

**NORTHERN LEHIGH SCHOOL DISTRICT
 Regular School Board Meeting
 Monday, September 14, 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. 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 MEETING

- A. Regular school board meeting held on August 10, 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 September 8, 2020 (Attachment #1)
 - > Minutes of the Community Relations Committee Meeting held on September 8, 2020 (Attachment #2)
 - > Minutes of the Technology/Buildings and Grounds Committee Meeting held on September 9, 2020 (Attachment #3)
 - > Minutes of the Finance Committee Meeting held on September 9, 2020 (Attachment #4)
- F. Student Representatives to the Board Report..... Mr. Aidan Williams
 Ms. Paige Craddock
- G. Solicitor's Report Attorney Keith Strohl
- H. Assistant Superintendent Dr. Tania Stoker
 - > Lehigh Co. COVID-19 Relief Grant

- I. Business Manager's Report Mrs. Sherri Molitoris
Mrs. Rhonda Frantz

- J. Superintendent's Report..... Mr. Matthew J. Link
 - Welcome – Ceremonial Oath Paige Craddock (Jr. Rep)
 - Opening of Schools
 - Third Day Enrollment
 - Recognition of Retirees - Patricia Jones, Michelle Raber
Scott DeLong, Janet Hofelich
 - Fall Sports Discussion

- K. An executive session will be held at 6:15 p.m. virtually via Google Meet.

IV. PERSONNEL

A. Administrative Transfer - Instructional

1. Elizabeth Flemming

From: High School Biology Teacher
 To: Middle School 7th Grade Science Teacher
 Salary: No change in salary
 Effective: August 25, 2020

2. Amanda Bashore

From: Peters Elementary Special Education Teacher
 To: Elementary Intervention Coordinator
 Salary: No change in salary
 Effective: On or about October 2, 2020

B. Administrative Transfer - Non-Instructional

Tina Erkinger

From: Administrative Assistant to the Director of Support Services
 To: Administrative Assistant to the Assistant Superintendent
 Salary: No change in salary
 Effective: On or about September 30, 2020

C. Resignation

1. Accept the resignation of Julie Niebell from her position as part-time cook's helper at Peters Elementary School, effective August 13, 2020.
2. Accept the resignation of Sabrina Clouse from her position as part-time cook's helper at the Middle School, effective August 20, 2020.
3. Accept the resignation of Sally Suda from her position as substitute teacher caller, effective August 20, 2020.
4. Accept the resignation of Katelyn Hugo from her position as district wide permanent substitute teacher, effective August 17, 2020.

5. Accept the resignation of Kristin Garrison from her position as cafeteria aide at Peters Elementary School, effective August 18, 2020.
6. With regret, accept the retirement resignation of Jamie Farber from her position as Administrative Assistant to the Director of Special Education, effective the end of the business day, September 15, 2020. Mrs. Farber will be retiring from the district after six years of service.
7. With regret, accept the retirement resignation of Andrea Thomson from her position as Slatington Elementary Paraprofessional, effective September 30, 2020. Mrs. Thomson will be retiring from the district after 19 years of service.
8. Accept the resignation of Lisa Hoever from her position as Permanent Substitute Teacher, effective the end of the business day, September 16, 2020.
9. Accept the resignation of Tara Marques from her position as Permanent Substitute Teacher, effective September 25, 2020.

D. Appointment - Instructional

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| <p>1. Gabrielle Werkheiser</p> <p style="padding-left: 20px;">Assignment:</p> <p style="padding-left: 20px;">Salary:</p> <p style="padding-left: 20px;">Effective:</p> | <p>Temporary Professional Employee</p> <p>Senior High School Secondary Science Teacher</p> <p>\$59,175 (prorated) (Step 1 Masters on the 2020-2021 CBA Salary Schedule)</p> <p>August 31, 2020</p> |
| <p>2. Katelyn Hugo</p> <p style="padding-left: 20px;">Assignment:</p> <p style="padding-left: 20px;">Salary:</p> <p style="padding-left: 20px;">Effective:</p> <p style="padding-left: 20px;">Termination Date:</p> | <p>Long Term Substitute</p> <p>Peters Elementary Kindergarten Teacher</p> <p>Substitute Teacher Rate \$120 Days 1-30; Day 31 and beyond: \$50,750 (prorated) (Step 1 Bachelor's on the 2020-2021 CBA Salary Schedule)</p> <p>August 25, 2020</p> <p>Upon return of full time teacher</p> |
| <p>3. Kimberly Bayer</p> <p style="padding-left: 20px;">Assignment:</p> <p style="padding-left: 20px;">Salary:</p> <p style="padding-left: 20px;">Effective:</p> <p style="padding-left: 20px;">Termination Date:</p> | <p>Long Term Substitute</p> <p>Senior High School Mathematics Teacher</p> <p>Substitute Teacher rate Days 1-30; Day 31 and beyond \$50,750 (prorated) (Step 1 Bachelor's on the 2020-2021 CBA Salary Schedule)</p> <p>August 25, 2020</p> <p>Upon return of full time teacher</p> |

E. Appointment - Non-instructional

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| <p>1. Melissa Wagner*</p> <p style="padding-left: 20px;">Assignment:</p> <p style="padding-left: 20px;">Salary:</p> <p style="padding-left: 20px;">Effective:</p> | <p>Confidential Administrative Assistant to the Superintendent</p> <p>\$50,000.00 (prorated)</p> <p>On or about September 15, 2020</p> |
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*60 Working Day Probationary Period

*Pending Verification of Missing Personnel File Items

2. Shelly Pender

Assignment:	Substitute Teacher Caller
Salary:	
Effective:	August 25, 2020
*60 Working Day Probationary Period	

F. Family Medical Leave

1. Approve the request of employee #1650 to take a twelve week family medical leave of absence beginning on August 25, 2020, for his own medical reasons. Employee is requesting to use accumulated sick days. Employee plans to return to his teaching position upon release from his physician.
2. Approve the request of employee #2780 to take a medical leave of absence beginning on August 25, 2020, for his own medical reasons. Employee is requesting to use accumulated sick days. Employee plans to return to his teaching position at the beginning of the 2021-2022 school year.
3. Approve the request of employee #21 to take an intermittent family medical leave of absence to care for a family member.

G. 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 2020-2021 school year:

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

H. Co-Curricular Appointment 2020-2021

Chris Hamm	Elementary Chorus Advisor	\$ 677.00
Chris Hamm	Fall Play Director	\$1,684.00
Chris Hamm	Spring Musical	\$3,172.00
Brad Jones*	MS Girls' Basketball Coach	\$5,034.00
Cassandra Keiser	MS Field Hockey Coach	\$3,016.00
Zachary Merkle	Assistant Football Coach - Shared Stipend	\$2,568.00
Damon Rex	MS Fall Intramural Net Sports	\$ 924.00
Damon Rex	MS Spring Intramural Net Sports	\$ 924.00
Patrick Wanamaker*	Head Boys' Basketball Coach	\$7,901.00
Marijo Whalen*	Assistant Girls' Basketball Coach	\$2,568.00

*Pending Verification of Missing Personnel File Items

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

Christopher Bennett	Assistant Baseball Coach (JV)	\$3,335.00
Katherine Farber	Head Softball Coach	\$5,266.00
Megan Filchner	Cheerleader Advisor	\$3,492.00
Mary Frank	MS Yearbook Advisor	\$ 924.00
Scott Gerould	Assistant Track Coach	\$3,335.00

Rajeev Gupta	Assistant Track Coach - Shared Stipend	\$1,667.50
Chris Hamm	Middle School Chorus Advisor	\$ 792.00
Chris Hamm	Senior High School Chorus Advisor	\$1,980.00
Todd Herzog	Sr. High Spring Intramurals – Weightlifting	\$ 924.00
Stephen Hluschak	Sr. High Winter Intramurals - Weightlifting	\$ 924.00
Nick Hosford	Assistant Wrestling Coach	\$5,136.00
Ryan Kern	Assistant Wrestling Coach (JH)	\$5,136.00
Gregory King	Head Baseball Coach	\$5,266.00
Michael Lehtonen	Head Track Coach	\$5,266.00
Michael Lehtonen	Sr. High Winter Intramurals - Winter Track	\$ 924.00
Derek Long	Assistant Track Coach	\$3,335.00
Zachary Merkle	Assistant Baseball Coach	\$3,335.00
David Oertner	Assistant Track Coach	\$3,335.00
Drake Pristash	Assistant Track Coach - Shared Stipend	\$1,667.50
Jason Reinhard	Assistant Softball Coach (JV)	\$3,335.00
Kenneth Shankweiler	Head Girls' Basketball Coach	\$7,901.00
Scott Snyder	Head Wrestling Coach	\$7,901.00
Joseph Tout	Sr. High Spring Intramurals - Weightlifting	\$ 924.00
Joseph Tout	Sr. High Winter Intramurals - Weightlifting	\$ 924.00

J. 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 2020-2021 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 2020-2021 school year. Stipend to be funded by the superintendent's budget.
3. Approve a stipend in the amount of \$500.00 for Mr. Andrew Kern for Middle School website maintenance and working with students during the 2020-2021 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 Middle School Student Activities Fund.
4. Approve a stipend in the amount of \$500.00 for Ms. Janet Bashore for maintenance and updates of the Peters Elementary website during the 2020-2021 school year. Stipend to be funded by Peters Elementary principal's discretionary account.
5. Approve a stipend in the amount of \$500.00 for Ms. Kori Dibilio for maintenance and updates of the Slatington Elementary website during the 2020-2021 school year. Stipend to be funded by Slatington Elementary principal's discretionary account.

K. Game Workers 2020-2021

Motion to renew the appointment of the following list of people as Game Workers for the 2020-2021 school year. Game workers consist of ticket sellers and takers, game announcers, scoreboard operators, timers, field judges and scorekeepers. Rate of pay is consistent with the rates approved on the 2020-2021 Supplemental Personnel Salary Schedule:

Becky Adams	Patricia Jones
Amanda Bariana	Andrew Kern
Chris Bennett	Greg King
Cody Bowman	Michael Lehtonen
Jennifer Butz	Derek Long
Elizabeth Case	Vonda Lorson
Allison Chruscial	Zachary Merkle
Theresa Cinicola	Kayla Micklos
Matthew Davis	Kathy Nowlin
Gregory Dieter	David Oertner
Julie Everett	Shelly Pender
Jamie Farber	Robyn Pristash
Shawn Frame	Kathleen Reese
Jessica Frew	Dennis Rehrig
Scott Gerould	Nancy Rehrig
Shawn Green	Derrick Reinert
Harold Greene	Jason Reinhard
John Guelcher	Nicholas Sander
Michael Hammond	Shelley Smith
Elizabeth Hannon	Scott Snyder
Brent Herzog	Tamara Stubits
Todd Herzog	Shawn Wanamaker
Kevin Hoffman	James Yadush
Dylan Hoffman	

L. Substitute1. Instructional

Motion to renew the appointment of the following substitute teachers for the 2020-2021 school year at the 2020-2021 substitute teacher rates as approved on the Supplemental Personnel Salary Schedule:

Thomas Battista - Health & Physical Education
 Kimberly Bayer - Elementary 4-6; Math 7-8
 Mariel Cordero-Ledesma - Spanish
 James Fisher - Social Studies
 Katelyn Hugo - Pre-K - 4
 Jessica Jackovitz - PK-6
 Shannon Jones - Elementary
 Morgan Klotz - Elementary & Special Education
 Samantha Lilly - Elementary & Special Education
 Patricia Passick - Art K-12
 Candace Steffie - Elementary
 Nadine Tomkins* - PK-4

*Pending Verification of Missing Personnel File Items

 2. Non-Instructional

- a. Motion to renew the appointment of the following individuals as substitute secretary and/or substitute paraprofessionals for the 2020-2021 school year at the 2020-2021 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Jessica Jackovitz
 Joan Jones
 Stephanie Richards
 Amanda Trelease
 Dawn Tulio
 Janice Wasilkowski

- b. Motion to renew the appointment of the following individuals as substitute cafeteria worker for the 2020-2021 school year at the 2020-2021 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Stephanie Richards
 Amanda Trelease
 Janice Wasilkowski

- c. Motion to renew the appointment of the following individuals as substitute custodian workers for the 2020-2021 school year at the 2020-2021 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Steven Andrews
 Francis Cross
 Sara Duncan
 Eric Schaner

- d. Motion to renew the appointment of the following individual as substitute cafeteria/hall monitor worker for the 2020-2021 school year at the 2020-2021 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Joan Jones

- e. Motion to renew the appointment of the following individual as substitute nurse for the 2020-2021 school year at the 2020-2021 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Marilyn Keenly

 M. Co-Curricular Volunteers 2020-2021

Andrew Arnold	Assistant Wrestling Coach
Anna Leigh Conway	Assistant Girls' Basketball Coach
Matthew Egan	Assistant Boys' Basketball Coach
Chad Groover	Assistant Wrestling Coach
Joshua Hamm	Assistant Baseball Coach
Frank Heffernan	Assistant Wrestling Coach
Shannon Jones	Assistant Girls' Basketball Coach
Shannon Jones	Assistant Softball Coach
Christine Quattrocchi	Assistant Cheerleading Coach

Shauna Rausch	Assistant Cheerleading Coach
Timothy Whalen	Assistant Wrestling Coach

V. POLICY

A. Board Policy First Reading

1. Approve school board policy #308 – Employees - Employment Contract/Board Resolution, as presented after first reading. (Attachment #5)
2. Approve school board policy #146.1 – Programs - Trauma Informed Approach, as presented after first reading. (Attachment #6)

VI. CONFERENCES

VII. CURRICULUM AND INSTRUCTION

A. Induction Program

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

<u>Helping Teacher</u>	<u>Inductee</u>	<u>Stipend</u>
Theresa Cinicola	Gabrielle Werkheiser	\$800.00

VIII. OLD BUSINESS

IX. (A) NEW BUSINESS

Approve to designate and authorize the following to sign summary offense notices for district students for the 2020-2021 school year, after consultation with the superintendent:

- Mr. Frank Gnas – School Police Officer
- Mr. James Schnyderite – Peters Elementary School Principal
- Mr. Scott Pyne – Slatington Elementary School Principal
- Mrs. Jill Chamberlain – Middle School Principal
- Mr. Robert Vlasaty – High School Principal
- Mr. David Hauser – Secondary Assistant Principal

IX. (B) NEW BUSINESS

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, 2021 through December 31, 2021.

President-elect: David Hein

Vice President: Sabrina Backer _____
David O’Keefe _____

Treasurer: Michael Gossert

Insurance Trust Trustee (3 year term): Michael Faccinetto; Marianne Neel

Forum Steering Committee (2 year term): Stephen Skrocki, Tracy Long

IX. (C) NEW BUSINESS

1. Licensed Practical Nurse Agreement

Approve a four year Memorandum of Understanding Agreement with the Licensed Practical Nurses, effective July 1, 2020. (Distributed to Board Members Only)

2. Paraprofessionals Agreement

Approve a four year Memorandum of Understanding Agreement with the Paraprofessionals, effective July 1, 2020. (Distributed to Board Members Only)

3. Confidential Administrative Assistant to the Superintendent

Approve the new Salary and Benefit Agreement between the Northern Lehigh School District and the Confidential Administrative Assistant to the Superintendent. (Distributed to Board Members Only)

IX. (D) NEW BUSINESS

Per the recommendation of the Technology/Buildings & Grounds Committee, approve the motion to disallow pets in the fenced area used for school sports and activities near the Northern Lehigh Middle School.

IX. (E) NEW BUSINESS

Per the recommendation of the Technology/Buildings & Grounds Committee, approve the motion to disallow the use of the stadium and track for activities other than school district sanctioned events.

X. FINANCIAL

A. Approve the Following List of Bills:

1. General Fund months of August & September, 2020
2. Cafeteria Fund month of August, 2020

C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #7)

D. Approve the invoice from the Northern Lehigh Recreation Authority in the amount of \$6,504.58, for services provided during the 2020 summer recreation programs at Peters Elementary and Slatington Elementary Schools for Northern Lehigh School District students. (Attachment #8)

E. Approve the Institute for Teaching and Leading (i4tl) service contract to provide consulting services in the area of learning model design and administrator coaching related to virtual teaching and learning. The cost for the 2020-2021 school year is \$24,500.00.(Attachment #9)

XI. LEGAL

XII. CORRESPONDENCE

XIII. INFORMATION

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on July 20, 2020. (Minutes)
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on July 2, 2020 (Minutes) and August 6, 2020. (Minutes)
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on June 24, 2020. (Minutes)

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