

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

**Slatington, PA**  
**April 9, 2018**

**PURPOSE** The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Gary S. Fedorcha, at 7:35 p.m. on Monday, April 9, 2018, in the Administration Office Board Room.

**ROLL CALL** Members present: Mr. Robin T. Distler, Mr. Mathias J. Green, Jr., Mrs. Michelle M. Heckman, Mrs. Gale N. Husack, Mr. Robert J. Keegan, Jr., Mrs. Donna M. Kulp, Mrs. Kristie D. Wilk, and Mr. Gary S. Fedorcha (8)

Members absent: (0)

Non-members present: Mr. Jeffrey Bachman, Mrs. Jill Chamberlain, Ms. Tori Csanadi (Sr. Rep.), Mr. Greg Derr, Mrs. Michele Dotta, Mrs. Rhonda Frantz, Mr. Preston Kemery (Jr. Rep.), Mr. Paul Leonzi, Mr. Matthew Link, Mrs. Sherri Molitoris, Mr. Scott Pyne, Dr. Tania Stoker, Attorney Keith Strohl (Solicitor's Office) and Mr. Robert Vlasaty.

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

**VACANT BOARD MEMBER SEAT** Mr. Fedorcha announced that board candidate, Mr. David Roberts, was unable to make tonight's Special Meeting due to travel delays. Since there was no other candidates to interview, that meeting was not held. Mr. Roberts was interviewed last year when there was a vacant board seat.

Nomination Mr. Green made a motion, which was seconded by Mrs. Kulp, to appoint Mr. David Roberts for the open board seat.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mrs. Wilk, and Mr. Fedorcha (8)

NAY: None (0)  
Motion carried.

D. Roberts By unanimous vote, appoint Mr. David Roberts for the open board seat.

**APPROVE MINUTES** Mr. Keegan made a motion, which was seconded by Mrs. Husack, that the minutes of the regular school board meeting held on March 12, 2018, be approved and ordered filed.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mrs. Wilk, and Mr. Fedorcha (8)

NAY: None (0)

**SPECIAL BOARD REPORTS** Carbon Lehigh Intermediate Unit – Mrs. Husack reported that on the agenda this evening is a motion to approve the Facilities Plan Committee report. None of the changes affect our district.

Lehigh Career and Technical Institute – Mr. Fedorcha announced that the last meeting was held at Career Link which serves our community as a resource for employment opportunities and training. Mr. Fedorcha recommended that if you have the opportunity, please visit the facility.

Legislative Report – Mrs. Heckman reported that lawmakers are back in session and continue to work on the budget. Governor Wolf emphasized that education is a top priority including the state's investment in career and technical education and workforce development initiatives. The state senate passed bill #776 which approves a pilot program to support students with dyslexia. Senate bill #1095 is looking to revise the current requirements for students to pass the Keystone exams in Literature, Algebra I, and Biology in order to graduate. The new measure of success aligns to students' career goals and reflects the coursework and achievements earned.

Lehigh Carbon Community College – Mr. Green reported that they are progressing with the former Morning Call building.

**SPECIAL  
BOARD  
REPORTS  
(cont.)****Committee Reports and/or Meetings**

Minutes of the Education/Policy Committee Meeting held on April 3, 2018, were distributed.

Minutes of the Community Relations Committee Meeting held on April 3, 2018, were distributed.

Minutes of the Technology/Buildings & Grounds Committee Meeting held on April 4, 2018, were distributed.

Minutes of the Finance Committee Meeting held on April 4, 2018, were distributed.

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

Assistant to the Superintendent's Report – Dr. Tania Stoker updated the board members on our mental health services. The district recognizes that some students would benefit from receiving mental health services; however, we do not have options locally. We are currently looking to partner with outside agencies to provide on-site services to our students. Administration met with Magellan, who is the intermediary for the school district, and the service provider. Magellan is currently analyzing our data that includes: truancy, discipline, and student assistance program referrals. Two more service providers have been identified, so the next step is to select a service provider, and schedule an on-site visit. We are hoping to have a mental health program on-site in the buildings for the start of the 2018-2019 school year.

Dr. Stoker reported that she attended the CLIU #21 in February to interview candidates for the guest teacher program. Guest teachers are people who hold a bachelor's degree in areas other than education, and would like to substitute in school districts. They receive training at the IU in classroom management and other education areas, and are then emergency certified so they can substitute in school districts. In March, Kerry Hill and Dr. Stoker had a meet and greet with the candidates, and those names are on the board agenda this evening for approval.

Superintendent's Report - Mr. Link briefly explained the Act 80 day application process. He explained that essentially we apply to the Pennsylvania Department of Education for a waiver to excuse instructional hours for our seniors so that they can graduate on Friday, June 8, 2018. Mrs. Frantz explained that the first step in the process is for the school board to approve the application. Once that is approved, the application is sent to the state, and as long as you meet the qualifications, which we do, they grant approval and you can change your calendar without penalty for not meeting the 180 required student days. The motion to approve that application is on the agenda this evening. We are hoping to hear back from the state in the near future. Due to all of the snow days in this area, PDE has many applications to review. Mr. Link reiterated that we are doing everything possible to ensure the seniors can graduate on June 8, 2018. Kindergarten through eleventh grade will have to return on June 11-12 and the teachers' final day will be June 13, 2018.

Mr. Link introduced Mr. Shayne Homan and Mr. Chris Stoltz, representatives from the McClure Group, who gave an overview of the facility improvement options and recommendations concerning the buildings in the district along with the costs and savings summary for each program.

Mr. Green questioned which option is critically needed at this time. Mr. Homan stated that the recommendation is to do the whole scope of work, but not all in one summer. Even if the work is done over two summers, we can lock in the price now, with the exception of the roofing. The McClure group is recommending that all of the work be completed this summer with the exception of the High School HVAC. Each of the roofs have outlived their life expectancy. Mr. Link questioned if the warranty of the roof at the High School is in jeopardy if we do the HVAC work next summer and in the event of a rainy summer, are there contingencies in place to make sure the work is completed for the start of school. Mr. Homan responded that as long as the same manufacturer is utilized, there is no compromise of the warranty. Typically, they will only tear off the amount of roofing that can be put back on in the same day. Mr. Green stated that we will be racking up a lot of interest if we go out for a \$10 million bond now on projects that may not be necessary this year; holding off on the bond until next year could save quite a bit of money. Mr. Green stated that maybe we should have raised taxes last year to build up the reserve. He stated that since we have money in the capital reserve, we should look to spend some of that before we go out for a bond. Mrs. Husack questioned how the savings are calculated. Mr. Homan replied that

**SPECIAL  
BOARD  
REPORTS  
(cont.)**

per the legislation the results have to be guaranteed. In order to go through this process, the following steps have to occur: 1) you must partner with a qualified provider; 2) the provider has to fix the cost of the scope of work (no change orders), and 3) guarantee a certain level of energy and operational savings. Mr. Homan cautioned that the savings listed are only good if the whole scope of work is performed. Throughout the twenty year term, McClure will measure and verify the results and compensate the difference, or come up with corrective action and provide new assets, if needed. Mrs. Kulp asked how long the pricing would last. The prices are good for 90 days; however, time is of the essence in order to start in June. Mrs. Husack asked that if they are given the okay tonight, can they guarantee the work will be completed by August? Mr. Homan stated that what they are asking for tonight is a notice to proceed which will allow them to issue purchase orders for the major equipment in order to meet the timeline. The final contract will be drafted based on which program is chosen tonight and be signed at the next board meeting on May 14, 2018. Mr. Green questioned if we change our mind, what is the jeopardy? Mr. Homan replied that the cost would not exceed \$100,000.00. Mrs. Wilk stated that it is difficult to commit to something when you don't know how you are going to pay for it. Mr. Link verified that if we agree to proceed tonight, a contract would be drawn up that we could review with financial advisors, and bond counsel; but we have not yet fully committed to anything with the exception of the \$100,000.00 liability. Mr. Homan agreed, and most school districts will have the financial advisors draft up the options on how to fund the project. Mrs. Kulp and Mr. Fedorcha stated that these projects have been discussed at the Buildings & Grounds committee meetings over the last few months. Mr. Keegan stated that interest rates are not going down. The money we borrow now will be cheaper than the money we borrow later. This is what we need to do to have quality facilities for our students and community. He recommended that we proceed with Program "C" and move forward with the notice to proceed agreement. These companies are here to help us save money in the long run. Mr. Link stated that there are two board motions on the agenda for approval; one is to choose a program option and the other is the notice to proceed. Mr. Homan stated that if approved, the notice to proceed will be built around option "C." Mr. Link stated that at the May board meeting, a complete picture of McClure Company, Financial advisors, bond company will be presented.

Mr. Fedorcha 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. Distler that the Board of Education approves the following personnel items:

Reclassification	Approve to change the Clerk/Typist to the Director of Special Education position to an Administrative Secretary to the Director of Special Education.	
Termination	The board hereby adopts the Order dated April 9, 2018, terminating employee #7196.	
Retirement Resignation K. Rau	With regret, accept the retirement resignation of Kay Rau from her position as Administrative Secretary to the Director of Support Services, effective August 6, 2018. Mrs. Rau will be retiring from the Northern Lehigh School District with 13 years of service.	
Retirement Resignation D. Keiser	With regret, accept the retirement resignation of Darryl Keiser from his position as Maintenance worker, effective June 30, 2018. Mr. Keiser will be retiring from the Northern Lehigh School District with 14 years of service.	
Appointment Non-Instructional C. Mann	Christopher Mann* Assignment Salary Effective	Lead Maintenance \$28.00 per Hour/40 hours per week On or about April 10, 2018
	*Pending Verification of Missing Personnel File Items *60 Working Day probationary period	
Administrative Transfer J. Farber	Jamie Farber Assignment Salary Effective	Administrative Secretary to the Director of Special Education \$32,897.00 prorated for the 2017-2018 school year On or about April 23, 2018

**PERSONNEL****(cont)**

Substitute-  
Instructional Approve the following substitute teachers for the 2017-2018 school year at the 2017-2018 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Anthony Damiano – CLIU Guest Teacher  
 Tarik Haddad – CLIU Guest Teacher  
 Eleni Kalamaris – CLIU Guest Teacher  
 David McFadden – CLIU Guest Teacher  
 Blanche Melamed – CLIU Guest Teacher

Unpaid Leave  
Absence Approve the request of employee #5270 to take an unpaid leave of absence for the second semester of the 2017-2018 school year, according to board policy #339.

Family Medical  
Leave Approve the request of employee #110 to amend the family medical leave of absence motion approved on February 12, 2018, to take a three week intermittent family medical leave of absence beginning on or about April 5, 2018, for the birth of a child. Employee is requesting to use accumulated sick days in conjunction with the intermittent family medical leave.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mrs. Wilk, and Mr. Fedorcha (8)

NAY: None (0)

Mr. Link thanked Kay Rau, Darryl Keiser and Diane Lengel for their service to the students, staff and community. They will be missed, but we wish them well in their retirement.

**POLICY**

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

Board Policy  
First  
Reading Approve school board policy #103 – Programs – Nondiscrimination in School and Classroom practices, as presented after first reading.

Approve school board policy #103.1 - Programs – Nondiscrimination - Qualified Students with Disabilities, as presented after first reading.

Approve school board policy #104 - Programs – Nondiscrimination in Employment/Contract Practices, as presented after first reading.

Approve school board policy #918 - Community - Title I Parental Involvement, as presented after first reading.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mrs. Wilk, and Mr. Fedorcha (8)

NAY: None (0)

**CONFERENCE**

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

Everly Kesack – Positive Behavioral Interventions and Supports Implementers' Forum - May 22-23, 2018 – Hershey, PA – Registration - \$75.00; Meals - \$48.00 – Total Approximate Cost: \$123.00 – Funding: Peters Elementary Instructional Staff Development Budget

Kelly Kromer – Positive Behavioral Interventions and Supports Implementers' Forum - May 22-23, 2018 – Hershey, PA – Registration - \$75.00; Lodging - \$193.14; Travel - \$86.00; Meals – \$48.00; Total Approximate Cost: \$402.14 – Funding: Peters Elementary Instructional Staff Development Budget

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mrs. Wilk, and Mr. Fedorcha (8)

NAY: None (0)

**CURRIC-  
ULUM AND  
INSTRUC-  
TION**

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

Facilities  
Plan  
Committee  
Report  
2018-2019

Approve the following resolution to adopt the 2018-2019 Carbon Lehigh Intermediate Unit Facilities Plan Committee Report.

**RESOLVED:** It is recommended that the Northern Lehigh School District Board of Directors approve the 2018-2019 Facilities Plan Committee Report that was approved by the CLIU Facilities Plan Committee on February 22, 2018, and the CLIU #21 Board of Directors on March 19, 2018. In addition, the Board reaffirms its commitment to the original construct of the Facilities Planning, approved November 1, 1989, which consists of a series of prioritized inquiries to be considered in determining future locations of the CLIU and school district special education classes.

Act 80 Days  
Waiver

Approve to authorize the Superintendent to apply for an Act 80 Waiver for high school seniors for the 2017-2018 school year for two full days for in-service for staff development held on January 15, 2018 and March 9, 2018.

Special Ed  
Plan Report  
2018-2021

Approve the Special Education Plan Report beginning July 1, 2018 - June 30, 2021, as presented.

eLearn  
Agreement  
2018-2020

Authorize administration to renew a contract with the Carbon-Lehigh Intermediate Unit #21 for the eLearn 21 Virtual Learning Program partnership beginning July 1, 2018 through June 30, 2020.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mrs. Wilk, and Mr. Fedorcha (8)

NAY: None (0)

**NEW  
BUSINESS**

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

MOU Educa-  
tional Support  
Staff

Approve the Memorandum of Understanding with the Northern Lehigh Educational Support Personnel Association effective June 11, 2018, with regards to the four day work week for the summer of 2018 as presented.

MOU Admin-  
istrative  
Support Staff

Approve the Memorandum of Understanding with the Northern Lehigh Administrative Support Staff with Part A in regards to the four day work week for the summer of 2018, and Part B including a 60 working day probationary period, as presented.

MOU Confiden-  
tial Secretary to  
Superintendent

Approve the Memorandum of Understanding with the Confidential Secretary to the Superintendent effective June 11, 2018, with regards to the four day work week for the summer of 2018, as presented.

Drum Corp  
Int'l Use of  
Facilities

Per the recommendation of the Buildings & Grounds committee, approve to allow Drum Corps International to utilize the High School, Fields, and Stadium Complex, on Friday, August 3, 2018, for practice and preparation for their competition in Allentown the evening of August 3, 2018. Their rehearsal in Bulldog Stadium is open to the local community at no cost to spectators.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mrs. Wilk, and Mr. Fedorcha (8)

NAY: None (0)

**FINANCIAL**

Mr. Fedorcha announced that Financial items G-H will be voted on separately. Mrs. Kulp made a motion, which was seconded by Mrs. Husack, that the Board of Education approves the following financial items:

Financial

Approve the Following Financial Reports:

Reports      General Fund Account month of March, 2018  
 NLMS Student Activities Account month of March, 2018  
 NLHS Student Activities and Scholarship Account month of March, 2018  
 Refreshment Stand month of March, 2018  
 Cafeteria Fund month of March, 2018

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

List of Bills      Approve the Following List of Bills:  
 General Fund months of March & April, 2018  
 Cafeteria Fund months of March & April, 2018  
 Refreshment Stand month of March, 2018

Truck Bid      Authorize administration to bid for a new Chevrolet 2500 truck with plow for purchase during the 2018-2019 school year.

RBC Capital Markets, LLC      Authorize administration to execute an agreement with RBC Capital Markets, LLC to serve as underwriter or bank loan agent in connection with the issuance of financing for the ESCO project.

PFM Financial Advisors      Authorize administration to execute agreement with PFM Financial Advisors, LLC to act as financial advisors to provide advice and supervision for the Northern Lehigh School District in connection with the issuance of financing for the ESCO project.

Eckert, Seamans, Cherin & Mellott, LLC      Recommend that the Board of Education retain Eckert, Seamans, Cherin & Mellott, LLC, as bond legal counsel for the issuance of financing for the ESCO project, and on our behalf, allow them to transfer all files from the previous bond counsel, Rhoads & Sinon, who are no longer in business.

YEA:    Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mrs. Wilk, and Mr. Fedorcha (8)

NAY:    None (0)

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

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

McClure Company      The Board of Education approves the McClure Company to complete all necessary planning and work for program option C, at a cost not to exceed \$10,079,787 as described in the attached cost and savings summary.

Guaranteed Energy Savings Agreement with McClure Co.      The Northern Lehigh School District intends to enter into a Guaranteed Energy Savings Agreement with McClure Company and authorizes a Notice to Proceed agreement for expedited work for an August, 2018 substantial completion. Expedited work includes: HVAC related engineering services necessary to secure permits, major equipment design and selection; roofing subcontractor purchase orders; major HVAC equipment purchase orders and submittal processing; and, major subcontractor coordination.

YEA:    Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mrs. Wilk, and Mr. Fedorcha (8)

NAY:    None (0)

**LEGAL**

Mrs. Kulp made a motion, which was seconded by Mr. Distler, that the Board of Education approve the following legal items:

Sweet, Stevens, Williams & Katz, LLP      Approve to appoint Sweet, Stevens, Williams & Katz, LLP as special counsel for the 2018-2019 school year. The hourly rate for routine or general advice will be \$160.00 per hour, representing a \$10.00/hour increase over last year's fees. The hourly rate for non-routine matters will be \$195.00 per hour, no change over last year's fees. The hourly rate for legal assistants or routine and non-routine matters will be \$125.00 per hour, no change over last year's fees.

Roll call.

YEA:    Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, , Mrs. Kulp, Mrs. Wilk, and Mr. Fedorcha (7)

NAY:    Mr. Keegan (1)

Motion carried.

**INFOR-  
MATION**

Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on January 30, 2018, were distributed.

Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on March 1, 2018, were distributed.

**INFOR-  
MATION  
(cont.)**

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meetings held on February 28, 2018, were distributed.

**RECOGNI-  
TION OF  
GUESTS**

Mr. Fedorcha introduced new board member, David Roberts. Mr. Fedorcha explained that he should make some time to meet with the Superintendent and administrative staff in the near future. Mr. Fedorcha explained that he would not be official until he is sworn in, which he must do in the next ten days, and then he will be seated at the May board meeting. Mr. Fedorcha and the board welcomed and congratulated Mr. Roberts.

Mr. Green thanked Mr. Link, the business managers, and Mr. Derr for moving forward with the energy program as it has been long overdue. Mr. Link also thanked the principals for accommodating the McClure team and for their patience during this process as it will pay off in the long run.

**ADJOURN-  
MENT**

Mr. Distler made a motion, which was seconded by Mrs. Husack, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 8:37 p.m.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mrs. Wilk, and Mr. Fedorcha (8)

NAY: None (0)

Respectfully submitted,

Kristie D. Wilk  
Secretary

ATTEST: \_\_\_\_\_ President

Gary S. Fedorcha