

**NORTHERN LEHIGH SCHOOL DISTRICT  
Regular School Board Meeting  
Monday, August 8, 2011  
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. Roll Call.
- E. Public Comment -- Restricted to Agenda Items.

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

- A. Regular school board meeting held on June 13, 2011.
- B. Special school board meeting held on June 17, 2011 & July 15, 2011.

**III. SPECIAL BOARD REPORTS**

- A. Carbon Lehigh Intermediate Unit ..... Mr. Gary S. Fedorcha
- B. Lehigh Career and Technical Institute ..... Mrs. Lori H. Geronikos
- C. Legislative Report ..... Mr. Gregory S. Williams
- D. Lehigh Carbon Community College ..... Mr. Mathias J. Green, Jr.
- E. Committee Reports and/or Meetings
- F. Solicitor's Report ..... Attorney Charles Stopp
- G. Federal and Other Programs Update ..... Mrs. Karen A. Nicholas
- H. Business Manager's Report ..... TBD
- I. Superintendent's Report ..... Mr. Michael W. Michaels
- J. An executive session will be held at 6:30 p.m. in the Administration Office Conference Room.

**IV. PERSONNEL**

- A. Approve a title change for Mrs. Karen Nicholas from Assistant to the Superintendent to Assistant Superintendent with no salary change. In July 2011 Mrs. Nicholas completed her course work and has applied to the Pennsylvania Department of Education for her certification as Assistant Superintendent.

B. Resignations

1. Accept the resignation of Donald Allen from his position as High School Assistant Principal effective the end of the work day July 28, 2011. Mr. Allen has accepted a position with another school district.
2. Accept the resignation of John Sitaras from his position as Head Girl's Soccer Coach for the 2011-2012 school year.

C. Appointment Administrative

Scott Pyne

Assignment: High School Assistant Principal, replacing Donald Allen who has resigned

Salary: \$77,000 (prorated 2011-2012 school year)

Effective Date: Upon Release From Current Position

D. Retirement Resignations

Accept the retirement resignation of James Dotter from his position as Slatington Elementary Middle Shift Custodian, effective the end of the work day, December 31, 2012. Contract language states that custodial/maintenance employees who have worked for the district more than 20 years and give notice to the district of retirement 12 ½ months prior to retirement date shall receive an additional \$500.00 upon retirement. Mr. Dotter will retire in December 2012 after 25 years of service at Northern Lehigh.

E. Family Medical Leave

1. Approve the request of employee #3120 to take a 12 week Family Medical Leave effective November 17, 2011 for the birth of her child. She will be using accumulated sick days in conjunction with the Family Medical Leave. Upon exhaustion of her Family Medical Leave she is requesting an unpaid leave of absence for the remainder of the 2011-2012 school year. She plans to return to her current teaching position on the first teacher day of the 2012-2013 school year.

F. Co-Curricular Appointments 2011-2012

Susan Bachman	Elementary Scholastic Scrimmage	\$ 435.08
Christopher Barnes	MS Newspaper Advisor	\$ 455.16
Michael Bonner	Assistant Track Coach	\$2,902.75
Susan Bowser	MS Jr. Ntl. Honor Society Adv (Shared \$414.20)	\$ 138.07
David Carroll	Senior High Band Advisor	\$4,711.12
David Carroll	MS Band Director	\$ 689.43
Elizabeth Chunko	Sophomore Class Advisor	\$ 631.41
Scott DeLong	Debate Advisor	\$1,378.86
Scott DeLong	National Honor Society	\$ 491.97
Rick Eckhart	MS Jr. Ntl. Honor Society Adv (Shared \$414.20)	\$ 138.07
Renee Evans	Sr. High Fall Intramurals – Tennis	\$ 804.95

---



---

Renee Evans	Sr. High Spring Intramurals – Tennis	\$ 804.95
Renee Evans	Sr. High Student Council	\$2,067.18
Renee Evans	SADD Advisor	\$ 552.27
Kimberly Filipovits	Middle School Yearbook Advisor	\$ 805.46
Tammy Fristick	Senior Class Advisor	\$ 631.41
Scott Gerould	Assistant Track Coach	\$2,902.75
Jason Graver	MS Jr. Ntl. Honor Society Adv (Shared \$414.20)	\$ 138.07
Babette Guss	Senior High Yearbook	\$2,397.40
Todd Herzog	Sr. High Spring Intramurals - Weightlifting	\$ 804.95
Todd Herzog	Sr. High Fall Intramurals – Weightlifting	\$ 804.95
Bob Hicks	Assistant Softball Coach	\$2,902.75
Stephen Hluschak	Assistant Baseball Coach	\$2,902.75
Stephen Hluschak	Sr. High Winter Intramurals – Weightlifting	\$ 804.95
Mark Hoffman	MS Spring Intramurals – Weightlifting	\$ 805.46
Mark Hoffman	Assistant Softball Coach	\$2,902.75
Sharon Hunsicker	Senior Class Advisor	\$ 631.41
Patricia Ingles	Sophomore Class Advisor	\$ 631.41
Andrew Kern	Middle School Web Page Advisor	\$ 403.16
Gregory King	Assistant Baseball Coach (JV)	\$2,902.75
Lora Krum	Elementary Chorus	\$ 589.03
Michael Lehtonen	Sr. High Winter Intramurals – Winter Track	\$ 804.95
Michael Lehtonen	Head Track Coach	\$4,584.66
Alice Lieberman	Academic Challenge Eight Advisor	\$ 435.08
Derek Long	Assistant Track Coach	\$2,902.75
Brett Martinez	Assistant Wrestling Coach	\$4,469.03
David Oertner	Assistant Track Coach	\$2,902.75
David Oertner	Sr. High Fall Intramurals – Basketball	\$ 804.95
Erv Prutzman	Head Baseball Coach	\$4,584.66
Michelle Raber	MS Fall Intramural Net Sports	\$ 805.46
Michelle Raber	MS Spring Intramural Net Sports	\$ 805.46
Michelle Raber	MS Winter Intramural CPR	\$ 805.46
Jason Reinhard	Head Varsity Girl's Soccer Coach	\$4,970.42
Jason Reinhard	Assistant Varsity Boy's Soccer Coach	\$2,761.35
Rachel Reiter	MS Chorus Advisor	\$ 689.43
Rachel Reiter	Senior High Chorus Advisor	\$1,723.58
MaryAnne S.-Mattiola	Freshman Class Advisor	\$ 625.17
Candice Saville	Junior Class Advisor	\$ 631.41
Angela Shoemaker	Junior Class Advisor	\$ 631.41
Stephen Shuey	Freshman Class Advisor	\$ 625.17
Joseph Tout	Sr. High Spring Intramurals – Weightlifting	\$ 804.95
Joseph Tout	Sr. High Winter Intramurals – Weightlifting	\$ 804.95
Denise Turoscy	Scholastic Scrimmage Advisor - HS	\$ 805.46
Denise Turoscy	Newspaper Advisor – HS	\$1,810.60
Randall Utsch	Majorette/Band Advisor	\$2,067.18
Camille Vernarr	Elementary Band Advisor	\$ 785.38
Charles Weigold III	Senior Class Play Advisor	\$1,466.99
Charles Weigold III	Senior High Musical Director	\$2,759.95
Amy Zeiser	Middle School Student Council Advisor	\$1,243.87

G. Co-Curricular Volunteers 2011-2012

Gary Andrew	Assistant Baseball Coach
Christopher Bennett	Assistant Baseball Coach
Kyle Follweiler	Assistant Baseball Coach
Melissa DeFrain	Assistant Softball Coach

---

---

#### H. Game Workers 2011-2012

Approve the following list of people as Game Workers for the 2011-2012 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 2011-2012 Supplementary Personnel Salary Schedule.

Dan Blazosky	Terry Bowman
Linda Brown	Jennifer Butz
Frank Carazo	Elizabeth Case
Eric DeAntonis	John DeFrain
Scott DeLong	Renee Evans
Alden Farber	Kelly Follweiler
Rhonda Frantz	Jessica Frew
Deb Frohnheiser	Marshelle George
Scott Gerould	Shawn Green
Stephen Haas	Chad Henritzy
Barry Herman	Bobby Herzog
Steve Hluschak	Mike Hofmann
Dick Jones	Patricia Jones
Greg King	Mark Lavine
Mike Lehtonen	Andrew Lynn
Steve Martinez	Larry Meixsell
Mike Mengel	Thomas Mertus
Sherri Molitoris	Jim Nonnemaker
Kathy Nowlin	Dave Oertner
Erv Prutzman	Michelle Raber
Kathleen Reese	Dennis Rehrig
Nancy Rehrig	Nicholas Sander
Eric Schmidt	Paula Seiler
Dick Snell	Michael Strohl
Robert Sutjak	Joe Tout
Jim Yadush	Amy Zeiser

#### I. Senior High Administrative Detention Supervisor

Approve to appoint Diana Beltran as the Administrative Detention Supervisor in the senior high school. She will work Tuesday and Thursday from 2:30 p.m. to 4:00 p.m. throughout the 2011-2012 school year that warrants detention coverage. Salary will be \$20.00 per hour worked.

#### J. Middle School Administrative Detention Supervisor

Approve to appoint Debra Knerr and Dawn Tulio as Administrative Detention Supervisors in the middle school. Mrs. Knerr will cover the Monday detentions from 2:20 p.m. to 3:20 p.m. and Mrs. Tulio will cover the Wednesday detentions from 2:20 pm to 3:20 p.m.. They will work throughout the 2011-2012 school year on Mondays and Wednesdays that warrant detention coverage. Salary will be \$20.00 per hour worked.

#### K. Saturday Detention Monitor

Approve to appoint Patricia Eby-Manescu as the Secondary Saturday Detention Monitor for the middle school and senior high school for the 2011-2012 school year, working 3 hours every Saturday that warrants detention coverage. Salary will be \$20.00 per hour worked.

---

---

L. Substitute Detention Supervisor

Approve to appoint the following list of people as Substitute Secondary Detention Monitors for the senior high school for the 2010-2011 school year. Work will be on an as needed basis and compensation will be at a salary of \$20.00 per hour worked.

Renee Evans  
Debi Hollenbach  
Ellen Kiss  
Michael Lehtonen  
Candice Saville  
Angela Shoemaker

M. Substitute Saturday Detention Monitor

1. Approve to appoint Diana Beltran as the Substitute Secondary Saturday Detention Monitor for the middle school and senior high school for the 2011-2012 school year, working as a substitute for 3 hours every Saturday that warrants substitute detention coverage. Salary will be \$20.00 per hour worked.
2. Approve to appoint Michael Strohl as the Substitute Secondary Saturday Detention Monitor for the middle school and senior high school for the 2011-2012 school year, working as a substitute for 3 hours every Saturday that warrants substitute detention coverage. Salary will be \$20.00 per hour worked.

N. Professional Contracts

According to Article II – 1108, subsection (b) of the School Code: “a temporary professional employee, initially employed by a school district on or after June 30, 1996, whose work has been certified by the district superintendent to the secretary of the school district, during the last four (4) month of the third year of such service, as being satisfactory, shall thereafter be a “professional employee” within the meaning of this article.” Therefore, it is recommended to approve “professional employee” status as per the school code for the following teachers, who have satisfactorily completed three years of service to the Northern Lehigh School District:

Lisa Colicigno	Rachel Reiter
Jeremy Battista	Stephen Shuey

O. Salary Adjustments

1. Acknowledge the following teachers who have completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the 2011-2012 school year:

Valerie Ambrose  
From: Step 5B+24  
To: Step 5M

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

---

---

P. Substitute

1. Instructional

Approve the following substitute teachers for the 2011-2012 school year at the 2011-2012 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Ralph Andrews – Elementary  
Thomas Battista – Health & Physical Education  
Kathryn Bonilla – Music and Reading Specialist  
Janet Brostedt – Elementary  
Jacob Bushner – Technology Education  
Timothy Chappellear\* – Elementary  
Lisa Cox – English & Special Education  
Michele Custer – Elementary  
Andrew Drake – Social Studies  
Amberly Drey – Elementary  
Kenneth Eck, Jr. – Earth & Space Science  
Meredith Foster – Elementary  
Mary Frank – Art K-12  
Amanda Frey – Elementary  
Amberly Gable – English  
Peggy Gallagher – Elementary  
Ricky Guth – All Subjects  
William Hughes – Social Studies & Special Education  
Nathan Hunsicker – Elementary  
Steven Jonkman - Music  
Dawn Kemery - Elementary  
Katherine Kern – Elementary  
Amber Kistler – Elementary  
Kristy Kratzer – Elementary & Special Education  
Ashley Krutsick – Elementary & Middle Level Math  
Amber Kuntz – Elementary & Special Education  
Debra Lakatosh – Spanish & French  
Samantha Lilly – Elementary & Special Education  
Donna Lobach-Berger – Elementary  
Deborah Magnotta – Elementary & Reading Specialist  
Ryan Mayberry - Elementary  
Andrea Meyers – Chemistry  
Robert Naugle - Math  
Joseph Nester – Special Education & Social Studies  
Nancy Ord – Elementary  
Kaitlin Parliman – General Science  
Amanda Radishofski\* – Elementary & Special Education  
Jade Rauch\* – Elementary  
Stephen Reimert – Social Studies  
Linda Sarver – Art  
Tonia Schaeffer – Elementary  
Monique Seiler – Elementary & Middle Level English  
Jordan Smith – Health & Physical Education  
Samantha Sontag – Elementary  
Virginia Stevenson – Music  
Laura Tatusko – English  
Anthony Tulio – Elementary  
Kyle Turner – Elementary

Nina Weiss – Elementary  
Jane Wessner – Elementary  
**\*Pending Verification of Missing Documents**

2. Non-Instructional

- a. Approve the following individuals as substitute secretaries/aides for the 2011-2012 school year at the 2011-2012 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Claire Danko  
Diana Detweiler  
Nicole Evans  
Judy Hoffman  
Lisa Lamon  
Dawn Martinez  
Maureen McCullion  
Melanie Mohr  
Carol Scott  
Christine Sigley  
Catherine Smith  
Carol Snyder  
Sheila Steier  
Kathleen Troxell  
Janice Wasilkowski  
Tina Williams

- b. Approve the following individuals as substitute cafeteria workers for the 2011-2012 school year at the 2011-2012 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Gail Bauer  
Diana Detweiler  
Theresa Hall  
Judy Hoffman  
Lilly Horwith  
Dawn Martinez  
Maureen McCullion  
Melanie Mohr  
Carol Scott  
Christine Sigley  
Carol Snyder  
Sheila Steier  
Kathleen Troxell  
Sarah Unger  
Janice Wasilkowski

- c. Approve the following individuals as substitute custodians for the 2011-2012 school year at the 2011-2012 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Kimberly Antolick  
Gail Bauer  
Sandra Diehl  
Travis Diehl

Theresa Hall  
 Jeffrey Mann  
 Ryan Mayberry  
 Randy Muniz  
 Jody Remaley  
 Richard Sensinger  
 Carol Snyder

V. **CONFERENCES**

VI. **POLICY**

A. **Board Policy – Second Reading**

1. Approve school board policy #619 – Finances – District Audit, as presented after second reading. **(Attachment #1)**
2. Approve school board policy #601 – Finances, Fiscal Objectives, as presented after second reading. **(Attachment #2)**
3. Approve school board policy #210.1 – Pupils, Possession/Use of Asthma Inhalers/Epinephrine Auto-Injectors, as presented after second reading. **(Attachment #3)**

B. **Student-Parent Handbook Changes**

Approve the changes to the Elementary School Student-Parent Handbook as presented. **(Attachment #4)**

VII. **CURRICULUM AND INSTRUCTION**

- A. Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and Behavioral Health Associated Licensed Private Academic School for the purpose of furnishing regular education or special education programs for students for the 2011-2012 school year. **(Attachment #5)**
- B. Approve to authorize proper officials to ratify a contractual agreement between the Northern Lehigh School District and the Carbon Lehigh Intermediate Unit #21 to continue the Driver Education Program in our district at a cost of \$2,200.00, an increase of \$50.00 over last year, effective July 1, 2011 through June 30, 2012. **(Attachment #6)**

C. **Induction Program**

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2010-2011 school year:

Helping Teacher	Inductee	Stipend
Jamie Bigler	Kara Solt	\$750.00
James Bauer	Jessica Gold	\$750.00
Elissa Fry	Michael Strohl	\$750.00



**D. Non-Resident Students**

Approve the request of the parents of a first grade student at Peters Elementary School, who are moving into Slatington Borough, to allow their student to begin the 2011-2012 school year in Northern Lehigh School District in accordance with school board policy #202. Settlement on the house they will be purchasing is scheduled for August 26, 2011.

**VIII. OLD BUSINESS****IX. NEW BUSINESS****X. FINANCIAL****A. Approve the Following List of Bills:**

1. General Fund months of June, July and August
2. Cafeteria Fund month of June and July
3. Construction Fund month of June & July
4. Refreshment Stand month of June
5. Athletic Fund months of June and July

**B. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #7)****C. Approve the Resolution appointing and designation a liaison between the NLSD and the Lehigh Tax Collection Committee, as presented. (Attachment #8)****D. Approve the resolution stating Northern Lehigh School District hereby certifies that Michael W. Michaels is hereby authorized and empowered to take such actions and to execute and deliver such documents as may be necessary to discharge the School District's obligations with respect to the appointment of the Bank as Custodian and with respect to issuing instructions to enable the Bank to discharge its obligations as Custodian of the School District's assets. (Attachment #9)****E. Approve the request of the senior high school to close the Class of 2011 account in accordance with the Student Activities Account guidelines. The account balance is \$784.36 and the Class of 2011 is recommending that the funds be distributed into the following accounts:**

Library Club	\$384.36
All-Night Party	\$350.00
Class of 2015	\$ 50.00

**XI. LEGAL****XII. CORRESPONDENCE****XIII. INFORMATION****A. Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on June 2, 2011.****B. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on May 16, 2011 and June 20, 2011.**

C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on May 25, 2011.

**XIV. RECOGNITION OF GUESTS**

**XV. ADJOURNMENT**