

**Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Board Room
Wednesday, September 8, 2010, 7:30 p.m.**



MINUTES

A. Agenda

Call to Order The meeting was called to order by President Snyder at 7:34PM.

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

Roll Call

all members present

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

Also Present: L. Sorensen, J. Reiter, B. Dietrich, C. Lynn, T. Lewis, S. & A. Metzger, L. Kain, P. Grim, M. Richardson, S. George, L. Gressley, D. & D. Snyder, P. Reiter, D. & D. Koch, J. Bachman, R. Lenhart, B. Heffinrayer, G. Sanders, K. McQuilken, J. Halasovski, E. & D. Klusaritz, B. Youwakim, J. George, P. McGonigle, A. Schnur, I. Butz, S. Haddad, V. Wink, A. & T. Wharton, S. Clark, B. Black, K. Borgman, H. Newman, R. Morrison, D. Graves (press), K. Sell, L. Sell, D. Nemes, M. Scott, A. Hoderewski, J. Berlet, R. Cartier, L. Seier, L. Stitzel, L. Matika, M. Wright, N. Zellner

Approval of Agenda

The agenda was approved as presented.

Moved: W. Dellicker

Seconded: P. Fisher

Vote: 9 Aye, 0 Nay

President welcomed guests and provided for comments

Leroy Sorensen of Senny Ct, New Tripoli, asked the Board to consider a perspective of whether the community has the ability to pay for the increases they will be approving under personnel action. Ron Morrison of Heffner Road, Fogelsville, commented on items #21 & 22 under personnel action. He also asked for clarification on Act 93 as to whether there is a comprehensive review procedure in place for administrators' performance review and evaluation when determining increases. President Snyder asked for written questions to be addressed to Dr. Wright. She will provide responses. Greg Sanders, Weisenberg Township, asked if administrators earning above the County average would have their salaries adjusted down. He also asked for information on the County mill average per value of a mill. Kathy McQuilken, Allemaengel Rd, New Tripoli, stated that as a State employee, she has not received any salary increase or cost of living adjustment in three years and asked Board members to consider this and keep wages in line.

Jean George, Clausville Rd, Fogelsville, spoke on behalf of the bus drivers. Mrs. George read a statement regarding their concern of outsourcing the Transportation Department. She noted recent changes in the department are a positive step in the right direction. Drivers would like to share ideas and work together to reach a solution. Pat Reiter, Weisenberg Church Rd, New Tripoli, asked the board when looking at the bids for outsourcing to consider some kinds of concessions to the keep the department in house. Leroy Sorensen would like to assist the department in navigating through the process and then present information to the Board as an agenda item. Dr. Wright noted a Board Transportation Committee meeting has been scheduled for September 22 to discuss the RFP. The meeting is open to the public and drivers are welcome to attend.

John Holosovski, Sassafras Rd, New Tripoli, noted that most of our drivers are residents who support the local businesses and community and have a connection to our students. He asked if the value of contracting out would really be worth it. Board member, D. Link, thanked the public for their professionally presented comments.

Personnel action, as listed:

1. Appointment of Krista E. Sell, 5125 Cider Press Rd., Schnecksville, PA 18078, to the position of Grade 1 Teacher at Northwestern Elementary, effective August 23, 2010 at BS Step 2 (\$40,530). Krista has a Bachelors Degree in Elementary Education from Penn State University. Krista was employed as a short term substitute and a long term substitute teacher during the 2009-10 school year.
2. Recommendation to add Rendell Hendricks, 2045 Seipstown Rd., Fogelsville, PA 18051, to the Transportation List as a Class D Bus Substitute, effective September 7, 2010, at a rate of \$15.97/hour.
3. Recommendation to add Leona Duffy, 8450 Mohr Lane, Fogelsville, PA, to the Transportation List as a Class F Van Substitute, effective September 7, 2010, at a rate of \$15.23/hour.
4. Appointment of Tara Jones, 5439 Harter Rd., Germansville, PA 18053, as a temporary 3 hour 1:1 Teacher Assistant assigned to Northwestern Elementary at a rate of \$11.84/hour, effective August 30, 2010.
5. Appointment of Maryellen Benulis, 361 Rausch Rd., Orwigsburg, PA 17961, as a temporary 3 hour 1:1 Teacher Assistant assigned to Weisenberg Elementary at a rate of \$11.84/hour, effective August 30, 2010.

6. Appointment of Fern Monaco, 9896 Old 22, Breinigsville, PA 18031, as a temporary 6 hour 1:1 Teacher Assistant assigned to Weisenberg Elementary at a rate of \$11.84/hour, effective August 30, 2010.
7. Appointment of Denise Kilanowski, 3006 Heyer Ct., Kutztown, PA 19530, as a temporary 3 hour 1:1 Teacher Assistant assigned to Weisenberg Elementary at a rate of \$11.84/hour, effective August 30, 2010.
8. Approval of temporary per diem salary adjustment of \$61.75 for Christie Steigerwalt, Executive Secretary to the Business Administrator, effective for the period of July 1, 2010 through September 30, 2010.
9. Approval for change in status of Dean Tschudy from Class E Van Driver to Class F Substitute Van Driver effective August 26, 2010.
10. Recommendation to accept the resignation of Brian Uplinger, Assistant Superintendent, effective September 30, 2010.
11. Recommendation to accept the resignation of Ellen Parker, Substitute Bus Driver, effective August 21, 2010.
12. Recommendation to accept the resignation of Felicia Pasquale, Temporary One on One Instructional Aide, as per her request, effective August 25, 2010.
13. Recommendation to accept the resignation of Donald Hill, Substitute Bus Driver, effective August 25, 2010.
14. Recommendation to accept the resignation of Sergio Espinoza, Substitute Teacher, effective August 25, 2010.
15. Recommendation to remove Hazel Major from the District Substitute list, as per her request, effective August 26, 2010.
16. Recommendation to remove Elizabeth Christ from the Food Service Substitute list, as per her request, effective August 31, 2010. Elizabeth will remain on the Substitute Teacher Assistant list.
17. Recommendation to accept the resignation of Susan Epting, General Production Worker at Weisenberg Elementary, as per her request, effective September 17, 2010.
18. Request for approval for 2 unpaid days for Lisa Zimmerman, Teacher Assistant at Weisenberg Elementary, November 23 and 24, 2010.
19. Approval for employment agreement with Cassandra Graver, Transportation Coordinator, for assignment of additional duties and responsibilities at an annualized salary of \$57,033, which will be prorated beginning August 23, 2010 and continue through June 21, 2011.
20. Approval of the following 2009-10 administrative salary increase to the 2008-09 base rate to provide equity and years of service adjustments in accordance with approved District practice and Act 93 provisions:
 - a. Director of Curriculum and Technology – retroactive to July 1, 2009 - \$4,190
 - b. Director of Student Services – retroactive to July 1, 2009 - \$7,301
21. Approval of 1% salary increase and years of service adjustments to the 2008-09 base salaries for 2009-10 school year for District Administrators, except the Superintendent, and in accordance with approved District practice and Act 93 provisions, retroactive to July 1, 2009.
22. Approval of the following salary increases for the 2010-11 school year for all District Administrators except the Superintendent and the Business Administrator:
 - a. 2% salary increase and years of service adjustment to the 2009-10 base salaries for Administrators at or below county average Act 93 provisions; or
 - b. 1% salary increase for the 2010-11 school year for Administrators above county average Act 93 provisions
 - c. Increase to the employee contributions for health care based on a percentage of premium as per the attached sheet for all District Administrators, except the Superintendent, retroactive to July 1, 2010.
23. Approval of the following horizontal movements on the respective salary levels effective August 30, 2010, and as outlined in the teachers' negotiated contract for the following:

NAME	FROM	TO
Jodi Chandler	Bachelor +24	Masters
Jillian Gasper	Bachelor +24	Masters
Elizabeth Harwick	Masters	Masters +24
Marsha Johnston	Masters	Masters +24
Shannon Kistler	Bachelor	Masters
Kristin Lobach	Bachelor	Bachelor +24
Erin Longacre	Bachelor	Masters
Gregory Mitchell	Bachelor	Masters
Amanda Rau	Bachelor	Bachelor +24
Tracy Smoyer	Bachelor +24	Masters
Shay Wagner	Bachelor	Bachelor +24
W. Ann Way	Bachelor	Bachelor +24

24. Approval of Administrative Internship for Tari Carnahan with Dennis Nemes, High School Principal, beginning September 7, 2010 to the end of the 2010-2011 school year.

25. Recommendation to approve the following extracurricular positions for the 2010-11 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 2010-11 school year.

NAME	POSITION	STIPEND
Marisa Bartholomew	NW Elementary Social Studies Subject Area Contact Person	\$902.65
Marsha Johnston	NW Elementary Science Subject Area Contact Person	\$902.65
Lou Ann Smacchi	MS Math Subject Area Contact Person	\$902.65
Lacey Hutson	MS Yearbook Advisor	\$1,211.06
Beau Schleicher	Broadcast Club Advisor	\$350.00

26. Approval to accept the resignation of Kimberly Flueso as the extracurricular Broadcast Club Co-Advisor, Career and Technology Department Co-Chair and the SAGE Club Advisor, effective August 6, 2010.
27. Approval to accept the resignation of Eric Taddei as the extracurricular FBLA Co-Advisor effective September 7, 2010.
28. Approval of stipend increase for Heidi Taylor as the extracurricular FBLA Co-Advisor to \$941.93. Effective September 7, 2010, Heidi will serve as the FBLA Advisor due to the resignation of Eric Taddei. The stipend listed is for the 2009-10 school year. 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 2010-11 school year.
29. Approval of stipend increase for Lynn Oblas as the extracurricular Career and Technology Department Co-Chair to \$2,548.56. Effective September 7, 2010, Lynn will serve as the Career and Technology Department Chair due to the resignation of Kimberly Flueso. The stipend listed is for the 2009-10 school year. 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 2010-11 school year.
30. Approval of increase in stipend of Lynn Oblas as extracurricular Yearbook Business Manager to \$941.93. Previously it was mistakenly reported as \$941.39.
31. Approval of stipend increase for Beau Schleicher as the extracurricular Broadcast Club Co-Advisor to \$350.00. Effective September 7, 2010, Beau will serve as the Broadcast Club Advisor due to the resignation of Kimberly Flueso. The stipend listed is for the 2009-10 school year. 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 2010-11 school year.
32. Approval to accept the resignation for retirement of Barbara Rauch, Food Service Assistant Cook, effective August 24, 2010.
33. Recommendation to add Barbara Rauch to the Food Service Substitute List, effective August 25, 2010.
34. Appointment of Jeffrey Kistler, Class C-3 Evening Custodian at the Middle School, to Class B Foreperson at Northwestern Elementary, effective September 7, 2010 at a rate of pay of \$17.19 per hour.
35. Recommendation to add Donald Billig, 7711 Hawk View Rd, Germansville, PA 18053, to the Transportation List as a Class F Van Substitute, effective September 7, 2010, at a rate of \$15.23/hour.

Jill Berlet introduced Krista Sell, a new first grade teacher at NWE. L. Matika reviewed items for action. P. Fisher noted the resignation of Brian Uplinger, Assistant Superintendent, and highlighted his contributions to the District. A motion was made by P. Fisher to approve all items except items 20, 21, and 22 and that action on these three items be taken as a separate vote. The motion was seconded by D. Link. Vote: 9 Aye, 0 Nay. The motion carried. W. Dellicker commented on item #23, noting the increase in salaries due to horizontal movement after completing coursework.

A motion was made by C. Bartlett to approve items 20, 21, and 22 and seconded by S. Schoffstall. W. Dellicker requested item 22 be taken separately. C. Bartlett and S. Schoffstall amended the motion. A roll call vote was taken as listed:

Roll Call Vote	Aye	Camille Bartlett	Aye	Todd Hernandez	Aye	Sally Schoffstall
	Aye	Willard Dellicker	Nay	Donald Link	Aye	William Towne
	Nay	Paul Fisher, Jr.	Aye	Darryl Schafer	Aye	Gregory Snyder

P. Fisher wished to clarify his comments from a previous meeting. It was not his intent to offend anyone. He struggled with the model used to determine increases. He would like to see a schedule included in the minutes delineating what the increases are so future Boards can evaluate. C. Bartlett commented on the Act 93 discussions and is interested in bringing clarity to the process. P. Fisher stated based on historic practice, the Board should

have something in writing to extend Act 93. There is a need for parity with the teachers' contract. He would like this brought back next week. D. Link stated his vote would be consistent with his other votes this year. This does not mean he does not value folks. A motion was made by C. Bartlett, seconded by S. Schoffstall to approve item # 22. W. Dellicker asked if item #22 could be broken down to sections a, b, & c for the vote. A roll call vote was taken as listed for all sections of item #22:

6 Aye, 3 Nay						
Roll Call Vote	Aye	Camille Bartlett	Aye	Todd Hernandez	Aye	Sally Schoffstall
	Nay	Willard Dellicker	Nay	Donald Link	Aye	William Towne
	Nay	Paul Fisher, Jr.	Aye	Darryl Schafer	Aye	Gregory Snyder

B. Curriculum/Building Issues

"Follow the Color Line"—presentation by Anna Gilgoff

High School Language Arts teacher, Anna Gilgoff, shared her experiences provided through the National Endowment for Humanities Grant. A. Gilgoff traveled to Atlanta, GA where she met with 37 other educators from across the United States. She participated in lectures and visits to many of the historical sites in the Atlanta area. The group studied pieces of writing which she intends to share with her students. One of her goals is to find ways to immerse her students, encouraging them to go forward and follow their dreams. Her experiences helped to "bring literature to life."

C. Policies

None

D. Facilities

None

E. District Finances

Approval of refund of 2009-2010 real estate taxes for the following:

- Weisenberg Township real estate taxes for parcel # 24-542606347225 1 (Joel B. & Jennie L. Schmoyer) in the amount of \$485.04 due to assessment value change
- Lowhill Township real estate taxes for parcel # 11-544638305884 1 (Brian A. & Gail F. Mullaney) in the amount of \$948.25 due to damage to structure
- Lynn Township real estate taxes for parcel #14-551024141456 1 (Ontelaunee Rod & Gun Club, Inc.) in the amount of \$9.31 due to razed building

Approval of exoneration of 2010-2011 real estate taxes for the following:

- Lynn Township real estate tax for parcel # 14 552040049395 18 (Brian Dietrich) in the amount of \$278.03 due to removal of trailer from lot
- Heidelberg Township real estate tax for parcel #14 552121230722 2 (Alista Blose) in the amount of \$1,288.34 due to removal of trailer from lot
- Lynn Township real estate tax for parcel #14 542936102390 1 (Lehigh County Authority) in the amount of \$2,368.15 due to tax exemption

A motion was made and seconded to approve the above refunds. The motion was revised to include the above exoneration.

Moved: W. Dellicker

Seconded: P. Fisher

Vote: 9 Aye, 0 Nay

Approval of renewal of agreement for student #15202 and of a new agreement for student #40005 with New Story, Allentown PA, to provide special education and related services at a rate of \$175 per day with individualized related services as noted in each agreement

W. Dellicker questioned whether the contracts were based on a 180 day school year and how the evaluation of students (PSSA) is handled. Dr. Scott noted students in these programs take the tests just as our students do.

Moved: W. Dellicker

Seconded: T. Hernandez

Vote: 9 Aye, 0 Nay

Receive the following Reports for July:

- Budget Report as presented
- Revenues Report as presented
- Treasurer's Report

Fund 10 General Fund with a beginning balance of \$11,034,809.11, receipts of \$3,269,363.73, and disbursements of \$2,756,276.72, leaving a balance of \$11,547,896.12.

Fund 22 Capital Reserve Fund with a beginning balance of \$1,471,840.85, receipts of \$341,521.56, disbursements of \$182,613.90, leaving a balance of \$1,630,748.51.

Fund 31 2009 General Obligations Note with a beginning balance of \$3,643,667.35, receipts of \$3,400.92, disbursements of \$558,129.27, leaving a balance of \$3,088,939.00.

Fund 33 2008 General Obligations Bond with a beginning balance of \$949,846.05, receipts of \$185,525.01, disbursements of \$3,750.00, leaving a balance of \$1,131,621.06.

Fund 50 Food Service Fund with a beginning balance of \$148,577.66, receipts of \$12,089.08, disbursements of \$160,666.74, leaving a balance of \$16,598.89

- d. EIT Report as presented
- e. Activity Fund Report as presented
- f. Comparison of Prior Year to Current Year Budget to Actual Expenditures by Object Report as presented

W. Dellicker commented that EIT revenues received in 2009-10 are similar to the amounts collected in 2005-06.

Moved: W. Dellicker

Seconded: P. Fisher

Vote: 9 Aye, 0 Nay

F. Other Reports

Old Business

G. Snyder commented on an item from the last Board meeting. He received a phone call from J. Reiter on the day before he left for vacation and did not get a chance to respond until after his return.

New Business

P. Fisher asked for an update on PARLO (Proficiency-based Assessment and Reassessment of Learning Outcomes). The 21st Century Partnership for STEM Education in partnership with Villanova University has received a grant from the National Science Foundation for a student designed to measure whether a new system of proficiency-based, continuous assessment of learning encourages more students to persist in taking more difficult courses, to stay in school, and to score better on math tests. High School teachers, Erin Longacre and Robert Biese took part in training to find ways to more effectively instruct students to master mathematics concepts. Teachers and parents can monitor progress to see what their students have mastered and when they need more reinforcement. The study addresses the attitudes students have towards math. The Directors of the study will be available at the High School Open House. L. Stitzel noted our curriculum will not change, but we may change the method of delivery.

L. Frisbie noted the County Tax Committee on August 19, 2010 appointed Berkheimer as the EIT Collector to begin January 1, 2012.

P. Fisher commented on how districts approach public relations. He stated communication should not be done just through technology and hopes the District will make a concentrated effort to strengthen communications. He encouraged the Board to move forward. D. Schafer would like to discuss this at a future meeting.

President offered courtesy of the floor for public comment

Joe Reiter, Weisenberg Church Rd, New Tripoli, commented on Anna Gilgoff's presentation to the Board. Leroy Sorensen thanked Board members for their "No" votes.

Communications/Notes for the Board from Paul Fisher, Secretary

P. Fisher acknowledged emails from Lori George and Lisa Rice, District residents. P. Fisher read a letter resigning his elected position as School Director and Board Secretary on September 16, 2010.

Report from Superintendent Wright

Dr. Wright noted how great it was to have the kids back and to focus on students. The excitement reminds us of why we are here. Dr. Wright reminded the Board of the Transportation Committee Meeting scheduled for 7PM on September 22 and invited transportation personnel to attend. She explained the use of the District Twitter account and will personally monitor it to see if it is an effective communication tool.

Administrative/Building Sharing

L. Seier thanked the Board for the time and effort put into Act 93. She is eager to work with the board on revising the performance evaluation process. She is looking forward to moving ahead. Building Principals commented on the orientation activities and start of school. Middle School will continue to promote and support opportunities for students to be successful. Middle School has renewed their recycling commitment.

Board Member Sharing

Board members thanked those who came to speak to the Board. D. Link, C. Bartlett, and S. Schoffstall thanked P. Fisher for the time spent on the Board and his role at the District.

President Snyder called for Executive Session to follow the meeting.

9/8/10 Minutes

Committee Meetings—Policy, 9/13/10 @7am, Brd Rm
Buildings & Grounds, 9/1/10 @4pm, Brd Rm—CANCELLED
Public Relations, 11/10/10@5pm, Brd Rm
Finance, 9/8/10 @6pm, Brd Rm--CANCELLED
Personnel, 9/15/10@6pm, Brd Rm

G. Adjournment

Upon motion by P. Fisher, the meeting was adjourned at 9:29PM. Executive Session for personnel issues followed.

Moved: P. Fisher

Seconded: D. Schafer

vote: 9 Aye, 0 Nay

Respectfully submitted,

Donald J. Link, Secretary

By N. Zellner, Recording Secretary