

NAZARETH AREA SCHOOL DISTRICT

One Education Plaza

Nazareth, PA 18064-2397

610-759-1170

September 18, 2017

7:30 p.m.

I. PRELIMINARIES:

- A. Call to Order
- B. Roll Call
- C. Pledge of Allegiance
- D. Approval of minutes of the Regular Meeting of August 14, 2017, and the Special Meeting of August 21, 2017 (To be approved at the second meeting of the month)
- E. Comments on Board Resolutions Only

II. CORRESPONDENCE AND PRESENTATIONS/RECOGNITIONS:

- A. At the current time, no items of correspondence have been received.....

III. AREA UPDATES:

- A. Student Government Association Leaders [Peter Huelette]
(First Meeting of the Month)
- B. Building Principal Reports
Building Principal Written Area Updates submitted for Review
 - a. High School – Mr. Davis
 - b. Middle School – Mr. Kern
 - c. Intermediate School – Mr. Yanek
 - d. Shafer Elementary – Mr. Mudlock
 - e. Butz Elementary – Ms. Apruzzi
 - f. Lower Nazareth Elementary – Mr. Santos
- C. Board Committee Area Reports
 - a. Career Institute of Technology – Ms. Kalinoski/Mr. Vasko
 - b. Intermediate Unit #20 – Mr. Butz

IV. EDUCATION PROGRAM AND INFORMATION TECHNOLOGY DEPARTMENT CONSIDERATIONS:

1. Assistant Superintendent's Report – Ms. Resende
Educational Program Written Report Submitted for Review
2. Educational Committee of the Board Report – Dr. McGlynn
3. Technology – Mr. Uelses - **Written Area Update Submitted for Review**
4. Technology Committee of the Board Report – Mr. Vasko

_____ **I move to approve the considerations**

_____ **as hereinafter described:**

- A. Approve the following request/s for homebound education for:
 1. Student A, effective September 20, 2017.

- B. Approve the following trip request/s for professional development from:
 1. Bethany Badesso to attend the PSTA Annual Conference at State College, from November 30, 2017 through December 2, 2017, at an approximate cost of \$913.48.

- C. Approve the following educational trip request/s from:
 1. The High School Orchestra to travel to Williamsburg, Virginia from March 9, 2018 through March 11, 2018. Students will be touring various historical sites in Virginia and performing in a musical clinic as part of the National Festival of States. The only cost to the District will be for one teacher sub for one day. All other costs will be paid through the Student Activity Account.
 2. The High School FBLA Group to travel to Kalahari Waterparks and Resort on November 5 and 6, 2017, to attend the Pennsylvania FBLA Leadership Workshop for an innovative, interactive and focused leadership experience. The only cost to the District will be for one teacher for one day. The cost of transportation will be paid by the High School, and all other costs will be paid through the Student Activity Account.

- D. Approve the following internship request/s from:
 1. Currently, no requests have been received.

- E. Approve the following student teacher request/s:
 1. Approve the following Primary I professional development student requests from East Stroudsburg University, pending receipt of all satisfactory clearances, health reports and TB tests:
 - a. Alexandra Kalinowski with Corinne Hinkel in kindergarten at Kenneth N. Butz, Jr. Elementary School, beginning September 11, 2017 for ten weeks (one day per week).
 - b. Francis Bauman, Jr. with Monica Morris in Kindergarten at Kenneth N. Butz, Jr. Elementary School, beginning September 11, 2017 for ten weeks (one day per week).

- F. Approve a request from Shane Killeen for an internship in a Master of Education Curriculum and Instruction and Principal Certification Program through Kutztown University from August through December, for 180 hours, with Mr. Alan Davis Principal, Nazareth Area High School.

First reading of revised District Policy #246, School Wellness. No Board Action is required on this item at this time.

First reading of revised District Policy #808, Food Services. No Board Action is required on this item at this time.

First reading of revised District Policy #827, Conflict of Interest. No Board Action is required on this item at this time.

V. EDUCATION PROGRAM AND INFORMATION TECHNOLOGY DEPARTMENT RESOLUTIONS:

**For
Board
Approval
9-18-17**

**I move to approve the resolutions (V.A.)
through (V.G.) as hereinafter described. Vote
will be by consent and/or roll call vote.**

- A. Approve the agreement for Title I services between the Nazareth Area School District and Colonial Intermediate Unit 20 for the term of August 28, 2017 through May 30, 2018.
- B. Approve the agreement for Title II services between the Nazareth Area School District and Colonial Intermediate Unit 20 for the term of August 28, 2017 through May 30, 2018.
- C. Approve a waiver to the three-reading policy and approve revised District Policy #204, Attendance.
- D. Approve a waiver to the three-reading policy and approve District Policy #204.2, Truancy Mandatory Attendance.
- E. Approve a waiver to the three-reading policy and approve District Policy #204.3, Temporary Medical Excusal Policy.
- F. Approve the removal of District Policy #117, Requests for Temporary Excuses from School - Homebound Instruction (to be replaced with District Policy 204.3).

- G. Authorize Administration to proceed with payment for costs associated with travel, lodging, and meals for Project Based Learning professional development at Nazareth Area Middle School provided by Creekside Middle School staff at a cost not to exceed \$3,000.00. Funding for this project has been allotted for in the Nazareth Area Middle School building budget.

The Federal Programs Report will be included with the final agenda documents. No Board action will be required on this particular item.

VI. FINANCIAL BOARD CONSIDERATIONS:

- 1. Business Administrator’s Report – Mr. Whiteleather
- 2. Audit and Finance Committee Report of the Board – Mr. Treon
- 3.

_____ **I move to approve the considerations**
_____ **as hereinafter described:**

- A. Ratification/Approval of Financial Reports -
In conformity with provisions under the Public School Code and Series 700 of the Board Policy Manual, the Board at this time shall consider ratification/approval of current school district financial reports including the treasurer’s report, all of which have been provided to the Board in advance of tonight’s meeting and will be included in the official Minutes of this meeting.
- B. Ratification/Approval of Payment of Bills -
At this time, the Board shall consider ratification/approval of all the bills paid from the school district’s funds since the last regular meeting of the Board, as previously presented to the Board prior to tonight’s meeting and will be included in the official Minutes of this meeting.
- C. Based upon the recommendation of the Superintendent of Schools and the Business Administrator/Board Secretary, the Board of Directors hereby adopts a Parameters Resolution, the full text of said Parameters Resolution having been provided to each member of the Board of Directors and the full text of which is incorporated into this Motion by specific reference to the Parameters Resolution, authorizing inter alia., the incurring of nonelectoral debt consisting of the District’s Taxable General Obligation Bonds, Series B of 2017(“ the 2017 B Bonds’) for the purpose of making a termination payment required under a qualified interest rate management agreement; its Tax Exempt General Obligation Bonds, Series C of 2017(“ the 2017 C Bonds’) for the purpose of the current refunding of the District’s 2011 Notes; its Tax Exempt General Obligation Bonds, Series D of 2017(“ the 2017 D Bonds’) for the purpose of the current refunding of the District’s 2015 Notes; its Tax Exempt General Obligation Bonds, Series E of 2017 (“the

2017 E Bonds') for the purpose of the funding the District's capital improvement projects("Capital Projects"); its Tax Exempt General Obligation Notes, Series of 2018(" the 2018 Notes") for the purpose of the current refunding of the District's 2013 Bonds . The 2017 B Bonds, 2017 C Bonds, 2017 D Bonds and 2017 E Bonds collectively referred to as the Bonds. The refunding of the 2011 Notes, 2015 Notes and 2013 Bonds respectively constituting a refunding program ("Refunding Program"). The incurrence of the Bonds and the 2018 Notes to be in the combined maximum aggregate principal amount of \$80,000,000.

Pursuant to the Parameters Resolution, the District makes certain representations and undertakes certain actions including covenanting to pay, and pledging the District's available taxing power for the payment of the Bonds and the 2018 Notes; establishing a sinking fund and appointing a sinking fund depository; fixing the form, maximum interest rates, maturity, redemption and other provisions for the payment thereof, accepting a proposal for the purchase of the Bonds and the 2018 Notes, authorizing a filing of required documents with the Department of Community and Economic Development; ratifying and directing certain actions of officers; and, making certain other covenants and provisions in respect of the Bonds, the 2018 Notes and the Refunding Program and Capital Projects.

- D. It is recommended that Doris Miller be appointed Board Alternate for the Nazareth Area School District, effective immediately, replacing Sharon Buss on the EBTEP Board of Alternate Trustees.
- E. Approval to require all currently active 403b vendors of the Nazareth Area School District to pay the 3rd party monthly administrative fee of TSA for all active employees investing in their fund as of 12/1/17. If vendor does not agree to pay administrative fee, the Nazareth Area School District will not allow any new signups to that 403b vendor.
- F. Approval to add a voluntary employee Flexible Spending Account (FSA) effective January 1, 2018 with Total Administrative Services Corporation (TASC), with the District paying the administrative fees.

VII. PERSONNEL BOARD CONSIDERATIONS:

- 1. Personnel – Dr. Riker
- 2. Board Personnel Committee Report – Ms. Kalinoski

_____ **I move to approve the considerations**
_____ **as hereinafter described:**

- A. At the current time, there are no personnel considerations.....

VIII. PERSONNEL BOARD RESOLUTIONS:

For Board Approval 9-18-17

I move to approve the resolution (VIII.A.) through (VIII.I.) as hereinafter described. Vote will be by consent and/or roll call vote.

- A. Approve Dr. James Wasson, M.D., P.C., as the School District Physician, retroactive to August 31, 2017, to be paid \$6,050.00 per ten-month school year, in two equal installments in December and May, in accordance with a signed contract.
- B. Approve the addition of the following to the appropriate substitute list, effective the first day of employment, or as otherwise listed, and pending receipt of all required paperwork:

Additions:

Substitute Teachers:

Social Studies 7-12	Jaimie Osborn
PK-4	Tara Pierfy
PK-4	Christianne Lieberman
Health & Physical Ed PK-12	Christine Aschoff
Emergency Certification	Julie Buskirk

Support Staff Substitutes:

Monitor, Secretarial	Jennifer Werkheiser
Custodian, Monitor, Secretarial	Sherry Hanlon
Food Services	Kathleen Kivert

Deletions:

Art	Kristina Mindler
Associate Nurse	Prapti Patel
Elementary	Ryan Hercik
	Maureen Phillips
	Katie Unger
	Christine Wachter
Family & Consumer Science	Sara Baab
Support Staff	Ann Borges
	Brielle Ferraro
	Trina Petroni

- C. Approve the following request/s for uncompensated leave from:
 1. Employee FMLA 17/18 - 4, effective approximately October 10, 2017 through approximately January 2, 2018.
 2. Employee FMLA 17/18 - 5, effective approximately September 21, 2017 through approximately November 2, 2017.

3. Employee FMLA 17/18 - 6, effective approximately August 23, 2017 through approximately October 16, 2017.
 4. Employee FMLA 17/18 - 7, effective approximately September 14, 2017 through approximately October 10, 2017.
- D. Approve the following request/s for leaves of absences from:
1. Currently, there are no request/s for leaves of absences.
- E. Approve the following resignations from:
1. Korey Rolek, associate teacher, Nazareth Area Middle School, effective September 18, 2017, pending approval as the aquatics associate teacher.
- F. Accept the following retirements for:
1. Lynn Ann Post, teacher, Nazareth Area Intermediate School, effective January 2, 2018.
- G. Approve the hiring/transfer/change of position for the following personnel:
1. Approve an increase in hours for Gay Parker, food services helper, Nazareth Area Intermediate School, from 3.5 to 4 hours, retroactive to August 25, 2017.
 2. Hire Mary Heller as a replacement food services helper, 3.5 hours, with an initial assignment at the Nazareth Area Intermediate School, retroactive to August 25, 2017, and with other terms and conditions currently in effect between the Nazareth Area School District and the Support Personnel Association, and pending receipt of all required paperwork. It is understood that employment is provisional until all required paperwork is received, based on the requirements of the Public Employee Relations Act and the Pennsylvania Department of Education.
 3. Hire Lisa Symia as a replacement food services helper, 3.75 hours, with an initial assignment at the Nazareth Area Intermediate School, retroactive to August 25, 2017, and with other terms and conditions currently in effect between the Nazareth Area School District and the Support Personnel Association, and pending receipt of all required paperwork. It is understood that employment is provisional until all required paperwork is received, based on the requirements of the Public Employee Relations Act and the Pennsylvania Department of Education.
 4. Hire Kory Rolek as a replacement aquatics associate teacher, with an initial assignment at the Nazareth Area Middle School, effective September 19, 2017, and with other terms and conditions currently in effect between the Nazareth Area School District and the Support Personnel Association.
 5. Hire Jamie Yeager as a long-term substitute teacher for Lynn Dietrich, Nazareth Area High School, retroactive to August 31, 2017, and with other terms and conditions currently in effect between the Nazareth Area School District and the Education Association, and pending receipt of all required paperwork. It is understood that employment is provisional until all required paperwork is received, based on the requirements of the Public Employee Relations Act and the Pennsylvania Department of Education.

6. Hire Mitchell Knapp as a replacement associate teacher, with an initial assignment at the Nazareth Area Middle School, retroactive to September 18, 2017, and with other terms and conditions currently in effect between the Nazareth Area School District and the Support Personnel Association, and pending receipt of all required paperwork. It is understood that employment is provisional until all required paperwork is received, based on the requirements of the Public Employee Relations Act and the Pennsylvania Department of Education.

H. Approve Dr. James Wasson, M.D., P.C., as the School District Physician, retroactive to August 31, 2017, to be paid \$6,050.00 per ten-month school year, in two equal installments in December and May, in accordance with a signed contract.

I. Approve the following EPED assignments for the 2017-2018 school year:

Nazareth Area High School:

ACTIVITY	POSITION	DISTRICT	FIRST NAME	LAST NAME	SALARY
Delete:					
Commencement Coordinator - Shared	NAHS	D-P	Amy	Tashner	\$ 1,908.00
Add:					
Commencement Coordinator - Shared	NAHS	D-P	Lucas	Schoeneberger	\$1,296.00
Change (6 pts to 3 pts):					
Commencement Coordinator - Shared	NAHS	D-P	Sandra	Jameson	\$ 432.00

Nazareth Area Middle School:

ACTIVITY	POSITION	DISTRICT	FIRST NAME	LAST NAME	SALARY
Drama Director	NAMS	D-P	Lauren	VanThiel	\$2,226.00
Musical Show - Front of House Coordinator	NAMS	D-P	Lauren	VanThiel	\$ 636.00
Musical Show - Choral Director	NAMS	D-P	Lauren	VanThiel	\$ 954.00

Nazareth Area High School:

ACTIVITY	POSITION	DISTRICT	FIRST NAME	LAST NAME	SALARY
Drama - Director	NAHS	ND	Beth	Peters	\$7,826.00
Musical Show - Lighting Director	NAHS	ND	John	Andreadis	\$2,160.00
Musical Show - Choreographer	NAHS	D-P	Beth	Peters	\$1,456.00
Musical Show - Instrumental Director	NAHS	ND	L. Rick	Hilborn	\$1,728.00

ACTIVITY	POSITION	DISTRICT	FIRST NAME	LAST NAME	SALARY
Add: (Fall)					
Athletic Equipment Manager - Football	NAHS	ND	Tom	Falzone	\$2,500.00
Field Hockey - Assistant - Volunteer	NAHS	ND	Lauren	Resh	Unpaid
Volleyball - Assistant - Volunteer	NAHS	ND	Mike	Emrick	Unpaid

Delete:

Girls Tennis - Assistant Coach - Volunteer	NAHS	ND	Regi	Kunzman	Unpaid
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Add: (Spring)

Boys' Lacrosse - Head Coach	NAHS	ND	Andrew	Kroeckel	TBD
Boys' Lacrosse - Assistant Coach	NAHS	D	Gerry	Petrozelli	TBD
Boys' Lacrosse - Assistant Coach	NAHS	ND	Brad	Bowers	TBD
Boys' Lacrosse - Assistant Coach	NAHS	ND	Gabriel "Dylan"	Straub	TBD

IX. FACILITIES AND OPERATIONS CONSIDERATIONS:

1. Cabinet Director of Support Services – Ms. Grube
2. Facilities and Operations – Mr. Zemanick/Ms. Crane - **Written Area Updates Submitted for Review**
3. Facilities and Operations Committee of the Board Report – Mr. Butz

_____ **I move to approve the considerations**
_____ **as hereinafter described:**

- A. Approve the facility use requests, as previously presented and as approved by the Board and Administration, and which become part of the resolution through reference.

X. FACILITIES AND OPERATIONS RESOLUTIONS:

**For
Board
Approval
9-18-17**

_____ **I move to approve the resolutions (X.A.)**
_____ **through (X.C.) as hereinafter described.**
Vote will be by consent and/or roll call vote.

- A. The Board of Directors of the Nazareth Area School District hereby authorizes D'Huy Engineering, Inc. to prepare bid documents for the following projects:

1. The baseball field at the Nazareth Area Intermediate School campus.

2. The replacement of the engine for the Bobcat Toolcat multiuse vehicle at an estimated cost of \$12,000.00. The cost of the replacement will come from the Capital Reserve Fund.
 3. The replacement of the canopy poles at the main entrance to the high school at an estimated cost of \$60,000. The cost of the project will come from the Capital Reserve Fund.
 4. The replacement of the hot water heater located in the North Campus of the High School at an estimated cost of \$80,000.00. The cost of the project will come from the Capital Reserve Fund.
- B. Authorize the Administration to proceed with the disposal of the 1999 Ford E150 cargo van that was replaced in July. The van will be sold on Ebay.
- C. Authorize the administration to dispose of a Tornado Floorkeeper LR36 floor machine, asset tag #001141. The machine is twenty-five years old and parts are obsolete.

XI. SUPPORT SERVICES CONSIDERATIONS: (Transportation, Food Service, and Athletics)

1. Food Service – Ms. Garr - **Written Area Updates Submitted for Review**
2. Food Service Committee of the Board Report – Dr. Stubits
3. Transportation – Ms. Grube
4. Transportation Committee of the Board Report – Mr. Crook
5. Athletics – Mr. Ramella - **Written Area Update Submitted for Review**
6. Athletic Committee of the Board Report – Mr. Villani

_____ **I move to approve the considerations**
 _____ **as hereinafter described:**

- A. Approve the following athletic trip request/s from:
1. Currently, no request have been received.

XII. SUPPORT SERVICES RESOLUTION:

**For
Board
Approval
9-18-17**

_____ **I move to approve the resolution (XII.A.)**
 _____ **as hereinafter described. Vote will be by
 consent and/or roll call vote.**

- A. Approve an addendum to the Letter of Agreement between the Nazareth Area School District and the Career Institute of Technology for cafeteria consultation services, in respect to the Food Service Program, as per the terms and conditions previously presented to the Board, and which becomes part of this resolution through reference.

XIII. OTHER BOARD RESOLUTIONS:

**For
Board
Approval
9-18-17**

**I move to approve the resolution (XIII.A.)
as hereinafter described. Vote will be by
consent and/or roll call vote.**

A. Authorize the Business Administrator to cast the vote for the election of the 2018 PSBA Officers, At-Large Representatives, and Trustees, selecting one in each category, as previously presented to the Board, and which becomes part of this resolution through reference:

President-Elect

- David Hutchinson*, State College Area SD (Centre Co.)
- Otto W. Voit III*, Muhlenberg SD (Berks Co.)

Vice President

- Eric Wolfgang*, Central York SD (York Co.)
- Gary Michael Smedley, Carbondale Area SD (Lackawanna Co.)

Treasurer

- Mike Gossert*, Cumberland Valley SD (Cumberland Co.)

PSBA Insurance Trust Trustees (term ends Dec. 31, 2020)

- Michael Faccinetto (Bethlehem Area SD), PSBA President
- Marianne L. Neel (West Jefferson Hills SD), PSBA Past President

*An asterisk indicates that the candidate has been “endorsed” by the PSBA Leadership Development Committee. More than one candidate may be endorsed for any one office.

XIV. SUPERINTENDENT’S REPORT

1. Board Update – Dr. Riker
2. Nazareth Area School District Board’s Advisory Committee - Mr. Villani
3. Nazareth Area School District Liaison Committee
4. Ad Hoc Board Committees: (Updates, if necessary)
 - a. COG – Dr. Stubits

XV. OLD BUSINESS

XVI. BRIEF COMMUNITY CORNER

XVII. NEW BUSINESS

XVIII. ANNOUNCEMENT OF MEETINGS (Please see attached list)

XIX. ADJOURNMENT

The following are upcoming meeting dates for September:

9/5/17	Education Committee Meeting for General Purposes Walter L. Peters Board Room	6:30 p.m.
9/5/17	Technology Committee Meeting for General Purposes Walter L. Peters Board Room	6:30 p.m.
9/12/17	Support Services Committee Meetings for General Purposes Walter L. Peters Board Room	6:30 p.m.
9/18/17	Blue Eagle Education Foundation Meeting North Campus Conference Room	6:30 p.m.
9/18/17	Executive Session for Personnel and Legal Purposes Dr. Riker's Office	6:30 p.m.
9/18/17	Board Meeting for General Purposes Walter L. Peters Board Room	7:30 p.m.
9/19/17	Personnel Committee Meeting** Walter L. Peters Board Room	6:30 p.m.
9/25/17	Board Meeting for General Purposes Walter L. Peters Board Room	7:30 p.m.
9/26/17	Audit and Finance Committee Meeting for General Purposes Business Administrator's Office	6:30 p.m.
9/26/17	2020 Committee Meeting Business Administrator's Office	If needed, following A&F Meeting

**Indicates meeting is a closed meeting.

The following are upcoming meeting dates for October:

10/3/17	Education Committee Meeting for General Purposes Walter L. Peters Board Room	6:30 p.m.
10/3/17	Technology Committee Meeting for General Purposes Walter L. Peters Board Room	6:30 p.m.
10/10/17	Support Services Committee Meetings for General Purposes Walter L. Peters Board Room	6:30 p.m.
10/16/17	Blue Eagle Education Foundation Meeting North Campus Conference Room	6:30 p.m.
10/16/17	Executive Session for Personnel and Legal Purposes Dr. Riker's Office	6:30 p.m.
10/16/17	Board Meeting for General Purposes Walter L. Peters Board Room	7:30 p.m.
10/17/17	Personnel Committee Meeting** Walter L. Peters Board Room	6:30 p.m.
10/23/17	Board Meeting for General Purposes Walter L. Peters Board Room	7:30 p.m.
10/24/17	Audit and Finance Committee Meeting for General Purposes Business Administrator's Office	6:30 p.m.
10/24/17	2020 Committee Meeting Business Administrator's Office	If needed, following A&F Meeting

**Indicates meeting is a closed meeting.