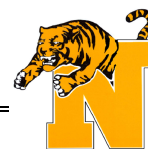


**Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Board Room
Wednesday, February 15, 2012, 7:30 PM**



MINUTES

I. Opening Procedures

A. Call to Order—The meeting was called to order at 7:32 PM by President Darryl Schafer.

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

C. Roll Call

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

Also Present: S. Himes., R. Hensinger, D. Anderson, J. Chukoskie, D. Gallagher, M. Cleary, H. Butkovich, P. Toll, E. Kerschner (press), A. Yadush, M. Scott, A. Wahl, M. Dobbs, L. Stitzel, L. Schellhamer, J. Holman, L. Frisbie, L. Matika, M. Wright, D. Sbocchi, Esq., N. Zellner

D. Approval of Agenda

W. Dellicker asked for the Board's agreement to move the approval of the LCTI budget to after the presentation of that budget. It was agreed to adjust the agenda to hear that item after public comment. The agenda was approved as amended.

Moved: W. Dellicker

Seconded: C. Ford

Vote: 8 Aye, 0 Nay

E. President will welcome guests

F. Presentations

• Presentation of Lehigh Career & Technical Institute 2012-13 Budget—Sandy Himes and Randy Hensinger

Sandy Himes, the new Executive Director of LCTI provided the Board with a brief overview of the General Operating budget and the Academic Center Budget. She noted the budgets were developed with the goal to provide the most quality training for the students at the lowest price for the districts. The budgets were first reviewed and analyzed by administrators, LCTI's personnel and salary committee, and the Joint Operation Committee (JOC). S. Himes reviewed some of the ways they have reduced costs such as reduction of staff, pursuing grants for regular and adult education programs, and energy conservation initiatives.

S. Himes noted NWLSD has 140 current LCTI students, 10 at the Academic Center and 3 in the Career Academy. The District's share of the General Operating Budget is based on a five-year average enrollment. S. Himes reviewed a cost analysis and explained how the District's proportionate share is determined. Board members had questions and commented on how the adult education programs are paid for, how LCTI has cut energy costs, fund balance, non-member school contribution, and enrollment trends. R. Hensinger explained some of the energy savings. He and S. Himes gave clarification to Board member questions.

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

H. Approval of Lehigh Career & Technical Institute General Fund Budget Resolution for the 2012-2013 school year. LCTI's total member district share budget with debt service is \$18,434,032.50. Northwestern Lehigh School District's share includes net operating costs of \$840,001.72, plus capital costs of \$5,279.69, and total debt service costs of \$179,858.67 for a total District share of \$ 1,025,140.08, an increase of \$22,649.52 from last year. The Academic Center total member district cost for 2012-2013 is undetermined. However, the projected per pupil cost is \$2,860. Northwestern Lehigh School District's share is estimated to be \$28,061.00.

LCTI's General Fund and Academic Center budgets were approved as presented.

Moved: W. Dellicker

Seconded: J. Reiter

Vote: 8 Aye, 0 Nay

I. Approval of Minutes, as attached, for January 11, and January 18, 2012

The Minutes were approved as presented.

Moved: W. Dellicker

Seconded: G. Sanders

Vote: 8 Aye, 0 Nay

II. Personnel Action, as listed

A. RETIREMENTS/RESIGNATIONS:

1. Recommendation to accept the resignation for retirement for Andrea Foucek, School Psychologist, effective the last teacher day of the 2011-2012 school year, after 22 years of service to the District.
2. Recommendation to accept the resignation for retirement for Marsha Johnston, Grade 3 Teacher, effective the last teacher day of the 2011-2012 school year, after 23 years of service to the District. Mrs. Johnston will be added to the District Substitute Teacher list, effective June 16, 2012.
3. Recommendation to accept the resignation for retirement for Thomas Linette, Learning Support Teacher, effective the last teacher day of the 2011-2012 school year, after 35 years of service to the District. Mr. Linette is also resigning as Head Football Coach. Mr. Linette will be added to the District Substitute Teacher list, effective June 16, 2012.
4. Recommendation to accept the resignation for retirement for Suzanne McMullen, Kindergarten Teacher, effective the last teacher day of the 2011-2012 school year, after 31 years of service to the District. Mrs. McMullen will be added to the District Substitute Teacher list, effective June 16, 2012.
5. Recommendation to accept the resignation for retirement for Deborah Peters, Language Arts Teacher, effective the last teacher day of the 2011-2012 school year, after 35 years of service to the District.
6. Recommendation to accept the resignation for retirement for Mary Patrice Tritt, Social Studies Teacher, effective the last teacher day of the 2011-2012 school year, after 22 years of service to the District.

B. OTHER ACTIONS:

1. Recommendation to add classification for Rendell Hendricks as a Class C, part-time Bus Driver, effective February 6, 2012, in addition to his Class E, part-time Van Driver status. The Class C rate of pay is \$19.84/hr.
2. Recommendation to change classification for James Reppert from a Class C, part-time Bus Driver, to a Class D, substitute Bus Driver, effective February 16, 2012. The Class D rate of pay is \$16.44/hr.
3. Request for approval of unpaid days for Denise Miller, Instructional Assistant, for March 5-8, 2012.

L. Matika recognized the six retirees, Betsy Adams who is retiring in March, and Cherie Sperlbaum who retired in January. Their combined years of service to the District total 207 years. A motion was made by W. Dellicker to accept personnel items noting regret, but mostly congratulations to these retirees wishing them best wishes and appreciation for their years of service to the District.

Moved: W. Dellicker

Seconded: C. Ford

Vote: 8 Aye, 0 Nay

III. Curriculum/Building Issues

A. Update on Curriculum Council and Math Task Force

LeAnn Stitzel reported on two Curriculum Council meetings held this year focusing on World Language and Library. Another meeting is scheduled for March 14th to discuss Language Arts. Curriculum Council looks at research and data to develop recommendations. Task Force convenes the following year to prioritize those recommendations and create action plans to implement the recommendations. The Math Task Force is currently working to align curriculum to Common Core State Standards, and the Standards for Mathematical Practice which sets how we deliver math instruction to our students. K-5 members are meeting monthly to understand the impact of common core. They have written some draft curriculum and met with publishing representatives to evaluate textbooks that could match the draft curriculum. Board members asked questions on the degree of difficulty for teachers to write curriculum in this new way, making the adjustment, and measuring if it is working.

IV. Policies

None

V. Facilities

None

VI. District Finances

A. 2012-13 Budget discussion—set budget goals

Dr. Wright reviewed the recommendations for the following five major budget goals:

- Maintain level of program
- Appropriate class size
- Align budget with Strategic Plan, Mission, Vision and Goals
- Long and short-term goals
- Maximize efficiencies without negative impact on programs

Dr. Wright asked for Board input regarding each goal. L. Sorensen commented on including unnecessary spending as part of the last goal. He asked for clarification of long-term goals and appropriate class size. W. Dellicker commented on the effective use of technology in the classroom and how it impacts the budget goals. R. Morrison commented on budgeting a plan rather than planning a budget and making that plan work with what dollars are available. D. Schafer commented on the Strategic Planning Process and how that impacts budget planning. Board members discussed capturing L. Sorensen's comments on unnecessary spending in the last goal. R. Morrison commented on being receptive to everyone's suggestions.

B. Approval of the recommendation to examine and discuss the food service debt to the general fund as part of the 2012-2013 budget development discussion

Based on last week's discussion, Administration recommends including the debt in budget development to allow more time to gather data for a better informed decision. The amount was approximately \$38,000.

Moved: R. Morrison

Seconded: J. Reiter

Vote: 8 Aye, 0 Nay

C. *Approval of 2011-2012 Budget transfers

Budget transfers were approved as presented.

Moved: W. Dellicker

Seconded: G. Sanders

Vote: 8 Aye, 0 Nay

D. *Approval of exoneration of delinquent real estate taxes for parcel #24-544600020642-9 in the amount of \$498.75

Moved: W. Dellicker

Seconded: J. Reiter

Vote: 8 Aye, 0 Nay

E. *Approval of Contract for Community Education Classes for Spring 2012

Instructor	Class	Amount	Dates
Rosemarie Lister	Simple Steps to Integrate Health and Wellness into Your Life	\$240.00	March 5- April 16, 2012

Moved: W. Dellicker

Seconded: T. Hernandez

Vote: 8 Aye, 0 Nay

F. *Approval for William J. Flynn Corporation, Broker, to solicit quotes for property, liability and workers compensation insurance for the 2012-2013 school year

L. Frisbie noted she surveyed other Business Administrators in the county. Most are using a PSBA product line. All have good working relationships with their brokers and providers. R. Morrison questioned whether any other brokers were approached. Dr. Wright noted a very good working relationship with the vendor and recommended continuing with the current broker.

Moved: W. Dellicker

Seconded: G. Sanders

Vote: 7 Aye, 1 Nay—R. Morrison

G. Approval of the following contracts/agreements:

1. National Constitution Center, Philadelphia, PA, for eighth grade gifted students to visit and view *Freedom Rising* on February 16, 2012, in the amount of \$120 to be paid from General Fund (not Student Activity Fund)

The contract had been approved last week. Action is needed to correct the source of funding.

Moved: C. Ford

Seconded: T. Hernandez

Vote: 8 Aye, 0 Nay

H. *Approval to accept bid for Auditorium Acoustics at the Northwestern Lehigh Middle School as per attached

J. Reiter suggested tabling the award at this time. He raised concerns on a discrepancy in the projected costs compared to the bids received. He was disappointed with only three bidders submitting bids. He suggested rebidding the project with the hope for more aggressive bids. Board members discussed the concerns regarding the project and the likelihood it would correct the acoustics in the auditorium. W. Dellicker gave background on the poor

quality of sound in the Middle School Auditorium. After lengthy discussion, a motion was made by W. Dellicker, seconded by T. Hernandez to approve acceptance of the bid. With a vote of 3 Aye and 5 Nay, the motion was denied. The Operations Committee will revisit the issue at the next meeting.

Moved: W. Dellicker Seconded: T. Hernandez Vote: 3 Aye—W. Dellicker, C. Ford, T. Hernandez, 5 Nay—R. Morrison, J. Reiter, G. Sanders, L. Sorensen, D. Schafer.

I. *Approval to participate in the CSIU Joint Purchasing Fuel Bid for 2012-13

Moved: W. Dellicker Seconded: T. Hernandez Vote: 8 Aye, 0 Nay

J. *Approval of OTIS elevator service agreement for the period April 1, 2012 through March 31, 2017 at a monthly fee of \$208 through December 31, 2012, not to exceed 3% increase annually thereafter

L. Sorensen asked for clarification of requested revisions and labor related costs. J. Holman noted the revisions were made and explained costs for on-call repairs.

Moved: W. Dellicker Seconded: T. Hernandez Vote: 8 Aye, 0 Nay

K. *Approval of customer service agreement with UniFirst to provide uniforms and laundry service for transportation mechanics for the period February 20, 2012 through January 4, 2017 in the amount of \$25.59 weekly through December 31, 2012, not to exceed 5% increase annually thereafter

Rates with the previous vendor have greatly increased. A new vendor was sought for the services.

Moved: W. Dellicker Seconded: T. Hernandez Vote: 7 Aye, 1 Nay—R. Morrison

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

1. Fund 10 General Fund check #062909 through 063081 totaling \$927,228.47
2. Fund 22 Capital Reserve Fund Check #000428 totaling \$7,250.97
3. Fund 31 Construction & Renovation Fund 2009 Note check #00255 & 00256 totaling \$95,932.99
4. Fund 33 2008A General Obligations Bond (GOB)—none
5. Fund 50 Food Service Fund check #005780 through 005800 totaling \$45,796.63

L. Frisbie and Dr. Wright clarified some payments issued and noted some construction bills are still outstanding.

Moved: W. Dellicker Seconded: G. Sanders Vote: 8 Aye, 0 Nay

VII. Other Reports

A. Foundation Report—The Foundation showed a net income of \$2025.00 from the Flapjack Breakfast held at Applebees.

B. Enrollment Report—2315 students, including 10 enrolled in the Digital Academy and 12 full-time LCTI students. 28 out-of-district placements, 57 cyber/charter students, 35 homeschooled, 179 non-public students.

C. Committee Reports as follows:

1. Intermediate Unit—The IU Board has approved their General Operating Budget for 2012-13. Their budget must now be approved by the member school districts. Our District's share is slightly higher than last year.
2. Legislation—The prevailing wage bill is on the House agenda.
3. Recreation Commission—The Reorganization Meeting was held in January. The following officers were elected: Donald Link, President, LeRoy Sorensen, Vice President, and Darryl Schafer, Secretary. The annual walk-around is scheduled for Saturday, March 17 to look at the Recreation Park conditions. NYAA is working on plans for a fundraiser to pay for the construction of new dugouts.
4. Lehigh Career & Technical Institute—no report

VIII. Old Business

None

IX. New Business

None

X. Communications

A. President will offer courtesy of the floor for public comment

Jean Chukoskie, Willow Run Road, Kempton, commented on problem solving strategies in the math curriculum. Her children are working on a project with money. She was impressed with the problem solving language her children have learned and expressed her appreciation.

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

C. Report from Superintendent Wright

Dr. Wright announced a Lehigh County Forum on Public Education to be held on March 8 at LCCC. A cyber bullying webinar is available for parents to attend tomorrow. J. Holman is working on plans for a cyber bullying presentation in Fall by an FBI representative for students and for parents and members of the community. Dr. Wright and J. Holman met with the last group of students regarding the Strategic Plan. The Girls Basketball team will start district playoffs next week.

D. Administrative/Building Sharing

Principals shared current events. High School had two first place team winners and one Second place team winners at the Science Olympiad held Saturday.

E. Board Member Sharing

J. Reiter and R. Morrison commented on the Science Olympiad. R. Morrison noted over 30 teams attended including teams from other states. L. Sorensen commented on EIT collections. D. Schafer commented on the awards assembly at NWE and shared information on the Legislative breakfast to be held at East Penn School District on March 23.

F. Committee Meetings

Operations, 2/1/12@4 PM, Board Rm.
Policy, 2/6/12@4 PM, Conf. Rm.
Finance, 2/8/12@6:00 PM, Board Rm.
Scholarship, 2/15/12 @5:30 PM
Personnel, 2/15/12@6 PM, Conf. Rm.

XI. Adjournment

Upon motion by C. Ford, seconded by G. Sanders, the meeting was adjourned at 10:21 PM.

* These items were previously discussed in Committee Meeting.

Respectfully submitted,

Camille S. Bartlett, Secretary
By N. Zellner, Recording Secretary