

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, May 9, 2016
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. REVIEW AND APPROVAL OF THE MINUTES OF THE PRECEDING MEETINGS

- 1. Regular school board meeting held on April 11, 2016.

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 Mr. Gregory S. Williams
- D. Lehigh Carbon Community College Mr. Mathias J. Green, Jr.
- E. Committee Reports and/or Meetings
 - Minutes of the Finance Committee Meeting held on May 4, 2016. (Attachment #1)
- F. Student Representatives to the Board Report Mr. Gavin Kemery
Ms. Karlyna Kemery
- G. Solicitor’s Report Attorney Charles Stopp
- H. Federal and Other Programs Update Mrs. Karen A. Nicholas
 - Governor’s Institute
- I. Business Office Report Mrs. Sherri Molitoris
Mrs. Rhonda Frantz
- J. Superintendent’s Report Mr. Michael W. Michaels
 - National Teacher Appreciation Week – May 2-6, 2016
 - Baccalaureate Thursday, June 9, 2016 at 7:00 PM – High School Auditorium
 - Graduation – Friday, June 10, 2016 at 7:00 PM
 - SWPBS – Peters Elementary Award

IV. PERSONNEL

A. Retirement/Resignation.

1. With regret, accept the retirement resignation of Marilyn Steckel from her position as Third Grade Teacher at Slatington Elementary School effective June 30, 2016. At this time she will begin her retirement from the Northern Lehigh School District after 27 years of service.
2. With regret, accept the retirement resignation of Elizabeth Vasquez from her position as Primary Life Skills Teacher at Peters Elementary School effective June 30, 2016. At this time she will begin her retirement from the Northern Lehigh School District after 22 years of service.
3. Accept the resignation of Heather VanBlargan from her position as Lunch Room monitor at Slatington Elementary School effective immediately.
4. Accept the resignation of Julie Senefeld from her position as Lunch Room monitor at Slatington Elementary School effective immediately.

B. Appointment

1. Non-Instructional

a. William Marks*

Assignment: Second Shift Custodian Slatington Elementary School replacing Robert Reese who resigned.

Salary: \$9.00 Per Hour 2:30 -11:00 p.m., 5 Days/Week

Effective: May 10, 2016

* Pending Verification of Missing Personnel File Items

*60 Day probationary period ending July 8, 2016

C. Family Medical Leave

1. Approve the request of employee #2143 to extend her Family Medical Leave from April 6, 2016 to May 13, 2016 due to complications and setbacks. Employee is further requesting an unpaid leave of absence from May 16, 2016 through May 24, 2016. Employee plans to return to her current teaching position on May 25, 2016.

D. Co-Curricular Appointment 2016-2017

Sarah Arndt	Assistant Girls' Basketball Coach	\$4,744.00
-------------	-----------------------------------	------------

E. Motion to renew the appointment of the following Co-Curricular positions for the 2016-2017 school year:

Jeff Miller	Sr. High Fall Intramural - Basketball	\$ 854.00
Michelle Raber	MS Fall Intramural Net Sports	\$ 854.00
Michelle Raber	MS Spring Intramural Net Sports	\$ 854.00
Michelle Raber	MS Winter Intramural CPR	\$ 854.00

F. Substitute**1. Instructional**

Approve the following substitute teachers for the 2015-2016 school year at the 2015-2016 substitute teacher rates as approved at the October 12, 2015 board meeting.

Leslie Bartholomew – CLIU Guest Teacher
Jacqueline Schwartz – CLIU Guest Teacher
Robert Zweifel – CLIU Guest Teacher

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

Approve school board policy #330 – Merged Employee Section - Overtime, as presented after second reading. (Attachment #2)

B. Non-Resident Student

Approve the request of the parent of a kindergarten student at Peters Elementary, who is moving out of the school district, to allow their student to finish the 2015-2016 school year in Northern Lehigh School District in accordance with school board policy #202.

C. School Lunch Prices – 2016-2017

Approve the recommendation of the administration that, effective August 29, 2016, school breakfast and lunch prices be increased as follows:

Elementary Schools – Breakfast from \$1.25 to \$1.35
Lunch from \$2.35 to \$2.45

Middle School & High School – Breakfast from \$1.75 to \$1.85
Lunch from \$2.60 to \$2.70

VI. CONFERENCES

- A. Jamie Bigley – 2016 Governor's Institute: P-3 Collaboration: Working Together for Student Success – June 21-23, 2016 – Pocono Manor, PA – Meals - \$99.00 – Total Approximate Cost: \$99.00 – Funding: Curriculum & Instruction Budget (Attachment #3)
- B. Susanne Hegedus - 2016 Governor's Institute: P-3 Collaboration: Working Together for Student Success – June 21-23, 2016 – Pocono Manor, PA – Meals - \$99.00 – Total Approximate Cost: \$99.00 – Funding: Curriculum & Instruction Budget (Attachment #4)
- C. Janet Hofelich - 2016 Governor's Institute: P-3 Collaboration: Working Together for Student Success – June 21-23, 2016 – Pocono Manor, PA – Meals - \$99.00 – Total Approximate Cost: \$99.00 – Funding: Curriculum & Instruction Budget (Attachment #5)
- D. Kara Richardson - 2016 Governor's Institute: P-3 Collaboration: Working Together for Student Success – June 21-23, 2016 – Pocono Manor, PA – Meals - \$99.00 – Total Approximate Cost: \$99.00 – Funding: Curriculum & Instruction Budget (Attachment #6)
- E. Diane Saeger - 2016 Governor's Institute: P-3 Collaboration: Working Together for Student Success – June 21-23, 2016 – Pocono Manor, PA – Meals - \$99.00 – Total Approximate Cost: \$99.00 – Funding: Curriculum & Instruction Budget (Attachment #7)
- F. Joseph Tout – University of Pittsburgh: College in High School Orientation – May 17-18, 2016 -

Pittsburgh, PA – Lodging - \$135.66; Travel - \$305.00 – Total Approximate Cost:
\$440.66 – Funding: Curriculum & Instruction Budget (Attachment #8)

VII. CURRICULUM AND INSTRUCTION

VIII. OLD BUSINESS

IX. NEW BUSINESS

X. FINANCIAL

- A. Approve the Following Financial Reports:
1. General Fund Account month of April
 2. NLMS Student Activities Account month of April
 3. NLHS Student Activities and Scholarship Account month of April
- B. Approve the Following List of Bills:
1. General Fund months of April and May
 2. Refreshment Stand month of April
 3. Cafeteria Fund months of April and May
- C. Approve the co-payment amount for student athletes receiving a sports physical from OAA during the 2016-2017 school year at a cost of \$10.00 per student in accordance with school board policy #122.
- D. Allow administration to sign the CLIU Technology Pool Consortium Agreement for the 2016-2017 school year. (Attachment #9)
- E. Approve the awarding of fuel bids to the following companies with a contract period of July 1, 2016 to June 30, 2017: (Attachment #10)

UNLEADED GASOLINE TANK WAGON DELIVERY – Awarded to Talley Petroleum Enterprises, Inc. at

- o a fixed price of \$1.9353 per gallon (item #16 on bid summary)

#2 GRADE FUEL OIL TANK TRANSPORT DELIVERY – Awarded to Talley Petroleum Enterprises, Inc. at

- o a fixed price of \$1.4637 per gallon (item #3 on bid summary)

#2 GRADE FUEL OIL TANK WAGON DELIVERY – Awarded to Talley Petroleum, Enterprises, Inc. at

- o a fixed price of \$1.9818 per gallon (item #4 on bid summary)

BIO DIESEL FUEL TANK WAGON DELIVERY – Awarded to Talley Petroleum Enterprises, Inc. at

- o a fixed price of \$1.8493 per gallon and an additional \$.0400 (winterization additive) per gallon (item #8 and 18 on bid summary)

F. Summer Band Camp

Approve a tuition fee of \$30.00 per student for a one-week elementary summer band program and also approve a stipend for summer band program director, Steven Jonkman. Mr. Jonkman's stipend will be equal to the amount collected for student participation but will not exceed \$1,000.00. The summer band program will run Monday, August 15, 2016 until Friday, August 19, 2016.

G. Election of Treasurer

-
-
1. Election of a Treasurer for the 2016-2017 fiscal year, as required by Section 404 of the Pennsylvania School Code of 1949, as amended.

RECOMMEND That the Board of Education elects _____ as Treasurer for the 2016-2017 fiscal year, effective July 1, 2016 through June 30, 2017.

XI. LEGAL

- A. Approve to appoint Sweet, Stevens, Williams & Katz, LLP as special counsel for the 2016-2017 school year. The hourly rate for non-routine matters will be \$195.00 per hour. The rate for routine or general advice will be \$150.00 per hour. The hourly rate for legal assistants for routine and non-routine matters will be \$125.00 per hour. There is no increase over the previous year's fees.
- B. Approve to appoint Sweet, Stevens, Katz & Williams, LLP as special counsel for the 2016-2017 school year for special education consultations and student services as outlined in the attached agreement. The cost of these services will be \$6,300.00 for the 2016-2017 school year and is a part of the Special Education budget. There is no increase over last year's rate. (Attachment #11)

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on March 21, 2016.
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on March 3, 2016.
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on March 23, 2016.

XIV. ADOPTION OF PROPOSED FINAL BUDGET FOR 2016-2017

- A. It is recommended that the Board of Education adopts the proposed general fund final budget of the Northern Lehigh School District for the 2016-2017 school year in the amount of \$32,322,527.00. The preliminary budget is adopted with a 21.4805 millage rate for Lehigh County and a 63.8466 millage rate for Northampton County.

XV. ADOPTION OF LEGAL NOTICES FOR PER CAPITA TAXES FOR 2016-2017

A. **Legal Notice**

Authorize the Secretary to publish a Legal Advertisement notifying every resident or inhabitant within the territorial limits of the school district of Northern Lehigh attaining eighteen (18) years of age, and every resident or inhabitant in said school district to notify the proper Per Capita Tax Enumerator within twelve (12) months of his or her becoming a resident or inhabitant, in accordance with the School Laws of Pennsylvania, Section 680, as amended June 16, 1972, Act 138. The assessors to contact are as follows:

417 Lincoln Ave. Walnutport, PA 18088
610-767-1322

WASHINGTON TOWNSHIP

JoAnn Ahner – Township Secretary
Washington Township Municipal Building
PO Box 27, Slatedale, PA 18079
610-767-8108

BOROUGH OF SLATINGTON

Karen Gill – Assistant Secretary
125 South Walnut Street
Slatington, PA 18080
610-767-2131

XVI. RECOGNITION OF GUESTS

XV. ADJOURNMENT