

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
March 10, 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 7:32 p.m. on Monday, March 10, 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, Mr. Robert J. Keegan, Jr., Mrs. Donna M. Kulp, Mr. Gregory S. Williams, and Mr. Edward E. Hartman (8)

Members absent: Mrs. Natalie J. Green (1)

Non-members present: Mr. Jeffrey Bachman, Mrs. Susan Bahnick, Mrs. Jill Chamberlain, Mr. Nathaniel Czarnecki (Sr. Rep.), Mr. Greg Derr, Mrs. Michele Dotta, Mrs. Rhonda Frantz, Mr. John Hrizuk, Mr. Paul Leonzi, Mr. Eugene Marks, Mr. Michael Michaels, Mrs. Sherri Molitoris, Mrs. Karen Nicholas, Mrs. Tanya Simms, Atty. Keith Strohl (Solicitor's Office), and Mr. Robert Vlasaty.

VISITORS

Approximately two 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 February 10, 2014 be approved and ordered filed.

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

NAY: None (0)

SPECIAL BOARD REPORTS

Lehigh Career and Technical Institute - Mr. Fedorcha reported that the budget is on the agenda this evening for approval.

Committee Reports and/or Meetings

Minutes of the Policy/Education Committee Meeting held on March 3, 2014 were distributed.

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

Federal and Other Programs Update – Mrs. Karen A. Nicholas reported that LCTI has given the district a very generous \$20,000 donation of books.

Mrs. Nicholas explained that our curriculum is being revised K-12 based on the curriculum maps. The maps were analyzed and it was discovered that more writing needs to be added to the English/Language Arts curriculum.

Mrs. Nicholas introduced Mrs. Kristie Borger, Reading Specialist at Slatington Elementary School, who gave a brief presentation on data collection and the benchmarks from Study Island. Mrs. Borger explained the changes that are being implemented to improve the PSSA test scores. Mrs. Kulp commented how great Study Island is because it is done online and it is fun for the kids. Mrs. Borger agreed that it is a wonderful tool for the teachers as well. Mr. Green added that there is every indication that we are improving which is good news for the district and he thanked Mrs. Borger and the staff for their efforts. Mr. Williams asked if we should be sending a PSSA progress report home to the parents. Mrs. Borger stated that she will bring that up at the next faculty meeting.

Mrs. Jill Chamberlain gave a brief presentation on the progress at the middle school. Last years test scores were very good and by extending the core subjects to fifty five minutes in length, they are hopeful that the scores will continue to improve.

**SPECIAL
BOARD
REPORTS
(cont.)**

Mrs. Nicholas introduced Mrs. Tanya Simms. Mrs. Simms reported that due to the weather delays and closings, most of the benchmark testings did not occur and the Keystone exams were administered shortly after the winter break. Mrs. Simms reported on the changes that were made to the curriculum in math, biology and literature to improve test scores. In addition, there are many faculty and administrative teams that create schoolwide positive awareness.

Business Manager's Report - Mrs. Frantz reported that the state auditors are here auditing the years 2010-2011 and 2011-2012. They are expected to be here another three to four weeks. Mrs. Frantz reported that the LCTI and CLIU budgets are on the agenda for approval this evening.

Mrs. Frantz stated that at the board seats are a few pages from the PSBA overview of the governor's budget. Mrs. Frantz briefly described the new Ready to Learn Block grant. Mrs. Molitoris added that while it looks good on paper, this grant is hinging on the governor's pension reform plan. In addition, if the governor does not get this reform, the Accountability Block grant may not be funded because there is no line item in his budget for that grant.

Mrs. Molitoris pointed out that PlanCon is being level funded again. Northern Lehigh has been approved through Part G but it could be three years before we receive any reimbursement. As of March 1st, we are owed approximately \$352,000.00.

Mrs. Molitoris reported that we are \$1 million short in the 2014-2015 budget even with the proposed 2.8% tax increase. The budget is still a working document. Staffing issues are being addressed and the benefit costs are not firm. Mrs. Molitoris added that we will likely use some fund balance to offset the \$600,000 PSERS increase. Mrs. Molitoris added that if we do receive the Ready to Learn Block grant, \$271,000 can be put towards the deficit. Mrs. Molitoris and Mrs. Frantz added that they should have firmer numbers next month.

Mrs. Molitoris reported that she has a copy of the Slatington Public Library's annual report available for review.

Mrs. Molitoris asked Mrs. Susan Bahnick to introduce her new intern. Mrs. Bahnick introduced Nicki Micheline as her intern from Cedar Crest College who will be here until the end of the month.

Superintendent's Report - Mr. Michaels reported that he met with the senior class officers and he recommends that we lock in Friday, June 13, 2014 as the graduation date. Even if we have more snow days, there are contingencies in place to make sure the seniors have 180 days. Mr. Michaels added that on the agenda this evening, is approval for a change in the calendar allowing the Monday after Easter to be utilized as a possible snow make-up day. Mrs. Kulp verified that day would only be utilized if we have one more snow day.

Mr. Michaels thanked Mrs. Michele Dotta and the Special Education team for a great job during the compliance audit last week. A written report from the state is expected in the next six to nine weeks.

Mr. Michaels thanked Mr. Bachman and Mr. Marks for becoming certified non-violent crisis intervention trainers. Now that they are trained, we no longer have to contract with an outside party to train our teachers, which saves the district money.

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

PERSONNEL

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

Administrative
Transfer Non-
Instructional
D. Beltran

Approve to administratively transfer Diana Beltran to the position of acting middle school administrative secretary at the starting administrative secretary amount of \$30,000 per year as outlined in the 2013-2017 Clerical Salary and Benefit Agreement. She will receive a prorated amount of pay effective February 10, 2014 and will continue until return of full time employee from a medical leave of absence.

PERSONNEL**(cont.)**

- Appointment Kimberly Ruland
 Non- Instructional Assignment: High School Cook's Helper replacing Dima Hanna who resigned
 K. Ruland Salary: \$9.00 Per Hour/4.0 Hours Per Day/5 Days Per Week up to 180 Student Days per year plus additional cleaning days as needed (2013-2017 Educational Support Personnel CBA)
 Effective: March 11, 2014
***60 Day probationary period ending May 9, 2014**
- Unpaid Leave Approve an unpaid leave of absence for employee #4230 effective December 13, 2013. She plans to return to her current position upon medical release from her physician.
- Salary Adjustments 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 2013-2014 school year:
 Lori Middaugh
 From: Step 7B+24
 To: Step 7M
- Substitute-Instructional Approve the following substitute teacher for the 2013-2014 school year at the 2013-2014 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:
 Kristin Wessner* – Elementary Pre-K-4 and Special Education Pre-K-8
***Pending Verification of Missing Personnel File Items**
 YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mr. Green, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)
 NAY: None (0)
- POLICY** Mrs. Kulp made a motion, which was seconded by Mr. Williams, that the Board of Education approves the following policy item:
- Board Policy First Reading Approve school board policy #005 – Local Board Procedures – Organization, as presented after first reading.
- Homebound Instruction It is recommended that the Board of Education grant homebound instruction for a 6th grade student, Student No. 2090119, for five hours per week, effective February 18, 2014 and continuing for an indefinite amount of time.
- Field Trips Senior Class Senior Class Trip – High School – Hershey Park – Hershey, PA – June 2, 2014 - Funded by Class of 2014.
 YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mr. Green, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)
 NAY: None (0)
- CONFER-ENCES** Mr. Follweiler made a motion, which was seconded by Mr. Fedorcha, that the Board of Education approves the following conferences:
 Allison Chruscial - PA Excellence in eLearning Forum – March 12-14, 2014 – Valley Forge, PA –Meals: \$25.00 – Total Approximate Cost: \$25.00 – Registration and Overnight Accommodations are Complimentary. Funding: Assistant Superintendent Budget
 Karen Nicholas - PA Excellence in eLearning Forum – March 12-14, 2014 – Valley Forge, PA –Meals: \$25.00; Mileage - \$39.12 – Total Approximate Cost: \$64.12 – Registration and Overnight Accommodations are Complimentary. Funding: Assistant Superintendent Budget

**CONFER-
ENCES
(cont.)**

Tanya Simms - PA Excellence in eLearning Forum – March 12-14, 2014 – Valley Forge, PA
–Meals: \$25.00 – Total Approximate Cost: \$25.00 – Registration and Overnight
Accommodations are Complimentary. Funding: Assistant Superintendent Budget

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

NAY: None (0)

**CURRIC-
ULUM AND
INSTRUC-
TION**

Snow Make-
Up Day
April 21, 2014

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

Allow Administration to utilize Monday, April 21, 2014 as a snow make up day in the event one
more snow day is needed due to school closing between now and April 17, 2014.

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

NAY: None (0)

FINANCIAL

Mr. Fedorcha requested that he be able to clarify the Lehigh Career & Technical Institute 2014-
2015 budget. Mr. Fedorcha explained that the general fund portion of the budget is an increase
of \$7,646, but we have also increased the number of students attending. The Academic Center
budget has increased 6.86% overall, but our portion has decreased over last year because it is
based on a five year average and we still owe a portion for our students that attended in the
past, even though we no longer send students to the academic center. The amount we owe is
decreasing and will only increase if we decide in the future to send students. Mr. Green thanked
Mr. Fedorcha for explaining the budget and he cautioned that he gets concerned when he sees
budgets being raised 6% when the school district is working with a budget shortfall and can only
have 1-2% tax increases.

Mr. Keegan asked that item D under Financial be voted on separately. Mr. Fedorcha made a
motion, which was seconded by Mr. Williams to approve the following Financial items:

Financial
Reports

General Fund Account months of January and February
NLMS Student Activities Account month of December
NLHS Student Activities and Scholarship Account month of December

List of
Bills

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

Lehigh Career
& Technical
Institute
2014-2015
Budget

Approve a resolution regarding the Lehigh Career & Technical Institute general fund budget and
Academic Center expenditures for the 2014-2015 school year. The general fund budget total
is \$24,298,100.00, an increase of \$699,200 or 2.96%. Northern Lehigh School District's portion
of the 2014-2015 general fund budget is \$906,036.89, an increase of \$7,646.88. The
expenditures for the Academic Center budget for the period of July 1, 2014 through June 30,
2015 total \$1,454,880.00, an increase of \$93,371.00 or 6.86%. Northern Lehigh School
District's portion is \$22,076, a decrease of \$9,743.00. A copy of the budget was distributed to
board members with the agenda.

Renewal
Verizon
Wireless

Approve the renewal of our cellular phone service agreement with Verizon Wireless for two (2)
phone lines to be used by our maintenance department and one line each for the Superintendent
and Athletic Director at a total cost of \$238.60 per month. This is a month to month agreement
and there are no cancellation fees if the agreement is terminated early.

PenTeleData
3 Yr Service
Agreement

Approve entering into a three (3) year Service Agreement with PenTeleData for T1 connectivity
between Slatington Elementary School and Peters Elementary School in the amount of
\$250.00 per month. This telecommunications line is for telephone connectivity only.

FINANCIAL
(cont.)

Level 3
Communi-
cations
2014-2017

Approve a three-year (3) contract renewal for local and long-distance telephone service with Level 3 Communications at a monthly recurring cost of \$1,049.80 per month.

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

Mr. Follweiler made a motion, which was seconded by Mr. Fedorcha to approve the following Financial item:

Mr. Keegan announced that he will be voting against the Carbon Lehigh Intermediate Unit budget because he feels there needs to be more of an explanation of the changes to the adjusted 2013-2014 budget versus the approved 2013-2014 budget summary of expenses as it relates to the executive office budget. Mr. Fedorcha asked that we ask for clarification from the IU on this matter.

Carbon-Lehigh
Intermediate
Unit
2014-2015
Budget

Approve a resolution regarding the 2014-2015 Carbon Lehigh Intermediate Unit Operational and Program Services budget. Total expenditures equal \$2,938,736.00 an increase of \$135,883.00 (4.8%) over the 2013-2014 adjusted budget. Northern Lehigh's share is proposed to be \$19,966.00 an increase of \$19.00 from the 2013-2014 budget. A copy of the budget was distributed at the February 10, 2014 school board meeting.

Roll call:

YEA: Mr. Fedorcha, Mr. Follweiler, Mrs. Kulp, Mr. Williams, Mr. Hartman (5)
NAY: Mr. Green, Mr. Keegan (2)
ABS: Mr. Distler (1)
Motion approved.

INFOR-
MATION

Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on January 9, 2014 were distributed.

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on January 30, 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 8:29 p.m.

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

Respectfully submitted,

Gregory S. Williams
Secretary

ATTEST: _____ President
Edward E. Hartman