

Northwestern Lehigh School District
6493 Rte.309, New Tripoli PA 18066
SCHOOL BOARD MEETING
District Administrative Conference Room
Wednesday, December 6, 2006, 7:30 p.m.



Minutes
Reorganization Meeting

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 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: R. Post, J. Bachman, C Masetti, N. Masetti, L. Meixsell, S. Lingenfelter, E. Kerschner, K. Kelley, D. Nemes, R. Cartier, L. Christman, L. Matika, C. Linde, 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: 9 Aye, 0 Nay

President welcomed guests and provided for comments—none

High School Ensemble—D. Nemes introduced Kristin Showalter, high school band director.

K. Showalter had students introduce themselves and tell the various instruments each played. The group performed four selections for the enjoyment of the audience. K. Showalter extended an invitation to the Winter Band and Choral Concert that will be held December 19. The students received certificates of appreciation for their efforts.

Nomination and election of President Pro tempore

Attorney John Freund will preside over the nomination and election.

Nomination and election of President for the year 2007

Attorney Freund opened the floor for nominations for Board President. D. Link nominated Greg Snyder for President, seconded by M. Ondra. K. Zellner moved to close the nominations, seconded by D. Link. A motion was made by K. Zellner seconded by M. Ondra for a unanimous ballot for Greg Snyder as President. Greg Snyder was re-elected by unanimous oral vote. D. Link extended thanks on behalf of the Board for the hard work Greg has put forth during the past year.

Nomination and election of Vice President for the year 2007

The floor was opened for nominations for Board Vice President. D. Link nominated Sally Schoffstall, seconded by M. Richman. A motion was made by K. Zellner, seconded by W. Dellicker to close the nominations. D. Link moved for a unanimous ballot for Sally Schoffstall as Vice President. Sally Schoffstall was re-elected by unanimous oral vote. D. Link expressed thanks to Sally for the work she has done serving as Board Vice President this past year.

Newly appointed President will preside

Designation of official dates and time--7:30 p.m.--for public meetings to be held as noted

Due to Act 1 requirement for budget approval deadline of February 13th, the February 14 meeting was moved to February 7, 2007.

January 10, 2007

January 17, 2007

February 7, 2007

February 20, 2007 (Tuesday)

March 13, 2007 (Tuesday)

March 20, 2007 (Tuesday)

April 18, 2007

April 20 & 21, 2007, Board

Seminar, starting at varied times

May 9, 2007

May 16, 2007

June 13, 2007

June 20, 2007

July 18, 2007

August 8, 2007

August 15, 2007

September 12, 2007

September 19, 2007

October 10, 2007

October 17, 2007** (Lehigh Career
& Technical Institute)

November 14, 2007
November 21, 2007

December 5, 2007 (Reorganization Mtg)
December 12, 2007

Moved: M. Ondra

Seconded: K. Zellner

Vote: 9 Aye 0 Nay

Inventory of interest of all Board members to serve on various committees to be appointed at the January 2007 Board meeting

K. Zellner has resigned from the Northwestern Recreation Commission. D. Schafer will fill the position. S. Schoffstall noted past discussion regarding the Public Relations Committee becoming a permanent committee. Discussion was tabled until the January meeting. S. Meixsell will check 000 policies for necessary revisions if the Board desires changes.

Personnel action, as listed

1. Approval for the request of disability leave and child rearing leave for Jennifer Laskosky, High School Teacher, effective approximately January 10, 2007 until the beginning of the 2007/2008 spring semester.
2. Approval of John Hughes, 706 Farmingdale Drive, Douglassville, to the position of long-term substitute High School Math Teacher, effective approximately December 16, 2006 at BS Step 1 (\$38,000) prorated for the remainder of the 2006/2007 school year.
3. Approval to accept the resignation of Henry Distler, Head Girls Track Coach, effective November 23, 2006.
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. James Kernick: New Tripoli – effective November 17, 2006
 - b. Paula Desiderio: Kutztown – effective November 30, 2006
5. Recommendation to add the following individual to the Food Service Substitute list effective date to be determined upon receipt of all necessary paperwork at a rate of \$8.75/hour:
 - a. Arlene Buss – Germansville
6. Recommendation to remove the following individual from the Substitute Teacher Assistant's list effective November 18, 2006;
 - a. James Sullivan – no response to communications
7. Recommendation to remove the following individual from the District's Teacher Substitute list effective November 16, 2006:
 - a. Tammy Martin – full-time employment elsewhere
8. Extracurricular positions per the negotiated contract for the 2006/2007 school year pending receipt of all necessary paperwork:

EXTRACURRICULAR APPLICATIONS	NAME	STIPEND
Middle School Chorus A & B Advisor	Kristin Showalter	\$1,341.03 (1/2 stipend for work completed 9/1/06-12/31/06)

9. Request for student teaching experience for the following from Kutztown University from March 19, 2007 through May 10, 2007:
 - a. Megan Fried with Laura Hallman
 - b. Jessica Schoenberger with Nicole Mizak
 - c. Nicole Wiley with Carol Bettler
 - d. Jessica Marrero with Marsha Johnston
 - e. Sara McCleaf with Karla Mertz
 - f. Katherine Kern with Fern Hauck
10. Recommendation to approve Jean Overstrom, New Tripoli, to the position of temporary Class B Teacher Assistant assigned to Weisenberg Elementary effective December 7, 2006 for the remainder of the 2006/2007 school year for six hours/day at a rate of \$10.42/hour pending receipt of all necessary paperwork.
11. Recommendation to approve Kirk Rechenberger, Kunkletown, to the position of Class B Technology Assistant assigned to the Middle School for six hours/day at a rate of \$10.42/hour effective date to be determined upon receipt of all necessary paperwork.
12. Recommendation to remove the following individual from the Substitute Teacher Assistants list effective December 6, 2006:

12/6/06 Minutes

- a. Joann Wendling – no response to communications
13. Recommendation to remove the following individuals from the District's Substitute Teacher list effective December 5, 2006:
 - a. Marlene Moser – no response to communications
 - b. Sandra McGregor Petersheim – no response to communications
14. Request for approval for unpaid days for the following individuals:
 - a. Jane Wehr, Food Service: four (4) unpaid days, February 6, 7, 8 and 9, 2007
 - b. Lisa Pollock, Weisenberg Elementary Teacher Assistant: three (3) unpaid days, November 29, 30 and December 1, 2006
15. Extracurricular positions per the negotiated contract for the 2006/2007 school year pending receipt of all necessary paperwork:

EXTRACURRICULAR APPLICATIONS	NAME	STIPEND
Assistant Boys Track and Field Coach	Gary Williams	\$3,520.94

Moved: M. Ondra

Seconded: W. Dellicker

Vote: 9 Aye, 0 Nay

B. Curriculum/Building Issues

First reading of Writing Curriculum & Instructional Materials for grades 6, 7 & 8

S. Meixsell expressed appreciation to the Middle School staff for the excellent job done in developing the 6-8 grade writing curriculum. The Writing Curriculum was connected to other content areas. The Task Force was pleased with the resource materials. The Curriculum will be on public display for 30 days.

C. Policies

First reading of various policies in the 100's and 200's

The various policies in the 200's were reviewed by PSBA, Administration, S. Schoffstall and S. Meixsell, and Attorney Freund.

Approval of various policies in the 100's and 200's

The following policies were approved after being available for public review for the appropriate time: 100, 102, 103, 104, 105, 105.1, 105.3, 106, 111, 112, 113, 113.2, 114, 115, 116, 117, 120, 121, 124, 125, 127, 130, 138, 140, 142, 143, 144. S. Meixsell will provide a summary to the Board stating which new policies replace the old policies.

Moved: M. Ondra

Seconded: K. Zellner

Vote: 9 Aye, 0 Nay

D. Facilities—None

E. District Finances:

Approval of Resolution authorizing issuance of General Obligations Note, Series of 2006, in the amount of \$10,000,000

This will be the first draw of the \$29,000,000 approved for borrowing.

Moved: W. Dellicker

Seconded: D. Schafer

Vote: 9 Aye, 0 Nay

Approval of Resolution designating New Tripoli Bank as depository for Fund 31 Construction and Renovation Funds

Proceeds from the December 12 settlement date will be wired to this account.

Moved: M. Ondra

Seconded: W. Dellicker

Vote: 9 Aye, 0 Nay

F. Other Reports:

Old Business—none

New Business

Approval to participate in Project Success through the Center for Humanistic Change, Inc.

Moved: W. Dellicker

Seconded: K. Zellner

Vote: 9 Aye, 0 Nay

Approval of 48 month contract with Edwards Business Machines effective January 1, 2007 for all copiers except High School Central Office at a cost of \$.0125 per copy for the first 300,000 copies per month and \$.0112 per copy for copies exceeding 3,000,000 per month

and

Approval of 60 month contract with Xerox Corporation effective January 1, 2007 for the High School Central Office copiers per COSTAR State contract pricing in the amount of:

High School Officer copier \$165 per month + \$.0084 per copy
High School Central copier \$901 per month

Costs include toner and maintenance. Paper and staples are not included.

Moved: M. Ondra

Seconded: M. Richman

Vote: 9 Aye, 0 Nay

Confirmation of payment increase of \$900 for Book connection Contract payable from Northwestern Elementary Student Activity account, for assembly on December 6, 2006

Moved: D. Link

Seconded: K. Zellner

Vote: 9 Aye, 0 Nay

Approval of Commitment Letter with Manufacturers and Traders Trust Company (M & T Bank) for purchase of the Northwestern Lehigh School District 2006 General Obligations Notes in the amount of \$10,000,000 with settlement on or before December 31, 2006

The new document will bring specifics to the commitment letter previously approved by the Board in 2004. This document references dates for settlement.

Moved: M. Richman

Seconded: M. Ondra

Vote: 9 Aye, 0 Nay

An Executive Session was held November 30, 2006 for personnel issues. President Snyder called for another Executive Session following tonight's meeting.

President offered courtesy of the floor for public comment.—none

Communications/Notes for the Board from Michael Ondra, Secretary

Report from Superintendent Gould

a. Administrative/Building Sharing—L. Christman gave a brief update on the Classrooms of the Future Grant. A payment of \$45,000 was received. She will be attending a meeting on Friday. High School received their confirmation letter stating they have met AYP requirements. Winter sports are under way. Middle School produced their first TV program Monday morning under the leadership of Steve Fox. L. Matika noted a Personnel Committee meeting was held earlier this evening. The next meeting will be January 10 at 6:30 p.m.

b. Board Member Sharing—M. Ondra shared a note from Seipstown Grange for their appreciation of the check toward restoring the parking lot used by the District as a bus stop for non-public students. C. Bartlett commented on Julie Pennabaker's pictures and journal on her website. She also acknowledged a phone call from a parent expressing the support they received from Weisenberg staff to the family. D. Link commented on the past year and thanked all Board members for their time and commitment to the District this year. He looks forward to next year. G. Snyder agreed.

c. Legislative Information—no report

d. Reminder: Committee Meeting—Buildings & Grounds Committee, 12/6 @ 4 p.m. Brd Room

Finance Committee, 12/6 @ 5:30 p.m.

Personnel Committee, 12/6 @ 6:30., Brd Room

Act 34 Hearing, 12/7 @7:00 p.m, H S Aud.

Preliminary Budget Presentation, 12/13 @ 6:30 p.m.

e. Other

G. Adjournment

The meeting was adjourned at 8:31 p.m. for a short recess followed by Executive Session for personnel issues.

Moved: M. Ondra

Seconded: K. Zellner

vote: 9 Aye, 0 Nay

Respectfully submitted,

Michael Ondra

M. Ondra, Secretary

By N. Zellner, Board Recording Secretary