

# AGENDA



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

## **REGULAR SCHOOL BOARD MEETING**

**Monday, September 11, 2017  
7:30 P.M.**

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

**Executive Session  
Administration Office Conference Room  
7:00 PM**

**NORTHERN LEHIGH SCHOOL DISTRICT  
 Regular School Board Meeting  
 Monday, September 11, 2017  
 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 9/11 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 14, 2017.

**III. SPECIAL BOARD REPORTS**

- A. Carbon Lehigh Intermediate Unit ..... Mrs. Gale Husack
- B. Lehigh Career and Technical Institute ..... Mr. Gary S. Fedorcha
- C. Legislative Report ..... Mrs. Debra Bower
- 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 5, 2017 (Attachment #1)
  - Minutes of the Technology/Buildings & Grounds Committee Meeting held on September 6, 2017 (Attachment #2)
  - Minutes of the Finance Committee Meeting held on September 6, 2017 (Attachment #3)
- F. Student Representatives to the Board Report..... Ms.Tori Csanadi  
Mr. Preston Kemery
- G. Solicitor’s Report ..... Attorney Charles Stopp
- H. Business Manager’s Report ..... Mrs. Rhonda Frantz  
Mrs. Sherri Molitoris
- I. Federal and Other Programs Update ..... Mrs. Karen A. Nicholas
  - EL Population
  - Bulldog Academy Update
- J. Superintendent’s Report ..... Mr. John W. Corby
  - Welcome – Ceremonial Oath Preston Kemery (Jr. Rep)
  - Opening of Schools

K. An executive session will be held at 7:00 p.m. in the Administration Office Conference Room.

#### IV. PERSONNEL

##### A. Administrative Transfer

###### 1. Instructional

Elizabeth Case

From: Special Education Teacher Slatington Elementary School  
 To: Special Education Teacher Middle School  
 Salary: No change in salary  
 Effective: August 21, 2017

###### 2. Non-Instructional

Kerry Hill\*

Assignment: Administrative Secretary to the Assistant Superintendent replacing Debi Hollenbach who resigned.  
 Salary: \$30,000.00  
 Effective: September 12, 2017  
 \*60 Day probationary period ending November 10, 2017

##### B. Appointment

###### 1. Non-Instructional

Kimberly Nunemacher

Assignment: Slatington Elementary Office Aide replacing Kerry Hill who was administratively transferred.  
 Salary: \$10.93 per Hour; Monday-Friday; 10:30 a.m. - 3:00 p.m. up to 180 Student Days/year  
 Effective: September 12, 2017  
 \*60 Day probationary period ending November 10, 2017

##### C. Family Medical Leave

1. Approve the request of employee #6821 to take a two week Family Medical Leave beginning on or about October 7, 2017, for the birth of a child. Employee is requesting to use ten (10) accumulated sick days in conjunction with the family medical leave.
2. Approve the request of employee #2143 to take a Family Medical leave beginning on August 21, 2017. Employee is requesting to use seven (7) accumulated sick days. Upon exhaustion of sick days, she is requesting a twelve week family medical leave. Employee plans to return to her current teaching position upon release of attending physician.

##### D. Co-Curricular Appointment 2017-2018

Blasia Dunham	MS Jr. Nat'l Honor Society Advisor	\$ 448.00
James Schnyderite	MS Chorus Advisor	\$ 746.00
James Schnyderite	HS Chorus Advisor	\$1,866.00
Maria VanNorman	Freshman Class Advisor	\$ 678.00

E. Co-Curricular Resignation

Accept the resignation of Alden Farber from his position as Assistant Football Coach – \$4,839.00 for the 2017-2018 school year which was originally approved at the December 5, 2016 board meeting.

F. Co-Curricular Change of Status

1. Approve the motion to change the status of Derek Long, Volunteer Assistant Football coach which was originally approved at the December 5, 2016 board meeting, to Assistant Football Coach – Shared stipend - \$2,419.50 for the 2017-2018 school year.
2. Approve the motion to change the status of Terry Bowman, Assistant Football coach – Shared Stipend - \$2,419.50 which was originally approved at the December 5, 2016 board meeting, to Assistant Football Coach – \$4,839.00 for the 2017-2018 school year.

G. Rescind Volunteer Coaches

Rescind appointment of the following volunteer coaches that were approved at the December 5, 2016 school board meeting:

Adam Merkle	Assistant Girls' Soccer Coach
Channing Shiffert	Assistant Girls' Soccer Coach

H. 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 2017-2018 school year.

Ryan Stilwell	
From:	Step 3B
To:	Step 3B+24

I. Webpage Maintenance

1. Approve a stipend in the amount of \$500.00 for Mr. Andrew Kern for High School website maintenance and working with students during the 2017-2018 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 General Fund High School Student Activities Fund.
2. Approve a stipend in the amount of \$1,000.00 for Mr. Andrew Kern for maintenance and updates of the district website during the 2017-2018 school year. Stipend to be funded by superintendent's budget.
3. Approve a stipend in the amount of \$500.00 for Ms. Janet Bashore for maintenance and updates of the Peters Elementary website during the 2017-2018 school year. Stipend to be funded by Peters Elementary principal's discretionary account.
4. Approve a stipend in the amount of \$500.00 for Ms. Kori Dibilio for maintenance and updates of the Slatington Elementary website during the 2017-2018 school year. Stipend to be funded by Slatington Elementary principal's discretionary account.

J. Artistic Director for the Fall Play/Spring Musical

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 \$2,000, to be paid out of the General Fund High School Student Activities Fund. The Artistic Director will be responsible for overseeing all persons involved with set design and construction, costuming, lighting, sound, etc. as determined by the HS Principal and Production Director.

K. Game Workers 2017-2018

Motion to renew the appointment of the following list of people as Game Workers for the 2017-2018 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 2017-2018 Supplementary Personnel Salary Schedule.

Kelsey Follweiler  
 Sherri Molitoris  
 Sara Shimer

Lynn Haab  
 Robin Pristash

L. Substitute1. Instructional

Approve the following substitute teachers for the 2017-2018 school year at the 2017-2018 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Kerri Brocius\* – Elementary  
 Christina Oertner - Elementary PK-4  
 \*Pending Verification of Missing Personnel File Items

M. Unpaid Volunteers

1. Approve the following unpaid volunteer aides in the Peters and/or Slatington Elementary school, and Middle School for the 2017-2018 school year.

Margaret Blose	Janet McKelvey	Karen Haberen
Patricia Bollinger	Joanne Perich	Sharon Karpiszin
Susan Bowser	Gina Serfass	Nancy Wagner
Andrea Fella	Erica Szwast	Sheila White
Dixie Gross	Dawn Mayer	Deborah Geiger
Lori-Beth Guelcher	Elizabeth Vasquez	

2. Approve the following unpaid volunteer to assist in the Technology Department as needed:

Kristina Quay

V. CONFERENCES

- A. Allison Chruschal – PSCA Annual Conference – November 30 – December 1, 2017 – Hershey, PA – Registration: \$320.00, Lodging: \$143.19, Meals: \$32.00, Travel: \$85.00 - Total Approximate Cost: \$580.19 – Funding: High School Guidance Budget (Attachment #4)

- B. Joseph Tout – University of Pittsburgh: College in High School Conference – September 14-15, 2017 - Pittsburgh, PA – Lodging - \$152.87; Travel - \$284.00 – Total Approximate Cost: \$436.87 – Funding: Curriculum & Instruction Budget (Attachment #5)

**VI. POLICY**

A. Board Policy First Reading

- 1. Approve school board policy #011 – Local Board Procedures – Board of Governance Standards/Code of Conduct, as presented after first reading. (Attachment #6)
- 2. Approve school board policy #123 – Programs – Interscholastic Athletics, as presented after first reading. (Attachment #7)
- 3. Approve school board policy #801 – Operations – Public Records, as presented after first reading. (Attachment #8)

**VII. CURRICULUM AND INSTRUCTION**

- A. Approve to authorize the Superintendent to execute a letter of agreement for the 2017-2018 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 #9)

**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 2017-2018 school year:

- Mr. Frank Gnas – School Police Officer
- Mr. Paul Leonzi – Peters Elementary School Principal
- Mr. Scott Pyne – Slatington Elementary School Principal
- Mrs. Jill Chamberlain – Middle School Principal
- Mr. Robert Vlasaty – High School Principal
- Ms. Tanya Simms – High School Assistant Principal

- B. Election of PSBA Officers

**RECOMMEND** ... That the Board of Education elects the following candidates as officers for the Pennsylvania School Boards Association, effective January 1, 2018 through December 31, 2018.

President-elect \_\_\_\_\_

Vice President \_\_\_\_\_

Treasurer \_\_\_\_\_

Insurance Trust Trustee (vote for up to 2) \_\_\_\_\_

\_\_\_\_\_

**X. FINANCIAL**

- A. Approve the Following List of Bills:
  - 1. General Fund month of August & September, 2017
  - 2. Cafeteria Fund month of August & September, 2017
  - 3. Refreshment Stand month of August, 2017
  
- B. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #10)
  
- C. Authorize administration to purchase a Network Security Insurance policy at a cost not to exceed \$9,500.00 which would cover cyber activity including notification and credit monitoring for all those compromised, as well as remediation.

**XI. LEGAL**

- A. Approve the Settlement Agreement and Release in regards to student #1790238.  
(Copies distributed to board members only)

**XII. CORRESPONDENCE****XIII. INFORMATION**

- A. Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meetings held on June 19, 2017 and July 17, 2017.
  
- B. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on June 28, 2017.

**XIV. RECOGNITION OF GUESTS****XV. ADJOURNMENT**