

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
March 9, 2020

PURPOSE The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Gary S. Fedorcha, at 7:00 p.m. on Monday, March 9, 2020, in the Administration Office Board Room.

ROLL CALL Members present: , Mr. Mathias J. Green, Jr., Mrs. Michelle M. Heckman, Mrs. Gale N. Husack, Mr. Robert L. Kern, Jr., Mrs. Mrs. Donna M. Kulp, and Mr. Gary S. Fedorcha (6)

Members absent: Mr. Robin T. Distler, Mr. Robert J. Keegan, Jr., and Mrs. Michele L. Martineau (3)

Non-members present: Mrs. Susan Bahnick, Mrs. Jill Chamberlain, Mr. Greg Derr, Mrs. Rhonda Frantz, Mr. David Hauser, Ms. Madison Hoffman (Sr. Rep), Mr. Eric Hill, Mr. Matthew Link, Mr. Eugene Marks, Mrs. Sherri Molitoris, Mr. James Schnyderite, Dr. Tania Stoker, Attorney Keith Strohl (Solicitor's Office), Mr. Robert Vlasaty and Mr. Aidan Williams (Jr. Rep).

VISITORS Approximately nine (9) 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. Heckman, that the minutes of the regular school board meeting held on February 10, 2019, be approved and ordered filed.

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

NAY: None (0)

SPECIAL BOARD REPORTS

Committee Reports and/or Meetings

Minutes of the Education/Policy Committee Meeting held on March 2, 2020, were distributed.

Minutes of the Extra & Co-Curricular Committee Meeting held on March 2, 2020 were distributed.

Minutes of the TechnologyBuildings & Grounds Committee Meeting held on March 4, 2020.

Minutes of the Finance Committee Meeting held on March 4, 2020.

Student Representatives to the Board Report – Ms. Hoffman and Mr. Williams verbally reported on the contents of the student representative report. Mrs. Heckman added that Ms. Hoffman did a great job in the musical and encouraged other board members to go see the show. Ms. Hoffman stated that she is not normally in the musical, but jumped in when someone became ill.

Solicitor's Report – Attorney Strohl reported on a change last year to the Pension Forfeiture law which now causes any public employee to lose their public pension if they are involved in the commission of a felony in their tenure as a public employee or administrator. This law includes public school employees or administrators who have pensions via PSERS. It will be necessary for the school district to report to PSERS any employees who commit an offense.

Assistant Superintendent Report - Dr. Stoker reported on the High School's designation of early warning status of Targeted Support and Intervention for the special education population in regards to attendance, college and career readiness evidence, and academic achievement in Math and ELA. The team has been working really hard to develop the plan which is on the agenda this evening for approval. Even though the formal plan is being approved, the strategies have been implemented since the fall and have the feedback from the TSI committee, Curriculum Council, and Education/Policy committee. Mrs. Martineau could not be here this evening, but she is part of the TSI committee and she wanted to extend her gratitude to Dr. Stoker, Mr. Vlasaty, Mrs. Dotta, Mr. Hauser, and the rest of the TSI committee for their hard work and dedication to the task, and all in a very tight timeframe. She considers herself fortunate to be able to roll up her sleeves and pitch in with such a fine group of educators. Dr. Stoker echoed those sentiments.

SPECIAL BOARD REPORTS (cont.)

Dr. Stoker reported that the Wellness Committee met last Monday during the Education/Policy Committee meeting. This is mandated annually as well as reviewing the wellness policy.

Superintendent's Report - Mr. Link reported that there are no confirmed or suspected cases of the coronavirus within the district from students or staff and as of today, we have no knowledge of our students and staff having been exposed to the virus. We continue to follow the guidance from the PA Department of Health and CDC, much of which you are seeing in the media. These guidelines include: avoid close contact with people who are sick; avoid touching your eyes, nose and mouth; stay home when you are sick; cover your cough or sneeze with a tissue; clean and disinfect frequently touched objects and surfaces; and follow the CDC guidelines for using a facemask. The CDC does not recommend that people who are well wear a facemask but should be worn for people who show signs of the disease to help prevent the spread of the disease to others. Wash your hands with soap and water often for 20 seconds, especially after going to the bathroom, before eating, blowing your nose, or sneezing. If soap and water is not readily available, use alcohol based hand sanitizer with at least 60% alcohol. At Northern Lehigh, we have increased the cleaning of high touch areas throughout the district; we have posted literature around the buildings on how to prevent the spread of the virus and germs in general; we have installed additional hand cleaning stations in each building; the Technology department disinfects desktop keyboards daily, and administratively and with the school nurses, have reviewed and updated our pandemic illness response protocol checklist. We monitor this daily and Mr. Link speaks almost daily with area superintendents to discuss guidance by PDE and the CDC.

Mr. Link reported that the next board meeting will be on Tuesday, April 14, 2020.

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

PERSONNEL

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

Resignation/ Retirement M. Gass With regret, accept the retirement resignation of Michelle Gass from her position as Health & Physical Education Teacher at the Middle School and Slatington Elementary School, effective the last day of the 2019-2020 school year. Mrs. Gass will be retiring from the Northern Lehigh School District after 29 years of service.

Appointment Non-Instructional Christopher McCarty*
Assignment: High School Cafeteria Monitor
Salary: \$11.48 Per Hour; 4 Hours per day; 5 Days per Week/up to 180 Student Days per year
Effective: TBD pending verification of missing personnel file items
***60 Working Day Probationary Period**
***Pending Verification of Missing Personnel File Items**

Game Workers 2019-2020 Motion to appoint the following list of people as Game Workers for the 2019-2020 school year. workers consist of ticket sellers and takers, game announcers, scoreboard operators, timers, field judges and scorekeepers. Rate of pay is consistent with the rates approved on the 2019-2020 Supplemental Personnel Salary Schedule:

Theresa Cinicola Scott Snyder
Derrick Reinert

Brandywine Transportation Bus Drivers Motion to approve the following bus driver from Brandywine Transportation to transport Northern Lehigh School District students for the 2019-2020 school year:

Bruce Zimmerman

PERSONNEL**(cont)**

Substitute Motion to approve the appointment of the following individual as substitute custodian for the
Non-Instruct- 2019-2020 school year at the 2019-2020 substitute rate as approved on the Supplemental
ional Personnel Salary Schedule:
Custodian

Sara Duncan*

***Pending Verification of Missing Personnel File Items**

Substitute Motion to approve the appointment of the following individual as substitute paraprofessional for the
Non-Instruct- 2019-2020 school year at the 2019-2020 substitute rate as approved on the Supplemental
ional Personnel Salary Schedule:
Paraprofessional

Sara Duncan*

***Pending Verification of Missing Personnel File Items**

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

NAY: None (0)

Mr. Link reported that Mrs. Gass, known better as Mrs. Raber, will be retiring from the district with almost thirty (30) years of service. Mrs. Raber spent six (6) years with Parkland School District and four (4) years with Northern Potter School District. She is going to miss her colleagues, support staff and administration who have been her friends and who have helped support her career. Mrs. Raber has been part of the Strategic planning, Student Assistance Program, After the Bell reading program, Strengthening Families Evening Program, evening Gym shows, All-Star Health Curriculum to prevent bad choices for teens, track meet worker, mostly to watch her former students compete, spent thirty (30) years directing the Middle School Intramurals, planned and participated in the early years of the Running of the Dawgs, helped eight (8) student teachers, she has had the privilege of teaching her son, who is 40 years old, her daughter, who is 37 years old, and her grandsons in sixth and seventh grade. She is going to concentrate on helping to finish the Northern Lehigh Community Center, traveling, and watching her five (5) grandchildren in their sporting activities. Mr. Link stated that Mrs. Raber is an amazing educator and a more remarkable person, and what she has done for the school district and community, is nothing short of amazing. If you see Mrs. Raber, please congratulate her on her retirement.

POLICY

Mr.Green motion, which was seconded by Mr. Kern, that the Board of Education approves the following policy items:

Board Policy Approve school board policy #623 – Finances – Credit Cards, as presented after first reading.
First
Reading

Board Policy Approve school board policy #209 – Pupils – Health Examinations/Screenings, as presented after
Second second reading.
Reading

Approve school board policy #913 – Community – Nonschool Organizations/Groups/Individuals, as presented after second reading.

Non-Resident Approve the request of a parent of a senior student #2090245 at the High School, who is moving out
Student of the district, to allow their student to finish the 2019-2020 school year in the Northern Lehigh School District in accordance with student policy #202.

Approve the request of a parent of a second grade student #3090135 at Peters Elementary School, who is moving out of the district, to allow their student to finish the 2019-2020 school year in the Northern Lehigh School District Bulldog Academy in accordance with student policy #202.

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

NAY: None (0)

CONFERENCES Mrs. Husack made a motion, which was seconded by Mrs. Heckman, that the Board of Education approve the following conference:

Jill Chamberlain - PDE 2020 Data Summit - March 16-17, 2020 - Hershey Lodge - Hershey, PA - Registration: \$375.00 - Travel: \$82.80 - Total Approximate Cost: \$457.80 - Funding: Assistant Superintendent Professional Development Budget.

YEA: Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Kern, Mrs. Kulp, and Mr. Fedorcha (6)
NAY: None (0)

CURRICULUM AND INSTRUCTION Mrs. Kulp made a motion, which was seconded by Mrs. Husack, that the Board of Education approves the following curriculum and instruction item:

CLIU #21 Notice of Adoption of Policies, Procedures & Use of Funds Approve to adopt the Carbon Lehigh Intermediate Unit's Notice of Adoption of Policies, Procedures and Use of Funds by School District for submission with the 2020-2021 IDEA B, Section 611 project application, as presented.

CLIU Special Education Services Agreement 2020-2021 Approve to authorize the Superintendent to execute an agreement between the Northern Lehigh Lehigh School District and the Carbon Lehigh Intermediate Unit #21 to provide special education services for the 2020-2021 school year.

2020-2021 School Calendar Approve the 2020-2021 Northern Lehigh School District Calendar, allowing administration to post the calendar upon receipt of the CLIU new teacher instruction days.

OLSDH Official Local School District Holidays Approve the resolution to identify Official Local School District Holidays (OLSDH) in accordance with PA School Code Section 1502.

Targeted Support & Improvement Plan Approve the Targeted Support and Improvement (TSI) Plan for the 2019-2020 school year, as presented.

YEA: Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Kern, Mrs. Kulp, and Mr. Fedorcha (6)
NAY: None (0)

NEW BUSINESS Mr. Green made a motion, which was seconded by Mr. Kern, that the Board of Education approves the following New Business Items:

Drum Corps International Use of Facilities Per the recommendation of the Buildings & Grounds committee, approve to allow Drum Corps International to utilize the High School, Fields, Field House, and Stadium Complex, on Thursday, July 30, Friday, July 31, and departing the afternoon of Saturday, August 1, 2020, for practice and the preparation of the world champion Santa Clara Vanguard for their competition in Allentown the evening of August 1, 2020. Their rehearsal in Bulldog Stadium is open to the local community at no cost to spectators.

PT SPO - Full Time Position Motion to make the Part-time School Police Officer position a Full-time position to be funded through the Title IV, PCCD Meritorious, and PCCD Competitive grants.

YEA: Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Kern, Mrs. Kulp, and Mr. Fedorcha (6)
NAY: None (0)

Mr. Fedorcha introduced Matthew Houser, who will begin full time as a school police officer with the district. He is doing a great job and we welcome him. Mr. Link congratulated Mr. Houser as well.

<u>FINANCIAL</u>	Mrs. Kulp 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 month of February, 2020 NLHS Scholarship Account month of February, 2020 SE, PE, NLMS & NLHS Student Activities/Clubs Account month of February, 2020 Capital Construction Fund month of February, 2020 Cafeteria Fund month of February, 2020
List of Bills	Approve the Following List of Bills: General Fund months of February & March, 2020 Cafeteria Fund months of February & March, 2020 Capital Construction Fund month of February, 2020
Budgetary Transfers	Approve budgetary transfers for the 2019-2020 school year, as presented.
Summer Help 2020	Approve to allow administration to advertise and hire six (6) summer workers and one (1) supervisor. The rate for summer workers will not exceed \$10.00 per hour and the rate for the supervisor will not exceed \$15.00 per hour.
Deputy Tax Collector Slatington	Approve and appoint the following individual as required by House Bill 1590, deputy tax collector be appointed in the event the tax collector becomes incapacitated. BOROUGH OF SLATINGTON: Kimberly Hankee
Acteon Software Assurance Agreement May 27, 2020-June 30 2021	Approve to allow administration to enter into an agreement with Acteon Networks, LLC, for software assurance for NEC SV9100 phone system. The software assurance agreement covers software releases, patches, and manufacturer technical support for our NEC SV9100 phone system from May 27, 2020 to June 30, 2021, at a cost of \$1,104.90, to be paid from the 2019-2020 Technology budget.
CLIU Driver Education Agreement 2020-2021	Approve to authorize proper officials to ratify a contractual agreement between the Northern Lehigh School District and the Carbon Lehigh Intermediate Unit #21 to continue the Student Driver Education Program at no cost to the district effective July 1, 2020 through June 30, 2021.
Gorman & Associates (2020-2022)	Approve to enter into an agreement with Gorman & Associates, for auditing services for the years ending June 30, 2020, 2021, and 2022.
CSIU e-Service Rates	Authorize administration to sign the CSIU eService Rates contract for Accounting, Payroll and Personnel software services for the 2020-2021 school year.
Middle School Cheerleading Pilot Program 2020-2021	Per the recommendation of the Extra and Co-Curricular Committee, approve the one year pilot program of a Middle School Cheerleading team to begin during the 2020-2021 school year. The cost for this program in the 2020-2021 school year will be \$500.00, for start-up expenses. The program will be run by volunteer coaches.

FINANCIAL
(cont)

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 (computers) with a combined value over \$100.00, and to sell to CXTEC, obsolete network equipment with a combined value over \$100.00

YEA: Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Kern, Mrs. Kulp, and Mr. Fedorcha (6)
NAY: None (0)

Mr. Green questioned in item "E" a backup tax collector for Slatington was approved, but not the other townships/boroughs. Mrs. Molitoris stated that is because we have a new tax collector in Slatington, and a deputy tax collector needed to be named. The other municipalities were done earlier.

LEGAL
Expulsion
Waiver

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

The Board agrees to expulsion hearing waiver for Student #2190237. 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.

CORRES-
PONDENCE

Mrs. Husack reported that a letter was received from the Business managers requesting to extend their current contract that expires June 30, 2020, until December 31, 2021. A copy of the retirement letter from Mrs. Michelle Raber was received and lastly, a copy of the Slatington Library 2019 Annual report was received.

INFOR-
MATION

Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on February 6, 2020, were distributed.

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee held on January 22, 2020, were distributed.

ADJOURN-
MENT

Mrs. Husack made a motion, which was seconded by Mrs. Heckman, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 7:21 p.m.

YEA: Mr. Green, Mrs. Heckman, Mrs. Husack, Mr. Kern, Mrs. Kulp, and Mr. Fedorcha (6)
NAY: None (0)

Respectfully submitted,

Gale N. Husack
Secretary

ATTEST: _____ President
Gary S. Fedorcha