

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, May 8, 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 MEETINGS

- A. Regular school board meeting held on April 11, 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 Education Committee Meeting held on May 1, 2023. ([Attachment #1](#))
 - Minutes of the Policy Committee Meeting held on May 1, 2023. ([Attachment #2](#))
 - Minutes of the Technology/Buildings & Grounds Committee Meeting held on May 1, 2023. ([Attachment #3](#))
 - Minutes of the Finance Committee Meeting held on May 1, 2023. ([Attachment #4](#))
 - Minutes of the Extra and Co-Curricular Meeting held on May 1, 2023. ([Attachment #5](#))

- F. Student Representatives to the Board Report Ms. Victoria Hanna
- G. Solicitor’s Report..... Attorney Jody Mooney
- H. Business Manager’s Report Mrs. Sherri Molitoris
 - 2023-2024 Budget Presentation
- I. Assistant Superintendent’s Report Dr. Tania Stoker
 - ESSER Spending and Monitoring Update
- J. Superintendent’s Report Dr. Matthew J. Link
 - Recognition of Retirees: Sheryl Hegedus, Todd Herzog, Larry Meixsell, James Yadush
 - Recognition of Shawn Green - PSLA Spotlight Librarian
 - National Teacher Appreciation Week – May 8-12, 2023
 - National School Nurse Appreciation Week – May 6-12, 2023
 - Cafeteria Worker Appreciation Day – May 5, 2023
 - National Police Week – May 14-20, 2023
- K. An executive session will be held at 6:30 p.m. at the Northern Lehigh Administration Building Board Conference Room.

IV. PERSONNEL

A. Resignation/Retirement

1. With regret, accept the retirement resignation of Robert Bechtel from his position as custodian at High School, effective June 30, 2023. Mr. Bechtel will be retiring from the Northern Lehigh School District after 5 years of service.
2. Accept the resignation of Tara Trainer from her position as Bookkeeper II, effective May 9, 2023.
3. Accept the resignation of Patrick Wanamaker from his co-curricular position of High School Spring Intramurals, effective immediately.

B. Appointment - Non-Instructional

Kayleigh Snyder* **

Assignment:	Technology Support Technician - Level I
Salary:	\$41,000
Effective:	May 24, 2023

*Pending Verification of Missing Personnel File Items

** 60-Day Probationary Period

C. Co-Curricular Appointments 2023-2024

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Robert Fahler, Jr*.	Head Boys’ Basketball Coach	TBD Based on Final CBA
		Negotiated Agreement

*Pending Verification of Missing Personnel File Items

D. Family Medical Leave

1. Approve the request of employee #1650 to take a family medical leave of absence for their own medical reasons beginning May 17, 2023. Employee requests to use sick days during their leave of absence and plans to return to their current position effective at the start of 2023-2024 school year.
2. Approve the request of employee #7181 to take a family medical leave of absence for their own medical reasons beginning April 28, 2023. Employee is requesting to use available vacation, personal, and sick days during their leave of absence and plans to return to their current position upon release from their attending physician.
3. Approve the request of employee #3490 to take a family medical leave of absence for their own medical reasons beginning March 16, 2023. Employee plans to return to their current position upon release from their attending physician.

E. Substitute

1. Non- Instructional

Motion to appoint the following paraprofessional substitute for the 2022-2023 school year at the 2022-2023 substitute non-instructional rates as approved on the Supplemental Personnel Salary Schedule:

Ingrid Duran

F. Summer Program Positions - Funding through ESSER III Grant

Motion to approve the following individuals to the Open Horizons/I.N.S.P.I.R.E. Summer Program Positions, for the summer of 2023:

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Completion Prog.</u> <u>Prem. Pay</u>
Manuel Gonzalez	Secondary Coord.	\$6,290	up to \$1,000
Susan Beil	Elementary Coord.	\$6,290	up to \$1,000
Kimberly Filipovitz	Instructor	CBA Curr. Rate/Hr.	up to \$1,000
Amy Shonk	Instructor	CBA Curr. Rate/Hr.	up to \$1,000
Blasia Dunham	Instructor	CBA Curr. Rate/Hr.	up to \$1,000
Tamara Stubits	Instructor	CBA Curr. Rate/Hr.	up to \$1,000
Angela Everitt	Instructor	CBA Curr. Rate/Hr.	up to \$1,000
Katlyn Fake	Instructor	CBA Curr. Rate/Hr.	up to \$1,000
Kaitline Kocis	Instructor	CBA Curr. Rate/Hr.	up to \$1,000
Susan Heil	Instructor	CBA Curr. Rate/Hr.	up to \$1,000
Andrea Rosario	Paraprofessional	Hourly Rate	up to \$750
Angie Thomas	Paraprofessional	Hourly Rate	up to \$750
Kassandra Beller	Paraprofessional	Hourly Rate	up to \$750
Denise Minnich	Paraprofessional	Hourly Rate	up to \$750
Jessica Walters	Paraprofessional	Hourly Rate	up to \$750
Jessica Jones	Paraprofessional	Hourly Rate	up to \$750
Megan Farkas	Paraprofessional	Hourly Rate	up to \$750

- G. Motion to approve the following individuals to STEAM Camp positions for the summer of 2023, funding through the Northern Lehigh Education Foundation:

Timothy Weaber	Director	\$2580
Jennifer Butz	Coordinator	\$2220
Tamara Stubits	Instructor	\$1500
Kori Dibilio	Instructor	\$1500
Nicole Nightlinger	Instructor	\$1500
Christine Leslie	Instructor	\$1500

- H. Motion to approve the following individuals to Middle School STEAM Camp positions for the summer of 2023, funding through ESSER III B (Summer Enrichment):

Mary Frank	Instructor	\$1500
Rajeev Gupta	Instructor	\$1500
Jessica Jones	Paraprofessional	Hourly Rate

- I. Motion to approve the following individuals to High School STEAM Camp positions for the summer of 2023, funding through ESSER III B (Summer Enrichment):

Christopher Bennett	Instructor	\$1500
Stephen Shuey	Instructor	\$1500

- J. Summer Programs Nurse

Approve to employ Tracy Hoffman, as the school nurse for Summer STEAM Camp, Open Horizons/I.N.S.P.I.R.E. and ESY Summer Programs for up to 5 hours a day at the Teacher Collective Bargaining Agreement amount of \$30 per hour plus the one-time completion program premium pay of up to \$1000. This will be fully funded through the ESSER III (Learning Loss) grant.

- K. Elementary Summer Band Camp

Approve a tuition free one-week elementary summer band program and also approve a stipend for summer band program director, Steven Jonkman. Mr. Jonkman's stipend will be \$1,000.00 to be paid out of ESSER funds for learning loss. The summer band program will run Monday, August 14, 2023, until Friday, August 18, 2023.

- L. Secondary Summer Band Camp

Approve a tuition free secondary summer band program and also approve a stipend for summer band program director, Mr. David Carroll. Mr. Carroll's stipend will be \$1,000.00 to be paid out of ESSER funds for learning loss. The summer band program will run Monday, August 14, 2023, until Friday, August 18, 2023.

- M. Approve to conduct an Extended School Year (ESY) Program for students with special needs from July 10-27, 2023. The program will run weekly, Monday through Thursday, from 9:00AM-12:00PM. Further approve to employ the following individuals to the listed positions for the ESY program:

<u>Name</u>	<u>Position</u>	<u>Rate</u>	<u>Completion Prog. Prem. Pay</u>
Kayla Perkowski	Instructor	CBA Curr. Rate/Hr.	Up to \$1,000
Ryan Stilwell	Instructor	CBA Curr. Rate/Hr.	Up to \$1,000
Lynn Werley-Olesak	Instructor	CBA Curr. Rate/Hr.	Up to \$1,000
Stephanie Stilwell	Paraprofessional	Hourly Rate	Up to \$750
Sheila White	Paraprofessional	Hourly Rate	Up to \$750
Tara Hengst	Paraprofessional	Hourly Rate	Up to \$750
Heather Kuntz	Paraprofessional	Hourly Rate	Up to \$750
Jennifer Kuhns	Paraprofessional	Hourly Rate	Up to \$750
Robin Blocker	Paraprofessional	Hourly Rate	Up to \$750

- N. Approve to continue to employ Jennifer Haas as transportation paraprofessional for student #2390125. The extended school year program runs June 26-August 4. Approve compensation for three hours per day at her agreed upon 2022-2023 and 2023-2024 hourly rate plus the completion program premium pay of \$750.
- O. As per the recommendation from the administration and the Technology/Buildings and Grounds Committee, approve to allow administration to advertise and hire four (4) summer workers. The rate for summer workers will not exceed \$12.50 per hour.

V. POLICY

A. Board Policy Second Reading

1. Approve school board policy #204 - Attendance - Pupils, as presented after the second reading. ([Attachment #6](#))
2. Approve school board policy #217 - Graduation Requirements - Pupils, as presented after the second reading. ([Attachment #7](#))
3. Approve school board policy #221 - Dress and Grooming - Pupils, as presented after the second reading. ([Attachment #8](#))
4. Approve school board policy #233 - Suspension and Expulsion - Pupils, as presented after the second reading. ([Attachment #9](#))
5. Approve school board policy #339 - Uncompensated Leave - Employees, as presented after the second reading. ([Attachment #10](#))
6. Approve school board policy #810 - Transportation - Operations, as presented after the second reading. ([Attachment #11](#))
7. Approve school board policy #830.1 - Electronic Data Storage - Operations, as presented after the second reading. ([Attachment #12](#))

B Sixth Grade Student Council Initial Club Application

Approve the initial club/activity application for the Slatington Elementary Sixth Grade Student Council Club. This club will adhere to the guidelines within Policy #122. The shared stipend for Amber Wanamaker and Melissa Coppolecchia for the 2023-2024 school year will be \$200.00 (\$100.00/per advisor). ([Attachment #13](#))

C. Student Representative to the Board

Approve Jalah Cook as Student Representative to the Board for the 2023-2024 school year. Jalah Cook has been appointed as the junior representative to the board and will serve from September 2023 through June 2025. Victoria Hanna will serve as the senior student representative to the board until June 2024.

D. Homebound Instruction

It is recommended that the Board of Education grant homebound instruction for an 11th grade student, Student #2490234, for 5 hours per week, effective May 5, 2023 and continuing until approximately the last student day of the 2023-2024 school year..

VI. CONFERENCES

1. Nichole Fink - Orientation to School Food Operations - May 3 & 4, 2023 - PATTAN - Harrisburg, PA - Travel: \$204.36; - Total Approximate Cost: \$ 204.36 Funding: Cafeteria Budget ([Attachment #14](#))
2. Tania Stoker - October 17-20, 2023 - 2023 WIDA Annual Conference - Milwaukee, WI - Registration: \$615.00; Lodging: \$537.00; Travel: \$500.00; Meals:\$90.00 - Total Approximate Cost: \$1,742.00 Funding: Assistant Superintendent Budget 2022/2023 & 2023/2024 ([Attachment #15](#))
3. Allyson DeHart - July 17-19, 2023 - Nonviolent Crisis Intervention - Initial Instructor Training - Allentown, PA - Registration \$4,249.00 - Travel: \$67.47 - Meals - \$45.00 Total \$4,361.47 - Funding: PCCD Mental Health Grant. ([Attachment #16](#))

VII. CURRICULUM AND INSTRUCTION

A. Induction and/or New Teacher Program

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2022-2023 and 2023-2024 school year:

<u>Helping Teacher</u>	<u>Inductee or New Teacher</u>	<u>Stipend</u>
Tammy Fristick	Samuel Yadush	\$800

- B. Approve administration to enter into a partnership agreement with The Pennsylvania State University in order to provide our students with greater options to earn concurrent high school/college credit. The term of the Dual Credit Affiliation Agreement between Northern Lehigh School District and The Pennsylvania State University will be from May 8, 2023, through May 8, 2028. ([Attachment #17](#))
- C. As per the recommendation of the administration, authorize Community Services for Children to operate the Head Start Pre-K program at Peters Elementary School from August 1, 2023 through July 31, 2024. The only obligation to the district is to provide one classroom. ([Attachment #18](#))
- D. Approve to authorize administration to execute an Affiliation Agreement between the Northern Lehigh School District and Mercyhurst University for a teacher preparation program. This program allows pre-service teachers at Mercyhurst University to complete their clinical education experiences in our district. The period for this partnership agreement is September 1, 2023 through August 31, 2028. ([Attachment #19](#))
- E. As per the recommendation of the administration, approve to renew the Renaissance Accelerated Reader, Star Math and Star Reading contract for the 2023-2024 school year at a cost of \$9,800.00 for Slatington Elementary School. Funding through the Slatington Elementary School Budget. ([Attachment #20](#))

VIII. OLD BUSINESS

IX. NEW BUSINESS

- A. As per the recommendation of the administration and Technology, Buildings & Grounds Committee, approve to allow Drum Corps International to utilize the High School, Fields, Field House, and Stadium Complex, on August 4-5, 2023 for Boston Area Crusaders to practice and prepare for their competition in Allentown the evening of August 5, 2023. Their rehearsal in Bulldog Stadium is open to the local community at no cost to spectators.

X. (a) FINANCIAL

- A. Approve the Following Financial [Reports](#):
 - 1. NLSD Investments for the month of April 2023
 - 1. General Fund Account month of April 2023
 - 2. Cafeteria Fund Account month of April 2023
 - 3. NLMS Student Activities/Clubs Accounts month of March & April 2023
 - 4. NLHS Scholarship Account month of April 2023
 - 5. NLHS Student Activities/Clubs Account month of April 2023
- B. Approve the Following List of [Bills](#):
 - 1. General Fund months of April and May, 2023
 - 2. Cafeteria Fund months of April and May, 2023

- C. As per the recommendation of the administration and Technology, Buildings & Grounds Committee, approve the awarding of fuel bid to Diesel Direct Mid-Atlantic LCC with a contract period of July 1, 2023 to June 30, 2024: ([Attachment #21](#))

#2 GRADE FUEL OIL TANK TRANSPORT DELIVERY -- Awarded to Diesel Direct Mid-Atlantic LLC at a firm price of \$2.5933 per gallon (item #3 on bid summary)

#2 GRADE FUEL OIL TANK WAGON DELIVERY -- Awarded to Diesel Direct Mid-Atlantic LLC at a firm price of \$2.9908 per gallon (item #4 on bid summary)

ULTRA LOW SULFUR DIESEL TANK WAGON DELIVERY - Awarded to Diesel Direct Mid-Atlantic LLC at a firm price of \$2.9948 per gallon (item #8 on bid summary)

UNLEADED GASOLINE TANK WAGON DELIVERY -- Awarded to Diesel Direct Mid-Atlantic LLC at a firm price of \$2.5340 per gallon (item #16 on bid summary)

ANTI-GEL WINTERIZATION ADDITIVE - Awarded to Diesel Direct Mid-Atlantic LLC at a firm price of \$0.02 per gallon (item #22 on bid summary)

- D. Per the recommendation of administration, donate one (1) used batting cage each to Emerald Playground Association and Friedens Athletic Association at the conclusion of the spring sports season. Each batting cage has a value of less than \$100.00.
- E. Per the recommendation of administration, approve the sale of boundary fencing at a cost of \$800.00 to Catasauqua Area School District.
- F. Allow administration to sign the CLIU Technology Pool Consortium Agreement for the 2023-2024 school year, cost not to exceed \$792.00. ([Attachment #22](#))
- G. As per the recommendation of the administration and the Technology/Buildings and Grounds Committee, approve the transportation contract at the IRS reimbursement rate with the parent of Student #3190232.

H. School Physicians

Approve to appoint Dr. Nicole Sully and Dr. Amy Gourniak of Parkland Family Health Center as school physicians for the 2023-2024 school year. The fee for grade level physicals will be \$20.00 per physical needed. Consultant services will be provided at no charge.

I. School Dentist

Approve to appoint Dr. Karen Lehman, DDS of Walnutport Dental Center as the school dentist for the 2023-2024 school year at the quoted fee of \$2.00 per dental exam needed.

- J. Per the recommendation of administration, approve the Multi-County School Board resolution urging amendment to mandatory millage rebalancing requirements as interpreted under School Code Section 672.1 as presented ([Attachment #23](#))

K. As per the recommendation from the administration and Technology/Buildings and Grounds Committee, approve the subscription for Fortinet Cybersecurity Training & Awareness Service at no cost to the district. ([Attachment #24](#))

X. (b) FINANCIAL

Election of Treasurer

Election of a Treasurer for the 2023-2024 fiscal year, as required by Section 404 of the Pennsylvania School Code of 1949, as amended.

RECOMMEND That the Board of Education elects _____ as Treasurer for the 2023-2024 fiscal year, effective July 1, 2023 through June 30, 2024.

XI. ADOPTION OF THE PROPOSED FINAL BUDGET FOR 2023-2024

It is recommended that the Board of Education adopts the proposed general fund final budget of the Northern Lehigh School District for the 2023-2024 school year in the amount of \$38,461,590.00. The preliminary budget is adopted with a _____ millage rate for Lehigh County and a _____ millage rate for Northampton County.

XII. ADOPTION OF THE LEGAL NOTICES FOR PER CAPITA TAXES FOR 2023-2024

Legal Notice

Authorize the Secretary to publish a Legal Advertisement notifying every resident or inhabitant within the territorial limits of the school district of Northern Lehigh attaining eighteen (18) years of age, and every resident or inhabitant in said school district to notify the proper Per Capita Tax Enumerator within twelve (12) months of his or her becoming a resident or inhabitant, in accordance with the School Laws of Pennsylvania, Section 680, as amended June 16, 1972, Act 138. The assessors to contact are as follows:

BOROUGH OF WALNUTPORT Annette Lacko – Borough Secretary/Treasurer
Walnutport Borough Building
417 Lincoln Ave. Walnutport, PA 18088
610-767-1322, ext. 101

WASHINGTON TOWNSHIP Joan Jones - LST Tax Clerk
Washington Township Municipal Building
7951 Center St., Emerald, PA 18080
610-767-8108

BOROUGH OF SLATINGTON Daniel Stevens - Borough Manager
125 South Walnut Street
Slatington, PA 18080
610-767-2131

XIII. LEGAL

- A. As per the recommendation of the administration, enter into an agreement with the parents of Student #2190093 in lieu of Free Appropriate Public Education (FAPE) agreement.

XIV. CORRESPONDENCE**XV. INFORMATION**

1. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on [March 20, 2023](#).

XVI. RECOGNITION OF GUESTS**XVII. ADJOURNMENT**