

**Northwestern Lehigh School District
6493 RT 309, New Tripoli PA 18066
School Board Meeting
District Boardroom
Wednesday, October 16, 2024, 7:00 p.m.**

1. Opening Procedures

1.01 Call to Order

The October 16, 2024, Board Meeting of the Northwestern Lehigh School District Board of Directors was called to order at 7:00 p.m. by President Todd Hernandez.

1.02 Opening exercises included the Pledge of Allegiance and a moment of silence

1.03 Roll Call

PR/AB

PR	John Casciano	PR	Todd Hernandez	PR	Todd Leiser
PR	Willard Dellicker	AB	Becky Hite	PR	Rachael Scheffler
AB	Joseph Fatzinger	PR	Lauren Hunsicker	PR	Jennifer Senavaitis

Also Present: Eric Snyder, Gregory Kuhn, Marie Muth, Jessica Shimer, Andrea Coaxum, James Warfel, Christie Steigerwalt, Sean McKenna, Krista Keys, Jill Berlet, Matthew Givler, Amy Wahl, LeAnn Stitzel, Andrea Edmonds, Paige Gross, Jennifer Holman, Troy Sosnovik, Megan Waidelich

1.04 Approval of Agenda

T. Hernandez asked for approval with the exception of moving 9.01 Donation to the beginning of the agenda.

Moved: W. Dellicker

Seconded: R. Scheffler

Vote: 7 Aye, Nay 0

1.05 President welcomed guests

1.06 Courtesy of the Floor

None at the time.

1.07 Minutes

Approval of Minutes from the September 18, 2024 Board Meeting and the October 2, 2024 Workshop Meeting.

Moved: W. Dellicker

Seconded: J. Casciano

Vote: 7 Aye, Nay 0

1.08 Recognition/Presentations

None at the time.

1.09 Board President's Report

None at the time.

1.10 Superintendent's Report

None at the time.

2. Personnel

2.01 Approval is requested for the personnel items as attached:

J. Holman asked for approval on the attached personnel agenda.

Office of the Director of Human Resources

RE: Personnel Action



October 16, 2024 Board Meeting

A. RETIREMENTS/RESIGNATIONS:

1. **Recommendation to accept the resignation of Daniel Kuhns, Substitute Van Driver, effective September 23, 2024.**
2. **Recommendation to accept the resignation of Cheryl Deutsch as a Substitute Instructional Assistant effective October 2, 2024.**
3. **Recommendation to accept the resignation of Matthew Trimlin as a Science Olympiad Advisor effective October 11, 2024.**
4. **Recommendation to accept the resignation of Ryan Slutsky as an Assistant Boys Basketball Coach effective October 11, 2024.**
5. **Recommendation to accept the resignation of Kate Musseman as an Assistant Girls Basketball Coach effective October 11, 2024.**
6. **Recommendation to accept the resignation of James Averil, Substitute Teacher, effective October 5, 2024.**
7. **Recommendation to accept the resignation of Emily Zellers, Substitute Teacher, effective October 5, 2024.**
8. **Recommendation to accept the resignation of Janice Surman, Substitute Instructional Assistant effective October 14, 2024.**

B. APPOINTMENTS/NEW EMPLOYEES:

1. Recommendation to approve Matthew Mosser as a Substitute Teacher at \$121/day, effective date pending receipt and approval of all necessary documents.
2. Recommendation to approve Jessica Dietrich as a Substitute Teacher at \$121/day, effective date pending receipt and approval of all necessary documents.
3. Recommendation to add the classification of per diem Substitute Police Officer for Michael Crone effective October 3, 2024. Michael Crone will continue in his classification as a Security Officer.

C. OTHER ACTIONS:

1. Recommendation to approve an unpaid leave of absence for employee #2882 effective October 14, 2024, end date to be determined.
2. Recommendation to approve unpaid days for employee #2575 for October 1-3 and 7-8, 2024.
3. Recommendation to approve a student teaching experience at Weisenberg Elementary School for Alyssa Kleckner from Kutztown University with Michelle Slack from October 21, 2024 through December 12, 2024.
4. Recommendation to approve the following extracurricular positions and stipend for the 2024-2025 school year.

<u>Extracurricular Position</u>	<u>Name</u>
Science Olympiad Advisor	Andrea Meyers
Science Olympiad Advisor (volunteer)	Elizabeth Ache
Middle School Chorus Advisor (50%)	Gregory Snider
Assistant Boys Basketball Coach (Volunteer)	Mike Gula
Assistant Girls Basketball Coach (Volunteer)	Mark Seremula

Vote: 7 Aye, Nay 0

3.01 Waiver of Expulsion Hearing

Vote: 7 Ave, Nav 0

4.01 First Reading of the Following Policies

805.2 - School Security Personnel

909 - Inter Government Relations

Vote: 7 Aye, Nay 0

None at the time.

5.01 Environmental Lab Eagle Scout Project

Vote: 7 Aye, Nay 0

5.02 Stadium Turf Maintenance Contract

Vote: 7 Aye, Nay 0

Vote: 7 Aye, Nay 0

6.01 Bayada Healthcare Services Agreement

Moved: W. Dellicker

Vote: 7 Aye, Nay 0

C. Steigerwalt said this is for Middle School students to go see A Christmas Carol in December. She said this would be paid for through student activities.

Vote:7 Aye, Nay 0

Moved: W. Dellicker

Vote: 7 Aye, Nay 0

Moved: R. Scheffler

Vote: 7 Aye, Nay 0

Moved: W. Dellicker

Vote: 7 Aye, Nay 0

C. Steigerwalt recommended the Board receive the following Reports for August:

GENERAL FUND (10)					
Balance-August 1, 2024	\$	24,741,288.72			
Receipts	\$	20,028,115.15			
Disbursements	\$	(3,103,234.00)			
Balance-August 31, 2024	\$	41,666,169.87			
CAPITAL RESERVE (32)					
Balance-August 1, 2024	\$	4,125,420.17			
Receipts	\$	6,006.80			
Disbursements	\$	(68,790.00)			
Balance-August 31, 2024	\$	4,062,636.97			
2022 Projects (38)					
Balance-August 1, 2024	\$	723,630.99			
Receipts	\$	946.29			
Disbursements	\$	(130,889.85)			
Balance-August 31, 2024	\$	593,687.43			
FOOD SERVICE (51)					
Balance-August 1, 2024	\$	(185.80)			
Receipts	\$	45,978.46			
Disbursements	\$	(45,335.66)			
Balance-August 31, 2024	\$	457.00			
			FUND	AMOUNT	RATE
			MATURITY		
New Tripoli Bank					
Certificate Deposit (CD)	General (10)	\$	7,000,000	4.65%	05/07/25
Certificate Deposit (CD)	General (10)	\$	6,000,000	4.55%	06/11/25
Certificate Deposit (CD)	General (10)	\$	5,000,000	4.65%	05/25/25

Vote: 7 Aye, Nay 0

1. Fund 10 General Fund
2. Fund 32 Capital Reserve
3. Fund 37 Capital Projects
4. Fund 51 Food Service Fund
5. Fund 58 Tiger Concession
6. Procurement Card - purchases totaling \$14,458.24

Vote: 6 Aye, 0 Nay, 1 Abs

AYE	John Casciano	AYE	Todd Hernandez	AYE	Todd Leiser
AYE	Willard Dellicker	AB	Becky Hite	ABS	Rachael Scheffler
AB	Joseph Fatzinger	AYE	Lauren Hunsicker	AYE	Jennifer Senavaitis

7. Other Reports

7.01 Enrollment Report

NORTHWESTERN LEHIGH SCHOOL DISTRICT
ENROLLMENT REPORT
2024-2025



Month	NWE	WEIS	Total Elem	MS	HS	Digital Acad	Out of District Placements	Total	LCTI (included in HS Total)		Charter Gen Ed	Cyber Gen Ed	Charter Sp Ed	Cyber Sp Ed	Charter + Cyber total	Home School	Non Public
August																	
September	395	423	818	439	651	9	25	1942	169	9	56	30	10	8	104	111	
October	395	425	821	439	649	14	25	1945	167	9	57	30	9	9	106	114	132
November																	
December																	
January																	
February																	
March																	
April																	
May																	
June																	

7.02 Foundation Report

L. Stitzel updated the Board on events happening over the next several weeks.

7.03 Committee Reports as follows:

- Intermediate Unit
 - None at the time.
- Lehigh Career & Technical Institute
 - R. Scheffler said LCTI is embarking on a big marketing campaign.
- Lehigh Carbon Community College
 - President's Desk attached.
- Recreation Commission
 - T. Hernandez said there is a lot less activity on the fields this time of year and will begin to close it down for Winter.

8. Old Business

None at the time.

9. New Business

9.01 Donation

Mr. Gregory Kuhn and the East Allen Township Volunteer Ambulance Corps presented a check in the amount of \$33,700 and a \$500 scholarship. The money will be used to purchase and maintain AEDs, emergency oxygen, and other lifesaving medical equipment within the school.

Moved: W. Dellicker

Seconded: J. Senavaitis

Vote: 7 Aye, Nay 0

9.02 Board Meeting Calendar for 2025

Moved: R. Scheffler

Seconded: J. Casciano

Vote: 7 Aye, Nay 0

10. Communications

10.01 Courtesy of the Floor

J. Warfel spoke on behalf of the Foundation.

10.02 Communications / Notes for the Board from John Casciano, Secretary

None at the time.

10.03 Administrative / Building Sharing

A. Wahl updated the Board on events happening at the Middle School. She said Mrs. Smith and Mrs. Kester were featured in the Northwestern Press for the trout release last year.

K. Keys said they are off to a great start for Fall and updated the Board on events happening at Northwestern Elementary.

J. Berlet updated the Board on events happening at Weisenberg Elementary.

M. Givler thanked everyone for the donation to the school district and congratulated the class of 2026 for securing their prom location. He updated the Board on events happening at the High School.

S. McKenna said there is a program called Operation Safe Stop which educates the public on school bus safety. He said we will be participating in this on October 23rd.

10.04 Board Member Sharing

T. Leiser thanked everyone who came for the donation. He shared a story regarding the trout release and thanked J. Warfel for attending the board meeting.

J. Casciano thanked everyone who was here for the donation.

W. Dellicker said the committee that built the memorial at Ontelaunee Park will be having a Veterans Day celebration on November 11th.

10.05 Meeting Announcements

Executive Session for Legal was held after the Board Meeting on September 18, 2024, in the Board Room.

Workshop Meeting was held on October 2, 2024, at 7:00 PM in the Board Room.

Workshop Meeting will be on November 6, 2024, at 7:00 PM in the Board Room

Executive Session for Personnel will be on November 6, 2024, after the Workshop Meeting in the Board Room

Board Meeting will be November 20, 2024, at 7:00 PM in the Board Room.

11. Adjournment

Upon motion by J. Senavaitis, seconded by R. Scheffler, the meeting was adjourned at 7:55 p.m.

Respectfully submitted,

John Casciano, Secretary
By S. Eisenhard, Assistant Secretary