

**NORTHERN LEHIGH SCHOOL DISTRICT  
 Regular School Board Meeting  
 Monday, March 7, 2016  
 Northern Lehigh Administration Building  
 Board Room  
 6:00 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 MEETINGS**

- A. Regular school board meeting held on February 8, 2016.

**III. SPECIAL BOARD REPORTS**

- A. Carbon Lehigh Intermediate Unit ..... Mr. Edward E. Hartman
- 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
- F. Student Representatives to the Board Report ..... Mr. Gavin Kemery  
 Ms. Karlyna Kemery
- G. Solicitor's Report ..... Attorney Charles Stopp
- H. Business Manager's Report ..... Mrs. Sherri Molitoris  
 Mrs. Rhonda Frantz
- I. Federal and Other Programs Update ..... Mrs. Karen A. Nicholas
  - What's So Cool About Manufacturing Award
- J. Superintendent's Report ..... Mr. Michael W. Michaels
  - Math24 Competition – Mrs. Gail Lafferty
  - Graduation Date – June 10, 2016
- K. An executive session will be held at 5:30 p.m. in the Administration Office Conference Room.

---



---

 IV. PERSONNEL
A. Resignation/Retirement

1. Accept the retirement resignation of Judith DeBias from her position as High School Special Education Learning Support Aide effective at the end of the 2015-2016 school year. Mrs. DeBias will begin her retirement from the Northern Lehigh School District after 9 years of service.
2. Accept the retirement resignation of Susan Bowser from her position as Middle School Family and Consumer Science Teacher effective at the end of the 2015-2016 school year. Mrs. Bowser will begin her retirement from the Northern Lehigh School District after 26 years of service.

B. Appointment - Instructional

1. Jennifer Balliet  
 Assignment: Temporary Vacancy Replacement  
 Slatington Elementary School 5<sup>th</sup> Grade Teacher  
 replacing an employee on family medical leave.  
 Salary: Substitute Teacher Rate Days 1-30; Day 31 and  
 beyond \$46,200 prorated (Step 1 Bachelors on the  
 2015-2016 CBA Salary Schedule)  
 Effective: March 1, 2016  
 Termination Date: Upon Return of Full Time Teacher
2. Thomas Battista  
 Assignment: Temporary Vacancy Replacement  
 High School Chemistry Teacher replacing an  
 employee on family medical leave.  
 Salary: Substitute Teacher Rate Days 1-30; Day 31 and  
 beyond \$46,200 prorated (Step 1 Bachelors on the  
 2015-2016 CBA Salary Schedule)  
 Effective: January 29, 2016  
 Termination Date: Upon Return of Full Time Teacher

C. Appointment – Non-Instructional

- Frank Gnas\*
- Assignment: School Police Officer, 190 days plus additional  
 days for training, as needed
- Salary: \$40,000.00 (prorated for the 2015-2016 school year)
- Effective: March 8, 2016
- \* Pending Verification of Missing Personnel File Items**

D. Co-Curricular Change of Status

Approve the motion to change the status of Michael Strohl, Assistant Football coach from shared stipend of \$2,372.00 to full stipend of \$4,744.00.

E. Co-Curricular Volunteers 2015-2016

Tamara Stubits Assistant Softball Coach

F. Unpaid Leave

---

---

Approve the request of employee #6792 to take an unpaid leave of absence beginning on or about May 4, 2016 for the birth of her second child. Employee is requesting to use accumulated sick and personal days. Upon exhaustion of sick and personal days, she is requesting an unpaid leave of absence. Employee plans to return to her current position upon release from her attending physician.

G. Substitute - Instructional

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

Michele Custer – Elementary

V. POLICY

A. Board Policy Second Reading

1. Approve school board policy #306 – Merged Employee Section – Employment of Summer School Staff, as presented after second reading. **(Attachment #1)**
2. Approve school board policy #307 – Merged Employee Section – Student Teachers/Interns, as presented after second reading. **(Attachment #2)**
3. Approve school board policy #308 – Merged Employee Section – Employment Contract/Board Resolution, as presented after second reading. **(Attachment #3)**
4. Approve school board policy #309 – Merged Employee Section – Assignment and Transfer, as presented after second reading. **(Attachment #4)**
5. Approve school board policy #313 – Merged Employee Section – Evaluation of Employees, as presented after second reading. **(Attachment #5)**
6. Approve school board policy #314 – Merged Employee Section – Physical Examination, as presented after second reading. **(Attachment #6)**
7. Approve school board policy #314.1 – Merged Employee Section – HIV Infection, as presented after second reading. **(Attachment #7)**
8. Approve school board policy #316 – Employees – School Police Officer, as presented after second reading. **(Attachment #8)**
9. Approve school board policy #340 – Merged Employee Section – Responsibility for Student Welfare, as presented after second reading. **(Attachment #9)**
10. Approve school board policy #348 – Merged Employee Section – Unlawful Harassment, as presented after second reading. **(Attachment #10)**
11. Approve school board policy #351 – Merged Employee Section – Drug and Substance Abuse, as presented after second reading. **(Attachment #11)**

B. High School Field Trip

The High School Patriot Club is requesting permission to travel to Washington, D.C., May 20-21, 2016. The entire cost of the trip will be funded by the student members of the Patriot Club.

VI. CONFERENCES

- 
- 
- A. Michele Dotta – Pupil Services: Mental Health Matters – April 14-15, 2016 – Lancaster, PA - Registration - \$295.00; Lodging - \$140.00; Meals - \$20.00; Travel - \$79.00 – Total Approximate Cost: \$534.00 – Funding: Special Education Director's Budget (**Attachment #12**)

## **VII. CURRICULUM AND INSTRUCTION**

- A. Approve to adopt the Carbon Lehigh Intermediate Unit's Notice of Adoption of Policies, Procedures and Use of Funds by School District for submission with the 2016-2017 IDEA B, Section 611 project application, as presented. (**Attachment #13**)
- B. Approve to authorize the superintendent to execute an agreement between the Northern Lehigh School District and the Carbon Lehigh Intermediate Unit #21 to provide special education services for the 2016-2017 school year. (**Attachment #14**)
- C. Authorize administration to enter into a three year agreement with Pediatric Therapeutic Services to provide contracted speech and occupational therapists on an as needed basis at a cost of \$70.00 per hour for speech and \$68.00 per hour for occupational therapists for the 2016-2017 school year and \$71.00 per hour for speech and \$69.00 per hour for occupational therapists for the 2017-2018 and 2018-2019 school years. (**Attachment #15**)

## **VIII. OLD BUSINESS**

### **IX. NEW BUSINESS**

- A. Approve the contract for the School Police Officer as presented from March 8, 2016 through August 31, 2017. (**Distributed to Board Members**)

### **X. FINANCIAL**

- A. Approve the Following Financial Reports:
1. General Fund Account month of February
  1. NLMS Student Activities Account months of January
  2. NLHS Student Activities and Scholarship Account months of January
- B. Approve the Following List of Bills:
1. General Fund months of February and March
  2. Refreshment Stand month of February
  3. Cafeteria Fund month of February and March
- C. Approve the request of Slatington Elementary School to close the following accounts with zero dollar balances due to no activity: SuperFresh, Dollar General, Target Funds, Assemblies- Principal Fund, and McGraw Hill fund. In addition, due to the discontinuation of the Market Day fundraiser, Slatington Elementary School requests to close the Market Day account. The account balance is \$847.95 and the funds will be transferred to the Student Council account.
- D. Authorize the purchases of 43 additional Axis IP security cameras from integraOne to complete the high school security camera project. The total cost is \$20,373.00 and will be purchased via the COSTARS bidding program per the attached quote. (**Attachment #16**)
- E. Allow administration to enter into an agreement with Hilltop Sales & Service Inc., to purchase a John Deere tractor with loader and deck mower attachments at state contract pricing. The total cost is \$63,169.75 per the attached quote. (**Attachment #17**)

### **XI. LEGAL**

---

---

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on January 7, 2016 and February 4, 2016/
- B. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on January 27, 2016.

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT