

**Northwestern Lehigh School District
6493 RT 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Boardroom
Wednesday, March 15, 2023, 7:00 p.m.**

1. Opening Procedures

1.01 Call to Order

The March 15, 2023 Board Meeting of the Northwestern Lehigh School District Board of Directors was called to order at 7:01 p.m. by President Todd Hernandez.

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: Dave Brannan, Denise Dengler, Dr. Barbara Kistler, Dr. Ann Bieber, Ms. Stefanie Nester, Dr. Lisa Greenawalt, Ms. Holly Keller, Luann Matika, Jennifer Holman, Troy Sosnovik, Stacy Eisenhard

1.04 Approval of Agenda

Moved: J. Fatzinger

Seconded: W. Dellicker

Vote: 8 Aye, 0 Nay

1.05 President welcomed guests

1.06 Courtesy of the Floor

None at the time.

1.07 Minutes

Approval of Minutes from the February 15, 2023 Board Meeting and the March 1, 2023 Workshop Meeting.

Moved: W. Dellicker

Seconded: J. Fatzinger

Vote: 8 Aye, 0 Nay

1.08 Recognition/Presentations

Dr. Ann Bieber, President, and Ms. Stefanie Nester, Vice President of Finance, from Lehigh Carbon Community College presented the 2023-2024 LCCC Budget. Dr. Bieber said they continue to look at every position to determine if it should be replaced or not in an effort to ensure they have a balanced budget. She said this Fall they had about sixty-two hundred students and over two hundred of those students were from Northwestern Lehigh and almost ninety were dual enrollment & early college students.

Ms. Nester said the total Operating Budget is \$45,329,306.00 and the total Debt Service/Leases and Capital Funding is \$9,875,049.00. The Northwestern Lehigh district contribution is \$153,057.00 for the Operating share and \$78,366.00 for the Debt Service/Lease/Capital share. The total appropriation for Northwestern is \$231,423.00 which is a decrease of \$1,478.00.

Dr. Barbara Kistler, LCCC Representative, assured the Board that Northwestern is getting their money's worth at the community college and said she believes the college has operated beautifully through some pretty tough situations.

Dr. Lisa Greenawalt, Executive Director and Ms. Holly Keller, Business Administrator, from Lehigh Career & Technical Institute presented the 2023-2024 LCTI budget. Dr. Greenawalt said they have a long-standing strong relationship with Northwestern and they are very pleased to continue the relationship and value that greatly. She said their budget is based on an average daily membership called an ADM which is based on the first Monday of October's enrollment.

The General Operating Budget is \$30,704,013.00 and the Academic Center Budget is \$2,330,789.00. The Northwestern Lehigh district contribution is \$1,706,166.00 for the General Operating share and \$85,562.00 for the Academic Center share.

J. Holman said Northwestern students always perform really well on their NOCTI final assessments at LCTI and said we are really proud of the number of students that we send there and are successful in the programming.

1.09 Board President's Report

None at the time.

1.10 Superintendent's Report

J. Holman said she participated in an educational summit and will be attending the PSBA Advocacy Day on April 18th if any Board members are interested. She said she was fortunate enough the last two years to be invited as a panelist for the Kutztown Professional Development Panel and had the opportunity to speak to 222 new teaching candidates in a variety of areas. She discussed Senate bill 337, which if passed would allow a school that offers a similar cyber program not to have to pay for cyber programs. She said we would support this and our students coming back to our own cyber program.

2. Personnel

2.01 Approval is requested for the personnel items as attached:

L. Matika said there are twenty-six items for approval tonight.

J. Berlet introduced and welcomed Denise Dengler who will be an instructional assistant at Weisenberg Elementary. D. Dengler thanked the Board and said she is excited to be a part of the school district.

NORTHWESTERN LEHIGH SCHOOL DISTRICT MEMORANDUM	
Office of the Director of Human Resources	
TO: Northwestern Lehigh School Board	
FR: Luann E. Matika	
DT: March 15, 2023	
RE: Personnel Action	
March 15, 2023 Board Meeting	
☞ Approval is requested for the following personnel item(s):	
A. RETIREMENTS/RESIGNATIONS:	
1. Recommendation to accept the resignation of Cory Cesare as Head Boys Varsity Basketball Coach effective March 1, 2023.	
2. Recommendation to accept the resignation of Steph Falcone as Assistant Girls Lacrosse Coach effective for the 2022-2023 school year.	
3. Recommendation to accept the resignation of Amanda Salter as a temporary, part-time one-on-one Instructional Assistant, effective February 13, 2023.	
4. Recommendation to accept the resignation of Jennifer Smith as part-time Food Service Worker effective March 21, 2023.	
5. Recommendation to accept the resignation of Amber Schiffert as part-time Instructional Assistant, effective March 13, 2023.	
6. Recommendation to accept the resignation of David Worman as part-time Van Driver effective March 13, 2023.	
B. APPOINTMENTS/NEW EMPLOYEES:	
1. Recommendation to approve Cassandra Callendo as a substitute Teacher effective date pending the receipt and approval of all necessary paperwork at a starting rate of \$121.00/day.	
2. Recommendation to approve Denise Dengler as a temporary, part-time Instructional Assistant, effective March 6, 2023 at \$17.33/hr.	
3. Recommendation to approve Kimberlyn Dietrich as Secretary in the Transportation Department, effective February 28, 2023 at a prorated salary of \$41,999.	
4. Recommendation to approve Jamie Schantz as a substitute Health Room Assistant effective date pending the receipt and approval of all necessary paperwork at \$18.50/hr.	
5. Recommendation to approve Jennifer Smith as a substitute Food Service Worker effective March 22, 2023 at \$12.25/hr.	

6. Recommendation to approve Dawn Wehr as a substitute Instructional Assistant, effective March 6, 2023 at \$17.33/hr.
7. Recommendation to approve Carina Willette as a part-time Instructional Assistant, effective February 27, 2023 at \$17.33/hr.

C. OTHER ACTIONS:

1. Recommendation to approve Ericka Retequiza as full-time Evening Custodian, effective February 15, 2023 at \$22.66/hr. + \$.30 shift differential when appropriate. Ericka will remain as a Bus Driver.
2. Recommendation to change the status of Brady Moyer from substitute Custodian to part-time Evening Custodian, effective February 27, 2023 at \$16.55/hr.
3. Recommendation to change the status of Megan Fagan from part-time Van Driver to part-time Food Service Worker effective date to be determined at \$15.60/hr. Megan will remain as a substitute Van Driver.
4. Recommendation to approve C. Ashley Fogal to continue as long-term substitute Learning Support Teacher at the Middle School through the end of the 2022-2023 school year.
5. Recommendation to approve Larry Morris as a part-time Bus Driver, effective March 9, 2023 at \$26.88/hr.
6. Recommendation to add Erica Seither as a substitute Secretary effective March 8, 2023 at \$11.49/hr.
7. Recommendation to add Douglas Turrell as a substitute Instructional Assistant effective March 7, 2023 at \$16.00/hr. Doug is also a substitute Teacher.
8. Recommendation to change the stipend for Allison Kline to \$4,210.66 as Band Director for the 2022-2023 school year due to her resignation.
9. Recommendation to change the stipend for Allison Kline to \$641.85 as Jazz Band Director for the 2022-2023 school year due to her resignation.
10. Recommendation to change the stipend for Allison Kline to \$1,400.42 as Chorus Director for the 2022-2023 school year due to her resignation.
11. Recommendation to change the stipend for Justin Kratz to \$500.00 as Assistant Baseball Coach for the 2022-2023 school year.
12. Recommendation to approve unpaid days for employee #1477 for February 15 & 16, 2023 and March 6, 2023 with an end date to be determined.
13. Recommendation to approve unpaid days for employee #1477 for February 15 & 16, 2023 and March 6, 2023 with an end date to be determined.
14. Recommendation to approve the following extracurricular stipends for the 2022-2023 school year pending receipt and approval of all necessary paperwork:

Extracurricular Position	Name	Stipend
Assistant Girls Lacrosse Coach	Jessica Bahnick	\$1,880.69
Assistant Girls Lacrosse Coach	Dave Kerschner	\$1,880.69
Assistant Baseball Coach	Tyler Cooperman	\$1,380.69
Band Director	Ethan Beeco	\$2,105.33
Jazz Band Director	Ethan Beeco	\$641.85
Chorus Director	Ethan Beeco	\$1,400.42
Assistant Track Coach	Brian Meckley	Volunteer
Assistant Girls Lacrosse Coach	Pamela Colistra	Volunteer
Assistant Boys Lacrosse Coach	Tyler Corpora	Volunteer
Assistant Boys Lacrosse Coach	Cade Hammer	Volunteer

15. Any additional personnel action.

Moved: J. Fatzinger

Seconded: B. Hite

Vote: 8 Aye, 0 Nay

3. Curriculum/Building Issues

3.01 First Reading of New Curriculum Documents

L. Stitzel said she is presenting eighteen curriculum documents for first reading and said she will be asking for approval for these documents at the April 19th Board Meeting. She said all of the documents were discussed at length at our curriculum council meeting in December. She thanked all of the teachers and staff for their time and energy to make sure these documents are up to date and benefiting our students.

First reading of the following curriculum documents:

German 1
German 2
German 3/4
Marketing Essentials
Modern Band
Music Technology
Grade 6 Family Consumer Science
Grade 7 Family Consumer Science
Grade 8 Family Consumer Science
Grade 6 Technology Education
Grade 7 Technology Education
Grade 8 Technology Education
Manufacturing Technologies
Grade 6 Visual Arts
Grade 7 Visual Arts
Art Design Thinking 2D
Art Thinklab 3D

[Click HERE to view Curriculum Documents located on the District website.](#)

Curriculum will be available on the website for a minimum of 30 days, with potential Board approval scheduled for the April 19, 2023 Board Meeting.

3.02 Curriculum Textbooks

L. Stitzel said she is presenting one textbook series which coincides with last year's curriculum revisions for grade 6 English Language Arts. She said the curriculum was approved last Spring but our teachers wanted to wait a year to make a more informed decision on a new series.

Texts will be on public display for 30 days in the District Board Room.

We will be seeking approval at the April 19, 2023 Board Meeting.

Series/Textbooks Pending School Board Approval for the 2023-24 school year:

Series/Text Title	Subject/ Grade	Publisher
Reading Wonders 2023	English Language Arts Grade 6	McGraw Hill

3.03 Dual Enrollment Grant

J. Holman said this is retroactive since Mrs. Stitzel submitted this on Friday because it was due on March 10th.

Moved: W. Dellicker

Seconded: J. Fatzinger

Vote: 8 Aye, 0 Nay

4. Policy

4.01 First Reading of the Following Policies

T. Sosnovik said we received no comments or questions regarding this policy.

[146 - Student Services](#)

4.02 Second Reading and Final Approval of the Following Policies:

W. Dellicker asked for clarification where it said "in the most recent school year and in one additional year of the two years prior to the most recent school year," in policy number 143 and asked where we are at. T. Sosnovik said it would be one of the current and one of the two previous years. He said we had our safe schools report and we are not close to meeting that threshold.

[143 - Standards for Persistently Dangerous Schools](#)

[144 - Standards for Victims of Violent Crimes](#)

Moved: R. Scheffler

Seconded: L. Hunsicker

Vote: 8 Aye, 0 Nay

4.03 Recommendation to rescind the following policies:

None at the time.

5. Operations

5.01 Rescind Bid Awards

J. Holman said this is to rescind the bid awards that the Board took action on February 15th as follows, based upon legal advice. She said we already advertised this again and anticipate opening the bids for this project in conjunction with the bids that were re-advertised. She said hopefully the Board will be able to take action on all of the bids at the April 5th Workshop Meeting which is advertised as an action meeting.

(1) Middle School Doors: BP-MS-06: Glazing (Aluminum Doors/Hardware) With Alternate for interior doors.

(2) High School Electrical Replacements: BP-HS-01: Electrical.

(3) Middle School Water Line Replacement: BP-MSW-01: Plumbing/Excavation

Moved: W. Dellicker

Seconded: J. Casciano

Vote: 8 Aye, 0 Nay

5.02 Reject All Bids

J. Holman said this is to reject all of the bids that the Board took action on February 15th.

(1) Middle School Doors: BP-MS-06: Glazing (Aluminum Doors/Hardware) With Alternate for interior doors.

(2) High School Electrical Replacements: BP-HS-01: Electrical.

(3) Middle School Water Line Replacement: BP-MSW-01: Plumbing/Excavation

Moved: J. Fatzinger

Seconded: J. Senavaitis

Vote: 8 Aye, 0 Nay

5.03 First Alt Transportation Agreement

Moved: R. Scheffler

Seconded: L. Hunsicker

Vote: 8 Aye, 0 Nay

6. District Finances

6.01 2023-2024 LCCC Budget

Moved: J. Fatzinger

Seconded: R. Scheffler

Vote: 8 Aye, 0 Nay

6.02 2023-2024 LCTI Budget

Moved: J. Fatzinger

Seconded: J. Casciano

Vote: 8 Aye, 0 Nay

6.03 2023-2024 CLIU Budget

Moved: R. Scheffler

Seconded: B. Hite

Vote: 8 Aye, 0 Nay

6.04 CLIU Student Driver Education Program Agreement

29 students participated in 2021-2022 and 33 students have participated thus far in 2022-2023

Moved: J. Senavaitis

Seconded: J. Fatzinger

Vote: 8 Aye, 0 Nay

6.05 Concord Theatricals/Tams Witmark Music Library Agreement

Moved: R. Scheffler

Seconded: J. Casciano

Vote: 8 Aye, 0 Nay

6.06 Reports

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

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

Fund 10 General Fund with a beginning balance of \$35,402,351.56, receipts of \$1,084,740.39, disbursements of \$(3,204,621.94), leaving a balance of \$33,282,470.01.

Fund 32 Capital Reserve Fund with a beginning balance of \$3,571,117.75, receipts of \$3,419.33, disbursements of \$(20,673.82), leaving a balance of \$3,553,863.26.

Fund 37 Capital Projects with a beginning balance of \$110,259.41, receipts of \$91.44, disbursements of \$0, leaving a balance of \$110,350.85.

Fund 38 2022 Projects with a beginning balance of \$9,986,987.73, receipts of \$9,583.29, disbursements of \$0, leaving a balance of \$9,996,571.02.

Fund 51 Food Service Fund with a beginning balance of \$651.80, receipts of \$131,759.81, disbursements of \$(131,759.81), leaving a balance of \$651.80.

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

Moved: J. Fatzinger

Seconded: W. Dellicker

Vote: 8 Aye, 0 Nay

6.07 Approval of the following bills as listed for payment:

1. Fund 10 General Fund – check #0000090905 through #0000091058 including electronic payments
2. Fund 32 Capital Reserve – check #0000000557 through #0000000561
3. Fund 37 Capital Projects - none
4. Fund 51 Food Service Fund – check #0000007745 including electronic payment
5. Fund 58 Tiger Concession – check #0000001506
6. Procurement Card – totaling \$15,610.84

Moved: J. Fatzinger

Seconded: L. Hunsicker

Vote: 7 Aye, 0 Nay

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

7. Other Reports

7.01 Enrollment Report

NORTHWESTERN LEHIGH SCHOOL DISTRICT
ENROLLMENT REPORT
2000-2003



Month	WVE	WVEB	Total	WVE	WVEB	Digital	Total	LCCTL	Included in 1st	Charter	Charter	Charter	Charter	Charter	Home	Non
August	423	100	523	423	100	0	523	100	100	0	0	0	0	0	0	0
September	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
October	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
November	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
December	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
January	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
February	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
March	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
April	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
May	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
June	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
July	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
Total	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0

Historical Enrollment Data & Trends
2000 - 2003

Year	Enroll	WVE	WVEB	WVE	WVEB	Digital	Total	LCCTL	Included in 1st	Charter	Charter	Charter	Charter	Charter	Home	Non
2000	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2001	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2002	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2003	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2004	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2005	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2006	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2007	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2008	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2009	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2010	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2011	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2012	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2013	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2014	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2015	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2016	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2017	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2018	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2019	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2020	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2021	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0
2022	421	100	521	421	100	0	521	100	100	0	0	0	0	0	0	0

Numbers adjusted to accurately reflect students placed in Out of District Programs and K students placed within the District.

7.02 Foundation Report

L. Stitzel said the Foundation held their first annual cornhole tournament and found it to be very successful. She said this Saturday there will be a Tiger Takeover at Shankweiler's Drive-In. She said on April 14th a portion of what is purchased at Eight Oaks Distillery will go towards the Foundation. She said registration is open on their website for their annual Tiger Run and Fun Walk which will be May 27th.

7.03 Committee Reports as follows:

- Intermediate Unit
 - J. Senavaitis said the next meeting is March 20th.
- Lehigh Career & Technical Institute
 - J. Fatzinger said he appreciates everybody's vote for the LCTI budget. He said LCTI is also currently interviewing new legal firms to represent.
- Lehigh Carbon Community College
- Recreation Commission
 - T. Hernandez said they had a meeting last week and elected officers which stayed the same. He said the fields aren't heavily used right now but they are preparing them for Spring sports.

8. Old Business

9. New Business

10. Communications

10.01 Courtesy of the Floor

None at the time

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

None at the time

10.03 Administrative / Building Sharing

M Pulli said they have Kindergarten registration open and are excited to start the process of welcoming our newest tigers. She said second grade is preparing for their school-wide and parent performance on April 5th. She said they are gearing up for lots of fun Spring events.

J. Zimmerman said the Spring musical was the first weekend in March and the cast and crew did a phenomenal job. He said Winter season just wrapped up and Spring sports started on March 6th.

A. Wahl said the Middle School will be hosting the Sixth Sense competition at the end of March which is a trivia-based competition for sixth graders. She said new to the seventh grade is Envirothon which they will have fifteen students participating in. She said seventh graders will be attending a field trip to Da Vinci Center at the end of the month.

J. Berlet thanked the teachers who worked together to put on their third-grade musical and said it was a wonderful performance. She said their Family Fun Night will be held this Saturday from 4:30-8:30 p.m.

A. Yadush said she is happy to announce that we will be holding the graduation ceremony at Tiger Stadium on June 2nd beginning at 7 p.m. and rain dates will be pending Saturday and Sunday. She congratulated the Seniors and said the time is coming.

J. Holman updated the Board on millage information and said we are super excited about graduation.

10.04 Board Member Sharing

W. Dellicker said it was nice to have all of our community partners here with us and said this community is so fortunate to have all the support that we have in this school. He said it is a wonderful district to be a part of.

L. Hunsicker gave kudos to the music teacher and students for the third-grade musical at Weisenberg and said it was a great performance. She said the Tiger Takeovers are super fun and highly recommends it.

J. Senavaitis said she attended the play Disaster and said it was amazing. She thanked our coaches and advisors who spend a tremendous amount of time with our kids.

B. Hite said there will also be a cake walk at the Weisenberg Family Fun Night.

J. Fatzinger thanked the Board members that are re-running and thanked the current Board members for their support. He said he thinks they are in a groove and work well together.

J. Moyer thanked Mrs. Holman for being a guest star on their podcast and said she did a great job.

T. Hernandez thanked our partners for coming and presenting and said we appreciate all the work they do.

10.05 Meeting Announcements

T. Hernandez said there will be an Executive Session for legal immediately following this meeting.

Workshop Meeting was held on March 1, 2023 at 7:00 p.m. in the Board Room.

Executive Session for Personnel was held after the Workshop Meeting on March 1, 2023 in the Board Room.

Workshop Meeting will be on April 5, 2023 at 7:00 p.m. in the Board Room

Executive Session for Personnel will be on April 5, 2023 after the Workshop Meeting in the Board Room

Board Meeting will be April 19, 2023 at 7:00 p.m. in the Board Room.

11. Adjournment

Upon motion by J. Fatzinger, seconded by W. Dellicker, the meeting was adjourned at 8:25 p.m.

Respectfully submitted,

John Casciano, Secretary
By S. Eisenhard, Assistant Secretary