

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
October 14, 2013

PURPOSE

The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Edward E. Hartman, at 7:30 p.m. on Monday, October 14, 2013, in the Administration Office Board Room.

ROLL CALL

Members present: Mr. Robin T. Distler, Mr. Gary S. Fedorcha, Mr. Raymond J. Follweiler, Jr., Mrs. Lauren A. Ganser, Mr. Mathias J. Green, Mrs. Natalie J. Green, Mrs. Donna M. Kulp, Mr. Gregory S. Williams, and Mr. Edward E. Hartman (9)

Members absent: (0)

Non-members present: Mr. Jeffrey Bachman, Ms. Emily Bevans (Jr. Rep.), Mrs. Jill Chamberlain, Mr. Nathaniel Czarnecki (Sr. Rep.), Mr. Greg Derr, Mrs. Michele Dotta, Mrs. Rhonda Frantz, Mr. John Hrizuk, Mr. Eugene Marks, Mr. Michael Michaels, Mrs. Sherri Molitoris, Mrs. Karen Nicholas, Mr. Scott Pyne, Mr. Paul Rearden, Jr., Mrs. Tanya Simms, and Attorney Charles Stopp (District Solicitor).

VISITORS

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

APPROVE MINUTES

Mr. Follweiler made a motion, which was seconded by Mr. Fedorcha that the minutes of the regular school board meeting held on September 9, 2013 be approved and ordered filed.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

SPECIAL BOARD REPORTS

Lehigh Career & Technical Institute – Mr. Fedorcha reported that the minutes are attached and the LCTI 2014-2015 budget will be distributed to school districts in November.

Legislative Reports – Mr. Williams reported that Senator Argall sent out letters seeking support for his bill eliminating property tax in Pennsylvania. This bill is doing nothing more than shifting the tax burden; it does nothing to address controlling the cost of educating a child. Mr. Williams stated that as a board member, he feels the most important part of his job is to make sure the students are getting the education they deserve and that we have the funds and the stability in order to make that happen.

Mr. Hartman added that he respectfully disagrees and he stated that sales tax revenue has never lost money even during hard times. Mr. Hartman stated that he feels the main issue is that property tax is unfair and needs reform. Mr. Williams agreed there has to be property tax reform, but to do away with it all together and not in stages, would be too risky. Mr. Williams stated that this bill will create more taxing policies at the local level while the state continues to take away funds. Mr. Green commented that while travelling recently, he paid 22% tax in another country.

Lehigh Carbon Community College – Mr. Green announced that enrollment numbers at Lehigh Carbon Community College seem to be consistent with last year which should help with the budget shortfall. Mr. Green stated that the Carbon County campus will be moving to a wing of the Jim Thorpe High School. It is the hope that this will be a more conducive environment and draw higher enrollment allowing it to be self supporting. Lastly, Mr. Green, announced that Mr. Don Snyder, President of Lehigh Carbon Community College, will be retiring at the end of the year. Mr. Green acknowledged the accomplishments of Mr. Snyder and credited him with moving the college forward.

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

Solicitor's Report – Attorney Stopp forwarded information to appropriate personnel on two cases regarding truancy and the bidding process.

**SPECIAL
BOARD
REPORTS
(cont.)**

Federal and Other Programs Update – Mrs. Karen A. Nicholas discussed the Pennsylvania School Performance Profile with the board and presented the ratings for each building. Mrs. Nicholas reported that the High School's score of 65.1 was incorrect because some students were coded incorrectly. The data will be recoded and submitted to the state. Mrs. Green commented the attendance rate for the Middle School was very good. Mrs. Nicholas noted that attendance rates for all buildings are very good. Mrs. Nicholas added that our PVAAS data reflects the progress and improvement our students are making. Mrs. Nicholas stated that she is proud of the teachers in our district. Mr. Green commented that he was originally disappointed when he saw the high school score in the paper, but noticed that most of the other high schools had an "N/A." Mr. Green thanked Mrs. Nicholas for the clarification. Mrs. Ganser asked when we will be able to make the corrections. Mrs. Nicholas responded that we do not know when this will occur; we just notified PDE that we would like the opportunity to correct the data. Mrs. Nicholas concluded that the state was in such a rush to release this data even though they were aware there were problems.

Business Manager's Report - Mrs. Molitoris reported that the local auditors finished our audit in three and a half days. The motion on the agenda this evening is to commit the fund balance. Most of the fund balance is being designated for PSERS and health insurance increases. Mrs. Frantz added that the PPACA deadlines are looming. Elite Group Consulting, who monitors all of our healthcare benefits, will be meeting with the business managers to ensure that we are in 100% compliance. Mr. Williams questioned how it works with the coaches since they are paid a set amount. Mrs. Frantz clarified that is the number of hours you work, it does not matter how you get paid for those hours.

Superintendent's Report

Mr. Michaels announced that the radios have been ordered. We are currently using loaner radios because due to the government shutdown, we cannot get the FCC codes.

At the board seats is the district and individual goals for the 2013-2014 school year.

Mr. Michaels thanked Mr. Bachman and Mr. Derr for their assistance this morning teaching an in-service on fire safety. Mr. Michaels added that safety is not only valuable for us here, but the information learned can also be useful in your personal life.

Mr. Bennett, and his class, is in the process of designing a new ticket booth for the stadium.

Several members of the safety committee will be attending an active shooter training tomorrow evening.

Signs have been posted on the fence of the field hockey field prohibiting dogs because owners are not cleaning up after them.

Mr. Michaels and Mr. Hartman recognized and presented a gift to Mrs. Donna Marushak who retired from the Northern Lehigh School District.

Mr. Michaels asked Mrs. Green to co-chair a committee next year to develop October as a month of caring. Mrs. Green accepted.

An executive session was held at 7:00 p.m. in the Administration Office Conference Room to discuss personnel issues.

PERSONNEL

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

Appointment Instructional	Samantha Sontag Assignment:	Temporary Vacancy Replacement Senior High School Integrated Science Teacher replacing an employee on family medical leave
	Salary:	Substitute Teacher Rate Days 1-30; Day 31 and beyond \$45,200 prorated (Step 1 Bachelors on the 2013-2014 CBA Salary Schedule)
	Effective:	On or about October 15, 2013
	Termination Date:	Upon return of Full Time Teacher

PERSONNEL**(cont.)**

Michelle Krill
Assignment: Temporary Vacancy Replacement
Half Time Kindergarten Music/Library/Technology Education
Teacher at Peters Elementary School replacing an
employee on family medical leave

Salary: Substitute Teacher Rate Days 1-30; Day 31 and beyond
\$22,600* prorated (Step 1 Bachelors on the 2013-2014 CBA
Salary Schedule)

Effective: August 21, 2013

Termination Date: On or about November 4, 2013

*This amount is half of the Step 1B Salary on the CBA Salary Schedule which is \$45,200

Appointment
Non-Instructional
Assignment: Melanie Mohr
Middle School Cook's Helper replacing Robert Wetzel
who resigned.

Salary: \$9.00 Per Hour/2.5 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: October 15, 2013

* 60 Day Probationary Period ending December 13, 2013

Debi Hollenbach
Assignment: Administrative Secretary to Assistant Superintendent and
Director of Special Education replacing Kathy Tschudy
who retired.

Salary: \$30,000 (prorated for the 2013-2014 school year)

Effective: October 7, 2013

* 60 Day Probationary Period ending December 8, 2013

Change of
Status Non-
Instructional
Assignment: Alice Christman
From: Part Time Middle School Cook's Helper
To: Full Time Middle School Cook's Helper

Salary: No Change in Salary

Effective: September 10, 2013

Administrative
Transfer Non-
Instructional
Assignment: Diana Beltran
From: Middle School Office Aide
To: Slatington Elementary Office Aide replacing Debi Hollenbach

Salary: No change in salary

Effective: October 7, 2013

Family
Medical
Leave
Approve the request of employee #6666 to extend her Family Medical Leave. She is
requesting five more weeks beginning on September 30, 2013 and ending on Friday,
November 1, 2013. Employee plans to return to her current teaching position on or about
November 4, 2013.

Approve the request of employee #6908 to take a Family Medical Leave beginning on or
about December 9, 2013, for the birth of his first child. Employee will be using ten (10)
accumulated sick days. Employee plans to return to his current teaching position on or about
January 6, 2014.

Approve the request of employee #6882 to take a Family Medical Leave beginning on or
about October 15, 2013 for the birth of her child. Employee will be using thirty one
accumulated sick days in conjunction with her family medical leave. Employee plans to
return to her current teaching position on or about January 20, 2014.

Salary
Adjustments
Approve a salary increase of \$750.00 for Shelly Pender, substitute teacher caller, for the
district effective for the 2013-2014 school year. Mrs. Pender has been employed as the
substitute teacher caller since August 2007 and has not received an increase in salary
since 2008. She has also had to assume additional responsibilities associated with the
new health care law and tracking of information. Her new salary will be \$8,750 per year.

PERSONNEL
(cont.)

Salary Adj.

Approve the following individuals for salary increases from \$8.50 per Hour to \$9.00 per Hour effective September 10, 2013 in accordance with the 2013-2017 Educational Support Personnel Collective Bargaining Agreement: Dima Hanna, Jamie Kuhns

Co-Curricular
Appointments
2013-2014

Ashlie Eckert

SADD Advisor

\$ 568.97

Co-Curricular
Volunteers
2013-2014

Niccole Chirico

Assistant Softball Coach

Melissa DeFrain

Assistant Softball Coach

Kaitlyn Hoch*

Assistant Cheering Coach

Brian Schell

Assistant Softball Coach

Gary Warmkessel.

Assistant Softball Coach

***Pending Verification of Missing Personnel File Items**Unpaid
Volunteer
Aides

Approve the following unpaid volunteer aides in the Peters and/or Slatington Elementary school for the 2013-2014 school year:

Carolyn Ann Klutzaritz*

Janet McKelvey*

***Pending Verification of Missing Personnel File Items**Substitute-
Instructional

Approve the following substitute teachers for the 2013-2014 school year at the 2013-2014 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Rachel Carson* – Elementary

Lindsey Rae Graybill* - Elementary

***Pending Verification of Missing Personnel File Items**Substitute-
Non-
Instructional
Custodian,Aide
Cafeteria

Approve the following individual as substitute custodian, aide and cafeteria worker for the 2013-2014 school year at the 2013-2014 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Lisa Gassler*

Secretary/Aide
Cafeteria

Approve the following individual as substitute secretary/aide and cafeteria worker for the 2013-2014 school year at the 2013-2014 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Tammy Meckes*

Aide/Cafeteria

Approve the following individual as substitute aide and cafeteria worker for the 2013-2014 school year at the 2013-2014 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Kimberly Ruland*

Custodian

Approve the following individual as a substitute custodian and maintenance worker for the 2013-2014 school year at the 2013-2014 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Eric Schaner*

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

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

**CONFER-
ENCES**

Mrs. Kulp made a motion, which was seconded by Mrs. Ganser, that the Board of Education approves the following conferences:

Jennifer Butz – Lock Haven University - Integrating Standards: Forwarding Health Education Workshop – November 14-15, 2013 – Lock Haven, PA – Lodging, Meals, Travel Expenses, and Substitute Teacher Reimbursement to be paid from grant obtained by Lock Haven University. There is no expense to the district.

**CONFER-
ENCES
(cont.)**

Michelle Raber – Lock Haven University - Integrating Standards: Forwarding Health Education Workshop – November 14-15, 2013 – Lock Haven, PA – Lodging, Meals, Travel Expenses, and Substitute Teacher Reimbursement to be paid from grant obtained by Lock Haven University. There is no expense to the district.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

POLICY

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

Board Policy
Second
Reading

Approve school board policy #113.2 – Programs – Behavior Support, as presented after second reading.

Approve school board policy #113.4 – Programs – Confidentiality of Special Education Student Information, as presented after second reading.

Approve school board policy #334 – Administrative Employees – Sick Leave, as presented after second reading.

Approve school board policy #434 – Professional Employees – Sick Leave, as presented after second reading.

Approve school board policy #534 Classified Employees – Sick Leave, as presented after second reading.

Chapter 2
Tournament
of Bands
Competition

Grant permission, according to Board Policy #707, for the Northern Lehigh Marching Band to host the Chapter 2 Tournament of Bands Competition at the district stadium on Sunday, October 20, 2013. They anticipate participants will begin arriving by 8:00AM and the event will conclude around 8:00PM.

Delaware
Lehigh Nat'l
Heritage
Marathon

Grant permission, according to Board Policy #707, for the Delaware and Lehigh National & Heritage Corridor to use the district's parking lot facilities on Sunday, November 3, 2013 for the Delaware & Lehigh Heritage Marathon and Half Marathon. They anticipate participants will begin arriving by 6:00AM and the event will conclude around 2:30PM.

Homebound
Instruction

It is recommended that the Board of Education grant homebound instruction for a 12th grade student, Student No. 1490095, for five hours per week, effective September 17, 2013 and continuing until approximately October 29, 2013.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

FINANCIAL

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

List of
Bills

Approve the Following List of Bills:
General Fund months of September & October 2013
Capital Projects month of September 2013
Food Service month of September 2013
Refreshment Stand month of September 2013

Statewide
Delinquent
Per Capita
Tax Collector

Approve the appointment of Statewide Tax Recovery as the delinquent per capita tax collector for the 2013-2014 school year.

Per Capita
Abatements/
Exonerations

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

FINANCIAL**(cont.)**

Fund Balance Designation June 30, 2013 Approve to designate Fund Balance ending June 30, 2013 as follows

Committed Fund Balance For:	
Health Insurance Premiums	\$ 1,398,000.00
PSERS Increase	\$ 3,156,934.00
Total Committed:	\$ 4,554,934.00
Assigned Fund Balance	
Assigned Current Year Usage	\$ 347,000.00
Technology	\$ 184,599.00
Replacement Equipment	\$ 1,000,747.00
Long Range Maintenance	\$ 318,650.00
Total Assigned:	\$ 1,850,996.00
Unassigned Fund Balance	\$ 2,207,342.55
Nonspendable	\$ 49,165.25
Total Fund Balance:	\$ 8,662,437.80

Mr. Green questioned what is meant by nonspendable. Mrs. Molitoris explained that it is consumables not cash. Mr. Green said he would like to discuss it further at some point with the business office.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

INFORMATION

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on August 28, 2013 were distributed.

Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on August 19, 2013 were distributed.

Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on August 1, 2013 and September 5, 2013 were distributed.

Mr. Michaels requested to meet with the board for two minutes after the meeting.

RECOGNITION OF GUESTS

Mr. Williams informed Mrs. Marushak that she is always welcome to come back to the Education/Policy Committee meetings.

ADJOURNMENT

Mr. Distler made a motion, which was seconded by Mr. Follweiler, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 8:25 p.m.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

Respectfully submitted,

Gregory S. Williams
Secretary

ATTEST: _____ President

Edward E. Hartman