

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
January 14, 2019

PURPOSE The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Gary S. Fedorcha, at 7:03 p.m. on Monday, January 14, 2019, in the Administration Office Board Room.

TEMPORARY SECRETARY Mr. Fedorcha appointed Mrs. Gale N. Husack as temporary secretary.

ROLL CALL Members present: Mr. Robin T. Distler, Mr. Mathias J. Green, Jr., Mrs. Michelle M. Heckman, Mrs. Gale N. Husack, Mr. Robert J. Keegan, Jr., Mrs. Donna M. Kulp, Mrs. Michele L. Martineau, and Mr. Gary S. Fedorcha (8)

Members absent: Mrs. Kristie D. Wilk (1)

Non-members present: Mrs. Susan Bahnick, Mrs. Jill Chamberlain, Mr. Greg Derr, Mrs. Rhonda Frantz, Ms. Madison Hoffman (Jr. Rep.), Mr. John Hrizuk, Mr. Paul Leonzi, Mr. Matthew Link, Mrs. Sherri Molitoris, Mr. Scott Pyne, Mrs. Tanya Simms, Dr. Tania Stoker, Attorney Keith Strohl (Solicitor's Office), and Mr. Robert Vlasaty.

VISITORS Approximately four visitors attended the meeting, in addition to Terry Ahner, reporter for The Times News and Channel 13.

BOARD MEMBER RESIGNATION Mrs. Kulp made a motion, which was seconded by Mrs. Marinteau, that the Board of Education, with regret, accepts the resignation of Kristie D. Wilk from her position as Secretary to the Board.

Mrs. Gale N. Husack was nominated for Board Secretary to fulfill Mrs. Wilk's term.

CLOSE NOMINATIONS Mr. Green made a motion, which was seconded by Mr. Distler, to close nominations.

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

NAY: None (0)

APPOINT BOARD SECRETARY A motion was made to appoint Mrs. Gale N. Husack as board secretary.

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

NAY: None (0)

Motion carried

APPROVE MINUTES Mrs. Heckman made a motion, which was seconded by Mr. Distler, that the minutes of the reorganization and regular school board meetings held on December 3, 2018, be approved and ordered filed.

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

NAY: None (0)

SPECIAL BOARD REPORTS Carbon Lehigh Intermediate Unit –Mrs. Husack reported that at the last meeting, one of our students read a beautiful rendition of *Twas the Night Before Christmas*. If you wish to see it, there is a YouTube video on the CLIU website.

Lehigh Career and Technical Institute – Mr. Fedorcha reported that he has been re-elected as Vice Chair of the Joint Operating Committee. He also reported that LCTI is currently in a construction project for a new building that will house a welding lab. Welding is one of the highest enrolled program of studies at LCTI, and the current lab does not meet all of the requirements for the program. In

addition, they are in the process of working on the budget which will be sent to the districts in the next month.

**SPECIAL
BOARD
REPORTS
(cont.)**

Legislative Report – Mrs. Heckman reported that the house and senate are back in session after the winter recess. Governor Tom Wolf will present his 2019-2020 state budget proposal on February 5, 2019.

Lehigh Carbon Community College – Mr. Green reported that the LCCC budget was approved at their last meeting. Mr. Link will be sending out an electronic copy of the budget in his next update. Please let Mr. Green know if you would like a hard copy. The budget will be on our agenda next month for approval. Mr. Green added that when they went over the budget, there was a 51% increase in online classes. Since this is the future, he asked that we stay ahead of the curve with technology.

Committee Reports and/or Meetings

Minutes of the Education/Policy Committee Meeting held on January 7, 2019, were distributed.

Minutes of the Extra and Co-Curricular Committee Meeting held on January 7, 2019 were distributed.

Minutes of the Technology/Buildings & Grounds Committee Meeting held on January 9, 2019, were distributed.

Minutes of the Finance Committee Meeting held on January 9, 2019, were distributed.

Student Representatives to the Board Report – Ms. Madison Hoffman verbally reported on the contents of the student representative report.

Solicitor's Report – Attorney Strohl updated the board on the increased limits for competitive bidding for the 2019 school year, which are adjusted for inflation annually. Purchases and contracts over \$11,100 require three (3) written/telephonic quotes and purchases and contracts over \$20,600 require formal bidding.

Business Manager's Report – Mrs. Frantz reported that at the board seat is a copy of the audit report for the fiscal year ending June 30, 2018. Mrs. Frantz reported that it will be discussed at the February Finance Committee meeting and will be on the February board agenda for approval.

Mrs. Molitoris reported that as required, the reports were filed prior to the due date for the post issuance compliance procedures.

Assistant to the Superintendent Report – Dr. Tania Stoker reported that at today's inservice, a presentation was given on our PSSA and Keystone data. The teachers analyzed the data to gather our strengths and what areas can be improved. The Future Ready PA Index is the new measure for our buildings. Pennsylvania wanted to move away from a single score and use more of a dashboard approach, which includes more transparency for sub groups, such as economically disadvantaged, or special education students. This data is from the 2017-2018 school year. The Future Ready PA Index illustrates student and school success through statewide assessments, student progress, and college and career readiness, which provides the public with a more comprehensive look at how schools are educating students. The administrators of each building gave an overview of national, state, and local assessment data for their building.

Superintendent's Report - Mr. Link announced that this month is school board recognition month. Today, school districts are expected to offer more services along with world class instruction with limited resources. These expectations provide a tremendous challenge to school directors, who are unpaid volunteers who work tirelessly, giving up their free time away from their families, to contribute to schools and communities that they serve. On behalf of the students, staff, administration, and community we thank you for your service and dedication to the Northern Lehigh School District. Each board member was presented with a cupcake and a book. The books, donated on behalf of each director, will be placed in each library in the district. Mr. Link presented Mrs. Donna Kulp with a certificate recognizing her for twelve (12) years of service.

Mr. Link reminded the school board directors to turn in their ethics form to Mrs. Molitoris.

SPECIAL BOARD REPORTS (cont.)

Mr. Link announced that the PA State Attorney General’s office has made live today, the statewide anonymous tip line called Safe 2 Say Something. This program allows students, parents, or community members to submit tips concerning people who may try to harm others or themselves. Screeners from the Attorney General’s office receive the tips, and if they deem necessary, forward to a district team in the Lehigh County dispatch, who in turn will forward to the appropriate state or local law enforcement. Our internal team has been trained, and we are awaiting notification from the state when they can send trainers to train our students and support us in training the community. An update will be sent when we have additional information.

Mr. Fedorcha 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. Keegan, that the Board of Education approves the following personnel items:

Retirement J. Hrizuk With regret, accept the retirement resignation of John Hrizuk from his position as Director of Technology, effective June 30, 2019. Mr. Hrizuk will be retiring from the Northern Lehigh School District after 21 years of service.

Resignation B. Keyser Accept the resignation of Brittany Keyser from her position as part-time cook’s helper at Slatington Elementary School, effective January 4, 2019.

Appointment Instructional Sarah Fink Temporary Vacancy Replacement
 Assignment: Slatington Elementary 6th Grade Teacher replacing an employee on a family medical leave of absence.
 Salary*: \$48,750 (Step 1 Bachelors on the 2018-2019 CBA Salary Schedule)
 Effective: December 20, 2018
 Termination Date: January 27, 2019
 *11/2/2018 – 12/19/2018 employee received daily substitute rate for the first 30 days of assignment until she reached TVR status on 12/20/2018.

Sarah Fink Temporary Vacancy Replacement
 Assignment: Slatington Elementary 6th Grade Teacher replacing an employee on a family medical leave of absence.
 Salary: Substitute Teacher Rate Days 1-30; Day 31 and beyond \$48,750 (Step 1 Bachelors on the 2018-2019 CBA Salary Schedule)
 Effective: January 28, 2019
 Termination Date: On or about March 21, 2019

Appointment Non-Instructional Delores Allen* High School Cafeteria Monitor
 Assignment: \$11.20 Per Hour, Monday-Friday, 4 Hours Per Day, 5 Days per Week/180 Student Days a school year
 Salary: December 10, 2018
 Effective: *60 Working Day Probationary period

Peggy Perry* High School Life Skills Paraprofessional
 Assignment: \$12.28 Per Hour, Monday-Friday, 5 ¼ Hours Per Day, 5 Days per Week/180 Student Days a school year
 Salary: January 15, 2019
 Effective: *60 Working Day Probationary period

PERSONNEL
(cont)
Family Leave Approve the request of employee #7151 to take a family medical leave of absence for the birth of a child, beginning on or about April 17, 2019. Employee is requesting to use accumulated sick and personal days. Upon exhaustion of eligible days, employee is requesting a family medical leave of absence. Employee plans to return to her teaching position at the beginning of the 2019-2020 school year.

Approve the request of employee #2960 to take an intermittent family medical leave of absence to care for a family member.

Co-Curricular Appointments 2019-2020 Motion to renew the appointment of the following Co-Curricular positions for the 2019-2020 school year at the salaries per the current negotiated Collective Bargaining Agreement:

Joseph Tout	Head Football Coach	\$7,746.00
Stephen Hluschak	Assistant Football Coach	\$5,035.00
Cody Bowman	Assistant Football Coach – Shared Stipend	\$2,517.50
Terry Bowman	Assistant Football Coach	\$5,035.00
Matthew Davis	Assistant Football Coach	\$5,035.00
Dylan Hofmann	Assistant Football Coach	\$5,035.00
Derek Long	Assistant Football Coach-Shared Stipend	\$2,517.50
David Oertner	Head Cross Country Coach	\$4,640.00
Lori-Beth Guelcher	Assistant Cross Country Coach	\$3,016.00
Jason Ruch	Head Boys' Soccer Coach	\$5,600.00
Jason Reinhard	Head Girls' Soccer Coach	\$5,600.00
Henry Ojeda	Assistant Girls' Soccer Coach	\$3,111.00
Jeff Miller	Sr. High Fall Intramurals – Basketball	\$ 906.00
Todd Herzog	Sr. High Fall Intramurals – Weightlifting	\$ 906.00

Co-Curricular Change of Status Approve the motion to change the status of Drake Pristash, Assistant Track & Field Coach - \$3,206.00, which was originally approved at the August 13, 2018 board meeting, to Assistant Track & Field Coach - Shared stipend - \$1,603.00 for the 2018-2019 school year.

Co-Curricular Appointment 2018-2019 Katie Cappuccino Assistant Track&Field Coach – Shared Stipend \$1,603.00

Co-Curricular Appointment 2019-2020 Rajeev Gupta Assistant Boys' Soccer Coach \$3,111.00
Kimberly Seiler Head Field Hockey Coach \$5,600.00

Co-Curricular Volunteers 2019-2020 Shelby Bailey Assistant Girls' Soccer Coach
Shawn Frame Assistant Football Coach
Adam Merkle Assistant Girls' Soccer Coach
Amy Zeiser Assistant Cross Country Coach

Substitute-Instructional Approve the appointment of the following substitute teacher for the 2018-2019 school year at the 2018-2019 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Zachary Merkle – PK-4; Special Education PK-8

Non-Instructional Motion to approve the appointment of the following individual as substitute cafeteria worker for the 2018-2019 school year at the 2018-2019 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Kathy Williams

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

NAY: None (0)

PERSONNEL
(cont.)

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

Kimberly Bayer	Temporary Vacancy Replacement
Assignment:	Senior High School Mathematics Teacher replacing an employee who retired.
Salary:	Substitute Teacher Rate Days 1-30; Day 31 and beyond \$48,750 (Step 1 Bachelors on the 2018-2019 CBA Salary Schedule)
Effective:	January 22, 2019
Termination Date:	End of the 2018-2019 School Year

YEA: Mr. Distler, Mr. Green, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mrs. Martineau, and Mr. Fedorcha (7)

NAY: None (0)

ABS: Mrs. Heckman (1)

POLICY

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

Board Policy First Reading Approve school board policy #008 – Local Board Procedures – Organizational Chart, as presented after first reading.

Approve school board policy #311 – Employees – Reduction of Staff, as presented after first reading.

Approve school board policy #707 – Property – Use of School Facilities and Equipment, as presented after first reading.

Approve school board policy #818 – Operations – Contracted Services, as presented after first reading.

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

NAY: None (0)

**CONFER-
ENCES**

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

Michele Dotta – PDE Conference 2019 Making a Difference: Educational Practices that Work! – March 11-13, 2019 – Hershey Lodge & Convention Center – Hershey, PA – Registration: \$179.00; Lodging: \$293.04; Meals: \$50.00, Travel: \$91.06 – Total Approximate Cost: \$613.10 – Funding: Special Education Budget.

Rhonda Frantz – 64th Annual PASBO Conference – March 5-8, 2019 – Hershey Lodge and Convention Center – Hershey, PA – Registration: \$349.00, Meals: \$95.00 – Total Approximate Cost: \$444.00 – Funding: Business Office Budget

Shawn Green – Pennsylvania School Librarians Association Annual Conference – March 28-30, 2019, – Hershey Lodge & Convention Center – Hershey, PA – Registration: \$250.00; Lodging: \$388.50; Total Approximate Cost: \$638.50 – Funding: Slatington Elementary Instructional Staff Development Budget

Sherri Molitoris – 64th Annual PASBO Conference – March 5-8, 2019 – Hershey Lodge and Convention Center – Hershey, PA – Registration: \$349.00, Lodging: \$592.74, Travel: \$103.24, Meals: \$95.00 – Total Approximate Cost: \$1,139.98 – Funding: Business Office Budget.

CONFERENCE
(cont.)

Sherri Molitoris – 33rd Annual PASPA Conference: We've Got You Covered – February 27 - March 1, 2019 – Harrisburg-Hershey Sheraton Hotel - Harrisburg, PA – Registration: \$595.00, Lodging: \$293.62, Travel: \$98.60, Meals: \$25.00 – Total Approximate Cost: \$1,012.22 – Funding: Business Office & Human Resources Budget.

Nicole Nightlinger – PDE Conference 2019 Making a Difference: Educational Practices that Work! – March 11-13, 2019 – Hershey Lodge & Convention Center – Hershey, PA – Registration: \$179.00; Meals: \$50.00 – Total Approximate Cost: \$229.00 – Funding: Special Education Budget.

Krystle-Dawn Tiedeman – Pennsylvania School Librarians Association Annual Conference – March 28 -30, 2019, Hershey Lodge & Convention Center – Hershey, PA – Registration: \$250.00; Lodging: \$388.50; Travel: \$86.30; Meals - \$65.00; Total Approximate Cost: \$789.80 – Funding: High School Instructional Staff Development Budget

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

NAY: None (0)

OLD BUSINESS

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

Early Retirement Plan
2018-2019

Approve to adopt an Early Retirement Incentive Plan for all eligible professional employees of the Northern Lehigh Education Association, on a voluntary basis, for the 2018-2019 school year.

Roll call.

YEA: None (0)

NAY: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mrs. Martineau, and Mr. Fedorcha (8)

Motion defeated.

NEW BUSINESS

Mr. Green made a motion, which was seconded by Mrs. Kulp, that the Board of Education approves the following New Business Item:

Resolution
for School
Board Director
Recognition
Month -
January 2019

WHEREAS, the role of locally elected school officials has served the Commonwealth of Pennsylvania and local communities in meeting the needs of public education since the passage of the Free School Act in 1834; and

WHEREAS, these local boards have discharged their responsibilities to public education in a manner which has placed public education in the forefront of our educational systems; and

WHEREAS, locally elected officials have distinguished themselves and their communities in this non-paid, volunteer public service commitment; and

WHEREAS, the contributions of these men and women who serve on the Northern Lehigh Board of School Directors:

Robin T. Distler
Gary S. Fedorcha
Mathias J. Green, Jr.
Michelle M. Heckman
Gale N. Husack
Robert J. Keegan, Jr.
Donna M. Kulp
Michele L. Martineau

should be recognized and appreciated by those who benefit from the workings of our public school system;

NOW THEREFORE BE IT RESOLVED that the Board of Directors of the Pennsylvania School Boards Association hereby proclaims the month of January as School Director Recognition Month in this commonwealth; and

FURTHER RESOLVE that this proclamation be communicated to all school districts, school officials and local communities in a planned program which brings visibility and awareness of the role of locally elected school officials to the citizenry of this commonwealth.

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

NAY: None (0)

**NEW
BUSINESS**
(cont.)

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

Resolution To Adequately Invest in Public Schools and Students
RESOLVED, the Board of Education approves the Resolution Urging the General Assembly to Adequately Invest in Public Schools and Students.

Amend Act 93 Agreement
Amend the Administrator Compensation Plan between the Northern Lehigh School District and the Northern Lehigh Middle Management Team to include the School Safety and Security Coordinator position.

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

NAY: None (0)

**NEW
BUSINESS**
(cont.)

Mrs. Kulp made a motion, which was seconded by Mrs. Martineau that the Board of Education approves the following new business item:

School Safety & Security Coordinator
Motion to approve Frank Gnas as the School Safety & Security Coordinator as per the requirements of Act 44.

YEA: Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mrs. Martineau, and Mr. Fedorcha (7)

NAY: None (0)

ABS: Mr. Distler (1)

FINANCIAL

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

Financial Reports
Approve the Following Financial Reports:
General Fund Account months of November & December, 2018
NLMS Student Activities Account months of November & December, 2018
NLHS Student Activities and Scholarship Account months of November & December, 2018
Capital Construction Fund months of November & December, 2018
Cafeteria Fund months of November & December, 2018

List of Bills
Approve the Following List of Bills:
General Fund months of December, 2018 & January, 2019
Cafeteria Fund months of December, 2018
Capital Construction Fund month of December, 2018

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

Resignation R. Treskot
Tax Collector

Accept the resignation of Robert A. Treskot as Walnutport tax collector, effective December 31, 2018.

Appoint Scott Stauffer, Tax Collector
Walnutport

Approve the resolution to appoint Scott Stauffer as Walnutport tax collector, effective January 2, 2019, due to the resignation of Robert Treskot.

FINANCIAL
(cont.)

Close Market Day Account
Peters Elem.

Approve the request of Peters Elementary School to close their Market Day account, which is no longer in existence, in accordance with the Student Activities Fund guidelines. The account balance is \$9,326.05 and the funds will be transferred to the Student Activities account.

Disposal of Surplus Technology Equipment

In accordance with School Board Policy 706.1 Disposal of Surplus Property, Obsolete Equipment, and Real Estate, grant permission to sell to Sycamore International Incorporated, obsolete technology equipment (tv's, computers and computer access points) with a combined value over \$100.00.

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

NAY: None (0)

INFOR-
MATION

Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on November 19, 2018 were distributed.

Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on November 1, 2018 and December 6, 2018, were distributed.

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee held on October 24, 2018, were distributed.

Mr. Link thanked John Hrizuk for his years of service to the district in his role as Director of Technology. Mr. Hrizuk has a wealth of information about what we do to better teach our students through the use of technology, which will be sorely missed. He put many hours into planning the 1:1 implementation at the Middle School which has been a great success. Mr. Link thanked Mr. Hrizuk and wished him well with his future plans.

Mr. Link congratulated Officer Frank Gans in his new role as the School Safety & Security Coordinator. This role is tied closely with the Safe 2 Say program. Officer Gnas is very committed to the safety of our students, staff and visitors. Mr. Link thanked Officer Gnas for accepting this new role.

ADJOURN-
MENT

Mr. Distler made a motion, which was seconded by Mrs. Martineau, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 8:28 p.m.

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

NAY: None (0)

Respectfully submitted,

Gale N. Husack
Secretary

ATTEST: _____ President

Gary S. Fedorcha