

**Northwestern Lehigh School District
6493 Rt. 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Board Room
Wednesday, December 7, 2016, 7:00 PM**

1. Opening Procedures

1.01 Call to Order

The December 7, 2016 Board Meeting of the Northwestern Lehigh School District Board of Directors was called to order at 7:14 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	Paul Fisher	PR	Charlene D. Rauscher, Esq.
PR	Willard Dellicker	PR	Todd Hernandez	PR	Darryl Schafer
PR	Joseph Fatzinger	PR	Todd Leiser	PR	Phil Toll

Also Present:

Tari Carnahan, Joseph Reiter, Ray Nemeth, Elizabeth Fornauf, Paige Stitzel, Elsa Kerschner, Jarrod Emes, Atty. Domenic Sbrocchi, Esq., Don Allen, Aileen Yadush, William Dovico, Amy Stauffenberg, Jill Berlet, LeAnn Stitzel, Andrea Edmonds, Arthur Oakes, Andrea Madochick, Luann Matika, Jennifer Holman, Mary Anne Wright and Janine Partenio.

1.04 Approval of Agenda with the addition of the CLIU Agreement added on December 6, 2016.

Moved: P. Toll Seconded: P. Fisher Vote: 9 Aye, 0 Nay

1.05 President welcomed guests

1.06 Courtesy of the Floor

1.07 Approval of Minutes from November 16, 2017 Board Meeting and November 17, 2016 Construction Committee Meeting.

Moved: P. Fisher Seconded: J. Fatzinger Vote: 9 Aye, 0 Nay

1.08 Recognition/Presentations

E. Fornauf announced LCTI's November students of the month. She said the Boys Soccer Team placed 2nd in the state championship final round of the PIAA Class 3A Soccer championships. The High School Student Council ran a food drive and around 850 items were donated to the Lowhill Food Pantry to help others in need. She stated the Drama Club had their show Elf last weekend and sold out almost every show. The High School Aavidum Club inducted 36 new members by going through a two-day training. She said this club strives to make our school community a place where everyone can feel accepted, appreciated, acknowledged, and cared for.

E. Fornauf announced the SADD Club will be sponsoring a "Parents Night Out" on Saturday, December 17th from 5:00 PM - 8:00 PM in the High School Gym for children ages 3 - 12. She said it is a great opportunity for parents to have some time to themselves to shop for those last minute gifts, wrap, or have 3 hours of quality time to themselves. Registration is required and the form is on the website. She said the High School Winter Band and Choral concert will be held on Wednesday, December 14th at 7:00pm with a snow date of Thursday, December 15th.

P. Stitzel said the Boys Varsity Basketball first home game is also the first home Colonial League game and is on Wednesday, December 21st against Southern Lehigh. The Girls Varsity Basketball first home game is this Friday, December 9th versus Whitehall Zephyrs. She said the girls' first home Colonial League game is on Monday, December 12th against Palisades. She stated the first home meet for the Varsity Wrestlers is on Tuesday, December 13th against Northern Lehigh.

P. Stitzel announced the Maker Club was running a Christmas special, for \$1.50 each, you can create a melted crayon ball ornament or a laser cut snowflake. She said the maker club is advised by Mr. Jeremy Smoyer and they use the STEAM lab to create those wonderful holiday gifts.

1.09 Board President's Report

W. Dellicker thanked everyone for allowing him to preside over the Board in the last year. He reviewed the Board's accomplishments over the last year which included the addition of four new Board Members and much time and input from Administration. These accomplishments included: Teacher contract negotiations; Budget discussions and development; Revitalized and prioritized a Facilities Master Plan; Planning of the High School Modernization Project; Renewal of Circle of Seasons Charter; Fact Finders Hearing for settlement of an inactive contract; Financing for the Modernization Project; Disbanding of a Baseball Booster Club for policy violations; Redefined healthcare for administration and support staff; Completion of Dr. Wright's evaluation; Appointed a new Baseball Coach; Had a Board Retreat; Hiring of a Construction Manager for the Modernization Project; Discussion of full day Kindergarten; and Discussed and resolved a Nepotism Policy. He said all these accomplishments were done in one year and believed it showed the caliber of the Board Members as well as the leadership and knowledge of the administrators. He thanked everyone for all they have done over the last year for the betterment of the District.

1.10 Superintendent's Report

Dr. Wright said J. Holman and herself attended the very lovely Weisenberg Elementary holiday concert yesterday. She commended Carol Fella and Lora Krum on their fantastic job with the students. She stated the concert consisted of 51 band students, which is more than double from a few years ago, and 45 chorus members. She said the students performed with skill, grace and professionalism. Dr. Wright announced Northwestern Elementary will have their concert tomorrow, the Middle School has one planned for Monday and the High Schools' will be Wednesday at the Middle School.

Dr. Wright explained, two weeks ago, elementary school parents were asked to complete an online survey regarding preschool attendance. She said 50.6% participated. The data showed attendance at 45 different preschools and 9.6% did not attend pre-school. Dr. Wright explained of the 9.6% that did not attend preschool, reasons included: parents could not afford preschool, some wanted the children home and the remainder had neighborhood daycare or relatives caring for their children. Of the 45 preschools that children attended, there were six major school having 15 or more students.

Dr. Wright announced A. Oakes, J. Holman and herself attended the Northwestern Elementary PIE meeting on Thursday, Weisenberg's PTO meeting on Friday and planning on a Middle School PTO meeting in January. She said they shared the High School Modernization Project and answered questions. P. Toll asked why there was not one scheduled with the High School. Dr. Wright explained it was because the High School does not have a PTO. P. Toll asked how communication could be sent to parents of High School students. Dr. Wright said she was thinking of attending some Booster Club Meetings. P. Fisher asked how many people attended the meetings. J. Holman stated 15-20 at Weisenberg and about 10 at Northwestern Elementary.

Dr. Wright announced the installation of a new camera in the Board Room. She said there is a wider angle lens and microphones were connected to the system. She explained the microphones are very sensitive and urged everyone to keep side barring to a minimum. She hopes that recordings would be more audible for now on with this upgrade.

2. Personnel Action

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

A. RETIREMENTS/RESIGNATIONS:

1. Recommendation to remove the following substitute Teachers, due to no response to communication, effective November 15, 2016:
 - Joseph Augustine
 - Jaclyn Brindle
 - Nicole Dorney
 - Jerold Dougherty
 - Angela Eibach
 - Nicole Foberg
 - Melissa Frederickson
 - Erik Fritzing
 - Jodi Funk
 - Matthew Givler
 - Megan Gogal
 - Nancy Hahn
 - Tyler Harris
 - Pamela Hoppes
 - Gerard Kuna
 - Lorraine Mohr
 - Lisa Stahl
 - DeAnna Suozzo
 - Theresa Vogel
 - Andrew Watkins
2. Recommendation to remove the following substitute "Guest" Teachers, due to no response to communication, effective November 15, 2016:
 - Nicole Cesarini
 - Stephanie Funk
 - Catherine Vanthof-Felsburg
3. Recommendation to remove the following substitute Secretaries, due to no response to communication, effective November 15, 2016:
 - Kathleen Rice
 - Halli Strobel
4. Recommendation to remove the following substitute Instructional Assistants, due to no response to communication, effective November 15, 2016:
 - Elizabeth Burke
 - Nicole Cesarini
 - Catherine Faenza
 - Carrie Gumina
 - Halli Strobel
 - Catherine Vanthof-Felsburg
5. Recommendation to remove the following substitute Food Service Workers, due to no response to communication, effective November 15, 2016:
 - Mary Tretter
 - Kina Wehr
6. Recommendation to accept the resignation of Mary Hyson as long-term substitute Librarian, effective November 22, 2016.

B. APPOINTMENTS/NEW EMPLOYEES:

1. Recommendation to approve Robert Smith as a substitute Custodian, effective date pending the receipt and approval of all necessary paperwork, at a rate of \$12.23/hr.

2. Recommendation to approve Brenda Brannan as a substitute Instructional Assistant, effective date pending the receipt and approval of all necessary paperwork, at a rate of \$11.49/hr.
3. Recommendation to approve the following as substitute Teachers, effective date pending the receipt and approval of all necessary paperwork, at a starting rate of \$105.00/day:
 - Stella Barr
 - Lillie Geiger
 - Lauren Michalik

C. OTHER ACTIONS:

1. Recommendation to extend Jacqueline McMullen's assignment as long-term substitute Math Teacher at the High School until the end of the 2016-2017 school year.
2. Recommendation to approve a student teaching experience at Northwestern Elementary School for the following from Kutztown University from January 24, 2017 through March 17, 2017:
 - Jacqueline Mastrofiliippo with Jackie Billy, Learning Support
 - Kay Miller with Karen Rex, Learning Support
 - Nicole Kinney with Laura George, 2nd Grade
 - Christina Dilitz with Jake Bennett, 3rd Grade
3. Recommendation to approve a student teaching experience at Northwestern Elementary School for the following from Kutztown University from March 20, 2017 through May 11, 2017:
 - Eric Farkas with Shawn Fies, Music
 - Kayla Fusselman with Tracy Smoyer, Art
 - Sarah-Mary Tucker with Jodi Chandler, 3rd Grade
 - Erica Mistler with Kim Firkal, 1st Grade
4. Recommendation to approve unpaid days for employee #1309 for February 2-8, 2017.
5. Recommendation to approve unpaid days for employee #1417 for January 3-6, 2017.
6. Recommendation to approve unpaid days for employee #784 for March 3-9, 2017.
7. Recommendation to approve unpaid days for employee #1188 for December 15 & 16, 2016.
8. Recommendation to approve unpaid days for employee #2201 for December 1-15, 2016.
9. Recommendation to approve unpaid days for employee #2195 for December 5-7, 2016.
10. Recommendation to approve unpaid days for employee #1970 for December 9-20, 2016.
11. Recommendation to approve unpaid days for employee #2202 for March 7-9, 2017.
12. Approval to decrease the stipend for Head Baseball Coach, Robert Fatzinger by \$1,000.00 to go to Brian Quinlan, Assistant Baseball Coach as outlined below.

13. Recommendation to approve the following extracurricular stipends for the 2016-2017 school year pending the receipt and approval of all necessary paperwork:

<i>Extracurricular Position</i>	<i>Name</i>	<i>Stipend</i>
Assistant Girls Basketball Coach (MS)	Jennifer Horner	\$4,663.74
Assistant Wrestling Coach	Alex Russo	Volunteer
Assistant Wrestling Coach	Mike Ortiz	Volunteer
Assistant Wrestling Coach	Levi Veppert	Volunteer
Assistant Wrestling Coach	Scott Clymer	Volunteer
Assistant Baseball Coach	Josh Perich	Volunteer
Assistant Baseball Coach	Brian Quinlan	\$1,000.00
Assistant Baseball Coach	Joe Candelfmo	\$3,243.72
Assistant Baseball Coach	Jordan Smith	\$3,243.72

L. Matika explained there were 33 substitutes being removed because of inactivity. P. Toll questioned the Math full-time sub. L. Matika stated it was an extension of a contract. J. Fatzinger said he must abstain from the vote due to item C-12.

Moved: P. Toll

Seconded: P. Fisher

Vote: 8 Aye, 0 Nay, 1 Abs

3. Curriculum/Building Issues

3.01 Student Achievement

W. Dovico and A. Stauffenberg gave a presentation on the 2015/2016 state testing data for the Middle School. W. Dovico reviewed the School Performance Profile (SPP) score of 73.3, showing the Middle School in the top 5 of Lehigh County. He said last year there was not a score available and the score for this year would be used for benchmarking. He explained that SPP offers resources for school to communicate performance results and help schools focus their resources on improvement. He stated the SPP also provides: building level academic to be part of the Educator Effectiveness System, information to be used in determining federal accountability for Title I, information to public about the academic performance measures of the school and resources to support schools for improvement. W. Dovico reviewed the areas of high achievement, achievement met and needs. He stated these categories are utilized to help to meet the needs of students.

A. Stauffenberg reviewed the Middle School Achievement Scores. She stated these measure a student's performance at one single point in time. She explained the English Language Arts (ELA) PSSA results saying it was very similar to last year's results; around 29% at or below basic and around 71% proficient and advanced. She explained the Math PSSA results saying it was also very similar to last year's results; around 55% at or below basic and around 44% proficient and advanced. She explained the Science PSSA results saying there was an increase to proficient and advanced by over 5%, reducing the percentage of students at or below basic by 5%. She then reviewed the ELA and Math school, district and state performances by grade level.

W. Dovico reviewed the Algebra Keystone results showing 92.6 advanced for 2016. He compared this with the brightest students and their PSSA scores. Those scores showed out of 25 advanced from the Keystone, 18 were advanced in the PSSA's. He wanted to show Board Members how rigorous the new PSSA tests were.

A. Stauffenberg reviewed the ELA performance by group. She said 61.6% of Historically Underperforming students and 82.2% of Special Education students were at or below basic. She stated this is a trend consistent in the last few years. She showed Northwestern Lehigh Middle School in the county comparison of ELA and at 70.7% proficient and advanced, the Middle School is well above the state average of 60.4%. She showed Northwestern Lehigh Middle School in the county comparison of Mathematics and at 44.9% proficient and advanced, the Middle School is above the state average of 42.5%. She showed Northwestern Lehigh Middle School in the county comparison of Science and at 77.7% proficient and advanced, the Middle School is well above the state average of 67%.

W. Dovico reviewed the PVAAS growth scores. He stated that growth is current achievement compared to all prior achievement. He explained PVAAS measures a student's growth across time, uses point values vs. performance levels and is more reliable because it is not related to a student's demographics. He explained the student's performance is compared to only his or her own prior performance.

W. Dovico reviewed the ELA PVAAS Lehigh County comparison which showed a 0.21 growth index within the building. He said he was pleased with the results since there are some difficult transitions. He reviewed the Math PVAAS Lehigh County comparison which showed a 0.92 growth index within the building and the Science PVAAS Lehigh County comparison showed a 100 growth scaled score in grade 8. He said science is the one test that has not changed. He reviewed the positive results coming out of the data as well as some areas for further analysis. He stated enhancing enrichment schedules should assist with closing the achievement gap for all students and historically underperforming students. He would also work towards PVAAS growth in grade 6 ELA and Math, saying the new test widened the achievement gap. He also mentioned using instructional practices and classroom observation to work toward alignment of instructional and assessment practices of PA Core Standards.

W. Dovico stated the Middle school works as a team as well as a department for instructional practices. He said Math and ELA are new curriculum and there is anxiety about the rigorousness of the PA Common Core. L. Stitzel said the biggest difference is the Science standards have not changed in the last 10 years or so, while ELA and Math have new rigorous standards and tests. She said Science has always been strong for the District. P. Fisher stated while data is good for information, it shows one point in time and does not base all of the District's decisions and should not be a judgement against students or teachers. P. Fisher asked if the color coding could be a standard as it was very visual.

D. Schafer said the SPP score is going by the wayside and asked what is proposed. Dr. Wright said SPP scores, as we know it, will be different and the District does not have much detail on those changes. She said the negative concentration that the country brought to education has made the tests the focus of accountability and she is trying to instill that good instruction will bring good learning. L. Stitzel explained the SPP submission date has been pushed back and they have a new name "Future Ready PA Index." She said data points should be examined and not just one number.

T. Leiser stated Science was too good. He asked if there is a report on deficiencies that drives the tiers. W. Dovico said each standard is reviewed and student's scores would be grouped based on that. He said benchmarks are aligned with the PSSA's and the tangible data shows a picture of how students are doing.

A. Yadush and D. Allen gave a presentation on the 2015/2016 state testing data for the High School. A. Yadush reviewed the School Performance Profile (SPP) score of 93.9 and showed the High School as the top in Lehigh County. She reviewed the Algebra 1 Keystone Exam Comparison Achievement Data for 2015 to 2016. This showed 87% as proficient and advanced which was an increase of about 10% from last year. She said basic and below basic percentages dropped and students in basic and below basic have shown growth within the categories. She sent kudos to the Math Department for all they have done with the curriculum. She explained 87.5% of Northwestern Lehigh High School Students were proficient or higher at the end of 11th grade with the Algebra 1 Keystone Exam throughout the LCTI Consortium.

A. Yadush reviewed the English Literature Keystone Exam Comparison Achievement Data for 2015 to 2016. This showed 80% as proficient and advanced which was an increase of about 7% from last year. She said basic and below basic percentages dropped and students in basic and below basic have also shown growth within the categories. She explained 78.98% of Northwestern Lehigh High School Students were proficient or higher at the end of 11th grade with the English Literature Keystone Exam throughout the LCTI Consortium. She said the English Literature Keystone was not comparable to the growth with the Algebra 1 Keystone and she was working with Salisbury to see what they are doing.

A. Yadush reviewed the Biology Keystone Exam Comparison Achievement Data for 2015 to 2016. This showed 82% as proficient and advanced which had a significant increase of about 22% from last year. She said basic and below basic percentages significantly dropped and students in basic and below basic have also shown growth within the categories. She explained the test really did not change much but the students needed to learn how to read the questions well and analyze data to answer the questions. She said 81.14% of Northwestern Lehigh High School Students were proficient or higher at the end of 11th grade with the Algebra 1 Keystone Exam throughout the LCTI Consortium, putting them at the top of the list. D. Allen explained that Biology is hard to remediate because it cannot be done in the next course. He acknowledged teachers' focused remediation that is being utilized and how student's other academic courses are respected.

A. Yadush reviewed the End of Course (EOC) Data for 2015-2016, showing how students achieve after the first time they take the test. She explained 60% of students were advanced or proficient in Algebra, 79% advanced or proficient in English Literature and 70% advanced or proficient in Biology. She explained that growth occurs throughout their High School experience and any remediation needed for Math and Literature would be built directly into the next course.

A. Yadush explained the academic growth data for the EOC students. She said for Algebra 1, students in the below basic category met the standards for growth. She stated students in Basic, Proficient and Advanced all exceeded the growth standard. She explained for English Literature, students in the basic category met the standards for growth and students in both Proficient and Advanced exceeded the growth standard. She mentioned for the Biology Keystone, students in all categories exceeded the growth standard.

A. Yadush reviewed additional High School SPP Academic Indicators. These consisted of Industry standards-based competency assessments (NOCTI's); High SAT/ACT College ready benchmark; Cohort graduation rate of 97.55; Attendance rate of 95.85%; Advanced Placement, International Baccalaureate or College Credit and PSAT/Plan Participation. Dr. Wright stated that Special Education students may be enrolled at the High School until age 21. She asked if that information would actually go against the cohort graduation rate. A. Yadush yes. She then reviewed extra credit opportunities for advanced achievement.

D. Allen explained the High School plans for student success. These plans consisted of maintaining focus on the High School building and individual professional goals; Continuing with building-wide consistent use of data sites and updating remediation plans for students who do not earn proficiency on any Keystone exam. A. Yadush said the High School has great teaching and learning for the students in the school.

T. Leiser asked about the Algebra 1 Keystone Exam Comparison Achievement Data for 2015 to 2016 with 87% as proficient and advanced. He questioned if those were students in 11th grade taking the Keystone Exam. A. Yadush explained the Keystones are taken in two Modules. She stated the student who takes the exam for the first time is an "End-of-Courser" and can continue to take the exam each year until the end of their 11th grade year. She said the last time a student would be able to take an Algebra 1 Keystone would be in May of their Junior year. She said the scores are developed by combining the best Module 1 score and the best Module 2 score. She explained growth can occur in either or both. She said this is the percent of students who started their senior year that met proficiency in some way on that Algebra 1 Keystone Exam. T. Leiser asked if this is a common measure across each one of those schools. A. Yadush said yes.

P. Fisher commended A. Yadush and D. Allen with their work and the leadership taken at the High School. He stated the plan was well developed and he commended the teachers also. W. Dellicker asked if the students were aware of the comparison. A. Yadush said indirectly. She felt more should be done to show them. She said five years ago, she did not think students wanted the student data, but she said she was wrong and needs to celebrate it with them. D. Allen said students hold themselves responsible for their own scores and want to do well on the tests.

3.02 Approval of Contracts for Community Education Classes for Winter /Spring of 2017

Instructor	Class	Contract Amount	Dates
Sharon Schnyder	Yoga -Session 1 (MONDAY) Yoga- Session 2 (MONDAY)	300.00 270.00	January 9, 2017- March 27, 2017 April 3, 2017- June 5, 2017
Heather Browning	Zumba – Session 1	360.00	March 21- May 30, 2017
Julie Jarrah	Yoga- Session 1 (TUESDAY)	360.00	March 28- June 6, 2017
Marci Piecienski	Strength and Endurance- 1 Strength and Endurance - 2	540.00 420.00	January 9, 2017- March 15, 2017 April 3, 2017- May 15, 2017
Deb Zvanut	Basketweaving 1 Basketweaving 2 Basketweaving 3 Basketweaving 4 Basketweaving 5 Basketweaving 6	157.50 240.00 240.00 240.00 150.00 150.00	January 24, 2017 February 21 – February 28, 2017 March 21 – March 28, 2017 April 11- April 18, 2017 May 9, 2017 June 6, 2017
Cathy Brasten	Country Heat Live- Winter Country Heat Live- Spring	300.00 360.00	January 12, 2017- March 9, 2017 March 16, 2017- June 1, 2017

L. Stitzel reminded the Board that these classes are for winter and spring, and if they do not have enough enrollments the classes will not run. She stated Country Heat Live has been a new addition.

Moved: D. Schafer Seconded: P. Fisher Vote: 9 Aye, 0 Nay

3.03 Presentation and approval of revisions to High School Program of Studies Book

A. Yadush explained there were no programmatic revisions only verbiage changes. The Program of Studies book was attached to the agenda for Board Members to review.

Moved: P. Fisher Seconded: J. Fatzinger Vote: 9 Aye, 0 Nay

4. Policy

None at the time

5. Operations

5.01 Approval of agreement with the Carbon Lehigh Intermediate Unit 21 to allow the IU to rent buses from the District on an as needed basis.

A. Oakes explained the agreement will allow the IU to rent buses from the District on an as needed basis for a fee of \$150 per day. He said currently, the District has a similar agreement with the IU that allows the District to rent vans on an as needed basis for a fee of \$65 per day. T. Leiser asked if the reciprocal rate was the same. L. Frisbie explained the District had only rented vans in the past, not buses. She said she researched rates from Brandywine and came up with \$150/day.

Moved: P. Fisher Seconded: J. Fatzinger Vote: 9 Aye, 0 Nay

6. District Finances

6.01 Approval to issue General Fund and Cafeteria Fund checks dated December 21, 2016 for remaining December invoices. List of payments will be included with the January 18, 2017 list of payments for confirmation.

Moved: P. Fisher

Seconded: J. Fatzinger

Vote: 9 Aye, 0 Nay

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

1. Quiet Valley Living Historical Farm, Stroudsburg, PA for Weisenberg Elementary 4th Grade field trip on May 18, 2017 in the amount of \$413
2. Lehigh Valley Iron Pigs, Allentown, PA for Northwestern Elementary on April 21, 2017 in the amount of \$1,005.00

Moved: P. Fisher

Seconded: J. Fatzinger

Vote: 9 Aye, 0 Nay

6.03 * Receive the following Reports for October:

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

Fund 10 General Fund with a beginning balance of \$ 34,022,623.27, receipts of \$3,610,705.12, and disbursements of \$3,557,657.12, leaving a balance of \$34,075,671.27.

Fund 22 Capital Reserve Fund with a beginning balance of \$2,086,687.25, receipts of \$935.21, disbursements of \$205,640.05, leaving a balance of \$1,881,982.41.

Fund 50 Food Service Fund with a beginning balance of -\$501.41, receipts of \$73,983.04, disbursements of \$75,609.48, leaving a balance of -\$2,127.85.

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 there was continued strength in tax collections and collections are ahead with the West Hills Property in Weisenberg. P. Toll questioned the maturing CD. L. Frisbie explained the timing of the paperwork was delayed.

Moved: P. Fisher

Seconded: J. Fatzinger

Vote: 9 Aye, 0 Nay

6.04 Approval of the following bills as listed for payment:

1. Fund 10 General Fund check # 00075333 through 00075461 including electronic payments
2. Fund 22 Capital Reserve check # 00000463 through 00000464
3. Fund 50 Food Service Fund check # 00006705 through 00006718
4. Fund 51 Tiger Concession check # 00001394
5. Procurement Card purchases totaling \$6,758.06

Moved: P. Toll

Seconded: P. Fisher

Vote: 9 Aye, 0 Nay

7. Other Reports

7.01 Foundation Report

L. Stitzel mentioned the Northwestern Lehigh Educational Foundation had sponsored an appreciation night where J. Holman, Dr. Wright and W. Dellicker attended. She commended the Maker Space and Jeremy Smoyer for their thank you gifts that were donated to the event. She explained they used the equipment that was funded by the foundation to create wooden paw print key tags as thank you gifts. She said they were outstanding.

W. Dellicker said it was a nice event with many community supporters in attendance. He explained the Foundation is expecting to exceed \$1 Million in total donations to the District next year.

7.02 Committee Reports as follows:

- Legislation
None at the time

- Intermediate Unit

D. Schafer stated the CLIU has their proposed operating budget and it would be an additional \$10.00 commitment for Northwestern Lehigh School District. He also explained the Lehigh Valley Corporate Coalition released their first newsletter in November. The group consists of educators, organizations and members of the Department of Human Services to help people with disabilities gain employment. He said many groups across the Lehigh Valley were honored by the group.

- Lehigh Career & Technical Institute

J. Fatzinger stated LCTI had their November Meeting which consisted of a Budget Presentation. He said there will be more to come.

- Lehigh Carbon Community College

P. Fisher explained LCCC is currently underway with its middle states re-accreditation. He said the last Trustee Meeting had a presentation by Ginny Mihalik. P. Fisher discussed the opportunities at LCCC with articulation agreements with other colleges/universities and their Honors Program for Freshmen, Sophomores and Juniors with Bucknell University. He said there are 14 students in the program which will guarantee them a full ride scholarship at Bucknell for their last two years. He recommended LCCC's articulation program for students' education and urged parents looking for more post-secondary information to contact him through his District e-mail.

- Recreation Commission

T. Hernandez said fields are done for the year with the completion of outdoor sports; however, some maintenance and mending has been done with fences. He stated there was a discussion on a walking gate behind the Shell Station to help with walking traffic after Night in the Country. He announced Steckel & Stopp had a dress down Friday and donated the funds to the Recreation Commission in the amount of \$525.00 and said the walking path is still on target.

8. Old Business

None at the time

9. New Business

9.01 PSBA Board Self-Assessment

Dr. Wright said she wanted to leave the decision on participation in the PSBA Board Self-Assessment up to each Board Member to decide. She explained each principle would be assessed and a survey could be sent. W. Dellicker said it would be a free survey for Board Members to take in hopes to grow in those areas. Dr. Wright said it would help broaden the view of their governance. P. Fisher believed that any local Board self-assessment and self-reflection is good. He said it would provide a good baseline for progress and he supports that. T. Leiser asked if it had been done before. Dr. Wright said a few years ago but has changed some. She explained the survey would take about 15 minutes. The Board was in agreement to participate. Dr. Wright said she would get an email from PSBA to share.

9.02 Revision of Policy 006 – Board Meetings

P. Fisher questioned the District's Board Meetings Policy saying he does feel the verbiage in Section 9 – Minutes is congruent with the procedures. The policy states: "Notations and any tape or audiovisual recordings shall not be the official record of an open public Board meeting and should be destroyed once they have served their purpose." He felt the recordings add to transparency and would like to archive the audio and video. J. Holman stated she did not have an objection with changing the policy to remove "and should be destroyed once they have served their purpose." She said that technology can be tricky sometimes and would not advise utilizing the recordings as an official record of the meetings. She explained that Ustream does not charge by how many are stored but by views. She stated Ustream deletes recordings by the least viewed and the District stores the audio in-house, so there is no cost for that. W. Dellicker asked if it was the will of the Board to bring this to the January 11, 2017 Workshop Meeting. T. Leiser agreed as long as it is not requiring any additional storage fees. The Board agreed to move this to the Workshop Meeting for discussion.

9.03 EIT Revenue

P. Fisher explained that Berkheimer gave a presentation at the August Workshop Meeting. He said they discussed EIT revenue and how he would like to see it broken down further into households. He was looking for support to bring this forward formally. P. Toll agreed. P. Fisher recommended looking at it quarterly for a baseline in order to make a determination for the budget number on EIT. He said he would like to expand the data set.

D. Schafer questioned if it would assist with budget purposes. L. Frisbie said Berkheimer supplies that information. D. Schafer asked if it would cost anything to get this information. L. Frisbie said Berkheimer has not charged for additional information in the past but may in the future. The Board agreed to move forward with the EIT research.

P. Toll asked if there was an Act 1 number yet. L. Frisbie said yes the reason why the District was accelerated last year was because of the Presidential Election and the timeline.

P. Toll asked if the audit report was received. L. Frisbie said no, Gorman will be in on Monday to do the single audit on Federal Programs and once that is completed, filing needs to be done by December 31st. She explained an electronic file will then be received and there will be a full report at the January Workshop Meeting if it is received in time. She asked if the Board was interested in having Gorman present the Audit Report in January or February. P. Toll said it would only be necessary if there was something major in the report.

10. Communications

10.01 Courtesy of the Floor

R. Nemeth stated EIT is a prime indicator of the health of the tax payers in the District. He said it has been level and it is very important to look at when dealing with tax increases.

10.02 Communications / Notes for the Board from Todd Hernandez, Secretary

None at the time

10.03 Administrative / Building Sharing

J. Partenio said Merry Christmas and Happy New Year.

A. Madochick said Merry Christmas and Happy New Year.

L. Frisbie said Merry Christmas and Happy New Year.

L. Matika said Happy Holidays.

W. Dovico announced a pottery fundraiser at the Middle School on December 9th at 6:30 PM and the holiday concert will be on December 12th at 7:00 PM.

A. Stauffenberg said Happy Holidays.

J. Berlet said both elementary schools are reviewing the tier 1 structure with student data to make sure they are making their grade level goals. She said Weisenberg's concert was yesterday and Northwestern Elementary's is tomorrow at 2:00 PM.

A. Edmonds said Happy Holidays.

10.04 Board Member Sharing

P. Fisher wished everyone Happy Holidays. He stated the Independent Fiscal Office for Pennsylvania projected the end of the fiscal year being a half of a billion dollars short of revenue than originally expected. He said the state revenue dollars are tied to available dollars and we would be fighting for every dollar available. He urged everyone to call their State Representatives and Senators. He reviewed a request for the changing of the Districts grading system and said there are area experts that deal with colleges. He said he will make a request to LCCC to have someone at the meeting where it will be discussed.

J. Fatzinger wished everyone happy holidays.

D. Schafer asked about Mrs. Pulli. Dr. Wright said her son, Miles, was born on November 21 and mom and baby are doing very well. D. Schafer congratulated Mrs. Pulli and family.

P. Toll congratulated the schools on their scores and asked everyone to keep troops in their thoughts over the holiday.

T. Leiser said Merry Christmas and he enjoyed the drama club's presentation of "Elf." He said it was very enjoyable and appreciated the talent of the community. He requested banners for biology and algebra one saying the District should be focused as much on academic recognition as they are with athletics.

C. Rauscher wished everyone a Merry Christmas and Happy New Year.

J. Casciano wished everyone a Merry Christmas and Happy New Year. He said he attended the play "Elf" with his family and everyone loved it.

T. Hernandez wished everyone a Merry Christmas and Happy New Year.

W. Dellicker wished everyone a Merry Christmas and thanked everyone who had done so much for the District this last year.

10.05 Meeting Announcements

Construction Committee Meeting on November 17, 2016 at 10:00 AM in the Board Room

Reorganization Meeting on December 7, 2016 at 7:00 PM in the Board Room

Construction Committee Meeting will be on December 8, 2016 at 1:00 PM in the Board Room

Special Board Meeting for the High School Modernization Project will be on January 4, 2017 at 7:00 PM in the Board Room for Specification for Bid

Workshop Meeting will be on January 11, 2017 at 6:30 PM in the Board Room

Board Meeting will be on January 18, 2017 at 7:00 PM in the Board Room

11. Adjournment

Upon motion by T. Leiser, seconded by T. Hernandez, the meeting was adjourned at 9:26 PM

Respectfully submitted,

Todd Hernandez, Secretary
By J. Partenio, Recording Secretary