

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, November 8, 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 October 11, 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 November 1, 2021 (Attachment #1)
 - Minutes of the Community Relations Committee Meeting held on November 1, 2021 (Attachment #2)
 - Minutes of the Technology/Buildings and Grounds Committee Meeting held on November 3, 2021 (Attachment #3)
 - Minutes of the Finance Committee Meeting held on November 3, 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

- I. Business Manager’s Report Mrs. Sherri Molitoris
 ➤ ESSER Grants Update Mrs. Rhonda Frantz
 ➤ 2020-2021 Final Audit

- J. Superintendent’s Report..... Mr. Matthew J. Link
 ➤ Recognition of Mr. Green’s and Mr. Keegan’s Years of Service from PSBA
 - Mr. William Smeltzer, Presenter
 ➤ SHINE Program, Mrs. Rachel Strucko, Presenter
 ➤ American Education Week - November 15-19, 2021
 ➤ Backpack Buddies Donation of \$3,000
 ➤ Donation from LCCC
 ➤ Donation of \$200 for Water Bottles
 ➤ Donation to Cafeteria
 ➤ **Announcement:** Holiday Dinner - Monday, December 6, 2021, at 6:00 p.m. - Middle School Annex
 ➤ **Reminder:** December 6, 2021 School Board Reorganization Meeting at 6:45 p.m. - Regular School Board Meeting at 7:00 p.m. - No December Committee meetings

- K. An executive session will be held at 6:15 p.m. at the Middle School Library.

IV. PERSONNEL

A. Retirement/Resignation

1. With regret, accept the retirement resignation of Kay O’Donnell from her position as Custodian, effective February 17, 2022. Mrs. O’Donnell will be retiring from the Northern Lehigh School District after 7 years of service.

2. Accept the resignation of Shawn Green from his positions as Game Worker and National Reading Olympics, effective October 13, 2021.

3. Accept the resignation of Jacob Schneck from his position as Middle School Boys’ Basketball Coach, effective immediately.

B. Appointment -Non-Instructional

1. Tara Williams*
 Assignment: Cafeteria/Hall Monitor - Slatington Elementary
 Salary: \$13.87/hour
 Effective: November 8, 2021
 *60 Working Day Probationary Period

2. Adrienne Jackson* **
 Assignment: Human Resources (HR) Generalist
 Salary: \$50,000 (prorated)
 Effective: November 15, 2021
 *60 Working Day Probationary Period
 ** Pending Verification of Missing Personnel File Items

C. Appointment - Administrative

Nichole Fink

Assignment: Director of Food Services
Salary: \$68,000 (prorated)
Effective: November 1, 2021

D. Substitutes

Non-Instructional

Motion to appoint the following individuals as substitute custodians for the 2021-2022 school year at the 2021-2022 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Cole Hankee
John Kline

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:

Tara Williams - Slatington Elementary Only

Instructional

Motion to appointment 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:

Angela Everett - Elementary - Peters Elementary Only
Kristina Stopper - Guest Teacher
Caitlyn Stout* - Guest Teacher

*Pending Verification of Missing Personnel File Items

E. Family Medical Leave

1. Approve the request of employee #7004 to take a medical leave of absence beginning on or about October 6, 2021, for their own medical reasons. Employee is requesting to use accumulated sick and personal days. Upon exhaustion of eligible days, employee is requesting an unpaid family medical leave. Employee plans to return to their position upon release from their physician.
2. Approve the request of employee #1115 to take approximately a six week medical leave of absence for their own serious health reasons beginning on October 22, 2021. Employee requests to use sick days during their leave of absence and plans to return to their current position upon release from their attending physician.

F. Co-Curricular Appointments 2021-2022

Bradford Jones	Assistant Girls' Basketball Coach (MS)	\$5136
William Watkins*	Assistant Girls' Basketball Coach (JV)	\$5136

*Pending Verification of Missing Personnel File Items

G. Co-Curricular Volunteers 2021-2022

Samuel Yadush Assistant Boys' Basketball Coach

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

1. Approve school board policy #150 - Title I Comparability of Services - Programs, as presented after the first reading. ([Attachment #5](#))
2. Approve school board policy #622 - Federal Fiscal Compliance - Finances, as presented after the first reading. ([Attachment #6](#))

B. Board Policy Second Reading

1. Approve school board policy #122 - Extracurricular Activities – Programs, as presented after the second reading. ([Attachment #7](#))
2. Approve school board policy #123 - Interscholastic Athletics – Programs, as presented after the second reading. ([Attachment #8](#))
3. Approve school board policy #123.2 - Sudden Cardiac Arrest – Programs, as presented after the second reading. ([Attachment #9](#))

VI. CONFERENCES

1. Sherri Molitoris - PASBO Conference - March 8-11, 2022 - Hershey Lodge - Hershey, PA - Registration: \$349.00; Lodging: \$526.14; Travel: \$73.92; Meals: \$75.00 - Total Approximate Cost: \$1,024.06 - Funding: Business Office Budget ([Attachment #10](#))
2. Scott Pyne - PDE SAS Institute - December 6-8, 2021 - Hershey Lodge - Hershey, PA - Registration: \$150.00; Lodging: \$319.68; Travel: \$87.92; Meals: \$50.00 - Total Approximate Cost: \$607.60 ([Attachment #11](#))
3. Scott Pyne - PDE Data Summit - March 21-23, 2022 - Hershey Lodge - Hershey, PA - Registration: \$175.00; Lodging: \$374.12; Travel: \$87.92; Meals: \$50.00 - Total Approximate Cost: \$687.04 ([Attachment #12](#))

VII. CURRICULUM AND INSTRUCTION

1. As per the recommendation of the administration, Education/Policy Committee and Finance Committee, purchase a 3 year (11/9/21-6/30/24) Smart Music license for the elementary band program at a cost of \$3,304.67, funding through ESSER grant for learning loss. ([Attachment #13](#))

2. As per the recommendation of the administration, Education/Policy Committee and Finance Committee, purchase Heggerty Phonemic Awareness Videos at a cost of \$79.98 for 1 year, funding through ESSER grant for learning loss. ([Attachment #14](#))
3. As per the recommendation of the administration, Education/Policy Committee and Finance Committee, purchase Fifty Nifty Activity Books at a cost of \$849.49, funding through ESSER grant for learning loss. ([Attachment #15](#))
4. As per the recommendation of the administration, Education/Policy Committee and Finance Committee, purchase Zearn for Peters Elementary School and Slatington Elementary School at a cost of \$2,500 per building for the 2021-2022 school year, funding through ESSER grant for learning loss. ([Attachment #16](#))
5. As per the recommendation of the administration, Education/Policy Committee and Finance Committee, purchase a classroom set of textbooks with 5-year digital license for the 8th grade Intro to Spanish course at a cost of \$6,878.50, funding through district Curriculum and Instruction budget. ([Attachment #17](#))
6. As per the recommendation of the administration and Finance Committee, purchase four 1-year (11/9/21-11/9/22) S'More subscriptions to be used by building and district administration at a cost of no more than \$600 total, funding through respective building and department budgets.

VIII. OLD BUSINESS

IX. NEW BUSINESS

- A. Appoint the Business Manager or their designee to serve as the trustee on behalf of the Northern Lehigh School District in the Lehigh County Health Benefits Consortium and Dental Plan Consortium.
- B. Appoint Sherri Molitoris as the Northern Lehigh School District representative and reappoint Heather Kenyon as alternate representative to the Lehigh Tax Collection Committee (LTCC).
- C. Per the recommendation of the administration and Policy/Education Committee, approve the Lehigh Carbon Community College SHINE Summer Program for the 2021-2022 school year at no cost to the Northern Lehigh School District.
- D. Human Resources (HR) Generalist

Approve the new Salary and Benefit Agreement between the Northern Lehigh School District and the Human Resources (HR) Generalist.

X. FINANCIAL

- A. Approve the Following Financial Reports:
 1. General Fund Account month of July, August, September 2021
 2. NLHS Student Scholarship Account month of October 2021
 3. NLHS Student Activities/Clubs Account month of October 2021

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- B. Approve the Following List of Bills:
1. General Fund months of October & November, 2021
 2. Cafeteria Fund months of October & November, 2021
- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #18)
- D. As per the recommendation of administration and the Technology/Buildings and Grounds Committee, approve the purchase of the Barracuda Backup Server Unlimited Cloud Storage Subscription at a cost of \$8,664.00, funding through the Technology Department budget.
- E. As per the recommendation of administration and the Technology/Buildings and Grounds Committee, approve the 2-Year contract for AED inspection through School Health at a cost of \$9,709.00, funding through the PCCD Competitive Grant and Buildings and Grounds Budget. (Attachment #19)
- F. As per the recommendation of administration and the Technology/Buildings and Grounds Committee, approve the NRG Tridium Software service agreement for HVAC system upgrade at a cost of \$4,900.00, funding through the Buildings and Grounds Budget. (Attachment #20)
- G. As per the recommendation of administration and the Technology/Buildings and Grounds Committee, approve the SafeTransport hardware upgrade at a cost of \$9,900.00, funding through the PCCD Competitive grant. (Attachment #21)
- H. As per the recommendation of the administration and the Technology/Buildings and Grounds Committee, approve the transportation contract at the IRS reimbursement rate with the parent of Student #2390257. (Attachment #22)
- I. As per the recommendation of the administration and the Technology/Buildings and Grounds Committee, approve the transportation contract at the IRS reimbursement rate with the parent of Student #3190178. (Attachment #23)
- J. As per the recommendation of the administration and the Technology/Buildings and Grounds Committee, approve the new Verizon cell phone agreement for upgrade of the Maintenance cell phones, funding through the Buildings and Grounds Budget.
- K. Approve to designate Fund Balance ending June 30, 2021 as follows:
1. **Committed Fund Balance:**

Health Insurance	\$ 803,867.00
PSERS Increases	\$ 1,854,115.07
Total Committed:	\$ 2,657,982.07

2. Assigned Fund Balance:	
Assigned Current Yr Usage	\$ 386,592.00
Technology	\$ 981,342.00
1:1 Computer Laptop Ins	\$ 75,000.00
Replacement Equipment	\$ 1,390,415.00
Long Range Maintenance	\$ 1,865,586.33
Future Debt Service Payments	\$ 2,402,731.00
Slatington Elementary SA	\$ 12,367.49
Peters Elementary SA	\$ 28,129.81
Refreshment Stand:	\$ 23,257.71
High School Scholarship	\$ 20,556.68
Total Assigned:	\$ 7,185,978.44
3. Unassigned Fund Balance:	\$ 2,124,126.70
4. Restricted Fund Balances:	
High School Scholarship:	\$ 126,813.56
Slatington Elementary Student Actv:	\$ 1,088.91
Total Restricted Fund Balances:	\$ 127,902.47
5. Nonspendable:	\$ 49,917.77
6. Total Fund Balance:	\$12,145,907.45

XI. LEGAL

A. Expulsion Hearing Waiver Approval

1. The Board agrees to expulsion hearing waiver for Student #2390014. 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 #2590091. 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.
3. The Board agrees to expulsion hearing waiver for Student #2390043. 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.
4. The Board agrees to expulsion hearing waiver for Student #2790132. 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 September 20, 2021.
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on September 2, 2021 and the Fall Fact Sheet.
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on September 22, 2021.

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