

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
January 13, 2014

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, January 13, 2014, in the Administration Office Board Room.

ROLL CALL

Members present: Mr. Robin T. Distler, Mr. Raymond J. Follweiler, Jr., Mr. Mathias J. Green, Mrs. Natalie J. Green, Mr. Robert J. Keegan, Jr., Mrs. Donna M. Kulp, Mr. Gregory S. Williams, and Mr. Edward E. Hartman (8)

Members absent: Mr. Gary S. Fedorcha (1)

Non-members present: Mr. Jeffrey Bachman, Mrs. Susan Bahnick, Ms. Emily Bevans (Jr. Rep.), Mrs. Jill Chamberlain, Mr. Nathaniel Czarnecki (Sr. Rep.), Mr. Greg Derr, Mrs. Michele Dotta, Mrs. Rhonda Frantz, Mr. John Hrizuk, Mr. Paul Leonzi, Mr. Eugene Marks, Mr. Michael Michaels, Mrs. Sherri Molitoris, Mrs. Karen Nicholas, Mr. Scott Pyne, Mrs. Tanya Simms, Atty. Charles Stopp (District Solicitor), and Mr. Robert Vlasaty.

VISITORS

Approximately five 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. Distler that the minutes of the reorganization and regular school board meetings held on December 2, 2013 be approved and ordered filed.

YEA: Mr. Distler, Mr. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

SPECIAL BOARD REPORTS

Carbon Lehigh Intermediate Unit - Mr. Follweiler reported that Dr. Eibe will be out for six to eight weeks for medical reasons. Mr. Follweiler added that each board member received the anonymous letter written by an IU employee and the response from the IU. Mr. Michaels added that he will be following up with the IU on their response.

Lehigh Carbon Community College – Mr. Green apologized that the 2014-2015 budget has not yet been sent to the districts. Mr. Green explained that there are two parts to the budget. The capital budget and the operating budget. The capital budget has decreased significantly; the overall budget has increased 1%. Northern Lehigh's contribution is approximately \$15,000 less than last year. Mr. Green asked for a motion to approve the budget since he will not be in attendance in March. Mr. Williams asked that the budget be voted on next month after the board members have a chance to review it.

Mr. Green announced that LCCC and LCTI are collaborating on sharing of facilities as a cost saving endeavor for both.

Committee Reports and/or Minutes

Minutes of the Technology/Buildings and Grounds Committee meeting held on January 8, 2014 were distributed.

Minutes of the Finance Committee meeting held on January 8, 2014 were distributed.

Mr. Hartman congratulated Mr. Nathaniel Czarnecki on becoming the scholar athlete for soccer for the Northern Lehigh School District.

Student Representatives to the Board Report – Ms. Emily Bevans and Mr. Nathaniel Czarnecki distributed their written student representative report and verbally reported on its contents.

Mrs. Green complimented Mr. Derr on keeping the buildings warm and the parking lots and sidewalks free of ice.

**SPECIAL
BOARD
REPORTS
(cont.)**

Solicitor's Report – Attorney Stopp reported that his office has helped the district recently with a Right to Know request. Although the intention for Right to Know was to make municipalities and local and state governments more transparent, occasionally it can be hijacked by those with political agendas. Attorney Stopp forwarded information on supplemental reasons for non-disclosure for Right to Know cases.

Federal and Other Programs Update – Mrs. Karen A. Nicholas reported that two new classes are being recommended for the High School Program of Studies; Honors World History and TV Studio. Mrs. Nicholas explained that Policy #913 is on the agenda tonight for approval for the first reading. The district received a letter from the Alliance Defending Freedom stating that our policy #913 violated the first amendment rights of our students. The attached policy was recommended by PSBA and reviewed by Attorney Strohl who advised us to adopt this policy. Mrs. Nicholas reported that the Keystone Exams are currently in progress. Mrs. Nicholas thanked Mr. Vlasaty, Mrs. Simms and Mrs. Lanshe for their flexibility in administering the tests due to the snow days and late starts.

Business Manager's Report – Mrs. Frantz reported that each board member should have received a copy of the single audit report for the fiscal year ending June 30, 2013 which will be on next month's agenda for approval. Mrs. Molitoris reported that there are two resolutions on the agenda this evening for approval. The first is the post issuance compliance resolution which simply states that the business manager is responsible for implementing the post issuance compliance procedure and once a year the board must be updated. The Act 1 tax resolution is also on the agenda for approval which states that we are not looking to raise taxes over the index. By passing this resolution, it gives us until May to pass our preliminary budget.

Superintendent's Report

Mr. Michaels announced that at the board seats tonight is a gift for each board member from the High School student council in honor of School Board Recognition month. Mr. Michaels added that our board members are hard working and give up a tremendous amount of their time for our students, our district, our taxpayers, and our senior citizens. Our board is a pleasure to work with and he thanked them for their service. Mr. Michaels asked Mr. Hartman to present to Mr. Green, a School Board service award for 36 years of service to the Northern Lehigh School District.

Mr. Michaels reported that January 21 and February 14, 2014 are snow make up days. Mr. Michaels added that the graduation date will be locked in by April.

Ethics forms have been distributed and Board members, as well as administration, should complete them in a timely manner.

Mr. Michaels introduced Mr. Steve Jonkman who is being recommended for the Elementary Music Teacher position. Mr. Jonkman has an extensive instrumental background and has been doing a great job for Northern Lehigh School District.

Mr. Michaels announced that over the weekend the high school roof leaked into the gymnasium. Mr. Derr updated the board members on the roof. He and the maintenance staff put a temporary cap over the posts and when the weather is more favorable, the roofer will come back and put a lead plate over the posts for a more permanent repair.

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

PERSONNEL

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

- | | |
|-------------------------|--|
| Resignations
L. Krum | Accept the resignation of Lora Krum from her position as Elementary Music Teacher effective the end of the work day on January 21, 2014. |
| E. Kiss | Accept the resignation of Ellen Kiss from her position as High School Emotional Support Aide, effective the end of the work day on January 17, 2014. |
| K. Wehr | Accept the resignation of Katrina Wehr as Assistant Track & Field Coach. Ms. Wehr has accepted a full time position in the Philadelphia area. |

PERSONNEL**(cont.)**

Co-Curricular	Ashlie Eckert	Assistant Track Coach	\$2,990.49
Appointments	Steven Jonkman	Elementary Chorus Advisor (Spring)	\$ 303.42
2013-2014			

Co-Curricular	Joseph Tout	Head Football Coach	\$7,084.32*
Appointments	Stephen Hluschak	Assistant Football Coach	\$4,604.11*
2014-2015	Mark Lavine	Assistant Football Coach	\$4,604.11*
	Andrew Lynn	Assistant Football Coach	\$4,604.11*
	Cory Hartsell	Assistant Football Coach	\$4,604.11*
	Manny Guedes	Assistant Football Coach	\$4,604.11*
	Terry Bowman	Assistant Football Coach-Shared Stipend	\$2,302.06*
	Alden Farber	Assistant Football Coach-Shared Stipend	\$2,302.06*
	Jessica Frew	Head Field Hockey Coach	\$4,244.38*
	Kelly Follweiler	Assistant Field Hockey Coach	\$2,758.34*
	Elizabeth Chunko	Middle School Field Hockey Coach	\$2,703.72*
	David Oertner	Head Cross Country Coach	\$4,244.38*
	Elizabeth Case	Assistant Cross Country Coach	\$2,758.34*
	Richard J. Jones	Head Boy's Soccer Coach	\$5,120.65*
	Eric Schmidt	Assistant Boy's Soccer Coach	\$2,844.82*
	Jason Reinhard	Head Girl's Soccer Coach	\$5,120.65*
	Patricia Jones	Assistant Girl's Soccer Coach	\$2,844.82*

*2013-2014 salaries will apply until a new collective bargaining agreement is approved.

Game Worker 2013-2014 Approve the following person to be a game worker for the 2013-2014 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 2013-2014 Supplementary Personnel Salary Schedule.

Kyle Baumann*

*Pending Verification of Missing Personnel File Items

Co-Curricular	Kyle Baumann*	Assistant Wrestling Coach
Volunteers	Marcus Hardiman*	Assistant Wrestling Coach
2013-2014	Dean Wagaman*	Assistant Softball Coach

* Pending Verification of Missing Personnel File Items

Co-Curricular	Sarah Arndt	Assistant Field Hockey Coach
Volunteers	Heather Chandler*	Assistant Field Hockey Coach
2014-2015	Jaclyn Follweiler	Assistant Field Hockey Coach
	Alex Haberern*	Assistant Boy's Soccer Coach
	Michael Strohl	Assistant Football Coach
	Amy Zeiser	Assistant Cross Country Coach

* Pending Verification of Missing Personnel File Items

Substitute-Non-Instructional Custodian Approve the following individual as a substitute custodial maintenance worker for the 2013-2014 school year at the 2013-2014 substitute rate as approved on the Supplementary Personnel Salary Schedule: Charles George*

*Pending Verification of Missing Documents

Appointment	Steven Jonkman	Temporary Professional Employee
Instructional	Assignment:	Slatington/Peters Elementary Music Teacher replacing Lora Krum who resigned.
Elementary	Salary:	\$45,400 prorated (Step 2 Bachelors on the 2013-2014 CBA Salary Schedule)
Music Teacher	Effective:	January 22, 2014
S. Jonkman		

YEA: Mr. Distler, Mr. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

POLICY

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

Board Governance Standards/Code of Conduct

Approve to reaffirm the school board governance standards and code of conduct referenced in school board policy #011 – Local Board Procedures – Board Governance Standards/Code of Conduct as recommended by the Pennsylvania School Board Association.

Board Policy First Reading

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

YEA: Mr. Distler, Mr. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

CONFERENCE

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

Rhonda Frantz – A/CAPA Spring Conference – March 20-21,2014 – Hershey, PA – Registration: \$190.00, Lodging: \$247.00, Travel: \$90.00, Meals: \$15.00 – Total Approximate Cost: \$542.00 – Funding: Business Office Budget

Bryan Geist – 47th Pennsylvania State Athletic Directors Association Conference – March 18-21, 2014 – Hershey Lodge, Hershey, PA – Registration: \$345.00, Lodging: \$513.00 – Total Approximate Cost: \$858.00 – Funding: Athletic Department Budget

YEA: Mr. Distler, Mr. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

CURRICULUM AND INSTRUCTION

Mr. Distler made a motion, which was seconded by Mr.Keegan, that the Board of Education approves the following curriculum and instruction item:

High School Program of Studies 2014-2015

Approve the High School Program of Studies Book for 2014-2015 school year as presented and recommended by Administration.

YEA: Mr. Distler, Mr. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

NEW BUSINESS

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

Resolution for School Board Director Recognition Month - January 2014

WHEREAS, the role of locally elected school officials has served the Commonwealth of Pennsylvania and local communities in meeting the needs of public education since the passage of the Free School Act in 1834; and

WHEREAS, these local boards have discharged their responsibilities to public education in a manner which has placed public education in the forefront of our educational systems; and

WHEREAS, locally elected officials have distinguished themselves and their communities in this non-paid, volunteer public service commitment; and

WHEREAS, the contributions of the men and women who serve on the Northern Lehigh Board of School Directors:

NEW
BUSINESS
(cont.)

Robin T. Distler
 Gary S. Fedorcha
 Raymond J. Follweiler, Jr.
 Mathias J. Green, Jr.
 Natalie J. Green
 Edward E. Hartman
 Robert J. Keegan, Jr.
 Donna M. Kulp
 Gregory S. Williams

should be recognized and appreciated by those who benefit from the workings of our public school system;

NOW THEREFORE BE IT RESOLVED that the Board of Director of the Pennsylvania School Boards Association hereby proclaims the month of January as School Director Recognition Month in this commonwealth; and

FURTHER RESOLVE that this proclamation be communicated to all school districts, school officials and local communities in a planned program which brings visibility and awareness of the role of locally elected school officials to the citizenry of this commonwealth.

YEA: Mr. Distler, Mr. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)

NAY: None (0)

FINANCIAL

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

Financial
Reports

General Fund Account month of November
 NLMS Student Activities Account month of November
 NLHS Student Activities and Scholarship Account month of November

List of
Bills

Approve the Following List of Bills:
 General Fund months of December and January
 Refreshment Stand month of December
 Cafeteria Fund month of December
 Capital Projects month of December

Resolution
Post Issuance
Compliance
Procedures

RESOLVED, the Board of Education approves and adopts the Resolution regarding Post Issuance Compliance Procedures, as presented.

Athletic Trainer
Agreement
OAA/Lehigh
Valley
Hospital

Approve the Assignment of Athletic Trainer Agreement between Orthopaedic Associates of Allentown, the Lehigh Valley Hospital and the Northern Lehigh School District, as presented.

Per Capita
Abatements/
Exonerations

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

Slatington
Public Library
Donation
2014-2015
Budget

Approve a donation to the Slatington Public Library to be added to the 2014-2015 school year budget in the amount of \$5,000.

MS Spring
Co-ed Soccer
Program
2014-2015

Approve the addition of a MS Spring Co-ed Soccer program to begin during the 2014-2015 school year. Cost for this program will include one coaching position, supplies, transportation, officials and game workers. Cost during the 2014-2015 school year will not exceed \$5,000.

FINANCIAL**(cont.)**

Student Transportation Contract 2015-2021 Approve the Student Transportation contract with Brandywine Transportation, Inc. (A Gross Group Company) for the school years, 2015-2016, 2016-2017, 2017-2018, 2018-2019, 2019-2020 and 2020-2021 at the proposed rates as presented. Brandywine Transportation, Inc. will also lease the bus garage on the property at a cost of \$18,000.00 per year (\$1,500 per month) for the duration of the contract. **(Distributed to Board Members Only)**

Act 1 Tax Levy Resolution 2014-2015

**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;

WHEREAS, the Northern Lehigh School District index for the 2014-2015 fiscal year is 2.8%;

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 Lehigh School District for the 2014-2015 fiscal year by more than its index.

AND NOW, on this 13th day of January, 2014, 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 2014-2015 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 2014-2015 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 2014-2015 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. Follweiler, Mr. Green, Mrs. Green, Mr. Keegan, Mrs. Kulp, Mr. Williams, Mr. Hartman (8)
 NAY: None (0)

Mr. Michaels acknowledged Mr. Jack Bechtel from the Slatington Public Library was in attendance and Mr. Bechtel thanked the Board for the donation that was approved this evening.

Mr. Michaels also noted that the Middle School Soccer program was approved. Mr. Williams introduced the soccer coaches who were in attendance, Mr. Jason Reinhard and Mr. Richard Jones.

Mr. Michaels also thanked the Board for extending the Brandywine Transportation Agreement.

INFORMATION

Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on November 7, 2013 were distributed.

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting Held on October 23, 2013 were distributed.

Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on November 18, 2013 were distributed.

ADJOURNMENT

Mr. Follweiler made a motion, which was seconded by Mrs. Kulp, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 8:02 p.m.

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

Respectfully submitted,

Gregory S. Williams
Secretary

ATTEST: _____ President
Edward E. Hartman