

**NORTHERN LEHIGH SCHOOL DISTRICT**  
**Regular School Board Meeting**  
**Monday, December 5, 2022**  
**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 MEETING**

- A. Regular School Board Meeting held on November 14, 2022. ([Minutes](#))

**III. SPECIAL BOARD REPORTS**

- A. Carbon Lehigh Intermediate Unit ..... Mrs. Gale N. Husack
- B. Lehigh Carbon Community College ..... Mr. Mathias J. Green, Jr.
- C. Student Representatives to the Board Report..... Ms. Danielle Dougherty  
Ms. Victoria Hanna
- D. Solicitor’s Report ..... Attorney Avery Smith
- E. Assistant Superintendent ..... Dr. Tania Stoker
  - Announcement of Annual Data Presentation
- F. Business Manager’s Report ..... Mrs. Sherri Molitoris
  - Audit Update
- G. Superintendent’s Report..... Mr. Matthew J. Link
  - Clothing and School Supplies Donation from Social Ministry at Union Lutheran Church in Schnecksville
- H. An executive session will be held at 6:30 p.m. at the Northern Lehigh Administration Building Board Conference Room.

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**IV. PERSONNEL****A. Rescind Appointment**

1. Rescind the motion appointing Greg King, Fall Intramurals Baseball that was approved at the March 14, 2022 school board meeting.
2. Rescind the motion appointing Steve Hluschak, Winter Intramurals that was approved at the May 9, 2022 school board meeting.

**B. Administrative Transfer - Non-Instructional****1. Rebecca Herring**

From: Custodian Second Shift  
Assignment: Custodian Dayshift  
Salary: No change in salary  
Effective: October 27, 2022

**2. Timothy McKay**

From: High School Custodian Second Shift (Tues.-Sat.)  
Assignment: High School Custodian Second Shift (Mon.-Fri.)  
Salary: No change in salary  
Effective: October 27, 2022

**C. Appointment - Non-Instructional****1. Heather Rehrig\* \*\***

Assignment: High School Office Paraprofessional 180-Days  
Salary: \$14.29/hour  
Effective: On or about January 3, 2023

\*60 Working Day Probationary Period

\*\*Pending Verification of Missing Personnel File Items

**2. Jennifer Vasquez\***

Assignment: Peter's Elementary Cafeteria Monitor  
Salary: \$14.29/hour  
Effective: November 29, 2022

\*60 Working Day Probationary Period

**3. Michael Williams\* \*\***

Assignment: Maintenance Second Shift  
Salary: \$19.03/hour  
Effective: On or about December 19, 2022

\*60 Working Day Probationary Period

\*\*Pending Verification of Missing Personnel File Items

**4. Mark Nicosia\* \*\***

Assignment: School Police Office Full-time 190-Days  
Salary: \$40,280 annually  
Effective: December 12, 2022

\*60 Working Day Probationary Period

\*\*Pending Verification of Missing Personnel File Items

5. Zachary Wargula\* \*\*

Assignment: School Police Office Full-time 190-Days  
 Salary: \$40,280 annually  
 Effective: December 12, 2022  
 \*60 Working Day Probationary Period  
 \*\*Pending Verification of Missing Personnel File Items

6. Richard Fritz\* \*\*

Assignment: High School Hallway/Cafeteria Paraprofessional  
 Salary: \$14.29/hour  
 Effective: December 8, 2022  
 \*60 Working Day Probationary Period  
 \*\*Pending Verification of Missing Personnel File Items

D. Co-Curricular Appointments 2022-2023

Kayla Driscoll	HS Fall Play	\$1,684
Christopher Heery	Fall Intramurals	\$924
Todd Herzog	Winter Intramurals	\$924

E. Co-Curricular Volunteers 2022-2023

Joseph Fiorito	Assistant Girls Basketball Coach
Jillian Olewine	Assistant Track and Field Coach

F. Game Workers 2022-2023

Motion to appoint the following list of people as Game Workers for the 2022-2023 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 2022-2023 Supplemental Personnel Salary Schedule:

Scott Rothrock  
 Michael Zambo

G. After-School Program Positions - Funding through Title III for Adult Evening ESL Classes

Megan Farkas	Teacher	Hourly Rate
Lisa Fisher	Substitute	Hourly Rate
Megan Rex	Teacher	Hourly Rate

H. Motion to approve the following Department Leaders for the 2022-2023 school year:

Blasia Dunham	Assessment and Data - District Wide	\$1,800 (prorated-\$1,350)
Elissa Fry	Mathematics/Science - Elementary	\$1,800.00

V. POLICY

Board Policy Second Reading

1. Approve school board policy #237 - Electronic Devices - Pupils, as presented after the second reading. ([Attachment #1](#))

**VI. CONFERENCES**

1. Mark Nicosia – NASRO Basic SRO Course - December 12-16, 2022 - Northeastern Educational Intermediate Unit 19 – Archbald, PA – Registration: \$495.00; Meals:\$60.00; Travel: \$438.13 - Total Approximate Cost: \$1,008.13 – Funding: School Police Officer’s Budget
2. Zachary Wargula - NASRO Basic SRO Course - December 12-16, 2022 - Northeastern Educational Intermediate Unit 19 – Archbald, PA – Registration: \$495.00; Hotel: \$447.48; Meals: \$160.00; Travel: \$81.38 - Total Approximate Cost: \$1,183.86 – Funding: School Police Officer’s Budget

**VII. CURRICULUM AND INSTRUCTION**

- A. As per the recommendation of administration, approve Navigate360 CSTAG Level 1 Training and Onboarding at a cost not to exceed \$890.00. ([Attachment #2](#))

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

- A. Per the recommendation of administration, approve the MOU between the Board of Directors and the Administrative Support Staff Group memorializing amendments to the Administrative Support Staff Agreement as attached. ([Attachment #3](#))

**X. FINANCIAL**

- A. Approve the Following Financial [Reports](#):
  1. NLSD Investments for the month of November, 2022
  2. General Fund Account months of July through November, 2022
  3. NLHS Scholarship Account month of November, 2022
- B. Approve the Following List of [Bills](#):
  1. General Fund months of November & December, 2022
  2. Cafeteria Fund month of November & December, 2022
- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. ([Attachment #4](#))
- D. Approve to pay for PSBA twenty-four hour accident insurance for administrators at a cost of \$26.50 per administrator per year for 2023, to be paid from the Superintendent’s budget.
- H. As per recommendation of the administration and the Finance Committee, approve to authorize proper officials to execute an agreement between Northern Lehigh School District and Hillendale US Enrollment Services (USES) for yearly ACA reporting commencing with the 2022 reporting year at a total cost of \$2,000 per year. Funding through the Business Office Budget. ([Attachment #5](#))
- I. Approve to designate Fund Balance ending June 30, 2022 as follows:
  1. **Committed Fund Balance:**

Health Insurance	\$ 803,867.00
PSERS Increases	\$ 1,854,115.07

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<b>Total Committed:</b>	<b>\$ 2,657,982.07</b>
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**2. Assigned Fund Balance:**

Assigned Current Yr Usage	\$ 2,258,654.00
Technology	\$ 981,342.00
1:1 Computer Laptop Ins	\$ 75,000.00
Replacement Equipment	\$ 1,390,415.00
Long Range Maintenance	\$ 2,387,095.36
Future Debt Service Payments	\$ 2,402,731.00
Slatington Elementary SA	\$ 9,801.72
Peters Elementary SA	\$ 28,369.43
Refreshment Stand:	\$ 11,003.92

<b>Total Assigned:</b>	<b>\$ 9,544,412.43</b>
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<b>3. Unassigned Fund Balance:</b>	<b>\$ 2,269,915.00</b>
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**4. Restricted Fund Balances:**

High School Scholarship:	\$ 139,301.52
Slatington Elementary Student Actv:	\$ 1,088.91

<b>Total Restricted Fund Balances:</b>	<b>\$ 140,390.43</b>
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<b>5. Nonspendable:</b>	<b>\$ 63,815.91</b>
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<b>6. Total Fund Balance:</b>	<b>\$14,676,515.84</b>
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**XI. LEGAL****XII. CORRESPONDENCE****XIII. INFORMATION**

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meetings held on [September 19, 2022](#).
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on [October 6, 2022](#).
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on [September 28, 2022](#).

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