

AGENDA



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

REGULAR SCHOOL BOARD MEETING

**Monday, February 10, 2020
7:00 P.M.**

**Northern Lehigh School District
Administration Office Board Room
1201 Shadow Oaks Lane
Slatington, PA 18080**

**Executive Session
Administration Office Conference Room
6:15 PM**

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, February 10, 2020
Northern Lehigh Administration Building
Board Room
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 January 13, 2020. 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.
 - Appoint LCCC Board of Trustees Representative for term July 1, 2020 – June 30, 2026
- E. Committee Reports and/or Meetings
 - Minutes of the Education/Policy Committee Meeting held on February 3, 2020
(Attachment #1)
 - Minutes of the Community Relations Committee Meeting held on February 3, 2020
(Attachment #2)
 - Minutes of the Technology/Buildings & Grounds Committee Meeting held on February 5, 2020 (Attachment #3)
 - Minutes of the Finance Committee Meeting held on February 5, 2020 (Attachment #4)
- F. Student Representatives to the Board Report Ms. Madison Hoffman
Mr. Aidan Williams

- G. Solicitor's ReportAttorney Keith Strohl
- H. Business Manager's Report Mrs. Sherri Molitoris
Mrs. Rhonda Frantz
- 2020-2021 LCCC Operating, Debt Services, and Capital Expenditures Budgets
 - 2020-2021 CLIU #21 Operational and Programs Services Budget
 - 2020-2021 LCTI General Fund and Academic Center Budgets
 - Governor's Budget
- I. Assistant Superintendent's Report Dr. Tania Stoker
- HS Program of Study
- J. Superintendent's ReportMr. Matthew Link
- National School Counselors Appreciation Week – February 3-7, 2020
 - Food Service Workers Appreciation Week - February 3-7, 2020
- K. An executive session will be held at 6:15 p.m. in the Administration Office Conference Room.

IV. PERSONNEL

A. Resignation

1. Accept the resignation of Jessica Jackovitz from her position as Slatington Elementary cafeteria monitor, effective the end of the business day, February 13, 2020.
2. Accept the resignation of Joan Jones from her position as High School Cafeteria/Hall Monitor, effective February 7, 2020.
3. Accept the resignation of Julianne Staskowski from her position as High School Cafeteria/Hall Monitor, effective the end of the business day, February 19, 2020.
4. Accept the resignation of Tifani Jones from her position as Slatington Elementary School Cook's Helper, effective the end of the business day, February 13, 2020.

B. Administrative Transfer - Non-Instructional

Stephanie Beers

From:

To:

Salary:

Effective:

Peters Elementary Cook's Helper

Slatington Elementary Cook's Helper

No change in salary

February 18, 2020

C. Appointment -Non-instructional

1. Amy Hower*

Assignment: Slatington Elementary Cook's Helper
Salary: \$12.00 per Hour; 5 ½ Hours per day; 5 Days per Week/up to 180 Student Days per year plus additional cleaning days as needed (2017-2021 Educational Support Personnel CBA)
Effective: February 11, 2020
*60 Working Day Probationary Period

2. Denise Minnich*

Assignment: Slatington Elementary Cafeteria Monitor
Salary: \$11.48 per Hour; 2 ¼ Hours per day; 5 Days per Week/up to 180 Student Days per year
Effective: February 18, 2020
*60 Working Day Probationary Period
* Pending Verification of Missing Personnel File Items

3. Allison Rosene*

Assignment: High School Cafeteria/Hall Monitor
Salary: \$11.48 per Hour; 4 Hours per day; 5 Days per Week/up to 180 Student Days per year on or about February 21, 2020
Effective: February 21, 2020
*60 Working Day Probationary Period
* Pending Verification of Missing Personnel File Items

D. Family Medical Leave

Approve the request of employee #2915 to take a family medical leave of absence beginning on or about May 20, 2020 for the birth of a child. Employee is requesting to use accumulated sick and personal days. Employee plans to return to her position for the start of the 2020-2021 school year.

E. Unpaid Medical Leave

Approve the request of employee #3715 to take an unpaid leave of absence for her own medical reasons beginning on or about April 21, 2020. Employee will use accumulated sick/personal days and then begin an unpaid leave of absence on or about May 7, 2020. Employee plans to return to her position upon release from her physician on or about June 2, 2020.

F. Salary Adjustments

Acknowledge the following teacher who has completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the second half of the 2019-2020 school year:

Jennifer Balliet

From: Step 5B
To: Step 5B+24

G. Motion to renew the appointment of the following Co-Curricular positions for the 2020-2021 school year at the salaries per the current negotiated Collective Bargaining Agreement.

Joseph Tout	Head Football Coach	\$7,901.00
Stephen Hluschak	Assistant Football Coach	\$5,136.00
Shawn Frame	Assistant Football Coach-Shared Stipend	\$2,568.00
Gregory Kosciolk	Assistant Football Coach	\$5,136.00
Matthew Davis	Assistant Football Coach	\$5,136.00
Dylan Hofmann	Assistant Football Coach	\$5,136.00
Derek Long	Assistant Football Coach-Shared Stipend	\$2,568.00
David Oertner	Head Cross Country Coach	\$4,733.00
Jason Ruch	Head Boys' Soccer Coach	\$5,712.00
Rajeev Gupta	Assistant Boys' Soccer Coach	\$3,173.00
Jason Reinhard	Head Girls' Soccer Coach	\$5,712.00
Henry Ojeda	Assistant Girls' Soccer Coach	\$3,173.00
Kimberly Seiler	Head Field Hockey Coach	\$5,712.00
Katherine Farber	Sr. High Fall Intramurals - Softball - ½ Salary	\$ 462.00
Todd Herzog	Sr. High Fall Intramurals - Weightlifting	\$ 924.00
Gregory King	Sr. High Fall Intramurals – Baseball - ½ Salary	\$ 462.00
Jeffrey Miller	Sr. High Fall Intramurals - Basketball	\$ 924.00

H. Co-Curricular Appointment 2020-2021

Elizabeth Case	Assistant Cross Country Coach	\$3,076.00
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I. Co-Curricular Volunteers 2020-2021

Shelby Bailey	Assistant Girls' Soccer Coach
Terry Bowman	Assistant Football Coach
Lori-Beth Guelcher	Assistant Cross Country Coach
Shawn Wanamaker	Assistant Field Hockey Coach

J. Substitute**1. Instructional**

Approve the appointment of the following substitute teachers for the 2019-2020 school year at the 2019-2020 substitute teacher rates as approved on the Supplemental Personnel Salary Schedule:

Carley Andrejack* - Emergency Certified All Subjects K-12

Jessica Jackovitz* - Elementary Pre-K -6

*** Pending Verification of Missing Personnel File Items**

2. Non-Instructional

- a. Motion to approve the appointment of the following individuals as substitute custodians for the 2019-2020 school year at the 2019-2020 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Stephen Andrews*

Gicela Gonzalez

*** Pending Verification of Missing Personnel File Items**

- b. Motion to approve the appointment of the following individual as substitute Cafeteria worker for the 2019-2020 school year at the 2019-2020 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Samantha Rex*

*** Pending Verification of Missing Personnel File Items**

- c. Motion to approve the appointment of the following individuals as substitute secretary and/or paraprofessional for the 2019-2020 school year at the 2019-2020 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Carley Andrejack*

Jessica Jackovitz

Joan Jones

*** Pending Verification of Missing Personnel File Items**

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

1. Approve school board policy #209 – Pupils – Health Examinations/Screenings, as presented after first reading. **(Attachment #5)**
2. Approve school board policy #913 – Community - Nonschool Organizations/Groups/Individuals, as presented after first reading. **(Attachment #6)**

B. Board Policy Second Reading

1. Approve school board policy #220 – Pupils - Student Expression/Distribution and Posting of Materials, as presented after second reading. (Attachment #7)
2. Approve school board policy #333 – Employees - Professional Development, as presented after second reading. (Attachment #8)

C. Board Governance Standards/Code of Conduct

Approve to reaffirm the school board governance standards and code of conduct referenced in school board policy #011 – Local Board Procedures – Board Governance Standards/Code of Conduct as recommended by the Pennsylvania School Board Association. (Attachment #9)

VI. CONFERENCES

- A. Michele Dotta - PAPSA: Welcome to the Major Leagues Conference - April 1-3, 2020 - The Genetti Hotel & Suites - Williamsport, PA –Registration: \$295.00 - Lodging: \$197.58; Travel: \$65.55 – Meals: \$65.00 - Total Approximate Cost: \$623.13 – Funding: Special Education Budget (Attachment #10)
- B. Matthew Link – AASA-PASA 2021 PA Cohort National Superintendent Certification Program – March 19-20, 2020 – PASA Offices – Harrisburg, PA – Lodging: \$140.97; Travel: \$87.96 – Total Approximate Cost: \$228.93 – Funding: Superintendent's Budget (Attachment #11)
- C. Bryan Geist – 53rd Annual Pennsylvania State Athletic Directors Association Conference – March 25-27, 2020 – Hershey Lodge, Hershey, PA – Registration: \$250.00, Lodging: \$412.92, Meals: \$125.00, Travel: \$92.00 – Total Approximate Cost: \$879.92 – Funding: Athletic Department Budget (Attachment #12)
- D. Shawn Green - Pennsylvania School Librarians Association Annual Conference - April 30 - May 2, 2020 – Hershey Lodge & Convention Center – Hershey, PA – Registration: \$250.00; Lodging: \$397.38; Travel: \$90.05; Meals – \$55.00; Total Approximate Cost: \$792.43 – Funding: Slatington Elementary School Staff Development Budget (Attachment #13)
- E. Nicole Nightlinger – PAPSA: Welcome to the Major Leagues Conference - April 1-3, 2020 - The Genetti Hotel & Suites - Williamsport, PA – Registration: \$395.00 - Meals: \$65.00 - Total Approximate Cost: \$460.00 – Funding: Special Education Budget (Attachment #14)
- F. Krystle-Dawn Tiedeman – Pennsylvania School Librarians Association Annual Conference - April 30 - May 2, 2020 – Hershey Lodge & Convention Center – Hershey, PA – Registration: \$200.00; Lodging: \$397.38; Travel: \$85.67; Meals – \$55.00; Total Approximate Cost: \$738.05 – Funding: High School Instructional Staff Development Budget (Attachment #15)

VII. CURRICULUM AND INSTRUCTION

Approve the High School Program of Studies Book for the 2020-2021 school year as presented and recommended by Administration. (Distributed to Board Members Only)

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

Approve the Memorandum of Understanding to the Northern Lehigh School District Middle Management Team's Administrator Compensation Plan to incorporate the position of the Athletic Director. (Distributed to Board Members Only)

X. FINANCIAL**A. Approve the Following Financial Reports:**

1. General Fund Account month of January, 2020
2. NLMS Student Activities Account month of January, 2020
3. NLHS Student Activities and Scholarship Account month of January, 2020
4. NLHS Student Activities/Clubs Account months of December, 2019 & January, 2020
4. Capital Construction month of January, 2020
5. Cafeteria Fund month of January, 2020

B. Approve the Following List of Bills:

1. General Fund months of January and February, 2020
2. Cafeteria Fund months of January and February, 2020

C. Lehigh Carbon Community College 2020-2021 Budget

Approve a resolution regarding the 2020-2021 Lehigh Carbon Community College Sponsor contribution Budget. Total expenditures equal \$43,858,473 which represents an increase of \$1,999,883 or 4.8% over the 2019-2020 budget. Northern Lehigh's share of the total budget is \$180,523.00, a decrease of \$5,227.00 or (-2.8%). A copy of the budget was distributed electronically January 13, 2020.

D. Carbon Lehigh Intermediate Unit 2020-2021 Budget

Approve a resolution regarding the 2020-2021 Carbon Lehigh Intermediate Unit Operational and Program Services budget. Total expenditures equal \$3,182,360.00 an increase of \$77,765.00 over the 2019-2020 budget. Northern Lehigh's share is proposed to be \$19,551.00 an increase of \$758.00 from the 2019-2020 budget. A copy of the budget was distributed electronically January 13, 2020.

E. Lehigh Career & Technical Institute 2020-2021 Budget

Approve a resolution regarding the Lehigh Career & Technical Institute general fund budget and Academic Center expenditures for the 2020-2021 school year. The general fund budget total is \$28,407,230.00 an increase of \$741,230. Northern Lehigh School District's portion of the 2020-2021 general fund budget is \$1,190,627.30 an increase of \$41,113.74. The expenditures for the Academic Center budget for the period of July 1, 2020 through June 30, 2021 total \$1,840,400.00 a decrease of \$19,600.00. There is no cost to Northern Lehigh School District for the Academic Center budget. A copy of the budget was distributed to board members electronically February 7, 2020.

F. Accept the 2018-2019 audit and management report for the single audit ending June 30, 2019. A copy of the audit was distributed at the January 13, 2020 school board meeting.

G. Approve budgetary transfers for the 2019-2020 school year, as presented. (Attachment #16)

H. Approve to allow administration to continue membership in the Greater Lehigh Valley Chamber of Commerce at a fee of \$424.00 for the 2020-2021 school year, to be paid from the Superintendent's budget. (Attachment #17)

I. Motion to approve the awarding of the PEPPM Mini-Bid proposal from eplus Technology, Inc. for \$34,354.34 (NLS share \$13,741.74, E-rate share \$20,612.60) to replace our existing uninterruptible power supplies in all school buildings, contingent upon receiving E-Rate funding. (Attachment #18)

J. Per the recommendation of the Extra and Co-Curricular Committee, approve to allow administration to enter into a contract with Richardson Athletics to purchase a batting cage for softball at a cost of \$2,946.98, to be paid from the 2019-2020 Athletic budget. (Attachment #19)

XI. LEGAL**A. Expulsion Hearing Waiver Approval**

The Board agrees to expulsion hearing waiver for Student #2490220. 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 December 16, 2019.

- B. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on January 2, 2020.
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meetings held on December 11, 2019.

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT