

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
November 13, 2017

- 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, November 13, 2017, in the Administration Office Board Room.
- ROLL CALL** Members present: Mr. Robin T. Distler, Mr. Mathias J. Green, Jr., Mrs. Gale N. Husack, Mr. Robert J. Keegan, Jr., Mrs. Donna M. Kulp, Mr. Gregory S. Williams, Mrs. Kristie D. Wilk, and Mr. Gary S. Fedorcha (8)
- Members absent: Mrs. Debra L. Bower (1)
- Non-members present: Mr. Jeffrey Bachman, Mrs. Susan Bahnick, Mrs. Jill Chamberlain, Mr. John Corby, Ms. Tori Csanadi (Sr. Rep.), Mr. Greg Derr, Mrs. Michele Dotta, Mrs. Rhonda Frantz, Mr. John Hrizuk, Mr. Preston Kemery (Jr. Rep.), Mr. Paul Leonzi, Mr. Eugene Marks, Mrs. Sherri Molitoris, Mrs. Karen Nicholas, Attorney Keith Strohl (Solicitor's Office), and Mr. Robert Vlasaty.
- VISITORS** Approximately six visitors attended the meeting, in addition to Terry Ahner, reporter for The Times News.
- APPROVE MINUTES** Mr. Keegan made a motion, which was seconded by Mrs. Kulp, that the minutes of the regular school board meeting held on October 9, 2017 be approved and ordered filed.
- YEA: Mr. Distler, Mr. Green, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mrs. Wilk, and Mr. Fedorcha (8)
- NAY: None (0)
- SPECIAL BOARD REPORTS** Carbon Lehigh Intermediate Unit - Mrs. Husack reported that the IU is in the process of reviewing their capital projects for the next budget. Mrs. Husack announced that at the last meeting the presentation was on multiple disabilities functional and multiple disability behavioral classrooms. Northern Lehigh hosts a couple of these classrooms and the IU is very thankful and happy with our classrooms. Also, a presentation was given on emergency preparedness. A new program called Navigate Prepared is being utilized to log safety requirements and alert staff when there is an emergency.
- Lehigh Career Technical Institute – Mr. Fedorcha reported that a new wing will be built to expand the welding lab. There will be no meeting in November, but there will be a November 20th audit meeting.
- Committee Reports and/or Meetings
- Minutes of the Education/Policy Committee Meeting held on November 8, 2017, were distributed.
- Minutes of the Technology/Buildings & Grounds Committee Meeting held on November 8, 2017, were distributed.
- Minutes of the Finance Committee Meeting held on November 8, 2017, were distributed.
- Student Representatives to the Board Report – Ms. Tori Csanadi and Mr. Preston Kemery distributed the written student representative report and verbally reported on its contents.
- Business Manager's Report – Mrs. Molitoris reported that the revenue portion of the budget was passed which includes borrowing from the tobacco settlement and gambling expansion. Mrs. Molitoris encouraged everyone to read the Finance committee minutes as there are changes to the school code affecting school board member training.
- Superintendent's Report – Mr. Corby introduced Mr. Nick Sanders, High School Student Council advisor. Mr. Sanders gave a brief overview of events they held and that are planned for the school year. Mr. Sanders introduced Student Council president, Danielle Doll, who introduced the student council members in attendance. She thanked the school board for their support of the students of Northern Lehigh and distributed a token of appreciation.

SPECIAL BOARD

Mr. Corby announced that it is American Education Week. Mr. Corby thanked the entire staff for their dedication to each and every student. He stated that it is apparent from his short time here that

REPORTS (cont.)

each employee cares about every student and it is an honor to be part of a great district.

Mr. Corby announced that the Board Dinner on Monday, December 4, 2017 will begin at 5:30 p.m. in the Middle School annex followed by the Reorganization Meeting at 7:15 p.m. and the regular meeting at 7:30 p.m. There will be no committee meetings in December.

Mr. Corby recognized Mr. Gregory S. Williams for twelve years of service to the board, as well as the other board members who dedicate their time and energy to the district. Those who serve as school directors truly are public service volunteers. School directors come from every walk of life, their experiences vary, and their talents are many. They show a capacity to inspire dreams, create opportunities through the promise of a thorough and efficient system of public education by improving student performance through stronger curriculum, by improving graduation rates, and helping kids learn more than they ever did before. They are the community's voice. They make sure the community's concerns are heard, and the unique challenges, values, cultures and circumstances of the community are reflected in how our students are educated. Our board members contribute and volunteer many, many hours each year and ask for nothing in return, except just as they have made the commitment to uphold the responsibilities of their position, that each of us as stakeholders in the school district do the same. Board members spend countless hours being educated in the ever changing world of education. They attend monthly committee meetings, board meetings, and special meetings. They serve on the boards of our partner institutions such as CLIU, LCTI, and LCCC. They also serve as liaisons to our local, state, and federal affiliates. What gives them the most satisfaction is when they are present for day to day activities and seeing the kids succeed. They support kids not just in education, but in the arts and athletics. Mr. Corby thanked Mr. Williams for twelve years of service and meeting every single one of those needs.

Mr. Fedorcha presented Mr. Williams with a certificate for twelve years of service. Mr. Williams thanked everyone for their support over the years and asked them to keep up the good work.

Mr. Fedorcha congratulated all of the board members who sought re-election and were re-elected and to our new board member, Michelle Heckman, who will be joining us next month.

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

PERSONNEL

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

Permanent Substitute Teacher

Approve the following individual as a District-Wide permanent substitute teacher for the 2017-2018 school year. She will be paid a daily per diem rate of \$120 and will receive district health benefits according to the Affordable Care Act regulations with co-payment amounts equivalent to that of district personnel.

Lisa Hoever

Family Medical Leave

Approve the request of employee #5270 to take a leave of absence beginning on October 4, 2017, for his own medical reasons. Employee is requesting to use all accumulated paid days. Upon exhaustion of all paid days, employee is requesting a twelve week family medical leave. Employee plans to return to his current position on or about January 12, 2018.

Approve the request of employee #1015 to take a two week family medical leave beginning on or about December 16, 2017, for the birth of a child. Employee is requesting to use up to ten (10) accumulated sick days in conjunction with the family medical leave.

Co-Curricular Resignation

Accept the resignation of Tanya (Ahner) Kromer from her position as Cheerleader Advisor - Shared Stipend, effective at the end of the 2017-2018 football season. Stipend to be paid will be \$548.50.

Accept the resignation of Patricia Ingles from her position as a Secondary Detention Monitor for the Senior High School for the 2017-2018 school year.

PERSONNEL**(cont.)**

Co-Curricular Jeffrey Check Assistant Wrestling Coach
Volunteers
2017-2018

Co-Curricular Accept the resignation of Brittany Gangaway from her position as volunteer Assistant Cheerleading
Volunteer Coach.
Resignation

Game Approve the following list of people as Game Workers for the 2017-2018 school year. Game
Workers consist of ticket sellers and takers, game announcers, scoreboard operators, timers,
2017-2018 field judges, scorekeepers. Rate of pay is consistent with the rates approved on the 2017-2018
Supplementary Personnel Salary Schedule.

Shawn Green
Michael Hammond
Shelly Pender

Substitute- Approve the following substitute teachers for the 2017-2018 school year at the 2017-2018
Instructional substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Preston Kucsan – CLIU Guest Teacher
Patricia Sottolano – CLIU Guest Teacher
Rev. Robert Zweifel – CLIU Guest Teacher

Non-Instruct- Approve the following individuals as substitute instructional aides for the 2017-2018 school year
ional at the 2017-2018 substitute rate as approved on the Supplementary Personnel Salary Schedule:
Aide

Stacy Graham
Schelene Fritzinger*
***Pending Verification of Missing Personnel Items**

Cafeteria- Approve the following individual as a substitute cafeteria worker for the 2017-2018 school year
Workers at the 2017-2018 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Schelene Fritzinger*
***Pending Verification of Missing Personnel Items**

Custodians Approve the following individuals as substitute custodians for the 2017-2018 school year at the
2017-2018 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Patricia Bortz
Tifani Weber*
Susan Yesik*
***Pending Verification of Missing Personnel Items**

Nurse Approve the following individual as substitute nurse for the 2017-2018 school year at the 2017-
2018 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Marilyn Keenly*
***Pending Verification of Missing Personnel Items**

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

NAY: None (0)

CONFERENCE

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

Allison Chruscial – PA Excellence in E-Learning Forum – Improving Strategies, Improving Success – March 21-23, 2018 – Kalahari Resorts & Conventions – Pocono Manor, PA. There is no cost to the district for this conference.

Krystle Tiedeman – PA Excellence in E-Learning Forum – Improving Strategies, Improving Success – March 21-23, 2018 – Kalahari Resorts & Conventions – Pocono Manor, PA . There is no cost to the district for this conference.

Rhonda Frantz – 63rd Annual PASBO Conference – March 6-9, 2018 – Hershey Lodge and Convention Center – Hershey, PA – Registration: \$331.55, Meals: \$120.00 – Total Approximate Cost: \$451.55 – Funding: Business Office Budget

Sherri Molitoris – 63rd Annual PASBO Conference – March 6-9, 2018 – Hershey Lodge and Convention Center – Hershey, PA – Registration: \$331.55, Lodging: \$441.00, Travel: \$100.00, Meals: \$120.00 – Total Approximate Cost: \$992.55 – Funding: Business Office Budget.

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

POLICY

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

Board Policy First Reading

Approve school board policy #150 – Programs – Title I Comparability of Services, as presented after first reading.

Approve school board policy #719 – Property – Unmanned Aircraft Systems – Unmanned Aircraft Vehicles – Drones, as presented after first reading.

Approve school board policy #845 – Operations – Identification Badge, as presented after first reading.

Non-resident Student

Approve the request of the parent of a senior student at the High School, who is moving out of the school district, to allow their student to finish the 2017-2018 school year in Northern Lehigh School District in accordance with school board policy #202.

Reading Olympics Club (New)

Approve the request of the Slatington Elementary Administration to create a Reading Olympics team. This club encourages participants to read more books and inspire students to be life-long readers. The culmination of the program is a Reading Olympics competition. The club will meet after school on Wednesdays. This club will adhere to the guidelines within Policy #122.

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

CURRICULUM AND INSTRUCTION

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

Community Services for Children (Head Start) Revised Agreement

Authorize administration to sign the revised agreement with Community Services for Children to operate the Head Start Pre-K program at Peters Elementary School from August, 2017 to June, 2018 which extends the program one extra hour per day plus 20 additional days per year.

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

**NEW
BUSINESS**
ERIP
2017-2018

Mr. Keegan made a motion, which was seconded by Mr. Green, that the Board of Education approves to adopt an Early Retirement Incentive Plan, for all eligible professional employees, on a voluntary basis, for the 2017-2018 school year:

Roll call.

YEA: Mr. Keegan, Mrs. Wilk (2)

NAY: Mr. Distler, Mr. Green, Mrs. Husack, Mrs. Kulp, Mr. Williams, and Mr. Fedorcha (6)

Motion defeated.

FINANCIAL

Mr. Fedorcha asked for approval of the financial items with revision to item H to read: Allow administration to approach potential financial advisors on behalf of the district in anticipation of bonds needed for roofing and other projects. Mr. Williams 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 months of September & October, 2017

NLMS Student Activities Account months of September & October, 2017.

NLHS Student Activities and Scholarship Account months of September & October, 2017

Refreshment Stand months of September & October, 2017

Cafeteria Fund months of September & October, 2017

List of
Bills

Approve the Following List of Bills:

General Fund months of October & November, 2017

Cafeteria Fund months of October & November, 2017

Refreshment Stand month of October, 2017

Sports
Agreement
First Amend-
ment

Approve the attached first amendment to the Sports Medicine Services agreement dated January 11, 2016, by and between Northern Lehigh School District, Saint Luke's Hospital of Bethlehem, Pennsylvania d/b/a/ St. Luke's University Hospital and St. Luke's Physician Group.

Resolution
NC Tax
Claim Bureau

Approve the resolution directing Northampton County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented.

Resolution
LC Tax
Claim Bureau

Approve the resolution directing Lehigh County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented.

Per Capita
Abatements/
Exonerations

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

Salary
Schedule
2017-2018

Approve the 2017-2018 Northern Lehigh District Salary Schedule, as presented.

Financial
Advisors

Allow administration to approach potential financial advisors on behalf of the district in anticipation of bonds needed for roofing and other projects.

Houghton
Mifflin Har-
court Read
180 curric-
ulum

Allow administration to enter into an agreement with Houghton Mifflin Harcourt, for the purchase of Read 180 Universal curriculum for special education students at the Middle School and High School, at a cost of \$44,200.00. Additionally, authorize the purchase of twenty (20) laptops and two (2) charging stations to use with the curriculum, at a cost not to exceed \$13,100.00. Funding will come from the cost settlement of our Medical Access program.

Fund Balance
Designation
June 30, 2017

Approve to designate Fund Balance ending June 30, 2017 as follows

Committed Fund Balance For:

Health Insurance Premiums

\$ 1,508,773.00

PSERS Increase	\$ 2,611,745.00
Total Committed:	\$ 4,120,518.00

FINANCIAL
(cont.)

Assigned Fund Balance	
Assigned Current Year Usage	\$ 2,784,388.00
Technology	\$ 892,428.02
Replacement Equipment	\$ 740,067.00
Long Range Maintenance	\$ 2,482,233.00
Total Assigned:	\$ 6,899,116.02

Unassigned Fund Balance	\$ 1,314,909.49
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Restricted Fund Balance	\$ 1,693.02
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Nonspendable	\$ 33,470.72
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Total Fund Balance:	\$12,369,707.25
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YEA: Mr. Distler, Mr. Green, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mrs. Wilk
and Mr. Fedorcha (8)

NAY: None (0)

INFOR-
MATION

Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on September 18, 2017, were distributed.

Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on September 7, 2017 and October 5, 2017, were distributed.

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on September 27, 2017, were distributed.

ADJOURN-
MENT

Mr. Distler made a motion, which was seconded by Mr. Keegan, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 7:50 p.m.

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

NAY: None (0)

Respectfully submitted,

Kristie D. Wilk
Secretary

ATTEST: _____ President

Gary S. Fedorcha