

**Northwestern Lehigh School District
6493 RT 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Boardroom
Wednesday, February 16, 2022 7:00PM**

1. Opening Procedures

1.01 Call to Order

The February 16, 2022 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	PR	Todd Hernandez	AB	Todd Leiser
PR	Willard Dellicker	PR	Becky Hite	PR	Rachael Scheffler
PR	Joseph Fatzinger	AB	Lauren Hunsicker	PR	Jennifer Senavaitis

J. Casciano attended virtually.

Also Present: Doug Graves, Jesse Maurer, Jonathan Wozniak, Gary Day, Amy Stauffenberg, Maria Pulli, Jill Berlet, LeAnn Stitzel, Andrea Edmonds, Arthur Oakes, Luann Matika, Ryan Kish, Brian Tobin, Jennifer Holman, Troy Sosnovik, Stacy Eisenhard

1.04 Approval of Agenda

W. Dellicker said we do not have any additions, but said he got a late phone call from our state representative Gary Day who would like to talk to the Board about the redistricting and how it might affect our school district.

Moved: J. Fatzinger

Seconded: R. Scheffler

Vote: 7 Aye, 0 Nay

1.05 President welcomed guests

1.06 Courtesy of the Floor

None at the time

1.07 Approval of Minutes from the January 19, 2022 Board Meeting and the February 2, 2022 Workshop Meeting

Moved: J. Fatzinger

Seconded: B. Hite

Vote: 7 Aye, 0 Nay

1.08 Recognition/Presentations

1.09 Board President's Report

W. Dellicker reflected on the last two plus years and said in his opinion, it is refreshing to be back in the business of educating our children using our skills and resources instead of reacting to political, social pressures, and government mandates. He said it has been a long haul, thanked all who have helped us to navigate through the COVID era, and hopes it is fading away. He said we live in an awesome community and hopes we can move on from this with our friends and neighbors to the next challenge that we will surely have to face.

1.10 Superintendent's Report

J. Holman said she concurs with everything Mr. Dellicker said and hopes we are on the back side of coming out of all the challenges. She said we learn a lot about ourselves, our students, our children, and our families during times of conflict and is proud of where we are.

J. Holman said Governor Wolf unveiled his budget proposal earlier in the week and said we will not be incorporating any of that information until we have confirmation that it will be allocated. She said she would like to make the public aware that Governor Wolf has a proposed flat cyber tuition rate on the table which means the district's cap would be \$9,800.00 per child for any students who would go to cyber school. She said that would mean about \$391,000.00 for us if the Governor's proposal would pass compared to \$15,161.00 per regular education child and \$32,413.00 per special education child

which is a stark difference. She said we have informational flyers if anyone would like more information and thinks our residents should be aware because it is an important piece to the proposal.

2. Personnel

2.01 Approval is requested for the personnel items as attached:

L. Matika said there are thirty-three items for review and approval. She said this is the time of year when retirements are announced and said there is a total of one hundred ninety-one years of service.

NORTHWESTERN LEHIGH SCHOOL DISTRICT MEMORANDUM	
Office of the Director of Human Resources	
TO: Northwestern Lehigh School Board	
FR: Luann E. Matika	
DT: February 16, 2022	
RE: Personnel Action	
February 16, 2022 Board Meeting	
☐ Approval is requested for the following personnel item(s):	
A. RETIREMENTS/RESIGNATIONS:	
1. Recommendation to accept the resignation for retirement of Steven Fox, 8 th Grade Science Teacher, effective the last teacher day of the 2021-2022 school year after 30 years of service to the District.	
2. Recommendation to accept the resignation for retirement of Matthew Fritz, 6 th Grade Language Arts Teacher, effective the last teacher day of the 2021-2022 school year after 35 years of service to the District. Mr. Fritz will be added to the substitute teacher list following his retirement.	
3. Recommendation to accept the resignation for retirement of Elisabeth Gates, 8 th Grade Learning Support Teacher, effective the last teacher day of the 2021-2022 school year after 33 years of service to the District. Mrs. Gates will be added to the substitute teacher list following her retirement.	
4. Recommendation to accept the resignation for retirement of Maureen Roman, 6 th Grade Social Studies Teacher, effective the last teacher day of the 2021-2022 school year after 31 years of service to the District.	
5. Recommendation to accept the resignation for retirement of Lou Ann Smacchi, 6 th Grade Math Teacher, effective the last teacher day of the 2021-2022 school year after 17 years of service to the District.	
6. Recommendation to accept the resignation for retirement of Christopher Zuber, High School Learning Support Teacher, effective the last teacher day of the 2021-2022 school year after 37 years of service to the District. Mr. Zuber will be added to the substitute teacher list following his retirement.	
7. Recommendation to accept the resignation for retirement of Timothy McGinley, part-time Van Driver, effective the last student day of the 2021-2022 school year after 8 years of service to the District. Tim will be added to the substitute Van Driver list following his retirement.	
8. Recommendation to accept the resignation of Amanda Crawford as a part-time Secretary, effective February 1, 2022. Amanda will remain as a substitute Secretary following her resignation.	
9. Recommendation to accept the voluntary resignation of Taylor Krause as a substitute Teacher, effective February 9, 2022 due to no response to communication.	
10. Recommendation to accept the voluntary resignation of Kevin Rhodes as a substitute Teacher, effective February 9, 2022 due to no response to communication.	
11. Recommendation to accept the voluntary resignation of Jacqueline Schwartz as a substitute Teacher, effective February 9, 2022 due to no response to communication.	
12. Recommendation to accept the voluntary resignation of Preston Kucsan as a substitute Teacher, effective February 15, 2022 due to no response to communication.	
13. Recommendation to accept the resignation of Heather Hartman as Assistant Softball Coach, effective February 9, 2022.	
B. APPOINTMENTS/NEW EMPLOYEES:	
1. Recommendation to approve Mary Dougherty 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 Ben Dunstan as a substitute Custodian effective date pending the receipt and approval of all necessary paperwork at a temporary rate of \$16.23/hr. through June 18, 2022 and then the rate will be \$12.23/hr.	
3. Recommendation to approve Alana Harrington as a substitute Instructional Assistant effective date pending the receipt and approval of all necessary paperwork at \$14.00/hr.	
4. Recommendation to approve Alana Harrington as a substitute Teacher effective date pending the receipt and approval of all necessary paperwork at a starting rate of \$121.00/day.	
5. Recommendation to approve Ryan McDonnell as a substitute Custodian effective date pending the receipt and approval of all necessary paperwork at a temporary rate of \$16.23/hr. through June 18, 2022 and then the rate will be \$12.23/hr.	
6. Recommendation to approve Tanner Ott as a substitute Van Driver effective February 8, 2022 at \$13.00/hr.	
7. Recommendation to approve Erica Seither as a substitute Instructional Assistant Trainee, effective date pending the receipt and approval of all necessary paperwork at \$13.25/hr.	
8. Recommendation to approve Paulinda Slifer as a substitute Health Room Assistant, effective date pending the receipt and approval of all necessary paperwork at \$18.50/hr.	
9. Recommendation to approve Devin Toth as a substitute Custodian effective date pending the receipt and approval of all necessary paperwork at a temporary rate of \$16.23/hr. through June 18, 2022 and then the rate will be \$12.23/hr.	

C. OTHER ACTIONS:

1. Recommendation to approve the change in status for Christina Diltz from short-term substitute to long-term substitute at Weisenberg Elementary retroactive to November 30, 2021 through the end of the 2021-2022 school year at BS Step 1 (\$51,084) prorated.
2. Recommendation to change the status for Keegan Coffield from part-time Van Driver to substitute Van Driver effective February 4, 2022.
3. Recommendation to add classification for Jennifer Ott as a substitute Bus Driver and part-time Van Driver with active CDL effective February 14, 2022.
4. Recommendation to add classification for Dawn Tirpak as a Trainer in the Transportation Department effective February 11, 2022.
5. Recommendation to add classification for Brittany Williams as a Trainer in the Transportation Department effective February 11, 2022.
6. Recommendation to approve unpaid days for employee #2289 from January 31, 2022 through March 2, 2022.
7. Recommendation to approve unpaid days for employee #2126 from February 2, 2022 through February 13, 2022.
8. Recommendation to approve unpaid days for employee #2252 from February 14, 16-18, 2022.
9. Recommendation to approve unpaid days for employee #814 from February 8, 2022 with an end date to be determined.
10. Recommendation to approve unpaid days for employee #2438 for May 16-18, 2022.
11. Recommendation to approve the following extracurricular stipends for the 2021-2022 school year:

Extracurricular Position	Name	Stipend
SADD Club Advisor	Coral Suppan	\$187.50
Assistant Baseball Coach	Justin Kratz	\$1,821.49
Assistant Baseball Coach	Justin Welch	\$1,821.49
Assistant Softball Coach	LeDonne Wanamaker	\$3,642.98

12. Any additional personnel action.

Moved: J. Fatzinger

Seconded: R. Scheffler

Vote: 7 Aye, 0 Nay

3. Curriculum/Building Issues

3.01 Special Education Placement Authorization

This gives authorization for Andrea Edmonds and/or Jennifer Holman to sign an agreement in Lieu of Fape for special education students in Digital Academy.

Moved: R. Scheffler

Seconded: J. Senavaitis

Vote: 7 Aye, 0 Nay

4. Policy

4.01 First Reading of the Following Policies

[003 - Functions](#)

[004 - Membership](#)

4.02 Second Reading and Final Approval of the Following Policies:

T. Sosnovik said he received clarification of the term absurd in policy 000 and said it is a common use of statutory construction rules. He said the word can be removed if the Board wishes. W. Dellicker said the Board will accept it as written.

[000 - Board Policy/Procedure/Administrative Procedures](#)

[001 - Name and Classification](#)

Moved: J. Fatzinger

Seconded: J. Senavaitis

Vote: 7 Aye, 0 Nay

4.02 Recommendation to rescind the following policies:

None at this time.

5. Operations

5.01 Master Facilities Plan Update

W. Dellicker said the action being taken is to accept the plan and is not an action to improve any projects.

J. Senavaitis asked what the smaller capital projects entail. A. Oakes said usually it is for something that comes up like an immediate driveway repair, an air conditioning unit, or something that goes wrong with a duct unit or boiler. He said it is not necessarily allocated at the moment.

W. Dellicker reminded the Board that there is a tour scheduled March 2nd if any members would like to take a look at the projects in-person.

Moved: J. Fatzinger

Seconded: R. Scheffler

Vote: 7 Aye, 0 Nay

6. District Finances

6.01 Audited Financial Statement as of June 30, 2021

Moved: R. Scheffler

Seconded: T. Hernandez

Vote: 7 Aye, 0 Nay

6.02 Tax Collection Committee (TCC) Delegate

Approval to appoint Ryan Kish as the district's delegate for the Lehigh Tax Collection Committee

6.03 Heidelberg Township Deputy Tax Collector

Heidelberg Township – Elizabeth A. Stetson

Moved: J. Fatzinger

Seconded: R. Hite

Vote: 7 Aye, 0 Nay

6.04 2022-2023 CLIU Budget

Approval of the Resolution for the 2022-2023 Carbon Lehigh Intermediate Unit 21 General Operating Budget of \$3,376,570 with a district contribution of \$42,716.

6.05 2022-2023 LCCC Budget

Approval of the Resolution for the 2022-2023 Lehigh Carbon Community College Operating Budget in the amount of \$44,891,636 and Debt Service/Leases and Capital Budget in the amount of \$8,415,253 with a district contribution of \$154,527 for the Operating Budget and \$78,374 for the Debt Service/Leases and Capital Budget

6.06 2022-2023 LCTI Budget

Approval of the Resolution for the 2022-2023 Lehigh Career and Technical School General Operating Budget of \$29,779,840 and Academic Center Budget of \$2,164,100 with a district contribution of \$1,529,741 for the General Operating Budget and \$65,139 for the Academic Center

Moved: J. Fatzinger

Seconded: T. Hernandez

Vote: 7 Aye, 0 Nay

6.07 Music Theater International Agreement

J. Holman said this is a routine license for Matilda the Musical Junior for the Middle School.

Moved: R. Scheffler

Seconded: J. Senavaitis

Vote: 7 Aye, 0 Nay

6.08 Agreement in Lieu of FAPE

Moved: R. Scheffler

Seconded: T. Hernandez

Vote: 7 Aye, 0 Nay

6.09 Reports

R. Kish recommended the Board receive the following Reports for December:

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

Fund 10 General Fund with a beginning balance of \$34,049,475.02, receipts of \$3,081,954.01, disbursements of \$(4,438,652.61), leaving a balance of \$32,692,776.42.

Fund 32 Capital Reserve Fund with a beginning balance of \$3,128,909.73, receipts of \$1,061.00, disbursements of \$(81.00), leaving a balance of \$3,129,889.73.

Fund 37 Capital Projects with a beginning balance of \$109,711.84, receipts of \$23.27, disbursements of \$0, leaving a balance of \$109,735.11.

Fund 51 Food Service Fund with a beginning balance of \$324.60, receipts of \$146,110.66, disbursements of \$(146,993.04), leaving a balance of \$(557.78).

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: B. Hite

Vote: 7 Aye, 0 Nay

6.10 Approval of the following bills as listed for payment:

1. Fund 10 General Fund – check #00088700 through 00088836 including electronic payments

2. Fund 32 Capital Reserve – check #00000537
3. Fund 37 Capital Projects - none
4. Fund 51 Food Service Fund – check #00007647 through 00007651
5. Fund 58 Tiger Concession – check #00001489
6. Procurement Card – purchases totaling \$4,537.12

Moved: R. Scheffler

Seconded: J. Senavaitis

Vote: 7 Aye, 0 Nay

7. Other Reports

7.01 Enrollment Report

Month	NWE	WEIS	Total	MS	HS	Digital	Out of District	Total	LCT (included in HS Total)	Charter	Cyber	Charter	Cyber	Charter	Cyber	Charter	Non
							Placements		Half	Ed	Ed	Ed	Ed	Ed	Ed	Ed	Public
August																	
September	359	579	938	478	460	19	20	1001	137	17	35	10	0	5	111	51	
October	359	577	936	480	457	19	21	1000	150	15	35	10	0	5	110	50	139
November	357	580	937	478	459	20	21	1000	150	18	31	10	10	5	110	50	
December	358	584	942	473	469	20	22	1002	150	19	30	10	11	5	113	52	
January	359	588	947	476	469	21	21	1001	140	19	30	10	12	4	113	52	
February																	
March																	
April																	
May																	
June																	

Year	Enroll	NWE	WEIS	MS	HS	Digital	Out of District	Total	Cyber	Charter	Non
							Placements		Ed	Ed	Public
September 2001	871							2294			
September 2002	856							2311			
September 2003	856							2327			
September 2004	857							2338			
September 2005	844							2359			
September 2006	846							2344			
September 2007	855							2352			
September 2008	876							2402			
September 2009	876							2399			
September 2010	889							2392			
September 2011	871							2378			
September 2012	849							2374			
September 2013	842							2372			
September 2014	852							2359			
September 2015	897							2393			
September 2016	902							2397			
September 2017	913							2388			
September 2018	915							2376			
September 2019	915							2372			
September 2020	915							2365			
September 2021	915							2365			
September 2022	915							2365			

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

7.02 Foundation Report

L. Stitzel reported that at the February meeting the Foundation voted to allocate over \$128,000.00 to our district which is to be used in a variety of pre-approved EITC projects. She said this month kicks off the share the love campaign and said there is still time to purchase tickets through their website to win a Walt Disney World vacation.

W. Dellicker said the \$128,000.00 donation is amazing and thanked the foundation for all they are doing for our kids in the district.

7.03 Committee Reports as follows:

- Intermediate Unit
- Lehigh Career & Technical Institute
- Lehigh Carbon Community College
- Recreation Commission

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 thanked the music and kindergarten teachers at Northwestern and Weisenberg Elementary for putting together the Grandparents Day Show. She said all of the kids did an amazing job.

J. Berlet said last Friday Northwestern Elementary and Weisenberg fifth grade students performed at the Phantoms game and did a wonderful job.

T. Sosnovik thanked the foundation for the \$128,000.00 donation and said they do amazing work.

J. Holman said she concurs about the foundation comments. She said the kindergarten grandparent's day show was wonderful and she is glad to welcome people back in our buildings. She said our Science Olympiad team went to Penn State two weeks ago and performed very well in their competition.

10.04 Board Member Sharing

R. Scheffler thanked Ms. Kinnon at the foundation and said she is doing a great job. She said Mr. Hunsicker announced that he will be retiring from New Tripoli Bank and said he is a super important part of the school and Northwestern community.

B. Hite said she attended the Phantoms game where the fifth grade choirs performed. She said she loves that P.I.E and P.T.O work together and it was a great event.

W. Dellicker said it was a surprise to hear about the \$128,000.00 from the foundation and said we are blessed to have people helping us and provide the things that we could not do within the budget that we have.

W. Dellicker said Gary Day is not here yet but thinks out of courtesy we should wait to hear what he has to say. He said because of the Sunshine Act there is no action that can be taken but the Board can hear what he has to say about the redistricting.

10.05 Meeting Announcements

Workshop Meeting was held on February 2, 2022 at 7:00 PM in the Board Room.

Executive Session for Legal was held after the Workshop Meeting on February 2, 2022 in the Board Room.

Workshop Meeting will be on March 2, 2022 at 7:00 PM in the Board Room

Executive Session for Personnel will be on March 2, 2022 after the Workshop Meeting in the Board Room

Board Meeting will be March 16, 2022 at 7:00 PM in the Board Room.

11. Adjournment

Upon motion by J. Fatzinger, seconded by T. Hernandez, the meeting was adjourned at 7:37 PM.

The February 16, 2022 Board Meeting was reconvened at 7:56 PM by President Willard Dellicker.

W. Dellicker said our State Representative Gary Day asked if he could come to the Board Meeting to talk about the redistricting that's happening in our area for State representative. He said because of the Sunshine Law, there is no action we can take on this issue but we will offer him courtesy of the floor.

Gary Day, State Representative, said he appreciates the Board's time and wants to make them aware of the redistricting. He said right now there are three different maps that are in the process of being changed; the congressional map, the state senate map, and state house map. He said through the process it has been decided that Lowhill Township will be taken out of the State house seat which would result in Northwestern Lehigh School District having two state representatives. He said the question for the Board is to decide if you want your school district all in one district with one person running for office or split between two.

G. Day said the only way for the Board to submit an objection is through the courts and tell them that they do not like the changes that were made and feel we would have a lesser voice.

J. Holman summarized that the updated map has three distinctive changes that the Board should be aware of; Lowhill Township would go from the one hundred and eighty-seventh district which is Gary Day's to the one hundred and eighty-third district which is Zach Mako, Washington Township will now become Gary's district, and the amount of people Gary has in Upper Macungie Township will change.

W. Dellicker said this has not been discussed by the Board and believes it needs some discussion before they come up with any kind of action. He asked what the action and cost would be if the Board would decide to take any action.

G. Day said it would be a court action and the school's solicitor could give an estimate of how much it would cost. W. Dellicker asked if this would only affect state representatives. G. Day said yes.

J. Moyer said according to the legislative commission they adopted the final map on February 4, 2022. She said if you go to the Constitution any agreed party may file an appeal directly with the supreme court and you will have to be able to prove the map or plan is contrary to law. She said if someone else has filed suit then you could file what is called an Amicus Brief and discuss how it would impact the district.

G. Day said he believes this is a violation of the Pennsylvania Constitution and said the Board should take the advice of their solicitor.

W. Dellicker said there would be a cost and the district would have to believe that the cost would be worthwhile. He said it will be up to the Board to decide if there is an advantage or disadvantage to file a suit. W. Dellicker said we cannot take any action tonight but it can be put on an agenda in the future to be finalized if any board members would like to pursue this.

J. Casciano asked if we have an estimate on what this would cost the district. J. Moyer said it would cost a lot because you would have to file a pleading, probably be put on a briefing schedule, and then there would probably be an argument in front of the Supreme Court. She said on or before March 6th an appeal would have to be filed.

G. Day said another option would be that the districts remain the same until all of this can be worked out, which he stated happened ten years ago.

W. Dellicker said his initial thought is spending thousands to file a brief is way above what we need to prioritize for the way we are spending our budget this year. He said we began our budget discussion this year with a three-million-dollar deficit which is due to charter school tuition. He said the only way we can afford to pay the tuition is to cut programs to the rest of our community that depends on our school. He said we already cut one-million-dollars out of personnel costs and to spend another few thousand dollars for anything is really something that would need to be considered.

G. Day asked what the current fund balance is for the school district. W. Dellicker said we use a million dollars out of fund balance over the last four or five years and it's still not enough to bridge the gap with charter school tuition increases which is where we need help. R. Kish said it is about sixteen million. J. Fatzinger said it was about twenty million when he started.

J. Holman said political views aside she doesn't know that she can recommend spending the types of dollars we are talking about to file suit for financial reasons and also the reasons associated with how you take a stance as a school district in terms of how you spend your money.

J. Moyer said it appears that there is a lawsuit pending in the Commonwealth Court and those parties have until Monday to file exceptions to the map and the Supreme Court will hear it on Friday.

G. Day said he believes it was his responsibility to tell the Board and it is up to them to make a decision. He said he can make the argument that if you have two good representatives it should be good for you but they will live in different areas.

W. Dellicker said the Board will discuss and try to understand it first and then discuss the cost before a decision would be made.

Upon motion by R. Scheffler, seconded by J. Senavaitis, the meeting was adjourned.

Respectfully submitted,

John Casciano, Secretary
By S. Eisenhard, Assistant Secretary