

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
March 11, 2013

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, March 11, 2013, 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, Mr. Mathias J. Green, Jr., Mrs. Natalie J. Green, 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, Mrs. Jill Chamberlain, Mr. Nathaniel Czarnecki (Jr. Rep.), Mr. Greg Derr, Mr. Scot Engler, Mrs. Rhonda Frantz, Mr. John Hrizuk, Mr. Michael Michaels, Mrs. Sherri Molitoris, Mrs. Karen Nicholas, Mr. Scott Pyne, Mr. Paul Rearden, Jr., Attorney Keith Strohl (Solicitor's Office), and Mr. Robert Vlasaty.

VISITORS

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

RECOGNITION OF CALEB JOHNSON

Mr. Hartman lauded Mr. Caleb Johnson, who won the Lehigh Valley Football Scholar Athlete award. Mr. Hartman noted that Caleb is an outstanding student both academically and athletically and a nice young man whose future will grow by leaps and bounds. Mrs. Ganser echoed Mr. Hartman's sentiments and stated how impressed she was with Mr. Johnson and how he made Northern Lehigh proud. Mr. Green added that Mr. Johnson is the second student in the past decade to win the award and that says a lot for Northern Lehigh.

APPROVE MINUTES

Mr. Follweiler made a motion, which was seconded by Mr. Fedorcha that the minutes of the regular school board meeting held on February 11, 2013 be approved and ordered filed.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

SPECIAL BOARD REPORTS

Nomination
CLIU Rep
R. Follweiler

Carbon Lehigh Intermediate Unit – Mrs. Ganser made a motion, which was seconded by Mr. Distler to nominate Mr. Raymond Follweiler for CLIU Representative for the term July 2013-June 2016.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

Lehigh Career and Technical Institute – Mr. Fedorcha reported the budget is on the agenda this evening for approval.

Lehigh Carbon Community College – Mr. Green announced that a risk assessment was recently completed at LCCC. The risk assessment is showing a lack of redundancy; however, Mr. Green is voting to keep the budget lean, as demonstrated in the 1% increase in the school district's portion of the LCCC budget for next year. He informed the board that he will continue to vote no to adding personnel to the budget unless he hears differently from board members.

Student Representatives to the Board Report – Mr. Nathaniel Czarnecki distributed the written student representative report and verbally reported on its contents.

Federal and Other Programs Update – Mrs. Karen A. Nicholas reported that this Friday, the ESL students and parents will be attending the High School musical, Little Shop of Horrors, as part of the parent involvement portion of the ESL grant.

**SPECIAL
BOARD
REPORTS
(cont.)**

Mrs. Nicholas acknowledged the excellent job our teachers are doing. Mrs. Millen and Mr. Weaber voluntarily run a photography club after school one evening a week. The students' photos were submitted in the IU photography contest and two of our students finished in first place and one placed third.

Mrs. Nicholas also reported on the Teacher Effectiveness System, which is the teacher rating system that will go in effect for the next school year. Mrs. Nicholas praised Mr. Michaels for not participating in the Race to the Top program because if we would have, all of our teachers would have to sit through 30 hours of training. Mr. Williams questioned whether the 30 hours of training was strictly for learning the evaluation system. Mrs. Nicholas confirmed that was true along with the domains in the Charlotte Danielson, Framework for Teaching model. Our teachers are already familiar with this system and at the beginning of the year professional development time can be devoted to the newest module.

Mrs. Nicholas reported that PDE just announced that all of our teachers must have training to be a proctor or monitor for the PSSA or Keystone Exams. All of our teachers will have a certificate that must be kept on hand in case we are monitored by PDE.

Business Manager's Report – Mrs. Molitoris reported that on the agenda for approval tonight are the three bargaining contracts that were up for renewal, the LCCC and LCTI budgets and the new compensation rates for the tax collectors.

Recently, PASBO has been inquiring how sequestration will hurt school districts. Even though it is effective March 1, 2013, it will probably only affect the 2013-2014 school year. If the cuts continue, we will lose \$51,000 in federal programs next year. Mrs. Molitoris added that this amount has been removed from our 2013-2014 proposed budget.

Mrs. Molitoris informed the board that the governor has again flat funded the Plan Con line item in his budget. He wants to extend the moratorium for another year. We are stuck in the Plan Con H phase which is key to the reimbursement from the state. Our Plan Con H was submitted, August 2011, but we have not received the approximately \$245,000 that should have been refunded. If this moratorium continues, and we never see the reimbursement, we stand to lose almost \$4 million. Mrs. Molitoris further added that Plan Con K's are being approved. Plan Con K is for refinancing of bonds. Because refinancing of bonds is typically for a lower interest rate, this should keep more money in the state's budget; however, the money is not being utilized to fund Plan Con H. In addition, Mrs. Molitoris reported that Charter Schools are being refunded for their construction projects.

Mrs. Frantz reported that the state has changed the way we report Medical ACCESS which is reimbursement for special education students who also have medical access cards. Last year we received \$152,000. Moving forward, we will be reimbursed quarterly on actual expenditures and a new formula based on a percentage of our aid ratio. At this time, we are not sure how it will ultimately affect us, but we hope to have more information for the next Finance Committee or Board Meeting.

Superintendent's Report - Mr. Michaels announced that Mr. Scott Pyne has been appointed acting Principal for the Slatington Elementary building.

Mr. Michaels reported that one of our students and teachers was recently recognized in the Morning Call. In a recent article, Miss Jamie Klutzaritz thanked Mr. Bauer, 4th grade teacher, for her love of reading. Also, Caleb Johnson in a recent article, thanked Mrs. Renee Evans for being poised at the podium in his acceptance speech for the Lehigh Valley Scholar Athlete award. Mr. Michaels stated that we are a hidden gem in the Lehigh Valley and it is nice to see the positive publicity in the local papers.

Mr. Michaels asked Board members to please let Mrs. Sharon Sherman know by April 4, 2013, if they will be attending the CLIU School Board Conference on April 30, 2013.

Mr. Michaels asked Mrs. Michele Dotta, Mr. Greg Derr and Mr. Jeff Bachman to report on the recent emergency services seminar they attended. Mrs. Dotta thanked the board and Mr. Michaels for allowing her to attend and she learned that the unification of parents and students after an

**SPECIAL
BOARD
REPORTS
(cont.)**

emergency is one of the biggest hurdles. Mr. Bachman agreed that the unification is a major focus of the trainings. Mr. Michaels added that once you call 911, the police are in charge. The superintendent and building principals no longer have authority. Mr. Engler reported that he also attended the session and added that we are on the list to have an evaluation done by the PA State police on our emergency preparedness plan. Mr. Michaels added that we are also on the list for the Lehigh Country Emergency Management team for evaluation. The session at DeSales University was well attended by both school district personnel, the Slatington Police, Fire and Ambulance and both Northampton and Lehigh County Emergency management personnel.

Mr. Michaels shared that the governor's office called last week and wanted his opinion on the Passport for Learning block grant which is the selling of the liquor stores to fund education programs. Mr. Michaels noted that he is leery of this as it would probably only be funded for one or two years so instead of salaries, the district would utilize the money for school safety. He noted that he also discussed his concerns over the pension reform and charter school issues to which they were not very receptive.

The next Safety Task Force Meeting will be April 3, 2013 after the Finance Committee Meeting.

Mr. Green announced that if you have any questions on the LCCC budget, Mr. Donald Snyder, LCCC President, is in attendance. Mr. Michaels thanked him for attending and thanked Mr. Green for keeping our costs down. Mr. Snyder thanked our district and Mr. Michaels for their continued support. Mrs. Kulp was appreciative that our students were able to take college level classes at the high school level.

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

PERSONNEL

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

- | | |
|---|---|
| Retirement/
Resignations
L. Marcincin | Accept the retirement resignation of Linda Marcincin from her position as Slatington Elementary Principal effective March 28, 2013. Dr. Marcincin will be retiring from the Northern Lehigh School District after 19 years of service. |
| D.Marushak | With sincere regrets, accept the retirement resignation of Donna Marushak from her position as Slatington Elementary Fifth Grade teacher, effective on or about June 10, 2013. At this time she will begin her retirement from Northern Lehigh School District after 20 years. |
| Family
Medical
Leave | Approve the request of employee #4370 to take a twelve week Family Medical Leave on or about April 22, 2013. She is requesting to exhaust all accumulated sick and personal days. She plans to return to her current teaching position at the beginning of the 2013-2014 school year. |
| Co-Curricular
Volunteers
2013-2014 | Adam Merkle* Assistant Girl's Soccer Coach
*Pending verification of Missing Documents |
| Substitute-
Instructional | Approve the following substitute teacher for the 2012-2013 school year at the 2012-2013 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Alyssa Minnich – Elementary Education |
| Substitute-
Non-
Instructional
Cafeteria | Approve the following individual as substitute teacher's aide for the 2012-2013 school year at the 2012-2013 substitute rate as approved on the Supplementary Personnel Salary Schedule.

Laura Landis*
Jamie Kuhns
*Pending verification of Missing Documents |
| Substitute
Non-Instruct-
ional Secretary
Aide, Cafeteria | Approve the following individual as substitute secretary, aide, and cafeteria worker for the 2012-2013 school year at the 2012-2013 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Melissa Hunter |

PERSONNEL
(cont.)

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green,
Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

Mr. Michaels added that he is deeply saddened that one of our outstanding educators, Mrs. Donna Marushak, is retiring after 20 years. Mr. Williams echoed his sentiments and was sad that she would never teach his own children. She will be sorely missed. Mr. Williams noted that he will also miss her on the Education/Policy Committee.

POLICY

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

Board Policy
Second
Reading

Approve school board policy #217 – Pupils– Graduation Requirements, as presented after second reading.

Approve school board policy #218.2 – Pupils – Terroristic Threats/Acts, as presented after second reading.

Field Trips
Science
Club

Senior High Science Club – American Museum of Natural History, New York, NY – April 1, 2013 – Funded by Science Club Students.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green,
Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

**CURRIC-
ULUM AND
INSTRUC-
TION**

Discontinue
NACC spon-
sorships

Mr. Distler made a motion, which was seconded by Mr. Follweiler, that the Board of Education approve the following curriculum and instruction items:

Due to budget constraints, authorize administration to discontinue sponsorship of students who attend Northampton Area Community College degree programs not offered at LCCC. Current students already enrolled in programs will continue to be sponsored until graduation.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green,
Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

**NEW
BUSINESS**

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

NLESPA
Contract

Approve the Collective Bargaining Agreement between The Northern Lehigh School District and Northern Lehigh Educational Support Personnel Association.

LPN
Contract

Approve the new Salary and Benefit Agreement between the Northern Lehigh School District and the Northern Lehigh Licensed Practical Nurses.

Asst. to Food
Service Dir.
Contract

Approve the new agreement between the Northern Lehigh School District and the Assistant to the Food Service Director.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green,
Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

Mr. Williams applauded the board members who worked on the contracts and was glad that an agreement could be reached early which shows the dedication of this board and willingness to work with its employees.

FINANCIAL Mrs. Ganser asked that the Lehigh Career & Technical Institute budget be voted on separately as she is abstaining because she is an employee. Mr. Fedorcha made a motion, which was seconded by Mr. Williams, that the Board of Education approve the following financial items:

Financial Reports Approve the Following Financial Reports:
NLMS Student Activities Account month of January and February

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

Lehigh Carbon Community College 2012-2013 Budget Approve a resolution regarding the 2012-2013 Lehigh Carbon Community College Sponsor contribution Budget. Total expenditures equal \$6,381,551.00 an increase of \$49,057.00 (0.8%) over the 2011-2012 budget. Northern Lehigh's share of the total budget is \$231,996, a decrease of \$11,492.00 or 4.7%. A copy of the budget was distributed at the February 13, 2012 school board meeting.

Renewal Verizon Wireless Approve the renewal of our cellular phone service agreement with Verizon Wireless for two (2) phone lines to be used by our maintenance department and one line each for the Superintendent and Athletic Director at a total cost of \$201.88 per month. This is a month to month agreement and there are no cancellation fees if the agreement is terminated early.

CLIU Technology Pool Agreement Allow administration to sign the CLIU Technology Pool Consortium Agreement effective the 2012-2013 school year.

CLIU Over-Drive Consortium Agreement Allow administration to sign the intent to participate in the Overdrive Consortium for CLIU Districts to provide e-books, audiobooks and other digital content at a cost not to exceed \$2,500 per year based on participation by other school districts.

Tax Collector New Compensation Move to establish compensation rates effective July 1, 2014 for Northern Lehigh School District elected and appointed real estate and per capita tax collectors as follows:
First 2000 bills collected \$1.77 each
Per Bill Collected over 2000 \$1.31 each

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

FINANCIAL (cont.) Mr. Fedorcha made a motion, which was seconded by Mrs. Ganser, that the Board of Education approve the following financial item:

Lehigh Career & Technical Institute 2013-2014 Budget Approve a resolution regarding the Lehigh Career & Technical Institute general fund budget and Academic Center expenditures for the 2013-2014 school year. The general fund budget total is \$23,598,900.00 an increase of \$501,170 or 2.17%. Northern Lehigh School District's portion of the 2013-2014 general fund budget is \$898,390.01 a decrease of \$52,719.89. The expenditures for the Academic Center budget for the period of July 1, 2013 through June 30, 2014 total \$1,361,509.00 a decrease of \$12,781.00 or .93%. Northern Lehigh School District's portion is \$31,819 a decrease of \$8,141.00. A copy of the budget was distributed to board members with the agenda.

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

NAY: None (0)

ABS: Mrs. Ganser (1)

INFOR-
MATION

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on January 23, 2013 were distributed.

Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on January 3, 2013 were distributed.

ADJOURN-
MENT

Mr. Follweiler 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 8:18 p.m.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

Respectfully submitted,

Gregory S. Williams
Secretary

ATTEST: _____ President
Edward E. Hartman