

**NORTHERN LEHIGH SCHOOL DISTRICT  
Regular Meeting  
Board Minutes**

**Slatington, PA  
December 2, 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, December 2, 2013, in the Administration Office Board Room.
- ROLL CALL** Members present: Mr. Robin T. Distler, Mr. Gary S. Fedorcha, Mr. Raymond J. Follweiler, Jr., Mr. Mathias J. Green, Mrs. Natalie J. Green, 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: Ms. Emily Bevans (Jr. Rep.), Mrs. Jill Chamberlain, Mr. Nathaniel Czarnecki (Sr. Rep.), Mr. Greg Derr, Mrs. Michele Dotta, Mrs. Rhonda Frantz, Mr. John Hrizuk, Mr. Eugene Marks, Mr. Michael Michaels, Mrs. Karen Nicholas, Mrs. Sharon Sherman, Mrs. Tanya Simms, Atty. Charles Stopp (District Solicitor), and Mr. Robert Vlasaty.
- VISITORS** Approximately two 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 November 11, 2013 be approved and ordered filed.
- YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)
- NAY: None (0)
- SPECIAL BOARD REPORTS** Lehigh Career & Technical Institute – Mr. Fedorcha reported that there was no JOC meeting in November. There was a special meeting held to roll out the budget. The Business Office and Superintendents have a copy of the tentative budget.
- Nomination LCTI Rep G.Fedorcha Mr. Follweiler made a motion, which was seconded by Mrs. Kulp, to nominate Mr. Gary Fedorcha for LCTI Representative for the term December 2013 – December 2016
- YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)
- NAY: None (0)
- Lehigh Carbon Community College – Mr. Green announced that there was a meeting on November 25, 2013, which was attended by Mrs. Frantz and Mrs. Molitoris, to present the 2014-2015 budget. Northern Lehigh School District will have a slight decrease in their contribution. Copies of the budget will be forwarded to all board members. Issues concerning fund balances have been addressed and Mr. Green stated that he hopes to discuss that further at the next board meeting.
- Committee Reports and/or Minutes
- Committee Meeting Calendar Mr. Fedorcha made a motion, which was seconded by Mr. Williams, that the Board of Education approve the School Board Committee Meeting Calendar for 2014 as presented.
- YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)
- NAY: None (0)
- Mr. Williams questioned whether Mr. Keegan as a new board member, is taking Mrs. Ganser's place on the committees. Mr. Michaels stated that since the Board President is elected in December, and the President should be involved in that decision, the Board Committee list will be distributed in January.

**SPECIAL  
BOARD  
REPORTS  
(cont.)**

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

Federal and Other Programs Update – Mrs. Karen A. Nicholas reported that she and Mrs. Bahnick attended a conference on Nutrition and Academic Excellence. This conference emphasized the importance of eating breakfast as it relates to learning. Mrs. Nicholas stated that not only is revamping the curriculum important, but we need to let everyone know the importance of a good breakfast and how it affects students' grades. At the board seats is a flyer that was distributed to all elementary students.

Business Manager's Report – Mrs. Frantz reported that the local auditors were here last week for the single audit and they also informed us that there were only two minor deficiencies on the final audit, which have been corrected.

Superintendent's Report

Mr. Michaels announced that Northern Lehigh School District was the recipient of a very generous donation of a Smartboard 2000i interactive whiteboard from the Karoly Law Firm. The smartboard will be utilized at Peters Elementary School. Mr. Michaels thanked them and Mrs. Sharon Hartman, who works at Karoly Law Firm, for thinking of the school district for this very charitable gift.

Mr. Michaels stated that two weeks ago we hosted a luncheon for the Ecumenical Council in the Northern Lehigh area. Ideas are shared on how we can help the community and they volunteered to send a minister to all of our safety committee meetings to help improve reunification and communication with our students and parents.

Mr. Michaels announced that the Administration and central office staff is once again involved in the Adopt-A-Family for Christmas program for needy families in our community.

Mr. Michaels thanked the four board members that were elected in November. Our board members are the reason this school district is headed in the right direction and it wouldn't happen without your dedication, hard work, and ability to get along.

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

**PERSONNEL**

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

Acting Asst.  
Principal  
P. Leonzi

Approve to pay a stipend in the amount of \$5,000.00 to Paul Leonzi for assuming the duties of Acting Assistant Principal at Peters Elementary School, beginning on or about December 1, 2013 for the remainder of the 2013-2014 school year.

Artistic Dir.  
Fall Play/  
Spring  
Musical New  
Stipend  
S. Shuey

Amend stipend for Stephen Shuey, Artistic Director for the Fall Play/Spring Musical for the NLHS Student Theater Group, that was originally approved for \$1,500.00 on September 9, 2013. Stipend for the Artistic Director will be \$2,000.00 and be paid out of the HS Student Activities Fund.

Asst. Dir.  
Fall Play/  
Spring Musical  
A. Kern

Approve Andrew Kern as Assistant Director for the Fall Play/Spring Musical for the NLHS Student Theatre Group. Stipend for the Assistant Director will be \$500.00 and be paid out of the HS Student Activities Fund.

Substitute-  
Instructional

Approve the following substitute teacher for the 2013-2014 school year at the 2013-2014 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Angel Gerould\* – Elementary, Mid-Level English, Reading Specialist and Family Consumer Sciences

\*Pending Verification of Missing Personnel File Items

**PERSONNEL**  
**(cont.)**Substitute-  
Non-  
Instructional  
Cafeteria

Approve the following individuals as substitute cafeteria workers for the 2013-2014 school year at the 2013-2014 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Connie Graaf\*  
Trevor Sherman\*  
\*Pending Verification of Missing Personnel File Items

Substitute-  
Non-  
Instructional  
Custodian

Approve the following individual as substitute custodian for the 2013-2014 school year at the 2013-2014 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Christopher Miller\*  
\*Pending Verification of Missing Personnel File Items

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan,  
Mrs. Kulp, Mr. Williams, Mr. Hartman (9)  
NAY: None (0)

Mr. Michaels added that in the next few weeks there will be more discussion on the timing for Item A under Personnel.

**CONFER-  
ENCES**

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

Rhonda Frantz – 59<sup>th</sup> Annual PASBO Conference – March 12-14, 2014 – Hershey Lodge and Convention Center – Hershey, PA – Registration: \$284.05, Lodging: \$155.40, Meals: \$64.00 – Total Approximate Cost: \$503.45 – Funding: Business Office Budget.

Sherri Molitoris -59<sup>th</sup> Annual PASBO Conference – March 12-14, 2014 – Hershey Lodge and Convention Center – Hershey, PA – Registration: \$284.05, Lodging: \$155.40, Travel: \$108.00, Meals: \$64.00 – Total Approximate Cost: \$611.45 – Funding: Business Office Budget.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan,  
Mrs. Kulp, Mr. Williams, Mr. Hartman (9)  
NAY: None (0)

**CURRIC-  
ULUM AND  
INSTRUC-  
TION**Induction  
Program

Ms. Kulp made a motion, which was seconded by Mr. Williams, that the Board of Education approves the following curriculum and instruction items:

Approve the following teachers as helping teachers in the Northern Lehigh School District Induction Program for the 2013-2014 school year:

Helping Teacher	Inductee	Stipend
Elizabeth Case	Kayla Perkowski	\$750.00

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan,  
Mrs. Kulp, Mr. Williams, Mr. Hartman (9)  
NAY: None (0)

**NEW  
BUSINESS**Emergency  
Operations  
Plan

Mr. Fedorcha made a motion, which was seconded by Mr. Keegan, that the Board of Education approve the following new business item:  
Approve changes to the Northern Lehigh School District Emergency Operations Plan as presented.

Mr. Fedorcha questioned where this information is kept. Mr. Michaels stated that this is part of the flipcharts.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan,  
Mrs. Kulp, Mr. Williams, Mr. Hartman (9)  
NAY: None (0)

**FINANCIAL**

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

Financial Reports

NLMS Student Activities Account month of October  
NLHS Student Activities and Scholarship Account month of October

List of Bills

Approve the Following List of Bills:  
General Fund month of November and December, 2013  
Food Service month of November, 2013  
Refreshment Stand month of November, 2013  
Athletic Fund month of November, 2013  
Capital Projects month of November, 2013

Per Capita Abatements/ Exonerations

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

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)  
NAY: None (0)

**LEGAL**

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

Steckel & Stopp Retainer & Hourly Rates 2014

Approve to appoint the law firm of Steckel & Stopp as solicitors for the Northern Lehigh School District for 2014. The hourly rate will be \$122.00 per hour for general services and \$142.00 per hour for litigation related services. The hourly rate for staff will be \$94.00 per hour. Further approve the adjustment of the retainer fee for the 2013-2014 school year from \$2,000.00 to \$1,000.00

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)  
NAY: None (0)

**INFORMATION**

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

Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on October 21, 2013 were distributed.

**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 7:52 p.m.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)  
NAY: None (0)

Respectfully submitted,

Gregory S. Williams  
Secretary

ATTEST: \_\_\_\_\_ President  
Edward E. Hartman