

Northwestern Lehigh School District
6493 Rte.309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Administrative Conference Room
Wednesday, December 13, 2006, 7:30 p.m.



Minutes

A. Agenda

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

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

Roll Call

All present

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

Also present: E. Kerschner, J. Kennedy, L. Hoppes, R. Cartier, E. McLaughlin, K. Fisher, M. Malay, C. Linde, L. Matika, S. Meixsell, D. Sbrocchi, Esq., N Zellner

Approval of Agenda S. Meixsell noted two additions to the agenda. The agenda was approved as amended.

Moved: M. Ondra

Seconded: K. Zellner

Vote: 9 Aye, 0 Nay

President welcomed guests and provided for comments—none

Approval of Minutes, as attached, for November 8 and November 15, 2006

Moved: M. Ondra

Seconded: K. Zellner

Vote: 9 Aye, 0 Nay

Personnel action, as listed below

S. Schoffstall made a motion to approve items 1 through 8 and item 10 and deny item 9 as recommended by the Personnel Committee.

1. Approval for the request of disability leave and child rearing leave for Marisa Bartholomew, Northwestern Elementary School Teacher, effective approximately April 1, 2007 until the beginning of the 2007/2008 school year.
2. Approval of Joy Hauck, Andreas 18211, to the position of long-term substitute Kindergarten Teacher assigned to Northwestern Elementary, effective the first day of the second semester of the 2006/2007 school year at BS Step 1 (\$38,000) prorated for the remainder of the 2006/2007 school year. Joy is presently a Paraprofessional assigned to Northwestern Elementary.
3. Recommendation to add the following individuals to the District's Substitute Teacher list effective December 18, 2006:
 - a. Rick Guth: Slatington 18080
Emergency Permit
 - b. Debra Weik: Coplay 18037
Mentally and/or Physically Handicapped Certification
4. Recommendation to add the following individuals to the Transportation Class F Van Substitute list at a rate of \$13.80/hour pending receipt of all necessary paperwork:
 - a. Richard Bond:, Breinigsville – effective December 7, 2006
 - b. George Woomer:– effective December 18, 2006
5. Recommendation to remove the following individual from the District's Teacher Substitute list effective December 12, 2006:
 - a. Leslie Shotwell – no communications
6. Recommendation to remove the following individual from the Substitute Teacher Assistants list effective December 7, 2006:
 - a. Paula Desiderio – resignation

7. Request for student teaching experience for the following from Kutztown University
January 17, through March 9, 2007:
- Melissa Waring with Georgine Gilligan, Library Science, Weisenberg
 - Stacey Castriota with Pam Miers, Third Grade, Weisenberg
- March 19, through May 10, 2007:*
- Geoffrey Osman with Scott Hippensteel, History, High School
8. Request for student teaching experience for the following from Muhlenberg College
March 21 through May 10, 2007:
- Tom Lever with Carol Bear, Mathematics, High School
 - Amy Borucki with Kelly Bleam, Mathematics, High School
9. Request to approve leave of absence request for the second semester of the 2006/2007 school year for Jill Pena, Northwestern Elementary Music Teacher.
10. Extracurricular positions per the negotiated contract for the 2006/2007 school year pending receipt of all necessary paperwork:

EXTRACURRICULAR APPLICATIONS	NAME	STIPEND
Assistant Girls Basketball Coach	Mike Kistler	Volunteer

Moved: S. Schoffstall

Seconded: C. Bartlett

Vote: 9 Aye, 0 Nay

B. Curriculum/Building Issues

None

C. Policies

Review of 100s cross reference document

S. Meixsell reviewed the document listing new policy recently approved and the old policy it replaces.

D. Facilities

S. Meixsell updated the Board on the Act 34 Hearing held December 7, 2006. Summary information of the meeting has been posted on the District website.

Receive the following Report(s):

- Building & Maintenance Projects

The Board agreed future reports will be reviewed by Buildings & Grounds at their monthly meeting. Items of significance will be brought back to the full Board.

E. District Finances:

Approval to purchase two (2) Riso R7220 Digital Duplicator Systems from Stratix Systems at a unit cost of \$4,150 (state contract pricing) after trade-in and \$1200 per unit service agreement for 600,000 impressions each

The service agreement should last approximately one-year based on 600,000 copies.

Moved: W. Dellicker

Seconded: D. Schafer

Vote: 9 Aye, 0 Nay

Approval of 2006/2007 Budget Transfers

Transfers were required for technology and driver education costs.

Moved: D. Schafer

Seconded: W. Dellicker

Vote: 9 Aye, 0 Nay

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

Two new stops were added.

Moved: M. Ondra

Seconded: K. Zellner

Vote: 9 Aye, 0 Nay

Approval of contract for Class of 2008 with Holiday Inn Conference Center, Lehigh Valley, PA for High School Prom on May 25, 2008 and initial deposit of \$1,000

Funds will be from the Class of 2008 Student Activity Account.

Moved: K. Zellner

Seconded: D. Link

Vote: 9 Aye, 0 Nay

Receive the following Reports for November 2006:

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

General Fund with a beginning balance of \$15,511,325.48, receipts of \$1,832,530.14, and disbursements of \$2,350,300.45, leaving a balance of \$14,993,555.17.

Capital Reserve Fund with a beginning balance of \$748,620.50, receipts of \$2,860.28, disbursements of \$0, leaving a balance of \$751,480.78.

2004 GON with a beginning balance of \$183,407.03, receipts of \$555.56, disbursements of \$0, leaving a balance of \$183,962.59.

Food Service Fund with a beginning balance of \$6,148.63, receipts of \$68,975.57, disbursements of \$66,718.91, leaving a balance of \$8,405.29.

- 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: K. Zellner

Vote: 9 Aye, 0 Nay

Approval of the following Bills as listed for payment:

- a. General Fund totaling \$1,258,946.91
- b. Capital Reserve Fund—none
- c. Construction & Renovation Fund totaling \$877,537.98
- d. 2004 GON—none
- e. Food Service Fund totaling \$41,605.06
- f. Tiger Fund—none

Moved: K. Zellner

Seconded: M. Richman

Vote: 9 Aye, 0 Nay

F. Other Reports:

Federal Programs—no report

Foundation Report—One committee is working on a gift program in the elementary buildings. Letters were sent to parents asking in lieu of holiday gifts to teachers, donations to the Foundation would be accepted in their honor. Checks are coming in. Another committee is working on a “wish list.” The teacher mini-grant program is almost in place. Another committee is working on establishing an Alumni Association. Future Foundation meetings will be held on the first Thursday of each month in the high school library.

Transportation Report—no report

Strategic Plan Report—The Strategic Plan is in the review process at the Department of Education. Signature sheets should be in the District by the end of the December.

Enrollment Report—2399 students, 58 homeschool students, 37 Cyber/Charter students, 212 non-public students

Committee Reports as follows:

- a. Intermediate Unit—The Board will be meeting on Monday. A consultant will review transportation issues.
 - ✦ LVBEP Report—no report
- b. ☐ Legislation—no report. S Schoffstall suggested changing the Public Relations committee from an Adhoc to a permanent committee. W. Dellicker agreed it should be a standing committee and suggested the possible need for a consultant.

A motion was made by S. Schoffstall seconded by K. Zellner to make the Public Relations Committee a standing committee. All were in favor. The motion carried S. Schoffstall, W. Dellicker and D. Schafer will serve on the committee.

Moved: S. Schoffstall

Seconded: K. Zellner

Vote: 9 Aye, 0 Nay

- c. Recreation Commission—D. Link noted that K. Zellner was no longer a member of the Commission and thanked him for his help. He welcomed D. Schafer aboard. No meeting is scheduled for December. Meeting will resume the last Wednesday in January. Discussion followed regarding the issue of use of the Rec. Fields. D. Link feels there is now a better understanding by the public. The NYAA and the Commission are working together to make it function. The Rec Commission is working on a procedures booklet.
- d. LCTI—no report.

Old Business—none

New Business

Approval of contract for Middle School seventh grade class with Medieval Times Dinner & Tournament, Lynndhurst, NJ, in the amount of \$6,455 for May 23, 2007 including initial deposit of \$1291
The field trip is tied to the Social Studies curriculum. Payment will be made through the Student Activity Fund.

Moved: M. Ondra

Seconded: K. Zellner

Vote: 9 Aye, 0 Nay

Approval of Tutorial Agreement with Kidspace National Hospital Centers for tutorial services for student # 10304

Moved: S. Schoffstall

Seconded: D. Link

Vote: 9 Aye, 0 Nay

President Snyder called for Executive Session to follow tonight's meeting.

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

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

Report from Superintendent Gould

- a. **Administrative/Building Sharing**—E. McLaughlin gave a brief update on revisions to Chapter 14 & 16. for special education and gifted. Revisions should be completed by June 30. A new director was appointed for the Bureau of Special Education. Principals shared current events in their buildings. The elementary staff will hold a joint inservice in January. L. Matika reminded the Board the next Personnel meeting will be January 10 at 6:30.
- b. **Board Member Sharing**—D. Schafer attended the last Foundation meeting. W. Dellicker noted Northwestern's Kindergarten Grandparents Day was well received. The students did a nice job. C. Bartlett & D. Link thanked everyone for all the hard work this past year and shared Happy Holiday wishes.
- c. **Legislative Information**
- d. **Committee Meeting—Preliminary Budget Work session, 12/13 @ 6:30 p.m.**

G. Adjournment

The meeting was adjourned for a short break followed by Executive Session for personnel issues.

Moved: K. Zellner

Seconded: M. Richman

vote: 9 Aye, 0 Nay

Respectfully submitted,

Michael Ondra

M. Ondra, Secretary

By N. Zellner, Recording Secretary