

**NORTHERN LEHIGH SCHOOL DISTRICT**  
**Regular School Board Meeting**  
**Monday, October 11, 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. 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 September 13, 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 October 4, 2021 (Attachment #1)
  - Minutes of the Extra and Co-Curricular Committee Meeting held on October 4, 2021 (Attachment #2)
  - Minutes of the Technology/Buildings and Grounds Committee Meeting held on October , 2021 (Attachment #3)
  - Minutes of the Finance Committee Meeting held on October 6, 2021 (Attachment #4)
- F. Student Representatives to the Board Report..... Ms. Paige Craddock
  - Student Council Update Ms. Danielle Dougherty
- G. Solicitor’s Report ..... Attorney Kristine Roddick
- H. Assistant Superintendent ..... Dr. Tania Stoker
  - ESSER Grants Update
  - PA Future Ready Index Preview

- I. Business Manager’s Report ..... Mrs. Sherri Molitoris  
Mrs. Rhonda Frantz
  
- J. Superintendent’s Report..... Mr. Matthew J. Link
  - NLMS Kitchen Renovation Project (Alyssa Wingfield - McClure Company)
  - District Level Goals
  
- K. An executive session will be held at 6:30 p.m. at the Middle School Library.

**IV. PERSONNEL**

A. Retirement/Resignation

1. With regret, accept the retirement resignation of Maria VanNorman from her position as English Language Arts Teacher at the Northern Lehigh High School, effective October 21, 2021. Mrs. VanNorman will be retiring from the Northern Lehigh School District, after 6 years of service.
  
2. Accept the resignation of Kristin Garrison from her position as Cafeteria/Hall Monitor at Peters Elementary, effective September 26, 2021.
  
3. Accept the resignation of Erika Katona from her position as Instructional Paraprofessional at the Middle School, effective October 1, 2021.
  
4. Accept the resignation of Holly Rainey from her position as Cafeteria/Hall Monitor at Peters Elementary, effective October 4, 2021.
  
5. Accept the resignation of Nicole Barthol from her position as Instructional Paraprofessional at Slatington Elementary, effective October 1, 2021.
  
6. Accept the resignation of Jessica Eckroth from her position as Cook’s Helper at the Middle School, effective September 28, 2021.
  
7. Accept the resignation of Karie Miller Mallory from her position as Permanent District Substitute effective September 30, 2021.

B. Appointment -Non-instructional

1. Kristin Garrison\*
  - Assignment: Cook’s Helper
  - Salary: \$13.50/hour for the 2021-2022 school year
  - Effective: September 27, 2021
  - \*60 Working Day Probationary Period**
  
2. Lisa Hunt\*
  - Assignment: Instructional Paraprofessional
  - Salary: \$15.45/hour
  - Effective: October 5, 2021
  - \*60 Working Day Probationary Period**

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3. Holly Rainey\*
    - Assignment: Cook's Helper
    - Salary: \$13.50/hour for the 2021-2022 school year
    - Effective: October 5, 2021
    - \*60 Working Day Probationary Period
  
  4. Jessica Eckroth\*
    - Assignment: Cafeteria/Hall Monitor - Peters Elementary
    - Salary: \$13.87/hour
    - Effective: October 4, 2021
    - \*60 Working Day Probationary Period
  
  5. Nicole Kaercher\* \*\*
    - Assignment: Instructional Paraprofessional
    - Salary: \$15.45/hour
    - Effective: November 1, 2021
    - \*60 Working Day Probationary Period
    - \*\* Pending verification of missing personnel file items
  
  6. Jennifer Figueroa\* \*\*
    - Assignment: Instructional Paraprofessional (Funded through ESSER)
    - Salary: \$15.45/hour
    - Effective: October 18, 2021
    - \*60 Working Day Probationary Period
    - \*\* Pending verification of missing personnel file items
- C. Appointment - Instructional
1. Karie Miller Mallory
    - Long Term Substitute
    - Assignment: High School English Teacher
    - Salary: \$51,750 (Step 1 Bachelors on the 2021-2022 CBA Salary Schedule - prorated)
    - Effective: August 26, 2021
    - Termination Date: End of the 2021-2022 school year
- D. Substitutes
- Non-Instructional
- Motion to appoint the following individual as substitute paraprofessional for the 2021-2022 school year at the 2021-2022 substitute rate as approved on the Supplemental Personnel Salary Schedule:
- Erika Katona
- E. Family Medical Leave
1. Approve the request of employee #1140 to take a medical leave of absence beginning on or about October 25, 2021, for their own medical reasons. Employee is requesting to use accumulated sick days. Upon exhaustion of eligible days, employee is requesting family medical leave. Employee plans to return to their position upon release from their physician.

2. Approve the request of employee #7270 to take a medical leave of absence for the birth of a child, beginning on or about February 23, 2022. Employee is requesting to use accumulated sick days. Upon exhaustion of eligible days, employee is requesting a family medical leave. Employee plans to return to her position at the beginning of the 2022-2023 school year.

F. Co-Curricular Appointments 2021-2022

|               |                                  |        |
|---------------|----------------------------------|--------|
| Matthew Davis | Academic Challenge Eight Advisor | \$501  |
| Michele Brown | SE Yearbook (shared stipend)     | \$325  |
| Jessica Jones | SE Yearbook (shared stipend)     | \$325  |
| Matthew Egan  | Assistant Boys' Basketball Coach | \$5136 |

- G. 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 Gustafson

H. Co-Curricular Volunteers 2021-2022

Jacob Waylen                      Boys' Basketball Coach

- I. Approve the termination of employment of Employee #7402 from their position of Cook's Helper, effective October 11, 2021.
- J. Approve the termination of employment of Employee #7259 from their position of Cook's Helper, effective October 11, 2021.

V. POLICY

A. Board Policy First Reading

1. Approve school board policy #122 - Extracurricular Activities – Programs, as presented after first reading. (Attachment #5)
2. Approve school board policy #123 - Interscholastic Athletics – Programs, as presented after first reading. (Attachment #6)
3. Approve school board policy #123.2 - Sudden Cardiac Arrest – Programs, as presented after first reading. (Attachment #7)

B. Board Policy Second Reading

1. Approve school board policy #006 - Meetings - Local Board Procedures, as presented after the second reading. (Attachment #8)
2. Approve school board policy #006.1 - Attendance Via Electronic Communication (Previously Use of Teleconferencing) - Local Board Procedures, as presented after the second reading. (Attachment #9)

**VI. CONFERENCES**

- A. Sherri Molitoris – A/CAPA Annual Conference – October 27-29, 2021 – The Hotel Hershey - Hershey, PA – Registration: \$425.00; Lodging: \$594.00; Travel: \$86.24 – Total Approximate Cost: \$1,105.24 – Funding: Business Office Budget (**Attachment #10**)
- B. Tamara Stubits - Pennsylvania Education Technology Expo & Conference (PETE & C) - February 7-8, 2022 - Hershey Lodge - Hershey, PA - Registration: \$210.00; Lodging: \$195.36; Meals: \$50; Travel: \$90.16 - Total Approximate Cost: \$545.52 - Funding: Funding: Assistant Superintendent's Professional Development Budget: (**Attachment #11**)
- C. Blasia Dunham - Pennsylvania Education Technology Expo & Conference (PETE & C) - February 7-8, 2022 - Hershey Lodge - Hershey, PA - Registration: \$210.00; Meals: \$50 - Total Approximate Cost: 260.00 - Funding: Funding: Assistant Superintendent's Professional Development Budget (**Attachment #12**)
- D. Sherri Molitoris - 36th Annual PASPA Conference - February 23-25, 2022 - Eden Resort - Lancaster, PA - Registration: \$495.00; Lodging: \$272.96; Travel: 88.48; Meals: \$50.00 - Total Approximate Cost: \$906.44 - Funding: Business Office Budget (**Attachment #13**)
- E. Jennifer Butz - SHAPE PA 100th Annual State Conference - November 11-12, 2021 - Seven Springs Resort - Champion, PA - Lodging: \$154.29 - Total Approximate Cost: \$154.29 - Funding: Assistant Superintendent's Professional Development Budget (**Attachment #14**)

**VII. CURRICULUM AND INSTRUCTION**

- A. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and Lehigh Learning Academy for the purpose of furnishing regular education or special education programs for the students for the 2021-2022 school year. (**Attachment #15**)
- B. As per the recommendation of the administration, the Education/Policy Committee, and Finance Committee, approve to authorize proper officials to enter into an agreement with edInsight at a cost of \$10,450 per year for three years, funding through the ESSER grant. (**Attachment #16**)

**VIII. OLD BUSINESS****IX. NEW BUSINESS**

Approve the Northern Lehigh School District Goals for the 2021-2022 school year as presented in the Superintendent's Report.

**X. FINANCIAL**

- A. Approve the Following Financial Reports:
  - 1. NLHS Student Activities Account month of September 2021 (Unaudited)
  - 2. NLHS Student Activities Account month of September 2021 (Unaudited)

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- B. Approve the Following List of Bills:
1. General Fund months of September & October, 2021
  2. Cafeteria Fund months of September & October, 2021
- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #17)
- D. Approve to release the \$5,000.00 donation to the Slatington Public Library that is budgeted in the 2021-2022 school year.
- E. RESOLVED, the Board of Education approves the addendum to the agreement with Portnoff Law Associates, Ltd. to be the delinquent real estate tax collector for the 2022 tax year. (Attachment #18)
- F. Approve the appointment of Statewide Tax Recovery as the delinquent per capita tax collector for the 2022 tax year.
- G. As per the recommendation of the administration and the Finance Committee, 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 \$500.00. (Attachment #19)
- H. As per the recommendation from the administration and Technology/Buildings and Grounds Committee, approve the purchase of 30 HP Laptop LCD replacement parts at a cost of \$4,950.00, funding through the ESSER Grant. (Attachment #20)
- I. As per the recommendation from the administration and Technology/Buildings and Grounds Committee, approve the purchase of 5 HP EliteBook 830 G8 Laptops, 5 LG Monitors, 5 HP USB Docks, and 5 DisplayPort cables at a cost of \$12,025.55, funding through the ESSER Grant. (Attachment #21)
- J. Per the recommendation of administration and the Technology/Building and Grounds Committee, approve the solicitation of proposals for a potential Guaranteed Energy Savings Agreement to upgrade the Middle School Kitchen.

## **XI. LEGAL**

### **A. Expulsion Hearing Waiver Approval**

1. The Board agrees to expulsion hearing waiver for Student #2690231. Student and guardian have agreed to waive their right to a formal expulsion hearing in front of the School Board and have also agreed to disciplinary action outlined in the waiver.
2. The Board agrees to expulsion hearing waiver for Student #2690204. Student and guardian have agreed to waive their right to a formal expulsion hearing in front of the School Board and have also agreed to disciplinary action outlined in the waiver.

**XII. CORRESPONDENCE**

**XIII. INFORMATION**

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meetings held on August 16, 2021.
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on August 5, 2021.
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on August 25, 2021.

**XIV. RECOGNITION OF GUESTS**

**XV. ADJOURNMENT**