

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
September 14, 2015

PURPOSE The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Edward E. Hartman, at 7:35 p.m. on Monday, September 14, 2015, in the Administration Office Board Room.

ROLL CALL Members present: Mr. Robin T. Distler, Mrs. Natalie J. Green, Mrs. Gale Husack, Mr. Robert J. Keegan, Jr., Mr. Gregory S. Williams and Mr. Edward E. Hartman (6)

Members absent: Mr. Gary S. Fedorcha, Mr. Mathias J. Green, Jr., Mrs. Donna M. Kulp (3)

Non-members present: Mr. Jeffrey Bachman, Mrs. Susan Bahnick, Mrs. Jill Chamberlain, Mr. Greg Derr, Mrs. Michele Dotta, Mrs. Rhonda Frantz, Mr. John Hrizuk, Mr. Gavin Kemery (Sr. Rep.), Ms. Karlyna Kemery Jr. Rep.), Mr. Paul Leonzi, Mr. Michael Michaels, Mrs. Sherri Molitoris, Mrs. Karen Nicholas, Mr. Scott Pyne, Mrs. Tanya Simms, Attorney Charles Stopp (District Solicitor), and Mr. Robert Vlasaty.

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

Mr. Hartman welcomed new board member, Mrs. Gale Husack

APPROVE MINUTES Mr. Distler made a motion, which was seconded by Mrs. Green, that the minutes of the regular school board meeting held on August 10, 2015 be approved and ordered filed.

YEA: Mr. Distler, Mrs. Green, Mrs. Husack, Mr. Keegan, Mr. Williams, Mr. Hartman (6)

NAY: None (0)

SPECIAL BOARD REPORTS Carbon Lehigh Intermediate Unit – Mr. Hartman announced that he attended his first meeting as interim representative. The IU was very complimentary of our Business Managers. Two items that were discussed were what to do with a number of buses that are no longer functional and a \$10 million bond that will be secured to help pay bills until a state budget is passed. Mr. Hartman questioned what the interest rate was on the bond and when the state budget is passed, are they going to pay back the bond. Mr. Keegan asked if they were going to use any of their fund balance. Mr. Hartman stated that he could not find any fund balance in the operating budget that was given to him. Mr. Michaels stated that we will get an answer to that question.

Legislative Report – Mr. Gregory S. Williams reported that at this point there is no hint of a state budget being passed. The Republicans will be trying to pass a stop gap measure to make sure the bills get paid, but there is no indication from the governors' office it will be signed.

Committee Reports and/or Meetings

Minutes of the Education/Policy Committee Meeting held on September 8, 2015 were distributed.

Minutes of the Technology/Buildings & Grounds Committee Meeting held on September 9, 2015 were distributed.

Minutes of the Finance Committee Meeting held on September 9, 2015 were distributed.

Student Representatives to the Board Report – Mr. Gavin Kemery and Ms. Karlyna Kemery distributed their written student representative report and verbally reported on its contents. Mr. Michaels added that Mr. Kemery's picture was in the Times News sports section today.

Solicitor's Report – Attorney Stopp reported on a recent PA Supreme Court decision. A child whose time is evenly divided between separated parents who both reside in the school district but on different bus routes, is entitled to receive transportation services between both of his parents homes.

**SPECIAL
BOARD
REPORTS
(cont.)**

Business Manager's Report - Mrs. Sherri Molitoris reported that there is no state budget and we are very fortunate to have tax dollars coming in to pay expenses. Mr. Williams asked how long we can go without receiving state funds and did the projections include spending fund balance. Mrs. Molitoris stated that we can make it through the end of the December, but after that it is going to be very uncomfortable. She added that she is not investing any money until a state budget is passed. Mr. Michaels stated that as a district, we will freeze our budget now. Mr. Keegan asked if there has been discussion among the superintendents about closing schools if a state budget is not passed. Mr. Michaels stated that has not been discussed.

Federal and Other Programs Update – Mrs. Karen A. Nicholas reported that last January the board voted to allow PSBA to merge the employee sections of the policy manual. These policies must be approved again at the board level.

Mrs. Nicholas stated that there is a one-year pause on the use of the SPP scores to evaluate teachers and principals. According to Governor Wolf's announcement, only schools in the state that have an eleventh grade and took the Keystone exams will receive an SPP score. In our district, our High School will be the only one to receive an SPP score. The reason for the pause is that this is the first year the Keystones were aligned with the Common Core and the scores throughout the state were low.

Superintendent's Report

Mr. Michaels reported that for the past two years we have offered retirees the choice of the traditional apple paperweight or the cost of the apple can be donated to either the Slatington Library or the Northern Lehigh Education Foundation. This year, all four retirees have donated the cost of the apple to these groups.

Mr. Michaels announced that all principals will periodically be riding the school buses.

Mr. Michaels reported that the third day enrollment numbers are part of the board packet.

Mr. Michaels asked the board to consider applying for a Safe Schools grant to hire a School Resource Officer. Mr. Bachman added that the grant may also be used for safety equipment. Mr. Bachman added that due to the increase in incidents at the High School, he believes a School Resource Officer is something we should consider. Mr. Bachman added that many districts in our area are already using School Resource Officers and they have been very successful. Mrs. Green added that in the Bethlehem Vocational Technical School where she is employed, the School Resource Officer's presence stops a lot of incidents before they get started and the school did not have a reportable incident last year. Mr. Michaels stated that in his experience, a School Resource Officer helps calm the students and builds a relationship with the local police. Mr. Michaels thanked Mr. Bachman for his vigilance with safety in our buildings.

Mr. Michaels also added that we are looking into 1:1 technology for grades 7-12 and the sustainability of such.

Mr. Michaels thanked Mrs. Jill Chamberlain for heading up the donations for the family whose house burned down.

Mr. Michaels stated that this district has been changing over the last five to ten years. Mr. Pyne and Mrs. Chamberlain did a great job in reminding our students to be safe when walking to and from school.

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

PERSONNEL

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

Retirement
B. Rupert

Accept the retirement resignation of Beverly Rupert from her position as Slatington Elementary custodian effective November 30, 2015. Mrs. Rupert will begin her retirement from the district after 17 years of service.

PERSONNEL

(cont.) Resignation E. Prutzman	Accept the resignation of Erwin Prutzman as game worker and volunteer baseball coach for the 2015-2016 school year. Mr. Prutzman has dedicated 40 years to the sports programs at Northern Lehigh.
Resignation R. Jones	Accept the resignation of Richard Jones as game worker for the 2015-2016 school year. Mr. Jones has dedicated 51 years to the sports programs at Northern Lehigh.
Appointment Non-Instructional	<p>Donna Marks*</p> <p>Assignment: Assistant to the Food Service Director replacing Kim Keiser who resigned.</p> <p>Salary: \$15.00 Per Hour Monday-Friday, 5 Hours Per Day/180 Student Days a school year plus additional 10 days needed to insure that the school district cafeteria operates effectively</p> <p>Effective: August 12, 2015</p> <p>* Pending Verification of Missing Personnel File Items</p> <p>* 60 Day probationary period ending October 12, 2015</p>
	<p>Kellie Bechtel*</p> <p>Assignment: Lunch Room Monitor Peters Elementary School</p> <p>Salary: \$10.40 Per Hour Monday-Friday, 2 Hours Per Day/180 Student Days a school year</p> <p>Effective: August 31, 2015</p> <p>* Pending Verification of Missing Personnel File Items</p> <p>* 60 Day probationary period ending October 29, 2015</p>
	<p>Patricia Bortz*</p> <p>Assignment: Lunch Room Monitor Peters Elementary School</p> <p>Salary: \$10.40 Per Hour Monday-Friday, 2 Hours Per Day/180 Student Days a school year</p> <p>Effective: August 31, 2015</p> <p>* Pending Verification of Missing Personnel File Items</p> <p>* 60 Day probationary period ending October 29, 2015</p>
	<p>Julie Senefeld*</p> <p>Assignment: Lunch Room Monitor Slatington Elementary School</p> <p>Salary: \$10.40 Per Hour Monday-Friday, 2 Hours Per Day/180 Student Days a school year</p> <p>Effective: August 31, 2015</p> <p>* Pending Verification of Missing Personnel File Items</p> <p>*60 Day probationary period ending October 29, 2015</p>
	<p>Heather VanBlargan*</p> <p>Assignment: Lunch Room Monitor Slatington Elementary School</p> <p>Salary: \$10.40 Per Hour Monday-Friday, 2 Hours Per Day/180 Student Days a school year</p> <p>Effective: August 31, 2015</p> <p>* Pending Verification of Missing Personnel File Items</p> <p>*60 Day probationary period ending October 29, 2015</p>
Family Medical Leave	Approve the request of employee #6908 to take a Family Medical Leave beginning on or about November 4, 2015, for the birth of his second child. Employee will be using ten (10) accumulated sick days. Employee plans to return to his current teaching position on or about November 18, 2015.
Rescind Co-Curricular Appointment	Rescind the appointment of Andrea Wasilkowski in the amount of \$2,902.00 from her position as Assistant Field Hockey Coach for the 2015-2016 school year which was originally approved at the August 10, 2015 school board meeting.

Co-Curricular Appointments Renewal 2015-2016	Motion to renew the appointment of the following Co-Curricular position for the 2015-2016 school year: Ray Lenhart MS Boys' Basketball Coach \$4,604.00
PERSONNEL (cont.)	
Co-Curricular Change of Status	Due to the resignation of Kate Pluchinsky approved at the August 10, 2015 board meeting, approve the motion to change the status of Maria Van Norman from Cheerleading Advisor - Shared Stipend - \$1597.00 to full time Cheerleading Advisor at a stipend of \$3,194.00 for the 2015-2016 school year. Approve the motion to change the status of Brandon Hibbler, Assistant Girls' Basketball coach from full stipend of \$4,697.00 to shared stipend of \$2,348.50.
Co-Curricular Appointments 2015-2016	Amanda Dietz* Assistant Field Hockey Coach \$2,902.00 Michelle Hock Freshman Class Advisor \$ 658.00 Andrea Meyers Freshman Class Advisor \$ 658.00 Kenneth Shankweiler* Asst. Girls' Basketball Coach-Shared Stipend \$2,348.50 *Pending Verification of Missing Personnel File Items
Co-Curricular Volunteers	Andrew Arnold* Assistant Wrestling Coach Diane Folland* Little Leo Club Fred Folland* Little Leo Club Jaclyn Follweiler* Assistant MS Basketball Coach Christopher Hamm* Musical Voice Coach Marcus Hardiman* Assistant Wrestling Coach Nicholas Hosford* Assistant Wrestling Coach Sherilyn Jones* Musical Choreographer Dennis Rehrig Assistant Boys' Basketball Coach Joseph Seremula* Assistant Boys' Basketball Coach Michael Steigerwalt Assistant Boys' Basketball Coach Tyler Svetik Assistant Boys' Basketball Coach Randall Utsch Play/Musical Lighting and Sound Allison Belfonti* Refreshment Stand Volunteer Michelle Bellesfield* Refreshment Stand Volunteer Joleene Evangelist* Refreshment Stand Volunteer Jamie Farber Refreshment Stand Volunteer Stacey Olewine* Refreshment Stand Volunteer Missy Williams* Refreshment Stand Volunteer *Pending Verification of Missing Personnel File Items
HS Webpage Maintenance A.Kern	Approve a stipend in the amount of \$500.00 for Mr. Andrew Kern for High School website maintenance and working with students during the 2015-2016 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 High School Student Activities Fund.
District Web Maintenance A. Kern	Approve a stipend in the amount of \$1,000.00 for Mr. Andrew Kern for maintenance and updates of the district website during the 2015-2016 school year. Stipend to be funded by superintendent's budget.
Peters Web-Site Maintenance J. Bashore	Approve a stipend in the amount of \$500.00 for Ms. Janet Bashore for maintenance and updates of the Peters Elementary website during the 2015-2016 school year. Stipend to be funded by Peters Elementary principal's discretionary account.
Slatington Website Maintenance K. Dibilio	Approve a stipend in the amount of \$500.00 for Ms. Kori Dibilio for maintenance and updates of the Slatington Elementary website during the 2015-2016 school year. Stipend to be funded by Slatington Elementary principal's discretionary account.
Artistic Dir. Fall Play/Spring Musical	Approve Emily Buss as Artistic Director for the Fall Play/Spring Musical for the NLHS Student Theater Group. Stipend for the Artistic Director will be \$2,000 to be paid out of the General Fund High School Student Activities Fund. The Artistic Director will be responsible for and overseeing

Nancy Wagner
*Pending Verification of Missing Documents

YEA: Mr. Distler, Mrs. Green, Mrs. Husack, Mr. Keegan, Mr. Williams, Mr. Hartman (6)
NAY: None (0)

POLICY

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

Board Policy #246 – Pupils – Student Wellness, as presented after first reading.
First Reading Approve school board policy #249 – Pupils – Bullying/Cyberbullying, as presented after first reading.

Approve school board policy #301 – Employees – Creating a Position, as presented after first reading.

Special Education Agreement Whitehall-Coplay Area S.D. Approve to authorize proper officials to enter into an agreement for two Northern Lehigh School District special education student to attend Whitehall-Coplay School District in accordance with the promises and covenants contained in the agreement. This agreement is effective for the 2015-2016 school year.

YEA: Mr. Distler, Mrs. Green, Mrs. Husack, Mr. Keegan, Mr. Williams, Mr. Hartman (6)
NAY: None (0)

**CURRIC-
ULUM AND
INSTRUCTION**

Mr. Keegan made a motion, which was seconded by Mrs. Green, that the Board of Education approves the following curriculum and instruction item:

Center for Humanistic Change 2015-2016 Approve to authorize the superintendent to execute a letter of agreement for the 2015-2016 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, Mrs. Green, Mrs. Husack, Mr. Keegan, Mr. Williams, Mr. Hartman (6)
NAY: None (0)

**NEW
BUSINESS**

Mr. Williams asked that item B, Election of PSBA Officers, be voted on separately. Mr. Williams made a motion, which was seconded by Mr. Keegan, that the Board of Education approves the following new business items:

Summary Offense Notices Approve to designate and authorize the following administrators to sign summary offense notices for district students for the 2015-2016 school year:

Mr. Paul Leonzi – Peters Elementary School Principal
Mr. Scott Pyne – Slatington Elementary School Principal
Mrs. Jill Chamberlain – Middle School Principal
Mr. Robert Vlasaty – High School Principal
Ms. Tanya Simms – High School Assistant Principal

District Goals 2015-2016 Approve the Northern Lehigh School District Goals for the 2015-2016 school year.

Resolution LCCC 50th Anniv. RESOLVED, the Board of Education approves the Resolution in Recognition of Lehigh Carbon Community College's 50th Anniversary, as presented.

Delay Charter School Payments until State Budget The Board of School Directors authorizes the Administration to delay payment of tuition to Charter Schools until a Commonwealth Budget for 2015-2016 is approved and Commonwealth funding is once again provided to the Northern Lehigh School District.

Is Passed

YEA: Mr. Distler, Mrs. Green, Mrs. Husack, Mr. Keegan, Mr. Williams, Mr. Hartman (6)

NAY: None (0)

**NEW
BUSINESS
(cont.)**

Mr. Williams made a motion, which was seconded by Mrs. Green, that the Board of Education approves the following nominations for PSBA Officers:

PSBA
Officers
2016.
President-elect

RECOMMEND That the Board of Education votes for Mark Miller as President-elect of the Pennsylvania School Boards Association, effective January 1, 2016 through December 31,

V.President

RECOMMEND That the Board of Education votes for Michael Faccinetto as Vice President of the Pennsylvania School Boards Association, effective January 1, 2016 through December 31, 2016.

At-Large
Representative

RECOMMEND That the Board of Education votes for Larry Feinberg as At-Large Representative of the Pennsylvania School Boards Association, effective January 1, 2016 through December 31, 2016.

YEA: Mr. Distler, Mrs. Green, Mrs. Husack, Mr. Keegan, Mr. Williams, Mr. Hartman (6)

NAY: None (0)

FINANCIAL

Mr. Distler made a motion, which was seconded by Mr. Keegan, 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, 2015
Cafeteria Fund months of August & September, 2015

District
Financial
Institutions

Authorize the following financial institutions to act as approved depositories for school district funds and or temporary investments. The Northern Lehigh School Board further authorizes the following financial institutions to transfer funds on deposit to any other bank for the credit of the Northern Lehigh School District. The Board further authorizes the Business Manager and/or Superintendent to enter into agreements, supplements or amendments to agreements to implement the foregoing operations for the 2015-2016 school year.

Embassy Bank	National Penn
New Tripoli Bank	Wells Fargo
PNC	TD Bank
Santander	American Bank
Firsttrust	

Weight Room
Equipment
Sale and
Disposal

Grant permission to dispose of unusable weight room equipment and accept sealed bids for the sale of weight room equipment with a value over \$100.00. Any equipment not sold will be disposed of in accordance with Policy 706.1

Per Capita
Abatements/
Exonerations

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

TSA Renewal
Vendor Pay
Option
2015-2018

Approve the renewal of our contract with TSA Consulting Group, Inc. for administrative services for our 403(b) plan. We will be moving to the "vendor pay" plan saving the district approximately \$1600 annually. This is a three (3) year agreement.

YEA: Mr. Distler, Mrs. Green, Mrs. Husack, Mr. Keegan, Mr. Williams, Mr. Hartman (6)

NAY: None (0)

CORRESPONDENCE

Mr. Williams announced that we received correspondence from PDE that our PlanCon K paperwork was received and approved.

INFORMATION

Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meetings held on July 20, 2015 were distributed.

Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on August 6, 2015 were distributed.

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on June 24, 2015 were distributed.

RECOGNITION OF GUESTS

Mr. Michaels announced that he would like to thank Mr. Bachman, Mrs. Dotta, and Mr. Derr for everything they are doing for the Safe Schools program and Mrs. Mengel for the Schoolwide Positive Behavior Support program.

ADJOURNMENT

Mr. Distler 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 8:12 p.m.

YEA: Mr. Distler, Mrs. Green, Mrs. Husack, Mr. Keegan, Mr. Williams, Mr. Hartman (6)
NAY: None (0)

Respectfully submitted,

Gregory S. Williams
Secretary

ATTEST: _____ President
Edward E. Hartman