

Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Administrative Conference Room
Tuesday, March 10, 2009, 7:30 p.m.



MINUTES

A. Agenda

Call to Order The meeting was called to order by President Snyder at 7:30 p.m.

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

Roll Call

6 present

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

Also present: C. Venusto, R. Keegan, C. Groller, C. Hornberger, R. Hensinger, T. Chambers, E. Kerschner (NW Press)
S. Fies, L. Frisbie, J. Berlet, L. Hoppes, K. Fisher, L. Matika, C. Linde, B. Uplinger, S. Meixsell,
D. Sbrocchi, Esq., N. Zellner

Approval of Agenda S. Meixsell noted additions to the agenda. The agenda was approved as presented.
Moved: K. Zellner Seconded: W. Dellicker Vote: 6 Aye, 0 Nay

President welcomed guests and provided for comments

- Shawn Fies & Jill Berlet for NWE Dedication Ceremony – March 31st. Shawn Fies and Jill Berlet presented information regarding the upcoming Dedication Ceremony that is planned for March 31 for the newly renovated Northwestern Elementary.

Personnel action, as listed:

- Appointment of Donna Dengler, 2503 Orchard Road, Orefield, PA 18069, to the position of temporary one-on-one Class B Teacher Assistant assigned to Weisenberg Elementary, for 3.5 hours/day, at a rate of \$11.27/hour, effective February 24, 2009.
- Appointment of Wanda Reda, 5394 Mountain Road, Germansville, PA 18053, to the position of Class B Secretary to the Assistant Principal assigned to the Middle School, effective March 9, 2009 at a rate of \$30,854 prorated for the remainder of the 2008-2009 school year. Wanda is presently a Class C2 Receptionist assigned to the Middle School.
- Appointment of Lindsey Kahl, 1728 Pinewind Drive, Alburtis, PA 18011, to the position of short term substitute First Grade Teacher assigned to Northwestern Elementary, anticipated start date of March 26, 2009 for the remainder of the 2008-09 school year, at the substitute rate of pay.
- Approval to accept the following Transportation classification changes:
 - Linda Kain: additional Class D Substitute Bus Driver at a rate of \$15.50/hour, effective November 26, 2008
 - Doris Klusaritz: additional Class D Substitute Bus Driver at a rate of \$15.50/hour, effective February 18, 2009
 - David Krause: additional Class F Substitute Van Driver at a rate of \$14.64/hour, effective March 2, 2009
 - Dean Tschudy: additional Class E Van Driver at a rate of \$14.64/hour, effective March 9, 2009
- Recommendation to remove the following individual from the Transportation Driver Substitute list effective March 3, 2009: Paulette Bachert
- Recommendation to add the following individual to the Substitute Teacher Assistant list effective date pending receipt of all necessary paperwork: Teresa Gable: 4852 Snowdrift Road, Orefield, PA 18069
- Recommendation to remove the following from the District Substitute Teacher list effective February 20, 2009: Elizabeth Dorney: full-time employment
- Request for approval for unpaid days for the following individuals:
 - Sally Toth, High School Teacher Assistant, 6 unpaid days: April 29, 30, May 1, 4, 5, and 6, 2009
 - Carla Dolbow, High School Teacher Assistant, 8 unpaid days: May 4 through May 7 and May 18 through May 21, 2009
 - Laura Atwater, Middle School Teacher, 2 unpaid days: May 7 and 8, 2009
- Request for a two-week early field experience at the High School for the following individuals from Kutztown University:
 - Betty Terry with Steve Gensits, Chemistry, March 23 through April 3, 2009
 - Melissa Lemke with Brenda Wertman, Library, March 23 through April 3, 2009

10. Request for student teaching experience at the High School for the following individual from Muhlenberg College: Dana Harrington with Susan Barnett, Math, March 16 through May 7, 2009
11. Approval of extracurricular position per the negotiated contract for the 2008-2009 school year:

Extracurricular Application	Name	Stipend
Assistant Baseball Coach – JV	Duran Porrino	\$3,059.26

Moved: P. Fisher

Seconded: K. Zellner

Vote: 5 Aye, 0 Nay, G. Snyder abstained

Presentation of LCTI Budget for 2009-2010

Clyde Hornberger and Randy Hensinger reviewed the budget, explained increases to the budget, and some sources of revenue. The District share is based on a five-year average of enrollment of our students. NWLSD's enrollment of students at LCTI has increased.

Approval of Lehigh Career & Technical Institute General Fund budget resolution for the 2009-2010 school year. LCTI's total member district share with debt service is \$17,571,552.50. Northwestern Lehigh School District's share includes net operating costs of \$784,538.38, plus capital costs of \$5,306.48, and total debt service costs of \$180,646.60 for a total District share of \$970,491.46, an 8.4% increase over the 2008/2009 amount. The Academic Center member district cost for 2009-2010 total is undetermined with a projected per pupil cost of \$2,856. Northwestern Lehigh School District's share is estimated to be \$14,280 based on projected student enrollment of 5 students.

Moved: W. Dellicker

Seconded: K. Zellner

Vote: 6 Aye, 0 Nay

Presentation of Carbon Lehigh IU #21 Budget for 2009-2010

Robert Keegan and Cathy Groller shared a short history of the IU budget development.

Approval of Carbon Lehigh Intermediate Unit #21 Budget and Resolution for the Operations and Programs Services Budget for the fiscal year July 1, 2009 to June 30, 2010 with a District contribution of \$35,085. This represents an increase of \$1,398 or 4.1% over the 2008/2009 amount.

Moved: K. Zellner

Seconded: P. Fisher

Vote: 6 Aye, 0 Nay

*D. Link entered the meeting at 8:10 p.m.

Approval of change orders as listed:

Change Orders for Weisenberg Elementary Renovations Project

- a. Approval of E. R. Stuebner, Inc. change order GC-31 to provide all material, labor and supervision as required to install (22) 4" x 8" tactile exit signs as required by code in the amount of \$1,714.00.
- b. Approval of E. R. Stuebner, Inc. change order GC-32 to provide all material, labor and supervision as required for additional paving at rear of existing school building to allow snow removal equipment to access the paved play area behind the building in the amount of \$12,544.00.
- c. Approval of E. R. Stuebner, Inc. change order GC-33 to provide all material, labor and supervision as required to install locks on all casework in the Nurse's Suite in the amount of \$837.00.
- d. Approval of E. R. Stuebner, Inc. change order GC-34 to provide all material, labor and supervision as required to install casework plumbing covers as required to conceal drain transitions at floor level that were required to avoid floor structure below in the amount of \$550.00.
- e. Approval of E. R. Stuebner, Inc. change order GC-35 to provide all material, labor and supervision as required to install GWB and metal stud assemblies under stairs A & B as required by code in the amount of \$3,378.00.
- f. Approval of E. R. Stuebner, Inc. change order GC-36 to provide all material, labor and supervision as required to install GWB and metal stud soffits in kindergarten rooms as required for installation of mechanical units in the amount of \$2,522.00.
- g. Approval of Wind Gap Electrical change order EC-19 to provide all material, labor and supervision as required to install temporary cabling for phone system as required to facilitate relocation of system to new building prior to installation of new service by Verizon including all phone lines, station cables, and T-1 lines in the amount of \$8,770.76.
- h. Approval of Wind Gap Electrical change order EC-20 to provide all material, labor, and supervision as required to install cable and power connections for TV to be located in the main lobby in the amount of \$684.56.
- i. Approval of Wind Gap Electrical change order EC-21 to provide all material, labor and supervision as required to install additional power circuits in the faculty room on the first and second floors in the amount of \$3,879.04.
- j. Approval of Wind Gap Electrical change order EC-22 to provide all material, labor, and supervision as required to install a temporary phone line for the elevator in the amount of \$520.00.

- k. Approval of Wind Gap Electrical change order EC-23 to provide all material, labor and supervision as required to install temporary data connections and telephone lines for rooms 160 & 162 as required prior to completion of Data Closet D (labor provided on premium time so classroom would be ready in time for student occupation) in the amount of \$5,573.00.
- l. Approval of Wind Gap Electrical change order EC-24 to provide all material, labor and supervision as required to install power to emergency generator intake louvers in the amount of \$324.03.
- m. Approval of Wind Gap Electrical change order EC-25 to provide all material, labor, and supervision as required to install cable and power connections for TVs to be located in Principal's office, 103, 107, and 133 in the amount of \$1,864.44.
- n. Approval of Wind Gap Electrical change order EC-26A to provide all material, labor, and supervision as required to relocate data/phone lines and power outlets in Nurse's Suite from wall to under desk area in the amount of \$298.02.
- o. Approval of Wind Gap Electrical change order EC-26B to provide all material, labor, and supervision as required to install new emergency circuit to door controller at vestibule #100 for card reader and security system in the amount of \$399.00.
- p. Approval of Wind Gap Electrical change order EC-27 to provide all material, labor, and supervision as required to install a wall mount light fixture in lieu of specified soffit mount fixture outside vestibule 178 in the amount of \$182.00.
- q. Approval of Jay R. Reynolds change order PC-05 to provide all material, labor and supervision as required to install sanitary line under corridor 185 as required for connection of plumbing fixtures in area D to sewer system in the amount of \$18,704.00.
- r. Approval of MBR change order MC-05 to provide all material, labor, and supervision as required to install a printer for the oil tank monitoring system as requested by the District's insurance company in the amount of \$2,473.00.

Moved: W. Dellicker

Seconded: D. Schafer

Vote: 7 Aye, 0 Nay

B. Curriculum/Building Issues

~~Approval of Carbon Lehigh Intermediate Unit #21 Facilities Plan Committee report and Resolution for the 2009-2010 school year—hold until 3/17/09 meeting~~

Approval of Concurrent Enrollment Agreements with the following:

- Pennsylvania State University—Lehigh Valley Campus
- Lehigh Carbon Community College
- DeSales University

Moved: K. Zellner

Seconded: W. Dellicker

Vote: 7 Aye, 0 Nay

Approval of overnight trip to Wildwood NJ for Twirling Chapter Championships April 30 to May 3, 2009

Moved: P. Fisher

Seconded: D. Link

Vote: 7 Aye, 0 Nay

Report on Local Assessment Validity Study

The Pennsylvania Department of Education previously requested districts to send copies of the assessments currently used to determine if a student met all requirements for graduation. The assessments were evaluated for alignment to State standards and practice (how are they administered). 5% of the districts rated as adequate. L. Stitzel has requested more information regarding rating of NWLSD's assessments.

Report on current status of GCA proposal

L. Stitzel reviewed the status of new proposal for graduation competency assessments. District would have the option to use the Keystone Exams developed by PDE, the 11th grade PSSA results, valid local assessments, or advanced placement courses. The proposal has not been finalized. Discussion followed on the District's graduation requirements. NWLSD's requirements exceed the level required by Chapter 4.

Board Visitation Day

S. Meixsell asked for Board input regarding setting aside one or two days each year for Board members to visit school buildings. Board members would be able to visit classrooms during a regular, routine schedule.

Report on preliminary District Report Card

B. Uplinger shared a draft snapshot of District data, profile, and PSSA historical information. The goal is to create a document that will be available on the website. He will post the draft on Blackboard.

C. Policies

none

D. Facilities

none

E. District Finances

Update on budget development process

The Administrative Team met to brainstorm where modifications can be made to next year's budget. C. Linde and L. Frisbie are working with the budget model software.

Approval of the LCCC General Operating and Capital Budget resolution for the 2009/2010 school year with a total District contribution of \$269,662—an increase of \$10,118 or 3.75% over prior year's allocation

Moved: P. Fisher

Seconded: W. Dellicker

Vote: 7 Aye, 0 Nay

F. Other Reports

Old Business

- Board Seminar Agenda—S. Meixsell shared a draft agenda for seminar.

New Business—none

President offered courtesy of the floor for public comment—none

Communications/Notes for the Board from Michael Ondra, Secretary—none

Report from Superintendent Meixsell

- Administrative/Building Sharing—B. Uplinger noted the NWL Educational Foundation has allocated \$125,000 to the District. A check will be presented at next week's Board meeting. Principals shared current events for their buildings.
- Board Member Sharing—D. Link commented on the Middle School Math Counts team placing 7th out of 32 teams in competition.
- Committee Meetings—Policy, 4/6/09 @7am, Sm Conf Rm
Buildings & Grounds, 3/4/09 @4pm, Brd Rm—CANCELLED
Public Relations, 5/13/09 @5pm, Sm Conf Rm
Personnel, 3/10/09 @6pm, Sm Conf Rm
Extra-curricular, 3/17/09 @5:30pm
Finance, 3/17/09 @6pm, Sm Conf Rm

G. Adjournment

Upon motion by P. Fisher, the meeting was adjourned at 9:35 p.m.

Moved: P. Fisher

Seconded: K. Zellner

Vote: 7 Aye, 0 Nay

Respectfully submitted,

Michael Ondra, Secretary

By N. Zellner, Recording Secretary