

BETHLEHEM AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING

JUNE 22, 2009

The Regular Meeting of the Board of School Directors of the Bethlehem Area School District was held on Monday, June 22, 2009, at 7:15 p.m. in the Auditorium of East Hills Middle School, 2005 Chester Road, Bethlehem, Pennsylvania.

REGULAR MEETING

The Board Secretary called the roll:

ROLL CALL

Members present: Directors Amato, Cann, Dexter, Follweiler, Haytmanek, Koch, McKeon, Tenaglia, and Leeson – 9

Others present: Dr. Joseph A. Lewis, Superintendent of Schools; Donald F. Spry II, Solicitor; Stanley J. Majewski, Jr., Assistant Board Secretary; administrators, members of the press, and other interested citizens and staff members.

OTHERS PRESENT

At this point in the meeting, the Pledge of Allegiance was recited.

PLEDGE OF
ALLEGIANCE

President Leeson requested a moment of silent meditation.

MOMENT OF SILENCE

Dr. Lewis presented student recognition. He recognized Benjamin Kraft for his participation on the Lehigh Valley team coached by Lehigh University. His team won the 34th Annual American Regions Mathematics League Competition held the end of May. Dr. Lewis stated that the Bethlehem Area School District extends its congratulations to Ben in recognition of this national achievement.

STUDENT
RECOGNITION

Dr Lewis then recognized Gregmarie Almodovar for being selected as a Read 180 All-Star by Scholastic. He stated that there are only 9 in the country and that the award program was created to honor adolescents nationwide who have learned to read despite formidable odds. Gregmarie was recognized at an assembly at Marvine Elementary School in May of 2009. The Bethlehem Area School District extends its congratulations to her in recognition of this accomplishment.

President Leeson proceeded with Courtesy of the Floor. Public comment in the first session is limited to 30 minutes. Speakers are asked to stay within the limit of three minutes. It is asked that speakers refrain from personal attacks toward a specific individual.

COURTESY OF THE
FLOOR

The following persons addressed the Board of School Directors:

1. Parent Advisory Committee – represented by Maureen Venkersammy
- 3152 Kenwick Circle

Ms. Venkersammy stated that Parent Advisory Counsel held a pack members only meeting this month. The goal was to discuss goals within the district.

She stated the elementary school concerns. The schools that are utilizing the

community school concept wish to express their desire to continue using this concept because it has been well received and has been a positive force within their schools. She stated that many of the elementary schools are concerned with the shuffling of specialists throughout the elementary schools of the Bethlehem Area School District. The elementary parents would like to see a continuity of specialists so that the students can have a strong connection to the specialists as changes year to year are very unsettling to students at such a young age. She went on to discuss that some of the elementary schools have the ability for their teachers to use smart cards and give engaging and informative presentations that the young students are involved in. She stated that unfortunately some of the elementary schools do not have this ability readily available due to system breakdowns or lack of tools. She stated that it was also noted that many schools do not have working televisions or video capabilities which are used in some of the teaching methods at the elementary level.

Ms. Venkersammy next discussed the middle school concerns. She stated that although the task of replacing the buildings at this time is impossible, the middle schools' age and condition continue to be a concern at the middle school area and that the safety, health and well-being of the students need to be monitored at all levels. She stated that all students should be encouraged to push themselves academically and that there needs to be challenge within the curriculum and the teachers need assistance with differentiative learning so that all students are engaged learners.

Ms. Venkersammy discussed the high school concerns. The code of conduct needs to be followed regularly at the high school level. She stated that it is important that there is teacher accountability at the high school level. She stated that currently Liberty High School and Freedom High School are each acting as individual schools not only with competition, but within their academic realms as well. Specifically, the concerns are regarding the honors and advanced placement classes. Ms. Venkersammy stated that the committee believes that the two schools should be equal and that all the students deserve the best academic classes available in our district.

Lastly, Ms. Venkersammy stated general concerns, beginning with technology falling behind. She stated that committee understands the budget concerns but that the district has begun an incredible program teaching students within the technology world and would like to find ways to continue this.

Ms. Venkersammy discussed consistency across the board, including curriculum. She stated that through all grades and levels, lunch recess. She stated that at PAC meetings when discussing individual school concerns lunch recess is a common point of discussion. She went on to discuss parental collaboration in schools and that some schools welcome parent involvement while other schools discourage it.

Lastly, Ms. Venkersammy mentioned the topics of classroom management and thematic approach programs. She questioned why there are different themes at different schools and are they, or will they become open to all students.

Mr. Sigmon expressed his concern regarding the swaps matter. His concerns, based on reading the newspaper, are that almost none of the board knew what was going on and were not aware of the options and of what could happen if things did go wrong, including termination payments. The problem is that it is our money and to make the risk is inexcusable. He understands that every school district floats bonds but when you don't know the downside and what the termination payments are, you need to know what can happen. He stated that they should have had Mr. Spry explain the entire document to them and that they should have understood the terms. He stated that when you vote yes on something you are not sure about or don't know, that is wrong. If you don't know, don't vote. He felt that the board didn't wait long enough or ask enough questions on this issue which has affected every taxpayer in this district. He understands that it is difficult and that all of us make mistakes, but when you make a taxpayer mistake because you didn't know or ask it should have been tabled. He noted that in the time period of 2000-2002 there was a recession. The average pension plan lost 35% of its value, it is not so new. He stated that with a heavy heart he thought that everyone who voted for the swaps because they didn't know enough about them in 2002-2007, if you are on the board then and now, that the heroic thing to do would be to resign, including Dr. Lewis. He stated that the point is that the people, who should have asked, didn't. If Dr. Lewis said he wasn't sure, that's okay, but he should have asked. He believes Dr. Lewis and Mr. Majewski should resign for the best of everybody and that they should think of what they did and what it will cost everybody.

President Leeson addressed Mr. Sigmon and stated that she believed that the administration would have a response later in the meeting and that she would have comments regarding the financial concerns. She then shared with Mr. Sigmon that Mr. Spry was not the district's attorney at that time. The attorney at that time did review. President Leeson noted that there were three board members who never voted for a swap, Directors Follweiler, McKeon and Tenaglia. Two people only voted for an adjustment on one swap, Directors Dexter and Cann.

3. Jim Lavery – 5015 Long Drive, Bethlehem

Mr. Lavery stated that he represented the Concerned Citizens of the Bethlehem Area School District. Also present were Randy Toman, Patty Felix and Karen Toman. A letter was handed to the board. He referred to comments that were given at the recent "tea party" events held in Bethlehem. He stated that the Concerned Citizens of the Bethlehem Area School District thanked the board for their time and service to the district.

Mr. Lavery proceeded to read the following letter.

"The proposed 2009-2010 Bethlehem Area School District total budget is now over \$195,000,000. This represents another increase in taxes while also increasing the overall school district debt. The Bethlehem Area School District taxpayers believe this trend is not sustainable and threatens the long term financial viability of the school district. This financial burden to the

taxpayers comes during a very difficult economic time for all citizens. In addition, the most recent school district accounting audit identifies a material violation of the law and numerous other issues. This status of both the proposed budget and financial operations is alarming. There appears to be financial management problems within the school district. In this financially weakened condition the school district will be hard pressed to adequately address any school performance issues or specific school corrective action requirements. This financially distressed situation potentially compromises the school district's long term ability to provide a first rate education for all of our students of all backgrounds. This unsustainable financial condition is a threat to providing the maximum opportunity available to each and every one of our young people. A chronically underperforming school system is also a threat to the long term success of our community in the twenty-first century. These conditions, increase in taxes, significant spending growth and poor performing schools have a long term negative impact on our community attracting new residents. The combination of these apparent financial management problems in a weakened state of the economy call for strong and prudent action by the school board. The Bethlehem Area School District taxpayers expect that the 2009-2010 budget contain no increase in taxes and no increase in debt. We are a nonpartisan group of citizens representing the Bethlehem Area School District taxpayers. Our group is organized under the name of Concerned Citizens of Bethlehem Area School District. This group was formed during the recent nationwide tea party events which represented a call for all levels of government to get back to our country's founding principles of limited government and limited taxation which supports individual liberty and the pursuit of happiness. During the various tea party events throughout the Lehigh Valley, we accumulated a list of over 200 e-mail addresses of concerned citizens. As you know, significantly more than 200 people attended these events. Many of the attendees even provided us with written comments protesting the continued increase in the school district budget and taxes.

Here are some specific examples:

Stop spending us and our grandchildren and children into poverty.

Cut costs, do not raise taxes.

Stop your spending now.

Cut spending, don't increase taxes.

No new taxes.

You ought to be fired for your financial irresponsibility.

As you can tell from these comments, the people are not happy with the recent financial management performance of the school district. The Concerned Citizens of Bethlehem Area School District has accepted the call from our fellow citizens to voice our opinion that things must change. It is clear that the increased spending is not directly correlated to increase school system performance. Our school district's recent performance validates this point. Prudent financial management must return to our school district. The taxpayers' interests must be made a priority in the budget planning process. We formally ask that the school board adopt this very basic, common sense, set of principles. We, the people of the Bethlehem Area School District, petition the school board to incorporate the following perspectives into the annual

budget process.

Demonstrate the interests of the taxpayers in developing the annual school budget.

Increased spending does not automatically equal quality education.

Raising taxes and borrowing money must only be considered as a last resort, not the first solution.

Prudent financial management includes a realistic assessment of our community's finite resources.

- 1. Prioritize spending requests based on providing a quality education to our students.*
- 2. Evaluate every expenditure and assess the most cost effective way to deliver that service.*
- 3. Fund any new priorities by spending cuts in other areas of the budget.*

There are many areas of concern that have prompted our call to action. Based on the information available on the Bethlehem Area School District website, this is a summary of some of the examples of the issues that we want to reference. Over the past 8 years, Bethlehem Area School District total spending has increased over 61 percent. That is approximately \$74,000,000. This is nearly triple the rate of inflation over the same time period. Over the past 7 years, the Bethlehem Area School District total annual debt service payments have increased over 93 percent, which is approximately an \$11,000,000 increase. This enormous debt burden limits our financial flexibility and increases the likelihood of continued tax rate increases into the future. Over the same time period the total number of students enrolled in our school system has remained relatively stable, increasing approximately 3.5 percent. This means that the cost per student spent by the Bethlehem Area School District has increased over 43 percent yet we are still experiencing underperforming schools that require corrective action. Clearly, significantly increasing spending has not fixed our problems. We need a different approach. In recent years the majority of our school district's bonds have been created in conjunction with financial derivatives. This has had an added a significant risk to the school district's financial position. It has been reported that the school district's previous financial advisor's compensation was linked to these financial transactions that he recommended. At the very least, this presents the appearance of a conflict of interest. This must be avoided in the future. According to the audit findings published on the Bethlehem Area School District website, for fiscal year ending June 30, 2008, by Gorman and Associates, P.C., certified public accountants, there were seven material weaknesses identified. These are considered the most severe issues. These issues were found in the capital reserve fund, the general fund and the food service fund. The transfer issue identified in the capital reserve fund was noted as a material violation of the law. There were seven significant deficiencies identified across the general fund; the payroll account, real estate tax collection, general fixed assets, the athletic fund, the food service fund, and the day care fund. There were six controlled deficiencies listed in the general fund; the self insurance fund, the athletic fund, the food service fund and the activity fund. These are the least of your issues. Therefore, there appears to be numerous financial operations control exposures. Have improved controls been implemented for all for all of these

problems? In addition, the auditor noted, according to the newly issued government accounting standards board accounting principles standard GASB statement no. 53 on the derivatives, “All governments that use this type of financial instrument are now required to record the fair value of the derivative onto the government wide financial statements as an asset or a liability.” Has the district made the provision to include this detailed information in future financial statements? The combination of extremely aggressive spending over several years and the current poor economic environment has severely limited the district’s financial flexibility. And, on these previously noted internal control problems and the future financial stability of the district might be in question.

We understand that many of these issues have occurred over several years and will take time to correct. We also recognize that many of the board directors were not even on the board when these problems and trends were started. Therefore, we would like to work with the board to address our district’s problems and provide realistic and concrete suggestions to help us move to a stronger position. We want to focus on the future. Here is a sample of some of our initial recommendations.

1. Make a public statement to focus on developing a budget process that prioritizes no increase in taxes and no increase in debt.
2. Formally adopt the basic common sense set of principles highlighted earlier in this letter.
3. Recognize that the current budget problems do not stem from any one program or any one financial transaction. A complete overhaul of the budget process and financial management system is required.
4. Modern portfolio management techniques provide a wide array of tools to prudently and effectively manage the district’s finances. Yet, prudent use of them in context of the district’s total financial portfolio is required. It has been reported that nearly 75 percent of the district’s bonds were created with risky derivatives. This risk profile is too high. Mitigate financial risk with a better balance of financial instruments.
5. Implement a written control that requires an avoidance of potential conflicts of interest with financial advisors to the board. The board should not entertain recommendations for financial transactions where the advisor is paid a commission or fee for that transaction. This will help avoid any future appearance or real conflict of interest.
6. If financial derivatives are used by the district, implement a predetermined set of guidelines and monitoring mechanisms with the financial advisor that allows the board to adequately execute these instruments in a timely manner relative to market conditions which do not conform to the regular board meeting schedule.
7. Hire an independent auditor to do a thorough and complete analysis of the swap transactions that have already been implemented by the district. Since there is still much public debate about the actual execution and impact of these derivatives, require that the auditor compare their findings to the published analysis by the current administration and the analysis recently published in the Morning Call newspaper. These independent findings will improve the board’s understanding of how these financial instruments actually impacted the district and help them make better decisions in the future.
8. Document how the audit exposures listed previously in this letter have been

addressed to date. Include a detailed timeline to fully address and correct all of the enumerated audit exposures.

Thank you for your service to our community and thank you for your time to consider our recommendations. Please contact us prior to the next regular board meeting scheduled on July 27, 2009 for further explanation of any of our recommendations or comments in the letter. If the board or any individual board members need any help from our group, please feel free to contact us. The Concerned Citizens of Bethlehem Area School District request the response from the board to our letter and its recommendations at the next regular board meeting on July 27, 2009. We are ready to help our community in whatever way is possible.

Sincerely, Issues Committee from the Concerned Citizens of the Bethlehem Area School District.”

President Leeson stated that all of the board members have a copy of the above referenced letter and that it would be reviewed in depth on their own time.

4. Luis Mercado – 4146 Coleman Street, Bethlehem Township

Mr. Mercado is a 3 year resident of Bethlehem Township and has an incoming 8th grader to East Hills. He wanted to relay an experience he had on May 12, 2009 when he was a parent volunteer for an interview search committee that formed a panel to select a principal for East Hills Middle School. He had an opportunity to partner with other educators from the school system and other volunteers, many of which were leaders in the school district. He stated that he did provide a copy of his formal presentation for the board to review and that he would only present parts of it because of time constraints.

Mr. Mercado stated that the panel committee was a volunteer experience for him as a parent. He has extensive experience in the hiring and candidate selection process and felt comfortable to represent the parents of East Hills Middle School. He felt that he had an equal vote around the panel table and grateful for the opportunity. He stated that they had an opportunity to speak to three candidates of which Mr. Horvath was the third to be reviewed. He stated that it became obvious to him when they received an advance copy of Mr. Horvath's essay letter that he had gone through a thoughtful process being able to rationalize many other things by way of thoughts and ideas for the school system. Mr. Mercado stated that there are many details in his formal prepared text and was hopeful that the board would read through many of the things that he wanted to represent. He stated that Mr. Horvath has the needed skills, learning agility, enthusiasm and vision for the future of this school and hopes that the board takes Mr. Horvath's consideration for this position seriously.

5. Dana Grubb – 2420 Henderson Place, Bethlehem

Mr. Grubb stated that despite the efforts of many hard working professionals, the Bethlehem Area School District is in a financial mess. He shared some thoughts on what to do regarding the budget and what to do to get out of the mess.

Mr. Grubb stated the following thoughts which he believes are workable. First and foremost, every administrator's salary should be frozen for one year. It is a difficult choice and obviously not popular for those impacted, but neither are tax increases. He stated that there are a lot more taxpayers than administrators in the district. Secondly, to delay the Northeast Middle School (*and Broughal*) demolitions. Take the steps that are necessary and put them on hold. Place the savings in escrow and, if possible, use the money to meet existing capital debt. He stated that right now the district can not afford these projects and more importantly, neither can the taxpayers. Mr. Grubb stated that at least one candidate that he knows who is running in the May primary felt that there is an overload in the Education Center. That person felt that there were probably ten positions that could be eliminated and a tax savings of close to a million dollars. He said the positions should be streamlined. Finally, under no circumstances should cuts be made in the classroom. Educating future generations of Americans has to remain the focus. He stated that he is appalled when friends of his, who not only teach in this district, but teach in school districts throughout the country, tell him how much out of pocket they must spend to educate our youth. He asked that these resources not be reduced no matter how tempted they may be to do so. Mr. Grubb went on to say that the Bethlehem Area School District has had champagne taste for way too long. When you live on a beer budget, as many of the homeowners throughout this district do, you adjust accordingly. He stated that it is high time the Bethlehem Area School District do the same and that it begin with the 2009 budget.

6. Stephen Antalics – 737 Ridge Street, Bethlehem

Mr. Antalics stated that he listened to the comments of a number of speakers and he noted that they are essentially very negative toward the board. He stated he understood that and that a lot of the comments in the paper were very negative. Mr. Antalics stated that the citizens of this city are culpable in the problems that we have. He stated that some of the speakers were talking about two boards. The present board is taking the beating. He stated that he tries to attend meetings and he has a sense of what is going on here. He recalled when years back there was a warm and fuzzy relationship between the board and the administration. He stated the administration had carte blanche. Mr. Antalics noted that (a) the district is one level above being taken over by the state and the superintendent is given a five year contract and a raise and (b) The report was long overdue submitted to Harrisburg and certified by the superintendent and the board president, which many board members never read. He stated that is legally culpable. He stated that the previous board had a number of people who were asking the proper questions but were then heavily attacked by the regular board members who were cozy with the administration. Those were the questions that should have been asked. Mr. Antalics then referenced the new board and that the public is paying the price of that cozier earlier board. He suggested that people come to regular board meetings and committee meetings and see what is going on and get involved in their own school district by attending meetings. He finished by stating that the voters have done the school district a disservice by not choosing the proper persons.

President Leeson clarified that she was not the board president that signed the document Mr. Antalics referred to.

7. Elizabeth Kreidler – 5080 Wagner Drive, Bethlehem

Ms. Kreidler stated that she was a product of the school district and also a 20 year veteran educator as well as a tax paying citizen. She thanked the board for the opportunity to speak and presented an analogy to the board for consideration regarding the future direction of East Hill Middle School. For sake of illustration Ms. Kreidler described East Hills Middle School to be a sailing vessel. She stated that over the years East Hills' main sail has been shredded by media coverage and those intent on profiling controversy and scandal. The unfortunate actions of the few have come to color the public's interpretation of the school's character. She stated that one only has to read the blogs to take a pulse on what public perception of the teachers at the school has been. Ms. Kreidler stated that the incidents which have occurred have profoundly drained the morale of the crew and the rest of them wonder if they will ever again be recognized for the married gifts and talents they, as educators, bring to the table, their intense commitment to excellence or their positive impact on the students. Returning to the ship analogy, she stated that there is one among them who has been both a member of the crew and a commander of it. That person, David Horvath, has already achieved what would be impossible for most. Mr. Horvath has made this transition smoothly and without a single rejection. Ms. Kreidler went on to say that in most cases, such a transition would result in nothing short of mutiny by the crew. She stated that rough and choppy seas do loom ahead for their vessel. She stated that they are in danger of being placed on corrective action and are in dire need of a strong leader to captain their ship, a leader in whom they can invest their trust, who has a proven strong worth ethic, is competent, and entirely devoted to the success of their school. Ms. Kreidler stated that she respects the board's desire to do due diligence in thoroughly investigating each candidate, but asked that the board hear what they, who actually sail the East Hills vessel, are saying to the board in the most respectful and clear voice they can about whom they need in command. Ms. Kreidler stated one final thought, her years spent observing and analyzing leadership roles while completing her masters in educational leadership and principal certification have left her with one resounding truth, you can not lead if none will follow. David Horvath can lead and they at East Hills will follow him.

8. Joanne Jackson – 230 South Fulton Street, Allentown

Ms. Jackson stated that she is delighted and in sheer joy that Dr. Persing has been appointed as the interim superintendent. Dr. Persing was her chemistry teacher and class advisor when she served as class treasurer at Dieruff High School. She stated that Dr. Persing has demonstrated in the numerous years that she has known him, the highest form of integrity and educational savvy that she has ever come across. She stated that he is her mentor, her hero and is

happy that he will be in the Bethlehem Area School District assisting us to move into the future.

President Leeson clarified that Dr. Persing had not yet been appointed but was on the agenda.

A motion was made by Directors Dexter and McKeon to approve the minutes from the June 1, 2009 Public Meeting. The motion was passed by unanimous voice vote.

APPROVAL OF
REGULAR/
COMMITTEE
MINUTES

A motion was made by Director Dexter and seconded by Director Follweiler to approve the June 15, 2009 Board Curriculum Committee Minutes and the June 15, 2009 Board Human Resource Committee Minutes.

Director Tenaglia stated that during the Board Curriculum Committee Meeting there was a discussion regarding the concession stand report which was requested a week prior. There is no mention of the discussion in the minutes.

A motion was made by Director Follweiler and seconded by Director McKeon to table the June 15, 2009 Board Curriculum Committee minutes until they can be corrected. The motion was passed by unanimous voice vote.

The June 15, 2009 Board Human Resource Committee Minutes were approved by unanimous voice vote.

Director McKeon made a motion to accept the Financial Report and Payment of the Bills [Items 40, 41, (42 is for information only)]. Director Follweiler seconded the motion.

APPROVAL OF
FINANCIAL REPORT/
PAYMENT OF BILLS

President Leeson requested a roll call vote. The question was called with roll call as follows: Yea, Directors Haytmanek, Koch, McKeon, Tenaglia, Amato, Cann, Dexter, Follweiler, Leeson – 9.

ROLL CALL –
FINAICIAL REPORT/
PAYMENT OF BILLS
Items 40 & 41

The motion passed 9 – 0.

President Leeson announced that there was an executive session held earlier which covered personnel issues and student discipline.

PRESIDENT'S
COMMUNICATIONS

President Leeson addressed some of the financial concerns that have arisen. She stated that the district is in a serious financial situation. The situation did not happen overnight. It happened as a result of seven years of poor financial management, including swap fund financing, unauthorized administrative overspending of the allotted budget, unfunded and under funded new programs and current market conditions. The board recognizes its responsibility to the taxpayers to prudently address the current situation, but the community and the board need to recognize that this is not a short term solution. She explained what has been done to date. Beginning in December 2007 changes began to take place. A heightened level of accountability occurred with changes in the financial reporting required to be made to the board. Additionally, the solicitor, auditor and financial management team have all been changed. In January 2008, the board was notified by the auditor that the administration had overspent the 2006-2007

budget by over 6 million dollars. As a consequence, the board held 5 budget workshops where the board conducted a line by line analysis of the 2008-2009 budget with the administration. Through this process we were able to reduce the 2008-2009 budget by 6.8 million dollars. The board also established a priority goal to tighten expenses across the district throughout the year and reduce the budget by another 1.8 million dollars, which the administration has implemented. Board members were informed Monday afternoon, September 29, 2008, that market conditions were seriously impacting our financial situation due to our variable rate bond and swaps attached to that. The board scheduled an emergency finance meeting for the following Monday. At that meeting the board had 3 financial firms review and explain our situation. From that meeting it became clear that we needed a new financial advisor we could trust. The board interviewed and subsequently hired Public Financial Management Company. With their advice we have been able to move one of the variable rate bonds to a fixed rate and stabilize another bond. PFM has been reporting to the board on a regular basis. Our efforts are ongoing to stabilize the district's long term debt. Thanks to board member Ben Tenaglia, the board has been monitoring the reset rates weekly. The board directed that the superintendent commence meeting with the board officers for one-half hour each week to review financial issues and receive updates. The 2009-2010 budget has been reduced from the originally proposed 15 percent tax increase to the current proposal of 6.29 percent. The board now requires a quarterly report on the remediation of the problems identified by our audit. An impression has been left that the Bethlehem Area School Board ignorantly and recklessly put taxpayers' money at risk. The reality is that the board employed experts to advise us and questioned these experts extensively. The board asked about the risks involved in this type of financing and was assured that the risks were low. We were not properly apprised of the risks and we were misled to believe that the synthetic fixed rate was essentially the same as a fixed rate. The board has investigated and continues to investigate the potential for litigation against all parties involved in these financings for the school district. More needs to be done. The board realizes that this will not be a short term fix. After completing this year's budget, the board will start to develop a five year financial plan to carefully and prudently get our district back to a strong financial standing. We will hopefully be enlisting the expertise of Dr. Thomas Persing as we move forward with this plan. It is probable that the board will need to seek an independent analysis. We would welcome the assistance of the U.S. Attorney's office, the FBI, the SCC or the Auditor General in evaluating the responsibility and potential liability of the firms that misled the board. We will continue exploring litigation against all parties involved. We now realize that some of the largest fees charged by the financial companies were considered spreads and that these financial advisors and companies were not required by state law to disclose what they were earning. We will advocate for full disclosure of all fees in municipal financing transactions so that other school districts and municipalities are not similarly misled. The federal and state regulatory authorities may want to evaluate the need for increased regulation or legislation in this area to increase the responsibility and liability of financial service companies that mislead or poorly advise public agencies in municipal finance transactions. This board takes the responsibility to manage the public's money very seriously. We have been open to advice from several knowledgeable people in our district and we would be open to any future input or suggestions such as you presented this evening. We have a fiduciary duty to the taxpayers of our community and we also have a duty to educate our young people. We believe we can accomplish both with good

administration and oversight from a committed board. We believe this will happen soon but the solution will not be easy or immediate. We need to plan and work together over the next several years to reach both our academic goals and our financial goals.

Dr. Lewis announced that the Homestead and Farmstead Exclusion Resolution that is listed in the agenda is incorrect. There is a corrected version with the current numbers and calculations available to the press and the public. Dr. Lewis read into the record that the amount of the homestead exemption is \$177.00 for this year that will again be generated by the gaming dollars in the pool at the state level.

SUPERINTENDENT'S REPORT

Dr. Lewis stated that there has been a lot of consternation and finger pointing occurring over time including concerns presented this evening. There have been reports in the paper which is believed to be gospel, as the history of journalism, if it is in print, it must be. There is also an indication that people may have been asleep at the wheel. Dr. Lewis stated that this is simply not true. He stated that there is plenty of culpability to go around and he will not dodge his responsibility as a commissioned officer. He stated that he is painted by the press as having been ignorant of that item and then suggesting that he was ignorant of the entire arrangement. He stated that is not so and that the comment was taken out of context. What he was commenting on was the fact that the termination of a slot had not been concluded after the board had voted and that he was unaware that it had not been terminated and he needed to get an answer for that reporter. He noted that with that aside, he thinks that the entire world is in a tumult. The banking industry is collapsing in front of us. For anyone to suggest that the Bethlehem Area School District is immune from financial impact is short sided and mindless. He stated that they have a fiduciary responsibility and they have tried to mind that responsibility with their heart and soul. Not all of the decisions have been beneficial. He stated that they were asked by the board of school directors to investigate the story. Mr. Majewski and Dr. Lewis spent several hours with the reporters of the Morning Call. They provided total transparency as was his guarantee to the publisher, Tim Kennedy. Any documents, transactions, fees, interest paid or gained by the district, those dollars were provided. Dr. Lewis wasn't suggesting that figures were manufactured, but what he did suggest was that they be given the opportunity to respond as directed by the board. Mr. Majewski has prepared a comparison, which they have been asked to do. Not using fictitious numbers, but using numbers from similar school districts who took issues in the same year for comparable or near comparable amounts in a fixed rate design. In some cases they fared better, in other cases Bethlehem Area School District fared better. The final analysis showed the district overall, with all its issues, fared better. No one wants to take a look at those numbers, but we are prepared to present those. Dr. Lewis stated that they challenge anybody to do a third party analysis. He stated that this is no different than those people who make educated choices about taking a fixed rate mortgage on their home versus an adjustable rate. There are times when that yields a benefit and times when it does not. He stated that we are no different than the homeowner in that regard and that they try to apply the best historical data to those discussions that this board of school directors has. He stated that he does not fault any of the members of the board. Many of the members were here, many were engaged in those conversations and, as was noted, several were not here. Dr. Lewis stated that the point is that we own the problem and we must fix it and that President Leeson is correct, that this will not occur overnight or in one year. This will be a multiple year adjustment just as we are all probably experiencing in our own lives.

Dr. Lewis also noted that the entire cabinet agreed not to take an increase and that they were contracted and entitled to that if they wish. Many line administrators and principals are coming forward and saying they are turning their increase in too and Dr. Lewis applauded that effort as well. He stated that it is the right thing to do when times are tough and that it would not balance the budget but sets an example. He just wanted to state that while some people are coming to meetings with what they think are new ideas, they have been there. He stated that they will continue to accept ideas and will incorporate whatever measures they can to make this as reasonable as possible.

Dr. Lewis stated that he has been accused by the press as wanting to maintain the current level of programs for disadvantaged kids. He stated that if that is an accusation, he accepts it. He stated that he thinks what happens when you have major budget cuts is that you end up with the poor kids getting poorer and the gap widening. That troubles him tremendously. When they cut some programs, it is not those kids that are doing extremely well in our programs. Those kinds of program cuts will come back and haunt us in a big way years down the road. He stated that he did announce his retirement in the fall and that he could say let's cut this budget down and have no tax increase and exit that way. In his good conscience he knows that if they lose those programs, it will have greater impacts in terms of students failing and greater impacts in terms of students being identified as special education. He stated that you will not see a lady like tonight who has learned the English language in 2 short years. Those supports won't be in place. Dr. Lewis stated that it is easy to take the sword and slash the programs at the podium and say we can't afford it. He stated that they can't afford not to afford it because in the long run those costs will come back on all of us. Perhaps not in educational costs, but in societal costs.

Dr. Lewis stated that Mr. Majewski would present his findings. Dr. Lewis stated again that he would ask the press, any interested third party or any interested financial folks to take the document and review it and analyze it. He said they should come back if they believe the document is flawed. He stated that he read and reread the document and believe the school districts that have gone fixed rate have the data to show what would have happened had Bethlehem gone exclusively fixed rate. Lastly, Dr. Lewis stated that if the banking industry had not failed, if the adjustable design continued to work as it had done for 5 straight years and had we gone to a fixed rate, he asked, would we have then been chastised because we cost the taxpayers too much in interest for not taking the adjustable design. That is paramount to this discussion.

Mr. Majewski stated that in the many articles in the Morning Call there was a lot of data presented. He stated that when he was reading through it he was trying to show how it related to something and it wasn't there. He explained that every borrowing has a cost to it. If you look at a number it tells you how much it costs, but to know if it is a high or low number you need more information. That information was absent from the article. He is hoping to provide some of that information. On June 8, 2009 at the finance committee meeting he did provide information that showed interest rates for each of these after all the fees and costs and the interest was factored in for each of the different borrowings. That didn't make the report.

Mr. Majewski stated that he wanted to provide the facts presented. He stated that they went through and took a look at districts who had gone out in the fixed rate market around the same time our issues were priced. Typically around the same time, if you are looking at nonqualified loans and there are similarities between the districts, you can expect that you will get a similar cost of borrowing. That was the premise that was used in taking a look at what the costs were with the current financing and taking a look at what the costs probably would have been if we went to a fixed rate and then compare to see if they had winners and losers. Mr. Majewski stated that he would report that some of the series were beneficial going in the format and others were not.

The 2003 West Cornwall Issue: When you take a look at that issue the interest rate, other than the current year which is still continuing, ranged from a 3.97 percent to a 4.37 percent rate for the various years. Mr. Majewski stated that President Leeson stated that that was the one that has been refinanced at 4.25 percent for a fixed rate issue. Mr. Majewski explained that they looked at an issue that went out around the same time that did, Big Spring School District. Taking a look at their rates, putting into our amortization schedules and comparing the costs there, we would have paid \$1,246,000 less in that case if we went with fixed rate borrowing. It is not because at the time, because we did take a look at fixed rate issues, that that would have been noticeable. What happened was the interest rate we had on the 2003 did not perform very well and that would have been the culprit when you take a look at the fees. It would have exceeded what we would have paid with a fixed rate issue.

Mr. Majewski further explained that for the series of 2005, they took a look at Perkiomen Valley School District as a comparable because they had priced around the same time we did. It should be noted that the interest rate on that issue varied between 3.59 percent and 4.02 percent. Mr. Majewski stated that he thought that everybody present would love to get an interest rate of about 4.0 percent and that is what we were paying on those issues during that time. If we went with a fixed rate issue it would have cost the district more. So, we had paid \$1,523,000 less by structuring our debt with the 2005 in the manner that we did.

The series of 2007 which is the \$55,000,000 issue, not the Shippensburg, was compared with the Troy Area School District. In that case, if we went with fixed rate that too would have cost us more year to date and this includes the current year, throwing in the bank dysfunction and how much we have paid. Everyone knows the 2008-2009 year has been a disaster. Mr. Majewski stated that when he is making this comparison that information is considered. We were still benefiting \$503,000 by structuring the financing in the manner we did after all costs.

Shippensburg, the \$40,000,000 issue in 2007: Comparing that with the Troy Area School District, which was very similar, priced around the same time, the district paid \$319,000 more with its current financing than if we did fixed rate. Shippensburg has been replaced and refinanced with a two year bank loan with Wachovia. Currently the interest rate on that bank loan is 1.728 percent. He stated that it is based on a number of basis points on top of the one month libor, which has been fairly stable. It is anticipated that we could expect that rate to continue. Translated, that is a savings of at least \$800,000 a year as a result of that loan being in place as opposed to the variable rate financing that we had.

Mr. Majewski summarized the above by stating that the school district obtained receipts of \$5,890,000 from counter parties and was paying below market financing charges on debt through the banking disruption that manifested itself in a catastrophic manner during September 2008. In spite of the banking dysfunction the Bethlehem Area School District still paid \$460,734 less in interest, fees and other costs for the period 2003 through 2009. The total financial benefit to the taxpayers was \$6,350,000. The banking dysfunction did cost the school district approximately \$3,000,000 in 2008-2009. Without the banking dysfunction, total taxpayer benefit would approximate \$9,500,000. It must be noted that the banking system is healing and the market is functioning more normally. The approved banking activity is manifesting itself through positive cash flow from the swaps between \$20,000 - \$30,000 weekly and lowered termination values on existing swaps. Mr. Majewski translated that to mean with the swaps that are out there right now, they are bringing in \$20,000 - \$30,000 a week into the district, not costing the district taxpayers' money. The financing structure of the variable rate financings with swap hedges functioned well for the school district for several years. The percentage of debt to budget for the Bethlehem Area School District with the most recent PDE data 2007-2008, 10.07 percent of the school district's budget was used for debt service. The statewide average is 11.8 percent. Mr. Majewski stated that when one is saying the district is getting into so much debt that it is causing issues with its own financing, there may be a lot of problems or issues that we are wrestling with, but it is not when you take a look at the other 500 districts in the state, it is not because we are taking on far more debt than the statewide average. In fact, if we had the average percentage of debt of budget, we would be paying an additional \$5,500,000 per year in annual debt service. We have, as part of our budget, lower debt service cost than the average school district.

Mr. Majewski continued to say that the Bethlehem Area School District debt is actively managed and the lowest cost to the taxpayers now and has always been the primary concern. The dysfunction of the markets has been a financial cost to the district but is not as great as the accumulated benefits by the financing to date. It is now apparent the district must factor the instability of the banking industry into its debt management plans. The instability of the banking system has not been at the current level of concern for many decades and will likely persist for some time. The measure the district is considering to seek refinancing opportunities that will remove or drastically reduce the banking risk is exactly what is required in this economic environment. No one is able to predict what opportunities will be available to the school district to ensure predictable debt service payments at the lowest price that we are able to obtain. Therefore, it is overly dramatic to make statements as you read in the newspaper and unnecessarily creates consternation among local taxpayers. What I mean by that is when you take a look at some of the comments about the financial spiral the district caused by the debt, when you take a look at the facts and the comparisons and you look at what the difference would have been to the cost to the taxpayer with the fixed rate financing, you find out that the average taxpayer in this district has benefited by the type of financing we have right now. Understand the environment has changed. We are probably looking at a banking problem that has not been to this level since the 1920s and 1930s. Mr. Majewski stated that when we take a look at evaluating the risks of various different types of financing options, you do look at interest rates, credit markets and a lot of different things. We are not alone in the fact that many businesses and individuals worldwide were surprised by the banking dysfunction. If that is not true the type of recession we have right now, the type of economic

problems would not have existed. In hindsight it would have been better to be able to have something that would have been more stable. Practically speaking, when we were looking at the facts at the time that were in front of us, we were concerned and were trying to structure something that was financially beneficial to the taxpayers of this district. In fact, we did. Times have changed, this board, this administration recognized that change and we are looking to be able to restructure our debt. As Mr. Majewski previously stated, we tried to actively manage our debt and we are doing just that. Mr. Majewski believes that some of the things that have been done so far have proven that we are in a position right now in this market that we can take advantage of some of the healing that is going on in the banking industry. We can take advantage of lower rates as shown by the Wachovia loan at under 2 percent. He does believe that as folks are taking a look and those who might have access, termination values of swaps are coming down. The right momentum is in place to find a fix for some of the instability and for the type of debt that is still outstanding. There was no way anybody could predict where this was going to go. However, we saved the taxpayers money and even more importantly, we are trying to respond in a manner that is going to be in the taxpayers' best interest. Mr. Majewski stated that there is no financial spiral but there are concerns and they are addressing those concerns.

Dr. Lewis had announcements regarding the agenda. Item 14, the Recommendation of the Board page 1, the Thomas Persing Agreement, and item 21 on the Administration's Recommendation, page 30, the Apple lease, are conditioned upon the final solicitor's review and approval of both agreements.

RECOMMENDATIONS
OF THE
ADMINISTRATION

Dr. Lewis also noted that regarding recommendations of the administration, item no. 7, Student #0949114, that the waiver has been pulled.

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° Information Item Only

1. *Final Adoption of the 2009-2010 Bethlehem Area School District Budget*

RECOMMENDATION:

That the following Resolution to adopt the 2009-2010 Bethlehem Area School District Budget be approved as presented.

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

**RESOLUTION-RE: 2009-2010 BETHLEHEM AREA SCHOOL DISTRICT
BUDGET**

WHEREAS, a careful consideration of the estimated budget requirements of the Bethlehem Area School District for the fiscal year of 2009-2010 shows that a total of \$195,402,663 will be necessary to operate the public schools on an efficient basis.

NOW, THEREFORE, BE IT RESOLVED THAT:

The General Fund Budget for the 2009-2010 fiscal year of the Bethlehem Area School District in the amount of \$195,402,663 is based on the following:

- (a) A 41.60 mill (or \$4.160 per \$100 of assessed valuation) tax on Northampton and Lehigh Counties taxable real estate in the school district.
- (b) A \$5 Resident Per Capita Tax, taxable on 18 year olds and over, based on Section 679 of the School Code of 1949.
- (c) The following taxes under Act 511 are:
 - (1) 1% Earned Income Tax shared equally with the coterminous municipalities.
 - (2) 1% Realty Transfer Tax shared equally with the coterminous municipalities.
 - (3) \$5 Resident Per Capita Tax, taxable on 18 year olds and older.
 - (4) \$5 Local Services Tax.
 - (5) Business Privilege Tax at the rate of one and one-half mills on gross receipts.
 - (6) Mercantile License Tax at the rate of one mill on wholesale vendors or dealers and one and one-half mills on retail vendors or dealers

2. *Tuition Waiver Students*

INFORMATION:

The Bethlehem Area School District Board Policy Number 202, Eligibility of Nonresident Students, allows students to be educated in the Bethlehem Area School District as tuition waiver students: Tuition Waivers for Former Resident Students and Tuition Waivers for Future Resident Students.

Tuition Waivers for Former Resident Students are comprised of two types of students. Seniors who move out of the Bethlehem Area School District before completing their senior year may request to remain in the Bethlehem Area School District to graduate with their class. Students in grades K through 11 who move out of the Bethlehem Area School District after the end of the third marking period, but prior to the end of the school year, may remain as tuition waiver students for the remainder of the current school year only.

The Bethlehem Area School District also provides Tuition Waivers for Future Resident Students. Those are students whose families are in the process of purchasing or building a home within the Bethlehem Area School District and will not be in residence prior to the start of the current school year but will be in residence within the first quarter of the school term. They may begin their education in the Bethlehem Area School District as tuition waiver students.

RECOMMENDATION:

That the Board of School Directors approves the list of students as tuition waiver students for the 2008-2009 school year.

3. *AP Course and Textbook Recommendations for High School Social Studies*

INFORMATION:

In order to demonstrate alignment with the Pennsylvania State Standards in Social Studies, Bethlehem Area School District middle and high school teachers have worked over the past 18 months to develop an appropriate scope and sequence and to begin work on curriculum that will reflect essential requirements from those standards. In October 2007, information on an updated sequence was presented to the Board of School Directors. Included within this realignment is the AP World History course, which will be offered at both high schools in the 2010-2011 school year.

Based on a high degree of student interest to enroll in AP World History during the 2009-2010 school year, administrators and teachers from Freedom High School are seeking approval to offer the course during the upcoming school year. Additionally, with our district's focus on building our AP offerings, the Freedom team also anticipates offering AP Psychology as a social studies elective beginning in the 2009-2010 school year.

Costs for teacher training have been built in to the Project 720 budget. Additional textbook costs that would come from the Instructional Materials budget are as follows:

AP WORLD HISTORY

AP Edition: The World's History (Pearson/Prentice-Hall)
Class set of 30 \$2,759.10 (\$91.97 per book)

AP PSYCHOLOGY

AP Edition: Psychology with Discovering Psychology
by Zimbardo (Pearson/Prentice-Hall)
Class set of 30 \$2,519.10 (\$83.97 per book)

3. *AP Course and Textbook Recommendations for High School Social Studies*

RECOMMENDATION:

That the Board of School Directors approves:

- a. Offering AP World History at Freedom High School beginning in the 2009-2010 school year.
- b. Offering AP Psychology at Freedom High School beginning in the 2009-2010 school year.
- c. The cost of one class set of the AP World History textbooks for a total cost of \$2,729.10.
- d. The cost of one class set of the AP Psychology textbooks for a total cost of \$2,519.10.

4. *Community Service Agencies*

INFORMATION:

A very important component of the Bethlehem Area School District's Community Service Program is the involvement of agencies and organizations to serve as hosts for students participating in the program. These organizations must not discriminate against any race, religion, or sex, and must provide assurances that the approved experience is free from religious doctrinal motivation. In addition, each agency must commit to provide our students with opportunities to benefit others.

As part of the Community Service Program, the Board of School Directors must approve each community service sponsor prior to students participating with the agency.

RECOMMENDATION:

That the attached community service sponsors be approved to participate in the Bethlehem Area School District's Community Service Program and be included in the Community Service Directory of Participating Organizations and Agencies.

Name of Agency/Organization: Notre Dame Parish

Address: 1861 Catasauqua Road, Bethlehem, PA 18018

Phone number: 610-866-4371

Contact Person: Pat Rasmuson

Email address: p-rasmuson@hotmail.com

Web Site address: www.chuchofndbeth.org

Number of students requested: Unlimited

Minimum age: 12

Description of service opportunities: Parish Picnic – Set up, clean up, food tables, and assist with games. Tricky Tray – Coordination of events and help with baskets. Clean Teams – Help clean and maintain church, church hall and grounds. Green Team – Help rake leaves, water plants and weed gardens.

Minimum Time of Service Per Shift or Session: 1 hour

Hours agency is open to community service students: During events or by appointment.

Dress requirements: Casual, but neat. No short shorts, no midriffs showing.

Supervision provided by: Msgr. Buddick and approved adult volunteers.

Training and/or orientation: Provided

Additional information or comments:

This agency carries liability insurance covering students on site.	(Yes)
This agency participates in court ordered community service activities.	(No)
This agency requires Act 34 (criminal history) clearance for employees.	(Yes)
This agency conducts events/activities where alcohol is served.	(Yes)
(Parental Waiver is needed if alcohol is served)	

Name of Agency/Organization: Our Lady of Perpetual Help Church

Address: 3219 Santee Road, Bethlehem, PA 18020

Phone number: 610-867-8409 **Contact Person:** Carol Salabsky

Email address: olphrep@rcn.com

Web Site address:

Number of students requested: Unlimited **Minimum age:** High school age

Description of service opportunities: Education program aide – Helping with crafts and games. Teacher aide – one-on-one tutoring, and assisting with managing classroom activities. Help at annual carnival and special breakfasts.

Minimum Time of Service Per Shift or Session: 3_ hours per day. Monday – Friday.

Hours agency is open to community service students: Any time students need service time.

Dress requirements: None.

Supervision provided by: Carol Salabsky

Training and/or orientation: Certain activities require training.

Additional information or comments: No religious instruction by volunteers.

This agency carries liability insurance covering students on site. (Yes)

This agency participates in court ordered community service activities. (No)

This agency requires Act 34 (criminal history) clearance for employees. (Yes)

This agency conducts events/activities where alcohol is served. (No)

(Parental Waiver is needed if alcohol is served)

5. *Approval of High School Cheerleading Proposal*

INFORMATION:

Administrative guidelines were developed in consultation with the high school athletic directors and high school cheerleading squads for the 2009-2010 school year. The guidelines were reviewed with the board at the Board Curriculum Committee Meeting on June 15, 2009.

RECOMMENDATION:

That the Board of School Directors approves the attached guidelines for the high school cheerleading programs at both Freedom and Liberty High Schools.

Director Amato discussed item number 5. He stated that we keep throwing things back on the booster clubs and expecting them to fund things. Two concerns are 1) that they will run out of money; and 2) what if they don't have a booster club. He stated that they do have booster clubs now, but if they run out of money they can't pay for this requirement of decorating.

Dr. Lewis responded that the proposal was generated by the athletic directors working with Dr. Donaher and the cheerleading personnel. They have come forward with this proposal. We endorsed it and felt it is reasonable in these economic times that they have stepped up and we appreciate it. He further stated that this does not mean that 5 – 10 years down the road this might not become a line item in a future budget. Dr. Lewis complimented the cheerleading coaches who came to Dr. Lewis and Dr. Donaher with this proposal. Both high schools have agreed to follow it in as much as the competitive competitions for cheerleading occur.

Director Amato stated that both agreed to a percentage cut in their athletic budgets. Then, we had one meeting and found out that the middle school soccer program was cut. They are agreeing to do what is asked, but they are throwing things back on the booster clubs. The booster clubs are only going to be able to fund so many supplements to the activities before they run out of money. Director Amato stated that some of the booster clubs are very healthy and that they have people actively working very hard. He asked what happens when those people leave and the next group is not working as hard and the club doesn't have the funds. Director Amato stated that he thought it was wrong.

Dr. Lewis responded that as an ardent supporter of athletics and cheerleading as a part of our athletic program he understands that these are difficult times. He stated that they have offered to step up and help us and we appreciate it.

PROPOSAL FOR CHEERLEADING PROGRAM

The following is the recommendation to the Bethlehem Area School District (BASD) with respect to the cheerleading programs at Freedom High School and Liberty High School.

In an effort to promote more school spirit and to provide more students with the opportunity to participate in the sport of cheerleading, while at the same time limiting the costs associated with the sport of cheerleading for the BASD, it is recommended that the BASD approve the implementation of both spirit squads and competition squads at both high schools within the District. It should be noted that, a competition squad is not mandatory at either high school but, should a high school elect to implement a competition squad, it will be subject to the policies outlined herein.

I. SPIRIT SQUADS

Each respective high school in the BASD shall have the option of having three Spirit Squads, Freshman, JV, and Varsity or two Spirit Squads, JV, and Varsity.

Freshman Spirit Squads will be comprised solely of students in 9th grade. JV Spirit Squads will be open to students in the 9th, 10th, and 11th grades and Varsity Spirit Squads will be open to students in the 9th, 10th, 11th, and 12th grades. Freshman and JV Spirit Squads will be responsible to cheer at all home Freshman and JV football games, Freshman and JV soccer games, Varsity Football games (third quarter), Freshman and JV basketball games, Freshman and JV wrestling matches; and pep rallies. The Freshman and JV Spirit Squads will also be responsible to assist the Varsity Spirit Squads with decorating the school and stadium for athletic events. The Varsity Spirit Squads will be responsible to cheer at all Varsity football games, Varsity home soccer games, Varsity basketball games, Varsity home wrestling matches, and pep rallies. The BASD will provide transportation for the Varsity Spirit Squads to all away football and basketball athletic events. The Varsity Spirit Squads will also be responsible to decorate the school, locker rooms, senior players' houses and the stadium for athletic events. The costs associated with decorating supplies (*i.e., paper, paint, brushes, decorations, tape, balloons*) will be the responsibility of the Freedom Cheerleading Booster Club and the Liberty Cheerleading Booster Club.

The BASD agrees to fund any uniform and equipment costs associated with the Freshman, JV, and Varsity Spirit Squads as allotted for in the athletic budget for the corresponding year.

II. COMPETITION

Each respective high school in the BASD shall have the option of having a Varsity Competition Squad. The Varsity Competition Squad will be open to cheerleaders in 9th -12th grade. Preference will be given to those girls who excel in tumbling, jumps, motion technique, dance, and stunting. It should be noted that cheerleaders may tryout and be selected to cheer on both the spirit team (Freshman, JV or Varsity) and the Varsity Competition Squad.

The Freedom Cheerleading Booster Club and the Liberty Cheerleading Booster Club agree to fund, through fundraising and sponsorships, a major portion of the competition expenses, which includes transportation costs. The BASD agrees to fund the registration fees and transportation costs associated with attending the District XI Athletic Directors' Cheerleading Competition held annually.

III. EXPENSES FOR CHEERLEADING PROGRAM TO BASD

Under the proposal for the cheerleading programs within the BASD, the BASD would be responsible for coaches' salaries, one head coach and two assistant coaches, transportation costs to away football and basketball contests, uniform and equipment costs as budgeted for annually, registration fees and transportation costs to the District XI Cheerleading Competition. All additional expenses, including those associated with competition, shall be the sole responsible of each respective school's cheerleading booster club.

6. *Student Discipline - #952856, #0950376, #0963508, #0974353, #0970820, and #0957670 – Adjudications*

INFORMATION:

The Board of School Directors of the Bethlehem Area School District has received and reviewed the following information regarding misconduct by six students in violation of District Policy 233.

RECOMMENDATION:

That the Board of School Directors adopts the proposed adjudications relating to Student Numbers: 0952856, 0950376, 0963508, 0974353, 0970820, and 0957670.

7. *Student Discipline - #0951179, #0949114, and #0970145– Waivers*

INFORMATION:

The Board of School Directors of the Bethlehem Area School District has received and reviewed the following Waivers of Expulsion Hearing and Stipulation regarding misconduct by three students in violation of District Policy 233.

RECOMMENDATION:

That the Board of School of School Directors adopts the waivers relating to Student Numbers: 0951179, 0949114, and 0970145.

8. *Federal/State Program Budgets***INFORMATION:**

The 2008-2009 Budget included \$13,329,427 in both revenues and expenditures for federal and state programs. Budget modifications are necessary to properly reflect the current status of funding from various federal and state organizations in the 2008-2009 Budget. The provisions of the Public School Code of 1949, Title 24, Article VI, Section 609 allow for these budget modifications required on a program basis to reflect revisions approved by the various federal and state organizations. These changes will adjust the total federal and state programs' revenues and expenditures from \$13,329,427 to \$13,497,055.

RECOMMENDATION:

That the administration be authorized to revise the federal and state program budgets as indicated on the attached schedule.

2008-2009 FEDERAL/STATE PROGRAM BUDGETS

<u>Program Name</u>	<u>Approved Budget</u>	<u>Amended Budget</u>	<u>Increase/ (Decrease)</u>
I.D.E.A.	1,778,259	1,786,348	8,089
AYP SCHOOL IMPROVEMENT	0	36,000	36,000
BASIC SKILLS and VOCATIONAL PREPARATION (L.V.WIB)	0	90,036	90,036
PIC CareerLinking - LHS & FHS	0	33,503	33,503
		TOTAL ADJUSTMENTS	<u><u>167,628</u></u>
	APPROVED FEDERAL/STATE BUDGET REVENUES/EXPENDITURES		13,329,427
	AMENDED FEDERAL/STATE BUDGET REVENUES/EXPENDITURES		13,497,055

9. *Conference/Staff Trip Attendance*

RECOMMENDATION:

That the following conferences for staff be approved:

June 24-26, 2009	
17th Annual Pennsylvania Permanency Conference	
Lancaster, Pennsylvania	\$1,181.66
	State/Time Limited Family Reunification (TLFR)
July 15-17, 2009	
Reading Apprenticeship Leadership Training	
Schnecksville, Pennsylvania	4,984.32
	State/AYP School Improvement Grant
July 27-29, 2009	
Creative Learning Communities for Improved Student Achievement	
Gettysburg, Pennsylvania	777.76
	\$277.76-Federal/Title 1
	\$500.00-General
July 27-30, 2009	
AP Summer Institute – Calculus AB	
Malvern, Pennsylvania	1,026.26
	State/Project 720
July 28-29, 2009	
Parents as Teachers Born to Learn Training	
Mars, Pennsylvania	789.60
	Federal/Marvine Family Center

10. *Field Trip Attendance***RECOMMENDATION:**

That the following overnight student trips for students and staff be approved:

August 4-7, 2009 (6 Career Academy Students) National Urban Service Learning Institute Philadelphia, Pennsylvania	\$3,661.60 \$1,838.60-Grant/Learn and Serve \$1,823.00-Grant/IGESL
August 4-7, 2009 (4 Freedom High School Students) National Urban Service Learning Institute Philadelphia, Pennsylvania	3,268.27 \$1,799.51-Grant/Learn and Serve \$1,468.76-Grant/IGESL
March 10-14, 2010 (100 Freedom High School Students) Music Trip to Disney World Orlando, Florida	0.00

All expenses paid by the Band/Orchestra Parent Organization

11. *Approval of Settlement*

INFORMATION:

The attached settlement agreement has been accepted by employee XXX-XX-8381. Whereas, certain differences have arisen between the District and the employee, the parties have reached an understanding in order to settle the dispute.

RECOMMENDATION:

That the Board of School Directors accepts the attached settlement agreement.

12. *Resignations*

RECOMMENDATION:

Instructional

1. NAME: **DeAngelo, Michael**
ASSIGNMENT: Nitschmann, Social Studies Teacher
REASON: Personal
EFFECTIVE: June 10, 2009
2. NAME: **Dieter, Karen**
ASSIGNMENT: Donegan, Grade 3 Teacher
REASON: Employee request for (.5) reduction
EFFECTIVE: August 24, 2009
3. NAME: **Frisch, Elizabeth**
ASSIGNMENT: East Hills/Nitschmann, Guidance Counselor
REASON: Personal
EFFECTIVE: May 27, 2009
4. NAME: **Johnson, Jule**
ASSIGNMENT: Nitschmann, Special Education Teacher
REASON: Retirement
EFFECTIVE: June 10, 2009
5. NAME: **Martin, Laura**
ASSIGNMENT: East Hills, Mathematics Teacher
REASON: Employee request for (.2) reduction
EFFECTIVE: August 24, 2009
6. NAME: **Reybitz, Kim**
ASSIGNMENT: East Hills, Reading Teacher
REASON: Employee request for (.5) reduction
EFFECTIVE: August 24, 2009
7. NAME: **Sames, Michelle**
ASSIGNMENT: Fountain Hill, Grade 3 Teacher
REASON: Employee request for (.5) reduction
EFFECTIVE: August 24, 2009

12. *Resignations*

RECOMMENDATION:

Noninstructional

1. NAME: **Bartos, Janet**
 ASSIGNMENT: Liberty, General Kitchen Help
 REASON: Retirement
 EFFECTIVE: June 6, 2009

2. NAME: **Feist, Rose Marie**
 ASSIGNMENT: Liberty, General Kitchen Help
 REASON: Retirement
 EFFECTIVE: May 14, 2009

3. NAME: **Henshaw, Victoria**
 ASSIGNMENT: Marvine Family Center,
 Family Development Specialist
 REASON: Personal
 EFFECTIVE: July 7, 2009

4. NAME: **Hicks, Mary**
 ASSIGNMENT: Child Care, Assistant Center Supervisor
 REASON: Retirement
 EFFECTIVE: April 20, 2009

5. NAME: **Merwine, Rodney**
 ASSIGNMENT: Maintenance, M-1
 REASON: Personal
 EFFECTIVE: November 8, 2007

12. *Resignations*

RECOMMENDATION:

Miscellaneous

- | | | |
|----|-------------|--------------------------|
| 1. | NAME: | Sanders, Lawrence |
| | ASSIGNMENT: | Bus Driver |
| | REASON: | Retirement |
| | EFFECTIVE: | May 21, 2009 |

RECOMMENDATION:

Instructional

- | | | |
|----|---|--|
| 1. | NAME:
ADDRESS:
ASSIGNMENT:
REASON:
EFFECTIVE: | Brader, Alyson
Center Valley
Liberty, Business Teacher
Family Medical Leave of Absence
August 24, 2009, until the end of the day on
November 17, 2009 |
| 2. | NAME:
ADDRESS:
ASSIGNMENT:
REASON:
EFFECTIVE: | Carr, Jane
Bangor
Broughal, Technology Teacher
Family Medical Leave of Absence
May 15, 2009, until the end of the day on
May 22, 2009 |
| 3. | NAME:
ADDRESS:
ASSIGNMENT:
REASON:
EFFECTIVE: | Craven, Lisa
Bethlehem
Fountain Hill, Grade 4 Teacher
Childrearing Leave of Absence, continuing
August 24, 2009, until the end of the 2009-2010
school year |
| 4. | NAME:
ADDRESS:
ASSIGNMENT:
REASON:
EFFECTIVE: | McHenry, Kimberly
Breinigsville
Liberty, Health and Physical Education Teacher
Family Medical/Childrearing Leave of Absence
Family Medical Leave of Absence to begin
August 24, 2009, until the end of the day on
November 17, 2009
Childrearing Leave of Absence to begin
November 18, 2009, until the end of the 2009-2010
school year |

13. *Leaves of Absence***RECOMMENDATION:*****Instructional (continued)***

- | | | |
|----|---|--|
| 5. | NAME:
ADDRESS:
ASSIGNMENT:
REASON:
EFFECTIVE: | Sabetti, Michelle
Bethlehem
Lincoln, Grade 3 Teacher
Family Medical/Childrearing Leave of Absence
Family Medical Leave of Absence to begin
August 24, 2009, until the end of the day on
November 17, 2009
Childrearing Leave of Absence to begin
November 18, 2009, until the end of the 2009-2010
school year |
| 6. | NAME:
ADDRESS:
ASSIGNMENT:
REASON:
EFFECTIVE: | Sobrinski, Kristin
Bethlehem
Freedom, Social Studies Teacher
Childrearing Leave of Absence, continuing
August 24, 2009, until the end of the 2009-2010
school year |

14. *Nominations for Appointment***RECOMMENDATION:*****Administrative***

1. NAME: **Hilton, Jennifer**
 ADDRESS: Bethlehem
 COLLEGE, DEGREE: Lehigh University, B.A., M.Ed.
 Pennsylvania State University, Principal

 Certification
 ASSIGNMENT: Assistant Principal, Northeast Middle School
 SALARY: \$81,632 (Category 4, Step 2)
 EFFECTIVE: July 1, 2009

2. NAME: **Hirner, Tracy**
 ADDRESS: Danielsville
 COLLEGE, DEGREE: Kutztown University, B.S., M.Ed.
 Wilkes University, Principal Certification
 ASSIGNMENT: Assistant Principal, East Hills Middle School
 SALARY: \$80,354, prorated (Category 4, Step 1)
 EFFECTIVE: July 8, 2009

14. Nominations for Appointment**RECOMMENDATION:*****Administrative (continued)***

- | | | |
|----|------------------|---|
| 3. | NAME: | Horvath, David |
| | ADDRESS: | Bethlehem |
| | COLLEGE, DEGREE: | Moravian College, B.A.
Wilkes University, M.Ed., Principal Certification |
| | ASSIGNMENT: | Principal, East Hills Middle School |
| | SALARY: | \$93,258, prorated (Category 2, Step 6) |
| | EFFECTIVE: | July 8, 2009 |
| | | |
| 4. | NAME: | Rusnak, Leigh Kuenne |
| | ADDRESS: | Easton |
| | COLLEGE, DEGREE: | Lehigh University, B.A., M.Ed., Principal |
| | ASSIGNMENT: | Principal, Freemansburg Elementary School |
| | SALARY: | \$91,252 (Category 3, Step 6) |
| | EFFECTIVE: | July 1, 2009 |

14. Nominations for Appointment**RECOMMENDATION:*****Miscellaneous***

1. **Coach (2009-2010 School Year)**
Liberty High School
Girls Basketball
Head Coach **Senneca, Samuel** Continuing \$7,338.00
2. **Lehigh Valley Workforce Investment Board (Summer PIC Program)**
Lead Teacher
Hrycyszyn, Marlice
SALARY: \$33.14 per hour

Teachers

Haddigan, Erin	Longyore, Jane
Hillegass, Heather	Marek, Deborah
Landis, Barbara	

Alternate Teacher

John, Kelly
SALARY: \$32.04 per hour

Teacher Assistants

Korpics, Denise	Rumble, Beverly
Labukas, Rosemarie	Savitski, Kelly
Meyers, Karen	

SALARY: \$15.22 per hour

Alternate Teacher Assistant

John, Kelly
SALARY: \$7.15 per hour

3. **Summer ASPIRE Helpers**
District-wide
Mugavero, Laura
Rivera, Patsy
Scala, Francesca
Waters, Jenny
SALARY: \$7.15 per hour

14. Nominations for Appointment**RECOMMENDATION:*****Miscellaneous (continued)***

4. **Summer Band**
Freedom High School
Director (100 hours) **Moran, Michael**
Liberty High School
Director (100 hours) **MacGill, Gregory**
Assistant Director (50 hours) **Long, Kevin**

Middle Schools
Broughal Middle School (50 hours) **Gross, Maryann**
East Hills Middle School (50 hours) **Dehner, Chelsea**
Nitschmann Middle School (50 hours) **Zettlemoyer, Daniel**
Northeast Middle School (50 hours) **Rupnik, Brian**
SALARY: \$32.04 per hour
5. **Summer School – District Middle School**
Monitor
Morgan, Pierre
SALARY: \$12.78 per hour
6. **Summer School – Elementary School**
Clearview Elementary School
Teachers
Flad, Stephen
Newton, Lakeisha
SALARY: \$32.04 per hour
7. **Summer School – English as a Second Language**
Teachers
Blazusiak, Louise **Schachter, Carole**
Danilovicz, Judith **Zito, Annette**
SALARY: \$32.04 per hour

14. *Nominations for Appointment*

RECOMMENDATION:

Miscellaneous (continued)

8. **Summer School – Middle School**
 Teachers
 Nitschmann Middle School
 Wohlbach, Herman

 Northeast Middle School
 Shive, Linda
 SALARY: \$32.04 per hour

9. **Summer SPARK PreK Counts Program**
 Substitute Teachers
 Rodriguez, Maureen
 Yarrington, Joyce
 SALARY: \$90.00 per day

 Teacher Assistants
 Fernandez, Yaraivette
 Rosario, Betzaida
 Villeda, Johany
 SALARY: \$15.22 per hour

14. *Nominations for Appointment*

RECOMMENDATION:

Substitutes

Noninstructional

Looker, Beverly
Bethlehem

Tawfik, Amaal
Freemansburg

Director McKeon commented on item number 14 – Miscellaneous (1.) Samuel Senneca, head coach. He stated that Mr. Senneca wants to continue his position as athletic director and serve as a coach and Director Amato believes that to be a conflict of interest. Director Amato stated that he believes the AD is a manager of some sort and is responsible for hiring and releasing coaches. He feels it is a major conflict and will be voting “no.”

Dr. Lewis stated that there has been some sidebar on item number 14 due to the uncertainty within the budget. He wanted to confirm with the board that there was no need to discuss further the nominations relative to any of those positions. The principalships of ancillary programs, would they be impacted if the budget was not supported at the state levels, the answer is yes. There would be principals who would be available for service who have longer tenure than some of those who would have been appointed this evening. The impact would be somewhere around \$10,000-\$12,000 total. With the assistants there would be a difference in terms of those people may have to revert to supervisors or classroom positions. Dr. Lewis asked if there was any discussion on this.

Director Dexter stated that she continues to believe that they should not make a commitment to new administrators given the precarious situation with the budget, particularly the reduced tax increase. She stated that her position remains that she would prefer to see David Horvath and Leigh Rusnak designated as “acting” and then it would be reconsidered when they know the final amount the state will be allocating to the district.

Dr. Lewis stated that he could not support that. The buildings need to be opened. There have been retirements shuffled in the elementary and middle schools. Dr. Lewis offered a compromise of the assistant principalships with an “acting” designation until such time there is clarity in the budget which would be where the significant salary increases are realized right now. As “acting” there is no salary increase until the budget is clarified. He stated that he has not spoken to them and they may not even accept those positions. Dr. Lewis asked the board to appoint the principalship position this evening in order to prepare the schools to open.

Director Tenaglia asked for clarification regarding the appointments of the assistant principals on page 18, nominations for appointment.

Dr. Lewis stated that pertaining to page 18, in the interest of getting people in the positions he offered a compromise on the two assistants. They would be “acting”; we would strike the salary and adjust that at such time as there is clarity in the budget. We would ask them to move over on their current salaries, retroactively making them whole should the budget support them. He stated that this is unusual but sincerely feels these people need to be in these positions. In the case of Northeast there will be an assistant leaving that building to take a principalship. Mr. Rahe has a large middle school to operate. In the case of East Hills, hopefully there will be a new principal in that slot who will certainly need a full contingent of assistants. The answer is “yes” for those two items only due to budget concerns.

Director Haymanek wanted to confirm that the two principalship appointments are not “acting.”

Dr. Lewis confirmed that that was his recommendation.

Dr. Lewis went on to clarify that both individuals moving into to assistant principalships, their salaries would be adjusted to the July 1 current contract obligation. They would not be frozen at their old salary. They would be “acting” and can bump back in need of a budget situation without having to maintain a new salary.

Director Dexter asked if these two appointments would be going from a 9 month salary to a 12 month salary.

Dr. Lewis responded that they would be going from 10 month in the case of Ms. Hirner. It would be per diem.

Director Dexter asked for a salary.

Dr. Lewis responded that in the case of candidate number 1, she is currently in a supervisor role. This is unique because this is an individual who moved from the teaching rank to a supervisor. She is paid per diem on the additional days. That individual would move from Masters plus 15, currently on step 13, would move to step 14. He stated that he didn’t have the step adjustment, for the record it would be \$56,144.00 plus step which is a couple thousand dollars.

Dr. Lewis stated that for candidate number 2, that individual would move from 10 month to 12 month, is on step 8, Masters plus 30, currently at \$50,542.00, would move to step 9. The step from 8 to 9 is a couple thousand and would be paid a per diem. This would be no where near the salary which we would ask you to make whole if the budget is rectified,

Director Dexter stated that Dr. Lewis’ response did not give her numbers and does not have a contract to look at. She stated that she was trying to figure out what they are talking about in real numbers.

Dr. Lewis asked Mr. Thomasik if he had the salary schedules and they would make the calculation that evening.

President Leeson recommended that they vote on all other items except for item number 14 and hold 14 until they receive additional information this evening.

Director Amato stated that they would “okay” this anyway. They have agreed to make a concession to make the two assistant principals “acting” assistant principals. He didn’t feel that they should have to wait for the dollar figure to vote.

Director Tenaglia stated that they have heard many comments about the board’s voting without proper information. He stated that he intends to vote “no” unless the administration provides the information.

President Leeson recommended that they vote on all other items except for item number 14. Item number 14 would be held until they had the additional information.

15. Reassignments**RECOMMENDATION:*****Noninstructional***

1. NAME: **Rich, Lynn**
 ASSIGNMENT: Regional Academic Standards Academy, Teacher Assistant

 FROM: \$14.22 per hour
 TO: \$14.72 per hour
 REASON: Contractual salary adjustment for teaching certificate
 EFFECTIVE: March 7, 2009
2. NAME: **Schmidt, Sherri**
 FROM: SPARK II, General Kitchen Help, 1 hour daily
 TO: East Hills, General Kitchen Help, 3.5 hours daily
 SALARY: \$11.18 per hour
 REASON: Successful Candidate
 EFFECTIVE: August 25, 2009
3. NAME: **Velez, Brenda**
 FROM: Northeast, General Kitchen Help, 3.5 hours daily
 TO: Broughal, General Kitchen Help, 4.5 hours daily
 SALARY: \$12.18 per hour
 REASON: Successful Candidate
 EFFECTIVE: August 25, 2009

16. *Salary Correction*

RECOMMENDATION:

Administrative

- | | | |
|----|-------------|---|
| 1. | NAME: | Smith, Eric |
| | ASSIGNMENT: | Principal, Spring Garden Elementary School
(Appointment, May 18, 2009) |
| | SALARY: | \$93,939 (Category 3, Step 8) |
| | EFFECTIVE: | August 2, 2009 |

17. *Memorandum of Understanding Between the Board of School Directors of the Bethlehem Area School District and Clerical/Secretarial Employees Represented by Teamsters Local 773*

RECOMMENDATION:

That the Board of School Directors approves the attached Memorandum of Understanding between the Bethlehem Area School District and the Clerical/Secretarial Employees Represented by Teamsters Local 773.

**MEMORANDUM OF UNDERSTANDING
BETWEEN
BETHLEHEM AREA SCHOOL DISTRICT
AND
CLERICAL/SECRETARIAL EMPLOYEES
REPRESENTED BY TEAMSTERS LOCAL 773**

The Bethlehem Area School District strives to conserve energy by reducing heat in school facilities. Since the reduced temperature is not conducive to sedentary work, the district will be closed on December 28, 29, and 30, 2009, when the clerks/secretaries are usually scheduled to work (a total of 19 1/2 hours). The parties agree to the following:

1. The clerks/secretaries will not report to work during the days listed above; however, can opt to receive their normal pay for that period. The following options to make up the 19 1/2 hours are available:

OPTION 1:

- a. The 12-month clerks/secretaries will make up hours of work from July through January or take vacation days. No more than five (5) make-up hours can be scheduled per week. The make-up hours are to be scheduled by the supervisor/principal in consultation with their clerks/secretaries.
- b. The 10-month clerks/secretaries will make up the hours of work from July through January. The make-up hours are to be scheduled by the supervisor/principal in consultation with their clerks/secretaries. Note: Prior to August 15, 2009, hours to be made up will be in half-day or full-day increments. After August 15, 2009, no more than five (5) make-up hours can be scheduled per week. During the week of August 10, 2009, no more than 40 hours of actual work may be performed.

OPTION 2:

Accrued vacation days may be taken instead of making up the hours of work.

OPTION 3:

A combination of Option 1 and Option 2.

2. The overtime section of the Collective Bargaining Agreement that requires time and one-half pay for time over a 7 1/2 hour day, or time and one-half pay over a 37 1/2 hour work week will not apply to the make-up hours.
3. Clerks/secretaries who do not report make-up hours shall receive a reduction in their pay the last payday in February equal to the number of hours not made up.

This Memorandum of Understanding affects only the dates and circumstances noted above and are not to be construed to mean that either party will approve future circumstances of the same or similar nature.

FOR THE DISTRICT:

FOR THE UNION:

Rev. 5/28/09

Date

Date

18. *Revisions to Board Policy Number 219 – Student Complaint Policy – Second Reading***INFORMATION:**

The board recognizes that students have the right to request redress of complaints. In addition, the board believes that the inculcation of respect for established procedures is an important part of the educational process. Accordingly, individual and group complaints shall be recognized and appropriate appeal procedures shall be provided. The board and its employees will recognize the complaints of students, provided that such complaints are submitted according to the guidelines established by Board policy.

The first reading of the revisions to Board Policy Number 219 – Student Complaint Policy were reviewed with the Board of School Directors at the June 15, 2009, Board Human Resources Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the attached revisions made to Board Policy Number 219 – Student Complaint Policy.

Mr. Washington referenced item number 18, Policy 219. He noted that on the second page, he referenced the Fourth Level, which was added at the request of the board. He stated that the board received this additional language for review on a prior evening.

Director Cann thanked Mr. Washington for adding the level four to 219 but she had a suggested revision. She stated that the revision does not allow for the board to decline to do anything at that level if they would decide that it is not an issue they would like to take up. Director Cann wanted a revision to the last sentence of “Fourth Level” to read as follows:

“The Board may 1) decline to address the matter, 2) after reviewing all material relative to the case, provide the complainant with its written decision; or 3) grant a hearing before the Board or a committee of the Board.”

Dr. Lewis responded that it was up to the board and he did not have a problem with the suggested revision. He stated that he believes that this board and any future board would provide the complainant with a decision either by hearing or done in executive session as a student matter. Dr. Lewis stated that the revision was reviewed with the board officers the other day and he believed Director Dexter thought it was good from a legal perspective, but stated they would do whatever the board wishes.

Director Dexter stated that she likes Director Cann’s suggestions. She also stated that reviewing it this evening, she noted that there were one or two situations that came up this year that didn’t allow the board for a great deal of time to review the material, have a hearing and provide a written decision. She referenced the student elections at Liberty as an example. She stated that there should be some way for a critical issue to be resolved quickly.

Director Cann stated that her revision did not completely state what Director Dexter was talking about.

Dr. Lewis requested that a third reading be submitted to Mr. Washington and that this item would be pulled this evening.

President Leeson confirmed that item number 18 was pulled.

SECTION: PUPILS

TITLE: STUDENT COMPLAINT

ADOPTED: November 15, 2004

BETHLEHEM AREA SCHOOL DISTRICT

1 st Reading: June 15, 2009
Board Human Resources Committee Meeting
2 nd Reading: June 22, 2009
Regular Board Meeting

219. STUDENT COMPLAINT PROCESS	
1. Purpose	The Board recognizes that students have the right to request redress of complaints. In addition, the Board believes that the inculcation of respect for established procedures is an important part of the educational process. Accordingly, individual and group complaints shall be recognized, and appropriate appeal procedures shall be provided.
2. Definition	For purposes of this policy, a student complaint shall be one that arises from actions that directly affect the student's participation in an approved educational program.
3. Authority	The Board and its employees will recognize the complaints of students, provided that such complaints are submitted according to the guidelines established by Board policy.
4. Guidelines	First Level - The student should first make the complaint known to the staff member most closely involved or, if none is identifiable, a guidance counselor; and both shall attempt to resolve the issue informally and directly. Second Level - if the matter cannot be resolved satisfactorily at the first level, the complainant with the building principal or the employee's immediate supervisor shall discuss it. The student shall be afforded the opportunity to be heard personally and may have the assistance of his/her parent(s)/guardian(s). For complaints that must move beyond the first step, the student shall prepare a written statement of his/her complaint which shall set forth: 1. Specific nature of the complaint and a brief statement of relevant facts. 2. Manner and extent to which the student believes s/he has been adversely affected. 3. Relief sought by the student. 4. Reasons why the student feels entitled to the relief sought.

	Third Level - If a satisfactory solution is not achieved by discussion with the building principal or immediate supervisor, a conference shall be scheduled with the Superintendent or designee. The principal or supervisor will provide to the Superintendent or designee a report that includes the specific nature of the complaint, and a brief statement of relevant facts, how the complainant has been affected adversely, the action requested, and the reasons why such action should be taken. Fourth Level - Should the matter not be resolved by the Superintendent or designee or is beyond his/her authority and requires Board action, the student may appeal to the Board of School Directors. The Board, after reviewing all material relative to the case, shall provide the complainant with its written decision and may grant a hearing before the Board or a committee of the Board. References: School Code – 24 P.S. Sec. 510
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19. *Revisions to Board Policy Number 815 – Computer, Network, and Internet Usage Policy – Second Reading*

INFORMATION:

The Bethlehem Area School District supports the use of the Internet and other technologies in the district's instructional program in order to facilitate learning and teaching through interpersonal communications, access to information, research, and collaboration. The use of the Bethlehem Area School District technologies shall be consistent with and enhance the curriculum adopted by the school district and consider the varied instructional needs, learning styles, abilities, and developmental levels of students.

The first reading of the revisions to Board Policy Number 815 – Computer Usage Policy were reviewed with the Board of School Directors at the June 15, 2009, Board Human Resources Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the attached revisions made to Board Policy Number 815 – Computer Usage Policy.

Mr. Washington referenced item number 19, Revision to Board Policy Number 815, on page two there was language added on the fifth paragraph down which defines what the software filter does and the paragraph below was added which describes the nature of the software and why we have it. That is connected to 815.2, the child internet act which the board asked to be added as well.

BETHLEHEM AREA SCHOOL DISTRICT

1 st Reading: June 15, 2009
Board Human Resources Committee Meeting
2 nd Reading: June 22, 2009
Regular Board Meeting

SECTION: OPERATIONS

TITLE: COMPUTER, NETWORK, AND
INTERNET USE

ADOPTED: November 15, 2004

REVISED: June 27, 2005
May 29, 2009

	815. COMPUTER, NETWORK, AND INTERNET USE
1. Purpose	Statement of Objective The Bethlehem Area School District (BASD), in accordance with district policy, supports the use of the Internet and other technologies in the district's instructional program in order to facilitate learning and teaching through interpersonal communications, access to information, research and collaboration. The use of the BASD technologies shall be consistent with and enhance the curriculum adopted by the school district and consider the varied instructional needs, learning styles, abilities and developmental levels of students.
2. Authority	Organizational Responsibility and Privacy Pol. 218, 317, 417, 517 The BASD establishes that use of the district technology is a privilege, not a right. Inappropriate, unauthorized and/or illegal use may result in cancellation of this privilege and appropriate disciplinary action. The electronic information available to students and staff does not imply endorsement of the content by the school district, nor does the district guarantee the accuracy of information received from the Internet. The district shall not be responsible for any information that may be lost, damaged or unavailable when using BASD technology resources. Backup of such materials shall be the responsibility of the person creating/using them. The school district shall not be responsible for any unauthorized charges or fees resulting from access to the Internet. The BASD shall not be responsible for any damages incurred by downloading viruses and/or similar invasive technologies from the Internet.

20 U.S.C. Sec. 1232g	The level of access that employees have to school computers, network and Internet services is based upon specific employee job requirements and needs.
P.L. 106-554	BASD attempts to maintain the confidentiality of student records. All users must comply with the <i>Federal Educational Rights and Privacy Act (FERPA)</i>. The BASD requires students and staff to sign, manually or electronically, an acknowledgement that they received and read this policy. Users will be provided with copies of any and all amendments and revisions of this policy upon receipt of approval by the BASD Board of Education. The BASD shall make every effort to ensure that students and staff use this educational resource responsibly. As required by the <i>Children's Internet Protection Act (CIPA)</i> and the <i>Neighborhood Protection Act</i>, the BASD has installed filtering software to restrict and monitor the use of the Internet, e-mail, newsgroups, FTP and chat. The filtering software is designed to block or filter Internet access to pictures that are obscene, pornographic, or harmful to minors. However, no filtering software is 100 percent effective. BASD reserves the right to disable the filtering software to facilitate specific educational purposes from time to time. Requests to block or unblock a site should be referred to the building Technology Integration Specialist. Students and staff have the responsibility to respect and protect the rights of every user in the district and on the Internet. BASD believes that it is important to educate students about appropriate online behavior, including cyberbullying awareness and appropriate interaction with other individuals on social networking sites and in chat rooms, and has taken steps to incorporate this information in the appropriate curriculum areas. In addition, all BASD staff and students are responsible for reading and following this policy. Users should understand that there is a distinct lack of confidentiality on the Internet. BASD policy indicates the e-mail system is for business use only and prohibits any business unrelated to district matters. The policy does recognize that employees may use their e-mail for incidental personal use, but that they can expect no privacy. The policy defines incidental personal use as occasional, infrequent personal use that does not impact an employee's duties, does not impact network resources and does not impede educational operations. Users of the BASD technologies should not have an expectation of privacy in the materials that are created, sent or received by them on BASD systems. To the extent allowed by laws and regulations, BASD authorized personnel may examine all material stored on BASD systems without prior notice.

	Messages that are created, sent or received using the BASD e-mail system are the property of the BASD. The BASD reserves the right to access and disclose the contents of all messages created, sent or received using the e-mail system. Subject to local laws and regulations, the BASD may monitor any aspects of its computerized resources, including, but not limited to, monitoring sites visited by users on the Internet, monitoring chat groups and newsgroups, reviewing material downloaded or uploaded to the Internet by a BASD user, reviewing email sent and received by BASD users and monitoring file server space utilization by district users.
3. Delegation of Responsibility	Personnel Responsibilities BASD personnel are expected to be familiar with the school district's policies and rules concerning student computer and Internet use and to enforce them. It is the responsibility of BASD personnel to directly supervise students and monitor computers in the use of the Internet and other BASD technologies. All BASD personnel who utilize school technology for instructional purposes with students have a professional responsibility to help students develop the skills necessary to identify information sources appropriate to their age and developmental levels and to evaluate the information needed to meet their educational goals. Students are not permitted to utilize computers for nonacademic purposes and students are not permitted to use the Internet without direct adult supervision. When, in the course of their duties, personnel become aware of student violations, they are expected to stop the activity immediately and inform their building principal or immediate supervisor.
4. Guidelines	ACCEPTABLE USE Network System security is protected through the use of district-provided passwords, which shall not be changed by users. Failure to adequately protect passwords could result in unauthorized access to personal or district files. To protect the integrity of the system, the following guidelines shall be followed: 1. Staff and students shall not reveal their passwords to another individual. 2. Users are not to use a computer that has been logged in under another user's name. 3. Users are required to log off of the network when finished. 4. Users must not attempt to obtain or modify files, passwords and data belonging to other users.

	5. Users may not use the network in a way that disrupts the work of other users. 6. Users must comply with BASD network storage limitations. 7. Users are not permitted to store inappropriate materials on the network. 8. Users are required to protect and secure electronic information and data from inadvertent disclosure to unauthorized parties. If any user becomes aware a release of school district information, data, or records, the release must be reported to the Superintendent of Schools or designee immediately. 9. Students may not install or use unauthorized games, applications, files or other electronic media. 10. Vendors who require access to systems for maintenance and updates are required to abide by this policy. Vendors are required to obtain authorization from the BASD Director of Information Technologies before access is granted to systems. Internet Access In making decisions regarding student access to the Internet, BASD considers its own educational mission, goals and objectives. Electronic information research skills are now fundamental to the preparation of future citizens and employees. BASD expects that faculty will blend educationally purposeful use of the Internet throughout the curriculum and provide guidance and instruction to students in its proper usage. Students and staff are expected to act in a responsible, ethical and legal manner in accordance with district policy and federal and state law. In addition, all users are required to abide by the terms of our Internet Service Provider's (ISP) Acceptable Use Policy. The contract with our ISP requires compliance with their policy. Specifically, the following uses of BASD technology resources are prohibited: 1. Using the network for commercial or for profit purposes. 2. Using the network for product advertisement or political lobbying. 3. Unauthorized or illegal downloading, installation, distribution, reproduction or use of copyrighted materials from the Internet. 4. Accessing, uploading, downloading or distributing pornographic, obscene, or sexually explicit material.
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	5. Participating in online discussions, blogs and chat room discussions that are not related to the educational mission of the district. 6. Using the network to conduct illegal activities, including but not limited to gambling, cyberbullying, promoting illegal drug use, making terroristic threats or harassment. 7. Using the network in violation of any local, state or federal statute. 8. Loading, downloading or using unauthorized games, programs, files or other electronic media, such as music files. 9. Violating the privacy and security of electronic information. 10. Bypassing or attempting to bypass internet filtering software using anonymizers or proxy servers that mask the content the user is accessing or attempting to access. 11. Disabling or circumventing system security (e.g., virus protection, anti-spam software). 12. Students may not use their own personal computers or other devices to connect to the district's network or internet services. 13. Unauthorized disclosure of students' personal information in e-mail, blogs, instant messages, chat rooms or other Internet communication devices. This includes, but is not limited to full names, addresses, phone numbers, school and activities. E-Mail BASD expects all users of the district's electronic mail system to follow these policies: 1. Correspond with the understanding that district e-mail is not guaranteed to be private. 2. Do not use district e-mail to send chain letters, jokes, advertisements, items to buy or sell, and other items not related to school business. 3. Users are expected to be polite and professional in the e-mail messages they create and send. E-mail messages should never be abusive to others. 4. Users are expected to use appropriate language. Inappropriate language, swearing and vulgar comments are prohibited.
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	5. E-mail should be used primarily for academic, job-related correspondences, but incidental personal use is permitted. 6. Group e-mail lists are to be used only for communications directly relating to district professional responsibilities. 7. Never impersonate another user, send mail anonymously, or use a pseudonym. 8. Do not open e-mail messages or attachments of unknown origin. 9. All users should check e-mail frequently and remove messages from the server as soon as possible. 10. E-mail messages sent to the district-wide mailing lists must be district-related in content and approved by the Superintendent. 11. When e-mail is used to discuss student issues, the student's name is not to be used. Instead, the first and last initials of the student are to be used. Caution should be used when sending attachments that contain student names. Hardware and Software In order to maintain adherence to copyright law and to increase security and reliability of systems, users are expected to utilize hardware and software in a manner that enables its ongoing usage. To this end, BASD staff and students are responsible for informing the technical support staff immediately if, at any time, the hardware and/or software does not work properly. All BASD staff and students must respect all computer equipment peripherals. No attempt should be made to store any inappropriate materials on any BASD technology equipment. Users are, under no circumstances, to attempt to repair or reconfigure district-owned technology equipment in any way. Printing All the items in this policy apply to printers and the jobs that users send to the printers, including but not limited to, copyright, excessive use, personal use, inappropriate material and monitoring. Users can also refer to the Guidelines in Policy 814 for specifics on copyright and photocopying. Home Use The policy applies to both in school and at-home use for staff and students. To ensure that students and staff use these educational resources responsibly while at home, it is imperative that the following provisions are understood:
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P.L. 94-553 Sec. 107 Pol. 814	1. No one other than the district employee or student uses his/her district laptop or equipment. 2. District policy for behavior and communication apply when using the Internet, according to the stipulations of this policy. 3. Users should have no expectation of privacy while utilizing their district-assigned computer at home. 4. In-home technology support should not be expected from BASD Technology Staff; it is the user's responsibility to report any problems with equipment immediately to the building Support Technologist. 5. Any and all costs incurred by the BASD for repairs caused by negligent use may be the financial responsibility of the user who caused the problem. Under no circumstances should the user attempt to take district-owned technology to a service provider nor should the user attempt to repair technology equipment himself/herself. Additionally, families should be aware that some material accessible via the Internet might contain items that are illegal, defamatory, inaccurate, or potentially offensive to some people. Also, it is possible to purchase certain goods and services via the Internet, which could result in unwanted financial obligations for which a student's parent/guardian would be liable. Copyright The illegal use of copyrighted software by students and staff is prohibited. Any data uploaded to or downloaded from the network shall be subject to the guidelines put forth in the Digital Millennium Copyright Act (HR2281) and the Technology, Education and Copyright Harmonization (TEACH) Act. (See <i>Technology and Learning Guidelines for Administrators</i> chart for more information about what is permissible under Copyright law. See 815 Attachment.) WEB SITE GUIDELINES Unless otherwise approved, all BASD-sponsored and maintained web sites (which includes all school, teacher or classroom web pages for educational purposes) must be hosted from district-owned and operated computer server(s) on school property and must adhere to procedures and guidelines outlined in this policy. Rationale
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School web sites are public documents welcoming the outside world to the school and linking students and staff to outside sources of information. Guidelines are required in the construction of school web pages to ensure that information on the pages is appropriate for any Internet user to access and free from advertising or information items which may not be appropriate for students. The content of school web sites must be consistent with the educational mission, goals, strategic plan and objectives of the BASD and School Board policies. All district-sponsored and maintained web sites are property of BASD.

Disclaimer of Liability

The BASD Technology Department does not warrant or guarantee access or data integrity of student-or teacher- developed web content. Any and all web content created for class projects or course work should be backed up frequently using local resources.

The BASD Technology Department reserves the right to immediately stop access to or from any site which may be in violation of this policy or otherwise poses a risk to the district's network, personnel or other technology resources.

CONSEQUENCES FOR INAPPROPRIATE USE

Violations of this policy may result in the loss of access, additional disciplinary action consistent with existing practice and policy, and/or appropriate referral to the authorities. The BASD will cooperate to the extent required with authorities in all investigations. Anyone witnessing a violation of this policy must report the violation to their immediate supervisor.

Any user who violates provisions of this policy that cause damage to the network, computer equipment, electronic communications systems, or software will be held responsible for those damages. The user will also be responsible for incidental or unintended damage resulting from willful or deliberate violations of this policy.

The school district will cooperate with the school district's ISP rules, local, state and federal officials to the extent legally required in investigations concerning illegal activities conducted through the school district's technology systems.

20. *Revisions to Board Policy Number 815.2 – Web Postings Policy – Second Reading*

INFORMATION:

The purpose of this policy is to promote the appropriate use of publishing or posting student and faculty work on school websites and on the Internet while protecting the privacy of students and their families.

The first reading of the revisions to Board Policy Number 815.2 – Web Postings Policy were reviewed with the Board of School Directors at the June 15, 2009, Board Human Resources Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the attached revisions made to Board Policy Number 815.2 – Web Postings Policy.

No. 815.2

SECTION: OPERATIONS

TITLE: WEB POSTING

ADOPTED: November 15, 2004

BETHLEHEM AREA SCHOOL DISTRICT

1 st Reading: June 15, 2009
Board Human Resources Committee Meeting

2 nd Reading: June 22, 2009
Regular Board Meeting

	815.2. WEB POSTING
1. Purpose P.L. 106-554 Sec. 1732	The purpose of this policy is to promote the appropriate use of publishing or posting student and faculty work on school websites and on the Internet while protecting the privacy of students and their families. This policy is intended to provide teachers with rules and guidelines to that balance the protection of privacy with the recognition of student achievement. The policy also provides a means for parents/guardians to request additional privacy safeguards for their children. Web pages in violation of this policy will be removed if they are not brought into compliance. Repeated or intentional violations will result in disciplinary action. This policy applies to all publicly-available or searchable documents posted to school and Internet websites. It also applies to print documents that may be published on the web where they would become available and searchable over the Internet.
2. Guidelines	<u>Web Publishing Purposes</u> Faculty are encouraged to post their own and student work on school websites and to foster student website projects in order to: 1. Provide teachers and students with the skills to become information providers for an information age. 2. Provide opportunities to learn and practice 21st century skills in research and communications. 3. Communicate and collaborate with parents/guardians and the community. 4. Provide students with engaging learning materials. 5. Showcase student work, particularly as related to academic standards.

	<u>Posting Rules</u> 1. Student contact information shall not be placed on publicly accessible documents, particularly on the Internet. Contact information includes home address, phone number, and e-mail address. Caution should be used in linking younger students to specific classrooms. 2. Parents/Guardians will be given an opportunity at the beginning of each school year to request that their child's full name and/or photograph not be published on the web. <u>Posting Guidelines and Exceptions</u> 1. Posted student work is to be identified with only the student's first name or the first name with last initial. 2. Photographs with individually-recognizable students are not normally to be posted with student full names or other personally-identifying information. 3. E-mail replies to school web pages are normally to be addressed to a teacher or class account rather than to an individual student e-mail account. No web page content should allow people accessing the page to contact any student directly. 4. Caution is to be exercised in the naming of computer files of student work posted to school-related or classroom websites. A file name bearing the student's name may be viewable over the Internet. The file name and the file's contents should not reveal any personally-identifying information about students. 5. Full names or photos are not generally to be posted with advance schedule information (e.g., field trip plans). 6. In general, greater privacy consideration is to be exercised in the posting of younger children's work, and greater recognition consideration is to be exercised for older students' work. 7. Student achievement and public performance may be acknowledged using students' full names and personally-identifying photos. This applies to academic achievement (honor roll), awards, musical or athletic performances, and similar areas of recognition. 8. High school work posted as part of an Internet portfolio or resume may contain students' full names, personally-identifying photos, and e-mail addresses according to the guidance of the teacher and/or counselor.
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8. Copyright laws must be followed in the development of school and classroom web sites. The author of a school or classroom web site will not post

Web Content Developed by Students

As part of class/course projects, students may be developing and publishing content on web pages. Publishing web pages is similar to publishing a newspaper with text and pictures. The following policies apply:

1. Student web pages (web pages profiling a student) are prohibited. No web page shall contain a student's phone number, address, e-mail address, club/team membership, opinions, or other personal profile information.
2. Students who create content for blogs, wikis and podcasts must comply with this policy, follow the direction and supervision of their instructor, and be used for educational purposes.
3. Blogs, wikis, and other communication forums must be registered with a BASD faculty member/administrator who will be responsible for all content posted to the site.
4. The Children's Internet Protection Act (CIPA) requires that schools adopt measures to prevent unauthorized disclosure, use, and dissemination of personal information regarding minors when using school district technology resources. Students are not authorized to share or post personal photos and other personal information on public web sites or school district web sites when using district technology equipment or personal electronic devices on school property or during any school-sponsored activities.

Acceptable Linking

1. Student work published on other websites as part of district activities shall abide by this policy. **Information that** personally identifying **identifies students** information may not be **submitted** collected online **to** by other organizations as part of any school-related activity. For example, students taking a survey on an endangered animals website may not include their full names, addresses, or e-mail addresses in their responses. Young students' work submitted to contests may not include full name. Contest entries by students must abide by this policy.
2. Other sites may be linked from district pages if the links are for school-related purposes such as links to educational websites, community organizations, software sources, or other sites approved by the **Superintendent or designee** principal. Links to companies (e.g., advertising), professional sports, shopping, and other non-educational sites are normally to be prohibited. Exceptions may be granted by the **Superintendent or designee** principal.
3. Links to off-site servers that provide non-educational services such as hit counters are normally prohibited because of the additional network traffic and delays they create, and because of the privacy concern of data being transferred from our visitors to the off-site service. Exceptions may be granted by the Director of Information Technologies.

21. *Apple Lease Restructuring*

INFORMATION:

The Bethlehem Area School District administration worked with Apple Computer Corporation to develop two options for a restructuring of the existing lease. Under the current lease agreement, Bethlehem Area School District is committed to pay \$974,573 in the 2009-2010 school year and \$488,110 in the 2010-2011 school year for computer equipment that was purchased in the 2007-2008 school year. The restructuring plans will allow the current lease payments to be converted into a new four-year lease and eliminate the lease payments that are due for the 2009-2010 and the 2010-2011 school years.

Restructuring Option 1: Adopt a lease payment plan of \$669,314.55 annually for four years. This option enables Bethlehem Area School District to purchase 1,250 new Plastic Macbook laptop computers for teachers to replace aging equipment.

Restructuring Option 2: The administration and Apple have negotiated a lease payment plan of \$737,187.72 annually for four years. This option enables Bethlehem Area School District to purchase 1,250 new Aluminum Macbook Pro laptop computers for teachers to replace aging equipment. This product is the latest technology just introduced on Monday, June 8, 2009, by Apple Computer.

RECOMMENDATION:

That the Board of School Directors approves Restructuring Option 2 as listed above so that a timely lease may be executed for a more durable and more current laptop.

Dr. Lewis addressed the review of the Apple lease. He stated that he asked Mr. Arbushites to be prepared to answer questions in terms of what the administration found to be cost savings built into the lease. He listed the cost savings as “quiet savings”, repair costs, durability issues, down time on computers, etc.

Mr. Arbushites discussed the proposed lease, option 2 with the aluminum cases, 1250 units. He stated that after discussions with the technical services department he asked them to put numbers together to quantify the savings that would be recovered from this. Mr. Arbushites went on to say that the aluminum Mac books have great improvements with durability. The plastic cases tend to flex when you pick them up which leads to small cracks in the case over time. He further explained that with the unibody aluminum Mac books you do not have that. It is one solid unit that is not subject to that flex. Over a longer period of time it is a more durable machine. Another compelling reason to choose the aluminum Mac book is the battery life. There is an extended battery charge on the aluminum Mac books which provides a 7 + hours on a single charge compared to a 4 or 5 hour charge on the plastic laptops. Basically, this means the laptops would not have to be recharged during the day resulting in increased productivity. Mr. Arbushites continued his explanation that the aluminum Mac books have 1,000 charge cycles according to Apple, compared to the 300 charge cycles for the plastic version of the Mac book. This means the battery can be charged 1,000 versus 300 times before the battery starts to lose its charge. Roughly there is a one year placement for batteries on the plastic and a three year

replacement on the aluminum Mac books, assuming one charge per day under normal conditions. This will be a savings of thousands of dollars per year in the reduced number of battery replacements that will be needed.

Mr. Arbushites further stated that the modular design of the aluminum Mac book makes repairs more easily accomplished. Repairs can happen more quickly. He stated that the technicians gave him an example of a typical repair, replacing the CD drive. On the plastic Mac book you have to remove approximately 20 screws to get into the Mac book to replace the CD drive, which takes approximately one hour. On the aluminum Mac book it took about 10 minutes to replace the CD drive. There are only 8 screws to remove and then everything is right there. You do not have to remove other pieces to get into the laptop. Mr. Arbushites stated that laptops can be put in circulation more quickly with less down time for teachers.

Director Follweiler questioned Mr. Arbushites if he believed that the savings he outlined above, the longer battery life and quicker turn around time, offset the increased cost comparing lease option one, in the amount of \$669,000 and option two, in the amount of \$737,000. She asked if that can be analyzed.

Mr. Arbushites responded to Director Follweiler stating that he had asked the technicians to estimate the dollar amount of labor cost to replace. If you use the example of the CD drive where it takes 10 minutes to replace on the aluminum laptops versus an hour on the plastic laptops, you would have 6 times the labor cost with plastic in that example. If you attach a dollar amount, a typical technician's salary to that, you would save at least a few hundred dollars a year on a typical repair, such as a CD drive.

Director Follweiler asked how many plastic laptops the district currently has.

Mr. Arbushites approximated that there were 2,000 which included the middle schools.

Director Follweiler asked if we were looking to replace all of those computers or some of those computers with this Apple restructure.

Mr. Arbushites responded that this would be to only replace the silver power books that the teachers use.

President Leeson thanked Mr. Arbushites for continuing to work with Apple to lower the costs and the additional information he provided. She stated that the number was considerably lower than the original number provided.

22. 2009 Homestead and Farmstead Exclusion Resolution**INFORMATION:**

Under the provisions of Act 50 of 1998, Homestead Property Exclusion Program Act, and Act 1 of 2006, Taxpayer Relief Act, the attached Resolution necessitates the approval by the Board of School Directors to authorize the homestead and farmstead exclusion real estate tax assessment reductions for the school year beginning July 1, 2009. The Resolution addresses multiple items, and those items include: Aggregate Amount Available for Homestead and Farmstead Real Estate Tax, Homestead/Farmstead Numbers, Real Estate Tax Reduction Calculation, Homestead/Farmstead Exclusion Authorization – July 1 Tax Bills, and Homestead/Farmstead Exclusion Authorization – Interim Real Estate Tax Bills.

This information was reviewed with the board at the Board Finance Committee Meeting on June 8, 2009.

RECOMMENDATION:

That the Board of School Directors approves the attached Resolution that addresses the homestead and farmstead exclusion real estate tax assessment reductions for the school year beginning July 1, 2009.

RECOMMENDATIONS OF THE ADMINISTRATION – June 22, 2009

2009 Homestead and Farmstead Exclusion Resolution

RECOMMENDATION:

RESOLVED, by the Board of School Directors of Bethlehem Area School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2009, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.** The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2009:

a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$4,698,786.65.

b. **Philadelphia tax credit reimbursement funds.** PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$34,546.24.

c. **Aggregate amount available.** Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$4,733,332.89.

2. **Homestead/farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:

a. **Homestead property number.** The number of approved homesteads within the school district is 21,072 in Northampton County, and 5,561 in Lehigh County. Total number of approved homesteads within the school district is 26,633.

b. **Farmstead property number.** The number of approved farmsteads within the school district is 8 in Northampton County, and zero in Lehigh County. Total number of approved homesteads within the school district is 7.

c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 26,640.

3. **Real estate tax reduction calculation.** The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the paragraph 1(c) aggregate amount available during the school year for real estate tax reduction of \$4,733,332.89 by the paragraph 2(c) aggregate number of approved homesteads and approved farmsteads of 26,640, the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$177.

4. **Homestead/farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$4,208. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$4,208. For purposes of this Resolution, “approved homestead” and “approved farmstead” shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

6. **Homestead/farmstead exclusion authorization – interim real estate tax bills.** No homestead or farmstead exclusion will apply to any interim tax bill except an interim tax bill applicable to a property that includes an approved homestead or approved farmstead listed in the report received by the School District from the County Assessment Office on or before May 1, but not included in the tax assessment reflected in the July 1 tax bill for the property. In most cases, the assessment of approved homesteads and approved farmsteads will be reflected in July 1 tax bills. However, in any case when there is an approved homestead or an approved farmstead that is not included in the assessment reflected in the July 1 tax bill, and when an interim real estate tax notice is issued later based on an interim assessment including the approved homestead or approved farmstead, the interim tax notice shall reflect a homestead or farmstead exclusion real estate assessed value reduction calculated under paragraph 5, except that the paragraph 4 maximum real estate assessed value reduction will be prorated in the same manner as the real estate tax is pro rated. Assuming the interim tax notice reflects taxation as of July 1, as will occur in most such cases, the full amount of the paragraph 4 maximum real estate assessed value reduction will apply. In the extraordinary case where the new interim tax assessment is effective after July 1, the paragraph 4 maximum real estate assessed value reduction will be pro rated in the same manner as the real estate tax reflected in the interim tax bill is pro rated.

23. *Appointment of Tax Collectors*

INFORMATION:

Annually, school district tax collectors are appointed for the ensuing school year. Tax collectors are required to be bonded before assuming those duties.

RECOMMENDATION:

That those positions and organizations in Exhibit A be appointed tax collectors for the 2009-2010 school year.

TAX COLLECTORS

2010-2011

School Real Estate Tax

Municipality

Tax Collector

City of Bethlehem
Bethlehem Township
Fountain Hill Borough
Freemansburg Borough
Hanover Township

City of Bethlehem Treasurer
City of Bethlehem Treasurer
City of Bethlehem Treasurer
City of Bethlehem Treasurer
City of Bethlehem Treasurer

Delinquent School Real Estate Tax

Municipality

Tax Collector

City of Bethlehem
Bethlehem Township
Fountain Hill Borough
Freemansburg Borough
Hanover Township

County Tax Claim Bureau
County Tax Claim Bureau
County Tax Claim Bureau
County Tax Claim Bureau
County Tax Claim Bureau

School Per Capita Tax (PSC 679 and Act 511)

Municipality

Tax Collector

City of Bethlehem
Bethlehem Township
Fountain Hill Borough
Freemansburg Borough
Hanover Township

Berkheimer Associates
Berkheimer Associates
Berkheimer Associates
Berkheimer Associates
Berkheimer Associates

Delinquent School Per Capita Tax

Municipality

Tax Collector

City of Bethlehem
Bethlehem Township
Fountain Hill Borough
Freemansburg Borough
Hanover Township

Berkheimer Associates
Berkheimer Associates
Berkheimer Associates
Berkheimer Associates
Berkheimer Associates

Earned Income Tax

Municipality

City of Bethlehem
Bethlehem Township
Fountain Hill Borough
Freemansburg Borough
Hanover Township

Tax Collector

City of Bethlehem Treasurer
Bethlehem Township - Berkheimer Associates
Fountain Hill Borough - Berkheimer Associates
City of Bethlehem Treasurer
Berkheimer Associates

Local Services Tax

Municipality

City of Bethlehem
Bethlehem Township
Fountain Hill Borough
Freemansburg Borough
Hanover Township

Tax Collector

City of Bethlehem Treasurer
Bethlehem Township - Berkheimer Associates
Fountain Hill Borough - Berkheimer Associates
Freemansburg Borough - Berkheimer Associates
Berkheimer Associates

Business Privilege Mercantile Tax

Municipality

City of Bethlehem
Bethlehem Township
Fountain Hill Borough
Freemansburg Borough
Hanover Township

Tax Collector

City of Bethlehem Treasurer
Berkheimer Associates
Berkheimer Associates
Berkheimer Associates
Berkheimer Associates

Realty Transfer Tax

Municipality

City of Bethlehem
Bethlehem Township
Fountain Hill Borough
Freemansburg Borough
Hanover Township

Tax Collector

Lehigh/Northampton County
Northampton County
Lehigh County
Northampton County
Northampton County

24. *Bethlehem Area Vocational-Technical School – Schedule of Payments for the 2009-2010 School Year*

INFORMATION:

The Bethlehem Area Vocational-Technical School biweekly payment schedule for the 2009-2010 school year will be:

July 6, 2009	\$283,702
July 20, 2009	141,850
August 3, 2009	283,702
August 17, 2009	141,850
September 1, 2009	283,702
September 14, 2009	141,850
September 28, 2009	141,850
October 13, 2009	283,702
October 26, 2009	141,850
November 9, 2009	283,702
November 23, 2009	141,850
December 7, 2009	283,702
December 21, 2009	141,850
January 4, 2010	283,702
January 19, 2010	141,850
February 1, 2010	283,702
February 16, 2010	141,850
March 1, 2010	283,702
March 15, 2010	141,850
March 29, 2010	141,850
April 12, 2010	283,702
April 26, 2010	141,850
May 10, 2010	283,702
May 25, 2010	141,850
June 7, 2010	283,702
June 21, 2010	141,874

RECOMMENDATION:

That the Bethlehem Area School District agrees to pay the Bethlehem Area Vocational-Technical School biweekly payments, totaling \$5,390,348 for operating costs for the 2009-2010 school year.

25. *Bid Award – Bids Opened March 25, 2009 – Paper Supplies*

INFORMATION:

Bids were received and publicly opened at 2 p.m. Wednesday, March 25, 2009, for:

Paper Supplies

The bids have been tabulated and reviewed by the appropriate administrative and supervisory personnel. The recommendation of the awards is based upon the lowest responsible bidders meeting specifications. (Vendor Award Analysis is attached.)

All low bid items have been awarded except those which have not met specifications.

RECOMMENDATION:

That the administration be authorized to award a contract to the lowest responsible bidders who have met specifications. These awards are tabulated on the attached Vendor Award Analysis.

Funds will be expended from the 2009-2010 General Fund Budget.

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

June 22, 2009

VENDOR AWARD ANALYSIS
PAPER SUPPLIES

<u>VENDOR</u>	<u>AMOUNT</u>
Kurtz Brothers	\$ 10,176.54
Paper Mart	9,342.71
Phillips Supply Company	972.63
Pyramid School Products	8,920.69
RIS Paper Company	1,469.52
School Specialty	330.59
Xerox	3,755.65
xpedx	<u>18,306.05</u>
 TOTAL AMOUNT AWARDED	 <u>\$ 53,274.38</u>

22 specifications mailed
11 bids received

26. *Bid Award – Bids Opened April 15, 2009 – Instructional Supplies*

INFORMATION:

Bids were received and publicly opened at 2 p.m. Wednesday, April 15, 2009, for:

Industrial Arts Supplies
Kindergarten Supplies
Lumber – Industrial Arts/Maintenance
Musical Supplies
Physical Education Supplies
Science Supplies

The bids have been tabulated and reviewed by the appropriate administrative and supervisory personnel. The recommendation of the awards is based upon the lowest responsible bidders meeting specifications. (Vendor Award Analyses are attached.)

All low bid items have been awarded except those which have not met specifications.

RECOMMENDATION:

That the administration be authorized to award a contract to the lowest responsible bidders who have met specifications. These awards are tabulated on the attached Vendor Award Analyses.

Funds will be expended from the 2009-2010 General Fund Budget.

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

June 22, 2009

VENDOR AWARD ANALYSIS
INDUSTRIAL ARTS SUPPLIES

<u>VENDOR</u>	<u>AMOUNT</u>
Brodhead Garrett	\$ 1,589.82
Cantelmi Hardware	2,461.66
Metco Supply Inc.	800.54
Midwest Technology Products	1,303.60
Modern School Supply	550.15
OAM Supply Company	616.33
Paxton-Patterson	264.66
Retco Alloy Company	817.63
Satco Supply	<u>748.22</u>
 TOTAL AMOUNT AWARDED	 <u><u>\$ 9,152.61</u></u>

14 specifications mailed
10 bids received

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

June 22, 2009

VENDOR AWARD ANALYSIS
KINDERGARTEN SUPPLIES

<u>VENDOR</u>	<u>AMOUNT</u>
Childcraft Education	\$ 628.63
Constructive Playthings	362.60
Kaplans School Supply	376.48
Kurtz Brothers	529.39
NASCO	542.32
S & S Worldwide	545.16
 TOTAL AMOUNT AWARDED	 \$ 2,984.58

15 specifications mailed
9 bids received

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

June 22, 2009

VENDOR AWARD ANALYSIS
LUMBER - INDUSTRIAL ARTS/MAINTENANCE

<u>VENDOR</u>	<u>AMOUNT</u>
Dries Building/Lumber	\$ 871.36
Forest County Wood Products	5,068.79
Mann & Parker Lumber Company	<u>3,714.60</u>
 TOTAL AMOUNT AWARDED	 <u>\$ 9,654.75</u>

7 specifications mailed
5 bids received

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

June 22, 2009

VENDOR AWARD ANALYSIS
MUSICAL SUPPLIES

<u>VENDOR</u>	<u>AMOUNT</u>
Gamble Music	\$ 287.11
Interstate Music	2,097.12
Music Is Elementary	188.35
Nazareth Music	162.00
Rhythm Band	999.55
Southwest Strings	1,666.41
Twin Rivers Music	455.00
Washington Music Center	<u>2,370.38</u>
 TOTAL AMOUNT AWARDED	 <u><u>\$ 8,225.92</u></u>

19 specifications mailed
12 bids received

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

June 22, 2009

VENDOR AWARD ANALYSIS
PHYSICAL EDUCATION SUPPLIES

<u>VENDOR</u>	<u>AMOUNT</u>
Bethlehem Sporting Goods	\$ 520.12
Cannon Sports	1,629.20
Flaghouse	606.16
Gopher Sport	228.64
Passons Sporting Goods	3,666.28
Pyramid School Products	788.40
S & S Worldwide	<u>1,154.62</u>
 TOTAL AMOUNT AWARDED	 <u>\$ 8,593.42</u>

14 specifications mailed
8 bids received

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

June 22, 2009

VENDOR AWARD ANALYSIS
SCIENCE SUPPLIES

<u>VENDOR</u>	<u>AMOUNT</u>
Benz Micro Optic Center	\$ 182.43
Bio Corporation	4,163.92
Carolina Biological Supply	4,513.67
Connecticut Valley Biological Supply	3,579.00
ETA Cuisenaire	728.00
Fisher Scientific	986.92
Frey Scientific	1,004.95
NASCO	2,430.50
Para Scientific	1,022.27
Sargent-Welch	1,947.39
Science Kit	<u>1,674.11</u>
 TOTAL AMOUNT AWARDED	 <u><u>\$ 22,233.96</u></u>

18 specifications mailed
14 bids received

27. *Bid Award – Bids Opened April 22, 2009 – Custodial Supplies*

INFORMATION:

Bids were received and publicly opened at 2 p.m. Wednesday, April 22, 2009, for:

Custodial Supplies

The bids have been tabulated and reviewed by the appropriate administrative and supervisory personnel. The recommendation of the awards is based upon the lowest responsible bidders meeting specifications. (Vendor Award Analysis is attached.)

All low bid items have been awarded except those which have not met specifications.

RECOMMENDATION:

That the administration be authorized to award a contract to the lowest responsible bidders who have met specifications. These awards are tabulated on the attached Vendor Award Analysis.

Funds will be expended from the 2009-2010 General Fund Budget.

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

June 22, 2009

VENDOR AWARD ANALYSIS
CUSTODIAL SUPPLIES

<u>VENDOR</u>	<u>AMOUNT</u>
Certified Chemical	\$ 29,965.80
M.J. Earl, Inc.	324.00
Joseph Gartland, Inc.	850.00
INDCO, Inc.	841.28
Pennsylvania Paper and Supply Company	1,491.80
Penn Valley Chemical	73,459.30
Pyramid School Products	1,076.68
Philip Rosenau Company	1,315.56
Unipak Corporation	<u>1,333.80</u>
 TOTAL AMOUNT AWARDED	 <u>\$110,658.22</u>

40 specifications mailed
25 bids received

28. *Bid Award – Bids Opened April 22, 2009 – Maintenance Supplies*

INFORMATION:

Bids were received and publicly opened at 2 p.m. Wednesday, April 22, 2009, for:

Electrical Supplies
Heating Supplies
Welding Supplies
Plumbing Supplies

The bids have been tabulated and reviewed by the appropriate administrative and supervisory personnel. The recommendation of the awards is based upon the lowest responsible bidders meeting specifications. (Vendor Award Analyses are attached.)

All low bid items have been awarded except those which have not met specifications.

RECOMMENDATION:

That the administration be authorized to award a contract to the lowest responsible bidders who have met specifications. These awards are tabulated on the attached Vendor Award Analyses.

Funds will be expended from the 2009-2010 General Fund Budget.

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

June 22, 2009

VENDOR AWARD ANALYSIS
ELECTRICAL SUPPLIES

<u>VENDOR</u>	<u>AMOUNT</u>
Cantelmi Hardware	\$ 444.52
Cooper Electric Supply	2,777.84
Queen City Electrical Supply	4,040.89
Stokes Electrical	<u>1,289.15</u>
 TOTAL AMOUNT AWARDED	 <u><u>\$ 8,552.40</u></u>

10 specifications mailed
7 bids received

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

June 22, 2009

VENDOR AWARD ANALYSIS
HEATING SUPPLIES

<u>VENDOR</u>	<u>AMOUNT</u>
APR Supply	\$ 482.16
Associated Controls	3,440.87
Bonfitto Inc.	2,334.63
Capp Inc.	2,218.08
Johnstone Supply	<u>4,254.44</u>
 TOTAL AMOUNT AWARDED	 <u>\$ 12,730.18</u>

14 specifications mailed
7 bids received

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

June 22, 2009

VENDOR AWARD ANALYSIS
WELDING SUPPLIES

<u>VENDOR</u>	<u>AMOUNT</u>
Metco Supply Inc.	\$ 1,656.15
TOTAL AMOUNT AWARDED	<u>\$ 1,656.15</u>

2 specifications mailed
1 bid received

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

June 22, 2009

VENDOR AWARD ANALYSIS
PLUMBING SUPPLIES

<u>VENDOR</u>	<u>AMOUNT</u>
APR Supply	\$ 271.20
Best Plumbing Specialty	2,830.17
Cantelmi Hardware	<u>263.64</u>
 TOTAL AMOUNT AWARDED	 <u>\$ 3,365.01</u>

9 specifications mailed
4 bids received

29. *Bid Award – Bids Opened April 22, 2009 – Lamps and Bulbs*

INFORMATION:

Bids were received and publicly opened at 2 p.m. Wednesday, April 22, 2009, for:

Lamps and Bulbs

The bids have been tabulated and reviewed by the appropriate administrative and supervisory personnel. The recommendation of the awards is based upon the lowest responsible bidders meeting specifications. (Vendor Award Analysis is attached.)

All low bid items have been awarded except those which have not met specifications. Lamps and bulbs are purchased on an as-needed basis throughout the year.

RECOMMENDATION:

That the administration be authorized to award the 2009-2010 lamps and bulbs purchases to the multiple vendors listed on the attached Vendor Award Analysis based on low bid and compliance specifications.

Funds will be expended from the 2009-2010 General Fund Budget.

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

June 22, 2009

VENDOR AWARD ANALYSIS
LAMPS AND BULBS

VENDOR

Cooper Electric Supply
Queen City Electric
Stokes Electrical

A detailed compilation of bids by item is available for review in the Business Office.

8 specifications mailed
3 bids received

30. *Bid Award – Bids Opened May 13, 2009 – Medical Supplies*

INFORMATION:

Bids were received and publicly opened at 2 p.m. Wednesday, May 13, 2009, for:

Medical Supplies

The bids have been tabulated and reviewed by the appropriate administrative and supervisory personnel. The recommendation of the awards is based upon the lowest responsible bidders meeting specifications. (Vendor Award Analysis is attached.)

All low bid items have been awarded except those which have not met specifications.

RECOMMENDATION:

That the administration be authorized to award a contract to the lowest responsible bidders who have met specifications. These awards are tabulated on the attached Vendor Award Analysis.

Funds will be expended from the 2009-2010 General Fund Budget.

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

June 22, 2009

VENDOR AWARD ANALYSIS
MEDICAL SUPPLIES

<u>VENDOR</u>	<u>AMOUNT</u>
Collins Sports Medicine	170.87
Interboro Packaging	155.00
Kentron Health Care	737.45
Medco Supply	668.64
Park Surgical	150.00
School Health	545.48
Supreme Medical	234.97
United Health Supply	<u>4,261.90</u>
 TOTAL AMOUNT AWARDED	 <u>\$ 6,924.31</u>

17 specifications mailed
9 bids received

31. *Bid Award – Bids Opened May 27, 2009 – Sports Supplies – Winter/Spring*

INFORMATION:

Bids were received and publicly opened at noon Wednesday, May 27, 2009, for:

Sports Supplies – Winter/Spring

The bids have been tabulated and reviewed by the appropriate administrative and supervisory personnel. The recommendation of the awards is based upon the lowest responsible bidders meeting specifications. (Vendor Award Analysis is attached.)

All low bid items have been awarded except those which have not met specifications.

RECOMMENDATION:

That the administration be authorized to award a contract to the lowest responsible bidders who have met specifications. These awards are tabulated on the attached Vendor Award Analysis.

Funds will be expended from the 2009-2010 General Fund Budget.

President Leeson went on to discuss item number 31, the bid award for sports supplies. She stated that she asked for additional information which was provided but that it did not indicate what we were purchasing. She stated that she would be voting “no” on this item. She stated that the sports supplies are for winter and spring and since we do not know what will happen with the budget she is not inclined to buy sports supplies that far out until we know what we will receive from the state and what the budget will look like. She hoped that the item would be back after there is a better idea of what the budget will look like.

Director McKeon asked if this item was passed tonight, what the procurement constraints would be to get the items in the buildings by November 1.

Mr. Majewski responded that for most items it is a fairly short turn around time. Depending on the providers, such as Bethlehem Sporting Goods, if they have the items in stock, the turn around time could be in a matter of days or a few weeks.

Director Amato disagreed with Mr. Majewski stating that most of the items have to come in from an outside vendor. He further stated that if we are not working on the winter and into the spring now and we need items like new uniforms, we won’t have them in time. Mr. Amato stated that this has been his experience.

Mr. Majewski agreed with Mr. Amato regarding uniforms, but didn’t believe that to be the case for most of the items.

Director McKeon asked to table this item in order to go through the list and determine which items have a long lead time.

Director Cann asked if this item is withdrawn will the bids be withdrawn and need to be redrawn and would the costs possibly increase.

Mr. Majewski stated he would need to look at what times the bids will be held to. If this item is tabled and not acted on until the end of July, if the bids have lapsed, they may need to re-bid and that would set us back several months and there would be a cost for advertising. Mr. Majewski stated that the bid prices may not hold and it will be costly to re-bid.

Director McKeon stated that he will not make the motion to table this item.

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

June 22, 2009

VENDOR AWARD ANALYSIS
SPORTS SUPPLIES – WINTER/SPRING

<u>VENDOR</u>	<u>AMOUNT</u>
Aluminum Athletic	\$ 360.00
Bethlehem Sporting Goods	15,560.81
Cannon Sports	1,338.68
Coplay Sporting Goods	2,986.15
D & J Sports	602.00
M-F Athletic	2,184.00
Metuchen Center	2,027.72
Neff Motivation	903.75
Passons Sporting Goods	1,627.41
Pyramid School Products	1,793.81
Southshore Outdoor	1,264.70
Swim City	5,080.92
Triple Crown Sports	<u>2,062.40</u>
 TOTAL AMOUNT AWARDED	 <u>\$ 37,792.35</u>

33 specifications mailed
22 bids received

32. *Bid Award – Bids Opened June 2, 2009 – Vehicle Parts*

INFORMATION:

Bids were received and publicly opened at 2 p.m. Tuesday, June 2, 2009, for:

Vehicle Parts

The bids have been tabulated and reviewed by the appropriate administrative and supervisory personnel. The recommendation of the awards is based upon the lowest responsible bidders meeting specifications. (Vendor Award Analysis is attached.)

All low bid items have been awarded except those which have not met specifications. Parts are purchased on an as-needed basis throughout the year.

RECOMMENDATION:

That the administration be authorized to award the 2009-2010 vehicle parts purchases to the vendors listed on the attached Vendor Award Analysis based on low bid and compliance specifications.

Funds will be expended from the 2009-2010 General Fund Budget.

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

June 22, 2009

VENDOR AWARD ANALYSIS
VEHICLE PARTS

VENDOR

Fred Beans Parts
Bus Parts Warehouse
Carquest
Cicioni Radiator Inc.
Craft Oil
Del-Val International Trucks
East Penn Manufacturing
Five Star International
Lowe & Moyer Garage Inc.
OAM Supply Company
Penn Detroit Diesel
Warehouse Battery Outlet

A detailed compilation of bids by item is available for review in the Business Office.

21 specifications mailed
12 bids received

33. *Bid Award – Bids Opened June 3, 2009 – Tires and Service*

INFORMATION:

Bids were received and publicly opened at noon Wednesday, June 3, 2009, for:

Tires and Service

The bids have been tabulated and reviewed by the appropriate administrative and supervisory personnel. The recommendation of the award is based upon the lowest responsible bidder meeting specifications. (The Tabulation of Bids is attached.)

RECOMMENDATION:

That the administration be authorized to award one-year contracts to the lowest responsible bidder meeting specifications as indicated on the attached Tabulation of Bids subject to proper execution of contract documents and performance bond as required in the bid specifications.

Tires and Service

McCarthy Tire Service
7661 Bath Pike
Bath, Pennsylvania 18014

Service Tire Truck Centers
2255 Avenue A
Bethlehem, Pennsylvania 18017

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

Bid Opening: June 3, 2009

June 22, 2009

**TABULATION OF BIDS
FOR
TIRES AND SERVICE**

<u>Item No.</u>	<u>Size</u>	<u>Description</u>	McCarthy Tire Service	Service Tire Truck Centers
Retread Tires				
1	9.00R x 20	Retread - Bandag BDR - AS Michelin Drive Master	\$ 105.00 No Bid	No Bid \$ 89.50
2	11R x 22.5	Retread - Bandag BDR - AS Michelin Drive Master	116.33 No Bid	No Bid 94.00
3	225/75/R16	Bandag BDR Michelin XDE - M/S	64.00 No Bid	No Bid 64.00
4		Disposal of unthreadable casings Medium Truck* Passenger Car	8.00 4.00	8.00 3.50
New Front Tires and Tubes				
1	9.00R x 20	Goodyear G149	200.00	219.35
2	9.00R x 20	Hankook AH Steering Tires	No Bid	No Bid
3	11R x 22.5	Michelin XZE2 Steering Tires	No Bid	255.00
4	11R x 22.5	Continental HSR Steering Tires	237.00	No Bid
5	11R x 22.5	Bridgestone R260F Steering Tires	238.00	No Bid
6	11R x 22.5	Goodyear G661 H'SA	245.00	254.00
7	9.00 x 20	Radial Tubes	15.40	15.60
8	LT225/75R16	Firestone Transforce HT	80.15	87.70
9	LT225/75R16.5	Firestone Transforce AT	89.60	92.83
10	LT9.50R16.5	Firestone Transforce HT	95.50	102.81
11	225/70R19.5	Bridgestone R250F Steering Tires	159.00	No Bid
12	225/70R19.5	Cooper RM160 Steering Tires	No Bid	149.95

**TABULATION OF BIDS
FOR
TIRES AND SERVICE**

		McCarthy Tire Service	Service Tire Truck Centers
Service			
1	Service calls, 8 a.m. to 5 p.m. weekdays, per hour	\$ 49.90	\$ 49.90
2	Service calls before 8 a.m. and after 5 p.m., weekends and holidays, per hour	59.90	59.90
3	Spin Wheel Balance - 20" and greater, per wheel	17.90	17.90
4	Spin Wheel Balance - less than 20", per wheel	8.45	8.40

BID AWARD

5 specification mailed

2 bids received

* coin toss

34. *Designation of Depositories*

INFORMATION:

Annually, school districts are required to designate depositories for school funds.

RECOMMENDATION:

- a. That the school district designate the depositories for all accounts as indicated in Exhibit A for the 2009-2010 school year.
- b. That school district funds be insured and/or collateralized and invested in accordance with the School Laws of Pennsylvania and the Bethlehem Area School District's Board Policy.
- c. That school district facsimile signatures be filed with the Pennsylvania Department of Community Affairs.

<u>Institution</u>	<u>Depository Accounts</u> <u>Account Title</u>
Bank of America	Freedom High School Athletic Liberty High School Athletic James Buchanan Student Activity Calypso Student Activity Clearview Student Activity Donegan Student Activity Farmersville Student Activity Fountain Hill Student Activity Freemansburg Student Activity Governor Wolf Student Activity Hanover Student Activity Lincoln Student Activity Marvine Student Activity Miller Heights Student Activity Spring Garden Student Activity Thomas Jefferson Student Activity William Penn Student Activity Broughal Student Activity East Hills Student Activity Northeast Student Activity Liberty Student Activity Early Childhood Cash Management Employee Benefit Fund
Keystone/Nazareth Bank & Trust	Nitschmann Student Activity
Wachovia Bank	Freedom Student Activity Workers Compensation Trust Fund Cash Management Tax Collection Dining Services Child Care Services
PSDLAF/PSDMAX/PNC Bank	Checking Payroll Certificates of Deposit 2009B Construction Fund Liberty Student Activity Freedom Student Activity
JP Morgan Chase Bank	2003, 2007, 2007A Interest Rate Swap Account
Wells Fargo MN/Trust	2003 Interest Rate Swap Account
U.S. Bank	2003 Interest Rate Swap Account
Wachovia Bank	2005, 2007 2007A 2007SBA Construction Fund
M&T Bank	2005, 2007 2007A 2007SBA Interest Rate Swap Account 2009A, 2009AA General Obligation Bonds
Citi Bank/Morgan Stanley	2005 and 2007 Interest Rate Swap Account 2005 Commitment Fee 2007 Commitment Fee 2007A Commitment Fee

<u>Institution</u>	<u>Investments</u> <u>Account Title</u>
Bank of America	Money Market Account
Wachovia Bank	Money Market Account
P.S.D.L.A.F.	Liquid Asset Fund
P.S.D.M.A.X.	Liquid Asset Fund/Term Restrictions
P.S.D.L.A.F.	Fixed Investments
P.S.D.L.A.F.	Investment Pools
P.L.G.I.T.	Liquid Asset Fund
P.L.G.I.T. PLUS	Liquid Asset Fund/Term Restrictions
P.L.G.I.T.	PLIGT TERM - Fixed Investments
P.L.G.I.T. ARM	Investment Pools
Invest Commonwealth of Pa State Treasurer	Investment Program for Local Governments
Soverign Bank	Money Market
TD Bank	Money Market
Bethlehem Teachers Federal Credit Union	Scholarship Fund
Keystone/Nazareth Bank & trust	Scholarship Fund
Embassy Bank	Certificates of Deposit
First Star Bethlehem	Certificiates of Deposit
Lafayette Ambassador	Certificates of Deposit
Susquehanna Bank	Certificates of Deposit
Team Capital	Certificates of Deposit
People First Credit Union	Certificates of Deposit

35. *Northampton Community College – Schedule of Payments for Operating Expenditures for the 2009-2010 School Year*

INFORMATION:

The Bethlehem Area Board of School Directors approved the Northampton Community College 2009-2010 budget on January 22, 2009, with the school district financial commitment of \$2,038,668.

RECOMMENDATION:

That the Bethlehem Area School District agrees to pay the Northampton Community College eleven monthly payments of \$165,554.16 and one monthly payment of \$165,554.24 for operating costs and one payment of \$52,018.00 for capital outlay costs for the 2009-2010 school year.

36. *Quotations for the \$5,800-\$15,200 Cost Category***INFORMATION:**

Quotations were solicited for:

Printing of School District Calendar

The lowest responsible quotation was Chernay Printing, 7483 South Main Street, P.O. Box 199, Coopersburg PA 18036, at a cost not to exceed \$9,352.95.

The following vendors also were contacted:

ABC Printing	No Quote
Colonial Intermediate Unit 20	No Quote
Tiger Printing Group	\$9,716.00

Cabinet Code:	AN
Account Number:	10.2820.550.000.7145.00002
Budgeted:	\$9,400.00 (2009-2010 Budget)
Expended:	\$0.00
Available:	\$47.05

37. *Renewal of Property/Liability and Vehicle Insurance Coverage***INFORMATION:**

The Bethlehem Area School District's property/liability and vehicle insurance coverage have a renewable annual premium with an effective date of July 1. Proposals requested from major insurers of schools in Pennsylvania are summarized as follows:

<u>INSURER</u>	<u>COVERAGE</u>	<u>ANNUAL PREMIUM</u>
Stocker Hoffman & Schantz Insurance	Package & System	\$ No Quote
	Worker's Compensation	
	• Alternative Risk	278,053
	LOC needed	
	• Retro Policy(75%)	572,976
Myers, Benner Corporation	Package & Systems	417,058
Peerless Insurance Company	Breakdown	
	(\$5,000 deductible)	
	Commercial Auto	
	(\$500 Comprehensive	
	\$1,000 Collision	
	Deductible)	
	School Board Legal	51,837
	Liability	
	(\$10,000 deductible)	
	Employment Related	
	Practices (\$15,000 deductible)	
	Breach of Fiduciary Duty	
	(\$25,000 deductible)	
	Worker's Compensation	603,969

37. *Renewal of Property/Liability and Vehicle Insurance Coverage (Continued)*

RECOMMENDATION:

That the proposal from Myers Benner Corporation for insurance coverage on buildings, property, crime, liability, vehicle, and energy services be accepted at the annual premium of \$417,058.

That the proposal from Stocker Hoffman & Schantz Company for retrospective rating Worker's Compensation Insurance be accepted at the annual premium of \$572,976, which represents the required 75% payment of the calculated premium.

That the proposal from Myers Benner Corporation for School Board Legal Liability Insurance be accepted at the annual premium of \$51,837.

38. School-Related Organizations**INFORMATION:**

For the purpose of liability insurance coverage, the following list of school-related organizations is provided:

<u>SCHOOL</u>	<u>ORGANIZATION</u>
Asa Packer Elementary School	PTA
Broughal Middle School	PAC
Calypso Elementary School	PTC
Clearview Elementary School	PTO
Community School: United Way of the Greater Lehigh Valley	
Donegan Elementary School	PTO
East Hills Middle School	PA
Farmersville Elementary School	PTA
Fountain Hill Elementary School	PTA
Freedom High School	PTO
Freemansburg Elementary School	PTO
Governor Wolf Elementary School	PTA
Hanover Elementary School	PTA
James Buchanan Elementary School	PTA
Liberty High School	PAC
Liberty High School	Swim and Diving Association
Lincoln Elementary School	PTO
Marvine Elementary School	PTO
Miller Heights Elementary School	PTO
Nitschmann Middle School	NPG
Northeast Middle School	NEPTA
Regional Academic Standards Academy	PTO
SPARK Pre-kindergarten Program	PC
Spring Garden Elementary School	PTA
Thomas Jefferson Elementary School	PTO
William Penn Elementary School	PTA/PTO

39. *Tax Collection Commission Voting Delegates***INFORMATION:**

Act 32 § 505(b) requires the governing bodies of school districts, townships, boroughs, and cities that impose an earned income tax to appoint one voting delegate and one or more alternate delegates to be their Tax Collection Committee (TCC) representatives. The purpose of this resolution is to appoint the required delegates. The appointed individuals have consented to appointment.

RECOMMENDATION:

RESOLVED, by the governing body of the Bethlehem Area School District, that the following individuals are appointed as TCC delegates for the Bethlehem Area School District

1. Primary voting delegate: Eugene McKeon
2. Alternate voting delegate: Irene Follweiler

If the primary voting delegate cannot be present for a TCC meeting, the alternate voting delegate shall be the representative at the TCC meeting.

3. These appointments are effective immediately and shall continue until successors are appointed. Delegates shall be appointed each year in November or December, or as soon thereafter as possible. All delegates shall serve at the pleasure of this governing body and may be removed at any time.

40. *Treasurer's Report*

RECOMMENDATION:

That the Board of School Directors approves the Treasurer's Report dated May 31, 2009.

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

REPORT OF THE TREASURER
May 1 through May 31, 2009

BEGINNING CASH AND INVESTMENT BALANCE

Wachovia Bank - Cash Management	4,151,578.95
Bank of America - General Account	1,000,426.46
Pennsylvania School District Liquid Asset Fund	2,100,208.13
Wachovia - Worker's Comp Trust Fund	642,186.04
Pennsylvania Local Government Investment Trust	77,799.05
Pennsylvania State Treasurer Invest Program	40,886.86
Wachovia Money Market	54,767.51
Bank of America Money Market	44,631.38
TD Bank Money Market	1,129.98
Sovereign Bank Money Market	29,014.51
PSDLAF - Term Investments	13,000,000.00
KNBT Bank - Scholarship Fund	45,971.98
KNBT Bank - Scholarship Fund	112,000.00
M&T Investment Group - 2007A Bond Fund	6,298,485.17

TOTAL CASH AND INVESTMENT BALANCE

\$27,599,086.02

MONTHLY RECEIPTS

Local Sources	4,564,771.03
State Sources	480,437.69
Federal Sources	449,720.56
Other Financing Sources	11,100,000.00

\$ 16,594,929.28

MONTHLY DISBURSEMENTS

Monthly Bills Paid	5,513,681.58
Payroll	7,968,321.65
Debt Service	728,410.28

\$ 14,210,413.51

TOTAL FUNDS AVAILABLE

\$ 29,983,601.79

ENDING CASH AND INVESTMENT BALANCE

		<u>Interest Rate</u>
Wachovia Bank - Cash Management	1,988,800.28	0.750%
Bank of America - General Account	551,226.05	0.350%
Pennsylvania School District Liquid Asset Fund	1,235.09	varies .432 to .804%
Wachovia - Worker's Comp Trust Fund	641,246.16	0.022%
Pennsylvania Local Government Investment Trust	77,828.82	0.680%
Pennsylvania State Treasurer Invest Program	1,152.81	0.514%
Wachovia Money Market	54,771.86	0.100%
Bank of America Money Market	1,636.07	0.220%
TD Bank Money Market	1,130.35	0.385%
Sovereign Bank Money Market	1,019.12	0.330%
PSDLAF - Term Investments	20,822,339.94	see attachment
KNBT Bank - Scholarship Fund	45,971.98	3.750%
KNBT Bank - Scholarship Fund	112,000.00	4.300%
M&T Investment Group - 2007A Bond Fund	5,683,243.26	3.350%

TOTAL CASH AND INVESTMENT BALANCE

\$ 29,983,601.79

Interest Received for May; to be posted in June

\$ 54,794.47

Respectfully Submitted,
Anne M. Morton
Treasurer

Bethlehem Area School District
Capital Reserve Fund
For the Period of May 1, 2009 thru May 31, 2009

Fund Balance at April 30, 2009		\$	1,298,488.38
2008-2009 Revenue Received-Interest Income		\$	-
2008-2009 Expenditures			
Financial Management System	\$	58,311.79	
(software, hardware, support services)			
Advertising			
Roof Repairs			
Professional Services	\$	32,395.96	
		\$	<u>90,707.75</u>
Fund Balance at May 31, 2009		\$	1,207,780.63

The following projects have been approved by the board but have not been completed:

Financial Management System	\$	156,337.00	
Pro. Svs. Roof Repairs	\$	12,507.84	
Pro. Svs. Alarm System	\$	2,964.00	
Freedom Emergency Power	\$	15,165.00	
Asa Packer Roof Repair	\$	262,300.00	
Farmersville Roof Repair	\$	340,130.00	
Freemansburg Roof Repair	\$	92,450.00	
Asa Packer Fire Alarm System	\$	58,385.00	
		\$	940,238.84
Estimated Unencumbered Fund Balance		\$	267,541.79

Bethlehem Area School District
2007A Bond Fund
For the Period of May 1, 2009 thru May 31, 2009

Beginning Balance-April 30, 2009	\$ 6,298,485.17
Change in Market Value	\$ (15,241.91)
Reimbursement to the General Fund	\$ 600,000.00
Ending Balance-May 31, 2009	\$ 5,683,243.26

Note: There has been \$222,419.07 in expenses paid through June 18th. This will be reimbursed to the General Fund and will be reflected on a future report. The available balance is \$5,462,634.70.



Bethlehem Area School District
2009B Bond Fund
For the Period of May 1, 2009 thru May 31, 2009

Opening Deposit (with PSDLAF)	\$ 10,822,000.00
Change in Market Value	\$ 339.94
Reimbursement to the General Fund	
Ending Balance-May 31, 2009	\$ 10,822,339.94

41. *Monthly Bills*

RECOMMENDATION:

That the bills, which have been reviewed as to correctness by the appropriate Business Office staff and verified by the treasurer, be approved for payment. A copy of the bill list is available in the Business Office of the Education Center, 1516 Sycamore Street, Bethlehem, Pennsylvania, for review.

42. *Budget Information*

INFORMATION:

Presented for information is the statement of the Condition of the Budget by major accounts.

2008-2009 REVENUES

Description	A	B	C	D	E	F	G
	2008-2009					2007-2008	
	Budget	Realized 31-May-09	Unrealized \$ (B-A = C)	Unrealized % (C/ A = D)	Projected June 30, 2009	Realized June, 2008	Realized May, 2008
CURRENT REAL ESTATE	101,612,861	99,793,538	(1,819,323)	-1.79%	99,793,539	97,165,864	98,415,454
INTERIM REAL ESTATE	1,300,000	1,077,453	(222,547)	-17.12%	1,150,000	1,566,283	577,917
PUBLIC UTILITY REALTY	172,000	153,055	(18,945)	-11.01%	153,055	162,642	162,642
PAYMENTS IN LIEU OF TAX	121,000	145,266	24,266	20.05%	145,266	120,798	120,798
UNDISTRIBUTED TAXES		(36,114)	(36,114)	-	0	0	194,346
PER CAPITA TAX SECT 679	240,000	239,070	(930)	-0.39%	245,000	242,396	236,824
PER CAPITA TAX ACT 511	240,000	239,070	(930)	-0.39%	245,000	242,396	236,824
LOCAL SERVICES TAX	485,000	241,206	(243,794)	-50.27%	250,000	136,722	108,387
EARNED INCOME TAX	11,200,000	10,167,239	(1,032,761)	-9.22%	10,984,500	10,400,810	9,368,814
REAL ESTATE TRANSFER TAX	2,800,000	1,794,991	(1,005,009)	-35.89%	1,725,000	2,508,341	2,024,361
MERCANTILE TAX	2,200,000	3,081,114	881,114	40.05%	1,886,000	2,414,521	1,972,605
DEL. REAL ESTATE	2,800,000	3,234,360	434,360	15.51%	3,700,000	3,393,910	2,597,911
DEL. PER CAPITA SECT 679	70,000	49,781	(20,219)	-28.88%	49,781	58,890	56,582
DEL. LOCAL SERVICES TAX		0	-	-			
DEL. MERCANTILE TAX	380,000	666,818	286,818	75.48%	625,000	323,786	313,006
TOTAL LOCAL TAX SOURCES	\$ 123,620,861	\$120,846,846	\$ (2,774,015)	-2.24%	\$ 120,952,140	\$ 118,737,357	\$ 116,386,469
INTEREST ON INVESTMENTS	2,400,000	666,549	(1,731,451)	-72.14%	732,000	1,685,398	1,446,907
DRIVER ED LAB FEES	13,250	13,800	550	4.15%	14,500	12,500	10,950
RENTALS	10,000	31,907	21,907	219.07%	25,000	10,148	8,698
CONTRIBUTIONS		8,233	8,233		7,291		
TUITION FROM PATRONS	320,000	313,315	(6,685)	-2.09%	375,000	377,893	336,780
SRVCS. / OTH LOC GOV UNITS	15,000	2,000	(13,000)	-86.67%	2,000	22,020	22,020
MISCELLANEOUS REVENUE	100,000	27,475	(72,525)	-72.52%	35,000	185,312	48,613
REFUNDS FROM PRIOR YEAR EXP		3,956			3,956	12,913	12,913
TOTAL OTHER LOCAL SOURCES	\$ 2,858,250	\$ 1,069,234	\$ (1,396,606)	-62.73%	\$ 1,194,747	\$ 2,306,185	\$ 1,886,882
TOTAL LOCAL SOURCES	\$ 126,479,111	\$121,916,081	\$ (32,857,165)	-3.61%	\$ 122,146,887	\$ 121,043,542	\$ 118,273,351

2008-2009 REVENUES

	A	B	C	D	E	F	G
	2008-2009					2007-2008	
Description	Budget	Realized 31-May-09	Unrealized \$ (B-A = C)	Unrealized % (C/ A = D)	Projected June 30, 2009	Realized June, 2008	Realized May, 2008
BASIC INSTRUCTIONAL SUBSIDY	22,955,949	17,316,835	(5,639,114)	-24.56%	22,944,489	21,980,025	20,916,785
CHARTER SCHOOLS	1,268,300	1,116,580	(151,720)	-11.96%	1,472,000	1,286,786	1,286,786
TUITION : ORPHANS/CHILDREN	315,000		(315,000)	-100.00%	350,000	349,693	164
HOMEBOUND INSTRUCTION			-				-
VOCATIONAL EDUCATION	200,000	85,253	(114,747)	-57.37%	113,000	182,650	182,650
DRIVER EDUCATION	10,745	9,765	(980)	-9.12%	9,765	10,605	10,605
MIGRATORY CHILDREN	2,200		(2,200)	-100.00%	3,500	3,520	-
SPECIAL EDUCATION	6,570,240	4,925,775	(1,644,465)	-25.03%	6,555,283	6,453,560	6,453,560
TRANSPORTATION	2,088,000	1,590,570	(497,430)	-23.82%	1,869,280	2,180,482	1,433,103
RENTALS AND SINKING FUND	1,550,000	179,546	(1,370,454)	-88.42%	900,000	1,307,669	601,524
HEALTH SERVICES	394,420	372,677	(21,743)	-5.51%	372,677	390,767	390,767
PROPERTY TAX RED. ALLOCATION	4,720,061	4,720,061	(0)	0.00%	4,720,061		
SOCIAL SECURITY	3,237,479	3,197,821	(39,658)	-1.22%	3,400,000	3,744,087	2,719,755
PSERS - PENSION CONTRIBUTION	2,107,793	1,981,707	(126,086)	-5.98%	3,187,000	3,172,473	2,236,856
IMPACT AID	50,000	56,877	6,877	13.75%	55,628	62,930	51,788
TOTAL STATE & FEDERAL SOURCES	\$ 45,470,187	\$ 35,552,467	\$ (9,916,720)	-21.81%	\$ 45,952,683	\$ 41,125,247	\$ 36,284,342
PROCEEDS FROM EXTENDED TERM FINANCING						1,707,344	
INTERFUND TRANSFERS	250,000	125,000	(125,000)	-50.00%	250,000	2,800,000	2,850,000
SALE OF FIXED ASSETS	7,000	10,470	3,470	49.57%	15,000	13,642	13,642
INSURANCE RECOVERY			-		0	66,750	
TOTAL OTHER SOURCES	\$ 257,000	\$ 135,470	\$ (121,530)	-47.29%	\$ 265,000	\$ 4,587,736	\$ 2,863,642
TOTAL REVENUE	\$ 172,206,298	\$ 157,605,018	\$ (14,605,236)	-8.48%	\$ 168,364,570	\$ 166,756,525	\$ 157,421,335
UNRESERVED FUND BALANCE			-		(\$4,937,460)		
TOTAL FUND APPROPRIATED BALANCE	\$	\$	\$		\$ (\$4,937,460)	\$	\$
TOTAL DISTRICT REVENUE	\$ 172,206,298	\$157,605,018	\$ 14,605,236)	-8.48%	\$ 73,302,030	\$166,756,525	\$ 157,421,335
June 30,2008 Fund Balance					(\$3,169,965)		
Projected June 30, 2009 Fund Balance					(\$8,107,425)		

2008-2009 EXPENDITURES BY PROGRAM

Includes Year-To-Date May Information

			2008-2009						2007-2008	2007-2008
			A	B	C	D	E	F	G	H
<u>PROGRAM</u>	<u>PROGRAM CODE</u>	Responsible Office	2008-2009	2008-2009	2008-2009	2008-2009	2008-2009	2008-2009	2007-2008	2007-2008
			APPROVED BUDGET	AMENDED BUDGET	PROJECTED EXPENDITURES JUNE 30, 2009	UNEXPECTED BUDGET \$ (B – C = D)	UNEXPECTED BUDGET % (D / B = E)	EXPENDED BUDGET INCLUDING ENCUMBRANCES as of May 31, 2009	EXPENDED BUDGET INCLUDING ENCUMBRANCES as of May, 2008	EXPENDED BUDGET FINAL ACTUAL EXPENDITURES as of June, 2008
BUILDING ALLOCATION	100	PRIN	1,428,603	1,428,603	1,258,055	170,548	11.94%	1,181,919	1,315,183	1,417,189
BOARD	AA	SUPT	347,150	347,150	569,540	(222,390)	-64.06%	477,675	230,504	274,834
CABINET	AB	SUPT	1,174,552	1,025,282	1,069,862	(44,580)	-4.35%	956,120	1,134,633	1,226,818
BUDGETARY RESERVE	AC	SUPT	100,000	100,000	-	100,000	100.00%	0	0	0
SUPT OFFICE-EQUIPMENT REPLACEMENT RESERVE	AD	SUPT	7,000	7,000	-	7,000	100.00%	0	53	2,256
SUPERINTENDENT'S OFFICE	AE	SUPT	178,300	178,300	75,841	102,459	57.46%	63,532	129,679	154,803
BUILDING STAFF	AF	SUPT	6,201,461	6,238,461	6,389,367	(150,906)	-2.42%	5,602,766	5,721,233	6,240,994
PUBLIC RELATIONS	AN	SUPT	21,143	21,143	21,433	(290)	-1.37%	21,433	104,044	124,907
STAFFING-TEACHERS	CA	HR	58,379,392	58,351,041	57,710,079	640,962	1.10%	42,297,470	44,369,233	57,420,979
CHILD ACCOUNTING DEPARTMENT	CD	HR	242,013	242,013	222,225	19,788	8.18%	200,394	205,202	227,557
STAFFING-TEACHER ASSISTANTS	CE	HR	2,481,187	2,481,187	2,698,048	(216,861)	-8.74%	2,342,575	2,360,299	2,532,971
STAFFING-SUBSTITUTES	CG	HR	1,273,000	1,273,000	1,243,689	29,311	2.30%	1,122,119	1,172,932	1,299,660
HUMAN RESOURCES DEPARTMENT	CK	HR	399,575	809399,575	343,000	56,575	14.16%	314,960	354,347	331,381
STUDENT ACTIVITIES	D1	C&I	244,236	244,236	389,809	(145,573)	-59.60%	280,908	275,276	283,999
CREDIT ACQUISITION PROGRAM	D2	C&I	27,785	27,785	59,548	(31,763)	-114.32%	56,844	52,445	54,940
CURRICULUM ENRICHMENT ACTIVITIES	D3	C&I	130,000	130,000	80,876	49,124	37.79%	70,901	169,014	191,261
CAREER ACADEMY/RASA/ALTERNATIVE EDUCATION	D4	C&I	512,761	541,112	680,119	(139,007)	-25.69%	529,453	751,530	953,738
TESTING - K-12	D5	C&I	30,000	30,000	-	30,000	100.00%	0	14,190	14,196
ACADEMIC INTERVENTIONS	DA	C&I	100,000	100,000	110,000	(10,000)	-10.00%	101,934	111,010	137,457
MUSICAL INSTRUMENT REPAIR	DD	C&I	37,000	37,000	34,000	3,000	8.11%	30,828	31,380	34,016
DEPARTMENT OF INSTRUCTION	DE	C&I	286,600	286,600	194,600	92,000	32.10%	150,280	207,630	303,431
READING RECOVERY/PROJECT READ	DF	C&I	28,212	28,212	19,000	9,212	32.65%	18,753	25,128	26,526
INSTRUCTIONAL MTLs RESERVE	DG	C&I	500,000	500,000	409,474	90,526	18.11%	409,474	732,455	683,771
EQUIPMENT REPAIR	DM	C&I	13,000	13,000	13,000	0	0.00%	12,666	19,917	11,116
PLANETARIUM	DO	C&I	2,444	2,444	-	2,444	100.00%	0	2,575	2,578
SUMMER SCHOOL - SECONDARY	DQ	C&I	50,000	50,000	56,604	(6,604)	-13.21%	56,604	143,051	143,062
DRIVER EDUCATION	DS	C&I	90,125	90,125	80,000	10,125	11.23%	40,290	62,018	98,483
ASST SUPERINTENDENT FOR CURR & INSTRUCT	DT	C&I	630,006	593,006	327,000	266,006	44.86%	283,778	548,275	598,443
INTERSCHOLASTIC ATHLETICS	DU	C&I	1,532,629	1,532,629	1,395,000	137,629	8.98%	1,371,583	1,395,318	1,418,521
INTRAMURALS	DV	C&I	74,0000	74,000	44,826	29,174	39.42%	38,570	75,567	87,824

ATTENDANCE SERVICES	E4	STD SVCS	86,160	86,160	80,833	5,327	6.18%	71,584	91,923	99,655
MINORITY AFFAIRS/GOV. PROGRAMS/GRANTS	EB	STD SVCS	29,939	29,939	25,000	4,939	16.50%	23,273	23,935	26,131
SPARK - EARLY CHILDHOOD/SUMMER	EC	STD SVCS	629,992	629,992	594,750	35,242	5.59%	505,795	559,055	648,246
SCHOOL RESOURCE OFFICERS	EF	STD SVCS	281,000	281,000	281,000	0	0.00%	218,624	328,053	311,097
HOMEBOUND INSTRUCT/REGULAR ED.	EG	STD SVCS	155,000	155,000	162,500	(7,500)	-4.84%	137,034	178,637	211,633
HEALTH SERVICES - MEDICAL	EH	STD SVCS	51,822	51,822	42,000	9,822	18.95%	29,859	20,057	39,261
HEALTH SERVICES - DENTAL	EJ	STD SVCS	10,364	10,364	3,500	6,864	66.23%	1,848	4,909	8,781
STUDENT SERVICES	EK	STD SVCS	2,500	151,770	159,000	(7,230)	-4.76%	139,715	5,409	11,835
GUIDANCE (SUMMER)	ET	STD SVCS	35,000	35,000	42,425	(7,425)	-21.21%	33,229	27,774	35,461
ENGLISH ACQUISITION	EY	STD SVCS	260,963	260,963	253,110	7,853	3.01%	218,176	221,953	247,651
BUSINESS DEPT-ACCOUNTS PAYABLE	GA	F&A	1,006,527	1,006,527	970,000	36,527	3.63%	905,323	1,015,757	934,866
BUSINESS DEPT-ACCOUNTS RECEIVABLE	GB	F&A	1,024,077	1,024,077	792,000	232,077	22.66%	602,774	590,327	1,658,911
DEBT SERVICE	GC	F&A	19,298,602	19,298,602	22,400,000	(3,101,398)	-16.07%	20,266,812	16,172,074	17,755,157
EMPLOYEE BENEFITS	GD	F&A	29,826,642	29,826,642	30,500,000	(673,358)	-2.26%	23,704,560	26,973,436	31,450,643
INSURANCE	GE	F&A	643,658	643,658	520,000	123,658	19.21%	468,727	566,044	613,658
INTERSYSTEM PAYMENTS	GF	F&A	20,746,441	20,746,441	20,776,050	(29,609)	-0.14%	19,028,147	17,195,989	18,775,592
PHOTOCOPIERS	GP	F&A	607,692	607,692	594,750	12,942	2.13%	528,838	550,238	618,810
SPECIAL EDUCATION	LF	SPEC ED	545,958	545,958	612,000	(66,041)	-12.10%	547,725	660,168	737,837
HOMEBOUND INSTRUCTION / SPECIAL ED.	LG	SPEC ED	30,000	30,000	52,000	(22,000)	-73.33%	38,261	27,119	36,862
MAINTENANCE / CUSTODIAL DEPARTMENT	NA	B&G	11,002,051	11,002,051	9,400,000	1,602,051	14.56%	8,344,599	8,589,047	9,677,581
MAINTENANCE DEPT - SUPPLIES	NE	B&G	459,600	459,600	492,804	(33,204)	-7.22%	452,513	442,369	481,757
MAINTENANCE DEPT - CONTRACTED SERVICES	NF	B&G	966,500	966,500	911,547	54,953	5.69%	828,963	1,019,027	1,120,546
TRANSPORTATION DEPARTMENT	NT	B&G	4,521,504	4,521,504	4,400,000	121,504	2.69%	3,853,279	4,057,859	4,482,223
TECHNICAL SERVICES	TK	TECH	650,185	650,186	950,000	(299,814)	-46.11%	871,903	768,358	772,720
INFO & COMMUNICATIONS TECHNOLOGY DEPT.	TL	TECH	2,078,389	2,078,389	1,940,000	138,389	6.66%	1,863,750	1,818,380	3,577,237
DATA PROCESSING DEPARTMENT	TN	TECH	733,556	733,556	845,000	(111,444)	-15.19%	726,694	723,326	840,709
TOTALS			\$172,206,298	\$172,206,298	173,295,264	(\$1,088,966)	-0.63%	\$142,445,837	\$144,345,344	\$171,482,567

43. *Approval of Act 48 Professional Development Plan for 2009-2012***INFORMATION:**

The Act 48 Committee has developed an updated Act 48 Professional Development Plan to be submitted to the Pennsylvania Department of Education. The previous plan covered the 2006-2009 school years. The current plan covers the academic years 2009-2012. According to the May 2007 Act 48 Approved Provider Guidelines from PDE, districts' Act 48 Committees must review the plans annually, particularly in the areas of student data, professional education activities, and feedback from those activities. The plan for 2009-2012 provides a structure from which the Bethlehem Area School District's Act 48 Committee will work over the next three years.

RECOMMENDATION:

That the Board of School Directors approves the Act 48 Professional Education Plan for 2009-2012, as developed by the Bethlehem Area School District's Act 48 Committee.

Act 48
Professional
Education Plan
For 2009-2012

Bethlehem Area School District
1516 Sycamore Street
Bethlehem, Pennsylvania 18017

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ACT 48 INTRODUCTION

The Bethlehem Area School District is committed to increasing student learning. As such, it is imperative educators maintain and further develop their instructional skills, expand their knowledge base, and actively participate in professional development activities.

Professional development activities will focus on addressing the requirements described in Act 48 of 1999 for all certified educational professionals and the specific needs identified by the Act 48 committee of the Bethlehem Area School District.

The development of the district's staff development plan is consistent with the *Act 48, Professional Education Plan Guidelines* published by the Pennsylvania Department of Education. As stipulated within the guidelines, the following criteria must be met within the professional development plan.

- A. Professional development decisions are based on student needs and evaluated using student data.
Approved professional development:
 - A1. Uses disaggregated student data to determine educators' learning priorities
 - A2. Is evaluated to show its impact on teaching practice and student learning
- B. Professional development activities have content that will increase student learning. Approved professional development for classroom teachers, school counselors and education specialists:
 - B1. Enhances the educator's content knowledge in the area of the educator's certification or assignment
 - B2. Increases the educator's teaching skills based on research on effective practice, with attention given to interventions for struggling students
 - B3. Provides educators with a variety of classroom-based assessment skills and the skills needed to analyze and use the data in instructional decision-making
 - B4. Empowers educators to work effectively with parents and community partners. For school and district administrators, and other educators seeking leadership roles:
 - B5. Provides the knowledge and skills to think and plan strategically, ensuring that assessments, curriculum, instruction, staff professional education, teaching materials and interventions for struggling students are aligned to each other as well as to Pennsylvania's academic standards
 - B6. Provides leaders with the ability to access and use appropriate data to inform decision making
 - B7. Empowers leaders to create a culture of teaching and learning, with an emphasis on learning
 - B8. Instructs the leader in managing resources for effective results
- C. Professional development is provided through a process that is most likely to result in sustained school improvement. Approved professional development:
 - C1. Is set out in a plan that is updated annually by the Act 48 Committee after the committee evaluates the prior year's student data, professional educational activities, and the feedback/evaluation of those activities
 - C2. Is based on knowledge of adult learning styles
 - C3. Is tailored to each stage of an educator's career, differentiating between needs of novice and experienced professionals

D. District Goals

D1. Curriculum & Instruction: Improve student achievement through high school restructuring and strengthening middle level and elementary programs.

- Project 720
- Reducing achievement gap
- Rigor, relevance, relationships across all content areas
- Using data sources
- Focusing on diversity and understanding differences
- Alignment of all curriculum to standards, anchors, and eligible content
- CFF Classrooms

D2. Teaching & Learning: Raise the level of effective teaching through a Professional Development Plan that focuses on identifying and using best practices.

- Using literacy strategies
- Enhancing AP offerings
- Developing PLCs
- Exhibiting tolerance and understanding of diversity

D3: Building Capable Leaders: Create a cohort of instructional leaders where the principal and assistant principal are regarded as the academic leaders within their buildings.

- Developing leadership for inclusion
- Using data-driven decision-making
- Supporting leadership for Differentiated Instruction
- Developing administrative teams to create and lead PLCs

D4: Artful Use of Infrastructure: Improve the district's financial situation while implementing a complete and comprehensive strategic plan.

- Monitoring the district budget
- Building the district's strategic plan
- Evaluating the Capital Improvement Plan

D5: School Safety: Create a safe environment in all schools to address not only facility security and student decorum, but also an environment of tolerance and understanding amongst all stakeholders.

- Improving consistent use of Code of Conduct
- Providing diversity training in "No Place for Hate"
- Holding an annual review of facility security

E. Act 48 Goals

- E1. Diversity - To provide a comprehensive multicultural training program for all professional staff.
- E2. Poverty - To provide a comprehensive training program for all professional staff on the impact that poverty has on student achievement.
- E3. Wellness - To provide a comprehensive training program for all professional staff on the positive impact of wellness on student achievement.
- E4. Inclusion - To provide a comprehensive training program for all professional staff on strategies for inclusive practices.

Educational Needs

To determine proficiency in mathematics and reading for the each school year, 2009-2012 Bethlehem Area School District (BASD) students in grades 3 through 8 and 11 are administered the Pennsylvania System of School Assessment (PSSA), as well as 4Sight tests, and other local assessments. The data from these assessments are reported in terms of performance levels and are presented in both aggregated and disaggregated formats in compliance with federal regulations. The PSSA, as determined by the Pennsylvania Department of Education, also provides the BASD the following:

- An understanding of the school's achievement of the academic standards in reading, writing, mathematics, and science to students, parents, educators, and the community, at large.
- A measure of the degree to which school programs enable students to attain the academic standards.
- Results to use within our strategic plan.
- Aggregated results for all students.
- Disaggregated results for certain student categories.

Additionally, the Pennsylvania Value-Added Assessment System (PVAAS) provides two types of information, value-added (or growth) data on cohorts of students and student level projection data. The value-added, or growth, analyzes available data from previous years (looking back) to help schools evaluate how much cohorts of students have gained in a school year by answering questions such as: Did a group or subgroup of students make a year's worth of growth for a year's worth of schooling?

The projection data uses the data already analyzed to help schools project to the future by answering questions such as: What is the percent likelihood of a student being proficient on a future PSSA? Projection data can be used for intervention planning and resource reallocation.

As in previous years, PVAAS is available for reading and math in grades 4-8 (the current year's 5th-9th graders). As of 2008, PVAAS reports also became available for reading, math, science and writing in grade 11, as well as for science in grades 4 and 8 and for writing in grades 5 and 8.

While the BASD has used PVAAS information in writing the district and the school-level improvement plans, PDE will also now be able to use the PVAAS information for determining AYP.

Following the 2007-2008 PSSA testing in Reading and Mathematics, The Bethlehem Area School District was deemed as "Making Progress in Corrective Action II". The following are highlights of the Bethlehem Area School District's PSSA results from 2007-2008:

- Overall, most of the schools at all levels of the district exceeded the established targets (56%) for mathematics. In reading, most schools, with the exception of four elementary schools, also exceeded state target

proficiency levels (63%). Note that these targets will increase to 72% in reading in 2011 and to 81% in reading in 2012. In mathematics, the increases will be to 67% in 2011 and 78% in 2012.

- The most notable area in which we need to see improvement in our elementary schools is with our economically disadvantaged students in reading. In 2008, five of our elementary schools did not make AYP with this group. At the middle school level, all four schools made AYP across sub-groups in reading; however, Broughal Middle School did not make AYP in mathematics with its Latino/Hispanic and its economically disadvantaged students. It should be noted that many of these students cross both sub-groups. East Hills Middle School did not make AYP in mathematics with its IEP sub-group. Regarding our high schools, Freedom missed AYP status in 2008 based upon the IEP sub-group in both reading and mathematics. Liberty did not make AYP in any of its sub-groups. As of 2008, both high schools had Corrective Action II designations.

In summary, the BASD has vacillated in the gains made within certain sub-groups since the inception of the PSSA. Consequently, we continue to work toward identifying and implementing successful strategies to improve the performance of subgroups. This is done most obviously throughout the collection and analysis of data, which administrators and teachers in each school collect and maintain. Additionally, we continue to provide academic intervention programs for students who are not meeting standards; examine and track district attendance to assess their impact on meeting state attendance targets; and educate the community about the impact of the No Child Left Behind legislation.

An examination of the 2007-2008 PSSA data has identified the following educational needs:

All Grade Levels

1. Continue ongoing analysis of PSSA data and other assessment results to translate areas of weakness into improved classroom practice.
2. Continue to use data to improve practices in curriculum and instruction.
3. Improve assessment results for all groups.
4. Train staff to identify needs of identified subgroups.
5. Continue to train staff on differentiated instruction in all disciplines, and ensure the implementation of its success.
6. Continue to align curriculum to meet the state standards, anchors, and eligible content.
7. Continue to review and revise all standards-based rubrics.
8. Upgrade technology skills of staff in all subject areas to enhance technology integration in the classroom.
9. Continue ongoing staff development for all new and existing programs.
10. Continue to support inclusive practices for special education and ESOL students at all levels.
11. Provide opportunities for teachers to grow in their application of inclusive practices, differentiating instruction, using data, teaching literacy in all

- contents, dealing with student behavior, using technology effectively, and working with parents and community.
12. Improve delivery of curriculum, specifically when working with students whose learning needs to be enriched or enhanced.
 13. Work with the Workforce Investment Board (WIB) to define plans and programs around Career Pathways and Career Awareness.

Elementary School Level

1. Continue to train staff to identify and implement successful strategies to improve the performance of subgroups at all 16 elementary schools and the Regional Academic Standards Academy (RASA) students.
2. Train teachers in emergent reading and in guided reading strategies.
3. Maintain gains from Writers' Workshop training, and continue to train teachers new to the district.
4. Assist staff in implementing flexible grouping techniques to meet the needs of all students.
5. Assist teachers in teaching reading in all content areas.

Middle School Level

1. Continue emphasis on reading in all content areas.
2. Continue to provide staff development training on standards-based mathematics instruction and assessment.
3. Continue to train staff to identify and implement successful strategies to improve the performance of subgroups at all four middle schools.

High School Level

1. Continue to train staff across disciplines in Reading Apprenticeship.
2. Continue to train staff across disciplines on new writing strategies.
3. Continue emphasis on reading in content areas.
4. Continue to train staff to identify and implement successful strategies to improve the performance of subgroups at both high schools, and the Career Academy.
5. Monitor the BASD graduation proficiency requirements, established in 2009.
6. Continue to develop Dual Enrollment opportunities.
7. Continue to create Small Learning Communities for students through the development of teams, and through the expansion of thematic programs.
8. Continue to develop collaborative opportunities for teachers through the growth of Professional Learning Communities.
9. Continue to integrate Project 720 initiatives into action plans.
10. Continue to implement Classrooms for the Future.

**Bethlehem Area School District
Flex In-service Program
2009/2010 – 2011/2012**

Goal

It is the goal of the Bethlehem Area School District's Act 48 Committee to promote a variety of professional staff development opportunities for the teachers of the Bethlehem Area School District.

Overview of the Flex In-Service Program

Of the seven in-service days scheduled during the 2009/2010-2010/2011 school years, two days will be dedicated to the Flex In-Service Program. In-service days dedicated to the Flex In-Service Program for 2011-2012 will be determined through the terms and conditions as set forth in a new Collective Bargaining Agreement.

The Flex In-Service Program will provide all teachers the opportunity to substitute six or twelve hours of District approved in-service sessions for one or two regularly scheduled staff in-service days.

For the 2009/2010 – 2010/2011 school years, two days will be dedicated as flex in-service days. All six hours or twelve hours must be completed by May 1 of each school year to qualify for the Flex In-service Program.

Basic Provisions of the Flex In-service Program

For the purpose of clarification, in addition to District approved in-services, IU 20 and IU 21 flex in-services, which are held outside the contractual day, are also considered District approved in-services.

All sessions applied to the Flex In-service Program will be held outside of the contractual day, i.e., before or after school, weekends, or during the summer. The beginning date to acquire flex credit in a new school year shall begin on the day after the final contractual day of the school year.

To participate in the Flex In-service Program, full-time teachers are required to complete the entire six hours of District approved in-services for one flex day credit, and twelve hours of District approved in-services for two flex days of credit. Partial completion of the six hours and/or partial completion of twelve hours will not qualify for the flex in-service day(s) credit. Part-time teachers will need to complete the percent of the flex-in-service hours equal to their part-time teaching assignment. For example, a half-time teacher will need to complete three hours to qualify for one flex day of credit and six hours to qualify for two flex days of credit.

A District approved in-service will be in increments of 1 hour, 1.5 hours, 2 hours, 2.5 hours, 3 hours, and continue in this manner up to twelve hours. Completion of the entire in-service is required to receive flex in-service credit. For the purpose of clarification, attendance at only a portion of any stand alone, posted in-service, will not qualify for flex in-service credit. Any exception to this procedure must be granted through the appeals process. (See "Appeals" on page 8.)

Some District approved in-services may be held over several sessions, e.g., Reading Apprenticeship or CPR/AED training. In this instance, full completion of all sessions is required to receive flex credit. District approved in-services that require full attendance at all of the sessions must be posted as such on CPE Tracker. Any exception to this procedure must be granted through the appeals process.

All District approved in-services which are attended throughout the summer beginning after the final contractual day of that school year will apply to the next school year.

Flex hours cannot be carried over from year to year.

All District approved in-services will be posted regularly on CPETracker.

Teachers may replace one dedicated in-service day under the following conditions: Completion of six hours of District approved in-services in increments of 1 hour, 1.5 hours, 2 hours, 2.5 hours, and to continue in this manner up to six hours.

Teachers may replace two dedicated in-service days under the following conditions: Completion of twelve hours of District approved in-services in increments of 1 hour, 1.5 hours, 2 hours, 2.5 hours, and to continue in this manner up to twelve hours.

Teachers who present a District approved flex in-service will receive two hours of preparation credit for a new in-service, and one hour of preparation credit for a previously delivered in-service.

Teachers who serve as presenters may also replace the dedicated in-service days through presentations and preparation totaling six hours for one flex day, or twelve hours for two flex days, and/or a combination of presentations, preparation, and attendance at district approved in-services totaling six hours for one flex day, or twelve hours for two flex days.

All District approved in-service hours will count for Act 48 credit.

Procedures and Guidelines

A professional employee or administrator must use the "Add CPETracker Event Request" form to post an on-line registration module on CPETracker.

All District approved in-services will be posted on CPETracker. Professional staff development opportunities will be updated regularly.

If an in-service does not appear as a District approved in-service on CPETracker, or as an IU 20 / IU 21 flex program (must be outside the contractual day to count as District approved) then that session may not be applied to the Flex In-service Program.

On CPETracker, each posted, District approved in-service will contain the following information:

- A. Title and description of the in-service session
- B. Provider
- C. Date, time and location of the session
- D. The duration of the session, i.e., two, four or six hours
- E. The name of the presenter(s)
- F. The qualifying audience, e.g., elementary ELA, special education teachers, Donegan Elementary School teachers, etc.
- G. Maximum number of qualifying teachers who may attend the session before it is closed
- H. Closure date for workshop/seminar registration
- I. Registration Status

Any teacher who is a part of the qualifying audience and wishes to attend a posted District approved in-service must register for that session on CPETracker.

Teachers will receive confirmation of their successful registration through CPETracker.

The presenter(s) of the workshop or seminar will receive a listing of all teachers registered for that session.

Teachers must record their session attendance by initialing a sign-in sheet.

Teachers will receive a notification of their completed session attendance, as well as their credited flex time, through CPETracker.

The presenter(s) will maintain a copy of the attendance record for each in-service they present, and will also forward a copy of that attendance record to the Assistant Superintendent for Curriculum and Instruction.

All attendance records relevant to the Flex In-service Program will be maintained by the Office of the Assistant Superintendent for Curriculum and Instruction.

All hours must be credited for the designated Flex In-service Program days must be completed by May 1 of each school year.

Appeals

Appeals regarding the accuracy of records and / or registration denials for qualification requirements may be made to the Superintendent of Schools in writing. In the event a teacher challenges a denial to attend a workshop/seminar, or the accuracy of the attendance record, the co-chairpersons of the Act 48 Professional Educational Committee and the Superintendent will render a decision regarding the matter. This appeal process must be completed within 21 calendar days.

PROFESSIONAL DEVELOPMENT OPTIONS AND PROVIDERS

The Bethlehem Area School District acknowledges and encourages all professional staff to engage in a wide array of professional development opportunities. The following options for professional development are available to the district's professional staff and provide a variety of avenues through which appropriate professional education can be obtained. Each approved option will relate to areas of assignment and certification and address approved goals.

Academic Studies

1. Credits of collegiate study related to an area of assignment or certification at an approved institution of higher education
2. Credits of continuing professional education courses related to an area of assignment or certification conducted by providers approved by PDE
3. Hours of other continuing professional education programs, activities or learning experiences related to an area of assignment or certification conducted by providers approved by PDE
4. Collaboration with an institution of higher education in a research project that focuses on effective teaching practices for student achievement
5. Participation in a partnership with higher education for the purpose of improving teaching effectiveness and raising student achievement
6. Preparation (first time only) to teach a course as an adjunct faculty member for a state approved teacher preparation institution
7. Completion of qualified (state approved) or district approved in-service programs in subject area, technology, or an area that directly enhances teaching practices, classroom management skill, research abilities, knowledge, etc.
8. Preparation (two hours for the first time, one hour for each successive time) to conduct presentations on teaching and learning for in-service credit
9. Completion of training activities related to effective teaching and learning practices conducted by PDE and PDE approved providers including web-based tutorials, distance learning instruction and workshops

Curriculum Development Activities

1. Develop new district curricula
2. Participate in planned course development
3. Serve on an instructional materials selection committee
4. Participate on a grant writing committee
5. Conduct action research pertaining to curriculum and/or instructional practices to enhance student achievement
6. Write, or participate in writing, an educational textbook
7. Develop and/or conduct workshops related to anchors and/or eligible content, technology, and effective teaching strategies
8. Participate in regional and/or state sponsored development projects for teachers and administrators such as the Governor's Institutes, and/or PaTTAN sponsored workshops
9. Develop and/or conduct presentations at regional, state or national level conferences, symposia, workshops and other education related forums on teaching and learning
10. Complete other curriculum development activities approved by the Board of School Directors and/or PDE

Professional Practices

1. Serve as a mentor for a new teacher
2. Serve as a support teacher for a student teacher
3. Serve as a support teacher for an early field experience student
4. Participate in an educational internship
5. Complete the portfolio and site assessment requirements for National Board Certification
6. Attend professional conferences, seminars and/or meetings
7. Participate actively in local, regional, state or national research projects that focus on effective teaching practices
8. Observe other professional employees in the classroom setting
9. Train and provide continuing professional education, and staff development activities that include, but are not limited to:
 - Developing rubrics
 - Diversity training
 - Performance Tracker, IEPPlus, and eSchool training
 - Assessment training (PSSA, DRA, standardized tests, formative assessments, Rubrics, and student information system)
 - Screening and referral procedures for students
 - Inclusion
 - Confidentiality of records
 - Special education federal and state regulations
 - IEP development
 - Crisis intervention
 - Effective teaching methodologies
 - Technology training
 - Read 180
 - RTI
 - Co-teaching
 - Differentiating Instruction
10. Other professional practices approved by the Board of School Directors and/or by PDE

The following providers have been approved by the district to offer professional Development activities to professional members of the district staff consistent with District goals and certification of employees:

1. Pennsylvania Department of Education (PDE)
2. PDE approved providers
3. Intermediate units in the Commonwealth of Pennsylvania
4. All PDE approved colleges and universities with their courses, workshops, clinics and conferences
5. Professional conferences and workshops provided or sponsored by national, state and local professional organizations and associations

Examples of such organizations and associations include but are not limited to:

- American Association of School Administrators (ASSA) and affiliates
 - American Association of School Personnel Administrators (AASPA) and affiliates
 - American Library Association (ALA) and affiliates
 - American Psychological Association (APA) and affiliates
 - Association for Supervision and Curriculum Development (ASCD) and affiliates
 - Council for Exceptional Children (CEC) and affiliates
 - International Reading Association (IRA) and affiliates
 - Music Educators National Conference (MENC) and affiliates
 - National Art Educational Association (NAEA) and affiliates
 - National Assessment of Educational Progress (NAEP) and affiliates
 - National Association for Sport and Physical Education (NASPE) and affiliates
 - National Association of Elementary School Principals (NAESP) and affiliates
 - National Association of Secondary School Principals (NASSP) and affiliates
 - National Education Association (NEA) and affiliates
 - National Council of Teachers of English (NCTE) and affiliates
 - National Council of Teachers of Mathematics (NCTM) and affiliates
 - National Council of Teachers of Social Studies (NCTSS) and affiliates
 - National Middle School Association (NMSA) and affiliates
 - National School Boards Association (NSBA) and affiliates
 - National Science Teachers Association (NSTA) and affiliates
 - National Staff Development Council (NSDC) and affiliates
 - School Counselor Professional Organizations (SCPO) and affiliates
 - Teachers of English to Speakers of Other Languages, Inc. (TESOL) and affiliates
6. Pennsylvania approved LEA's (i.e., school districts, vocational/technical schools, PA I.U.'s, approved private schools)
 7. Consultant, or other appropriate informational resources contracted by the Bethlehem Area School District, including public or private agencies, based on the District's approval process.
 8. Local businesses, organizations, and agencies (i.e., Lehigh Business Education Partnership, Lehigh Valley Zoo, etc.) subject to the District's approval process.

The District's Act 48 Committee is responsible for coordinating professional development opportunities and will approve additional providers that are consistent with the approved plan and goals.

ACTION PLANS

Specific actions plans are developed annually to address identified instructional needs, professional growth initiatives and the No Child Left Behind Act. Goals focus on established areas of most need: mathematics, English/Language Arts, special education, technology instructional inclusion, and English language learners. Plans are developed through data reviews, and generally revolve around curriculum initiatives that remain to be completed and activities designed to improve the performance of identified subgroups.

Act 48 Continuing Professional Education Activities

Year	Program	Needs Statement	Purpose	Audience	Type
2009-2010 2010-2011 2011-2012 On-going	English/Language Arts	Many of our new teachers have not been trained in Writing Workshop. The workshop is the cornerstone for ELA instruction.	To train teachers new to the district in Writing Workshop.	All ELA teachers new to the district	Pedagogy/ Content
2009-2010 2010-2011 2011-2012 On-going	English/Language Arts	Many of our veteran teachers have changed assignments since they have been trained in Writing Workshop. Others may have missed the initial training. The workshop is the cornerstone for ELA instruction.	To refresh continuing teachers in Writing Workshop.	Self-selected continuing service teachers	Pedagogy/ Content
2009-2010 2010-2011 2011-2012 On-going	English/Language Arts	District-wide scoring teams provide both feedback to classroom teachers and help establish a common understanding of what it means to meet standard.	To score district-wide on-demand writing assessments.	Selected teachers	Other skills
2009-2010 2010-2011 2011-2012 On-going	English/Language Arts	Correctly using guided reading to teach students at their instructional levels has been lacking. To teach students effectively, teachers need refresher training in guided reading.	To provide teachers with the knowledge and strategies to use guided reading effectively.	Teachers with a demonstrated need and self-selected teachers (through flex)	Pedagogy/ Content

Year	Program	Needs Statement	Purpose	Audience	Type
2009-2010 2010-2011 2011-2012 On-going	English/Language Arts	In transitioning to small group remediation in grade one, teachers need support in selecting which strategies and materials best support struggling students in this instructional setting.	To provide teachers with the knowledge and strategies to select instructional materials and strategies to meet the needs of struggling readers in a small group setting.	Selected teachers	Pedagogy/ Content
2009-2010 2010-2011 2011-2012 On-going	English/Language Arts	Grammar instruction has been lacking both in the K-12 and the collegiate level. To teach our students effectively, teachers need refresher training in grammar.	To provide teachers with the knowledge and strategies to teach grammar effectively.	Self-selected teachers (flex)	Pedagogy/ Content
2009-2010 2010-2011 2011-2012 On-going	English/Language Arts	Differentiating instruction is a key technique in reaching students of all ability levels within the individual classroom.	To develop strategies and methods for differentiating instruction in ELA classes.	Selected teachers	Pedagogy/ Content
2009-2010 2010-2011 2011-2012 On-going	English/Language Arts	Differentiating instruction is a key technique in reaching students of all ability levels within the individual classroom.	To train teachers in differentiating instruction in ELA classes.	Self-selected teachers (flex)	Pedagogy/ Content

Year	Program	Needs Statement	Purpose	Audience	Type
2009-2010 2010-2011 2011-2012 On-going	English/Language Arts	The majority of high school teachers have little to no training in incorporating literacy strategies in their content areas. Students knowing how to comprehend content area texts is essential to their success in high school and beyond.	To continue to train high school literacy coaches in how to work with high school teachers so that they can understand and use literacy strategies in their content areas, to the benefit of their students.	High school literacy coaches	Pedagogy
2009-2010 2010-2011 2011-2012 On-going	English/Language Arts	The majority of secondary teachers have little to no training in incorporating literacy strategies into their content areas. Students knowing how to comprehend content areas texts is essential to their success in middle and high school and beyond.	To train additional teachers to be Reading Apprenticeship Trainers of Teacher.	Selected teachers	Pedagogy/ Content
2009-2010 2010-2011 2011-2012 On-going	English/Language Arts	The majority of secondary teachers have little to no training in incorporating literacy strategies into their content areas. Students knowing how to comprehend content areas texts is essential to their success in middle and high school and beyond.	To train teachers new to the district in Reading Apprenticeship.	All teachers new to the district	Pedagogy/ Content

Year	Program	Needs Statement	Purpose	Audience	Type
2009-2010 2010-2011 2011-2012 On-going	English/Language Arts	The majority of secondary teachers have little to no training in incorporating literacy strategies into their content areas. Students knowing how to comprehend content areas texts is essential to their success in middle and high school and beyond.	To train district teachers in Reading Apprenticeship.	Selected teachers	Pedagogy/ Content
2009-2010 2010-2011 2011-2012 On-going	English/Language Arts	Some of our veteran teachers have changed assignments since they have been trained in Read 180 and/or System 44. Others may have missed the initial training. Read 180 and System 44 are essential reading programs to close the reading gap experienced by struggling readers.	To refresh teachers in Read 180 and/or System 44.	Selected teachers	Pedagogy/ Content

Act 48 Continuing Professional Education Activities

Year	Program	Needs Statement	Purpose	Audience	Type
2009-2010 2010-2011 2011-2012	ESOL	As the ESOL population increases, so will the need to differentiate instruction for these linguistically diverse students.	To train teachers how to modify and scaffold instruction to facilitate English acquisition and ensure academic success.	All teachers	Flex Credits, In-services Summer workshop offerings
2009-2010 2010-2011 2011-2012	ESOL	A specific literacy framework for English Language Learners (ELLs) based on students' English proficiency levels needs to be developed, implemented and periodically revised to meet students' needs.	To provide opportunities for ESOL teachers to develop literacy frameworks that align to the PA English Language Proficiency (ELP) Standards and the English Language Arts curriculum.	ESOL specialists	Flex Credits, In-services Summer workshop offerings
2009-2010 2010-2011 2011-2012	ESOL	During the process of English acquisition some ELLs may struggle with reading. Training in effective ESOL strategies needs to be provided.	To train teachers how to develop interactive lessons using proven strategies and effective techniques for ELLs.	ESOL Specialists and ELA teachers	Flex Credits, In-services Summer workshop offerings
2009-2010 2010-2011 2011-2012	ESOL	While acquiring English, ELLs may struggle in the content areas creating a need to implement the Sheltered Instruction Observation Protocol (SIOP) methodology.	To train teachers as trainers in the elements of SIOP, and CALLA, the Cognitive Academic Language Learning Approach.	ESOL Specialists and content area teachers teaching ELLs	Flex Credits, In-services Summer workshop offerings

Act 48 Continuing Professional Education Activities

Year	Program	Needs Statement	Purpose	Audience	Type
2009-2010 2010-2011 2011-2012	ESOL	Teachers struggle to find ways to effectively address the specific language needs of ELLs in an inclusive setting. Demonstrations of how to teach without relying on multiple worksheets are needed.	To train teachers how to implement a co-teaching model that fosters the use of Multiple Intelligence Theory, more effectively allowing ELLs to tap into their diverse learning styles.	ESOL Specialists, ELA teachers and interested content area teachers	Summer training, flex credits and/or In-services
2009-2010 2010-2011 2011-2012	ESOL	Technology is an essential resource for ELLs. Teachers need to infuse the use of technology in ESOL lessons as they teach reading and writing skills.	To provide training in computer programs, which facilitate the acquisition of English and literacy skills (READ 180, System 44, podcasts, etc.)).	ESOL Specialists	Summer training, flex credits and/or In-services
2009-2010 2010-2011 2011-2012	ESOL	Teachers need model lessons for ELL newcomers in the areas of Science and Social Studies.	To parallel the BASD curriculum for Science and Social Studies and develop model lessons to show appropriate accommodations and modifications.	All teachers with ELL newcomers	Summer training, flex credits and/or In-services
2009-2010 2010-2011 2011-2012	ESOL	To help bridge the gap between school and homes there is a need to learn how diverse cultures affect the educational process.	To provide training highlighting cultural differences and provide tips for increased sensitivity.	All Teachers	Summer training, flex credits and/or In-services

Act 48 Continuing Professional Education Activities

Year	Program	Needs Statement	Purpose	Audience	Type
2009-2010 2010-2011 2011-2012	ESOL	In order to improve communication with parents and students BASD personnel may choose to learn basic Spanish skills.	To teach interested BASD personnel basic Spanish communication skills.	All interested school district personnel	Summer training, flex credits, In-services IU 20 course
2009-2010 2010-2011 2011-2012	ESOL	As new curriculum is developed, there is a need to align the approved curriculum to the ESOL scope and sequence.	To parallel curriculum for ELLs to address the various English proficiency levels at all grade levels.	Instructional personnel working with ELLs	Summer training, flex credits and/or In-services
2009-2010 2010-2011 2011-2012	ESOL	Due to new 2009 PA requirements for ELLs, all district personnel need to understand the legal issues pertaining to ESOL programming.	To provide on-going training highlighting state and federal mandates and new initiatives related to ESOL programming. • Annual Measurable Achievement Objectives (AMAO) • PA English Language Proficiency Standards (ELP) • Compliance to New Basic Education Circular (BEC)	All school district personnel	Summer training, flex credits and/or In-services

Act 48 Continuing Professional Education Activities

2009 – 2010 2010 – 2011 2011 – 2012	ESOL	The WIDA: ACCESS for ELLs assessments provide student data, which need to be used to drive ESOL instruction. The interpretation of this data needs to be made comprehensible for ease of use by teachers.	To learn to interpret data from the WIDA: ACCESS for ELLs test to pre-plan instructional strategies and deliver strong effective lessons.	ESOL Specialists	Summer training, flex credits and/or In-services
2009 – 2010 2010 – 2011 2011 – 2012	ESOL	With the new BASD proficiency stages for ELLs, developed in 2008, there needs to be a deeper understanding of the PA “Can Do Descriptors” and ELP Standards.	To define ELL characteristics at various levels, plan lessons commensurate to linguistic levels and serve as advocates by modeling appropriate instructional techniques	ESOL Specialists and personnel working with ELLs	Summer training, flex credits and/or In-services

Act 48 Continuing Professional Education Activities

Year	Program	Needs Statement	Purpose	Audience	Type
2008-2010	Mathematics	Gr. 6 math teachers have not previously taught pre algebra	To provide information, activities, and training CONTINUE	Gr. 6 math teachers who are teaching the accelerated pre algebra course	Content & Pedagogy
2009-2011	Mathematics	Gr. 7 math teachers have not previously taught algebra 1	To provide information, activities, and training	Gr. 7 math teachers who are teaching the accelerated algebra 1 course in 7 th grade	Content & Pedagogy
2010-2012	Mathematics	Gr. 8 math teachers have not previously taught geometry	To provide information, activities, and training	Gr. 8 math teachers who are teaching the accelerated geometry course in 8 th grade	Content & Pedagogy
2009-2012	Mathematics	Math teachers at transition grades need to understand expectations for students at both levels	To hold articulation meetings with teachers to dialog	Math teachers in grades 5 and 6; math teachers in grades 8 and high school	Content & Pedagogy
2009-2012	Mathematics	Teachers may not have sufficient background in flexible grouping	To provide information, strategies, and activities to assist teachers with flexible grouping	Teachers K-5	Pedagogy

2009-2012	Mathematics	Planned courses in math for grades K-8 need to be updated	To revise planned courses in K-8	Teachers K-5 and math teachers 6-8	Content & Pedagogy
2009-2010	Mathematics	MathGAP course needs to be revised for graduation requirement	To revise planned course	High school math teachers	Content & Pedagogy
2009-2012	Mathematics	Scope and sequence documents need to be revised	To revise scope and sequence documents	Teachers of math K-12	Content

Act 48 Continuing Professional Education Activities

Year	Program	Needs Statement	Purpose	Audience	Type
Summer 2009 – School Year 2010-2011	Science	The current high school curriculum needs to be examined to reflect the content required by Pennsylvania Science, Technology, Environment, and Ecology Standards	To adjust curriculum to align with Pennsylvania Science, Technology, Environment, and Ecology Standards	Selected high school teachers	Content
2009-2011	Science	Many of our elementary teachers are unfamiliar with the science content they will be expected to teach in the FOSS program	To learn key content for each of the FOSS kits as they are adopted	Elementary Teachers	Pedagogy, Content
2009-2011	Science	Differentiating instruction is a key technique in reaching students of all ability levels within the individual classroom.	To develop strategies and methods for differentiating instruction in Science classes and train teachers in differentiating instruction in Science classes	Selected Teachers	Pedagogy/ Content.
2009-2010	Science	The current middle school curriculum needs to be routinely examined to reflect the content required by Pennsylvania Science,	To adjust curriculum to align with Pennsylvania Science, Technology, Environment, and Ecology Standards	Selected middle school teachers	Content

2009-2012	Science	Technology, Environment, and Ecology Standards Science teachers must learn to balance inquiry and science process skills with content area teaching, a critical section of the science PSSA	To expand inquiry and process skill instruction at all levels	Selected Teachers	Pedagogy/ Content
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Act 48 Continuing Professional Education Activities

Year	Program	Needs Statement	Purpose	Audience	Type
2009-2010 2010-2011 2011-2012	Special Education	Teachers are required to write legally defensible IEP's that are measurable and observable.	To be in compliance with laws pertaining to IDEIA.	Special Education Teachers K-12	On-going training
2009-2010 2010-2011 2011-2012	Special Education	Districts must provide a continuum of services and programs. The district will reinforce levels of services in all buildings.	To be in compliance with PDE and the Bureau of Special Education.	Special Education Teachers K-12	On-going training
2009-2010 2010-2011 2011-2012	Special Education	The district uses a web-based IEPPlus software program. All teachers are provided on-going training for application and consistency at all levels.	To create a smooth transition and provide consistency in K-12 IEP writing.	Special Education Teachers K-12	Extensive training from the technology department
2009-2010 2010-2011 2011-2012	Special Education	Teachers are required to incorporate relevant modules in ELA/Math. Training will occur at all levels to incorporate the modules.	To improve teacher proficiency in teaching standards working in conjunction with the ELA/Math coordinators.	Special Education Teachers K-12	Content

2009-2010 2010-2011 2011-2012	Gifted and Talented	Teachers are required to identify thought-to-be gifted learners. Appropriate criteria for gifted and talented students needs to be identified.	To include a more diverse population to be included in program.	Gifted Support Teachers, School Psychologists	Ongoing Research Training
2009-2010 2010-2011 2011-2012	Special Education	Co-teaching and inclusive practices are incorporated at all levels for LRE purposes. Inclusion of special education teachers in regular education trainings and workshops pertaining to their curricular area is necessary.	To assist with teacher proficiency in modifying and adapting the general education curriculum to meet all students' needs.	Special Education Teachers K-12	Pedagogy/ Content
2009-2010 2010-2011 2011-2012	Special Education	Special education students must show appropriate growth in their academic courses as identified in their IEP's. The district will provide training on progress monitoring to quantify student growth and increase teacher accountability.	To meet the requirements of Compliance Monitoring/IDEIA	Special Education Teachers K-12	Pedagogy/ Content
2009-2010 2010-2011	Special Education	Teachers are in need of training for positive	To improve classroom management.	Special Education Teachers K-12	Pedagogy/ Content

2011-2012	Special Education	behavioral supports and Functional Behavioral Assessments as necessary for IEP's. The district is required to identify special education students who meet the criteria for the state alternate assessment. The district will provide training on administering to students the PASA (alternate assessment to the PSSA).	To train new teachers to evaluate students utilizing the PASA.	Special Education Teachers K-12	Specific training via PDE
2009-2010 2010-2011 2011-2012	Special Education	The district is required to incorporate an LRE Improvement Plan, district-wide. The district will provide training on inclusive practices to address LRE (Least Restrictive Environment) to increase special education population into regular education classrooms with supplementary aides	To address the GASKIN Lawsuit, BASD will put forth a three-year plan to be implemented district wide	All Teachers	On-going Training
2009-2010 2010-2011 2011-2012	Special Education				

2009-2010 2010-2011 2011-2012	Special Education	and services. The district is able to defray special education costs through medical access for those students who qualify. The district will increase reimbursements through the ACCESS School-Based Medicaid Program.	Through health-related services via the IEP process, BASD will generate monies to be spent within the special education department.	Special education teachers, speech/language therapists, school psychologists, home-school visitors, CIU #20 related staff, nurses, transportation, family centers	On-going Training
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Act 48 Continuing Professional Education Activities

Year	Program	Needs Statement	Purpose	Audience/Links	Type
2009-2010 2010-2011 2011-2012	Technology	K-12 curriculum for the PA Academic Technology Standards is not yet in place.	To help teachers implement the K-12 instructional technology benchmarks across the curriculum.	K-12 teachers	Content
2009-2010 2010-2011 2011-2012	Technology	Some staff are not trained in the ubiquitous use of technology as an instructional tool.	To improve and differentiate classroom instruction in order to help students develop 21st century skills.	K-12 teachers	Pedagogy
2009-2010 2010-2011 2011-2012	Technology	Technology as an assessment tool has not been utilized to its greatest potential.	To increase authentic assessment opportunities for students.	K-12 teachers	Assessment
2009-2010 2010-2011 2011-2012	Technology	Technology to analyze and interpret data has not been utilized to its greatest potential.	To provide teachers the tools and ability to effectively use data to alter instruction to meet the needs of all students.	K-12 teachers	Ongoing research training

2009-2010 2010-2011 2011-2012	Technology	New types of communication tools are available for educators and teachers need to be able to utilize them effectively.	To provide teachers with the means and the knowledge to communicate efficiently with each other, with parents, and with others in the community.	K-12 teachers	Communication
2009-2010 2010-2011 2011-2012	Technology	Ongoing training in the use of technology for record keeping is needed for teachers at all levels.	To provide teachers with the tools and the knowledge to efficiently manage student data.	K-12 teachers	Improving professional practice
2009-2010 2010-2011 2011-2012	Technology	Teachers are in need of resources for collaboration and research.	To provide a network of resources to enable teachers to enhance their professional skills.	K-12 teachers	Pedagogy
2009-2010 2010-2011 2011-2012	Technology	Teachers may lack background in using technology resources needed to enhance student creativity, productivity, and innovation.	To provide students with successful learning experiences using technology.	K-12 teachers	Pedagogy
2009-2010 2010-2011	Technology	Part of the teacher's role is to be a role model and teach students to be responsible, ethical users	To help teachers to be aware of the resources needed to understand societal issues and responsibilities in an	K-12 teachers	Pedagogy

2011-2012			of technology.	evolving digital culture.		
2009-2010 2010-2011 2011-2012	Technology	Teachers need to be able to address the diverse needs of all learners and use learner-centered strategies using available technology tools.	To provide teachers with strategies for differentiating instruction using technology.	K-12 teachers	Pedagogy	
2009-2010 2010-2011 2011-2012	Technology	As teachers work more with technology, many may wish to set and attain individualized goals for their own technology professional development, and as part of a differentiated evaluation plan.	To assist teachers in taking ownership in enhancing their technology skills and professional practice.	K-12 teachers	Improving professional practice	

PLAN EVALUATION PROCESS AND REVISIONS

The Bethlehem Area School District Professional Development Committee will meet annually to review the Act 48 Professional Education Plan. The committee will review both summative and formative evaluation data that includes but is not limited to:

- Individual Workshop Evaluations
- Observation and Supervision
 - Provides the opportunity to assess implementation of initiatives in the classroom and for staff to provide additional input regarding their experiences.
 - Provides the opportunity for teachers to develop self-directed plans for professional growth.
- Group Surveys
 - Surveys are conducted for professional employees in specific areas, including, but not limited to in-service and Flex needs/opportunities.
- Student Performance Data from the PSSA and other testing measures
- Building level Action Plans to determine unmet needs

It will be the responsibility of the assistant superintendent to arrange for the review of the professional education plan on an annual basis. The committee will review evaluation data that includes: goals, activities, delivery system, competency attainment, individual workshop evaluations, observation and supervision plan, and objective assessments when appropriate.

If adjustments to the plan are recommended by the committee, they will be submitted to the Board of School Directors for review and approval prior to submission to the Department of Education.

COMMITTEE COMPOSITION AND SELECTION PROCESS

The Act 48 Professional Development Plan for 2009-2012 was largely based upon the Bethlehem Area School District's Strategic Plan, which was approved in Fall 2008. The district's strategic planning process involved input from members of the community, including representatives from local businesses, parents, teachers, students, administrators, and board members. The following members of the Bethlehem Area School District Act 48 Committee brought together the essential components from the BASD Strategic Plan in order to develop the Act 48 Professional Education Plan, and reviewed its contents:

Richard Agretto, Director of Special Education
Frank Arbushites, Acting Director of Information Technologies
Kathleen Bast, Coordinator of English/Language Arts, K-12
Doris Correll, Coordinator of English Acquisition
Rosalie Davis, Elementary Teacher
Cindy Evans, Workforce Investment Board
Jodi Evans, High School Teacher/Middle School Math Coach
Barbara Fowler, Elementary Teacher
Michele Fragnito, Elementary Principal
Jennifer Hilton, Interim Coordinator of English/Language Arts, K-12
Claire Hogan, Supervisor of Elementary Special Education
Carol Jacoby, Elementary Principal
Mary Katona, Assistant Superintendent for Curriculum & Instruction
Jill Moran, Elementary Principal
Vivian Robledo-Shorey, High School Principal
Leigh Ann Rusnak, Middle School Assistant Principal
Patrice Schwartzman, Elementary Teacher
Eric Smith, Supervisor of Science, K-12
Mary Catherine Tachovsky, Elementary Principal
Julie Victory, Supervisor of Mathematics, K-12
Jolene Vitalos, Elementary Teacher
Jennifer Volpato, Middle School Teacher
Craig Zieger, Middle School Teacher, BEA President

The teacher members were selected by the Bethlehem Education Association and the administrative members were approved by the Instructional Meet and Discuss Group. The member representing business volunteered for the committee as part of strategic planning.

PROFESSIONAL EDUCATION PLAN SIGNATURE FORM

Date Submitted to PDE: _____

School Entity: Bethlehem Area School District

Address: 1516 Sycamore Street
Bethlehem, Pennsylvania 18017

Chief School Administrator: Joseph A. Lewis, Ed.D.
Superintendent of Schools

Contact Person: Mrs. Mary Katona
Assistant Superintendent for Curriculum & Instruction

Telephone: (610) 861-0500, extension 60054

We affirm that this professional education plan has been developed in accordance with the laws, regulations, and guidelines regarding professional education plans and that the plan was recommended by the Professional Development Committee and approved by the Board of School Directors.

Loretta M. Leeson, President, Board of School Directors

Date

Joseph A. Lewis, Superintendent of Schools

Date

Stanley Majewski, Board Secretary

Date

Mary M. Katona, Co-chairperson, Professional
Development Committee

Date

Craig Zieger, Co-chairperson, Professional
Development Committee

Date

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Recommendation of the Board

June 22, 2009
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Item

1. Nomination

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- | | |
|-------------|--|
| NAME: | Persing Ed.D., Thomas E. |
| ADDRESS: | Pennsburg |
| ASSIGNMENT: | Consultant (effective July 6, 2009, through September 25, 2009)
Substitute Superintendent (effective September 26, 2009)
Acting Superintendent (effective January 3, 2010) |
| SALARY: | \$800 per diem |

Director Koch commented on courtesy of the floor comments. She agreed with President Leeson since she and Director Koch have been on the board for a long time. She recalled clearly that they asked questions. She remembered one gentleman that she had to ask him to please “speak English” because all of it was financial and made no sense to them. She also remembered asking the question about whether it was fixed rate or variable rate. She said the response was something that sounded like they were getting fixed rate but there was an additional part to it. She was glad when they had PFM (Public Financial Management) in and they gave them the explanation of what things really were and it finally made sense.

COMMENTS
REGARDING THE
MEETING

Director Koch stated that she can’t recall seeing so many people filling the auditorium in a long time and it pleases her. She was pleased that this many voters were interested in what is going on. She stated that it is very important and that if you base what you take in about what is going on only on what you read in the paper, you are not getting the whole story. She stated that people need to come to meetings and listen to what is going on and that at the past election there was a record low voter turnout. That is where she agrees with the speaker that the voters have let this district down in that if you don’t come out to vote on issues and you don’t come to meetings, then you are partially responsible for what is going on.

Mr. Tenaglia requested that the administration be directed to respond at the July Finance Committee Meeting regarding the concession stand report discussed over the last two meetings.

CONCESSION STAND
REPORT

President Leeson stated that this would be put on the Finance agenda.

Director Dexter referred to the gentleman who addressed the board regarding the prospective appointments for principalships. She read the statement that was presented and it indicates that the board, for some reason, showed some reluctance to make the appointments that were supported and recommended by this search committee. Director Dexter stated that she doesn’t think the board was reluctant to vote on the specific individuals because of their qualifications, but rather the board insisted on knowing what those qualifications were. At one of the meetings when the public addressed us, is when she first learned that there was a search committee that included volunteers. She stated the board didn’t know that and learned that from the public. The board hadn’t seen resumes. She stated that the board now has the information and is ready to vote. She was sorry that there were misunderstandings among the supporters of some of the candidates. She stated that the board simply was not told about the candidates and their respective strengths and weaknesses and felt it was their duty to inquire about those things.

DISCUSSION ON
PRINCIPAL
APPOINTMENTS

Director McKeon referenced a scenario that some of the board members took the time to sit in on the final interviews and had some questions. All of a sudden the board was asked to vote that Monday evening. He stated that they really didn’t know the final candidate until Friday, in the package. The issue that the board is holding everything back is false. Director McKeon said that he is insulted that they had to go through a dog and pony show instead of the board members receiving professional courtesy, seeing the information and having the questions

that they had answered, before they voted. He stated that he would be voting no on some of the selections tonight.

Director Amato stated that he doesn't know why everybody was surprised by the search process. He has been on the board for 14 years and it has always been that way. When the administration has a vacancy they put a committee together that consists of parents, volunteers, teachers and administrators. Everybody has a voice; they sit in the interviewing process to pick from the candidates to fill a position. When the search committee comes back that it is unanimous that someone is picked for a particular opening, He stated that had two of the board members not sat in on the last interview two weeks ago those recommendations would have been approved 100 percent. He stated he doesn't know what the motive was and as a board member he thinks it was an embarrassment to the people that were a part of that. Mr. Amato referred to the gentleman that spoke tonight as courtesy of the floor and said that he had a great experience with that process. Director Amato said it should not be a surprise to anybody on the board as to how they do this. It has been this way since he has been on the board. He feels that they should have all known or had an idea. The fact that some people were awakened as to what the process was at the committee meeting should not have happened.

President Leeson reminded Director Amato that some of the board members are new and had not been through that process. She stated that she doesn't know if those board members knew that committees were normal. She also shared that although there were two people who sat quietly and made no comments and had no discussion on the individuals, it was not until 15 minutes before we walked downstairs that we had any discussion on any of the candidates. She believes that at that time they had one sheet of paper which gave them numbers from various people who had interviewed and that was all the information that the rest of the board had. President Leeson stated that that has not been traditional over the last couple of years, that they would receive such scant information.

Director Amato disagreed with President Leeson.

Dr. Lewis replied that there are some new board members and that it was not their intent to not provide information. The administration will do a significantly more expeditious job with that. When they do a search they involve teachers, community members and parents. There are three levels. Dr. Lewis said that there are board members who are not aware of that and that they would make it much clearer earlier. He stated that they did provide to the two board members that did sit in, the information and we should have provided it to the entire board. We are not trying to do anything underhanded and will try to do a better job. Dr. Lewis stated that Director Amato is correct that this is the process that has been in place and that there are some folks who had not been with us. He stated that they don't want to color the issue with process right now.

Director McKeon replied to Director Amato's comments by stating that he doesn't disagree with the committee process. He disagrees with how the inquiries by the board members were preemptively laid out before the public. He stated that the board was still waiting for a succession plan table of the potential assistant principal and principal candidates. That was requested back in January. He

further stated that they are sitting there with a change in administration and if one would step off the curb and get hit by a bus, they wouldn't know who goes what and where.

President Leeson stated that she believes that this particular issue has been answered and that moving forward there will be a different process that will be beneficial to the board and the candidates.

President Leeson stated that regarding the Recommendations of the Administration, the board has decided that they are going to take item no. 1, the Adoption of the Budget, first and then continue with the rest of the recommendations of the administration. BUDGET DISCUSSION

Dr. Lewis stated that there has been a discussion relative to if there is movement that could be made. Dr. Lewis wanted to clarify to the board and public that the administration did ask for the budget as it appears for the purpose of building contingency and for the purpose of repairing the financial health over time. It is not a one year fix. Dr. Lewis said that they would be delighted if we moved forward with this proposal. However, they understand the needs and sensitivity of the populace. That said they are open to discussion, however, the budget as proposed is what appears. A 6.29 percent increase. A millage rate of 42.06. The facts are on the reverse side of page 1, those are the facts. The board votes on the sum. That does not preclude the board from directing, as they did this year, from mid year adjustments, initial year adjustments, curtailment of programming, reduction in force. The board has the right to recoup and build contingency. What it sets is the millage rate, the maximum limit of revenue that can be achieved through tax effort. It sets those standards.

Director Amato stated that Dr. Lewis mentioned a contingency account. Director Amato questioned if this is more commonly known as a fund balance.

Dr. Lewis responded that you do not create a fund balance; you create a contingency within the budget that could roll into a fund balance.

Director Amato questioned if part of this at year end from under 6 percent to over 6 percent was to build up this contingency or fund balance.

Dr. Lewis responded that that was correct, roughly \$3,300,000.

Director Amato stated that when he came onto the board 14 years ago, they had between a 12 and 15 million dollar fund balance in the budgets. That was cut because board members were concerned about raising taxes. Director Amato stated that they started to nip away at that and now there is nothing left. Now they have to build it back up. When you read where the Allentown School District had a 0 percent tax increase, but \$27,000,000 in a savings account, fund balance, how do they do that. Other school districts the same way, \$9,000,000 and \$10,000,000, \$12,000,000 fund balances and we have nothing.

Dr. Lewis said that he could answer that question. He stated that Allentown has been a recipient of significant state aid of late which they are certainly entitled to.

They also have not maintained their capital improvements. He stated that his wife was a principal in Allentown for five years and he knows firsthand, he has been in the buildings. They are struggling now to get to that point. If you take a look at their real estate, their buildings, and at their facilities they are in trouble. He stated that you can have an option to build fund balance at the expense at whether or not you want to send your children to buildings that are leaking and in disrepair. Dr. Lewis stated that with that aside, those are the numbers that we have.

Director McKeon wanted to note a correction. He questioned Mr. Majewski regarding 5.0 percent increase of the original budget up until last time; there was about \$1,600,000 that could possibly be a fund balance if we didn't overspend our budget. Director McKeon stated that then the discussion that was had was the anticipation that Harrisburg was going to cut back on funding and that he then made the motion that they took the exception for revenue loss to hopefully mitigate some of the damage that could be done by Harrisburg. Director McKeon stated that if all the money comes through as projected and everything stays within budget guidelines, theoretically we are going to have about a \$3,000,000 surplus for next year that could be offset against the cumulative deficit.

Mr. Majewski responded by stating that if we take the budget as it is right now, the 6.27 percent increase, we assume that the revenue that the state is going to be providing us is identical to what we have in the budget and that we don't have a deteriorating local economy and, therefore, loss of revenue over and above what we have already anticipated, the answer to Mr. McKeon's question is yes. We would have about \$3,000,000 to use in order to be able to restore some of our fund balance but would not take us into a positive position but would get us far closer than we are now.

Mr. Majewski stated that what we are anticipating from the state is part of the governor's budget plus the stimulus funds. When you take a look at page 7, basic instructional subsidy that would be the \$26,084,000, that right now is what we were anticipating based upon what we are hearing with the most recent senate bill and a lot of the dialogue that is going on. Mr. Majewski stated that he anticipated that that will probably be reduced somewhat but not nearly as much as they were hearing. He does not know for certain which is why it is very important right now that we have a substantial contingency budget remaining when you approve a budget. If the state reduces their funding below that \$26,000,000 we would not have any place to go but to cut programs and if you wanted to try to have further reductions of expenditures next year to be successful in adding to the growth of the fund balance, it would make that project much more difficult.

A motion was made by Director Koch and seconded by Director McKeon to accept the current budget.

Director McKeon continued discussion on the budget by questioning Dr. Lewis about the classroom of the future issue that was brought up the other day. He asked Dr. Lewis how much of a financial impact will that have on us, if any.

Dr. Lewis asked Mr. Arbushites to respond.

Mr. Arbushites stated that it will not have any impact. He stated that Classrooms

for the Future was a three year grant program. The 2008-2009 was the end of the third year. They are planning to continue the coach's salary and professional development efforts in the district so they can continue that piece of the program. There is no new equipment coming into the district.

Dr. Lewis asked how the continued coach is resourced.

Mr. Arbushites stated that it is coming from the Stimulus Title 2D.

Dr. Lewis wanted to note that it is not coming from the GOB.

Mr. Arbushites stated that for once we had something happen positive in our behavior.

President Leeson directed her question to Mr. Majewski. She asked what is the negative fund balance that we are carrying this year with this current budget.

Mr. Majewski replied that the verifiable deficit that we currently have as of June 30, 2008, is \$3,169,000. He stated that what they have been doing is projecting the current year's position and where we might be at the end of June 30, 2009. It is his best estimate right now that he anticipates a fund balance deficit of approximately \$7,100,000 - \$7,200,000.

President Leeson stated that they talk about the contingency; the contingency is not going to build a fund balance. She questioned if it is going to reduce the \$7,100,000 negative fund balance.

Mr. Majewski responded that the term contingency has been used and that looking in the budget you will see the term budgetary reserve. Also, the term fund balance has also been used. He explained that a contingency is not a fund balance. A fund balance is part of your balance sheet that reflects your net worth. He stated that we have a negative net worth. The contingency is a budgeted expenditure with no obligation to be spent. There is no appropriation. He went on to explain that in theory, you have budgeted and you have revenue that is brought in where there are no expenditures. It should, at the end of 2010, allow for a surplus as opposed to a deficit at the end of the year which will then be used to reduce the negative fund balance.

President Leeson wanted clarified that they will not anticipate having a positive fund balance but will anticipate reducing the current negative fund balance.

Director Tenaglia questioned Mr. Majewski as to what contribution, if any, to the capital reserve is there in the budget.

Mr. Majewski responded that there is none.

Director Tenaglia questioned if at the present time the capital reserve is approximately \$250,000 and that it is down from \$1,600,000 at the beginning of this year.

Mr. Majewski wanted to verify the numbers but stated that they sounded correct

and believed that Director Tenaglia had verified the numbers.

Director Tenaglia stated that going into the new fiscal year they would be going in with a capital reserve balance of approximately a quarter of a million dollars.

Mr. Majewski confirmed his statement.

Director Haytmanek stated that he is uncomfortable levying a 6.3 percent tax increase on homeowners. On the other hand he feels that it is unconscionable to balance the budget on the backs of the poorest, most needy kids by cutting those programs that are in question. Director Haytmanek suggested a number of 5.5 percent increase. It is his understanding that with that amount we could continue the programs for the indigent children. The disadvantage is that we are not going to build or chip away or increase the fund balance as quickly. He stated that 6.3 percent in these economic times is inappropriate.

Director Haytmanek requested to amend the motion to make the budget increase 5.5 percent rather than 6.3 percent.

President Leeson stated to Director Haytmanek that the state is allowing them up to 5.1 percent in what they consider to be our inflationary rate. She questioned if he still wanted to go with 5.5 percent.

Director Haytmanek stated that he would change his recommended amendment to 5.1 percent, the state limit.

Dr. Lewis requested to provide the impact of the 5.5 percent increase. He stated that the 5.5 percent increase would equate to a 2.18 mill increase, 41.76 mills and would create a budgetary reserve or contingency of about \$2,500,000 as opposed to the \$3,300,000. Dr. Lewis stated that they would be rechecking the numbers.

Dr. Lewis continued stating that as he had said at the onset, if it is the will of the board to reduce this they will make it work. He wanted them to be aware that this would slow the process of repair, but not significantly. With any kind of breaks they could get back to where they were.

Director Haytmanek questioned Dr. Lewis regarding his initial recommendation of 5.5 percent, would they still keep SPARK, RASA and the Academic Academy.

Dr. Lewis responded that they would and would also build a reserve.

President Leeson reminded the board that they had this discussion at one of the finance meetings and did have a budget that was presented by the administration at 5 percent and it does keep those programs and provide for contingency. She stated that the issue that arose that evening was what puts them in jeopardy is if they do not receive all the money from the state that they are currently anticipating. She also stated that she did not vote for increasing from 5 percent and will not be able to support the 6.3 percent tax increase. She also stated that all along she has been willing to look at more of a 5 percent tax increase.

Director Amato asked that the same information that was provided for the 5.5

percent increase be provided for the 5.1 percent increase so they have something to look at.

Dr. Lewis responded that with a 5.1 percent increase would be a 2.02 mill increase, setting the millage rate at 41.60 creating a reserve of \$2,075,000. It would be \$500,000 less in reserve with that impact.

Director Amato stated that with either one of these scenarios you are rolling the dice as far as what we will get from the state. If we get \$26,000,000 from the state we are home free. If we get \$20,000,000 we are in trouble. We would have to go back and look at what was talked about as far as programs that may be affected. He stated that he would like to go with the 5.1 percent. He also stated that if the state doesn't come through they have a big job on their hands.

Director McKeon questioned Mr. Majewski regarding Governor Rendell's proposal of cutting funding to education by \$212,000,000. If you take that and divide it by the 500 school districts what does that come down to.

Dr. Lewis responded by stating that he believed the original proposal from the Governor had an increase in the \$400,000,000 plus range across the districts. My assessment would that it would almost halved. Dr. Lewis stated that he had a conversation with the Deputy Secretary today. Dr. Lewis stated that there seems to be further discussions going on at present by the senate leadership on that very issue. The bottom line is that you will have a choice to make, erode the budgetary reserve or cut programs. Either way the decision is how much.

Director McKeon responded that if we go with 5.1 and 5.5 he stated that half of the upper tier might not be here in December. He stated that if we don't try to protect ourselves by using a tax increase and the Harrisburg dollars disappear, there would be a reduction in force and it wouldn't be two weeks notice, it would be two hours' notice. That is how quickly we would have to react.

Director Haytmanek requested to modify the motion to make the budget increase 5.1 percent, 41.60 millage, 2.02 mill increase.

Director Koch accepted Director Haytmanek's amendment to a 5.1 percent increase rather than 6.29 percent. Director McKeon did not second the amendment.

Director Tenaglia questioned where the cuts would come from.

Director Lewis responded that there would not be cuts. He further stated that you adjust the reserve or down the line, reduce programs to create additional reserve or to cover state shortfalls. You do not need to make a decision to cut. The suggestion is you reduce the budgetary reserve by the amount. He stated that under the proposed 5.1 percent, from \$3,300,000 to \$2,075,000. That would be a \$1,200,000 reduction in budgetary reserve.

President Leeson stated that that is if the state does not come through. She stated that our budget will not have additional cuts in it for this evening.

Director Tenaglia stated that he appreciates the fact that no one knows what the state is going to do, but the Governor has changed direction significantly from last week when he was reducing his commitment to education by \$212,000,000. That will have a significant impact on us. Secondly, going back to 2005, we have overspent the general fund in every year by amounts in excess of \$2,000,000, \$1,000,000, \$5,600,000 and \$4,100,000. Director Tenaglia stated that it is foolish to think that you will be able to control that over expenditure in the future fiscal year.

Dr. Lewis stated that they didn't overspend this year and, in fact, netted a savings.

Mr. Majewski stated that there was an over expenditure from the approved budget in 2007. He stated that referring to the other amounts mentioned, there was deficit spending, however, the budget was approved in advance to use fund balance. It may have created deficit spending but it was not a deficit budget.

Director Tenaglia stated that we currently do not have a fund balance.

Mr. Majewski said Director Tenaglia was correct.

It was clarified that Director Haytmanek made the motion to amend the tax increase to 5.1 percent which was seconded by Director Amato.

The question was called with roll call as follows: Yea, Directors Haytmanek, Koch, Amato, Cann, Follweiler, Leeson – 6. Nay, Directors McKeon, Tenaglia, Dexter – 3.

ROLL CALL VOTE –
TAX INCREASE
AMENDMENT

The motion passed 6-3.

Dr. Lewis read into the record that the back of page one, paragraph three shall now read as follows:

AMENDED BUDGET
DISCUSSION

“The General Fund Budget for the 2009-2010 fiscal year of the Bethlehem Area School District in the amount of \$195,402,663 is based on the following:”

Paragraph (a) shall now read as follows:

“(a) A 41.60 mill (or 4.160 per \$100 of assessed valuation) tax on Northampton and Lehigh Counties taxable real estate in the school district.”

Director Amato made a motion to accept the budget as amended. The motion was seconded by Director Haytmanek.

Director McKeon stated that he wanted to warn everybody that they would be back there soon. He suggested that Dr. Persing, who had not been approved yet, may be looking at Chester all over again. He stated that that was a wild exaggeration but that is what he could be looking at with a financially distressed district. Director McKeon felt that they weren't making a valid effort to address that financial issue.

Director Follweiler stated that she fully understands the mathematics and some of the ramifications, but stated that it isn't the year or the time that they can afford to

raise taxes on the people. She stated that she doesn't know where they will be if people can't afford to pay their taxes any more. She understands that they continue to bring up the cutting of programs but believes there are many other options that don't include that that they have not fully agreed upon or voted on to cut. She believes they need to take a hard stand on the finances and the tax increase at this time. She referred to the property that they decided not to put up for sale as an example. She stated that there are things not involved in cutting programs that they have not yet removed from the financial pictures. She stated that as it stands she will be voting "no".

Director Amato stated that he believes they have taken a big step to do what needs to be done with the budget. He stated that despite what tax increase they impose, they are still at the mercy of the state. If the state doesn't give us \$26,000,000, it doesn't matter what increase we impose, we will have to do a lot of hard thinking and decision making.

Director Koch stated that as a board member for 16 years, they do have a lot of things that fall back on the state's doorstep that caused some of the big problems. She stated that the state conducted a study to show that the district was doing crazy spending. The result of the study had the state asking the district, how are you doing it. They didn't know how the district doing all that they were accomplishing without spending a lot more. She mentioned the large number of unfunded mandates that are put on their shoulders. She referred to special education and the huge funds that are paid out for special ed. She confirmed that the students need the services but that the district is paying for it instead of the state. She referred to prevailing wage, which are wages that had to be paid when the schools are being built. She stated that they could have saved millions if they could have had people come to them with offers instead of being forced to pay a certain wage. Director Koch stated that there were many schools and cyber schools that they did not vote for. They never spent on that, the state directed them to do it. It was forced upon the district by the state. Her calculations were that this cost the district \$4,500,000 for the things that the state said they had to do. In about 2 years there will be another requirement from the state, a retirement fund called "PSERS." She feels the state should have accepted some responsibility for this, but put it on the school boards which, in turn, must put it on the taxpayers. She stated that now the state has money to give us and they are not sure if they are going to.

Director Dexter stated that her concern for the size of the deficit, the lack of fund balance and capital reserve, tell her that we need to raise taxes at the level proposed not at the level that is currently under consideration.

Director Tenaglia stated that there is no place to go. He referred to a \$7,100,000 deficit by the end of this year and \$250,000 to try to keep everything together for the unexpected and any kind of capital reserve. The board chooses not to raise taxes to get us out of this hole. It is only going to get worse and we are at the mercy of the people who are depending upon us for decisions, for their planning, the administration. No one wants to talk about where the cuts will come from if things don't fall in place. He believes it is very optimistic to believe that things will fall in place.

Director Haytmanek stated that the state infusion of cash is a gamble and hopes it

will pan out. He stated that he believes that because of his role in the community he has a more day to day contact with people than a lot of the board members. He stated that he hears it all the time, please go easy on us. He stated that if they can maintain the programs that have been successful for underprivileged kids, such as SPARK and RASA, with 5.1 percent, he will agree.

President Leeson stated that with the current financial situation she believes that it requires that there is a tax increase, but she cannot go to the citizens of the community for any more than the 5.1 percent allowed by the state. She stated that she knows it will be difficult, but they will be able to maintain the programs. She stated that there will have to be a tight eye on the budget and look for cuts throughout the year as they did this year. She believes that it is the most prudent way to go this year and will vote “yes” on the 5.1 percent.

President Leeson called for a roll call vote on the budget proposal of 5.1 percent tax increase.

The question was called with roll call on the budget proposal as follows: Yea, Directors Haytmanek, Koch, Amato, Cann, Leeson – 5. Nay, Directors McKeon, Tenaglia, Dexter, Follweiler – 4. **ROLL CALL VOTE – AMENDED BUDGET**

The motion passed 5-4.

President Leeson requested a motion accept the administration’s recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 37, 39 and 43. Director Follweiler made the motion which was seconded by Director McKeon.

ROLL CALL – RECOMMENDATIONS
2, 3, 4, 5, 6, 7, 8, 9, 10,
11, 12, 13, 14, 15, 16,
17, 18, 19, 20, 21, 22,
23, 24, 25, 26, 27, 28,
29, 30, 31, 32, 33, 34,
35, 37, 39 and 43.

President Leeson stated that item numbers 18, 19, 20, 21 would be pulled for the administration.

Director Amato requested that item number 5 be pulled.

Director McKeon requested that item number 14 be pulled.

President Leeson requested that item number 31 be pulled.

President Leeson requested a roll call on Recommendations of the Administration item numbers 2, 3, 4, 6, 7 (student #0949114 was pulled), 8, 9, 10, 11, 12, 13, 15, 16, 17, 22, 23, 24, 25, 26, 27, 28, 29, 30, 32, 33, 34, 35, 37, 39, 43.

The question was call with roll call as follows: Yea, Directors Haytmanek, Koch, McKeon, Tenaglia, Amato, Cann, Dexter, Follweiler, Leeson – 9.

The motion passed 9-0.

President Leeson requested a roll call on Item numbers 5, 19, 20, 21 and 31. The question was called with roll call as follows: Yea, Directors Haytmanek, Koch, McKeon, Cann, Follweiler.

Director Tenaglia voted Yea to numbers 5, 19, 20, 21 and Nay to 31.

Director Amato voted Yea to numbers 19, 20, 21, 31 and Nay to 5.

Director Dexter voted Yea to numbers 5, 19, 20, 21 and Nay to 31.

President Leeson voted Yea to numbers 5, 19, 20, 21 and Nay to 31.

ROLL CALL –
RECOMMENDATIONS
5, 19, 20, 21 and 31.

Item number 5: 8 - 1

Item numbers 19, 20, 21: 9 – 0

Item number 31: 6 – 3

President Leeson asked the board if there was any objection to move to the Recommendation of the Board. No objections.

Dr. Lewis addressed Item number 14, item numbers 1 and 2. He stated that item numbers 1 and 2 would read “acting assistant principal” in both cases. For the purpose of record, candidate number 1 would be making, as an instructor, step 14, \$63,909. Either position would be adjusted per diem based on 10 to 12 month. Candidate number 2 would be moving to Masters plus 30, step 9, at \$52,182.

RECOMMENDATIONS
OF THE
ADMINISTRATION –
ITEM 14 REVISITED

President Leeson asked Dr. Lewis if they would be adding a per diem to this figure or if this was the total.

Dr. Lewis stated that they would be expected to come in and assist and would get a per diem. He stated that the figures provided are based on a 190 day teaching salary.

President Leeson wanted to confirm that they would also be getting a per diem to bring them to a 12 month position.

Dr. Lewis responded that she was correct.

Director Follweiler questioned if this item was voted on this evening and then they receive information that monies are coming to help the budget, would they be able to have a salary correction in the July meeting.

Dr. Lewis said he would appreciate that on behalf of the candidates.

President Leeson requested a roll call vote on Item 14. The question was called with roll call as follows: Yea, Directors Haytmanek, Koch, Cann, Follweiler,

ROLL CALL VOTE –
ITEM 14

Director McKeon voted yea on page 18, 14-1, page 19, 14-4, and nay to page 18, 14-2, page 19, 14-3, page 20, 14-1, yea to the remainder.

Director Amato voted yea to page 19, 14-3, 14-4, and nay to page 18, 14-1, 14-2, yea to the remainder.

Director Dexter voted yea to page 18, 14-1, 14-2, page 19, 14-3, nay to page 19, 14-4, page 20, Misc.14-1, yea to the remainder.

President Leeson voted yea, except for item number 1 on page 20, nay.

Nay, Director Tenaglia,

Mr. Majewski summarized the roll call vote as follows:

Item number 14-1, page 18 – 7-2

Item number 14-2, page 18 – 6-3

Item number 14-3 - 7-2

Item number 14-4 – 7-2

Item number 14-1, page 20, under Miscellaneous – 5-4

The remainder of item 14, - yea 8, nay 1.

Director Tenaglia stated that the vote was taken and that he voted based upon the way the recommendation was presented from the administration. He didn't believe that they should now go back and dissect every vote on every item.

DISCUSSION ON
RECOMMENDATION
AND VOTE – ITEM 14

President Leeson stated that they are not changing votes but are clarifying what people did vote on each item.

Director Tenaglia stated that his intention was not to vote on individual candidates. His intention was to vote on the recommendation. The administration presented the recommendations in block. The question was not divided. He further stated that certain board members chose to split their votes. He did not make that choice. He stated his vote is not on an individual basis.

President Leeson discussed the Recommendations of the Board regarding the board recommendation of Dr. Persing as a consultant and substitute superintendent for the Bethlehem Area School District. Dr. Persing is endorsed by Dr. Lewis and holds most of the qualities the community expressed in the input session. Dr. Persing is an expert in helping troubled districts, both financially and academically. His experience working with the financially distressed Chester Upland will be invaluable in one of his first tasks in our district, the establishing of a 5 year financial plan. Dr. Persing has been well acquainted with our district as the Regional Coordinator of Distinguished Educators and our administrators are looking forward to an expanded relationship with him.

RECOMMENDATION
OF THE BOARD

President Leeson stated that the board reviewed Dr. Persing's credentials and called a number of administrators who have worked with him in the past. Among the glowing recommendations, such as "grab him if you can", and "If I needed an interim, he is the one I would want", there was only one negative. One administrator indicated that the negative with Dr. Persing is that "we will want to keep him." Dr. Persing will not be a placeholder acting superintendent. He recognizes the potential ability of this district to be, as he puts it, "one of the shining stars of the Commonwealth". He feels we have an outstanding staff and wonderful students and have not nearly met our potential. President Leeson stated that she hopes the board will join her in endorsing the appointment of Dr. Persing.

Director Koch made a motion to accept the recommendation of the board,

seconded by Director Dexter.

Director Dexter echoed President Leeson's comments. Director Dexter had the privilege of serving with a couple of other board members on a small subcommittee of people who were going to check out Dr. Persing's credentials and found out what others thought of him. She cannot remember of any time in her adult career that she heard such resounding praise for any one individual. People were enthusiastic about taking the call. Several people told her that they didn't think he would be available and the board is pleased that he is and look forward to working with him.

President Leeson requested roll call vote on the recommendation of Dr. Persing. The question was called with roll call as follows: Yea, Directors Haytmanek, Koch, McKeon, Tenaglia, Amato, Cann, Dexter, Follweiler, Leeson.

ROLL CALL VOTE –
RECOMMENDATION
OF THE BOARD

The motion was passed 9-0.

President Leeson introduced Dr. Persing and welcomed him to the school district.

President Leeson then asked for committee reports:

COMMITTEE
REPORTS

BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL - Director Tenaglia reported that the joint committee of Vo-Tech met on June 2, 2009. The committee voted to elect Dr. Fellin, the Superintendent of the Saucon Valley School District, as the Superintendent of Record of the 2009-2010 school year. The executive director informed the joint committee that the pricing of the authority's bond issue was concluded on May 6, 2009 for settlement June 4, 2009. The savings to the member districts for the 2009-2010 fiscal year is approximately \$395,000 of which Bethlehem Area School District's share is approximately \$250,000. The committee was also informed that after the 2008-2009 fiscal year excess revenues of the vo-tech are projected to be \$450,000 of which Bethlehem can expect to receive \$276,930. It is anticipated that those funds will be coming in September. In addition, the district will be receiving a check just under \$39,000 as our portion of the excess revenue reserve that was retained by the vo-tech until the sale of house project number 20 was completed. Lastly, the executive director shared with the committee the results of the National Occupational Competency Testing Institute. Mr. Williams was pleased with the improvement in the increase of the number of students taking the exams. He acknowledged that there was more work to be done in order to achieve 75 percent or greater testing in the top two categories, advanced and competent.

INTERMEDIATE UNIT - Director Dexter reported that they did meet and will meet again tomorrow evening. They are currently replacing some capital needs in the district, the air conditioning and the roof. They will be having an administrative retreat this summer for people from many districts. A graduation ceremony was held. They discussed various ways that the IU is seeking to improve its relationships with the districts, including providing more services to districts at no additional costs. The IU feels that it may be able to be accessed at a greater rate by districts such as our own.

PENNSYLVANIA SCHOOL BOARD ASSOCIATION - Director Koch handed out pamphlets from PSBA. The PSBA has cut down on meetings to four a year. It is quite expensive for them to pay for 15 regional directors to come in to Harrisburg and meet every other month. The next meeting will be in Gettysburg on July 12, 13, 2009. This is also the summer retreat and symposium on educational issues.

NORTHAMPTON COMMUNITY COLLEGE BOARD OF TRUSTEES - Director Koch reported that a meeting was held on June 4, 2009. At that time they had an executive session with personnel issues. Dr. Bugaighis presented program audits of five different programs that are offered at the college. There was a treasurer's report, enrollment comparisons and a facilities update. The next board meetings will be August 6, 2009 and September 3, 2009.

DUAL ENROLLMENT COMMITTEE - Director Cann reported that the committee met on June 2, 2009. For this past school year a total of 149 students took advantage of dual enrollment programs. Approximately 80 percent scored "A" or "B" in their courses. She stated that next year if students take a 10 a.m. class at NCC we will continue to offer bus transportation for that time slot. They are also looking into the possibility of professors from the college coming into the high school to teach or by long distance learning. The results of the survey that was taken were discussed to see the interest or knowledge about the dual enrollment program. To the extent that there was any gaps, that would be addressed by possibly posting information on the high school websites.

BETHLEHEM PARKS AND RECREATION - President Leeson noted that the recreation commission will be meeting this Thursday. There was a movement in the meeting from last week to this Thursday.

Director Tenaglia addressed the summer driver-ed program. He stated that they received a memorandum from the superintendent but didn't believe it was factually accurate. He stated that it was posted that there would be a driver training program and that more information would be forthcoming as part of the summer school enrollment. He stated that when he first questioned Dr. Lewis about this, Dr. Lewis responded that he had no knowledge that they weren't able to find a teacher. Director Tenaglia stated that when checking the website there was no posting for a driver-ed instructor.

DRIVER EDUCATION
PROGRAM
DISCUSSION

Dr. Lewis stated that he was not directly involved in that. Dr. Donaher handled that particular program. He researched, recruited and actively contacted people and even went to Bethlehem Catholic to try to recruit their driver-ed instructor. He said there was nobody out there. Dr. Lewis stated that only certified people can teach that course. Dr. Donaher went to every available person that is known in the valley to teach it.

Dr. Donaher stated that they did try to recruit teachers to teach that course. He stated that there are two or so within our district. Dr. Donaher did go to Mr. Grasso who teaches the class at Bethlehem Catholic. He indicated that he might be able to work something out into the beginning of August, to have a program at that point. He did run by the opportunity that perhaps during the night school program he was willing to run some classes in the evening; October-November,

November-December, December-January, time frame to provide an opportunity for students who did not want to or could not take it during the day to take it at night. The people he contacted from our district were not able to do the course. He believed that these individuals do the actual “on the road” driving during the summer and not the theory part. Dr. Donaher stated that he would check to see if the actual posting went up when the original summer school postings went up.

Director Tenaglia brought up the nominations for appointment. He stated that he felt that this month there was a very disruptive process. He was hopeful that going forward the recommendations for appointment will be presented to the board in executive session with the proper documentation to avoid going through this again with the special board meeting and the meeting tonight.

ADDITIONAL
COMMENTS

President Leeson moved to Courtesy of the Floor. There were no individuals who wished to address the board.

COURTESY OF THE
FLOOR

Directors Tenaglia and McKeon moved to adjourn the meeting, which carried by voice vote. The meeting adjourned at 10:22 p.m.

ADJOURNMENT

Attest,

Stanley J. Majewski, Jr.
Board Secretary

/ss dls
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