

**NORTHERN LEHIGH SCHOOL DISTRICT**  
**Regular School Board Meeting**  
**Monday, January 13, 2014**  
**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. Reorganization school board meeting held on December 2, 2013.
- B. Regular school board meeting held on December 2, 2013.

**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 Technology/Buildings and Grounds Committee Meeting held on January 8, 2014 (Attachment #1)
  - Minutes of the Finance Committee Meeting held on January 8, 2014 (Attachment #2)
- F. Student Representatives to the Board Report ..... Ms. Emily Bevans  
Mr. Nathaniel Czarnecki
- G. Solicitor's Report ..... Attorney Charles Stopp
- H. Federal and Other Programs Update ..... Mrs. Karen A. Nicholas
  - High School Program of Studies
  - Policy #913 – Community – Nonschool Organizations/Groups/Individuals
  - Keystone Exams
- I. Business Office Report ..... Mrs. Sherri Molitoris  
Mrs. Rhonda Frantz
  - Distribution of Single Audit Report for Fiscal Year Ending June 30, 2013
  - Post Issuance Compliance Resolution
  - Act 1 Tax Levy Resolution

- J. Superintendent's Report ..... Mr. Michael W. Michaels
  - School Board Recognition Month
  - Presentation of PSBA School Board Service Award
    - Mathias J. Green, Jr. – 36 years of service
  - January 21, 2014, February 14, 2014 – Snow Make Up Days – 2014-2015 Calendar in Progress
  - Graduation date will be locked in by April
  - Ethics Forms
- K. An executive session will be held at 6:45 p.m. in the Administration Office Conference Room.

**IV. PERSONNEL**

A. Resignations

1. Accept the resignation of Lora Krum from her position as Elementary Music Teacher effective the end of the work day on January 21, 2014.
2. 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.
3. Accept the resignation of Katrina Wehr as Assistant Track & Field Coach. Ms. Wehr has accepted a full time position in the Philadelphia area.

B. Co-Curricular Appointment 2013-2014

Ashlie Eckert	Assistant Track Coach	\$2,990.49
Stephen Jonkman	Elementary Chorus Advisor (Spring)	\$ 303.42

C. Co-Curricular Appointments 2014-2015

Joseph Tout	Head Football Coach	\$7,084.32*
Stephen Hluschak	Assistant Football Coach	\$4,604.11*
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.

D. 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

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**E. Co-Curricular Volunteers 2013-2014**

Kyle Baumann\*                      Assistant Wrestling Coach  
Marcus Hardiman\*                  Assistant Wrestling Coach  
Dean Wagaman\*                      Assistant Softball Coach

\*Pending Verification of Missing Personnel File Items

**F. Co-Curricular Volunteers 2014-2015**

Sarah Arndt                              Assistant Field Hockey Coach  
Heather Chandler\*                      Assistant Field Hockey Coach  
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

**G. Substitute****1. Non-Instructional**

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

**V. POLICY****A. 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. **(Attachment #3)**

**B. Board Policy First Reading**

1. Approve school board policy #913 – Community – Nonschool Organizations/Groups/Individuals, as presented after first reading. **(Attachment #4)**

**VI. CONFERENCES**

A. 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 **(Attachment #5)**

B. Bryan Geist – 47<sup>th</sup> 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 **(Attachment #6)**

**VII. CURRICULUM AND INSTRUCTION**

A. Approve the High School Program of Studies Book for 2014-2015 school year as presented and recommended by Administration. **(Distributed to Board Members Only).**

**VIII. OLD BUSINESS**

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**IX. NEW BUSINESS****A. 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 these men and women who serve on the Northern Lehigh Board of School Directors:

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

**X. FINANCIAL****A. Approve the Following Financial Reports:**

1. General Fund Account month of November
2. NLMS Student Activities Account month of November
3. NLHS Student Activities and Scholarship Account month of November

**B. Approve the Following List of Bills:**

1. General Fund months of December and January
2. Refreshment Stand month of December
3. Cafeteria Fund month of December
4. Capital Projects month of December

**C. RESOLVED**, the Board of Education approves and adopts the Resolution regarding Post Issuance Compliance Procedures, as presented. (Attachment #7)

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- D. Approve the Assignment of Athletic Trainer Agreement between Orthopaedic Associates of Allentown, the Lehigh Valley Hospital and the Northern Lehigh School District, as presented. (Attachment #8)
- E. Approve abatement/exoneration requests of per capita taxes, for the residents that fall within the guidelines, as presented. (Attachment #9)
- F. Approve a donation to the Slatington Public Library to be added to the 2014-2015 school year budget in the amount of \$5,000.
- G. 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.
- H. 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)
- I. Act 1 Tax Levy Resolution

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.

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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.

**XI. LEGAL**

**XII. CORRESPONDENCE**

**XIII. INFORMATION**

- A. Minutes of the Lehigh Carbon Community College Board of Trustees meetings held on November 7, 2013.
- B. Minutes of the Lehigh Career & Technical Institute Joint Operating Committee meeting held on October 23, 2013.
- C. Minutes of the Carbon Lehigh Intermediate Unit 21 Board of Directors meeting held on November 18, 2013.

**XIV. RECOGNITION OF GUESTS**

**XV. ADJOURNMENT**