

**Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Administrative Conference Room
Wednesday, May 20, 2009, 7:30 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

8 present

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

Also present: G. Badesso, J. Bachman, K. Flueso, H S SAGE Team Members, A, McGill—Morning Call Reporter, K. Fisher, A. Hoderewski, J. Berlet, M. Scott, L. Seier, L. Stitzel, L. Gamble, J. Klocek, M. Thompson, D. Snyder, C. Henderson, C. Linde, L. Matika, B. Uplinger, S. Meixsell, J. Freund, Esq., N. Zellner

Approval of Agenda S. Meixsell noted additions to the agenda. The agenda was approved as amended.
Moved: K. Zellner Seconded: M. Ondra Vote: 8 Aye, 0 Nay

President welcomed guests and provided for comments

- SAGE members from High School shared parts of a presentation they will be giving as part of the National competition in San Francisco.
- NWLSD graduate/LCCC honor student/President Donald Snyder—Candice Henderson, Class of 2006, talked about her experiences, the benefits, and challenges as a Lehigh Carbon Community College student.
- Lorie Gamble, HS Science Teacher and recipient of PASA Wanda McDaniel's Award—Lorie was presented the award at the Women's Caucus. The award highlights women aspiring to leadership positions.

Approval of Minutes, as attached, for April 15 and April 22, 2009 The minutes were approved as presented.
Moved: W. Dellicker Seconded: K. Zellner Vote: 8 Aye, 0 Nay

Personnel action, as listed

1. Recommendation to approve the following rates for Tiger Concession staff members for the 2009-2010 school year:
 - a. Regular staff: \$8.25/hour
 - b. Supervisor staff: \$13.25/hour
2. Recommendation to accept the resignation of Susan Souerwine, SAP/IST Teacher, effective the end of the 2008-2009 school year.
3. Recommendation to accept the resignation of James Souza, Class F Substitute Van Driver, effective May 15, 2009.
4. Request to change the resignation date of Dorothy Smolinsky, Food Service employee, to May 11, 2009.
5. Request for student teaching experience at Weisenberg Elementary for the following individuals from Muhlenberg College from November 2, 2009 through December 16, 2009:
 - a. Taren Weidaw with Justine Snyder
 - b. Elissa Davidowitz with Jen Kernick
 - c. Kristen Marchese with Donna Shay
6. Request for student teaching experience at the Middle School for the following individuals from Kutztown University:
 - a. Adam Molis with Dave Evans - September 2, through October 23, 2009
 - b. David Griffiths with Lacey Hutson - October 26 through December 17, 2009
7. Approval of retroactive extracurricular position per the negotiated contract for the 2008-2009 school year:

Extracurricular Application	Name	Stipend
Assistant Basketball Coach	Michael Kistler	Volunteer

8. Request for approval for unpaid days for the following individual: Catherine Schwoyer, High School Teacher Assistant, 2 unpaid sick days—May 12 and 13, 2009
9. Approval of Support Staff wages and benefit changes per attachment.
10. Approval of prescription plan changes for Class B Drivers, Assistant Cooks and grandfathered Food Service employees effective September 1, 2009.

Moved: M. Ondra Seconded: P. Fisher Vote: 8 Aye, 0 Nay

Elementary construction project report

J. Klocek gave an update on the progress of construction at Weisenberg Elementary. The construction trailers were removed to do site work. Sidewalks are completed. Asphalt work should be completed next week. A completion date of June 20 is still anticipated.

Approval of the new construction projects per the attached sheet for a total construction cost of \$13,798,190

Mark Thompson, of MKSD, gave Board members the opportunity for any final questions. D. Link shared comments from community members regarding the proposed projects. It was noted the input from the teaching staff during the development of the construction plans was a very important part of the process.

Moved: M. Ondra

Seconded: W. Dellicker

Vote: 8 Aye, 0 Nay

Approval of daily air quality monitoring and associated analysis for new construction projects with The Wanner Group, Inc. for a low bid of \$31,555

Moved: M. Ondra

Seconded: W. Dellicker

Vote: 8 Aye, 0 Nay

Approval of construction testing services for new construction projects with Cowan Associates, Inc. for a low bid of \$39,924

Moved: D. Schafer

Seconded: W. Dellicker

Vote: 8 Aye, 0 Nay

Approval of construction site management services for new construction projects with MKSD Architects, LLC at \$14,300 per month for an estimated total of \$257,400

Moved: D. Link

Seconded: D. Schafer

Vote: 8 Aye, 0 Nay

B. Curriculum/Building Issues

Report on 2008-2009 Professional Development and 2009-2010 Professional Development plans

L. Stitzel gave a brief summary of staff development offerings that took place each month and curriculum development days. L. Stitzel also shared information on the courses planned for this summer. The focus areas for the next three years will be technology training and differentiated instruction.

Approval of recommendations from 2008-2009 Curriculum Council

The various Task Forces will look at the recommendations and develop action plans and time lines for implementation.

Moved: W. Dellicker

Seconded: P. Fisher

Vote: 8 Aye, 0 Nay

Approval of submission of Special Education Plan as a component of the Strategic Plan

Dr. Mark Scott shared information on the Special Education Plan due to the Pennsylvania Department of Education on May 31. The plan identifies needs in the areas of special education and an action plan to address those needs.

Moved: M. Ondra

Seconded: K. Zellner

Vote: 8 Aye, 0 Nay

Confirmation of the following calendars for the 2009-2010 school year:

- NWLSD Common Calendar
- Administrative/Support Calendar
- School Board/Board Committee Meeting Calendar

Moved: M. Ondra

Seconded: W. Dellicker

Vote: 8 Aye, 0 Nay

C. Policies

None

D. Facilities

Approval of agreement with Lehigh County Emergency Services for use of school facilities as mass care centers and/or points of distribution during disasters or pandemic incidents

Moved: D. Link

Seconded: P. Fisher

Vote: 8 Aye, 0 Nay

E. District Finances

~~Approval of settlement agreement for special education services for student #7371~~ — HOLD until later date

Approval of renewal of dental services with Dr. Dominic P. Lu with no increase from last year's agreement, for grade level dental exams (\$4)

Moved: W. Dellicker

Seconded: K. Zellner

Vote: 8 Aye, 0 Nay

Approval of a three-year renewal of services agreement with Blackboard Connect Inc. for Connect-Ed notification system for a per pupil cost of \$3 per student for a first year total of \$7,200

Moved: P. Fisher

Seconded: K. Zellner

Vote: 8 Aye, 0 Nay

Approval of New Tripoli Bank as the District depository for the 2009-2010 school year

Moved: M. Ondra

Seconded: K. Zellner

Vote: 8 Aye, 0 Nay

Approval of GASB 45 Valuation Agreements with Conrad Siegel Actuaries through the PA Trust for the period ending December 31, 2009. Cost of services will not exceed \$7,000

Moved: M. Ondra

Seconded: W. Dellicker

Vote: 8 Aye, 0 Nay

Approval of real estate tax refunds as listed:

- Refund of 2008-2009 real estate taxes for Lowhill Township parcel #11-545810692858 1, Chad M Potter in the amount of \$692.99 due to fire damage to structure.
- Refund of 2008-2009 real estate taxes for Weisenberg Township parcel #24-544687793129 1, Ronald D & Carol Buss, in the amount of \$839.99 due to fire damage to structure.
- Approval to exonerate unpaid interim real estate taxes for Heidelberg Township parcel #55303409546400001, Paula L Fehnel, in the amount of \$174.23 due to correction of property information.

Moved: P. Fisher

Seconded: W. Dellicker

Vote: 8 Aye, 0 Nay

Approval to renew group term life/AD&D and group long-term disability insurance packages as follows:

- Group term life/AD&D insurance with Assurant (PSBA Trust) at a contract rate of \$.15/\$.02 per \$1,000 for the period July 1, 2009 through June 30, 2011.
- Group term disability insurance with Assurant (PSBA Trust) at a contract rate of \$.21 per \$100 for the period of July 1, 2009 through June 30, 2011.

Moved: W. Dellicker

Seconded: P. Fisher

Vote: 8 Aye, 0 Nay

Approval of 2008-2009 budget transfers as attached:

L. Frisbie reviewed the major transfers.

Moved: P. Fisher

Seconded: W. Dellicker

Vote: 8 Aye, 0 Nay

~~**Approval of contract with King, Spry, Herman, Freund & Faul, LLC to provide solicitor and legal services for 2009-2010 school year at a cost of \$14,500 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**~~ -- HOLD until future meeting.

Receive the following Reports for April 2009:

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

Fund 10 General Fund with a beginning balance of \$10,483,553.25, receipts of \$1,647,466.53, and disbursements of \$2,404,795.29, leaving a balance of \$9,726,204.49.

Fund 22 Capital Reserve Fund with a beginning balance of \$837,166.78, receipts of \$1,397.55, disbursements of \$992.14, leaving a balance of \$837,572.19.

Fund 32 2008 General Obligations Note with a beginning balance of \$11,685.45, receipts of \$11.52, disbursements of \$0, leaving a balance of \$11,696.97.

Fund 33 2008 General Obligations Bond with a beginning balance of \$9,438,174.57, receipts of \$23,735.36, disbursements of \$747,076.53, leaving a balance of \$8,714,833.40.

Fund 50 Food Service Fund with a beginning balance of \$18,356.80, receipts of \$71,062.59, disbursements of \$73,201.96, leaving a balance of \$16,217.43.

- 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: W. Dellicker

Vote: 8 Aye, 0 Nay

Approval of the following Bills as listed for payment:

- a. Fund 10 General Fund totaling \$876,449.87
- b. Fund 22 Capital Reserve Fund totaling \$2,103.94
- c. Fund 32 2008 General Obligations Note (GON) totaling \$11,696.97
- d. Fund 33 2008A General Obligations Bond (GOB) totaling \$578,913.65
- e. Fund 50 Service Fund totaling \$51,756.14

Moved: W. Dellicker

Seconded: K. Zellner

Vote: 7 Aye, 0 Nay D. Link abstained from vote

F. Other Reports

Federal Programs Report—B. Uplinger will be meeting tomorrow regarding Federal programs.

Foundation Report—The Allocations Committee finalized the Teacher Mini Grants. The Fund Development Committee is preparing for the golf tournament. The Governance Committee is recruiting Board members replacements for three empty seats.

Transportation Report—no report

Food Service Report—L. Seier analyzed the high school breakfast program. Participation does not warrant continuation of the program.

Safety & Security Report—no report

Strategic Plan Report—Approval of the Special Education Plan moves the District forward in the Strategic Plan Process.

Enrollment Report—2377 students, 6 charter students, 54 cyber students, 54 homeschooled students, 215 non-public students.

Committee Reports as follows:

- a. Intermediate Unit—Met Monday evening, reviewed budget information.
- b. Lehigh Valley Workforce Investment Board—no report
- c. Legislation—S. Schoffstall received a copy of the PSBA report on school consolidation.
- d. Recreation Commission—The Potato Barn has been rented to Heidelberg Township. Bids are due next Wednesday for paving of the skate park.
- e. Lehigh Career & Technical Institute—no report

Old Business—none

New Business

- a. **Election of Board Secretary for a four-year term beginning July 1, 2009 through June 30, 2013**
M. Ondra made a motion to nominate Paul Fisher as Board Secretary, seconded by W. Dellicker. Upon motion by K. Zellner, seconded by D. Schafer, the nominations were closed. Paul Fisher was elected Board Secretary by 8-0 vote.
- b. **Election of Board Treasurer for one-year term beginning July 1, 2009**
D. Link made a motion to retain Willard Dellicker as Board Treasurer, seconded by K. Zellner. P. Fisher moved to close the nominations, seconded by K. Zellner, motion carried. Willard Dellicker was re-elected Board Treasurer for another one-year term.
- c. **Selection of Board Meeting date for adoption of Final Budget**
Board members agreed on Monday, June 22, 2009 at 8:00 p.m. for the purpose of adopting the Final 2009-2010 General Fund Budget.

President will offer courtesy of the floor for public comment

Justine Bachman, Germansville, thanked Board members for advertising the State of the District meeting.

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

Report from Superintendent Meixsell

- a. Administrative/Building Sharing—S. Meixsell distributed ballots for CLIU #21 Board members and shared comments from the State of the District meeting. Principals shared current events.
- b. Board Member Sharing—P. Fisher shared information on the upcoming All Alumni Reunion. S. Schoffstall suggested setting dates for next year's State of the District meetings and inviting township leaders to attend.
- c. Committee Meetings—Finance, 5/20/09 @6pm, Sm Conf Rm
Policy, 6/1/09@7am, Sm Conf Rm
Buildings & Grounds, 6/3/09@4pm, Brd Rm
Personnel, 6/10/09@6pm, Sm Conf Rm

G. Adjournment

Moved: K. Zellner

Seconded: M. Ondra

Vote: 8 Aye, 0 Nay

Respectfully submitted,

Michael Ondra, Secretary
By N. Zellner, Recording Secretary