

**Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Administrative Conference Room
Wednesday, July 15, 2009, 7:30 p.m.**



MINUTES

Executive session for personnel was held at 6:00 p.m.

A. Agenda

Call to Order

The meeting was called to order at 7:32 p.m. by President Snyder.

Opening Exercises

Opening exercises and roll call as listed below followed.

Roll Call

7 members present

Roll Call	Ab	Camille Bartlett	Pr	Donald Link	Pr	Sally Schoffstall
Pr/Ab	Pr	Willard Dellicker	Pr	Michael Ondra	Pr	Gregory Snyder
arrived late	Pr	Paul Fisher, Jr.	Pr	Darryl Schafer	Ab	Kenneth Zellner

Also Present: L. Paist, A. McGill (Morning Call), D. Graves, J. Zimmerman, L. Morris, R. Cartier, L. Hoppes, M. Scott, L. Seier, C. Linde, L. Matika, B. Uplinger, S. Meixsell, D. Sbrocchi, Esq., N. Zellner

Approval of Agenda

The agenda was approved as presented.

Moved: M. Ondra

Seconded: P. Fisher

Vote: 7 Aye, 0 Nay

President welcomed guests and provided for comments—no comments

Approval of Minutes, as attached, for June 10, June 17, and June 22, 2009

Moved: M. Ondra

Seconded: P. Fisher

Vote: 7 Aye, 0 Nay

Personnel action, as listed

J. Zimmerman noted some extracurricular positions still need to be filled, and should be filled for the start of school. 4th & 5th grade band will continue, along with 5th grade chorus. with the goal of eventually adding 4th grade chorus. C. Linde explained how those stipends were determined.

1. Approval to grant tenure after completion of three (3) years of satisfactory service to the District for the following per administrative recommendations, effective August 31, 2009:
 - a. Kimberly Flueso, High School
 - b. Rebecca Metzger, Middle School
 - c. Kate Pizzelanti, Weisenberg
 - d. Ann Towne, Weisenberg
 - e. Ann Way, High School
2. Appointment of Linda Paist, 1465 Klines Mill Road, Breinigsville, PA 18031, to the position of High School English Teacher, effective August 24, 2009 at BS+24 Step 2 (\$40,400-compensation may be adjusted at the conclusion of negotiations). Linda was previously a long term substitute English Teacher and day-to-day substitute for the District.
3. Approval to correct the rate of pay for the following Food Service Workers' from \$12.36/hour to \$11.12/hour:
 - a. Jennifer Covert
 - b. Cindy DeLong
 - c. Susan Epting
 - d. Carolyn Landis
 - e. Elizabeth Christ
4. Recommendation of Chris Ruch, 6007 Molasses Road, Orefield, PA 18069, to serve as co-op student in the Transportation Department effective July 10, 2009 at a rate of \$13.00/hour pending receipt of all necessary paperwork.
5. Recommendation to add the following to the District Substitute Teacher list pending receipt of all necessary paperwork: Angela Trainer: 1186 Spring Road, Andreas, PA 18211, effective September 8, 2009, Elementary Certification
6. Request for student teaching experience at the High School for the following individuals from Kutztown University from March 15, 2010 through May 6, 2010:
 - a. Brian Kutzleb with David Kerschner, Social Studies
 - b. Christopher Psculkowski with Robert Mitchell, Social Studies
 - c. Meghan Solley with John Schmoyer, Social Studies
 - d. Anne Spencer with Scott Hippensteel, Social Studies
7. Recommendation to approve the attached extracurricular positions for the 2009-10 school year. Compensation may be adjusted at the conclusion of negotiations.

8. Recommendation to accept the resignation of Diana Souders, Speech-Language Pathologist, effective August 26, 2009.
9. Appointment of Cynthia L. Heffley, 240 Penn Street, Bath PA 18014, to the position of long-term substitute Learning Support Teacher at Weisenberg effective August 31, 2009 through the end of the second marking period at BS Step 1 (\$39,000 prorated –compensation may be adjusted at the conclusion of negotiations).
Moved: D. Schafer Seconded: D. Link Vote: 7 Aye, 0 Nay

Elementary & Main Campus construction project report

With the exception of some punch list items, the Weisenberg building is complete. An occupancy inspection was held. The permit has not yet been received. Site work at the Maintenance/Transportation Building is progressing well. The building pad has been established and demo work is finished. Some new masonry walls have been installed. Phase I demo work in the High School is completed. Work is slightly behind schedule, but should not have any effect on the start of school. Work at the Middle School should be completed on time.

B. Curriculum/Building Issues

Update on French program for 2009-2010 and 2010-2011.

A final decision was made to offer French I, II, III, IV & V through on-line instruction by a Pennsylvania certified teacher using District curriculum beginning this Fall. After the 2010-2011 school year, only French I & II will be offered. The District will absorb the cost during the next two years so students can complete their French series. After that, parents will be responsible for the cost of the on-line class. Several other languages are already being offered on-line as Dual Enrollment offerings.

Approval of agreement with Kutztown University for student nursing placements for 2009 – 2014

The partnership places nursing students at the District to shadow our school nurses.

Moved: K. Zellner Seconded: M. Ondra Vote: 8 Aye, 0 Nay

First reading of revisions to Futures II Curriculum

The curriculum review process was accelerated to accommodate changes to the Futures II Curriculum. All revisions are complete and include skills needed for the 21st Century.

Report on Local Assessment Validity Study

Information from the Pennsylvania Department of Education regarding the materials submitted by the District assessing graduation requirements was reviewed. The District's does not use a form of standardized assessment other than the PSSA.

Approval to apply for MetLife Foundation NAESP *Sharing the Dream* Grant to be used to fund Reader's Dinner Theater and Family Fun Nights for Title I eligible students in the amount of \$3,000

The funds will be utilized to support more educational activities for Title I eligible students. The dinner theater activities held this year were very successful.

Moved: M. Ondra Seconded: K. Zellner Vote: 8 Aye, 0 Nay

C. Policies

Approval of Policies 202 and 237

Policy 202 Eligibility of Nonresident Students and Policy 237 Electronic Devices were reviewed by the Policy Committee and the District Solicitor and posted for public review on the District website.

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

D. Facilities

E. District Finances

Approval of 2009-2010 school year student accident insurance policy

Bollinger—Administrator, Monumental Life Insurance Co.—Underwriter, district premium \$9,149.00 for Interscholastic Sports, Gym, Intramurals. Voluntary student insurance \$27—school time, \$103—24-hour

Moved: W. Dellicker Seconded: D. Link Vote: 8 Aye, 0 Nay

Approval of one-year agreement with Patriot Security for 2009-2010 security services at a rate of \$21 per hour

Utilization of service hours have been reduced for the 2009-2010 school year. Service coverage will be provided as appropriate during the school day and at athletic and extracurricular events.

Moved: W. Dellicker Seconded: D. Link Vote: 8 Aye, 0 Nay

Approval of employee assistance program contract renewal with Preferred EAP for the period of July 1, 2009 through June 30 2011. Rates for each of the two years are: EAP retainer in the amount of \$6.50 per eligible use and \$90.00 per session for clinical services

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

Approval of agreement with Friends of Ag Foundation, an affiliate of Pennsylvania Farm Bureau, Camp Hill, PA for Mobile Ag Science Lab for one week (3/29 to 4/6/10) in the amount of \$2300

Moved: P. Fisher

Seconded: K. Zellner

Vote: 8 Aye, 0 Nay

Receive the following Reports for June:

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

Fund 10 General Fund with a beginning balance of \$7,172,441.68, receipts of \$3,696,024.98, and disbursements of \$3,653,858.37, leaving a balance of \$7,214,608.29.

Fund 22 Capital Reserve Fund with a beginning balance of \$836,819.27, receipts of \$620,039.25, disbursements of \$0, leaving a balance of \$1,465,858.52.

Fund 33 2008 General Obligations Bond with a beginning balance of \$8,159,403.18, receipts of \$19,668.95, disbursements of \$927,328.90, leaving a balance of \$7,251,743.23.

Fund 50 Food Service Fund with a beginning balance of \$5,766.90, receipts of \$38,231.11, disbursements of \$37,802.45, leaving a balance of \$6,195.56.

- 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: M. Ondra

Seconded: P. Fisher

Vote: 8 Aye, 0 Nay

Approval of the following Bills as listed for payment:

- a. Fund 10 General Fund totaling \$214,026.33 for 2008-2009 and \$537,678.00 for 2009-2010
- b. Fund 22 Capital Reserve Fund—none
- c. Fund 31 Construction & Renovation Fund 2009 Note totaling \$16,381.14
- d. Fund 33 2008A General Obligations Bond (GOB) totaling \$770,178.30
- e. Fund 50 Service Fund—none

Moved: W. Dellicker

Seconded: D. Schafer

Vote: 8 Aye, 0 Nay

F. Other Reports

Federal Programs Report—B. Uplinger is currently working on the submittal for the Title I grant.

Foundation Report—The next meeting is scheduled for August 3. Applications for the upcoming golf tournament are on line.

Transportation Report—The Transportation Department is working with the new software to develop more efficient bus routes. New routes will be in place for the start of the school year.

Food Service Report—The purchasing consortium has secured two bids for next year. Pocono Dairys will be the milk provider. Morabitos will provide bread items.

Safety & Security Report—B. Uplinger is working with local fire companies and the State Police to arrange tours of the renovated buildings for emergency purposes.

Strategic Plan Report—L. Stitzel is entering data in the strategic planning tool.

Committee Reports as follows:

- a. Intermediate Unit—A State of the I U meeting is scheduled for 1:30 tomorrow.
- b. Lehigh Valley Workforce Investment Board—no report
- c. Legislation—S. Schoffstall commented on the budget impasse. S. Meixsell shared information on the current proposal to eliminate 11th grade PSSA tests.
- d. Recreation Commission—Skate Park paving is complete. Speed bumps on the roadway to the parking lots need to be painted. Night in the Country plans are moving along. The commission continues to work on their Strategic Plan.
- e. Lehigh Career & Technical Institute—322 students attended a very successful Summer Fun Camp including 31 from NWLSD. The Emerging Health Professionals Program is in its fifth year. 54 students from NWLSD were enrolled in the program.

Old Business

- PSBA Legislative Platform—A letter was received acknowledging the receipt of District platform proposals. PSBA will meet August 8 to look at all proposals submitted.
- PSERS Resolution—S. Meixsell shared a draft of the resolution and cover letter that will be sent to local legislators. W. Dellicker suggested waiting until the budget is passed to communicate to legislators.

New Business

- Induction Plan for new Board members—A notebook has been compiled with relevant information for the people seeking election. S. Meixsell will invite them to attend Board meetings prior to the November election.

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

Communications/Notes for the Board from Paul Fisher, Secretary—none

Report from Superintendent Meixsell

- Administrative/Building Sharing—S. Meixsell commented on the *Lehigh Valley Demographics & Trends* she received from the Lehigh Valley Planning Commission. Administrators commented on the Steven Covey Training and follow-up.
- Board Member Sharing
- Committee Meetings—Policy, 8/3/09@7am, Sm Conf Rm
Personnel, 8/12/09@6pm, Sm Conf Rm
Finance, 8/19/09 @6pm, Sm Conf Rm
Buildings & Grounds, 8/5/09@4pm, Brd Rm
Public Relations, 8/19/09@5pm, Sm Conf Rm

G. Adjournment

Upon motion by K. Zellner, the meeting was adjourned at 9:34 p.m.

Moved: K. Zellner

Seconded: P. Fisher

Vote: 8 Aye, 0 Nay

Respectfully submitted,

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