

Northwestern Lehigh School District

6493 Rte.309, New Tripoli PA 18066

SCHOOL BOARD MEETING

High School Library

Wednesday, June 21, 2006, 7:30 p.m.



MINUTES

A. Agenda

Call to Order The meeting was called to order at 7:33 by Vice President Schoffstall.

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

Roll Call

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

Also present: C. Miller, E. Kerschner, L. Sorenson, B. Hart, L. Stitzel, K. Fisher, C. Linde, M. Malay, S. Meixsell, L. Matika, J. Gould, J. Freund, Esq., N. Zellner

Approval of Agenda Dr. Gould noted additions to the agenda. The agenda was approved as amended.

Moved: K. Zellner

Seconded: D. Link

Vote: 7 Aye, 0 Nay

President welcomed guests and provided for comments—none at this time

Approval of Minutes, as attached, for May 10 & May 17, 2006

Minutes were approved as presented.

Moved: K. Zellner

Seconded: D. Schafer

Vote: 7 Aye, 0 Nay

Personnel action, as listed below

L. Matika reviewed support staff hourly/salary increases. This includes a 3% base increase for custodians, grounds, maintenance, mechanics, secretaries, food service, technology, teacher assistants, and class C, D, E & F bus drivers and 1.39% base increase for Class B bus drivers. She will be reviewing the criteria for determining full-time or part-time status for employees. Recommendations for any changes would be brought to a future Board meeting. Personnel action was approved as recommended.

Moved: M. Richman

Seconded: D. Link

Vote: 7 Aye, 0 Nay

1. Appointment of Jason Plaksa, New Tripoli, as a part-time Class E Mechanic at a rate of \$10.00/hour effective June 16, 2006.

Also:

2. Request of approval for Jennifer Sheeto to experience a school psychology practicum for the 2006-2007 school year. The unpaid practicum consists of sixteen (16) hours per week from August 28 through June 8, 2007 and a minimum of two (2) hours a week of direct supervision by one of our current school psychologists.
3. Request of approval to add the following to the substitute teacher assistant/secretary list effective August 28, 2006 pending receipt of all necessary paperwork:
 - a. Deanne Snyder – New Tripoli
4. Request of approval for a temporary wage increase of \$0.45/hr for bus mechanic, Bruce Dietrich, due to assuming job duties of the Mechanic Supervisor. Wage increase retroactive to April 27, 2006 until return of Mechanic Supervisor from medical leave. The anticipated date of return for Mechanic Supervisor is mid August 2006.
5. Request of approval to increase the hourly rate of substitute bus mechanics from \$10.00/hr over a two year period effective July 1, 2006.
 - a. First year (06/07) \$11.25/hr
 - b. Second year (07/08) \$12.50/hr
6. Request of approval for 2006-2007 Support Staff hourly/salary increases. (see attached)

B. Curriculum/Building Issues

Approval of High School Language Arts Curricula

Approval of High School Language Arts Text and Instructional Materials

Curricula and materials have been on display for 30 days. The Curricula is aligned with State Standards. A motion was made to approve curricula, text and instructional materials

Moved: W. Dellicker

Seconded: M. Richman

Vote: 7 Aye, 0 Nay

First reading of K-4 Writing, Spelling, Grammar, and Handwriting Curricula

First reading of K-4 Writing, Spelling, Grammar, and Handwriting Texts and Instructional materials

The Task Force finalized their work in June. S. Meixsell explained that curricula documents look extremely different from the past. Teachers will be able to use the curriculum as lesson plans. Everything is aligned with Anchor Assessments and State Standards. S. Meixsell answered questions related to the 5th grade component for these curricula that will be purchased in the future.

First reading of revisions to High School Curricula in Algebra I and II, Geometry, and Trigonometry

Curriculum was rewritten and re-sequenced to try to increase student performance based on test results. State math standards had not been released when curriculum was originally written. The content now mirrors state standards. Math teachers had no supplemental materials available and textbooks were not in good shape. New materials will include graphing calculators, online calculators, manipulatives and other resource materials.

C. Policies

Approval of Wellness Policy #131

The Policy was approved with the minor revisions reviewed at last week's meeting. The Policy was a federal requirement.

Moved: W. Dellicker

Seconded: D. Link

Vote: 7 Aye, 0 Nay

D. Facilities

Dr. Gould noted that several responses were received for the Request For Proposals for Project Management Services. The Committee will meet in July to review the proposals and bring a recommendation to the Board.

E. District Finances:

Approval of 2005-2006 budget transfers

Budget transfers totaled \$4,490.

Moved: D. Link

Seconded: K. Zellner

Vote: 7 Aye, 0 Nay

Approval of refunds of real estate property taxes per attachment

Refunds were due to assessment errors.

Moved: D. Link

Seconded: C. Bartlett

Vote: 7 Aye, 0 Nay

Approval of recommended general liability/property and casualty insurance packages for 2006-2007 per attachment

The district will continue to utilize the services of PSBA.

Moved: M. Richman

Seconded: W. Dellicker

Vote: 7 Aye, 0 Nay

Approval to accept IU 21 Consortium bids for group term life/AD & D and group long-term disability insurance packages per attachment

Group term life/AD&D insurance with Assurant (PSBA Trust) at a contract rate of \$.14/\$.02 per \$1,000 for the period July 1, 2006 through June 30, 2009. Group long-term disability insurance with Assurant (PSBA Trust) at a contract rate of \$.21 per \$100 for the period of July 1, 2006 through June 30, 2009.

Moved: M. Richman

Seconded: W. Dellicker

Vote: 7 Aye, 0 Nay

Approval of Act 80 days for 2005-2006
Dates were identified for seniors and kindergarten.

Moved: W. Dellicker

Seconded: D. Schafer

Vote: 7 Aye, 0 Nay

Approval of transfers from General Fund to Capital Reserve Fund and Food Service Fund for 2005-2006 per attached \$169,634 will be transferred from General Fund to Capital Reserve Fund for uncompleted capital projects that were identified in the 2005-2006 budget. Monies will be earmarked for those projects. \$25,000 will be transferred from General fund to Food Service Fund for monies included in 2005-2006. \$5,000 is to support operations and \$20,000 to purchase the point-of-sales systems.

Moved: M. Richman

Seconded: C. Bartlett

Vote: 7 Aye, 0 Nay

Receive the following Reports for May, 2006:

- a. Budget Report—as presented
- b. Revenues Report—as presented
- c. Treasurer's Report
 - General Fund with a beginning balance of \$7,634,695.80, receipts of \$561,888.21, and disbursements of \$1,931,710.92, leaving a balance of \$6,264,873.09.
 - Capital Reserve Fund with a beginning balance of \$576,281.00, receipts of \$1,800.24, disbursements of \$0.00, leaving a balance of \$578,081.24.
 - 2004 GON with a beginning balance of \$265,178.79, receipts of \$828.39, disbursements of \$0.00, leaving a balance of \$266,007.18.
 - Food Service Fund with a beginning balance of \$1,555.23, receipts of \$72,286.92, disbursements of \$66,936.70, leaving a balance of \$6,905.45.
- d. EIT Report—as presented
- e. Activity Fund Report—as presented
- f. Budget to Actual Expenditures by Object Report—as presented

Moved: M. Richman

Seconded: K. Zellner

Vote: 7 Aye, 0 Nay

Approval of the following Bills as listed for payment:

- a. General Fund totaling \$887,012.40
- b. Capital Reserve Fund totaling \$10,954.30
- c. 2004 GON totaling \$37,221.68
- d. Food Service Fund totaling \$43,433.18
- e. Tiger Fund—none

Moved: W. Dellicker

Seconded: M. Richman

Vote: 7 Aye, 0 Nay

F. Other Reports:

Federal Programs—no report

Foundation Report—Currently contemplating contracting consultant services for ideas for Alumni Association fundraising.

Transportation Report—no report

Strategic Plan Report—S. Meixsell shared a draft mission statement. The Steering Committee met earlier in the evening and focused on reports from sub committees. The committee submitted their recommendation for goals.

Enrollment Report—2344 students, also 65 homeschool, 35 Cyber/Charter, 227 non-public
Committee Reports as follows:

- a. Intermediate Unit—Looking at ways to reorganize the C & I department. Special Education numbers have increased by 625 since the start of the school year. The IU is hoping to occupy the new building by September. The Board also reviewed a new budgeting system to better handle the 40 cost centers that are included in the budget.
 - LVBEP Report—no report
- b. █ Legislation—no report
- c. Recreation Commission—The Commission will be making few improvements to fields due to funding issues. Speed bumps will be installed to slow traffic. Another minor improvements will be done as dollars allow. D. Link commended Leroy Sorenson for the great job he is doing as Vice President.
- d. LCTI—no report

Old Business—none

New Business

First reading of texts and instructional materials for the High School Geometry and Trigonometry courses (S. Meixsell reviewed during Curriculum/Building issues)

Approval of contract with Lehigh University for the 2006-2007 school year From requiring initial deposit of \$1,000 to be paid from Student Activities Account
The amount will be paid by the students

Moved: M. Richman

Seconded: D. Link

Vote: 7 Aye 0 Nay

Approval to apply for the following federal and state grants for the corresponding dollar amounts:

- 1) Classrooms of the Future High School State Technology Grant—dollar amount TBD by Governor's Office
- 2) Accountability Block State Grant for reduced class size in grade 1—\$187,000
- 3) Title I Federal Grant for supplemental education assistance—\$101,982
- 4) Title IIA Federal Grant for improving teacher quality—\$46,650
- 5) Title IV Federal Safe and Drug Free Schools Grant for the Middle School—\$6,600

L. Christman presented information on the grants the district wishes to apply for this summer.

Moved: D. Link

Seconded: M. Richman

Vote: 7 Aye 0 Nay

Approval of contract agreement with Carbon Lehigh Intermediate Unit for Driver Education Program for 2006-2007

A motion was made to approve the contract as consistent with last year.

Moved: D. Link

Seconded: K. Zellner

Vote: 7 Aye 0 Nay

A Resolution honoring Carl D. Snyder for his service to the Northwestern Lehigh School District was read by Vice President Schoffstall. A motion was made for approval by K. Zellner, seconded by W. Dellicker and unanimously approved. The resolution will be presented to Carl at the community celebration in his honor on June 25.

President offered courtesy of the floor for public comment.

Leroy Sorenson had questions regarding Act 48. S. Meixsell explained the requirements and how we provide opportunity to complete the necessary 180 hours required every 5 years. Certification can be suspended if requirements are not met. Mr. Sorenson also asked if measures were in place for the School Board to hold construction management accountable for cost overruns, etc. The Board assured him it would be kept in mind when selecting a management firm.

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

Report from Superintendent Gould

- a. Administrative/Building Sharing—B. Hart noted that K-3 teachers were participating in writers workshops. L. Stitzel also noted high school summer inservices were underway and well attended. Teachers are doing lots of curriculum work. M. Malay reported that the Governor has signed the Property Tax Relief Legislation. L. Matika thanked the Board for their approval of support staff increases.
- b. Board Member Sharing—W. Dellicker attended the PSBA Bargaining and Labor Relations Seminar
- c. Legislative Information—none
- d. Committee Meetings—Finance Committee— 6/21, 6:45 p.m., Personnel Committee— 7/19, 6:30 p.m.

G. Adjournment

Upon motion by K. Zellner, the meeting was adjourned at 9:25 p.m.

Moved: K. Zellner

Seconded: D. Link

vote: 7 Aye, 0 Nay

Respectfully submitted,

Michael Ondra

M. Ondra, Secretary,

By N. Zellner, Asst. Bd. Secretary