

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
October 12, 2015

PURPOSE The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Edward E. Hartman, at 7:36 p.m. on Monday, October 12, 2015, in the Administration Office Board Room.

ROLL CALL Members present: 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 (8)

Members absent: Mrs. Natalie J. Green (1)

Non-members present: Mr. Jeffrey Bachman, Mrs. Jill Chamberlain, 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 Keith Strohl (Solicitor's Office), and Mr. Robert Vlasaty.

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

APPROVE MINUTES Mr. Distler made a motion, which was seconded by Mr. Keegan, that the minutes of the regular school board meeting held on September 14, 2015 be approved and ordered filed.

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

NAY: None (0)

SPECIAL BOARD REPORTS Carbon Lehigh Intermediate Unit – Mr. Hartman announced that the only issue was what to do with the buses that are being decommissioned. At this time, they still do not have a solution.

Committee Reports and/or Meetings

Minutes of the Education/Policy Committee Meeting held on October 5, 2015 were distributed.

Minutes of the Technology/Buildings & Grounds Committee Meeting held on October 7, 2015 were distributed.

Minutes of the Finance Committee Meeting held on October 7, 2015 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.

Business Manager's Report - Mrs. Frantz asked Mr. Distler to report on the status of the stadium track. Mr. Distler outlined the three options proposed by ELA Sports. Option number two was most popular with the board members at the Finance Committee meeting. Mr. Williams agreed that option two is the most viable, but questioned the financial impact over the next few years. Mr. Michaels stated that money has been set aside, but we are awaiting the final costs for the roof at Peters. When both the roof and track costs are known, the long range fund balance will be designated for these projects. Mr. Fedorcha added that he supports option two because we were already put on notice that we will not be having any home track meets which creates an expense for transportation to the meets as well as a loss of revenue. Mr. Fedorcha stated we need the track for our community and for our students. Mr. Distler also noted that option two replaces the base that is over 30 years old. Mr. Green stated that option three makes the most sense on a cost per year basis, but the drawback is the permitting and approval process which could delay the project for years.

Mrs. Frantz stated that the board needs to decide if we will be filing for exceptions for the 2016-2017 budget. If we are going to file for them, a budget needs to be presented to the public by January 7, 2016 which would require board approval at the December board meeting. Mr. Michaels added that the only area we would apply for exceptions is Special Education, and we are not guaranteed to get any more money even if we applied. It is almost impossible to make a budget for next year when the state has not yet given us a budget for this year.

**SPECIAL
BOARD
REPORTS
(cont.)**

Federal and Other Programs Update – Mrs. Karen A. Nicholas reported that the local early childhood education directors and teachers have been invited to meet with our Kindergarten teachers and Reading Specialist this Wednesday, October 14, 2015 at 6:30 p.m. to discuss phonological awareness for preschoolers. Mrs. Nicholas added that she and Mr. Leonzi are always looking for ways to build literacy and we are fortunate to have Head Start and full-day kindergarten to help build on our foundation for reading. Mr. Williams added that Mrs. Nicholas has had a working relationship with the local preschool programs for many years. This is just another program being offered. Mrs. Nicholas thanked Mr. Williams and the board for their support on early childhood education as a means of success for the students at Northern Lehigh.

Superintendent's Report - Mr. Michaels announced that he and his wife are donating three books to the Slatington and Peters Elementary School libraries.

Mr. Michaels reported that we are very concerned about the budget impasse. We are doing everything we can not to expend a lot of money now in case the impasse does extend into March, April or May. Mr. Michaels added that he wishes the legislators would put their partisanship aside and make a budget, because they are affecting the students of Pennsylvania and other agencies.

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:

Appointment Instructional	Ryan Stillwell* Assignment:	Temporary Vacancy Replacement Slatington Elementary School Special Education Teacher replacing an employee on family medical leave.
	Salary:	Substitute Teacher Rate Days 1-30; Day 31 and beyond \$46,200.00 (Step 1 Bachelors on the 2015- 2016 CBA Salary Schedule)
	Effective:	October 2, 2015
	Termination Date:	Upon return of full time teacher
Appointment Non-Instructional	Connie Graaf* Assignment:	Cook's Helper Peters Elementary School replacing Judy VanHorn who was transferred to Slatington Elementary.
	Salary:	\$9.00 Per Hour Monday-Friday, 2.5 Hours Per Day/180 Student Days a school year plus additional cleaning days as needed (2013-2017 Educational Support Personnel CBA)
	Effective:	October 13, 2015
	* Pending Verification of Missing Personnel File Items	
	* 60 Day probationary period ending December 11, 2015	
	Janice Herzog Assignment:	Emotional Support Aide Peters Elementary School replacing Emotional Support Aide who was transferred to PCA for student #2390092
	Salary:	\$11.40 Per Hour Monday-Friday, 11:15-3:45 pm up to 180 Student Days a school year plus additional 20 Hrs for Staff Development according to language in MOU
	Effective:	September 21, 2015
	* Pending Verification of Missing Personnel File Items	
	*60 Day probationary period ending November 19, 2015	
	Jennifer Kuhns* Assignment:	Lunch Room Monitor Slatington Elementary School
	Salary:	\$10.40 Per Hour/ 2 Hours per day on an as needed basis
	Effective:	October 13, 2015
	* Pending Verification of Missing Personnel File Items	

***60 Day probationary period ending December 11, 2015**

<u>PERSONNEL</u> <u>(cont.)</u>	Approve the request of employee #1410 to take a Family Medical Leave beginning on or about September 18, 2015, for her own medical reasons. Employee will be using five (5) personal days and fifty-three (53) sick days. Upon exhaustion of sick days, employee is requesting a twelve week family medical leave. Employee plans to return to her current teaching position upon the release from her attending physician.		
Family Medical Leave	Approve the request of employee #4600 to take a Family Medical Leave beginning on or about December 2, 2015 for her own medical reasons. Employee will be using accumulated sick days. If needed, upon exhaustion of sick days, employee is requesting a twelve week family medical leave. Employee plans to return to her current teaching position upon the release from her attending physician on or about February 23, 2016.		
Unpaid Leave	Approve the request of employee #6895 to take a leave of absence beginning on or about January 8, 2016, for the birth of her first child. Employee will be using accumulated sick days. Upon exhaustion of sick days, she is requesting an unpaid leave of absence for the remainder of the 2015-2016 school year. Employee plans to return to her current teaching position at the beginning of the 2016-2017 school year.		
Resignation	Approve a four week unpaid medical leave of absence for employee #7057 effective September 30, 2015. She plans to return to her current position upon release from her attending physician.		
Co-Curricular	Accept the resignation of Brandon Hibbler from his position as Assistant Girls' Basketball Coach -		
Rescind Co-Curricular Appointment	Shared Stipend - \$2,348.50 for the 2015-2016 school year. Mr. Hibbler has accepted a head coaching position at another district.		
Co-Curricular Change of Status	Rescind the appointment of Jason Reinhard in the amount of \$2,730.00 from his position as Assistant Field Hockey Coach for the 2015-2016 school year which was originally approved at the August 10, 2015 school board meeting.		
Co-Curricular Appointments Renewal 2015-2016	Due to the resignation of Brandon Hibbler, approve the motion to change the status of Ken Shankweiler, Assistant Girls' Basketball Coach – Shared stipend - \$2,348.50 to full time Assistant Girls' Basketball Coach at a stipend of \$4,697.00 for the 2015-2016 school year.		
Co-Curricular Appointment 2015-2016	Motion to renew the appointment of the following Co-Curricular position for the 2015-2016 school year:		
Co-Curricular Appointment 2015-2016	Jonathan DeFrain	Assistant Softball Coach	\$3,050.00
Co-Curricular Volunteers	Michelle Hock	National Honor Society Advisor	\$ 517.00
Substitute-Instructional	John Weremedic*	Little Leo Club	
Substitute-Non-	*Pending Verification of Missing Personnel File Items		
Substitute-Non-	Approve the following substitute teachers for the 2015-2016 school year at the 2015-2016 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule.		
Substitute-Non-	Bronwyn Cseh – Health & Physical Education		
Substitute-Non-	Mary Frank – Art K-12 & ESL		
Substitute-Non-	Cynthia Fritzinger - Elementary		
Substitute-Non-	Samantha Lilly – Elementary & Special Education		
Substitute-Non-	Stephen Reimert – Social Studies		
Substitute-Non-	Linda Sarver – Art K-12		
Substitute-Non-	Patricia Sottolano – CLIU Guest Teacher		
Substitute-Non-	Approve the following individuals as substitute secretaries/aides for the 2015-2016 school year at the 2015-2016 substitute rate as approved on the Supplementary Personnel Salary Schedule:		

Instructional
Aides/
Secretary Shelly Pender

PERSONNEL

(cont.)

Unpaid Lori-Beth Guelcher* Anna Mary Milot*
Volunteers JoAnne Sipos* Janet McKelvey*
Debbie Siglin

***Pending Verification of Missing Documents**

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

NAY: None (0)

POLICY

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

Board Policy First Reading Approve school board policy #137 – Programs – Home Education Programs, as presented after first reading.

Approve school board policy #138 – Programs – English as a Second Language/Bilingual Education Programs, as presented after first reading.

Approve school board policy #304.1 – Merged Employee Section – Conflict of Interest, as presented after first reading.

Approve school board policy #311 – Merged Employee Section – Suspensions and Furloughs, as presented after first reading.

Approve school board policy #318 – Merged Employee Section – Penalties for Tardiness, as presented after first reading.

Approve school board policy #319 – Merged Employee Section – Outside Activities, as presented after first reading.

Approve school board policy #320 – Merged Employee Section – Freedom of Speech In Non-school Settings, as presented after first reading.

Approve school board policy #321 – Merged Employee Section – Political Activities, as presented after first reading.

Approve school board policy #322 – Merged Employee Section – Gifts, as presented after first reading.

Approve school board policy #323 – Merged Employee Section – Tobacco Use, as presented after first reading.

Approve school board policy #325 – Merged Employee Section – Dress and Grooming, as presented after first reading.

Approve school board policy #326 – Merged Employee Section – Complaint Process, as presented after first reading.

Approve school board policy #328 – Merged Employee Section – Compensation Plans/Salary Schedules, as presented after first reading.

Approve school board policy #334 – Merged Employee Section – Sick Leave, as presented after first reading.

Approve school board policy #335 – Merged Employee Section – Family and Medical Leaves, as presented after first reading.

Approve school board policy #338.1 – Merged Employee Section – Compensated Professional Leaves, as presented after first reading.

POLICY
(cont.)

Approve school board policy #339 – Merged Employee Section – Uncompensated Leave, as presented after first reading.

Approve school board policy #342 – Merged Employee Section – Jury Duty, as presented after first reading.

Approve school board policy #343 – Merged Employee Section – Paid Holidays, as presented after first reading.

Approve school board policy #349 – Merged Employee Section – Early Retirement Incentive (ERI), as presented after first reading.

first
Approve school board policy #918 – Community – Title I Parent Involvement, as presented after reading.

Board Policy
Second
Reading Approve school board policy #246 – Pupils – Student Wellness, as presented after second reading.

Approve school board policy #249 – Pupils – Bullying/Cyberbullying, as presented after second reading.

Approve school board policy #301 – Employees – Creating a Position, as presented after second reading.

Homebound
Instruction It is recommended that the Board of Education grant homebound instruction for a 12th grade student, Student No. 160100 for five hours per week, effective September 22, 2015 and continuing until approximately November 22, 2015.

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

NAY: None (0)

NEW
BUSINESS

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

Increase
Substitute
Teacher
Rates Approve to increase the substitute teacher rates effective November 1, 2015 to \$100/day for days 0-10 and \$120/day for days 11 and beyond.

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

NAY: None (0)

Emergency
Operations
Plan Approve changes to the Northern Lehigh School District Emergency Operations Plan as presented.

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

NAY: None (0)

FINANCIAL

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

Financial
Reports Approve the following financial reports:
General Fund Account month of June

List of
Bills Approve the Following List of Bills:
General Fund months of September & October, 2015

Cafeteria Fund months of September & October, 2015
 Capital Projects month of October, 2015
 Refreshment Stand month of September, 2015

FINANCIAL**(cont.)**

Portnoff Agreement Delinquent Tax Collector RESOLVED, the Board of Education approves the addendum to the agreement with Portnoff Law Associates, Ltd. to be the delinquent real estate tax collector for the 2015 tax year.

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. Green, Mrs. Husack, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

FINANCIAL

budget..

Mr. Michaels clarified that the next item is effective July 1, 2016 school year and 2016-2017

(cont.)

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

Stadium Track Authorize administration to contract with ELA Sports for Option 2, as presented.

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

NAY: None (0)

FINANCIAL**(cont.)**

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

Raise Taxes Above Index 2016-2017 Seek Exceptions Authorize administration to seek exceptions to raise school district taxes above the index calculated by the Pennsylvania Department of Education for the 2016-2017 school year. This will require a preliminary budget for 2016-2017 be approved prior to January 7, 2016.

Mr. Williams stated that he is 100% opposed to this because he cannot imagine raising taxes above the index this year and he cannot imagine asking anybody to create a budget under these circumstances.

Mrs. Kulp echoed Mr. Williams sentiments stating that how can we make a budget for next year when the state does not have a budget for this year and she is not in favor of raising taxes above the index.

Roll call.

YEA: Mr. Keegan, Mr. Hartman (2)

NAY: Mr. Distler, Mr. Fedorcha, Mr. Green, Mrs. Husack, Mrs. Kulp, Mr. Williams (6)

Motion failed.

CORRESPONDENCE

Mrs. Molitoris stated that Mr. Terry Ahner from the Times News, is requesting a biography of the five candidates running for school board in November. Mrs. Molitoris will be sending an email to to the candidates.

INFORMATION

Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meetings held on August 17, 2015 were distributed.

Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on September 3, 2015 were distributed.

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on August 26, 2015 were distributed.

**ADJOURN-
MENT**

Mr. Distler made a motion, which was seconded by Mr. Williams, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 8:12 p.m.

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

NAY: None (0)

Respectfully submitted,

Gregory S. Williams
Secretary

ATTEST: _____ President
Edward E. Hartman