

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
November 12, 2012

PURPOSE

The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Edward E. Hartman, at 7:33 p.m. on Monday, November 12, 2012, 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, Mrs. Natalie J. Green, Mr. Gregory S. Williams, and Mr. Edward E. Hartman (8)

Members absent: Mrs. Donna M. Kulp (1)

Non-members present: Mr. Jeffrey Bachman, Mrs. Susan Bahnick, Ms. Courtney Blocker (Senior Rep.), Mrs. Jill Chamberlain, Mr. Nathaniel Czarnecki (Junior Rep.), Mr. Greg Derr, Mr. Scot Engler, Mrs. Rhonda Frantz, Mr. John Hrizuk, Dr. Linda Marcincin, Mr. Michael Michaels, Mrs. Sherri Molitoris, Mrs. Karen Nicholas, Mr. Paul Rearden, Jr., Attorney Charles Stopp (District Solicitor), and Mr. Robert Vlasaty.

VISITORS

Approximately four 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 Mr. Fedorcha that the minutes of the regular school board meeting held on October 8, 2012 be approved and ordered filed.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

SPECIAL BOARD REPORTS

Lehigh Career and Technical Institute – Mr. Fedorcha reported that the minutes were distributed. Also, this Thursday is Open House at LCTI from 6-8:30p.m. for anyone interested in attending.

Student Representatives to the Board Report – Ms. Courtney Blocker and Mr. Nathaniel Czarnecki distributed the written student representative report and verbally reported on its contents. Ms. Alexandra Abruzzi, LCTI student representative, verbally reported on events at LCTI.

Solicitor's Report – Attorney Stopp reported that the board may want to table items D, E and F under Financial. Over the last year, Northampton County has been making overtures to collect 5% commission on our delinquent taxes. Attorney Strack would like to address the board on his findings and the implications before the board makes a decision on delinquent tax collections. Mrs. Molitoris stated that Portnoff is very aggressive on collecting our delinquent taxes and even if we have to pay Northampton County, do we want to risk not getting payments in a timely manner. The board agreed that motions D, E and F under Financial could be tabled until next month because delinquent taxes are not turned over until January 15th.

Federal and Other Programs Update – Mrs. Karen A. Nicholas reported that last Thursday, November 8, 2012, was the Title I Barnes & Noble Event. Mrs. Nicholas thanked the parents and children who attended and based on the terrific turnout, it is evident that the parents in the Northern Lehigh School District value the importance of reading.

Wednesday, November 21, 2012, is the next professional development date for our teachers. Some of the topics include PVAAS, Bulldog Academy, Envision Math, and the Keystone Exam administration.

Business Manager's Report – Mrs. Molitoris introduced Mrs. Audrey Baer from Robert W. Baird & Co., and Jens Damgaard from Rhoads & Sinon, LLP. Mrs. Baer briefly described the handouts outlining the bonds and the savings that can be realized in refinancing at a better interest rate.

**SPECIAL
BOARD
REPORTS
(cont.)**

Mr. Damgaard, bond counsel, briefly explained that his role is to give legal opinions, make sure there is compliance with the laws regarding the transaction, draw up the resolution for the refinancing of the bonds, and to ensure that the savings target is met. At this time the 2009 and a portion of the 2010 bonds are being refinanced for a savings of \$225,000.00.

**PUBLIC
COMMENT**

Mr. Matthew Newhard – Walnutport – questioned whether capping the refinancing to pay back the interest will affect our bond rating over the next five years. Mrs. Baer answered that it will not affect the rating.

**SPECIAL
BOARD
REPORTS
(cont.)**

Mrs. Frantz reported that they are working on the budget and hopefully by the next meeting the actual health insurance rates will be available.

Superintendent's Report

Mr. Michaels announced that he and his wife are donating two books; one for the high school library and one for the middle school library.

Mr. Michaels introduced Mrs. Susan Bahnick who introduced her intern, Ms. Nichole Rex from Cedar Crest College. Ms. Rex is earning her masters degree in dietetics and will be shadowing Mrs. Bahnick for the next four weeks.

Mr. Michaels introduced Mr. Robert Vlasaty. Mr. Vlasaty shared with the board a letter that was received from the athletic director of Minersville High School. Minersville won the District XI Class A championship girl's soccer game played at Bulldog stadium. The letter praised both our staff and excellent facilities.

Mr. Michaels announced that November 12 – 16 is American Education Week. Mr. Michaels thanked the parents, the School Board, the teaching staff and the support staff for their dedication to the children of this district.

Mr. Michaels reported that last week schools were closed Monday-Wednesday due to Hurricane Sandy. The decision to have school on Thursday and Friday was made to allow our children a place to be warm, safe and to provide them with a meal. Mr. Michaels thanked the board for allowing him to open the shower facilities for the community. Due to the closing of schools last week, we have lost our three snow make-up days: January 18, February 15 and March 28, 2013.

Mr. Michaels introduced Mr. Matthew Newhard, President of Walnutport Borough Council. Mr. Newhard thanked the board for opening the shower facilities at the field house during the recent storm. Mr. Newhard would like to see the formation of a community-wide emergency plan and operations facility between the boroughs of Slatington and Walnutport, Washington Township and the school district. It is essential that a plan be in place in order to be able to communicate with each other and help the community in the event of an emergency. A meeting will be held in the near future with representatives from each entity.

Mr. Michaels stated that at the recent Superintendent's conference, PDE announced that at this time, there will be level funding next year and the Accountability Block Grant looks to be level funded as well.

Mr. Michaels reminded board members that Monday, December 3, 2012 is the next School Board meeting beginning with a holiday dinner at 5:30 PM at the Middle School annex followed

by the

Reorganization meeting in the Board Room at 7:15PM and the Regular School Board Meeting follow at 7:30PM.

will

Mr. Michaels announced that the Board of Education is invited to a luncheon with the ministers on Wednesday, November 14, 2012.

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. Follweiler, that the Board of Education approves the following personnel items:

Resignation S. Fritzinger Accept the resignation of Schelene Fritzinger from her position as Part Time Middle School Cook's helper, effective October 10, 2012.

Rescind Co-Curricular Appointment 2012-2013 Rescind the appointment of Richard Roberts IV from the position of Middle School Boy's Basketball Coach for the 2012-2013 school year which was originally approved at the May 14, 2012 board meeting.

Co-Curricular Appointments 2012-2013 Trevor Miller MS Boys Basketball Coach \$3,053.31

Appointment Non-Instructional Dawn Martinez Assignment Middle School Cook's Helper replacing Schelene Fritzinger who resigned.
Salary: \$8.50 Per Hour/2 Hours Per Day/180 Student Days per year plus additional cleaning days as needed (2009-2013 Educational Support Personnel Association CBA)
Effective Date: November 13, 2012

Robert Wetzel Assignment: Middle School Cook's Helper replacing Jennifer Sheridan who was moved to the High School.
Salary: \$8.50 Per Hour/3 Hours Per Day/180 Student Days per year plus additional cleaning days as needed (2009-2013 Educational Support Personnel Association CBA)
Effective Date: November 13, 2012

Substitute-Instructional Approve the following substitute teachers for the 2012-2013 school year at the 2012-2013 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Erin Charnick* – Elementary & Special Education
Ricky Guth – Citizenship
Sarah Miller* – Art
***Pending Verification of Missing Documents**

Substitute-Non-Instructional Custodian, Aide, Cafeteria Approve the following individual as substitute custodian, teacher's aide, and cafeteria worker for the 2012-2013 school year at the 2012-2013 substitute rate as approved on the Supplementary Personnel Salary Schedule:
Joseph Heyer*
***Pending Verification of Missing Documents**

Substitute-cafeteria Non-Instructional Custodian, Aide, Cafeteria Secretary Approve the following individuals as substitute custodian, teacher's aide, secretary and worker for the 2012-2013 school year at the 2012-2013 substitute rate as approved on the Supplementary Personnel Salary Schedule:
Terry Bowman
YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mr. Williams, Mr. Hartman (8)
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:

Homebound It is recommended that the Board of Education grant homebound instruction for a 9th grade

Instruction student, Student No. 1690074, for five hours per week, effective November 5, 2012 and continuing until approximately February 18, 2013.

POLICY

(cont.)

Board Policy as First Reading Approve school board policy #707 – Property – Use of School Facilities and Equipment, presented after first reading.

Approve new school board policy– Operations – Electronic Records/Signatures, as presented after first reading.

as Approve new school board policy– Professional Employees – Benevolence Sick Leave, presented after first reading.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

**CONFER-
ENCES**

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

Rhonda Frantz - 58th Annual PASBO Conference – March 19-22, 2013 – David L. Lawrence Convention Center, Pittsburgh, PA – Registration - \$284.05, Meals: \$100.00 – Total Approximate Cost: \$384.05 – Funding: Business Office Budget

Sherri Molitoris – 58th Annual PASBO Conference – March 19-22, 2013 – David L. Lawrence Convention Center, Pittsburgh, PA – Registration - \$284.05, Lodging: \$547.20, Travel: \$316.35, Meals: \$100.00 – Total Approximate Cost: \$1247.60 – Funding: Business Office Budget

Approve two people to attend the 2012 SAS Institute: Leadership in Times of Reform Conference - December 2-5, 2012 – Hershey Lodge – Hershey, PA. Cost not to exceed \$1,460

and to be paid from the Curriculum and Instruction Budget.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

**NEW
BUSINESS**
ERIP
2012-2013

Mr. Williams made a motion, which was seconded by Mrs. Ganser, that the Board of Education approve to adopt an Early Retirement Incentive Plan for all eligible professional employees, on a voluntary basis, for the 2012-2013 school year.

YEA: None (0)

NAY: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mr. Williams, Mr. Hartman (8)

Motion defeated.

Emergency
Education
Operations
Plan

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

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

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

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

Delinquent Tax Collector Portnoff
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 2012 tax year.

Resolution NC Tax Claim
Approve the resolution directing Northampton County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented.

FINANCIAL
(cont.)

Resolution LC Tax Claim
Approve the resolution directing Lehigh County Tax Claim Bureau not to collect delinquent taxes on behalf of Northern Lehigh School District as presented.
YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mr. Williams, Mr. Hartman (8)
NAY: None (0)

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

Financial Reports
Approve the Following Financial Reports:
General Fund June, July, and August
NLMS Student Activities Account months of June, July and August
NLHS Student Activities and Scholarship Acct months of June, July and August

List of Bills
Approve the Following List of Bills:
General Fund month of October & November
Cafeteria Fund month of October
Refreshment Stand month of October
Capital Projects 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.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mr. Williams, Mr. Hartman (8)
NAY: None (0)

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

Robert W. Baird Agreement of 2009 & portion of 2010 bonds
Authorize administration to execute an Investment Management Agreement with Robert W. Baird & Co. to provide advice and supervision for the future refinancing of the 2009, and a portion of the 2010 bonds.

Rhoads & Sinon Resolution
Recommend that the Board of Education adopt a resolution presented by Bond Counsel Rhoads & Sinon LLP for future nonelectoral debt for the refinancing of the 2009 and a portion of the 2010 bonds.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mr. Williams, Mr. Hartman (8)
NAY: None (0)

CORR-ESPON-DENCE

Mr. Williams reported that PSBA travel accident program enrollment and beneficiary forms are available for anyone that is interested.

A survey was received from the Slatedale and Emerald Lion's club in regards to community services.

INFOR-
MATION

Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on September 6, 2012 and October 4, 2012 were distributed.

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on September 26, 2012 were distributed.

Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on September 17, 2012 were distributed.

RECOG-
NITION OF
GUESTS

Mrs. Michele Dotta, President of the teacher's association, thanked the Board of Directors and Administration for working with them on the Benevolence policy.

ADJOURN-
MENT

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 8:47 p.m.

YEA: Mr. Distler, Mr. Fedorcha, Mr. Follweiler, Mrs. Ganser, Mr. Green, Mrs. Green, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

Respectfully submitted,

Gregory S. Williams
Secretary

ATTEST: _____ President
Edward E. Hartman