

Northwestern Lehigh School District

6493 Rte.309, New Tripoli PA 18066

SCHOOL BOARD MEETING

District Administrative Conference Room

Tuesday, February 20, 2007, 7:30 p.m.



MINUTES

A. Agenda

Call to Order The meeting was called to order at 7:44 by President Snyder.

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

Roll Call

6 present, 3 absent

Roll Call	Pr	Camille Bartlett	Ab	Michael Ondra	Pr	Sally Schoffstall
pr/ab	Pr	Willard Dellicker	Ab	Mark Richman	Ab	Kenneth Zellner
////////	Pr	Donald Link	Pr	Darryl Schafer	Pr	Gregory Snyder

Also present: T. Brinley, K. Mertz, E. Kerschner, M. Johnston, P. Fisher, B. Gorman, L. Meixsell, L. Hoppes, B. Hart, L. Stitzel, E. McLaughlin, L. Matika, C. Linde, S. Meixsell, J. Pennabaker, D. Sbrocchi, Esq., N. Zellner

Approval of Agenda S. Meixsell noted additional items for the agenda and requested to hear the audit report after personnel and also hold item E2 until next month. The agenda was approved as amended.

Moved: D. Link

Seconded: W. Dellicker

Vote: 6 Aye, 0 Nay

President will welcome guests and provide for comments

Julianne Pennabaker shared her Japan teaching experience with the Board and thanked Board members for allowing her the opportunity to participate in this enriching experience.

Approval of Minutes, as attached, for January 10 and January 17, 2007. Minutes were approved as presented.

Moved: D. Link

Seconded: W. Dellicker

Vote: 6 Aye, 0 Nay

Personnel action, as listed below:

L. Matika reviewed personnel items and noted the resignation for retirement of Trudie Dellicker. L. Stitzel introduced Scott Brown who will take over the position of high school band director/teacher. A statement was read by President Snyder regarding the intent of retirement of Dr. John Gould and the appointment of Susanne Meixsell as Superintendent. A motion was made to approve all items with the exception of the retirements and the appointment of a new Superintendent. Those items will be under separate motions.

Moved: D. Link

Seconded: C. Bartlett

Vote: 6 Aye, 0 Nay

1. Approval of Scott Brown, 70 Amherst Avenue, Wilkes-Barre, to the position of contracted Band Teacher/Director, effective date to be determined at BS +24 Step 12 (\$47,800) prorated for the remainder of the 2006/2007 pending receipt of all necessary paperwork. Scott has a Bachelor of Music Degree from Wilkes University. Presently Scott is employed as a Director of Instrumental Studies, Middle School and Elementary School Concert Band and High School Marching Band at Palmerton Area School District.
2. Approval of Pamela Pike, 1435 Newman Road, Pennsburg, to the position of short-term Art Teacher assigned to the Middle School, effective approximately March 13, 2007, at a substitute rate of \$120/day for the remainder of the 2006/2007 school year pending receipt of all necessary paperwork.
3. Approval for the request of disability leave in conjunction with Family Medical Leave for Linda Curry, Weisenberg Elementary Teacher, effective approximately April 20, 2007. Return to work date is approximately June 1, 2007.
4. Approval for the request of disability leave followed by Family Medical Leave for William Santiago, Middle School Night Foreperson, effective approximately February 26, 2007.
5. Recommendation to add the following individuals to the Transportation Class D Substitute Driver list at a rate of \$14.42/hour effective February 5, 2007 pending receipt of all necessary paperwork:
 - a. Cindy Rassavage: 17 Blueberry Circle, New Ringgold
 - b. Cheryl Bennecoff: 2335 Fritz Court, Kutztown

6. Recommendation to add the following individuals to the District's Teacher Substitute list effective February 12, 2007 pending receipt of all necessary paperwork:
 - a. Allyson Ladden-Fedorko: 6559 Knoll Court, New Tripoli
Secondary Education - French
 - b. William Swan: 108 North 9th Street, Coplay
Secondary Education – Chemistry
 - c. Matthew Kitz: 216 N. 17th Street, Apt. 2, Allentown
Elementary Education
7. Recommendation to remove the following individual from the District's Teacher Substitute list effective February 7, 2007:
 - a. Reichele Yeich – no response to communications
8. Recommendation to remove the following individuals from the substitute Teacher Assistant/Secretary list effective December 28, 2006:
 - a. Linda Deibert – requested to be removed
 - b. Kimberly Kamp – no response to communications
9. Request for approval for unpaid days for the following individuals:
 - a. Kim Borgman, Transportation: 8 unpaid days, January 19, 22 through 26, 29, and 30, 2007
 - b. Ann Schnur, Transportation: 4 unpaid days, March 7, 8, 9, and 12, 2007
 - c. Rebecca Karoly, Middle School Teacher Assistant: 10.5 unpaid days,
January 24 (pm), 25, 26, 29, 30, 31, February 1, 2, 5, 6, and 7, 2007
 - d. Barbara Ziegler, Food Service: 2 unpaid days, April 30 and May 1, 2007
10. Extracurricular positions per the negotiated contract for the 2006/2007 school year pending receipt of all necessary paperwork:

EXTRACURRICULAR APPLICATIONS	NAME	STIPEND
Head Girl's Track & Field Coach	David Kerschner	\$4,900.76
Assistant Track Coach	Mike MacLaughlin	\$2,940.46
Assistant Baseball Coach	Jason Mengel	\$2,940.46
11. Approval of Donna Pfrom, 4114 Main Street, Slatedale, to the position of part-time Cafeteria/Utility Worker, effective date to be determined upon receipt of all necessary paperwork, at a rate of \$10.53/hour for a total of 16.5 working hours per week.
12. Request for an additional temporary half day Learning Support Teacher for Northwestern Elementary for the remainder of the 2006/2007 school year due to an increase in enrollment.
13. Approval for the request of disability leave in conjunction with Family Medical Leave for Jillian Gasper, Middle School Teacher, effective approximately May 2, 2007. Return to work date is the first day of the 2007/2008 school year.
14. Request for approval for unpaid days for the following individuals:
 - a. Denise DeBellis, Middle School Teacher Assistant, 2 unpaid days: February 1 and 2, 2007
 - b. Barbara Ziegler, Food Service, 7 unpaid days: March 16, 19 through 23, and 26, 2007

Approval to accept the resignation for retirement of Trudie Dellicker, Northwestern Elementary Teacher, effective the end of the 2006/2007 school year after 21 years of service to the District.
With Best Wishes.

Moved: D. Link

Seconded: D. Schafer

Vote: 6 Aye, 0 Nay

Approval of the agreement to alter the employment of Dr. John Gould by accepting the resignation of his commission as Superintendent of Schools and to employ him as Director of Strategic Initiatives both effective February 26, 2007 through January 16, 2008.

Moved: S. Schoffstall

Seconded: W. Dellicker

Vote: 6 Aye, 0 Nay

Approval of the appointment of Mrs. Susanne H. Meixsell as Superintendent of Schools beginning February 26, 2007 and ending June 30, 2011 at the initial salary of \$116,000 prorated for the remainder of the 2006/2007 school year.

Moved: S. Schoffstall

Seconded: D. Schafer

Vote: 6 Aye, 0 Nay

Presentation of audit report for fiscal year ending June 30, 2006

Bill Gorman gave background information and answered questions regarding the audit. A motion was made by W. Dellicker to accept the audit report. Seconded by D. Link Vote: 6 Aye, 0 Nay

B. Curriculum/Building Issues

Approval for Northwestern Elementary to apply for the National Education Association D.E.A.R Bookshelf Award grant in the amount of \$500

Funds will be used to buy library books.

Moved: W. Dellicker

Seconded: S. Schoffstall

Vote: 6 Aye, 0 Nay

Approval of request to enter into an agreement with DeSales University for Dual-enrollment courses offered on-line to seniors

Moved: C. Bartlett

Seconded: D. Schafer

Vote: 6 Aye, 0 Nay

Approval to reapply for Dual Enrollment Grant for the 2007/2008 school year

The Dual Enrollment Grant directly benefits students and families by reducing costs. The dollar amount will be determined by PDE.

Moved: D. Schafer

Seconded: D. Link

Vote: 6 Aye, 0 Nay

Approval to reapply for the Project 720 High School Reform Grant for the 2007/2008 school year

This is the third year for the Project 720 Grant that supports curriculum reform initiatives in the high school.

Moved: W. Dellicker

Seconded: D. Link

Vote: 6 Aye, 0 Nay

C. Policies

Approval of Policy 101 Mission, Vision & Value Statements

W. Dellicker requested approval be tabled until a later date.

D. Facilities

Report from Buildings & Grounds Committee

S. Meixsell noted the committee met on February 7 to review Phasing Plans, Bid Alternates and proposals for Project Management Services. Discussion followed regarding the final decision. The Board desired to meet with the two candidates at the next Buildings & Grounds meeting and be able to make a recommendation at the March 13 Board meeting.

E. District Finances:

~~Approval of 2006/2007 Budget Transfers~~--hold until next month

Approval of William J. Flynn, Broker, to solicit quotes for property, liability, and workers' compensation insurance packages for the 2007/2008 school year

Moved: D. Link

Seconded: D. Schafer

Vote: 6 Aye, 0 Nay

Approval of District sponsorship of Middle School PTO roller skating party for fifth & sixth grades at SkateAway, Whitehall, to be held on February 26, 2007, from 6 to 9 p.m., consistent with policy 914, Support Organizations

Moved: W. Dellicker

Seconded: D. Link

Vote: 6 Aye, 0 Nay

Approval of contract with Stabler Arena for graduation exercises on June 3, 2007

Moved: C. Bartlett

Seconded: D. Link

Vote: 6 Aye, 0 Nay

Approval of contract with RockRoots, Madison Ct, for performance at Northwestern Elementary on April 3, 2007 in the amount of \$975—from student activity funds

Moved: W. Dellicker

Seconded: D. Link

Vote: 6 Aye, 0 Nay

Receive the following Reports for January 2007

- a. Budget Report as presented
- b. Revenues Report as presented

c. Treasurer's Report

General Fund with a beginning balance of \$14,910,161.43, receipts of \$792,004.12, and disbursements of \$2,034,491.49, leaving a balance of \$13,667,674.06.

Capital Reserve Fund with a beginning balance of \$754,256.11, receipts of \$3,170.60, disbursements of \$0, leaving a balance of \$757,426.71.

Elementary Construction/Renovations Fund with a beginning balance of \$9,125,471.18, receipts of \$37,937.25, and disbursements of \$86,089.38, leaving a balance of \$9,077,319.05.

2004 GON with a beginning balance of \$184,501.23, receipts of \$616.37, disbursements of \$0, leaving a balance of \$185,117.60.

Food Service Fund with a beginning balance of \$3,955.27, receipts of \$78,940.09, disbursements of \$74,697.82, leaving a balance of \$8,197.54.

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: W. Dellicker

Seconded: D. Link

Vote: 6 Aye, 0 Nay

Approval of the following Bills as listed for payment:

a. General Fund totaling \$1,695,395.39

b. Capital Reserve Fund—none

c. Construction & Renovation Fund totaling 88,537.97

d. 2004 GON—none

e. Food Service Fund totaling 45,316.06

f. Tiger Fund—none

Moved: W. Dellicker

Seconded: C. Bartlett

Vote: 6 Aye, 0 Nay

F. Other Reports:

Federal Programs—Title I audit February 21. Title I is the largest Federal program.

Foundation Report—The Foundation will increase their Board membership from 9 to 15. They are actively looking at establishing an Alumni Association.

Transportation Report—no report

Strategic Plan Report—The District has received approval for the Special Education and Induction Plans.

Enrollment Report—2399 students, 58 Homeschooled students, 38 Cyber/Charter students, 213 non-public students.

Committee Reports as follows:

a. Intermediate Unit—no report

 ✦ LVBEP Report—no report

b. ☐ Legislation—S. Schoffstall noted NCLB legislation

c. Recreation Commission—D. Link reported the Commission met last month. Fencing will be replaced at the Rec. fields pending NYAA splitting the cost. The potato cellar is not up to code. Improvements will be made so it can be used. Darryl Schafer was elected Secretary.

d. LCTI—no report

Old Business—none

New Business

Approval of 2005-2006 and 2006-2007 Weisenberg Township interim real estate tax for parcel #24-5427901546051 (Christopher & Allison Blechschmidt) in the amount of \$24.89 due to assessment correction

Moved: W. Dellicker

Seconded: S. Schoffstall

Vote: 6 Aye, 0 Nay

Approval of New Tripoli Bank resolution authorizing Business Office personnel to receive account information and sign stop payments for District bank accounts

Moved: W. Dellicker

Seconded: D. Schafer

Vote: 6 Aye, 0 Nay

Approval of changes to district bus stops for 2006/2007 school year

Moved: W. Dellicker

Seconded: D. Schafer

Vote: 5 Aye, 0 Nay, 1 Abstain

Board discussion on seminar topics and locations

S. Meixsell shared information on Board seminar and asked for dialog and ideas by March 2.

Approval of resolution to accept the recommendation of the local tax study commission

Corrections were noted by C. Linde.

Moved: W. Dellicker

Seconded: D. Link

Vote: 6 Aye, 0 Nay

President Snyder called for Executive Session to follow the regular meeting.

President will offer courtesy of the floor for public comment—none

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

Report from Superintendent Gould

a. Administrative/Building Sharing—High School finished PSSA writing assessment. Reading and math tests will be taken in March. A site visitation for the 720 grant is scheduled for Monday. Spring sports will begin mid March. E. McLaughlin noted a transition meeting for early intervention program.

b. Board Member Sharing—The LCCC Advisory committee will meet next month. C. Bartlett expressed thanks to Cathy Linde for the District's clean audit. S. Schoffstall noted Julianne Pennabaker's presentation was extremely impressive.

c. Legislative Information

d. Committee Meetings—

Scholarship Committee, 2/20, 6 p.m.

e. Other—

Public Hearing—Act 1 Tax Study Commission process recommendation and Front End Referendum discussion, 2/20, 6:30 pm. Brd Room

Board Seminar dates—4/20 & 4/21

G. Adjournment

The meeting was adjourned at 10:15 p.m. for a short break followed by Executive Session for personnel issues.

Moved: D. Link

Seconded: D. Schafer

vote: 6 Aye, 0 Nay

Respectfully submitted,

Michael Ondra

M. Ondra, Secretary

By N. Zellner, Recording Secretary