

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
February 10, 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 7:35 p.m. on Monday, February 10, 2014, in the Administration Office Board Room.

ROLL CALL

Members present: Mr. Robin T. Distler, Mr. Gary S. Fedorcha, 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 (9)

Members absent: (0)

Non-members present: Mr. Jeffrey Bachman, Mrs. Susan Bahnick, 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. Fedorcha that the minutes of the regular school board meeting held on January 13, 2014 be approved and ordered filed.

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

NAY: None (0)

SPECIAL BOARD REPORTS

Carbon Lehigh Intermediate Unit - Mr. Follweiler reported that there is no meeting in February; the next meeting will be March 17, 2014. Mr. Follweiler added that Dr. Eib is back from her leave of absence and is doing well. Mr. Follweiler reported that at the January meeting, in honor of board recognition month, a video was shown that was created by the IU kids attending CCTI. Also, the final statement from the auditors was received.

Lehigh Career and Technical Institute – Mr. Fedorcha reported that a tentative budget was passed. Mr. Fedorcha asked to meet with the Business Office to determine if we would like a presentation for the board. If not, Mr. Fedorcha asked that the LCTI budget be on the March agenda for approval as there is a very minimal increase for the district.

Legislative Report – Mr. Williams asked if anyone has an interest in being the legislative liaison to please let Mr. Hartman know.

Nomination
LCCC Rep.
M. Green
2014-2020

Mr. Williams nominated Mr. Mathias J. Green, which was seconded by Mrs. Green for LCCC Board Representative for the term July 1, 2014 – June 30, 2020.

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

NAY: None (0)

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

Mr. Hartman congratulated Attorney Stopp for the Silver Beaver award he received for his dedication and years of service to Boy Scout Troop #66.

Solicitor's Report – Attorney Stopp passed on to the Business Office a notice his office received from a County Solicitor who filed a Notice of Intervention in a tax assessment case. Attorney Stopp asked the Business Office to let him know if they need further assistance.

**SPECIAL
BOARD
REPORTS
(cont.)**

Federal and Other Programs Update – Mrs. Karen A. Nicholas reported on a new grant called the Student Truancy Outreach Program. This grant will benefit our families in Slatington and Peters Elementary Schools. In conjunction with Pinebrook, a counselor will meet with the principals and work with students who have been truant. The counselor will meet with the families to help with any situation that would prevent children from coming to school. By targeting the elementary schools, we hope to prevent truancy at the middle and high school levels.

Mrs. Nicholas reported that our faculty, K-12, has decided to adopt the PDE Curriculum map. At the board seats is an example of the curriculum. Currently, we are piloting a math program for 7th and 8th grade. If adopted, our K-12 math program will be excellent. Mrs. Nicholas reported that she has been meeting with the principals and reading specialists to develop the English/language arts curriculum. Mrs. Nicholas thanked them for their dedication and is very proud of the hours they are spending to improve our curriculum. If anyone has any questions, please feel free to contact Mrs. Nicholas.

Mrs. Nicholas reported on a grant we received called What's Cool about Manufacturing. Our district received some equipment which our eighth graders and Mr. Bennett have been utilizing. This gives our students a new prospective on career choices. Mrs. Nicholas reported that our guidance counselors are writing a new curriculum which will be presented in the spring. Mrs. Nicholas lauded high school teacher, Mr. Chris Bennett for his rapport with the students and the commitment he put forth with this grant. Mrs. Nicholas introduced Mr. Bennett. Mr. Bennett explained that each school district was assigned a manufacturer and received a Go Camera which they utilized to interview and create a video. Mr. Bennett explained the competition and showed the video the students created on the Effort Foundry. There will be online voting for the best video of the competition and an awards ceremony on February 27, 2014 at the DaVinci Center. Mr. Bennett thanked Mrs. Chamberlain for helping to select the students who participated.

Business Manager's Report – Mrs. Frantz reported that Utica, our property and casualty insurance company, is issuing us a 15% dividend for commitment to effective risk management and loss control. We should be receiving a check for almost \$9,000.00.

Mrs. Molitoris reported that the state auditors are scheduled to come February 18, 2014. In an effort to control costs, the auditors will only be spending one day a week in the district. The LCCC budget is on the agenda for approval this evening and the CLIU budget is at the board seats and will be on the agenda next month for approval. The IU budget is only a \$19 increase for Northern Lehigh and it is only the operation budget that includes curriculum and instruction and maintenance. The special education budget is billed to us at the end of the year.

Superintendent's Report

Mr. Michaels announced that last week was National School Counselors week. The school counselors district-wide are hard working and do a great job with our students. Mrs. Suzanne Mengel is heading up our schoolwide positive behavior support program, K-12. Mrs. Mary Smith moved from the high school to the middle school to replace Mr. Paul Leonzi and she is doing a great job.

Mr. Michaels thanked the law offices of Steckel & Stopp for their donation of six Dell computers, one HP LaserJet 5M Laser Printer, two 15" LCD monitors, and one 17" LCD monitor.

Mr. Michaels announced that he and Mr. Derr will be setting up a meeting with the Slatington 150th celebration committee about use of facilities.

Mr. Michaels asked Mr. Derr for an update on the gym roof. Mr. Derr explained that another spot near the post was tarred and sealed. When the weather cooperates, a larger overlay will be done in that area.

Mr. Michaels thanked Mr. Derr for the job the maintenance department is doing on snow removal. Mr. Michaels added that our supply as well as the surrounding boroughs supply of antiskid material is dwindling which many affect snow calls in the future. Mr. Michaels noted that our roads are some of the best in the area.

**SPECIAL
BOARD
REPORTS
(cont.)**

Mr. Michaels asked Mr. Jeff Bachman to update the board on our last in-service training. Mr. Bachman explained to the board that Mr. Tom Barnowski, Workplace Safety Director at Northampton County Community College, conducted an emergency drill with the district. In advance of the training, all of the administrators were asked to take the National Incident Management System training online. The emergency scenario was a weather related situation, an ice storm, where students could not be transported home. Our administration is to be commended for the execution of the drill. Everybody learned more about their buildings and how the administration worked as a team. We hope to conduct another drill this summer. Mr. Bachman pointed out that exactly one week later, Atlanta dealt with a real ice storm and the exact scenario administration had in their drill. Mr. Michaels thanked Mr. Bachman for doing a great job and for heading up the training.

Mr. Michaels reported that Dr. Ann Bieber, Acting President of LCCC, met with Mr. Michaels last week about what LCCC can do to help Northern Lehigh School District.

Mr. Michaels reviewed the governor's budget. Mr. Michaels noted that both basic education and special education will be level funded. In addition, the district may see an additional \$271,000 for the new Ready to Learn grant. However, Mr. Michaels cautioned the board that there is a stipulation in there that says "if sufficient funds are available to be distributed." Mr. Michaels added that he would like to see more funding for special education.

Mr. Hartman reported that an executive session was held prior to tonight's meeting to discuss personnel issues and Mr. Hartman announced that executive session will reconvene after tonight's board meeting.

PERSONNEL

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

Resignations D. Hanna	Accept the resignation of Dima Hanna from her position as Cook's Helper effective December 31, 2013.
Administrative Transfer Non- Instructional E. Trantham	<p>Elizabeth Trantham</p> <p>From: Middle School PCA</p> <p>To: High School Emotional Support Aide Monday-Friday 9:30am-2:00pm replacing Ellen Kiss who resigned.</p> <p>Salary: No change of salary</p> <p>Effective: Upon Receipt of Replacements Clearances</p>
Appointment Non-Instructional N. Bachman	<p>Nicholas Bachman</p> <p>Assignment: Middle School PCA replacing Elizabeth Trantham who is being administratively transferred.</p> <p>Salary: \$11.40 Per Hour Monday –Friday, 9:45am-2:15pm up to 180 Student Days per year plus additional 20 hours for Staff Development according to language in MOU</p> <p>Effective: Upon Receipt of Clearances</p>
Change of Status Non- Instructional J. Kuhns	<p>Jamie Kuhns</p> <p>From: Part Time High School Cook's Helper</p> <p>To: Full Time High School Cook's Helper</p> <p>Salary: No Change in Salary</p> <p>Effective: February 11, 2014</p>
Salary Adjustments	<p>Acknowledge the following teacher who has completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the second half of the 2013-2014 school year:</p> <p>Kristin Hubbs</p> <p>From: Step 8B+24</p> <p>To: Step 8M</p>

PERSONNEL
(cont.)

Substitute-
Instructional Approve the following substitute teacher for the 2013-2014 school year at the 2013-2014 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Melissa Frederickson* – Art K-12
*Pending Verification of Missing Personnel File Items

Unpaid
Volunteers Approve the following unpaid volunteers for the High School Musical for the 2013-2014 school year:

Megan Hoffman* Choreographer
Cynthia Geho* Pianist and Vocal Coach
*Pending Verification of Missing Personnel File Items

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

NAY: None (0)

POLICY

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

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

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

NAY: None (0)

**CURRIC-
ULUM AND
INSTRUC-
TION**

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

Induction
Program Approve the following teacher as helping teacher in the Northern Lehigh School District Induction Program for the 2013-2014 school year:

Helping Teacher	Inductee	Stipend
Rachel Reiter	Steven Jonkman	\$750.00

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

2014-2015
School
Calendar Approve the 2014-2015 Northern Lehigh School District Calendar as presented

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

NAY: None (0)

FINANCIAL

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

Financial
Reports

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

FINANCIAL

(cont.)

List of Bills

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

Lehigh Carbon Community College 2014-2015 Budget

Approve a resolution regarding the 2014-2015 Lehigh Carbon Community College Sponsor contribution Budget. Total expenditures equal \$6,186,337.00 a decrease of \$303,820.00 (4.7%) over the 2013-2014 budget. Northern Lehigh's share of the total budget is \$224,235, a decrease of \$15,214.00 or (6.4%). A copy of the budget was distributed to all board members with the agenda.

Single Audit 2012-2013

Accept the 2012-2013 audit and management report for the single audit ending June 30, 2013. A copy of the audit was distributed at the January 13, 2014 school board meeting.

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

INFORMATION

Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on December 5, 2013 were distributed.

Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting Held on December 11, 2013 were distributed.

Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on December 16, 2013 were distributed.

Mr. Green thanked Mrs. Frantz and Mrs. Molitoris for the excellent job they did with the audit. Mr. Green stated that this is the best audit the district has had in a long time.

ADJOURNMENT

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 8:15 p.m.

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

Respectfully submitted,

Gregory S. Williams
Secretary

ATTEST: _____ President
Edward E. Hartman