

NORTHERN LEHIGH SCHOOL DISTRICT
Regular Meeting
Board Minutes

Slatington, PA
February 11, 2019

PURPOSE The regular meeting of the Northern Lehigh Board of School Directors was called to order by the President, Mr. Gary S. Fedorcha, at 7:10 p.m. on Monday, February 11, 2019, in the Administration Office Board Room.

ROLL CALL Members present: Mr. Robin T. Distler, Mr. Mathias J. Green, Jr., Mrs. Michelle M. Heckman, Mrs. Gale N. Husack, Mrs. Michele L. Martineau, and Mr. Gary S. Fedorcha (6)

Members absent: Mr. Robert J. Keegan, Jr., Mrs. Donna M. Kulp (2)

Non-members present: Mrs. Jill Chamberlain, Mr. Greg Derr, Mrs. Michele Dotta, Mrs. Rhonda Frantz, Ms. Madison Hoffman (Jr. Rep.), Mr. John Hrizuk, Mr. Preston Kemery (Sr. Rep), Mr. Paul Leonzi, Mr. Matthew Link, Mr. Eugene Marks, Mrs. Sherri Molitoris, Mr. Scott Pyne, Mrs. Tanya Simms, Dr. Tania Stoker, Attorney Keith Strohl (Solicitor's Office), and Mr. Robert Vlasaty.

VISITORS Approximately eight visitors attended the meeting.

VACANT BOARD SEAT Mr. Link stated that we still have a vacant board seat. We have re-advertised for that seat. We have had some interest from the community but they were unable to move forward in the process.

APPROVE MINUTES Mr. Distler made a motion, which was seconded by Mrs. Martineau, that the minutes of the regular school board meetings held on January 14, 2019, be approved and ordered filed.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Martineau, and Mr. Fedorcha (6)
NAY: None (0)

SPECIAL BOARD REPORTS Carbon Lehigh Intermediate Unit –Mrs. Husack reported that the CLIU budget is on the agenda this evening for approval. The budget has a slight decrease. There is no meeting in February.

Lehigh Career and Technical Institute – Mr. Fedorcha reported that the LCTI budget is on the agenda this evening for approval. Mr. Fedorcha added that LCTI bases their costs per district on a five year enrollment from each district. Northern Lehigh has seen an increase in enrollment and therefore an increase in the budget. The SkillsUSA competition was postponed due to weather.

Legislative Report – Mrs. Heckman reported that on February 5, 2019, Governor Wolf proposed a \$34 billion budget, a 2.8% increase over this year's budget. The budget, as it stands, would include a \$10 million increase in career and technical education programs, \$45 million for the School Safety and Security Fund, and a \$15 million increase for early childhood programs. The board will be updated on any revisions to this budget.

Lehigh Carbon Community College – Mr. Green reported that the LCCC budget is on the agenda this evening for approval. Mr. Green noted that the budget is based on population of which there has been a slight decrease.

Committee Reports and/or Meetings

Minutes of the Education/Policy Committee Meeting held on February 4, 2019, were distributed.

Minutes of the Community Relations Committee Meeting held on February 4, 2019 were distributed.

Minutes of the Technology/Buildings & Grounds Committee Meeting held on February 6, 2019, were distributed.

Minutes of the Finance Committee Meeting held on February 6, 2019, were distributed.

SPECIAL BOARD REPORTS (cont.)

Student Representatives to the Board Report – Mr. Kemery and Ms. Madison Hoffman verbally reported on the contents of the student representative report. Mr. Green commended that the boys’ basketball finished very strong.

Assistant to the Superintendent Report - Dr. Stoker reported that the High School and Middle School programs of studies are on the agenda this evening for approval. Dr. Stoker thanked the principals and staff for updating the guides. Read 180 has been added to the Middle School guide and updated the seventh grade ELA section. At the High School, five new courses have been added: AP Language and Composition, Journalism & Media I & II, Marketing and Software Development, Apocalyptic Fiction and Films, and Yearbook Publication. The 21st Century course was changed to Future Ready Skills. In addition, some updates were needed based on changes in the laws based on project based assessments, keystone exams and various pathways to graduation.

Superintendent’s Report - Mr. Link announced that we are in the very early stages of setting up a district-wide network of volunteers to support our students and families who may need additional support to make sure basic needs are met such as food, warm clothing, or whatever is needed. Our community is so supportive to the district, that this is a way to give back to them outside of academics, sports and arts.

Mr. Link announced that last week was National School Counselors week. The school counselors district-wide do a great job with our students by setting them up for success academically, socially and emotionally and college and career readiness.

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

PERSONNEL

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

Resignation S. Reimert Accept the resignation of Stephen Reimert from his position as permanent substitute teacher, effective January 25, 2019.

Appointment Administrative Eric Hill*
Assignment: Director of Technology
Salary: \$88,000 (prorated for the remainder of the 2018-2019 school Year)
Effective: On or about March 11, 2019
***Pending Verification of Missing Personnel File Items**

Appointment Non-Instructional Kyle Kromer
Assignment: Part-time School Police Officer
Salary: \$18.00 Per Hour plus life insurance benefit
Effective: February 12, 2018

Family Medical Leave Approve the request of employee #6754 to take a three week family medical leave of absence beginning on or about March 31, 2019, for the birth of a child. Employee is requesting to use accumulated sick days. Employee plans to return to his position on or about April 23, 2019.

Approve the request of employee #7096 to take a twelve week family medical leave of absence beginning on January 28, 2019 for her own medical reasons. Employee plans to return to her position upon release from her physician.

Professional Contracts According to Article II – 1108, subsection (b) of the School Code: “a temporary professional employee, initially employed by a school district on or after June 30, 1996, whose work has been certified by the district superintendent to the secretary of the school district, during the last four (4) months of the third year of such service, as being satisfactory, shall thereafter be a “professional employee” within the meaning of this article.” Therefore, it is recommended to approve “professional employee” status as per the school code for the following teachers who have satisfactorily completed three years of service to the Northern Lehigh School District:
Ryan Stilwell

PERSONNEL Acknowledge the following teachers who have completed the requirements per the Collective Bargaining Agreement that would entitle them to a salary increase for the 2018-2019 school year:

(cont)

Salary

Adjustments

Kayla Perkowski

From: Step 6B+24

To: Step 6M

Tamara Stubits

From: Step 2B+24

To: Step 2M

Asst. Director Fall Play/Musical Approve Ryan Cook as Assistant Director for the Fall Play/Spring Musical for the NLHS Student Theatre Group. Stipend for the Assistant Director will be \$500.00 and be paid out of the General Fund High School Student Activities Fund.

Game Workers 2018-2019 rates Motion to renew the appointment of the following list of people as Game Workers for the 2018-2019 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 2017-2018 Supplementary Personnel Salary Schedule: Harold Greene

Co-Curricular Appointments 2019-2020 Motion to renew the appointment of the following Co-Curricular positions for the 2019-2020 school year:

Mikayla Ninos	Assistant Field Hockey Coach	\$3,111.00
Brittani Pristash	Assistant Field Hockey Coach (MS)	\$2,957.00

Co-Curricular Appointment 2019-2020	Katherine Farber	Sr. High Fall Intramurals – Softball- ½ Salary	\$ 453.00
	Gregory King	Sr. High Fall Intramurals – Baseball - ½ Salary	\$ 453.00

Co-Curricular Volunteers 2018-2019 Shannon Jones Assistant Softball Coach

Co-Curricular Volunteers 2019-2020 Shawn Wanamaker Assistant Field Hockey Coach

Substitute-Instructional Schedule: Approve the appointment of the following substitute teachers for the 2018-2019 school year at the 2018-2019 substitute teacher rates as approved on the Supplementary Personnel Salary Schedule:

Melissa Miller* – English
Morgan Kemmerer – PK-4

***Pending Verification of Missing Personnel File Items**

Non-Instructional Cafeteria Motion to approve the appointment of the following individuals as substitute cafeteria workers for the 2018-2019 school year at the 2018-2019 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Andrew Bahnick
Rebecca Edwards
Julie Niebell

PERSONNEL**(cont)**

Non-Instructional Custodian Motion to approve the appointment of the following individuals as substitute custodian for the 2018-2019 school year at the 2018-2019 substitute rate as approved on the Supplemental Personnel Salary Schedule:

Andrew Bahnick

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Martineau, and Mr. Fedorcha (6)
NAY: None (0)

Mr. Link recognized and welcomed Mr. Eric Hill, who will be the new Director of Technology. Mr. Hill will be working with Mr. John Hrizuk until the end of the school year.

Mr. Link also recognized and welcomed Mr. Kyle Kromer, our new part-time school police officer. He will be working closely with Officer Gnas.

Mr. Link also congratulated Ms. Kayla Perkowski for earning her master's degree.

POLICY

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

Board Policy First Reading Approve school board policy #122 – Programs – Extracurricular Activities, as presented after first reading.

Approve school board policy #210.1 – Pupils – Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors, as presented after first reading.

Approve school board policy #808 – Operations – Food Services, as presented after first reading.

Board Policy Second Reading Approve school board policy #008 – Local Board Procedures – Organizational Chart, as presented after second reading.

Approve school board policy #311 – Employees – Reduction of Staff, as presented after second reading.

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

Approve school board policy #818 – Operations – Contracted Services, as presented after second reading.

Open Records Officer Appoint Mr. Matthew J. Link, Superintendent of Schools, as the Open Records Officer for the district. He will be responsible for all public record requests, and his assistant will be Sharon Sherman.

Bucks County Intermediate Unit ECYEH Agreement Approve to authorize proper officials to sign an agreement between the Northern Lehigh School District and Bucks County Intermediate Unit #22 affirming the roles and responsibilities relating to Pennsylvania's Education for Children and Youth Experiencing Homelessness (ECYEH) Program.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Martineau, and Mr. Fedorcha (6)
NAY: None (0)

**CONF-
ENCES**

Mr. Green made a motion, which was seconded by Mrs. Heckman, that the Board of Education approves the following conference:

Matthew Link - Leading the Future of Public Education: Bold Leaders Breaking Barriers - Pennsylvania Association of School Administrators - March 17-18, 2019, - Hilton Hotel - Harrisburg, PA - Registration: \$299.00; Lodging: \$187.59; Travel: \$99.18; Meals - \$25.00 – Total Approximate Cost: \$610.77 – Funding: Superintendent's Budget

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Martineau, and Mr. Fedorcha (6)
 NAY: None (0)

**CURRIC-
 ULUM AND
 INSTRUC-
 TION**

Mrs. Martineau made a motion, which was seconded by Mrs. Heckman, that the Board of Education approves the following curriculum and instruction item:

High School
 Program of
 Studies
 2019-2020

Approve the High School Program of Studies Book for the 2019-2020 school year as presented and recommended by Administration.

Middle School
 Program of
 Studies
 2019-2020

Approve the Middle School Program of Studies Book for the 2019-2020 school year as presented and recommended by Administration.

CLIU Driver
 Education
 Agreement

Approve to authorize proper officials to ratify a contractual agreement between the Northern Lehigh School District and the Carbon Lehigh Intermediate Unit #21 to continue the Student Driver Education Program at no cost to the district effective July 1, 2019 through June 30, 2020.

Hogan Learn-
 ing Academy
 Agreement

Approve to authorize proper officials to enter into an agreement for one Northern Lehigh School District student with special needs to attend Hogan Learning Academy LLC in accordance with the promises and covenants contained in the agreement. This agreement is effective January 16, 2019 and terminates on June 6, 2019.

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Martineau, and Mr. Fedorcha (6)
 NAY: None (0)

**NEW
 BUSINESS**

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

MOU Act 93
 Including FT
 SPO

Approve the Memorandum of Understanding to the Northern Lehigh School District Middle Management Team's Administrator Compensation Plan to incorporate the position of the Full Time School Police Officer (SPO).

YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Martineau, and Mr. Fedorcha (6)
 NAY: None (0)

FINANCIAL

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

Financial
 Reports

Approve the Following Financial Reports:
 General Fund Account month of January, 2019
 NLMS Student Activities Account month of January, 2019
 NLHS Student Activities and Scholarship Account month of January, 2019
 Capital Construction Fund month of January, 2019
 Cafeteria Fund month of January, 2019

List of
 Bills

Approve the Following List of Bills:
 General Fund months of January & February, 2019
 Cafeteria Fund months of January & February, 2019

Lehigh Carbon
 Community
 College
 2019-2020

Approve a resolution regarding the 2019-2020 Lehigh Carbon Community College Sponsor contribution Budget. Total expenditures equal \$6,186,337.00 which represents no change over the 2018-2019 budget. Northern Lehigh's share of the total budget is \$185,750.00, a decrease of \$564.00 or (-.3%). A copy of the budget was distributed electronically February 8, 2019.

FINANCIAL
(cont.)

- Carbon-Lehigh Intermediate Unit 2019-2020 Budget Approve a resolution regarding the 2019-2020 Carbon Lehigh Intermediate Unit Operational and Program Services budget. Total expenditures equal \$3,104,595.00, an increase of \$64,313.00 over the 2018-2019 budget. Northern Lehigh's share is proposed to be \$18,793.00 a decrease of \$663.00 from the 2018-2019 budget. A copy of the budget was distributed electronically on February 8, 2019.
- Lehigh Career & Technical Institute 2019-2020 Budget Approve a resolution regarding the Lehigh Career & Technical Institute general fund budget and Academic Center expenditures for the 2019-2020 school year. The general fund budget total is \$27,666,000.00, an increase of \$1,063,800. 00. Northern Lehigh School District's portion of the 2019-2020 general fund budget is \$1,149,513.56, an increase of \$103,884.21. The expenditures for the Academic Center budget for the period of July 1, 2019 through June 30, 2020 total \$1,860,000.00, an increase of \$40,600.00. There is no cost to Northern Lehigh School for the Academic Center budget. A copy of the budget was distributed to board members electronically February 8, 2019.
- Single Audit 2017-2018 Accept the 2017-2018 audit and management report for the single audit ending June 30, 2018. A copy of the audit was distributed at the January 14, 2019 school board meeting.
- Lifetouch Agreement 2019-2022 Approve to authorize proper officials to enter into a three year agreement between the Northern Lehigh School District and Lifetouch for the purpose of providing school portraits and school services per the attached agreement.
- Budgetary Transfers Approve budgetary transfers for the 2018-2019 school year, as presented.
- YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Martineau, and Mr. Fedorcha (6)
NAY: None (0)

INFOR-
MATION

- Minutes of the Carbon Lehigh Intermediate Unit #21 Board of Directors meeting held on December 17, 2018 were distributed.
- Minutes of the Lehigh Carbon Community College Board of Trustees meeting held on December 6, 2018, were distributed.
- Minutes of the Lehigh Career & Technical Institute Joint Operating Committee held on December 12, 2018, were distributed.
- Mr. Link recognized Mr. Richard DeSocio who is doing his internship for his Superintendent letter of eligibility.

ADJOURN-
MENT

- Mr. Distler made a motion, which was seconded by Mrs. Martineau, that the regular meeting of the Northern Lehigh School District Board of School Directors is adjourned at 7:26 p.m.
- YEA: Mr. Distler, Mr. Green, Mrs. Heckman, Mrs. Husack, Mrs. Martineau, and Mr. Fedorcha (6)
NAY: None (0)

Respectfully submitted,

Gale N. Husack
Secretary

ATTEST: _____ President
Gary S. Fedorcha