

# AGENDA



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

## **REGULAR SCHOOL BOARD MEETING**

**Monday, May 13, 2019  
7:00 P.M.**

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

**Executive Session  
Administration Office Conference Room  
6:30 PM**

**NORTHERN LEHIGH SCHOOL DISTRICT**  
**Regular School Board Meeting**  
**Monday, May 13, 2019**  
**Northern Lehigh Administration Building**  
**Board Room**  
**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 MEETINGS**

- A. Regular school board meeting held on April 8, 2019. [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 May 6, 2019. [\(Attachment #1\)](#)
  - Minutes of the Extra and Co-Curricular Committee Meeting held on May 6, 2019. [\(Attachment #2\)](#)
  - Minutes of the Technology/Buildings & Grounds Committee Meeting held on May 8, 2019. [\(Attachment #3\)](#)
  - Minutes of the Finance Committee Meeting held on May 8, 2019. [\(Attachment #4\)](#)
- F. Student Representatives to the Board Report ..... Mr. Preston Kemery  
 Ms. Madison Hoffman
- G. Solicitor's Report ..... Attorney Keith Strohl
- H. Assistant to the Superintendent ..... Dr. Tania Stoker
  - K'Nex Challenge
- I. Business Manager's Report ..... Mrs. Sherri Molitoris  
 Mrs. Rhonda Frantz

J. Superintendent's Report ..... Mr. Matthew J. Link

- National Teacher and School Nurse Appreciation Week – May 6-10, 2019
- National Police Week - May 12-18, 2019
- Reading Olympics
- 2019-2020 Budget [Presentation](#)

K. An executive session will be held at 6:30 p.m. in the Administration Office Conference Room.

**IV. PERSONNEL**

A. Appointment Administrative

Brian Kelly ([Resume](#))

Assignment:	Principal Peters Elementary School
Salary:	\$97,000 (prorated for the remainder of the 2018-2019 school year)
Effective:	On or about June 24, 2019

B. Administrative Transfer - Non-Instructional

Peggy Perry

From:	High School PCA
To:	Slatington Elementary Life Skills/Emotional Support Paraprofessional
Salary:	No change in salary
Effective:	April 11, 2019

C. Resignation/Retirement

1. With regret, accept the retirement resignation of Robert Hicks from his position as Middle School Technology Teacher, effective June 30, 2019. Mr. Hicks will be retiring from the Northern Lehigh School District with 33 years of service.
2. With regret, accept the retirement resignation of Lynn Haab from her position as Middle School Special Education Teacher, effective the end of the day June 14, 2019. Mrs. Haab will be retiring from the Northern Lehigh School District with 18 years of service.
3. With regret, accept the retirement resignation of Sharon Hunsicker from her position as High School Special Education Teacher, effective June 30, 2019. Mrs. Hunsicker will be retiring from the Northern Lehigh School District with 41 years of service.
4. With regret, accept the retirement resignation of Sheila Lanshe from her position as High School Guidance Counselor, effective June 30, 2019. Mrs. Lanshe will be retiring from the Northern Lehigh School District with 28 years of service.
5. With regret, accept the retirement resignation of Judith VanHorn from her position as Peters Elementary Cook's Helper, effective the end of the day June 14, 2019. Mrs. VanHorn will be retiring from the Northern Lehigh School District with 9 years of service.

D. Appointment Non-Instructional

Joan Jones

Assignment:	High School Cafeteria Monitor
Salary:	\$11.20 per Hour; 4 Hours per day; 5 Days per Week/180 days per year
Effective:	May 14, 2019
*60 Working Day Probationary Period	

E. Change of Status - Non-Instructional

1. Sabrina Clouse

From:	3 Hours per Day Middle School Cook's Helper
To:	5 Hours per Day Middle School Cook's Helper
Salary	No Change in Salary
Effective:	August 20, 2019

2. Julie Niebell

From:	3 Hours per Day Middle School Cook's Helper
To:	5 Hours per Day Peters Elementary School Cook's Helper
Salary	No Change in Salary
Effective:	August 20, 2019

F. Summertime Maintenance/Custodial Helpers

Motion to renew the appointment of the following individuals as Summertime Maintenance/Custodial helpers for the summer of 2019 at a salary of \$10.00 per hour:

Bryce Allen  
Colton Falenwolfe  
Jennifer Haas  
Cory Hammond

G. Co-Curricular Resignation 2019-2020

1. Accept the resignation of Stephen Hluschak from his position as Assistant Football Coach for the 2019-2020 school year in the amount of \$5,035.00, which was originally approved at the January 14, 2019 school board meeting and from his position as Senior High Winter Intramurals Weightlifting in the amount of \$906.00, which was originally approved at the April 8, 2019 school board meeting.
2. Accept the resignation of Britani Pristash from her position as Middle School Field Hockey Coach for the 2019-2020 school year in the amount of \$2,957.00, which was originally approved at the February 11, 2019 school board meeting.

H. Co-Curricular Appointment 2019-2020

Greg Kosciolek	Assistant Football Coach	\$5,035.00
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I. Substitute - Non-Instructional

Motion to approve the appointment of the following individual as substitute paraprofessional for the 2018-2019 school year at the 2018-2019 substitute rate as approved on the Supplemental Personnel Salary Schedule: Kimberly Deprill

J. Co-Curricular Volunteers 2019-2020

Patricia Jones                      Assistant Soccer Coach

K. Co-Curricular Volunteer Resignation 2019-2020

Accept the resignation of Amy Zeiser from her position as volunteer Assistant Cross Country Coach which was originally approved at the January 14, 2019 school board meeting.

V. **POLICY**

A. Board Policy First Reading

1. Approve school board policy #108 – Programs – Adoption of Textbooks, as presented after first reading. ([Attachment #5](#))
2. Approve school board policy #704 – Property – Maintenance, after first reading. ([Attachment #6](#))
3. Approve school board policy #918 – Community – Title I Parent and Family Engagement, after first reading. ([Attachment #7](#))

B. Board Policy Second Reading

1. Approve school board policy #005 – Local Board Procedures - Organization, as presented after second reading. ([Attachment #8](#))
2. Approve school board policy #122 – Programs - Extra-Curricular Activities, with changes, as presented after second reading. ([Attachment #9](#))
3. Approve school board policy #218.1 – Pupils - Weapons, as presented after second reading. ([Attachment #10](#))
4. Approve school board policy #249 – Pupils - Bullying/Cyberbullying, as presented after second reading. ([Attachment #11](#))
5. Approve school board policy #317 – Employees - Conduct/Disciplinary Procedures, as presented after second reading. ([Attachment #12](#))
6. Approve school board policy #810.3 – Operations – School Vehicle Drivers, as presented after second reading. ([Attachment #13](#))
7. Approve school board policy #831 – Operations – Weapons, as presented after second reading. ([Attachment #14](#))

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C. Spanish Club

Per the recommendation of the Extra and Co-Curricular Committee, approve the initial club/activity application for the Senior High Spanish Club. This club will promote hispanic cultural traditions and customs. Guest speakers are invited to speak with elementary students. The club hosts events such as Day of the Dead and Cinco de Mayo. This club will meet after school on the second Tuesday of each month. Additional meetings will be held as needed for events. This club will adhere to the guidelines within Policy #122. ([Attachment #15](#))

D. Sons of Liberty Club Final Application

Approve the final club/activity application for the Sons of Liberty Club. This club has enjoyed success and parents, students and the community have responded positively. The number of students participating was 10 and it has been successful in motivating positive behavior, performing flag duties and raising over \$2,300.00 in veteran donations. The Northern Lehigh Education Association recommended stipend for the advisor of this club is \$500.00 beginning with the 2019-2020 school year. Upon approval by the Board, the approved stipend will be added to the Collective Bargaining Agreement, as per policy #122. ([Attachment #16](#))

E. NLSD Athletic Honor Code/Discipline Code

Approve the NLSD Athletic Honor Code/Discipline Code, as presented. ([Attachment #17](#))

**VI. CONFERENCES**

- A. Tanya Simms - 2019 PA Educational Leadership Conference - August 4-6, 2019 – Kalahari Resorts & Conventions – Pocono Manor, PA – Registration - \$329.00; Lodging - \$412.02; - Total Approximate Cost: \$741.02 – Funding: High School Professional Development Budget ([Attachment #18](#))
- B. Shawn Green - PDE CSforALLPa K-8 Integrated Model - May 22-23, 2019 – PaTTAN - King of Prussia, PA – Travel - \$134.80; Meals - \$30.00 - Total Approximate Cost: \$164.80 – Funding: PA Smartgrant ([Attachment #19](#))

**VII. CURRICULUM AND INSTRUCTION**

- A. Approve to conduct an Extended School Year Program for students with special needs from July 8-25, 2019, at Slatington Elementary School. The program will run Monday-Thursday from 9:00 a.m. - 12:00 p.m. Approve to employ Everly Kesack, Kayla Perkowski, and Ryan Stilwell for four hours per day at the Teacher Collective Bargaining Agreement amount of \$30 per hour. Further, approve to employ, paraprofessionals, Sheila White, Tara Hengst, Heather Kuntz, Becky Adams, and Stephanie Stilwell for three hours per day at their agreed upon 2019-2020 hourly rate. Approve to employ one school nurse per day, either Tracy Hoffman or Dawn Tulio at the Teacher Collective Bargaining Agreement amount of \$30 per hour.
- B. Authorize administration to enter into a three year agreement with Pediatric Therapeutic Services to provide contracted speech and occupational therapists, bilingual speech, Board Certified Behavior Analysis (BCBA), and Behavior Specialist Consultant (BSC) services on an as needed basis at a cost outlined in the attached agreement. ([Attachment #20](#))

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- C. Approve to authorize proper officials to enter into an agreement for one Northern Lehigh School District student with special needs to attend Hogan Learning Academy LLC, Extended School Year Services, in accordance with the promises and covenants contained in the agreement. This agreement is effective July 8, 2019 and terminates on August 9, 2019. ([Attachment #21](#))

VIII. **OLD BUSINESS**

IX. **NEW BUSINESS**

- A. RESOLVED, the Board of Education approves the Resolution Supporting Statewide Cyber Charter School Funding Reform. ([Attachment #22](#))
- B. RESOLVED, the Board of Education approves the Resolution Supporting Senate Bill 34 and House Bill 526 for School Districts Providing their Own Cyber Learning Programs. ([Attachment #23](#))

X. **(a) FINANCIAL**

- A. Approve the Following Financial [Reports](#):
1. General Fund Account month of April, 2019
  2. NLMS Student Activities Account month of April, 2019
  3. NLHS Student Activities and Scholarship Account month of April, 2019
  4. Cafeteria Fund month of April, 2019
  5. Capital Construction month of April, 2019
- B. Approve the Following List of Bills:
1. General Fund months of April and May, 2019
  2. Cafeteria Fund months of April and May, 2019
  3. Capital Construction month of May, 2019

C. **School Lunch Prices – 2019-2020**

Approve the recommendation of the administration that, effective August 26, 2019, school breakfast and lunch prices be increased as follows:

Elementary Schools – Breakfast from \$1.45 to \$1.50  
Lunch from \$2.65 to \$2.70

Middle School & High School – Breakfast from \$1.95 to \$2.00  
Lunch from \$2.90 to \$2.95

- D. Authorize administration to sign the CSIU eService Rates contract for Accounting, Payroll and Personnel software services for the 2019-2020 school year. ([Attachment #24](#))
- E. Approve the co-payment amount for student athletes receiving a sports physical from St. Luke's Sports Medicine during the 2019-2020 school year at a cost of \$10.00 per student in accordance with school board policy #122.
- F. Allow administration to sign the CLIU Technology Pool Consortium Agreement for the 2019-2020 school year. ([Attachment #25](#))

- G. Approve the awarding of fuel bids to the following companies with a contract period of July 1, 2019 to June 30, 2020: [\(Attachment #26\)](#)

**UNLEADED GASOLINE TANK WAGON DELIVERY** – Awarded to Talley Petroleum Enterprises, Inc. at

- o a fixed price of \$2.6013 per gallon (item #16 on bid summary)

**#2 GRADE FUEL OIL TANK TRANSPORT DELIVERY** – Awarded to Petroleum Traders Co. at

- o a fixed price of \$2.1719 per gallon (item #3 on bid summary)

**#2 GRADE FUEL OIL TANK WAGON DELIVERY** – Awarded to Talley Petroleum, Enterprises, Inc. at

- o a fixed price of \$3.0295 per gallon (item #4 on bid summary)

**BIO DIESEL FUEL TANK WAGON DELIVERY** – Awarded to Talley Petroleum Enterprises, Inc. at

- o a fixed price of \$2.7751 per gallon and an additional \$.0400 (winterization additive) per gallon (item #8 and 18 on bid summary)

H. Summer Band Camp

Approve a tuition fee of \$30.00 per student for a one-week elementary summer band program and also approve a stipend for summer band program director, Steven Jonkman. Mr. Jonkman's stipend will be equal to the amount collected for student participation but will not exceed \$1,000.00. The summer band program will run Monday, August 12, 2019 until Friday, August 16, 2019.

- I. Allow administration to sign the CLIU TransPerfect Agreement to provide language interpreting related services as needed for the 2019-2020 school year. [\(Attachment #27\)](#)
- J. Approve budgetary transfers for the 2018-2019 school year, as presented. [\(Attachment #28\)](#)
- K. Approve to authorize proper officials to continue an agreement between the Northern Lehigh School District and Frontline Education for the purpose of providing web-based applications for planning, reporting, monitoring and archiving student data in compliance with federal and state mandated regulations. The cost for these services will be \$3,850.00 for the 2019-2020 school year. [\(Attachment #29\)](#)

X. **(b) FINANCIAL**

Election of Treasurer

Election of a Treasurer for the 2019-2020 fiscal year, as required by Section 404 of the Pennsylvania School Code of 1949, as amended.

**RECOMMEND** .... That the Board of Education elects \_\_\_\_\_ as Treasurer for the 2019-2020 fiscal year, effective July 1, 2019 through June 30, 2020.



**XI. (a)LEGAL****A. Expulsion Hearing Waiver Approval**

1. The Board agrees to expulsion hearing waiver for Student #2090044. Student and guardian have agreed to waive their right to a formal expulsion hearing in front of the School Board and have also agreed to disciplinary action outlined in the waiver.
2. The Board agrees to expulsion hearing waiver for Student #2090019. Student and guardian have agreed to waive their right to a formal expulsion hearing in front of the School Board and have also agreed to disciplinary action outlined in the waiver.
3. The Board agrees to expulsion hearing waiver for Student #2190048. Student and guardian have agreed to waive their right to a formal expulsion hearing in front of the School Board and have also agreed to disciplinary action outlined in the waiver.

**(b)LEGAL****A. Student Expulsion**

Recommend that the Board of Education approve Findings of Fact and Conclusion of Law and recommendation of the Hearing Committee held at 5:30 pm on April 8, 2019. This recommendation is to expel student #2090200.

**Roll Call**

Moved: \_\_\_\_\_; Seconded \_\_\_\_\_  
 Vote: Yes \_\_\_\_\_, No \_\_\_\_\_, Abstention \_\_\_\_\_, Absent \_\_\_\_\_

**(c)LEGAL**

Appoint Mrs. Rhonda Frantz as primary voting delegate for the Act 32 Tax Collection Committee for Northern Lehigh School District. Mrs. Sherri Molitoris and Mrs. Heather Marzen will act as first and second alternate voting delegates on the committee in the absence of Mrs. Frantz.

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

- A. Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on March 18, 2019. [Minutes](#)
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on [March 7, 2019](#) and [April 4, 2019](#).
- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on March 27, 2019. [Minutes](#)

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**XIV. ADOPTION OF PROPOSED FINAL BUDGET FOR 2019-2020 Budget**

It is recommended that the Board of Education adopts the proposed general fund final budget of the Northern Lehigh School District for the 2019-2020 school year in the amount of \$35,820,883.00. The preliminary budget is adopted with a 22.5139 millage rate for Lehigh County and a 66.0122 millage rate for Northampton County.

**XV. ADOPTION OF LEGAL NOTICES FOR PER CAPITA TAXES FOR 2019-2020****Legal Notice**

Authorize the Secretary to publish a Legal Advertisement notifying every resident or inhabitant within the territorial limits of the school district of Northern Lehigh attaining eighteen (18) years of age, and every resident or inhabitant in said school district to notify the proper Per Capita Tax Enumerator within twelve (12) months of his or her becoming a resident or inhabitant, in accordance with the School Laws of Pennsylvania, Section 680, as amended June 16, 1972, Act 138. The assessors to contact are as follows:

**BOROUGH OF WALNUTPORT** Annette Lacko – Borough Secretary  
Walnutport Borough Building  
417 Lincoln Ave. Walnutport, PA 18088  
610-767-1322

**WASHINGTON TOWNSHIP** Diane Conklin - Township EIT Officer/Assistant  
Secretary/Treasurer  
Washington Township Municipal Building  
7951 Center St., Emerald, PA 18080  
610-767-8108

**BOROUGH OF SLATINGTON** Colleen Bresnak - Assistant Secretary/Treasurer  
125 South Walnut Street  
Slatington, PA 18080  
610-767-2131

**XVI. RECOGNITION OF GUESTS****XVII. ADJOURNMENT**