Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Board Room
Wednesday, March 18, 2015, 7:00 PM

MINUTES

1. Opening Procedures

1.01 Call to Order
The March 18, 2015 meeting of the Northwestern Lehigh School District Board of Directors was called to order at 7:00 PM by President Paul Fisher.

1.02 Opening Exercises
Opening exercises included the Pledge of Allegiance which was led by Nancy Zellner since it was her last Board Meeting before retirement. N. Zellner requested students in the audience to come up and assist in the Pledge of Allegiance.

1.03 Roll Call
PR/AB

PR	Willard Dellicker	PR	Ronald Morrison	PR	Darryl Schafer
PR	Paul Fisher	PR	Joseph Reiter	PR	LeRoy Sorensen
PR	Todd Hernandez	PR	Greg Sanders	PR	Phil Toll

Also Present:

Stefanie Schrampf, Gabby Pergosky, Rhiannon Brinker, David Combs, Derek Steidle, Amber Kinney, Jen & Ed Senavaitis, Amanda Pomajevich, Beth Harwick, Debra Aardewijn, Greg Laub, Emily Bonney, Charlene Rauscher, Kevin & Susan Dellicker, Dawn Anderson, Frank Rauscher, M.M. Koval, Denise Gallagher, Raymond Nemeth, Jason Wisser, Carla & Dan Hess, Tanya Smargiassi, Rob Serulnek, Barry Betz, Elsa Kerschner of Northwestern Press, Jacob Steidinger, Aileen Yadush, Don Allen, William Dovico, Amy Wahl, Jill Berlet, Maria Pulli, Arthur Oakes, LeAnn Stitzel, Mark Scott, Luann Matika, Leslie Frisbie, Jennifer Holman, Mary Anne Wright, Domenic Sbrocchi, Nancy Zellner, Janine Partenio

1.04 Approval of Agenda

President Fisher addressed the Board recommending a change to the Agenda, asking the Board to move the High School Presentation by Jacob Steidinger up before the Art Student Presentation

The Agenda was approved with changes.
Moved: W. Dellicker Seconded: J. Reiter Vote: 9 Aye, 0 Nay

1.05 President welcomed guests

1.06 President offered courtesy of the floor for public comment
None at the time.

1.07 Approval of Minutes, as attached, for February 18, 2015 and February 20, 2015
Moved: W. Dellicker Seconded: J. Reiter Vote: 9 Aye, 0 Nay

1.08 Student Recognition/Presentations
Aileen Yadush introduced High School Student Representative, Jacob Steidinger, to report on Northwestern Lehigh High School's news.

J. Steidinger reported that the High School Drama Club put on 5 showings of "Damn Yankees" over the first weekend in March. The Science Olympiad Team placed 1st overall in their regional competition on Tuesday, March 10, 2015. He continued to explain that they received medals in 14 out of 23 events. The 1st place win then secured their place in the State Science Olympiad Competition which will be held at Juniata College.

J. Steidinger announced that the Interact Club has a hockey tournament scheduled on March 19, 2015 with 10 teams registered so far. He explained that the tournament is a fundraiser to purchase a shelter box which will be sent to poverty or disaster stricken countries to assist their citizens.

J. Steidinger passed around a preview of the 2015 Yearbook cover which was created by Mrs. Opolsky, to the Board Members.

In sports, J. Steidinger explained that Boys Basketball improved their record and came within 2 wins of qualifying for district playoffs. They finished 9 in 13 overall. He continued to say that Girls Basketball finished 14 and 7 on their regular season and earned a colonial league silver medal. They also earned a trip to District 11 semi-finals for their second year in a row. J. Steidinger announced that wrestling qualified for the League and District 11 Team Tournaments. He said they played well but ultimately lost both games to Saucon Valley.

He announced that the following wrestlers earned post season accolades:

Matt Peters - District XI 5th Place Medalist, Regional 6th Place Medalist, & State Qualifier

Bailey Wehr - District XI 5th Place Medalist, Regional Qualifier

Quentin Bernhard - District XI Silver Medalist, Regional 6th Place Medalist, & State Qualifier

Jarrett White - District XI Bronze Medalist, Regional 5th Place Medalist, & State Qualifier

Caleb Clymer - District XI Champion, Regional Silver Medalist, & State Qualifier

Andrew Sorensen - District XI 6th Place Medalist, Regional Qualifier

Alex Russo - District XI Silver Medalist, Regional Qualifier

J. Steidinger publicized that Northwestern Lehigh's independent swimmer, Trey Shackleton, earned the following accolades: District XI Silver Medalist in 200 Freestyle & State Qualifier, District XI Champion in 500 Freestyle & State Qualifier, PIAA Silver Medalist in 500 Freestyle, PIAA 4th Place Medalist in 200 Freestyle, District XI McGinley Award Recipient for scoring the most points in the District Meet.

Spring Sports have started indoors. J. Steidinger reported that Track and Field has 180 students signed up for the team; and both Baseball and Softball finalized their rosters.

L. Sorensen questioned J. Steidinger where the design came from for the yearbook cover. J. Steidinger responded by saying that it was a collage of several students' graphics which were drawn. P. Fisher thanked J. Steidinger for his report.

Jill Berlet introduced Weisenberg's Art Teacher, Mrs. Karly Sacco. Mrs. Sacco displayed some of her art students' work in the Board room. She explained the different types of techniques that her students have used. Student's paintings were from Rachael White (2nd Grade), Olivia Senavaitis (3rd Grade), Eli Dellicker (5th Grade), and Abby Pomajevich (3rd Grade). Student sculptures were from Emily Bennicoff (4th Grade), and Emilia Blechschmidt (5th Grade). P. Fisher thanked Mrs. Sacco and her students for their time and effort put into the artwork and sharing their talents. Certificates were issued to students from the Board for appreciation of their work. Dr. Wright mentioned to the students how the Board is so impressed with the work that the students displayed which made the Board room so beautiful and so proud of their talents and skills. Dr. Wright thanked the parents for encouraging them in all aspects of their education. D. Schafer thanked Mrs. Sacco for the beautiful artwork that decorated the Board room which immediately brought a smile to his face

upon entering.

1.09 Board President's Report

P. Fisher explained that the Board was able to have breakfast at LCTI a couple of weeks ago with Nathan Maines, Executive Director of the Pennsylvania School Board Association. He explained that PSBA has adopted a Member's-First attitude. They have numerous resources and helpful information. N. Maines encouraged the Board to have an open dialogue with him and PSBA.

P. Fisher also mentioned that on March 14 and 15 there was a School Board and Administration Team joint leadership and communication retreat at LCCC. He thanked everyone for their attendance to the event and looks forward to adopting some of the items which were discussed.

1.10 Superintendent's Report

Dr. Wright thanked the Administration and Board Members for their time given at the Board Retreat Seminar.

Dr. Wright continued to introduce the Education Committee and how it designates initiation of curriculum and educational topics. She extended appreciation to the Board for recognizing the importance of the Committee.

Dr. Wright added information about the Strategic Planning Meeting which will be held on March 23, 2015 at 6 pm in the High School. This meeting is for the 2016-2019 Strategic Plan. More info will be posted on the District webpage.

Dr. Wright recognized Moody's Math Challenge Teams on advancing to the 2nd Round of judging for the first time in school history. She continued to say that more up to date information about this will be posted on the District website.

2. Personnel

2.01 Approval was requested for the following personnel item(s):

A. RETIREMENTS/RESIGNATIONS:

1. Recommendation to remove David Najarian as a Class D, substitute Bus Driver, effective February 25, 2015, as per his request.

2. Recommendation to remove Kevin Uetz as a Class B, part-time Bus Driver, effective March 9, 2015, as per his request. Kevin is maintaining his full-time position as a maintenance worker.

3. Recommendation to remove Katie Foulk as a food service substitute, effective March 13, 2015, as per her request.

4. Recommendation to remove Kayla Watson as a food service substitute, effective March 13, 2015, as per her request.

5. Recommendation to remove Waynard Neff as a substitute custodian, effective March 13, 2015, as per his request.

B. APPOINTMENTS/NEW EMPLOYEES:

1. Recommendation to approve Caroline Ashley Fogal as a temporary, one-on-one Instructional Assistant, effective March 2, 2015, at a rate of $13.78/hr.

2. Recommendation to approve Stefanie Schrampf as short-term substitute, Gifted Teacher at the Middle School, effective March 31, 2015, at $60/day. Ms. Schrampf will be added to the substitute Teacher list as well.

3. Recommendation to approve Derek Steidle as part-time Technology Support

Partner at the Middle School, effective March 2, 2015, at a rate of $16.00/hr.

4. Recommendation to approve Rhiannon Brinker as a short-term substitute at the Middle School, effective date pending the receipt and approval of all necessary paperwork until the end of the 2014-2015 school year. Rhiannon will then be added as a day to day substitute Teacher.

5. Recommendation to add the following as substitute Teachers, at a starting rate of $90/day:
   - Emily Bonney- effective March 17, 2015
   - Victoria Lindenmuth- effective February 25, 2015
   - Gabriele Pergosky- effective February 24, 2015

6. Recommendation to add the following as substitute Instructional Assistants, at a rate of $11.49/hr.:
   - Megan Kern- effective March 2, 2015
   - Abbey Surman- effective February 26, 2015
   - Victoria Lindenmuth- effective February 25, 2015
   - Gabriele Pergosky- effective February 24, 2015
   - Martha Machado- effective March 9, 2015
   - Emily Bonney- effective March 17, 2015

7. Recommendation to add Martha Machado as a substitute Secretary, effective March 9, 2015, at a rate of $11.49/hr.

8. Recommendation to add Christine DeLong as a substitute Secretary, effective March 18, 2015, at a rate of $11.49/hr.

C. OTHER ACTIONS:

1. Recommendation to approve David Combs as High School Guidance Counselor, effective February 20, 2015, at a salary of MS Step 1 ($46,032). Mr. Combs has been a long-term substitute in the Guidance Department at the High School since the beginning of the 2014-2015 school year.

2. Recommendation to extend Martha Larkin, long-term substitute until the end of the third marking period of the 2014-2015 school year. Martha will then be added as a day to day substitute teacher.

3. Recommendation to approve snow removal at the current rate for employees on attached list.

4. Recommendation to change classification for Brittany Dengler from a Class F, substitute Van Driver, to a Class E, part-time Van Driver, effective February 23, 2015, at $14.00/hr.

5. Recommendation for a student teaching experience at the High School for the following students from Kutztown University:

   a. Steven Barker with Scott Hippensteel- Social Studies from March 16, 2015 through May 7, 2015
   b. Melissa Guarino with Kathy Kehs- Art from March 16, 2015 through May 7, 2015

6. Request to approve unpaid days for Anabela Berardi, part-time Bus Driver, for February 23, 24 and 25 (AM), 2015.

7. Request to approve unpaid days for Harley Newman, part-time Van Driver, for February 26 (PM) & 27 and March 2, 2015.

8. Request to approve unpaid days for Jessica Ellex, part-time, one-on-one

Instructional Assistant for February 25 & 26, 2015.

9. Request to approve unpaid days for Stacey Russo, part-time Instructional Assistant, for March 23-25, 2015.

10. Request to approve unpaid days for Debra Croshaw, temporary, part-time, one-on-one Instructional Assistant from February 27, 2015 with an end date to be determined.

11. Request to approve unpaid days for Hardy Stanley, part-time Van Driver, for March 6, 2015 with an end date to be determined.

12. Request to approve unpaid days for Angela Rimm, 3rd Grade Teacher, for June 3-5, 2015.

13. Recommendation to approve the following extracurricular positions pending the receipt and approval of all necessary paperwork for the 2014-2015 school year:

Extracurricular Position	**Name**	**Stipend**
Assistant Track & Field Coach	Mike Kistler	$3,133.10
Assistant Track & Field Coach	Samantha Ward	$2,784.98
Assistant Track & Field Coach	Kelsey Coates	Volunteer
Assistant Track & Field Coach	Trevor German	Volunteer
Assistant Track & Field Coach	Amilee Schillinger	Volunteer
Assistant Softball Coach	Caitlyn Metzger	Volunteer

14 Additional personnel action:

Employee Listing for Snow Removal:

Allred, Robert
Baringer, Joseph
Bauer, Thomas
Baugher, Tiffany
Berardi, Anabela
Bertha, Kay
Billig, Don
Bolton, Robert
Bond, Richard
Borgman, Kim
Brensinger, Lori
Bright, Warren
Brinker, Susan
Clemens, Philip
Coffield, Kelly
Conti, Mandy
Dengler, Brittany
Desiderio, Paula
Frey, Karen
Fritzinger, Bill
Fritzinger, Tanya
Garcia, Tracy
Gressley, Lucille
Grim, Peggy
Haaf, Tami

Halasovski, John
Hallman, Alfred
Harding, Connie
Haviland, Angelica
Hendricks, Rendell
Humes, Tracy
Kain, Linda
Kelly, Jennifer
Kern, Dennis
Kernick, James
Kersheskey, Jennifer
Kistler, Jeffrey
Kromer, Keith
Leisher, Robin
Long, Rose
Lynn, Constance
McCarty, John
McGinley, Tim
McGonigle, Patricia
Miller, Cathleen
Muth, Marie
Newman, Harley
Pope, Jaimie
Reichard, Sally
Reppert, James
Reteguiz, Ericka
Rex, Amanda
Richards, Mariann
Roeder, Tim
Scheidt, Kim
Schneck, Matthew
Shankweiler, David
Shankweiler, Susan
Shiffer, Sheryl
Smith, Gail
Snyder, Donna
Solt, Kerry
Stanley, Hardy
Tapper, Gene
Taylor, Pamela
Vogels, Gail
Walton, Cherie
Westenhoefer, Bryan
Whaling, Andrew
Worman, David
Xander, Chad
Youwakim, Bonnie
Zahour, Sallie
Zehnder, Cynthia

William Dovico introduced Stefanie Schrampf who will be a short-term substitute for the gifted instructor position. W. Dovico explained her experience and credentials. S. Schrampf thanked the Board for the opportunity and explained that she is very excited to start teaching at the end of March.

W. Dovico introduced Rhiannon Brinker as a short-term substitute at the Middle School for 7th Grade Math. W. Dovico explained her experience and credentials and that she will be starting in April. R. Brinker thanked the District for the opportunity to come in at the end of the year and teach Math. She is very excited to work with a team again and feels that is important to Middle School students.

Amy Wahl introduced Derek Steidle. She explained that he will be working as a part-

time Technology Support Partner at the Middle School and that he actually started working on March 2nd. A. Wahl explained his experience and vast knowledge of technology. D. Steidle thanked the District for the opportunity. He said that he has been working for about 3 weeks and everyone has been very friendly and helpful with getting him accustomed to the position. He said that it has been a truly fun experience so far.

Luann Matika introduced Emily Bonney who is a substitute Instructional Assistant and Substitute Teacher. L. Matika explained her experience and welcomed E. Bonney. E. Bonney thanked the Board for the opportunity and said that she is very excited to start her position as an on-call sub.

L. Matika introduced Gabby Pergosky who is also a substitute Instructional Assistant and Substitute Teacher. She explained her credentials and how Gabby is excited to be on the employee side of Northwestern Lehigh School District, since she is a proud 2010 graduate. G. Pergosky explained that she had subbed a few times and it had been a great experience. She looks forward to a long-lasting working relationship with the District. Ronald Morrison added that G. Pergosky was very talented in Volleyball.

A. Yadush introduced David Combs as the High School Guidance Counselor. He was previously a Long term sub and interviewed for the Guidance Counselor position. A. Yadush continued to explain D. Combs' experience and credentials. D. Combs said that it has been a great year so far and is very excited to work here for many years to come and thanked the Board for the opportunity.

P. Fisher welcomed all new staff.

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

Dr. Wright announced the retirement of Nancy Zellner. She thanked N. Zellner for all of her years of service and presented a Retirement Resolution to her.

(See next page)

Presented to

Nancy Zellner

In grateful recognition
of
Years of Service
to the
Northwestern Lehigh School District

WHEREAS Mrs. Nancy Zellner has completed thirty years of distinguished Black & Gold service as an Administrative Assistant to the Superintendent and Assistant Superintendent at Northwestern Lehigh School District; and

WHEREAS Mrs. Zellner has earned trust, respect and affection from all stakeholders in our school community through her untiring efforts to support our students, employees and community members; and

WHEREAS Mrs. Zellner demonstrated the highest confidential relationships with four superintendents, three assistant superintendents, and three elementary principals; and

WHEREAS Mrs. Zellner, eagerly supported students in athletic events and activities with her black and gold tiger pride; and

WHEREAS Mrs. Zellner served as the District historian and provided answers to random trivia questions about former students and employees that exceeded expectations for a historian;

WHEREAS Mrs. Zellner created a positive, enriching work environment for her co-workers and supervisors; and

WHEREAS Mrs. Zellner saw the potential in everyone and worked tirelessly to represent the District with honor and dignity; and

WHEREAS Mrs. Zellner personified the meaning of community and supported each staff person at Northwestern Lehigh School District; and

WHEREAS Mrs. Zellner leaves the District knowing that she provided insight, expertise, professionalism, care for others and TIGER PRIDE;

THEREFORE BE IT RESOLVED, that the Board of School Directors of the Northwestern Lehigh School District tenders Nancy Zellner the sincere thanks and appreciation of the Board for her commitment and dedication on behalf of our schools and the Northwestern Family; and

BE IT FURTHER RESOLVED, that this resolution be made a permanent part of the record of this public meeting, on this day, the Eighteenth of March, Two Thousand and Fifteen.

Paul C. Fisher Jr., President

Daryl S. Shafer, Vice President

Willard G. Dellicker, Treasurer

Greg Sanders, Secretary

Todd Hernandez, Member

Ronald L. Morrison, Member

Joseph J. Reiter, Member

Leroy Sorensen, Member

Phillip Toll, Member

Dr. Mary Anne Wright, Superintendent

N. Zellner thanked the District for being so wonderful. She explained that she has been a part of the District for a long time and is glad that she will still be able to be a part by volunteering.

2.02 Approval of agreement with Gwynedd Mercy University for practicum and student teaching experiences.

L. Matika explained to the Board that this is to place a student here at Northwestern Elementary as a Student Teacher.

Moved: J. Reiter Seconded: D. Schafer Vote: 9 Aye, 0 Nay

3. Curriculum / Building Issues

3.01 * Preliminary review of textbooks to accompany new curriculum documents. Texts will be on display for 30 days in the District Board Room. We will seek approval at the May 13, 2015 Board Meeting.

LeAnn Stitzel explained that the textbooks are pending school board approval for 2015-2016 school year which was previously discussed at the Educational Committee Meeting on March 12, 2015.

Text / Materials Title	Subject / Grade	Publisher
Essentials of College Algebra - 11th Edition	High School: Foundations of Algebra	Pearson
Big Ideas Math: Algebra I	Middle School Algebra I	Big Ideas Learning

3.02 * First reading of the following curriculum documents:

Accelerated Probability and Statistics
Foundations of Algebra
Engineering Principles
Middle School Algebra I
English III Communications

L. Stitzel explained the curriculum documents are on display for 30 days and are pending school board approval on May 13, 2015 which was previously discussed at the Educational Committee Meeting on March 12, 2015.

3.03 * Review of the Special Education Strategic Plan for 28 days before final approval at April 15, 2015 Board Meeting with submission to Pennsylvania Department of Education by May 1, 2015.

Dr. Mark Scott explained the details of the Strategic Plan for Special Education were previously discussed at the Education Committee Meeting on March 12, 2015.

3.04 Approval of resolution designating Official Local School District Holidays (OLSDH) per PA School Code, Section 1502 and PDE Basic Education Circular (BEC), for the 2015-2016 school year

Dr. Wright explained that five days may be designated as OLSDH days. These days may not be used as make-up days. These dates are: November 27, 2015; December 24, 28 & 31, 2015; March 25, 2016
Moved: R. Morrison Seconded: J. Reiter Vote: 9 Aye, 0 Nay

3.05 * Approval of 2015-2016 School District and Administrative / Support Calendars

Dr. Wright explained that the School Calendar presented is very similar to current calendar in effect. She mentioned that the calendar is set to have students start before Labor Day on August 31, 2015. D. Schafer explained that the District Calendar is coordinated with LCTI's calendar since students may be attending both schools.
Moved: R. Morrison Seconded: J. Reiter Vote: 9 Aye, 0 Nay

3.06 * Approval of Northwestern Lehigh School District to participate as a partner in the 2015-2016 grant application with Rotary Allentown West.

Jennifer Holman explained that Herb Klotz had previously shown a presentation to the Board at the Educational Committee Meeting on March 12, 2015. She explained that

the program includes sending two people from the District to a School in Sierra Leone after travel restrictions have been lifted. J. Holman explained that the proposed timeframe is around February 2016. G. Sanders asked what details are needed as far as insurance for staff attending. J. Holman explained that research is being done in three areas as far as what insurance will cover, what the grant will cover and what copays will be responsible by the staff. R. Morrison believes that this will be a great educational opportunity and investment for the District.
Moved: R. Morrison Seconded: J. Reiter Vote: 9 Aye, 0 Nay

3.07 Approval of Science Team's overnight trip for April 24-25, 2015 to Juniata College, Huntington, PA for the State Competition.
Moved: J. Reiter Seconded: W. Dellicker Vote: 9 Aye, 0 Nay

W. Dellicker commended the Educational Committee for the time and effort put into the planning and organizing of all the curriculum and educational designs. He also commended the experience and professionalism put forth by the Staff and Administration in this effort.

4. Policies

4.01 * First reading of the following policies:

119 - Current Events (replacing Academic Freedom policy)
124 - Alternative Instruction Courses (replacing Summer School)
140 - Charter Schools (will replace current Charter School Policy)
310 - Abolishing a Position
316 - Nontenured Employees
317 - Conduct Disciplinary Procedures
318 – Tardiness
319 - Outside Activities
320 - Freedom of Speech in Non-school Settings
321 - Political Activities
323 - Tobacco Use

J. Holman explained that these policies were addressed in the Policy Committee Meeting on March 2, 2015. Applicable changes had been made and brought to the Board for a first reading.

4.02 * Second reading and final approval of the following policies:

312: Evaluation of Superintendent
313: Evaluation of Employees
314: Physical Examination
314.1: HIV Infection
103.1: Nondiscrimination - Qualified Students with Disabilities
113.3: Screening and Evaluations of Students with Disabilities

J. Holman explained that these policies were addressed in the Policy Committee Meeting on March 2, 2015. They have been posted since January 5, 2015 and looking for final approval.
Moved: D. Schafer Seconded: P. Toll Vote: 9 Aye, 0 Nay

5. Operations

5.01 * Approval to issue the Notice to Proceed with McClure Company

Arthur Oakes explained that this is the next step of the RFP of the Act 39 agreement for guaranteed energy savings. The Notice to Proceed is a commitment from the District not to exceed a financial commitment of $30,000. It does not lock the District into a contract; however, it will allow McClure to order parts & equipment for summer construction. There are issues at the buildings in regards to HVAC and failing infrastructure which need to be addressed. A. Oakes said that this project will cover those issues. P. Fisher explained that this project had been continuously discussed in Operation Committee Meetings in the past few months. J. Reiter addressed that the cost of this project will be paid up front by the District with fund balance and not by borrowed funds.

Moved: G. Sanders Seconded: J. Reiter Vote: 9 Aye, 0 Nay

5.02 * Approval for attached 2015-2016 contract with Brandywine Transportation Services at the following rates: $229.50 Daily Bus Rate, $188.70 Daily Van Rate up to 90 miles, $1.75 per mile over 90 miles, $2.05/mile plus $21/hour for Sports & Field Trips, and minimum trip charge of $55.00

A. Oakes explained that Brandywine Transportation has been providing transportation for students for three daily runs or extracurricular runs that cannot be done in-house. It is the same contract as last year with a 2% increase from last year's rate.
Moved: W. Dellicker Seconded: J. Reiter Vote: 9 Aye, 0 Nay

6. District Finances

6.01 Approval of Agreement with CLIU 21 for Edmentum technology products and services, which provides Study Island content and benchmarks for students in grades K-12 and ESL Smart Reading for selected students

J. Holman commented that the agreement is with CLIU 21 for a three year period at a cost of $19,449.10/year. This is an increase of $1,628 from the last three year agreement.
Moved: W. Dellicker Seconded: J. Reiter Vote: 9 Aye, 0 Nay

6.02 Approval of Agreement with Lehigh University for use of Stabler Athletics and Convocation Center for Class of 2015 Commencement ceremonies in the amount of $7,031.28.

L. Frisbie noted that this is routine for graduation.
Moved: W. Dellicker Seconded: J. Reiter Vote: 9 Aye, 0 Nay

6.03 Approval of Berks County Intermediate Unit (BCIU) Service Level Agreement

L. Frisbie explained that the BCIU provides services associated with Real Estate Tax Collection including coordination with Lehigh County Assessment Office, bill printing, mailings, delinquent notices and software tracking. The BCIU agreement is negotiated by the Lehigh County Business Manager Group and is currently also used by the District's four townships. The agreement is for the 2015-2016 and 2016-2017 school years. L. Frisbie explained that although there is a slight increase, the pricing has been pretty consistent in the last few years.
Moved: R. Morrison Seconded: J. Reiter Vote: 9 Aye, 0 Nay

6.04 Approval of Agreement with Bieber Transportation Group for Science Team trip to Juniata College, Huntington, PA for the State Competition for April 24-25, 2015

L. Frisbie noted that this trip will be funded with General fund as well as Student Activity Fund dollars.
Moved: W. Dellicker Seconded: J. Reiter Vote: 9 Aye, 0 Nay

6.05 Discussion on desire to bid and/or Request for Proposals for the following items:

Trash
P. Fisher explained that Waste Management is currently servicing the District. Consensus of the Board agreed to remain with Waste Management. G. Sanders asked if Waste Management continues to donate to the Foundation. J. Holman replied that she will check intoit.

Insurance Broker
Consensus agreed to get proposals for an insurance broker in an attempt to keep costs lower.

Auditor
L. Frisbie explained that the District has been with Bill Gorman for several years. Consensus agreed to stay with Bill Gorman. W. Dellicker questioned if there can be any benefit to a multi-year option.

Depository
L. Frisbie addressed that each June the District appoints a depository. D. Schafer mentioned that Mr. Hunsicker and New Tripoli Bank support our District in many ways and D. Schafer fully supports New Tripoli Bank for that reason. P. Fisher agreed that New Tripoli Bank treats us right. Consensus agreed to stay with New Tripoli Bank.

Consensus of the Board agreed to have L. Frisbie handle RFP's for insurance and bring a recommendation to the Board.

6.06 2015/2016 Budget

L. Frisbie provided an update to the Board with an updated outline for continued budget discussions at upcoming Finance Committee Meetings. L. Frisbie explained that the Governor had not yet presented his budget proposal so a formal presentation had not been prepared for this evening. Budget strategies include an accommodation for a $175,000 increase in state subsidies for basic education, special education and ABG. She questioned whether or not to include the Governor's budget numbers, or to find someplace in between. She believes that the State budget will not be passed prior to Northwestern Lehigh School District's adoption of the budget. She continued to say that many pieces of the Governor's budget are contingent on one another. She asked the Board what strategy the Board would like to use.

P. Fisher discussed how the Governor is proposing a Charter School reimbursement and asked L. Frisbie what impact this may impose on the school. L. Frisbie responded that the Charter/Cyber School reimbursement funds are already included in the $175,000 figure. Another proposal in the State budget is for flat lining cyber/charter reimbursement for expenditures. The property tax relief proposed by the Governor is for the 2016/2017 school year in the amount of $4M. D. Schafer added that the State is proposing a moratorium on reimbursements for building projects and how Superintendents were asked to submit an expenditure plan for the proposed funds. L. Frisbie agrees that there will be strings attached to the money given by the State. D. Schafer believes that the State will not have the budget completed until October 2015. P. Fisher believes that it may not be in the best interest of the District to plan a budget based on an increase which may or may not happen. He continued to say that he believes that L. Frisbie will be keeping the projections for state revenue in line with last year's budget. L. Frisbie agreed and added that they may also be able to plan for the increase by building in expenditure line items.

P. Fisher urged the Board to keep in contact with local legislators during the budget season. G. Sanders agreed with L. Frisbie to keep expenditures built-in since it will be for a one-time, non-recurring expense. Dr. Wright discussed the letter that she received from the State. She mentioned there were two accountability measures, one is assuring that investments reach the classroom and the other is getting results for the students by the benchmark levels of performance and progress based on what was implemented from the funds given.

P. Fisher agrees to follow the same conservative approach as an appropriate strategy to take towards budgeting. L. Sorensen commented that if there are State funds that come through, the Board should designate it to teachers who have needed curriculum and instructional items that they are unable to get now from the budget. L. Frisbie asked the Board how it would be appropriate to budget those dollars from a conservative standpoint. Dr. Wright mentioned that at the April 15, 2015 Board Meeting, she will update the Board on building staffing needs due to specific course and kindergarten registrations.

L. Frisbie commented that she will be working with Art to refine budget numbers as far as electricity costs from Provident Energy. She also mentioned insurance costs are also

a large item that would need some adjustments as well as healthcare and benefits. She continued to say funding of construction projects in 2015/2016 school year will also have an effect on the budget. As discussions continue, she will be able to pinpoint where more of those dollars can be used. L. Frisbie is proposing to hold the Budget Presentation until the April 15, 2015 Board Meeting instead of the April 1, 2015 Finance Committee Meeting.

G. Sanders addressed L. Sorensen's comment that if there is staff who have needed items for years and have not had any satisfaction with that, they should be able to come forward and discuss the situation in an open line of communication.

P. Fisher reiterated that there is Board consensus to allow Leslie to proceed with a conservative approach as she sees fit.

6.07 Receive the following Reports for January 2015:

- Budget Report
- Revenues Report
- Treasurer's Report

  Fund 10 General Fund with a beginning balance of $33,028,556.25, receipts of $390,294.42, and disbursements of $2,826,981.16, leaving a balance of $30,591,869.51.
  Fund 22 Capital Reserve Fund with a beginning balance of $1,409,149.17, receipts of $134.54, disbursements of $0, leaving a balance of $1,409,283.71.
  Fund 31 2009 General Obligations Note with a beginning balance of $491,338.85, receipts of $26.28, disbursements of $0, leaving a balance of $491,365.13.
  Fund 33 2008 General Obligations Bond with a beginning balance of $710,749.10, receipts of $134.06, disbursements of $0, leaving a balance of $710,883.16.
  Fund 50 Food Service Fund with a beginning balance of $209.78, receipts of $58,648.25, disbursements of $58,686.89, leaving a balance of $171.14

- EIT Report
- Activity Fund Report
- Comparison of Prior Year to Current Year Budget to Actual Expenditures by Object Report

The Reports were accepted as presented.

Moved: W. Dellicker Seconded: J. Reiter Vote: 9 Aye, 0 Nay

6.08 Approval of the following Bills as listed for payment:

Fund 10 General Fund check # 0070880 through 0071068 plus electronic payments totaling $1,349,610.71
Fund 22 Capital Reserve Fund - None
Fund 31 Construction & Renovation Fund 2009 Note - None
Fund 33 2008A General Obligations Bond (GOB) check # 001114 for $81.70
Fund 50 Food Service Fund check # 006346 though 006360 totaling $40, 571.68
Procurement card purchases totaling $9,036.60

The Bills were approved for payment as presented.

Moved: J. Reiter Seconded: G. Sanders Vote: 9 Aye, 0 Nay

7. Other Reports

7.01 Enrollment Report

Dr. Wright commented that enrollment is up by 13 students in the Cyber/Charter schools. She will keep an eye on this trend. L. Frisbie explained that they are very diligent on verifying the student enrollment so they are not being billed for double enrollment. L. Sorensen asked what the projection would look like for enrollment after 20 years. P. Fisher clarified that the District did engage in a demographic and enrollment study to be included in the facility master plan. The projection highlighted a potential decrease of students. P. Fisher said the District will plan appropriately for a short-term and long-term outlook based on the data provided.

7.02 Foundation Report

J. Holman explained that the Foundation sponsors are New Tripoli Bank, Waste Management and Susquehanna Bank. The Foundation is hosting the Rock 'n Run 5K Event. It is scheduled at Ontelaunee Park on May 23, 2015. She said that registration is open and asked everyone to please attend if you can.

7.03 Committee Reports

Legislation

R. Morrison explained a moratorium suggested by the State of Pennsylvania on PlanCon and Cyber school funding allocations through EIT.

Intermediate Unit

D. Schafer added to Legislation that on March 23, 2015, PSBA is having a 2015 Region 8 Legislative Forum webinar available to view at the District. On March 26, 2015, State Representative Doyle Heffley and staff members from Senator Yudichak as well as Congressman Barletta and Congressman Cartwright, will be hosting a PSBA legislative meeting in Jim Thorpe School District. D. Schafer also mentioned that on May 1, 2015 there will be a Mid East Regional 8 meeting at LCTI. D. Schafer and Dr. Scott discussed the IU implementing Yoga in the Classroom for special education students who may need self regulation. D. Schafer explained that Project Search is implementing Life Skills classes at St Luke's in Bethlehem. For school board recognition month in January, the students at the Youth Forestry Camp created a wooden sign as a gift to Mr. Schafer which he displayed.

Lehigh Career & Technical Institute

W. Dellicker announced that 18 gold medals were awarded to LCTI students at the SkillsUSA challenge. LCTI's January Students of the Month included 5 students from Northwestern Lehigh School District: Skylar Bartholomew, Derek Dorney, Brenton Riegel, Emily Strohl and Colton Wieder. W. Dellicker announced a fundraiser for SkillsUSA which is a culinary challenge held at LCTI on March 30, 2015 at 5:30 PM and that tickets are $75 per person. He said there are table sponsorships available. W. Dellicker explained the Rotary initiatives through LCTI include the Snack pack program for eligible students in Northwestern Lehigh and Parkland School Districts. He said there were 722 snack packs delivered to Northwestern Lehigh students in the 2013/2014 school year. J. Holman believes that the Rotary funds one delivery and the food pantry funds another delivery of the snack packs per month to make sure there are enough snack packs for the students in need. Dr. Wright added that Northwestern Lehigh School District will be hosting a Rotary breakfast meeting in our Middle School Cafeteria on April 22, 2015. W. Dellicker continued to announce the Tempting Tastes event on May 3, 2015 at the Holiday INN in Breinigsville. Admission is $75 per person or table reservations are available as well. Proceeds will help fund the Snack Pack program and scholarships for students at Northwestern Lehigh, Parkland, LCTI and LCCC. J. Reiter announced that LCTI is in need of OAC committee members for the diesel group. He continued to recommend the position to G. Sanders due to his experience.

Lehigh Carbon Community College

P. Fisher announced that LCCC had an insightful presentation on a matriculation program available to students. He explained that LCCC has some great opportunities for students who may not know where they would like to start. P. Fisher announced that he will be providing copies of the presentation to the Board Members. He also explained that there was an overall decrease in enrollment by 2.6%, but he does not believe that it will affect the budget. P. Fisher announced that the majority of the sponsoring School Districts have already approved the 2015/2016 budget. He also added that LCCC is continuing to look for alternative sites for facilities outside of the Donnelly Center in Allentown.

Recreation Commission

L. Sorensen explained that he did not attend the last meeting and that Mr. Morrison would give the update. R. Morrison announced the Recreation Commission's presentation by Celebration Fireworks which consisted of the planning of Night in the Country. He continued to announce that the Recreation Commission will be hosting a walk-around on March 28, 2015 at 8 AM to see what items need to be addressed.

8. Old Business

There were none at the time.

9. New Business

9.01 Nomination of Darryl Schafer as Board Representative candidate for CLIU Committee

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

9.02 Property Tax Refund Option

J. Reiter addressed the Board to inquire about implementing a possible property tax refund program for the District's senior citizens. P. Fisher asked the Board if there was interest in bringing this to Finance. Consensus agreed to discuss this at the April 1, 2015 Finance Committee Meeting. L. Frisbie agreed to research this program and bring information to the meeting for review.

10. Communications

10.01 President will offer courtesy of the floor for public comment

Tanya Smargiassi announced to the Board that the Middle School PTO is hosting the Harlem Wizards Game. The Wizards will be coming to the High School gymnasium on March 28, 2015. They will be playing against the Northwestern Lehigh Wildcats which is a team comprised of teachers, administrators and other staff in all 4 buildings. Tickets can be purchased with order forms or online. More information is available on the District's website.

Jason Wisser asked the Board why the computer lab in Northwestern Elementary was shut down and if there are enough computers for the students there. He then recommended building a carport or roof for the elementary school for parent pick-up and drop-offs.

J. Holman responded that the lab was dismantled for space and the computers from that lab were put on carts. Currently, there is not a computer for every student. Maria Pulli added that the Education Foundation has been proactive to add technology for the students. They are looking to further the technology initiative to other grades in the school, but right now there are computers in classrooms available for small groups. Mr. Wisser would like to see District funds go towards the students' education with technology purposes.

10.02 Communications/Notes for the Board from Greg Sanders, Secretary

Mr. Sanders announced that LCCC sent a letter of appreciation for adopting their budget.

10.03 Administrative/Building Sharing

J. Holman added an informational update on an E-Rate proposal for Weisenberg's internet service. She said it will be brought to the April Finance Committee meeting for securing a contract. J. Holman announced the Strategic Plan meeting is scheduled for March 23, 2015 at 6 PM in the High School auditorium. She said there are many participants, including students, who are planning to attend. She also added that on March 26, 2015, Northwestern Lehigh is having cyber safety day. A gentleman from Lehigh County's District Attorney's office will be presenting at the Middle school, the High School and also will have an evening presentation 5-6:30 PM for parents in the High School auditorium.

L. Frisbie wished Nancy well on her retirement.

L. Matika thanked Nancy and wished her well on retirement.

A. Yadush thanked the Board for approving graduation and thanked M. Wright for sharing Moody's information.

Don Allen wished Nancy well on her retirement.

Dr. Scott wished Nancy well on her retirement and thanked all those involved in the collaboration on the Special Education Strategic Plan.

W. Dovico announced the Middle School hosted the ACE competition last month and won first place. He thanked all those for organizing the event. W. Dovico continued to announce that it was Pi Day last week and the math department put together activities for students each day. The winners received a t-shirt and were able to "pie" Mr. Dovico and Amy Wahl.

A. Wahl announced the Gertrude Hawk Spring Fundraiser sold over $12,000 in chocolate and 50% of proceeds go to the Middle School Student Activity Fund. She announced that PSSA preparations are taking place and Middle School Drama play is scheduled for April 24-26, 2015. She also congratulated Nancy.

Jill Berlet thanked Nancy and wished her well on retirement. She continued to announce writing workshops will be coming in the elementary school.

M. Pulli congratulated Nancy and wished her well on retirement. She invited everyone to see the technology available at the Elementary schools explaining that there are presentations being done on Bullying and different instructional practices using Google Classroom. Literary Arts night is scheduled for March 31, 2015 at 6 PM.

A. Oakes thanked Nancy and wished her well on retirement.

L. Stitzel congratulated Nancy. She addressed L. Sorensen in regards to a comment previously stated about teachers not having curriculum materials available for appropriate teaching in the classrooms. She mentioned that if items are needed for curriculum, teachers need to discuss this with their building Principal and these items can be addressed through her available budget which will purchase materials needed to support the curriculum.

10.04 Board Member Sharing

Todd Hernandez mentioned the LCCC matriculation program and the opportunities available through LCCC.

G. Sanders thanked everyone for their attendance at the Board Retreat.

L. Sorensen clarified to L. Stitzel that the teacher's complaint is with items that teachers believe to be in addition to curriculum support items which go above and beyond just what is needed.

R. Morrison thanked everyone for their attendance at the Board Retreat.

P. Toll enjoyed being at the Board Retreat and looks forward to it next year.

Each Board member continued to take the time to thank Nancy and wished her well on her retirement.

10.05 Committee Meetings

Committee Meetings held this month:
Special Board Meeting, 02/20/2015 @ 11 AM, Board Rm.
Policy, 03/02/2015 @ 6 PM, Board Rm.
Operations, 03/02/2015 @ 7 PM, Board Rm.
Personnel, 03/04/2015 @ 6 PM, Conf. Rm.
Finance, 03/04/2015 @ 7:30 PM, Board Rm.--CANCELLED
Education, 03/12/2015 @ 1 PM, Board Rm.

Executive Sessions for personnel issues were held 02/18/15 @ 6 PM and 2/18/15 after Board Meeting

Upcoming Committee Meetings:
Personnel, 4/1/15 @ 6 PM, Conf. Rm.
Finance, 4/1/15 @ 7:30 PM, Board Rm.
Policy, 4/6/15 @ 6 PM, Board Rm.

Operations, 4/6/15 @ 7 PM, Board Rm.

P. Fisher announced that immediately following the Board Meeting the Board will be holding a brief Executive Session to address personnel issues which would not require any action to be taken.

11. Adjournment

Upon motion by G. Sanders, seconded by P. Fisher, the meeting was adjourned at 10:03 PM.

* Discussed in Committee Meeting

Respectfully submitted,

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Greg Sanders, Secretary
By J. Partenio, Recording Secretary