

**NORTHERN LEHIGH SCHOOL DISTRICT
 Regular School Board Meeting
 Monday, September 10, 2012
 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. Moment of Silence for 911 Remembrance.
- E. Roll Call.
- F. Public Comment -- Restricted to Agenda Items.

II. REVIEW AND APPROVAL OF THE MINUTES OF THE PRECEDING MEETINGS

- A. Regular School Board Meeting held on August 13, 2012.

III. SPECIAL BOARD REPORTS

- A. Carbon Lehigh Intermediate Unit Mr. Raymond J. Follweiler, Jr.
- 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 Education/Policy Committee Meeting held on September 4, 2012
(Attachment #1)
 - Minutes of the Technology/Buildings and Grounds Committee Meetings held on
September 5, 2012. (Attachment #2)
 - Minutes of the Finance Committee Meetings held on September 5, 2012. (Attachment #3)
- F. Student Representatives to the Board Report..... Ms. Courtney Blocker
Mr. Nathaniel Czarnecki
- G. Solicitor’s Report Attorney Charles Stopp
- H. Federal and Other Programs Update Mrs. Karen A. Nicholas
 - Bulldog Academy
 - Adequate Yearly Progress
- I. Business Manager’s Report Mrs. Rhonda Frantz
Mrs. Sherri Molitoris

- J. Superintendent’s Report Mr. Michael W. Michaels
 - Welcome – Ceremonial Oath Courtney Blocker (Sr. Rep.) and Nathaniel Czarnecki (Jr. Rep.)
 - Budget Timeline
 - Third Day Enrollment Report
 - Recognition of Retirees
 - Debra Siglin

- K. An executive session will be held at 6:45 p.m. in the Administration Office Conference Room.

IV. PERSONNEL

A. Resignation/Retirement

1. Accept the resignation of Sheila Andrews, High School, Cook’s helper, effective September 21, 2012.
2. Accept the resignation of Beth Gabovitz, Middle School, Part time Cook’s helper, effective September 27, 2012.
3. Accept the resignation of Adriane Hoffman, Peters Elementary Instructional Aide, effective August 16, 2012.
4. Accept the resignation of Michelle Jones, Middle School Special Education Aide, effective August 17, 2012.
5. Accept the resignation of Sally Kasztejna, High School Special Education Aide, effective August 8, 2012.
6. Accept the resignation of Patricia Mayberry, High School Instructional Aide, effective August 19, 2012.
7. Accept the resignation of Gail Miller, Peters Elementary Special Education Aide, effective August 17, 2012.
8. Accept the resignation of Pat Swercheck, High School Special Education Aide, effective August 23, 2012.

B. Family Medical Leave

Approve the request of employee #4650 to take a Family Medical Leave beginning on or about October 22, 2012, for the birth of her second child. She will be using accumulated sick days for the six week post partum leave and upon conclusion of sick days will then be requesting a twelve week Family Medical Leave. She plans to return to her current teaching position on or about March 1, 2012.

C. Co-Curricular Appointments 2012-2013

| | | |
|------------------|--|-----------|
| Susan Bachman | Sixth Sense Advisor | \$ 441.61 |
| Manny Guedes | MS Spring Intramural Weightlifting | \$ 817.54 |
| Lauren Keglovitz | SADD Advisor | \$ 560.56 |
| Anthony Thomas | Sr. High Fall Intramurals – Basketball | \$ 817.54 |

D. Co-Curricular Volunteers 2012-2013

Michelle Bellesfield* Refreshment Stand Volunteer

| | |
|----------------------|-------------------------------|
| Maria Beltz* | Refreshment Stand Volunteer |
| Lori Bowers* | Refreshment Stand Volunteer |
| Jamie Farber* | Refreshment Stand Volunteer |
| Maureen Fleischmann* | Refreshment Stand Volunteer |
| David Harding* | Refreshment Stand Volunteer |
| Lisa Kemmerer* | Refreshment Stand Volunteer |
| Scott Owens | Assistant Girl's Soccer Coach |
| Paula Seiler | Refreshment Stand Volunteer |

*Pending Verification of Missing Documents

E. Game Workers 2012-2013

Approve the following list of people as Game Workers for the 2012-2013 school year. Game Workers consist of ticket sellers and takers, game announcers, scoreboard operators, timers, field judges, scorekeepers. Rate of pay is consistent with the rates approved on the 2012-2013 Supplementary Personnel Salary Schedule.

Derek Long

F. Salary Adjustments

Acknowledge the following teachers who have completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the 2012-2013 school year:

Rachel Reiter

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

Amy Zeiser

From: Step 8B+24
To: Step 8M

- G. Approve Stephen Shuey as Artistic Director for the Fall Play/Spring Musical for the NLHS Student Theater Group. Stipend for the Artistic Director will be \$1,500 to be paid out of the HS Student Activities Fund. The Artistic Director will be responsible for and overseeing all persons involved with set design and construction, costuming, lighting, sound, etc. as determined by the HS Principal and Production Director.
- H. Approve a stipend in the amount of \$500 for Mr. Andrew Kern for High School website maintenance and working with students during the 2012-2013 school year. Mr. Kern has constant contact with teachers, secretaries, and administrators in an effort to update the website on a daily basis with the latest information, handouts, and scheduled events. Stipend to be funded by the Student Activities Fund.
- I. Substitute

1. Instructional

Approve the following substitute teachers for the 2012-2013 school year at the 2012-2013 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Nika Belcastro Albanese - CLIU Guest Teacher
Annette Benedetto – CLIU Guest Teacher
Patricia Bollinger – Elementary

Andrea Fella – Elementary
 Peggy Gallagher – Elementary
 JoLynn Gazo – CLIU Guest Teacher
 Nicole Gause* - Elementary
 Amanda Gestl* - Elementary
 Karen Haberern – Elementary
 Sara Heffner – Elementary
 Ines Heuser – CLIU Guest Teacher
 Jill Hudish – Elementary & Middle Level Math & English
 Thomas Krulick – CLIU Guest Teacher
 Asimo Long – CLIU Guest Teacher
 Roderick Lowe – CLIU Guest Teacher
 Seth McLaughlin – CLIU Guest Teacher
 Stephanie Mohr – CLIU Guest Teacher
 Erwin Prutzman – Business Education
 Michael Roth – CLIU Guest Teacher
 Roobhenn Smith – CLIU Guest Teacher
 Samantha Sontag – Elementary & Middle Level Science
 Patricia Sottolano – CLIU Guest Teacher
 Randall Utsch – CLIU Guest Teacher
 Samantha Yelles* - Elementary
***Pending Verification of Missing Documents**

2. Non-Instructional

- a. Approve the following individuals as substitute secretaries for the 2012-2013 school year at the 2012-2013 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Deborah Handwerk

- b. Approve the following individuals as substitute cafeteria workers for the 2012-2013 school year at the 2012-2013 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Deborah Handwerk

- c. Approve the following individuals as substitute custodians for the 2012-2013 school year at the 2012-2013 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Shawn Rios

J. Unpaid Volunteers

1. Approve the following unpaid volunteer aides in the Peters and/or Slatington Elementary school for the 2012-2013 school year:

Margaret Blose
 Sharon Boyesen
 Lori Beth Guelcher
 Joanne Perich

Marlene Simock
 JoAnne Sipos
 Nancy Wagner
 Sheila White

V. CONFERENCES

VI. POLICY**A. Board Policy – First Reading**

Approve school board policy #249 – Pupils - Bullying/Cyberbullying, as presented after First reading. **(Attachment #4)**

B. Non-Resident Students

Approve the request of the parents of a Kindergarten student at Peters Elementary School, and a fourth grade student at Slatington Elementary School who are moving into Washington Township, to allow their students to begin the 2012-2013 school year in Northern Lehigh School District in accordance with school board policy #202. Settlement on their house is scheduled for September 25, 2012.

VII. CURRICULUM AND INSTRUCTION**A. Literacy Center – GED Classes**

Authorize the Literacy Center of Allentown to conduct an Adult GED class two times per week beginning September 18, 2012 and ending on May 23, 2013, complying with closures announced by Northern Lehigh School District for inclement weather, emergency situations or conflicting High School events. Further approve District Administration to waive the use of facilities costs at \$20.00 per session.

- B. Approve to authorize the superintendent to execute a letter of agreement for the 2012-2013 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 #5)**

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

- A. Approve to designate and authorize the following administrators to sign summary offense notices for district students for the 2012-2013 school year:

Mr. Paul Rearden, Jr. – Peters Elementary School Principal
Dr. Linda Marcincin – Slatington Elementary School Principal
Mrs. Jill Chamberlain – Middle School Principal
Mr. Robert Vlasaty – High School Principal
Mr. Scott Pyne – High School Assistant Principal

X. FINANCIAL

- A. Approve the Following List of Bills:
1. General Fund month of August & September
 2. Cafeteria Fund month of August
 3. Refreshment Stand month of August

- B. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. **(Attachment #6)**

- C. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and Around the Clock Nursing, Inc. for the purpose of providing in-school nursing care for student No. 1390061 for the 2012-2013 school year at a cost of \$25 per day or \$40 per day when student is on a field trip and not on school premises.
(Attachment #7)

XI. LEGAL

Approve to appoint Sweet, Stevens, Katz & Williams, LLP as special counsel for the 2012-2013 school year for special education consultations and student services as outlined in the attached agreement. The cost of these services will be \$6,000 for the 2012-2013 school year and is a part of the Special Education budget. (Attachment #8)

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on June 27, 2012.
- B. Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on July 16, 2012.

XIV. RECOGNITION OF GUESTS

XV. ADJOURNMENT