

**NORTHERN LEHIGH SCHOOL DISTRICT**  
**Regular School Board Meeting**  
**Monday, June 8, 2015**  
**Northern Lehigh Administration Building**  
**Board Room**  
**7:30 P.M.**



- I. A. By notice of the President, Board Members are advised that all financial matters shall be regarded as roll call votes. The minutes should also note that Public Notice was given for this meeting in accordance with Act 84 of 1986.
- B. School Board Meeting shall proceed in accordance with School Board Policy.
- C. Pledge of Allegiance.
- D. Roll Call.
- E. Public Comment -- Restricted to Agenda Items.

**II. REVIEW AND APPROVAL OF THE MINUTES OF THE PRECEDING MEETINGS**

- A. Regular school board meeting held on May 11, 2015.

**III. SPECIAL BOARD REPORTS**

- A. Carbon Lehigh Intermediate Unit ..... Mr. Raymond J. Follweiler, Jr.
- B. Lehigh Career and Technical Institute ..... Mr. Gary S. Fedorcha
- C. Legislative Report ..... Mr. Gregory S. Williams
- D. Lehigh Carbon Community College ..... Mr. Mathias J. Green, Jr.
- E. Committee Reports and/or Meetings
  - Minutes of the Education/Policy Committee Meeting held on June 1, 2015 (**Attachment #1**)
  - Minutes of the Technology/Buildings and Grounds Committee Meeting held on June 3, 2015 (**Attachment #2**)
  - Minutes of the Finance Committee Meeting held on June 3, 2015 (**Attachment #3**)
- F. Student Representatives to the Board Report ..... Ms. Emily Bevans  
Mr. Gavin Kemery
- G. Solicitor's Report ..... Attorney Charles Stopp
- H. Federal and Other Programs Update ..... Mrs. Karen A. Nicholas
  - Technology
- I. Business Office Report ..... Mrs. Sherri Molitoris  
Mrs. Rhonda Frantz

- J. Superintendent's Report ..... Mr. Michael W. Michaels
  - Reminder: Baccalaureate Thursday at 7 PM and Graduation Friday at 7 PM
  - Presentation of Book Slatington 150<sup>th</sup> History Committee – Mike Hofmann, Jr.
  - Recognition of Emily Bevans – Student Representative to the Board
  
- K. An executive session will be held at 7:15 p.m. in the Administration Office Conference Room.

**IV. PERSONNEL**

A. Dismissal

Northern Lehigh School District Board of Directors moves to dismiss Connie Zellner from her employment with the District as a cook's helper to be effective immediately.

B. Retirement/Resignation

1. With regret, accept the retirement resignation of Paul Rearden from his position as Peters Elementary Principal effective July 1, 2015. Mr. Rearden will begin his retirement from the Northern Lehigh School District after 5 years of service.
  
2. Accept the resignation of Elizabeth Chunko from her position as High School Chemistry/Physics teacher effective the end of the work day June 15, 2015. Mrs. Chunko has accepted a position in another district.
  
3. Accept the resignation of Jessica Gold from her position as High School English teacher effective the end of the work day June 15, 2015.

C. Appointment

1. Instructional

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|--|--|
| <p>a. Michelle Hock*</p> <p>Assignment:</p> <p>Salary:</p> <p>Effective:</p> <p><b>* Pending Verification of Missing Personnel File Items</b></p>    | <p>Temporary Professional Employee</p> <p>Senior High School English Teacher replacing Jessica Gold who resigned.</p> <p>\$46,200.00 (Step 1 Bachelor's on the 2015-2016 CBA Salary Schedule)</p> <p>August 24, 2015</p>           |
| <p>b. Maria Van Norman*</p> <p>Assignment:</p> <p>Salary:</p> <p>Effective:</p> <p><b>* Pending Verification of Missing Personnel File Items</b></p> | <p>Temporary Professional Employee</p> <p>Senior High School English Teacher replacing Denise Turoscy who retired.</p> <p>\$55,250.00 (Step 4 Masters on the 2015-2016 CBA Salary Schedule)</p> <p>August 24, 2015</p>             |
| <p>c. Andrea Meyers*</p> <p>Assignment:</p> <p>Salary:</p> <p>Effective:</p> <p><b>* Pending Verification of Missing Personnel File Items</b></p>    | <p>Temporary Professional Employee</p> <p>Senior High School Chemistry/Physics Teacher replacing Elizabeth Chunko who resigned.</p> <p>\$46,200 (Step 1 Bachelors on the 2015-2016 CBA Salary Schedule)</p> <p>August 24, 2015</p> |

D. Administrative Transfer1. Administrative

- a. Paul Leonzi  
From: Acting Principal Peters Elementary School  
To: Principal Peters Elementary School  
Salary: \$92,721.00  
Effective: July 1, 2015

2. Instructional

- a. Linda Brown  
From: Family & Consumer Science Teacher High School  
To: Guidance Counselor Middle School  
Salary: No change in salary  
Effective: August 24, 2015
- b. Amber Kuntz  
From: K-2 Learning Support Teacher Peters Elementary School  
To: 6<sup>th</sup> Grade Learning Support Slatington Elementary School  
Salary: No change in salary  
Effective: August 24, 2015
- c. Theresa Lobach  
From: 5<sup>th</sup> Grade Learning Support Teacher Slatington Elementary School  
To: Life Skills Support Teacher Grades 3-7  
Salary: No change in salary  
Effective: August 24, 2015
- d. Thomas Mertus  
From: 6<sup>th</sup> Grade Learning Support Teacher Slatington Elementary School  
To: 5<sup>th</sup> Grade Learning Support Teacher Slatington Elementary School  
Salary: No change in salary  
Effective: August 24, 2015

E. Family Medical Leave

1. Approve the request of employee #6714 to take a Family Medical Leave beginning on or about August 24, 2015, for the birth of her first child. Employee is requesting to use accumulated sick days (if applicable) and upon exhaustion of sick days, she is requesting a twelve week family medical leave. Employee plans to return to her current teaching position on or about January 25, 2016.
2. Approve the request of employee #3375 to take a six week Family Medical Leave. Employee is requesting to use one (1) personal day on September 3, 2015 and then begin a six week family leave using twenty-nine (29) accumulated sick days. Employee tentatively plans to return to his position on October 19, 2015.

F. Rescind Co-Curricular Appointment 2015-2016

Rescind the appointment of Kelly Follweiler in the amount of \$2,902 from her position as Assistant Field Hockey coach for the 2015-2016 school year which was originally approved at the March 9, 2015 school board meeting.

G. Motion to renew the appointment of the following Co-Curricular positions for the 2015-2016 school year:

Jeremy Batista	Assistant Boys' Soccer Coach	\$2,902.00
Susan Bowser	MS Jr. Ntl. Honor Society (Shared \$435.00)	\$ 145.00
Rick Eckhart	MS Jr. Ntl. Honor Society (Shared \$435.00)	\$ 145.00
Jason Graver	MS Jr. Ntl. Honor Society (Shared \$435.00)	\$ 145.00
Kelly Follweiler	MS Field Hockey Coach	\$2,758.00
Todd Herzog	Sr. High Spring Intramural – Weightlifting	\$ 846.00
Steven Jonkman	Elementary Chorus Advisor	\$ 619.00
Steven Jonkman	Elementary Band Advisor	\$ 825.00
Alice Lieberman	Academic Challenge Eight Advisor	\$ 458.00
Kayla Perkowski	Middle School Yearbook Advisor	\$ 846.00
Kate Pluchinsky	Cheerleading Advisor – Shared Stipend	\$1,597.00
Stephen Shuey	Senior High Fall Play Director	\$1,541.00
Stephen Shuey	Senior High Spring Musical Director	\$2,901.00
Maria Van Norman	Cheerleading Advisor – Shared Stipend	\$1,597.00

V. **POLICY**

A. Board Policy First Reading

Approve school board policy #819 – Operations – Suicide Awareness, Prevention & Response, as presented after first reading. (Attachment #4)

B. In accordance with School Board Policy #707, approve the list of organizations and their appropriate group designation as presented by the Director of Support Services. (Attachment #5)

C. Homebound Instruction

It is recommended that the Board of Education grant homebound instruction for a 9<sup>th</sup> grade student, Student No. 1890027 for five hours per week, effective May 4, 2015 and continuing until the end of the 2014-2015 school year.

VI. **CONFERENCES**

VII. **CURRICULUM AND INSTRUCTION**

A. Title I & Title IIA – 2015-2016

Approve to authorize proper officials to execute contracts for Title I and Title IIA for the 2015-2016 school year.

VIII. **OLD BUSINESS**

IX. **NEW BUSINESS**

A. RESOLVED, the Board of Education approves the Resolution Urging Legislative Action on School Employee Pension Reform. (Attachment #6)

- B. RESOLVED, the Board of Education approves the Resolution Calling for Reform of Funding for Cyber Charter Schools. **(Attachment #7)**
- C. RESOLVED, the Board of Education approves the Resolution Urging the General Assembly to Establish a New Funding Formula for Basic Education. **(Attachment #8)**

**X. FINANCIAL**

- A. Approve the Following List of Bills:
  - 1. General Fund months of May and June
  - 2. Refreshment Stand month of May
  - 3. Cafeteria Fund month of May
  - 4. Capital Projects month of May
- B. Allow business office to complete budgetary transfers for the 2014-2015 end of year audit.
- C. Appoint Willis of Pennsylvania, Inc. as the district insurance broker for Property, Casualty, & Liability insurance for the 2015-2016 school year.
- D. Award insurance coverage for the 2015-2016 school year to the following companies:
  - 1. Commercial Package and Automobile (Vehicle Liability, General Liability Property Insurance and Boiler and Machinery) Graphic Arts (UTICA) National Insurance Company - \$77,445.00. The premium is an increase of \$2,721.00 over last year's rate.
  - 2. Commercial Umbrella Liability Insurance – North River Insurance Company - \$17,318.00. There is no premium increase from last year's rate.
  - 3. School Leaders Error and Omissions Liability – National Union Fire Insurance Company - \$30,598.00. The premium is an increase of \$891.00 over last year's rates.
  - 4. Appoint School District's Insurance Consortium as the district's Workers' Compensation carrier for the 2015-2016 school year at an estimated premium of \$91,593.00, approximately a \$5,406.00 increase. This amount is an estimated total, final cost is based on actual payroll figures.
- E. Authorize the following financial institutions to act as approved depositories for school district funds and/or temporary investments. The Northern Lehigh School Board further authorizes the following financial institutions to transfer funds on deposit to any other bank for the credit of the Northern Lehigh School District. The Board further authorizes the Business Manager and/or Superintendent to enter into agreements, supplements or amendments to agreements to implement the foregoing operations for the 2015-2016 school year.

First Niagara	Prudential-Bache Government Securities Trust
Wells Fargo National Bank	Pennsylvania Local Government Investment Trust (PLGIT)
TD Wealth	
- F. Approve to grant permission to the business office to pay general fund and capital projects bills that are scheduled for payment during the month of July as required by contract. There is no scheduled board meeting in July.
- G. Approve to renew the following expiring bonds for the 2015-2016 fiscal year through Willis of Pennsylvania, Inc.:

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1. A \$50,000 Board Secretary Bond for the term of July 1, 2015 to July 1, 2016 at an annual premium of \$175.00.
  2. A \$50,000 Board Treasurer Bond for the period July 1, 2015 to July 1, 2016 at an annual premium cost of \$269.00.
- H. Upon final approval of the General Fund 2015-2016 Budget, approve the lease from California First Leasing Corporation 18201 Von Karman Avenue, Suite 800 Irvine, CA 92612 for \$50,000 per year with a lease term of 36 months and a one (\$1) dollar buyout option at end of the lease agreement. The lease will be used for the purchase of replacement laptop computers for the Middle School laptop carts (2 carts); replacement laptops for the High School floating laptop cart and Library cart; replacement of Faculty laptops for the Middle School; replacement Laser printers for the Slatington and Peters Elementary School Main Offices; and ChromeBooks to replace laptops in four (4) carts at Slatington Elementary.
- I. Approve to commit and/or assign portions of the June 30, 2015 fund balance for the following purposes (actual amounts to be determined after completion of the 2014-2015 end of year audit):
- |                           |                        |
|---------------------------|------------------------|
| PSERS Increase            | Replacement Equipment  |
| Health Insurance Premiums | Long Range Maintenance |
| Technology                |                        |
- J. School Physician
- Approve to appoint Dr. Nicole Sully and Dr. Amy Steigerwalt of Parkland Family Health Center as school physicians for the 2015-2016 school year. The fee for grade level physicals will be \$20.00 per physical needed. Consultant services will be provided at no charge.
- K. Football Game Physician
- Approve to appoint Lehigh Valley Health Network to provide football game physicians for the 2015-2016 school year at a quoted fee of \$150.00 per regular season game and \$175.00 per post-season game. There is no increase over last year's rates.
- L. Authorize administration to purchase new weight room fitness equipment, bi-yearly maintenance plan, flooring and flooring installation through Advantage Sport & Fitness Inc. The cost of the new fitness equipment with maintenance plan is \$169,664.84 and flooring with installation is \$18,162.00. Financing will be a 5 year lease with Real Lease, 1200 Pittsford-Victor Rd, Pittsford, NY 14534 at a yearly amount of \$38,652.00 beginning July 1, 2015. Advantage Sport & Fitness Inc. is a member of the Pennsylvania State Contract Pricing – COSTARS.
- M. Authorize administration to allow ELA Sport to contract with an engineering firm to perform core drilling of the track around bulldog stadium at a cost not to exceed \$4,500. The core drilling will allow for a full inspection of the 20+ year asphalt on the track and further provide for a complete project cost presentation at the August committee meetings.
- N. Approve the following Homestead/Farmstead Resolution, as presented.

**NORTHERN LEHIGH SCHOOL DISTRICT****2015 Homestead and Farmstead Exclusion Resolution**

**RESOLVED**, by the Board of School Directors of the Northern Lehigh School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2015, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.**  
The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2015:
  - a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$946,000.35 plus an additional \$0, which was undistributed school year beginning July 1, 2014, for a total amount of \$946,000.35.
  - b. **Philadelphia tax credit reimbursement funds.** PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$5,678.14.
  - c. **Aggregate amount available.** Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$951,678.49.
2. **Homestead/farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:
  - a. **Homestead property number.** The number of approved homesteads within the School District is 3,718.
  - b. **Farmstead property number.** The number of approved farmsteads within the School District is 28.
  - c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 3,746.
3. **Real estate tax reduction calculation.** The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(c) aggregate amount available during the school year for real estate tax reduction of \$951,678.49 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 3,746 (before considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead and farmstead exclusion amount), the preliminary calculation of the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$254.06.

Based on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board, considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount, an additional aggregate amount of \$22,218.69 will be available during the school year for real estate tax reduction applicable to approximately 3,538 homesteads and farmsteads, resulting in an additional real estate tax reduction amount available for each homestead and farmstead of \$6.24. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of \$254.06, the final maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$260.30.

4. **Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of \$260.30 by the School District real estate tax rate of 21.1475 mills (.0211475) for Lehigh County and 59.1363 mills (.0591363) for Northampton County, the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$12,309 for Lehigh County or \$4,402 for Northampton County, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$12,309 for Lehigh County or \$4,402 for Northampton County.
5. **Homestead/farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$12,309 for Lehigh County or \$4,402 for Northampton County. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$12,309 for Lehigh County or \$4,402 for Northampton County. For purposes of this Resolution, “approved homestead” and “approved farmstead” shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

- O. Authorize administration to enter into an agreement with Nagle Athletic Surfaces for renovation of the track around bulldog stadium at a cost not to exceed \$600,000.

**XI. LEGAL**

**XII. CORRESPONDENCE**

**XIII. INFORMATION**

- A. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on April 20, 2015.
- B. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on April 9, 2015.



- C. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on April 22, 2015.

**XIV. ADOPTION OF GENERAL FUND FINAL BUDGET FOR 2015-2016**

- A. It is recommended that the Board of Education adopts the general fund final budget of the Northern Lehigh School District for the 2015-2016 school year in the amount of \$30,828,379.00.
1. A 21.1475 millage rate for Lehigh County and a 59.1363 millage rate for Northampton County.
  2. A \$5.00 Resident Per Capita Tax, taxable on 18 year olds and over based on Section 679 of the School Code of 1949. No change from 2014-2015.
  3. Taxes under Act 511 with no changes from 2014-2015:
    - a. A 1% Earned Income Tax shared equally with coterminous municipalities.
    - b. A Realty Transfer Tax shared equally with the coterminous municipalities.
    - c. A \$5.00 Resident Per Capita Tax taxable on residents age 18 and over.
    - d. A \$5.00 Local Service Tax (formerly Emergency and Municipal Services Tax)

**RECOMMENDATION ..... That the Board of Education adopts the 2015-2016 Northern Lehigh School District Budget.**

**XV. RECOGNITION OF GUESTS**

**XVI. ADJOURNMENT**