

**Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Board Room
Wednesday, December 14, 2011, 7:30 PM**



An Executive Session for legal issues was held at @6PM

I. Opening Procedures

A. Call to Order—The meeting was called to order at 7:30 PM by President Schafer.

B. Opening Exercises—Opening exercises and roll call as listed below followed.

C. Roll Call

Roll Call	Ab	Camille Bartlett	Pr	Todd Hernandez	Pr	Greg Sanders
Pr/Ab	Ab	Willard Dellicker	Pr	Ronald Morrison	Pr	LeRoy Sorensen
	Pr	Christopher Ford	Pr	Joseph Reiter	Pr	Darryl Schafer

Also Present: P. Stopper, D. Anderson, G. Snyder, R. Lister, S. Lashua, D. Graves (press), D. Allen, A. Wahl, M. Scott, M. Dobbs, R. Kripplebauer, L. Stitzel, L. Seier, L. Schellhamer, J. Holman, L. Frisbie, L. Matika, M. Wright, K. Roddick, Esq., N. Zellner

D. Approval of Agenda—The agenda was approved as presented.

Moved: J. Reiter

Seconded: C. Ford

Vote: 7 Aye, 0 Nay

E. President will welcome guests and provide for comments—There were no comments.

F. Approval of Minutes, as attached, for November 9 and November 16, 2011

The Minutes were approved as presented.

Moved: T. Hernandez

Seconded: J. Reiter

Vote: 6 Aye, 0 Nay, 1 Abstain—R. Morrison

II. Personnel Action, as listed

A. RETIREMENTS/RESIGNATIONS:

1. Recommendation to accept the resignation for retirement of Susan George, part-time bus driver. Susan's last day of work will be December 23, 2011, after more than 16 years (substitute, part-time, and full-time) service to the District.
2. Recommendation to remove Helen McCauley from the District substitute teacher list, effective December 6, 2011, as per her request.

B. APPOINTMENTS/NEW EMPLOYEES:

1. Recommendation to add the following to the District substitute teacher list, effective date pending the receipt of all necessary paperwork, at a rate of \$90/day:
 - a. Alexandra Geiger
 - b. Nancy Hahn
 - c. Jennifer Miller
2. Recommendation to add the following as Class F, substitute van drivers effective date pending the receipt of all necessary paperwork, at a rate of \$15.69/hr.:
 - a. Sheila Harrison
 - b. Cheryl Rabenold

C. OTHER ACTIONS:

1. Request for approval of unpaid days for Linda Gulick, part-time secretary, for December 5, 6, & 7, 2011.
2. Request for approval of unpaid days for Angela Rimm, third grade teacher, for March 21, 22, & 23, 2012.
3. Recommendation to add classification for Richard Bowman, as a Class D substitute bus driver, effective November 30, 2011, in addition to his Class E part-time van driver status. The Class D rate of pay is \$16.44/hr.
4. Approval of Family Medical Leave for Cory Chryst beginning the afternoon of December 5, 2011 for up to 12 weeks.

President Schafer noted Susan George's retirement with regret.

Moved: D. Schafer

Seconded: T. Hernandez

Vote: 7 Aye, 0 Nay

III. Curriculum/Building Issues**A. Review of technology presentation and funding plan**

J. Holman shared handouts of the presentation on November 16 and responded to questions new Board members had. She also reviewed work on policy/procedure for "Bring Your Own Devices." G. Sanders asked about security issues. A motion was made by R. Morrison, seconded by J. Reiter to move ahead with the proposed technology plan. D. Schafer asked for clarification of where the funding would come from. L. Frisbie explained a credit to the LCTI bill this year frees up those dollars for use for something that would be a one-time expense.

Moved: R. Morrison

Seconded: J. Reiter

Vote: 7 Aye, 0 Nay

IV. Policies

None

V. Facilities**A. Food Service Compliance Audit Report**

CRE-SMI (Coordinate Review Effort-School Meals Initiative) reviews were done the week of October 23, 2011. An Auditor made a site visit to the High School. A nutritional analysis was done. L. Seier commented on recommendations from the review that was done five years ago and noted the improvements over the last five years. The Audit report showed no corrective actions with no fiscal impact for the review.

VI District Finances**A. Approval of Contracts Community Education Classes for Winter/Spring 2012**

Instructor	Class	Contract Amount	Dates
Deb Zvanut	Basketweaving 1	\$157.50	January 24, 2012
	Basketweaving 2	\$210.00	Jan. 31- Feb. 7, 2012
	Basketweaving 3	\$157.50	Feb. 21, 2012
	Basketweaving 4	\$240.00	March 6-March 20, 2012
	Basketweaving 5	\$157.50	March 26, 2012
	Basketweaving 6	\$210.00	April 3- April 17, 2012
	Basketweaving 7	\$210.00	April 24-April 30, 2012
	Basketweaving 8	\$240.00	May 7-May 21, 2012
	Basketweaving 9	\$157.50	June 5, 2012
Heather Browning	Zumba Session 1	\$300.00	January 3-Feb. 21, 2012
	Zumba Session 2	\$300.00	March 6- April 24, 2012
	Zumba Session 3	\$180.00	May 8- May 29, 2012
Marci Piescienski	Strength & Endurance 1	\$300.00	January 3- Jan. 31, 2102
	Strength & Endurance 2	\$300.00	Feb. 7 - March 1, 2012
Sharon Schnyder	Yoga -Session 1	\$300.00	Jan. 2- March 5, 2012
	Yoga- Session 2	\$330.00	March 19-May 21, 2012

Dr. Wright noted a question on revenue and expenses for prior year's programs. Dr. Wright reviewed information and noted approximately \$2000 in excess revenue yearly for the programs making them self sustaining. R. Morrison commented on the possibility of targeting the excess funds to a specific fund such as student activities.

Moved: T. Hernandez

Seconded: C. Ford

Vote: 7 Aye, 0 Nay

B. Approval of resolution certifying 2012-2013 school year tax increase will be less than or equal to the 2% index calculated by the Pennsylvania Department of Education

Dr. Wright explained the referendum process. Paperwork must be filed 110 days prior to the next election. L. Frisbie noted the resolution must be submitted by January 10, 2012 and the next Board meeting is not until January 11, 2012.

Moved: L. Sorensen

Seconded: C. Ford

Vote: 7 Aye, 0 Nay

C. *Approval of addendum to agreement and release for student 17066

The addendum was reviewed and discussed at Executive Session.

Moved: J. Reiter

Seconded: L. Sorensen

Vote: 7 Aye, 0 Nay

D. Approval of the following contracts/agreements:

- Quiet Valley Living Historical Farm, Stroudsburg PA for Weisenberg 4th Grade fieldtrip on May 31, 2012 in the amount of \$514.00 to be paid from Student Activity Account

Moved: L. Sorensen

Seconded: J. Reiter

Vote: 7 Aye, 0 Nay

E. Approval of the following Bills as listed for payment:

1. Fund 10 General Fund check #062504 to 062704 totaling \$1,197,655.36
2. Fund 22 Capital Reserve Fund check #000426 -- \$4,200.00
3. Fund 31 Construction & Renovation Fund 2009 Note—none
4. Fund 33 2008A General Obligations Bond (GOB)check #001095 -- \$849.61
5. Fund 50 Food Service Fund check # 005740 to 005761 totaling \$34,367.70

Moved: T. Hernandez

Seconded: C. Ford

Vote: 7 Aye, 0 Nay

VII. Other Reports

A. Foundation Report—J. Holman reminded everyone there are still tickets available for the Applebees Flapjack Fundraiser to be held in January.

B. Enrollment Report—2314 students enrolled including 9 Digital Academy students, 13 full-time LCTI students, 25 out-of-District placements, 59 Charter/Cyber, 32 Homeschooled, and 179 non-public students.

C. Committee Reports as follows:

1. Intermediate Unit—No meeting this month. IU Board members have received the proposed new operating budget with a small increase to the District.
2. Legislation—no report
3. Recreation Commission—L. Sorensen reported the fence along 309 on the 3rd base line was hit by a vehicle. Repairs have been started.
4. Lehigh Career & Technical Institute—no report

VIII. Old Business

Committee appointments for 2012

Discussion was held on what committees should be a committee of the whole. President Schafer solicited Board members interest to fill each of the Committee openings. J. Reiter suggested incorporating Buildings & Grounds and Transportation. Dr. Wright suggested incorporating committees as an Operations Committee. All agreed. R. Morrison suggested changing the time for the Policy Committee. It was agreed to discuss this at the Finance Committee meeting when more Board members would be present. D. Schafer suggested new Board members attend a few finance meetings to become familiar with budget.

R. Morrison asked if there was any impact to our facilities and fields due to the move to a Fall soccer schedule for girls soccer and if that falls under the Extracurricular/Activities Committee. Dr. Wright noted Jason Zimmerman plans to attend a Building & Grounds Committee meeting to address field use. Also discussed were a District & Community-wide Safety Committee and a suggested building walk-through with local Fire Companies and State Police. A suggestion was made regarding a student delegate to attend Board meetings. D. Allen will look into this. Dr. Wright asked all Board members to attend an informational meeting next week regarding negotiations to aid in the selection of members for that committee.

IX. New Business

None

X. Communications

A. President will offer courtesy of the floor for public comment—there were no comments

B. Communications/Notes for the Board from Camille Bartlett, Secretary—none

C. Report from Superintendent Wright—Dr. Wright wished everyone a wonderful Holiday Season.

D. Administrative/Building Sharing—J. Holman explained the Strategic Planning process. Information, a timeline and an application will be posted on the website for the community. L. Frisbie reminded new Board members of the orientation sessions and changes to quoting and bidding threshold. Principals shared current events.

E. Board Member Sharing

Board members expressed holiday wishes to all.

F. Committee Meetings

Finance, 1/11/12@6:00 PM, Board Rm.

Personnel, 12/14/11@6 PM, Conf. Rm. (Executive Session)

Buildings & Grounds, 2/1/12@4 PM, Board Rm.

XI. Adjournment

Upon motion by T. Hernandez, the meeting was adjourned at 8:36PM.

Moved: T. Hernandez

Seconded: C. Ford

Vote: 7 Aye, 0 Nay

* Discussed in Committee Meeting

Respectfully submitted,

Camille S. Bartlett, Secretary

By N. Zellner, Recording Secretary