

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
October 8, 2018

PURPOSE The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Gary S. Fedorcha, at 7:36 p.m. on Monday, October 8, 2018, in the Administration Office Board Room.

**NOMI-
NATIONS
ACTING
SECRETARY** Mr. Fedorcha asked for a motion to nominate an acting secretary for the meeting due to the absence of Mrs. Kristie Wilk.

**NOMINATION
FOR ACTING
SECRETARY** Mrs. Husack made a motion, which was seconded by Mrs. Heckman, to nominate Mr. Robin Distler as acting secretary for the October 8, 2018 school board meeting.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Kulp, Mr. Roberts, and Mr. Fedorcha (7)

NAY: None (0)

ROLL CALL Members present: Mr. Robin T. Distler, Mr. Mathias J. Green, Jr., Mrs. Michelle M. Heckman, Mrs. Gale N. Husack, Mrs. Donna M. Kulp, Mr. David J. Roberts, and Mr. Gary S. Fedorcha (7)

Members absent: Mr. Robert J. Keegan, Jr, and Mrs. Kristie D. Wilk (2)

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

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

**APPROVE
MINUTES** Mrs. Kulp made a motion, which was seconded by Mrs. Husack, that the minutes of the regular school board meeting held on September 10, 2018 be approved and ordered filed.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Kulp, Mr. Roberts, and Mr. Fedorcha (7)

NAY: None (0)

**SPECIAL
BOARD
REPORTS** Carbon Lehigh Intermediate Unit - Mrs. Husack reported that the IU had a great start to the school year and if anyone is interested, the next meeting will be on October 15, 2018 at 6:30 p.m.

Lehigh Career and Technical Institute – Mr. Fedorcha reported that this years' senior awards and graduation will again be held at the PPL Center. Mr. Fedorcha added that their audit went very well. Next year Allentown School District will be losing a board seat and Whitehall will be picking up one seat for the LCTI board. The number of seats per district is based on market value, not student population.

Lehigh Carbon Community College – Mr. Green announced that there was a civil rights audit at LCCC. The only finding was that everything has to be done in three languages now: English, Spanish and Arabic. Mr. Green reported that a social counseling study was done at LCCC and 39% of the students consider themselves anxious and uncomfortable and cannot concentrate on their studies. Over 20% of the students had personal problems that were causing them extreme grief and 10% of the students indicated that at times they had considered suicide. Mr. Green congratulated Mr. Link on setting up and partnering with the Mental Health clinic. Mr. Link stated that it was an administrative team decision.

Committee Reports and/or Meetings

Minutes of the Education/Policy Committee Meeting held on October 1, 2018, were distributed.

Minutes of the Technology/Buildings & Grounds Committee Meeting held on October 3, 2018, were distributed.

**SPECIAL
BOARD
REPORTS**

Minutes of the Finance Committee Meeting held on October 3, 2018, were distributed.

Student Representatives to the Board Report –Ms. Madison Hoffman and Mr. Preston Kemery distributed their written student representative report and verbally reported on its contents.

Assistant to the Superintendent – Dr. Stoker announced that each of the building principals would be sharing activities occurring in their buildings. Mr. Leonzi reported that in coordination with National Fire Prevention Week, Peters Elementary will be hosting a fire education assembly on Friday, October 12, 2018. A fire drill will be held in the morning and a variety of fire trucks will arrive at the building. Approximately 25 volunteer firefighters will be giving grade level assemblies with the theme “Look, Listen and Learn,” which will teach them how to reduce the risk of fire and be prepared in the event of a fire.

Mr. Pyne reported that the Barnes and Noble Night will be November 1, 2018 from 6:00 p.m. – 7:30 p.m. In addition to books, there will be raffles and a scavenger hunt.

Mrs. Chamberlain reported that in honor of homecoming, the Middle School had spirit week all week with different themes each day. In addition, on Wednesday, October 10, 2018, at 6:30 p.m. there will be a presentation for parents on the 1:1 Chromebook initiative which will explain the policies and procedures related to this initiative.

Mr. Vlasaty reported that Thursday, October 18, 2018 will be the annual bonfire. This year we are partnering with the Chamber of Commerce. Area businesses will be invited to attend as well.

Dr. Stoker announced that we have written two grants over the summer through the Safe Schools Grant from PDE. We were the recipients of a \$20,000.00 grant which will be used for vulnerability study for all of our buildings, training of our staff and students, and to update our multi-hazard plan.

Business Manager's Report – Mrs. Molitoris reported that the State Auditors will be here on Tuesday, October 16, 2018 at 1:00 p.m. to review the audit. All school board members are invited to attend.

Superintendent's Report – Mr. Link introduced Jamie Knerr, President of Student Council who introduced the officers in attendance, and updated the board on events that were held and that are planned for the school year. She thanked the school board for their support of the students of Northern Lehigh.

Mr. Link announced that coach David Oertner achieved his 1000th win as a Varsity Cross Country Coach. If you see him, please be sure to congratulate him on his achievement.

Mr. Link introduced Mrs. Alyssa Wingenfield, Project Engineer and Account Executive from McClure who updated the board on the completed and future projects. Next summers' projects include new HVAC at the High School, and the other project that is currently not under contract, is the Science Room Lab at the High School. There is currently \$1 million left from the original contract that has been approved, but not been spent. Mrs. Wingenfield informed the board at this point, the preliminary numbers show a shortage of \$200,000 - \$400,000 for the science lab. McClure is working with the contractor to reduce the costs and she will be back next month with the final cost of the project so that it can be voted on at the December meeting. Mr. Green asked if the contractor, Boyle, did the design and the quote for the project. Mrs. Wingenfield stated that an architect was used for the plans. Boyle offered to do the design and there may be savings by using their design. Mr. Green asked if there was a bid. Mrs. Wingenfield stated that a conceptual design was bid through some general contractors, and Boyle was selected. Mrs. Husack asked if the updated prices were for the additional two rooms. Mrs. Wingenfield responded no, the original design came in at \$1.3 – \$1.5 million and to add the other rooms would be a total of \$1.9 - \$2.1 million. Mrs. Heckman asked if we need more rooms. Mr. Link stated that we are working to keep the Science department in one area. Mrs. Husack asked if the rooms were individual seats and if they included group activity areas. Mrs. Wingenfield said the furniture has not been decided. Dr. Stoker stated that we are looking at modular options as well.

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

- PERSONNEL** Mrs. Husack made a motion, which was seconded by Mrs. Heckman, that the Board of Education approves the following personnel and legal items:
- Resignation Accept the resignation of Barry Herman as a Gameworker for the 2018-2019 school year.
- Accept the resignation of Jeffrey Bachman from his position as Technology Coordinator effective the end of the business day, October 8, 2018.
- Family Medical Leave Approve the request of employee #6664 to take an eight week family medical leave of absence beginning on or about January 24, 2019, for the birth of a child. Employee is requesting to use accumulated sick days in conjunction with the family medical leave. Employee plans to return to her teaching position upon exhaustion of family medical leave.
- Brandywine Transportation Bus Drivers Motion to approve the following bus drivers from Brandywine Transportation to transport Northern Lehigh School District students for the 2018-2019 school year:
- Michael Knauss
- Salary Adjustments Acknowledge the following teachers who have completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the 2018-2019 school year:
- Stephen Shuey
From: Step 11B+24
To: Step 11M
- Steven Jonkman
From: Step 7B+24
To: Step 7M
- Game Workers 2018-2019 Motion to renew the appointment of the following list of people as Game Workers for the 2018-2019 school year. Game Workers consist of ticket sellers and takers, game announcers, scoreboard operators, timers, field judges, scorekeepers. Rate of pay is consistent with the rates approved on the 2017-2018 Supplementary Personnel Salary Schedule.
- Terry Bowman Jeffrey Miller
Alden Farber
- Substitute-Non-Instructional Secretary Motion to renew the appointment of the following individuals as substitute secretary for the 2018-2019 school year at the 2018-2019 substitute rate as approved on the Supplementary Personnel Salary Schedule:
- Amanda Trelease
- Instructional Aide Approve to appoint the following individual as substitute aide for the 2018-2019 school year at the 2018-2019 substitute rate as approved on the Supplemental Personnel Salary Schedule:
- Linda Neff
- Cafeteria Workers Motion to renew the appointment of the following individuals as substitute cafeteria workers for the 2018-2019 school year at the 2018-2019 substitute rate as approved on the Supplementary Personnel Salary Schedule:
- Linda Neff
Amanda Trelease
- Co-Curricular Resignation Accept the resignation of Jeremy Battista from his position as Assistant Boys' Soccer Coach for the 2018-2019 soccer season. Stipend to be paid will be \$406.66.
- Co-Curricular Change of Approve the motion to change the status of Tyler Svetik, Volunteer Assistant Boys' Basketball coach which was originally approved at the May 14, 2018 board meeting, to Middle School Boys' Basketball

Status coach - \$4,838.00 for the 2018-2019 school year.

PERSONNEL

(cont.)

| | | |
|---------------|-----------------|--------------------------|
| Co-Curricular | Joseph Seremula | Assistant Baseball Coach |
| Volunteers | Fred Folland | Little Leo Club |
| 2018-2019 | John Weremedic | Little Leo Club |

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Kulp, Mr. Roberts, and Mr. Fedorcha (7)

NAY: None (0)

PERSONNEL

(cont.)

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

Co-Curricular Appointments 2018-2019 Motion to renew the appointment of the following Co-Curricular positions for the 2018-2019 school year:

| | | |
|-------------------|--------------------------------|------------|
| Dan Belfonti | Assistant Boys' Soccer Coach | \$2,643.34 |
| Katherine Farber | Freshman Class Advisor | \$ 692.00 |
| Frank Gnas | Freshman Class Advisor | \$ 692.00 |
| Janelle Scheckler | National Honor Society Advisor | \$ 543.00 |

YEA: Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Kulp, Mr. Roberts, and Mr. Fedorcha (6)

NAY: None (0)

ABS: Mr. Distler (1)

POLICY

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

Board Policy Second Reading Approve school board policy #815.1 – Operations – Social Media with changes, as presented after second reading.

Approve school board policy #828 – Operations – Fraud, as presented after second reading.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Kulp, Mr. Roberts, and Mr. Fedorcha (7)

NAY: None (0)

**CONFER-
ENCES**

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

Jennifer Butz - Women's Leadership Forum: Engaging Girls in STEM - October 15-16, 2018 - St. Paul, MN; Travel - \$658.55; Lodging - \$101.14; – Total Approximate Cost: \$759.69 – Funding: Northern Lehigh Education Foundation EITC Grant

Mary Frank - Women's Leadership Forum: Engaging Girls in STEM - October 15-16, 2018 - St. Paul, MN; Travel - \$658.55; Lodging - \$101.14; – Total Approximate Cost: \$759.69 – Funding: Northern Lehigh Education Foundation EITC Grant

Matthew Link – PASA New Superintendents' Academy - Part 3 - Professional and Community Leadership – January 8-9, 2019 – PASA Offices – Harrisburg, PA – Registration: \$229.00; Lodging: \$138.75; Travel: \$88.73 – Total Approximate Cost: \$456.48 – Funding: Superintendent's Budget

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Kulp, Mr. Roberts, and Mr. Fedorcha (7)

NAY: None (0)

**CURRIC-
ULUM AND
INSTRUC-
TION**

Comprehen-
sive Plan
2019-2022

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

Approve the Comprehensive plan beginning July 1, 2019 – June 30, 2022, as presented.

Center for
Humanistic
Change
2018-2019

Approve to authorize the superintendent to execute a letter of agreement for the 2018-2019 academic year with the Center for Humanistic Change, Inc. to provide Student Assistance Program (SAP) Liaison services. The Student Assistant Teams in our school district will use these services.

Kutztown
Agreement

Approve to authorize proper officials to execute an Affiliation Agreement between Northern Lehigh School District and Kutztown University for a teacher preparation program. This program allows students at Kutztown University to student teach in our district in order for them to complete their practicum hours needed for graduation.

Apple Tree
Educational
Assoc. Bi-
lingual Psy-
chologists

Authorize administration to enter into an agreement with Apple Tree Educational Associates, LLC to provide bilingual school psychologist services to assist the Special Education Department with bilingual assessments and student evaluations. Rate of pay will be \$1,800.00 per student evaluation.

PTS Agree-
ment Bi-lingual
Speech Serv.

Approve the addendum to the Pediatric Therapeutic Services Agreement to provide bilingual speech services at a rate of \$85.99 per hour, on an as needed basis for the 2018-2019 school year.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Kulp, Mr. Roberts, and
Mr. Fedorcha (7)

NAY: None (0)

**NEW
BUSINESS**
District
Goals
2018-2019

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

Approve the Northern Lehigh School District Goals for the 2018-2019 school year.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Kulp, Mr. Roberts, and
Mr. Fedorcha (7)

NAY: None (0)

FINANCIAL

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

Financial
Reports

Approve the following Financial Reports:
General Fund Account month of September, 2018 (Unaudited)
NLMS Student Activities Account month of September, 2018 (Unaudited)
NLHS Student Activities Account month of September, 2018 (Unaudited)
NLHS Scholarship Accounts months of August & September, 2018 (Unaudited)
Capital Construction month of September, 2018 (Unaudited)
Cafeteria Fund month of September, 2018 (Unaudited)
Refreshment Stand month of September, 2018 (Unaudited)

List of
Bills

Approve the Following List of Bills:
General Fund months of September & October, 2018
Capital Construction month of October, 2018
Cafeteria Fund months of September & October, 2018
Refreshment Stand Fund month of September, 2018

Per Capita

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

Abatements/
Exonerations the guidelines, as presented.

FINANCIAL
(cont.)

Salary
Schedule
2018-2019 Approve the 2018-2019 Northern Lehigh District Salary Schedule, as presented.

Slatington
Library
Donation Approve to release the \$5,000.00 donation to the Slatington Public Library that is budgeted in the 2018-2019 school year.

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 2018 tax year.

Statewide Tax
Recovery Approve the appointment of Statewide Tax Recovery as the delinquent per capita tax collector for the 2018 tax year.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Kulp, Mr. Roberts, and
Mr. Fedorcha (7)

NAY: None (0)

LEGAL
Expulsion
Waivers

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

The Board agrees to expulsion hearing waiver for Student #2090242. Student and guardian have agreed to waive their right to a formal expulsion hearing in front of the School Board and have also agreed to disciplinary action outlined in the waiver.

The Board agrees to expulsion hearing waiver for Student #2390189. Student and guardian have agreed to waive their right to a formal expulsion hearing in front of the School Board and have also agreed to disciplinary action outlined in the waiver.

The Board agrees to expulsion hearing waiver for Student #1990282. Student and guardian have agreed to waive their right to a formal expulsion hearing in front of the School Board and have also agreed to disciplinary action outlined in the waiver.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Kulp, Mr. Roberts, and
Mr. Fedorcha (7)

NAY: None (0)

LEGAL

Student
Expulsion

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

Recommend that the Board of Education approves Findings of Fact and Conclusion of Law and recommendation of the Hearing Committee held at 6:15 p.m. on October 1, 2018. This recommendation is to expel student #2190080.

Roll call.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Kulp, and Mr. Fedorcha (6)

NAY: Mr. Roberts (1)

Motion carried.

CORRES-
PONDENCE
Resignation
D. Roberts

Mr. Fedorcha announced that he received a resignation letter from board member, Mr. David Roberts. Mr. Roberts will be moving out of the district. Mr. Fedorcha announced that the open board seat will be posted beginning tomorrow.

Mr. Link announced thanked Mr. Roberts for making a positive impact in the time he was on the

board. Mr. Link thanked Mr. Roberts for his service to the district.

**INFOR-
MATION**

Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on August 20, 2018, were distributed.

Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on August 2, 2018, were distributed..

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on August 22, 2018, were distributed.

**ADJOURN-
MENT**

Mrs. Kulp made a motion, which was seconded by Mr. Roberts, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 8:20 p.m.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Kulp, Mr. Roberts, and Mr. Fedorcha (7)

NAY: None (0)

Respectfully submitted,

Robin T. Distler
Acting Secretary

ATTEST: _____ President
Gary S. Fedorcha