

**Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Board Room
Wednesday, May 9, 2012, 7:30 PM**



MINUTES

I. Opening Procedures

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

B. 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	Pr	Willard Dellicker	Pr	Ronald Morrison	Pr	LeRoy Sorensen
	Pr	Christopher Ford	Pr	Joseph Reiter	Pr	Darryl Schafer

Also Present: B. Dietrich, E. Kerschner (press), C. Graver, C. Steigerwalt, G. Frey, D. Moyer, students, A. Gilgoff, C. Schilling, K. Marvel, R. Nemeth, D. Brannan, 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

Dr. Wright noted additional items highlighted in yellow on the agenda. The agenda was approved as amended.

Moved: C. Ford

Seconded: J. Reiter

Vote: 8 Aye, 0 Nay

E. President will welcome guests

F. Presentations

• High School Science Club – Science Olympiad presentation

David Moyer, High School Science teacher, gave background on this year's science competitions, the science scholarship fund, and the formation of a Science Honor Society. Students, Jacob Christ, Michelle Green, Jami Hill, Curtis Lingenfelter, Melinda Lingenfelter, and Daniel Masetti shared information on the events they participated in for the Olympiad competitions.

Mr. Moyer noted these events go beyond the typical high school curriculum. More than 2000 hours were put into these events. Students spend an average of five hours per week preparing for the competitions. Some of the students take independent study courses doing individual research on Olympiad competition events as part of their class. C. Ford commented on the leadership of Mr. Frey and Mr. Moyer and all the medals the students won. Glenn Frey, High School Science Teacher, commented on the work and the rewards of the students who participate.

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

II. Personnel Action, as listed

A. RETIREMENTS/RESIGNATIONS:

1. Recommendation to accept the resignation for retirement of Glenn Matz as a Custodian, effective July 6, 2012, after more than 5 years of substitute and full time service to the District.
2. Recommendation to accept the resignation for retirement of Joyce Eckhart as a Health Room Assistant, effective the last teacher day of the 2011-2012 school year, after 14 years of substitute and full time service to the District. Mrs. Eckhart will be added to the District Substitute Health Room Assistant list, effective June 13, 2012.

B. APPOINTMENTS/NEW EMPLOYEES:

1. Recommendation to approve Kristine Dangelo as a Co-Head Fall Cheerleading Coach, effective for the 2012-2013 school year, at a stipend of \$1,252.63. Compensation may be adjusted at the conclusion of negotiations.

2. Recommendation to approve Kristine Dangelo as a Co-Head Winter Cheerleading Coach, effective for the 2012-2013 school year, at a stipend of \$1,518.61. Compensation may be adjusted at the conclusion of negotiations.
3. Recommendation to approve Amanda Rau as a Co-Head Fall Cheerleading Coach, effective for the 2012-2013 school year, at a stipend of \$1,252.63. Compensation may be adjusted at the conclusion of negotiations.
4. Recommendation to approve Amanda Rau as a Co-Head Winter Cheerleading Coach, effective for the 2012-2013 school year, at a stipend of \$1,518.61. Compensation may be adjusted at the conclusion of negotiations.
5. Recommendation to approve Melinda Scholl as an Assistant Fall Cheerleading Coach, effective for the 2012-2013 school year, at a stipend of \$1,252.63. Compensation may be adjusted at the conclusion of negotiations.
6. Recommendation to approve Melinda Scholl as an Assistant Winter Cheerleading Coach, effective for the 2012-2013 school year, at a stipend of \$1,518.61. Compensation may be adjusted at the conclusion of negotiations.

C. OTHER ACTIONS:

1. Recommendation to change classification for Douglas Bachert, from a Class F, substitute Van Driver, to a Class E, part-time Van Driver, effective April 25, 2012, at a rate of \$15.69/hr.
 2. Recommendation to change classification for Charlene Bailey, from a Class F, substitute Van Driver, to a Class E, part-time Van Driver, effective April 25, 2012, at a rate of \$15.69/hr.
 3. Recommendation to add classification for Jaimie Pope as a Class D, substitute Bus Driver, effective May 3, 2012, in addition to her Class E, part-time Van Driver status. The Class D rate of pay is \$16.44/hr.
 4. Recommendation to add classification for Cheryl Rabenold as a Class D, substitute Bus Driver, effective April 19, 2012, in addition to her Class F, substitute Van Driver status. The Class D rate of pay is \$16.44/hr.
 5. Request for approval of unpaid days for Tami Haaf, part-time Bus Driver, for April 23 & 24, 2012.
 6. Request for approval of unpaid days for Susan Inglima, part-time Secretary, for May 24 & 25, 2012.
 7. Request for approval of unpaid days for Kathleen McDonald, Instructional Assistant, for May 3, 4, 7 & 8, 2012.
 8. Request for approval of unpaid days for Marci Piescienski, Instructional Assistant, for April 16 & 17, 2012.
 9. Request for approval of unpaid days for Tracy Summers, Certified School Nurse, for a half day on April 30, and full day on May 1, 2012.
 10. Request for approval of unpaid days for Sally Toth, Instructional Assistant, for half day for April 24, and full days for April 25-27, 2012
 11. Request for approval of an unpaid days for Joni Novotnak, Instructional Assistant, for April 24-26, 2012.
- L. Matika noted the two support staff retirees with over 19 years of service to the District.

Moved: L. Sorensen

Seconded: J. Reiter

Vote: 8 Aye, 0 Nay

III. Curriculum/Building Issues

None

IV. Policies

A. Second reading and final approval of the following Policies:

- 209.1 Head Lice
- 705 Safety
- 805 Emergency Preparedness

These policies were given final review at the April Policy Committee meeting and were posted on the District website for public review and comment.

Moved: J. Reiter

Seconded: G. Sanders

Vote: 8 Aye, 0 Nay

V. Facilities

None

VI. District Finances

A. Discussion on budgeting options for bond refinancing savings

L. Frisbie reviewed information on the refinancing of the Series A of 2007 General Obligation Bond. There is a total estimated savings of approximately \$919,029 over the next six fiscal years. These are one-time savings. L. Frisbie presented three options for using the savings from refinancing: A) adjust budget to reflect savings, thus reducing debt service for the next six years, B) reallocate one-time savings to other areas in the general fund to be used for one-time purchases, C) planned transfer to Capital Reserve with one-time refinancing savings. The budgetary recommendation is for Option C to allocate the funds to Capital Reserve for future FMP projects. Dr. Wright asked for discussion. G. Sanders commented on maintaining the integrity of District buildings. R. Morrison noted there will be large expenses on the FMP for future repair and maintenance. All agreed to Option C.

B. Approval of bid award for Pennsylvania Education Joint Purchasing Council fuel bid per tabulation

L. Frisbie gave background on the Joint Purchasing Council for fuel. She and Dr. Wright met with committee chairs and the Board President to bring a recommendation to the Board. The District was given a grace period to come to a decision on the fuel bids. L. Frisbie reviewed similarities and differences in bids received by Lehigh County and Northampton County groups. Last February, the District committed to participation in the Joint bid. Her recommendation is to accept the Joint Purchasing Council bid with fluctuating pricing. G. Sanders thanked L. Frisbie for her work in obtaining all the information requested to make this decision.

Moved: G. Sanders

Seconded: R. Morrison

Vote: 8 Aye, 0 Nay

C. Approval of agreement with CLIU #21 for Lease of Vehicles at the daily rate of \$65 per 7-passenger van and \$100 for 9-passenger van

Extra vehicles were needed to transport students to the State Science Olympiad competition. The IU vans are school equipped with safety materials required for transporting students. The IU would have extra vehicles available if all District spares are in use or vehicles break down.

Moved: G. Sanders

Seconded: J. Reiter

Vote: 8 Aye, 0 Nay

D. Approval to reject trade in offer for 2003 Ford E350 10-passenger van in the amount of \$2000

The Transportation Department recommended keeping the van as another spare. Currently there is a need for the daily use of one of the other spares leaving only one for back up.

E. Approval to purchase one 10-passenger van and two 77/78 passenger buses for the amount of \$25,699 for van and \$166,274 for two buses per bid tabulation

L. Frisbie recommended adding extended warranty for the buses. L. Sorensen noted his appreciation for the evaluation process done by the transportation staff. W. Dellicker commented on inspection of vehicles still being done twice a year. Items D & E were combined as one motion.

Moved: W. Dellicker

Seconded: C. Ford

Vote: 8 Aye, 0 Nay

F. Approval of proposed final 2012-2013 General Fund budget and supporting tax levies for Northwestern Lehigh School District as follows:

a. Budget Expenditures	\$36,888,976.00
b. Local tax levies	
Real Estate Tax	50.66 mills (0 mill increase)
Earned Income Tax	1% (net .5%)
Real Estate Transfer Tax, Act 511	½% for each of 4 townships
Local Services Tax	\$10
Amusement Tax	10%/not to exceed 40%

This Budget maintains all programs, staffing levels, and meets some of the goals of Strategic Planning. The Proposed Budget will be posted on the District website for public review and comment for 30 days before the adoption of the Final Budget. L. Frisbie reviewed changes in budget numbers since last month's budget presentation. She shared a more detailed summary of anticipated revenues and expenditures, and planned use of Fund Balance. L. Frisbie showed a five-year projection maintaining present programs assuming no annual millage increase and a projection assuming 2.0% annual index and allowable millage increases for comparison to show the budget gap each year.

Board members discussed Capital Reserve dollars, the effect of the real estate reassessment that will take place in 2013-14, and the affect of the NIZ regarding EIT dollars diverted to the Hockey Arena project in Allentown. Based on the reports received from Berkheimer through March 2012, only \$39 have been diverted for the first quarter of 2012. L. Frisbie reviewed the Capital Reserve and Capital Projects balances and explained the limitations on how these funds can be used.

Moved: W. Dellicker

Seconded: G. Sanders

Vote: 8 Aye, 0 Nay

G. Receive the following Reports for March:

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

Fund 10 General Fund with a beginning balance of \$22,639,669.41, receipts of \$1,208,172.43, and disbursements of \$3,173,795.21, leaving a balance of \$20,674,046.63.

Fund 22 Capital Reserve Fund with a beginning balance of \$1,494,332.22, receipts of \$259.17, disbursements of \$11,465.80, leaving a balance of \$1,483,125.59.

Fund 31 2009 General Obligations Note with a beginning balance of \$474,187.11, receipts of \$32.82, disbursements of \$1,940.00, leaving a balance of \$472,279.93.

Fund 33 2008 General Obligations Bond with a beginning balance of \$747,036.04, receipts of \$235.79, disbursements of \$0, leaving a balance of \$747,271.83.

Fund 50 Food Service Fund with a beginning balance of \$110,677.78, receipts of \$64,080.63, disbursements of \$39,775.19, leaving a balance of \$134,983.22.

4. EIT Report
5. Activity Fund Report
6. Comparison of Prior Year to Current Year Budget to Actual Expenditures by Object Report

The reports were approved as presented.

Moved: W. Dellicker

Seconded: G. Sanders

Vote: 8 Aye, 0 Nay

VII. Old Business

A. *Approval of Resolution #05092012B Supporting Increased State Funding for K-12 Public Education

B. *Approval of Resolution #05092012C Urging Pension Reform

C. *Approval of Resolution #05092012D Supporting House Bill 855

D. *Approval of Resolution #05092012E Supporting Reform of Charter and Cyber Charter School funding Formula

These resolutions were tabled at the last Board meeting for action at a meeting when more Board members were present. The motion was made to approve all four resolutions.

Moved: W. Dellicker

Seconded: T. Hernandez

Vote: 8 Aye, 0 Nay

VIII. New Business

A. BoardDocs LT training (Workshop Session 6/6/12 @6 PM)

Part of the package for training includes direct training of Board members. Board members are encouraged to attend.

IX. Communications

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

Ray Nemeth, Mosserville Rd., New Tripoli, questioned whether EIT since 2007 has increased, decreased, or remained constant. He commented on the income of residents remaining flat for five or six years while their expenses have gone up. He suggested the Board start looking at ways to keep the budget level without more money coming from real estate taxes.

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

C. Report from Superintendent Wright

J. Holman gave a brief update on last night's Strategic Planning Meeting where the final versions of the Mission, Vision, and shared values statements were shared. She highlighted plans for the May 30, 2012 meeting. The entire plan will be presented for Board approval October 10, 2012. Dr. Wright noted the Softball team will be playing in semi finals for Leagues Tuesday night at Patriot's Park

D. Administrative/Building Sharing

J. Holman noted the Livestreaming had stopped working at the end of the budget presentation. L. Matika acknowledged staff who attended the meeting. L. Frisbie thanked her staff for their help in preparing the budget and presentation. Principals shared current events.

E. Board Member Sharing

R. Morrison noted a great job done on the budget and commended the Science Club on their achievement at the Science Olympiad. C. Ford commented on an article written by Dan Gilgoff (NWLSO graduate) that was posted on one of the most read websites on the internet. W. Dellicker commented on the Strategic Planning meeting. L. Sorensen thanked Mr. Nemeth for his concerns and comments.

F. Committee Meetings

Policy, 5/7/12@4 PM, Conf. Rm.

Extra-curricular, 5/9/12 @ 5PM, Conf. Rm.

Personnel, 5/9/12@6 PM, Conf. Rm.

Finance, 5/16/12@6 PM, Board. Rm.

Regular Board Meeting for Operations, 5/22/12@5 PM, Board Rm.

Dr. Wright noted Personnel will continue their discussion after next week's regular meeting.

X. Adjournment

Upon motion by G. Sanders, seconded by C. Ford, the meeting was adjourned at 10:45 PM.

* Discussed in Committee Meeting

Respectfully submitted,

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