

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
December 5, 2011

- 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 5, 2011 in the Administration Office Board Room.
- ROLL CALL** Members present: Mr. Robin T. Distler, Mr. Gary S. Fedorcha, Mr. Raymond J. Follweiler, Jr., Mrs. Lauren A. Ganser, Mr. Mathias J. Green, Jr., Mrs. Natalie Green, Mrs. Donna Kulp, Mr. Gregory S. Williams, and Mr. Edward E. Hartman (9)
- Members absent: (0)
- Non-members present: Mrs. Jill Chamberlain, Mr. Anthony Connell (Student Rep.), Mr. Greg Derr, Mr. Scot Engler, Mrs. Rhonda Frantz, Ms. Heather Heiney (Student Rep.), Mr. John Hrizuk, Dr. Linda Marcincin, Mr. Eugene Marks, Mr. Michael Michaels, Mrs. Sherri Molitoris, Mr. Scott Pyne, Mr. Paul Rearden, Ms. Heather Rehrig, Attorney Charles Stopp (District Solicitor), and Attorney Keith Strohl (District Solicitor).
- VISITORS** Approximately seven visitors attended the meeting, in addition to Terry Ahner, reporter for The Times News.
- APPROVE MINUTES** Mr. Follweiler made a motion, which was seconded by Mrs. Ganser that the minutes of the regular school board meeting held on November 14, 2011 be approved and ordered filed.
- YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)
- NAY: None (0)
- RECOGNITION OF LORI GERONIKOS** Mr. Michaels thanked Mrs. Lori Geronikos for her years of service as a School Board member and presented her with an engraved clock. Mrs. Geronikos thanked the Board and stated she will remain involved in the Northern Lehigh Education Foundation where she will continue to serve the students and the community.
- SPECIAL BOARD REPORTS** Carbon Lehigh Intermediate Unit – Mr. Gary S. Fedorcha reported the minutes from the meeting are attached to the agenda.
- Nomination
CLIU Rep
D. Kulp
- Mr. Fedorcha made a motion, which was seconded by Mrs. Ganser, to nominate Mrs. Donna Kulp for CLIU Representative for the term January 2012 – June 2013
- YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)
- NAY: None (0)
- Lehigh Career and Technical Institute – Mr. Fedorcha stated that he has no report as he will be officially seated at their next meeting, Wednesday, December 14, 2011.
- Legislative Report – Mr. Gregory S. Williams reported that the Pennsylvania Supreme Court issued a decision that reversed the Commonwealth Court by concluding a school district have an obligation to fund or submit payments for those students who enroll in a cyber school but have not yet reached the minimum age of enrollment established by the resident district.
- recently
did not
charter
school
- Mr. Williams reported that Pennsylvania has applied for the third round of Federal Race to the Top funds. The applications include commitments to enhance data systems, raise academic standards, improve principal and teacher support and evaluation systems and implement school

**SPECIAL
BOARD
REPORTS
(cont.)**

interventions in underperforming schools. Round three focuses on supporting efforts to leverage comprehensive statewide reform, while also improving science, technology, engineering and mathematics education. Award amounts will be announced in late December. Award amounts within the \$200 million fund are based on state population.

Mr. Williams reported that Pennsylvania has also applied for the Race to Top Early Learning Challenge grant which is a \$500 million competitive grant program.

raising

Mr. Williams stated that the district office will have a copy of a report from PSBA dealing with achievement in underperforming schools which is their way of saying there are alternatives to charter schools.

look

Lehigh Carbon Community College - Mr. Green reported that an audit was recently conducted at Lehigh Carbon Community College. Mr. Green stated that the audit finding was a suggestion to into hiring a third person to supervise the supervisor of the payroll person. Mr. Green stated that he recommended to the Finance committee not to hire another person due to the lack of funds and he is comfortable with the number of people in that department. Mr. Green asked the Board if they have any thoughts or concerns on the matter to please see him.

that

Mr. Green reported that they are currently working on a preliminary budget and the overall increase is around 2%. The good news for Northern Lehigh School District is that the enrollment is staying consistent and that our contribution next year might be about \$11,000 less than this year. Again, it is only a preliminary budget, but the rate should not be any higher.

Committee Reports and/or Minutes

Committee
Meeting
Calendar

Mr. Follweiler made a motion, which was seconded by Mrs. Ganser, that the Board of Education approve the School Board Committee Meeting Calendar for 2012 as presented.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

Change of
Time for
Reorgani-
zation Meeting
2012

Mr. Fedorcha made a motion, which was seconded by Mrs. Ganser, that the Board of Education amend the Board Meeting Calendar to have the Reorganization Meeting start at 7:15 p.m. instead of 7:00 p.m.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

Motion carried.

Student Representatives to the Board Report

Ms. Heather Heiney and Mr. Anthony Connell distributed their written student representative report and verbally reported on its contents.

Mr. Hartman announced that Mr. Raymond Follweiler will be recognized at the Ring of Honor ceremony on December 22, 2011. Mr. Hartman recognized that the Northern Lehigh Band placed fourth at the Atlantic City Coast Championship.

Solicitor's Report – Attorney Charles Stopp reported that in the past, delinquent tax collections were collected by the county but a number of years back, Portnoff Law Associates was hired, with a much better success rate, to collect delinquent taxes for most of eastern Pennsylvania. Under the law, the counties have a right to collect 5 percent commission. Currently, Lehigh County is not imposing the 5 percent and Northampton County is currently in court with Easton School District over this provision. There has been a recent Carbon County court decision where Carbon County prevailed in imposing the 5 percent. Attorney Stopp recommended that our Portnoff Law Associates contract be reviewed to see if there is a provision for Portnoff to reduce their fees by 5 percent should the counties assert themselves and try to collect the 5 percent.

SPECIAL BOARD REPORTS (cont.)

Business Manager's Report

Mrs. Molitoris reported that on the agenda for approval tonight is the Act 1 resolution which states that the district will not exceed the index which is 1.7% for the 2012-2013 school year. Mrs. Molitoris stated that they feel very confident that based on information received thus far, taxes will not be raised above the index.

Mrs. Molitoris also reported that under New Business for approval tonight is the Literacy Center GED classes. This is a grant that an outside company received and they would like to offer free GED classes because there is a need in our area. The schedule will likely change to have the classes run from January – May and resume in September – December so that we do not have to change summer custodial coverage in the buildings. This will not result in any change in the use of facilities fee, \$1,320.00, which is on the agenda tonight to waive for this program.

families

Mrs. Molitoris stated that Administration and Central Office Clerical staff have adopted three for Christmas this year and are providing gifts for ten children within the community.

Mrs. Frantz reported that the local auditors are coming on Monday, December 12, 2011 to do the single audit. When the exit interview is scheduled, board members will be notified of the date and time should they wish to attend.

Mrs. Ganser questioned how many people would be accommodated for the GED class. Mr. Michaels stated that it is his understanding that it depends on the number of people who are interested how many classrooms would be needed.

Superintendent's Report

Mr. Michaels introduced Sharon Sherman as the new Confidential Secretary to the Superintendent.

Mr. Michaels announced that January 2, 2012 will remain a holiday and schools will be closed unless there would be a number of snow days between now and that date.

Mr. Michaels announced that the Christmas tree is up in the lobby of the District Office. Mr. Michaels thanked student council and the district administration and central office staff for supporting and volunteering their time to the community of Northern Lehigh.

school perform well

Mr. Michaels reported that placed at the Board seats tonight was a letter that is circulating in various news publications from the superintendents in the region opposing Senate Bill One. Also, an email was sent to Board members with a link to an article in the Pittsburgh Post-Gazette where one assistant superintendent told Principals in the Catholic Diocese that parents who received tuition assistance had to lobby state legislatures to pass the school voucher bill and document it, or lose their funding. Mrs. Ganser stated that it is incomprehensible that vouchers is even an issue when data shows that students who attend cyber schools below local schools.

Mr. Michaels echoed Mr. Green's report about Lehigh Carbon Community College working very diligently to keep their budget numbers reasonable along with Carbon Lehigh Intermediate Unit. Unfortunately, the same cannot be said about Lehigh Carbon Technical Institute. Mr. Fedorcha stated that as the new representative, he will be looking out for the best interests of the district.

Mr. Michaels thanked the Board for their compassion and sympathy during his recent loss.

PERSONNEL

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

Unpaid Leave

Approve the request of Suzanne Mengel, Slatington Elementary Guidance Counselor, to

of Absence take an unpaid leave of absence on February 6-7, 2012. She is requesting to use these two unpaid days in conjunction with two personal days on February 3 & 4, 2012 so she

PERSONNEL
(cont) can attend a family function. Correspondence received from the Education Association states that this request will not be considered as precedent setting for future requests.

Senior High Administrative Detention Supervisor E. Kiss Approve to appoint Ellen Kiss as the Administrative Detention Supervisor in the Senior High School. She will work Tuesday and Thursday from 2:30 p.m. to 4:00 p.m throughout the 2011-2012 school year that warrants detention coverage. Salary will be \$20.00 per hour worked.

Co-Curricular Volunteers 2011-2012 Andrew Arnold* Assistant Wrestling Coach
***Pending Verification of Missing Documents**

Family Medical Leave Approve the request of employee #3380 to take a 12 week Family Medical Leave effective January 3, 2012 for her own medical reasons. She will be using accumulated paid leave in conjunction with the Family Medical Leave. Employee's intention is to return to their current position upon medical release from their attending physician.

Approve the request of employee #6776 to take a 12 week Family Medical Leave effective January 5, 2012 for her own medical reasons. She will be using accumulated sick days in conjunction with the Family Medical Leave. Employee's intention is to return to their current position upon medical release from their attending physician.

Substitute Instructional Approve the following substitute teachers for the 2011-2012 school year at the 2011-2012 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Andrew Kern – Art
Gerald Strubinger – Social Studies

Substitute Non-instructional Approve the following individual as substitute custodian for the 2011-2012 school year at the 2011-2012 substitute rate as approved on the Supplementary Personnel Salary Schedule:

Jennifer Sheridan

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

**CONF-
ENCES**

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

Bryan Geist – 45th Pennsylvania State Athletic Directors Association Conference – March 21-23, 2012 – Hershey Lodge, Hershey, PA – Registration: \$250.00, Lodging: \$321.90, Meals: \$25.00 – Total Approximate Cost: \$596.90 – Funding: Athletic Department Budget

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

POLICY

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

Board Policy Second Reading Approve school board policy #103 plus attachments – Programs – Nondiscrimination in School and Classroom Practices, as presented after second reading.

Bulldog Chess Club Approve the request of the Senior High School administration to create a Bulldog Chess Club. This club will help students improve their cognitive abilities, promote logical thinking and instill a sense of self confidence and self worth. The club will meet every Wednesday from 2:15 – 3:30 p.m. through April. There will be no cost to the district to conduct this club.

POLICY (cont.)
Tech Wizards Club Approve the request of the Slatington Elementary administration to create a Slatington Elementary Tech Wizards Club. This club will help students work with computer program while enhancing their technology skills. The club will meet once a week from 3:00 – 4:00 p.m. from January – April. There will be no cost to the district to conduct this club.

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

NEW BUSINESS
Literacy Center GED Classes Waive Use of Facilities Fee Mr. Williams made a motion, which was seconded by Mr. Fedorcha, that the Board of Education approve the following New Business item:

Authorize the Literacy Center of Allentown to conduct an Adult GED class two times per week for 33 weeks for a total of 66 classes at the High School beginning in January 2012 – September, 2012. Further approve District Administration to waive the use of facilities costs at \$20.00 per session for a total of \$1,320.00. The only cost to the district is the use of facilities.

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

FINANCIAL
Education Mrs. Kulp made a motion, which was seconded by Mrs. Ganser, that the Board of Education approve the following financial items:

Financial Reports Approve the Following Financial Reports:
 General Fund September, October and November
 NLMS Student Activities Account months of September and October
 NLHS Student Activities and Scholarship Acct months of September and October

Approve the Following List of Bills:
 General Fund month of November & December
 Cafeteria Fund month of November
 Refreshment Stand month of November

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

Act 1 Tax Levy Resolution 2012-2013

**NORTHERN LEHIGH SCHOOL DISTRICT
 BOARD OF DIRECTORS**

RESOLUTION

WHEREAS, on June 27, 2006, the Pennsylvania legislature passed Act 1 of Special Session 2006, entitled the "Taxpayer Relief Act" (hereinafter "Act 1");

WHEREAS, Act 1 requires school districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or the school district obtains from the Department of Education or a court of common pleas certain referendum exceptions;

WHEREAS, Act 1 does, however, allow a board of school directors to elect to adopt a resolution indicating that it will not raise the rate of any tax for the support of the public

schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year;

FINANCIAL
fiscal year is **(cont)**

WHEREAS, the Northern Lehigh School District index for the 2012-2013
1.7%;

Lehigh School

WHEREAS, the Northern Lehigh School District Board of Directors has made the decision that it shall not raise the rate of any tax for the support of the Northern District for the 2012-2013 fiscal year by more than its index.

AND NOW, on this 5th day of December, 2011, it is hereby **RESOLVED** by the Northern Lehigh School District (hereinafter "District") Board of Directors (hereinafter "Board") the following:

1. The Board certifies that it will not increase any school district tax for the 2012-2013 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code (hereinafter "School Code"), 24 P.S. §6-687, for the adoption of its proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2012-2013 fiscal year.
4. The Administration of the District will submit the District's information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
5. The Administration of the District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through a referendum to increase a tax rate by more than the index as established for the 2012-2013 fiscal year.
7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however:
 - (a) The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.
 - (b) Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.
 - (c) If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

LEGAL

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

LEGAL

(cont)

Steckel &
Stopp
Retainer 2012

Approve to appoint the law firm of Steckel & Stopp as solicitors for the Northern Lehigh School District for 2012 at a retainer fee of \$2,000.00. There is no increase over last year's fee.

**CORR-
ESPON-
DENCE**

Mr. Williams reported that Mr. Michaels sent a thank you note to the Board for their sympathy during his recent loss.

Mr. Williams reported that a letter was received from a taxpayer explaining her financial hardship and asking for the Board to consider creating assistance for low income elderly residents. The letter will be sent to each Board member. The board agreed that unfortunately there was nothing they could do other than to direct her to other forms of public assistance that could be available.

**INFOR-
MATION**

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on October 26, 2011 were distributed.

Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on October 17, 2011.

Mr. Fedorcha announced that the annual Rotary Basketball tournament will be held on December 27 and 28, 2011.

**ADJOURN-
MENT**

Mr. Follweiler 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 8:03 p.m.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

Respectfully submitted,

Gregory S. Williams
Secretary

ATTEST: _____ President
Edward E. Hartman