

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
December 5, 2016

PURPOSE The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Gary S. Fedorcha, at 7:30 p.m. on Monday, December 5, 2016, in the Administration Office Board Room.

ROLL CALL Members present: Mrs. Debra L. Bower, Mr. Robin T. Distler, Mr. Mathias J. Green, Jr, Mr. Edward E. Hartman, Mrs. Gale N. Husack, Mr. Robert J. Keegan, Jr., Mrs. Donna M. Kulp, Mr. Gregory S. Williams and Mr. Gary S. Fedorcha (9)

Members absent: (0)

Non-members present: Mr. Jeffrey Bachman, Ms. Tori Csanadi (Jr. Rep.), Mr. Greg Derr, Mrs. Michele Dotta, Mrs. Rhonda Frantz, Mr. John Hrizuk, Ms. Karlyna Kemery (Sr. Rep.), Mr. Paul Leonzi, Mr. Michael Michaels, Mrs. Sherri Molitoris, Mrs. Tanya Simms, and Attorney Keith Strohl (Solicitor's Office).

VISITORS Approximately six visitors attended the meeting.

APPROVE MINUTES Mr. Distler made a motion, which was seconded by Mr. Keegan, that the minutes of the regular school board meeting held on November 14, 2016 be approved and ordered filed.

YEA: Mrs. Bower, Mr. Distler, Mr. Green, Mr. Hartman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mr. Williams and Mr. Fedorcha (9)

NAY: None (0)

SPECIAL BOARD REPORTS Carbon Lehigh Intermediate Unit - Mrs. Husack reported that the CLIU budget will be forthcoming with no major changes to the school districts.

Lehigh Career and Technical Institute – Mr. Fedorcha reported that a special meeting was held for the audit and LCTI had a favorable review.

Nomination LCTI Rep G.Fedorcha Mr. Distler made a motion, which was seconded by Mrs. Kulp, to nominate Mr. Gary Fedorcha for LCTI Representative for the term December 2016 – December 2019.

YEA: Mrs. Bower, Mr. Distler, Mr. Green, Mr. Hartman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mr. Williams and Mr. Fedorcha (9)

NAY: None (0)

Legislative Report – Mrs. Bower reported that there will be some demographic changes that will affect the Pennsylvania budget. When the state Independent fiscal office was created following a lengthy budget stalemate in 2009, few could have foreseen the extent to which chronic fiscal problems would plague the Commonwealth. The office exists to solve disputes between the governor and lawmakers over state revenue estimates and provides projections about state finances, economic and demographic changes in the future. More information will follow.

Educators and students continue to navigate the world of standardized performance tests for subjects including Math, English, and Language Arts. Many so called heavy lifting manufacturing jobs that have gone away have been replaced by high-tech machinery that now requires certified technicians and computer science professionals to operate. As exams shift, students struggle, particularly in the Middle Schools. Governor Wolf has asked the Department of Education to involve the students to provide feedback to help them succeed. When the president-elect takes office in January, new legislation may be forthcoming.

Lehigh Carbon Community College – Mr. Green reported that the proposed LCCC budget has resulted in no increase for the district and is actually a decrease over last year's budget.

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

**SPECIAL
BOARD
REPORTS
(cont.)**

Business Manager's Report – Mrs. Frantz reported that the local auditors will be finishing the single audit this Thursday and we hope to have the final audit report by January.

Mrs. Molitoris reported that the representative from PASBO was at the last business manager's meeting and reported that the state revenues are lower than anticipated. They are looking at a \$1.6 billion shortfall and it may actually be closer to \$3 billion. She noted that the 2017-2018 budget will most likely not be signed by June 30, 2017. Mrs. Molitoris expressed concern that we may not receive all of our basic education subsidy revenues. Mr. Green asked if Bill Gorman could come to a future Finance Committee. Mrs. Molitoris will make the arrangements.

Superintendent's Report - Mr. Michaels reported that Pedro Rivera spoke at the Superintendent's Conference and he believes that next year's budget will be delayed longer than the budget two years ago. Mr. Michaels reported that there is a significant possibility the state will not meet all of their financial obligations which is why we budgeted the way we did.

Mr. Michaels reported that there was a Chamber of Commerce meeting last week with discussion centering on repair work to the Walnutport bridge. Mr. Michaels spoke with Senator Scavello's office and Jason Newhard, engineer for Walnutport. Mr. Michaels implored them to keep us informed.

Mr. Michaels announced that the Administration and central office staff is once again involved in the Adopt-A-Family for Christmas program for needy families in our community.

PERSONNEL

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

Co-Curricular Appointment 2017-2018	Ryan Van Norman *2016-2017 salaries will apply until a new collective bargaining agreement is approved	Assistant Football Coach	\$4,744.00*
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Motion to renew the appointment of the following Co-Curricular positions for the 2017-2018 school year:

Joseph Tout	Head Football Coach	\$7,299.00*
Stephen Hluschak	Assistant Football Coach	\$4,744.00*
Mark Lavine	Assistant Football Coach	\$4,744.00*
Alden Farber	Assistant Football Coach	\$4,744.00*
Terry Bowman	Assistant Football Coach-Shared Stipend	\$2,372.00*
Dylan Hofmann	Assistant Football Coach-Shared Stipend	\$2,372.00*
Jessica Frew	Head Field Hockey Coach	\$5,276.00*
Amanda Dietz	Assistant Field Hockey Coach	\$2,931.00*
David Oertner	Head Cross Country Coach	\$4,373.00*
Elizabeth Case	Assistant Cross Country Coach	\$2,842.00*
Jason Ruch	Head Boys' Soccer Coach	\$5,276.00*
Jeremy Battista	Assistant Boys' Soccer Coach	\$2,931.00*
Jason Reinhard	Head Girls' Soccer Coach	\$5,276.00*
Patricia Jones	Assistant Girls' Soccer Coach	\$2,931.00*
Jeff Miller	Sr. High Fall Intramurals – Basketball	\$ 854.00*
Todd Herzog	Sr. High Fall Intramurals – Weightlifting	\$ 854.00*
Robert Hicks	Sr. High Fall Intramurals – Softball	\$ 854.00*

*2016-2017 salaries will apply until a new collective bargaining agreement is approved.

Co-Curricular Volunteers 2016-2017	Justin Hampton*	Assistant Boys' Basketball Coach
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*Pending Verification of Missing Personnel File Documents

Co-Curricular Volunteers 2017-2018	Cody Bowman Lori-Beth Guelcher Derek Long Adam Merkle Britani Pristash Channing Shiffert* Shawn Wanamaker Amy Zeiser	Assistant Football Coach Assistant Cross Country Coach Assistant Football Coach Assistant Girls' Soccer Coach Assistant Field Hockey Coach Assistant Girls' Soccer Coach Assistant Field Hockey Coach Assistant Cross Country Coach
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*Pending Verification of Missing Personnel File Documents

PERSONNEL Approve the following substitute teacher for the 2016-2017 school year at the 2016-2017 substitute teacher rates as approved on the Supplemental Salary Schedule:

(Cont.)

Substitute-
Instructional Preston Kucsan - CLIU Guest Teacher

Substitute
Non-Instructional Approve the following individual as substitute secretary/aide and cafeteria worker for the 2016-2017 school year at the 2016-2017 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Holly Carlson*

***Pending Verification of Missing Personnel File Documents**

YEA: Mrs. Bower, Mr. Distler, Mr. Green, Mr. Hartman, Mrs. Husack, Mr. Keegan, Mrs. Kulp,
Mr. Williams and Mr. Fedorcha (9)

NAY: None (0)

CONFERENCE

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

Bryan Geist – 50th Annual Pennsylvania State Athletic Directors Association Conference – March 21-24, 2017 – Hershey Lodge, Hershey, PA – Registration: \$250.00, Lodging: \$562.77 – Total Approximate Cost: \$812.77 – Funding: Athletic Department Budget

YEA: Mrs. Bower, Mr. Distler, Mr. Green, Mr. Hartman, Mrs. Husack, Mr. Keegan, Mrs. Kulp,
Mr. Williams and Mr. Fedorcha (9)

NAY: None (0)

POLICY

Mr. Keegan made a motion, which was seconded by Mrs. Husack, that the Board of Education Approves the following policy items:

Board Policy
Second
Reading Approve school board policy #007 – Local Board Procedures – Distribution, as presented after second reading.

Approve school board policy #334.1 – Employees – Benevolence Sick Leave, as presented after second reading.

Approve school board policy #336 – Employees – Personal Necessity Leave, as presented after second reading.

Approve school board policy #339 – Employees – Uncompensated Leave, as presented after second reading.

Approve school board policy #810.2 – Transportation – Video/Audio Recording, as presented after second reading.

Approve school board policy #827 – Operations – Conflict of Interest, as presented after second reading.

Homebound
Instruction It is recommended that the Board of Education grant homebound instruction for an 8th grade student, Student No. 2090202 for five hours per week, effective November 9, 2016 and continuing until approximately December 23, 2016.

YEA: Mrs. Bower, Mr. Distler, Mr. Green, Mr. Hartman, Mrs. Husack, Mr. Keegan, Mrs. Kulp,
Mr. Williams and Mr. Fedorcha (9)

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 item:

Approve to contract with Karina Ostoich Sheehan as an independent contractor school psychologist for the 2016-2017 school year. Ms. Sheehan will be employed as a bilingual school psychologist on an as needed basis to assist the Special Education Department with bilingual assessments Bilingual and student evaluations. Rate of pay will be \$1,600.00 per student evaluation Psychologist Agreement

YEA: Mrs. Bower, Mr. Distler, Mr. Green, Mr. Hartman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mr. Williams and Mr. Fedorcha (9)

NAY: None (0)

**NEW
BUSINESS**

Mr. Williams made a motion, which was seconded by Mr. Keegan, that the Board of Education approves the following New Business item:

Approve a four-year Memorandum of Understanding Agreement with the Licensed Practical Nurses effective July 1, 2016.

YEA: Mrs. Bower, Mr. Distler, Mr. Green, Mr. Hartman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mr. Williams and Mr. Fedorcha (9)

NAY: None (0)

Mrs. Kulp thanked Mr. Williams for his work on this agreement.

FINANCIAL

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

List of Bills

Approve the Following List of Bills:
General Fund months of November & December, 2016
Cafeteria Fund months of November & December, 2016
Refreshment Stand month of November, 2016

Police Car Purchase Kovatch Nesquehoning

Authorize the purchase of a 2011 Dodge Charger to be used as a district police car from Kovatch Nesquehoning at a total cost of \$9,250.00. Kovatch Nesquehoning is a member of the Pennsylvania State Contract Pricing – COSTARS.

Per Capita Abatements/ Exonerations

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

YEA: Mrs. Bower, Mr. Distler, Mr. Green, Mr. Hartman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mr. Williams and Mr. Fedorcha (9)

NAY: None (0)

FINANCIAL

Act 1 Tax Levy Resolution 2017-2018

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

**NORTHERN LEHIGH SCHOOL DISTRICT
BOARD OF DIRECTORS
RESOLUTION**

WHEREAS, on June 27, 2006, the Pennsylvania legislature passed Act 1 of Special Session 2006, entitled the "Taxpayer Relief Act" (hereinafter "Act 1");

WHEREAS, Act 1 requires school districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or the school district obtains from the Department of Education or a court of common pleas certain referendum exceptions;

FINANCIAL
adopt a
(cont.)

WHEREAS, Act 1 does, however, allow a board of school directors to elect to resolution indicating that it will not raise the rate of any tax for the support of the public schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year;

WHEREAS, the Northern Lehigh School District index for the 2016-2017 fiscal year is 3.4%;

WHEREAS, the Northern Lehigh School District Board of Directors has made the decision that it shall not raise the rate of any tax for the support of the Northern Lehigh District for the 2017-2018 fiscal year by more than its index.

School

AND NOW, on this 5th day of December, 2016, it is hereby **RESOLVED** by the Northern Lehigh School District (hereinafter "District") Board of Directors (hereinafter "Board") the following:

1. The Board certifies that it will not increase any school district tax for the 2017-2018 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code (hereinafter "School Code"), 24 P.S. §6-687, for the adoption of its proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2017-2018 fiscal year.
4. The Administration of the District will submit the District's information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
5. The Administration of the District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2017-2018 fiscal year.
7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however:
 - (a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.
 - (b) Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.
 - (c) If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

YEA: Mrs. Bower, Mr. Distler, Mr. Green, Mr. Hartman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mr. Williams and Mr. Fedorcha (9)

NAY: None (0)

LEGAL

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

Steckel & Stopp Retainer & Hourly Rates

Approve to appoint the law firm of Steckel & Stopp as solicitors for the Northern Lehigh School District for 2017. The hourly rate will be \$127.00 per hour for general services, which represents a \$2/hour increase over last year's rates. Litigation related services will be \$145.00 per hour and the hourly rate for staff will be \$98.00 per hour. These rates represent no increase over last year's rates.

2017

Further approve the retainer fee for 2017 at \$2,050.00. There is no increase over last year's rate.

Mr. Michaels personally thanked Attorney Strohl for always being available and that it has been a pleasure working with him. Attorney Strohl added that it has always been a pleasure working for the board and the firm appreciates the honor of being appointed solicitor.

YEA: Mrs. Bower, Mr. Distler, Mr. Green, Mr. Hartman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mr. Williams and Mr. Fedorcha (9)

NAY: None (0)

INFORMATION

Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on October 17, 2016 were distributed.

Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on October 6, 2016 were distributed.

ADJOURNMENT

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 7:49 p.m.

YEA: Mrs. Bower, Mr. Distler, Mr. Green, Mr. Hartman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mr. Williams and Mr. Fedorcha (9)

NAY: None (0)

Mr. Fedorcha wished everyone a Happy Hanukkah, Merry Christmas and a very Happy New Year!

Respectfully submitted,

Gregory S. Williams
Secretary

ATTEST: _____ President
Gary S. Fedorcha