

Northwestern Lehigh School District

6493 Rte.309, New Tripoli PA 18066

SCHOOL BOARD MEETING

District Administrative Conference Room

Wednesday, April 18, 2007, 7:30 p.m.



MINUTES

A. Agenda

Call to Order President Snyder called the meeting to order at 7:31 p.m.

Opening Exercises Opening exercises and Roll Call as listed below followed.

Roll Call

Roll Call	Ab	Camille Bartlett (8:04)	Pr	Michael Ondra	Pr	Sally Schoffstall
pr/ab	Pr	Willard Dellicker			Pr	Kenneth Zellner
////////	Pr	Donald Link	Pr	Darryl Schafer	Pr	Gregory Snyder

Also present: J. Bachman, P. Fisher, N. Gutgold, M. Johnston, J. Marrero, M. & D. Kerschner, L. Hoppes, K. Fisher, E. McLaughlin, L. Matika, B. Hart, E. Kerschner, Channel 13 News reporter, S. Meixsell, C. Linde, M. Malay, D. Sbrocchi, Esq., N. Zellner

Approval of Agenda

Susanne Meixsell noted additional items for the agenda. The agenda was approved with additions.

Moved: W. Dellicker

Seconded: K. Zellner

Vote: 7 Aye, 0 Nay

President welcomed guests and provided for comments

Nomination and appointment of new Board member

President Snyder opened the floor for comments and nominations for new Board member to replace Mark Richman. D. Link nominated Paul Fisher, D. Schafer seconded the motion. M. Ondra nominated Nichola Gutgold. The nominations were closed by a lack of a second. President Snyder called for a motion to close the nominations. Moved by W. Dellicker, seconded by S. Schoffstall (7 Aye, 0 Nay) Paul Fisher was appointed to the Board.

Attorney Dominic Sbrocchi gave the Oath of Office and Paul Fisher took his place at the Board table.

Approval of Minutes, as attached, for March 13 and March 20, 2007

P. Fisher abstained from vote as he was not a Board member for those meetings.

Moved: K. Zellner

Seconded: W. Dellicker

Vote: 7 Aye, 0 Nay, 1 abstain

Personnel action, as listed below:

S. Meixsell noted the extension to the Collective Bargaining Agreement with Northwestern Education Association. L. Hoppes introduced Melissa Kerschner, Middle School Paraprofessional for the past two years. Melissa will teach fifth grade next year.

1. Approval of the extension to the Collective Bargaining Agreement with Northwestern Lehigh Education Association for the 2007/08 and 2008/09 school year per the attachment.
2. Approval of Jerry Marshall, 7699 Hilltop Court, New Tripoli, to the position of Custodial Foreperson at a rate of \$13.57/ hour effective date to be determined upon receipt of all necessary paperwork.
3. Approval of Debra Weik, 2706 Foxfire Court, Coplay, to the position of short-term substitute for Renée Halm effective April 18, 2007 at a rate of \$120/day. Debra is presently a day to day substitute teacher for the District.
4. Approval of Melissa Kerschner, 5067 Werleys Corner Road, New Tripoli, to the position of Fifth Grade Teacher assigned to the Middle School at BS+24 Step 1 effective the beginning of the 2007/08 school year pending receipt of necessary paperwork. Melissa is presently a Paraprofessional assigned to the Middle School.
5. Request for approval for unpaid days for the following individuals:
 - a. Rebecca Karoly, Middle School Teacher Assistant, 22 unpaid days: March 5 through April 5, 2007
 - b. Denise Belnoski, Middle School Teacher Assistant, 2 unpaid days: April 11 and 13, 2007
 - c. Tami Haaf, Driver, 1.25 unpaid days: April 13 (1/4) and April 16, 2007
 - d. Susan Fatzinger, Food Service, 4 unpaid days: May 14 through 17, 2007
 - e. Mary Knolle, Weisenberg Elementary Teacher, 3 unpaid days: May 21 through May 23, 2007
 - g. Lori King, Northwestern Elementary Paraprofessional, 1.5 unpaid days: April 4 (1/2 PM) & April 5, 2007

- h. Cherie Sperlbaum, Northwestern Elementary Teacher, 1 unpaid day: April 12, 2007
6. Approval of unpaid leave of absence for Vernon Wink, Class C Driver, effective 4/13/07 through the remainder of the 2006/07 year.
7. Approval of the request for Family Medical Leave for William Santiago, Middle School Night Foreperson, effective April 27, 2007.
8. Approval of request for sabbatical leave for professional development for Alice Nass-Yepsen, Northwestern Elementary Guidance Counselor, for the spring semester of the 2007/2008 school year.
9. Approval to change the rate of pay for summer employment from \$7.25 per hour to \$7.50 per hour effective May 2007.

Moved: K. Zellner

Seconded: S. Schoffstall

Vote: 8 Aye, 0 Nay

B. Curriculum/Building Issues

Approval of tutorial agreement(s) with KidsPeace National Hospital Centers for tutorial services for student #13239

Moved: D. Link

Seconded: S. Schoffstall

Vote: 8 Aye, 0 Nay

Kick-off presentation for Educational Technology Review Services from Ray Hoving

Ray Hoving gave a short presentation explaining the educational technology assessment he will be doing for the District. He will conduct interviews of students, teachers, administrators, support staff, and Technology Council members and make recommendations to facilitate action plans. Mr. Hoving asked input from the Board. He will assess the utilization of what we already have, and the effectiveness for students and staff.

Camille Bartlett entered the meeting at 8:04.

C. Policies

First reading of various policies in the 200s

S. Meixsell presented policies 212, 213, 215 & 218. W. Dellicker raised concern regarding page 2 of Policy 218 dealing with corporal punishment. He requested clarification if this was state regulations or Board option.

S. Meixsell will get clarification.

Mike Ondra left the meeting at 8:10.

D. Facilities

Update

S. Meixsell shared updates on the elementary building projects. Clarifications were made to the roofing specs. Masonary changes were made to the design plans for Weisenberg Elementary. S. Meixsell also shared information on the sewer metering that was done. One manhole has already been repaired. A leak was discovered in the area of the NWE parking lot.

E. District Finances:

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

One new stop was added.

Moved: D. Link

Seconded: K. Zellner

Vote: 8 Aye, 0 Nay

Approval of the following contracts with:

- Medieval Times Dinner and Tournament, Inc. in the revised amount of \$6,587.00 from the Middle School Student Activity Fund.
- James A. Michener Art Museum, Doylestown in the amount of \$282.00 from the Weisenberg Elementary Student Activity Fund for the Grade 4 Field Trip on May 10, 2007.
- Academy of Natural Sciences, Philadelphia in the amount of \$947.50 from the Northwestern Elementary Student Activity Fund for the Grade 2 Field Trip on April 25, 2007.
- Quiet Valley Living Historical Farm, Stroudsburg in the amount of \$4.50 per child and \$7.00 per adult for the Grade 4 Field Trips. Northwestern Elementary trip will occur on April 24, 2007 and the Weisenberg Elementary trip will occur on May 7, 2007. Payment to be made from the respective Student Activity Funds.
- Maureen "Moe" Jerant, Bethlehem, in the amount of \$3,000. (\$600 per day) from the Weisenberg Elementary Student Activity Fund for the Artist in Residence Program occurring from April 30, 2007 through May 4, 2007.
- Approval of contract for Days Inn & Conference Center for High School National Honor Society (student activity account) for November 13, 2007 for a deposit in the amount of \$300.00
- Approval of contract with Field of Freedom (Gettysburg) in the amount of \$1,900 from Middle School student activity account for Grade 8 field trip on April 26, 2007.

Moved: W. Dellicker

Seconded: K. Zellner

Vote: 8 Aye, 0 Nay

Approval of Gorman & Associates, P. C. as District auditor for 2006/2007 school year in the amount of \$18,950 (including single audit fee) and additional services at a rate of \$70 per hour

Moved: W. Dellicker

Seconded: D. Schafer

Vote: 8 Aye, 0 Nay

Approval of 2006/2007 Budget Transfers

Monies were moved from budget reserve for special education and charter school expenses. Expenditures for charter schools have exceeded the amount budgeted.

Moved: W. Dellicker

Seconded: K. Zellner

Vote: 8 Aye, 0 Nay

Receive the following Reports for March, 2007:

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

General Fund with a beginning balance of \$12,170,632.27, receipts of \$1,313,278.24, and disbursements of \$3,835,394.86, leaving a balance of \$9,648,515.65.

Capital Reserve Fund with a beginning balance of \$760.127.37, receipts of \$2,904.25, disbursements of \$0, leaving a balance of \$763,031.62.

Construction & Renovation Fund with a beginning balance of \$9,022,658.78, receipts of \$37,011.81, disbursements of \$100,759.26, leaving a balance of \$8,958,911.33

2004 GON with a beginning balance of \$185,655.14, receipts of \$497.53, disbursements of \$77,343.65, leaving a balance of \$108,809.02.

Food Service Fund with a beginning balance of \$12,530.28, receipts of \$75,086.01, disbursements of \$80,114.56, leaving a balance of \$7,501.73.

- 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: K. Zellner

Seconded: W. Dellicker

Vote: 8 Aye, 0 Nay

Approval of the following Bills as listed for payment:

- a. General Fund totaling \$605,885.68
- b. Capital Reserve Fund—none
- c. Construction & Renovation Fund totaling \$143,408.79
- d. 2004 GON totaling \$8,782.18
- e. Food Service Fund totaling \$48,694.86
- f. Tiger Fund—none

Moved: K. Zellner

Seconded: W. Dellicker

Vote: 8 Aye, 0 Nay

F. Other Reports:

Federal Programs—B. Hart, M. Malay & S. Meixsell are working on the Federal reports.

Foundation Report—The Foundation website is up and running. Members are working on a logo and sponsoring a golf tournament. Teacher breakfasts are scheduled for next week. A lot of very committed individuals have membership in the Foundation.

Transportation Report—none

Strategic Plan Report—The Educational Technology Plan will be part of the focus for Board Seminar.

Enrollment Report—2394, 59 Homeschool, 41 Cyber/Charter, 214 non-public. G. Snyder noted the increase in Charter School students since the beginning of the year.

Committee Reports as follows:

- a. Intermediate Unit—CLIU 21 Board met Monday. Open House is scheduled for May 16.
 - ★ LVBEP Report—S. Meixsell will be meeting with Diane Donaher in two weeks.
- b. ☐ Legislation—The annual Legislative breakfast is scheduled for April 27 at Troxell.
- c. Recreation Commission—The yearly walk around will take place on April 14. The Potato Cellar is not being used due to code compliance issues. D. Schafer will be attending a meeting with Senator Rhoades at the Morgan Center to learn about grant opportunities and issues.

- d. LCTI—G. Snyder visited the building during prep for the state-wide competition and noted the excitement of the students. This is the first time the competition was held under one roof. Over 1600 students participated and more than 300 judges were needed.

Old Business—none

New Business

Approval of contract with Verizon-PA, Inc. to relocate poles along Golden Key Road with corresponding deposit required in the amount of \$9030.00. Final invoice and reconciliation upon completion

Work will be coordinated with Verizon and Met Ed.

Moved: C. Bartlett

Seconded: K. Zellner

Vote: 8 Aye, 0 Nay

Approval of resolution for payment of real estate taxes in installments

As discussed at the Finance committee meeting, this is required by Act 1. Installment payments would be due in August, October and December with a 10% penalty if delinquent. If a person chooses to use installment payments, they may not take advantage of the discount.

Moved: W. Dellicker

Seconded: K. Zellner

Vote: 8 Aye, 0 Nay

Approval of resolution enacting realty transfer and other tax related provisions

Our present resolution was quite old. Approval will rescind the old resolution.

Moved: W. Dellicker

Seconded: K. Zellner

Vote: 8 Aye, 0 Nay

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: D. Link

Vote: 8 Aye, 0 Nay

Staff Development report from 2006/2007 and update on plans for 2007/2008

S. Meixsell shared a final comprehensive report of all offerings during the 06/07 school year. Teachers are obligated to participate in four district days. Offerings for 07/08 include Language Arts, Technology courses, Cyberbullying, grading programs, Datawarehouse, Crisis Prevention Intervention, book clubs, and curriculum work days.

President offered courtesy of the floor for public comment.

Marsha Johnston thanked the Board for working with the Association on the extension of the Collective Bargaining Agreement.

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

Report from Superintendent Meixsell—Lori Seier is preparing for a review of the School Lunch Program. Student Council students attended a program at Bangor High School and noted an excellent experience.

a. Administrative/Building Sharing—Building Principals shared current events. L. Matika noted spring recruiting and hiring to fill positions for next year.

b. Board Member Sharing—P. Fisher thanked the Board for their encouragement and support and looks forward to working for the betterment of our students and district.

c.  Legislative Information

d. Committee Meetings—Finance Committee, 4/18/07, 6:30 p.m., Sm Conf. Rm

Board Meeting, 4/25/07, 4 p.m., Brd Rm

e. Other

Seminar, 4/20/07 & 4/21/07

G. Adjournment

Upon motion by K. Zellner, the meeting was adjourned at 9:28 p.m.

Moved: K. Zellner

Seconded: D. Schafer

Vote: 8 Aye, 0 Nay

Respectfully submitted,

Michael Ondra

M. Ondra, Secretary

By N. Zellner, Asst. Bd. Secretary