

**Northwestern Lehigh School District
6493 Rte. 309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Administrative Conference Room
Wednesday, June 11, 2008, 7:30 p.m.**



Minutes

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

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

Also present: D. Halpin, D. Porrino, S. Fulton, E. Kerschner, M. Slack, A. Rimm, J. Overstrom, R. Cartier, A. Nickischer, D. Nemes, M. Scott, C. Klein, C. Linde, L. Matika, L. Stitzel, S. Meixsell, J. Freund, Esq., N. Zellner

Approval of Agenda

The agenda was approved with one additional item.

Moved: K. Zellner

Seconded: P. Fisher

Vote: 7 Aye, 0 Nay

President will welcome guests and provide for comments-no comments

Personnel action, as listed:

1. Appointment of Michelle Slack, Kutztown PA, to the position of Kindergarten Teacher assigned to Weisenberg Elementary, effective August 18, 2008 at BS Step 6 (\$42,400). Michelle has a Bachelor of Science Degree in Education and is certified in Early Childhood, Elementary and Special Education from the University of Delaware. Michelle is presently a long-term substitute Third Grade Teacher at Weisenberg Elementary.
2. Appointment of Duran Porrino, Orwigsburg PA, to the position of Math Teacher assigned to the High School, effective August 18, 2008 at BS Step 2 (\$39,500). Duran has a Bachelor of Science Degree in Mathematics from Wilkes University. Duran is presently a long-term substitute Math Teacher at the High School.
3. Request for the following teachers for Extended School Year (ESY) work at the summer curriculum rate of \$27.50/hour:
 - a. Pauline Stopper for one (1) student for a maximum of 15 hours
 - b. Kristin Lobach for one (1) student for a maximum of 12 hours.
 - c. Kristen Hoderewski for one (1) student for a maximum of 6 hours.
 - d. Matthew Kitz for five (5) students for a maximum of 84 hours.
4. Appointment of the following as Summer Reading Program Teachers as recommended, at \$27.50/hour – not to exceed a program total of 44 hours:
 - a. Kim Firkal
 - b. Joy Hauck
 - c. Patricia Leo
 - d. Allison McMullen
 - e. Suzanne McMullen
 - f. Nicole Mizak
 - g. Amanda Rau
 - h. Jenna Rau
5. Request for reclassification for the following Buildings and Grounds employees for the 2008/09 school year:
 - a. Glenn R. Matz: C1 upgrade to C3
 - b. Denise A. Stockton: C1 upgrade to C3
 - c. Randall S. Holzer: C2 upgrade to C3
6. Recommendation to add the following as seasonal employees assigned to the Transportation Department effective June 12, 2008 at a rate of \$8.00/hour: Erika Retiguez: Fogelsville PA.
7. Recommendation to transfer Jennifer Covert, General Production Worker assigned to the Middle School, to the Substitute Food Service list effective the beginning of the 2008-09 school year.
8. Recommendation to add Cindy DeLong, Slatington, PA, to the Substitute Food Service list effective the beginning of the 2008-09 school year pending receipt of all necessary paperwork.

9. Approval of Benjamin Blewitt, Germansville PA, to serve as co-op student in the Transportation Department effective June 16, 2008 at a rate of \$12.50/hour and \$13.00/hour as of July 1, 2008 pending receipt of all necessary paperwork.
10. Request for approval of unpaid days for the following individuals:
 - a. Tami Hill: Northwestern Elementary Teacher Assistant, 11 unpaid days-5/28 to 6/11/08
 - b. Jill Bachman: Middle School Teacher Assistant, 2 unpaid days-5/22 and 5/23/08
 - c. Shelly Moyer: Middle School Teacher Assistant, 2 unpaid days-5/22 and 5/23/08Moved: P. Fisher Seconded: K. Zellner Vote: 7 Aye, 0 Nay

Approval of revised Board Meeting and Subcommittee Meeting dates and times for 2008/2009

S. Meixsell noted revised dates for April meetings, the addition of Operational Seminar date, and a July Buildings & Grounds Committee meeting.

Moved: W. Dellicker Seconded: D. Schafer Vote: 7 Aye, 0 Nay

B. Curriculum/Building Issues

Approval of tutorial agreement(s) with KidsPeace National Hospital Centers for tutorial services for student #13267 at a rate of \$26.50 per hour for 5 hours per week

Moved: S. Schoffstall Seconded: P. Fisher Vote: 7 Aye, 0 Nay

Approval of fifth grade reading curriculum

The curriculum has been on review for the necessary 30 days.

Moved: K. Zellner Seconded: W. Dellicker Vote: 7 Aye, 0 Nay

Extended School Year (ESY) report

Dr. Mark Scott explained the need for ESY for some students and IDEA requirements. As part of the IEP process, several students who regress during summer months will benefit from extra tutoring or other programs to help them become successful learners.

Recommendation to approve grant application for State Parent Advisory Council Parent Involvement Mini-Contract for Title 1 School in the amount of \$500

The grant will allow for the opportunity for parents to participate in workshops to learn strategies to help struggling readers at home.

Moved: K. Zellner Seconded: C. Bartlett Vote: 7 Aye, 0 Nay

C. Policies

First reading of Policies 105, 106, 111, 116, 117, 123.3, 123.4, 125, 126, 127, 130, 131, 138, 146

These policies have been reviewed by the Administrative Team, the Solicitor, and the Policy Committee.

Adoption of CLIU 21 policies and procedures in compliance with Chapter 14 and IDEA

Moved: K. Zellner Seconded: D. Schafer Vote: 7 Aye, 0 Nay

Discussion of suggested PSBA Legislative Platform Issues for 2008/2009

S. Meixsell asked for comments and discussion around list of issues. Discussion included prioritizing items, referencing House Bills with the year they were proposed, and staying attentive to local legislators. Suggestions were made to meet with PDE representative to voice opinions. S. Meixsell will follow up with PSBA. A motion was made to approve Northwestern Lehigh School District Board of Directors suggestions and send items for consideration for PSBA Legislative Platform for 2008/2009 by P. Fisher.

Moved: P. Fisher Seconded: W. Dellicker Vote: 7 Aye, 0 Nay

D. Facilities

Approval of change orders for elementary renovations projects as listed:

Change Orders for Northwestern Elementary Renovation Project

- a. Approval of Walter Brucker and Co., Inc. change order GC-27 to provide all material, labor and supervision as required to furnish and install receptionist transaction window with clear anodized frame and 1/4" tempered glass in the amount of \$910.00.
- b. Approval of Walter Brucker and Co., Inc. change order GC-28 to provide all material, labor, and supervision as required to remove and replace double doors to Table Storage B13a (cafeteria), replacement doors shall be hollow metal and include a new hollow metal frame, storage room lockset, and flush bolts for inactive leaf at the head and threshold in the amount of \$2,537.00.
- c. Approval of Walter Brucker and Co., Inc. change order GC-29 to provide all material, labor and supervision as required to furnish and install two additional handrails on the 13'-6" wide set of steps in Lobby A2 per code official's request in the amount of \$2013.00.
- d. Approval of Walter Brucker and Co., Inc. change order GC-30 to provide all material, labor and supervision as required to furnish and install additional filler and closure panels necessary in B wing classrooms B3, B5, B6, and B7 as well as C wing classrooms C3 through C14 regarding revisions to the sink locations in the amount of \$818.00.
- e. Approval of Walter Brucker and Co., Inc. change order GC-31 to provide all material, labor and supervision as required to complete fire caulking between the top of rated corridor walls and roof deck throughout the NWE building per code official's requirements in the amount of \$29,819.00.
- f. Approval of Walter Brucker and Co., Inc. change order GC-32 to provide all material, labor and supervision as required to furnish and install one 3'0" x 7'0" and one 2'0" x 7'0" 16 gauge hollow metal doors with galvanized finish at door B13a in the amount of \$1,715.00.
- g. Approval of Walter Brucker and Co., Inc. change order GC-33 to provide all material, labor and supervision as required to install VCT and cove base in corridors E9 and D6 per GC proposal #3 in the amount of \$2,760.00.
- h. Approval of Wind Gap Electric change order EC-15 to provide all material, labor and supervision as required to furnish and install 14 recessed lighting fixtures in display cases in Gym Lobby in the amount of \$1,932.00.
- i. Approval of Wind Gap Electric change order EC-16 to provide all material, labor and supervision as required to install 2x4 surface mounted lighting fixtures in lieu of specified recessed fixtures per sketch SK-E6, SK-E7, SK-E8 in the amount of \$3,272.50.
- j. Approval of Crest Environmental change order AC-04 to provide all material, labor and supervision as required to demolish concealed ceiling in Art Room D3 including nonasbestos ceiling material, plaster brown coat, and black iron. Cost to include equipment, materials, transportation, and disposal in the amount of \$6,965.00.

Total change orders to date for Northwestern Elementary *\$317,952.60 (3.1%)*

Change Orders for Weisenberg Elementary Renovations Project

- k. Approval of E. R. Stuebner, Inc. change order GC-08 to provide all material, labor and supervision to furnish and install a painted HM frame and tempered glazing at the transaction counter in accordance with SK-A27 in the amount of \$1,356.00.
- l. Approval of E. R. Stuebner, Inc. change order GC-09 to delete selected casework in rooms 155 and 157 in accordance with SKA-23 and SKA-24 in the amount of \$-1,372.00.

Total change orders to date for Weisenberg Elementary *\$90,168.40 (0.54%)*

The District has reached the \$300,000 threshold for change orders at Northwestern Elementary. As previously approved by the Board, Buildings & Grounds will approve PlanCon I documents as required by PDE.

Moved: W. Dellicker Seconded: D. Schafer Vote: 7 Aye, 0 Nay

Approval of proposal from Williams Scotsman, Inc. for storage container delivered 6/9/08 at a monthly rate of \$90 plus \$112 delivery fee and \$112 return freight cost to store items from NWE during construction

Moved: W. Dellicker Seconded: D. Schafer Vote: 7 Aye, 0 Nay

E. District Finances

Approval of renewal of internet-based licensed product subscription with Study Island for period of 6/1/2008 through 6/1/2011 at a net cost of \$44,894.40

The software is currently used on a regular basis by grades 2 through 12. The software is used at the Middle School for Benchmark testing and is aligned with PSSA, standards, and anchor assessments. It is kid friendly and can be accessed from home. Special Education staff will use the software to monitor progress against IEPs.

Moved: P. Fisher Seconded: W. Dellicker Vote: 7 Aye, 0 Nay

Approval of contract with Gerety Presentations, Exeter, NH, for Parent/Community Session 9/16/08 and assembly on 9/17/08 for grades 5-8 in the amount of \$3,500 from the Middle School PTO and the Middle School student activity account

Moved: W. Dellicker

Seconded: K. Zellner

Vote: 7 Aye, 0 Nay

Approval to apply for applicable Federal Program grants and Accountability Block Grant per attached sheet

Moved: K. Zellner

Seconded: P. Fisher

Vote: 7 Aye, 0 Nay

F. Other Reports

Old Business—none

New Business—none

President will offer courtesy of the floor for public comment—no comments

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

Report from Superintendent Meixsell

- a. Administrative/Building Sharing—S. Meixsell commented on the last student day and Commencement. Principals shared current year-end events. R. Cartier read a note of thanks from a second grade class.
- b. Board Member Sharing—Board members commented on commencement, the 8th grade promotional assembly, and the excellent work of the LCTI students who worked to build a house that will be sold at public auction in the near future.

D. Link entered the meeting at 8:53 p.m.

- c. Committee Meetings—Policy, 6/2/08 @7am, Supt. Office
Buildings & Grounds, 6/4/08 @4pm, Brd Rm
Public Relations, 6/11/08 @5pm, Supt Office
Personnel, 6/11/08 @6pm, Sm Conf Rm
Finance, 6/18/08 @6pm, Sm Conf Rm

G. Adjournment

Upon motion by K. Zellner, the meeting was adjourned at 8:57 for a short recess followed by Executive session for legal and personnel issues.

Moved: K. Zellner

Seconded: D. Link

vote: 8 Aye, 0 Nay

Respectfully submitted,

Michael Ondra

M. Ondra, Secretary

By N. Zellner, Sec. to the Board