

**NORTHERN LEHIGH SCHOOL DISTRICT**  
**Regular Meeting**  
**Board Minutes**

**Slatington, PA**  
**January 14, 2013**

**PURPOSE**

The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Edward E. Hartman, at 7:30 p.m. on Monday, January 14, 2013, in the Administration Office Board Room.

**ROLL CALL**

Members present: Mr. Robin T. Distler, Mr. Gary S. Fedorcha, Mr. Raymond J. Follweiler, Jr., Mrs. Lauren A. Ganser, Mr. Mathias J. Green, Mrs. Natalie J. Green, Mrs. Donna M. Kulp, Mr. Gregory S. Williams, and Mr. Edward E. Hartman (9)

Members absent: (0)

Non-members present: Mr. Jeffrey Bachman, Mrs. Susan Bahnick, Ms. Courtney Blocker (Senior Rep.), Mrs. Jill Chamberlain, Mr. Nathaniel Czarnecki (Jr. Rep.), Mr. Greg Derr, Mr. Scot Engler, Mrs. Rhonda Frantz, Mr. John Hrizuk, Dr. Linda Marcincin, Mr. Michael Michaels, Mrs. Sherri Molitoris, Mrs. Karen Nicholas, Mr. Scott Pyne, Mr. Paul Rearden, Jr., Attorney Keith Strohl (Solicitor's Office), and Mr. Robert Vlasaty.

**VISITORS**

Approximately twenty-two visitors attended the meeting, in addition to Terry Ahner, reporter for The Times News.

**APPROVE MINUTES**

Mr. Distler made a motion, which was seconded by Mr. Fedorcha that the minutes of the reorganizational and regular school board meetings held on December 3, 2012 be approved and ordered filed.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

**SPECIAL BOARD REPORTS**

Lehigh Career and Technical Institute – Mr. Fedorcha reported that the minutes are attached to the agenda. The budget should be available for the next board meeting and we should contact Mrs. Sandra Himes if we would like her to attend a board meeting to present the budget.

Lehigh Carbon Community College – Mr. Green reported that the minutes are attached to the agenda.

Student Representatives to the Board Report – Ms. Courtney Blocker and Mr. Nathaniel Czarnecki distributed the written student representative report and verbally reported on its contents.

Solicitor's Report – Attorney Strohl reported that an executive session was held prior to tonight's meeting to discuss legal matters.

Federal and Other Programs Update – Mrs. Karen A. Nicholas reported that the Algebra I and Literature Keystone Exams are currently being administered. Mrs. Nicholas thanked the administration, teachers and students for everything running smoothly.

Business Manager's Report – Mrs. Molitoris reported that on the agenda this evening is the Act 1 tax index resolution. Administration is not recommending going out for exceptions this year. Taxes will be raised up to the index but we will not raise above the index for the 2013-2014 budget.

Mrs. Frantz reported that at the board seats is a copy of the single audit report for the fiscal year ending June 30, 2012, the Pennsylvania State audit for years ending June 30, 2009 and June 30, 2010, as well as the 2013-2014 CLIU#21 Operational and Programs Services budget. All three of these will be on next month's agenda for approval. If you have any questions, please feel free to call or they can be addressed at the next Finance Committee meeting.

**SPECIAL  
BOARD  
REPORTS  
(cont.)**

**Superintendent's Report**

Mr. Michaels introduced Mrs. Renee Evans, High School Student Council advisor. She introduced the officers for student council and they gave a brief overview of events they held and that are planned for the rest of the school year.

Mr. Michaels announced that this month is School Board Recognition month. Our Board of Education works feverishly for the taxpayers and our students. Our students are getting a quality education and our board is giving us the tools and abilities to be successful. Mr. Michaels thanked the Board of Education for all of their help.

Mr. Michaels announced that the first meeting of the School Safety Task Force will be February 6, 2013 at 7:30 p.m. in the board room. Mr. Michaels encouraged parents to attend and to give their input. Mr. Michaels has been trained in threat assessment, counterterrorism for safe schools, developing school emergency safety plans and incident command for schools. Mr. Michaels will be bringing in other experts as well to run the meeting. We will be looking over our emergency plans but keep in mind there are things that parents want to know and not everything can be divulged.

Ethics forms have been distributed and Board members, as well as administration, should complete them in a timely manner.

Mr. Hartman reported that an executive session was held prior to tonight's meeting to discuss legal issues.

**PERSONNEL**

Mr. Follweiler made a motion, which was seconded by Mr. Fedorcha, that the Board of Education approves the following personnel items:

Retirement/ Resignation L. Bramich	Accept the retirement resignation of Linda Bramich from her position as High School Cook's Helper effective December 31, 2012. Ms. Bramich will be retiring from the Northern Lehigh School District after 13 years of service.		
Appointment Non-Instructional	Sheila Steier Assignment	High School Cook's Helper replacing Linda Bramich who retired.	
	Salary:	\$8.50 Per Hour/5.5 Hours Per Day/5 Days Per Week/ up to 180 Student Days per year plus additional cleaning days as needed (2009-2013 Educational Support Personnel Association CBA)	
	Effective Date:	January 15, 2013	
Family Medical Leave	Approve the request of employee #6790 to take an eight week maternity leave beginning on December 7, 2012, for the birth of her first child. She is requesting to use 23 accumulated sick days. At the conclusion of her eight week maternity leave, she is requesting a twelve week Family Medical Leave. She plans to return to her current teaching position on or about April 29, 2013.		
	Approve the request of employee #2143 to take up to a twelve week Family Medical Leave beginning on February 8, 2013. She plans to return to her current teaching position upon medical release from her physician on or about March 8, 2013.		
Unpaid Leave Of Absence	Approve the request of employee #4270 to take an unpaid leave of absence effective December 4, 2012. She plans to return to her current position upon medical release from her physician.		
	Approve the request of employee # 3845 to take an unpaid leave of absence beginning on January 28, 2013. Employee is currently on a Family Medical Leave and is requesting an unpaid leave of absence until the start of the fourth marking period. Employee plans to return to her current teaching position on March 28, 2013.		
Co-Curricular Appointments 2013-2014	Joe Tout Steve Hluschak Mark Lavine	Head Football Coach Asst. Football Coach Asst. Football Coach	\$7,084.32 \$4,604.11 \$4,604.11

<b><u>PERSONNEL</u></b> <b>(cont.)</b>	Andrew Lynn	Asst. Football Coach	\$4,604.11
	Cory Hartsell	Asst. Football Coach	\$4,604.11
	Manny Guedes	Asst. Football Coach	\$4,604.11
	Terry Bowman	Asst. Football Coach-Shared Stipend	\$2,302.06
	Alden Farber	Asst. Football Coach-Shared Stipend	\$2,302.06
	Jessica Frew	Head Field Hockey Coach	\$4,244.38
	Kelly Follweiler	Asst. Field Hockey Coach	\$2,758.34
	Elizabeth Chunko	Middle School Field Hockey Coach	\$2,703.72
	Dave Oertner	Head Cross Country Coach	\$4,244.38
	Beth Case	Asst. Cross Country Coach	\$2,758.34
	Richard J. Jones	Head Boy's Soccer Coach	\$5,120.65
	Adam Stofko	Assistant Boy's Soccer Coach-Shared	\$1,422.41
	Eric Schmidt	Assistant Boy's Soccer Coach-Shared	\$1,422.41
	Jason Reinhard	Head Girl's Soccer Coach	\$5,120.65
	Patricia Jones	Asst. Girl's Soccer Coach	\$2,844.82

Co-Curricular Volunteers 2012-2013	Emily Buss*	High School Musical
	Nicole Chirico*	Assistant Softball Coach
	Melissa Defrain	Assistant Softball Coach
	Richard Roberts IV*	Assistant Boy's Basketball Coach
	Joe Seremula*	Assistant Boy's Basketball Coach
	Joe Seremula*	Assistant Boy's Baseball Coach
	Gary Warmkessel*	Assistant Softball Coach
	Katrina Wehr	Assistant Track & Field Coach
* Pending Verification of Missing Documents		

Co-Curricular Volunteers 2013-2014	Sarah Arndt	Assistant Field Hockey Coach
	Heather Chandler*	Assistant Field Hockey Coach
	Jaclyn Follweiler*	Assistant Field Hockey Coach
	Michael Strohl	Assistant MS Football Coach
	Amber VanHorn*	Assistant Field Hockey Coach
	Rachel Wagner*	Assistant Field Hockey Coach
	Amy Zeiser	Assistant Cross Country Coach
* Pending Verification of Missing Documents		

Substitute- Non- Instructional Teacher's Aide	Approve the following individual as substitute teacher's aide for the 2012-2013 school year at the 2012-2013 substitute rate as approved on the Supplementary Personnel Salary Schedule.	
	Andrea Rosario	
	YEA:	Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)
	NAY:	None (0)

**POLICY** Mr. Williams made a motion, which was seconded by Mrs. Ganser, that the Board of Education approves the following policy items:

Board Governance Standards/ Code of Conduct	Approve to reaffirm the school board governance standards and code of conduct referenced in school board policy #011 – Local Board Procedures – Board Governance Standards/Code of Conduct as recommended by the Pennsylvania School Board Association.	
	YEA:	Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)
	NAY:	None (0)

**CONFERENCE**

Mrs. Ganser made a motion, which was seconded by Mrs. Kulp, that the Board of Education approve the following conferences:

Bryan Geist – 46<sup>th</sup> Pennsylvania State Athletic Directors Association Conference – March 13-15, 2013 – Hershey Lodge, Hershey, PA – Registration: \$470.00, Lodging: \$330.00 – Total Approximate Cost: \$800.00 – Funding: Athletic Department Budget

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

**CURRICULUM AND INSTRUCTION**

Mr. Distler made a motion, which was seconded by Mr. Fedorcha, that the Board of Education approves the following curriculum and instruction items:

HS Program Of Studies Approve the High School Program of Studies Book for the 2013-2014 school year as presented and recommended by administration.

Leo Club Approve the request of the Senior High Administration to create a Leo Club. This club will allow students to develop and contribute individually and collectively as responsible members of the community and as part of the world’s largest service club organization. The club will meet after school every two weeks and there will be no cost to the district.

Official Local School District Holidays Approve the resolution to identify Official Local School District Holidays (OLSDH) in accordance with PA School Code Section 1502.

2013-2014 School Calendar Approve the 2013-2014 Northern Lehigh School District Calendar as presented  
Mrs. Kulp thanked administration for forming the Leo Club. She commented that it is an excellent club for the students to belong to and after they graduate they can become a part of other service organizations.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

**NEW BUSINESS**

Mr. Williams made a motion, which was seconded by Mrs. Ganser, that the Board of Education approves the following new business item:

Resolution for School Board Director Recognition Month - January 2013 **WHEREAS**, the role of locally elected school officials has served the Commonwealth of Pennsylvania and local communities in meeting the needs of public education since the passage of the Free School Act in 1834; and

**WHEREAS**, these local boards have discharged their responsibilities to public education in a manner which has placed public education in the forefront of our educational systems; and

**WHEREAS**, locally elected officials have distinguished themselves and their communities in this non-paid, volunteer public service commitment; and

**WHEREAS**, the contributions of the men and women who serve on the Northern Lehigh Board of School Directors:

- Robin T. Distler
- Gary S. Fedorcha
- Raymond J. Follweiler, Jr.
- Lauren A. Ganser
- Mathias J. Green, Jr.
- Natalie J. Green
- Edward E. Hartman
- Donna M. Kulp
- Gregory S. Williams

**NEW BUSINESS (cont.)**

should be recognized and appreciated by those who benefit from the workings of our public school system;

**NOW THEREFORE BE IT RESOLVED** that the Board of Director of the Pennsylvania School Boards Association hereby proclaims the month of January as School Director Recognition Month in this commonwealth; and

**FURTHER RESOLVE** that this proclamation be communicated to all school districts, school officials and local communities in a planned program which brings visibility and awareness of the role of locally elected school officials to the citizenry of this commonwealth.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

**FINANCIAL**

Mr. Follweiler made a motion, which was seconded by Mr. Fedorcha, that the Board of Education approve the following financial items:

Financial Reports

Approve the Following Financial Reports:  
General Fund November  
NLMS Student Activities Account months of November and December  
NLHS Student Activities and Scholarship Acct months of November and December

Approve the Following List of Bills:

List of Bills

General Fund months of December and January  
Refreshment Stand month of December  
Cafeteria Fund months of November and December  
Capital Construction month of December

Per Capita Abatement/Exoneration

Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented.

BCIU Agreement Dec.2012-June 2015

Authorize administration to renew an agreement through June 30, 2015 with Berks County Intermediate Unit for tax bill services related to the 2013 and 2014 tax years.

Replace Door Hardware Peters

Authorize administration to replace door hardware at Peters Elementary at a cost not to exceed \$16,500.00. Payment will be made from leftover funds in the construction account. Installation will be done in-house.

High Jump Pit-MF Athletic

Authorize administration to enter into a contract with MF Athletic to replace the high jump pit per their quote. Payment will be made from leftover funds in the construction account.

Act 1 Tax Levy Resolution 2013-2014

**NORTHERN LEHIGH SCHOOL DISTRICT BOARD OF DIRECTORS**

**RESOLUTION**

**WHEREAS**, on June 27, 2006, the Pennsylvania legislature passed Act 1 of Special Session 2006, entitled the "Taxpayer Relief Act" (hereinafter "Act 1");

**WHEREAS**, Act 1 requires school districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or the school district obtains from the Department of Education or a court of common pleas certain referendum exceptions;

**FINANCIAL**  
**(cont.)**

**WHEREAS**, Act 1 does, however, allow a board of school directors to elect to adopt a resolution indicating that it will not raise the rate of any tax for the support of the public schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year;

**WHEREAS**, the Northern Lehigh School District index for the 2013-2014 fiscal year is 2.3%;

**WHEREAS**, the Northern Lehigh School District Board of Directors has made the decision that it shall not raise the rate of any tax for the support of the Northern Lehigh School District for the 2013-2014 fiscal year by more than its index.

**AND NOW**, on this 14th day of January, 2013, it is hereby **RESOLVED** by the Northern Lehigh School District (hereinafter "District") Board of Directors (hereinafter "Board") the following:

1. The Board certifies that it will not increase any school district tax for the 2013-2014 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code (hereinafter "School Code"), 24 P.S. §6-687, for the adoption of its proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2013-2014 fiscal year.
4. The Administration of the District will submit the District's information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
5. The Administration of the District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2013-2014 fiscal year.
7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however:
  - (a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.
  - (b) Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.
  - (c) If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

**FINANCIAL**  
**(cont.)**

Close All Night Party Account Transfer to SADD Acct. Per auditors recommendation, close the NLHS All Night Party Account and transfer the account balance of \$1,081.65 to the SADD Account.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

**INFOR-**  
**MATION**

Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on November 1, 2012 and December 6, 2012 were distributed.

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on October 24, 2012 were distributed.

Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on November 19, 2012 were distributed.

**RECOG-**  
**NITION OF**  
**GUESTS**

Mrs. Stacey Olewine, Slatington Borough, distributed paperwork to the board secretary. Mrs. Olewine stated that she believes in the Northern Lehigh School District, she is a graduate of the district, resident of the district and has three children who are currently enrolled in the district. She went on to say she believes in public education, she is a teacher in a public school system, a child advocate who protects students and also she is a mandated reporter by law to report whenever financial, physical, sexual or other types of abuse have been observed or suspected or when there is evidence of neglect to a child. As a parent, and mandated reporter, she addressed the board with her concerns about an incident that included terroristic threats against her son on December 7, 2012 at the Slatington Elementary School. She asked that the board remediate the educational malpractice that is occurring within the district. Through her investigation of the incident, Mrs. Olewine claimed the following: a lack of timely communication from both the principal of Slatington Elementary School and the superintendent; a lack of fostering a strong home-school relationship; failure to report a terroristic threat to local police authorities; failure to follow board Policy 218.2 with an immediate and effective response to a situation involving a threat or act; disrespectful treatment to her by the building principal and superintendent; and a 'botched' investigation that was riddled with mistruths, incomplete facts and lack of preparedness by the building principal and lack of responsiveness from the superintendent. She stated that she understands that student matters and personnel issues are discussed in executive session; therefore, her personal experiences with the superintendent and the Slatington Elementary building principal are being shared through a written document. She stated that as of tonight, she is publicly placing the Northern Lehigh School Board Directors, on notice, that this school district is required by law to provide her children, and all the children who attend the Northern Lehigh schools, with a safe and secure learning environment. Mrs. Olewine also provided the board with copies of mass school shootings.

Mr. Hartman thanked Mrs. Olewine and went on to say that the Northern Lehigh School Board and School District has the utmost concern for all parents, students and faculty in the district. Our goal has always been to create a safe and challenging learning environment which makes students accountable. To achieve this goal, the board has created policies, which are in place to allow the administration to address and resolve incidents accordingly. The board has confidence that the administration has and will continue to properly address any instances where this may not have occurred accordingly. It must be noted however, that the board cannot and will not publicly address any incidents involving students, or employment due to both board policies and federal privacy laws which require student and employment records to remain confidential.

Mrs. Olewine said that one of her concerns is policy 218.2 specifically dealing with threats. She went on to say she is concerned with the language in that policy. As a parent and educator, she stated she cannot understand why the police were not contacted immediately. Mrs. Olewine stated that when she filed the report on Friday, December 7, 2012, to the Slatington police, she was told that there was no record of a phone call from the Northern Lehigh School District.

**RECOGNITION OF GUESTS (cont.)**

Mr. Hartman stated that he guaranteed the policy will be reviewed.

Mrs. Melissa Kookits, Walnutport, stated that she has a daughter who was also a victim in this criminal investigation. She distributed a letter to the board outlining requests in the event the child under investigation returns to the school district.

Mr. Williams stated that the Education/Policy committee meets on the first Monday of every month at 6:30p.m. and anybody is welcome to attend or e-mail him with concerns or questions relating to a specific policy.

**ADJOURNMENT**

Mr. Follweiler made a motion, which was seconded by Mr. Fedorcha, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 7:58 p.m.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

Respectfully submitted,

Gregory S. Williams  
Secretary

ATTEST: \_\_\_\_\_ President  
Edward E. Hartman