

# AGENDA



**Northern Lehigh School District  
Board of  
School Directors**

## **REGULAR SCHOOL BOARD MEETING**

**Monday, November 12, 2018  
7:30 P.M.**

**Northern Lehigh School District  
Administration Office Board Room  
1201 Shadow Oaks Lane  
Slatington, PA 18080**

**Executive Session  
Administration Office Conference Room  
6:30 PM**

**NORTHERN LEHIGH SCHOOL DISTRICT  
 Regular School Board Meeting  
 Monday, November 12, 2018  
 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. VACANT BOARD MEMBER SEAT**

- A. Discussion, Nominations and Possible Appointment.

**III. REVIEW AND APPROVAL OF THE MINUTES OF THE PRECEDING MEETING**

- A. Regular school board meeting held on October 8, 2018. (Minutes)

**IV. 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
  - Minutes of the Education/Policy Committee Meeting held on November 5, 2018 (Attachment #1)
  - Minutes of the Community Relations Committee Meeting held on November 5, 2018 (Attachment #2)
  - Minutes of the Technology/Buildings and Grounds Committee Meeting held on November 7, 2018 (Attachment #3)
  - Minutes of the Finance Committee Meeting held on November 7, 2018 (Attachment #4)
- F. Student Representatives to the Board Report..... Mr. Preston Kemery  
 Ms. Madison Hoffman
- G. Solicitor's Report ..... Attorney Keith Strohl
- H. Assistant to the Superintendent ..... Dr. Tania Stoker

- I. Business Manager’s Report ..... Mrs. Sherri Molitoris  
     ➤ State Audit ..... Mrs. Rhonda Frantz

- J. Superintendent’s Report..... Mr. Matthew J. Link
  - Disc Golf Donation
  - American Education Week – November 12-16, 2018
  - **Announcement:** Holiday Dinner – Monday, December 3, 2018 at 6:00 p.m. - Middle School Annex
  - **Reminder:** December 3, 2018 School Board Reorganization Meeting at 7:15 p.m. – Regular School Board Meeting at 7:30 p.m. – No December Committee meetings
  - Presentation by Integrated Security Systems
  - Presentation by McClure Company

K. An executive session will be held at 6:30 p.m. in the Administration Office Conference Room.

**V. PERSONNEL**

**A. Resignation/Retirement**

1. Accept the resignation of Charles Chamberlain from his position as High School Cafeteria Monitor, effective Wednesday, October 24, 2018.
2. Accept the resignation of Andrea Sicora from her position as Peters Elementary Emotional Support Paraprofessional, effective the end of the work day, Friday, December 21, 2018.
3. With regret, accept the retirement resignation of JoAnn Wasilkowski from her position as High School Math Teacher, effective January 23, 2019. Mrs. Wasilkowski will be retiring from the Northern Lehigh School District with 19 years of service.

**B. Administrative Transfer - Non-Instructional**

1. Judy VanHorn
 

From:	Slatington Elementary Cook’s Helper
To:	Peters Elementary Cook’s Helper
Salary:	No change in salary
Effective:	November 12, 2018
  
2. Tifani Weber
 

From:	Peters Elementary Cook’s Helper
To:	Slatington Elementary Cook’s Helper
Salary:	No change in salary
Effective:	November 12, 2018

**C. Appointment - Non-instructional**

1. Jessica Walters\*
 

Assignment:	Slatington Elementary Classroom Paraprofessional
Salary:	\$12.28 per Hour; 5 ¾ Hours per day; 5 Days per Week/180 Days per year
Effective:	November 5, 2018

\*60 Working Day Probationary Period

- 2. Kelly Nikisher\*  
 Assignment: Second Shift Custodian Slatington Elementary School  
 Salary: \$13.55 Per Hour 2:30 p.m. -11:00 p.m., 5 Days/Week  
 Effective: November 13, 2018  
 \*60 Working Day Probationary Period

D. Family Medical Leave

Approve the request of employee #3280 to take an intermittent family medical leave of absence to care for a family member.

E. Brandywine Transportation Bus Drivers

Motion to approve the following bus drivers from Brandywine Transportation to transport Northern Lehigh School District students for the 2018-2019 school year:

- |                   |                |
|-------------------|----------------|
| David Bilheimer   | Denise Hoadley |
| Richard Bowman    | Linda Neff     |
| Schelene Fritzing | Melissa Strohl |

F. Substitute Non-Instructional

Motion to appoint the following individual as substitute instructional aide for the 2018-2019 school year at the 2018-2019 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Corinna Varilek

G. Co-Curricular Resignation

Accept the resignation of Robert Hicks from his position as Head Softball Coach for the 2018-2019 season.

H. Co-Curricular Change of Status

Approve the motion to change the status of Shelby Bailey, MS Student Council Advisor – \$1,373.00 which was originally approved at the August 13, 2018 board meeting, to MS Student Council Advisor - Shared Stipend - \$783.00 for the 2018-2019 school year.

I. Co-Curricular Appointment 2018-2019

Amanda Bariana	MS Student Council - Shared Stipend	\$590.00
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J. Co-Curricular Volunteers 2018-2019

- |                 |                                      |
|-----------------|--------------------------------------|
| Andrew Arnold   | Assistant Wrestling Coach            |
| Marijo Whalen   | Assistant MS Girls' Basketball Coach |
| Frank Heffernan | Assistant Wrestling Coach            |

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**VI. POLICY****A. Board Policy First Reading**

1. Approve school board policy #006 – Local Board Procedures - Meetings, as presented after first reading. (Attachment #5)
2. Approve school board policy #303 – Employees - Nepotism, as presented after first reading. (Attachment #6)
3. Approve school board policy #806 – Operations - Child Abuse, as presented after first reading. (Attachment #7)

**B. Sons of Liberty Club**

Approve the initial club/activity application for the Middle School Sons of Liberty Club. This club is a precursor to the High School Patriot Club. The club will promote patriotism and students will raise/lower flags at the Middle School. The club will meet twice per month from 2:15 p.m. - 3:00 p.m., or as needed. This club will adhere to the guidelines within Policy #122. (Attachment #8)

**VII. CONFERENCES**

- A. Bryan Geist – 52nd Annual Pennsylvania State Athletic Directors Association Conference – March 19-22, 2019 – Hershey Lodge, Hershey, PA – Registration: \$250.00, Lodging: \$399.60, Meals: \$115.00, Travel: \$86.11 – Total Approximate Cost: \$850.71 – Funding: Athletic Department Budget (Attachment #9)

**VIII. CURRICULUM AND INSTRUCTION****IX. OLD BUSINESS****X. NEW BUSINESS**

Approve authorize proper officials to execute a five year Field Experience Agreement between the Northern Lehigh School District and Wilkes University for an Internship, Practicum, and Clinical experience program. (Attachment #10)

**XI. FINANCIAL****A. Approve the Following Financial Reports:**

1. General Fund Account months of June - October, 2018 (Audited)
2. NLMS Student Activities Account month of October, 2018
3. NLHS Student Activities and Scholarship Account month of October, 2018
4. Cafeteria Fund months of June - October, 2018
5. Capital Construction Fund months of June - October, 2018

**B. Approve the Following List of Bills:**

1. General Fund months of October & November, 2018
2. Cafeteria Fund months of October & November, 2018
3. Capital Construction Fund month of October, 2018

- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #11)

- D. Approve the resolution directing Northampton County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented. (Attachment #12)
- E. Approve the resolution directing Lehigh County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented. (Attachment #13)
- F. Approve to pay for PSBA twenty-four hour accident insurance for administrators at a cost of \$35.50 per administrator per year for the 2018-2019 school year to be paid from the Superintendent's budget.
- G. Approve the Use of Funds Agreement with CLIU #21 for IDEA Part B, Section 611 pass through funds for the 2018-2019 school year in the amount of \$277,884.93. (Attachment #14)
- H. Approve the Use of Funds Agreement with CLIU #21 for IDEA Part B, Section 619 pass through funds for the 2018-2019 school year in the amount of \$3,068.00. (Attachment #15)
- I. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and Westmoreland Intermediate Unit, for the purposes of providing compliance software and Fraud Check Services, which would meet all compliance requirements by PDE, at a yearly cost of \$1,000.00. The cost for November 1, 2018 - June 30, 2019 will be a prorated rate of \$500.00. (Attachment #16)
- J. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and Integrated Security Systems, for the purpose of providing a vulnerability assessment, training and emergency operations plan at a cost of \$20,000.00 to be paid from the 2018-2019 PDE Safe Schools Program Grant. (Attachment #17)
- K. The Board of Education approves the McClure Company to complete all necessary planning and cost projections for the renovation of four (4) high school science lab classrooms, removal and relocation of the 2nd floor locker banks to the 3rd floor, and the addition of \_\_\_\_\_ traditional classrooms where the locker banks were originally housed.
- L. Approve the Commonwealth of Pennsylvania Performance Audit Report for years beginning July 1, 2013 and ending June 30, 2017. (Distributed to all Board Members via email 11-8-18)
- M. Approve to designate Fund Balance ending June 30, 2018 as follows:

<b>1. Committed Fund Balance For:</b>	
a. Health Insurance Premiums	\$1,508,773.00
b. PSERS Increase	\$2,148,178.00
<b>Total Committed:</b>	<b>\$3,656,951.00</b>
<b>2. Assigned Fund Balance:</b>	
Assigned Current Year Usage	\$2,320,736.00
Technology	\$ 846,673.31
Replacement Equipment	\$ 940,067.00
Long Range Maintenance	\$2,283,183.00
<b>Total Assigned:</b>	<b>\$6,390,659.31</b>
<b>3. Unassigned Fund Balance</b>	<b>\$1,315,161.05</b>
<b>4. Restricted Fund Balance:</b>	<b>\$ 1,199.74</b>

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5. Nonspendable	\$ 26,358.70
6. Total Fund Balance	\$11,390,329.80

**XII. LEGAL****XIII. CORRESPONDENCE****XIV. INFORMATION**

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on September 17, 2018.
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on September 6, 2018 and October 4, 2018.
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on September 26, 2018.

**XV. RECOGNITION OF GUESTS****XVI. ADJOURNMENT**