

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, January 10, 2022
Middle School Auditorium
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. Reorganization School Board Meeting held on December 6, 2021. ([Minutes](#))
- B. Regular School Board Meeting held on December 6, 2021 ([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
 - Policy Committee Meeting will be held at 6:30 p.m. on January 10, 2022, in the NLMS Auditorium.
 - Remainder of committee meetings were not held in January.
- F. Student Representatives to the Board Report Ms. Paige Craddock
Ms. Danielle Dougherty
- G. Solicitor’s Report..... Attorney Kristine Roddick

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- H. Business Manager's Report Mrs. Sherri Molitoris
- Distribution of Single Audit Report for Fiscal Year Ending June 30, 2021
 - Post Issuance Compliance
 - Act 1 Resolution
- I. Assistant Superintendent Dr. Tania Stoker
- Book Donation in honor of School Board Recognition Month
 - State Testing Reminder
 - ESSER Grant Update
- J. Superintendent's Report Mr. Matthew J. Link
- Football Team Recognition
 - Act 35 Civic Knowledge - Perfect Scores
 - Anti-Bullying Presentation
 - District Goals
 - NLSD Health & Safety Plan Review
 - Ethics Form Reminder
- K. An executive session will be held at 6:00 p.m. in the Middle School Library

IV. **PERSONNEL**

A. Resignation/Retirement

1. With regret, accept the retirement resignation of Thomas Mertus from his position as Special Education Teacher at Slatington Elementary, effective January 7, 2022. Mr. Mertus will be retiring from the Northern Lehigh School District after 17.5 years of service.
2. With regret, accept the retirement resignation of Melissa Wagner from her position as Confidential Administrative Assistant to the Superintendent, effective April 13, 2022. Mrs. Wagner will be retiring from the Northern Lehigh School District after 1.5 years of service.
3. Accept the resignation of Nicole Kaercher from her position as Instructional Paraprofessional at Slatington Elementary, effective December 17, 2021.
4. Accept the resignation of Thomas Battista from his position as Substitute Teacher, effective immediately.
5. Accept the resignation of Wendy Brown from her position as Substitute Cafeteria Worker, effective November 29, 2021.
6. Accept the resignation of Megan Filchner from her position as Head Cheering Coach, effective December 8, 2021.
7. Accept the resignation of Susan Yesik as Cook's Helper at the Middle School, effective December 22, 2021.
8. Rescind the motion appointing Katherine Farber, Fall HS Intramural that was approved at the May 10, 2021 school board meeting, due to lack of student participation.

B. Appointment - Non-Instructional

1. Earl Loch*

Assignment: Maintenance
Salary: \$18.49/hour
Effective: December 27, 2021
*60 Working Day Probationary Period

2. Susan Yesik*

Assignment: Custodian
Salary: \$16.21/hour
Effective: January 3, 2022
*60 Working Day Probationary Period

3. Sara Duncan*

Assignment: Cook's Helper
Salary: \$13.50/hour
Effective: January 12, 2022
*60 Working Day Probationary Period

C. Family Medical Leave

1. Approve the request of employee #7322 to take an unpaid medical leave of absence beginning on December 7, 2021, for their own medical reasons. Employee plans to return to their position on January 3, 2022, or upon release from their physician.
2. Approve the request of employee #5130 to take a medical leave of absence beginning on February 23, 2022, for their own medical reasons. Employee is requesting to use accumulated sick days. Upon exhaustion of eligible days, employee is requesting a family medical leave. Employee plans to return to their position upon release from their physician.

D. Game Workers 2021-2022

Motion to appoint the following list of people as Game Workers for the 2021-2022 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 2021-2022 Supplemental Personnel Salary Schedule:

Diana Detweiler

E. Substitute1. Non-Instructional

Motion to approve the appointment of the following individual as a substitute paraprofessional for the 2021-2022 school year at the 2021-2022 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Brittany Tremper - Peters Elementary Only

F. Co-Curricular Appointment 2021-2022

Gregory King	Fall HS Intramural	\$554.40 (Adjusted Amount)
Zachary Merkle	Fall HS Intramural	\$369.60
Megan Filchner	Cheerleading Advisor	\$1746 (Adjusted Amount)
Michele Richards	Cheerleading Advisor	\$1746

G. Brandywine Transportation Bus Drivers/Aides

Motion to approve the following bus drivers/aides from Brandywine Transportation to transport Northern Lehigh School District students for the 2021-2022 school year:

Kevin Barrett - Bus Driver
Annette Kopicz - Van Driver/Aide

V. POLICY

A. Board Policy First Reading

1. Approve school board policy #137.1 - Extracurricular Participation by Home Education Students - Programs, as presented after the first reading. ([Attachment #1](#))
2. Approve school board policy #146.1 - Trauma-Informed Approach - Programs, as presented after the first reading. ([Attachment #2](#))
3. Approve school board policy #236.1 - Threat Assessment - Pupils, as presented after the first reading. ([Attachment #3](#))
4. Approve school board policy #805 - Emergency Preparedness and Response - Operations, as presented after the first reading. ([Attachment #4](#))
5. Approve school board policy #805.2 - School Security Personnel - Operations, as presented after the first reading. ([Attachment #5](#))

VI. CONFERENCES

1. Krystle Tiedeman - PSLA Annual Conference - April 21-23, 2022 - Hershey Lodge - Hershey, PA - Registration: \$200.00; Lodging: \$379.98; Travel: \$83.44; Meals: \$55.00 - Total Approximate Cost: \$718.42 - Funding: High School Budget ([Attachment #6](#))
2. Shawn Green - PSLA Annual Conference - April 21-23, 2022 - Hershey Lodge - Hershey, PA - Registration \$250.00; Lodging: \$379.98; Travel: \$95.94; Meals: \$55.00 - Total Approximate Cost: \$780.92 - Funding: Peters/Slatington Elementary Budget ([Attachment #7](#))
3. Michele Dotta - PDE Bureau of Education Annual Conference - March 2-4, 2022 - Hershey Lodge, Hershey, PA - Registration \$225.00; Lodging: \$315.00; Travel: \$94.77; Meals: \$60.00 - Total Approximate Cost: \$694.77 - Funding: Special Education Budget ([Attachment #8](#))

VII. CURRICULUM AND INSTRUCTION**VIII. OLD BUSINESS****IX. (a) NEW BUSINESS****Resolution for School Board Director Recognition Month – January 2022**

WHEREAS, the role of locally elected school officials has served the Commonwealth of Pennsylvania and local communities in meeting the needs of public education since the passage of the Free School Act in 1834; and

WHEREAS, these local boards have discharged their responsibilities to public education in a manner which has placed public education in the forefront of our educational systems; and

WHEREAS, locally elected officials have distinguished themselves and their communities in this non-paid, volunteer public service commitment; and

WHEREAS, the contributions of these men and women who serve on the Northern Lehigh Board of School Directors:

Chad Christman
Robin T. Distler
Gary S. Fedorcha
Mathias J. Green, Jr.
Michelle M. Heckman
Gale N. Husack
Robert J. Keegan, Jr.
Robert L. Kern, Jr.
Donna M. Kulp

should be recognized and appreciated by those who benefit from the workings of our public school system;

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Pennsylvania School Boards Association hereby proclaims the month of January as School Director Recognition Month in this commonwealth; and

FURTHER RESOLVE that this proclamation be communicated to all school districts, school officials and local communities in a planned program which brings visibility and awareness of the role of locally elected school officials to the citizenry of this commonwealth.

(b) NEW BUSINESS

- A. Approve the new Administrator Compensation Plan between the Northern Lehigh School District and the Northern Lehigh Middle Level Management Team.
([Attachment #9](#))

(c) NEW BUSINESS

- A. Approve the new Compensation Plan between the Northern Lehigh School District and the Director of Business Affairs. ([Attachment #10](#))

X. FINANCIAL

- A. Approve the Following Financial [Reports](#):
1. General Fund Account months of September, October, November, and December 2021
 2. Cafeteria Fund Account months of July, August, September, October, November and December 2021
 3. NLHS Student Scholarship Account month of December 2021
 4. NLHS Student Activities/Clubs Account month of December 2021
- B. Approve the Following List of [Bills](#):
1. General Fund months of December 2021 and January 2022
 2. Cafeteria Fund months of December 2021 and January 2022
- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. ([Attachment #11](#))
- D. Accept the resignation of Gwyneth A. Jones as Tax Collector of the Borough of Slatington, effective January 1, 2022.
- E. Act 1 Tax Levy Resolution

**NORTHERN LEHIGH SCHOOL DISTRICT
BOARD OF DIRECTORS**

RESOLUTION

WHEREAS, on June 27, 2006, the Pennsylvania legislature passed Act 1 of Special Session 2006, entitled the "Taxpayer Relief Act" (hereinafter "Act 1");

WHEREAS, Act 1 requires school districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or the school district obtains from the Department of Education or a court of common pleas certain referendum exceptions;

WHEREAS, Act 1 does, however, allow a board of school directors to elect to adopt a resolution indicating that it will not raise the rate of any tax for the support of the public schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year;

WHEREAS, the Northern Lehigh School District index for the 2022-2023 fiscal year is 4.6%;

WHEREAS, the Northern Lehigh School District Board of Directors has made the decision that it shall not raise the rate of any tax for the support of the Northern Lehigh School District for the 2022-2023 fiscal year by more than its index.

AND NOW, on this 10th day of January 2022, it is hereby **RESOLVED** by the Northern Lehigh School District (hereinafter "District") Board of Directors (hereinafter "Board") the following:

1. The Board certifies that it will not increase any school district tax for the 2022-2023 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code (hereinafter "School Code"), 24 P.S. §6-687, for the adoption of its proposed and final budget.

3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2022-2023 fiscal year.
 4. The Administration of the District will submit the District's information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five days.
 5. The Administration of the District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
 6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2022-2023 fiscal year.
 7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however:
 - (a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.
 - (b) Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.
 - (c) If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.
- F. As per the recommendation of the administration, approve to enter into a contract with Shanti Project for the 2022 calendar year at a cost of \$35,000.00, funded through PCCD Grant. ([Attachment #12](#))

XI. LEGAL

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on [November 4, 2021](#).

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT