

**Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Administrative Conference Room
Tuesday, February 16, 2010, 7:30 p.m.**



MINUTES

The February 10, 2010 meeting was cancelled due to severe weather.

A. Agenda

Call to Order The meeting was called to order at 7:32PM by President Snyder.

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

Roll Call

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

Also present: L. Sorensen, A. Hack, J. Bachman, Fisher family, R. Keegan, C. Groller, I. Harding, J. Klocek, B. Plohocki, T. Lucas, G. Sanders, B. Cressman, W. Gorman, A. Hoderewski, L. Frisbie, J. Berlet, K. Fisher, M. Scott, L. Morris, J. Quinn (Press), B. Uplinger, C. Linde, L. Matika, S. Meixsell, D. Sbrocchi, Esq., N. Zellner

Approval of Agenda S. Meixsell noted additions to the agenda. The agenda was approved as presented.

Moved: P. Fisher Seconded: W. Towne Vote: 8 Aye, 0 Nay

President welcomed guests and provided for comments—There were no comments.

Approval of Minutes, as attached, for January 13 and January 20, 2010

The minutes were approved as presented.

Moved: P. Fisher Seconded: D. Schafer Vote: 8 Aye, 0 Nay

Personnel action, as listed:

1. Request for Family Medical Leave for Pamela Peters effective January 20, 2010 (PM). Return to work date to be determined.
2. Approval for the request for Disability/Childrearing Leave for Jaime Hafner, effective approximately April 30, 2010. Return to work date will be the first day of the 2010-11 school year.
3. Appointment of Jennifer Sheeto, 312 E. Grant St., McAdoo, PA 18237, to the position of long-term substitute School Psychologist district wide, effective January 29, 2010, at MS +24 Step 1 (\$42,650) prorated for the remainder of the 2009-10 school year. Compensation may be adjusted at the conclusion of negotiations.
4. Request for approval for unpaid days for the following:
 - a. Sharon Speer, Food Service General Production Worker, 5 unpaid days: February 22 through February 26, 2010
 - b. Lamar Madtes, Transportation, 3 unpaid days: March 3 through March 5, 2010
5. Approval of Administrative Internship for Alan Hack with Laurie Hoppes, Middle School Principal, beginning February 1, 2010 to the end of the 2009-2010 school year.
6. Recommendation to add the following individual to the substitute Food Service list effective February 11, 2010 at a rate of \$9.46/hour: Stephanie Kutteroff: 7713 Cross Creek Circle South, Breinigsville, PA 18031
7. Recommendation to add the following individual to the Transportation Class F Substitute Van Driver List effective February 8, 2010 at a rate of \$14.79/hr: Edward Snyder, 6781 Madison St., New Tripoli, PA 18066
8. Recommendation to remove the following individuals from the Substitute Teacher list effective February 4, 2010:
 - a. Joy Hauck: No response to communications
 - b. Michael Combs: No response to communications

9. Recommendation to approve the following extracurricular position(s) for the 2009-10 school year pending receipt of all necessary paperwork. Compensation may be adjusted at the conclusion of negotiations:

Extracurricular Application	Name	Stipend
Assistant Wrestling Coach	Lucas Rex	Volunteer

Moved: P. Fisher

Seconded: D. Link

Vote: 8 Aye, 0 Nay

Approval to hire Dr. Brad Cressman as a full-time transition Superintendent from March 29-April 30, 2010 at a ~~contracted rate of \$13,008.00~~ per diem rate of \$542.00

Moved: P. Fisher

Seconded: D. Schafer

Vote: 8 Aye, 0 Nay

Presentation of CLIU 21 Budget for 2010-2011

Robert Keegan, Cathy Groller, Ivy Harding, and Tim Lucas presented information from the PA School Code describing the role and purpose of Intermediate Units. They gave a history of the budget, revenues from CLIU #21 districts, and the four areas supported in the IU budget.

*W. Dellicker entered the meeting at 8:17PM.

Approval of Carbon Lehigh Intermediate Unit #21 Budget and Resolution for the Operations and Programs Services Budget for the fiscal year July 1, 2010 to June 30, 2011 with a District contribution of \$37,488. This represents an increase of \$1,057 or 2.9% over the 2009/2010 amount.

Moved: C. Bartlett

Seconded: D. Schafer

Vote: 7 Aye, 2 Nay (Fisher, Link)

Presentation of audit report for fiscal year ending June 30, 2009—William H. Gorman, Jr. CPA CGFM

Mr. Gorman reviewed the District Audit Report. No deficiencies were noted in accordance with generally accepted accounting practices. Mr. Gorman explained the new category for fund balance that will be effective for the 2010-2011 fiscal year.

Presentation by Dr. Barbara Plohocki of EnviraHealth on Indoor Air Quality

Dr. Plohocki explained the testing that was done in the complaint areas and non-complaint areas of the buildings to get a good profile for each building. Dr. Plohocki explained different types of testing that could be done at Weisenberg during times when the odor is present. S. Meixsell will make arrangements for Dr. Plohocki to meet with Weisenberg Staff to review the latest testing results.

Elementary and Main Campus construction project report

Joe Klocek reviewed the progress on the construction projects. Occupancy inspections are scheduled for next Thursday and Friday for the high school elevator and four classrooms in that area after inspection. Almost all punch list items have been completed. Phase 4 area demo is ready for asbestos abatement. The District Administrative Office areas are on schedule. The major transitions of electrical power to those areas were completed.

B. Curriculum/Building Issues

Approval of agreement with New Story, Allentown PA, to provide special education and related services for student # 15202 at a rate of \$175/day with Behavioral Support Consultation 20 hrs/month @ \$80/hr. and 1:1 support at \$25/hr.

Moved: W. Dellicker

Seconded: P. Fisher

Vote: 9 Aye, 0 Nay

~~Update on Standards Aligned System~~ HOLD FOR FUTURE MEETING

Presentation of enhanced District communication tools in conjunction with a High School Graduation Project

Kailee and Paul Fisher presented information regarding electronic forms, and software that could be used as a tool to improve communications within the District. She is working with Luann Matika on some of the forms used by District employees.

C. Policies

First reading of Policies 210.1, 216.1, 218.1, 218.2, 219, 221, and 810

These policies are posted on the District website for public review and comment.

Approval of Policies 211, 213, 215, 218, 220 and 233

211 Student Accident Insurance, 213 Assessment of Student Progress, 215 Promotion and Retention, 218 Student Discipline, 220 Student Expression/Distribution and Posting of Materials, and 233 Suspension and Expulsion were appropriately reviewed by Administration, the Board Policy Committee, and the District Solicitor and were available for public comment for the required 30 days.

Moved: P. Fisher

Seconded: T. Hernandez

Vote: 9 Aye, 0 Nay

D. Facilities

Request for Board approval to allow the Buildings & Grounds Committee of the Board to review the boiler exhaust remedy options and authorize the District to proceed with implementing a resolve

The Buildings & Grounds Committee will be meeting tomorrow to review and discuss recommendations from HB Engineers regarding a solution to the exhaust odor problem at Weisenberg Elementary. The Committee will make a final decision to proceed with the remediation.

Moved: W. Towne

Seconded: P. Fisher

Vote: 9 Aye, 0 Nay

E. District Finances

Approval of the LCCC General Operating and Capital Budget resolution for the 2010-2011 school year with a total District contribution of \$279,192—an increase of \$9,530 or 3.50% over prior year's allocation

Moved: W. Dellicker

Seconded: D. Link

Vote: 8 Aye, 1 Nay (Fisher)

Approval of 2010-2011 Preliminary General Fund Budget and authorization to file for referendum exceptions with PDE

The preliminary budget has been available on the District website for public review and comment. The Administration will continue to prepare the final budget that will include more up-to-date information regarding anticipated revenues and expenditures. The Board must adopt the final budget in June.

Moved: P. Fisher

Seconded: T. Hernandez

Vote: 9 Aye, 0 Nay

Update on 2010-2011 State subsidies

C. Linde reviewed a summary sheet of estimated State subsidies for the 2010/2011 school year which include Basic Education, Special Education, PA Accountability Grant and Charter School reimbursement.

Approval for William J. Flynn Corporation, Broker, to solicit quotes for property, liability and workers compensation insurance for 2010-2011 school year

Moved: P. Fisher

Seconded: T. Hernandez

Vote: 9 Aye, 0 Nay

Approval of contracts for Community Education classes for Spring 2010 as listed:

Name of Instructor	Class Being Taught	Contract Amount	Dates
Heather Browning	Zumba	\$220.00 \$275.00	Feb. 16-Mar. 23, 2010 April 6-June 1, 2010

Approval of agreement with Lehigh University for use of Stabler Center for Commencement ceremonies on June 12, 2010 with an initial deposit of \$6,200

Approval of the following contracts/agreements:

- Rave Motion Pictures for 7th grade fieldtrip to Allentown Rave Theater on April 23, 2010 to view the movie "Oceans" not to exceed \$1732.50 from Student Activity Funds
- DaVinci Science Center for WEIS 2nd grade fieldtrip on April 30, 2010 in the amount of \$691.65 from Student Activity Funds
- Sadecky's Puppets, Tarentum PA, for two performances for WEIS grades K-5 on May 12, 2010 in the amount of \$1125 from Student Activity Funds

A motion was made by P. Fisher to approve the three above items as one motion.

Moved: P. Fisher Seconded: T. Hernandez Vote: 9 Aye, 0 Nay

Approval of High School Library Shelving bid as per attached

The bid was awarded to Office Service Company in the amount of \$40,268.43.

Moved: W. Dellicker Seconded: P. Fisher Vote: 9 Aye, 0 Nay

Receive the following Reports for January:

- a. Budget Report as presented
- b. Revenues Report as presented
- c. Treasurer's Report

Fund 10 General Fund with a beginning balance of \$20,627,775.66, receipts of \$936,405.40, and disbursements of \$2,177,805.47, leaving a balance of \$19,386,375.59.

Fund 22 Capital Reserve Fund with a beginning balance of \$1,461,247.64, receipts of \$1,905.22, disbursements of \$0, leaving a balance of \$1,463,152.86.

Fund 32 2008 General Obligations Note with a beginning balance of \$8,524,940.14, receipts of \$11,153.19, disbursements of \$790,798.14, leaving a balance of \$7,745,295.19.

Fund 33 2008 General Obligations Bond with a beginning balance of \$588,615.69, receipts of \$766.58, disbursements of \$2,448.11, leaving a balance of \$586,934.16.

Fund 50 Food Service Fund with a beginning balance of \$24,901.19, receipts of \$62,447.01, disbursements of \$46,723.81, leaving a balance of \$40,624.39.

- 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

Moved: P. Fisher Seconded: T. Hernandez Vote: 9 Aye, 0 Nay

Approval of the following Bills as listed for payment:

- a. Fund 10 General Fund totaling \$884,381.30
- b. Fund 22 Capital Reserve Fund totaling \$780,604.55
- c. Fund 31 Construction & Renovation Fund 2009 Note—none
- d. Fund 33 2008A General Obligations Bond (GOB) totaling \$4,417.47
- e. Fund 50 Food Service Fund totaling \$36,929.38
- f. Fund 51 Tiger Concessions—none

Moved: P. Fisher Seconded: W. Towne Vote: 9 Aye, 0 Nay

F. Other Reports

Federal Programs Report—A consolidated Programs review is scheduled for March 11, 2010.

Foundation Report—The next meeting is scheduled for March 1. The Foundation is currently focusing on the upcoming 10K race as a fundraising event.

Transportation Report—Currently working on finalizing the Driver Handbook.

Food Service Report—B. Uplinger shared some preliminary results from the recent wellness/nutrition survey.

Safety & Security Report—A Joint IU20 and IU21 Emergency Management Council Meeting will be held on February 24, 2010.

Strategic Plan Report—no report

Enrollment Report—2376 students are attending District buildings, including 7 Digital Academy, 57 students are attending Cyber/Charter schools, 43 students are homeschooled, 200 students are transported to non-public schools. S. Meixsell noted historical data over the last 12 years shows a slow, steady growth as predicted in past demographic studies.

NWL Digital Academy Report—no report

Committee Reports as follows:

- a. Intermediate Unit—D. Schafer shared an IU audit report with Board members. A new IU Director has been approved to begin April 17, 2010.
- b. Lehigh Valley Workforce Investment Board—nothing to report
- c. Legislation—no report
- d. Recreation Commission—Officers were elected at the Re-organization meeting in January. Night In the Country is scheduled for August 21, 2010.
- e. Lehigh Career & Technical Institute—Administration is currently working through the budget process for the coming year.

Old Business—none

New Business—none

President offered courtesy of the floor for public comment—there were no comments.

Communications/Notes for the Board from Paul Fisher, Secretary—The District received notification that the term for the District's Trustee for LCCC will expire June 30, 2010. A trustee must be appointed by June 1 for the new term running from July 1, 2010 through June 30, 2016.

Report from Superintendent Meixsell

- a. Administrative/Building Sharing—S. Meixsell noted appreciation for Alan Hack putting in internship hours at Weisenberg. She received a response letter this week from Sen. Patrick Browne. Building Administrators shared current events.
- b. Board Member Sharing—P. Fisher commented on attending a "Cake Off" sponsored by the High School Interact Club. After the event, cakes were donated to the Rescue Mission and the Salvation Army. D. Schafer commented on Day 100 activities at the elementary school. W. Towne attended a recent PSBA session.
- c. Committee Meetings—Finance, 2/16/10@5pm, Brd Rm
Finance, 2/24/10 @5pm, Brd Rm
Policy, 3/1/10@7am, Brd Rm
Buildings & Grounds, 3/3/10@4pm, Brd Rm
Public Relations, 5/13/10@5pm, Brd Rm
Personnel, 3/9/10@6pm, Brd Rm
Scholarship 3/9/10 @5:30pm
Extra Curricular & Athletics 3/16/10@5:30pm

G. Adjournment

Upon motion by D. Link, the meeting was adjourned at 10:46PM.

Moved: D. Link

Seconded: W. Towne

Vote: 9 Aye, 0 Nay

Respectfully submitted,

Paul C. Fisher, Jr., Secretary
By N. Zellner, Recording Secretary