

**Northwestern Lehigh School District
6493 Rt. 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Board Room
Wednesday, January 17, 2018, 7:00 PM**

1. Opening Procedures

1.01 Call to Order

The January 17, 2018 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	John Casciano	PR	Todd Hernandez	PR	Alan Rex
PR	Willard Dellicker	PR	Todd Leiser	PR**	Phil Toll
PR	Joseph Fatzinger	PR	Marci Piescienski	PR	James Warfel

*** P. Toll present via telephone conference*

Also Present:

Michael Conrey, Reed Conrey, Susan Hanlon, Bonnie Millward, Harry Millward, Susan Hanlon, Shawn Fies, Kate Pizzelanti, Matt Westenhoefer, Atty. Jessica Moyer, Arthur Oakes, Jason Zimmerman, Aileen Yadush, William Dovico, Maria Pulli, Luann Matika, Leslie Frisbie, Jennifer Holman, Mary Anne Wright and Janine Partenio.

1.04 Approval of Agenda

Moved: J. Fatzinger Seconded: J. Casciano Vote: 9 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 December 6, 2017 Reorganization Meeting; December 6, 2017 Board Meeting and January 3, 2018 Workshop Meeting (Revised)

Moved: A. Rex Seconded: J Fatzinger Vote: 9 Aye, 0 Nay

1.08 Recognition / Presentations

M. Pulli read and presented a Retirement Resolution for B. Millward. B. Millward read a letter stating how she had taught some Board Members and members of the administration, as well as some of their family members. She mentioned the dedication and commitment of the Board and thanked the Board, Administrative staff, Dr. Wright, M. Pulli, J. Berlet, the Grounds & Maintenance staff, fellow Teachers and Instructional Assistants, former and current Physical Education Teachers, the Specialist Team, Chris Klein, Lawrence Talotta, Students and Parents. She stated (for the record) Lawrence Talotta is the best. W. Dellicker thanked B. Millward for her kind words and wished her the best in her retirement.

(Resolution to follow on next page)

Presented to

Bonnie Millward

In Grateful Recognition
of
Years of Service
to the
Northwestern Lehigh School District

WHEREAS Mrs. Millward has completed twenty-five years of distinguished Black & Gold service as a Physical Education Teacher at Northwestern Lehigh School District; and

WHEREAS Mrs. Millward recognized the needs of the District, saw potential in every student, and worked tirelessly to help each student achieve their best; and

WHEREAS Mrs. Millward created a healthy, positive and supportive environment for students not only in the gym but throughout the entire school building; and

WHEREAS Mrs. Millward routinely went above and beyond to meet the needs of her students at all levels and in each school building; and

WHEREAS Mrs. Millward has been a behind the scenes, yet integral part of many school programs such as Veteran's Day and Literary Arts Festival; and

WHEREAS Mrs. Millward took great pride in her role as Physical Education teacher and carefully planned field days for her students; and

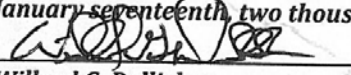
WHEREAS Mrs. Millward understood the meaning of school community and volunteered her time to serve on committees such as the Northwestern Elementary Scholarship Committee; and

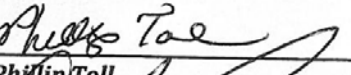
WHEREAS Mrs. Millward leaves her profession knowing that she provided insight, expertise, professionalism, care for others and TIGER PRIDE; Therefore be it

RESOLVED, that the Board of School Directors of the Northwestern Lehigh School District tenders Bonnie Millward the sincere thanks and appreciation of the Board for her commitment and dedication on behalf of our schools and the Northwestern Family; and be it

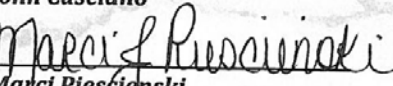
RESOLVED further, that this resolution be made a permanent part of the record of this public meeting.

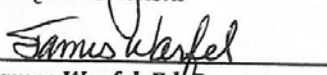
January seventeenth, two thousand and eighteen.


Willard G. Dellicker

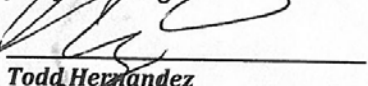

Phillip Toll

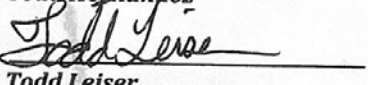

John Casciano


Marci Piescienski

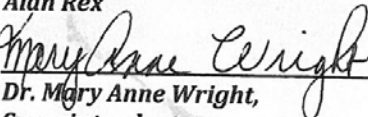

James Warfel, Ed.D.


Joseph Fatzinger


Todd Hernandez


Todd Leiser


Alan Rex


Dr. Mary Anne Wright,
Superintendent

1.09 Board President's Report

W. Dellicker shared how he received an email from the Foundation with an annual report celebrating the \$1 Million donated to the School District. He urged the Board to check their email or review the Foundation's website for the information.

1.10 Superintendent's Report

Dr. Wright stated she received a notice from the Pennsylvania Department of Education that day, saying the State's ESSA (Every Student Succeeds Act) was approved by the Federal Department of Education. She reviewed some of the changes which included a 20% reduction in PSSA testing time, testing window pushed back to next year, increased emphasis on growth, expansion on the use of non-academic measures for school success (attendance and career readiness), the use of dashboard format to ensure full fair and transparent presentation of school successes, and Troops to Teachers grants to support transition of veterans into the educational workforce.

2. Personnel Action

Consent agenda utilized for items 2.01 and 2.02

2.01 Approval is requested for personnel item(s) as attached:

A. RETIREMENTS/RESIGNATIONS:

1. Recommendation to approve the resignation of Jami Smith as a part-time Instructional Assistant, effective January 16, 2018.
2. Recommendation to approve the resignation of Beth Schaffer as a temporary, one-on-one Instructional Assistant, effective December 19, 2017. Beth will remain as a substitute Instructional Assistant at \$13.25/hr.
3. Recommendation to accept the resignation of David Moyer as a substitute Teacher, effective December 14, 2017 as per his request.
4. Recommendation to accept the resignation of C. Ashley Fogal as part-time Instructional Assistant, effective February 9, 2018. Ashley will remain as a substitute Instructional Assistant at \$13.25/hr.

B. APPOINTMENTS/NEW EMPLOYEES:

1. Recommendation to approve Von Muller as Physical Education Teacher at Northwestern Elementary School, effective January 22, 2018, at a prorated salary of BS Step 5 (\$46,987). Von comes to us with 4 years of experience and most recently at a Philadelphia Charter School.
2. Recommendation to approve Nicole Foberg as a short-term substitute Teacher at Weisenberg Elementary, 3rd Grade, effective January 12, 2018 at \$150/day. Nicole will also be added to the substitute teacher list.
3. Recommendation to approve Lori Roth as a part-time Instructional Assistant, effective date pending the receipt and approval of all necessary paperwork at \$14.95/hr.
4. Recommendation to approve Lucille Cucco as a substitute Teacher, effective December 20, 2017 at a starting rate of \$110/day.
5. Recommendation to approve Tammy Shields as a substitute Teacher, effective January 15, 2018 at a starting rate of \$110/day.
6. Recommendation to approve Nia Fratrik as a substitute Teacher, effective date pending the receipt and approval of all necessary paperwork at a starting rate of \$110/day.

C. OTHER ACTIONS:

1. Recommendation to increase the contract for Kate Pizzelanti from 78% to up to 88%, effective December 18, 2017.

2. Recommendation to approve the temporary increase for Nathan Hunsicker's 43% contract as Middle School Gifted Teacher to 100% long-term substitute Gifted Teacher at the Middle School and High School with a start date to be determined. This is a temporary increase limited to the remainder of the 2017-2018 school year.
3. Recommendation to approve Beth Johnson as 100% long-term substitute Business Teacher at the High School with a start date to be determined. Beth is currently a 40% Gifted Teacher at the High School. This is a temporary increase limited to the remainder of the 2017-2018 school year.
4. Recommendation to change the status of Emily Fenstermaker from a short-term substitute to a long-term substitute Librarian at the Middle School, retroactive to November 9, 2017 through the end of the 2017-2018 school year at a prorated salary of BS Step 1 (\$44,959).
5. Recommendation to approve Adam Dietrich as a snow removal, bus washing and seat repair employee in the Transportation Department at the rates as approved on the 2017-2018 support staff rate sheet.
6. Recommendation to approve Tom Bauer as a part-time Bus Driver, effective January 15, 2018 at \$23.53/hr.
7. Recommendation to approve Ericka Reteguiz as a substitute Custodian, effective December 12, 2017 at \$12.23/hr.
8. Recommendation to change the status of Pamela Shuey to a part-time Van Driver, effective October 25, 2017.
9. Recommendation to approve a change in the student teaching experience from McKayla Stoddard to Natalie Hoeksema from Kutztown University with Susan Hanlon from January 23, 2018 through March 16, 2018.
10. Recommendation to approve a student teaching experience at Weisenberg Elementary School for the following from Kutztown University:
 - Gianna DePalma with Patricia Holmes, Grade 1
 - Marie Hutchings with Jennifer Budick, Grade 2
11. Recommendation to approve unpaid days for employee #434 for January 2-5, 2018.
12. Recommendation to approve unpaid days for employee #1629 for January 16-19, 2018.
13. Recommendation to approve unpaid days for employee #1435 for March 15 & 16, 2018.

2.02 Approval of the addendum to the Internship agreement with Kutztown University due to requests for internships in the NWL Guidance Department.

Moved: J. Fatzinger

Seconded: T. Leiser

Vote: 9 Aye, 0 Nay

2.03 Approval of the employment contract for Jennifer Holman for the position of Superintendent, effective July 1, 2018 through June 30, 2023.

W. Dellicker congratulated J. Holman on the Superintendent contract and stated the Assistant Superintendent position will be posted soon.

Moved: J. Fatzinger

Seconded: J. Casciano

Vote: 9 Aye, 0 Nay

3. Curriculum/Building Issues

None at the time

4. Policy

4.01 * First Reading of the Following Policies:

[150 - Title I - Comparability of Services](#)

4.02 * Recommendation to move the following policies for Second Reading and Final Approval:

[918 - Title I Parent and Family Engagement](#)

Moved: J. Fatzinger

Seconded: J. Warfel

Vote: 9 Aye, 0 Nay

5. Operations

5.01 Retroactive approval to terminate the custodial services contract with Interstate Maintenance Services, Inc. effective December 21, 2017.

Moved: A. Rex

Seconded: J. Casciano

Vote: 9 Aye, 0 Nay

5.02 * Approval of change orders GC-001, 002, 003, 004, EC-001 and MC-001 for a total of \$316,508.62

Moved: J. Casciano

Seconded: T. Leiser

Vote: 9 Aye, 0 Nay

6. District Finances

6.01 * Approval of resolution certifying 2018-2019 school year tax increase will be less than or equal to the 2.4 % index (approximately \$621,000) calculated by the Pennsylvania Department of Education.

Moved: A. Rex

Seconded: T. Hernandez

Vote: 9 Aye, 0 Nay

Consent Agenda utilized for items 6.02-6.04

6.02 * Recommendation to approve the following contracts to be paid from the Student Activities Fund:

1. Bieber Transportation Group, Kutztown, PA for transportation of the High School Baseball team to PNC Field, Scranton, PA on April 22, 2018 in the amount of \$985.

6.03 * Receive the following Reports for November:

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

Fund 10 General Fund with a beginning balance of \$35,107,660.38, receipts of \$1,914,481.32, and disbursements of \$2,619,359.41, leaving a balance of \$34,402,782.29.

Fund 22 Capital Reserve Fund with a beginning balance of \$1,738,032.60, receipts of \$844.32, and disbursements of \$42,460.19, leaving a balance of \$1,696,416.73.

Fund 36 Capital Projects with a beginning balance of \$3,045,656.01, receipts of \$1,277.34, and disbursements of \$896,839.75, leaving a balance of \$2,150,093.60.

Fund 50 Food Service Fund with a beginning balance of \$660.85, receipts of \$76,732.23, and disbursements of \$78,488.56, leaving a balance of -\$1,095.48

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

6.04 Approval of the following bills as listed for payment:

1. Fund 10 General Fund check # 00078114 through 00078360 including electronic payments
2. Fund 22 Capital Reserve check # 00000477
3. Fund 36 Capital Projects check # 00001045 through 00001052
4. Fund 50 Food Service Fund check # 00006911 through 00006934
5. Fund 51 Tiger Concession check # 00001414
6. Procurement Card purchases totaling \$10,162.21

Moved: J. Fatzinger

Seconded: M. Piescienski

Vote: 9 Aye, 0 Nay

7. Other Reports

7.01 Enrollment Report

Dr. Wright explained more information will be coming in regards to enrollment as they move closer to April or May.

7.02 Foundation Report

Dr. Wright stated the Foundation will be having a Tiger's Night Out at Lynnport on Saturday, February 24th and varying tickets will be available for purchase.

7.03 Committee Reports as follows:

- *Legislation*

None at the time

- *Intermediate Unit*

J. Warfel said he was able to attend December's Meeting which included entertainment from some of the students. He said the General Operating Budget was passed unanimously.

- *Lehigh Career & Technical Institute*

A. Rex said he attended the last meeting and there was a proposed 2.4% increase with the discussion of the budget.

- *Lehigh Carbon Community College*

W. Dellicker explained there was a grant of \$1 Million for adding more STEAM into the curriculum. He said LCCC is in the process of finalizing the Middle States Accreditation. He also mentioned the relocation of the Donley Center is progressing and may be occupied around September or October.

- *Recreation Commission*

None at the time

8. Old Business

None at the time

9. New Business

None at the time

10. Communications

10.01 Courtesy of the Floor

R. Conrey was in attendance from Boy Scout Troop 89 looking to earn a Communication Merit Badge.

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

None at the time

10.03 Administrative / Building Sharing

J. Zimmerman said the winter season teams are doing well. He mentioned the spring musical will be Disney High School Musical and will be held the first weekend in March.

A. Oakes congratulated J. Holman.

J. Holman thanked everyone for their support in approving her contract and looks forward to serving the District in the capacity of Superintendent for the next five years.

L. Frisbie congratulated J. Holman.

L. Matika congratulated J. Holman.

A. Yadush said the High School was finishing up the first semester with final exams pushed up to next week. She congratulated J. Holman on behalf of the High School.

W. Dovico announced the Middle School's 25th Anniversary Celebration will be held on Friday, February 16, 2018. He stated building tours will begin at 8:00 am and an assembly will start at 9:00 am in the auditorium with a capsule reveal and other 21st century activities with student participation. He mentioned formal invitations will be sent out shortly. He acknowledged the cafeteria staff on the great job they did yesterday with serving lunches for all of the Middle School students in such a crunched time due to the early dismissal. He congratulated J. Holman and wished everyone a safe drive home.

M. Pulli announced the Boosterthon would be coming up in the next two weeks with the fun run program. She congratulated J. Holman and B. Millward.

Dr. Wright thanked B. Millward for allowing her to visit her classroom to appreciate different types of talents of the students other than just the academics.

10.04 Board Member Sharing

T. Hernandez congratulated B. Millward and J. Holman.

A. Rex congratulated J. Holman and B. Millward. He said he remembered having gym class in the cafeteria with Lenny.

M. Piescienski congratulated J. Holman and said best wishes to B. Millward.

T. Leiser congratulated B. Millward and said he had Lenny as well. He thanked J. Holman for her many years of service and wished her well with the new position.

J. Warfel congratulated B. Millward and J. Holman.

P. Toll sent well-wishes to J. Holman with her new position for the next 5+ years.

J. Casciano congratulated B. Millward and J. Holman.

J. Fatzinger congratulated B. Millward and said she is the best!

10.05 Meeting Announcements

New Board Member Orientation Workshop was held on December 11, 2017 at 6:00 PM in the Board Room

Workshop Meeting was held on January 3, 2018 at 6:30 PM in the Board Room

Executive Session for Personnel was held after the Workshop Meeting on January 3, 2018 in the Board Room

Executive Session for legal purposes will be held after the January 17, 2018 Board Meeting in the Board Room

Construction Committee Meeting will be on February 2, 2018 at 1:00 PM in the Board Room

Workshop Meeting will be on February 7, 2018 at 6:30 PM in the Board Room

Executive Session for Personnel will be on February 7, 2018 after the Workshop Meeting in the Board Room

Board Meeting will be February 21, 2018 at 7:00 PM in the Board Room

11. Adjournment

Upon motion by J. Fatzinger, seconded by A. Rex, the meeting was adjourned at 7:40 PM.

* Discussed in Committee Meeting

Respectfully submitted,

John Casciano, Secretary
By J. Partenio, Assistant Secretary