

MEMORANDUM

November 12, 2010

TO : BOARD OF SCHOOL DIRECTORS

FROM : STACY M. GOBER, BOARD SECRETARY

SUBJECT : REGULAR MONTHLY MEETING – November 15, 2010

The Regular Meeting of the Board of School Directors of the Bethlehem Area School District for November will be held on *Monday, November 15, 2010, at 7:00 p.m. in the Auditorium of East Hills Middle School, 2005 Chester Road, Bethlehem, PA 18017*. The agenda is attached.

SMG:bac

Att.

pc: Dr. Roy

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

MISSION STATEMENT

The Bethlehem Area School District, in partnership with the home and community, is committed to providing a safe and supportive environment in which each student will attain the knowledge, skills, and attitudes necessary to become a productive citizen and lifelong learner in our technologically demanding and culturally diverse society.

A G E N D A
REGULAR MEETING – November 15, 2010

1. Roll Call
2. Pledge of Allegiance
3. Silent Meditation
4. Student Recognition
5. Courtesy of the Floor to Visitors (30 minutes allowed)
6. Reports of Student Representatives
7. Approval of Minutes
None
8. Approval of Committee Minutes
November 1, 2010 – Board Human Resources Committee Meeting
November 8, 2010 – Board Curriculum Committee Meeting
9. Financial Report/Payment of Bills
Budgetary Transfers – Item 26 – Page 31
Treasurer's Report – Item 27 – Page 32
Monthly Bills - Item 28 – Page 33
Budget Information (Information Only) – Item 29 – Page 34
10. President's Communication/Special Meetings
11. Superintendent's Report/Federal Program Update
12. Unfinished Business
13. Recommendations of the Administration
14. Reports of Committees
15. New and Miscellaneous Business
16. Courtesy of the Floor to Visitors (30 minutes allowed)
17. Open Forum
18. Adjournment

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1. *Amend the Earth Engineering Inc. Maximum Cost for Construction Testing at Broughal Middle School*

INFORMATION:

Construction testing at Broughal Middle School is complete. The contract awarded to Certified Testing Laboratories for construction testing was in the amount of \$50,000. Of the \$50,000 contract, \$5,760 was assigned to Earth Engineering Inc. to provide backfill testing for the retaining wall along Brodhead Road and Packer Avenue. Therefore, a \$5,760 increase to Earth Engineering, Inc.'s approved amount of \$160,180 is required which will be offset by the reduction of \$5,760 to Certified Testing Laboratories' approved amount.

RECOMMENDATION:

That the Board of School Directors amends the maximum contract cost for Earth Engineering, Inc. to \$165,940 for backfill testing along Brodhead Road and Packer Avenue related to the Broughal Middle School construction project.

2. *Approval of the Infectious Disease Plan*

INFORMATION:

In accordance with Board Policy No. 203, Communicable Diseases and Immunization Code and Board Policy No. 203.1, HIV Infection, infection prevention procedures, and education shall be implemented and reviewed at least annually and modified as necessary.

The Pennsylvania Emergency Management Code also mandates that every school district, in cooperation with the local Emergency Management Agency develop and execute emergency preparedness plans. In conjunction with this mandate, it is the goal of the Readiness and Emergency Management for Schools (REMS) grant to implement an Infectious Disease Plan by January 31, 2011, in accordance with policies set forth by the Pennsylvania Department of Health (DOH) and Center for Disease Control and Prevention (CDCP).

As part of the Bethlehem Area School District's Emergency Operations Plan, the Infectious Disease Plan is to be adopted to maintain effective infection control procedures to prevent and mitigate outbreaks that may occur within the Bethlehem Area School District. The plan is designed to comply with all applicable federal and Commonwealth of Pennsylvania laws and regulations and provide the policies and procedures to be followed prior to and during a pandemic event. The plan supersedes all previously developed Infectious Disease Plans and coincides with the Pandemic Influenza Plan dated April 2008.

The Infectious Disease Plan was reviewed at the November 8, 2010, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the Bethlehem Area School District Infectious Disease Plan in compliance with the regulations and recommendations set forth by the Pennsylvania Emergency Management Services Code, Pennsylvania Department of Health (DOH), and Center for Disease Control and Prevention (CDCP).

3. *Approval of High School Program of Studies*

INFORMATION:

At the Board Curriculum Committee on October 11, 2010, the administration reviewed proposed course additions, changes, and deletions to the Program of Studies with the Board. Both high schools worked on aligning core courses, increasing course rigor, creating additional AP courses addressing additional supports for students, and eliminating some courses because of redundancy.

Upon review of that information from the October Board Curriculum Committee Meeting, the Program of Studies was finalized and brought back to the Board at the November 8, 2010, Board Curriculum Meeting. After discussion with the Board, a consensus was given that the Program of Studies could be placed on the Board Agenda for November 15, 2010, for Board action.

RECOMMENDATION:

That the Board of School Directors approves the 2011-2012 Program of Studies for Freedom and Liberty High Schools.

4. ***Approval of Club Sport – Freedom High School Boys and Girls Junior Varsity Lacrosse through the Freedom Lacrosse Club of Bethlehem***

INFORMATION:

The sport of Lacrosse has showed increased popularity both locally and across the nation. The Freedom Lacrosse Club of Bethlehem is requesting the Board of School Directors approve, as a Club Sport, boys and girls Junior Varsity Lacrosse teams beginning in the spring of 2011. The Board received all necessary documentation at the November 8, 2010, Board Curriculum Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the Club Sport of Lacrosse at Freedom High School at the Junior Varsity level for boys and girls beginning in the spring of 2011 through the Freedom Lacrosse Club of Bethlehem.

5. *Student Discipline – #1004420 and #1009913 – Adjudications*

INFORMATION:

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

RECOMMENDATION:

That the Board of School Directors adopts the proposed adjudications relating to Student Numbers 1004420 and 1009913.

6. *Student Discipline – #1001785 and #1007328 – Petitions*

INFORMATION:

The Board of School Directors of the Bethlehem Area School District has received and reviewed the following petitions to return from expulsion from two students.

RECOMMENDATION:

That the Board of School Directors adopts the petitions relating to Student Numbers 1001785 and 1007328.

7. *Student Discipline – #0961826, #0971331, and #1000810 – Waivers*

INFORMATION:

The Board of School Directors of the Bethlehem Area School District has received and reviewed the following Waiver 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 0961826, 0971331, and 1000810.

8. *Keystone Stars Quality Improvement Grants***INFORMATION:**

Keystone STARS is Pennsylvania's program to improve the quality of early learning. It is a voluntary program that recognizes Department of Public Welfare (DPW) regulated child-care providers who exceed state health and safety certification requirements. It has a quality rating system beginning with the Start with STARS level and progressing through a STAR One, Two, Three, or Four designations. Each STAR designation has its own research-based performance standards or benchmarks that are linked to improving outcomes for children.

RECOMMENDATION:

That the administration be authorized to submit 2010-2011 school year support applications for the following child-care centers:

• Asa Packer Child Care Center – Star 2	\$4,725
• Clearview Child Care Center – Star 2	6,300
• Donegan Child Care Center – Star 2	6,300
• Fountain Hill Child Care Center – Star 2	3,150
• Governor Wolf Child Care Center – Star 2	12,600
• Hanover Child Care Center – Star 2	Not Eligible
• Marvine Child Care Center – Star 2	3,150
• Miller Heights Child Care Center – Star 2	4,725
• Spring Garden Child Care Center – Star 2	4,725
• William Penn Child Care Center – Star 2	6,300

9. *Conference/Staff Trip Attendance***RECOMMENDATION:**

That the following Conference/Staff Trips be approved:

December 5-8, 2010

2010 Standards Aligned System Institute: Bridging Research and Practice

Hershey, Pennsylvania

\$557.90

Federal/PA PACT Grant

January 4-6, 2011

Non-Violent Crisis Intervention Re-Certification

Philadelphia, Pennsylvania

2,152.76

Federal/IDEIA Stimulus

January 23-26, 2011

Pennsylvania Title I Improving School Performance Conference

State College, Pennsylvania

967.16

Federal/Title 1

March 10-13, 2011

2011 Professional Development Schools National Conference

New Orleans, Louisiana

1,592.52

Federal/PA PACT Grant

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

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

November 5-6, 2010

(2 Freedom High School Students)

(10 Liberty High School Students)

PIAA State Cross Country Meet

Hershey, Pennsylvania

\$1,059.80

Athletics

January 13-15, 2011

(1 Liberty High School Student)

PMEA District 10 Chorus Festival

Easton, Pennsylvania

280.00

General

11. *Resignations*

RECOMMENDATION:

Instructional

1. NAME: **Schweisgut, David**
ASSIGNMENT: Nitschmann/Northeast, Industrial Arts Teacher
REASON: Retirement
EFFECTIVE: January 22, 2011
2. NAME: **Supon, Patricia**
ASSIGNMENT: Governor Wolf, Grade 4 Teacher
REASON: Retirement
EFFECTIVE: December 24, 2010

Noninstructional

1. NAME: **Rivera, Maria**
ASSIGNMENT: Nitschmann, General Kitchen Help
REASON: Personal
EFFECTIVE: June 4, 2010

Miscellaneous

1. NAME: **Goldberg, Stefanie**
ASSIGNMENT: East Hills, Assistant Softball Coach
REASON: Personal
EFFECTIVE: October 27, 2010
2. NAME: **Reinhart, Richard**
ASSIGNMENT: Freedom, Assistant Softball Coach
REASON: Personal
EFFECTIVE: November 1, 2010

12. *Leaves of Absence***RECOMMENDATION:*****Administrative***

1. NAME: **DeNofa, Holly**
ASSIGNMENT: Broughal, Assistant Principal
REASON: Family Medical Leave of Absence
EFFECTIVE: October 26, 2010, until the end of the day on
November 10, 2010

Instructional

1. NAME: **Buchanan, Karen**
ASSIGNMENT: Northeast, English Teacher
REASON: Family Medical/Childrearing Leave of Absence
EFFECTIVE: Family Medical Leave of Absence to begin
November 16, 2010, until the end of the day on
February 25, 2011
Childrearing Leave of Absence to begin
February 26, 2011, until the end of day on
March 31, 2011
2. NAME: **DeNofa, William**
ASSIGNMENT: Freedom, Social Studies Teacher
REASON: Family Medical Leave of Absence
EFFECTIVE: November 11, 2010, until the end of the day on
January 21, 2011
3. NAME: **Freeh, Anne**
ASSIGNMENT: Liberty, Spanish Teacher
REASON: Family Medical Leave of Absence
EFFECTIVE: November 1, 2010, intermittently, until the end of
the day on November 1, 2011
4. NAME: **Gonzalez, Alisa**
ASSIGNMENT: Spring Garden, Grade 1 Teacher
REASON: Childrearing Leave of Absence
EFFECTIVE: November 19, 2010, until the end of the 2010-2011
school year

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

- | | | |
|----|---|---|
| 5. | NAME:
ASSIGNMENT:
REASON:
EFFECTIVE: | Houser, Melanie
Broughal, Guidance Counselor
Family Medical Leave of Absence
Family Medical Leave of Absence to begin
December 14, 2010, until the end of the day on
March 21, 2011
Childrearing Leave of Absence to begin
March 22, 2011, until the end of the 2010-2011
school year |
| 6. | NAME:
ASSIGNMENT:
REASON:
EFFECTIVE: | Leposa, Jane
Calypso, Music Teacher
Sabbatical Leave of Absence
January 24, 2011, until the end of the 2010-2011
school year |
| 7. | NAME:
ASSIGNMENT:
REASON:
EFFECTIVE: | Noller, Kerrin
Farmersville, School Psychologist
Family Medical/Childrearing Leave of Absence
Family Medical Leave of Absence to begin
November 29, 2010, until the end of the day on
March 3, 2011
Childrearing Leave of Absence to begin
March 4, 2011, until the end of the 2010-2011
school year |
| 8. | NAME:
ASSIGNMENT:
REASON:
EFFECTIVE: | Pretopapa, Alesha
Freedom, Special Education Teacher
Family Medical Leave of Absence
November 8, 2010, until the end of the day on
February 11, 2011 |

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

- | | | |
|-----|-------------|---|
| 9. | NAME: | Sage, Laurie |
| | ASSIGNMENT: | Freedom, English Teacher |
| | REASON: | Family Medical/Childrearing Leave of Absence |
| | EFFECTIVE: | Family Medical Leave of Absence to begin
November 16, 2010, until the end of the day on
February 24, 2011
Childrearing Leave of Absence to begin
February 25, 2011, until the end of the 2010-2011
school year |
| | | |
| 10. | NAME: | Solomon, Angela |
| | ASSIGNMENT: | Freedom, French/German Teacher |
| | REASON: | Sabbatical Leave of Absence |
| | EFFECTIVE: | January 24, 2011, until the end of the 2010-2011
school year |
| | | |
| 11. | NAME: | Terry, Megan |
| | ASSIGNMENT: | Fountain Hill, Grade 1 Teacher |
| | REASON: | Family Medical/Childrearing Leave of Absence |
| | EFFECTIVE: | Family Medical Leave of Absence to begin
December 2, 2010, until the end of the day on
March 8, 2011
Childrearing Leave of Absence to begin
March 9, 2011, until the end of the 2010-2011
school year |

Noninstructional

- | | | |
|----|-------------|---|
| 1. | NAME: | Haldaman, Judith |
| | ASSIGNMENT: | Freedom/Liberty, General Kitchen Help |
| | REASON: | General Leave of Absence |
| | EFFECTIVE: | October 27, 2010, until the end of the 2010-2011
school year |

12. *Leaves of Absence***RECOMMENDATION:*****Noninstructional (continued)***

- | | | |
|----|---|---|
| 2. | NAME:
ASSIGNMENT:
REASON:
EFFECTIVE: | Lewis, Debra
Donegan, Teacher Assistant
General Leave of Absence
November 1, 2010, until the end of the 2010-2011
school year |
| 3. | NAME:
ASSIGNMENT:
REASON:
EFFECTIVE: | Miller, Christine
Freedom, Cook
Family Medical Leave of Absence
November 1, 2010, intermittently, until the end of
the day on November 1, 2011 |
| 4. | NAME:
ASSIGNMENT:
REASON:
EFFECTIVE: | Montoro, Jeanette
East Hills, General Kitchen Help
Family Medical Leave of Absence
November 1, 2010, until the end of the day on
February 8, 2011 |
| 5. | NAME:
ASSIGNMENT:
REASON:
EFFECTIVE: | Yildiran, Catherine
Nitschmann, Teacher Assistant
Family Medical Leave of Absence, extended
October 29, 2010, until the end of the day on
January 25, 2011 |

13. *Nominations for Appointment***RECOMMENDATION:*****Instructional***

1. NAME: **Clymer, Jill**
 ADDRESS: Bethlehem
 COLLEGE, DEGREE: Pennsylvania State University, B.S.
 ASSIGNMENT: Asa Packer, Grade 3 Teacher
 STATUS: Temporary Professional Employee
 SALARY: \$41,400, prorated (Bachelor's, Step 1)
 EFFECTIVE: November 16, 2010

2. NAME: **Di Carlo, Darlene**
 ADDRESS: Bethlehem
 COLLEGE, DEGREE: University of Scranton, B.S.
 ASSIGNMENT: Freedom, (.4) Spanish Teacher
 Liberty, (.6) Spanish Teacher
 EXPERIENCE: 2 years, Pennsylvania
 STATUS: (.4) Long-term Substitute
 (.6) Temporary Professional Employee
 SALARY: \$42,013, prorated (Bachelor's, Step 3)
 EFFECTIVE: November 16, 2010, with the Long-term Substitute
 position terminating at the end of the first semester of
 the 2010-2011 school year

3. NAME: **Torres, Andrea**
 ADDRESS: Northampton
 COLLEGE, DEGREE: DeSales University, B.S.
 ASSIGNMENT: Northeast, (.6) Gifted Teacher
 STATUS: Temporary Professional Employee
 SALARY: \$24,840, prorated (Bachelor's, Step 1)
 EFFECTIVE: November 16, 2010

4. NAME: **Tully, Margaret**
 ADDRESS: Bethlehem
 COLLEGE, DEGREE: Pennsylvania State University, B.S.
 ASSIGNMENT: Nitschmannn, (.5)/Northeast, (.5) Family and Consumer
 Science Teacher
 STATUS: Temporary Professional Employee
 SALARY: \$41,400, prorated (Bachelor's, Step 1)
 EFFECTIVE: November 16, 2010

13. *Nominations for Appointment***RECOMMENDATION:*****Noninstructional***

1. NAME: **DeLong, Sallie**
ADDRESS: Slatington
ASSIGNMENT: Data Coordinator
SALARY: \$47,671, prorated (Noninstructional Meet and Discuss, Category E, Step 5, to be adjusted upon completion of bargaining agreement)
EFFECTIVE: December 6, 2010
2. NAME: **Longo, Barbara**
ADDRESS: Bethlehem
ASSIGNMENT: Farmersville, (.5) 0-3 Secretary/Clerk, 10 months
SALARY: \$14.01 per hour
EFFECTIVE: November 16, 2010
3. NAME: **Zasik, Rita**
ADDRESS: Bethlehem
ASSIGNMENT: District-wide, (.8) Health Assistant
SALARY: \$14.78 per hour
EFFECTIVE: November 16, 2010

Miscellaneous

1. **Coaches**
East Hills Middle School
Girls Basketball
Assistant Coach (.5) **Doseldo, William** New \$1,039.00
Assistant Coach (.5) **Nork, Amy** New 1,039.00

Liberty High School
Boys Basketball
Assistant Coach (.5) **McCauley, Justin** New 2,078.00
2. **Extracurricular Activity Advisors**
Donegan Elementary School
Band and Orchestra **Lerch, Keegan** 330.00
Multicultural Dance and Song **Mendoza, Mara** 330.00

13. *Nominations for Appointment***RECOMMENDATION:*****Noninstructional (continued)*****2. Extracurricular Activity Advisors (continued)*****Freedom High School***

Bible Club Rescind September 2010 Appointment of Michael Dunstan

Appoint Jones, Christopher \$366.00**3. Support Teacher Induction Program****Inductee****School****Support Teacher****Rasich, Jaclyn**

Freedom

Lechner, Cathy**Curti, Jennifer**

Liberty

Hujsa, Bridget

SUPPORT TEACHER STIPEND: \$620.00

4. Transportation***Part-time Bus Drivers*****Bednarik, Joseph****Jones, Jonathan****Perno, Joseph**

SALARY: \$16.18 per hour

5. Maintenance Department***Additional administrative duties during the extended absence of the Director
Facilities and Operations.*****Behers, Ann Marie**

STIPEND: \$1,000.00 per month effective immediately

Substitutes***Instructional*****Beisel, Tammy****Di Carlo, Darlene****Fatzinger, Karen****Fritchman, Christopher****Gualano, Stephen****Haring, Dorothy****Hinkle, Valorie****Kramer, Patricia****Marotta, Gina****Martini, Deborah****Peipher, Dawn****Petraglia, Wendy****Schwartz, Joseph****Spencer-Johnson, Quanesha****Watkins, Teri****Willauer, Donald*****Noninstructional*****Chandler, Barbara****Lastres, Melissa****Longo, Barbara****Pors, Daniel**

14. Reassignments**RECOMMENDATION:*****Instructional***

1. NAME: **Cleffi, Jessica**
FROM: Liberty, (.5) Special Education, Emotional Support Teacher
TO: Liberty, 1.0 Special Education, Emotional Support Teacher
SALARY: \$41,708, prorated (Bachelor's, Step 2)
REASON: Successful Candidate
EFFECTIVE: January 24, 2011

Noninstructional

1. NAME: **Kozelnicky, Christine**
FROM: Child Care, Assistant Center Supervisor, 3 hours daily, 12 months
TO: Child Care, Assistant Center Supervisor, 3 hours daily, 12 months
Child Care, Assistant Center Supervisor, 2 hours daily, 10 months
SALARY: \$11.66 per hour
REASON: Successful Candidate
EFFECTIVE: November 16, 2010
2. NAME: **Nelms, Samuel**
FROM: Miller Heights, (.5) Supplemental Custodian
TO: Broughal, 1.0 Supplemental Custodian
SALARY: \$9.00 per hour
REASON: Successful Candidate
EFFECTIVE: November 16, 2010

15. *Salary Allowances for Additional Credits Under the Incentive Program***INFORMATION:**

In accordance with Article XV, “Advancement to Higher Classification,” of the Collective Bargaining Agreement between the Board of School Directors and the Bethlehem Education Association, the following teachers are certified by the Superintendent of Schools as having met all requirements for incentive increments as listed.

Salary adjustments will be in accordance with the Base Step Salary Schedule of the Collective Bargaining Agreement for all categories listed as approved by the Board of School Directors for the 2010-2011 school year.

RECOMMENDATION:

That the administration be authorized to place the following employees on the appropriate salary lane in accordance with the Collective Bargaining Agreement effective September 1, 2010:

Bachelor’s +15

Latham, Laurie – SPARK

Master’s +15

Knowles, Jessica – Freedom High School

Master’s +45

Skripek, Lori – District-Wide Guidance

16. *Revision to Board Policy Number 005 – Organizations – Third Reading*

INFORMATION:

Attached is the revised Board Policy Number 005 - Organizations with a revision made on Page 2, Section 4a, paragraph two. The board reviewed this change at the October 11, 2010, and November 1, 2010, Board Human Resources Committee Meetings.

RECOMMENDATION:

That the Board of School Directors approves the attached revision made to Board Policy Number 005 – Organizations.

SECTION: LOCAL BOARD PROCEDURES

TITLE: ORGANIZATION

ADOPTED: November 15, 2004

REVISED:

BETHLEHEM AREA SCHOOL DISTRICT

1st reading October 11, 20102nd reading November 1, 20103rd reading November 15, 2010

	005. ORGANIZATION
	Section 1. <u>Organization Meeting</u>
SC 401, 404, 421	The Board members shall meet and organize annually during the first week of December. Notice of the time and place of the organization meeting shall be given to all Board members by mail at least five (5) days before the proposed meeting by the Board Secretary. The organization meeting shall be a regular meeting.
	Section 2. <u>Order</u>
SC 426	The organization meeting shall be called to order by the past President, who shall preside over the election of a temporary President from among the hold-over Board members. The Board Secretary shall be secretary of the meeting. In an election year, the certificates of election or appointment of all new Board members shall be read, and a list shall be prepared of the legally elected or appointed and qualified Board members.
SC 402	The temporary President may administer the oath or affirmation of office to those Board members who have not previously taken and subscribed to the same.
	Section 3. <u>Officers</u>
	Election of officers shall be by a majority vote of those present and voting. Where no such majority is achieved on the first ballot, a second ballot shall be cast for the two (2) candidates who received the greatest number of votes.
SC 404	a. The school directors shall annually, during the first week of December, elect from their members a President and Vice-President who shall serve for one (1) year.

SC 404	b. The school directors shall annually, during the month of May, elect a Treasurer who shall serve for one (1) year beginning the first day of July after such election. The Treasurer may be a corporation duly qualified and legally authorized to transact a fiduciary business in the Commonwealth, and shall not be a member of the Board.
SC 436, 438 Pol. 811	The Treasurer shall not enter upon his/her duties until furnishing bond in accordance with law and with Board approval. The Treasurer shall be compensated in the manner and at the rate determined by the Board.
SC 404	c. The school directors shall, during the month of May in every fourth year, elect a Secretary who shall serve a term of four (4) years beginning the first day of July following such election, and shall not be a member of the Board.
SC 431, 432 Pol. 811	The Secretary shall not enter upon his/her duties until furnishing bond in accordance with law and with Board approval. The Secretary shall be compensated in the manner and at the rate determined by the Board.
	Vacancies in any office shall be filled by Board action, and such appointed officers shall serve for the remainder of the unexpired term.
SC 404	The same school director may not hold more than one (1) office of the Board. No commissioned officer or professional employee of the Board shall serve, temporarily or permanently, as an officer of the Board.
Pol. 006	Officers of the Board may be removed from office for incompetency, intemperance, neglect of duty, violation of the school laws of the Commonwealth, or other improper conduct, provided that the officer charged shall have been given due notice of the reasons and an opportunity for a hearing. Removal shall be approved by the affirmative vote of a majority of the full number of school directors.
	Section 4. <u>Duties</u>
	a. President
SC 426, 427	The Board President shall perform such duties as are imposed by law and Board Procedures.
	The President shall appoint, except in such cases where the School Code provides otherwise, all committees, all committee chairpersons , all representatives on the Intermediate Unit Board, and the Joint Vocational Education Board, unless the Board shall decide otherwise.

	At the reorganization meeting in December or any subsequent meeting, should no regular Board member be available to serve, the President shall recommend for Board approval, the appointment of non-board members who are residents of the Bethlehem Area School District to fill vacancies in the district's representation on the Bethlehem Area Vocational-Technical School Authority. b. Vice-President SC 428 The Vice-President of the Board shall perform such duties as are imposed upon by law and Board procedures. c. Treasurer SC 439, 440, 442 The Treasurer shall be responsible for the following: 1. Supervision and control of all financial activities. a) Records, checks, vouchers. b) All transactions with bank depositories. c) Invest idle funds. d) Writing of all checks. e) Keep up-to-date schedule of bonded indebtedness. f) Control and supervision of all business transacted by the delinquent tax office. Responsibility for the tax duplicate: real estate tax, interim tax. 2. Preparation of all bank financial statements to be submitted to the Board monthly. The Treasurer shall: 1. Serve as Treasurer to the district athletic funds, activities funds, all district cafeteria funds, and of any or all funds held by the district. 2. Be a member of the Sinking Fund Committee.
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SC 433	3. Represent the district in financial dealings with the city, county, state and federal authorities. 4. Perform various assignments as required by the Superintendent and the Director of Business Affairs. 5. In addition to the foregoing responsibilities, follow and adhere to the foregoing rules, regulations, and duties required of the Treasurer by the Pennsylvania School Code and the Board of Directors of the district. d. Board Secretary 1. Notify Board members of all regular, special and committee meetings. 2. Keep a correct and proper record of all the proceedings of the Board, and shall prepare such reports and keep such accounts as are required by the provisions of law. 3. Attest, in writing, the execution of all deeds, contracts, reports, and other instruments that are to be executed by the Board. 4. Furnish, whenever requested, any and all reports concerning the school affairs of the district, on such form and in such manner as the state may require. 5. Be the custodian of all the records, office property, and official seal of the school district, and at the expiration of the term shall turn the same over to a successor.
SC 508, 683 SC 1410 SC 1410	Section 5. <u>Appointments</u> The Board shall have the authority to appoint: a. A tax collector, where a tax collector is not elected to collect taxes, there is a vacancy, or an elected tax collector refuses to qualify. b. School physician(s). c. School dentist(s).

SC 324, 406	d. Solicitor. The solicitor shall perform such duties as are imposed by the School Code, the procedures of the Board, and the retainer agreement entered into between the solicitor and the Board. The solicitor shall represent the district in all proceedings at law or in equity to which it may be a party. The solicitor shall also render, upon request of the Board members and Superintendent, opinions upon any legal questions which may arise. The solicitor shall attend all regular meetings of the Board and, upon request, shall attend special Board meetings and committee meetings.
SC 2401	e. Independent auditor. The independent auditor shall: 1. Examine the balance sheet of the school district at the end of the fiscal year and the related statements of transactions in the various funds for the fiscal year then ended. 2. Conduct such examination in accordance with generally accepted auditing standards and to include such tests of the accounting records and such other auditing procedures as are necessary in the circumstances. 3. Render an opinion on the financial statements prepared at the close of the fiscal year. 4. Prepare such financial statements for publication as may be required by law. 5. Make such recommendations to the Board concerning its accounting records, procedures, and related activities as may appear necessary or desirable. 6. Perform such other related services as may be requested by the Board.
SC 516	f. Delegates to a state convention or association of school directors.
SC 406, 1089	g. Assistants, clerks and other employees the Board deems necessary.

65 P.S. 703, 709 Pol. 006 School Code 106, 324, 401, 402, 404, 405, 406, 421, 426, 434, 436, 438, 508, 514, 516, 621, 683, 1089, 1410, 2401 Board Policy 006, 811	Any special committee formally created by the Board shall have the authority to discuss all matters related to the purposes for which the committee was appointed and recommend appropriate action for Board consideration and approval. All findings and recommendations of each special committee shall be presented to the Board, in writing, with the agenda. b. Committee Procedures The chairperson of any committee may call a meeting at any time or shall call such meeting upon the request of the committee members. The chairperson shall direct the Board Secretary to notify the members in accordance with Board policy. Only matters related to the stated purpose of the meeting shall be considered.
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17. *Revisions to Board Policy Number 006 – Meetings – Third Reading*

INFORMATION:

Attached is the revised Board Policy Number 006 - Meetings with the revisions in bold and items deleted are struck through on Page 11, Section 13, Letters c and e. The board reviewed these changes at the October 11, 2010, and November 1, 2010, Board Human Resources Committee Meetings.

RECOMMENDATION:

That the Board of School Directors approves the attached revisions made to Board Policy Number 006 – Meetings.

SECTION: LOCAL BOARD PROCEDURES

TITLE: MEETINGS

ADOPTED: November 15, 2004

REVISED: February 22, 2010

BETHLEHEM AREA SCHOOL DISTRICT

1st reading October 11, 2010

2nd reading November 1, 20103rd reading November 15, 2010

SC 407 65 Pa. C.S.A. Sec. 701 et seq	006. MEETINGS Section 1. <u>Parliamentary Authority</u> Cushing's Manual, Robert's Rules of Order or other approved manuals shall be the authority on all questions of parliamentary law not covered by the bylaws of the Board: a. The President may speak on all points of order in preference to other members of the Board and shall decide questions of order, subject to an appeal to the Board by any two (2) members. b. A motion must be seconded and, when required, repeated by the President or read aloud before it is debated; every motion must be reduced to writing if the President or any member of the Board shall so require. c. Any member who has made a motion shall have liberty to withdraw it with the consent of the seconder. d. The consideration of any question may be postponed to a fixed time or the question may be suppressed altogether by an indefinite postponement. e. A motion once voted down shall not be renewed at the same meeting without the consent of the number of members required for adoption. f. An amendment may be moved on any motion and shall be decided before the original motion; but not more than one (1) amendment to an amendment shall be entertained. g. If a motion under debate is composed of two (2) or more parts, which are so far independent of each other as to be susceptible of division into several questions, any two (2) members may have it divided and a vote taken on each part.
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SC 508	h. When any item for discussion is properly brought before the Board, consideration of the same shall not be interrupted except by motion for adjournment, for tabling, for the previous question, for postponement, for commitment or for amendment. i. A motion for adjournment shall always be in order and shall be decided without debate except that it cannot be entertained without unanimous consent when the Board is voting on another question. j. The question cannot be moved by less than a majority of the members present, and when thus called, all debates shall be precluded. The call for the previous questions shall not cut off any pending amendment, but the vote shall be taken without debate on the amendments in their order and finally on the question. k. A motion for postponement shall preclude commitment, and motion for commitment shall preclude amendment or decision on the original subject. l. A motion for reconsideration shall be entertained when made and seconded by members who were in the majority on the vote on the original question. m. If the previous question is decided in the negative, the effect shall be to arrest the discussion and produce indefinite postponement. n. No member shall be interrupted when speaking unless they are out of order, or for purposes of correcting mistakes and misrepresentations. o. No member in the course of debate shall be allowed to indulge in personal reflections. p. If any member acts in any respect in a disorderly manner, it shall be the privilege of any member and the duty of the President to call that member to order. q. If any member shall consider themselves aggrieved by a decision of the chair, it shall be their privilege to appeal to the Board and a vote on such appeal shall be taken without debate. r. When the taking of a vote has commenced, no further remarks or debates shall be permitted, unless some evident mistake has been made, in which case the mistake shall be rectified and the taking of the vote shall then be continued. A majority vote of those members present and voting shall prevail, except in those subjects enumerated in law requiring a majority of all members of the Board.
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	s. Any two (2) members may require the recording of the yeas and nays on any subject or question, irrespective of whether the subject matter under discussion be such as shall require the recording of the yeas and nays under the provisions of the School Code. t. The first person recognized by the President as desiring to speak shall have the right to the floor. u. To allow ample time for full consideration before Board meetings, any new proposals by Board members at meetings shall be laid on the table or deferred until the next regular or special meeting unless it is clearly shown that immediate action on the proposal is essential.
SC 422	Section 2. <u>Quorum</u> A quorum shall be five (5) Board members present at a meeting. No business shall be transacted at a meeting without a quorum, but the Board members present at such a meeting may adjourn to another time.
SC 405, 426, 427, 428	Section 3. <u>Presiding Officer</u> The President shall preside at all Board meetings. In the absence, disability or disqualification of the President, the Vice-President shall act instead. If neither person is present, a Board member shall be elected President pro tempore by a plurality of those present to preside at that meeting only. The act of any person so designated shall be legal and binding.
65 Pa. C.S.A. Sec. 703, 709	Section 4. <u>Notice</u> Notice of all open public Board meetings, including committee meetings and discussion sessions, shall be given by publication of the date, place, and time of such meetings in the newspaper(s) of general circulation designated by the Board and the posting of such notice at the administrative offices of the Board.
65 Pa. C.S.A. Sec. 703, 709	a. Notice of regular meetings shall be given by publication and posting of a schedule showing the date, place and time of all regular meetings for the fiscal year at least three (3) days prior to the time of the first regular meeting.
65 Pa. C.S.A. Sec. 703, 709	b. Notice of all special meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting, except that such notice shall be waived when a special meeting is called to deal with an actual emergency involving a clear and present danger to life or property.

65 Pa. C.S.A. Sec. 703, 709	c. Notice of all rescheduled meetings shall be given by publication and posting of notice at least twenty-four (24) hours prior to the time of the meeting.
65 Pa. C.S.A. Sec. 703	d. Notice of all recessed or reconvened meetings shall be given by posting a notice of the place, date and time of meeting and sending copies of such notice to interested parties.
65 Pa. C.S.A. Sec. 709	e. Notice of all public meetings shall be given to any newspaper(s) circulating in Northampton County and a radio or television station which so requests. Notice of all public meetings shall be given to any individual who so requests and provides a stamped, addressed envelope for such notification.
SC 423	Notice of all regular and special Board meetings shall be given to Board members prior to the time of the meeting.
	Section 5. <u>Regular Meetings</u>
SC 421 65 Pa. C.S.A. Sec. 701 et seq	Regular Board meetings shall be public and shall be held at least once every two (2) months. All regular meetings of the Board shall be held in the auditorium at the East Hills Middle School, 2005 Chester Road, Bethlehem, Pennsylvania, or at such other place or places as the Board may from time to time determine. The stated time for all regular meetings shall be the third Monday of each month at 7:00 p.m. or at the call of the President with prior notice to each member and the press. The meeting for organization in December will be held at the call of the Board during the first week in December. No business shall be transacted at this meeting other than reorganization. Board members may request that verbatim comments be included in the written minutes. a. Agenda It shall be the responsibility of the Superintendent, in cooperation with the Board President, to prepare an agenda of the items of business to come before the Board at each regular meeting.

65 Pa. C.S.A. Sec. 701 et seq SC 426	The agenda for the regular meeting is hand-delivered to Board members, BEA officials (3), custodial/maintenance personnel (1), teacher aides (1), cafeteria personnel (1), and the press on the Friday preceding the Board meeting. Copies are also distributed to key administrative personnel and to each elementary and secondary school faculty room prior to the meeting. b. Order Of Business The order of business for regular meetings shall be as follows, unless altered by the President or a majority of those present and voting: - Roll Call - Pledge of Allegiance - Silent Meditation - Instructional Report or Student Recognition - Courtesy of Floor to Visitors - Reports of Student Representatives - Approval of Minutes - Approval of Committee Minutes - Financial Report/Payment of Bills - President's Communication/Special Meetings - Superintendent's Report/Federal Program Update - Unfinished Business - Recommendations of Administration - Reports of Committees - New and Miscellaneous Business - Courtesy of the Floor to Visitors - Adjournment Regular meetings will contain a pre and post Courtesy of the Floor. The first Courtesy of the Floor will pertain to matters on the Regular Board Agenda. The second Courtesy of the Floor will deal with matters pertaining to school district business. Section 6. <u>Special Meetings</u> Special meetings shall be public and may be called for special or general purposes. The President may call a special meeting at any time. Upon the President's failure or refusal to call a special meeting, such meeting may be called at any time by a majority of the Board members.
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65 Pa. C.S.A. Sec. 701 et seq Pol. 903 SC 324	No business shall be transacted at any special meetings except that named in the call sent to the members for such special meetings; provided, that special meetings may be called for general purposes. All special meetings of the Board shall be at a place to be determined and advertized. The following shall be the order of business: - Roll Call - Pledge of Allegiance - Silent Meditation - Courtesy of Floor to Visitors - Approval of Minutes/Regular and Committee - President's Communication/Special Meetings - Superintendent's Report - Unfinished Business - Recommendations of Administration - New and Miscellaneous Business - Courtesy of the Floor to Visitors - Adjournment Section 7. <u>Hearing Of The Public</u> A member of the public present at a Board meeting may address the Board in accordance with law and Board policy and procedures. Section 8. <u>Voting</u> All motions shall require for adoption a majority vote of those Board members present and voting, except as provided by statute or Board procedures. All votes on motions and resolutions shall be by voice vote unless an oral roll call vote is requested by the President or another Board member. a. The following actions require the unanimous consent of all the remaining members of the Board: 1. Appoint as attorney or solicitor for the Board a school director who has served for two (2) consecutive terms of four (4) years each after resigning office.
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	2. Appoint as Secretary to the Board of a district of the second class a school director who has resigned his/her office. b. The following actions require the recorded affirmative votes of two-thirds of the full number of Board members:
SC 609, 687	1. Transfer of budgeted funds.
SC 687	2. Transfer of any unencumbered balance, or portion thereof, from one appropriation to another, or from one spending agency to another.
SC 634	3. Incur a temporary debt or borrow money upon such obligation.
SC 687	4. Incur a temporary debt to meet an emergency or catastrophe.
SC 324	5. Elect to a teaching position a person who has served as a Board member and who has resigned.
SC 707	6. Convey land or buildings to the municipality co-terminus with the school district.
SC 803	7. Adopt or change textbooks without the recommendation of the Superintendent.
SC 1129	8. Dismiss, after a hearing, a tenured professional employee.
SC 671	9. Fix the fiscal year to begin on the first day of January.
	c. The following actions require the recorded affirmative votes of a majority of the full number of Board members:
SC 508	1. Fixing the length of school term.
SC 508 Pol. 108	2. Adopting textbooks recommended by the Superintendent.
SC 508, 1071, 1076	3. Appointing the district Superintendent and Assistant Superintendent(s).
Pol. 508	4. Appointing teachers and principals.
SC 508 Pol. 604	5. Adopting the annual budget.

SC 508 Pol. 005, 606	6. Appointing tax collectors and other appointees.
SC 508 Pol. 605	7. Levying and assessing taxes.
SC 508	8. Purchasing, selling, or condemning land.
SC 508	9. Locating new buildings or changing the location of old ones.
SC 508 Pol. 107	10. Adopting planned instruction.
SC 508	11. Establishing additional schools or departments.
SC 508, 621	12. Designating depositories for school funds.
	13. Expending district funds.
SC 508 Pol. 610	14. Entering into contracts of any kind, including contracts for the purchase of fuel or any supplies where the amount involved exceeds \$100 (including items subject to \$10,000 bid requirements).
SC 508	15. Fixing salaries or compensation of officers, teachers, or other appointees of the Board.
SC 224	16. Combining or reorganizing into a larger school district.
SC 508	17. Entering into contracts with and making appropriations to the intermediate unit for the district's proportionate share of the cost of services provided or to be provided by the intermediate unit.
SC 508, 514, 1080	18. Dismissing, after a hearing, a nontenured employee.
SC 212	19. Adopting a corporate seal for the district.
SC 702	20. Determining the location and amount of any real estate required by the school district for school purposes.
SC 708	21. Vacating and abandoning property to which the Board has title.

SC 1503	22. Determining the holidays, other than those provided by statute, to be observed by special exercises and those on which the schools shall be closed for the whole day.
Pol. 004	23. Removing a school director.
Pol. 004	24. Declaring that a vacancy exists on the Board by reason of the failure or neglect of a school director to qualify.
Pol. 005	25. Removing an officer of the Board.
Pol. 005	26. Removing an appointee of the Board.
Pol. 003	27. Adopting, amending or repealing Board policy or procedure.
	Section 9. <u>Minutes</u>
SC 518 65 Pa. C.S.A. Sec. 706	The Board shall cause to be made, and shall retain as a permanent record of the district, minutes of all open Board meetings and Board committee meetings. Said minutes shall be comprehensible and complete and shall show: a. The date, place, and time of the meeting. b. The names of Board members present. c. The presiding officer. d. The substance of all official actions. e. Actions taken.
65 Pa. C.S.A. Sec. 705	f. Recorded votes and a record by individual members of all roll call votes taken. g. The names of all citizens who appeared officially and the subject of their testimony.
SC 407	The Board Secretary shall provide each Board member with a copy of the minutes of the last meeting prior to the next regular meeting.
SC 433	The minutes of Board meetings shall be approved within two (2) months and signed by the Board Secretary.

SC 407 Pol. 800, 801	All Board meetings are tape-recorded and the tapes are kept for two (2) years. The tapes are transcribed by the Board Secretary and reduced to minute form. Twenty (20) copies of the minutes are run and are distributed to Board members, the solicitor, the Superintendent, and other key administrative personnel. A copy of the permanent Minute Book is kept on file in the Office of the Board Secretary.
65 Pa. C.S.A. Sec. 703, 709 Pol. 006	Section 10. <u>Adjournment</u> The Board may at any time recess or adjourn to an adjourned meeting at a specified date and place, upon the majority vote of those present. The adjourned meeting shall take up its business at the point in the agenda where the motion to adjourn was acted upon. Notice of the rescheduled meeting shall be given as provided in Board policy.
65 Pa. C.S.A. Sec. 707, 708	Section 11. <u>Executive Session</u> The Board may hold an executive session, which is not an open meeting, before, during, at the conclusion of an open meeting, or at some other time. The presiding officer shall announce the reason for holding the executive session; the announcement can be made at the open meeting prior to or after the executive session. The Board may discuss the following matters in executive session: a. Employment issues. b. Labor relations. c. Purchase or lease of real estate. d. Consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation. e. Matters that must be conducted in private to protect a lawful privilege or confidentiality. Official actions based on discussions held in executive session shall be taken at a public meeting.
65 Pa. C.S.A. Sec. 701 et seq Pol. 006	Section 12. <u>Work Sessions</u> The Board may meet as a Committee of the Whole in an open meeting to vote on or to discuss issues. Public notice of such meetings shall be made.

65 Pa. C.S.A. Sec. 703, 709	A meeting of the Committee of the Whole, not regularly scheduled, may be called at any time by the President; the President shall call such a meeting when requested to do so by Board members. Public notice of the meeting shall be made in accordance with Pol. 006, 4.b. The Board Secretary shall provide notice of a meeting of the Committee of the Whole as per the notice provisions of Board procedures.
65 Pa. C.S.A. Sec. 703, 709 Pol. 006	Section 13. <u>Committee Meetings</u> a. Each committee will meet a minimum of one (1) evening a month to discuss specific issues and major initiatives in its respective area. The responsible cabinet member for each individual committee will serve as the district's liaison and will generate the agenda with dialogue with the Board chairperson prior to the meeting. The Board chairperson will facilitate the meeting. b. Committee meetings will contain a pre and post Courtesy of the Floor of ten (10) minutes each pertaining to agenda items and matters that may come before that committee.
65 Pa. C.S.A. Sec. 701 et seq	c. Minutes of each committee meeting will be prepared by the cabinet member working with the respective committee and distributed to the entire Board prior to the regular Board meeting. Board members who cannot attend the meeting can submit verbal or written questions to be answered and recorded on the committee minutes. ~~A majority of the total membership of a committee shall constitute a quorum of two (2) out of four (4).~~ d. The intent of these committee meetings is to fully discuss issues, formulate policy, and develop recommended proposals for action by the full Board. Committee meetings will be open to all Board members if they wish to participate in the discussions. Board members in attendance at committee meetings will, through consensus, place committee meeting agenda items on the regular Board meeting agenda. e. Unless held as an executive session, committee meetings shall be open to the public, ~~other Board members~~, and the Superintendent. A majority of the ~~committee~~ Board or the chairperson may invite ~~Board~~, employees, consultants, or other person who have special knowledge of the area under ~~investigation~~ discussion.

References:

School Code – 24 P.S. Sec. 212, 224, 324, 405, 407, 408, 421, 422, 423, 426, 427, 428, 433, 508, 514, 518, 609, 621, 634, 665, 671, 687, 702, 707, 708, 803, 1071, 1075, 1076, 1077, 1080, 1111, 1129, 1503

Sunshine Act – 65 Pa. C.S.A. Sec. 701 et seq.

Board Policy – 003, 004, 005, 006, 107, 108, 604, 605, 606, 610, 612, 801, 903

18. *Appointment of 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 realign the appointment of the required delegates. The appointed individuals have consented to re-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 effective with the date of this action:

1. Primary voting delegate: Stacy M. Gober
2. Alternate voting delegate: Anne M. Morton
3. Second Alternate delegate: Eugene McKeon

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

4. 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.

19. *Approval of Agreement with Berkheimer Outsourcing, Inc., to Prepare and Mail the Homestead Applications*

INFORMATION:

On September 3, 2004, Act 72 of 2004 the Homeowner Tax Relief Act became effective. Pursuant to this legislation and reaffirmed in Act 1, of 2006, the district is responsible for issuing annual mailings to all property owners in the district who have not yet applied for the homestead application. This annual mailing must be postmarked by December 30th of each year. The county must certify the names of those residents who have not yet filed to receive such mailings and they will then process the approvals/denials. As in past years, the County will coordinate this process to expedite the mailing, return and approval process of these homestead applications. They are working with Berkheimer Outsourcing, Inc., in Bangor, Pennsylvania, to process this information and would prefer that the Districts utilize Berkheimer to prepare and mail the letters/applications so as to allow for electronic uploading of the returned applications for processing. Due to the coordination associated with this mandate, it is in the best interest of all to cooperate with the county in this process. In 2009, the Bethlehem Area School District sent 4,415 applications which included the courtesy return envelope.

		<u>Unit Cost</u>	<u>Est Cost</u>	
Option A	Printing, mailing, forms and envelopes including return envelope	\$0.278	\$1,227.37	
Option B	Printing, mailing, forms and envelopes NO return envelope	\$0.247	\$1,090.51	(\$136.87) *

2009 BASD 4,415 applications mailed

*Est Cost return envelope

Postage costs for mailing charged in addition at cost.

RECOMMENDATION:

That the Board of School Directors approves the agreement with Berkheimer Outsourcing, Inc., to prepare and mail the homestead applications on behalf of the Bethlehem Area School District in accordance with Act 72 of 2004 and Act 1 of 2006 at a rate of \$0.278 each in accordance with the attached proposal.

Pricing for 2010 Act I Applications

SERVICE OPTIONS	UNIT COST
A. Printing, mailing, forms and envelopes: includes generic letter, pre-populated data on application (including SD name and property owner information), #9 single window return envelope and #10 double window outside envelope	\$.278
B. Printing, mailing, forms and envelopes: includes generic letter, pre-populated data on application (including SD name and property owner information) and #10 double window outside envelope	\$.247
C. Additional programming*, ***	\$125.00/hour

*Programming fees will apply if the county file layout is different than last year.

**Postage will be a direct pass through cost.

***Please note: the Act 1 application, letter and instructions are standard forms used among multiple school districts. By keeping the form standard for all, we are able to maintain our low cost pricing. Any changes to the form, letter and instructions will result in an additional programming fee and an increased per application fee.

20. *Colonial Intermediate Unit 20 Educational Services Agreement***INFORMATION:**

The district currently has a new temporary professional employee who must participate in the mandated induction program with an assigned mentor. Since the district does not currently employ a psychologist qualified to mentor this employee, it is recommended that the district contract with Colonial Intermediate Unit 20 to provide the appropriately qualified mentor for this employee.

RECOMMENDATION:

That the Board of School Directors approves the following Agreement with Colonial Intermediate Unit 20 for educational services for the 2010-2011 school year as follows:

Mentor Supervision for a Ph.D Psychologist to assist in the completion of educational requirements for the mandated induction program.	\$63/hr for 72 hrs not to exceed \$4,536
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21. *Engage PFM Asset Management to Perform GASB 53 Compliance Services*

INFORMATION:

Attached please find PFM Asset Management's engagement letter to perform the new GASB 53 Swap Reporting Requirements. In the past few years that PFM has been working with the District, Scott Shearer has handled all of the District Auditor requests regarding the swaps at no charge to the District. Effective with reporting years ending after July 2009, GASB has implemented the new set of standards and calculations whereby the swap values are no longer just a footnote; but, depending on the effectiveness testing, the swap values may need to flow through the balance sheet. This involves a very complex analysis that the swap department (PFM Asset Management) must prepare. The original fee they were proposing was \$10,500, which Mr. Shearer had requested to be at a discounted price due to their relationship with the District. This price is based on a standard fee of \$1,500 per swap transaction to be valued. They have honored a 50 percent fee reduction, which is reflected in the engagement letter. Mr. Shearer will continue to handle two of the three items from the auditor at no cost. As the District continues to terminate swaps and reduce this calculation, this fee will be reduced.

RECOMMENDATION:

That the administration be authorized to engage the services of PFM Asset Management to perform GASB 53 Compliance Services at a fee of \$5,000 in conjunction with the 2009-2010 audit requirements.



The PFM Group

Public Financial Management, Inc.
PFM Asset Management LLC
PFM Advisors

Two Logan Square
Suite 1600
18th & Arch Streets
Philadelphia, PA
19103-2770

215 567-6100
215 567-4180 fax
www.pfm.com

November 1, 2010

Stacy Gober
Assistant to the Superintendent for Finance and Administration
Bethlehem Area School District
1516 Sycamore Street
Bethlehem, PA 18017-6099

Re: GASB 53 Compliance Services

Dear Stacy,

This letter confirms the engagement of PFM Asset Management LLC ("PFMAM") by the Bethlehem Area School District (the "District") for the purpose of performing calculations relating to the valuation of certain interest rate exchange agreements, which may include swaps, swaptions, caps, floors, or other similar contracts. The calculations are to be performed with respect to all swap transactions in which the District is a party (each, a "Transaction").

To facilitate the preparation of the calculations and documents, the District will provide or cause to be provided to PFMAM all relevant data requested by PFMAM from time to time, with respect to each Transaction and the District's fiscal year end date (each a "Calculation Date"), and the District agrees to cooperate with all reasonable requests in connection herewith. PFMAM will rely on this information in preparing the calculations of the fair value for each Transaction. PFMAM may rely on market information services which are used generally by market-makers for pricing instruments similar to the Transactions, including information furnished by one or more brokers who engage in such transactions. The calculated fair value will be based upon available mid-market levels. The fair value is not an indication of a level where the District could enter into an actual Transaction, nor is it indicative of the level where the District could liquidate a Transaction. PFMAM shall not have any obligation to update any valuation calculated hereunder because of events occurring or data or information received subsequent to the Calculation Date.

As applicable and pursuant to the Statement No. 53 of the Governmental Accounting Standards Board, Accounting and Financial Reporting for Derivative Instruments (GASB 53), and Board issued guidance, to the extent deemed appropriate, PFMAM shall assess the transactions for effectiveness and hedge accounting. GASB 53 is effective for reporting periods beginning after June 15, 2009, and the District will comply with the statement with period beginning July 1, 2009. After the end of each reporting period, from and including June 30, 2010, the first Calculation Date, PFMAM shall deliver to the District an annual report with results on the assessments made pursuant to GASB 53 ("Annual GASB 53 Report"). PFMAM shall also be available to answer questions regarding the methods and results by either the District or its auditors.

PFMAM shall invoice the District on an annual basis a fee of \$5,000 for the Annual GASB 53 Report with a first Calculation Date of June 30, 2010. The first invoice shall be due upon delivery of the first report. In excess of seven (7) Transactions, PFMAM and the District may negotiate a new fee schedule acceptable to both parties. This engagement is terminable by either party hereto upon thirty (30) days' written notice to the other party.

The District acknowledges that it is engaging PFMAM hereunder only for those services specifically set forth in this letter agreement. However, the District may request PFMAM in writing to advise the District on matters not covered by this letter agreement. Should PFMAM undertake to provide such additional services it will do so for a separate fee based on a separate agreement.



PFMAM may rely upon the advice of counsel, who may be counsel to the District, and upon information supplied by accountants, swap dealers, inter-dealer brokers and other persons believed by it in good faith to be experts in the matters upon which they are consulted including market information services which are used generally by market-makers for pricing instruments similar to the Transactions. The District agrees that PFMAM will be subject to no liability based on its performance under this letter agreement except for PFMAM's own negligence or misconduct.

PFMAM is an investment advisor registered with the Securities and Exchange Commission under the Investment Advisor Act of 1940, and does not hold a position or act as market-maker in any of the financial instruments described herein.

PFMAM warrants that it has delivered to the District at least forty-eight hours prior to the execution of this letter agreement, PFMAM's current Securities and Exchange Commission Form ADV, Part II (disclosure statement). The District acknowledges receipts of this disclosure statement at least forty-eight hours prior to the execution of this letter agreement.

Our obligations and responsibilities as described in this letter agreement are not assignable without the prior written consent of the District. If this engagement letter is satisfactory, please have an authorized official of the District acknowledge below and return one copy to the undersigned.

Sincerely,

PFM ASSET MANAGEMENT LLC

Andrew McKendrick
Managing Director

Cc: Scott Shearer, Managing Director, Public Financial Management, Inc.

Accepted:

BETHLEHEM AREA SCHOOL DISTRICT

By: _____

Name: _____

Title: _____

Date: _____

22. *Approval of Fuel Oil Bid with Colonial Intermediate Unit 20 Joint Purchasing Board for the 2011-2012 School Year*

INFORMATION:

Following review of the past pricing for fuel oil between the Bethlehem Area School District single entity in-house bid and the bids received for the Colonial Intermediate Unit 20 consortium, it is recommended that for the 2011-2012 school year, the district participate in the consortium bid. Since the fuel market has become so volatile and costly in the past several years, large volume contracts and keen market timing have proved to be critical in saving dollars. By adding our volume to the remainder of the Colonial Intermediate Unit 20, the district can leverage our buying power and be more attractive to vendors who might provide aggressive pricing to achieve the guaranteed contract. By having the latitude to award the bids as close to the bid opening as possible insures that the pricing is valid and not subject to spot market fluctuations. It is therefore recommended that the administration be authorized to participate in the Northampton/Monroe/Pike County Joint Purchasing Board bid and pricing analysis which will be opened Wednesday, December 8, 2010, at 12:30 p.m., reviewed immediately following by all district participants and awarded by the Colonial Intermediate Unit 20 Board of School Directors that evening at their December 2010 Regularly Scheduled Monthly Board Meeting. The bid recommendation as awarded will then be presented to the district's Board of School Directors for ratification on December 13, 2010, following the Colonial Intermediate Unit 20 action.

RECOMMENDATION:

That the Board of School Directors accepts and approves the vendor(s) for fuel oil for the 2011-2012 school year as to be recommended by the Northampton/Monroe/Pike County Joint Purchasing Board and to be approved by the Colonial Intermediate Unit 20 Board of School Directors at their December 2010 Regularly Scheduled Monthly Board Meeting.

23. *Award of Bid for Excavating Services – Unit Price Work for Sinkhole Repair, Storm, Sanitary, and Other Site Work Repairs*

INFORMATION:

The Maintenance Department received bids for various emergency and miscellaneous site excavating services that may be required throughout the year. Based on the bids, the administration is requesting permission to use either Imperial Excavating or Senick Excavating based on the availability of the contractor of when the service is needed. Senick Excavating shall be the primary bidder and Imperial Excavating shall be the alternate bidder.

RECOMMENDATION:

That the Board of School Directors authorizes the administration to use either Imperial Excavating or Senick Excavating for emergency and miscellaneous site excavating services based on the availability of the contractor of when the service is needed.

Cabinet Code: NF (Maintenance Department Contracted Services)

Account Code: 10-2600430-000-000-000-NF-0000-Maintenance Repairs

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

Bid Opening: October 21, 2010

November 15, 2010

**TABULATION OF BIDS
FOR
EXCAVATING SERVICES - UNIT PRICE WORK FOR SINKHOLE REPAIR,
STORM, SANITARY, AND OTHER SITE WORK REPAIRS**

	A. Scott Enterprises, Inc.	Grace Industries, Inc.	Imperial Excavating	Michael F. Ronca & Sons, Inc.	Nimaris Construction, L.P.	Senick Excavating
Backhoe w/Operator	\$87 / HR	\$75 / HR	\$70 / HR	\$120 / HR	\$89 / HR	\$70 / HR
Backhoe w/Extended Reach and Operator	\$102 / HR	\$75 / HR	\$80 / HR	\$150 / HR	\$95 / HR	\$85 / HR
Medium Hydraulic Excavator Flywheel Power 148 HP to 268 HP w/ Operator	\$114 / HR	\$85 / HR	\$110 / HR	\$200 / HR	\$145 / HR	\$130 / HR
Large Hydraulic Excavator Net Flywheel Power 380 HP to 513 HP w/ Operator	\$253 / HR	\$95 / HR	\$130 / HR	\$320 / HR	\$150 / HR	NO BID
Removal and Disposal of Clean Fill Materials Off-Site	\$19.50 / TON	\$20 / TON	\$10 / TON	\$50 / TON	\$18.95 / TON	\$4.50 / TON
Delivery, Installation, and Compaction of Fill Brought from Off-Site (Modified Stone)	\$43 / CY \$21.50 / TON	\$25 / CY \$50 / TON	\$35 / CY \$22.50 / TON	\$108 / CY \$60 / TON	\$8 / CY \$13 / TON	\$25 / CY \$14.50 / TON
Rate for Laborer On-Site	\$38 / HR	\$32.50 / HR	\$38 / HR	\$50 / HR	\$30 / HR	\$40 / HR
Triaxle and Operator On-Site	\$86 / HR	\$75 / HR	\$65 / HR	\$105 / HR	\$70 / HR	\$65 / HR
Labor and Equipment for On-Site Compaction w/ Roller	\$82 / HR	\$50 / HR	\$65 / HR	\$75 / HR	\$49 / HR	\$55 / HR
Labor and Equipment for On-Site Compaction w/ Hand Held Mechanical Tamper	\$44.50 / HR	\$40 / HR	\$50 / HR	\$55 / HR	\$48 / HR	\$50 / HR
Labor and Equipment for On-Site Compaction w/ Walk Behind Trench Roller	\$54 / HR	\$40 / HR	\$60 / HR	\$60 / HR	\$49 / HR	\$63 / HR
Delivery and Installation of Concrete Fill 3000 PSI	\$185 / CY	\$250 / CY	\$120 / CY	\$350 / CY	\$185 / CY	\$115 / CY
Delivery and Installation of Flowable Fill 500 PSI	\$147 / CY	\$225 / CY	\$120 / CY	\$300 / CY	\$145 / CY	\$104 / CY
Final Grading and Seeding with Equipment on Site During Repairs	\$235 / HR	\$325 / HR	\$110 / HR	\$400 / HR	\$180 / HR	\$96 / HR
Pipe Replacement: Remove/replace 4" to 6" DIP w/ 2 Fittings	\$177 / LF	\$50 / LF	\$65 / LF	\$120 / LF	\$90 / LF	\$85 / LF
Pipe Replacement: Remove/Replace 6" to 8" SDR Pipe w/ 2 Fittings	\$153 / LF	\$60 / LF	\$68 / LF	\$130 / LF	\$98 / LF	\$47 / LF
Pipe Replacement: Remove/Replace 8" to 10" HDPE Pipe w/ 2 Watertight Fittings	\$79 / LF	\$70 / LF	\$70 / LF	\$140 / LF	\$165 / LF	\$39 / LF

	A. Scott Enterprises, Inc.	Grace Industries, Inc.	Imperial Excavating	Michael F. Ronca & Sons, Inc.	Nimaris Construction, L.P.	Senick Excavating
Pipe Replacement: Remove/Replace 10" to 12" HDPE Pipe w/ 2 Watertight Fittings	\$79.50 / LF	\$80 / LF	\$72 / LF	\$150 / LF	\$185 / LF	\$48 / LF
Pipe Replacement: Remove/Replace 14" to 16" HDPE Pipe w/ 2 Watertight Fittings	\$104 / LF	\$90 / LF	\$76 / LF	\$210 / LF	\$190 / LF	\$56 / LF
Pipe Replacement: Remove/Replace 18" to 24" HDPE Pipe w/ 2 Watertight Fittings	\$131 / LF	\$100 / LF	\$80 / LF	\$300 / LF	\$195 / LF	\$70 / LF
Pipe Replacement: Remove/Replace 26" to 30" HDPE Pipe w/ 2 Watertight Fittings	\$158 / LF	\$110 / LF	\$90 / LF	\$360 / LF	\$280 / LF	\$85 / LF
Pipe Replacement: Remove/Replace 32" to 36" HDPE Pipe w/ 2 Watertight Fittings	\$198 / LF	\$120 / LF	\$104 / LF	\$460 / LF	\$285 / LF	\$125 / LF
Remove and Reset 36" W x 36" D Inlet Structure	\$975 EACH	\$2,000 EACH	\$2,250 EACH	\$2,000 EACH	\$1,800 EACH	\$2,800 EACH
Remove and Reset 5' Diameter Manhole 6' Deep	\$1,425 / EACH	\$2,000 EACH	\$2,250 EACH	\$3,100 EACH	\$2,800 EACH	\$3,400 EACH
Place 5' W x 4" Thick Concrete Sidewalk	\$15.50 / SF	\$20 / SF	\$25 / SF	\$20 / SF	\$13 / SF	\$14.50 / SF
Place 6" W x 24" High Concrete Curb	\$75 / LF	\$50 / LF	\$35 / LF	\$100 / LF	\$28 / LF	\$45 / LF
Replace Blacktop Paving w/3-1/2" BCBC Base and 1-1/2" Top Course	\$14.25 / SF	\$5 / SF	\$8.50 / SF	\$50 / SF	\$38 / SF	\$8.50 / SF
Rock Removal by Mechanical Method Including Hauling Burden Off-Site	\$290 / CY	\$150 / CY	\$220 / CY	\$150 / CY	\$200 / CY	\$72 / CY
Any Additional Costs			\$400 per Mobilization	\$90 / HR	\$280 PER C/O	Job Foreman: \$46.00 / HR
Any Additional Costs						Tandem Dump Truck w/Operator: \$56 / HR

BID AWARD

16 specifications mailed
6 bids received

24. *Award of Bid for Oil, Grease, Transmission Fluid, and Gear Lube - Bids Opened October 21, 2010*

INFORMATION:

Bids were received and publicly opened at noon Thursday, October 21, 2010, for:

Oil, Grease, Transmission Fluid, and Gear Lube

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

RECOMMENDATION:

That the administration be authorized to award a one-year contract to the lowest responsible bidder meeting specifications as indicated on the attached Tabulation of Bids.

Oil, Grease, Transmission Fluid, and Gear Lube

Craft Oil Corp.
837 Cherry Street
Avoca, Pennsylvania 18641

Macmillan Oil Company
1715 East Tremont Street
Allentown, Pennsylvania 18109

PPC Lubricants
305 Micro Drive
Jonestown, Pennsylvania 17038

Cabinet Code: NT

Account Code: 10-2720624-000-000-000-NT-0000

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

Bid Opening: October 21, 2010

November 15, 2010

**TABULATION OF BIDS
FOR
OIL, GREASE, TRANSMISSION FLUID, AND GEAR LUBE**

	Craft Oil Corp.	Macmillan Oil Co.	PPC Lubricants
15W - 40 Engine Motor Oil - per gallon	\$6.25	\$6.53	\$6.43
Multi-purpose Automotive Grease - per 120 lb. Non-return drum	\$183.83	\$275.95	\$174.00
Automotive Transmission Fluid Type F - per 55 gal. drum	No Bid	No Bid	\$36.25 *
Automotive Transmission Fluid Dexron II - per 55 gal. drum	\$339.74	\$340.00	\$320.65
Synthetic Transmission Fluid Dexron V - per 55 gal. drum	\$1,152.44	\$930.00	\$1,344.20
Gear Lube 85W-140 API GL-5 - per 55 gal. drum	\$429.23	\$450.00	\$448.80
Gear Lube, SAE50 - Fleetrite per 30 gal. drum	\$416.74	No Bid	\$508.75
Prema Lube - per 420 lb. drum	No Bid	\$1,504.01	\$728.00 **

BID AWARD

3 specifications mailed
3 bids received

*bidding 2/2.5 gallon per case/**bidding 400 lb. drum

25. Award of Bids for Gasoline and Diesel – Bids Opened November 1, 2010**INFORMATION:**

Bids were received and publicly opened at 12:00 p.m., Monday, November 1, 2010, for Gasoline and Diesel Fuel for the period January 1, 2011, through June 30, 2011. It is the district's intention to have this bid and the heating oil bid conclude at the same time on June 30, 2011, so that we will be able to combine the quantities on future bids for efficiency and volume cost breaks as well as afford ourselves the option to participate in other cooperative bidding contracts that typically cycle on July 1 as warranted, such as Colonial Intermediate Unit 20 Joint Purchasing Board.

The bids were opened at noon, tabulated, and reviewed by the appropriate administrative and supervisory personnel for presentation to the Board Finance Committee that evening. The recommendation of award is based upon the lowest responsible bidder meeting specifications. (The Tabulation of Bids is attached.) In order to avoid exposure to market fluctuation, the district opened the bids the same day as the board committee meeting and requested that the district be permitted to notify the recommended successful vendor to lock pricing in advance of the formal bid award on November 15, 2010, again to avoid spot market price changes. The District's request was granted by the Board at the Board Finance Committee Meeting on November 1, 2010.

RECOMMENDATION:

That the administration be authorized to award a contract for gasoline and diesel fuel 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.

Item	Price/Gal	Fixed/ Fluctuating	Vendor
Gasoline - Maintenance	Rack + \$0.1400	Fluctuating	Petroleum Traders 7110 Pt Inverness Way Fort Wayne, IA 46804
Diesel fuel - with winter additive - Transportation	\$2.5815	Firm	IsoBunkers LLC 2 New Road Aston, PA
Diesel fuel - with winter additive - Maintenance	\$3.0815	Firm	IsoBunkers LLC 2 New Road Aston, PA
Diesel fuel - with winter additive - LHS generator	\$3.0815	Firm	IsoBunkers LLC 2 New Road Aston, PA
Diesel fuel - <i>without</i> winter additive -	\$2.5515	Firm	IsoBunkers LLC

Transportation			2 New Road Aston, PA
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Cabinet Code: NT-Transportation

Account Code: 10-2720626 Transp-Fuel

Cabinet Code: NA-Maintenance

Account Code: 10-2600626 Maint-Fuel

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

Bid Opening: November 1, 2010

November 15, 2010

**TABULATION OF BIDS
FOR
GASOLINE AND DIESEL FUEL**

	Farm & Home Oil Company	ISObunkers, LLC	Petroleum Traders Corporation
UNLEADED GASOLINE - MAINTENANCE GARAGE			
Firm price	No Bid	\$2.9800 *	No Bid
Fluctuating price - Net differential to posted price	+\$.2600	No Bid	+\$.1400 *
DIESEL FUEL WITH WINTER ADDITIVE - TRANSPORTATION			
Firm price	No Bid	\$2.5815 *	No Bid
Fluctuating price - Net differential to posted price	+\$.1000	+\$.0375 *	+\$.0757
DIESEL FUEL WITH WINTER ADDITIVE - MAINTENANCE DEPT.			
Firm price	No Bid	\$3.0815 *	No Bid
Fluctuating price - Net differential to posted price	+\$.4500 *	+\$.5275	No Bid
DIESEL FUEL WITH WINTER ADDITIVE - LIBERTY GENERATOR			
Firm price	No Bid	\$3.0815 *	No Bid
Fluctuating price - Net differential to posted price	+\$.9500	+\$.05275 *	No Bid
DIESEL FUEL WITHOUT WINTER ADDITIVE - TRANSPORTATION			
Firm price	No Bid	\$2.5515 *	No Bid
Fluctuating price - Net differential to posted price	+\$.1000	-\$.0025 *	+\$.0501

BID AWARD

8 specifications mailed
3 bids received

ISO BANKERS

-10-

BETHLEHEM AREA SCHOOL DISTRICT

SEPTEMBER 28, 2010

BID FORM

Delivery through Common Carriers (yes or no) yes

The following bid security accompanies this bid:

Type Cashier's check

Amount \$ 5,000

The following indicates any discrepancies between this bid and the school district's general specifications such as shipping terms, minimum amount of orders, substitution of items, etc.

★ If FIRM PRICE is awarded, Buyer is to buy all of the volume indicated herein, or designate upon award the volume that will be guaranteed to be ordered for the FIRM PRICE. No additional volume may be added after the award agreement date (for FIRM FIXED). Yes to additional volume for Fluctuating Price, upon mutual agreement. The undersigned hereby acknowledges receipt of the following bulletins and has prepared this bid accordingly.

Bulletin # <u>1</u>	Dated <u>Oct, 18, 2010</u>
Bulletin # _____	Dated _____
Bulletin # _____	Dated _____

Person(s) to be contacted should clarification of any part of your bid be necessary:

<u>GARY N. KLIGOS</u>	<u>610-361-8000 (office)</u>	<u>610-361-8924</u>
Name (print or type)	Telephone	Fax #

ISObunkers L.L.C.

Two New Road, Suite 311
Aston, PA USA 19014
Tel. (610) 361-8000 Fax. (610) 361-8924
www.isoindustries.com



ISO 9001:2008 Cert. No. 36534

To: BETHLEHEM AREA SCHOOL DISTRICT
Re: GASOLINE AND DIESEL FUEL BID

** : Additional **TERMS AND CONDITIONS**

The Firm Price items on items 1, 3, & 5 of the Bid form, is based on market price and conditions as of the close of business on Friday October 29, 2010.

While we will attempt to hold the prices while the Bethlehem Area School District reviews all their options, ISOBunkers, LLC must reserve the right to modify the Firm Price, due to the extraordinary volatility in the Oil markets.

Once ISOBunkers, LLC, has been notified that the Bethlehem Area School District intends to award the contract to us, and ISOBunkers, LLC has agreed that the price is still valid, the Fixed price will remain Firm, fixed.

26. *Budgetary Transfers – 2010-2011*

RECOMMENDATION:

That the administration be authorized to make budgetary transfers in the 2010-2011 General Fund Budget as set forth in the attachment.

November, 2010

*Bethlehem Area School District
2010-2011 Budget Transfers*

[illegible]

27. *Treasurer's Reports*

RECOMMENDATION:

That the Board of School Directors approves the Treasurer's Reports dated:

- A. September 30, 2010
(which was tabled at the October 25, 2010, Regular Board Meeting)
- B. October 31, 2010

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

REPORT OF THE TREASURER
September 1 through September 30, 2010

BEGINNING CASH AND INVESTMENT BALANCE

Wachovia Bank - Cash Management	60,975,627.45
Bank of America - General Account	1,995,577.82
Pennsylvania School District Liquid Asset Fund	16,734,561.79
Wachovia - Worker's Comp Trust Fund	636,435.89
Pennsylvania Local Government Investment Trust	78,006.23
Pennsylvania State Treasurer Invest Program	8,062,255.60
Bank of America Money Market	1,638.57
PSDLAF - Term Investments	5,000,000.00
PSDLAF - 2009B Bond Fund	8,448,592.81
Scholarship Fund	46,466.25
KNBT Bank - Scholarship Fund	118,869.50

<u>TOTAL CASH AND INVESTMENT BALANCE</u>	\$	102,098,031.91
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MONTHLY RECEIPTS

Local Sources	25,745,063.02
State Sources	756,275.54
Federal Sources	284,367.15
Other Financing Sources	0.00

\$	<u>26,785,705.71</u>
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MONTHLY DISBURSEMENTS

Monthly Bills Paid	20,470,603.18
Payroll	7,144,426.61
Debt Service	7,762,455.94

\$	<u>35,377,485.73</u>
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TOTAL FUNDS AVAILABLE

\$	<u><u>93,506,251.89</u></u>
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ENDING CASH AND INVESTMENT BALANCE

		<u>Interest Rate</u>
Wachovia Bank - Cash Management	61,001,940.94	0.250%
Bank of America - General Account	1,995,048.28	0.350%
Pennsylvania School District Liquid Asset Fund	3,114,255.69	varies .020 to .066%
Wachovia - Worker's Comp Trust Fund	636,441.12	0.010%
Pennsylvania Local Government Investment Trust	78,009.65	0.050%
Pennsylvania State Treasurer Invest Program	8,070,404.67	0.164%
Bank of America Money Market	1,638.72	0.120%
PSDLAF - Term Investments	9,992,611.11	see attachment
PSDLAF - 2009B Bond Fund	8,450,598.85	see attachment
Scholarship Fund	46,510.86	0.947%
KNBT Bank - Scholarship Fund	118,792.00	1.300%

<u>TOTAL CASH AND INVESTMENT BALANCE</u>	\$	<u><u>93,506,251.89</u></u>
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Interest Received for September; to be posted in October accounting period	\$	11,532.39
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Respectfully Submitted,

Anne M. Morton
Treasurer

Bethlehem Area School District
Capital Reserve Fund
For the Period of September 1, 2010 thru September 30, 2010

Fund Balance at August 31, 2010	\$ 433,688.55
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Expenditures

Financial Management System (software, hardware, support services)	\$ 1,201.50
Roof Repairs-Farmersville	
Roof Repairs-Freemansburg	
Roof Repairs-Asa Packer	
Asa Packer Fire Alarm System	
Freedom Railing	
	<u>\$ 1,201.50</u>

Fund Balance at September 30, 2010	\$ 432,487.05
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The following projects have been approved by the board but have not been completed:

Financial Management System	\$ 26,367.93
Pro. Svs. Roof Repairs	
Pro. Svs. Alarm System	\$ 2,379.97
Pro. Svs. Railing Repair	
Freedom Railing Repairs	
	\$ 28,747.90
Estimated Unencumbered Fund Balance	\$ 403,739.15

Bethlehem Area School District
Bond Fund
For the Period of September 1, 2010 thru September 30, 2010

Unaudited Beginning Fund Balance-August 31, 2010		\$	2,565,745.17
Prior Period Adjustment for Interest/Refunds/Reclasses		\$	266,510.45
Expenses			
NEMS Project			
NEMS Prof. Svs	16,023.08		
BMS Project	15,657.90		
Prof. Svs BMS	8,931.26		
LHS Project	-		
Mold Remediation			
Prof Svs Freemansburg	2,820.00		
Prof. Svs LHS	43,069.31		
		\$	86,501.55
Unaudited Ending Balance-September 30, 2010		\$	<u>2,745,754.07</u>

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

NEMS Project	1,747,667.95	
BMS Project	284,162.58	
LHS Project	354,646.65	
Mold Remediation-Freemansburg	37,457.22	
Prof. Svs NEMS-const mgmt	in amount above	
Prof. Svs NEMS	in amount above	
Prof. Svs BMS	in amount above	
Prof. Svs LHS	in amount above	
Prof Svs Freemansburg	in amount above	
Estimated Total Encumbrances		2,423,934.40
Estimated Unencumbered Fund Balance		321,819.67

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

REPORT OF THE TREASURER
October 1 through October 31, 2010

BEGINNING CASH AND INVESTMENT BALANCE

Wachovia Bank - Cash Management	61,001,940.94
Bank of America - General Account	1,995,048.28
Pennsylvania School District Liquid Asset Fund	3,114,255.69
Wachovia - Worker's Comp Trust Fund	636,441.12
Pennsylvania Local Government Investment Trust	78,009.65
Pennsylvania State Treasurer Invest Program	8,070,404.67
Bank of America Money Market	1,638.72
PSDLAF - Term Investments	9,992,611.11
PSDLAF - 2009B Bond Fund	8,450,598.85
Scholarship Fund	46,510.86
KNBT Bank - Scholarship Fund	118,792.00

<u>TOTAL CASH AND INVESTMENT BALANCE</u>	\$	93,506,251.89
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MONTHLY RECEIPTS

Local Sources	6,972,058.21
State Sources	7,400,033.94
Federal Sources	239,342.49
Other Financing Sources	5,342.76

\$	<u>14,616,777.40</u>
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MONTHLY DISBURSEMENTS

Monthly Bills Paid	7,090,110.60
Payroll	7,771,415.98
Debt Service	4,240,608.94

\$	<u>19,102,135.52</u>
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TOTAL FUNDS AVAILABLE

\$	<u><u>89,020,893.77</u></u>
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ENDING CASH AND INVESTMENT BALANCE

		<u>Interest Rate</u>
Wachovia Bank - Cash Management	54,837,178.66	0.200%
Bank of America - General Account	1,994,679.00	0.350%
Pennsylvania School District Liquid Asset Fund	6,775,996.96	varies .020 to .025%
Wachovia - Worker's Comp Trust Fund	636,446.53	0.010%
Pennsylvania Local Government Investment Trust	78,012.88	0.050%
Pennsylvania State Treasurer Invest Program	8,077,319.27	0.151%
Bank of America Money Market	1,638.87	0.110%
PSDLAF - Term Investments	9,992,611.11	see attachment
PSDLAF - 2009B Bond Fund	6,461,707.63	see attachment
Scholarship Fund	46,510.86	0.947%
KNBT Bank - Scholarship Fund	118,792.00	1.300%

<u>TOTAL CASH AND INVESTMENT BALANCE</u>	\$	<u><u>89,020,893.77</u></u>
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Interest Received for October; to be posted in November accounting period	\$	13,561.99
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Respectfully Submitted,

Anne M. Morton
Treasurer

**Bethlehem Area School District
Capital Reserve Fund
For the Period of October 1, 2010 thru October 31, 2010**

Fund Balance at September 30, 2010	\$ 432,487.05
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Expenditures

Financial Management System
(software, hardware, support services)
Roof Repairs-Farmersville
Roof Repairs-Freemansburg
Roof Repairs-Asa Packer
Asa Packer Fire Alarm System
Freedom Railing

\$ -

Fund Balance at October 31, 2010	\$ 432,487.05
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The following projects have been approved by the board but have not been completed:

Financial Management System	\$ 26,367.93
Pro. Svs. Roof Repairs	
Pro. Svs. Alarm System	\$ 2,379.97
Pro. Svs. Railing Repair	
Freedom Railing Repairs	

\$ 28,747.90

Estimated Unencumbered Fund Balance	\$ 403,739.15
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Bethlehem Area School District
Bond Fund
For the Period of October 1, 2010 thru October 31, 2010

Unaudited Beginning Fund Balance-September 30, 2010	\$	2,745,754.07
Interest	\$	1,232.88
Expenses		
NEMS Project	398,269.44	
NEMS Prof. Svs	11,478.07	
BMS Project		
Prof. Svs BMS	8,931.25	
LHS Project	-	
Mold Remediation		
Prof Svs Freemansburg	16,470.86	
Prof. Svs LHS		
	\$	435,149.62
Unaudited Ending Balance-October 31, 2010	\$	2,311,837.33

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

NEMS Project	1,337,920.44
BMS Project	275,231.33
LHS Project	354,646.65
Mold Remediation-Freemansburg	20,986.36
Prof. Svs NEMS-const mgmt	in amount above
Prof. Svs NEMS	in amount above
Prof. Svs BMS	in amount above
Prof. Svs LHS	in amount above
Prof Svs Freemansburg	in amount above

Estimated Total Encumbrances 1,988,784.78

Estimated Unencumbered Fund Balance 323,052.55

Bethlehem Area School District Bond Fund
For the Period of July 1, 2009-October 31, 2010

July 1, 2009 Audited Fund Balance

\$ 12,517,942.58

	Expenditures	Revenues		
July 2009 Activity	\$ 18,346.37	\$ (19,349.56)	\$ (37,695.93)	\$ 12,480,246.65
August 2009 Activity	\$ 676,968.87	\$ (12,526.86)	\$ (689,495.73)	\$ 11,790,750.92
September 2009 Activity	\$ 1,649,744.03	\$ 50,457.96	\$ (1,599,286.07)	\$ 10,191,464.85
October 2009 Activity	\$ 582,646.87	\$ 1,879.64	\$ (580,767.23)	\$ 9,610,697.62
November 2009 Activity	\$ 1,774,085.00	\$ 51,601.47	\$ (1,722,483.53)	\$ 7,888,214.09
December 2009 Activity	\$ 71,608.56	\$ 13,370.96	\$ (58,237.60)	\$ 7,829,976.49
January 2010 Activity	\$ 688,181.94	\$ 4,705.94	\$ (683,476.00)	\$ 7,146,500.49
February 2010 Activity	\$ 879,478.53	\$ 7,174.00	\$ (872,304.53)	\$ 6,274,195.96
March 2010 Activity	\$ 1,057,928.37	\$ 11,817.67	\$ (1,046,110.70)	\$ 5,228,085.26
April 2010 Activity	\$ 1,606,804.30	\$ 50,256.72	\$ (1,556,547.58)	\$ 3,671,537.68
May 2010 Activity	\$ 813,621.68	\$ 80,307.81	\$ (733,313.87)	\$ 2,938,223.81
June 2010 Activity	\$ (313,000.61)	\$ (2,817.90)	\$ 310,182.71	\$ 3,248,406.52
June 30 Balance	\$ 9,506,413.91	\$ 236,877.85	\$ (9,269,536.06)	\$ 3,248,406.52
2009-10 Audit Adjustment	\$ 166,225.85	\$ (86,419.96)	\$ (252,645.81)	\$ 2,995,760.71
2009-10 Accounts Payable	\$ 117,867.37		\$ (117,867.37)	\$ 2,877,893.34
2009-10 Accounts Receivable		\$ 284,636.41	\$ 284,636.41	\$ 3,162,529.75
** Ties to cash balance on Unaudited Trial Balance				\$ 3,162,529.75
July 2010 Activity	\$ 27,196.20	\$ 698.63	\$ (26,497.57)	\$ 3,136,032.18
August 2010 Activity	\$ 306,851.06	\$ 1,068.49	\$ (305,782.57)	\$ 2,830,249.61
September 2010 Activity	\$ 86,501.55	\$ 2,006.04	\$ (84,495.51)	\$ 2,745,754.10
October 2010 Activity	\$ 435,149.62	\$ 1,232.88	\$ (433,916.74)	\$ 2,311,837.36
Oct 2010 Treasurer's Report	\$ 855,698.43	\$ 5,006.04	\$ (850,692.39)	\$ 2,311,837.36

PSDLAF Balance @ 10/31/10	\$ 6,461,707.63			
2009-10 Accts Receivable	\$ 1,867.54			
2009-10 Accts Payable	\$ (179,262.58)			
2009-10 Cash Due GF	\$ (3,400,545.27)			
2009-10 Due from GF (erate)	\$ 283,768.47			
July-October Interest	\$ (5,006.04)			
		\$ 3,162,529.75	June 30 Variance	\$ -
July-Sept Exp/Rev	\$ (416,775.65)			
Oct 2010 Exp/Rev	\$ (433,916.74)			
		\$ 2,311,837.36	Oct 31 Variance	\$ -

****There is an issue regarding claim on cash based on how the financial system was first set-up. Both BASD staff and the auditors are working diligently to resolve and correct the issue.**

28. *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.

29. *Budget Information*

INFORMATION:

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

2010-2011 REVENUES

	A	B	C	D	F	G
	2010-2011				2009-2010	
Description	Budget	Realized October, 2010	Unrealized \$ (B-A = C)	Unrealized % (C/ A = D)	Realized October, 2009	Realized June, 2010
CURRENT REAL ESTATE	113,780,198	10,675,744	(103,104,454)	-90.62%	7,203,633	102,968,185
INTERIM REAL ESTATE	1,199,999	21,336	(1,178,663)	-98.22%	11,738	3,737,509
PUBLIC UTILITY REALTY	153,000	178,848	25,848	16.89%	166,715	166,715
PAYMENTS IN LIEU OF TAX	145,000	38,676	(106,324)	-73.33%	37,848	130,379
UNDISTRIBUTED TAXES		89,945,314	89,945,314	-	87,128,954	(7,952)
PER CAPITA TAX SECT 679	240,000	96,221	(143,779)	-59.91%	111,396	239,922
PER CAPITA TAX ACT 511	240,000	96,221	(143,779)	-59.91%	111,396	239,952
LOCAL SERVICES TAX	330,000	74,132	(255,868)	-77.54%	73,100	289,955
EARNED INCOME TAX	11,600,000	4,848,184	(6,751,816)	-58.21%	3,699,653	11,304,986
REAL ESTATE TRANSFER TAX	2,000,000	255,442	(1,744,558)	-87.23%	615,083	1,493,020
MERCANTILE TAX	2,300,000	1,418,117	(881,883)	-38.34%	205,118	1,202,869
DEL. REAL ESTATE	3,100,000	749,774	(2,350,226)	-75.81%	2,097,948	2,903,942
DEL. PER CAPITA SECT 679	60,000	17,956	(42,044)	-70.07%	43,271	61,075
DEL. LOCAL SERVICES TAX			-	-		
DEL. MERCANTILE TAX	350,000	204,013	(145,987)	-41.71%	205,802	323,758
TOTAL LOCAL TAX SOURCES	\$ 135,498,197	\$ 108,619,977	\$ (26,878,220)	-19.84%	\$ 101,711,655	\$ 125,054,314
INTEREST ON INVESTMENTS	750,000	8,899	(741,101)	-98.81%	35,450	341,230
STUDENT FEES/ SPECIAL EVENTS	-		-		50	243,366
STATE REV OTHER INTERMEDIARY	182,051	80,798	(101,253)	-55.62%	50,586	123,746
FEDERAL REV OTHER PA PUBLIC SCHOOLS		200			51,949	146,935
FEDERAL IDEA	1,876,243	201,350	(1,674,893)	-89.27%	387,081	2,361,179
FEDERAL REV OTHER INTERMEDIARY	259,919	117,373	(142,546)	-54.84%	168,529	321,161
RENTALS	50,000	27,999	(22,002)	-44.00%	21,638	80,728
CONTRIBUTIONS		30,587	30,587		47,436	204,894
TUITION FROM PATRONS	500,000	32,894	(467,106)	-93.42%	63,448	584,564
SRVCS. / OTH LOC GOV UNITS			-			
MISCELLANEOUS REVENUE	35,000	10,834	(24,166)	-69.05%	8,545	116,046
REFUNDS FROM PRIOR YEAR EXP		213,088	213,088		575	211,406
TOTAL OTHER LOCAL SOURCES	\$ 3,653,213	\$ 724,021	\$ (3,142,480)	-86.02%	\$ 835,287	\$ 4,735,255
TOTAL LOCAL SOURCES	\$ 139,151,410	\$ 109,343,997	\$ (30,020,701)	-21.57%	\$ 102,546,942	\$ 129,789,569

2010-2011 REVENUES

	A	B	C	D	F	G
	2010-2011				2009-2010	
Description	Budget	Realized October, 2010	Unrealized \$ (B-A = C)	Unrealized % (C/ A = D)	Realized October, 2009	Realized June, 2010
BASIC INSTRUCTIONAL SUBSIDY	27,716,600	7,514,189	(20,202,411)	-72.89%	7,052,200	22,953,439
CHARTER SCHOOLS	1,873,209	520,056	(1,353,153)	-72.24%	540,800	1,710,538
TUITION : ORPHANS/CHILDREN	400,000		(400,000)	-100.00%		381,605
HOMEBOUND INSTRUCTION			-			
VOCATIONAL EDUCATION	115,000	20,419	(94,581)	-82.24%	34,782	70,055
ALTERNATIVE EDUCATION					150,722	150,722
DRIVER EDUCATION	10,605		(10,605)	-100.00%		11,025
MIGRATORY CHILDREN	2,500		(2,500)	-100.00%		
SPECIAL EDUCATION	6,538,057	1,975,454	(4,562,603)	-69.79%	1,961,016	6,632,724
EDUCATIONAL ASSISTANCE PRGM (TUTORING)	872,809	203,367	(669,443)		489,718	926,123
PA PRE-K-COUNTS	627,000	254,980	(372,020)	-59.33%	303,050	668,800
REVENUE NOT IN 7200 (SPECIFIC ED PRGMS)			-		9,800	9,800
TRANSPORTATION	2,370,421	449,269	(1,921,152)	-81.05%	461,212	2,355,898
RENTALS AND SINKING FUND	2,148,732	2,665,952	517,220	24.07%		
HEALTH SERVICES	375,000		(375,000)	-100.00%		364,439
PROPERTY TAX RED. ALLOCATION	4,740,869	4,740,869	0	0.00%	4,733,333	4,733,333
PA ACCOUNTABILITY	1,806,167	846,858	(959,309)	-53.11%	1,806,167	1,806,167
DUAL ENROLLMENT GRANTS	23,922	37,329	13,407	56.04%	(3,809)	8,152
PROJECT 720			-			12,923
DCED GRANTS OTHER STATE REV NOT IN 7000	154,234	104,107	(50,127)	-32.50%	50,552	261,978
SOCIAL SECURITY	3,632,579	1,172,472	(2,460,107)	-67.72%	602,357	2,923,663
PSERS - PENSION CONTRIBUTION	3,797,190	697,656	(3,099,534)	-81.63%	1,235,577	2,844,455
IMPACT AID	50,000		(50,000)	-100.00%		45,165
OTHER FEDERAL PRGM/GRANTS	100,000	104,450.56	4,451	4.45%		75,699
NCLB TITLE I	3,302,605	644,673	(2,657,932)	-80.48%	925,011	3,596,519
NCLB TITLE II	904,394	223,038	(681,356)	-75.34%	56,694	670,050
NCLB TITLE III	296,807	63,602	(233,206)	-78.57%	136,382	369,588
NCLB TITLE IV	749,023	62,500	(686,523)	-91.66%	20,710	574,316
CHILD CARE & DEVELOPMENT BLOCK GRANTS	170,290	95,456	(74,834)	-43.95%	49,996	150,162
OTHER FEDERAL GRANTS	19,000	1,778	(17,222)	-90.64%		26,222
ARRA IDEA SEC 619	1,509,830		(1,509,830)	-100.00%		
ARRA-TITLE I PARTS A & D	540,000	450,580	(89,420)	-16.56%	347,254	1,504,769
ARRA-TITLE I SCHOOL IMPROVEMENT		12,315				
ARRA-STATE FISCAL STABILIZATION	3,089,051	257,421	(2,831,630)	-91.67%		2,831,630
ACCESS	42525	21,350	(21,175)			73,767
MED ASSIST REIMB FOR ADMIN CLAIMING PRGM		27,254				

2010-2011 REVENUES

	A	B	C	D	F	G
	2010-2011				2009-2010	
Description	Budget	Realized October, 2010	Unrealized \$ (B-A = C)	Unrealized % (C/ A = D)	Realized October, 2009	Realized June, 2010
TOTAL STATE & FEDERAL SOURCES	\$ 67,978,419	\$ 23,167,393	\$ (44,850,594)	-65.98%	\$ 20,963,525	\$ 58,743,724
INTERFUND TRANSFERS	25,000	800	(25,000)	-100.00%		
SALE OF FIXED ASSETS	92,000		(91,200)	-99.13%	57,497	107,947
INTRAFUND TRANSFERS						4,289
INSURANCE RECOVERY			-		7,944	17,433
TOTAL OTHER SOURCES	\$ 117,000	\$ 800	\$ (116,200)	-99.32%	\$ 65,441	\$ 129,669
TOTAL REVENUE	\$ 207,246,829	\$ 132,512,190.67	\$ (74,987,495)	-36.18%	\$ 123,575,908	\$ 188,662,962
UNRESERVED FUND BALANCE			-			
TOTAL FUND APPROPRIATED BALANCE	\$ -	\$ -	\$ -		\$ -	\$ -
TOTAL DISTRICT REVENUE	\$ 207,246,829	\$ 132,512,191	\$ (74,987,495)	-36.18%	\$ 123,575,908	\$ 188,662,962

2010-2011 EXPENDITURES BY PROGRAM

Includes Year-To-Date August 2010 Information

<u>PROGRAM</u>	<u>PROGRAM CODE</u>	Responsible Office	2010-2011			2009-2010	2009-2010
			A	B	F	G	H
			2010-2011 APPROVED BUDGET	2010-2011 AMENDED BUDGET	2010-2011 EXPENDED BUDGET INCLUDING ENCUMBRANCES as of October, 2010	2009-2010 EXPENDED BUDGET INCLUDING ENCUMBRANCES as of October , 2009	2009-2010 EXPENDED BUDGET EXPENDITURES PENDING FINAL ADJ as of June, 2010
BUILDING ALLOCATION	100	PRIN	1,339,515	1,339,515	654,114	664,891	1,196,204
BOARD	AA	SUPT	499,750	499,750	201,606	103,114	525,668
CABINET	AB	SUPT	1,014,000	1,014,000	326,410	351,994	1,046,550
BUDGETARY RESERVE	AC	SUPT	2,588,000	2,588,000	0	0	0
SUPT OFFICE-EQUIPMENT REPLACEMENT RESERVE	AD	SUPT	2,000	2,000	0	0	0
SUPERINTENDENT'S OFFICE	AE	SUPT	114,200	114,200	8,233	6,725	60,487
BUILDING STAFF	AF	SUPT	5,888,266	5,888,266	1,741,872	1,887,023	6,250,928
PUBLIC RELATIONS	AN	SUPT	30,000	30,000	18,589	20,199	22,899
STAFFING-TEACHERS	CA	HR	61,462,969	61,462,969	9,255,948	9,340,923	58,386,279
CHILD ACCOUNTING DEPARTMENT	CD	HR	245,534	245,534	86,903	76,707	257,761
STAFFING-TEACHER ASSISTANTS	CE	HR	2,788,648	2,788,648	388,804	435,652	2,399,638
STAFFING-SUBSTITUTES	CG	HR	1,275,000	1,275,000	170,142	156,934	1,055,295
HUMAN RESOURCES DEPARTMENT	CK	HR	282,983	282,983	93,123	86,643	243,430
STUDENT ACTIVITIES	D1	C&I	150,143	150,143	22,170	22,859	150,861
CREDIT ACQUISITION PROGRAM	D2	C&I	54,033	54,033	909	3,797	39,279
CURRICULUM ENRICHMENT ACTIVITIES	D3	C&I	18,000	18,000	5,571	5,577	71,490

2010-2011 EXPENDITURES BY PROGRAM

Includes Year-To-Date August 2010 Information

<u>PROGRAM</u>	<u>PROGRAM CODE</u>	Responsible Office	2010-2011			2009-2010	2009-2010
			A	B	F	G	H
			2010-2011 APPROVED BUDGET	2010-2011 AMENDED BUDGET	2010-2011 EXPENDED BUDGET INCLUDING ENCUMBRANCES as of October, 2010	2009-2010 EXPENDED BUDGET INCLUDING ENCUMBRANCES as of October , 2009	2009-2010 EXPENDED BUDGET EXPENDITURES PENDING FINAL ADJ as of June, 2010
CAREER ACADEMY/RASA/ALTERNATIVE EDUCATION	D4	C&I	170,948	170,948	0	18,036	0
TESTING - K-12	D5	C&I	30,000	30,000	276	0	250
ACADEMIC INTERVENTIONS	DA	C&I	100,000	100,000	11,729	48	9,839
MUSICAL INSTRUMENT REPAIR	DD	C&I	37,000	37,000	1,500	5,772	1,820
DEPARTMENT OF INSTRUCTION	DE	C&I	211,500	211,500	5,481	23,199	79,559
READING RECOVERY/PROJECT READ	DF	C&I	24,000	24,000	0	17,814	31,252
INSTRUCTIONAL MTLS RESERVE	DG	C&I	500,000	500,000	5,047	315,864	375,814
EQUIPMENT REPAIR	DM	C&I	13,000	13,000	7,297	10,132	11,464
PLANETARIUM	DO	C&I	5,444	5,444	0	0	3,730
SUMMER SCHOOL - SECONDARY	DQ	C&I	75,000	75,000	51,092	59,266	130,679
DRIVER EDUCATION	DS	C&I	0	0	0	0	10,000
ASST SUPERINTENDENT FOR CURR & INSTRUCT	DT	C&I	293,561	293,561	62,878	94,375	260,158
INTERSCHOLASTIC ATHLETICS	DU	C&I	1,410,529	1,410,529	0	0	1,284,944
INTRAMURALS	DV	C&I	18,477	18,477	628	864	22,730
ATTENDANCE SERVICES	E4	STD SVCS	69,621	69,621	12,658	16,048	70,254

2010-2011 EXPENDITURES BY PROGRAM

Includes Year-To-Date August 2010 Information

<u>PROGRAM</u>	<u>PROGRAM CODE</u>	Responsible Office	<u>2010-2011</u>			<u>2009-2010</u>	<u>2009-2010</u>
			<u>A</u>	<u>B</u>	<u>F</u>	<u>G</u>	<u>H</u>
			2010-2011 APPROVED BUDGET	2010-2011 AMENDED BUDGET	2010-2011 EXPENDED BUDGET INCLUDING ENCUMBRANCES as of October, 2010	2009-2010 EXPENDED BUDGET INCLUDING ENCUMBRANCES as of October , 2009	2009-2010 EXPENDED BUDGET EXPENDITURES PENDING FINAL ADJ as of June, 2010
MINORITY AFFAIRS/GOV. PROGRAMS/GRANTS	EB	STD SVCS	30,506	30,506	12,507	7,540	26,074
SPARK - EARLY CHILDHOOD/SUMMER	EC	STD SVCS	0	0	905	80,195	13,359
SCHOOL RESOURCE OFFICERS	EF	STD SVCS	180,000	180,000	0	0	442,686
HOMEBOUND INSTRUCT/REGULAR ED.	EG	STD SVCS	155,000	155,000	15,405	14,959	179,848
HEALTH SERVICES - MEDICAL	EH	STD SVCS	52,100	52,100	17,886	2,763	19,900
HEALTH SERVICES - DENTAL	EJ	STD SVCS	10,450	10,450	168	0	8,928
STUDENT SERVICES	EK	STD SVCS	163,611	163,611	48,874	59,919	173,061
GUIDANCE (SUMMER)	ET	STD SVCS	40,000	40,000	32,874	31,981	38,843
ENGLISH ACQUISITION	EY	STD SVCS	240,119	240,119	52,321	53,939	228,838
BUSINESS DEPT-ACCOUNTS PAYABLE	GA	F&A	877,116	877,116	270,346	249,478	1,138,696
BUSINESS DEPT-ACCOUNTS RECEIVABLE	GB	F&A	1,058,144	1,058,144	279,072	276,171	900,565
DEBT SERVICE	GC	F&A	23,103,426	23,103,426	9,375,100	11,940,164	17,231,160
EMPLOYEE BENEFITS	GD	F&A	33,324,356	33,367,568	2,577,548	2,694,244	30,338,673
INSURANCE	GE	F&A	514,500	514,500	614,550	568,486	564,161
INTERSYSTEM PAYMENTS	GF	F&A	25,957,221	25,957,221	6,172,881	6,471,330	22,041,924

2010-2011 EXPENDITURES BY PROGRAM

Includes Year-To-Date August 2010 Information

<u>PROGRAM</u>	<u>PROGRAM CODE</u>	Responsible Office	2010-2011			2009-2010	2009-2010
			A	B	F	G	H
			2010-2011 APPROVED BUDGET	2010-2011 AMENDED BUDGET	2010-2011 EXPENDED BUDGET INCLUDING ENCUMBRANCES as of October, 2010	2009-2010 EXPENDED BUDGET INCLUDING ENCUMBRANCES as of October , 2009	2009-2010 EXPENDED BUDGET EXPENDITURES PENDING FINAL ADJ as of June, 2010
PHOTOCOPIERS	GP	F&A	787,268	787,268	193,303	194,017	752,044
SPECIAL EDUCATION	LF	SPEC ED	436,362	436,362	131,878	142,263	818,878
HOMEBOUND INSTRUCTION / SPECIAL ED.	LG	SPEC ED	50,000	50,000	0	2,291	20,158
MAINTENANCE / CUSTODIAL DEPARTMENT	NA	B&G	11,107,832	11,107,832	2,551,463	2,398,030	10,036,649
MAINTENANCE DEPT - SUPPLIES	NE	B&G	803,375	803,375	419,105	245,171	324,542
MAINTENANCE DEPT - CONTRACTED SERVICES	NF	B&G	780,913	780,913	726,520	730,444	944,740
TRANSPORTATION DEPARTMENT	NT	B&G	5,449,265	5,449,265	1,192,036	733,053	4,192,567
TECHNICAL SERVICES	TK	TECH	1,022,025	1,022,025	1,154,684	628,722	961,565
INFO & COMMUNICATIONS TECHNOLOGY DEPT.	TL	TECH	1,575,130	1,575,130	286,665	996,663	1,527,949
DATA PROCESSING DEPARTMENT	TN	TECH	912,824	912,824	468,347	378,641	817,250
LOCAL, STATE & FEDERAL GRANTS	00	S & F	17,903,165	17,859,953	3,384,315	2,570,921	17,888,336
TOTALS			\$207,246,829	\$207,246,829	\$43,111,733	\$45,195,843	\$185,630,661