

NORTHERN LEHIGH SCHOOL DISTRICT
Regular School Board Meeting
Monday, August 10, 2020
NLSD Media YouTube Channel
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. Special school board meeting held on July 20, 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.
- E. Committee Reports and/or Meetings
 - Minutes of the Education/Policy Committee Meeting held on August 3, 2020 (**Attachment #1**)
 - Minutes of the Extra and Co-Curricular Committee Meeting held on August 3, 2020 (**Attachment #2**)
 - Minutes of the Technology/Buildings and Grounds Committee Meeting held on August 5, 2020 (**Attachment #3**)
 - Minutes of the Finance Committee Meeting held on August 5, 2020 (**Attachment #4**)
- F. Solicitor’s Report Attorney Keith Strohl
- G. Assistant Superintendent Dr. Tania Stoker
 - Summer Professional Development
 - Grant Update
- H. Business Manager’s Report Mrs. Sherri Molitoris
 Mrs. Rhonda Frantz

I. Superintendent’s Report..... Mr. Matthew J. Link

- Update on Health and Safety Plan
- Fall Sports Discussion
- Donations: Hope Lutheran Church

J. An executive session will be held at 6:30p.m. via Google Meet
 An executive session was held at 6:45 p.m.via Google Meet on August 5, 2020.

IV. PERSONNEL

A. Resignation/Retirement

1. With regret, accept the retirement resignation of EdithAnn Fella from her position as Elementary Intervention Coordinator, effective October 2, 2020. Mrs. Fella will be retiring from the Northern Lehigh School District after 36 years of service.
2. With regret, accept the retirement resignation of Nancy Rehrig from her position as Bookkeeper II, effective January 15, 2021. Mrs. Rehrig will be retiring from the Northern Lehigh School District after 37 years of service.

B. Administrative Transfer - Non-Instructional

1. Robin Blocker

From:	Senior High School PCA
To:	Slatington Elementary School PCA
Salary:	No change in salary
Effective:	August 25, 2020

2. Heather Kuntz

From:	Slatington Elementary Life Skills Paraprofessional
To:	Senior High School PCA
Salary:	No change in salary
Effective:	August 25, 2020

C. Appointment - Instructional

1. Ryan Cunningham

Assignment:	Temporary Professional Employee Senior High School Health & Physical Education Teacher
Salary:	\$59,475 (Step 2 Masters on the 2020-2021 CBA Salary Schedule)
Effective:	August 25, 2020

- 2 Damon Rex

Assignment:	Temporary Professional Employee Middle School Health & Physical Education Teacher
Salary:	\$60,375 (Step 5 Masters on the 2020-2021CBA Salary Schedule)
Effective:	August 25, 2020

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| 3. Mariel Cordero-Ledesma | Long Term Substitute |
| Assignment: | Secondary Spanish Teacher |
| Salary: | \$50,750 (Step 1 Bachelors on the 2020-2021 CBA Salary Schedule) |
| Effective: | August 25, 2020 |
| Termination Date: | Upon return of full time teacher |
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| 4. Samantha Lilly | Long Term Substitute |
| Assignment: | High School Special Education Teacher |
| Salary: | \$50,750 (Step 1 Bachelors on the 2020-2021 CBA Salary Schedule) |
| Effective: | August 25, 2020 |
| Termination Date: | Upon return of full time teacher |
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| 5. Douglas Hunt* | Long Term Substitute |
| Assignment: | High School English Teacher |
| Salary: | Substitute Teacher Rate Days 1-30; Day 31 and beyond: \$50,750 (Step 1 Bachelors on the 2020-2021 CBA Salary Schedule) |
| Effective: | August 25, 2020 |
| Termination Date: | Upon return of full time teacher |
| | *Pending Verification of Missing Personnel File Items |

D. Family Medical Leave

1. Approve the request of employee #7225 to take a family medical leave of absence for the birth of a child, beginning on or about October 9, 2020. Employee is requesting to use thirty (30) accumulated sick days. Upon exhaustion of eligible days, employee is requesting a three week family medical leave. Employee plans to return to her teaching position on or about December 14, 2020.
2. Approve the request of employee #1310 to take an intermittent family medical leave of absence beginning on or about August 25, 2020, to care for a family member. Employee is requesting to use accumulated sick days.

E. Sabbatical Leave

1. Approve the request of employee #5100 to take a Compensated Sabbatical Leave for the first half of the 2020-2021 school year.
2. Approve the request of employee #650 to take a Compensated Sabbatical Leave for the first half of the 2020-2021 school year.

F. Substitute Detention Monitor

Approve to appoint the following person as Substitute Secondary Detention Monitor for the Senior High School for the 2020-2021 school year. Work will be on an as needed basis and compensation will be at a salary of \$20.00 per hour worked.

Allison Rosene

G. Substitute - Instructional

Motion to appointment the following substitute teacher for the 2020-2021 school year at the 2020-2021 substitute teacher rates as approved on the Supplemental Personnel Salary Schedule: Douglas Hunt* – English

*Pending Verification of Missing Personnel File Items

H. Co-Curricular Appointment 2020-2021

Robin Blocker	Sophomore Class Advisor	\$ 726.00
Blasia Dunham	MS Foreign Language Club	\$1,000.00
Matthew Newhard	Assistant Football Coach - Shared Stipend	\$2,568.00
Scott Gerould	Patriot Club	\$ 685.00
Krystle Tiedeman	Library Club	\$ 685.00
Jon Prive	Chess Club	\$ 204.00
Michael Lehtonen	Computer Programming Club	\$ 726.00
Gail Lafferty	Elementary Math 24 Club	\$ 200.00
Nicole Nightlinger	Aavidum	\$ 204.00
Jason Reinhard	MS Fall Intramural - CPR	\$ 924.00

I. Motion to renew the appointment of the following Co-Curricular positions for the 2020-2021 school year.

Susan Bachman	Elementary Scholastic Scrimmage	\$ 501.00
Jennifer Balliet	Decorating Club - Shared Stipend	\$ 153.00
Shelby Bailey	MS Student Council - Shared Stipend	\$ 714.00
Amanda Bariana	MS Student Council - Shared Stipend	\$ 714.00
Amanda Bariana	Math Counts	\$ 463.00
Christopher Barnes	Sr. High Newspaper Advisor	\$2,080.00
David Carroll	Senior High Band Advisor	\$5,413.00
David Carroll	MS Band Director	\$ 792.00
Blasia Dunham	MS Jr. Nat'l Honor Society Advisor - Shared	\$ 237.50
Blasia Dunham	MS Newspaper Advisor	\$ 524.00
Katherine Farber	Junior Class Advisor	\$ 726.00
Jess Frew	Junior Class Advisor	\$ 726.00
Scott Gerould	Sophomore Class Advisor	\$ 726.00
Jason Graver	MS Jr. Nat'l Honor Society Advisor - Shared	\$ 237.50
Shawn Green	Nat'l Reading Olympics Advisor	\$ 501.00
Todd Herzog	Sons of Liberty Club	\$ 510.00
Steven Jonkman	Elementary Band Advisor	\$ 902.00
Tracy Karpowich	Senior Class Advisor	\$ 726.00
Sarah Kunkel	SADD Advisor	\$ 635.00
Sarah Kunkel	Spanish Club - Shared Stipend	\$ 306.00
Michael Lehtonen	Senior High Scholastic Scrimmage Advisor	\$ 924.00
Alice Lieberman	Academic Challenge Eight Advisor	\$ 501.00
Susan Mendes	Garden Club	\$ 510.00
Lori Middaugh	Decorating Club - Shared Stipend	\$ 102.00
Nicholas Sander	Sr. High Student Council Advisor	\$2,377.00
Janelle Sheckler	National Honor Society Advisor	\$ 565.00
Tamara Stubits	Girls' On the Run Club	\$ 510.00
Krystle Tiedeman	Debate Advisor	\$1,583.00
Maria VanNorman	Senior Class Advisor	\$ 726.00
Randall Utsch	Majorette/Band Advisor	\$2,377.00

J. Brandywine Transportation Bus Drivers

Motion to approve the following bus drivers from Brandywine Transportation to transport Northern Lehigh School District students for the 2020-2021 school year:

Anna Bauer	Olga Martinez
Tina Beltz	Marian May
Kathleen Bentzoni	Lisa Neff
David Bilheimer	Beverly Owens
Patricia Bortz	John Owens
Marie Christen	Melody Petri
Misty Christman	Sheryl Rex
Kathryn Coniglio	Eric Schaner
Dawn Dewalt	RuthAnnSeip
Courtney Diaz	Julie Senefeld
Schelene Fritzingler	Natasha Shimko
Tanya Fritzingler	Wanda Shimko
Brian Geiger	Amy Livermon
George Grossman	Barbara Stankovic
Jeanette Henritz	Melissa Strohl
Warren Henritz	Amy Thomson
Ashley Heyer	Larry Trimble
Nikki Kibler	Donna VanHorn
Michael Knauss	Susan Yesik
Jean Kutchera	Sherry Zellers
William Larrison	David Zellers
Linda Leibold	Lynne Ziegler
Earl Loch	Bruce Zimmerman
Tammy Marsh	Stuart Henritz
Amber McClurg	

K. Professional Contracts

According to Article II – 1108, subsection (b) of the School Code: “a temporary professional employee, initially employed by a school district on or after June 30, 1996, whose work has been certified by the district superintendent to the secretary of the school district, during the last four (4) months of the third year of such service, as being satisfactory, shall thereafter be a professional employee” within the meaning of this article.” Therefore, it is recommended to approve “professional employee” status as per the school code for the following teachers, who have satisfactorily completed three years of service to the Northern Lehigh School District:

Shelby Bailey	Elizabeth Hannon
Blasia Dunham	Tamara Stubits
Rajeev Gupta	

L. Assistant Athletic Director

Approve to continue the employment of Joseph Tout as Assistant Athletic Director for the 2020-2021 school year at a stipend of \$3,500.00. He will assist the Athletic Director in all Athletic Director duties and responsibilities and will be responsible for athletic fundraising activities.

M. In accordance with school board policy #122, approve the attached list of clubs and activities and their stipends for the 2020-2021 school year. **(Attachment #5)**

N. Approve to continue the employment of the following individuals as District Wide permanent substitute teachers for the 2020-2021 school year. They 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.

Katelyn Hugo
Lisa Hoever
Valerie Marks
Tara Marques

O. Co-Curricular Volunteers 2020-2021

Michele Richards	Middle School Cheerleader Advisor
Kim Corle	Band Advisor
Steven Jonkman	Band Advisor
Jason Steigerwalt	Band Advisor
Rebecca Steigerwalt	Band Advisor

P. Unpaid Volunteers

Approve the following unpaid volunteer aide district-wide for the 2020-2021 school year.

Christine Stafford*
*Pending Verification of Missing Personnel File Items

V. POLICY

A. Board Policy Second Reading

1. Approve school board policy #216 – Pupils – Student Records, as presented after second reading. **(Attachment #6)**
2. Approve school board policy #237 – Pupils – Electronic Devices, as presented after second reading. **(Attachment #7)**
3. Approve school board policy #335 – Employees – Family and Medical Leaves, as presented after second reading. **(Attachment #8)**
4. Approve school board policy #805 - Operations - Emergency Preparedness, as presented after second reading. **(Attachment #9)**
5. Approve school board policy #805.1 - Operations - Relations with Law Enforcement Agencies, as presented after second reading. **(Attachment #10)**

B. In accordance with School Board Policy #707, approve the list of organizations and their appropriate group designation as presented by the Director of Support Services. **(Attachment #11)**

C. Middle School Math 24 Initial Club Application

Approve the initial club/activity application for the Middle School Math 24 Club. This club will allow students to practice and hone their mental math computation skills as they practice to compete against students from other school districts. The club will meet one day each week for five weeks prior to the Math 24 competition. This club will adhere to the guidelines within Policy #122. The stipend to Amanda Bariana for the 2020-2021 school year will be \$200.00. (Attachment #12)

D. High School Art Club Initial Club Application

Approve the initial club/activity application for the High School Art Club. This club will allow a space for students to practice the arts and further refine their talents and skills. The club will create activities that promote the arts for Northern Lehigh School District and the community. The club will meet twice weekly on Tuesdays and Thursdays. This club will adhere to the guidelines within Policy #122. The stipend to Stephen Shuey for the 2020-2021 school year will be \$200.00. (Attachment #13)

VI. CONFERENCES

VII. CURRICULUM AND INSTRUCTION

- A. Approve to authorize proper officials to enter into an agreement for one Northern Lehigh School District student with special needs to attend Whitehall-Coplay School District in accordance with the promises and covenants contained in the agreement. This agreement is effective for the 2020-2021 school year. (Attachment #14)
- B. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and Behavioral Health Associated License Private Academic School for the purpose of furnishing regular education or special education programs for the students for the 2020-2021 school year. (Attachment #15)
- C. Approve to authorize the Superintendent to execute a letter of agreement for the 2020-2021 academic year with the Center for Humanistic Change, Inc. to provide Student Assistance Program (SAP) Liaison services. The Student Assistance Teams in our school district will use these services. (Attachment #16)

D. Induction Program

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2020-2021 school year:

Helping Teacher	Inductee	Stipend
Jamie Bigley	Katlyn Parsons	\$200.00
Scott Gerould	Ryan Cunningham	\$200.00
Jason Reinhard	Damon Rex	\$200.00

- E. Approve to allow administration to continue membership in the Lehigh University School Study Council at a fee of \$1,250.00 for the 2020-2021 school year, to be paid from the Superintendent's budget. (Attachment #17)

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- F. Approve to authorize administration to execute an Affiliation Agreement between the Northern Lehigh School District and Muhlenberg College for a teacher preparation program. This program allows students at Muhlenberg College to student teach in our district in order for them to complete their practicum hours needed for graduation. This agreement will terminate July 31, 2025. **(Attachment #18)**

 - G. Approve to authorize administration to execute an amendment to the PA-EETEP Agreement to include an annual licensing fee for a custom forms module for the educator evaluation process at a cost of \$1,405.00 for the 2020-2021 school year. **(Attachment #19)**

VIII. OLD BUSINESS

IX. NEW BUSINESS

Approve the Emergency Instructional Time Template 520.1 for the 2020-2021 school year. **(Attachment #20)**

X. FINANCIAL

- A. Approve the Following Financial Reports:
 - 1. General Fund Account month of June, 2020 (Unaudited)
 - 2. NLHS Scholarship Account month of June, 2020 (Unaudited)
 - 3. PE, SE, NLMS, NLSH Student Activities/Clubs Account month of June, 2020 (Unaudited)

- B. Approve the Following List of Bills:
 - 1. General Fund months of June, July & August, 2020
 - 2. Cafeteria Fund months of June, July & August, 2020

- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. **(Attachment #21)**

- D. Approve the request of the senior high school to close the Class of 2020 account in accordance with the Student Activities Fund guidelines. The account balance is \$10,575.52, and the funds will be transferred to the Student Council account.

- E. Approve the request of the middle school to close the 7th grade team account in accordance with the Student Activities Fund guidelines. The account balance is \$787.67, and the funds will be transferred to the Middle School Student Council account.

- F. Approve the request of the middle school to close the 8th grade team account in accordance with the Student Activities Fund guidelines. The account balance is \$1,942.67, and the funds will be transferred to the Middle School Student Council account.

- G. Approve the Supplemental Personnel Salary Schedule for the 2020-2021 school year as presented. **(Attachment #22)**

XI. LEGAL

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meetings held on May 18, 2020 and June 15, 2020.
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on May 7, 2020 and June 4, 2020.
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on May 20, 2020.

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT