

Northwestern Lehigh School District
6493 Rt. 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Board Room
Wednesday, February 19, 2020, 7:00 PM

1. Opening Procedures

1.01 Call to Order

The February 19, 2020 Board Meeting of the Northwestern Lehigh School District Board of Directors was called to order at 7:00 PM by President Willard Dellicker.

1.02 Opening exercises included the pledge of Allegiance and a moment of silence

1.03 Roll Call

PR/AB

PR	John Casciano	PR	Todd Hernandez	PR	Alan Rex
PR	Willard Dellicker	PR	Todd Leiser	AB	Rachael Scheffler
AB	Joseph Fatzinger	AB	Marci Piescienski	PR	James Warfel

Also Present:

Julianne R. Staskowski, Vanessa Fenstermacher, Tara Banninger, Sarit Laschinsky, Jack Bilowith, Shawn Bowman, Ben Surman, Tristan Kubas, Tucker Wessner, Craig Snyder, Lucas Werley, Michael Mravlag, Susan Galliford, Ethan Digrazia, Brayden Goodwin, Connor Heckendorn, Jonathon Fornauf, Joseph Krauchick, John Duffy, John Hermona, Keith Bergenstock, Mike Krauchick, Danielle Goodwin, Jess Moyer, Jonathan Nederostek, Donald Allen, Amy Stauffenberg, Maria Pulli, LeAnn Stitzel, Luann Matika, Leslie Frisbie, Troy Sosnovik, Jennifer Holman and Janine Partenio.

1.04 Approval of Agenda

Moved: A. Rex

Seconded: J. Casciano

Vote: 6 Aye, 0 Nay

1.05 President welcomed guests

1.06 Courtesy of the Floor

None at the time

1.07 Approval of Minutes from the January 15, 2020 Board Meeting and the February 5, 2020 Workshop Meeting

Moved: J. Warfel

Seconded: T. Hernandez

Vote: 6 Aye, 0 Nay

1.08 Recognition / Presentations

T. Hernandez introduced Boy Scout Troop 89, that were in attendance, from Ontelaunee Rod and Gun Club. He said they are earning their Citizenship in Community Badge and needed to attend a governmental meeting. W. Dellicker welcomed the Boy Scouts to the Meeting.

J. Holman recognized L. Frisbie for the re-certification of her Pennsylvania Certified School Business Administrator status by the Board of Directors of the Pennsylvania Association of School Business Officials. She said she is proud to have L. Frisbie on the District's Administrative Team. W. Dellicker congratulated L. Frisbie. L. Frisbie thanked everyone.

1.09 Board President's Report

None at the time

1.10 Superintendent's Report

J. Holman announced that she just came from a Town Hall Meeting for Congresswoman Susan Wild located in the Northwestern Lehigh School District Community. She said A. Rex, W. Dellicker and herself attended the beginning of the meeting. She mentioned the original time was supposed to be set at 7:00 pm; however, she told Congresswoman Wild's office that the District Board Meeting was scheduled at 7:00 pm so they rescheduled their meeting for 6:00 pm.

2. Personnel Action

2.01 Approval is requested for the personnel items as attached:

A. RETIREMENTS/RESIGNATIONS:

1. Recommendation to accept the resignation for retirement of Jacqueline Cogle, Special Education Teacher, effective the last teacher day of the 2019-2020 school year after 29 years of service to the District. Jackie will be placed on the substitute teacher list following her retirement.
2. Recommendation to accept the resignation for retirement of Elizabeth Nemeth, Special Education Teacher, effective the last teacher day of the 2019-2020 school year after 33 years of service to the District. Liz will be placed on the substitute teacher list following her retirement.
3. Recommendation to accept the resignation of Marla Wehrheim as a part-time, temporary one-on-one Instructional Assistant, effective February 28, 2020.
4. Recommendation to accept the resignation of Kathleen Mack as a part-time Instructional Assistant, effective February 26, 2020.
5. Recommendation to accept the resignation of Peter Kahora as a substitute Van Driver, effective January 30, 2020.
6. Recommendation to remove Tifani Weber as a substitute Custodian, effective January 20, 2020 due to no response to communication.
7. Recommendation to accept the resignation of Kristin Barata as a substitute Teacher, effective February 4, 2020.
8. Recommendation to accept the resignation of Katie Cappuccino as a substitute Teacher, effective February 14, 2020.
9. Recommendation to accept the resignation of Lillie Geiger as a substitute Teacher, effective February 14, 2020.
10. Recommendation to accept the resignation of Chantelle Neupauer as a substitute Teacher, effective February 14, 2020.
11. Recommendation to remove Aubrey Miller as a substitute Teacher, effective February 14, 2020, due to no response to communication.
12. Recommendation to remove Marisa Vrablic as a substitute Teacher, effective February 14, 2020, due to no response to communication.
13. Recommendation to accept the resignation of Donna Snyder as a Bus Driver effective January 24, 2020.

B. APPOINTMENTS/NEW EMPLOYEES:

1. Recommendation to approve the following as a substitute Teachers, effective date pending the receipt and approval of all necessary paperwork at a starting rate of \$110/day:
 - Kendall Graff
 - Deborah Fleming
 - Steven Sommers
 - Gina Tallarico
2. Recommendation to approve the following as a substitute Instructional Assistants, effective date pending the receipt of all necessary paperwork at \$13.25/hr.:
 - Kendall Graff
 - Deborah Fleming
 - Steven Sommers
 - Gina Tallarico
3. Recommendation to approve Heather McCarty as a substitute Van Driver, effective date pending the receipt and approval of all necessary paperwork at \$13.00/hr.
4. Recommendation to approve Sheila McFadden as a substitute Health Room Assistant, effective February 13, 2020 at \$18.50/hr.
5. Recommendation to approve Jason Partenio as a substitute Custodian, effective date pending the receipt and approval of all necessary paperwork at \$12.23/hr.
6. Recommendation to approve Julianne Staskowski as a part-time Instructional Assistant, effective February 24, 2020 at \$15.86/hr.

C. OTHER ACTIONS:

1. Recommendation to change the status of Anne David from temporary, part-time one-on-one Instructional Assistant to substitute Instructional Assistant, effective January 11, 2020.
2. Recommendation to approve Mark Stauffenberg for the student co-op work program in the Transportation Department for up to 250 hours for the 2019-2020 school year, effective January 23, 2020 at \$7.25/hr.
3. Recommendation to change the status of Summer Bachert from substitute Custodian to part-time Custodian, effective February 3, 2020 at \$15.17/hr.
4. Recommendation to change the status of Roger Ruhe from substitute Custodian to part-time Custodian, effective March 2, 2020 at \$15.17/hr.
5. Recommendation to approve a student teaching experience for Jenna Plump to be with Nathan Hunsicker, Social Studies at the Middle School from Kutztown University from January 22 through March 13, 2020.
6. Recommendation to approve a student teaching experience for Kaitlin Kelley from Indiana University of Pennsylvania from January 21-March 13, 2020 at the High School with Tim Churetta, Health & Physical Education and from March 16-May 8, 2020 at the Middle School with Michael Towle, Health & Physical Education.
7. Recommendation to approve a student teaching experience for Ryan Dimmick from Muhlenberg College from February 4-28, 2020 at the High School with Paul Tomlin III, Spanish Teacher.

8. Recommendation to approve unpaid days for employee #1038 for May 27-29, 2020.
9. Recommendation to approve unpaid days for employee #1108 for February 12-14 (AM), 2020.
10. Recommendation to approve unpaid days for employee #2129 for February 2-3, 2020.
11. Recommendation to approve unpaid days for employee #1957 for February 25-28, 2020.
12. Recommendation to approve unpaid days for employee #588 for April 20-25, 2020.
13. Recommendation to approve unpaid days for employee #1629 For January 30-February 5, 2020.
14. Recommendation to approve unpaid days for employee #2003 for February 10-14, 2020.
15. Recommendation to approve unpaid days for employee #1558 for January 27-31, 2020.
16. Recommendation to approve unpaid days for employee #2126 for February 12-21, 2020.
17. Recommendation to approve unpaid days for employee #2086 for February 14-28, 2020.
18. Recommendation to approve unpaid days for employee #2465 for January 22-February 21, 2020.

A. Stauffenberg introduced J. Staskowski as a new part-time Instructional Assistant. J. Staskowski said she has experience working with students with all different abilities and she believes she is able to bring assistance to the educational team. She said she looks forward to starting work on Monday and thanked everyone for the opportunity. W. Dellicker thanked J. Staskowski for attending the meeting and putting a face to the name.

Moved: A. Rex

Seconded: T. Hernandez

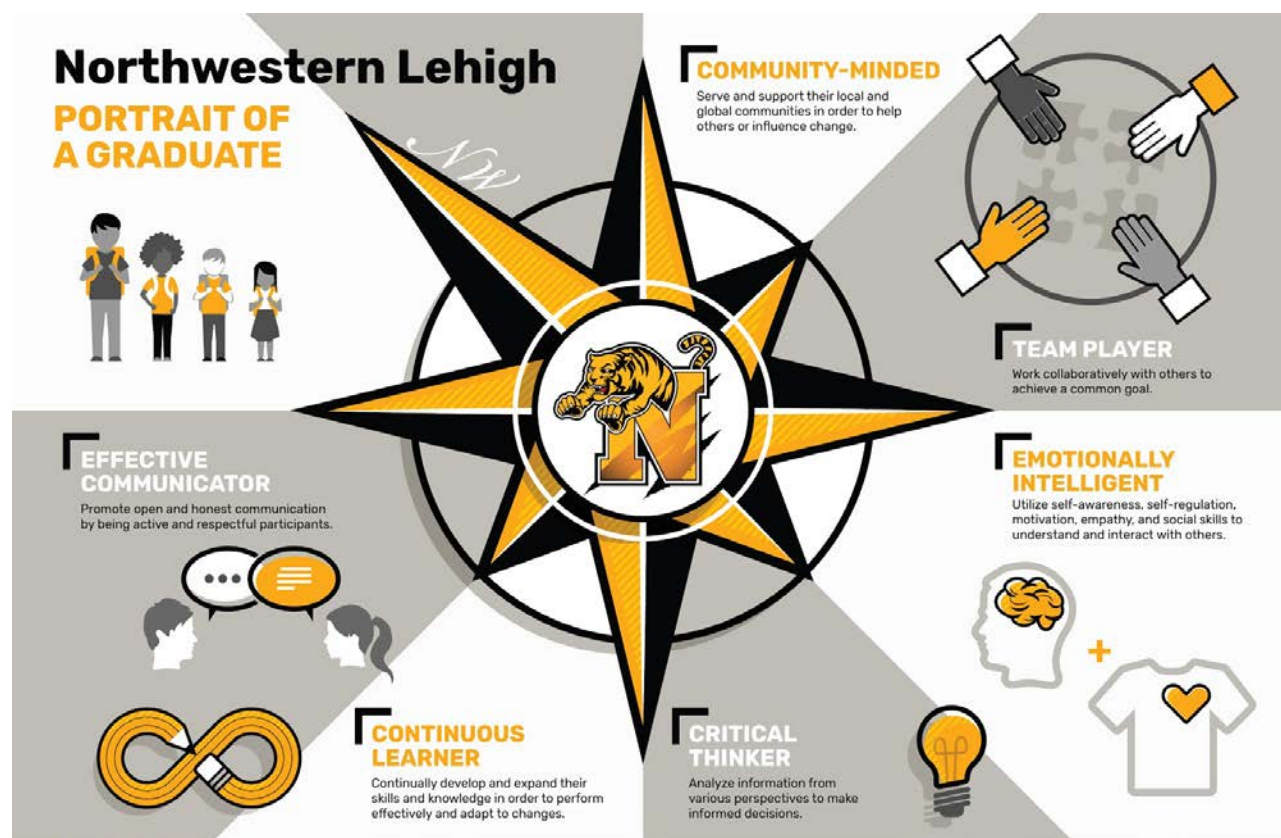
Vote: 6 Aye, 0 Nay

3. Curriculum/Building Issues

3.01 Comprehensive Plan and Portrait of a Graduate

J. Holman and T. Sosnovik reviewed the Portrait of a Graduate and Future Ready Comprehensive Plan. J. Holman explained how a portion had been submitted previously and some has been extended for the Comprehensive Plan. She stated the Portrait of a Graduate Specifies the skills, as well as habits of mind, that our students need to navigate and thrive in this complex, rapidly changing world. She said it is a collective vision of our community's aspirations for all students which was gathered by surveys, interviews, padlets, online video submissions, inservice days. The community involvement consisted of 315 Alumni, parents, staff, community members, & business leaders. She reviewed various quotes and video submissions of input from the community stakeholders regarding their thoughts about what a Northwestern Lehigh Graduate should look like. They came up with numerous descriptive attributes and shared them with the Board.

J. Holman explained that they will further refine how to implement the Portrait of a Graduate (POG) in each school, over the next year. She said it would be different for each school. She mentioned that Alloy 5 helped to create the following Portrait of a graduate based off of a compass pointing in the Northwestern direction:



T. Sosnovik reviewed the Future Ready Comprehensive Plan (FRCP) with the Board. He explained the process conducted every 3 years that establishes a road map for the District. He stated it develops a plan of action, aligns all stakeholders on a clear path forward, engages a variety of stakeholders to revalidate our Mission, Vision, and Shared Values and uses the POG as a guidepost. He mentioned the FRCP is designed to focus on cycle of improvement. He said it establishes a structure for schools to achieve established 2030 goals and interim targets. He stated how the Needs Assessment goes beyond student data and into Future Ready PA Index, local and state assessments, growth data and PA Essential Practices.

T. Sosnovik shared a timeline for the FRCP, with the Board. He explained the POG was unveiled this evening and will continue sharing the POG in February with school faculty meetings and a community announcement. He stated the FRCP Kickoff Meeting is scheduled for March 11, 2020 and a second meeting is planned for March 25, 2020. He said the FRCP will continue to be developed with the finalization of the Mission, Vision and Values through March. Schools will develop their own FRCP through July and Northwestern Elementary will submit their school plan on September 1, 2020, since they are a Title I building. He stated July through August they will develop the LEA (District) FRCP and will go for a first review at the Workshop Meeting in October for an acceptance at the November Board Meeting. He said the submission of the LEA FRCP will be on November 30, 2020. He invited the Board to participate in the Comprehensive Planning Meetings.

3.02 * Approval of the following Community Education classes for Spring 2020:

Class	Instructor	Contract	Dates
MELT Method	Sharon Schnyder	210.00	February 26-March 25, 2020
MELT Method	Sharon Schnyder	210.00	April 8-May 6, 2020

Moved: J. Casciano

Seconded: A. Rex

Vote: 6 Aye, 0 Nay

4. Policy**4.01 * First Reading**

First Reading of the following policies:

[709.1 - Video Surveillance/Recording on District Grounds/Property](#)

T. Sosnovik stated this was a new policy that provides guidance for administering video surveillance for the District. He said the policy had been reviewed by the solicitor and discussed at the Workshop Meeting on February 5, 2020.

4.02 * Recommendation to move the following policies for Second Reading and Final Approval:[805 - Emergency Preparedness](#)[805.1 - Relations With Law Enforcement Agencies](#)[805.2 - School Security Personnel](#)

Moved: J. Warfel

Seconded: J. Casciano

Vote: 6 Aye, 0 Nay

4.03 * Recommendation to rescind the following policies:[516 - Contracted Security Services](#)

Moved: J. Warfel

Seconded: A. Rex

Vote: 6 Aye, 0 Nay

5. Operations**5.01 * Recommendation to take action on the following:**

- Continue with two K-5 elementary schools with no boundary line changes
- Continue to monitor new housing developments and incoming kindergarten enrollment.
- Consider any new developments and new enrollments for Weisenberg
- Revisit the enrollment data to make recommendations based on the best data available

W. Dellicker thanked the administration, community and the staff involved, for putting together all of the information for this. J. Holman updated the Board with Kindergarten saying, so far, Northwestern Elementary has 54 Kindergarten students and Weisenberg Elementary has 45 Kindergarten students. For a total of 99 Kindergarteners, as of February 19, 2020.

Moved: J. Casciano

Seconded: A. Rex

Vote: 6 Aye, 0 Nay

Consent Agenda utilized for items 5.02 and 5.03

5.02 * Approval of the associated hourly rates for Alvin H. Butz, Inc.

Title Hourly Rate	
PROJECT EXECUTIVE	\$ 127.00
SR. PROJECT MANAGER	\$ 116.00
PROJECT MANAGER	\$ 95.00
PROJECT ENGINEER	\$ 64.00
GENERAL SUPERINTENDENT	\$ 110.00
SUPERINTENDENT	\$ 105.00
SAFETY DIRECTOR	\$ 95.00
CARPENTER FOREMAN	\$ 90.00
PROJECT ADMINISTRATOR	\$ 58.00

5.03 * Approval of the change order log for the High School Project

1. Approval of GORDON H BAVER, INC. (GENERAL CONTRACTOR) change orders as listed below:

Change Order Number	Description	Amount	Reason
	Subtotal		
	Total Change Orders	\$ 392,209.10	
	% Total Contract	6.56%	

2. Approval of DEWALT PLUMBING, INC. (PLUMBING CONTRACTOR). change orders as listed below:

Change Order Number	Description	Amount	Reason
	Subtotal		
	Total Change Orders	(\$134,082.31)	
	% Total Contract	n/a	

3. Approval of MASTER MECHANICAL, CORP (HVAC CONTRACTOR) change orders as listed below:

Change Order Number	Description	Amount	Reason
	Subtotal		
	Total Change Orders	(\$40,256.00)	
	% Total Contract	n/a	

4. Approval of ALBARELL ELECTRIC, INC. (ELECTRICAL CONTRACTOR) change orders as listed below:

Change Order Number	Description	Amount	Reason
	Previously Approved Change Orders	\$10,133.98	
EC-002	Credit for remaining, unused portion of Allowance	(\$20,231.11)	
	Subtotal	(\$20,231.11)	
	Total Change Orders	(\$10,097.13)	
	% Total Contract	n/a	

5. Approval of SARGENT ENTERPRISES (ASBESTOS ABATEMENT) change orders as listed below:

Change Order Number	Description	Amount	Reason
	Subtotal		
	Total Change Orders	\$13,225.00	
	% Total Contract	13.88%	

Moved: A. Rex

Seconded: T. Leiser

Vote: 6 Aye, 0 Nay

Consent Agenda utilized for items 5.04 and 5.05

5.04 Approval of the attached change order log for the Stadium Upgrade Project

1. Approval of THE LANDTEK GROUP INC change orders as listed below:

Change Order Number	Description	Amount	Reason
	Previously Approved Change Orders	\$ (279,730.00)	
GC-005	Delete Main Drive Paving Alternate 19	\$(18,400.00)	ORC
	Unused Allowances	\$(6,540.44)	
	Subtotal	\$(24,940.44)	
	Cumulative Total	\$ (304,670.44)	
	% Total Contract	n/a	

5.05 Approval of the attached change order log for the MDF / IDF Electrical Project

1. Approval of WEST SIDE HAMMER ELECTRIC, INC. change orders as listed below:

Change Order Number	Description	Amount	Reason
	Previous Approved Change Orders	\$ 15,254.00	
EC-002	Unused Material Allowance	\$ (87,537.86)	
	Subtotal	\$ (72,283.86)	
	Cumulative Total	\$ (72,283.86)	
	% Total Contract	n/a	

Moved: A. Rex

Seconded: J. Warfel

Vote: 6 Aye, 0 Nay

6. District Finances

6.01 2021 Budget Discussion Recap

L. Frisbie recapped the 2020-2021 budget discussion. She shared the following millage options with the Board:

Millage Increase- Current 1920 Millage 16.6138 mills	0.4320 mills (2.6 %)	0.6057 mills (3.65 %) *	0.7705 mills (4.64 %) *
2020-21 Proposed Millage Rate	17.0458	17.2195	17.3843
Total Tax Revenue Generated	\$713,000	\$1,000,000	\$1,272,000
Average Assessed Value (Residential)	\$220,000	\$220,000	\$220,000
Dollar (\$) Increase to Avg Taxpayer	\$95.04	\$133.36	\$168.56

L. Frisbie recommended the 0.6057 mills as a middle of the road option or the 0.7705 mills that was recommended as an option by the Board at the budget discussion at the Workshop Meeting in February. J. Holman stated she had delivered the budget discussion on L. Frisbie's behalf at the Workshop Meeting. She corrected herself saying the District participates in the consortium for Signature 65, not Silver Sneakers.

L. Frisbie explained that there is not a guarantee that the District would qualify for exceptions, year to year. She said we currently would qualify based on a significant increase in Special Education expenses, mainly due to charter school special education increases from 2017/2018 to 2018/2019. She said the District should be hearing from the state in March on whether or not the exceptions would be granted.

L. Frisbie reviewed the following summary of the 2020-2021 Budget.

Total Estimated Revenues-January	\$44,972,905
Total Estimated Expenditures	\$48,468,049
Estimated Operating Shortfall (before millage increase)	\$(3,495,144)
Millage Increase to Index (0.4320 mills)	\$713,000
Millage Increase-Act 1 Exceptions (0.1737 mills)	\$287,000
Revised Operating Shortfall-January	\$(2,495,144)

L. Frisbie discussed with the Board how to fund the shortfall of \$3,495,144. She recommended the utilization of various committed, restricted, assigned and unassigned fund balances. She said the total proposed use of fund balance was \$1.67 million and a proposed millage increase of \$1 million would still have a remaining shortfall of \$825,144. She said she will continue to work on ways of decreasing the shortfall over the next few months. She explained the next steps would be to update the assumptions and present changes from January at the April Workshop Meeting. She said April-May would be finalizing staffing plans and make necessary adjustments then present a Proposed Final Budget at the May Workshop. She recommended the Board adopt the Proposed Final Budget at the May Board Meeting. She explained the Final Budget would be presented at June Workshop Meeting and then adopted at the June Board Meeting. She mentioned to the Board that the Independent Fiscal Office (IFO) had released information on projections and assumed 2.6 as the index; however, future years would range from 3.2 through 3.5.

J. Warfel asked if there needed to be a decision on the tax increase. L. Frisbie said it would need to be finalized in June but by May it would be included in the Budget documentation.

6.02 2021 Insurance Renewal

L. Frisbie recommended to evaluate renewals with current carriers and consider an option to join a consortium for Workers' Compensation (with Key Risk) for the 2020-2021 Insurance Renewal. She said due to the District's property classification, options are limited for property carriers who are willing/able to write coverage. She recommended bringing back pollution and active shooter policy coverages and the Board would have the ability to decline at that time. The Board agreed.

6.03 * Charter School Legislation

J. Holman shared District data regarding the impact of Cyber/Charter School funding. She stated that Northwestern Lehigh School District's 2019-2020 budget has \$2 Million allocated for cyber/charter school expenses for 121 Students. She said every time a student enrolls in a cyber/charter school, Northwestern Lehigh must pay the cyber/charter school a "per-pupil" tuition fee of approximately \$14,000 for a regular education student or approximately \$30,000 for a special education student. She said meanwhile, Northwestern Lehigh must maintain its buildings, pay faculty and staff, maintain academic and athletic programs, while retaining less funding. As money is redirected from Northwestern Lehigh's programs to pay cyber/charter schools, Northwestern Lehigh taxpayers are forced to make up the difference. She explained how the average homeowner in the District has an annual real estate tax bill of \$3,655. Combined with the per pupil revenue received by the state for Basic Education and Special Education Funding, of approximately \$3,440, the total amount falls short of fully funding the cyber/charter tuition for one regular education student to attend a charter school. She explained the difference is funded by the District's taxpayers. She stated the District operates our own cyber academy and provides a Northwestern Lehigh School District diploma to students who graduate, yet, we still must send approximately \$600,000 each year to cyber/charter schools. She explained the flaw in funding that the Special Education Tuition Rate is calculated based on the District's cost to educate its own special education students, not the specific needs of the cyber/charter special education students. She explained that not only do charter schools place a heavy financial load on all public school systems, they have no academic accountability to the District and generally score poorly on standardized tests and often rank near the bottom of state rankings. She believes that Pennsylvania must enact comprehensive reforms to address charter school operations, accountability and funding

L. Frisbie stated Governor Wolf's proposed changes to Cyber/Charter Tuition would reduce payments to charter schools by \$197,000, or \$1,600 per student annually. She mentioned that the cyber schools do not have the same expenses as we do in the District but they are paid the same cost. J. Holman explained that she has advocated as an administrator on the District's behalf; however, if anything is submitted as a School Board, she would like to know that the Board is in agreement to send information regarding cyber/charter school funding reform to the legislature and the media. W. Dellicker asked to meet with Senator Pat Browne and Representative Gary Day. J. Holman agreed to contact the legislators to make an appointment. L. Frisbie agreed to distribute information at her legislative round table in April.

6.04 * Approval of the Resolution for the 2020-2021 Lehigh Carbon Community College Operating Budget in the amount of \$58,587,680 and Capital Budget in the amount of \$2,982,450 with a District contribution of \$152,993 for the Operating Budget and \$85,397 for the Debt Service/Leases

Moved: A. Rex

Seconded: T. Hernandez

Vote: 6 Aye, 0 Nay

6.05 * Approval of the Resolution for the 2020-2021 Lehigh Career and Technical School General Operating Budget of \$28,407,230 and Academic Center Budget of \$1,840,400 with a District contribution of \$1,272,448 for the General Operating Budget and \$30,532 for the Academic Center

J. Holman said there are 116 half-day and 10 full-day LCTI students in the District.

Moved: A. Rex

Seconded: T. Hernandez

Vote: 6 Aye, 0 Nay

6.06 * Approval of the Resolution for the 2020-2021 Carbon Lehigh Intermediate Unit 21 General Operating Budget of \$3,182,360 with a District contribution of \$41,851

Moved: J. Warfel

Seconded: T. Hernandez

Vote: 6 Aye, 0 Nay

6.07 * Approval of PLANCON K documents, for submission to PDE

This is a required PLANCON submittal associated with the Bond Refinancing from September 2019.

Moved: A. Rex

Seconded: J. Casciano

Vote: 6 Aye, 0 Nay

6.08 * Approval of the following 2019-2020 budget transfers:

<u>TO</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
1100	Regular Programs	\$ 9,051
1200	Special Programs	14,776
1700	Community College	7,500
2200	Support Instructional	1,355
2400	Support Pupil Health	72
2500	Business	1,494
2600	Support Operation/Maintenance	40,761
2800	Support Central	1,009
2900	Other Support	<u>2,095</u>
		<u>\$ 78,113</u>
<u>FROM</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
1600	Adult Education Programs	\$(7,500)
2300	Support Administration	(6,247)
5200	Fund Transfers	(43,734)
5900	Budgetary Reserve	<u>(20,632)</u>
		<u>\$(78,113)</u>
	Budgetary Reserve as of January 2019	\$ 400,000
	Less Current Months Transfers	<u>(20,632)</u>
	Total Budgetary Reserve Remaining	\$ 379,368

Moved: J. Casciano

Seconded: T. Leiser

Vote: 6 Aye, 0 Nay

6.09 * Receive the Audited Financial Statements as of June 30, 2019

Moved: A. Rex

Seconded: T. Hernandez

Vote: 6 Aye, 0 Nay

6.10 * Approval of Agreement with DJ Jimbo Entertainment, Trexlertown, PA for Weisenberg Elementary positive behavior assembly on March 20, 2020 in the amount of \$250

J. Holman said this is not from the student activity funds, but from General Fund, because it is for Positive Behavior.

Moved: T. Leiser

Seconded: J. Casciano

Vote: 6 Aye, 0 Nay

6.11 * Receive the following Reports for December:

1. Budget Report
2. Revenues Report
3. Treasurer's Report

Fund 10 General Fund with a beginning balance of \$32,207,606.17, receipts of \$3,285,629.94, and disbursements of \$4,220,295.16, leaving a balance of \$31,272,940.95.

Fund 32 Capital Reserve Fund with a beginning balance of \$1,918,092.16, receipts of \$2,862.00, disbursements of \$100,962.00, leaving a balance of \$1,819,992.16.

Fund 37 Capital Projects with a beginning balance of \$645,134.87, receipts of \$490.76, disbursements of \$54,999.60, leaving a balance of \$590,626.03.

Fund 51 Food Service Fund with a beginning balance of -\$3,383.44, receipts of \$80,299.64, disbursements of \$77,023.62, leaving a balance of \$107.42.

4. EIT Report
5. Activity Fund Report
6. Comparison of Prior Year to Current Year Budget to Actual Expenditures by Object Report

L. Frisbie explained the tax collection is finished for the 2019-2020 school year. She said there was slightly less turnover to Portnoff and 96% was collected from taxpayers.

Moved: J. Casciano

Seconded: T. Hernandez

Vote: 6 Aye, 0 Nay

6.12 Approval of the following bills as listed for payment:

1. Fund 10 General Fund check # 00084212 through 0008395 including electronic payments
2. Fund 32 Capital Reserve check # 00000525 through 00000527
3. Fund 37 Capital Projects check # 00001090 through 00001091
4. Fund 51 Food Service Fund check # 00007331 through 00007340
5. Procurement Card purchases totaling \$23,457.67

Moved: T. Leiser

Seconded: T. Hernandez

Vote: 6 Aye, 0 Nay

7. Other Reports

7.01 Enrollment Report

J. Holman explained the Kindergarten numbers are not listed in the enrollment report. She said the LCTI numbers were included as well as cyber/charter numbers.

7.02 Foundation Report

L. Stitzel announced the Foundation is looking to fill an open position on their board. W. Dellicker asked how many were on the board. L. Stitzel said 15 members.

7.03 Committee Reports as follows:

- Intermediate Unit

J. Warfel stated the IU held their annual holiday dinner last month due to the reschedule for bad weather. He said there was entertainment provided from the enhanced autism students which was very enjoyable. He also said there was the acceptance of the audit at the last meeting and the audit was clear.

- Lehigh Career & Technical Institute

A. Rex said there was a general meeting on the 22nd of January and February 5th was a ribbon cutting for the welding lab. He said classes start next week.

- Lehigh Carbon Community College

W. Dellicker said LCCC approved the budget and remains to be the lowest of the Community Colleges in the area with fees.

- Recreation Commission

None at the time

8. Old Business

None at the time

9. New Business

9.01 LCCC Trustee at Large

W. Dellicker requested the Board provide names of Candidates for an At-Large Seat on the Board of Trustees of Lehigh Carbon Community College. He said the "Candidate for Trustee-at-Large" form is to be completed and returned by Friday, March 13, 2020. He said there are 15 trustees and 2 at-large positions. He said the Board could nominate someone and bring it to the Workshop Meeting in March to submit.

10. Communications

10.01 Courtesy of the Floor

None at the time

10.02 Communications / Notes for the Board from John Casciano, Secretary

None at the time

10.03 Administrative / Building Sharing

Administrators shared information about past or upcoming events with the Board.

10.04 Board Member Sharing

J. Warfel commented on the John Halligan presentation at the Middle School saying it was extraordinarily difficult to sit through, hearing about the tragic personal loss but it was also beneficial to hear about forgiveness. He complimented Mrs. Madouse for initiating the event and thanked the Foundation for funding the event.

T. Leiser invited everyone to see the upcoming play at the High School.

10.05 Meeting Announcements

Executive Session for Personnel and Legal purposes will be held after the Board Meeting this evening in the Board Room.

Workshop Meeting was held on February 5, 2020 at 7:00 PM in the Board Room.

Executive Session for Personnel was held after the Workshop Meeting on February 5, 2020 in the Board Room.

Workshop Meeting will be on March 4, 2020 at 7:00 PM in the Board Room

Executive Session for Personnel will be on March 4, 2020 after the Workshop Meeting in the Board Room

Board Meeting will be March 18, 2020 at 7:00 PM in the Board Room.

11. Adjournment

Upon motion by A. Rex, seconded by T. Hernandez, the meeting was adjourned at 8:29 PM.

* Discussed in Committee Meeting

Respectfully submitted,

John Casciano, Secretary
By J. Partenio, Assistant Secretary