

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
March 7, 2016

PURPOSE The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Edward E. Hartman, at 6:03 p.m. on Monday, March 7, 2016, in the Administration Office Board Room.

ROLL CALL Members present: Mr. Robin T. Distler, Mr. Gary S. Fedorcha, Mr. Mathias J. Green, Jr., Mrs. Gale Husack, Mr. Robert J. Keegan, Jr., Mrs. Donna M. Kulp, Mr. Gregory S. Williams and Mr. Edward E. Hartman (8)

Members absent: (0)

Non-members present: Mr. Jeffrey Bachman, 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 Keith Strohl (Solicitor's Office), and Mr. Robert Vlasaty.

VISITORS Approximately twenty-nine visitors attended the meeting, in addition to Terry Ahner, reporter for The Times News and Channel 13 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 February 8, 2016 be approved and ordered filed.

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

NAY: None (0)

SPECIAL BOARD REPORTS Lehigh Carbon Community College - Mr. Green reported that Dr. Bieber will be making a presentation at our April board meeting.

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.

Solicitor's Report – Attorney Strohl reported that he is working with administration on getting paperwork filed for the new School Police Officer position.

Business Manager's Report - Mrs. Frantz reported that we received a dividend check for \$10,574.00 from our insurance company, Utica, today. She added that they are very happy with Utica and they are one of the few insurance companies that pay dividends.

Mrs. Frantz reported that we have been notified that this year instead of receiving twelve (12) Social Security payments, we will only be receiving ten (10) and two will be carried over to next year. Since twelve payments are scheduled for next year, we will always be behind two payments.

Mrs. Frantz stated that all board members received a copy of the letter to PDE regarding getting our subsidy back for a charter school deduction. We had 30 days to respond and we responded immediately. Board members will be notified with any updates.

Mrs. Molitoris reported that she questioned the auditors today on whether the PlanCon money that was in this year's budget would be set up as a receivable. He stated that at this time it is an issue and will not be set up as a receivable, which would be a loss in our revenue budget of over \$400,000.00. In addition, if the governor does not have a budget, they cannot set up a subsidy receivable because they would have no way of knowing how much money to set up for a receivable. If that is the case, we will end up in the red. Mr. Hartman questioned where the money would come from to balance this year's budget. Mrs. Molitoris noted that we would have to use fund balance, but if we have to do that every year, eventually it will run out. Mrs. Molitoris added that she and Mrs. Frantz will be attending the PASBO conference next week and hopefully they will have some answers on the state budget. Mrs. Kulp added that she is proud of Northern Lehigh, the superintendent and business managers for being fiscally responsible with the budgets because we are in good shape compared to other districts.

SPECIAL BOARD REPORTS (cont.)

Federal and Other Programs Update - Mrs. Nicholas congratulated Mr. Bennett and the 8th grade team for winning the "Outstanding Videography" award in the What's So Cool About Manufacturing competition. The contest was created to generate excitement and draw students towards manufacturing careers, which by the year 2020 will be in great demand.

Superintendent's Report - Mr. Michaels announced the winners of the Math24 competition: Stephen Thomason, Alivia Obenski (silver, gold medalist), Brittany Diehl (silver medalist), Cadence Peters (silver medalist), Madelynn Mack (silver medalist) and Lily Wannamaker (bronze medalist). Mr. Michaels introduced Mrs. Gail Lafferty who stated that she accompanied five fifth grade girls and one fourth grade boy to the regional Math24 competition at the IU on February 19, 2016. The team finished with six medals and Alivia Obenski, who finished second overall, will be competing at the state competition on June 15, 2016. On March 22, 2016, the sixth, seventh and eighth grade students will compete and Mr. Gregory Williams' daughter will be participating in that competition.

Mr. Michaels announced that graduation is set for June 10, 2016.

Mr. Michaels stated that it is very stressful trying to do a budget when it has been 215 days without a State budget. We are still waiting for \$3.9 million in basic ed subsidy, \$420,000 in PlanCon, plus the two social security payments. We received the grant for the School Police Officer, but due to the State's funding issues, we do not have a full year to spend it. We are working on staffing and budgeting concerns for next year. Budgeting is very difficult and the governor and legislature forget that this isn't about school districts, it's about the students, they fuel the school districts. He added that he felt we are a pawn in their game and it is time they all act like mature adults and pass a budget. Mr. Hartman told Mr. Michaels that we all agree.

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

PERSONNEL

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

Resignation/
Retirements

Accept the retirement resignation of Judith DeBias from her position as High School Special Education Learning Support Aide effective at the end of the 2015-2016 school year. Mrs. DeBias

J. DeBias

will begin her retirement from the Northern Lehigh School District after 9 years of service.

S. Bowser

Accept the retirement resignation of Susan Bowser from her position as Middle School Family and Consumer Science Teacher effective at the end of the 2015-2016 school year. Mrs. Bowser will begin her retirement from the Northern Lehigh School District after 26 years of service.

Appointment
Instructional

Jennifer Balliet

Assignment:

Temporary Vacancy Replacement
Slatington Elementary School 5th Grade Teacher replacing an employee on Family medical leave.

Salary:

Substitute Teacher Rate Days 1-30; Day 31 and beyond \$46,200 prorated (Step 1 Bachelors on the 2015-2016 CBA Salary Schedule)

Effective:

March 1, 2016

Termination Date:

Upon return of Full Time Teacher

Thomas Battista

Assignment:

Temporary Vacancy Replacement
High School Chemistry Teacher replacing an employee on family medical leave.

Salary:

Substitute Teacher Rate Days 1-30; Day 31 and beyond \$46,200 prorated (Step 1 Bachelors on the 2015-2016 CBA Salary Schedule)

Effective:

January 29, 2016

Termination Date:

Upon Return of Full Time Teacher

Appointment
Non-Instructional

Frank Gnas*

Assignment:

School Police Officer

Salary:

\$40,000.00 (prorated for the 2015-2016 school year) 190 days plus additional

Effective: days for training, as needed
March 8, 2016

***Pending Verification of Missing Personnel File Items**

PERSONNEL

(cont.)

Co-Curricular Change of Status Approve the motion to change the status of Michael Strohl, Assistant Football coach from shared stipend of \$2,372.00 to full stipend of \$4,744.00 for the 2016-2017 school year.

Co-Curricular Volunteers 2015-2016 Tamara Stubits* Assistant Softball Coach

Unpaid Leave unpaid Approve the request of employee #6792 to take an unpaid leave of absence beginning on or about May 4, 2016 for the birth of her second child. Employee is requesting to use accumulated sick and personal days. Upon exhaustion of sick and personal days, she is requesting an unpaid leave of absence. Employee plans to return to her current position upon release from her attending physician.

Substitute-Instructional Approve the following substitute teacher for the 2015-2016 school year at the 2015-2016 substitute teacher rates as approved at the October 12, 2015 board meeting.

Michele Custer – Elementary

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

NAY: None (0)

POLICY

Board Policy Second Reading

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

Approve school board policy #306 – Programs – Merged Employee Section – Employment of Summer School Staff, as presented after second reading.

Approve school board policy #307 – Merged Employee Section – Student Teachers/Interns, as presented after second reading.

Approve school board policy #308 – Merged Employee Section – Employment Contract/Board Resolution, as presented after second reading.

Approve school board policy #309 – Merged Employee Section – Assignment and Transfer, as presented after second reading.

Approve school board policy #313 – Merged Employee Section – Evaluation of Employees, as presented after second reading.

Approve school board policy #314 – Merged Employee Section – Physical Examination, as presented after second reading.

Approve school board policy #314.1 – Merged Employee Section – HIV Infection, as presented after second reading.

Approve school board policy #316 – Employees – School Police Officer, as presented after second reading.

Approve school board policy #340 – Merged Employee Section – Responsibility for Student Welfare, as presented after second reading.

Approve school board policy #348 – Merged Employee Section – Unlawful Harassment, as presented after second reading.

Approve school board policy #351 – Merged Employee Section – Drug and Substance Abuse, as presented after second reading.

POLICY
(cont.)

Field Trip
Patriot Club

The High School Patriot Club is requesting permission to travel to Washington, D.C., May 20-21, 2016. The entire cost of the trip will be funded by the student members of the Patriot Club.

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

NAY: None (0)

CONFERENCE

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

Michele Dotta – Pupil Services: Mental Health Matters – April 14-15, 2016 – Lancaster, PA - Registration - \$295.00; Lodging - \$140.00; Meals - \$20.00; Travel - \$79.00 – Total Approximate Cost: \$534.00 – Funding: Special Education Director's Budget.

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

NAY: None (0)

CURRICULUM AND INSTRUCTION

CLIU #21
Notice of
Adoption of
Policies,
Procedures &
Use of Funds

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

Approve to adopt the Carbon Lehigh Intermediate Unit's Notice of Adoption of Policies, Procedures and Use of Funds by School District for submission with the 2016-2017 IDEA B, Section 611 project application, as presented.

CLIU Special
Education
Services
Agreement
2016-2017

Approve to authorize the superintendent to execute an agreement between the Northern Lehigh Lehigh School District and the Carbon Lehigh Intermediate Unit #21 to provide special education services for the 2016-2017 school year.

Pediatric
Therapeutic
Services
Agreement
2016-2019

Authorize administration to enter into a three year agreement with Pediatric Therapeutic Services to provide contracted speech and occupational therapists on an as needed basis at a cost of \$70.00 per hour for speech and \$68.00 per hour for occupational therapists for the 2016-2017 school year and \$71.00 per hour for speech and \$69.00 per hour for occupational therapists for the 2017-2018 and 2018-2019 school years.

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

NAY: None (0)

NEW BUSINESS

School
Police Officer

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

Approve the contract for the School Police Officer as presented from March 8, 2016 through August 31, 2017.

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

NAY: None (0)

Mr. Michaels introduced Mr. Frank Gnas who was in attendance.

**NEW
BUSINESS
(cont.)**

Nominee for
CLIU Board
Representative

Mr. Fedorcha made a motion, which was seconded by Mr. Williams, that Mrs. Gale Husack be the new CLIU Board Representative effective immediately.

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

NAY: None (0)

**VACANT
BOARD
MEMBER
SEAT**

Mr. Hartman announced that three candidates applied for the vacancy on the board due to the resignation of Natalie J. Green. One of the applicants called and withdrew her name. The two applicants are Debra Bower from Walnutport, and Kristie Wilk from Slatington.

Nominations Mr. Hartman opened the floor for nominations.

D.Bower Mrs. Kulp nominated Mrs. Debra Bower for the open board seat, which was seconded by Mr. Fedorcha.

Close Nominations Mr. Williams made a motion to close nominations, which was seconded by Mr. Fedorcha.

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

NAY: None (0)

Motion carried.

D. Bower By unanimous vote, appoint Mrs. Debra Bower for the open board seat.

Mr. Williams stated that we are lucky to have multiple candidates apply and even though it is a tough decision, it is great to have intelligent community members involved. Mr. Hartman congratulated Mrs. Bower.

Mrs. Bower thanked the Board for choosing her and she stated that she has big shoes to fill as Mrs. Natalie Green is a wonderful person and was a great board member.

FINANCIAL

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

Financial
Reports

Approve the following financial reports:
General Fund Account month of February
NLMS Student Activities Account month of January
NLHS Student Activities and Scholarship Account month of January

List of
Bills

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

Close SE
Accounts
Transfer
Market Day
Funds to

Approve the request of Slatington Elementary School to close the following accounts with zero dollar balances due to no activity: SuperFresh, Dollar General, Target Funds, Assemblies - Principal Fund, and McGraw Hill fund. In addition, due to the discontinuation of the Market Day fundraiser, Slatington Elementary School requests to close the Market Day account. The account balance is \$847.95 and the funds will be transferred to the Student Council account.

Student
Council Acct.

Cameras Authorize the purchases of 43 additional Axis IP security cameras from integraOne to complete the high school security camera project. The total cost is \$20,373.00 and will be purchased via the COSTARS bidding program per the attached quote.

FINANCIAL
(cont.)

Hilltop Sales Tractor Allow administration to enter into an agreement with Hilltop Sales & Service Inc., to purchase a John Deere tractor with loader and deck mower attachments at state contract pricing. The total cost is \$63,169.75 per the attached quote.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Green, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mr. Williams, and Mr. Hartman (8)
NAY: None (0)

INFOR-
MATION

Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on January 7, 2016 and February 4, 2016 were distributed.

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on January 27, 2016, were distributed.

Mrs. Lafferty introduced Lily Wannamaker, who just arrived, who won the bronze medal in the Math24 Competition.

PUBLIC
COMMENT

Mrs. Mayra Avila - Slatington announced that two students, Wyatt Delans and Jose Avila, besides being great students and the top ten percent of their class; represent the Northern Lehigh swim team. Both placed in the District XI championships this past weekend and have qualified for the PIAA Championship next week. Mrs. Avila thanked Mr. Geist and Mr. Vlasaty for allowing them to participate in these events.

Mr. Hartman acknowledged that we have great kids at Northern Lehigh. A graduate of Northern Lehigh, Aimee Oertner who is a senior at Army, was just recognized in the paper.

ADJOURN-
MENT

Mr. Fedorcha 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 6:33 p.m.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Green, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mr. Williams, and Mr. Hartman (8)
NAY: None (0)

Respectfully submitted,

Gregory S. Williams
Secretary

ATTEST: _____ President
Edward E. Hartman