

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, August 8, 2016
Northern Lehigh Administration Building
Board Room
7:30 P.M.



- 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 June 13, 2016.

III. SPECIAL BOARD REPORTS

- A. Carbon Lehigh Intermediate Unit Representative..... Mrs. Gale N. Husack
- B. Lehigh Career and Technical Institute Mr. Gary S. Fedorcha
- C. Legislative Report Mr. Gregory S. Williams
- D. Lehigh Carbon Community College Mr. Mathias J. Green, Jr.
- E. Solicitor's Report Attorney Charles Stopp
- F. Federal and Other Programs Update Mrs. Karen A. Nicholas
 - English/Language Arts K-6 Pilot Study
- G. Business Manager's Report Mrs. Rhonda Frantz
Mrs. Sherri Molitoris
- H. Superintendent's Report Mr. Michael W. Michaels
- I. An executive session will be held at 7:15 p.m. in the Administration Office Conference Room.

IV. PERSONNEL

- A. Resignation/Retirement
 - 1. Accept the resignation of Patricia Bortz from her position as Lunch Room Monitor at Peters Elementary School effective June 9, 2016.
 - 2. Accept the resignation of Tracy Delans from her position as special education instructional aide at Slatington Elementary School effective June 9, 2016.

3. Accept the resignation of Michelle Hock from her position as English Teacher at the Senior High School effective July 27, 2016.
4. Accept the resignation of Gina Orr from her position as Mathematics Teacher at the Middle School effective July 27, 2016.
5. Accept the resignation of Michael Strohl from his position as 5th Grade Elementary Teacher at Slatington Elementary School and football coach effective July 26, 2016.

B. Administrative Transfer

1. Instructional

a. Susan Bachman

From: 4th Grade Teacher Slatington Elementary School
 To: 6th Grade Teacher Slatington Elementary School
 Salary: No change in salary
 Effective: August 22, 2016

b. Jennifer Balliet

From: Temporary Professional Employee
 To: Permanent Substitute Teacher
 Slatington Elementary School 5th Grade Teacher
 replacing Michael Strohl who resigned.
 Salary: \$46,975 (Step 2 Bachelors on the 2016-2017 CBA
 Salary Schedule)
 Effective: November 3, 2016

2. Non-Instructional

a. Janice Herzog

From: Learning Support Paraprofessional at Peters Elementary
 School
 To: Emotional Support Paraprofessional at the Middle School
 Salary: No change in salary
 Effective: August 22, 2016

b. Kimberly Wagner

From: Emotional Support Paraprofessional at the Middle School
 To: PCA for Student #1890025 at the High School
 Salary: No change in salary
 Effective: August 22, 2016

c. Jennifer Haas

From: PCA for Student who graduated
 To: PCA for Student #2590017 at Slatington Elementary School
 Salary: No change in salary
 Effective: August 22, 2016

C. Appointment

1. Instructional

a. Matthew Davis*

Assignment: Professional Employee
 Middle School Math Teacher replacing Gina Orr who
 resigned.
 Salary: \$56,800 (Step 6 Masters on the 2016-2017 CBA Salary
 Schedule)
 Effective: August 22, 2016

* Pending Verification of Missing Personnel File Items

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- b. Tracy Karpowich* Professional Employee
Assignment: High School Learning Support Teacher replacing Amy Zeiser who was transferred to Slatington Elementary School.
Salary: \$53,300 (Step 7 Bachelor's +24 on the 2016-2017 CBA Salary Schedule)
Effective: August 22, 2016
* Pending Verification of Missing Personnel File Items
- c. William Neal* Temporary Professional Employee
Assignment: Slatington Elementary School 3rd Grade Teacher replacing Marilyn Steckel who retired.
Salary: \$55,300 (Step 1 Masters on the 2016-2017 CBA Salary Schedule)
Effective: August 22, 2016
* Pending Verification of Missing Personnel File Items
- d. Nicole Nightlinger* Temporary Professional Employee
Assignment: Middle School Emotional Support Teacher replacing Kayla Perkowski who was transferred to Peters Elementary School.
Salary: \$55,300. (Step 1 Masters on the 2016-2017 CBA Salary Schedule)
Effective: August 22, 2016
* Pending Verification of Missing Personnel File Items
- e. Janelle Scheckler* Temporary Professional Employee
Assignment: High School English Teacher replacing Michelle Hock who resigned.
Salary: \$52,100. (Step 1 Bachelors+24 on the 2016-2017 CBA Salary Schedule)
Effective: August 22, 2016
* Pending Verification of Missing Personnel File Items
- f. Sara Shimer* Temporary Professional Employee
Assignment: Slatington Elementary School 4th Grade Teacher replacing Susan Bachman who was transferred to Slatington Elementary School 6th Grade Teacher.
Salary: \$52,300 (Step 2 Bachelors+24 on the 2016-2017 CBA Salary Schedule)
Effective: August 22, 2016
* Pending Verification of Missing Personnel File Items
- g. Anthony Tulio Temporary Professional Employee
Assignment: Slatington Elementary School 5th Grade Teacher replacing Dawn Mayer who retired.
Salary: \$55,900 (Step 3 Masters on the 2016-2017 CBA Salary Schedule)
Effective: August 22, 2016
* Pending Verification of Missing Personnel File Items
- h. Tayler Urban* Temporary Vacancy Replacement
Assignment: High School English Teacher replacing a teacher on family medical leave.
Salary: Substitute Teacher Rate Days 1-30 at \$120/day; Day 31 and beyond: \$46,875 (Step 1 Bachelors on the 2016-2017 CBA Salary Schedule)
Effective: August 22, 2016
Termination Date: Upon return of full time teacher
* Pending Verification of Missing Personnel File Items

D. Leave of Absence

1. Approve the request of employee #3610 to take a leave of absence for her own medical reasons beginning on August 22, 2016. Employee is requesting to use accumulated sick days. Employee plans to return to her position upon release of her attending physician.
2. Approve the request of employee #2825 to take a medical leave of absence on or about September 11, 2016 for the birth of her first child. Employee is requesting to use 30 sick days. Upon exhaustion of sick days, she is requesting a twelve week Family Medical Leave. Employee will be returning to her teaching position upon release from her attending physician on or about January 23, 2017.

E. Motion to renew the appointment of the following Co-Curricular positions for the 2016-2017 school year.

Susan Bachman	Elementary Scholastic Scrimmage	\$ 463.00
Christopher Barnes	MS Newspaper Advisor	\$ 484.00
Jeremy Battista	MS Yearbook Advisor	\$ 854.00
Christopher Bennett	Assistant Baseball Coach (JV)	\$3,081.00
David Carroll	Senior High Band Advisor	\$5,001.00
David Carroll	MS Band Director	\$ 731.00
Jonathan DeFrain	Senior High Student Council Advisor	\$2,195.00
Jonathan DeFrain	Assistant Softball Coach	\$3,081.00
Ashlie Eckert	Assistant Track Coach	\$3,081.00
Rick Eckhart	MS Jr. Ntl. Honor Society (Shared \$439.00)	\$ 219.50
Scott Gerould	Assistant Track Coach	\$3,081.00
Jason Graver	MS Jr. Ntl. Honor Society (Shared \$439.00)	\$ 219.50
Manny Guedes	MS Spring Intramurals – Weightlifting	\$ 854.00
Todd Herzog	Sr. High Spring Intramurals – Weightlifting	\$ 854.00
Robert Hicks	Head Softball Coach	\$4,866.00
Stephen Hluschak	Assistant Baseball Coach	\$3,081.00
Stephen Hluschak	Sr. High Winter Intramurals – Weightlifting	\$ 854.00
Mark Hoffman	Assistant Softball Coach	\$3,081.00
Andrew Kern	Middle School Web Page Advisor	\$ 427.00
Gregory King	Head Baseball Coach	\$4,866.00
Michael Lehtonen	Sr. High Winter Intramurals – Winter Track	\$ 854.00
Michael Lehtonen	Head Track Coach	\$4,866.00
Derek Long	Assistant Track Coach	\$3,081.00
Jeffrey Miller	Sr. High Fall Intramural – Basketball	\$ 854.00
Nicole Nightlinger	MS Student Council	\$1,320.00
David Oertner	Assistant Track Coach	\$3,081.00
Henry Ojeda	Middle School Coed Soccer Coach	\$2,757.00
MaryAnne S.-Mattiola	Yearbook Advisor	\$2,545.00
Rachel Reiter	MS Chorus Advisor	\$ 731.00
Rachel Reiter	HS Chorus Advisor	\$1,829.00
Joseph Tout	Sr. High Spring Intramurals – Weightlifting	\$ 854.00
Joseph Tout	Sr. High Winter Intramurals – Weightlifting	\$ 854.00
Randal Utsch	Majorette/Band Advisor	\$2,195.00

F. Co-Curricular Volunteers 2016-2017

Kayla Belles*	Assistant Girls' Soccer Coach
Cody Bowman*	Assistant Football Coach
Dylan Hofmann*	Assistant Football Coach
Melissa Levendusky	Assistant Softball Coach
Drake Pristash	Assistant Track Coach

Joseph Seremula Assistant Baseball Coach
 Brian Schell Assistant Softball Coach
 * Pending Verification of Missing Personnel File Items

G. Assistant Athletic Director

Approve to continue the appointment of Joseph Tout as Assistant Athletic Director for the 2016-2017 school year at a stipend of \$3,500.00. He will assist the Athletic Director in all Athletic Director duties and responsibilities and will be responsible for athletic fundraising activities.

H. Game Workers 2016-2017

Motion to renew the appointment of the following list of people as Game Workers for the 2016-2017 school year. Game Workers consist of ticket sellers and takers, game announcers, scoreboard operators, timers, field judges, scorekeepers. Rate of pay is consistent with the rates approved on the 2016-2017 Supplementary Personnel Salary Schedule.

Chris Baumann	Kyle Baumann
Chris Bennett	Terry Bowman
Cody Bowman*	Jennifer Butz
Elizabeth Case	Allison Chruschial
Jonathan DeFrain	Scott DeLong
Alden Farber	Jamie Farber
Kelly Follweiler	Jessica Frew
Scott Gerould	Barry Herman
Stephen Hluschak	Dylan Hofmann*
Patricia Jones	Andrew Kern
Greg King	Mark Lavine
Mike Lehtonen	Derek Long
Vonda Lorson	Steve Martinez
Michael Mengel	Jacqueline Miller
Kathy Nowlin	David Oertner
Kayla Perkowski	David Pristash
Michelle Raber	Kathleen Reese
Dennis Rehrig	Nancy Rehrig
Nicholas Sander	Paula Seiler
James Yadush	Amy Zeiser

* Pending Verification of Missing Personnel File Items

I. 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 2016-2017 school year.

Amber Kuntz
 From: Step 6B+24
 To: Step 6M

J. Professional Contracts

According to Article II – 1108, subsection (b) of the School Code: “a temporary professional employee, initially employed by a school district on or after June 30, 1996, whose work has been certified by the district superintendent to the secretary of the school district, during the last four (4) months of the third year of such service, as being satisfactory, shall thereafter be a professional employee” within the meaning of this article.” Therefore, it is recommended to approve “professional employee” status as per the school code for the following teachers, who have satisfactorily completed three years of service to the Northern Lehigh School District:

Ashlie Eckert
Kayla Perkowski

K. Substitute

1. Instructional

Motion to renew the appointment of the following substitute teachers for the 2016-2017 school year at the 2016-2017 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Thomas Battista – Health & Physical Education
Stephanie Boyer – Special Education PK-8; Elementary K-4
Janet Brostedt – Elementary
James Fisher – Social Studies
Jo Lyn Gazo – Social Studies, Family & Consumer Science, Library Science
Ricky Guth – Citizenship 7-12
Dylan Hofmann* - Health & Physical Education
Dawn Kemery - Elementary
Elena Krupa – Special Education; Early Childhood N-3
Samantha Lilly – Elementary & Special Education
Caitlin Makoul - Elementary & ESL
Andrew Marth – Physics & Mathematics
Helene McGuire-Hein - School Nurse
Patricia Passick – Art K-12
Linda Sarver - Art
Candace Steffie – Elementary
Megan Wagner – Elementary PK-4
Jane Wessner – Elementary

*Pending Verification of Missing Personnel File Items

2. Non-Instructional

a. Motion to renew the appointment of the following individuals as substitute secretaries/aides for the 2016-2017 school year at the 2016-2017 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Davina Blose	Bobbi Jo Reed*
Laura Olinger	Heather Remaley*
Christine Sigley	Janice Wasilkowski
Tina Williams	Claudia Young

*Pending Verification of Missing Documents

- b. Motion to renew the appointment of the following individuals as substitute cafeteria workers for the 2016-2017 school year at the 2016-2017 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Davina Blose	Betty Rowland
Crystal Buck	Christine Sigley
Bobbi Jo Reed*	Janice Wasilkowski
Heather Remaley*	Claudia Young

*Pending Verification of Missing Documents

- c. Motion to renew the appointment of the following individuals as substitute custodians for the 2016-2017 school year at the 2016-2017 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Bobbi Jo Reed*	Franklin Stoss
Eric Schaner	

*Pending Verification of Missing Documents

V. CONFERENCES

VI. POLICY

A. Board Policy Second Reading

1. Approve school board policy #212 – Pupils – Reporting Student Progress, as presented after second reading. (Attachment #1)
2. Approve school board policy #222 – Pupils – Tobacco Use, as presented after second reading. (Attachment #2)
3. Approve school board policy #808 – Operations – Food Services, as presented after second reading. (Attachment #3)
4. Approve school board policy #823 – Operations - Naloxone, as presented after second reading. (Attachment #4)

B. Student-Parent Handbook Changes

1. Approve the changes to the Elementary School Student-Parent Handbook as presented. (Attachment #5)
2. Approve the changes to the Middle School Student-Parent Handbook as presented. (Attachment #6)
3. Approve the changes to the High School Student-Parent Handbook as presented. (Attachment #7)

- C. Approve to authorize proper officials to enter into an agreement for three Northern Lehigh School District special education students to attend Whitehall-Coplay School District in accordance with the promises and covenants contained in the agreement. This agreement is effective for the 2016-2017 school year. (Attachment #8)

VII. CURRICULUM AND INSTRUCTION

- A. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and Behavioral Health Associated Licensed Private Academic School for the purpose of furnishing regular education or special education programs for students for the 2016-2017 school year. (Attachment #9)

- B. Approve to authorize the Superintendent to execute an agreement between the Northern Lehigh School District and the Carbon Lehigh Intermediate Unit #21 in conjunction with Lehigh Valley PBS/WLVT Channel 39, to provide Discovery Streaming education services for the 2016-2017 school year. (Attachment #10)
- C. Approve to authorize the Superintendent to execute a letter of agreement for the 2016-2017 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 #11)
- D. Authorize Community Services for Children to operate the Head Start Pre-K program at Peters Elementary School from September, 2016 through the end of May, 2017. The only obligation to the district is to provide one classroom. (Attachment #12)
- E. Induction Program

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2016-2017 school year:

Helping Teacher	Inductee	Stipend
Kimberly Filipovits	Nicole Nightlinger	\$750.00
Michael Mengel	Anthony Tulio	\$750.00
Amanda Beer	Jennifer Balliet	\$750.00
Jon Prive	Janelle Scheckler	\$750.00
Susan Beil	Ryan Stillwell	\$750.00

VIII. OLD BUSINESS

IX. NEW BUSINESS

Approve the contract for the Assistant Superintendent, Karen A. Nicholas, as presented. (Distributed to Board Members Only)

X. FINANCIAL

- A. Approve the Following Financial Reports:
 - 1. General Fund month of June (Unaudited)
 - 2. NLMS Student Activities Account month of June (Unaudited)
 - 3. NLHS Student Activities and Scholarship Account month of June (Unaudited)
- B. Approve the Following List of Bills:
 - 1. General Fund months of June, July & August 2016
 - 2. Cafeteria Fund months of June & July, 2016
 - 3. Refreshment Stand month of June 2016
 - 4. Capital Projects months of July & August, 2016
- C. Approve the request of the senior high school to close the following accounts due to no activity and/or advisors for the past 3-5 years. The monies will be transferred to the Student Council account.

Band - \$14.14
 Interact Club - \$1,267.08
 Peer Helpers - \$255.44
Total - \$1,536.66

- D. Approve the request of the middle school to close the Market Day Account due to the termination of the program. The account balance is \$5,093.40 and the funds will be transferred to the Student Council account.
- E. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #13)
- F. Appoint Axis Insurance Company as the 2016-2017 Student Accident and Athletic Insurance Carrier. The renewal rate is \$21,535.00, to include all interscholastic sports, band and cheerleading. Voluntary school coverage is \$22.00 for the school time rate and \$88.00 for the 24-hour rate.
- G. School Dentist
- Approve to appoint Dr. Harry Shleifer of Broadway Family Dentistry as the school dentist for the 2016-2017 school year at the quoted fee of \$1.00 per dental exam needed.
- H. School Physician
- Approve to appoint Dr. Nicole Sully and Dr. Amy Gourniak of Parkland Family Health Center as school physicians for the 2016-2017 school year. The fee for grade level physicals will be \$20.00 per physical needed. Consultant services will be provided at no charge.
- I. Summer Band Camp
- Approve to employ Nurse Tracy Hoffman, at a rate of \$30.00 per hour; 2.5 hours/day, from August 15-19, 2016. Approve to employ Instructional Assistant, Robin Blocker, at a rate of \$11.99 per hour, 2.5 hours/day, from August 15-19, 2016.
- J. Approve a five year service agreement (July 1, 2016 – June 30, 2021) with Altronics Security Systems for monitoring of burglar alarm systems and recorded openings/closings for the 4 district school buildings and field house. Total cost for service for the 2016-2017 school year is \$2,937.50, for 2017-2018 is \$3,025.50, for 2018-2019 is \$3,116.25, for 2019-2020 is \$3,209.75 and for the 2020-2021 school year is \$3,306.00. (Attachment #14)
- K. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and Epic Health Services, Inc., for the purpose of providing Behavior Analytic Services for the 2016-2017 school year at a cost of \$120/hour for PhD and Clinical Director Services and \$95/hour for Master's Level Services. (Attachment #15)
- L. Award the bid for the field house hot water heater to L&R Associates at a cost of \$39,200. This project was budgeted in the 2016-2017 general fund budget.

XI. LEGAL**XII. CORRESPONDENCE****XIII. INFORMATION**

- A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on May 25, 2016.
- B. Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on May 16, 2016 and June 20, 2016.

C. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on May 16, 2016 and June 2, 2016.

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT