

**Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Board Room
Thursday, March 22, 2012, 7:30PM**



MINUTES

I. Opening Procedures

A. Call to Order—The meeting was called to order at 7:33PM by President Darryl Schafer.

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

C. Roll Call

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

Also Present: N. Mizak, B. Stark, M Rapp (press), E. Kerschner (press), D. Anderson, J. Chukoskie, D. Hunsicker, D. Snyder, E. Eib, J. Houser, R. Williams, R. Culp, A. Lechman, D. Allen, M. Scott, A. Wahl, J. Berlet, L. Seier, L. Schellhamer, L. Matika, L. Frisbie, J. Holman, M. Wright, K. Roddick, Esq., N. Zellner

D. Approval of Agenda—Dr. Wright noted a correction on agenda item VI. H. The agenda was approved as corrected.

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

E. President will welcome guests

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

G. Presentations

- **Presentation and approval of Resolution for the Adoption of the Lehigh Carbon Community College 2012-13 Capital & Operating Budget with a total District contribution of \$279,638—a decrease of \$3,060 or -1.1% from prior year's allocation**

Dr. Wright introduced Donald Snyder, LCCC President, and David Hunsicker, LCCC Trustee and Chair of the Finance Committee. Mr. Snyder reviewed the budget and answered questions on funding, enrollment trends, and how the economy affects student enrollment and program choices.

Moved: J. Reiter Seconded: C. Bartlett Vote: 8 Aye, 0 Nay

- **Presentation and approval of Resolution Concerning the 2012-13 Carbon Lehigh Intermediate Unit General Operating Budget with a District contribution of \$37,729. This represents an increase of \$964 over the prior year.**

Dr. Elaine Eib, Executive Director, Dr. Robert Culp, Assistant Director, Jack Houser, Director of Special Programs & Services, Randy Williams, Director of Transportation, and Andrew Lechman, Director of Business Services, gave presentations regarding specific areas of the General Operation Budget. Board members had questions regarding some of the programs and commented on delivery of the same level of instruction while controlling costs.

Moved: W. Dellicker Seconded: J. Reiter Vote: 8 Aye, 0 Nay

H. Approval of Minutes, as attached, for February 8 and February 15, 2012

The Minutes were approved as presented.

Moved: W. Dellicker Seconded: C. Ford Vote: 8 Aye, 0 Nay

II. Personnel Action, as listed

A. APPOINTMENTS/NEW EMPLOYEES:

1. Recommendation to add Staci Wolfe to the District Substitute Teacher list, effective date pending the receipt of all necessary paperwork, at a rate of \$90/day.

B. OTHER ACTIONS:

1. Request for approval of unpaid days for Wanda Miller, Food Services Worker, for March 12 & 13, 2012.

2. Request for approval of unpaid days for Pamela Peters, Social Studies Teacher, for February 16-27, 2012.
3. Request for approval of unpaid days for Lucille Gressley, part-time Bus Driver, for a half day on March 5 (PM), and full days for March 7-16, 2012.
4. Approval of Disability Leave followed by Child Rearing Leave and Family Medical Leave for Rebecca Metzger, beginning March 19, 2012 through the end of the 2011-2012 school year, with an anticipated return to work date for the beginning of the 2012-2013 school year.

Moved: W. Dellicker

Seconded: C. Ford

Vote: 8 Aye, 0 Nay

III. Curriculum/Building Issues

A. Discussion on Chinese Exchange Initiative

J. Holman shared information on an opportunity through the Berks County IU for Administrators from China to visit Pennsylvania. Participants would visit a school district for one week and spend a week with the Department of Education. She is interested in hosting a Chinese Administrator and she would have the opportunity to visit China to learn about their educational system. The application is due March 30. The individual fee is \$1,800. There is no cost to the District except, if accepted, she would request release time from her position. Board members supported the program as a valuable learning experience for ways to help enrich programs for our students. A motion was made by W. Dellicker, seconded by G. Sanders to support the mission and funding the \$1800 cost of the Chinese Exchange Initiative for Jennifer Holman if she is accepted. Vote: 8 Aye, 0 Nay. The motion carried.

IV. Policies

None

V. Facilities

None

VI District Finances

A. *Approval of agreement with blendedschools.net for three year period beginning July 1, 2012 through June 30, 2015 in the amount of \$37,230, \$39,038, and \$39,741 for the consecutive years

Moved: W. Dellicker

Seconded: T. Hernandez

Vote: 8 Aye, 0 Nay

B. Approval to refund 2011-2012 Weisenberg Township real estate tax for parcel #24-542781744698 1 (Kenneth H & Diane M Gehringer) in the amount of \$1,069.89 due to assessment change

Moved: W. Dellicker

Seconded: T. Hernandez

Vote: 8 Aye, 0 Nay

C. *Approval of extension of services with Waste Management for collection of trash and recycling for the 2012-2013 school year at a reduced rate of \$1765 per month for September through June. July and August are based on 2009-2010 pick up rates.

L. Frisbie contacted several vendors for price quotes and recommended continuing the services with Waste Management.

Moved: T. Hernandez

Seconded: G. Sanders

Vote: 8 Aye, 0 Nay

D. *Approval of the following contracts/agreements:

1. CopyCat Music Licensing, LLC -- Copyright Permission Service, La Crosse, WI,—for marching band materials in the amount of \$300 to be paid from General Fund
2. Sadecky's Puppets, Tarentum, PA, for presentation at Weisenberg Elementary on March 30, 2012 in the amount of \$1,125 to be paid from Student Activity Fund
3. Lehigh Valley Zoo, Schnecksville PA, for Birds of Prey Zoo Reach at Weisenberg Elementary on April 30, 2012 in the amount of \$325 to be from Student Activity Fund
4. Carlton Van Pyrs, Lancaster NY, for two Picasso People assemblies at NWE on April 19, 2012 in the amount of \$1,300 to be paid from Student Activity Fund

Moved: T. Hernandez

Seconded: G. Sanders

Vote: 8 Aye, 0 Nay

E. *Approval of agreement with Mid-Atlantic Dairy Association for school milk grant in the amount of \$5,150 effective July 1, 2012 through July 7, 2017

L. Seier noted this was the second renewal for this grant. Milk coolers were purchased with previous grant monies. She would like to upgrade the POS (point of sale) system or purchase new milk equipment with the funding from the grant.

Moved: W. Dellicker

Seconded: T. Hernandez

Vote: 8 Aye, 0 Nay

F. *Approval of agreement with Lehigh University for use of Stabler Center for commencement ceremonies on June 9, 2012 in the amount of \$6,700

This covers the rental fee for commencement services on June 9, 2012. Additional costs for services may be incurred.

Moved: G. Sanders

Seconded: C. Ford

Vote: 8 Aye, 0 Nay

G. *Approval of proposal by SSM Group, Inc, Reading, PA for environmental testing and consulting in the amount of \$6,800

DEP requested follow-up regarding a diesel fuel spill in the beginning of February. SSM will do soil sampling and assessment.

Moved: W/ Dellicker

Seconded: L. Sorensen

Vote: 8 Aye, 0 Nay

H. *Approval of agreement with NCS Pearson, Inc. to provide professional development services for the 2011/12 and 2012/13 school years in the amount of \$35,000 to be paid from Title II funding

Pearson will provide staff development to support the new K-5 math series that will be implemented next year. Training will span over a two-year period.

Moved: T. Hernandez

Seconded: C. Ford

Vote: 8 Aye, 0 Nay

I. *Approval of PSBA (Pennsylvania School Board Association) contract for professional services to merge the employee policy section in the amount of \$1,200

Policy sections 300, 400, and 500 will be combined to 300s to eliminate duplication of policies for administrative, professional, and support employees.

Moved: G. Sanders

Seconded: J. Reiter

Vote: 8 Aye, 0 Nay

J. *Approval of security services agreements with the following constables at a rate of \$18 per hour for the period of April 1, 2012 through June 30, 2013:

- Barry C. Betz, Orefield PA
- Robert L. Yeager, Kutztown PA
- Michael P. Werley, Germansville PA
- Louis M. Solt, Zionsville PA
- Salvatore Lizzio, Bowmanstown, PA
- Lester Klock, Hamburg PA

Six individuals who are constables in the State of Pennsylvania will be used in a supplemental capacity along with our current security provider. Separate agreements will be provided for each constable.

Moved: W. Dellicker

Seconded: T. Hernandez

Vote: 8 Aye, 0 Nay

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

1. Fund 10 General Fund check #063082 through 063318 totaling \$1,449,942.33
2. Fund 22 Capital Reserve Fund check #000429 -- \$11,465.80
3. Fund 31 Construction & Renovation Fund 2009 Note check #000257 -- \$1,940.00
4. Fund 33 2008A General Obligations Bond (GOB)—none
5. Fund 50 Food Service Fund check #005801 through 005818 totaling \$39,775.19
6. Fund 51 Tiger Concessions check #001279 -- \$682.00

Moved: W. Dellicker

Seconded: G. Sanders

Vote: 8 Aye, 0 Nay

VII. Other Reports

- A. Foundation Report**—J. Holman noted \$314,000 has been provided to the District through the EITC funding over the past few years. New Tripoli Bank and Waste Management are active participants in the program. Northwestern Lehigh has one of the most active foundations in the area. The Foundation is planning another 5K run, golf tournament, and clay shoot as fundraisers.

B. Enrollment Report—2309 students, including 11 Digital Academy and 11 Full time LCTI, 29 out-of-district placements, 58 cyber/charter school students, 33 homeschooled students, and 179 non-public students.

C. Committee Reports as follows:

1. Intermediate Unit—An IU Cabinet to Cabinet meeting with NWLSD administrators is scheduled for April.
2. Legislation—Unsure how many legislators will be attending the legislative meeting on March 23. Three governmental agencies are currently involved in litigation with the NIZ for the Allentown hockey arena.
3. Recreation Commission—The annual walk-around the park was held to determine needs. Nine new sets of bleachers will be installed by volunteers.
4. Lehigh Career & Technical Institute—no report, meeting next week

VIII. Old Business

L. Sorensen noted the insurance agent for the Recreation Commission is interested in the opportunity to look at District needs and provide quotes for coverage.

G. Sanders asked if there was any report on the efficiency studies done as part of the application process for the Energy Tax Deduction MKSD is applying for. Dr. Wright noted MKSD will report at the April Operations meeting.

IX. New Business

J. Reiter suggested local fire companies be given the opportunity to operate the stadium concessions stand. L. Sorensen suggested another option to consider other school booster groups and clubs who may be interested in operating the stand as a revenue source. Administration will investigate options and make a recommendation.

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

C. Bartlett shared an email from James Bachert, Heidelberg Township regarding real estate re-assessment. C. Bartlett shared information from Tom Gentzel, Executive Director of PSBA regarding services provided to school boards.

C. Report from Superintendent Wright

Dr. Wright noted an email received from a realtor regarding any District interest in the purchase of the Penn State property located in Weisenberg Township. She also met with a representative of the Circle of Seasons Charter School which is considering petitioning the District to establish the Charter School at the Penn State Campus. Once a petition is filed, the District has 45 days to hold a hearing and 75 days to make a decision to approve or disapprove of the charter school.

A trooper from the Bethlehem State Police Barracks visited the District and did a walk through of the Main campus. J. Holman provided him with maps of the buildings and will schedule more tours for the other troopers. Dr. Wright noted the air conditioning in the some of the buildings has not been turned on. We have been experiencing unusually warm days in March. The systems need to be checked by the AC vendors before the switch from heating to cooling can be done. The dates for the system check have been scheduled for early May.

D. Administrative/Building Sharing

L. Seier noted the District does not have any beef that contains “pink slime.” The Pennsylvania Department of Agriculture did the final inspection of the school year. The District had a good review, with no violations. J. Holman thanked the Board for their support in the Chinese exchange program. M. Scott thanked Board members for their support of the IU special needs students and transportation. Principals reported on building current events.

E. Board Member Sharing

G. Sanders acknowledged the quality of the student talents of those participating in the Mr. Northwestern Pageant and recommended attending next year. C. Bartlett commented on crisis in the community and if the District offers any assistance programs for employees (EAP). D. Schafer shared information of the PSBA guidelines for this years Legislative Platform suggestions.

F. Committee Meetings

Personnel, 3/22/12@6 PM, Conf. Rm.

XI. Adjournment

Upon motion by G. Sanders, seconded by C. Ford, the meeting was adjourned at 9:56 PM. After a brief recess, the Board resumed Executive Session for personnel issues.

* Discussed in Committee Meeting

Respectfully submitted,

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