

**NORTHERN LEHIGH SCHOOL DISTRICT  
 Regular School Board Meeting  
 Monday, February 13, 2017  
 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 January 9, 2017.

**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. Debra L. Bower
- D. Lehigh Carbon Community College ..... Mr. Mathias J. Green, Jr.
- E. Committee Reports and/or Meetings
  - Minutes of the Education/Policy Committee Meeting held on February 6, 2017  
(Attachment #1)
- F. Student Representatives to the Board Report ..... Ms. Karlyna Kemery  
Ms. Tori Csanadi
- G. Solicitor's Report ..... Attorney Charles Stopp
- H. Business Manager's Report ..... Mrs. Sherri Molitoris  
Mrs. Rhonda Frantz
  - 2017-208 LCCC Operating, Debt Services, and Capital Expenditures Budgets
  - 2017-2018 CLIU #21 Operational and Programs Services Budget
  - 2017-2018 LCTI General Fund and Academic Center Budgets
- I. Federal and Other Programs Update ..... Mrs. Karen A. Nicholas
  - Midyear ELA Elementary Pilot Study Review

- J. Superintendent's Report ..... Mr. Michael W. Michaels
  - National School Counselor's Week – February 6-10, 2017
  - Graduation Date: June 9, 2017

K. An executive session will be held at 6:45 p.m. in the Administration Office Conference Room.

**IV. PERSONNEL**

A. Retirement/Resignation

1. Accept the retirement resignation of Robert Kroboth from his position as High School Middle Shift Custodian, effective the end of the work day, January 31, 2018. Contract language states that custodial/maintenance employees who have worked for the district more than 20 years and give notice to the district of retirement 12 ½ months prior to retirement date shall receive an additional \$500.00 upon retirement. Mr. Kroboth will retire in January, 2018, after 27 years of service at Northern Lehigh School District.
2. Accept the resignation of Kris Ahner, High School Transitional Learning Support Teacher, effective the end of the contractual work day of the 2016-2017 school year.

B. Appointment -Instructional

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|---|--|
| <ol style="list-style-type: none"> <li>1. Sarah Fink</li> </ol> | Temporary Vacancy Replacement  |
| Assignment:   | Slatington Elementary School 4th Grade Teacher replacing an employee on family medical leave.                                  |
| Salary:   | Substitute Teacher Rate Days 1-30; Day 31 and beyond \$46,875 prorated (Step 1 Bachelors on the 2016-2017 CBA Salary Schedule) |
| Effective:  | On or about February 21, 2017  |
| Termination Date:   | On or about May 12, 2017   |

C. Approve the following individuals as District Wide Temporary Vacancy Replacement Permanent Substitute Teachers for the remainder of the 2016-2017 school year replacing permanent substitutes in full time teaching positions until the end of the year. They will be paid a daily per diem rate of \$120 and will receive district health benefits according to the Affordable Care Act regulations with co-payment amounts equivalent to that of district personnel.

Dakota Miller  
Scott Valentine

D. Game Workers 2016-2017

Motion to appoint the following 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.

Matthew Davis  
Robyn Pristash

E. Substitute

1. Non-Instructional

Approve the following individual as substitute secretary/aide for the 2016-2017 school year at the 2016-2017 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Kelsey Follweiler\*

\*Pending Verification of Missing Personnel File Items

V. POLICY

A. Field Trips

1. Spanish Club – High School – New York City, NY – March 30, 2017 – This trip is fully funded by Spanish Club Students.
2. Senior Class Trip – High School - Six Flags Great Adventure – Jackson, NJ – May 26, 2017 – This trip is fully funded by Class of 2017 Students.
3. National Honor Society – Ellis Island – New York City, NY – June 2, 2017 – This trip is fully funded by National Honor Society Students.

B. Board Policy First Reading

1. Approve school board policy #103 – Programs – Nondiscrimination in School and Classroom Practices, as presented after first reading. (**Attachment #2**)
2. Approve school board policy #248 – Pupils – Unlawful Harassment, as presented after first reading. (**Attachment #3**)
3. Approve school board policy #251 – Pupils - Homeless Students, as presented after first reading. (**Attachment #4**)
4. Approve school board policy #255 – Pupils – Educational Stability for Children in Foster Care, as presented after first reading. (**Attachment #5**)
5. Approve school board policy #348 – Employees – Unlawful Harassment, as presented after first reading. (**Attachment #6**)

VI. CONFERENCES

- A. Michele Dotta – PDE Conference 2017 Making a Difference: Educational Practices that Work! – March 9-10, 2017 – Hershey Lodge & Convention Center – Hershey, PA – Registration: \$139.00; Lodging: \$143.19; Meals: \$33.00, Travel: \$83.00 – Total Approximate Cost: \$398.19 – Funding: Special Education Budget (**Attachment #7**)
- B. Lynn Haab –PSEA 2017 Special Education Conference - March 3-4, 2017 – Omni Bedford, Springs Resorts – Bedford, PA - Registration: \$30.00; Travel: \$196.88 – Total Approximate Cost: \$226.88 – Funding Curriculum & Instruction Budget (**Attachment #8**)
- C. Sherri Molitoris – 31<sup>st</sup> Annual PASPA Conference: War Stories II, The Battle Continues – March 1-3, 2017 – Harrisburg-Hershey Sheraton Hotel – Harrisburg, PA – Registration: \$645.00; Lodging: \$197.58; Travel: \$90.52 – Total Approximate Cost: \$933.10 – Funding: Business Office Budget (**Attachment #9**)
- D. Krystle-Dawn Tiedeman – Pennsylvania Excellence in eLearning Forum – March 16-17, 2017

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- Sands Resort – Bethlehem, PA. There is no cost for this conference. (Attachment #10)

**VII. CURRICULUM AND INSTRUCTION**

- A. Approve the High School Program of Studies Book for 2017-2018 school year as presented and recommended by Administration. (Distributed to Board Members Only).

**VIII. OLD BUSINESS**

**IX. NEW BUSINESS**

**X. (a) FINANCIAL**

- A. Approve the Following Financial Reports:
1. General Fund Account month of December
  2. NLMS Student Activities Account month of December
  3. NLHS Student Activities and Scholarship Account month of December
- B. Approve the Following List of Bills:
1. General Fund months of January and February
  2. Refreshment Stand month of January
  3. Cafeteria Fund months of January and February

**C. Lehigh Carbon Community College 2017-2018 Budget**

Approve a resolution regarding the 2017-2018 Lehigh Carbon Community College Sponsor contribution Budget. Total expenditures equal \$6,186,337.00 which represents no change over the 2016-2017 budget. Northern Lehigh's share of the total budget is \$197,196.00, a decrease of \$8,488.00 or (-4.1%). A copy of the budget was distributed electronically January 5, 2017.

**D. Carbon Lehigh Intermediate Unit 2017-2018 Budget**

Approve a resolution regarding the 2017-2018 Carbon Lehigh Intermediate Unit Operational and Program Services budget. Total expenditures equal \$3,212,643.00 an increase of \$78,510.00 over the 2016-2017 budget. Northern Lehigh's share is proposed to be \$19,785.00 an increase of \$7.00 from the 2016-2017 budget. A copy of the budget was distributed electronically February 1, 2017.

**E. Lehigh Career & Technical Institute 2017-2018 Budget**

Approve a resolution regarding the Lehigh Career & Technical Institute general fund budget and Academic Center expenditures for the 2017-2018 school year. The general fund budget total is \$26,259,100.00 an increase of \$651,800. Northern Lehigh School District's portion of the 2017-2018 general fund budget is \$904,889 a decrease of \$8,188.00. The expenditures for the Academic Center budget for the period of July 1, 2017 through June 30, 2018 total \$1,746,300.00 an increase of \$88,800.00. There is no cost to Northern Lehigh School District for the Academic Center budget. A copy of the budget was distributed to board members electronically February 7, 2017.

- F. Accept the 2015-2016 audit and management report for the single audit ending June 30, 2016. A copy of the audit was distributed at the January 9, 2017 school board meeting.

- G. Authorize Administration to enter into a three year agreement with K12 Services, Inc., for

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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. (Attachment #11)

X. **(b) FINANCIAL**

- A. Authorize Administration to enter into a contract with KCBA Architects to design, engineer and assist with the bidding of upgrades to secure front building entrances at a cost not to exceed \$50,000.00.
- B. Authorize Administration to enter into a contract with Snyder Hoffman and Associates to design, engineer and assist with the bidding of the waste water lift station replacement at the High School at a cost not to exceed \$5,610.00.
- C. Authorize Administration to enter into a contract with Snyder Hoffman and Associates to design, engineer and assist with the bidding of the oil tank replacement at the Middle School and High School at a cost not to exceed \$16,320.00.
- D. Authorize Administration to enter into a contract with Center Stage Lighting & Rigging, Inc., to design, engineer and assist with the High School stage upgrade and replacement of the curtains, lighting and rigging at a cost not to exceed \$8,000.00.

XI. **LEGAL**

XII. **CORRESPONDENCE**

XIII. **INFORMATION**

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on December 19, 2016.
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on December 1, 2016 and January 5, 2017.
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on December 14, 2016.

XIV. **RECOGNITION OF GUESTS**

XV. **ADJOURNMENT**