

**Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Administrative Conference Room
Wednesday, August 11, 2010, 7:30 p.m.**



MINUTES

A. Agenda

Call to Order The meeting was called to order by President Snyder at 7:36PM.

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

Roll Call

7 members present

Roll Call	Pr	Camille Bartlett	Ab	Todd Hernandez	Pr	Sally Schoffstall
Pr/Ab	Pr	Willard Dellicker	Pr	Donald Link	Ab	William Towne
	Pr	Paul Fisher, Jr.	Pr	Darryl Schafer	Pr	Gregory Snyder

Also present: D. Snyder, R. Lenhart, L. Lenhart, G. Sanders, J. Reiter, L. Sorensen, B. Dietrich, A. Wikert, D. Frey, D. McDermott, J. McDermott, K. Fisher, J. Zimmerman, M. Scott, A. Hoderewski, R. Cartier, L. Matika, L. Frisbie, B. Uplinger, M. Wright, J. Freund, Esq., N. Zellner

Approval of Agenda

Dr. Wright noted two additions to the agenda. W. Dellicker raised a question regarding the curriculum that is currently under review as listed on the agenda from the previous meeting and when it would be presented for approval. The agenda was approved as presented.

Moved: W. Dellicker Seconded: P. Fisher Vote: 7 Aye, 0 Nay

President welcomed guests and provided for comments

Leroy Sorensen commented on attending the Finance Committee Meeting held earlier and questioned if the District has enough money and if the District spends more than we take in. He noted the frustration of the average resident for spending efficiently.

Personnel action, as listed

Stipends for extracurricular positions listed in item #15 will be determined in the near future.

1. Recommendation to accept the resignation of Kimberly Flueso, Business Teacher at the High School, effective August 6, 2010.
2. Recommendation to accept the resignation of Cheryl Citro, Health Room Aide at Weisenberg Elementary, effective August 29, 2010.
3. Recommendation to accept the resignation of Jane Wehr, Food Service-General Production Worker at the High School, effective August 2, 2010.
4. Recommendation to accept the resignation of Susan Hilbert, Food Service-Substitute General Production Worker, effective July 30, 2010.
5. Recommendation to accept the resignation for retirement of LaMar Madtes, Bus Driver, effective August 2, 2010.
6. Recommendation to accept the resignation of Cathy Venusto, full time Executive Secretary effective August 6, 2010. Cathy will transition to a part time employee on August 7, 2010, on an as needed basis at a rate of \$20.48 per hour.
7. Recommendation to accept the resignation of Lou Rabenold, Bus Mechanic, effective August 20, 2010.
8. Appointment of Larry Morris as a part time employee, effective August 21, 2010, on an as needed basis at a rate of \$35.10 per hour.
9. Appointment of Peter J. McKnight, 23 Magna Drive, Coplay, PA. 18037, to the position of High School Science Teacher, effective August 23, 2010 at BS Step 2 (\$40,530). Peter has a Bachelors Degree in Secondary Education from Kutztown University. Peter was a long term substitute for two years at Upper Perkiomen High School.
10. Appointment of Michele Geczi, 1063 Mosser Rd., Apt. K-205, Breinigsville, PA 18031, to the position of Short Term Sub for Grade 6, effective August 30, 2010 through approximately November 10, 2010 at \$120 per day.
11. Appointment of Kate Marvel 614 Montclair Ave., Bethlehem, PA 18015, to the position of Short Term Sub for Learning Support at Northwestern Elementary, effective August 30, 2010 through approximately November 10, 2010 at \$120 per day.
12. Recommendation to remove Jennifer Ferraro from the District Substitute Teacher list effective July 28, 2010 as per her request.
13. Recommendation to remove Louise Moyer from the District Substitute Teacher list effective August 10, 2010 as per her request.
14. Approval for Family Medical Leave for Kristin Lobach, effective August 30, 2010 with an anticipated return of November 9, 2010.
15. Recommendation to approve the attached Extracurricular Positions for the 2010-2011 school year. The stipends listed are the 2009-10 school year stipends. Changes to positions and stipends will be based on the work of the Appendix B Committee as agreed on April 21, 2010. Changes as necessary will be made during the 2010-2011 school year.
- 16.

Moved: C. Bartlett Seconded: W. Dellicker Vote: 7 Aye, 0 Nay

B. Curriculum/Building Issues

W. Dellicker had questions on the science curriculum, how wellness, health & safety standards were incorporated at the elementary level, and how equipment for the curriculum is purchased. L. Stitzel provided a link on the District website to review the curriculum.

C. Policies

None

D. Facilities

Approval of change orders for Main Campus project as listed

Change orders were reviewed and discussed in detail at the last Buildings & Grounds Committee Meeting.

High School

1. Approval of Penn Builders change order GC-88: Furnish all material, equipment, labor, and supervision as required to provide GWB window pockets in rooms 303 and 305 of the high school to accommodate unforeseen conditions resulting in a lower ceiling height in the amount of +\$1,997.00. FC
2. Approval of Penn Builders change order GC-90: Furnish all material, equipment, labor, and supervision as required to cover existing borrowed light windows in the high school office with GWB assemblies in the amount of +\$1,353.00. OM
3. Approval of Penn Builders change order GC-92: Furnish a credit to demolish existing ceilings in 501 and 503 of the high school in the amount of -\$946.00. OM
4. Approval of Penn Builders change order GC-93: Furnish all material, equipment, labor, and supervision as required to demolish existing soffits in 501 and 503 of the high school in the amount of +\$891.00. OM
5. Approval of Penn Builders change order GC-94: Furnish all material, equipment, labor, and supervision as required to repair the exterior soffit at the area of canopy removal near the library in the amount of +\$1,796.00.
6. Approval of Penn Builders change order GC-95: Furnish all material, equipment, labor, and supervision as required to laminate GWB on walls in 501 and 503 of the high school due to poor conditions of existing wall surfaces once equipment and casework were removed in the amount of +\$5,269.00. FC
7. Approval of Penn Builders change order GC-96: Furnish all material, equipment, labor, and supervision as required to perform additional GWB work in rooms 403, 404, 405, 406 of the high school due to poor conditions of existing wall surfaces once equipment and casework were removed in the amount of +\$7,579.00. FC
8. Approval of Penn Builders change order GC-97: Furnish all material, equipment, labor, and supervision as required to install an expansion joint cover in room 301 in the amount of +\$1,675.00.
9. Approval of Penn Builders change order GC-102: Furnish all material, equipment, labor, and supervision as required to install an expansion joint cover in the cafeteria over the failed flooring seam for the amount of +\$1,402.00. ORC
10. Approval of Wind Gap Electrical change order EC-13: Furnish all material, equipment, labor, and supervision as required to add lighting to the mechanical mezzanine areas of the high school in the amount of +\$3,428.00. OM
11. Approval of Wind Gap Electrical change order EC-14: Furnish all material, equipment, labor, and supervision as required to add a photocell to the lighting under the canopy of the high school in the amount of +\$616.98. ORC
12. Approval of Wind Gap Electrical change order EC-17: Furnish all material, equipment, labor, and supervision as required to install a 208V outlet in the copier room of the high school in the amount of +\$691.87. OM
13. Approval of Wind Gap Electrical change order EC-19: Furnish all material, equipment, labor, and supervision as required to relocate an existing electrical panel feed conduit in the ceiling area of the 300 wing of the high school in the amount of +\$4,825.45. FC
14. Approval of Wind Gap Electrical change order EC-20: Furnish all material, equipment, labor, and supervision as required to install electrical floor boxes in room 405 of the high school in the amount of +\$5,879.55. ORC
15. Approval of JBM Plumbing change order PC-07: Furnish all material, equipment, labor, and supervision as required to reroute RWCs in High School and DAO; insulate 2 existing RWCs in the high school; reroute gas piping in the high school, and relocate water and drain lines in the high school in the amount of +\$6,097.17. FC
16. Approval of JBM Plumbing change order PC-09: Furnish all material, equipment, labor, and supervision as required to install a backflow preventer in the high school in the amount of +\$990.56. OM

DAO

17. Approval of Penn Builders change order GC-89: Furnish all material, equipment, labor, and supervision as required to provide a GWB roof drain enclosure in the NWES cafeteria resulting from a relocated roof drain as part of the DAO project in the amount of +\$578.00. FC
18. Approval of Penn Builders change order GC-91: Furnish all material, equipment, labor, and supervision as required to provide a larger lite in the door to the HR office of the DAO in the amount of +\$420.00. ORC
19. Approval of Penn Builders change order GC-98: Furnish all material, equipment, labor, and supervision as required to delete a window as part of the DAO project for a credit in the amount of -\$375.00. FC
20. Approval of Penn Builders change order GC-99: Furnish all material, equipment, labor, and supervision as required to change the letters "ON" to "VE" on the building mounted signage at the front of the DAO for the amount of +\$226.00. E
21. Approval of Penn Builders change order GC-100: Furnish all material, equipment, labor, and supervision as required to provide an additional stormwater inlet at the rear of the DAO building in the amount of +\$13,020.00. ORC
22. Approval of JBM Plumbing change order PC-05: Furnish all material, equipment, labor, and supervision as required to relocate an existing REC in the NWES cafeteria in the amount of +\$4,696.70. FC
23. Approval of JBM Plumbing change order PC-06: Furnish all material, equipment, labor, and supervision as required to tie the sanitary lines into existing sewer main outside of the DAO in the amount of +\$4,660.08. FC
24. Approval of JBM Plumbing change order PC-08: Furnish all material, equipment, labor, and supervision as required to install new RWC piping for the roof drain on the new Board room entrance canopy of the DAO in the amount of +\$1,193.30. OM
25. Approval of Wind Gap Electrical change order EC-18: Furnish all material, equipment, labor, and supervision as required to install lighting in stair 100 of the DAO in the amount of +\$1,437.84. OM
26. Approval of Dual Temp change order MC-13: Furnish a credit to offset the installation of a planer area by the GC as required to accommodate erroneous installation of the concrete pad above the underground storage tank behind the DAO. The concrete pad was installed at the incorrect elevation and created a difficult grading condition adjacent to the building in the amount of -\$682.00.

Middle School

27. Approval of Penn Builders change order GC-101: Furnish all material, equipment, labor, and supervision as required to provide ADA access to the gym lobby doors of the Middle School in the amount of +\$15,248.00. ORC
28. Approval of Penn Builders change order GC-103: Furnish all material, equipment, labor, and supervision as required to provide an ADA curb cut at the driveway nearest the gym lobby doors of the Middle School in the amount of +\$7,245.00. ORC

Transportation/Maintenance

29. Approval of Wind Gap Electrical change order EC-15: Furnish all material, equipment, labor, and supervision as required to relocate conduit for bus engine block heaters in the Maintenance and Transportation facility in the amount of +\$1,001.70. FC
30. Approval of Wind Gap Electrical change order EC-16: Furnish all material, equipment, labor, and supervision as required to relocate a light standard at the Maintenance and Transportation facility in the amount of +\$5,237.20. FC

Totals:

Total Approved by NWLSD: **\$452,481.03 4.04%** (includes change orders above)
Total Proposed by contractors: **\$470,992.03 4.20%** Remaining Contingency: **\$89,910.02**
MS ADA Access @ Gym lobby doors: GC \$22,493.00 + EC \$3,712.94 = \$26,205.94 (not incl. in above)
Moved: W. Dellicker Seconded: P. Fisher Vote: 7 Aye, 0 Nay

E. District Finances

Approval of contract with King, Spry, Herman, Freund & Faul, LLC to provide solicitor and legal services for 2010-2011 school year at a cost of \$15,000 for retainer; non-litigation services at \$140 per hour for professional tasks and \$75 per hour for paraprofessional tasks; litigation services at hourly rates of \$160 per hour; and non-adversary and instructional services at a rate of \$130 per hour

The contract was fully reviewed at the Finance Committee meeting earlier this evening. The Finance committee fully supports the recommendation.

Moved: P. Fisher

Seconded: D. Schafer

Vote: 7 Aye, 0 Nay

Approval of the following Fall Community Education Contracts:

Instructor	Class Being Taught	Contract Amount	Dates
Marci Piescienski	Strength and Endurance	\$540.00	Oct. 18-Dec. 15, 2010
Sharon Schnyder	Yoga	\$330.00	Oct. 4- Dec. 20, 2010
Heather Browning	Zumba – Session 1 fall Zumba – Session 2 fall	\$240.00 \$210.00	Oct. 5- Nov. 9, 2010 Nov. 16- Dec. 14, 2010
Roni Kaas	Basic Beginner Step Aerobics Session 1-fall Session 2- fall	\$360.00 \$360.00	Oct. 5-Nov. 4, 2010 Nov. 9 – Dec. 14, 2010

Community Education class costs are funded by fees paid by the participants.

Moved: D. Schafer

Seconded: S. Schoffstall

Vote: 7 Aye, 0 Nay

Approval of bid award to Landis C. Deck and Sons for Paving & HOP Work at the Weisenberg Elementary School. Base Bid--\$23,793.58, Paving HOP Work (highway occupancy permit) and Alternate #2 Trench Drain to improve water collection \$11,244.00 TOTAL: \$35,037.58

Moved: W. Dellicker

Seconded: P. Fisher

Vote: 7 Aye, 0 Nay

F. Other Reports**Old Business**

Discussion and approval of Committee Meeting dates for the remainder of 2010. Dr. Wright noted the change in the schedule for Finance and Personnel Committee meetings.

<u>Committee Meetings</u>					
<u>Policy Committee</u> <u>@7AM</u>	<u>B & G Committee</u> <u>@4PM</u>	<u>Public Relations</u> <u>Committee @5PM</u>	<u>Finance Committee</u> <u>@6PM</u>	<u>Personnel Committee</u> <u>@ 6PM **</u>	<u>Extra-curricular &</u> <u>Athletics Committee</u> <u>@5:30PM</u>
8/2/10	7/7/10CANCELLED		8/11/10	8/18/10	
9/13/10	8/4/10	8/18/10	9/8/10	9/15/10	11/17/10
10/4/10	9/1/10	11/10/10	10/13/10	10/20/10	
11/1/10	10/6/10		11/10/10	11/17/10	
12/6/10	11/3/10		12/1/10	12/15/10	
	12/8/10				

**Please note: All or part of the Personnel Committee Meetings may occur as Executive Session due to the nature of confidential items.

Moved: P. Fisher

Seconded: W. Dellicker

Vote: 7 Aye, 0 Nay

New Business—none**President offered courtesy of the floor for public comment**

Mr. Paul Chertok of Lowhill Township spoke to the Board on his frustrations with students not getting the education that is needed, high real estate taxes, and the country's economic condition. He would like to see the District cut back.

Joe Reiter thanked the public for attending the meeting and reiterated on his statement the District needs quality education at an affordable price. He offered his expertise in the hiring process for bus mechanic.

Communications/Notes for the Board from Paul Fisher, Secretary

P. Fisher noted PSBA has received the District's submissions for the Legislative Platform.

Report from Superintendent Wright

Dr. Wright noted problems with responding to Middle School alarms. She suggested Knox boxes in the buildings similar to what is being used at Weisenberg that would contain contact information and provide access for emergency workers to locked areas. Dr. Wright has contacted Township Supervisors to get support to move forward.

Policy 126 Class Size lists guidelines for determining class sizes. Due to increased enrollment, an additional class will be added at Weisenberg. Middle School level guidelines list 20-26 students to a class. High School is trying to levelize class sizes. Some remediation time may be lost by not replacing a retiring math teacher. Every building has a plan on how they will use assessment to better help students to meet success. More information will be shared at future meetings on how teachers are using data from assessments.

Administrative/Building Sharing

Principals noted preparations for the start of school. J. Zimmerman commented on the start of Band Camp. The Band will utilize the Middle School parking lot for practices in consideration of school neighbors. He noted fields were aerated and funds for the work were raised through advertising at athletic events. He is also looking into ordinances or regulation regarding advertising on the marquee.

Board Member Sharing

D. Link noted appreciation of Mr. Chertok's comments.

Committee Meetings—Policy, 8/2/10 @7am—CANCELLED

Buildings & Grounds, 8/4/10 @4pm, Brd Rm

Public Relations, 8/18/10@5pm, Brd Rm--CANCELLED

Personnel, 8/18/10@6pm, Brd Rm

Finance, 8/11/10 @6pm, Brd Rm

G. Adjournment

Upon motion by D. Schafer, the meeting was adjourned at 9:01PM. President Snyder called for an Executive Session for personnel issues to follow the meeting.

Moved: D. Schafer

Seconded: P. Fisher

vote: 7 Aye, 0 Nay

Respectfully submitted,

Paul C. Fisher, Jr., Secretary

By N. Zellner, Recording Secretary