

December 14, 2015
Nazareth, Pennsylvania

The regular meeting of the Nazareth Area School District, Board of Directors held on Monday, December 14, 2015, at 7:42 p.m. in the Walter L. Peters Board Room was called to order by Mr. Bradley. The following members were present:

Kenneth Butz
Darrell Crook
Adam McGlynn
Linda Stubits
Jerry Treon
Joseph Vasko
Dominic Villani
Linda McDonald
Lorin Bradley

There were no Board Members absent.

Non-members present:

Dennis L. Riker, Ed.D, Superintendent; Bernadine C. Rishcoff, Business Administrator/Board Secretary; Margaret E. Grube, Cabinet Director of Support Services; Isabel C. Resende, Assistant to the Superintendent; Therese M. Myers, Director of Special Education Alternative Education; Janet Wolff, Director of Curriculum and Educational Technology; Mark J. Madson, Director of Curriculum and Educational Technology; Pamela Petrushka, Accountant; Michael J. Potope, School Police Officer; Raymond T. Ramella, Director of Athletics and Coordinator of Student Activities; Robert L. Kern, Middle School Principal; Michael T. Santos, Lower Nazareth Elementary School Principal; Gregory E. Shoemaker, Ed.D, Kenneth N. Butz, Jr. Elementary School Principal; Robert P. Zemanick, Acting Director of Director of Buildings & Grounds and Personnel; John D. Eates, Assistant Director of Information Technology; residents of the district and members of the press.

An Executive Session was held prior to this meeting for personnel and legal matters.

PLEDGE OF ALLEGIANCE

The minutes of the Regular Meeting of November 16, 2015, and the Regular Meeting of November 23, 2015 were approved as presented.

Approve
Board
Minutes

PUBLIC COMMENTS ON THE AGENDA: None

Public
Comments

CORRESPONDENCE:

Correspond-
ence

- A. Present Laura Sabol and Jonathan Lock with National Board Certification – Dr. Mark Madson

AREA UPDATES:

Area
Updates

- A. Educational Program Updates
- B. Support Services Updates
- C. Financial Updates
 - 1. Presentation of the 2016-2017 Preliminary Budget Expenditures, EBTEP Reserves and Expenditures – Dr. Riker and Ms. Rishcoff
 - 2. The 2014-2015 EBTEP Annual Trustee’s Report was given to each board member.

EDUCATION PROGRAM AND INFORMATION TECHNOLOGY DEPARTMENT RESOLUTIONS:

Educational
Program
and
Information
Technology
Department
Resolutions

A motion was made by Mr. Villani, seconded by Mr. Vasko to approve Items A through H:

- A. Approve the following request/s for homebound education from:
 - 1. Currently, no homebound education requests have been received.
- B. Approve the following conference request/s from:
 - 1. Jillian Bruch, Teacher, to attend the *What Works in Math Instruction* on October 22, 2015; December 10, 2015; and March 8, 2016 in Easton, Pennsylvania, at an approximate cost of \$360.00.
 - 2. Krista Eyer, Teacher, to attend the *What Works in Math Instruction* on October 22, 2015; December 10, 2015; and March 8, 2016 in Easton, Pennsylvania, at an approximate cost of \$360.00.
 - 3. Mark Madson, Administrator, to attend the *PETE&C Conference* from February 22, 23, and 24, 2016, in Hershey, Pennsylvania, at an approximate cost of \$511.38.
- C. Approve the following trip request/s from:
 - 1. Currently, no trip request/s have been received.
- D. Approve the following internship request/s from:
 - 1. Currently, no internship request/s have been received.

Approve *What Works in Math Instruction* Oct. 22,2015; Dec. 10, 2015; and Mar. 8 2016 – J. Bruch & K. Eyer

Approve *PETE&C Conference*, Feb. 22-24, 2016 – M. Madson

- E. Approve the following student teacher request from:
1. Indiana University of Pennsylvania
 - a. John Kenneth Coronado with Laura Sabol in Music-Band/Orchestra at the High School and Middle School.
- F. Adopt District Policy #835, Privacy and Security of Student Electronic and Digital Information.
- G. Adopt District Policy #840, Cloud Computing.
- H. As per Board Policy 706.1. *DISPOSAL OF SURPLUS PROPERTY, OBSOLETE EQUIPMENT, AND REAL ESTATE*, the following books are considered out-of-date, and obsolete. They are no longer required for their original intended purpose and are occupying valuable storage space. Three used book buyers were contacted to review the used textbooks:
1. Textbook Warehouse
 2. Follett
 3. B.B. Buyers

Approve Student Teacher

Adopt Policies 835 & 840 – Priv. & Sec. of Stud. Elect. & Dig. Info. and Cloud Computing

Approve Book Disposal

Buyback quotes were obtained for the social studies resources listed below. All three vendors indicated that the textbooks are no longer in demand and therefore have *no value*.

The recommendation is that Nazareth Area School District: Make a donation of these items to Book Savers, a nonprofit organization who will pick up the books at the Nazareth Area Middle School or our Maintenance Building at no cost to the School District.

Middle School Level – Social Studies Student Materials						
Quantity	Course	Book Title	Publisher	Copyright	ISBN	Department
322	7 th Grade Geography	People, Places, and Change	Holt, Rinehart, and Winston	2000	0-03-065501-3	Social Studies
Middle School Level – Social Studies Teacher Materials						
Quantity	Course	Book Title	Publisher	Copyright	ISBN	Department
9	7 th Grade Geography	People, Places, and Change	Holt, Rinehart, and Winston	2000	0-03-06691-0	Social Studies

The motion carried with a roll call vote:

Yes: 9 No: 0

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

FINANCIAL BOARD RESOLUTIONS:

A motion was made by Mr. Butz, seconded by Mr. Treon to approve Items A through G:

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 which will be included in the official Minutes of this meeting.

C. Authorize the 2015-2016 budget transfers, as per Section 609 of the Pennsylvania School Code, which have been previously presented to the Board, and will be included in the official Minutes of this meeting.

D. Adopt the following Tax Collection Committee Voting Delegate Appointment resolution:

Background. Act 32 § 505(b) requires the governing bodies of school districts, townships, boroughs, and cities that impose an earned income tax to appoint one voting delegate and one or more alternate delegates to be their Tax Collection Committee (TCC) representatives. The purpose of this resolution is to appoint the required delegates. The appointed individuals have consented to appointment.

RESOLVED, by the governing body of the Nazareth Area School District, that the following individuals are appointed as TCC delegates for the Nazareth Area School District:

1. Primary voting delegate: Business Administrator/Board Secretary
2. First alternate voting delegate: Assistant Business Administrator
3. Second alternate voting delegate: Accountant
4. If the primary voting delegate cannot be present for a TCC meeting, the first alternate voting delegate shall be the representative at the TCC meeting. If both the primary voting delegate and the first alternate voting delegate cannot be present for a TCC meeting, the second alternate voting delegate shall be the representative at the TCC meeting.
5. These appointments are effective immediately and shall continue until successors are appointed. Delegates shall be appointed each year in December or as soon thereafter as possible. All delegates shall serve at the pleasure of this governing body and may be removed at any time.

Financial Board Resolutions

Approve Financial Reports

Approve Bill Payments

Approve 2015-2016 Budget Transfers

Adopt Tax Collection Committee Voting Delegate Appointment

E. It is recommended that Mrs. Sharon Buss be appointed Board Alternate for the Nazareth Area School District, effective immediately, replacing Jerry Treon on the EBTEP Board of Alternate Trustees.

Appoint
EBTEP Board
Alternate – S.
Buss

F. Approve the following real estate elected tax collector rates of compensation:

Approve Tax
Collector
Compensation
Rates

These rates are effective for the tax years 2018-19, 2019-20, 2020-21, and 2021-22.

Elected Real Estate Tax Collector Compensation for Non-Qualified Tax Collectors:

Approve the real estate tax compensation for the elected tax collectors of the Nazareth Area School District who are not qualified, effective July 1, 2018 as follows:

Real Estate Taxes – current, installment, and interim: \$2.22 per bill collected

Real Estate Taxes – interim: \$5.40 per bill processed

Real Estate Taxes – lien: \$1.08 per bill listed on the delinquent list

Elected Real Estate Tax Collector Compensation for Qualified Tax Collectors:

Approve the real estate tax compensation for the elected tax collectors of the Nazareth Area School District who are qualified, effective July 1, 2018 as follows:

Real Estate Taxes – current, installment, and interim: – \$2.30 per bill collected

Real Estate Taxes – interim: – \$5.55 per bill processed

Real Estate Taxes – lien: – \$1.10 per bill listed on the delinquent list
To be a Qualified Tax Collector, the tax collector must participate in the Department of Community and Economic Development’s basic training program, take and successfully pass the exam, and receive a certificate stating that he/she is a qualified tax collector. The qualified compensation will be effective the date the School District receives the certificate from the tax collector and for the term that the collector remains qualified. If a collector becomes non-qualified, his/her compensation will revert back to the lower rate.

G. Authorize the Administration to renew the agreement with Sweet, Stevens, Katz, and Williams LLP, effective July 1, 2016, as per the terms and conditions included in the agreement previously presented to the Board, and which becomes part of this resolution through reference. There will be no increase in fees, which will remain the same as in the current year.

Authorize
Agreement
Renewal –
Sweet,
Stevens, Katz,
and Williams,
LLP

The motion carried with a roll call vote:

Yes: 9 No: 0

Mr. Crook abstained from Item B, check #59590 only.

PERSONNEL BOARD RESOLUTIONS:

A motion was made by Dr. McGlynn, seconded by Mr. Butz to approve Items A through B:

- A. Approve the addition of Sherron Quinn as a support staff sub for the Nazareth Area School District, effective the first day of employment.
- B. Approve the addition of Richard Garren to the approved list of substitute custodians for the Nazareth Area School District, effective the first day of employment.

The motion carried with a roll call vote:

Yes: 9 No: 0

FACILITIES AND OPERATIONS RESOLUTIONS:

A motion was made by Mr. Villani, seconded by Mr. Vasko to approve Items A through F:

- 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.
- B. Approve the Change Order for the General Construction project awarded to The Warko Group for the Shafer Elementary School roof replacement. This Change Order results in a deduction to the contract in the amount of \$64,064.46.
- C. Authorize the Administration to contract services with Rapco Environmental for repairs as needed. The project has an estimated cost of \$2,185.00 and will come from the Capital Improvement Fund.
- D. Authorize the Administration to contract services with SSM Group, Inc. for testing and inspection services. The project has an estimated cost of \$3,300.00 and will come from the Capital Improvement Fund.
- E. Authorize the Administration to proceed with the completion of the field repairs at Nazareth Borough Park baseball field. The remainder of the project includes delivery and installation of approximately twenty-three tons of premium infield mix, at an estimated cost of \$1,800.00 and will come from the Capital Improvement Fund.

Personnel Board Resolutions

Approve Sub. Support Staff and Sub. Custodian

Facilities and Operations Resolutions

Approve Facility Use Requests

Approve Roof Replacement Change Order - SES

Authorize Contract Svcs. - Rapco Environmental

Authorize Contract Svcs. - SSM Group, Inc.

Authorize Naz. Boro. Park Baseball Field Repairs

F. Authorize the Administration to enter into a three-year contract with Customized Energy Solutions effective from June 1, 2016 through May 31, 2019. This contract is for the Demand Response Energy Program, which will result in an estimated payment to the District in the amount of \$76,246.00 over the three-year contract.

Authorize Energy Three-Yr. Contract

The motion carried with a roll call vote:

Yes: 9 No: 0

SUPPORT SERVICES RESOLUTIONS: (Transportation, Food Service, and Athletics)

Support Services Resolutions

A. At the current time, there are no Support Services considerations.

SUPERINTENDENT’S REPORT: None

Superintendent’s Report

OLD BUSINESS:

Old Business

Mr. Butz handed out *The Twenty*, Colonial Intermediate Unit 20 newsletter.

Mr. Villani reported on the December 10th CIT meeting.

Mr. Treon said to Dr. Riker that we gave a final offer to the teachers with a deadline of 6:00 p.m. this evening. Dr. Riker said, “yes”. He explained that on October 16, 2015, we had an agreement in principle and since that meeting there were four meetings to clarify some issues. On December 4, 2015 we took that package, based on the agreement in principle and several concessions that were made from the Administration, and placed a final offer on the table with a deadline of December 14, 2015 at 6:00 p.m. We have not received a formal response with respect to that final offer. Based on that action, or lack thereof, Dr. Riker put together a document for public release in the very near future.

Mr. Bradley said that a number of Board Members have received inquiries and Board Members have taken a professional approach and not discussed items that were in the negotiations realm. As a result, Board Members have been very limited in their responses which has not made all of their District constituents happy. He said we have tried to go forward and work with the Teachers Association in trying to honor the negotiations process. Mr. Bradley is supportive of the District clarifying its position in the process at this point.

BRIEF COMMUNITY CORNER: None

Brief Community Corner

NEW BUSINESS:

Ms. McDonald said that she is moving to Massachusetts at the end of the year. Therefore, she is resigning from the board on December 31, 2015.

**New
Business**

ANNOUNCEMENT OF MEETINGS (Please see attached list)

A motion was made by Mr. Treon, seconded by Mr. Villani to adjourn the meeting. After a unanimous voice vote, the meeting was adjourned at 8:25 p.m.

Adjourn

Respectfully submitted,



Bernadine C. Rishcoff
Board Secretary
Nazareth Area School District

The following are upcoming meeting dates for December:

12/7/15	Executive Session for Personnel and Legal Purposes** Dr. Riker's Office	6:30 p.m.
	Reorganization and Board Meeting for General Purposes Walter L. Peters Board Room	7:30 p.m.
12/14/15	Executive Session for Personnel and Legal Purposes** Dr. Riker's Office	6:30 p.m.
	Board Meeting for General Purposes Walter L. Peters Board Room	7:30 p.m.
12/21/15	Blue Eagle Education Foundation Meeting North Campus Conference Room	6:30 p.m.

No Meeting this Month:

Education Committee

Technology Committee

Facilities and Operations Committee

Athletic Committee

Transportation Committee

Food Service Committee

Personnel Committee

Diversity Committee

Liaison Committee

Nazareth Area School District Advisory Committee

Audit and Finance Committee

**Indicates meeting is a closed meeting.

The following are upcoming meeting dates for January:

1/5/16	Education Committee Meeting for General Purposes Walter L. Peters Board Room	6:30 p.m.
	Technology Committee Meeting for General Purposes Walter L. Peters Board Room	6:30 p.m.
1/11/16	Audit and Finance Committee Meeting for General Purposes Business Administrator's Office	5:00 p.m.
	Executive Session for Personnel and Legal Purposes** Dr. Riker's Office	6:30 p.m.
	Board Meeting for General Purposes Walter L. Peters Board Room	7:30 p.m.
1/12/16	Facilities and Operations Committee Meeting for General Purposes Walter L. Peters Board Room	6:30 p.m.
	Athletic Committee Meeting for General Purposes Walter L. Peters Board Room	6:30 p.m.
	Transportation Committee Meeting** (if needed) Walter L. Peters Board Room	6:30 p.m.
	Food Service Committee Meeting for General Purposes (if needed) Walter L. Peters Board Room	6:30 p.m.
1/18/16	Blue Eagle Education Foundation Meeting North Campus Conference Room	6:30 p.m.
1/19/16	Personnel Committee Meeting** Walter L. Peters Board Room	6:30 p.m.
1/20/16	Diversity Committee Meeting Walter L. Peters Board Room	6:00 p.m.
1/25/16	Board Meeting for General Purposes Walter L. Peters Board Room	7:30 p.m.
1/28/16	Liaison Committee Meeting** Walter L. Peters Board Room	3:15 p.m.
	Nazareth Area School District Advisory Committee Walter L. Peters Board Room	7:00 p.m.

**Indicates meeting is a closed meeting.