

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
February 13, 2012

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, February 13, 2012, 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, Mrs. Natalie J. Green, Mrs. Donna M. Kulp, Mr. Gregory S. Williams, and Mr. Edward E. Hartman (8)

Members absent: Mr. Mathias J. Green, Jr. (1)

Non-members present: Mr. Jeffrey Bachman, Mrs. Susan Bahnick, Mr. Anthony Connell (Student Rep.), Mr. Greg Derr, Mr. Scot Engler, Mrs. Rhonda Frantz, Ms. Heather Heiney (Student Rep.), Dr. Linda Marcincin, Mr. Michael Michaels, Mrs. Sherri Molitoris, Mrs. Karen Nicholas, Mr. Scott Pyne, Mr. Paul Rearden, Attorney Charles Stopp (District Solicitor), and Mr. Robert Vlasaty.

VISITORS Approximately thirteen visitors attended the meeting, in addition to Terry Ahner, reporter for The Times News and TV-13 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 January 9, 2012 be approved and ordered filed.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

SPECIAL BOARD REPORTS Carbon Lehigh Intermediate Unit – Mrs. Kulp reported that she was appointed at the January 17, 2012 meeting and her first official meeting will be next week.

Lehigh Career and Technical Institute – Mr. Fedorcha reported that at the board seats is the budget that was approved at the January 25, 2012 LCTI meeting. Mr. Fedorcha stated that he has met with Mr. Michaels and the business office regarding the budget and that the budget will be on the March agenda for approval. If you have any questions, please feel free to contact Mr. Fedorcha or the business office. Mr. Fedorcha reported that LCTI hosted the SkillsUSA Championship. Northern Lehigh had six participants of which there were three winners: Alexander Sheridan took second place for Automotive Service Specialty, Alyssa Lancsak took first place in Cake Decorating; and Yajaira Alvarez took first place in Cosmetology. Mrs. Green added that the winners will advance to the State Conference in Hershey in April and Nationals will be held in Kansas City.

Legislative Report – Mr. Gregory S. Williams reported that Governor Corbett presented the 2012-2013 State Budget on February 7, 2012. While the governor is proposing to keep the standard education subsidy roughly the same, he is yet again proposing to eliminate the Accountability Block Grant representing a loss of about \$94 million to districts. Mr. Williams stated that we currently use these funds for our Pre-K program which he feels strongly about retaining. The largest increase in the education budget is the allocation going to the retirement system. Even though the line item for education is the same dollar amount as last year, \$315 million more is going into the retirement system instead of education programs. Special education will be level funded, even though we are seeing an increase in special education costs. Mr. Williams reminded everyone that this is the first proposal of the budget.

considered Mr. Williams also reported the new changes to the Keystone Exams: (1) to reduce the number of exams to three – Biology, Literature and Algebra I, (2) eliminate the requirement to be part of a course grade, and (3) delaying full implementation until 2017.

**SPECIAL
BOARD
REPORTS
(cont.)**

Lehigh Carbon Community College – In the absence of Mr. Green, Mr. Michaels reported that he had a conversation with Mr. Snyder and he assured us that the budget is coming in to our liking. The budget will be discussed and voted on at the March Board meeting.

Committee Reports and/or Meetings

Minutes of the Education/Policy committee meeting held on February 6, 2012 were distributed.

Minutes of the Technology/Buildings and Grounds committee meeting held on February 8, 2012 were distributed.

Minutes of the Finance committee meeting held on February 8, 2012 were distributed.

Student Representatives to the Board Report

Ms. Heather Heiney and Mr. Anthony Connell distributed their written student representative report and verbally reported on its contents.

Solicitor's Report - Attorney Charles Stopp reported that the Pennsylvania Commonwealth Court ruled that when there is a quorum of a public body who are participating in e-mail communications, the information on your personal computer constitutes a public record.

Federal Programs - Mrs. Karen A. Nicholas reported that there are three events being held in the district to increase literacy that have no cost to the district. The first is our partnership with the Literacy Center to offer a GED class at the High School. There are currently 17 students enrolled. Secondly, in partnership with PBS, three classes are being offered in March titled "Raising Readers." Parents attend with their children and while the children are doing fun activities the parents are learning how to increase their child's reading skills. At the end of the third session each family will leave with a stack of books. The classes are filled. Lastly, Mrs. Donna Marushak, fifth grade teacher from Slatington Elementary organized a book swap. The students in fifth grade brought in over 1200 books to share. Since it was such a success, other teachers would like to have one as well. These things have brought excitement to the kids while increasing their interest in reading and at no cost to the district. Mr. Williams suggested getting the PTO involved making the book swap a district wide event.

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Business Manager's Report

Mrs. Frantz reported that the state auditor is here until April 13, 2012 and they are auditing years 2008/2009 and 2009/2010.

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Mrs. Molitoris reported that at your seats are the budgets for LCCC, CLIU and LCTI. Our share for the 2012-2013 year is lower than last year for all three. Mrs. Molitoris stated that she watched the governor's budget last week. Echoing Mr. Williams, the Accountability Block is being eliminated which funds the the Pre-K program and one half of a teacher's salary. Molitoris also reported that on the agenda tonight, is a motion for money being moved into Capital Projects fund to be used for upcoming long range maintenance projects.

Superintendent's Report

Mr. Michaels reported that he has met with Mrs. Frantz and Mrs. Molitoris and a budget that meets our teachers' needs is being developed, but the Pre-K program is a concern at this time.

Mr. Michaels announced that last week was National School Counselors Week. The school counselors district wide do a great job with our students and it is a honor to work with them.

Mr. Michaels thanked the teachers who were in attendance and would like to see more teachers attend board meetings to see how the Board of Education is working to benefit the teachers and students in our district.

SPECIAL BOARD REPORTS (cont.)

Mr. Michaels reported that there was a heating issue at Peters Elementary today. Mr. Michaels thanked Mr. Rearden and the Peters faculty for relocating the children over to the middle school and high school and Mrs. Bahnick for making sure everyone was fed. It was a great team effort by all the principals, Mrs. Nicholas, Mr. Leonzi, Mr. Geist and all of the teachers at the middle and high schools. We have a great team at Northern Lehigh.

Mr. Michaels introduced Mr. Jim Shannahan who is the representative from Field Turf. Mr. Shannahan announced that he is available to answer any questions.

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

PERSONNEL

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

Uncompensated Leave weeks for position upon Approve the request of employee #1105 to take an uncompensated leave in accordance with School Board Policy #539 effective January 30, 2012 for approximately 4-6 her own medical reasons. Employee's intention is to return to their current medical release from their attending physician.

Rescind Co-Curricular Appointments 2011-2012 Rescind the appointment of Candice Saville in the amount of \$631.41 from her position as Junior Class Advisor for the 2011-2012 school year which was originally approved at the August 8, 2011 board meeting.
Rescind the appointment of Mark Hoffman from the position as Middle School Spring Intramural Weightlifting Advisor for the 2011-2012 school year which was originally approved at the August 8, 2011 board meeting.

Co-Curricular Appointments 2011-2012 Approve Candice Saville for Junior Class Advisor for the period August, 2011 – January, 2012 in the amount of \$315.71.
Approve Tammy Fristick for Junior Class Advisor for the period January, 2012 – June, 2012, in the amount of \$315.71

Co-Curricular Appointment 2012-2013 Adam Stofko* Assistant Boy's Soccer Coach - Shared Stipend \$1,401.39
Eric Schmidt Assistant Boy's Soccer Coach - Shared Stipend \$1,401.39
*Pending Verification of Missing Documents

Co-Curricular Volunteers 2011-2012 Michael T. Hofmann, Jr. Assistant Track & Field Coach

Unpaid Volunteers Approve the following unpaid volunteer aide in the Middle School for the 2011-2012 school year: Robin Blocker.

Approve the following unpaid volunteer aide in Slatington Elementary for the 2011-2012 school year: Marlene Simock

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 second half of the 2011-2012 school year:

Christopher Bennett
From: Step 3B+24
To: Step 3M

Substitute Instructional Approve the following substitute teachers for the 2011-2012 school year at the 2011-2012 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Alexander Orr* Social Studies
Justin Quinter English

Krystallyn Reis* Early Childhood Education
 *Pending Verification of Missing Documents

**PERSONNEL
 (cont.)**

Substitute Non-Instructional Approve the following substitute secretary, cafeteria worker and custodian for the 2011-2012 school year at the 2011-2012 substitute rates as approved on the Supplementary Salary Schedule: Donna Missmer

Removal of Substitutes Remove the following list of substitute employees from the current substitute list due to not filing the required Act 24 documentation by the December 27, 2011 deadline:

| | |
|---------------------|------------------------|
| Donna Bauer | Andrew Drake |
| Adrian Bumbulsky | Anne Elstner |
| Shannon Burky | Jeanine Villano-George |
| Jacob Bushner | Corrine Hoffman |
| Timothy Chappellear | Kristy Kratzer |
| Ian Robert Dollman | |

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

CONFERENCE

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

Lora Krum – PA Music Educators Association Annual Conference – April 19-21, 2012 – Lancaster, PA – Registration: \$130.00, Lodging: \$321.90, Travel: \$48.00, Total Approximate Cost: \$499.90 – Funding: Slatington Elementary Music Department Budget

Karen Nicholas – PA Association of Federal Program Coordinators Annual Conference – March 25-28, 2012 – Hershey, PA – Registration: \$360.00, Lodging: \$536.13, Travel: \$77.70, Cost of Meals: \$58.00, Total Approximate Cost - \$1,031.83 – Funding: Title I Funds

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

POLICY

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

Homebound Instruction It is recommended that the Board of Education grant homebound instruction for an 11th grade student, Student No. 1390059, for five hours per week, effective February 1, 2012 and continuing until approximately April 30, 2012.

Board Policy First Reading Approve school board policy #907 – Community - School Visitors, as presented after first reading.

Crochet Club Approve the request of the Senior High Administration to create a Crochet Club. This club will teach students the art of crocheting, a craft that can be both fun and functional by creating a usable finished product. The club will meet every Tuesday from 2:10 – 3:30 p.m. There will be no cost to the district.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

CURRIC-

Mr. Fedorcha made a motion, which was seconded by Mr. Williams, that the Board of

ULUM AND INSTRUCTION Education approve the following curriculum and instruction items:

Official Local School District Holidays (OLSDH) in accordance with PA School Code Section 1502.

CURRICULUM AND INSTRUCTION Approve the 2012-2013 Northern Lehigh School District Calendar as presented.

ULUM AND INSTRUCTION

(cont.) YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)
 NAY: None (0)

OLD BUSINESS Mrs. Kulp made a motion, which was seconded by Mr. Follweiler, that the Board of Education approves the following old business item:

Assistant Superintendent Contract Approve the contract for the Assistant Superintendent, Karen A. Nicholas, as presented.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)
 NAY: None (0)

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

Financial Reports Approve the Following Financial Reports:
 General Fund month of December
 NLMS Student Activities Account months of December & January
 NLHS Student Activities and Scholarship Account months of December & January

List of Bills Approve the Following List of Bills:
 General Fund months of January & February
 Cafeteria Fund month of January
 Refreshment Stand month of January
 Capital Construction month of February

Single Audit 2010-2011 Accept the 2010-2011 audit and management report for the single audit ending June 30, 2011
 A copy of the audit was distributed at the January 9, 2012 school board meeting.

Transfer of CDs to Capital Projects Account Authorize Administration to transfer the following General Fund Certificate of Deposits (CDs) upon maturity date to the Capital Projects account for future District Capital Projects:

| | | |
|--|------------------------|----------------|
| United Central Bank, Garland, TX | \$ 248,000.00 | March 14, 2012 |
| Sonabank, McLean, VA | \$ 248,000.00 | March 14, 2012 |
| 1 st Federal Savings & Loans Assoc. Of Charleston, Charleston, SC | \$ 248,000.00 | March 27, 2012 |
| Privatebank & Trust Co., Chicago, IL | \$ 248,000.00 | March 27, 2012 |
| Pacific Commerce Bank, Los Angeles, CA | \$ 248,000.00 | March 27, 2012 |
| Security Bank & Trust Co., Paris, TN | \$ 248,000.00 | March 27, 2012 |
| TOTAL | \$ 1,488,000.00 | |

Purchase Field Turf, Scoreboard the Security Cameras Authorize Administration to enter into contracts with Field Turf to install an artificial surface in Bulldog Athletic Stadium, Nevco to install a scoreboard in the Bulldog Athletic Stadium and a company to install a security camera system at a total cost of \$770,000.00 to be paid from the Capital Projects account.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

**CORR-
ESPON-
DENCE**

Mr. Williams reported that the district received a thank you from Mrs. Mendes for approving an unpaid leave of absence for her. There was also a letter from Lehigh Carbon Community College requesting names of candidates for the At-Large Seat on their Board of Trustees. A thank you note was also received from the three teachers that went to the 2012 Title I conference.

**INFOR-
MATION**

Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on December 1, 2011 and January 5, 2012 were distributed.

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on December 14, 2011 were distributed.

Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on December 19, 2011 were distributed.

Mr. Williams stated for the record that the turf field was not a spontaneous decision but that it has been discussed heavily at the committee meeting level over the last several months with input from different sources. Mr. Fedorcha thanked everyone for the leg work that was done to enable the Board to make the decision on the turf. Mrs. Ganser added that while this is a huge undertaking, it is made possible by the fact that we have been fiscally conservative, and will continue to be fiscally conservative. Mr. Hartman noted that the field will eventually be named Bulldog Athletic Stadium because it will be used by field hockey, soccer, the band and the youth association. Mrs. Green added that

she has heard only positive comments from the community regarding the turf field.

Mrs. Ganser added that Aimee Oertner broke the school record for leading scorer for both boys and girls basketball.

Mr. Follweiler asked Ms. Heiney why we do not have a Pep Band. Ms. Heiney stated that there is nobody to run it. Mr. Vlasaty added that he is working on establishing one for next year.

**ADJOURN-
MENT**

Mr. Fedorcha 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 8:05 p.m.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

Respectfully submitted,

Gregory S. Williams
Secretary

ATTEST: _____ President
Edward E. Hartman