

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
May 9, 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, May 9, 2016, in the Administration Office Board Room.

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

Members absent: (0)

Non-members present: Mr. Jeffrey Bachman, Mrs. Susan Bahnick, Mr. Greg Derr, Mrs. Michele Dotta, Mrs. Rhonda Frantz, Mr. John Hrizuk, Mr. Gavin Kemery (Sr. Rep.), Ms. Karlyna Kemery (Jr. Rep.), Mr. Paul Leonzi, Mr. Michael Michaels, Mrs. Sherri Molitoris, Mrs. Karen Nicholas, Mr. Scott Pyne, Mrs. Tanya Simms, Attorney Charles Stopp (District Solicitor), and Mr. Robert Vlasaty.

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

APPROVE MINUTES Mr. Fedorcha made a motion, which was seconded by Mr. Distler, that the minutes of the regular school board meeting held on April 11, 2016 be approved and ordered filed.

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

NAY: None (0)

SPECIAL BOARD REPORTS Lehigh Career and Technical Institute - Mr. Fedorcha reported that a number of students have been recognized at recent meetings for making it to the state finals for their school activities. Also recognized were the outstanding student co-ops and co-op employers of which one was Rentschler's.

Legislative Report – Mr. Williams reported that the House Education Committee approved bill 1159 which would create an emergency basic education subsidy fund to provide school districts basic education funding on schedule if a state budget has not been approved by August 15th. The House democratic policy committee discussed house bill 348 which would create a public school employee benefits board to study the option of a statewide healthcare contract for school employees and to make recommendations about moving towards a statewide contract. Of course, both items are only in the discussion phase.

Committee Reports and/or Meetings

Minutes of the Finance Committee Meeting held on May 4, 2016 were distributed.

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

Solicitor's Report – Attorney Stopp reported that a few weeks ago, Attorney Strohl attended a Legal Update Seminar. He is in the process of making a report for Mr. Michaels with any relevant information for the district.

Federal and Other Programs Update – Mrs. Nicholas reported that a few months ago she applied to the 2016 Governor's Institute: Working Together for Student Success. There was a stipulation that you must send a team from the district in addition to a director and a teacher from a local preschool. The team of teachers is on the agenda this evening for approval for this conference. The district's only financial responsibility will be for meals.

**SPECIAL
BOARD
REPORTS
(cont.)**

Business Manager's Report – Mrs. Frantz reported that the 2016-2017 budget will probably be delayed again because the Governor wants to return districts to the funding level before the cuts in 2011-2012 and the republicans do not want to fund it by raising taxes. Hopefully, the bill Mr. Williams spoke about will be passed so that the district can expect some payments.

Mrs. Molitoris reported that the proposed final budget is on the agenda this evening for approval with a 2.5% increase. The finance committee asked that this be the proposal knowing that we still have a month to bring that down before the final adoption at the June board meeting. We did end up getting a total increase of \$196,000 for the 2015-2016 school year which included basic education, special education and the Ready to Learn grant. The proposed 2016-2017 budget does not include any increase in basic education funding due to the uncertainty of the state budget.

Superintendent's Report - Mr. Michaels congratulated Mr. Gavin Kemery on receiving the Bo Tkach award.

Mr. Michaels reported that Attorney Strohl has been in contact with him on quite a few legal issues and keeping him up to date on the ramifications to the district.

Mr. Michaels announced that National Teacher Appreciation week was May 2-6, 2016, and he thanked the teachers for the wonderful job they do with our students.

Mr. Michaels announced that graduation is scheduled for June 10, 2016 at 7:00 p.m. in the stadium, weather permitting.

Mr. Michaels announced that Dylan Berger placed third in power equipment technology in the State Skills USA Championship.

Mr. Paul Leonzi introduced Mrs. Kelly Kromer and Mrs. Susanne Hegedus who briefly explained the SWPBS program at Peters Elementary and the award the school received at the conference. Mr. Michaels noted that SWPBS is a K-12 program. Mr. Michaels congratulated Mr. Leonzi and the Peters Elementary staff.

PERSONNEL

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

Retirement
M. Steckel With regret, accept the retirement resignation of Marilyn Steckel from her position as Third Grade Teacher at Slatington Elementary School effective June 30, 2016. At this time she will begin her retirement from the Northern Lehigh School District after 27 years of service.

E. Vasquez With regret, accept the retirement resignation of Elizabeth Vasquez from her position as Primary Life Skills Teacher at Peters Elementary School effective June 30, 2016. At this time she will begin her retirement from the Northern Lehigh School District after 22 years of service.

D. Mayer With regret, accept the retirement resignation of Dawn Mayer from her position as Fifth Grade Teacher at Slatington Elementary School effective June 10, 2016. At this time she will begin her retirement from the Northern Lehigh School District after 44 years of service.

Resignation
H. VanBlargan Accept the resignation of Heather VanBlargan from her position as Lunch Room monitor at Slatington Elementary School effective immediately.

Resignation
J. Senefeld Accept the resignation of Julie Senefeld from her position as Lunch Room monitor at Slatington Elementary School effective immediately.

Appointment
Non-Instructional William Marks*
Assignment: Second Shift Custodian Slatington Elementary School replacing Robert Reese who resigned.
Salary: \$9.00 Per Hour, 2:30 – 11:00 p.m., 5 Days/Week
Effective: May 10, 2016

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

***60 Day probationary period ending July 8, 2016**

PERSONNEL (cont.) Approve the request of employee #2143 to extend her Family Medical Leave from April 6, 2016 to May 13, 2016 due to complications and setbacks. Employee is further requesting Family Medical Leave an unpaid leave of absence from May 16, 2016 through May 24, 2016. Employee plans to return to her current teaching position on May 25, 2016.

Co-Curricular Appointment 2016-2017	Sarah Arndt	Assistant Girls' Basketball Coach	\$4,744.00
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Co-Curricular Appointments Renewal 2016-2017 Motion to renew the appointment of the following Co-Curricular position for the 2016-2017 school year:

Jeff Miller	Sr. High Fall Intramural - Basketball	\$ 854.00
Michelle Raber	MS Fall Intramural Net Sports	\$ 854.00
Michelle Raber	MS Spring Intramural Net Sports	\$ 854.00
Michelle Raber	MS Winter Intramural CPR	\$ 854.00

Substitute-Instructional Approve the following substitute teacher for the 2015-2016 school year at the 2015-2016 substitute teacher rates as approved at the October 12, 2015 board meeting.

Leslie Bartholomew – CLIU Guest Teacher
Jacqueline Schwartz – CLIU Guest Teacher
Robert Zweifel – CLIU Guest Teacher

Mr. Fedorcha recognized the recent retirees and expressed how much they would be missed.

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

NAY: None (0)

POLICY Board Policy Second Reading Mr. Fedorcha made a motion, which was seconded by Mrs. Kulp, that the Board of Education approves the following policy item:

Approve school board policy #330 –Merged Employee Section – Overtime, as presented after second reading.

Non-Resident Students Approve the request of the parent of a kindergarten student at Peters Elementary, who is moving out of the school district, to allow their student to finish the 2015-2016 school year in Northern Lehigh School District in accordance with school board policy #202.

School Lunch Prices 2016-2017 Approve the recommendation of the administration that, effective August 29, 2016, school breakfast and lunch prices be increased as follows:

Elementary Schools – Breakfast from \$1.25 to \$1.35
Lunch from \$2.35 to \$2.45

Middle School & High School – Breakfast from \$1.75 to \$1.85
Lunch from \$2.60 to \$2.70

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

NAY: None (0)

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

Jamie Bigley – 2016 Governor's Institute: P-3 Collaboration: Working Together for Student Success – June 21-23, 2016 – Pocono Manor, PA – Meals - \$99.00 – Total Approximate Cost: \$99.00 – Funding: Curriculum & Instruction Budget

**CONFER-
ENCES
(cont.)**

Susanne Hegedus– 2016 Governor’s Institute: P-3 Collaboration: Working Together for Student Success – June 21-23, 2016 – Pocono Manor, PA – Meals - \$99.00 – Total Approximate Cost: \$99.00 – Funding: Curriculum & Instruction Budget

Janet Hofelich – 2016 Governor’s Institute: P-3 Collaboration: Working Together for Student Success – June 21-23, 2016 – Pocono Manor, PA – Meals - \$99.00 – Total Approximate Cost: \$99.00 – Funding: Curriculum & Instruction Budget

Kara Richardson – 2016 Governor’s Institute: P-3 Collaboration: Working Together for Student Success – June 21-23, 2016 – Pocono Manor, PA – Meals - \$99.00 – Total Approximate Cost: \$99.00 – Funding: Curriculum & Instruction Budget

Diane Saeger – 2016 Governor’s Institute: P-3 Collaboration: Working Together for Student Success – June 21-23, 2016 – Pocono Manor, PA – Meals - \$99.00 – Total Approximate Cost: \$99.00 – Funding: Curriculum & Instruction Budget

Joseph Tout – University of Pittsburgh: College in High School Orientation – May 17-18, 2016 - Pittsburgh, PA – Lodging - \$135.66; Travel - \$305.00 – Total Approximate Cost: \$440.66 – Funding: Curriculum & Instruction Budget

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

NAY: None (0)

FINANCIAL

Mr. Fedorcha asked that Item G be voted on separately. Mr. Fedorcha made a motion, which was seconded by Mr. Williams, that the Board of Education approves the following financial items:

Financial Reports

Approve the following financial reports:
General Fund Account month of April
NLMS Student Activities Account month of April
NLHS Student Activities and Scholarship Account month of April

List of Bills

Approve the Following List of Bills:
General Fund months of April and May
Cafeteria Fund months of April and May
Refreshment Stand month of April

Sports Physicals Co-payment

Approve the co-payment amount for student athletes receiving a sports physical from OAA during the 2016-2017 school year at a cost of \$10.00 per student in accordance with school board policy #122.

CLIU Technology Pool Agreement

Allow administration to sign the CLIU Technology Pool Consortium Agreement for the 2016-2017 school year.

Fuel Bids 2016-2017

Approve the awarding of fuel bids to the following companies with a contract period of July 1, 2016 to June 30, 2017:

UNLEADED GASOLINE TANK WAGON DELIVERY – Awarded to Talley Petroleum Enterprises, Inc. at

- o a fixed price of \$1.9353 per gallon (item #16 on bid summary)

#2 GRADE FUEL OIL TANK TRANSPORT DELIVERY – Awarded to Talley Petroleum Enterprises, Inc. at

- o a fixed price of \$1.4637 per gallon (item #3 on bid summary)

#2 GRADE FUEL OIL TANK WAGON DELIVERY – Awarded to Talley Petroleum, Enterprises, Inc. at

- o a fixed price of \$1.9818 per gallon (item #4 on bid summary)

FINANCIAL
(cont.)

BIO DIESEL FUEL TANK WAGON DELIVERY – Awarded to Talley Petroleum Enterprises, Inc. at

- o a fixed price of \$1.8493 per gallon and an additional \$.0400 (winterization additive) per gallon (item #8 and 18 on bid summary)

Summer
Band
Camp

Approve a tuition fee of \$30.00 per student for a one week elementary summer band program and also approve a stipend for summer band program director, Steven Jonkman. Mr. Jonkman's stipend will be equal to the amount collected for student participation but will not exceed \$1,000.00. The summer band program will run Monday, August 15, 2016 until Friday, August 19, 2016.

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

NAY: None (0)

Treasurer
Nominations

Mr. Fedorcha nominated Mrs. Donna Kulp for Treasurer which was seconded by Mr. Green.

Election
Of Board
Treasurer
Donna Kulp

Election of a Treasurer for the 2016-2017 fiscal year, as required by Section 404 of the Pennsylvania School Code of 1949, as amended.

RECOMMEND That the Board of Education elects Mrs. Donna M. Kulp as Treasurer for the 2016-2017 Fiscal year, effective July 1, 2016 through June 30, 2017.

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

NAY: None (0)

LEGAL

Mrs. Kulp made a motion, which was seconded by Mr. Williams, that the Board of Education approve the following legal items:

Sweet,
Stevens,
Williams &
Katz, LLP

Approve to appoint Sweet, Stevens, Williams & Katz, LLP as special counsel for the 2016-2017 school year. The hourly rate for non-routine matters will be \$195.00 per hour. The rate for routine or general advice will be \$150.00 per hour. The hourly rate for legal assistants for routine and non-routine matters will be \$125.00 per hour. There is no increase over the previous year's fees.

Sweet,
Stevens,
Williams &
Katz, LLP

Approve to appoint Sweet, Stevens, Williams & Katz, LLP as special counsel for the 2016-2017 school year for special education consultations and student services as outlined in the attached agreement. The cost of these services will be \$6,300 for the 2016-2017 school year and is a part of the Special Education budget. There is no increase over last year's rates.

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

NAY: None (0)

INFOR-
MATION

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

Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on March 3, 2016 were distributed.

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on March 23, 2016, were distributed.

**ADOPTION
OF
PROPOSED
FINAL
BUDGET
FOR
2016-2017**

Mr. Fedorcha made a motion, which was seconded by Mr. Williams, that the Board of Education approves the proposed final budget and:

It is recommended that the Board of Education adopts the proposed general fund final budget of the Northern Lehigh School District for the 2016-2017 school year in the amount of \$32,322,527.00.

The preliminary budget is adopted with a 21.4805 millage rate for Lehigh County and a 63.8466 millage rate for Northampton County.

**BUDGET
DISCUSSION**

Mr. Keegan asked if there were funds in the budget to fix the baseball scoreboard. Mr. Michaels answered yes, unless we have to cut the budget. Mr. Keegan added that our legislators violated the commonwealth constitution by not having a budget. It looks like they are going to violate it again. He stated why should we be accountable to approve budgets in a timely manner when they violated the law. He stated that he will vote no on our budget because he is going to protest and not support a budget until the state gets their act together.

Mr. Michaels added that as the superintendent, he does not have a choice and he has to put the budget on the table and the board has to vote yes or no.

Mr. Hartman and Mr. Fedorcha stated that they agree with Mr. Keegan. Mr. Fedorcha stated that if we need to go publicly with that we should. Mr. Keegan added that our students, our parents, and our taxpayers deserve better. Mr. Keegan added that come November we all need to vote for legislators that will do their job. Mr. Fedorcha stated that he will be adopting this proposed final budget tonight but it will not be the final budget voted on in June.

Mr. Green stated that because it is parliamentary procedure, he will vote on the budget tonight but he will not approve it as it stands as a final budget. He explained that two years ago we approved a budget that came in at \$1.6 million revenue over expenditures which equates to 2.50 mills. The money was not wasted it was put in a reserve account. Last year we approved a budget that would have come out in excess had we not used some to do capital projects. He stated that he feels this year's budget will come in on the positive as well. Mr. Michaels stated that yes, we did come in \$1.6 million under budget but a lot of times we have to budget for unforeseen expenses and worst case scenarios. Mr. Michaels added that we have zero control over 85% of our budget. Charter schools, Special Education costs, the unfunded mandates from the federal and state government, and legal fees are all items we cannot control. Mr. Green agreed that there were some unusual circumstances that year. Mr. Green stated that we finally looked at our long range maintenance and are using the reserve for those projects. Over the next five years, the capital needed is a little over \$2 million. We looked at Technology and what the expenses over the next five years as well as the PSERS costs. After all of those costs, it still leaves us quite a few million dollars left. Mr. Green stated that an \$11 million reserve fund of a \$32 million budget is unheard of around the state. Mr. Green added that if we can get through the next five years, and we still have \$5 million in reserve, we will be in good shape and if not, we will not be the only school district in Pennsylvania in that situation. He went on to say that the legislators and the governor will have to do something to change the funding. If they don't, school districts across the state will be in trouble. In conclusion, he stated that he does not feel comfortable with raising taxes as high as 2.5%.

Mr. Hartman stated that the fund balance we have is due to the great job the Business Managers and Superintendent do in holding down expenses, and that someday we may have to fix serious issues. Mr. Green stated that this is no reflection on administration and he has commended them on a regular basis and when he asks for information, he receives it. Mr. Hartman stated that we have done a great job and we should be proud of that.

Roll call.

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

NAY: Mr. Keegan (1)

Motion carried.

**LEGAL
NOTICE PER
CAPITA TAX
2016-2017**

Mr. Fedorcha made a motion, which was seconded by Mr. Keegan, that the Board of Education approve the following legal notice for per capita taxes for 2016-2017:

Authorize the Secretary to publish a Legal Advertisement notifying every resident or inhabitant within the territorial limits of the school district of Northern Lehigh attaining eighteen (18) years of age, and every resident or inhabitant in said school district to notify the proper Per Capita Tax Enumerator within twelve (12) months of his or her becoming a resident or inhabitant, in accordance with the School Laws of Pennsylvania, Section 680, as amended June 16, 1972, Act 138. The assessors to contact are as follows:

BOROUGH OF WALNUTPORT

Annette Lacko – Borough Secretary
Walnutport Borough Building
417 Lincoln Ave. Walnutport, PA 18088
610-767-1322

WASHINGTON TOWNSHIP

Joann Ahner – Township Secretary
Washington Township Municipal Building
PO Box 27, Slatedale, PA 18079
610-767-8108

BOROUGH OF SLATINGTON

Karen Gill – Assistant Secretary
125 South Walnut Street
Slatington, PA 18080
610-767-2131

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

NAY: None (0)

**RECOGNITION OF
GUESTS**

Mrs. Bower stated that if anybody has any concerns, they can call Governor Wolf's new office, called Constituent Services. Damien Bower, Mrs. Bower's son, graduated from Temple University, 16th in a class of 8,000 students and is heading up the department. He is an alumni of Northern Lehigh and is very proud to say he got his start right here at Northern Lehigh. Anybody can call that office with any concerns.

ADJOURNMENT

Mr. Distler 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 8:11 p.m.

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

NAY: None (0)

Respectfully submitted,

Gregory S. Williams
Secretary

ATTEST: _____ President

Edward E. Hartman