



AGENDA

For The
Board of School Directors
Of The



Northern Lehigh School District



Regular Meeting
Tuesday, December 3, 2019
7:00 P.M.
Northern Lehigh School District
Middle School Auditorium
600 N. Diamond Street
Slatington, PA 18080

Executive Session
Middle School
Auditorium
After Regular Meeting

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Tuesday, December 3, 2019
Northern Lehigh Administration Building
Board Room
7:00 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 MEETING

- A. Regular School Board Meeting held on November 11, 2019.

III. SPECIAL BOARD REPORTS

- A. Carbon Lehigh Intermediate Unit Mrs. Gale N. Husack
- B. Lehigh Career and Technical Institute Mr. Gary S. Fedorcha
 - > Appoint Gary S. Fedorcha LCTI representative for the term December 2019 – December 2022
- C. Legislative Report Mrs. Michelle M. Heckman
- D. Lehigh Carbon Community College Mr. Mathias J. Green, Jr.
- E. Student Representatives to the Board Report..... Ms. Madison Hoffman
Mr. Aldan Williams
- F. Solicitor's Report Attorney Keith Strohl
- G. Assistant Superintendent Dr. Tania Stoker
- H. Business Manager's Report Mrs. Sherri Molitoris
Mrs. Rhonda Frantz
 - > Act 1 Tax Levy Resolution
- I. Superintendent's Report..... Mr. Matthew J. Link
- J. An executive session will be held immediately following the regular meeting in the Middle School Auditorium.

IV. PERSONNEL
A. Retirement/Resignation

1. With regret, accept the retirement resignation of Theresa Hall from her position as Slatington Elementary School Cook's Helper, effective November 19, 2019.
2. Accept the resignation of Jacen Nalesnik from his position as district-wide permanent substitute teacher, effective December 20, 2019.

B. Appointment -Non-instructional

1. Anthony Staivecki*

Assignment:	High School Cafeteria/Hall Monitor
Salary:	\$11.20 per hour; 4 hours per day, 180 days per year
Effective:	December 4, 2019

*60 Working Day Probationary Period
 *Pending Verification of Personnel Items

C. Family Medical Leave

Approve the request of employee #5100 to take a family medical leave of absence beginning on or about December 4, 2019 until the end of the first semester of the 2019-2020 school year.

D. Sabbatical Leave

Approve the request of employee #5100 to take a Compensated Sabbatical Leave for the second half of the 2019-2020 school year.

E. Brandywine Transportation Bus Drivers

Motion to approve the following bus drivers from Brandywine Transportation to transport Northern Lehigh School District students for the 2019-2020 school year:

Amy Shrout

F. Game Workers 2019-2020

Motion to appoint the following individual as a Game Worker for the 2019-2020 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 2019-2020 Supplemental Personnel Salary Schedule:

Brent Herzog

G. Co-Curricular Appointment 2019-2020

Jacob Schneck	MS Boys' Basketball Coach	\$4,935.00
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H. Co-Curricular Volunteers 2019-2020

Chad Grover	Assistant Wrestling Coach
Tim Whalen	Assistant Wrestling Coach
Jason Schneck*	Assistant Boys' Basketball Coach (MS)

*Pending Verification of Personnel Items

V. POLICY

Board Policy Second Reading

Approve school board policy #709 – Property - Building Security, as presented after second reading. (Attachment #1)

VI. CONFERENCES

Sherri Molitoris – 34th Annual PASPA Conference – February 26 - February 28, 2020 – Harrisburg-Hershey Sheraton Hotel – Harrisburg, PA – Registration: \$495.00; Lodging: \$210.00; Meals: \$75.00; Travel: \$97.44 – Total Approximate Cost: \$877.44 - Business Office & Human Resources Budget (Attachment #2)

VII. CURRICULUM AND INSTRUCTION

- A. Authorize administration to enter into an agreement with the United Way of the Greater Lehigh Valley to provide trauma-informed care training to selected Northern Lehigh School District staff to create a more resilient community. The project is funded through a PCCD grant through the United Way of the Greater Lehigh Valley. (Attachment #3)
- B. Approve to authorize proper officials to execute an Affiliation Agreement between Northern Lehigh School District and East Stroudsburg University for a teacher preparation program. This program allows students at East Stroudsburg University to student teach in our district in order for them to complete their practicum hours needed for graduation. This agreement will commence on December, 2019 and will end December, 2024. (Attachment #4)

VIII. OLD BUSINESS

IX. NEW BUSINESS

Early Retirement Incentive Plan for 2019-2020

Approve to develop an Early Retirement Incentive Plan, for all eligible professional employees, on a voluntary basis, for the 2019-2020 school year.

X. FINANCIAL

- A. Approve the Following List of Bills:
 - 1. General Fund months of November & December, 2019
 - 2. Cafeteria Fund month of November & December, 2019
- B. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented.(Attachment #5)

- C. Approve to terminate the agreement for third party procurement services for the procurement of school food service commercial and commodity foods and supplies between the Northern Lehigh School District and K12 Services, Inc., that was originally signed at the February 13, 2017 board meeting, effective December 31, 2019.
- D. Authorize Administration to enter into a one year agreement with Clearvu School Services, LCC, for third party procurement specialist services for the procurement of school food service commercial and commodity foods and supplies in accordance with the Le-Nor-Co Purchasing Cooperative Request for Proposals effective January 1, 2020. (Attachment #6)
- E. Authorize administration to enter into an agreement with WGL Energy Services, Inc., for the sale and delivery of electricity at a fixed rate of .03192/kwh for the term July 2021 to July, 2023. (Attachment #7)
- F. 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 2020-2021 fiscal year is 3.5%;

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 2020-2021 fiscal year by more than its index.

AND NOW, on this 3rd day of December, 2019, 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 2020-2021 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 2020-2021 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 after the Board's adoption of this Resolution.

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 2020-2021 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.

XI. LEGAL

Approve to appoint the law firm of Steckel & Stopp as solicitors for the Northern Lehigh School District for 2020. The hourly rate will be \$135.00 per hour for general services, litigation related services will be \$153.00 per hour, and the hourly rate for staff will be \$105.00 per hour. General service and litigation rates represent a \$3/hour increase over last year's rates and staff hourly rates represent a \$2/hour increase over last year's rates. Further approve the retainer fee for 2020 at \$2,050.00. There is no increase over last year's rate.

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on October 21, 2019.

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT