

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
February 10, 2020

PURPOSE The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Gary S. Fedorcha, at 7:05 p.m. on Monday, February 10, 2020, 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., Mr. Robert L. Kern, Jr., Mrs. Donna M. Kulp, Mrs. Michele L. Martineau, and Mr. Gary S. Fedorcha (9)

Members absent: (0)

Non-members present: Mrs. Susan Bahnick, Mrs. Jill Chamberlain, Mr. Greg Derr, Mrs. Michele Dotta, Mrs. Rhonda Frantz, Mr. Bryan Geist, Mr. David Hauser, Mr. Eric Hill, Mr. Matthew Link, Mr. Eugene Marks, Mrs. Sherri Molitoris, Mr. Scott Pyne, Mr. James Schnyderite, Dr. Tania Stoker, Attorney Keith Strohl (Solicitor's Office), Mr. Robert Vlasaty and Mr. Aidan Williams (Jr. Rep.).

VISITORS Approximately four visitors attended the meeting.

APPROVE MINUTES Mr. Distler made a motion, which was seconded by Mrs. Heckman, that the minutes of the regular school board meeting held on January 13, 2020, be approved and ordered filed.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mr. Kern, Mrs. Kulp, Mrs. Martineau, and Mr. Fedorcha (9)

NAY: None (0)

SPECIAL BOARD REPORTS Carbon Lehigh Intermediate Unit –Mrs. Husack reported that at the January CLIU meeting, there was a presentation involving some of the Northern Lehigh students, which is always a highlight. The CLIU audit was very favorable with no issues. The CLIU budget for 2020-2021 is on the agenda this evening for approval. The budget has a slight decrease. There is no CLIU meeting in February.

Lehigh Career and Technical Institute – Mr. Fedorcha reported that the LCTI budget is on the agenda this evening for approval. Northern Lehigh has seen an increase in enrollment and therefore an increase in the budget. The opening of the welding lab was held last week. Northern Lehigh had four students place in the SkillsUSA competition. First place winners were: Matthew Peters and Andrew Mosko; Second Place Winners were: Ty Moffitt and Rebecca Weist.

Legislative Report – Mrs. Heckman reported that the House passed bill 283, which allows school districts to charge reasonable fees for compiling records that are requested for commercial Right to Know purposes. This bill is currently awaiting senate consideration. Last week Governor Wolf proposed his budget. Some of the highlights include: expansion of universal, low cost full day kindergarten; a minimum teacher salary; \$1 billion to rehabilitate toxic school buildings mainly due to asbestos and lead; \$100 million increase in Basic Education Funding; \$25 million for special education funding; and continue efforts to change the charter school funding laws. If the budget would pass as stands, Northern Lehigh School District would gain an additional \$32,000 for basic education funding and \$27,000 for special education funding. This budget contains extensive charter school reform proposals. Mrs. Heckman reminded everyone that March 23, 2020, is Advocacy Day in Harrisburg. This is a great opportunity to lobby our representatives in the House and Senate on issues that matter in public education. Mrs. Heckman will be attending and if anyone else is interested in attending, please let her know.

**SPECIAL
BOARD
REPORTS
(cont.)**

Lehigh Carbon Community College – Mr. Green reported that the LCCC budget is on the agenda this evening for approval with a decrease to our share of the budget. Mr. Green stated that he heard many positive things about LCTI's welding lab. It is an excellent facility with students being employed with outstanding salaries. Mr. Green announced that LCCC has a dual enrollment program where students can attend LCCC full time their junior and senior year and then have an associates degree when complete. There are four or five degrees available now. Students will have to plan ahead. Students can transfer to a four year college afterward. Mr. Green distributed information on the program.

Mr. Fedorcha thanked Mr. Green for all of his hard work and representing us at LCCC.

Nomination
LCCC Rep.
M. Green
2020-2026

Mrs. Martineau nominated Mr. Mathias J. Green, which was seconded by Mrs. Kulp for LCCC Board LCCC Board Representative for the term July 1, 2020 – June 30, 2026

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mr. Kern, Mrs. Kulp, Mrs. Martineau, and Mr. Fedorcha (9)

NAY: None (0)

Committee Reports and/or Meetings

Minutes of the Education/Policy Committee Meeting held on February 3, 2020, were distributed.

Minutes of the Community Relations Committee Meeting held on February 3, 2020 were distributed.

Minutes of the Technology/Buildings & Grounds Committee Meeting held on February 5, 2020, were distributed.

Minutes of the Finance Committee Meeting held on February 5, 2020, were distributed.

Student Representatives to the Board Report – Mr. Williams verbally reported on the contents of the student representative report.

Business Managers' Report - Mrs. Molitoris reported that on the agenda for approval this evening are the budgets for LCCC, CLIU and LCTI.

Assistant Superintendent Report - Dr. Stoker thanked Mr. Robert Vlasaty, Mr. David, Hauser, Mrs. Allison Chruscial, and Mrs. Raquel Hoffert for their hard work on the High School program of studies that is on the agenda this evening for approval. For 2021, you will see an obvious focus on college and career readiness as we made future ready skills a required course at the High School. Several new technology courses have also been added: Photoshop Course, Home Improvement and Maintenance, and Product Design. Dr. Stoker added that under the Product Design description, it states that students will be responsible for the cost of materials for projects. With the board's approval, that statement will be removed.

Superintendent's Report - Mr. Link announced that last week was National School Counselors and Food Service Workers Appreciation week. We are very lucky at Northern Lehigh that our school counselors enthusiastically support our students by setting them up for success academically, socially, emotionally, and preparing them for college and careers.

Northern Lehigh is also fortunate to have very high participation rates in our food program which is attributed to the quality of food and the service the staff and students receive from a very caring, and professional staff under the direction of Mrs. Bahnick. A big thank you to our school counselors and food service staff.

Mr. Link announced that if you haven't had a chance to see the new art on the back wall, please do so as it now features artwork from the High School.

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 Mrs. Heckman, that the Board of Education the approves the following personnel items:
- Resignation J. Jackovitz Accept the resignation of Jessica Jackovitz from her position as Slatington Elementary cafeteria monitor, effective the end of the business day, February 13, 2020.
- J. Jones Accept the resignation of Joan Jones from her position as High School Cafeteria/Hall Monitor, effective February 7, 2020.
- J. Staskowski Accept the resignation of Julianne Staskowski from her position as High School Cafeteria/Hall Monitor, effective the end of the business day, February 19, 2020.
- T. Jones Accept the resignation of Tifani Jones from her position as Slatington Elementary School Cook's Helper, effective the end of the business day, February 13, 2020.
- Administrative Transfer Stephanie Beers
From: Peters Elementary School Cook's Helper
To: Slatington Elementary School Cook's Helper
Salary: No change in salary
Effective: February 18, 2020
- Appointment Non-Instructional Amy Hower*
Assignment: Slatington Elementary Cook's Helper
Salary: \$12.00 Per Hour; 5 ½ Hours per day; 5 Days per Week/up to 180 Student Days per year plus additional cleaning days as needed (2017-2021 Educational Support Personnel CBA)
Effective: February 11, 2020
***60 Working Day Probationary Period**
- Denise Minnich*
Assignment: Slatington Elementary Cafeteria Monitor
Salary: \$11.48 per Hour; 2 ¼ Hours per day; 5 Days per Week/up to 180 Student Days per year
Effective: February 18, 2020
***60 Working Day Probationary Period**
*** Pending Verification of Missing Personnel File Items**
- Allison Rosene*
Assignment: High School Cafeteria/Hall Monitor
Salary: \$11.48 per Hour; 4 Hours per day; 5 Days per Week/up to 180 Student Days per year
Effective: on or about February 21, 2020
***60 Working Day Probationary Period**
*** Pending Verification of Missing Personnel File Items**
- Family Medical Leave Approve the request of employee #2915 to take a three week family medical leave of absence beginning on or about May 20, 2020, for the birth of a child. Employee is requesting to use accumulated sick and personal days. Employee plans to return to her position for the start of the 2020-2021 school year.
- Unpaid Medical Leave Approve the request of employee #3715 to take an unpaid leave of absence for her own medical reasons beginning on or about April 21, 2020. Employee will use accumulated sick/personal days and then begin an unpaid leave of absence on or about May 7, 2020. Employee plans to return to her position upon release from her physician on or about June 2, 2020.

PERSONNEL Acknowledge the following teacher who has completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the second half of the 2019-2020 school year:
(cont)
 Salary
 Adjustments

Jennifer Balliet
 From: Step 5B
 To: Step 5B+24

Co-Curricular Appointments 2020-2021 Motion to renew the appointment of the following Co-Curricular positions for the 2020-2021 school year:

Joseph Tout	Head Football Coach	\$7,901.00
Stephen Hluschak	Assistant Football Coach	\$5,136.00
Shawn Frame	Assistant Football Coach-Shared Stipend	\$2,568.00
Gregory Kosciolek	Assistant Football Coach	\$5,136.00
Matthew Davis	Assistant Football Coach	\$5,136.00
Dylan Hofmann	Assistant Football Coach	\$5,136.00
Derek Long	Assistant Football Coach-Shared Stipend	\$2,568.00
David Oertner	Head Cross Country Coach	\$4,733.00
Jason Ruch	Head Boys' Soccer Coach	\$5,712.00
Rajeev Gupta	Assistant Boys' Soccer Coach	\$3,173.00
Jason Reinhard	Head Girls' Soccer Coach	\$5,712.00
Henry Ojeda	Assistant Girls' Soccer Coach	\$3,173.00
Kimberly Seiler	Head Field Hockey Coach	\$5,712.00
Katherine Farber	Sr. High Fall Intramurals - Softball - ½ Salary	\$ 462.00
Todd Herzog	Sr. High Fall Intramurals - Weightlifting	\$ 924.00
Gregory King	Sr. High Fall Intramurals – Baseball - ½ Salary	\$ 462.00
Jeffrey Miller	Sr. High Fall Intramurals - Basketball	\$ 924.00

Co-Curricular Appointment 2020-2021 Elizabeth Case Assistant Cross Country Coach \$3,076.00

Co-Curricular Volunteers 2020-2021
 Shelby Bailey Assistant Girls' Soccer Coach
 Terry Bowman Assistant Football Coach
 Lori-Beth Guelcher Assistant Cross Country Coach
 Shawn Wanamaker Assistant Field Hockey Coach

Substitute-Instructional Approve the appointment of the following substitute teachers for the 2019-2020 school year at the 2019-2020 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Carley Andrejack* – Emergency Certified All Subjects K-12
 Jessica Jackovitz* – Elementary PK-6
 *Pending Verification of Missing Personnel File Items

Non-Instructional Custodians Motion to approve the appointment of the following individuals as substitute custodians for the the 2020-2021 school year at the 2019-2020 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Stephen Andrews*
 Gicela Gonzalez
 *Pending Verification of Missing Personnel File Items

Cafeteria Motion to approve the appointment of the following individual as substitute cafeteria worker for the 2019-2020 school year at the 2019-2020 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Samantha Rex*
 *Pending Verification of Missing Personnel File Items

PERSONNEL**(cont)**

Secretary/
Parapro-
fessional Motion to approve the appointment of the following individuals as substitute secretary and/or paraprofessional for the 2019-2020 school year at the 2019-2020 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Carley Andrejack*
Jessica Jackovitz
Joan Jones

* Pending Verification of Missing Personnel File Items

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mr. Kern, Mrs. Kulp,
Mrs. Martineau, and Mr. Fedorcha (9)

NAY: None (0)

POLICY

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

Board Policy
First
Reading Approve school board policy #209 – Pupils – Health Examinations/Screenings, as presented after first reading.

Approve school board policy #913 – Community – Nonschool Organizations/Groups/Individuals, as presented after first reading.

Board Policy
Second
Reading Approve school board policy #220 – Pupils – Student Expression/Distribution and Posting of Materials, as presented after second reading.

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

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. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mr. Kern, Mrs. Kulp,
Mrs. Martineau, and Mr. Fedorcha (9)

NAY: None (0)

**CONFER-
ENCES**

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

Michele Dotta - PAPSA: Welcome to the Major Leagues Conference - April 1-3, 2020 - The Genetti Hotel & Suites - Williamsport, PA –Registration: \$295.00 - Lodging: \$197.58; Travel: \$65.55 – Meals: \$65.00 - Total Approximate Cost: \$623.13 – Funding: Special Education Budget

Matthew Link – AASA-PASA 2021 PA Cohort National Superintendent Certification Program – March 19-20, 2020 – PASA Offices – Harrisburg, PA – Lodging: \$140.97; Travel: \$87.96 – Total Approximate Cost: \$228.93 – Funding: Superintendent’s Budget

Bryan Geist – 53rd Annual Pennsylvania State Athletic Directors Association Conference – March 25-27, 2020 – Hershey Lodge, Hershey, PA – Registration: \$250.00, Lodging: \$412.92, Meals: \$125.00, Travel: \$92.00 – Total Approximate Cost: \$879.92 – Funding: Athletic Department Budget

Shawn Green - Pennsylvania School Librarians Association Annual Conference - April 30 - May 2, 2020 – Hershey Lodge & Convention Center – Hershey, PA – Registration: \$250.00; Lodging: \$397.38; Travel: \$90.05; Meals – \$55.00; Total Approximate Cost: \$792.43 – Funding: Slatington Elementary School Staff Development Budget

**CONFERENCE-
(cont.)**

Nicole Nightlinger – PAPSA: Welcome to the Major Leagues Conference - April 1-3, 2020 - The Genetti Hotel & Suites - Williamsport, PA – Registration: \$395.00 - Meals: \$65.00 - Total Approximate Cost: \$460.00 – Funding: Special Education Budget

Krystle-Dawn Tiedeman – Pennsylvania School Librarians Association Annual Conference - April 30 - May 2, 2020 – Hershey Lodge & Convention Center – Hershey, PA – Registration: \$200.00; Lodging: \$397.38; Travel: \$85.67; Meals – \$55.00; Total Approximate Cost: \$738.05 – Funding: High School Instructional Staff Development Budget.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mr. Kern, Mrs. Kulp, Mrs. Martineau, and Mr. Fedorcha (9)

NAY: None (0)

**CURRICULUM AND
INSTRUCTION**

High School
Program of
Studies
2020-2021

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

Approve the High School Program of Studies Book for the 2020-2021 school year as presented and recommended by Administration.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mr. Kern, Mrs. Kulp, Mrs. Martineau, and Mr. Fedorcha (9)

NAY: None (0)

**NEW
BUSINESS**

MOU Act 93
Including
Athletic
Director

Mrs. Martineau made a motion, which was seconded by Mrs. Heckman, that the Board of Education approves the following New Business Item:

Approve the Memorandum of Understanding to the Northern Lehigh School District Middle Management Team's Administrator Compensation Plan to incorporate the position of the Athletic Director.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mr. Kern, Mrs. Kulp, Mrs. Martineau, and Mr. Fedorcha (9)

NAY: None (0)

Mr. Link congratulated and welcomed Mr. Geist to the Administrative team. Mr. Geist has been the Athletic Director since 2005. He is one of the best in the Colonial League, region and state. There is a reason his peers select him to be the President of the Colonial League. We are fortunate to have him here at Northern Lehigh.

FINANCIAL

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

Financial
Reports

Approve the Following Financial Reports:
General Fund Account month of January, 2020
NLMS Student Activities Account month of January, 2020
NLHS Student Activities and Scholarship Account month of January, 2020
NLHS Student Activities/Clubs Account months of December, 2019 & January 2020
Capital Construction Fund month of January, 2020
Cafeteria Fund month of January, 2020

List of
Bills

Approve the Following List of Bills:
General Fund months of January & February, 2020
Cafeteria Fund months of January & February, 2020

FINANCIAL
(cont.)

- Lehigh Carbon Community College 2020-2021 Budget Approve a resolution regarding the 2020-2021 Lehigh Carbon Community College Sponsor contribution Budget. Total expenditures equal \$43,858,473 which represents an increase of \$1,999,883 or 4.8% over the 2019-2020 budget. Northern Lehigh's share of the total budget is \$180,523.00, a decrease of \$5,227 or (-2.8%). A copy of the budget was distributed electronically January 13, 2020.
- Carbon-Lehigh Intermediate Unit 2020-2021 Budget Approve a resolution regarding the 2020-2021 Carbon Lehigh Intermediate Unit Operational and Program Services budget. Total expenditures equal \$3,182,360.00, an increase of \$77,765.00 over the 2019-2020 budget. Northern Lehigh's share is proposed to be \$19,551.00 an increase of \$758.00 from the 2019-2020 budget. A copy of the budget was distributed electronically on January 13, 2020.
- Lehigh Career & Technical Institute 2020-2021 Budget Approve a resolution regarding the Lehigh Career & Technical Institute general fund budget and Academic Center expenditures for the 2020-2021 school year. The general fund budget total is \$28,407,230, an increase of \$741,230. Northern Lehigh School District's portion of the 2020-2021 general fund budget is \$1,190,627.30, an increase of \$41,113.74. The expenditures for the Academic Center budget for the period of July 1, 2020 through June 30, 2021 total \$1,840,400.00, a decrease of \$19,600.00. There is no cost to Northern Lehigh School for the Academic Center budget. A copy of the budget was distributed to board members electronically February 7, 2020.
- Single Audit 2018-2019 Accept the 2018-2019 audit and management report for the single audit ending June 30, 2019. A copy of the audit was distributed at the January 13, 2020 school board meeting.
- Budgetary Transfers Approve budgetary transfers for the 2019-2020 school year, as presented.
- LV Chamber of Commerce 2020 Approve to allow administration to continue membership in the Greater Lehigh Valley Chamber of Commerce at a fee of \$424.00, for the 2020-2021 school year, to be paid from the Superintendent's budget.
- PEPPM Mini-Bid Award Power Supply Motion to approve the awarding of the PEPPM Mini-Bid proposal from eplus Technology, Inc., for \$34,354.34 (NLSD share \$13,741.74; E-rate share \$20,612.60), to replace our existing uninterruptible power supplies in all school buildings, contingent upon receiving E-rate funding.
- Richardson Athletics Batting Cages Per the recommendation of the Extra and Co-Curricular Committee, approve to allow administration to enter into a contract with Richardson Athletics to purchase a batting cage for softball at a cost of \$2,946.98, to be paid from the 2019-2020 Athletic budget.

Mrs. Kulp read from the audit and management report for the single audit ending June 30, 2019. The report reads: The Northern Lehigh School District continues to reflect a district suffering from significant financial plight. It remains a district with almost no industrial base from which to draw taxes forcing local property owners/taxpayers to bear the brunt of funding a quality educational program. So even though the district suffers from an incredible financial burden, it offers one of the best educational programs K-12, and envisions an even brighter educational future. Mrs. Kulp added that with the great leadership, staff, and teachers, we are certainly on track to make that happen and move forward. In addition, there is no requirement or advance notice given to the district for cyber charter school enrollment which makes it impossible to budget properly. Hopefully, Governor Wolf's proposed changes will allow for more reasonable costs. Mrs. Kulp also shared that the district's debt service will be paid in full by 2029. Mrs. Kulp thanked everyone for keeping the costs under control.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mr. Kern, Mrs. Kulp, Mrs. Martineau, and Mr. Fedorcha (9)
NAY: None (0)

LEGAL
Expulsion
Waiver

Mr. Distler made a motion, which was seconded by Mrs. Heckman, that the Board of Education approves the following legal item:

The Board agrees to expulsion hearing waiver for Student #2490220. Student and guardian have agreed to waive their right to a formal expulsion hearing in front of the School Board and have also agreed to disciplinary action outlined in the waiver.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mr. Kern, Mrs. Kulp, Mrs. Martineau, and Mr. Fedorcha (9)

NAY: None (0)

CORRESPONDENCE

Mrs. Husack announced that a letter was received from the paraprofessional group indicating they are prepared to start the process of negotiating their next agreement. In addition, correspondence was received from LCCC requesting names of candidates to fill an At-Large seat on their Board of Trustees for a term July 1, 2020 through June 30, 2026. Any board member interested will need to fill out a form and be approved at the March 9, 2020, board meeting. A ballot of candidates will be prepared by LCCC, voted on by each district, and the candidate with the most number of votes by school district directors will be declared elected. If interested, please see Mrs. Husack for a form. Mr. Green added that there are 15 seats on the LCCC board and there are 13 school districts so each district sends one representative and then two people are elected at-large by all of the districts.

INFORMATION

Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on December 16, 2019, were distributed.

Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on January 2, 2020, were distributed.

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee held on December 11, 2019, were distributed.

ADJOURNMENT

Mr. Keegan made a motion, which was seconded by Mrs. Kulp, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 7:32 p.m.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mr. Kern, Mrs. Kulp, Mrs. Martineau, and Mr. Fedorcha (9)

NAY: None (0)

Respectfully submitted,

Gale N. Husack
Secretary

ATTEST: _____ President
Gary S. Fedorcha