

AGENDA



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

REGULAR SCHOOL BOARD MEETING

**Monday, October 9, 2017
7:30 P.M.**

**Northern Lehigh School District
Slatington Elementary Gym
1201 Shadow Oaks Lane
Slatington, PA 18080**

**Executive Session
Administration Office Conference Room
6:00 PM**

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, October 9, 2017
Northern Lehigh Slatington Elementary
Gym
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 September 11, 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 Technology/Buildings & Grounds Committee Meeting held on October 4, 2017 (Attachment #1)
 - Minutes of the Finance Committee Meeting held on October 4, 2017 (Attachment #2)
- F. Student Representatives to the Board Report..... Ms. Tori Csanadi
Mr. Preston Kemery
- G. Solicitor's Report Attorney Keith Strohl
- H. Business Manager's Report Mrs. Rhonda Frantz
Mrs. Sherri Molitoris
- I. Federal and Other Programs Update Mrs. Karen A. Nicholas
- J. Superintendent's Report Mr. John W. Corby
- K. An executive session will be held at 6:00 p.m. in the Administration Office Conference Room.

IV. PERSONNEL

A. Retirement/Resignation

With regret, accept the retirement resignation of Karen A. Nicholas from her position as Assistant Superintendent of the Northern Lehigh School District, effective February 12, 2018. Mrs. Nicholas will retire on February 12, 2018 after 18 years of service at Northern Lehigh School District. She requests that all applicable benefits to which she is entitled be granted upon the implementation of her retirement.

B. Appointment

1. Instructional

- | | | |
|----|---|--|
| a. | Elizabeth Gustus-Hannon
Assignment:

Salary:

Effective: | Temporary Professional Employee
Senior High School Social Studies Teacher replacing Jonathan DeFrain who resigned.
\$56,175 prorated (Step 1 Masters on the 2017-2018 CBA Salary Schedule)
September 28, 2017 |
| b. | Thomas Battista
Assignment:

Salary:

Effective:
Termination Date: | Temporary Vacancy Replacement
Senior High School Chemistry Teacher replacing an employee who is on a leave of absence.
Substitute Teacher Rate Days 1-30; Day 31 and beyond: \$47,750 (Step 1 Bachelors on the 2017-2018 CBA Salary Schedule)
August 24, 2017
Upon return of full time teacher |
| c. | Approve the following individual as a District-Wide permanent substitute teacher for the 2017-2018 school year. He 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. | |

Raymond Ross*

* Pending Verification of Missing Personnel File Items

2. Non-Instructional

- | | | |
|----|--|--|
| a. | Patricia Utsch*
Assignment:

Salary:

Effective: | Senior High School Cook's Helper replacing Kimberly Ruland who replaced Wendy Shirk who retired.
\$12.00 Per Hour Monday-Friday, 5 Hours Per Day up to 180 Student Days a school year plus additional cleaning days as needed (2017-2021 Educational Support Personnel CBA)
October 10, 2017 |
| | * Pending Verification of Missing Personnel File Items
*60 Day probationary period ending January 17, 2018. | |

C. Assistant Director for the Fall Play/Spring Musical

Approve John Andreadis* as Assistant Director for the Fall Play/Spring Musical for the NLHS Student Theater Group. Stipend for the Assistant Director will be \$500.00 and be paid out of the General Fund High School Student Activities Fund.

* Pending Verification of Missing Personnel File Items

D. Family Medical Leave

Approve the request of employee #1200 to take a family medical leave of absence beginning on September 20, 2017 until December 8, 2017. Employee is requesting to use accumulated sick and vacation days while on his family medical leave.

E. Substitute**1. Instructional**

Approve the following substitute teacher for the 2017-2018 school year at the 2017-2018 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Jenna Martin – Elementary

2. Non-Instructional

a. Motion to renew the appointment of the following individual as substitute instructional aide for the 2017-2018 school year at the 2017-2018 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Kelsey Follweiler

b. Motion to renew the appointment of the following individuals as substitute custodians for the 2017-2018 school year at the 2017-2018 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Ann Marie Belo

Eric Schaner

F. Co-Curricular Volunteers 2017-2018

Katherine Farber

Assistant Softball Coach

V. CONFERENCES

A. Jamie Farber – A/CAPA Fall Workshop – November 1-3, 2017 – Hershey, PA – Registration: \$295.00, Lodging: \$306.00, Meals: \$25.00 - Total Approximate Cost: \$626.00 – Funding: Business Office Budget (Attachment #3)

B. Rhonda Frantz – A/CAPA Fall Workshop – November 1-3, 2017 – Hershey, PA – Registration: \$295.00, Lodging: \$306.00, Meals: \$25.00, Travel: \$81.00 - Total Approximate Cost: \$707.00 – Funding: Business Office Budget (Attachment #4)

C. Scott Gerould – PSAHPERD State Convention - November 16-17, 2017 – Valley Forge, PA – Registration: 145.00, Lodging: \$132.00, - Total Approximate Cost: \$277.00 – Funding: High School Budget. (Attachment #5)

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

1. Approve school board policy #011 – Local Board Procedures – Board of Governance Standards/Code of Conduct, as presented after second reading. (Attachment #6)

2. Approve school board policy #123 – Programs – Interscholastic Athletics, as presented after second reading. (Attachment #7)

3. Approve school board policy #801 – Operations – Public Records, as presented after second reading. (Attachment #8)

VII. CURRICULUM AND INSTRUCTION

A. Induction Program

Approve the following teacher as helping teacher in the Northern Lehigh School District Induction Program for the 2017-2018 school year:

<u>Helping Teacher</u>	<u>Inductee</u>	<u>Stipend</u>
Nicholas Sander	Elizabeth Gustus-Hannon	\$800.00

VIII. OLD BUSINESS

IX. (a) NEW BUSINESS

- A. Approve the Northern Lehigh School District Goals for the 2017-2018 school year. (Copies Distributed to Board Members)
- B. Approve the new agreement between the Northern Lehigh School District and Mrs. Donna Marks, Assistant to the Food Service Director, per the terms and conditions therein. (Copies Distributed to Board Members)

IX. (b) NEW BUSINESS

A. Election of Superintendent

Appoint Matthew J. Link as Superintendent of the Northern Lehigh School District, for a term beginning on January 1, 2018, and ending on June 30, 2021, pursuant to the terms of the superintendent employment agreement (The Agreement), and in accordance with the school code, and further, that the board president and secretary be authorized to sign the agreement. (Copies Distributed to Board Members)

X. FINANCIAL

- A. Approve the Following Financial Reports:
1. General Fund months of June, July, August, 2017
 2. NLMS Student Activities Account months of July and August, 2017
 3. NLHS Student Activities and Scholarship Account months of July and August, 2017
- B. Following List of Bills:
1. General Fund months of September & October, 2017
 2. Cafeteria Fund months of September & October, 2017
 3. Refreshment Stand month of September, 2017
- C. 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 2017 tax year. (Attachment #9)
- D. Approve the appointment of Statewide Tax Recovery as the delinquent per capita tax collector for the 2017-2018 school year.
- E. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #10)

- F. Authorize administration to sign and enter into an agreement to purchase electricity for the district from July 1, 2019 through June 30, 2021, in the event that future year early purchasing is favorable for the district and time does not allow for a board meeting to take place.
- G. Authorize the following financial institutions to act as approved depositories for school district funds and/or temporary investments. The Northern Lehigh School Board further authorizes the following financial institutions to transfer funds on deposit to any other bank for the credit of the Northern Lehigh School District. The Board further authorizes the Business Manager and/or Superintendent to enter into agreements, supplements or amendments to agreements to implement the foregoing operations for the 2017-2018 school year.

Key Bank Capital Markets

XI. LEGAL

- A. The Northern Lehigh School District Board of Directors, recognizing that it has been a participating member of the Health Benefits Consortium that was formed by the Members for the purposes of maximizing the benefits and reducing costs of Member group medical and prescription insurance, approves the Trust Agreement of the Health Benefits Consortium as presented, effective January 1, 2018.
- B. The Northern Lehigh School District Board of Directors hereby designates the Co-Director of Business Affairs/Payroll and Benefits, as the Trustee on behalf of the Northern Lehigh School District and in the Co-Director of Business Affairs/Payroll and Benefits absence, the Co-Director of Business Affairs/Human Resources, shall be designated as the alternate Trustee for the Health Benefits Consortium.

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on August 21, 2017.
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on August 3, 2017.
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on August 23, 2017.

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT