

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
October 13, 2014

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, October 13, 2014, in the Administration Office Board Room.

ROLL CALL

Members present: Mr. Robin T. Distler, Mr. Gary S. Fedorcha, Mr. Raymond J. Follweiler, Jr., Mr. Mathias J. Green, Mrs. Natalie J. Green, Mr. Robert J. Keegan, Jr., 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, Mrs. Jill Chamberlain, Mrs. Michele Dotta, Mrs. Rhonda Frantz, Mr. John Hrizuk, Mr. Paul Leonzi, Mr. Michael Michaels, Mrs. Sherri Molitoris, Mrs. Karen Nicholas, Mr. Scott Pyne, Mrs. Tanya Simms, Atty. Charles Stopp (District Solicitor), and Mr. Robert Vlasaty.

VISITORS

Approximately ten 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 regular school board meeting held on September 8, 2014 be approved and ordered filed.

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

NAY: None (0)

SPECIAL BOARD REPORTS

Carbon Lehigh Intermediate Unit – Mr. Follweiler reported that the IU will be bidding on 15-20 new gasoline powered buses that will have wheelchair lifts. He also reported that thirteen (13) vehicles with high mileage are being decommissioned to salvage.

Lehigh Career and Technical Institute – Mr. Fedorcha reported that a Northern Lehigh student placed third in the National SkillsUSA competition. The budget process is in the beginning stages at LCTI. Mr. Fedorcha thanked Mrs. Himes, her staff and the superintendents for accommodating the over 3,000 students that have enrolled this year.

Lehigh Carbon Community College – Mr. Green announced that the final enrollment figures are less than expected; however, non-credit course enrollment is higher.

Committee Reports and/or Meetings

Minutes of the Education/Policy Committee Meeting held on October 6, 2014 were distributed.

Minutes of the Technology/Buildings & Grounds Committee Meeting held on October 8, 2014 were distributed.

Minutes of the Finance Committee Meeting held on October 8, 2014 were distributed.

Student Representatives to the Board Report – Mr. Gavin Kemery distributed the written student representative report and verbally reported on its contents.

Mr. Hartman asked Mrs. Natalie Green to explain what she is wearing. Mrs. Green stated that last year it was decided to do a Month of Caring in October. Mrs. Green reported that T-shirts, socks, and bracelets are being sold at home sporting events and through Mrs. Sherri Molitoris. Mack Trucks donated bulldog tie tacs which are available for a donation. So far, over \$1,500.00 has been raised and our goal is \$2,000.00. Mrs. Green asked for student representatives to take the check to the American Cancer Society in November. Many teachers volunteered to work the refreshment stand for homecoming and senior night. Mrs. Green thanked the teachers and stated that the parents of the athletes were very appreciative that they could watch the game.

**SPECIAL
BOARD
REPORTS
(cont.)**

Federal and Other Programs Update – Mrs. Nicholas reported that the Comprehensive Plan is currently on the twenty-eight (28) day review. Copies are available in the district office and Slatington Public Library. The plan will be in effect for 2015-2018.

The annual Barnes and Noble event will be held on November 5, 2014. This event is held to get our students excited about books and reading.

Mrs. Nicholas reminded the board that the Common Core K-12 Workshop for Parents will be held Wednesday, October 15, 2014, in the High School auditorium.

Mrs. Nicholas introduced Mr. John Hrizuk who presented the five year technology plan.

Business Manager's Report - Mrs. Molitoris announced that on the agenda tonight for approval under New Business is the resolution for streamlining the PlanCon reimbursement system and allow for the ability to track the progress of your project. Mrs. Molitoris stated that we have been notified that within a year we should start to see our reimbursement.

Mrs. Frantz reported that the 2015-2016 budget process will begin shortly. The timeline may change if a new governor is elected as they will have until March to present the state budget which is typically when we find out what we can expect from the state. At this time, we are not asking for any exceptions, and if a tax increase is necessary, we will try to keep it within the index.

Superintendent's Report - Mr. Michaels reported that the performance audit report was received on September 25, 2014 and we were found compliant in all significant aspects. Mr. Michaels thanked Mrs. Molitoris and Mrs. Frantz for the excellent job they did as well as the assistance from the administrative team.

Mr. Michaels thanked the Northern Lehigh Community Center for their donation of two (2) fiberglass basketball backstops.

Mr. Michaels stated that with regards to the five year technology plan, it is very flexible and is based on budgeting and updated technology.

Mr. Michaels stated that he is cautiously optimistic about the PlanCon reimbursement because we have been told before the money is coming.

Mr. Michaels personally thanked Mrs. Natalie Green, Mrs. Molitoris and Mrs. Frantz for everything they did and are doing for the Month of Caring. It was nice to see the board members, teachers, and administration working together last Friday night at the football game for a worthwhile cause. Mr. Michaels commended Mr. Weaber and the teachers for manning the concession stand so the parents of the athletes could watch the game. Many of our hardworking teachers are in attendance tonight and a big thank you to them and our board members for making us the "gem of the Lehigh Valley."

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

PERSONNEL

Mrs. Kulp made a motion, which was seconded by Mrs. Green, that the Board of Education approves the following personnel items:

Sabbatical
Leave
C.Grega

Approve the request of Catherine Grega, middle school reading teacher, to take a Compensated Sabbatical Leave for the first semester of the 2014-2015 school year pending verification of sabbatical paperwork.

Appointment
Instructional

Rhiannon Brinker
Assignment:

Temporary Vacancy Replacement

Middle School Reading Teacher replacing an employee on Sabbatical leave.

Salary:

Substitute Teacher Rate Days 1-30; Day 31 and beyond \$45,680 (Step 1 Bachelors on the 2014-2015 CBA Salary Schedule)

Effective:

August 21, 2014

Termination Date:

On or about January 16, 2015

PERSONNEL**(cont.)**

Arielle Dentith*
 Assignment: Temporary Vacancy Replacement
 Senior High School English Teacher replacing an employee on Family medical leave.
 Salary: Substitute Teacher Rate Days 1-30; Day 31 and beyond \$45,680 (Step 1 Bachelors on the 2014-2015 CBA Salary Schedule)
 Effective: September 22, 2014
 Termination Date: Upon return of Full Time Teacher
 * Pending Verification of Missing Personnel File Items

Andrea Meyers
 Assignment: Temporary Vacancy Replacement
 Senior High School Physics Teacher replacing an employee on Family medical leave.
 Salary: Substitute Teacher Rate Days 1-30; Day 31 and beyond \$45,680 (Step 1 Bachelors on the 2014-2015 CBA Salary Schedule)
 Effective: September 8, 2014
 Termination Date: Upon return of Full Time Teacher
 * Pending Verification of Missing Personnel File Items

Appointment Non-Instructional Kay O'Donnell
 Assignment: Second Shift Custodian Slatington Elementary School replacing Julianna Christman who retired.
 Salary: \$9.00 Per Hour Monday-Friday, 2:30PM – 11:00PM
 Effective: September 22, 2014
 *60 Day probationary period ending November 20, 2014

Rescind Family Medical Leave
 Rescind the following motion that was originally approved at the September 8, 2014 board meeting:
 Approve the request of employee #3700 to take a twelve week Family Medical Leave beginning on August 18, 2014, for her own medical reasons. Employee will be using sick days in conjunction with her family medical leave. Employee plans to return to her current position upon release from her physician.

Family Medical Leave
 Approve the request of employee #260 to take a twelve week Family Medical Leave beginning on September 4, 2014, for her own medical reasons. Employee will be using ten (10) sick days and three (3) personal days. Employee plans to return to her current position upon release from her physician.

Approve the request of employee #6882 to take a twelve week Family Medical Leave beginning on September 24, 2014, for her own medical reasons. Employee plans to return to her current position upon release from her physician.

Unpaid Leave of Absence
 Approve the request of Jennifer Butz, Slatington/Peters Elementary Health & Physical Education teacher, to take a three day leave of absence, without pay, on April 17, 20, and 21, 2015. She plans to use these days in conjunction with her five personal days. Her request will not be considered a precedent for future requests per correspondence received from the Northern Lehigh Education Association.

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 2014-2015 school year:

Jeremy Battista
 From: Step 7B+24
 To: Step 7M

Gina Orr
 From: Step 5B
 To: Step 5B+24

PERSONNEL**(cont.)**

Rescind Appointment Rescind the appointment of Elizabeth Chunko in the amount of \$2,731.00 from her position as Middle School Field Hockey Coach for the 2014-2015 school year which was originally approved at the January 13, 2014 board meeting.

Co-Curricular Appointments 2014-2015	Elizabeth Chunko	MS Field Hockey Coach (Shared)	\$1,365.50
	Bronwyn Green	MS Field Hockey Coach (Shared)	\$1,365.50

Game Workers 2014-2015 Approve the following list of people as Game Workers for the 2014-2015 school year. Game Workers consist of ticket sellers and takers, game announcers, scoreboard operators field judges, scorekeepers. Rate of pay is consistent with the rates approved on the 2014-2015 Supplementary Personnel Salary Schedule.

Frank Carazo

Co-Curricular Volunteers 2014-2015	Lisa Kemmerer	Refreshment Stand Volunteer
	Michael Steigerwalt*	Assistant Boy's Basketball Coach
	* Pending Verification of Missing Personnel File Items	

Unpaid Volunteers	Marlene Simock*
	* Pending Verification of Missing Personnel File Items

Substitute-Instructional Approve the following substitute teachers for the 2014-2015 school year at the 2014-2015 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Cynthia Fritzingler –Elementary
 Helene McGuire-Hein* - School Nurse
 Deanna Suozzo* - Elementary – PreK-4
 Megan Wagner* - Elementary – PreK-4
 Frances Williams* - Social Studies, Special Education K-12
 *Pending Verification of Missing Personnel File Items

Substitute-Non-Instructional Aides/Secretary Approve the following individuals as substitute secretaries/aides for the 2014-2015 school year at the 2014-2015 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Aides/Secretary	Janice Herzog
	Sherri Houser*
	Shelly Pender*
	Betty Rowland*
	*Pending Verification of Missing Documents

Cafeteria Workers Approve the following individuals as substitute cafeteria workers for the 2014-2015 school year at the 2014-2015 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Sherri Houser*
 Betty Rowland*
 *Pending Verification of Missing Documents

Custodians Approve the following individuals as substitute custodians for the 2014-2015 school year at the 2014-2015 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Norman Kern*
 John Madura*
 *Pending Verification of Missing Documents

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

NAY: None (0)

**CONFER-
ENCES**

Mr. Williams made a motion, which was seconded by Mr. Green, that the Board of Education approve the following conference:

Jeffrey Bachman – PEMA – Multi-Hazard Emergency Planning for Schools and Train the Trainer Workshop – December 8-10, 2014 – Coatesville, PA –Meals: \$120.00; Travel Costs: \$95.20 – Total Approximate Cost: \$215.20 – Funding: Superintendent’s Budget.

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

NAY: None (0)

POLICY**Board Policy
First Reading**

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

Approve school board policy #000 – Local Board Procedures – Board Policy/Procedure/ Administrative Regulations, as presented after first reading.

Approve school board policy #100 – Programs – Comprehensive Plan, as presented after first reading.

Approve school board policy #113 – Programs – Special Education, as presented after first reading.

Approve school board policy #114 – Programs – Gifted Education, as presented after first reading.

Approve school board policy #146 – Programs – Student Services, as presented after first reading.

Approve school board policy #320 – Administrative Employees – Freedom of Speech in Nonschool Settings, as presented after first reading.

Approve school board policy #420 – Professional Employees – Freedom of Speech in Nonschool Settings, as presented after first reading.

Approve school board policy #520 – Nonprofessional Employees – Freedom of Speech in Nonschool Settings, as presented after first reading.

Approve school board policy #331 – Administrative Employees – Job Related Expenses, as presented after first reading.

Approve school board policy #431 – Professional Employees – Job Related Expenses, as presented after first reading.

Approve school board policy #531 – Nonprofessional Employees – Job Related Expenses, as presented after first reading.

Approve school board policy #333 – Administrative Employees – Professional Development, as presented after first reading.

Approve school board policy #433 – Professional Employees – Professional Development, as presented after first reading.

**Board Policy
Second
Reading**

Approve school board policy #319 – Administrative Employees – Outside Activities, as presented after second reading.

Approve school board policy #419 – Professional Employees – Outside Activities, as presented after second reading.

Approve school board policy #519 – Non-Professional Employees – Outside Activities, as presented after second reading.

POLICY**(cont.)**

Delaware Nat'l Heritage Marathon Grant permission, according to Board Policy #707, for the Delaware and Lehigh National & Lehigh Heritage Corridor to use the district's parking lot facilities on Sunday, November 2, 2014 for the Delaware & Lehigh Heritage Marathon and Half Marathon. They anticipate participants will begin arriving by 6:00AM and the event will conclude around 4:00PM.

Non-Resident Students Approve the request of the parents of a seventh grade student at the Middle School, who are building a house in the district, to allow their student to begin the 2014-2015 school year in Northern Lehigh School District in accordance with school board policy #202.

Homebound Instruction It is recommended that the Board of Education grant homebound instruction for a 6th grade student, Student No. 2190122 for five hours per week, effective October 7, 2014 and continuing until approximately January 5, 2015.

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

NAY: None (0)

NEW BUSINESS

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

Resolution HB2124 PlanCon Reform RESOLVED, the Board of Education approves the Resolution in support of HB2124 calling for Reform of the Commonwealth's PlanCon system, as presented.

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

NAY: None (0)

Mr. Fedorcha made a motion, that was seconded by Mrs. Kulp, that the Board of Education approves the following motion:

Motion Venture LLC Tax Sale Authorize Portnoff & Associates to establish a minimum bid price equal to an amount necessary to clear all delinquent real estate taxes plus all other costs of the Venture LLC tax sale.

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

NAY: None (0)

FINANCIAL

Mrs. Kulp made a motion, which was seconded by Mr. Green to approve the following Financial items:

Financial Reports General Fund Account months of June-August
NLMS Student Activities Account months of July-September
NLHS Student Activities and Scholarship Accounts months of July-September

List of Bills Approve the Following List of Bills:
General Fund months of September and October, 2014
Refreshment Stand month of September, 2014
Cafeteria Fund month of September, 2014

Statewide Delinquent Per Capita Tax Collector Approve the appointment of Statewide Tax Recovery as the delinquent per capita tax collector for the 2014-2015 school year.

Portnoff Agreement Delinquent Tax Collector 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 2014 tax year.

FINANCIAL
(cont.)

Performance Audit Report Approve the Commonwealth of Pennsylvania Performance Audit Report for years ending June 30, 2011 and June 20, 2012.

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

Fund Balance Designation Approve to designate Fund Balance ending June 30, 2014 as follows

June 30, 2014	Committed Fund Balance For:	
	Health Insurance Premiums	\$ 1,696,000.00
	PSERS Increase	\$ 3,556,934.00
	Total Committed:	\$ 5,252,934.00
	Assigned Fund Balance	
	Assigned Current Year Usage	\$ 465,000.00
	Technology	\$ 184,599.00
	Replacement Equipment	\$ 1,000,747.00
	Long Range Maintenance	\$ 368,650.00
	Total Assigned:	\$ 2,018,996.00
	Unassigned Fund Balance	\$ 2,105,029.39
	Nonspendable	\$ 34,168.10
	Total Fund Balance:	\$ 9,411,127.49

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

NAY: None (0)

INFOR-
MATION

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on August 27, 2014 were distributed.

Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on August 18, 2014 were distributed.

Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on August 7, 2014 and September 4, 2014 were distributed.

ADJOURN-
MENT

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 8:09 p.m.

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

NAY: (0)

Respectfully submitted,

Gregory S. Williams
Secretary

ATTEST: _____ President

Edward E. Hartman