

**NORTHERN LEHIGH SCHOOL DISTRICT**  
**Regular Meeting**  
**Board Minutes**

**Slatington, PA**  
**October 10, 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 7:30 p.m. on Monday, October 10, 2016, in the Administration Office Board Room.

**ROLL CALL** Members present: Mr. Robin T. Distler, Mr. Mathias J. Green, Jr, Mr. Robert J. Keegan, Jr., Mr. Gregory S. Williams and Mr. Edward E. Hartman (5)

Members absent: Mrs. Debra L. Bower, Mr. Gary S. Fedorcha, Mrs. Gale Husack, and Mrs. Donna M. Kulp (4)

Non-members present: Mr. Jeffrey Bachman, Mrs. Susan Bahnick, Mrs. Jill Chamberlain, Ms. Tori Csanadi (Jr. Rep.), Mr. Greg Derr, Mrs. Rhonda Frantz, Mr. John Hrizuk, Mr. Paul Leonzi, Mr. Michael Michaels, Mrs. Sherri Molitoris, Mrs. Karen Nicholas, Mr. Scott Pyne, Ms. Tanya Simms, Solicitor Charles Stopp, and Mr. Robert Vlasaty.

**VISITORS** Approximately four 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. Keegan, that the minutes of the regular school board meeting held on September 12, 2016 be approved and ordered filed.

YEA: Mr. Distler, Mr. Green, Mr. Keegan, Mr. Williams, and Mr. Hartman (5)  
NAY: None (0)

**SPECIAL BOARD REPORTS** Committee Reports and/or Meetings  
Minutes of the Technology/Buildings & Grounds Committee Meeting held on October 5, 2016 were distributed.

Minutes of the Finance Committee Meeting held on October 5, 2016 were distributed.

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

Solicitor's Report – Attorney Stopp reported on a tax assessment appeal case in Upper Merion and forwarded the summary brief to Mr. Michaels.

Business Manager's Report – Mrs. Molitoris reported that the final audit is complete and the final report should be available for approval at the December board meeting. Mr. Green questioned the revenues for the period ending June 30, 2016. Mrs. Molitoris confirmed that actual revenues received were increased due to the state reimbursing more than was budgeted and \$475,000 was from a delinquent tax settlement that was not budgeted. Actual receipts were higher except for federal funds which were less than anticipated. Mrs. Molitoris explained that we will realize a \$749,000 increase to fund balance.

Mr. Michaels stated that we saved a lot of money thanks to the teachers and the administration; however, the one thing that is concerning is that the State budget is based on projected revenues. If they don't get those, we might not get what we are expecting and our fund balance will be needed to balance the budget. Mr. Green thanked the administration for their frugality on the budget.

Federal and Other Programs Update – Mrs. Karen Nicholas reported that we received a check for \$4,000.00 from a grant to strengthen early childhood education. This summer Peters Elementary teachers Mrs. Susanne Hegedus, Mrs. Kara Richardson, Mrs. Jamie Bigley, Mrs. Janet Hofelich, and Mrs. Diane Saeger applied for the grant after having attended the Governor's Institute along with Christina Young, Director of Y2K Child Center, and Melissa Young, teacher from Y2K Child Care Center. The teachers from the child care center will be coming to Peters Elementary to do STEM activities allowing the parents and children to become familiar with Peters Elementary school, the curriculum as well as the teachers.

**SPECIAL  
BOARD  
REPORTS  
(cont.)**

Mrs. Nicholas announced that the annual Barnes and Noble book fair will be held on Wednesday, November 2, 2016 from 6:00-7:30 p.m. This event is always well attended. There will be raffles and the classroom with the best attendance from Slatington and Peters Elementary will win a rocket science kit.

Slatington Elementary is the first building in our district to have a MakerSpace. Mr. Shawn Green, Elementary Librarian, stated that MakerSpace is a term coined by the American Association of School Librarians. The students will be doing hands on projects in areas of engineering, reverse engineering, robotics and electronics. Mr. Green shared with the board several projects that the students had created. Mr. Green added that in our consortium, Parkland is the only other elementary school involved in this program. Mr. Green thanked the board and administration for their support in this new endeavor.

Superintendent's Report - Mr. Michaels reported that RCN collected over 2600 items from their employees that were then donated to the Northern Lehigh School District. There are pictures on the website of the various school supplies. Mr. Michaels thanked RCN for their donation.

Mr. Michaels announced that next week is National School Safety Week.

**PERSONNEL**

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

Appointment Instructional	Michelle McCormick Assignment:  Salary:  Effective: Termination Date:	Temporary Vacancy Replacement Peters Elementary School First Grade Teacher replacing an employee on family medical leave. Substitute Teacher Rate Days 1-30; Day 31 and beyond: \$46,875 (Step 1 Bachelors on the 2016-2017 CBA Salary Schedule) On or about October 25, 2016 Upon return of full time teacher
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Appointment Non-Instruct- ional	Jessica Schultz* Assignment:  Salary:  Effective:	Middle School Emotional Support Instructional Assistant replacing Janice Herzog who resigned. \$11.00 per hour Monday-Friday, 4.5 hours per day up to 180 Student Days a school year plus additional 20 hours for staff development according to language in MOU September 27, 2016
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\* Pending Verification of Missing Personnel File Items

\*60 Day probationary period ending November 25, 2016

Leave of Absence	Approve the request of employee #2180 to take a leave of absence beginning on or about November 4, 2016, for her own medical reasons. Employee is requesting to use accumulated sick days. Employee plans to return to her current position upon release from her physician.
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Co-Curricular Resignation 2016-2017	Accept the resignation of Jon DeFrain from his position as Middle School Assistant Softball Coach - \$3,081.00 for the 2016-2017 school year.
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Co-Curricular Resignation 2016-2017	Accept the resignation of Jaclyn Follweiler from her position has MS Girls' Basketball Coach – \$4,650.00 for the 2016-2017 school year.
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Co-Curricular Change of Status	Due to the resignation of Michael Strohl approved at the August 8, 2016 board meeting, approve the motin to change the status of Alden Farber from Assistant Football Coach – Shared stipend - \$2,372.00 to full time Assistant Football Coach at a stipend of \$4,744.00 for the 2016-2017 school year.
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**PERSONNEL** Approve the motion to change the status of Dylan Hofmann, Volunteer Assistant Football Coach which was originally approved at the August 8, 2016 board meeting, to Assistant Football Coach – Shared stipend - \$2,372.00 for the 2016-2017 school year.

Co-Curricular	Jamie Farber	Junior Class Advisor	\$ 671.00
Appointment	David Oertner	National Honor Society Advisor	\$ 522.00
2016-2017	Junior Ortiz	Middle School Wrestling Coach	\$ 4,744.00
	Janelle Scheckler	Freshman Class Advisor	\$ 665.00
	Taylor Urban	Freshman Class Advisor	\$ 665.00
	JoAnn Wasilkowski	Junior Class Advisor	\$ 671.00

Co-Curricular Volunteers Jaclyn Follweiler Assistant Girls' Basketball Coach

Asst. Director Fall Play/Musical Approve John Andreadis\* as Assistant Director for the Fall Play/Spring Musical for the NLHS Student Theatre Group. Stipend for the Assistant Director will be \$500.00 and be paid out of the General Fund High School Student Activities Fund.

\* Pending Verification of Missing Personnel File Items

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 2016-2017 school year:

Andrea Meyers  
From: Step 2B  
To: Step 2M

Substitute-Instructional Approve the following substitute teacher for the 2016-2017 school year at the 2016-2017 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Kimberly Bayer – Elementary/Math Grades 4-8

Substitute-Non-Instructional Custodian Approve the following individual as substitute custodian for the 2016-2017 school year at the 2016-2017 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Ann Marie Belo

Unpaid Volunteers Approve the following unpaid volunteer aide in the Peters and/or Slatington Elementary school for the 2016-2017 school year:

Elizabeth Vasquez

YEA: Mr. Distler, Mr. Green, Mr. Keegan, Mr. Williams, and Mr. Hartman (5)

NAY: None (0)

**POLICY** Mr. Distler made a motion, which was seconded by Mr. Keegan, that the Board of Education approves the following policy items:

Board Policy Second Reading Approve school board policy #104 –Programs – Nondiscrimination in Employment/Contract Practices, as presented after second reading.

Approve school board policy #247 – Pupils – Hazing, as presented after second reading.

Approve school board policy #317.1 – Employees – Educator Misconduct, as presented after second reading.

Approve school board policy #622 – Finances – GASB Statement 34, as presented after second reading.

YEA: Mr. Distler, Mr. Green, Mr. Keegan, Mr. Williams, and Mr. Hartman (5)

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:

Paraprofessional Agreement 2016-2020

Approve a four-year Memorandum of Understanding with the Paraprofessionals July 1,2016.

YEA: Mr. Distler, Mr. Green, Mr. Keegan, Mr. Williams, and Mr. Hartman (5)

NAY: None (0)

**FINANCIAL**

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

Financial Reports

Approve the following financial reports:  
General Fund Account month of June

List of Bills

Approve the Following List of Bills:  
General Fund months of September & October, 2016  
Cafeteria Fund months of September & October, 2016  
Capital Projects month of September, 2016  
Refreshment Stand month of September, 2016

Portnoff Agreement Delinquent Tax Collector

RESOLVED, the Board of Education approves the addendum to the agreement with Portnoff Law Associates, Ltd. to be the delinquent real estate tax collector for the 2016 tax year.

Per Capita Abatements/ Exonerations

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

YEA: Mr. Distler, Mr. Green, Mr. Keegan, Mr. Williams, and Mr. Hartman (5)

NAY: None (0)

**INFORMATION**

Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on August 15, 2016 were distributed.

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on August 24, 2016, were distributed.

**RECOGNITION OF GUESTS**

Mr. Hartman stated that on Veterans Day, Friday, November 11, 2016 at 11:00 a.m. there will be a dedication of the veteran's memorial at Second and Main streets in Slatington. There will be a wall with bricks which contain the name of a veteran. The High School choir will be there to sing a few songs

**ADJOURNMENT**

Mr. Distler made a motion, which was seconded by Mr. Williams, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 7:57 p.m.

YEA: Mr. Distler, Mr. Green, Mr. Keegan, Mr. Williams, and Mr. Hartman (5)

NAY: None (0)

Respectfully submitted,

Gregory S. Williams  
Secretary

ATTEST: \_\_\_\_\_ President  
Edward E. Hartman