

**Northwestern Lehigh School District
6493 Rt. 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Board Room
Wednesday, June 20, 2018, 7:00 PM**

1. Opening Procedures

1.01 Call to Order

The June 20, 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/AB

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

Also Present:

Josh Ziatyk, DJ Wolbert, Brian Tobin, Phyllis Breininger, Donna Smith, Jayson Boushell, Representative Gary Day, Elsa Kerschner, Attorney Jessica Moyer, Andrea Madochick, William Dovico, Amy Stauffenberg, Maria Pulli, Jill Berlet, LeAnn Stitzel, Luann Matika, Leslie Frisbie, Jennifer Holman, Mary Anne Wright and Janine Partenio

1.04 Approval of Agenda with a small break to recognize Dr. Wright's retirement after item 1.10.

Moved: P. Toll

Seconded: A. Rex

Vote: 6 Aye, 0 Nay

1.05 President welcomed guests

1.06 Courtesy of the Floor

D. Smith recognized Dr. Wright's retirement and thanked her for all she had done at the District.

1.07 Approval of Minutes from the May 16, 2018 Board Meeting and the June 6, 2018 Workshop Meeting.

Moved: J. Warfel

Seconded: A. Rex

Vote: 6 Aye, 0 Nay

1.08 Recognition / Presentations

Northwestern Lehigh Educational Foundation Presentation

DJ Wolbert presented a check to the District in the amount of \$177,366 and it was received by Dr. Wright and W. Dellicker. He explained the funding goes to programs supporting curriculum. They intend to increase the number of Virtual Reality Kits for the Elementary classrooms and add Smart Boards to the High School. He also said Chromebooks would be purchased for Kindergarten. He stated the teacher mini grants have grown and urged teachers to take advantage of the mini grant program. He thanked Dr. Wright and sent best wishes on her retirement. Dr. Wright thanked the Foundation for all of their support on new innovative ideas and thanked L. Stitzel for being a liaison for the Foundation.

School Board Retirement Resolution for Mary Anne Wright

W. Dellicker stated Dr. Wright made a positive difference as a visionary leader and brought success to all students. He said she mentored staff and thanked her for all she had done at the District. He wished her well in her retirement and read and presented the following resolution:

Presented to

Dr. Mary Anne Wright

*In Grateful Recognition
of
Thirty Two Years of Service
to
Public Education*

WHEREAS Dr. Wright has completed 32 years of service to public education; and

WHEREAS Dr. Wright completed more than 27 of those years in distinguished Black & Gold service to the Northwestern Lehigh School District.

WHEREAS Dr. Wright served as a Classroom Teacher, Principal, Assistant Superintendent and Superintendent with the Northwestern Lehigh School District; and

WHEREAS Dr. Wright recognized the needs of all students, saw potential in every student, and encouraged each student to achieve their best; and

WHEREAS Dr. Wright created an effective and positive work environment for employees; and

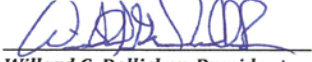
WHEREAS Dr. Wright worked diligently with parents and guardians, community members, volunteers and with the School Board to provide meaningful learning opportunities for all students; and

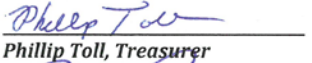
WHEREAS Dr. Wright understood the meaning of teamwork and worked collaboratively with her Administrative colleagues to meet the needs of students and staff of the Northwestern Lehigh School District; and

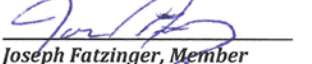
*WHEREAS Dr. Wright leaves Northwestern Lehigh knowing that she provided insight, expertise, professionalism, care for others, wisdom and humor as well as unwavering TIGER PRIDE;
Therefore be it*

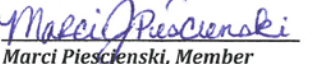
RESOLVED, that the Board of School Directors of the Northwestern Lehigh School District tenders Dr. Mary Anne Wright the sincere thanks and appreciation of the Board for her commitment and dedication on behalf of our schools and the Northwestern Lehigh Family; and be it

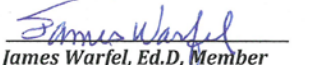
*RESOLVED further, that this resolution be made a permanent part of the record of this public meeting.
June twentieth, two thousand and eighteen.*

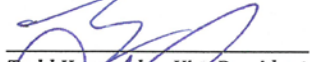

Willard G. Dellicker, President

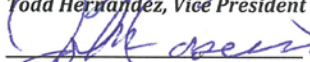

Phillip Toll, Treasurer


Joseph Fatzinger, Member


Marci Piescenski, Member


James Warfel, Ed.D., Member


Todd Hernandez, Vice President


John Casciano, Secretary


Todd Leiser, Member


Alan Rex, Member

House Citation presented to Dr. Mary Anne Wright by Representative Gary Day
Representative Day mentioned Dr. Wright worked diligently to build such a great team and knows the District will be in great hands. He said there was never a superintendent like Dr. Wright and said she became an expert in HR, Community and Communication. He read and presented a Citation from the Pennsylvania House of Representatives and congratulated her on her retirement.

1.09 Board President's Report

W. Dellicker spoke about the End-of-Year Celebrations and congratulated the retirees of their combined 221 years of service to the District.

1.10 Superintendent's Report

Dr. Wright thanked everyone and mentioned the last six weeks have had incredible celebrations filled with emotion and remembrance. She said the celebration at Northwestern Elementary had an attendance of all people from the present and past and brought up such wonderful memories. She said she hoped to have left a mark and that everyone remembers all of the good things. She thanked everyone for all they had done.

Atty. Moyer stated she had been working with the firm for a long time and explained how they always held Dr. Wright in such high regard. She said they admire her strong will and how she gets the job done. She wished Dr. Wright the best of luck.

P. Toll mentioned how retirement is not the end but just a new phase in life. He said the title of the song "You Raise Me Up" is appropriate for Dr. Wright on how she raised up the caliber of students at the District. He wished her well in her retirement and hoped she would be able to do many things and enjoy her travels.

BREAK at 7:28 PM

RESUME at 7:42 PM

2. Personnel Action

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

A. RETIREMENTS/RESIGNATIONS:

1. Recommendation to accept the resignation of Beth Johnson, 40% Gifted Teacher, effective June 15, 2018. Beth will remain on the substitute Teacher list.
2. Recommendation to accept the resignation of Jordan Wessner as temporary part-time one-on-one Instructional Assistant, effective June 13, 2018. Jordan will remain on the substitute Teacher and substitute Instructional Assistant lists.
3. Recommendation to accept the resignation of Nicole Reimert as part-time Office Assistant at Weisenberg Elementary School, effective June 18, 2018.
4. Recommendation to accept the resignation of Harold Heintzelman as a substitute Food Service Worker, effective June 11, 2018.
5. Recommendation to accept the resignation of Stephen Knappenberger as a substitute Custodian, effective June 5, 2018.
6. Recommendation to accept the resignation of Michele DeLillo as a substitute Teacher, effective June 11, 2018.

7. Recommendation to accept the resignation of Peter McKnight as a substitute Teacher, effective June 12, 2018.

B. APPOINTMENTS/NEW EMPLOYEES:

1. Recommendation to approve Brian Tobin as School District Police Chief at a prorated salary of \$61,000, effective July 9, 2018. Chief Tobin retired from the PA State Police after 29 years and served as the Captain of Troop M in Bethlehem for over 4 years.
2. Recommendation to approve Ashleigh Albert as a temporary, one-on-one Instructional Assistant, effective May 3, 2018 at \$14.95/hr.
3. Recommendation to approve Jami Smith as a long-term substitute Learning Support Teacher at Northwestern Elementary for the first semester of the 2018-2019 school year at a prorated salary of BS Step 5 (49,307).
4. Recommendation to approve Allison Suchy as a long-term substitute Grade 2 Teacher at Northwestern Elementary for the first semester of the 2018-2019 school year at a prorated salary of BS Step 2 (\$47,386).
5. Recommendation to approve Andrea Koch as a substitute Van Driver, effective May 29, 2018 at \$13.00/hr. Andrea is also a part-time Food Service Worker.
6. Recommendation to approve Michael Reinhard as a substitute Van Driver, effective June 6, 2018, at \$13.00/hr.
7. Recommendation to approve Kurtis Reif as a substitute Teacher, effective June 1, 2018 at a starting rate of \$110/day.
8. Recommendation to approve Samantha Wiik as a substitute Teacher, effective June 5, 2018 at a starting rate of \$110/day.
9. Recommendation to approve Samantha Wiik as a substitute Instructional Assistant, effective June 5, 2018 at \$13.25/hr.
10. Recommendation to approve the following as temporary seasonal employees, effective date pending the receipt and approval of all necessary paperwork at \$12.23/hr.
 - Cody Baugher
 - Morgan Brimmer
 - Keegan Coffield
 - Ryan Hadinger
 - Andrea Koch
 - Brady Moyer
 - Donna Pfrom
 - L. Caitie Rehrig
 - Jennifer Smith
 - Tyler Steigerwalt
 - Kathy Zellner
11. Recommendation to approve the following as temporary Technology Support Partners, effective July 2, 2018:

- Beverly Handwerk
- Wes Hurley
- Martha Larkin
- Dianne Searcy
- Allison Suchy
- Mary Walls

12. Recommendation to approve the following as temporary summer drivers from June 18, 2018 through August 17, 2018 at their current van driver rate:

- Tiffany Baugher
- Tom Bauer
- Kim Borgman
- John Citarella
- Kelly Coffield
- Paula Desiderio
- Karen Frey
- Tracy Humes
- Robin Leisher
- Tim McGinley
- Harley Newman
- Sally Reichard
- Erika Reteguiz
- Catherine Schwartz
- Eugene Tapper
- Brittany Williams
- David Worman

13. Recommendation to approve Christine Pollock to provide Extended School Year Instruction, effective July 1, 2018 at \$31.00/hr. not to exceed 444 total hours for the program.

14. Recommendation to approve the following teachers for the elementary Summer Reading Program, beginning July 1, 2018 at \$31.00/hr., not to exceed 48 hours:

- Northwestern Elementary- Nicole Horvath and Nicole Teese
- Weisenberg Elementary- Katherine Klersy, Amy Reed Link, Christine Pollock and Brooke Storms

C. OTHER ACTIONS:

1. Approval to renew extracurricular appointments for the 2018-2019 school year as outlined in Appendix B-1 and B-2 of the 2015-2019 Collective Bargaining Agreement as per attachment.
2. Approval to restore eleven (11) paid sick days for qualified, 12-month support staff effective July 1, 2018.
3. Recommendation to change the status of Amy Himmelreich from a part-time Transportation Secretary to a full-time, Class B Secretary, effective July 2, 2018.

4. Recommendation to correct the starting rate for Morgan Klotz to \$110/day as a substitute Teacher.
5. Recommendation to correct the starting rate for Melissa Smith to \$110/day as a substitute Teacher.
6. Recommendation to add Ann Priester-Towne to the substitute Teacher list, effective June 14, 2018.
7. Recommendation to add Vivian Weidner to the substitute Teacher list, effective June 14, 2018.
8. Recommendation to change the classification for Emily Fenstermaker from a long-term substitute to a day to day substitute, effective June 14, 2018.
9. Recommendation to change the classification for Megan Lenner from a long-term substitute to a day to day substitute, effective June 14, 2018.
10. Recommendation to change the classification for Allison Suchy from a long-term substitute to a day to day substitute, effective June 14, 2018.
11. Recommendation to change the classification for Jennifer Bernhard from a long-term substitute to a day to day substitute, effective June 14, 2018.
12. Recommendation to change the classification for Dara Ackerman from a short-term substitute to a day to day substitute, effective June 14, 2018.
13. Recommendation to change the status of Cristi Landrigan from temporary, part-time one-on-one Instructional Assistant to substitute Instructional Assistant, effective June 13, 2018 at \$13.25/hr.
14. Recommendation to change the status of Margaret Pursel from a part-time Van Driver to a substitute Van Driver, effective August 20, 2018.
15. Recommendation to approve unpaid days for employee #1153 for May 21-22, 2018.

16. 2018/2019 Coach & Advisor Recommendations:

Department Heads

Position - Name - 18-19 Stipend

Career / Technology Dept. Head (gr.9-12)
Michael Sikora (\$ 2,836.29)

Language Arts Dept. Head (gr. 9-12)
Pamela Henderson (\$ 2,836.29)

Math Dept. Head (gr. 9-12) Kelly Bleam (\$ 2,836.29)

Science Dept. Head (gr. 9-12) Kevin Sunday (\$ 2,836.29)

Social Studies Dept. Head (gr. 9-12) Paul Kleinert (\$ 2,836.29)

World Language Dept. Head (gr. 9-12)
Tari Carnahan (\$ 2,836.29)

Special Education Dept. Chair (gr.9-12)
Pamela Tonkay (\$ 2,836.29)

Fine Arts Co-Dept. Head (gr. K-12 @ 50%) James Lykins (\$ 1,417.15)

Fine Arts Co-Dept. Head (gr. K-12 @ 50%) Tracy Smoyer (\$ 1,417.15)

Wellness/Fitness Dept. Head (gr. K-8 @ 50%) Timothy Churetta (\$ 1,417.15)

Wellness/Fitness Dept. Head (gr. 9-12 @ 50%) Christopher Klein (\$ 1,417.15)

High School Advisors

Position - Name - 18-19 Stipend

Band Director James Lykins (\$ 5,639.05)
Jazz Band Director James Lykins (\$ 1,043.89)

Assistant Band Director (\$ 2,178.05)
(OPEN POSITION)

Bandfront Advisor (\$ 2,178.05) (OPEN POSITION)

Broadcasting Advisor Joel Dynda (\$ 794.72)

Chorus Advisor Gregory Snider (\$ 2,500.65)

Class of 2019 Advisor Nicole Zimmerman (\$ 1,699.34)

Class of 2019 Advisor Janelle Keglovitz (\$ 1,699.34)

Class of 2020 Advisor David Combs (\$ 1,211.73)

Class of 2020 Advisor Martha Larkin (\$ 1,211.73)

Class of 2021 Advisor Lissa Opolsky (\$ 1,043.89)

Class of 2021 Advisor Shay Wagner (\$ 1,043.89)

Class of 2022 Advisor Nicole Zimmerman (\$ 469.94)

Class of 2022 Advisor Patricia Mengel (\$ 469.94)

Fine Arts Club Advisor (\$ 1,096.98) (OPEN POSITION)

Debate Advisor (\$ 2,478.62) (OPEN POSITION)

FBLA Advisor (\$ 1,096.98) (OPEN POSITION)

FCCLA Advisor (\$ 1,096.98) (OPEN POSITION)

National Honor Society Co-Advisor Nicole Zimmerman (\$ 956.22)

National Honor Society Co-Advisor Kelly Bleam (\$ 956.22)

Student Council Advisor Patricia Mengel (\$ 2,969.46)

High School Advisors (cont'd)

Position Name 18-19 Stipend

Tiger Talk Advisor Lissa Opolsky (\$ 2,995.94)

Yearbook Advisor Lissa Opolsky (\$ 5,902.94)

Fall Drama Director William Mutimer (\$ 3,004.15)

Spring Musical Director William Mutimer (\$ 3,004.15)

Spring Musical Music Director (\$ 1,883.05)
(OPEN POSITION)

Spring Musical Choreographer William Mutimer (\$ 1,463.49)

Spring Musical Art/Tech Director (\$ 1,463.49) (OPEN POSITION)

Scholastic Scrimmage Advisor (\$ 1,343.37) (OPEN POSITION)

Indoor Twirling Advisor Donna Pechacek (\$ 2,836.29)

Indoor Twirling Assistant Advisor Ashley Pechacek (\$ 1,059.96)

Drama Club Advisor William Mutimer (\$ 368.70)

Aevidum Club Co-Advisor David Combs (\$ 184.35)

Aevidum Club Co-Advisor Kate Kitz (\$ 184.35)

FLIC Club Advisor Paul Tomlin (\$ 368.70)

Friends for Life Advisor Shay Wagner (\$ 368.70)

Key Club Advisor Bob Biese (\$ 368.70)

LGBTQA Alliance Club Advisor Martha Larkin (\$ 368.70)
 MAKER Club Advisor Jeremy Smoyer (\$ 368.70)
 SADD Club Advisor Martha Larkin (\$ 368.70)
 Science Olympiad Co-Advisor (50%) Bob Biese (\$ 671.69)
 Science Olympiad Co-Advisor (50%) Liz Ache (\$ 671.69)
 Science Honor Society Advisor Andrea Meyers (\$ 368.70)
 Ski Club Advisor Bob Biese (\$ 368.70)

Middle School Advisors

Position - Name - 18-19 Stipend
 Activity Manager Mike Weber (\$ 1,252.05)
 Computer Coordinator Shannon Kistler (\$ 2,762.45)
 Band Director James Lykins (\$ 3,082.53)
 Chorus Director Gregory Snider (\$ 2,342.92)
 Drama Advisor William Mutimer (\$ 1,534.01)
 Student Council Advisor Merrie Smith (\$ 2,569.97)
 Broadcasting Advisor Steven Fox (\$ 794.72)

High School Athletic Coaches

Position - Name - 18-19 Stipend – Longevity - Total Stipend
 Head Golf Coach Tim Miller (\$ 3,667.03) (\$ -) (\$ 3,667.03)
 Head Cross Country Coach Chris Stitzel (\$ 3,667.03) (\$ 200.00) (\$ 3,867.03)
 Assistant Cross Country Coach (MS & VA) Matthew Fritz (\$ 2,200.22) (\$ -) (\$ 2,200.22)
 Fall Event Manager Patrick Wanamaker (\$ 1,600.00) (\$ -) (\$ 1,600.00)
 Winter Event Manager Glen Hughes (\$ 1,080.00) (\$ -) (\$ 1,080.00)
 Spring Event Manager (\$ 1,520.00) (\$ -) (\$ 1,520.00)
 Event/Equipment Manager (1/3 + \$68.01) Jordan Smith (\$ 2,202.02) (\$ -) (\$ 2,202.02)
 Head Baseball Coach Duran Porrino (\$ 5,597.07) (\$ -) (\$ 5,597.07)
 Assistant Baseball Coach (VA) Josh Perich (\$ 3,358.24) (\$ -) (\$ 3,358.24)

Weight Training Advisor (Summer) Greg Mitchell (\$ 368.70)
 Weight Training Advisor (Summer) James Moll (\$ 368.70)
 Weight Training Advisor (Fall) Greg Mitchell (\$ 368.70)
 Weight Training Advisor (Fall) James Moll (\$ 368.70)
 Weight Training Advisor (Winter) Greg Mitchell (\$ 368.70)
 Weight Training Advisor (Winter) James Moll (\$ 368.70)

Yearbook Advisor Amy Giuffrida (\$ 1,388.48)
 Language Arts Subject Area Contact Person Regina Wood (\$ 1,054.47)
 Math Subject Area Contact Person Lou Ann Smacchi (\$ 1,054.47)
 Science Subject Area Contact Person Steven Fox (\$ 1,054.47)
 Social Studies Subject Area Contact Person Maureen Roman (\$ 1,054.47)
 Ski Club Advisor (\$ 368.70) (OPEN POSITION)

Assistant Baseball Coach (JV & VA) (\$ 3,358.24) (\$ -) (\$ 3,358.24) (OPEN POSITION)
 Assistant Baseball Coach (VA) Cory Chryst Volunteer (\$ -) Volunteer
 Head Boy's Basketball Coach Billy Hallman (\$ 6,897.70) (\$ -) (\$ 6,897.70)
 Assistant Boys Basketball Coach (JV & VA) Patrick Wanamaker (\$ 4,828.39) (\$ -) (\$ 4,828.39)
 Assistant Boy's Basketball Coach (Jr. High) Chris Kretzman (\$ 4,828.39) (\$ -) (\$ 4,828.39)
 Assistant Boy's Basketball Coach (MS) Nathan Hunsicker (\$ 4,828.39) (\$ -) (\$ 4,828.39)
 Assistant Boy's Basketball Coach (VA) Mark Henry Volunteer (\$ -) Volunteer
 Head Girl's Basketball Coach Christopher Deutsch (\$ 6,897.00) (\$ 200.00) (\$ 7,097.00)

Assistant Girl's Basketball Coach (JV & VA)
 Craig Mogel (\$ 4,827.90) (\$ -) (\$ 4,827.90)
 Assistant Girl's Basketball Coach (JV & VA)
 Lauren Oertner Volunteer (\$ -) Volunteer
 Assistant Girl's Basketball Coach (JV & VA)
 Derrick Reinert Volunteer (\$ -) Volunteer
 Assistant Girl's Basketball Coach (JV & VA)
 Robert Mazziotta Volunteer (\$ -) Volunteer
 Assistant Girl's Basketball Coach (Jr. High)
 Shannon Kistler (\$ 4,827.90) (\$ 200.00) (\$ 5,027.90)
 Assistant Girl's Basketball Coach (Jr. High)
 Mike Kistler Volunteer (\$ -) Volunteer
 Assistant Girl's Basketball Coach (MS)
 Jennifer Horner (\$ 4,827.90) (\$ 200.00) (\$ 5,027.90)
 Head Boy's Soccer Coach Nathan Hunsicker (\$ 5,597.07) (\$ -) (\$ 5,597.07)
 Assistant Boy's Soccer Coach (JV & VA)
 Derrick Reinert (\$ 2,350.77) (\$ -) (\$ 2,350.77)
 Assistant Boy's Soccer Coach (JV & VA)
 Joshua Gross (\$ 1,567.18) (\$ -) (\$ 1,567.18)
 Assistant Boy's Soccer Coach (JV & VA)
 Michael Koenig Volunteer (\$ -) Volunteer
 Head Football Coach Joshua Snyder (\$ 8,198.36) (\$ -) (\$ 8,198.36)
 Assistant Football Coach (VA) Scott Hippensteel (\$ 5,738.85) (\$ 200.00) (\$ 5,938.85)
 Assistant Football Coach (VA) David Kerschner (\$ 5,738.85) (\$ 200.00) (\$ 5,938.85)
 Assistant Football Coach (JV & VA) Joshua Zimmerman (\$ 5,738.85) (\$ 200.00) (\$ 5,938.85)
 Assistant Football Coach (JV & VA) Dale Fink (\$ 4,919.02) (\$ -) (\$ 4,919.02)
 Assistant Football Coach (VA) Richard Kulp (\$ 5,738.85) (\$ 200.00) (\$ 5,938.85)
 Assistant Football Coach (VA) Gregory Mitchell (\$ 5,738.85) (\$ 200.00) (\$ 5,938.85)
 Assistant Football Coach (MS) Chuck Groller (\$ 5,738.85) (\$ -) (\$ 5,738.85)
 Assistant Football Coach (MS) Glen Hughes (\$ 4,919.02) (\$ -) (\$ 4,919.02)
 Assistant Football Coach (MS) Trevor German (\$ 1,000.00) (\$ -) (\$ 1,000.00)

Assistant Football Coach (MS) Josh Masters (\$ 2,369.43) (\$ -) (\$ 2,369.43)
 Assistant Football Coach (MS) Troy Walker (\$ 2,369.43) (\$ -) (\$ 2,369.43)
 Assistant Football Coach (MS) Brandon Schrader Volunteer (\$ -) Volunteer
 Head Cheering Coach Kate Petcavage (\$ 5,625.17) (\$ -) (\$ 5,625.17)
 Assistant Cheering Coach Jennifer Bernhard (\$ 3,937.62) (\$ -) (\$ 3,937.62)
 Head Girl's Soccer Coach Kelly Bleam (\$ 5,597.07) (\$ 200.00) (\$ 5,797.07)
 Assistant Girl's Soccer Coach (JV & VA)
 Jordan Smith (\$ 3,917.95) (\$ -) (\$ 3,917.95)
 Assistant Girl's Soccer Coach (JV & VA)
 Aurie Lundquist Volunteer (\$ -) Volunteer
 Head Softball Coach Josh Zimmerman (\$ 5,597.07) (\$ -) (\$ 5,597.07)
 Assistant Softball Coach (VA) Jennifer Hammack (\$ 3,917.95) (\$ -) (\$ 3,917.95)
 Assistant Softball Coach (JV & VA)
 Heather Hartman (\$ 3,917.95) (\$ -) (\$ 3,917.95)
 Assistant Softball Coach (JV & VA) Erin Wear Volunteer (\$ -) Volunteer
 Head Boy's Track & Field Coach (\$ 5,597.07) (\$ -) (\$ 5,597.07) (OPEN POSITION)
 Head Girl's Track & Field Coach Chuck Groller (\$ 5,597.07) (\$ -) (\$ 5,597.07)
 Assistant Track & Field Coach (VA) Matt Fritz (\$ 2,798.54) (\$ -) (\$ 2,798.54)
 Assistant Track & Field Coach (VA) Amy Kelly (\$ 2,798.54) (\$ -) (\$ 2,798.54)
 Assistant Track & Field Coach (VA) Mike Kistler (\$ 3,917.95) (\$ -) (\$ 3,917.95)
 Assistant Track & Field Coach (VA) (\$ 3,917.95) (\$ -) (\$ 3,917.95) (OPEN POSITION)
 Assistant Track & Field Coach (VA) Joe Webster (\$ 3,358.24) (\$ -) (\$ 3,358.24)
 Assistant Track & Field Coach (VA) Volunteer (\$ -) Volunteer
 Assistant Track & Field Coach (VA) Volunteer (\$ -) Volunteer
 Assistant Track & Field Coach (VA) Volunteer (\$ -) Volunteer
 Head Wrestling Coach James Moll (\$ 6,897.70) (\$ 200.00) (\$ 6,097.70)
 Assistant Wrestling Coach (JV) Eddie Keichel (\$ 4,828.39) (\$ -) (\$ 3,828.39)

Assistant Wrestling Coach (Jr. High) Scott Derr (\$ 1,000.00) (\$ -) (\$ 1,000.00)
 Assistant Wrestling Coach (Jr. High) Rob Marlatt (\$ 4,138.62) (\$ -) (\$ 3,788.62)
 Assistant Wrestling Coach (Jr. High) Zach Marlatt (\$ 1,350.00) (\$ -) (\$ 1,350.00)
 Head Field Hockey Coach Lissa Opolsky (\$ 5,597.07) (\$ -) (\$ 5,597.07)
 Assistant Field Hockey Coach (JV & VA) Liz Ache (\$ 3,379.87) (\$ -) (\$ 3,379.87)
 Assistant Field Hockey Coach (MS) Jennifer Hammack (\$ 3,917.95) (\$ -) (\$ 3,917.95)
 Assistant Field Hockey Coach (MS & VA) Heather Hartman (\$ 3,917.95) (\$ -) (\$ 3,917.95)

Head Girls Volleyball Coach Alexandra Ashburne (\$ 3,667.03) (\$ -) (\$ 3,667.03)
 Assistant Girls Volleyball Coach (JV & VA) Amilee Moyer (\$ 2,566.92) (\$ -) (\$ 2,566.92)
 Head Boy's Lacrosse Coach (\$ 5,597.07) (\$ -) (\$ 5,597.07) (OPEN POSITION)
 Assistant Boy's Lacrosse Coach (JV & VA) (\$ 3,917.95) (\$ -) (\$ 3,917.95) (OPEN POSITION)
 Head Girl's Lacrosse Coach (\$ 5,597.07) (\$ -) (\$ 5,597.07) (OPEN POSITION)
 Assistant Girl's Lacrosse Coach (JV & VA) (\$ 3,917.95) (\$ -) (\$ 3,917.95) (OPEN POSITION)

Elementary Extracurricular Coordinators, Subject Contact Persons, & Advisors

Position - Name - 18-19 Stipend
 NWE Band Director Shawn Fies (\$ 1,079.04)
 WEIS Band Director Carol Fella (\$ 1,079.04)
 NWE Chorus Director Shawn Fies (\$ 794.72)
 WEIS Chorus Director Carol Fella (\$ 794.72)
 WEIS Computer Coordinator (\$ 2,332.81) (OPEN POSITION)
 NWE Computer Coordinator (50%) Shawn Fies (\$ 1,166.41)

NWE Computer Coordinator (50%) Susan Hanlon (\$ 1,166.41)
 NWE Language Arts Contact Person Kristine Dangelo (\$ 1,054.47)
 WEIS Language Arts Contact Person Linda Curry (\$ 1,054.47)
 NWE Math Contact Person Pamela Newhard (\$ 1,054.47)
 WEIS Math Contact Person Justine Snyder (\$ 1,054.47)
 NWE Science Contact Person Kimberly Firkal (\$ 1,054.47)
 WEIS Science Contact Person (\$ 1,054.47)
 NWE Social Studies Contact Person Marissa Bartholomew (\$ 1,054.47)
 WEIS Social Studies Contact Person Jacob Davis (\$ 1,054.47)

***** Pending Receipt of ALL Employment Paperwork & Clearances.

MS = Middle School
 Jr. High - Junior High
 JV = Junior Varsity
 VA = Varsity Assistant

J. Holman introduced B. Tobin as the District's new Police Chief. B. Tobin thanked the Board for their confidence and said he looks forward to working with the staff and students at the District. He said he gives his word that he will do his best. J. Casciano said he has known B. Tobin for a long time and the District is fortunate to get an individual like him. He said he trusts that he will do an excellent job protecting students and the staff and welcomed him. W. Dellicker welcomed B. Tobin aboard.

Moved: A. Rex

Seconded: J. Warfel

Vote: 6 Aye, 0 Nay

Consent Agenda utilized for items 2.02-2.04

2.02 Approval of the market movement increase of \$4,000.00 for Maria Pulli for the 2018-2019 school year. This amount is included in the annual salary listed in agenda item 2.04.

2.03 Approval of the market movement increase of \$3,000.00 for Andrea Madochick for the 2018-2019 school year. This amount is included in the annual salary listed in agenda item 2.04.

2.04 Approval of the administrator salaries for the 2018-2019 school year.

	1819 Salaries
Business Administrator	127,621
Director of Human Resources	123,690
Director of Curriculum & Instruction	120,321
High School Principal	128,165
Director Student Services	112,543
Director of Operations	117,616
Middle School Principal	112,290
Elementary Principal	119,059
Elementary Principal	99,150
Assistant Middle School Principal	96,440
Assistant High School Principal	94,991
Director of Athletics & Student Activities	94,641
Food Service Supervisor	62,428
District Police Chief	61,000

Moved: P. Toll

Seconded: J. Casciano

Vote: 6 Aye, 0 Nay

2.05 Approval of employment contract for Leslie Frisbie, Business Administrator effective July 1, 2018 through June 30, 2023, which supersedes the previous contract entered into on April 15, 2015.

Moved: J. Warfel

Seconded: J. Casciano

Vote: 6 Aye, 0 Nay

2.06 Approval of the appointment of Joshua J. Ziatyk, Assistant to the Superintendent, effective July 23, 2018.

J. Holman explained the contract is at a prorated salary of \$125,000. She introduced and welcomed J. Ziatyk. She said he would be transitioning from Assistant to the Superintendent to the Assistant Superintendent once he receives his letter of eligibility. J. Ziatyk thanked the Board for allowing him to serve the students, staff and community. He said the District is very community oriented and he was excited about that.

Moved: P. Toll

Seconded: J. Casciano

Vote: 6 Aye, 0 Nay

2.07 Approval of Administrative Compensation Plan Amendment to include the position of Police Chief.

Moved: J. Casciano

Seconded: J. Warfel

Vote: 6 Aye, 0 Nay

3. Curriculum/Building Issues

3.01 * Approval of the following textbooks to accompany new curriculum for the 2018-2019 School Year:

The following 2018-2019 textbooks were on display for 60 days in the District Board Room:

Text / Materials Title	Subject / Grade	Publisher
Earth Science	Applied/Academic Earth Science	Pearson
Biology - S. Nowicki	Applied/Academic Biology	McGraw Hill
Biology - S. Mader	Biology II/AP Biology	McGraw Hill
Essentials of Human Anatomy and Physiology	Anatomy & Physiology	Pearson
Modern Chemistry	Applied/Academic/ Accelerated Chemistry/ Chemistry II	Houghton Mifflin Harcourt
Chemistry the Central Science	AP Chemistry	Pearson

Moved: A. Rex

Seconded: J. Casciano

Vote: 6 Aye, 0 Nay

Consent Agenda utilized for items 3.02 and 3.03

3.02 * Approval to apply for the Title I, Title IIA, and Title IV Federal Grant opportunities.

3.03 * Approval to reject Title III funding for the 2018-2019 school year.

Moved: J. Warfel

Seconded: A. Rex

Vote: 6 Aye, 0 Nay

3.04 * Approval to apply for the Safe Schools School Police Officer and Equipment Grants for the 2018-2019 year.

J. Holman stated the Safe Schools Police Officer Grant maximum is \$40,000 and the Safe Schools Equipment Grant maximum is \$25,000. She said the equipment grant was added since the Workshop Meeting and application is due before the end of July.

Moved: J. Casciano

Seconded: A. Rex

Vote: 6 Aye, 0 Nay

3.05 Curriculum /Building Informational Updates Not Requiring Board Action

1. Middle School Steering Committee Update

W. Dovico explained the Steering Committee was developed to address declining enrollment and assist with a vision for the future while continuing their 25+ years of excellence. He said stakeholders consisted of Middle School staff from each team, grade and department as well as a School Board member, Parents and members from the District Administration. He said stakeholders broke up into teams where each team addressed one topic. Topics included: Time Utilization, Staffing Structure, Space Utilization, Program Design, Data, Assessment & Grading, Culture & Climate, and Community Engagement. He said the teams had visited other Middle Schools, utilized Professional Development, attended the Association for Middle Level Education (AMLE) Conference and had professional dialogue in order to bring in some new ideas. He stated the Task Force Teams will develop short and long range recommendations for the Middle School based on best practices, research and data and will then be developing a plan for implementation in the Spring. J. Warfel believed it would be important to have the involvement of the faculty when shaping the future of the Middle School. W. Dellicker thanked W. Dovico and J. Warfel on their work with the Middle School Steering Committee

2. Full Day Kindergarten Update

L. Stitzel gave an overview on the Full-Day Kindergarten Program being implemented in August 2018. She said there were regular meetings with Kindergarten Teachers in order to get everything in place for the next school year. She mentioned they had visited other districts to see how their Full-Day Kindergarten Program is implemented and was able to take some good advice back. She said they developed a mission, a vision and goals for Kindergarten which was approved at the last Board Meeting along with the new curriculum for the 2018-2019 school year. She mentioned that there are many new and exciting items coming into the classrooms in preparation for a full-day program and everyone is looking forward to get started in the new school year.

4. Policy

4.01 * First Reading of the following policies:

[105 - Curriculum](#)

[138 - Language Instruction Educational Program for English Learners](#)

[239 - Foreign Exchange Students](#)

[316 - School Police Officer](#)

[808 - Food Services](#)

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

[819 - Suicide Awareness, Prevention and Response](#)

Moved: J. Casciano

Seconded: J. Warfel

Vote: 6 Aye, 0 Nay

5. Operations

Consent Agenda utilized for items 5.01 and 5.02

5.01 Approval of HS Modernization Project Change Orders.

J. Holman explained two additional change orders were added since the Workshop Meeting.

L. Frisbie stated the wall pads will be reimbursed by KCBA.

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

Change Order Number / Description / Amount / Reason

GC-CO #08 /Height Adjustments to auditorium under console/4,241.21/Omission

GC-CO #09/ Gym wall pads over GWB wall/ 4,400.00 /Omission

Subtotal 8,641.21

Cumulative Total 329,001.30

% Total Contract 5.50%

2. Approval of **DEWALT PLUMBING, INC. (PLUMBING CONTRACTOR)**.

Subtotal \$0

Cumulative Total \$0

% Total Contract n/a

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

Subtotal

Cumulative Total 8,918.10

% Total Contract .8%

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

Subtotal

Cumulative Total \$10,133.98

% Total Contract .44% 4,241.21

5.02 Approval of settlement and release agreement with Gordon H. Bayer Inc.

J. Holman said the Mutual Settlement and Release Agreement with Gordon H. Bayer Inc. is in the amount of \$12,500 related to the High School Modernization Project gym floor repairs. She explained there was a warranty on the finish of the floor and it would be completed in July.

Moved: P. Toll

Seconded: J. Warfel

Vote: 6 Aye, 0 Nay

Consent Agenda utilized for items 5.03-5.08

5.03 * Approval of the Memorandum of Understanding Agreements for Facility Usage.

**5.04 * Approval of the following 2018/2019 lunch prices, with no increase:
Recommended Prices for 2018-19**

Elementary- \$2.75

Middle School- \$2.90

High School- \$3.15

Breakfast- \$1.80

Adult pricing is A La Carte

5.05 * Approve Johnson Controls Fire Protection LP to annually inspect the fire systems Districtwide. Also semi-annual inspections of the Kitchen Hoods in the Districts 3 kitchens.

The Cost will be \$11,774.00 per year effective to 02/28/2021 as per state contract #4400015469.

5.06 * Approve BIO-HAZ for our medical waste solutions at \$65.00 per container.

5.07 * Approve C.M. Eichenlaub CO. to perform our annual inspection of our bleacher systems Districtwide.

The cost will be \$4,773.00 as per COSTARS contract 014-090

5.08 * Approval to bid the electrical work required for the Districtwide phone system.

Moved: P. Toll

Seconded: J. Casciano

Vote: 6 Aye, 0 Nay

6. District Finances

Consent Agenda utilized for items 6.01-6.04

6.01 * Approval of the 2018-2019 Final General Fund Budget and supporting tax levies for Northwestern Lehigh School District as follows and as presented on the PDE-2028:

a. Budget Expenditures	\$47,256,640
b. Local tax levies	
Real Estate Tax	16.2403 mills (0.2772 mill increase)
Earned Income Tax	1% (net .5%)
Real Estate Transfer Tax, Act 511	½ % for each of 4 townships
Local Services Tax	\$10

W. Dellicker thanked L. Frisbie for putting together a successful budget.

6.02 * Approval to utilize Committed Fund Balance for the 2018-2019 budget.

Board action is required to use committed fund balance for OPEB Stabilization, PSERS Stabilization, Emmaus Bond Pool Rate Stabilization and Millage Stabilization which is presented as use of fund balance in the Final Budget.

6.03 * Approval of the 2018-2019 Homestead Farmstead Resolution

6.04 * Approval of Committed Fund Balance categories is required under GASB 54 by June 30, 2018.

Actual amounts will be determined upon completion of the audit.

Moved: J. Warfel

Seconded: P. Toll

Vote: 6 Aye, 0 Nay

Consent Agenda utilized for items 6.05-6.17

6.05 * Approval to appoint New Tripoli Bank, Pennsylvania Local Government Investment Trust (PLGIT), PA School District Liquid Asset Fund (PASDLAF), and PNC Bank as District depositories for 2018-2019.

6.06 * Approval of 2018-2019 insurance package policies.

There are no recommended changes in carriers. Upon implementation of the District police force, an additional premium will be due to increase coverages for the force. Amount to be determined once force is in place.

6.07 * Approval to transfer \$458,356 to Capital Reserve per the 2017-2018 General Fund budget plan.

Planned Capital Reserve Transfer which was budgeted in 2017-18:

- \$204,000 Refinancing Savings
- \$154,356 Planned Transfer
- \$100,000 Roof Replacement planned transfer
- \$458,356 Total Planned Transfer

6.08 * Approval to transfer \$130,000 of budgeted funds for bus and van replacements to Capital Reserve due to anticipated timing of delivery subsequent to June 30, 2018.

Proposed transfer of 1718 budgeted funds for one van and one bus replacement. Delivery of vehicles will not occur prior to June 30, 2018 therefore we are proposing the funds be transferred and then payment subsequently made from Capital Reserve to fund the planned purchases.

6.09 * Receive the Annual Investment Report

6.10 * Approval to renew the PSBA Membership with the All Access Package, for a total of \$13,818.85, for 2018-2019.

6.11 * Approval of the 1-year Sapphire agreement.

6.12 * Approval for Indoor Twirlers to attend the National Competition at Notre Dame University in South Bend, IN from July 23-July 27, 2018.

Trip will occur only if the sufficient funds are raised to support the trip and the Indoor Twirlers' Student Activity account can pay for the expenses.

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

1. Iron Lakes Country Club, Allentown, PA for Class of 2019 Prom on May 26, 2019 at a cost not to exceed \$10,000.

6.14 * Receive the following Reports for April

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

Fund 10 General Fund with a beginning balance of \$26,056,505.77, receipts of \$1,506,276.18, and disbursements of \$53,008,412.25, leaving a balance of \$24,554,369.70.

Fund 22 Capital Reserve Fund with a beginning balance of \$1,673,759.33, receipts of \$1,412.37, disbursements of \$8,312.50, leaving a balance of \$1,666,859.20.

Fund 36 Capital Projects with a beginning balance of \$8,650.74 receipts of \$2.20, disbursements of \$0.00, leaving a balance of \$8,652.94.

Fund 37 Capital Projects with a beginning balance of \$6,322,023.42, receipts of \$5,052.11, disbursements of \$895,158.02, leaving a balance of \$5,431,917.51.

Fund 50 Food Service Fund with a beginning balance of -\$33,806.52, receipts of \$83,161.23, disbursements of \$48,693.86, leaving a balance of \$660.85.

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

P. Toll questioned the EIT increases in revenue and wondered what May would look like. L. Frisbie said she had May numbers but not the May Reports. She said she was using the recommendations from Berkheimer at the time and would be able to send May numbers in the Superintendent Report.

6.15 * Approval for the Business Office to perform a check run on/around June 30, 2018 to close out the 2017-2018 fiscal year's outstanding invoices.

This is a routine item that allows the Business Office to pay outstanding invoices associated with the 2017-18 fiscal year by June 30th to help close the year. Any payments made will be included on the August check registers.

6.16 * Approval for the Business Office to perform a check run during the month of July 2018.

Due to the board not holding a July board meeting, board approval is being requested to pay outstanding invoices due prior to the August 15, 2018 board meeting to avoid late fees and penalties. Any payments made will be included on the August check registers.

6.17 Approval for Jennifer Holman to sign any and all contracts, agreements, grants and/or licenses with the Pennsylvania Department of Education (PDE) effective July 1, 2018.

Moved: J. Warfel

Seconded: J. Casciano

Vote: 6 Aye, 0 Nay

6.18 Approval of the following bills as listed for payment:

1. Fund 10 General Fund check # 00079260 through 00079475 including electronic payments
2. Fund 22 Capital Reserve check # 00000481
3. Fund 36 Capital Projects check # 00001058 through 00001062
4. Fund 37 Capital Projects 18 check # 00001021 through 00001025
5. Fund 50 Food Service Fund check # 00006982 through 00007031
6. Procurement Card purchases totaling \$27,710.87

Moved: P. Toll

Seconded: A. Rex

Vote: 6 Aye, 0 Nay

7. Other Reports**7.01 Enrollment Report**

J. Holman said this was the final report for 2017-2018, with enrollment numbers and closing out the year.

7.02 Foundation Report

None at the time

7.03 Committee Reports as follows:*Legislation*

None at the time

Intermediate Unit

J. Warfel stated the meeting at the CLIU on Monday evening was routine.

Lehigh Career & Technical Institute

A. Rex said he attending the meeting at LCTI on May 23, 2018 and a Skills USA Meeting on June 7, 2018. He said he attended the Elmer Gates Awards on May 24, 2018. He also said he attended LCTI's Graduation and everything went smoothly with over 3,000 people in attendance. W. Dellicker and A. Rex discussed the LCTI Signing Day. A. Rex said it took place the same day as Senator Browne's visit to the District. He explained every student was able to meet with different representatives of schools, military branches and employers. It will be expanded to a larger facility next year.

Lehigh Carbon Community College

W. Dellicker mentioned that Paul Fisher was recognized at LCCC for his resignation as the District Representative and Barbara Kistler will be representing the District at the next meeting.

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**

None at the time

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

J. Casciano gave the results of Trustee-at-Large Ballot Opening for LCCC. He said William Miracle was elected with 55 to 28 and his term would be until June 30, 2024.

10.03 Administrative / Building Sharing

J. Holman discussed the End of Year Celebration, Ceremonies, Moving-Up and Graduation with the Board. She stated there were currently 65 and 66 Kindergarten students registered at the Elementary schools and the numbers would be watched. She said she would be attending a Safety and Security Meeting with Representative Gary Day on Friday. She announced the front of the High School was almost completed and the administration had moved their offices.

J. Holman shared a video from High School Student, Justin Solt, called [What Students Like About NWLMS](#) which has been used to acclimate Middle School students. L. Stitzel explained Justin Solt was an Independent Study Student that worked with Mrs. Kelly Rissell, K-12 District Technology Coach. W. Dovico mentioned he also created a course canvas, which is an online learning management system, as an orientation for new Middle School students.

J. Holman wished everyone a happy and healthy summer and announced there would be no Board Meeting in July.

L. Frisbie thanked the Board for approving her contract.

L. Matika wished everyone a great summer.

W. Dovico spoke about the 8th Grade Promotion. He thanked the Board for their support over the last school year and wished everyone a great summer.

A. Stauffenberg welcomed J. Ziatyk and B. Tobin and wished everyone a great summer.

M. Pulli said they had a great year and lots of celebrations at Northwestern Elementary school as well. She thanked the Board for their support with the Full-Day Kindergarten Program.

J. Berlet said "ditto."

L. Stitzel thanked the Board for all of their support with Curriculum and materials. She congratulated and welcomed J. Ziatyk and B. Tobin

10.04 Board Member Sharing

A. Rex commended Graduation on how well it was orchestrated.

M. Piescienski welcomed J. Ziatyk and B. Tobin and wished everyone a good summer.

P. Toll welcomed J. Ziatyk and B. Tobin.

J. Warfel welcomed J. Ziatyk and B. Tobin and wished J. Holman good luck in her new position.

J. Casciano welcomed J. Ziatyk and B. Tobin.

W. Dellicker wished everyone a great summer. He welcomed J. Ziatyk and B. Tobin and sent best wishes to J. Holman with her new position.

10.05 Meeting Announcements

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

Executive Session for Personnel was held after the Workshop Meeting on June 6, 2018 in the Board Room

Workshop Meeting will be on August 1, 2018 at 6:30 PM in the Board Room

Executive Session for Personnel will be on August 1, 2018 after the Workshop Meeting in the Board Room

Board Meeting will be August 15, 2018 at 7:00 PM in the Board Room

11. Adjournment

Upon motion by A. Rex, seconded by J. Casciano, the meeting was adjourned at 8:42 PM.

* Discussed in Committee Meeting

Respectfully submitted,

John Casciano, Secretary
By J. Partenio, Assistant Secretary