

**Northwestern Lehigh School District
6493 RT 309, New Tripoli PA 18066
Workshop MEETING
District Boardroom
Wednesday, October 5, 2022, 7:00 p.m.**

1. Opening Procedures

1.01 Call to Order

The October 5, 2022 Board Meeting of the Northwestern Lehigh School District Board of Directors was called to order at 7:00 p.m. by President Willard Dellicker.

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

1.03 Roll Call

PR/AB

PR	John Casciano	PR	Todd Hernandez	AB	Todd Leiser
PR	Willard Dellicker	PR	Becky Hite	PR	Rachael Scheffler
PR	Joseph Fatzinger	PR	Lauren Hunsicker	PR	Jennifer Senavaitis

Also Present: Jesse Maurer, Jarad Houston, LeAnn Stitzel, Brian Tobin, Jason Zimmerman, Arthur Oakes, Christie Steigerwalt, Jennifer Holman, Troy Sosnovik, Stacy Eisenhard

1.04 Approval of Agenda

Moved: J. Fatzinger

Seconded: R. Scheffler

Vote: 8 Aye, 0 Nay

1.05 President welcomed guests

1.06 Courtesy of the Floor

Jarad Houston, Lowhill Township, expressed his concern with the recent inappropriate video that was circulating in the Middle School. He proposed a possible solution with Yondr Pouches, which is a pouch that students can put their cell phones in during school. He offered to look into the program and does not believe that cell phones belong in schools.

W. Dellicker thanked J. Houston for bringing this to the Board's attention. He said this would have to be researched and evaluated by our staff since it would be a change to policy.

J. Holman said his proposed solution would be for situations that happen within the school boundaries but there are often times where it is something that happens out of school on personal devices. She said the repercussions of those things are brought into school to deal with and this wouldn't control that piece.

2. Curriculum/Building Issues

3. Policy

3.01 First Reading of the Following Policies

T. Sosnovik said he provided the Board with a summary of changes for these policies and asked the Board if they had any questions. The Board had no questions.

[106 - Guides for Planned Instruction](#)

[107 - Adoption of Planned Instruction](#)

[108 - Adoption of Textbooks](#)

[109 - Resource Materials](#)

[110 - Instructional Supplies](#)

[111 - Lesson Plans](#)

[115 - Career and Technical Education](#)

[116 - Tutoring](#)

[117 - Homebound Instruction](#)

[118 - Independent Study](#)

[119 - Current Events](#)
[121 - Field Lessons/Field Trips](#)
[707 - Use of School Facilities](#)

3.02 Second Reading and Final Approval of the Following Policies:

[100 - Comprehensive Planning](#)
[101 - Mission/Vision/Educational Value Statements](#)
[102 - Academic Standards](#)
[103 - Nondiscrimination in School and Classroom Practices](#)
[103.1 - Nondiscrimination - Qualified Students with Disabilities](#)
[104 - Nondiscrimination in Employment and Contract Practices](#)
[105 - Curriculum](#)
[105.1 - Review of Instructional Materials by Parents/Guardians and Students](#)
[105.2 - Exemption From Instruction](#)
[149 - Title IX/Nondiscrimination Based on Sex](#)

3.03 Recommendation to rescind the following policies:

T. Sosnovik said this policy is now a part of policy 105.2 and no longer requires a stand alone policy.

[105.3 - Dissection](#)

4. Operations

4.01 Annual Maintenance Contract

A. Oakes said this is the annual maintenance agreement with McClure who service our chillers, boilers, and heaters twice a year. He said we bring this every year and it is done under the Co-Stars contract.

4.02 Lead Testing

A. Oakes said testing has been done and he is still waiting for results. He said he will report all of those results at the Board meeting on the nineteenth.

5. District Finances

5.01 Seiple Farms

C. Steigerwalt said this is for a Northwestern Elementary Kindergarten field trip on October seventeenth. She asked for approval to sign the agreement and then retroactively approve the contract at the Board Meeting since the field trip is before the nineteenth. She said everything will be paid out of student activities.

5.02 Tiger Concession Fund Transfer to the General Fund

C. Steigerwalt said when the auditors were here they recommended that if we want to purchase something with Tiger Concession money that is not for the stand, we should transfer the money for that purchase from the Tiger Concession and buy it out of the General Fund. She said Jason would like to purchase two scooters in the amount of \$1,938.00 to keep in the stand for individuals in need. J. Zimmerman said they have been having a good year in the Tiger Concession stand and he thinks the scooters would be a nice service to our community.

5.03 Reports

C. Steigerwalt recommended the Board receive the following Reports for August:

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

Fund 10 General Fund with a beginning balance of \$20,939,473.04, receipts of \$21,511,583.51, disbursements of \$(4,281,934.63), leaving a balance of \$38,169,121.92.

Fund 32 Capital Reserve Fund with a beginning balance of \$3,580,745.28, receipts of \$2,229.73, disbursements of \$0, leaving a balance of \$3,582,975.01.

Fund 37 Capital Projects with a beginning balance of \$109,919.87, receipts of \$53.62, disbursements of \$0, leaving a balance of \$109,973.49.

Fund 38 2022 Projects with a beginning balance of \$ 13,003,835.63, receipts of \$ 8,097.50, disbursements of \$0, leaving a balance of \$ 13,011,933.13.

Fund 51 Food Service Fund with a beginning balance of \$(259.94), receipts of \$35,439.02, disbursements of \$(34,633.62), leaving a balance of \$545.46.

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

5.04 Financial Informational Updates Not Requiring Board Action

- C. Steigerwalt said at the end of this year our contract with Provident Energy is up. She said they go out every three years to buy our electricity at a lower price. She said they requested to go out early this year to get better pricing and gave the Board the timeline.
 - o Timeline
 - September 26: Release Pricing Package with Aggregation accounts
 - October 25: Initial Pricing Returned
 - November 8: Final Pricing and Recommendation
 - November 9-10: Contracts Signed and Returned
- C. Steigerwalt said right now New Tripoli Bank is running a CD special and have now upped the rate to 2.78% for a thirteen month CD and 2.27% for a seven month CD. She said she is recommending that we do a five-million-dollar CD for thirteen months and then do another two-million-dollar CD for seven months.
 - o W. Dellicker said this is just informational and is normally something the business administrator and superintendent discuss and take care of.
- C. Steigerwalt said we recently changed to CSIU's new platform called FIS. She said in their old system they would handle all of the 1095c's and 1094's for the ACA reporting. She said in the new system they have decided that with all the new regulations coming out it would be better for a third party to do that for them which will result in having to enter into a contract. She said the maximum price is around \$2,000.00 and she will be meeting with them next week.

6. Old Business

7. New Business

7.01 Board Meeting Calendar for 2023

J. Holman said the 2023 Board Calendar is set up the same way as previous years. She said we will move this to action at the October nineteenth board meeting unless the Board would like to make any changes. The Board did not request any changes.



Northwestern Lehigh School District

6493 Route 309
New Tripoli, PA 18066
www.nwlehighsd.org | 610.298.8661 | @nwlehighsd | #TigerPride

PUBLIC NOTICE

The Northwestern Lehigh School District Board of School Directors' regularly-scheduled Board Meetings are held in the District Board Room, 6493 Route 309, New Tripoli, PA 18066. Board Meetings are held on the third Wednesday of each month beginning at 7:00 PM, except where noted otherwise.

Board Meetings

January 18, 2023	No meeting in July
February 15, 2023	August 16, 2023
March 15, 2023	September 20, 2023
April 19, 2023	October 18, 2023
May 10, 2023**	November 15, 2023
June 21, 2023	December 6, 2023 Reorganization Meeting**

** Note change in date of meeting

The Northwestern Lehigh School District Board of School Directors' Workshop Meetings are held in the District Board Room, 6493 Route 309, New Tripoli, PA 18066. Workshop Meetings are held on the first Wednesday of each month beginning at 7:00 PM, except where noted otherwise. Executive Sessions, for personnel or legal items, will follow each Workshop Meeting.

Workshop Meetings

January 4, 2023
February 1, 2023
March 1, 2023
April 5, 2023
May 3, 2023
June 7, 2023
No Workshop Meeting in July 2023
August 2, 2023
September 6, 2023
October 4, 2023
November 1, 2023
No Workshop Meeting in December 2023

** Note change in date of meeting

Approved:

Jennifer R. Holman
Superintendent of Schools

Northwestern Lehigh School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin/ethnicity, sex, disability, age, religion, creed, ancestry, gender, sexual orientation, gender identity, gender expression, or pregnancy in its activities, programs, or employment practices as required by Title VI, Title IX, and Section 504. For information regarding civil rights, grievance procedures, or information regarding services, activities, and facilities that are accessible to and usable by disabled persons, contact the Director of Human Resources (Title VI Coordinator, Title IX Coordinator, and Section 504 Coordinator) at 6493 Route 309, New Tripoli, PA 18066 or 610-298-8661.

7.02 Board Committees

J. Holman said the Board Committees List mimics the same structure as last year. She said we will move this to action at the October nineteenth Board meeting unless anyone would like to volunteer or move committees.

Northwestern Lehigh School District
Board of School Directors' Committee Assignments 2023

Meetings	When	Members
Board Workshop	Monthly First Wednesday of each month except where noted	All Board Members Administrators as appropriate
Board Meeting	Monthly Third Wednesday of each month except where noted	All Board Members Administrators
CLIU #21 Board of Directors <i>3-Year Term ending June 30, 2024</i>	Monthly at IU21	1 Board Representative * Jennifer Senavaitis
LCTI-Joint Operating Committee <i>3-Year Term ending November 20, 2023</i>	Monthly at LCTI	1 Board Representative * Joseph Fatzinger 1 Alternate John Casciano
LCCC Trustee <i>6-Year Term ending June 30, 2022</i>	Monthly at LCCC	1 Board Representative * Barbara Kistler
Construction Committee <i>Reviewed annually</i>	As necessary	3 Board Representatives Willard Dellicker Joseph Fatzinger Rachael Scheffler
Curriculum Council <i>Reviewed annually</i>	Scheduled as needed by Director of Curriculum & Instruction through the curriculum development cycle	1-4 Board Representatives Rachael Scheffler Willard Dellicker Todd Leiser Vacancy
Northwestern Recreation Commission <i>Reviewed annually</i>	Monthly 4 th Wednesday of each month	2 Board Representatives Todd Hernandez Todd Leiser
NSBA Affiliate <i>Reviewed annually</i>	As necessary	1 Board Representative Willard Dellicker
PSBA Legislative Delegates <i>Annual election in <u>September</u></i>	Annual At PSBA/PASA Leadership Conference in October	2 Board Representatives John Casciano Joseph Fatzinger
PSBA Liaison <i>Reviewed annually</i>	As necessary	1 Board Representative Willard Dellicker
School Health Advisory Council <i>Reviewed annually</i>	2 meetings per year	1 Board Representative Lauren Hunsicker

*Board representatives are chosen through board action in accordance with the bylaws or charter of each organization.

7.03 Gate and Ticket Prices

J. Holman said she asked Mr. Zimmerman to describe some of the history on gate and ticket prices.

J. Zimmerman said he hears the community talk about pay to play and said his argument against that has always been that our parents and families already do pay to play and are putting out money for equipment and shoes that are not provided. He said no matter how much money the tickets bring in, it will not offset the cost of the athletic program. He reviewed some of the expenses that are incurred for sports and provided a history on ticket prices. He said they make it very affordable and no student has ever been denied entry because they can't afford it. He said they also sponsor an evening where kids get in for free if they're a NYAA member and the boosters offset the cost. He said the Board has always been supportive of how he runs the athletics and makes the best decisions.

J. Zimmerman reviewed how the process works with the Colonial League and their meetings and said they try to be all on the same page. He said all Colonial League schools charge admission except for Northern Lehigh, Notre Dame, and Salisbury, who do not charge their students admission. He said their biggest concern with having student admission free is unsupervised students. He reviewed the admission numbers, season passes, and what the cost of the tickets are. He said there are also some cases where accommodations are made for certain situations.

J. Senavaitis asked if that is a case-by-case basis and how would a family contact him regarding that. He said it is done through concerns that are shared with him or his ticket staff and then through the online system he is able to create other passes to help families.

L. Hunsicker asked if we offer an all-season pass. J. Zimmerman said we do not because they did not sell.

B. Hite stated that whenever there is an event someone is covering the cost. J. Zimmerman said that 99% of the time boosters cover it.

J. Senavaitis asked about students that cannot afford to attend. J. Zimmerman said they are already aware of a lot of those kids and no one is denied entry.

J. Senavaitis asked if organizations are charged the same amount for use of facilities. J. Zimmerman said yes they are all billed exactly the same and it is part of our use of facility policy. He said it is broken down by facility. He said it is also broken down by admission and if custodial or maintenance coverage is needed.

J. Senavaitis asked where any extra money goes. J. Zimmerman said that is all in the budget as a line item that shows the revenue.

W. Dellicker said the philosophy the Board has always had was that every child should have the opportunity to participate. He said ticket revenues have never always covered all of the costs and said it's always been a balance.

7.04 2022 Food Service Equipment Grant

T. Sosnovik said there is an opportunity for us to potentially qualify for a grant that will need to be submitted by October 14th. He said this is to let the Board know that this may be on the next Board meeting agenda.

8. Communications

10.01 Courtesy of the Floor

None at the time.

11. Adjournment

W. Dellicker said there will be an executive session for personnel immediately following this meeting. He said the next meeting on October 19, 2022 will be at Lehigh Career & Technical Institute.

Upon motion by J. Senavaitis, seconded by L. Hunsicker, the meeting was adjourned at 7:59 p.m.

Respectfully submitted,

John Casciano, Secretary
By S. Eisenhard, Assistant Secretary