

**Northwestern Lehigh School District
6493 RT 309, New Tripoli PA 18066
School Board Meeting
District Boardroom
Wednesday, December 3, 2025, 7:00 p.m.**

1. Opening Procedures

1.01 Call to Order

The December 3, 2025, Board Meeting of the Northwestern Lehigh School District Board of Directors was called to order at 7:11 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

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

Also Present: Amy Kinnon, Judge Tom Creighton, Krista Keys, Jill Berlet, Aileen Yadush, Matthew Givler, Jason Zimmerman, LeAnn Stitzel, Christie Steigerwalt, Sean McKenna, Kevin Birocik, Jessica Moyer, Paige Gross, Jennifer Holman, Troy Sosnovik, Stacy Eisenhard

1.04 Approval of Agenda

Moved: T. Leiser

Seconded: J. Fatzinger

Vote: 8 Aye, 0 Nay

1.05 Welcome

The President welcomed guests.

1.06 Courtesy of the Floor

None at the time.

1.07 Minutes

Approval of Minutes from the November 19, 2025 Board Meeting.

Moved: J. Fatzinger

Seconded: W. Dellicker

Vote: 8 Aye, 0 Nay

1.08 Recognition/Presentations

None at the time.

1.09 Board President's Report

None at the time.

1.10 Superintendent's Report

J. Holman said she and Dr. Sosnovik attended the Tree Lighting Ceremony at Ontelaunee Park on Sunday to hand out reindeer food and glow sticks. She recognized Ambition Gym for donating Thanksgiving meal kits to families in our district.

2. Personnel

2.01 Approval is requested for the personnel items as attached:

J. Holman asked for approval of the attached agenda.

Personnel Action – Board Meeting

Date: December 3, 2025

The Superintendent of Schools is recommending the approval of the following personnel item(s):

A. RETIREMENTS/RESIGNATIONS:

1. Recommendation to accept the resignation of Jacob Solt as a Substitute Custodian, effective November 20, 2025.
2. Recommendation to accept the resignation of Christina Diltz as a Substitute Teacher, effective November 20, 2025.
3. Recommendation to accept the resignation of Emily Fagan as a part-time Evening Custodian, effective December 5, 2025. Emily will remain as a Substitute Custodian.

B. APPOINTMENTS/NEW EMPLOYEES:

1. Recommendation to approve the employment of Alexia Seiger as a Long Term Substitute School Counselor at Northwestern Elementary, effective December 8, 2025, at a prorated salary of MS Step 1 (\$61,753) for the remainder of the 2025-2026 school year.
2. Recommendation to approve the employment of Amanda Nothstein as an Instructional Assistant at Weisenberg Elementary, effective date pending the receipt and approval of all necessary documents.
3. Recommendation to approve the employment of Erika Altif as a Substitute Health Room Assistant/Nurse, effective date pending the receipt and approval of all necessary documents.
4. Recommendation to approve the employment of Michael Monti as a Substitute Van Driver, effective date pending the receipt and approval of all necessary documents.

C. OTHER ACTIONS:

1. Recommendation to add the classification of Instructional Assistant to Stacy Way at Weisenberg Elementary, effective December 3, 2025.
2. Recommendation to remove the classification of part-time Van Driver from Glen Millen, effective November 25, 2025. Glen will remain a Substitute Van Driver.
3. Recommendation to accept the horizontal movement of BS to BS+24 for Jennifer Bernhard effective beginning with the 2021-2022 school year.
4. Any additional personnel action.

Moved: R. Scheffler

Seconded: J. Senavaitis

Vote: 8 Aye, 0 Nay

2.02 2026-2031 Administrative Compensation Plan

J. Holman asked for approval of the attached 2026-2031 Administrative Compensation Plan.

Moved: W. Dellicker

Seconded: J. Fatzinger

Vote: 8 Aye, 0 Nay

3. Curriculum/Building Issues

3.01 High School Program of Studies Revisions

A. Yadush reviewed the High School Program of Studies Revisions for the 2026-2027 school year.

Northwestern Lehigh High School Program of Studies 2026-2027 Revisions			
UPDATES TO COURSE DESCRIPTIONS			
Previously –		New –	
950 Introduction to 2-D Grades 9-12 1 Credit		958 Introduction to World Art Grades 9 – 12 1 Credit	
This course will emphasize the use of the art elements and principles of design to create a variety of works. It is a foundation course that will focus on skill-building: theory, basic technique, technology, and craftsmanship. Activities may include drawing, painting, lettering/calligraphy, design, printmaking, collage, and mixed media as well as activities in the areas of presenting, responding, and making connections through the visual arts.		This course will emphasize the use of the elements of art and principles of design to create a variety of functional and decorative two and three dimensional works. A variety of techniques in global craft traditions such as textile art, ceramics, fiber art, paper art, and jewelry design will be presented through instruction and demonstration. Through historical context, cultural research, and studio practice, students will gain a better understanding of how materials shape cultural identity and tradition. Activities may include weaving, mask making, bookbinding, and mosaic art, as well as activities in the areas of presenting, responding, and making connections through the visual arts.	
952 Introduction to 3-D (Sculpture) Grades 9-12 1 Credit		957 Drawing and Painting Studio Grades 10 – 12 1 Credit	
This course will emphasize design and construction to create a variety of sculptures in paper, plaster, craft, wire, clay, and recycled materials. Each unit will focus on skill-building, basic technique, terminology, and craftsmanship. Activities will include creating functional and non-functional forms as well as activities in the areas of presenting, responding, and making connections through the visual arts.		This course will focus on refining skills and techniques as well as composition. Personal expression, sense of style, experimentation with new, non-traditional materials, and flexibility with the subject matter will be emphasized. Students will select an area of concentration for in-depth study. Students are encouraged to work more independently. This course is beneficial to any student in need of a portfolio.	
951 2-D Studio Grades 10-12 1 Credit		959 Studio Art Grades 9 – 12 1 Credit	
This course will further explore and expand the use of the art elements and principles of design in the creation of a variety of works. The focus will be on skill development, material exploration, technology, and self-expression. Students will select an area of concentration for in-depth study. Students are encouraged to work more independently. This course would be beneficial to any student in need of a portfolio.		This course is an advanced study emphasizing technical proficiency and conceptual development across a diverse range of two-dimensional or three-dimensional media, depending on the student's interest and goals. Students will refine their skills of the elements of art and principles of design, while engaging in independent artistic investigation. The curriculum includes advanced techniques tailored for individual students (may include drawing, painting, ceramics, 3D crafts, and thematic projects inspired by world crafts). Through collaborative critique, art-related research, and personalized studio practice, students will develop a focused, artistic voice, and build an art portfolio. Activities include projects in a variety of media, independent research, and portfolio creation, as well as opportunities for presenting, responding, and making connections through the visual arts.	
953 3-D (Sculpture) Studio Grades 10-12 1 Credit			
This course will further explore and expand upon 3-D sculpture. The focus will be on skill development, material exploration, and self-expression. Students will select an area of concentration for in-depth study. Students are encouraged to work more independently.			
955 Ceramics and Crafts Studio Grades 10-12 1 Credit			
The ceramics portion will focus on developing skills to create more advanced functional and sculptural pieces using both hand-building and wheel-throwing techniques. In the crafts portion of the course, contemporary materials, techniques, and context will be explored. Students will select an area of concentration for in-depth study. Students are encouraged to work more independently.			
Prerequisite: 77% in Introduction to 2-D		Prerequisite: 77% in Introduction to Drawing & Painting, or Introduction to Ceramics & Crafts, or Introduction to World Art.	
		*This course can be taken more than once.	

956 Introduction to Drawing and Painting Grades 9–12 1 Credit 956C Dual Enrollment Introduction to Drawing and Painting Grades 10-12 only This course explores the use of line, the development of form and balance, and the use of shape, value, space, and color. A variety of techniques in graphite, colored pencil, ink, watercolor, and acrylics will be presented with instruction and demonstration. Through theory, research, and practice, the students will gain a better understanding of drawing and painting. Also included are activities in the areas of presenting, responding, and making connections through the visual arts.	UPDATED COURSE DESCRIPTION ONLY: This course will emphasize the use of the art elements and principles of design to create a variety of two-dimensional works. A variety of techniques in graphite, colored pencil, oil and chalk pastels, watercolor, and acrylics will be presented with instruction and demonstration. Through theory, research, and practice, the students will gain a better understanding of drawing and painting. Activities may include drawing, painting, lettering/calligraphy, collage, and mixed media, as well as activities in the areas of presenting, responding, and making connections through the visual arts.
954 Introduction to Ceramics and Crafts Grades 9-12 1 Credit This course combines the fundamentals of clay with an overview of a variety of craft areas. The ceramics portion includes the use of ceramic hand-building techniques, an introduction to throwing on the potter's wheel as well as firing and glazing techniques. The craft areas to be explored may include seasonal/contemporary, mixed media, textiles. The use of technology, as well as activities in the areas of presenting, responding, and making connections through the visual arts, will also be incorporated.	UPDATED COURSE DESCRIPTION ONLY: This course combines the fundamentals of clay with an overview of a variety of craft areas. The ceramics portion includes the use of ceramic hand-building techniques, throwing on the potter's wheel, as well as firing and glazing techniques. The crafts portion explores design and construction to create a variety of sculptures using media such as paper, plaster, craft, wire, recycled materials, and more. Activities will include creating functional and non-functional forms as well as activities in the areas of presenting, responding, and making connections through the visual arts.
926 Fundamentals of Early Childhood Education Grades 11-12 1 Credit This course offers an analysis of Early Childhood Education through historical, current, and future perspectives. Discussion of current teaching trends and best practices are included. Topics include human development (physical, intellectual, social, and emotional) from conception through school age, educating children with unique needs, and addressing familial and societal issues. Students will learn how to plan and deliver curriculum to children and positive discipline strategies to guide children's behavior. Hands-on experience is a required component of this course as students complete internships at local childcare facilities or elementary classrooms. Course content may be delivered online as a companion to face-to-face lessons.	927 Training & Teaching for Any Career This is a modern, career-focused course that explores how humans learn—and how those skills translate into every workplace. Whether students plan to enter education, business, healthcare, human services, trades, hospitality, or leadership roles, this course prepares them to communicate, teach, coach, and train others effectively. Students will study human development, motivation, communication, classroom and workplace training strategies, child development fundamentals, and the art and science of designing meaningful learning experiences. Through projects, observations, simulations, and hands-on teaching and training experiences, students will apply instructional design skills to real-world situations. This course aligns with Career Readiness Indicators and FCS Standards, giving students a strong foundation in leadership, interpersonal skills, human development, and workplace communication that is valuable in any career field.

925 Food Preparation Grades 9-12 1 Credit This course is designed to introduce the student to the basic components of food preparation. This includes safety and sanitation practices, basics of nutrition and healthy menus, the chemistry of foods and cooking processes, food costs, and budgeting, food identification, basic culinary terminology, food quality checkpoints during production and government regulations affecting food and the consumer, and math for everyday cooking. Food labs and demonstrations play a significant role in the class. This class is an excellent choice for those who love food and want to enhance their kitchen skills.	UPDATED COURSE DESCRIPTION ONLY: This hands-on course introduces students to the essentials of cooking, nutrition, and kitchen confidence. Students will explore the fundamentals of food preparation, including food safety and sanitation, culinary terminology, recipe reading, measurement, and the science behind how foods cook. Through engaging food labs, demonstrations, and mini-lessons, students learn practical skills such as planning balanced, healthy meals, identifying ingredients, understanding cooking chemistry, and managing food costs and budgeting. Students will apply real-world culinary math, investigate government regulations that keep our food supply safe, and practice teamwork and communication in a kitchen environment. With a combination of individual exploration, small-group activities, and instructor-led demonstrations, this course offers the perfect blend of creativity, science, and hands-on learning. Whether students love to cook, want to improve their kitchen skills, or are curious about food and nutrition, this elective is a fun, flexible, and highly practical class that builds knowledge they can use for life—at home, in future courses, or in food-related careers.
928 Interior Design Grades 9-12 1 Credit Interior Design focuses on personal and family housing needs, options for meeting those needs, and the role of the housing industry in the economy. Emphasis is given to the development of competencies related to the housing needs of the individual and family. Students will evaluate the arrangement of home furnishings and appliances, compare energy conservation labels, research career opportunities in the housing industry, and create a program of study that will lead to success in this field. Students will analyze the effects of technology on housing, assess the financial and legal commitments related to housing. Upon completion of the course, a student should be prepared to make wise decisions in obtaining and maintaining personal and family shelter.	UPDATED COURSE DESCRIPTION ONLY: Interior Design is a hands-on, creative course that introduces students to the fundamentals of how people design and experience the spaces where they live. Students explore essential concepts such as architectural influences, space planning, color theory, furnishings, materials, and the principles and elements of design. Through engaging activities, demonstrations, and mini-lessons, students examine how lifestyle, culture, function, and personal needs shape interior environments. They also consider sustainability, universal design, safety, and modern trends that influence how homes are planned and used. Whether students enjoy decorating, appreciate aesthetic spaces, or want to understand how homes work, this elective offers a practical and accessible introduction to the world of housing and interiors—building useful skills for life, future coursework, and a variety of design-related or people-centered careers.

NONE	583 Personal Finance Grade 12 1 Credit Personal Finance is designed to provide students with the knowledge and skills necessary for successful money management. Making wise decisions and establishing short and long-term financial goals are essential life skills that young people often fail to benefit from during their early wealth-building years. Students learn to plan for their future through in-depth lessons on money management, banking, budgeting, credit, paychecks, consumer shopping, basic saving and investing concepts and making major purchases such as education, automobiles and housing. Students will participate in classroom activities, banking simulations and hands-on projects to fully integrate real-life applications.
NONE	597 Financial Mathematics Grade 12 1 Credit This course is designed to meet the PA Department of Education's graduation requirement and State standards for Personal Financial Literacy. Students will learn the essential personal finance topics necessary to be prepared to handle the financial responsibilities that exist after graduation from high school. Students apply what they learned in Algebra 1 and Geometry to topics including personal income, taxes, checking and savings accounts, credit, loans and payments, car leasing and purchasing, home mortgages, stocks, insurance, and retirement planning. Activities may extend into new algebraic concepts, such as systems of equations and exponential functions, when studying cost and profit issues and calculating interest. Students will participate in classroom activities, banking simulations and hands-on projects to fully integrate real-life applications.
PDE Graduation Requirements Algebra I, Literature & Biology Keystone Exams Completion of one of the pathways as defined by the State of PA and the NWLSD	PDE Graduation Requirements Algebra I, Literature & Biology Keystone Exams Personal Finance Completion of one of the pathways as defined by the State of PA and the NWLSD Beginning with the Class of 2026-2027, all students must take and successfully complete a course that meets the PA State standards for Personal Financial Literacy course, NWLHS courses 583 or 597.

AP® courses, *Advanced Placement®* courses are weighted courses, therefore, the instructor of an *Advanced Placement®* course will add three percentage points to a student's final marking period grades and their final exam grade if the student has earned a 77% or higher.

World Languages, and are taught using curriculum approved by the College Board and the NWLSD School Board.

Students enrolled in AP® courses have the opportunity to take the corresponding AP® Exam, which may lead to college credit depending on the policies of the college or university they plan to attend. These courses carry academic demands comparable to Accelerated and Honors courses, with the added expectation of substantial independent work.

AP® courses are weighted. For students who earn a final course grade of 77% or higher, three percentage points will be manually added to each final marking period grade and the final exam grade when calculating GPA.

For the Class of 2018 and beyond

Accelerated and Honors-level courses are offered in each of the four core subject areas: Math, Language Arts, Social Studies, and Science. These courses present content that extends beyond the scope and depth of the standard academic curriculum. Students can expect increased expectations in terms of participation, homework, projects, and preparation. *By weighting courses, final grades in accelerated and Honors classes are collected with a 1.05 multiplier when determining Grade Point Average (GPA).*

Advanced Placement®

The AP® Program currently offers over 30 courses across a wide range of subject areas. Each course is developed by a committee of college faculty and AP® teachers and is designed to reflect the scope and rigor of its corresponding college-level course. At NWLHS, Advanced Placement® courses are available in Language Arts, Social Studies, Math, Science, and World Languages, and are taught using curriculum approved by the College Board and the NWLSD School Board.

Students enrolled in AP® courses have the opportunity to take the corresponding AP® Exam, which may lead to college credit depending on the policies of the college or university they plan to attend. These courses carry academic demands comparable to Accelerated and Honors courses, with the added expectation of substantial independent work.

Applied
Applied-level courses are offered in the areas of language arts, mathematics, science, and social studies. Applied courses provide students with the Board-approved NWLSD curriculum in each content area including all of the required Pennsylvania Core Standards needed to obtain a high school diploma as well as to prepare a student for post-secondary interests.

Academic
Academic-level courses are offered in the areas of language arts, mathematics, science, and social studies. Academic courses provide students with the Board-approved NWLSD curriculum in each content area including all of the required Pennsylvania Core Standards needed to obtain a high school diploma and prepare a student for post-secondary education.

Accelerated
Accelerated-level courses are offered in math and science and honors courses are offered in language arts and social studies. At this course level, the student is introduced to different content that is beyond the content of and at a deeper level than that of the academic course. In addition, there is an increased demand for student participation, homework, projects, and preparation. *Accelerated & Honors courses are weighted courses, therefore, the instructor of an accelerated/Honors course will add three percentage points to a student's final marking period grades and their final exam grade if the student has earned 77% or higher.*

Advanced Placement®

The AP® Program currently offers more than 30 courses across multiple subject areas. Each course is developed by a committee composed of college faculty and Advanced Placement® teachers and covers the breadth of information, skills, and assignments found in the corresponding college course. At NWLHS, Advanced Placement® courses are offered in language arts, social studies, math, science, and world languages and are taught according to the curriculum approved by the College Board. Students in these courses are eligible to take an Advanced Placement® Exam that could allow them to earn college credits, a decision that is dependent upon the college or university that each student is planning to attend. The increase in student demands is similar to that in accelerated and honors courses and, in addition, there is a significant amount of independent work required of students taking

Applied
Applied-level courses are offered in each of the four core subject areas: Math, Language Arts, Social Studies, and Science. Applied courses provide students with the Board-approved NWLSD curriculum in each content area including all of the required Pennsylvania Core Standards needed to obtain a high school diploma as well as to prepare a student for post-secondary interests.

Final course grades for each Applied-level course will be weighted with a 1.00 multiplier in the calculation for Grade Point Average (GPA).

Academic

Academic-level courses are offered in each of the four core subject areas: Math, Language Arts, Social Studies, and Science. Academic courses provide students with the Board-approved NWLSD curriculum in each content area including all of the required Pennsylvania Core Standards needed to obtain a high school diploma and prepare a student for post-secondary education.

Final course grades for each Academic-level course will be weighted with a 1.00 multiplier in the calculation for Grade Point Average (GPA).

For the Classes of 2021, 2023, and 2025

Accelerated

Accelerated and Honors-level courses are offered in each of the four core subject areas: Math, Language Arts, Social Studies, and Science. These courses present content that extends beyond the scope and depth of the standard academic curriculum. Students can expect increased expectations in terms of participation, homework, projects, and preparation. *By weighting courses, if the student has earned a 77% or higher, three percentage points will be manually added to each final marking period grade and the final exam grade in Accelerated and Honors classes.*

Advanced Placement®

The AP® Program currently offers over 30 courses across a wide range of subject areas. Each course is developed by a committee of college faculty and AP® teachers and is designed to reflect the scope and rigor of its corresponding college-level course. At NWLHS, Advanced Placement® courses are available in Language Arts, Social Studies, Math, Science, and

Grade Point Average Grade point average (GPA) is the calculated average inclusive of all final grades and, at Northwestern Lehigh High School, is calculated on a 100-point scale. To calculate cumulative GPA, each final course grade is added together and divided by the total number of credits attempted. All courses are included in the calculation of GPA with the exception of those graded Satisfactory/Unsatisfactory and those taught by a teacher employed by an institution other than Northwestern Lehigh High School, LCTI, and the NWLSD Digital Academy.	Advanced Placement courses are weighted courses, therefore, final course grades for each Advanced Placement course will be weighted with a 1.10 multiplier in the calculation for Grade Point Average (GPA).
Grade Point Average Grade point average (GPA) is the calculated average inclusive of all final grades and, at Northwestern Lehigh High School, is calculated on a 100-point scale. To calculate cumulative GPA, each final course grade is added together and divided by the total number of credits attempted. All courses are included in the calculation of GPA with the exception of those graded Satisfactory/Unsatisfactory and those taught by a teacher employed by an institution other than Northwestern Lehigh High School, LCTI, and the NWLSD Digital Academy.	Grade Point Average Grade point average (GPA) is the calculated average inclusive of all final grades and, at Northwestern Lehigh High School, is calculated on a 100-point scale. To calculate cumulative GPA, each final course grade is added together and divided by the total number of credits attempted. All courses are included in the calculation of GPA with the exception of those graded Satisfactory/Unsatisfactory and those taught by a teacher employed by an institution other than Northwestern Lehigh High School, LCTI, and the NWLSD Digital Academy.
For the Class of 2018 and beyond Accelerated and Honors-level courses are offered in each of the four core subject areas: Math, Language Arts, Social Studies, and Science. These courses present content that extends beyond the scope and depth of the standard academic curriculum. Students can expect increased expectations in terms of participation, homework, projects, and preparation. <i>By weighting courses, final grades in accelerated and Honors classes are collected with a 1.05 multiplier when determining Grade Point Average (GPA).</i>	For the Classes of 2021, 2023, and 2025 Grade point average (GPA) is the calculated average inclusive of all final grades and, at Northwestern Lehigh High School, is calculated on a 100-point scale. To calculate cumulative GPA, each final course grade is added together and divided by the total number of credits attempted. All courses are included in the calculation of GPA with the exception of those graded Satisfactory/Unsatisfactory and those taught by a teacher employed by an institution other than Northwestern Lehigh High School, LCTI, and the NWLSD Digital Academy.
For the Class of 2030 and beyond Grade point average (GPA) is the calculated average inclusive of all final grades and, at Northwestern Lehigh High School, is calculated on a 100-point scale. Grade Point Average will be calculated using multipliers. A multiplier of 1.05 will be applied to the final numerical grade of Honors and Accelerated courses, while a multiplier of 1.10 will be applied to Advanced Placement (AP) courses. All other courses will receive a multiplier of 1.0. To calculate a student's GPA, each final course grade will be multiplied by the respective multiplier. Then the sum of all final course grades will be divided by the total number of credits attempted.	For the Class of 2030 and beyond Grade point average (GPA) is the calculated average inclusive of all final grades and, at Northwestern Lehigh High School, is calculated on a 100-point scale. Grade Point Average will be calculated using multipliers. A multiplier of 1.05 will be applied to the final numerical grade of Honors and Accelerated courses, while a multiplier of 1.10 will be applied to Advanced Placement (AP) courses. All other courses will receive a multiplier of 1.0. To calculate a student's GPA, each final course grade will be multiplied by the respective multiplier. Then the sum of all final course grades will be divided by the total number of credits attempted.

Moved: T. Leiser

Seconded: L. Hunsicker

Vote: 8 Aye, 0 Nay

4. Policy

4.01 First Reading of the Following Policies

T. Sosnovik said there are six policies for first reading and reviewed the changes.

[301-Creating a Position](#)

[302-Employment of Superintendent/Assistant Superintendent](#)

[304-Employment of District Staff](#)

[305-Employment of Substitutes](#)

[306-Employment of Summer School Staff](#)

[334-Sick Leave](#)

4.02 Second Reading and Final Approval of the Following Policies:

T. Sosnovik said he has not received any comments or questions regarding these policies.

[122-Extracurricular Activities](#)

[122.1-Establishment of an Intramural or Student Activity Club](#)

[123-Interscholastic Athletics](#)

[123.1-Establishment of a New Interscholastic Sport](#)

[123.2 Employment of Athletic Coaches and Co/Extra Curricular Advisors](#)

[123.3-Parents/Guardians as Athletic Coaches and Co/Extracurricular Advisors](#)

[123.5-Sudden Cardiac Arrest](#)

[123.6-Concussion Management](#)

[324-Personnel Files](#)

The following motion approved all policies with the exception of Policy 123.2-Employment of Athletic Coaches and Co/Extra Curricular Advisors. The Board requested that the administration review the last paragraph of that policy and, if necessary, revise it to improve clarity and eliminate any contradictions. An updated version will be provided to the Board at the January 2026 Workshop meeting.

Moved: W. Dellicker

Seconded: L. Hunsicker

Vote: 8 Aye, 0 Nay

4.03 Recommendation to rescind the following policies:

None at the time.

5. Operations

5.01 Food Service Management RFP

T. Sosnovik said that since we are in our fifth year with The Nutrition Group, we are required by the Division of Food and Nutrition to do a full Request for Proposal.

Moved: W. Dellicker

Seconded: J. Senavaitis

Vote: 8 Aye, 0 Nay

5.02 E-Rate

T. Sosnovik said this is a federal program that provides a subsidy to purchase technology equipment at discounted rates. He said approval is to initiate an E-Rate bid process for Category 2 equipment.

Moved: W. Dellicker

Seconded: T. Leiser

Vote: 8 Aye, 0 Nay

6. District Finances

6.01 Rockin' Yoga Assembly Contract

C. Steigerwalt said this is for a yoga assembly at Weisenberg Elementary on March 12, 2026. She said this will be paid from the Student Activities Fund.

Moved: T. Leiser

Seconded: B. Hite

Vote: 8 Aye, 0 Nay

6.02 Additional Payment of Bills

C. Steigerwalt said this is to do another check run before the Christmas holiday.

Moved: J. Fatzinger

Seconded: J. Senavaitis

Vote: 8 Aye, 0 Nay

6.03 Reports

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

GENERAL FUND (10)				
Balance-October 1, 2025	\$	44,979,478.79		
Receipts	\$	2,444,233.24		
Disbursements	\$	(5,690,470.20)		
Balance-October 31, 2025	\$	41,733,241.83		
CAPITAL RESERVE (32)				
Balance-October 1, 2025	\$	3,445,522.39		
Receipts	\$	5,177.69		
Disbursements	\$	(59,870.79)		
Balance-October 31, 2025	\$	3,390,829.29		
2022 Projects (38)				
Balance-October 1, 2025	\$	191,082.29		
Receipts	\$	152.97		
Disbursements	\$	(1,296.00)		
Balance-October 31, 2025	\$	189,939.26		
FOOD SERVICE (51)				
Balance-October 1, 2025	\$	(110.15)		
Receipts	\$	69,273.52		
Disbursements	\$	(69,273.52)		
Balance-October 31, 2025	\$	(110.15)		
	FUND	AMOUNT	RATE	MATURITY
New Tripoli Bank				
Certificate Deposit (CD)	General (10)	\$ 7,000,000	4.02%	12/06/26
Certificate Deposit (CD)	General (10)	\$ 6,000,000	3.68%	07/12/26
Certificate Deposit (CD)	General (10)	\$ 5,000,000	3.68%	06/29/26
Certificate Deposit (CD)	General (10)	\$ 3,000,000	3.92%	01/23/26

Moved: W. Dellicker

Seconded: L. Hunsicker

Vote: 8 Aye, 0 Nay

6.04 Approval of the following bills as listed for payment:

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 \$13,894.95

Moved: J. Fatzinger

Seconded: R. Scheffler

Vote: 8 Aye, 0 Nay

7. Other Reports

7.01 Foundation Report

L. Stitzel said the Foundation has opened the application for our teachers to submit for the grow mini grants for 2026.

A. Kinnon updated the Board on past and future Foundation events and thanked the Board for their support.

7.03 Committee Reports as follows:

- Intermediate Unit
 - None at the time.
- Lehigh Career & Technical Institute
 - R. Scheffler said LCTI's Open House was well attended and shows how interested students are in their programs.
- Lehigh Carbon Community College
 - The President's Desk was attached.
- Recreation Commission
 - B. Hite said they are working on some grants for the fields and finalizing numbers from A Night in the Country as well as getting that set up for next year.

8. Old Business

None at the time.

9. New Business

None at the time.

10. Communications

10.01 Courtesy of the Floor

None at the time.

10.02 Communications / Notes for the Board from Rachael Scheffler, Secretary

None at the time.

10.03 Administrative / Building Sharing

K. Keys updated the Board on events happening at Northwestern Elementary and wished everyone a happy holiday.

J. Berlet updated the Board on events happening at Weisenberg Elementary and wished everyone a wonderful holiday season.

L. Stitzel wished everyone a happy holiday.

M. Givler updated the Board on Keystone Exams at the high school and wished everyone a happy holiday.

A. Yadush thanked the Board, on behalf of the ACT 93 administrative team, for their approval of the plan.

C. Steigerwalt wished everyone a happy holiday.

K. Birosik congratulated the elected board members and wished everyone a happy holiday.

T. Sosnovik wished everyone a Merry Christmas and happy holidays.

10.04 Board Member Sharing

W. Dellicker acknowledged all the work and research that goes into the Program of Studies and thanked Aillen and her team.

T. Hernandez wished everyone a Merry Christmas and happy holidays.

10.05 Meeting Announcements

A Board Meeting was held on November 19, 2025 at 7:00 PM in the Boardroom.

An Executive Session for Personnel was held after the Board Meeting on November 19, 2025 in the Boardroom.

A Workshop Meeting will be on January 7, 2026 at 7:00 PM in the Boardroom

An Executive Session for Personnel will be on January 7, 2026 after the Workshop Meeting in the Boardroom

A Board Meeting will be January 21, 2026 at 7:00 PM in the Boardroom.

11. Adjournment

Upon motion by J. Senavaitis, seconded by R. Scheffler, the meeting was adjourned at 8:02 p.m.

Respectfully submitted,

Rachael Scheffler, Secretary
By S. Eisenhard, Assistant Secretary