

**NORTHERN LEHIGH SCHOOL DISTRICT**  
**Regular Meeting**  
**Board Minutes**

**Slatington, PA**  
**December 3, 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 7:31 p.m. on Monday, December 3, 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, Mrs. Donna M. Kulp, Mr. Gregory S. Williams, and Mr. Edward E. Hartman (9)

Members absent: (0)

Non-members present: Mr. Jeffrey Bachman, Ms. Courtney Blocker (Senior Rep.), Mrs. Jill Chamberlain, Mr. Greg Derr, Mr. Scot Engler, Mrs. Rhonda Frantz, Mr. Michael Michaels, Mrs. Sherri Molitoris, Mrs. Karen Nicholas, Mr. Scott Pyne, Mr. Paul Rearden, Jr., Attorney Charles Stopp (District Solicitor), and Mr. Robert Vlasaty.

**VISITORS**

Approximately two 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 12, 2012 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)

**SPECIAL BOARD REPORTS**

Carbon Lehigh Intermediate Unit – Mr. Follweiler reported that the IU is working on their budget. The increase for Northern Lehigh is \$373.00 for next year. The IU is continually working on keeping the costs down. The IU administration met with the Northern Lehigh Administrative team on November 20, 2012.

Lehigh Career and Technical Institute – Mr. Fedorcha reported that there was no meeting in November and the reorganization meeting will be held next Wednesday.

Legislative Report – Mr. Williams reported that as a followup to the article sent to board members by Mr. Michaels last month on different rules for charter schools on PSSA assessment, the federal government has denied PDE's request. The federal government has said that PDE must calculate charter school AYP by the same standards as traditional schools.

Committee Reports and/or Minutes

Committee Meeting Calendar

Mr. Williams made a motion, which was seconded by Mr. Fedorcha, that the Board of Education approve the School Board Committee Meeting Calendar for 2013 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)

Student Representatives to the Board Report – Ms. Courtney Blocker distributed the written student representative report and verbally reported on its contents.

Solicitor's Report – Attorney Stopp thanked everyone for the dinner preceeding the meeting.

Federal and Other Programs Update – Mrs. Karen A. Nicholas reported that tomorrow the Biology Keystone Exams will be administered. These tests will be taken online by the 11<sup>th</sup> grade students and in addition, the students who may have taken Biology as 9<sup>th</sup> or 10<sup>th</sup> graders, will have to take the test as well. Mrs. Nicholas thanked Mr. Pyne, Mr. Vlasaty, all of the teachers and the technology department for getting the students ready for these very important assessments. Mr. Hartman

**SPECIAL  
BOARD  
REPORTS  
(cont.)**

questioned the delay in having to take the test. Mr. Vlasaty stated that these exams are replacing the PSSA exams and for this year any student who has already taken Biology will be expected to take the exam. In the future, students will be able to take the test after completing the course. Mr. Vlasaty answered to Mrs. Green that there are open ended questions on the test resulting in a longer time period for the results.

Business Manager's Report – Mrs. Frantz reported that the local auditors have finished the single audit and the final report is expected by the end of the month. At that time, we can schedule the exit interview and board members are welcome to attend.

Mrs. Frantz explained that on the agenda this evening, under Financial letter D, is an agreement with Washington Township to collect the local services tax. Centax, the former collector, is out of business. Washington Township currently collects the township portion of the LST tax, so this would make it easier for the taxpayers if they collected the district's portion as well. The fees are the same as Berkheimer's who collects this tax for Slatington and Walnutport boroughs.

Mrs. Molitoris announced that one of our teacher's has recently lost her son. Donations are being accepted at the District Office for the family. This is the second child she has lost in two years. Our thoughts and prayers are with her and her family.

Mrs. Molitoris stated that one of our High School aides is in the hospital battling a disease. There is a Valley Pizza fundraiser underway for her and her family. Anybody interested in that fundraiser should contact the High School.

Mrs. Molitoris explained that Lehigh County has sent a notice regarding resetting the tax millage rate for next year which will be a motion on the agenda next month. Mr. Green questioned how much the initial assessment value dropped for the district since the county reassessment appeals. Mrs. Molitoris stated that she will look into that. Mr. Green questioned whether the index we can raise taxes next year is based on the old or new millage rate. Mrs. Molitoris stated that they were told at the business manager's meeting that it is the old millage rate but she will check on that as well.

Superintendent's Report

Mr. Michaels stated that in regards to the Keystone exams, the state is making it very difficult for districts to be successful. It is sad that the state forces us to teach to a test. We need to voice our concerns letting the state know how disappointed we are in this new standardized testing.

Mr. Michaels announced that last week he spoke to Mr. Bill Gorman from Gorman & Associates, the local auditor, who told Mr. Michaels that our Business Office is doing an outstanding job and they are the rising stars of the school districts he audits. Mr. Michaels thanked Mrs. Frantz and Mrs. Molitoris for doing an exceptional job.

Mr. Michaels thanked Mr. Andrew Kern for our wonderful promotional video that is on the Northern Lehigh website. This is an excellent tool for the realtors in the community to support our district.

Mr. Michaels thanked Mrs. Jill Chamberlain for bringing in a menorah to be placed in the district office.

Mr. Michaels reminded the board and our community, that the athletic stadium field had to be redone due to the fact that the area referees voiced their concerns, in writing, about our field being too dangerous for our student athletes to play on. Experts on field safety were called in and they made it very clear that the field was not safe for our athletes or gym classes. Every effort is made in this district to make decisions based on the safety of our students and to keep us from liability.

Mr. Michaels thanked the administration and the central office staff and secretaries who donated in excess of \$875.00 for needy families for Christmas in the Northern Lehigh community. Mrs. Molitoris spearheads the Adopt-A-Family project each year.

Mr. Michaels congratulated Mr. Hartman and Mr. Fedorcha for being elected President and Vice President. Mr. Michaels stated that it is a pleasure working with everyone and he thanked the board for continuing to make decisions based on the needs of the students and the community.

**SPECIAL BOARD REPORTS (cont.)**

Mr. Hartman reported that an executive session was held prior to tonight’s meeting to discuss legal and personnel issues.

**PERSONNEL**

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

Assignment TVR C. Nemech	Christine Nemech Assignment:  Salary:  Effective: Termination Date:	Temporary Vacancy Replacement Peters Elementary Second Grade Teacher replacing an employee on medical leave \$44,000 prorated (Step 1 Bachelors on the 2012-2013 CBA Salary Schedule) December 11, 2012 On or about March 1, 2013
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Co-Curricular Volunteers 2012-2013	Andrew Arnold* Patrice Arnold LeAnn Hoch* Nicholas Sander Jacqueline Scheib*	Assistant Wrestling Coach High School Dance Team Advisor High School Dance Team Advisor Interact Advisor High School Dance Team Advisor
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\*Pending Verification of Missing Documents

Substitute-  
Non-  
Instructional  
Secretary and  
Aide

Approve the following individual as substitute secretary and teacher’s aide for the 2012-2013 school year at the 2012-2013 substitute rate as approved on the Supplementary Personnel Salary Schedule:  
Janice Herzog

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

Homebound  
Instruction

It is recommended that the Board of Education grant homebound instruction for an 11<sup>th</sup> grade student, Student No. 1490023, for five hours per week, effective November 26, 2012 and continuing for an indefinite amount of time.

Board Policy  
Second  
Reading

Approve school board policy #707 – Property – Use of School Facilities and Equipment, as presented after second reading.

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

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

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

**CONFER- ENCES**

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

Scot Engler - PASA – Aspiring to Leadership Workshop – January 23-24, 2013 – PASA Office – Harrisburg, PA – Registration - \$199.00, Lodging - \$107.67, Meals: \$30.00, Travel - \$111.00 – Total Approximate Cost: \$447.67 – Funding: Special Education Director’s Budget.

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

**OLD  
BUSINESS**

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

Remove Portnoff Agreement from Table  
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.

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

Remove LC Tax Claim Resolution From Table  
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, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

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

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 2012 tax year.

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

Resolution LC Tax Claim Bureau  
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, Mrs. Kulp, Mr. Williams, Mr. Hartman (9)

NAY: None (0)

**NEW  
BUSINESS**

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

Aide Agreement  
Approve a four year Memorandum of Understanding Agreement with the Educational Support Staff effective July 1, 2012. **(Agreement Distributed to Board and Administration only)**

Mrs. Ganser thanked Mr. Williams for all of his hard work on this agreement and she expressed how much the board appreciates his diligence on the contract and working relationship with the group involved.

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

NAY: None (0)

**FINANCIAL**

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

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

**FINANCIAL**  
**(cont.)**

Approve the Following List of Bills:

List of Bills      General Fund month of November and December  
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.

Washington Township LST Collector      Authorize administration to enter into an agreement with Washington Township to collect the local services taxes on residents of Washington Township on behalf of the school district effective January 1, 2013.

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

Steckel & Stopp Retainer 2013      Approve to appoint the law firm of Steckel & Stopp as solicitors for the Northern Lehigh School District for 2013 at a retainer fee of \$2,000.00. There is no increase over last year's fee.

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

**INFOR-**  
**MATION**

Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on October 15, 2012 were distributed.

**ADJOURN-**  
**MENT**

Mr. Distler made a motion, which was seconded by Mr. Follweiler, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 7:59 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