personnel Salary Schedule:

Keith Utsch - Box Truck Driver  
Wilbert Scott - Game Worker

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D. Substitutes - Instructional

Motion to appoint the following individual as a substitute teachers for the 2024-2025 school year at the 2024-2025 substitute rate as approved on the Supplemental Personnel Salary Schedule:

John Ilgenfritz - Guest Teacher

E. Substitute - Non-Instructional

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

Kay O'Donnell  
Brenda Hahn

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

Kevin Hoffman

F. Classroom Volunteers

Approve the following unpaid volunteers for the 2024-2025 school year.

Katja Bender  
Rebekah Heeres  
Robin Yurgartis  
Sarah Wasnieski  
Amanda Kromer  
Holly Kearns  
Megan Schoenauer  
Alexa Vreeland  
Samantha Stephen  
Sherry Miller  
Starlet Tarano  
Corinne Hoffman  
Pamela Roth  
Noel Powell

G. Co-Curricular Appointments 2024-2025

Jason Reinhard	Assistant Girls Softball Coach	\$3,469.00
Earl Fenstermaker	Assistant Girls Softball Coach	\$3,469.00

H. Co-Curricular Volunteer 2024-2025

Justin Herzog	Assistant Wrestling Coach
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I. Krise Transportation Bus Drivers and Aides

Motion to approve the following bus drivers and aides from Krise Transportation to transport Northern Lehigh School District students for the 2024-2025 school year:

Michelle Smith  
Dorothy Nierer

- J. Approve the Superintendent to appoint qualified personnel to vacant positions during the period of time from November 11, 2024 through the next regularly scheduled board Meeting.

V. **POLICY**

A. Board Policy First Reading

1. Approve school board policy # 200 - Enrollment in District, as presented after the first reading. ([Attachment #7](#))
2. Approve school board policy # 202 - Attendance of Nonresident Students, as presented after the first reading. ([Attachment #8](#))
3. Approve school board policy # 217 - Graduation Requirements, as presented after the first reading. ([Attachment #9](#))
4. Approve school board policy # 254 - Educational Opportunity for Military Children - **NEW**, as presented after the first reading. ([Attachment #10](#))
5. Approve school board policy # 810 - Transportation, as presented after the first reading. ([Attachment #11](#))
6. Approve school board policy # 903 - Public Participation in Board Meetings, as presented after the first reading. ([Attachment #12](#))
7. Approve school board policy # 807 - Opening Exercises/Flag Displays, as presented after the first reading. ([Attachment #13](#))
8. Approve school board policy # 805 - Emergency Preparedness and Response, as presented after the first reading. ([Attachment #14](#))
9. Approve school board policy # 805.1 Relations With Law Enforcement Agencies, as presented after the first reading. ([Attachment #15](#))
10. Approve school board policy # 805.2 School Security Personnel, as presented after the first reading. ([Attachment #16](#))
11. Approve school board policy # 909 Municipal Government Relation, as presented after the first reading. ([Attachment #17](#))
12. Approve school board policy # 826 HIPPA Compliance, as presented after the first reading. ([Attachment #18](#))

VI. **CONFERENCES**

- A. Scott Pyne - PASCD Annual Conference - November 24-26, 2024 - Hershey, PA  
Registration: \$449 - Lodging: \$330 - Travel: \$105.19 - Meals: \$180 - Total Approximate Cost: \$1,064.19 - Funding: Curriculum Budget.

- B. Matthew Link - ACTE's CareerTech VISION-December 3-7, 2024 - San Antonio, Texas- Registration: \$0 - Lodging: \$0 - Travel: \$0 - Meals: \$300 - Other: \$150 - Total Approximate Cost: \$450.00 - Funding: Superintendent Budget
- C. Susan Beil - 2024 Innovate and Integrate: MTSS & PBIS Advanced Implementation Forum - November 14-15, 2024 - Hershey, PA - Registration: \$105 - Lodging: \$0 -Travel: \$0 - Meals: \$120 - Total Approximate Cost: \$225.00 - Funding: Slatington Elementary School Budget
- D. Nichole Fink - Primero Edge Menu Planning Training - November 7-8, 2024 - Harrisburg, PA- Registration: \$0 - Lodging: \$0 - Travel: \$209.04 - Meals: \$0 - Total Approximate Cost: \$209.04 - Funding: Food Service Budget

## **VII. CURRICULUM AND INSTRUCTION**

- A. Approve to authorize administration to execute an amendment to the PA-ETEP Agreement to include services for all staff for the 2024-2025 school year at a total cost of \$867.00 to be funded out of the Assistant Superintendent's budget. ([Attachment #19](#))

## **VIII. OLD BUSINESS**

## **IX. NEW BUSINESS**

- A. As per the recommendation of the Buildings and Grounds Committee, approve administration to advertise the Request For Bids for the Northern Lehigh High School Asbestos Flooring Abatement Project.
- B. Authorize the superintendent to sign the agreement between Northern Lehigh School District and Intermediate Until 1- Pennsylvania Training & Technical Assistance Network (PaTTAN) Agreement for the district to provide a paid externship to eligible, master's level students to serve as a speech-language pathologist extern for the 2024-2025 school year. There is no cost to the district for this externship. ([Attachment #20](#))

## **X. FINANCIAL**

- A. Approve the Following [Financial Reports](#):
  - 1. NLSD Investments
  - 2. General Fund Account month of October, 2024 (Unaudited)
  - 3. Cafeteria Fund Account month of October, 2024 (unaudited)
  - 4. NLHS Student Activities/Clubs Account month of October 2024 (Unaudited)
  - 5. NLHS Student Scholarship Account month of October 2024 (Unaudited)
  - 6. NLMS Student Activities/Clubs Accounts month of September & October, 2024 (Unaudited)
- B. Approve the Following [List of Bills](#):
  - 1. General Fund months of October & November, 2024
  - 2. Cafeteria Fund months of October & November, 2024
- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. ([Attachment #21](#))
- D. As per the recommendation of the administration, purchase the business edition subscription of Otter.ai for the recording and transcribing of monthly school board meetings at a cost of \$720.00 per year, funded through the school board budget.

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- E. Approve the resolution directing Lehigh County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented. ([Attachment #22](#))
  - F. Approve the resolution directing Northampton County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented. ([Attachment #23](#))
  - G. As per the recommendation from the Buildings and Grounds Committee, approve the purchase of a Scag Cheetah zero turn mower and catcher kit through Whitehall Turf Equipment at a COSTAR approved cost not to exceed \$15,946.00. ([Attachment #24](#))
  - H. Approve to pay for PSBA twenty-four hour accident insurance for administrators at a cost of \$26.50 per administrator for 2024, to be paid from the Superintendent's budget
  - I. As per the recommendation of administration and the Building and Grounds Committee, authorize administration to enter into an agreement with BP Energy Retail Company, LLC. for the sale and delivery of electricity at a fixed rate of .05608/kwh for a term of July 1, 2025 through June 30, 2027. ([Attachment #25](#))

**XI. LEGAL**

- A. Approve the settlement agreement for student # 3390072.

**XII. CORRESPONDENCE**

**XIII. INFORMATION**

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on [September 16, 2024](#).
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on [September 5, 2024](#).
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on [September 25, 2024](#).

**XIV. RECOGNITION OF GUESTS**

**XV. ADJOURNMENT**