

**NORTHERN LEHIGH SCHOOL DISTRICT**  
**Regular School Board Meeting**  
**Monday, September 13, 2021**  
**Northern Lehigh Middle School**  
**Auditorium**  
**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. Moment of Silence for 9/11 Remembrance.
- E. Roll Call
- F. Public Comment -- Restricted to Agenda Items.

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

- A. Regular school board meeting held on August 9, 2021. (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. 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 September 7, 2021 (Attachment #1)
  - > Minutes of the Community Relations Committee Meeting held on September 7, 2021 (Attachment #2)
  - > Minutes of the Technology/Buildings and Grounds Committee Meeting held on September 8, 2021 (Attachment #3)
  - > Minutes of the Finance Committee Meeting held on September 8, 2021 (Attachment #4)
- F. Student Representatives to the Board Report..... Ms. Paige Craddock  
Ms. Danielle Dougherty
- G. Solicitor's Report ..... Attorney Kristine Roddick

- H. Assistant Superintendent ..... Dr. Tania Stoker
  - ESSER Grants Update
  
- I. Business Manager’s Report ..... Mrs. Sherri Molitoris  
Mrs. Rhonda Frantz
  
- J. Superintendent’s Report..... Mr. Matthew J. Link
  - Welcome – Ceremonial Oath Danielle Dougherty (Jr. Representative)
  - Opening of Schools
  - Third Day Enrollment
  - Recognition of Award to Ms. Jennifer Butz
  - Recognition of to Mr. Todd Breiner’s Induction
  
- K. An executive session will be held at 6:00 p.m. at the Middle School Library.  
An executive session was held at 6:00 p.m. via Google Meet on August 26, 2021 for personnel.

**IV. PERSONNEL**

A. Resignation/Retirement

1. With regret, accept the retirement resignation of Robyn Pristash from her position as Peters Elementary Office Paraprofessional, effective immediately.
  
2. With regret, accept the retirement resignation of Susan Bahnick from her position as Food Services Director, effective December 31, 2021.
  
2. Accept the resignation of Denise Minnich from her position as Slatington Elementary Cafeteria/Hall Monitor, effective immediately.
  
3. Accept the resignation of Timothy Weaber from his position as Slatington Elementary Yearbook Advisor, effective immediately.
  
4. Accept the resignation of Sarah Kunkel from her position as Spanish Club Advisor at the high school, effective immediately.
  
5. Accept the resignation of Kimberly Seler from her position as Head Field Hockey Coach, effective immediately.
  
6. Accept the resignation of Jennifer Bittenbender from her position as Slatington Elementary Instructional Paraprofessional, effective immediately.
  
7. Accept the resignation of David Pristash from his position as a Game Worker, effective immediately.

B. Administrative Transfers - Non-Instructional

1. Dawn Nagy
 

From:	Cook’s Helper - Peters Elementary
To:	Cook’s Helper - Slatington Elementary
Salary:	No change in salary
Effective:	August 24, 2021

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2. Sheila White
    - From: Instructional Paraprofessional - Slatington Elementary
    - To: Instructional Paraprofessional - Peters Elementary
    - Salary: No change in salary
    - Effective: August 24, 2021
  
  3. Kimberly Deprill
    - From: Instructional Paraprofessional - Peters Elementary
    - To: Instructional Paraprofessional - Slatington Elementary
    - Salary: No change in salary
    - Effective: August 24, 2021
  
  4. Jody Remaley
    - From: Instructional Paraprofessional - Peters Elementary
    - To: Instructional Paraprofessional - Slatington Elementary
    - Salary: No change in salary
    - Effective: August 24, 2021

C. Appointment - Non-Instructional

1. Melissa Armbruster\*
  - Assignment: Slatington Elementary Office Paraprofessional
  - Salary: \$13.87/hour
  - Effective: August 23, 2021
  - \*60 Working Day Probationary Period
  
2. Jessica Eckroth\*
  - Assignment: Cook's Helper - Middle School
  - Salary: \$13.50/hour
  - Effective: September 20, 2021
  - \*60 Working Day Probationary Period
  - \*Pending Verification of Missing Personnel File Items
  
3. Julia Gittins\*
  - Assignment: Cook's Helper - Peters Elementary
  - Salary: \$13.50/hour
  - Effective: August 30, 2021
  - \*60 Working Day Probationary Period
  - \*Pending Verification of Missing Personnel File Items
  
4. Patricia Guedes\*
  - Assignment: Building Monitor - High School
  - Salary: \$13.87/hour
  - Effective: August 24, 2021
  - \*60 Working Day Probationary Period
  
5. Janna Seip\*
  - Assignment: Peters Elementary Office Paraprofessional
  - Salary: \$13.87/hour
  - Effective: August 24, 2021
  - \*60 Working Day Probationary Period
  - \*Pending Verification of Missing Personnel File Items

6. Tara Trainer\*

Assignment: Accounts Receivable Bookkeeper  
 Salary: \$31,518 (prorated)  
 Effective: September 13, 2021

\*60 Working Day Probationary Period  
 \*Pending Verification of Missing Personnel File Items

7. Kimberly Suskevich\*

Assignment: Cafeteria/Hall Monitor - Slatington Elementary  
 Salary: \$13.87/hour  
 Effective: On or about September 13, 2021

\*60 Working Day Probationary Period  
 \*Pending Verification of Missing Personnel File Items

D. Co-Curricular Appointments 2021-2022

Manuel Gonzalez	Spanish Club - HS	\$612
Manuel Gonzalez	Freshman Class Advisor	\$720
Christopher McCarty	Freshman Class Advisor	\$720
Blasia Dunham	Sophomore Class Advisor	\$726
Gabryella Wilder	Sophomore Class Advisor	\$726
Megan Leadbetter	Head Field Hockey Coach	\$5712
Dakota Schweitzer	Assistant Field Hockey Coach (½ Stipend)	\$819.69
Kassandra Beller	Assistant Field Hockey Coach (½ Stipend)	\$819.69

E. Motion to renew the appointment of the following Co-Curricular position for the 2021-2022 school year.

Nicole Nightlinger	Aavidum Club - HS	\$204
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F. Webpage Maintenance

1. Approve a stipend in the amount of \$500.00 for Mr. Andrew Kern for High School website maintenance and working with students during the 2021-2022 school year. Mr. Kern has constant contact with teachers, secretaries, and administrators in an effort to update the website on a daily basis with the latest information, handouts, and scheduled events. Stipend to be funded by the General Fund High School Student Activities Fund.
2. Approve a stipend in the amount of \$1,000.00 for Mr. Andrew Kern for maintenance and updates of the district website during the 2021-2022 school year. Stipend to be funded by the superintendent's budget.
3. Approve a stipend in the amount of \$500.00 for Mr. Andrew Kern for Middle School website maintenance and working with students during the 2021-2022 school year. Mr. Kern has constant contact with teachers, secretaries, and administrators in an effort to update the website on a daily basis with the latest information, handouts, and scheduled events. Stipend to be funded by the General Fund Middle School Student Activities Fund.

4. Approve a stipend in the amount of \$500.00 for Ms. Janet Bashore for maintenance and updates of the Peters Elementary website during the 2021-2022 school year. Stipend to be funded by Peters Elementary principal's discretionary account.
5. Approve a stipend in the amount of \$500.00 for Ms. Kori Dibilio for maintenance and updates of the Slatington Elementary website during the 2021-2022 school year. Stipend to be funded by Slatington Elementary principal's discretionary account.

G. Game Workers 2021-2022

Motion to appoint the following list of people as Game Workers for the 2021-2022 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 2021-2022 Supplemental Personnel Salary Schedule:

Shawn Wanamaker  
James Yadush  
Amy Zeiser

H. Brandywine Transportation Bus Drivers/Aides

Motion to approve the following bus drivers/aides from Brandywine Transportation to transport Northern Lehigh School District students for the 2021-2022 school year:

Courtney Crowley - Driver  
Rafael Cruel - Driver  
Sandra Larrison - Aide

I. Substitutes

1. Instructional

Motion to renew the appointment of the following substitute teachers for the 2021-2022 school year at the 2021-2022 substitute teacher rates as approved on the Supplemental Personnel Salary Schedule:

Kathrine Barhight Herzog - CLIU Guest Teacher  
Thomas Battista  
Ricky Guth  
Dawn Kemery  
Patricia Passick  
Candace Steffie

2. Non-Instructional

- a. Motion to renew the appointment of the following individuals as substitute secretary for the 2021-2022 school year at the 2021-2022 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Kristin Garrison  
Shelly Pender  
Dawn Tulio

b. Motion to renew the appointment of the following individuals as substitute paraprofessional for the 2021-2022 school year at the 2021-2022 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Kristin Garrison  
Brenda Hahn

c. Motion to renew the appointment of the following individual as substitute cafeteria worker for the 2021-2022 school year at the 2021-2022 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Wendy Brown

J. Approve the following individuals as District Wide permanent substitute teacher for the 2021-2022 school year. They will be paid a daily per diem rate of \$150.00 and will receive district health benefits according to the Affordable Care Act regulations with co-payment amounts equivalent to that of district personnel.

Stephanie Gursky  
Karie Miller Mallory  
Michael Smith

K. Clerical/Classroom Volunteers

Approve the following unpaid volunteer aides in the Northern Lehigh School District for the 2021-2022 school year.

Margaret Blose  
Deborah Geiger  
Sharon Karpiszin  
Nancy Wagner

L. Co-Curricular Volunteers 2021-2022

Kim Corle	Band Advisor
Steven Jonkman	Band Advisor
Michele Richards	Middle School Cheerleading Advisor
Jason Steigerwalt	Band Advisor
Rebecca Steigerwalt	Band Advisor

M. Salary Adjustment

Acknowledge the following teacher who has completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the 2021-2022 school year:

Shelby Bailey  
From: Step 6B  
To: Step 6B+24

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N. Detention Supervisor

Approve to appoint the following person as Secondary Detention Monitor for the Senior High School for the 2021-2021 school year. Work will be on an as needed basis and compensation will be at a salary of \$20.00 per hour worked:

Julie Everett

O. Salary Increase

Per the Northern Lehigh Educational Support Personnel Collective Bargaining Agreement, approve Crystal Buck to receive the rate of pay of \$21.96 per hour, for performing Head Cook duties effective on August 30, 2021, and terminating on or about September 19, 2021, or upon return of employee on an approved medical leave of absence.

V. POLICY

A. Board Policy First Reading

1. Approve school board policy #006 - Meetings - Local Board Procedures, as presented after first reading. (Attachment #5)
2. Approve school board policy #006.1 - Attendance Via Electronic Communication (Previously Use of Teleconferencing) - Local Board Procedures, as presented after first reading. (Attachment #6)

B. Board Policy Second Reading

1. Approve school board policy #615 - Finances - Payroll Deductions, as presented after second reading. (Attachment #7)

VI. CONFERENCES

- A. Rhonda Frantz – A/CAPA Annual Conference – October 27-29, 2021 – The Hotel Hershey - Hershey, PA – Registration: \$335.00; Lodging: \$334.00; Travel: \$86.00 – Total Approximate Cost: \$755.00 – Funding: Business Office Budget (Attachment #8)
- B. Melissa Wagner – A/CAPA Annual Conference – October 27-29, 2021 – The Hotel Hershey - Hershey, PA – Registration: \$335.00; Lodging: \$334.00; – Total Approximate Cost: \$669.00 – Funding: Business Office Budget (Attachment #9)
- C. Matthew Link - Superintendent's Advisory Council (SAC) Conference - November 3-5, 2021 - The Hotel Hershey - Hershey, PA - No Cost to the District
- D. David Hauser, Robert Vlasaty - CFES Global Conference - October 25-26, 2021 - The Sagamore Resort - Bolton Landing, NY - Travel: \$331.20 - Total Approximate Cost: \$331.20 - Funding: Middle School & High School Budget

**VII. CURRICULUM AND INSTRUCTION**

- A. Approve to allow administration to continue membership in the Lehigh University School Study Council at a fee of \$1,250.00 for the 2021-2022 school year, to be paid from the Superintendent's budget. (Attachment #10)
- B. As per the recommendation of the Administration, approve the renewal of Mystery Science Curriculum for Slatington Elementary at a cost of \$1,499.00. Funding through the 2021-2022 Title IV Grant. (Attachment #11)
- C. Authorize administration to sign an addendum to the Pediatric Therapeutic Services Agreement to extend services to provide Social Work services at a rate of \$66.99/hour, effective September 1, 2021 through June 30, 2022. Funding through ESSER Grant. (Attachment #12)

**VIII. OLD BUSINESS****IX. (A) NEW BUSINESS**

Approve to designate and authorize the following to sign summary offense notices for district students for the 2021-2022 school year, after consultation with the superintendent:

Mr. Frank Gnas – School Police Officer  
 Mr. David Jones – School Police Officer  
 Mr. James Schnyderite – Peters Elementary School Principal  
 Mr. Todd Breiner – Slatington Elementary School Principal  
 Mr. David Hauser – Middle School Principal  
 Mr. Robert Vlasaty – High School Principal  
 Mr. Michael Strohl – Secondary Assistant Principal

**IX. (B) NEW BUSINESS**Election of PSBA Officers

**RECOMMEND** .... That the Board of Education elects the following candidates as officers for the Pennsylvania School Boards Association, effective January 1, 2022 through December 31, 2022. (Attachment #13)

President-elect: Sabrina Backer  
 David Shaap

Vice President: Allison Mathis

East Zone Representative: Edward Brown

Insurance Trust Trustee (3 year term): Richard Frerichs, William LaCoff,  
 (Vote for up to three) Nathan Mains

Forum Steering Committee (2 year term): Jennifer Davidson, Deana Lancenese,  
 (Vote for up to three) Bethanne Zeigler, Jaime Lynn Zimerofsky



**X. FINANCIAL**

- A. Approve the Following Financial Reports:
  - 1. NLHS Scholarship Account month of July, 2021(Unaudited)
  - 2. NLHS Student Activities/Clubs Account month of August, 2021 (Unaudited)
  - 3. PE Student Activities/Clubs Account month of June, 2021 (Unaudited)
  
- B. Approve the Following List of Bills:
  - 1. General Fund months of August & September, 2021
  - 2. Cafeteria Fund months of August & September, 2021
  
- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #14)
  
- D. As per the recommendation of the administration and the Technology/Buildings and Grounds Committee, approve the renewal of the Reading Elevator Service Contract at the cost of \$176.00 per quarterly service with additional hourly rate of \$245.00, if needed. Funding through the Buildings and Grounds Budget. (Attachment #15)

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

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meetings held on July 19, 2021.
  
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on July 1, 2021.
  
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on June 23, 2021.

**XIV. RECOGNITION OF GUESTS****XV. ADJOURNMENT**