

**NORTHERN LEHIGH SCHOOL DISTRICT**  
**Regular School Board Meeting**  
**Monday, October 12, 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. Regular school board meeting held on September 14, 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 October 5, 2020 (Attachment #1)
  - Minutes of the Extra and Co-Curricular Committee Meeting held on October 5, 2020 (Attachment #2)
  - Minutes of the Technology/Buildings and Grounds Committee Meeting held on October 7, 2020 (Attachment #3)
  - Minutes of the Finance Committee Meeting held on October 7, 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
  - Platforms for a Virtual Environment
- I. Business Manager’s Report ..... Mrs. Sherri Molitoris  
Mrs. Rhonda Frantz

- J. Superintendent’s Report..... Mr. Matthew J. Link
  - Thank Elementary PTO for painting at Peters and picnic tables
  - Northern Lehigh Team Sales Donation of 68 gaiters (\$434.52)
  - District Level Goals
  - Parent Committee Request
  
- K. An executive session will be held at 6:30 p.m. virtually via Google Meet..

**IV. PERSONNEL**

A. Appointment Instructional

Melissa Bowers*	Professional Employee
Assignment:	Elementary Special Education Teacher
Salary:	\$63,275 (Step 8M+24 Masters on the 2020-2021 CBA Salary Schedule)
Effective:	Upon release from current employer
*Pending Verification of Missing Personnel File Items	

Mark McDermott	Long Term Substitute
Assignment:	Slatington Elementary 5th Grade 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:	September 30, 2020
Termination Date:	Upon return of full time teacher
*Pending Verification of Missing Personnel File Items	

B. Appointment -Non-instructional

1. Stuart Henritz\*  
 Assignment: Administrative Assistant to the Director of Support Services  
 Salary: \$30,750.00 (prorated) per year  
 Effective: September 28, 2020  
 \*60 Working Day Probationary Period

2. Tracey Williams\*  
 Assignment: Administrative Assistant to the Director of Special Education  
 Salary: \$30,750.00 (prorated) per year  
 Effective: September 28, 2020  
 \*60 Working Day Probationary Period

3. David Jones\*  
 Assignment: Full-time School Police Officer (SPO)  
 Salary: \$21.00/hour for the 2020-2021 school year (grant funded)  
 Effective: October 13, 2020  
 \*60 Working Day Probationary Period  
 \*Pending Verification of Missing Personnel File Items

## 4. Jennifer Bittenbender\*

Assignment: Paraprofessional  
 Salary: \$15.00/hour for the 2020-2021 school year  
 Effective: October 13, 2020

\*60 Working Day Probationary Period

\*Pending Verification of Missing Personnel File Items

## 5. Holly Rainey\*

Assignment: Cafeteria Paraprofessional  
 Salary: \$13.47/hour for the 2020-2021 school year  
 Effective: October 19, 2020

\*60 Working Day Probationary Period

\*Pending Verification of Missing Personnel File Items

C. Resignation

1. Accept the resignation of Valerie Marks from her position as permanent substitute teacher, effective September 28, 2020.
2. Accept the resignation of Alyssia Wechsler from her position as Middle School Half Time Family Consumer Science Teacher, effective the end of the school day  
September 25, 2020.
3. Accept the resignation of Shelly Pender from her position as High School Office Paraprofessional, effective September 29, 2020.
4. Accept the resignation of Stuart Henritz from his position as Administrative Assistant to the Director of Support Services, effective October 2, 2020.

D. Family Medical Leave

1. Approve the request of employee #7092 to take a family medical leave of absence beginning December 7, 2020, for the birth of a child. Employee is requesting to use accumulated sick days. Upon exhaustion of sick days employee is requesting a four weeks of family medical leave. Employee plans to return to her position upon release from her physician, on or about March 2, 2021.

E. 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:

Michael Lehtonen  
 From: Step 17M  
 To: Step 17M+24

F. Co-Curricular Appointments 2020-2021

Ryan Cunningham	Assistant Boys' Basketball Coach (JH)	\$5,136.00
Bradley Huebner	Assistant Boys' Basketball Coach	\$5,136.00

G. Co-Curricular Change of Status

Approve the motion to change the status of Marijo Whalen, Assistant Girls' Basketball Coach - Shared stipend - \$2,568.00, which was originally approved at the September 14, 2020, board meeting, to Assistant Girls' Basketball Coach - \$5,136.00 for the 2020-2021 school year.

## H. Motion to renew the appointment of the following Co-Curricular position for the 2020-2021 school year:

Jacob Schneck	Assistant Boys' Basketball Coach (MS)	\$5,034.00
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I. Game Workers 2020-2021

Motion to appoint the following individuals as a Game Worker 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:

Stephen Haas  
Megan Farkas

J. Co-Curricular Volunteers 2020-2021

Devon Glose	Assistant Boys' Basketball Coach
Janelle Morales	Assistant Girls' Basketball Coach
Zandra Whalen	Assistant Girls' Basketball Coach

K. 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:

Carley Andrejack - Emergency Certified  
Ricky Guth - Citizenship  
Dawn Kemery - PK-4

2. Non-Instructional

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

Gicela Gonzalez

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

Carley Andrejack  
Shelly Pender

- L. Approve the following individual as District Wide permanent substitute teacher for the 2020-2021 school year. He 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.

Frank Damian

## V. POLICY

### A. Board Policy First Reading

Approve school board policy #103 – Programs - Discrimination/Title IX Sexual Harassment Affecting Students, as presented after first reading. **(Attachment #5)**

Approve school board policy #104 – Programs - Discrimination/Title IX Sexual Harassment Affecting Staff, as presented after first reading. **(Attachment #6)**

Approve school board policy #247– Pupils - Hazing, as presented after first reading. **(Attachment #7)**

Approve school board policy #249– Pupils - Bullying/Cyberbullying, as presented after first reading. **(Attachment #8)**

Approve school board policy #317.1– Employees - Educator Misconduct, as presented after first reading. **(Attachment #9)**

Approve school board policy #824 – Operations - Maintaining Professional Adult/Student Boundaries, as presented after first reading. **(Attachment #10)**

### B. Board Policy Second Reading

Approve school board policy #308 – Employees - Employment Contract/Board Resolution, as presented after second reading. **(Attachment #11)**

Approve school board policy #146.1 - Programs - Trauma Informed Approach, as presented after second reading. **(Attachment #12)**

## VI. CONFERENCES

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**VII. CURRICULUM AND INSTRUCTION**

- A. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and Whitehall-Coplay School District for the purpose of furnishing a Life Skills Support Program for the student #2090080 for the 2020-2021 school year. (Attachment #13 )

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

Approve the Northern Lehigh School District Goals for the 2020-2021 school year as presented in the Superintendent's Report.

**X. FINANCIAL**

- A. Approve the Following Financial Reports:
1. General Fund Account months of July and August, 2020 (Unaudited)
  2. NLMS Student Activities Account month of July 2020 (Unaudited)
  3. NLHS Student Activities Account month of July 2020 (Unaudited)
- B. Approve the Following List of Bills:
1. General Fund months of September & October, 2020
  2. Cafeteria Fund months of September & October, 2020
- C. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #14)
- D. Approve to release the \$5,000.00 donation to the Slatington Public Library that is budgeted in the 2020-2021 school year.
- E. RESOLVED, the Board of Education approves the addendum to the agreement with Portnoff Law Associates, Ltd. to be the delinquent real estate tax collector for the 2021 tax year. (Attachment #15)
- F. Approve the appointment of Statewide Tax Recovery as the delinquent per capita tax collector for the 2021 tax year.
- G. As per the recommendation from the Technology/Buildings and Grounds Committee, approve the purchase of five (5) Halo Fogger machines and HaloMist disinfectant at a cost of \$42,255.00, funding through the PCCD-COVID Grant (Attachment #16).
- H. As per the recommendation from the Technology/Buildings and Grounds Committee, approve the purchase of a New Holland Tractor with snow plow at a cost of \$12,580.00, funding through the Building and Grounds Budget (Attachment #17).

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- I. Motion to approve the purchase of a 3-year licence (2020-2021, 2021-2022, 2022-2023) of Screencastify, a Chrome browser extension used to create videos, at a total cost of \$18,900.00 to be paid out of the ESSER Grant (**Attachment #18**).
  - J. Motion to approve the purchase of a 3-year licence (2020-2021, 2021-2022, 2022-2023) of EdPuzzle, a web-based formative assessment tool, at a total cost of \$13,200 to be paid out of the ESSER Grant (**Attachment #19**).
  - K. Authorize the following financial institution to act as an approved depository for school district funds and/or temporary investments. The Northern Lehigh School Board further authorizes the following financial institution to transfer funds on deposit to any other bank for the credit of the Northern Lehigh School District. The Board further authorizes the Business Manager and/or Superintendent to enter into agreements, supplements or amendments to agreements to implement the foregoing operations for the 2020-2021 school year.

Neffs National Bank

- L. Approve the Use of Funds Agreement with CLIU #21 for IDEA Part B, Section 611 pass through funds for the 2020-2021 school year in the amount of \$292,074.54. (**Attachment #20**)

#### **XI. LEGAL**

#### **XII. CORRESPONDENCE**

Acknowledge PlanCon K was accepted as per the Pennsylvania Department of Education (PDE). (**Distributed to Board Members Only**)

#### **XIII. INFORMATION**

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meetings held on August 17, 2020. (**Minutes**)
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on September 3, 2020. (**Minutes**)
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on August 26, 2020. (**Minutes**)

#### **XIV. RECOGNITION OF GUESTS**

#### **XV. ADJOURNMENT**