

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, March 11, 2024
Northern Lehigh Administration Building Board Room
7:00 P.M.



Civility and Decorum – District officials and members of the public are expected to conduct themselves with civility and to afford each other a measure of dignity and respect. Shouting, personal insults, and attacks or any conduct that disrupts the flow of business is considered to be out of order. Members of the public are to direct their comments to the Board in its entirety, cannot single out Board Members for response, nor can a member of the public address specific issues with other members of the community who may be present at the meeting or who are virtually present if it is a virtual or hybrid meeting. In addition, members of the community shall not bring signs or placards to the meeting and shall not applaud or engage in any actions that would impede another community member’s right to make comments at the meeting. At the discretion of the Board/Board President, individuals who are disruptive shall be subject to removal from the venue of the Board meeting, unless the disruptive individual agrees to maintain civility and decorum.

- 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 12, 2024. ([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. Natalie Snyder
- D. Lehigh Carbon Community College Mr. Mathias J. Green, Jr.
- E. Committee Reports and/or Meetings
 - Minutes of the Education Committee Meeting held on March 4, 2024. ([Attachment #1](#))
 - Minutes of the Policy Committee Meeting held on March 4, 2024. ([Attachment #2](#))
 - Minutes of the Technology Committee Meeting held on March 4, 2024. ([Attachment #3](#))
 - Minutes of the Buildings & Grounds Committee Meeting held on March 4, 2024. ([Attachment #4](#))
 - Minutes of the Finance Committee Meeting held on March 4, 2024. ([Attachment #5](#))
 - Minutes of the Extra and Co-Curricular Committee Meeting held on March 4, 2024. ([Attachment #6](#))

- F. Student Representatives to the Board Report Ms. Victoria Hanna
Ms. Jalah Cook
- G. Solicitor’s Report..... Attorney Kristine Roddick
- H. Business Managers’ Report Mrs. Sherri Molitoris
➤ 2024-2025 Budget Update
- I. Assistant Superintendent’s Report Dr. Tania Stoker
➤ ESSER Grant Update
➤ Monthly Data Report
- J. Superintendent’s Report Dr. Matthew J. Link
➤ Middle School SAP Team Award
➤ Teacher Retiree Recognitions
- K. An executive session will be held at 6:00 p.m. at the Northern Lehigh Administration Building Board Conference Room.

IV. PERSONNEL

A. Retirement

1. With regret, accept the retirement resignation of Timothy Weaber from his position as the Essential Skills, Bulldog Academy and Teacher of the gifted at Northern Lehigh Middle School, effective the end of the working day on September 16, 2024. Mr. Weaber will be retiring from the Northern Lehigh School District after 28 years of service.
2. With regret, accept the retirement resignation of Julie Everett from her position as Biology Teacher at Northern Lehigh High School, effective the end of the last working day for the 2023-2024 school year. Mrs. Everett will be retiring from the Northern Lehigh School District after 34 years of service.
3. With regret, accept the retirement resignation of Deanna Quay from her position as Chemistry Teacher at the Northern Lehigh High School, effective the end of the last working Day for the 2023-2024 school year. Dr. Quay will be retiring from the Northern Lehigh School District after 18 years of service.
4. With regret, accept the retirement resignation of Gail Lafferty from her position as Intervention Coordinator/Gifted Support Teacher at the Slatington Elementary School, effective the end of the last working Day for the 2023-2024 school year. Mrs. Lafferty will be retiring from the Northern Lehigh School District with over 38 years of service.
5. With regret, accept the retirement resignation of David Carroll from his position as Northern Lehigh Band Director and MusicTeacher at the Northern Lehigh Middle School, effective the end of the last working Day for the 2023-2024 school year. Mr. Carroll will be retiring from the Northern Lehigh School District after 28 years of service.

5. With regret, accept the retirement resignation of Kathy Reese from her position as Administrative Assistant at Peters Elementary School, effective the end of the working day on June 12, 2024. Mrs. Reese will be retiring from the Northern Lehigh School District with over 21 years of service.

B. Resignation

1. Accept the resignation of Deborah Smith from her position as Cook's Helper at Northern Lehigh High School, effective at the end of the work day on February 23, 2024.
2. Accept the resignation of Jessica Walters from her position as Paraprofessional at Slatington Elementary School, effective at the end of the work day on February 23, 2024.
3. Accept the resignation of John Murray from his position as Head Varsity Boys Soccer Coach, effective at the end of the day on February 28, 2024.
4. Accept the resignation of Megan Rex from her position as ELDP Paraprofessional, effective at the end of the work day on March 22, 2024.
5. Accept the resignation of Crystal Schaller from her position as Northern Lehigh High School Paraprofessional, effective at the end of the work day on March 22, 2024.
6. Accept the resignation of Jana Seip from her position as Peters Elementary Office Paraprofessional, effective at the end of the work day on May 3, 2024.

C. Rescind Appointments

1. Rescind the motion appointing Deborah Smith as Cook's Helper that was approved at the February 12, 2024, school board meeting.
2. Rescind the motion appointing Rose McDaniel as Cook's Helper that was approved at the February 12, 2024, school board meeting.

D. Appointment - Non-Instructional

1. Cole Hankee *
Assignment: Custodian Second Shift
Salary: \$17.20/hour
Effective: March 12, 2024
***60 Working Day Probationary Period**
2. Crystal Schaller
Assignment: Cook's Helper
Salary: \$ TBD
Effective: March 25, 2024

3. Janna Seip *

Assignment: Administrative Assistant
 Salary: \$35,750
 Effective: May 6, 2024
 *60 Working Day Probationary Period

E. Special Sick Leave

1. Approve the special leave request for employee #3875 effective February 23, 2023 through March 8, 2023 and April 11, 2023 through June 9, 2023.

F. Co-Curricular Appointment 2023-2024

Motion to appoint the following Co-Curricular positions for the 2023-2024 school year:

Maria Schaffer	MS Aavidum	\$542.05 (prorated)
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G. Co-Curricular Adjustment 2023-2024

1. Motion to adjust the August 14, 2023 appointment of Nicole Nightlinger as Middle School Aavidum Club Advisor from a rate of \$1,500 to \$957.95 for duties performed from August 28, 2023 through her resignation date of February 15, 2024.

H. Co-Curricular Appointment 2024-2025

Motion to appoint the following Co-Curricular positions for the 2024-2025 school year:

Allison Chruscial	Head Field Hockey Coach	\$5,769
Chase Reph	Asst. Baseball Coach (Shared Stipend)	\$2,593.50

I. Co-Curricular Volunteer 2023-2024

Motion to appoint the following Co-Curricular volunteers for the 2023-2024 school year:

Shannon Jones	Softball Coach
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J. Krise Transportation Bus Drivers and Aides

Motion to approve the following bus drivers and aides from Krise Transportation to transport Northern Lehigh School District students for the 2023-2024 school year:

Daniel Grayson
 Mary Kuklinski

K. Salary Increase

1. Per the Northern Lehigh Educational Support Personnel Collective Bargaining Agreement, approve Dawn Nagy to receive the rate of pay of \$23.31 per hour, for performing Head Cook duties effective on February 21, 2024, and terminating on March 1, 2024.

2. Per the Northern Lehigh Educational Support Personnel Collective Bargaining Agreement, approve Kristin Garrison to receive the rate of pay of \$23.31 per hour, for performing Head Cook duties effective March 4, 2024, and terminating on or about March 8, 2024, or upon return of employee on an approved medical leave of absence.

- L. Approve the Superintendent to appoint qualified personnel to vacant positions during the period of time from March 12, 2024 through the next regularly scheduled board meeting.

V. POLICY

A. Board Policy First Reading

1. Approve school board policy #705 - Facilities and Workplace Safety - Property, as presented after the first reading. ([Attachment #7](#))
2. Approve school board policy #800 - Records Management - Operations, as presented after the first reading. ([Attachment #8](#))

VI. CONFERENCES

- A. Amanda Bariana - NJECC24: A New ERAI of Learning- March 12, 2024- Montclair State University- Registration: \$130- Lodging: \$0- Travel:\$130.25- Meals: \$0- Total Approximate Cost: \$270.25- Funding: Middle School Budget. ([Attachment #9](#))

VII. CURRICULUM AND INSTRUCTION

- A. Approve to adopt the Carbon Lehigh Intermediate Unit's Notice of Adoption of Policies and Procedures and Use of Funds by School District for submission with the 2023-2024 IDEA B, Section 611 project application, as presented. ([Attachment #10](#))
- B. As per the recommendation of the administration, approve to authorize the superintendent to execute an intergovernmental agreement between the Northern Lehigh School District and the Carbon Lehigh Intermediate Unit #21 to provide special education services for the 2024-2025 school year. ([Attachment #11](#))
- C. Approve administration to enter into an Affiliation Agreement with Gwynedd Mercy University in order to provide our students with greater options to earn concurrent high school/college credit. The term of the Dual Credit Affiliation Agreement between Northern Lehigh School District and Gwynedd Mercy University will be for March 12, 2024 to March 11, 2025. ([Attachment #12](#))

- D. Approve administration to enter into an Affiliation agreement between Slippery Rock University and Northern Lehigh School District for a teacher preparation program. This program allows students at Slippery Rock University to student teach in our district in order for them to complete their practicum hours needed for graduation. The term of this agreement will be for March 12, 2024 to March 11, 2029. ([Attachment #13](#))
- E. Approve to authorize proper officials to execute an Affiliation Agreement between Northern Lehigh School District and East Stroudsburg University for a teacher preparation program. This program allows students at East Stroudsburg University to student teach in our district in order for them to complete their practicum hours needed for graduation. This agreement will commence on March 12, 2024 through March 11, 2029. ([Attachment #14](#))
- F. As per the recommendation of the administration, approve the 2024-2025 Northern Lehigh School District Calendar, allowing administration to post the calendar upon receipt of the CLIU new teacher instruction days. ([Attachment #15](#))
- G. As per the recommendation of the administration, approve the resolution to identify Official Local School District Holidays (OLSDH) in accordance with PA School Code Section 1502. ([Attachment #16](#))
- H. As per the recommendation of the administration, authorize Community Services for Children to operate the Head Start Pre-K program at Peters Elementary School from August 1, 2024 through July 31, 2025. The only obligation to the district is to provide one classroom. ([Attachment #17](#))

VIII. OLD BUSINESS

IX. NEW BUSINESS

- A. As per the recommendation of administration and the Buildings and Grounds Committee, approve the superintendent to execute a letter of support for the United Way of the Greater Lehigh Valley grant partnership opportunity per the attached fact sheet. ([Attachments #18 and #19](#))
- B. Approve administration to develop and post a Request for Proposals (RFP) for a district wide comprehensive feasibility study.

X. FINANCIAL

- A. Approve the Following Financial [Reports](#):
 1. NLSD Investments for the month of February 2024
 2. General Fund Account for the month of February 2024
 3. Cafeteria Fund Account for the month of February 2024
 4. NLMS Student Activities/Clubs Account for the month February 2024
 5. NLHS Scholarship Account for the month of February 2024
 6. NLHS Student Activities/Clubs Account for the month of February 2024

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- B. Approve the Following List of [Bills](#):
1. General Fund months of February and March, 2024
 2. Cafeteria Fund months of February and March, 2024
 3. Capital Construction month of February, 2024
- C. As per the recommendation of administration and the Buildings and Grounds Committee, approve to enter into a contract with FSDirect for facilities scheduling services for three years at a cost of \$2,186.73 per year, to be funded through the Buildings and Grounds budget. ([Attachment #20](#))
- D. As per the recommendation of administration and the Extra and Co-Curricular Committee, approve the purchase of a Pole Vault Pit at a cost of \$19,075.00 to be paid from the Athletic department budget. ([Attachment #21](#))
- E. As per the recommendation of administration and the Extra and Co-Curricular Committee, approve administration to join the Buyboard National Purchasing Cooperative at no cost to the district.
- F. Approve to authorize proper officials to ratify a contractual agreement between the Northern Lehigh School District and the Carbon Lehigh Intermediate Unit #21 to continue the Student Driver Education Program at no cost to the district, effective July 1, 2024 through June 30, 2025. ([Attachment #22](#))

XI. LEGAL

A. Expulsion Hearing Waiver Approval

1. The Board agrees to expulsion hearing waiver for Student #2690197. 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

1. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on [January 4, 2024](#).
2. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on [December 18, 2023](#).
3. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on [January 24, 2024](#).

XIV. RECOGNITION OF GUESTS

XV ADJOURNMENT