

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
September 10, 2012

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, September 10, 2012, 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, Mrs. Natalie J. Green, Mrs. Donna M. Kulp, Mr. Gregory S. Williams, and Mr. Edward E. Hartman (8)

Members absent: Mr. Mathias J. Green (1)

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, Mr. Michael Michaels, Mrs. Sherri Molitoris, Mrs. Karen Nicholas, Mr. Scott Pyne, Mr. Paul Rearden, Jr., Attorney Charles Stopp (District Solicitor), and Mr. Robert Vlasaty.

VISITORS

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

APPROVE MINUTES

Mr. Fedorcha made a motion, which was seconded by Mr. Williams that the minutes of the regular school board meeting held on August 13, 2012 be approved as corrected and ordered filed.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

SPECIAL BOARD REPORTS

Lehigh Career and Technical Institute - Mr. Fedorcha reported that the minutes were distributed.

Legislative Report . Mr. Gregory S. Williams reported that Mrs. Ganser has expressed interest in attending the Legislation Policy Council meeting on October 18, 2012, so he will submit her name to attend since the deadline is September 11, 2012.

Mr. Hartman reported that both he and Mr. Follweiler attended a local meeting involving local legislatures and state senators where one of the topics was whether or not to continue with property taxes as a source of revenue for school districts or replace it. Senator Argall has proposed a bill in the State Senate to replace the property tax but he does not believe there is much support. He suggested that if you feel strongly about it, please contact other State senators.

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

Solicitors Report . Attorney Stopp advised the school district to send a letter to the Soil Conservation district thanking them for altering their timetable to allow the field turf to be installed and ready for the start of the season. Attorney Stopp updated the board on Northampton County's attempt to collect on delinquent real estate taxes. At this time, some of the larger school districts in Northampton County are getting involved and putting pressure on Northampton County to make it a non-issue. Finally, Attorney Stopp gave Mr. Michaels a report from a case in Western Pennsylvania regarding return to play from traumatic head injuries. Mr. Michaels will disseminate to appropriate personnel.

Federal and Other Programs Update . Mrs. Karen A. Nicholas reported that there are currently seven (7) students enrolled in our Bulldog Academy; two (2) Middle School students and five (5) High School students. On the first day of school, an event was held in the Library to acquaint them

SPECIAL with the curriculum. All of the students attended and there was positive feedback from the students **BOARD** on the ease of navigation of the program. Mrs. Nicholas reported that our Middle School and High

REPORTS School did not make AYP last year but both elementary schools did. Mrs. Nicholas added that we are making changes to our curriculum to greatly improve our students knowledge and skills especially with the high school having to take the Keystone Exams this year in place of the PSSA test. An action plan was distributed to board members that was developed by administration after meeting with Dr. Angelo Senese, professor at East Stroudsburg University, who analyzed our data. Mr. Vlasaty and Mrs. Chamberlain explained in greater detail the plan that was developed and how they will be utilizing the plan to achieve their goals. Mr. Rearden commented on what the elementary schools will be doing to help bolster the PSSA scores at the elementary level.

(cont.)

Business Managers Report. Mrs. Molitoris reported that because of the reassessment in Lehigh County, we cannot raise taxes over our locked-in index rate of 1.7% or the adjusted rate of 2.3%. At the next Finance Committee meeting, they will be reporting on how much an average tax bill will be increased with and without filing for exceptions. If we want to file for exceptions, we have to have a budget to the state by the end of January.

Mrs. Frantz reported that the local auditors will be here September 11-14 to audit the 11-12 school year. Board members will be notified when the exit meeting is scheduled.

Mr. Williams clarified that 1.7% and 2.3% are the real numbers we are looking at and they cannot be altered even if the index is higher. Mrs. Molitoris confirmed that is correct and the exceptions would be on top of the 2.3%. The two exceptions we would file for would be retirement and special education. Mrs. Molitoris also clarified that this index is for the 13-14 budget. Mrs. Green questioned what the increase was in our retirement contribution. Mrs. Frantz explained that last year our contribution rate was 8.65%, this year it is 12.36% and next year it will be 15.75% or an increase of \$600,000. Mrs. Molitoris added that considering 1.485 mills is the equivalent of approximately \$340,000, we are starting with a budget deficit. Mr. Williams asked if we are looking at the very real possibility that a budget will be needed by January. Mrs. Molitoris and Mrs. Frantz said they are moving forward to have a budget by that time and even if we file for exceptions and they are approved, you do not have to use them.

Superintendent's Report

Mr. Michaels echoed Mrs. Nicholas's remarks on AYP, PSSA and Keystone exams. All of the teachers in this district, regardless of the subject they teach, will be involved in teaching key components of the PSSA and Keystone exams enabling us to plug the educational gaps.

Mr. Michaels reported that according to the third day enrollment numbers, we are down 76 students over last year. Mr. Michaels will be giving the board a five year study on the declining enrollment since he has been here and how it is affecting teaching positions and course offerings.

Mr. Michaels thanked everyone who attended the Open House at Slatington Elementary and the ribbon cutting ceremony for the stadium. Mr. Michaels announced now that the building project has been completed, his goals for next year include technology and safety and security of the buildings. A safety symposium will be held in November on how to improve the safety for our students and faculty in each building.

Attorney Charles Stopp swore in new student representatives, Courtney Blocker and Nathaniel Czarnecki.

Mr. Hartman recognized and presented a gift to Mrs. Debra Siglin who retired from the Northern Lehigh School District.

An executive session was held at 6:45 p.m. in the Administration Office Conference Room to discuss contract negotiations and legal issues.

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

Resignation S. Andrews Accept the resignation of Sheila Andrews, High School, Cooks helper, effective September 21, 2012.

PERSONNEL
(cont.)

Resignation B. Gabovitz Accept the resignation of Beth Gabovitz, Middle School, Part time Cooks helper, effective September 27, 2012.

Resignation A. Hoffman Accept the resignation of Adriane Hoffman, Peters Elementary Instructional Aide, effective August 16, 2012.

Resignation M. Jones Accept the resignation of Michelle Jones, Middle School Special Education Aide, effective August 17, 2012.

Resignation S. Kasztejna Accept the resignation of Sally Kasztejna, High School Special Education Aide, effective August 8, 2012.

Resignation P. Mayberry Accept the resignation of Patricia Mayberry, High School Instructional Aide, effective August 19, 2012.

Resignation G. Miller Accept the resignation of Gail Miller, Peters Elementary Special Education Aide, effective August 17, 2012.

Resignation P. Swercheck Accept the resignation of Pat Swercheck, High School Special Education Aide, effective August 23, 2012.

Family Medical Leave Approve the request of employee #4650 to take a Family Medical Leave beginning on or about October 22, 2012, for the birth of her second child. She will be using accumulated sick days for the six week post partum leave and upon conclusion of sick days will then be requesting a twelve week Family Medical Leave. She plans to return to her current teaching position on or about March 1, 2012.

Co-Curricular Appointments 2012-2013	Susan Bachman	Sixth Sense Advisor	\$ 441.61
	Manny Guedes	MS Spring Intramural Weightlifting	\$ 817.54
	Lauren Keglovitz	SADD Advisor	\$ 560.56
	Anthony Thomas	Sr. High Fall Intramurals - Basketball	\$ 817.54

Co-Curricular Volunteers 2012-2013	Michelle Bellesfield*	Refreshment Stand Volunteer
	Maria Beltz*	Refreshment Stand Volunteer
	Lori Bowers*	Refreshment Stand Volunteer
	Jamie Farber*	Refreshment Stand Volunteer
	Maureen Fleischmann*	Refreshment Stand Volunteer
	David Harding*	Refreshment Stand Volunteer
	Lisa Kemmerer*	Refreshment Stand Volunteer
	Scott Owens	Assistant Girls Soccer Coach
	Paula Seiler	Refreshment Stand Volunteer

***Pending Verification of Missing Documents**

Game Workers 2012-2013 Approve the following list of people as Game Workers for the 2012-2013 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 2012-2013 Supplementary Personnel Salary Schedule: Derek Long

Salary Adjustments Acknowledge the following teachers who have completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the 2012-2013 school year:

Rachel Reiter
From: Step 5B
To: Step 5B+24

Amy Zeiser

From: Step 8B+24
To: Step 8M

PERSONNEL**(cont.)**

Artistic Director
Spring Musical
S. Shuey

Approve Stephen Shuey as Artistic Director for the Fall Play/Spring Musical for the NLHS Student Theater Group. Stipend for the Artistic Director will be \$1,500 to be paid out of the HS Fall Play Student Activities Fund. The Artistic Director will be responsible for and overseeing all persons involved with set design and construction, costuming, lighting, sound, etc. determined by the HS Principal and Production Director.

High School Website Maintenance
A. Kern

Approve a stipend in the amount of \$500 for Mr. Andrew Kern for High School website maintenance and working with students during the 2012-2013 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 Student Activities Fund.

Substitute-Instructional

Approve the following substitute teachers for the 2012-2013 school year at the 2012-2013 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Nika Belcastro Albanese - CLIU Guest Teacher
Annette Benedetto . CLIU Guest Teacher
Patricia Bollinger . Elementary
Andrea Fella . Elementary
Peggy Gallagher . Elementary
JoLynn Gazo . CLIU Guest Teacher
Nicole Gause* - Elementary
Amanda Gestl* - Elementary
Karen Haberern . Elementary
Sara Heffner . Elementary
Ines Heuser . CLIU Guest Teacher
Jill Hudish* . Elementary & Middle Level Math & English
Thomas Krulick . CLIU Guest Teacher
Asimo Long . CLIU Guest Teacher
Roderick Lowe . CLIU Guest Teacher
Seth McLaughlin . CLIU Guest Teacher
Stephanie Mohler . CLIU Guest Teacher
Erwin Prutzman . Business Education
Michael Roth . CLIU Guest Teacher
Roobhenn Smith . CLIU Guest Teacher
Samantha Sontag . Elementary & Middle Level Science
Patricia Sottolano . CLIU Guest Teacher
Randall Utsch . CLIU Guest Teacher
Stephanie Yelles* - Elementary
***Pending Verification of Missing Documents**

Substitute-Non-Schedule: Instructional Secretary

Approve the following individuals as substitute secretaries for the 2012-2013 school year at the 2012-2013 substitute rate as approved on the Supplementary Personnel Salary

Deborah Handwerk

Cafeteria Worker

Approve the following individual as a substitute cafeteria worker for the 2012-2013 school year at the 2012-2013 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Deborah Handwerk

Custodian Approve the following individuals as substitute custodians for the 2012-2013 school year at the 2012-2013 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Shawn Rios

PERSONNEL

(cont.)

Unpaid Volunteers Approve the following unpaid volunteer aides in the Peters and/or Slatington Elementary Schools for the 2012-2013 school year:

Margaret Blose	Marlene Simock
Sharon Boyesen	JoAnne Sipos
Lori Beth Guelcher	Nancy Wagner
Joanne Perich	Sheila White

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

POLICY

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

Board Policy first First Reading Approve school board policy #249 . Pupils . Bullying/Cyberbullying, as presented after reading.

Non-Resident Students Approve the request of the parents of a Kindergarten student at Peters Elementary School, and a fourth grade student at Slatington Elementary School who are moving into Washington Township, to allow their students to begin the 2012-2013 school year in Northern Lehigh School District in accordance with school board policy #202. Settlement on their house is scheduled for September 25, 2012.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

CURRICULUM AND INSTRUCTION

Literacy Center GED Classes Authorize the Literacy Center of Allentown to conduct an Adult GED class two times per week per week beginning September 18, 2012 and ending on May 23, 2013, complying with closures announced by Northern Lehigh School District for inclement weather, emergency situations or conflicting High School events. Further approve District Administration to waive the use of facilities costs at \$20.00 per session.

Center For Humanistic Change (SAP) Approve to authorize the superintendent to execute a letter of agreement for the 2012-2013 academic year with the Center for Humanistic Change. Inc. to provide Student Assistance Program (SAP) Liaison services. The Student Assistance Teams in our school district will use these services.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

NEW BUSINESS

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

Approve to designate and authorize the following administrators to sign summary offense notices for district students for the 2012-2013 school year:

**NEW
BUSINESS
(cont.)**

Mr. Paul Rearden, Jr. . Peters Elementary School Principal
Dr. Linda Marcincin . Slatington Elementary School Principal
Mrs. Jill Chamberlain . Middle School Principal
Mr. Robert Vlasaty . High School Principal
Mr. Scott Pyne . High School Assistant Principal

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mrs. Green, Mrs. Kulp,
Mr. Williams, Mr. Hartman (8)

NAY: None (0)

FINANCIAL

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

List of
Bills

Approve the Following List of Bills:
General Fund months of August & September
Cafeteria Fund month of August
Refreshment Stand month of August

Per Capita
Abatements/
Exonerations

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

Around the
Clock Nursing
Agreement
2012-2013

Approve to authorize proper officials to enter into an agreement between the Northern Lehigh School District and Around the Clock Nursing, Inc. for the purpose of providing in-school nursing care for Student No. 1390061 for the 2012-2013 school year at a cost of \$25 per day or \$40 per day when student is on a field trip and not on school premises.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mrs. Green, Mrs. Kulp,
Mr. Williams, Mr. Hartman (8)

NAY: None (0)

LEGAL

Mr. Hartman stated to all board members that the Board is also asking for approval on a settlement agreement proposed by our solicitor on the JMSI issue.

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

Sweet,
Stevens,
Williams &
Katz, LLP
Special
Education
Services

Approve to appoint Sweet, Stevens, Katz & Williams, LLP as special counsel for the 2012-2013 school year for special education consultations and student services as outlined in the attached agreement. The cost of these services will be \$6,000 for the 2012-2013 school year and is a part of the Special Education budget.

JMSI
Settlement

Approve the settlement agreement proposed by our solicitor on the JMSI issue.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mrs. Green, Mrs. Kulp,
Mr. Williams, Mr. Hartman (8)

NAY: None (0)

INFOR-

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on

MATION

June 27, 2012 were distributed.

Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on July 16, 2012 were distributed.

**ADJOURN-
MENT**

Mr. Follweiler made a motion, which was seconded by Mr. Williams, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 8:14 p.m.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mrs. Green, Mrs. Kulp,
Mr. Williams, Mr. Hartman (8)

NAY: None (0)

Respectfully submitted,

Gregory S. Williams
Secretary

ATTEST: _____ President
Edward E. Hartman