

BETHLEHEM AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR BOARD MEETING

NOVEMBER 15, 2010

The Regular Meeting of the Board of School Directors of the Bethlehem Area School District was 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.

REGULAR  
MEETING

President Leeson called the roll:

MEMBERS PRESENT

Members present: Directors Amato, Burkhardt, Cann, Faccinetto, Follweiler, McKeon, Ortiz, Tenaglia, Leeson - 9

All members present

Student Representatives, Niharka Pendurthi and Dhanu Thiyagarajan

Others present: Dr. Joseph Roy, Superintendent of Schools; Stacy Gober, Board Secretary; administrators, members of the press and other interested citizens and staff members.

OTHERS  
PRESENT

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

PLEDGE OF  
ALLEGIANCE

President Leeson requested a moment of silent meditation.

MOMENT OF  
SILENCE

Dr. Roy stated that all student recognitions are special, but they have a particularly special student recognition this evening. Dr. Roy stated that they are thrilled to honor a great accomplishment by one of their high school students this evening. He continued that as you may have read in the paper and also have seen on the local news, Raina Jain, a senior at Freedom High School, won the 2010 Sanofi-Aventis International BioGENEius Challenge. He said that this is a competition for high school students who demonstrate an exemplary understanding of bio technology through science research projects. There were 14 students from the US, Canada, and Western Australia who competed in the finals in the international event and Raina Jain took 1<sup>st</sup> place. He said that Raina's project was entitled Engineering Glass Bone Implants to Enhance the Adhesion of Precursor Osteoblast Cells. Dr. Roy continued saying that Raina was invited last month to the White House and discussed her project with President Obama. He said that this evening the administration and the board would like to congratulate Raina and in addition he has asked Raina if she would like to present her project this evening and she has graciously agreed. Dr. Roy said he would like to recognize Raina's guidance counselor, Tara McGoff, who is here this evening and her science mentor, Linda Frederick. He said he has asked them to come forward with Raina and that Mrs. Frederick would like to say a few words and then they

DR. ROY  
STAFF/STUDENT  
RECOGNITION

will ask Raina to do her presentation.

Linda Frederick stated the following: *“Good Evening. I wrote something so that I would not talk too long about Raina because I could talk about Raina for a long, long time.*

*Eloquence, clarity, relevance - these words come to mind when I think of Raina and her research. You will very shortly have the pleasure of learning first hand what I mean. But before you hear Raina’s presentation, I would like to take this opportunity for the shameless promotion of two topics that Raina and I have discussed over the years. They relate to what the NSF National Science Foundation called ISE (Informal Science Education). ISE is what happens whenever Science education breaks the bonds of classroom instruction resulting in events like the Bethlehem Area School Districts wonderful and unique Science Fest held each year at Marvine Elementary School. Raina has been a great asset to the fest since her freshman and year and continues to support it with her time and even financial contributions. On October 18<sup>th</sup>, the day of our seventh Fest, Raina took a later flight to DC in order to spend time with us celebrating that day. Over the last three years, I have learned that no matter how busy or exhausted Raina maybe, she always honors her commitments. Another extremely important ISE effort that Raina represents to the highest standard is the opportunity for middle and high school students to engage in long term research projects. Just as a few periods of gym class a week cannot possibly prepare world class athletes, the boundaries of ordinary science opportunities cannot provide the foundation for world-class scientists. Raina was born to the breed and has been given advantages few other students will ever have unless our educational system does much more to nourish the natural curiosity we encounter in our science students every day of the week. Long terms projects demand the kind of dedication and perseverance shown by Raina throughout the country and the world, students that Raina met at various Science Competitions. At this time, I am privilege and honored to introduce Bethlehem Area School Districts own science ambassador, Raina Jain”.*

Raina Jain shared the following: *“Hi everyone, like Mrs. Frederick said, first I want to thank her for the kind introduction, but I am Raina Jain and I am a senior at Freedom High School. I just want to give you a brief overview about my project. So the title of my project, like Superintendent Roy said, is the “Effective Surface Texture of Bioglass on Osteoblast Activity”. In the recent decade there has been an increasing life expectancy and with that increasing life expectancy also comes a growing need for a superior bone implant material. Especially in cases of degenerative disease like osteoarthritis and osteoporosis. The material that has been used in the past and is still the most commonly used material is titanium. But the problem with titanium is that it causes a formation of scar tissue. Which means that it has a lifetime of approximately 10 to 15 years before it has to be replaced. Also, it is bioinert but not bioactive. So what exactly do these terms mean. The field of bio materials can be broken down into three different generations. The first generation of biomaterials, were bioinert – like titanium. Titanium and bioinert materials eventually act as a space filler to replace defective bones. Even better than a bioinert material is a bioactive material like bioglass. A bioactive material not only takes the place of*

defective bone, but it even stimulates bone formation and adheres to surrounding bones. Third generation materials are called bioregenerative materials. These materials not only adhere to surrounding bone but they actually stimulate the gene expression of genes involved in bone formation. So the material that I was working with is called bioglass. What is a bioglass? Bioglass is composed of silken dioxide, calcium oxide, sodium oxide, and fosten oxide and the specific formula shown here is what gives bioglass these unique properties. Now the bioactivity of an implant depends on two things, it depends on one, the chemical composition and two the surface characteristics. In my studies, the chemical composition is already fixed because Dr. Larry Hench invented bioglass with that specific formula in the 1960's, so I wanted to look at surface characteristics. Specifically, how surface roughness can effect the way that cells respond to material. So in the past years, I have studied cell proliferation, cell adhesion, and this year I have completed cell differentiation and for the future I am looking at how surface roughness can effect mineralization. I pose the question, what is the effect of surface roughness of bioglass on cell proliferation and adhesions, to essentially see how surface characteristics can effect the response of cells to the material. The first step was to create the glass. I measured the powders in the appropriate amounts and mixed them and then the powders were melted and in yield and the end result was a cylindrical piece of bioglass that is shown here. Now after that I don't have slides for this just to save some time. I took the cylindrical piece of bioglass and cut it into discs using a diamond saw that is shown in the third picture and then I created different surface roughnesses on each of the samples. After that I created different surface roughnesses on the samples, I went through a specific complex bio procedure to culture the cells on the different surfaces and then through some center protocol for a self staining to look at both cell proliferation and cell adhesion. The results of proliferation are shown here, from top to bottom is the roughest to smoothest surface as is shown in the first column and then from left to right is increasing time points. So even if you look at the latest time point at 144 hours, you see on the roughest surface which is the top most box, you see there is a much lower number of cells compared to the smoother surface which is in the bottom right hand corner. So this is the first indication that cells proliferate much faster on a smoother surface compared to a rougher one. Then I wanted to look at cell adhesion. So here is a little bit of background information on how cell adhesion works. This is a diagram of a cell adhered to any kind of substrate and when a cell is adhered to a substrate there is a protein complex involved called a focal adhesion site which is what is zoomed in on the right. So I chose to look at one of the proteins, vinculum, to see where exactly the cell was adhering to the substrate. From left to right is increasing surface smoothness and for the protein I was just talking about is vinculum, that is stained in red, and so where you see the localization of the red stain around the outer edge of the cell, I think the contrast is a little bad, but where you see that around the edge of the cell is where the cell is adhering to bioglass. The nuclei are seen in blue. So you look at the rougher surfaces on the left side, you see the cell morphology is more rounded up and you don't see too many of these focal adhesion sites, whereas on the smoother surfaces you see the cells very well spread out and you see multiple adhesion sites. So what this is saying essentially is that on the smoother surfaces the cells appears very healthy and they find the material that is compatible and conducive to their adhesion.

*Where as on the rougher ones because they are rounded up they want to minimize the amount of contact they have with the material because they don't find it to be suitable.*

*This is a 3D view of the cells on the bioglass surface which I just think is pretty cool, so you see the green is the actin site of skeleton which is another component I looked at. Actin is basically the skeleton of the cell which controls its mobility so that's what the green stain is and then the red is again the focal adhesion site where the cell is binding to the substrate.*

*So why is any of this important? For the future we are looking at coating titanium with bioglass, so that you get the strength of titanium as well as the bioactive properties of bioglass. So on the left side you see there is a lab that has been working on this specific topic and that is titanium that is coated with bioglass and they have already found that bone formation does occur with this specific application. On the right is an exterior view of what that kind of an implant would look like for the future. So again to reiterate what my result was was that a smoother surface does indeed produce a better cell response in terms of proliferation and adhesion and this is important because when it comes to patients who are getting these bioglass implants, these different types of variables can greatly impact how fast the bone forms in the body and how fast these patients can get back on their feet.*

*For this year, like I said, I worked on how the surface roughness can effect cell differentiation and I can tell you that it gets even more complex and so the story continues.*

*I would like to acknowledge my professors at Lehigh University for all their guidance on giving me the resources to complete this project, also Ms. Linda Frederick, from East Hill Middle School, who has been my constant support source for the past 3 or 4 years, Ms. Tara McGoff, who has also been a mentor of mine and has given me the schedule to allow me to go outside and she has put up with my procrastination quite a bit as well. And also NSF for funding this work. Before I wrap up I just wanted to talk a little bit more about Science Fest which is what Ms. Frederick mentioned earlier. Like I said, none of the work I did would have been made possible without these special people I had in my life and that I was very fortunate to have them and who gave me these resources. I want to stress how important it is for students to get involved in science at a young age because honestly passion can be fired probably most easily when kids are younger and they can see this hands on experience and they can learn from it. And so Science Fest is one of the ways that educators from the area have tried to enhance this kind of exposure at a young age to science and I think that it is a very important part of the district.*

*Also, It needs to be emphasized that science can in fact take you places as well. I had the honor of meeting President Bush, President Clinton, and President Obama as a result of doing this work and it has been a great experience overall and even better I got to meet the creator of bioglass who invented it in his 60's, and he is my personal hero. I got to meet him in Florida over the summer. So hard work does pay off and science can be fun.*

*Thank you very much”.*

President Leeson stated thank you to Raina and she want to thank her for her last comment because she feels that that was most poignant, that hard work pays off and science is fun. President Leeson extended a big thank you to Raina’s mentors, Ms. Tara McGoff and Ms. Linda Frederick. She said she thinks that they already know how strongly the district feels about Science Fest. President Leeson said that it is just a treasure that they have here in the district and she knows it is thanks to the efforts of Ms. Frederick that they have Science Fest and extended a thank you for all the work that she is doing within the school but also her work with Science Fest and encouraging other young people to find science exciting to see what they can do with it and where you can go and all the exciting things.

President Leeson extended her thanks to Raina in giving such a wonderful presentation.

Dr. Roy – I just want to recognize Raina parents as well for being here this evening, Congratulations.

President Leeson offered courtesy of the floor to visitors. Speakers are asked to come to the podium, stating their name and address. Public comment in the first session is limited to 30 minutes and is for agenda items only. The second courtesy of the floor will be for any district concerns or business. Speakers are limited to three minutes each. The board requests that, when possible, all individuals supporting a like position on a topic select a speaker to present their views to avoid repetition. If that is not possible, all are welcome to speak. As per school board policy, generally, speakers are limited to taxpayers, residents, or employees of this school district. At the conclusion of the regular school board meeting, another block of time will be allocated for public comment. At that time, the same rules will apply. It is asked that speakers observe proper decorum, without personal attacks towards a specific individual or individuals. It is not the custom for the board to enter into a dialogue at these meetings about concerns. However, the board does listen with care to issues raised. Speakers will receive responses, in some form, by the administration.

COURTESY  
OF THE FLOOR  
TO VISITORS

1. Mr. Steven Antalics, 737 Ridge Street, Bethlehem, PA

Mr. Antalic stated that he should not do this, and he does not wish to embarrass the gentlemen, but Dr. Roy sort of set him up. He said the parents of Raina were in the audience. Mr. Antalics stated that the parents that you are referring to are a very distinguished scientist at Lehigh University, Dr. Jain, and he continued that he didn’t wish to embarrass him, but that he is probably the world’s authority on glass. Mr. Antalics said he didn’t know much about Dr. Jain’s wife, except that she is a Medical Doctor and so he said he can’t reflect on that, but he would like to say that their daughter, Raina, proves the old adage, “the apple does not fall to far from the tree”.

2. Brian & Pat Musselman – 2411 13<sup>th</sup> Street, Bethlehem, PA

Mr. Musselman stated that he would like to talk about last months vote to not approve protective netting at Liberty High Schools baseball field. He said his daughter is currently a senior at Freedom High School. Last April he and his wife went to see their daughter's track meet at the stadium where she pole vaults. They stood outside the track along the fence area by the pole vaulting pit where they normally stood to see her since she was a freshman. The liberty baseball team was having batting practice that day and a lot of foul balls seemed to be coming up towards the track. An older gentleman yelled down to a Liberty baseball coach about the balls coming up and the coach responded that they should complain to the school board. Mr. Musselman said that he has been trying to get something done for three years about this. He said there easily were about 10-15 foul balls that landed on or around the track. Luckily nobody competing was hit with a flying baseball unfortunately his wife wasn't that lucky. A foul ball came over the backstop and he could see that it was coming close to her and he yelled for her to watch out and she kind of looked up but the way she was standing the sun was in her eyes so she didn't really see the ball. She ducked back down, so the ball hit her squarely in the back of the head and she suffered a concussion and missed time at work. He said that so far the school district insurance company has paid over \$8,000 in her medical bills and she still has neck pain and is still receiving physical therapy. He said that he has been in contact with Fred Harris, the Freedom Athletic Director and with Dean Donaher concerning this and the last he had heard in September was that netting was going to be installed and put in place and that it was going out for bid. He stated that of course you can tell that he was disappointed to learn that the school board voted this down at the last school board meeting. He said he didn't get to see the minutes but he saw a part in the email that the alternative to putting up protective netting was to post signs and to have players come up and watch so nobody got hit with a foul ball. He doesn't know if any of the board members have ever been there for a track meeting while baseball was going on, but as you are standing there watching, you can't be doing two things at once. He said that spectators have an advantage over the participants in that at least the spectators can kind of duck and get out of the way because they are not actually competing. But those 10-15 balls that came up there were just missing some of the young athletes and in that area, which is the most congested on the track, there are the high jump, long jump pits, the pole vault, all the starting blocks for all the sprints, and there easily could be a hundred up young people grouped in that area at any one time. He stated that if his daughter, or anybody's daughter or son, up on a pole vault 10 feet in the air there leading a race of 10 kids and they get hit and they fall, the school board has a lot to answer too, and there is a definite safety hazard there. He said his wife got hit and it is a safety hazard that has to be taken care of. He continued saying that the \$50,000 for the cost of the netting that was voted down is going to be a drop in the bucket for some young person that gets hit with a ball. He said that it just seems that the school board is taking a big chance and what is going to happen if someone gets hit. He said it has already happened once and he doesn't want to see it happen again, especially to our young athletes. He said that he respectfully requests that this issue be revisited.

President Lesson stated that the board will be looking at that issue for other

opportunities to remediate it.

President Leeson asked if there was anyone else who would like to speak to the board at this time. She said that there will be a second courtesy of the floor following the agenda.

FREEDOM HIGH SCHOOL – Dhanu Thiagarajan, student representative stated that the month of November has started off well with Freedom High Schools second marking period report cards being distributed this past week. Juniors and Seniors are starting to look at Dual Enrollment classes at Northampton Community College along with some other local colleges such as Moravian and Lehigh. Seniors have also been sent in their early decision applications to their respective colleges and are equally awaiting the decision while other students are sending out their applications for regular decision. The Freedom High School Math Team received first place in the Bloomsburg Math Competition for the local high schools. The ice hockey team has started off their season one month ago and is doing well so far. They will continue their season until March. Freedom's Swimming and Diving, Basketball, Rifle and Wrestling Teams will also be starting their seasons very soon. The traditional Freedom/Liberty Game was preceded by the classic Spirit Week. The students of Freedom eagerly dressed up for Pajama Day, Nerd Day, Vampire vs. Zombie Day, Sports Jersey Day and of course Spirit Day.

## STUDENT REPRESENTATIVE REPORTS

The bon fire was a wonderful time of mingling and warmth. Saturday started off well with an exciting tailgating event with Mr. Harakal cooking wonderful burgers and hot dogs along with other separate families cooking. The combined Freedom/Liberty Band started off the game with a wonderful pre game show. Freedom's football finished this season with a good run. The band played an amazing half time show with a tribute to Michael Jackson with Allie Lynn as a featured twirler and Scott Haley and Justin Mathis performing special routines as drum majors. Freedom's Theater Company featured the play the Charlottes Web this past Thursday to Sunday. The Actors and Actresses again out did themselves and the play was spectacular. Freedom's choir will be performing a spectacular winter concert December 9<sup>th</sup> and 10<sup>th</sup> and the orchestra will be performing their holiday concert December 16<sup>th</sup> at 7:30 pm. The entire board is invited to attend both concerts with complimentary tickets from Mr. LaPorta. Thank you and have a Happy Thanksgiving.

President Leeson extended thank to Dhanu and said that a number of the board members had an opportunity to see Freedom's show at the Freedom/Liberty Game and that it was very exciting and a lot of fun.

LIBERTY HIGH SCHOOL – Niharka Pendurthi student representative, stated Good Evening Dr. Roy, Mrs. Leeson and members of the school board. Much like the now nippy weather, much has changed at Liberty this month. Guests at the National Honor Societies induction of new members were treated to a speech from the Nobel Lauriat winning Harvard & Liberty graduate, Dr. Susan Leman. Dr. Leman was inducted into the National Honor Societies Hall of Fame as a graduate of the class of 1947. She was honored by Annie Jesberg for prestigious accomplishments in the scientific community with the help of her two girlfriends from high school, Mary Ann

Heath Mundy Hooper and Frances Minor, also Liberty Graduates of the class of 1947 who contacted Mrs. Durany a year and half ago about their life long friend. Both ladies reside in New Jersey where Mary Ann Heath Mundy Hooper is a retired teacher and Frances Minor is a retired writer for Publisher Magazine. During their time in high school, both served on the Staff of the Liberty Life's Newspaper and the Cauldron yearbook which still exists today. These accomplished women wanted to recognize their friend who was Miss Susan Epstein in High School for all her discoveries and all of her progress. Another research scientist who deserves recognition is Liberty Senior Juan Carlos Rodriguez who has spent the past summer at Rutgers University isolating genes. He is in the process of being published on NCBI which is an international website that scientists refer to for gene sequencings and protein in function. His isolated gene sequences from duckweed which is a common plant but is now being considered as the next fire fuel. Another group of accomplished academics is the scholastic scrimmage team which has been dominating their competition recently winning against both Easton and Nazareth. In School wide news student's leaders of both Freedom and Liberty will join together for the student's Adversity Meeting in December at Liberty which I personally am looking forward to attend because at that time they become quite heated. While students may receive a day off on the 24<sup>th</sup> for an in-service, teachers will attend that in service with Michael Reddig, who is the father of block scheduling and the all around scheduling guru who will speak to teachers about strategies to better student's imaginations. Students have been bringing their heritage to Liberty as teachers Mrs. Vazquez and her students at the Latino Youth Leadership Club have organized a Puerto Rico Heritage Day Luncheon for teachers on November 19<sup>th</sup> to celebrate Puerto Rican independence. The event will feature food and wonderful music. Traveling to the other side of the world, National Honor Society in Students Action have organized a flood relief drive collecting winter clothing, games, sports items and children's books for the victims for the Ortho Com Environmental Educational Center in Armor India where they have been raising money towards their plan in cultural events. Play director Mr. Achenzi will also be hosting a canned food drive at the Liberty Theatre company's The Legend of Sleepy Hollow which is set to perform this weekend in the LHS Auditorium. The student government has been very involved with the cops and kids book drive and plans to travel to William Penn and Asa Packer Elementary Schools to read and speak to students about life in high school and about being role models. The student government also plans to host the senior spaghetti luncheon where alumni classes will be returning to the high school. Another alumnus who will be returning to Liberty is Mr. McGlade, CEO of Air Products who is meeting with the Liberty Band on December 8<sup>th</sup>. The band also has its first company concert set for December 23<sup>rd</sup>. Liberty Spirit Week was a fun success which ended with the Senior Breakfast on November 5<sup>th</sup>. That evening was the annual bonfire which was held for the first time ever on Liberty Campus as opposed to the normal Sand Island. The event was well attended and the attendees felt that the move made the event more welcoming and more of a community pep rally. The football team has been dominating as it is now in its Eastern Conference Football playoffs, having won against Parkland last Friday and playing Emmaus this Friday. If we win the Eastern Conference, the team will be the champions of the second tier and will be awarded a trophy and medals. As the winter weather continues to get colder, Liberty is

getting prepared for Winter Concerts and Sports and also the exciting upcoming holidays. Hope everyone has a wonderful Thanksgiving and thank you very much.

President Leeson extended thanks to Niharka and also said that a number of the board members and certainly Dr. Roy had the opportunity to be at the National Honor Society and to hear Mrs. Leman speak and it was very interesting and very exciting to hear her accomplishments in a time of change for women.

President Leeson called for approval of the committee meeting minutes. She called for approval of the November 1st – Board Human Resources Committee Minutes, November 8<sup>th</sup> – Board Curriculum Committee Meeting Minutes with one small change.

APPROVAL OF  
COMMITTEE  
MINUTES

Director McKeon stated that on November 8<sup>th</sup> – Board Curriculum Committee Meeting – on the last page address the Facilities and Finance Meetings being switched should say that will occur on March 7<sup>th</sup>, it currently states December 7<sup>th</sup>.

Director Faccinetto made a motion to accept the amended Committee Meeting Minutes which was seconded by Director Follweiler.

MOTION TO ACCEPT  
COMMITTEE  
MINUTES

President Leeson called for a voice vote to approve the committee meeting minutes. The motion was passed by a unanimous voice vote.

VOICE VOTE TO  
ACCEPT MINUTES

Motion passes 9-0

President Leeson called for approval of the Financial Report/Payment of Bills.

FINANCIAL REPORT/  
PAYMENT OF BILLS

Director Follweiler made a motion, seconded by Director McKeon, to accept the Financial Report and Payment of Bills, (Item numbers 26, 27, 28 and Item #29 is for information only)

MOTION TO ACCEPT  
FINANCIAL  
REPORT/PAYMENT  
OF BILLS

President Leeson asked if there were any questions on the Financial Report/Payment of Bills

Mr. Tenaglia stated that last month they had a motion to table and we had an additional presentation for the administration at a Finance Committee Meeting, however, the subsequent meeting due to the absence of the treasurer, there was no discussion at that point. Director Tenaglia stated that he would like to table this to the January Financial Committee Meeting – The Treasurer's Report.

Director Tenaglia asked that the board table both September and October's Treasurers Reports.

President Leeson stated that Director Tenaglia made a motion to table both September and October's Treasurers Report. The motion was seconded by

Director McKeon.

President Leeson - Roll call vote to table the Treasurers Report for the September and October for the reasons outlined by Mr. Tenaglia.

ROLL CALL VOTE TO  
TABLE TREASURERS  
REPORT – ITEM #27  
FOR SEPTEMBER/  
OCTOBER

The question was called with roll call as follows: Yea, Directors Cann, Follweiler, Leeson, McKeon, Tenaglia. Nay, Director Amato, Burkhardt, Faccinetto, Ortiz

Motions passes 5-4

President Leeson asked if there was any discussion on the Budgetary Transfers and the Monthly Bills.

Director McKeon stated that there seemed to be a reversal of entries from the prior month..

Mrs. Gober confirmed that that was correct. She stated that there was one item that had been transposed in last months list, so to try to be clear, they reversed that transfer and then posted it correctly.

President Leeson asked if there were any other questions. Seeing none, she asked for a roll call.

President Leeson - May we have a roll call to accept the Budgetary Transfers and the Monthly Bills.

ROLL CALL VOTE  
ITEM #26 and #28

Motion passes 9-0

President Leeson stated that there was an executive session prior to the School Board Meeting starting at 6:00 pm. She said that at that time they talked about personnel, litigation and contract negotiations. President Leeson also said she wanted to again make mention of the fact that they are attempting to go paperless and so many of the board members have laptops in front of them and you will see them looking at the laptops; it is not because they are not paying attention, but that is where their agenda is right now.

PRESIDENT'S  
COMMUNICATIONS

Dr. Roy stated that the only piece of information that he has is to remind the public that effective on Wednesday, November 17<sup>th</sup>, the e-mail addresses for the school board members will be changing to G-mail accounts and those addresses are posted on the district website where everyone will be able to ascertain those new addresses.

SUPERINTENDENTS  
REPORT/  
RECOGNITION

President Leeson asked if anyone had any unfinished business to discuss.

UNFINISHED  
BUSINESS

President Leeson stated that Director Ortiz sent the board a communication where she was asking for some information and President Leeson wanted to share at least a little of that information. She said that one of Director Ortiz's questions were about Dual Enrollment and the cost to the district. President Leeson said that there is no cost for Dual Enrollment to the district and in fact it might be considered a small savings because students are not taking classes in the districts schools. President Leeson said that the Diversity Committee met on Thursday and at that time they had been discussing trying to get more

of the districts students into Dual Enrollment particularly more of their ethnic students into Dual Enrollment and she said there are now three very active committees that are working towards hopefully increasing those numbers. She said there was a second question and it was on AP and Director Ortiz was asking about the cost of AP and the students involved in AP. President Leeson stated that her response wouldn't completely answer her questions, but last year they received funding that was limited for certain uses and one of the uses that they could identify was to use that money to fund some of the AP courses. Most of the AP courses have start up costs but they are on going expenses and are relatively similar to another course. The start up courses for the most part is the training of the teacher and obviously the books. It would be the same though if they were to put any other new program into place and it is just that in this particular case they were able to use those grant funds. She said they were a part of the stimulus package and so they knew they were one time funds and could probably, it was not advisable to use that money for on going expenses, which is why there was a decision made to use it to put AP courses into place. She said that there was also a discussion at the Diversity Committee Meeting that they would like to see more of the districts students accessing the AP courses and more of their diverse students assessing the AP courses and they need to be doing more to make those courses and that pathway available to the students. She said that it is going to be one of the area the emphasis is put on and also from what she understands, looking at the AP results, they are also going to be looking for better results from our AP courses as well. She said that going forward they will be looking at all of these things.

Director Ortiz thanked President Leeson for addressing her concerns. She said she wasn't going to bring it up because she was expecting some information and she didn't have all the information and she didn't think that the information would be available yet. Director Ortiz said that basically what she is trying to see is how they could involve the minority students in these AP courses and also how can they encourage the minority students for Dual Enrollment as well. She said she wasn't so much interested in the cost of the Dual Enrollment but at the participation of the minority students and also she would like to be part of that Diversity Team, which she hasn't had access to, which she would love to part of it, so if President Leeson would permit her, she would like to be part of that team.

President Leeson stated that Director Ortiz and her could talk about that afterwards, since it is the Superintendents Committee, and there is at this time, only one board member on the team.

Director Ortiz stated that Dr. Roy has agreed that he is going to get her some information and then as they have that information, then she could bring it up in a more extensive way because they need to do more.

President Leeson stated that they are seeing that work being done through the Diversity Committee. She said she was going to give a report later under the committees, but she will give some of it now. President Leeson stated that this committee actually has really been enlivened this year and it is exciting to see these three committees who are really starting work on not just identifying the problems but beginning to identify what some of the solutions might be to those problems. She said that these solutions aren't easy, they are not simple

and so it is going to take a little bit of time and a little bit of work, but it is exciting to see, the community members, the staff, and it is everyone working together to address specifically some of those issues that Director Ortiz is bringing up right now.

Director Ortiz extended her thanks to President Leeson.

President Leeson asked if there was any other Unfinished Business to be discussed.

Director Cann stated that she wanted to check with Director Ortiz to make sure that if she needed anything else since in her memo she thought Director Ortiz was suggesting some sort of study from the administration and she said she is now thinking that what Director Ortiz is asking for is how things can change and be different, or does she still need the administration to exercise itself on the history.

Director Ortiz stated that she wants all the information she was asking for, comparisons and she was asking to see how they are able, based on those comparisons, based on those studies, are they able to help these students take advantage of these AP courses as well as the Dual Enrollment. She said that they need that information. They need the history so they are more able to understand where they are missing the point. She continued that they need to engage the minority students to go ahead and try using these services. She said that it is something that has been in her heart and she wants to be able to see why it isn't happening and how they can make it happen.

Director Cann stated that she agrees with Director Ortiz and thinks that everyone wants to see every student who can benefit from any program to get in there and take advantage of it.

Director Ortiz stated that the memo specifies what she needs and she would like to see the specifics because based on those comparisons is how they could move forward and based on how many people are benefiting right now from these services. Director Ortiz stated that she wants to know how many minority students are taking those services, how many minority students are completing those AP courses and how many start and don't finish and why.

Director Cann asked Dr. Roy if that is something that is already done and is that readily available information.

Dr. Roy stated that that is information they have and that is information they should be looking at and so that is not a problem especially around the AP and the Dual Enrollment courses which are the main areas.

Dr. Silva stated that later this winter, maybe January or February, he will be coming to the school board with a plan for an advanced placement programming evaluation and in it, the typical advancement placement program evaluation asks three questions 1. Are we offering the advancement placement courses that are needed for our students to be college and career ready. 2. What are we doing things to promote the access to those courses for all students and are we actively removing the barriers that keep students from accessing rigorously curriculum and the advanced placement and the 3.

How are our results in terms of excellence, high scores and equity that students have had an opportunity to participate. He stated that this is a little bit of a sneak preview of what he would plan to be giving in January/February and then they would use the next few years to benchmark data, report back to the board, give progress in all three of those questions. He stated that he agrees with Director Ortiz that this is a very important part and that the program evaluation emphasizes both excellence and equity.

President Leeson stated that Dr. Silva hit on one of the key things and that is what they are doing to help students access these programs.

Director Cann stated to President Leeson that she has been on the Dual Enrollment Committee and she knows that there has been an effort for a number of years to engage some of the minority students and it has been difficult that we can't look at new ideas and new ways. She stated that there is not a meeting that goes by that that issue is not addressed. She said that it is a constant concern and a constant boost and effort to do that.

President Leeson asked if there was any other discussion on these issues.

President Leeson asked for a motion to accept the Recommendations of the Administration (Items 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25). Director Follweiler made a motion to accept the Recommendations of the Administration. Director Tenaglia seconded the motion.

RECOMMENDATIONS  
OF THE  
ADMINISTRATION

President Leeson asked if anyone like to pull any of these of these items for discussion?

Director Burkhardt - Item #5

Director McKeon - Item #13

President Leeson asked for a Roll Call vote on Items 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25.

ROLL CALL – ITEMS  
1, 2, 3, 4, 6, 7, 8, 9, 10,  
11, 12, 14, 15, 16, 17, 18,  
19, 20, 21, 22, 23, 24 and  
25

Yea, Director Amato, Cann, Faccinetto, Follweiler, Leeson, McKeon, Ortiz, Tenaglia. Director Burkhardt – Yea to all except page 14, section 12 - #11 – family member and he will abstain from that item.

All motions pass 9-0 and

Item #14 passes 8-0-1

The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

Director Burkhardt stated that he pulled Item #5 and is just requesting that we vote separately on those two items – Item 5A and 5B

DISCUSSION ITEM #5

President Leeson stated Item 5A being #1004420 and Item #B Student #1009913.

President Lesson asked if there was any other discussion on that item.

Director McKeon stated that he pulled Item #13 – he just wanted to publicly

DISCUSSION ITEM #13

state that he will be voting no on Item#13 on page 18. He stated that it is not a reflection of the individual but that he disagrees the process right now.

May we please have a roll call vote on Item 5A and Item 5B and Item #13

ROLL CALL VOTE  
Item 5A, 5B and 13

Item 5A – Yea, Director Amato, Burkhardt, Cann, Faccinetto, Follweiler, McLeon, Leeson, Ortiz, Tenaglia

Item 5B – Yea, Director Faccinetto, Follweiler, Leeson, McKeon, Ortiz  
Nay – Director Amato, Burkhardt, Cann, Tenaglia

Item #13 – Yea, Director Amato, Burkhardt, Cann, Faccinetto, Leeson, Ortiz, Tenaglia. Nay – Director Follweiler, McKeon

Motion – 5A – passes 9-0

Motion – 5B – passes 5-4

Motion – 13 – passes 7-2

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° Information Item Only

**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).

The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

### 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.

The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

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.

DISCUSSION ITEM #5

Director Burkhardt stated that he pulled Item #5 and is just requesting that we vote separately on those two items – Item 5A and 5B

President Leeson stated Item 5A being #1004420 and Item #B Student #1009913.

ROLL CALL VOTE

Item 5A, 5B and 13

President Lesson asked if there was any other discussion on that item.

May we please have a roll call vote on Item 5A and Item 5B and Item #13

Item 5A – Yea, Director Amato, Burkhardt, Cann, Faccinetto, Follweiler, McLeon, Leeson, Ortiz, Tenaglia

Item 5B – Yea, Director Faccinetto, Follweiler, Leeson, McKeon, Ortiz

Nay – Director Amato, Burkhardt, Cann, Tenaglia

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.

The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

**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.

The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

## 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        |

The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

**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 I

March 10-13, 2011  
2011 Professional Development Schools National Conference  
New Orleans, Louisiana 1,592.52  
Federal/PA PACT Grant

The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

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

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

|                                                                                                                                                       |                         |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| November 5-6, 2010<br>(2 Freedom High School Students)<br>(10 Liberty High School Students)<br>PIAA State Cross Country Meet<br>Hershey, Pennsylvania | \$1,059.80<br>Athletics |
|-------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|

|                                                                                                                    |                   |
|--------------------------------------------------------------------------------------------------------------------|-------------------|
| January 13-15, 2011<br>(1 Liberty High School Student)<br>PMEA District 10 Chorus Festival<br>Easton, Pennsylvania | 280.00<br>General |
|--------------------------------------------------------------------------------------------------------------------|-------------------|

The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

**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

The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

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

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

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

*Noninstructional*

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

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

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

The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

**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:        Nitschmann, (.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



Item 13

May we please have a roll call vote on Item 5A and Item 5B and Item #13

Item #13 – Yea, Director Amato, Burkhardt, Cann, Faccinetto, Leeson, Ortiz, Tenaglia. Nay – Director Follweiler, McKeon

Motion – 5A – passes 9-0

Motion – 5B – passes 5-4

Motion – 13 – passes 7-2

**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

The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

**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

The administration’s recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

**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.

The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

SECTION: LOCAL BOARD PROCEDURES

TITLE: ORGANIZATION

ADOPTED: November 15, 2004

REVISED:

# BETHLEHEM AREA SCHOOL DISTRICT

1<sup>st</sup> reading October 11, 20102<sup>nd</sup> reading November 1, 20103<sup>rd</sup> reading November 15, 2010

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|                  | 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.                                                                                                                                                                                                                                                                        |

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| 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<br>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<br>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. <b>President</b>                                                                                                                                                                                                                                                                                                                                                                                        |
| 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, <b>all committee chairpersons</b> , all representatives on the Intermediate Unit Board, and the Joint Vocational Education Board, unless the Board shall decide otherwise.                                                                                                                     |

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| SC 428           | <p>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.</p> <p><b>b. Vice-President</b></p> <p>The Vice-President of the Board shall perform such duties as are imposed upon by law and Board procedures.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| SC 439, 440, 442 | <p><b>c. Treasurer</b></p> <p>The Treasurer shall be responsible for the following:</p> <ol style="list-style-type: none"> <li>1. Supervision and control of all financial activities. <ol style="list-style-type: none"> <li>a) Records, checks, vouchers.</li> <li>b) All transactions with bank depositories.</li> <li>c) Invest idle funds.</li> <li>d) Writing of all checks.</li> <li>e) Keep up-to-date schedule of bonded indebtedness.</li> <li>f) Control and supervision of all business transacted by the delinquent tax office.</li> </ol> <p>Responsibility for the tax duplicate: real estate tax, interim tax.</p> </li> <li>2. Preparation of all bank financial statements to be submitted to the Board monthly.</li> </ol> <p>The Treasurer shall:</p> <ol style="list-style-type: none"> <li>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.</li> <li>2. Be a member of the Sinking Fund Committee.</li> </ol> |

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| SC 433      | <ol style="list-style-type: none"> <li>3. Represent the district in financial dealings with the city, county, state and federal authorities.</li> <li>4. Perform various assignments as required by the Superintendent and the Director of Business Affairs.</li> <li>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.</li> </ol> <p>d. <b>Board Secretary</b></p> <ol style="list-style-type: none"> <li>1. Notify Board members of all regular, special and committee meetings.</li> <li>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.</li> <li>3. Attest, in writing, the execution of all deeds, contracts, reports, and other instruments that are to be executed by the Board.</li> <li>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.</li> <li>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.</li> </ol> |
| SC 508, 683 | <p>Section 5. <u>Appointments</u></p> <p>The Board shall have the authority to appoint:</p> <ol style="list-style-type: none"> <li>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.</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| SC 1410     | <ol style="list-style-type: none"> <li>b. School physician(s).</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| SC 1410     | <ol style="list-style-type: none"> <li>c. School dentist(s).</li> </ol>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

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| SC 324, 406  | <p>d. Solicitor.</p> <p>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.</p> <p>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.</p> <p>The solicitor shall attend all regular meetings of the Board and, upon request, shall attend special Board meetings and committee meetings.</p>                                                                                                                                                                                                                                                                                                                                                 |
| SC 2401      | <p>e. Independent auditor.</p> <p>The independent auditor shall:</p> <ol style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>3. Render an opinion on the financial statements prepared at the close of the fiscal year.</li> <li>4. Prepare such financial statements for publication as may be required by law.</li> <li>5. Make such recommendations to the Board concerning its accounting records, procedures, and related activities as may appear necessary or desirable.</li> <li>6. Perform such other related services as may be requested by the Board.</li> </ol> |
| SC 516       | <p>f. Delegates to a state convention or association of school directors.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| SC 406, 1089 | <p>g. Assistants, clerks and other employees the Board deems necessary.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

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| Pol. 006 | <p>Appointees 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 appointee charged has 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.</p> <p>Section 6. <u>Resolutions</u></p> <p>The Board may at the organization meeting, but shall prior to July 1 next following, designate:</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| SC 621   | a. Depositories for school funds.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |
| SC 106   | b. Newspapers of general circulation as defined in law.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| SC 421   | c. Normal day, place and time for regular meetings.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|          | d. Normal day, place and time for open committee meetings.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
|          | e. Normal day, place and time for executive sessions of the Board.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|          | <p>Section 7. <u>Committees</u></p> <p>The only standing committees, except the Sinking Fund Committee as provided by law, shall be Committees of the Whole, comprising all the members of the Board.</p> <p>The Board shall annually review all existing standing and special committees of the Board for the purpose of determining those committees which will continue to function, those which will cease to function, and/or those which will be created to satisfy current needs of the district.</p> <p>The Sinking Fund Committee shall consist of the President, Treasurer and one (1) additional member of the Board to be elected by the Board, to serve as chairperson.</p> <p>a. Special Committees</p> <p>Special temporary committees may be created when so directed by a majority of the Board and shall terminate when the purpose of their appointment has been completed or when so ordered by a majority vote of the Board.</p> <p>The Board President shall be empowered to appoint any special committees, naming the membership and the chairperson.</p> |

**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.

he administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

# BETHLEHEM AREA SCHOOL DISTRICT

1st reading October 11, 2010  
2<sup>nd</sup> reading November 1, 2010  
3<sup>rd</sup> reading November 15, 2010

SECTION: LOCAL BOARD PROCEDURES

TITLE: MEETINGS

ADOPTED: November 15, 2004

REVISED: February 22, 2010

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| <p>SC 407<br/>65 Pa. C.S.A.<br/>Sec. 701 et seq</p> | <p style="text-align: center;">006. MEETINGS</p> <p>Section 1. <u>Parliamentary Authority</u></p> <p>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:</p> <ol style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>c. Any member who has made a motion shall have liberty to withdraw it with the consent of the seconder.</li> <li>d. The consideration of any question may be postponed to a fixed time or the question may be suppressed altogether by an indefinite postponement.</li> <li>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.</li> <li>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.</li> <li>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.</li> </ol> |
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| SC 508 | <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> <li>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.</li> <li>k. A motion for postponement shall preclude commitment, and motion for commitment shall preclude amendment or decision on the original subject.</li> <li>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.</li> <li>m. If the previous question is decided in the negative, the effect shall be to arrest the discussion and produce indefinite postponement.</li> <li>n. No member shall be interrupted when speaking unless they are out of order, or for purposes of correcting mistakes and misrepresentations.</li> <li>o. No member in the course of debate shall be allowed to indulge in personal reflections.</li> <li>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.</li> <li>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.</li> <li>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.</li> </ul> |
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|                             | <p>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.</p> <p>t. The first person recognized by the President as desiring to speak shall have the right to the floor.</p> <p>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.</p> |
| SC 422                      | <p>Section 2. <u>Quorum</u></p> <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| SC 405, 426, 427, 428       | <p>Section 3. <u>Presiding Officer</u></p> <p>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.</p>                                                                                                                                                                                                                                                    |
| 65 Pa. C.S.A. Sec. 703, 709 | <p>Section 4. <u>Notice</u></p> <p>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.</p>                                                                                                                                                                                                                                                                                                                    |
| 65 Pa. C.S.A. Sec. 703, 709 | <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| 65 Pa. C.S.A. Sec. 703, 709 | <p>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.</p>                                                                                                                                                                                                                                                                                                                                                  |

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| 65 Pa. C.S.A.<br>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.<br>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.<br>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<br>65 Pa. C.S.A.<br>Sec. 701 et seq | Regular Board meetings shall be public and shall be held at least once every two (2) months.<br><br>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.<br><br>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.<br><br>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.<br><br>Board members may request that verbatim comments be included in the written minutes. |
|                                            | a. Agenda<br><br>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.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |

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| <p>65 Pa. C.S.A.<br/>Sec. 701 et seq</p> <p>SC 426</p> | <p>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.</p> <p>b. Order Of Business</p> <p>The order of business for regular meetings shall be as follows, unless altered by the President or a majority of those present and voting:</p> <ul style="list-style-type: none"> <li>Roll Call</li> <li>Pledge of Allegiance</li> <li>Silent Meditation</li> <li>Instructional Report or Student Recognition</li> <li>Courtesy of Floor to Visitors</li> <li>Reports of Student Representatives</li> <li>Approval of Minutes</li> <li>Approval of Committee Minutes</li> <li>Financial Report/Payment of Bills</li> <li>President's Communication/Special Meetings</li> <li>Superintendent's Report/Federal Program Update</li> <li>Unfinished Business</li> <li>Recommendations of Administration</li> <li>Reports of Committees</li> <li>New and Miscellaneous Business</li> <li>Courtesy of the Floor to Visitors</li> <li>Adjournment</li> </ul> <p>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.</p> <p>Section 6. <u>Special Meetings</u></p> <p>Special meetings shall be public and may be called for special or general purposes.</p> <p>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.</p> |
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| <p>65 Pa. C.S.A.<br/>Sec. 701 et seq<br/>Pol. 903</p> <p>SC 324</p> | <p>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.</p> <p>All special meetings of the Board shall be at a place to be determined and advertized.</p> <p>The following shall be the order of business:</p> <ul style="list-style-type: none"> <li>Roll Call</li> <li>Pledge of Allegiance</li> <li>Silent Meditation</li> <li>Courtesy of Floor to Visitors</li> <li>Approval of Minutes/Regular and Committee</li> <li>President's Communication/Special Meetings</li> <li>Superintendent's Report</li> <li>Unfinished Business</li> <li>Recommendations of Administration</li> <li>New and Miscellaneous Business</li> <li>Courtesy of the Floor to Visitors</li> <li>Adjournment</li> </ul> <p>Section 7. <u>Hearing Of The Public</u></p> <p>A member of the public present at a Board meeting may address the Board in accordance with law and Board policy and procedures.</p> <p>Section 8. <u>Voting</u></p> <p>All motions shall require for adoption a majority vote of those Board members present and voting, except as provided by statute or Board procedures.</p> <p>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.</p> <p>a. The following actions require the unanimous consent of all the remaining members of the Board:</p> <ul style="list-style-type: none"> <li>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.</li> </ul> |
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|                       |                                                                                                                                                                                                                                                                            |
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|                       | <ol style="list-style-type: none"> <li>2. Appoint as Secretary to the Board of a district of the second class a school director who has resigned his/her office.</li> </ol>                                                                                                |
|                       | <ol style="list-style-type: none"> <li>b. The following actions require the recorded affirmative votes of two-thirds of the full number of Board members:               <ol style="list-style-type: none"> <li>1. Transfer of budgeted funds.</li> </ol> </li> </ol>       |
| SC 609, 687           |                                                                                                                                                                                                                                                                            |
| SC 687                | <ol style="list-style-type: none"> <li>2. Transfer of any unencumbered balance, or portion thereof, from one appropriation to another, or from one spending agency to another.</li> </ol>                                                                                  |
| SC 634                | <ol style="list-style-type: none"> <li>3. Incur a temporary debt or borrow money upon such obligation.</li> </ol>                                                                                                                                                          |
| SC 687                | <ol style="list-style-type: none"> <li>4. Incur a temporary debt to meet an emergency or catastrophe.</li> </ol>                                                                                                                                                           |
| SC 324                | <ol style="list-style-type: none"> <li>5. Elect to a teaching position a person who has served as a Board member and who has resigned.</li> </ol>                                                                                                                          |
| SC 707                | <ol style="list-style-type: none"> <li>6. Convey land or buildings to the municipality co-terminus with the school district.</li> </ol>                                                                                                                                    |
| SC 803                | <ol style="list-style-type: none"> <li>7. Adopt or change textbooks without the recommendation of the Superintendent.</li> </ol>                                                                                                                                           |
| SC 1129               | <ol style="list-style-type: none"> <li>8. Dismiss, after a hearing, a tenured professional employee.</li> </ol>                                                                                                                                                            |
| SC 671                | <ol style="list-style-type: none"> <li>9. Fix the fiscal year to begin on the first day of January.</li> </ol>                                                                                                                                                             |
|                       | <ol style="list-style-type: none"> <li>c. The following actions require the recorded affirmative votes of a majority of the full number of Board members:               <ol style="list-style-type: none"> <li>1. Fixing the length of school term.</li> </ol> </li> </ol> |
| SC 508                |                                                                                                                                                                                                                                                                            |
| SC 508<br>Pol. 108    | <ol style="list-style-type: none"> <li>2. Adopting textbooks recommended by the Superintendent.</li> </ol>                                                                                                                                                                 |
| SC 508, 1071,<br>1076 | <ol style="list-style-type: none"> <li>3. Appointing the district Superintendent and Assistant Superintendent(s).</li> </ol>                                                                                                                                               |
| Pol. 508              | <ol style="list-style-type: none"> <li>4. Appointing teachers and principals.</li> </ol>                                                                                                                                                                                   |
| SC 508<br>Pol. 604    | <ol style="list-style-type: none"> <li>5. Adopting the annual budget.</li> </ol>                                                                                                                                                                                           |

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| SC 508<br>Pol. 005, 606 | 6. Appointing tax collectors and other appointees.                                                                                                                                                      |
| SC 508<br>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<br>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<br>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,<br>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.                                                                                                                                      |

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| 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<br>65 Pa. C.S.A.<br>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: <ul style="list-style-type: none"> <li>a. The date, place, and time of the meeting.</li> <li>b. The names of Board members present.</li> <li>c. The presiding officer.</li> <li>d. The substance of all official actions.</li> <li>e. Actions taken.</li> </ul> |
| 65 Pa. C.S.A.<br>Sec. 705           | <ul style="list-style-type: none"> <li>f. Recorded votes and a record by individual members of all roll call votes taken.</li> <li>g. The names of all citizens who appeared officially and the subject of their testimony.</li> </ul>                                                                                                                                                                                                                                                       |
| 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.                                                                                                                                                                                                                                                                                                                                                                                     |

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| SC 407<br>Pol. 800, 801                      | <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |
| 65 Pa. C.S.A.<br>Sec. 703, 709<br>Pol. 006   | <p>Section 10. <u>Adjournment</u></p> <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |
| 65 Pa. C.S.A.<br>Sec. 707, 708               | <p>Section 11. <u>Executive Session</u></p> <p>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.</p> <p>The Board may discuss the following matters in executive session:</p> <ul style="list-style-type: none"> <li>a. Employment issues.</li> <li>b. Labor relations.</li> <li>c. Purchase or lease of real estate.</li> <li>d. Consultation with an attorney or other professional advisor regarding potential litigation or identifiable complaints that may lead to litigation.</li> <li>e. Matters that must be conducted in private to protect a lawful privilege or confidentiality.</li> </ul> <p>Official actions based on discussions held in executive session shall be taken at a public meeting.</p> |
| 65 Pa. C.S.A.<br>Sec. 701 et seq<br>Pol. 006 | <p>Section 12. <u>Work Sessions</u></p> <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |

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| <p>65 Pa. C.S.A.<br/>Sec. 703, 709</p>              | <p>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.</p> <p>The Board Secretary shall provide notice of a meeting of the Committee of the Whole as per the notice provisions of Board procedures.</p> <p>Section 13. <u>Committee Meetings</u></p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <p>65 Pa. C.S.A.<br/>Sec. 703, 709<br/>Pol. 006</p> | <p>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.</p> <p>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.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| <p>65 Pa. C.S.A.<br/>Sec. 701 et seq</p>            | <p>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. <del>A majority of the total membership of a committee shall constitute a quorum of two (2) out of four (4).</del></p> <p>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.</p> <p>e. Unless held as an executive session, committee meetings shall be open to the public, <del>other Board members</del>, and the Superintendent. A majority of the <del>committee Board</del> or the chairperson may invite <del>Board</del>, employees, consultants, or other person who have special knowledge of the area under <del>investigation</del> <b>discussion</b>.</p> |

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|  | <p>References:</p> <p>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</p> <p>Sunshine Act – 65 Pa. C.S.A. Sec. 701 et seq.</p> <p>Board Policy – 003, 004, 005, 006, 107, 108, 604, 605, 606, 610, 612, 801, 903</p> |
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**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.

|          |                                                                  | <b>Unit Cost</b> | <b>Est Cost</b> |              |
|----------|------------------------------------------------------------------|------------------|-----------------|--------------|
| 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.

The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

## Pricing for 2010 Act I Applications

| SERVICE OPTIONS                                                                                                                                                                                                                          | UNIT COST            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------|
| <b>A.</b> 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 | <b>\$ .278</b>       |
| <b>B.</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                                   | <b>\$ .247</b>       |
| <b>C.</b> Additional programming*, ***                                                                                                                                                                                                   | <b>\$125.00/hour</b> |

\*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<br>not to exceed<br>\$4,536 |
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The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

**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 administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.



## The PFM Group

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

Two Logan Square  
Suite 1600  
19<sup>th</sup> & Arch Streets  
Philadelphia, PA  
19103-2770

215 567-6100  
215 567-4100 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**

The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

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

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

**BID AWARD**

16 specifications mailed  
6 bids received

The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

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 -<br>per gallon                        | <b>\$6.25</b>   | \$6.53            | \$6.43             |
| Multi-purpose Automotive Grease -<br>per 120 lb. Non-return drum | \$183.83        | \$275.95          | <b>\$174.00</b>    |
| Automotive Transmission Fluid<br>Type F - per 55 gal. drum       | No Bid          | No Bid            | <b>\$36.25</b> *   |
| Automotive Transmission Fluid<br>Dexron II - per 55 gal. drum    | \$339.74        | \$340.00          | <b>\$320.65</b>    |
| Synthetic Transmission Fluid<br>Dexron V - per 55 gal. drum      | \$1,152.44      | <b>\$930.00</b>   | \$1,344.20         |
| Gear Lube<br>85W-140 API GL-5 -<br>per 55 gal. drum              | <b>\$429.23</b> | \$450.00          | \$448.80           |
| Gear Lube, SAE50 - Fleetrite<br>per 30 gal. drum                 | <b>\$416.74</b> | No Bid            | \$508.75           |
| Prema Lube - per 420 lb. drum                                    | No Bid          | \$1,504.01        | <b>\$728.00</b> ** |

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

The administration's recommendations 1, 2, 3, 4, 6, 7, 8, 9, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24 and 25 were considered together.

|                |  |  |                      |
|----------------|--|--|----------------------|
| Transportation |  |  | 2 New Road Aston, PA |
|----------------|--|--|----------------------|

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<br>Oil Company | ISO Bunkers,<br>LLC | Petroleum<br>Traders<br>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                           |
| <b>BID AWARD</b>                                     |                            |                     |                                     |

8 specifications mailed  
3 bids received

ISOBANKERS

-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 # 1 Dated Oct, 18, 2010  
Bulletin # \_\_\_\_\_ Dated \_\_\_\_\_  
Bulletin # \_\_\_\_\_ Dated \_\_\_\_\_

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

GARY N. KLIGOS 610-361-8000 (office)  
Name (print or type) Telephone 610-715-3911 (cell) Fax # 610-361-8924

**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 Bethlelem 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.

President Leeson called for approval of the Financial Report/Payment of Bills.

Director Follweiler made a motion, seconded by Director McKeon, to accept the Financial Report and Payment of Bills, (Item numbers 26, 27, 28 and Item #29 is for information only)

President Leeson asked if there was any discussion on the Budgetary Transfers and the Monthly Bills.

Director McKeon stated that there seemed to be a reversal of entries from the prior month.

Mrs. Gober confirmed that that was correct. She stated that there was one item that had been transposed in last months list, so to try to be clear, they reversed that transfer and then posted it correctly.

President Leeson asked if there were any other questions. Seeing none, she asked for a roll call.

President Leeson - May we have a roll call to accept the Budgetary Transfers and the Monthly Bills.

Motion passes 9-0

*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

President Leeson called for approval of the Financial Report/Payment of Bills.

Director Follweiler made a motion, seconded by Director McKeon, to accept the Financial Report and Payment of Bills, (Item numbers 26, 27, 28 and Item #29 is for information only)

President Leeson asked if there were any questions on the Financial Report/Payment of Bills

Mr. Tenaglia stated that last month they had a month to table and we had an additional presentation for the administration at a fallen Committee Meeting, however, the subsequent meeting due to the absence of the treasurer, there was no discussion at that point. Director Tenaglia stated that he would like to take this to the January Financial Committee Meeting – The Treasurer's Report.

Mr. Tenaglia asked that the board tables both September and October's Treasurers Reports.

President Leeson - Roll call vote to table the Treasurers Report for the September and October for the reasons outlined by Mr. Tenaglia.

The question was called with roll call as follows: Yea, Directors Cann, Follweiler, Leeson, McKeon, Tenaglia. Nay, Director Amato, Burkhardt, Faccinetto, Ortiz

Motions passes 5-4

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    |

TOTAL CASH AND INVESTMENT BALANCE \$ 102,098,031.91

MONTHLY RECEIPTS

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

\$ 26,785,705.71

MONTHLY DISBURSEMENTS

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

\$ 35,377,485.73

TOTAL FUNDS AVAILABLE

\$ 93,506,251.89

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%               |

TOTAL CASH AND INVESTMENT BALANCE \$ 93,506,251.89

Interest Received for September; to be posted in October accounting period \$ 11,532.39

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 |
|---------------------------------|----|------------|

|                                        |    |                 |
|----------------------------------------|----|-----------------|
| Expenditures                           |    |                 |
| Financial Management System            | \$ | 1,201.50        |
| (software, hardware, support services) |    |                 |
| 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 |
|------------------------------------|----|------------|

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    |

TOTAL CASH AND INVESTMENT BALANCE \$ 93,506,251.89

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     |

\$ 14,616,777.40

MONTHLY DISBURSEMENTS

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

\$ 19,102,135.52

TOTAL FUNDS AVAILABLE

\$ 89,020,893.77

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%               |

TOTAL CASH AND INVESTMENT BALANCE \$ 89,020,893.77

Interest Received for October; to be posted in November accounting period \$ 13,561.99

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 |
|------------------------------------|---------------|

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 |
|----------------------------------|---------------|

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 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        |
| <b>June 30 Balance</b>                                    | <b>\$ 9,506,413.91</b> | <b>\$ 236,877.85</b>  | <b>\$ (9,269,536.06)</b> | <b>\$ 3,248,406.52</b> |
| <b>2009-10 Audit Adjustment</b>                           | <b>\$ 166,225.85</b>   | <b>\$ (86,419.96)</b> | <b>\$ (252,645.81)</b>   | <b>\$ 2,995,760.71</b> |
| <b>2009-10 Accounts Payable</b>                           | <b>\$ 117,867.37</b>   |                       | <b>\$ (117,867.37)</b>   | <b>\$ 2,877,893.34</b> |
| <b>2009-10 Accounts Receivable</b>                        |                        | <b>\$ 284,636.41</b>  | <b>\$ 284,636.41</b>     | <b>\$ 3,162,529.75</b> |
| <b>** Ties to cash balance on Unaudited Trial Balance</b> |                        |                       |                          | <b>\$ 3,162,529.75</b> |
| 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        |
| <b>Oct 2010 Treasurer's Report</b>                        | <b>\$ 855,698.43</b>   | <b>\$ 5,006.04</b>    | <b>\$ (850,692.39)</b>   | <b>\$ 2,311,837.36</b> |

|                             |                   |                 |                  |      |
|-----------------------------|-------------------|-----------------|------------------|------|
| 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.

President Leeson called for approval of the Financial Report/Payment of Bills.

Director Follweiler made a motion, seconded by Director McKeon, to accept the Financial Report and Payment of Bills, (Item numbers 26, 27, 28 and Item #29 is for information only)

President Leeson asked if there were any questions on the Financial Report/Payment of Bills

President Leeson asked if there was any discussion on the Budgetary Transfers and the Monthly Bills.

President Leeson - May we have a roll call to accept the Budgetary Transfers and the Monthly Bills.

Motion passes 9-0

**29. *Budget Information***

**INFORMATION:**

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

President Leeson called for approval of the Financial Report/Payment of Bills.

Director Follweiler made a motion, seconded by Director McKeon, to accept the Financial Report and Payment of Bills, (Item numbers 26, 27, 28 and Item #29 is for information only)

President Leeson asked if there were any questions on the Financial Report/Payment of Bills

President Leeson - May we have a roll call to accept the Budgetary Transfers, Budget Information and the Monthly Bills.

Motion passes 9-0

# 2010-2011 REVENUES

| Description                         | A                     | B                         | C                             | D                             | F                         | G                      |
|-------------------------------------|-----------------------|---------------------------|-------------------------------|-------------------------------|---------------------------|------------------------|
|                                     | 2010-2011             |                           |                               |                               | 2009-2010                 |                        |
|                                     | Budget                | Realized<br>October, 2010 | Unrealized<br>\$<br>(B-A = C) | Unrealized<br>%<br>(C/ A = D) | Realized<br>October, 2009 | Realized<br>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                   | 1,453,020              |
| 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                 | 2,903,842              |
| DEL. PER CAPITA SECT 679            | 60,000                | 17,956                    | (42,044)                      | -70.07%                       | 43,271                    | 61,075                 |
| DEL. MERCANTILE TAX                 | 350,000               | 204,013                   | (145,987)                     | -41.71%                       | 205,802                   | 323,758                |
| <b>TOTAL LOCAL TAX SOURCES</b>      | <b>\$ 135,498,197</b> | <b>\$ 108,619,977</b>     | <b>\$ (26,878,220)</b>        | <b>-19.84%</b>                | <b>\$ 101,711,655</b>     | <b>\$ 125,054,314</b>  |
| 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                |
| <b>TOTAL OTHER LOCAL SOURCES</b>    | <b>\$ 3,653,213</b>   | <b>\$ 724,021</b>         | <b>\$ (3,142,480)</b>         | <b>-86.02%</b>                | <b>\$ 835,287</b>         | <b>\$ 4,735,255</b>    |
| <b>TOTAL LOCAL SOURCES</b>          | <b>\$ 139,151,410</b> | <b>\$ 109,343,997</b>     | <b>\$ (30,020,701)</b>        | <b>-21.57%</b>                | <b>\$ 102,546,942</b>     | <b>\$ 129,789,569</b>  |

# 2010-2011 REVENUES

| Description                              | A          | B                         | C                             | D                            | F                         | G                      |
|------------------------------------------|------------|---------------------------|-------------------------------|------------------------------|---------------------------|------------------------|
|                                          | 2010-2011  |                           |                               |                              | 2009-2010                 |                        |
|                                          | Budget     | Realized<br>October, 2010 | Unrealized<br>\$<br>(B-A = C) | Unrealized<br>%<br>(C/A = D) | Realized<br>October, 2009 | Realized<br>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                |
| HOMESOUND 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)                     | -76.71%                      | 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)                   | -81.83%                      | 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                    | (233,205)                     | -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                    | 12,315                        | 100.00%                      | -                         | -                      |
| ARRA-STATE FISCAL STABILIZATION          | 3,089,051  | 257,421                   | (2,831,630)                   | -91.67%                      | -                         | 2,831,630              |
| ACCESS                                   | 42925      | 21,350                    | (21,175)                      | -49.31%                      | -                         | 73,767                 |
| MED ASSIST REIMB FOR ADMIN CLAIMING PRGM | -          | 27,254                    | 27,254                        | 100.00%                      | -                         | -                      |

# 2010-2011 REVENUES

| Description                     | A              | B                         | C                             | D                             | F                         | G                      |
|---------------------------------|----------------|---------------------------|-------------------------------|-------------------------------|---------------------------|------------------------|
|                                 | 2010-2011      |                           |                               |                               | 2009-2010                 |                        |
|                                 | Budget         | Realized<br>October, 2010 | Unrealized<br>\$<br>(B-A = C) | Unrealized<br>%<br>(C/ A = D) | Realized<br>October, 2009 | Realized<br>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%                      | 57,497                    | 107,947                |
| SALE OF FIXED ASSETS            | 92,000         |                           | (91,200)                      | -99.13%                       |                           | 4,289                  |
| INTRAFUND TRANSFERS             |                |                           |                               |                               | 7,944                     | 17,433                 |
| INSURANCE RECOVERY              |                |                           | -                             |                               |                           |                        |
| 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

| PROGRAM                                   | PROGRAM CODE | 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

| PROGRAM                                   | PROGRAM CODE | 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

|                                       |              |                    | 2010-2011                 |                          |                                                                      | 2009-2010                                                            | 2009-2010                                                                  |
|---------------------------------------|--------------|--------------------|---------------------------|--------------------------|----------------------------------------------------------------------|----------------------------------------------------------------------|----------------------------------------------------------------------------|
| PROGRAM                               | PROGRAM CODE | Responsible Office | 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 |
| 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

| PROGRAM                                | PROGRAM CODE | 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                                                                |
| <b>TOTALS</b>                          |              |                    | <b>\$207,246,829</b>      | <b>\$207,246,829</b>     | <b>\$43,111,733</b>                                                  | <b>\$45,195,843</b>                                                  | <b>\$185,630,661</b>                                                      |

BETHLEHEM AREA VOCATIONAL TECHNICAL SCHOOL – Director McKeon stated that the meeting was a brief meeting. He said they had a discussion on a tentative agreement on the Dublin Court property and the proceeds are going to be used towards the complex across the street from Vo-Tech. He said that they are still working out the official language and also they have to go to the county for a reasonableness check.

## COMMITTEE REPORTS

INTERMEDIATE UNIT – Director McKeon stated that they met in between the board meetings and was held on the last Wednesday of the month. Director McKeon stated that they spent an extensive time going over a presentation dealing with the goals and objectives of the IU for this coming year; from the financial, to the product knowledge, to their services and everything else in between. Director McKeon stated that a mystery guest showed up, Mr. Washington, and he was doing his internship there.

DUAL ENROLLMENT – Director Cann stated that there is a meeting on November 10<sup>th</sup>. She stated she had a little summary of last year. The summary is as follows: 164 students total used Dual Enrollment over the course of last school year. The grant was applied to compensate those students for about 82% of their costs, which was wonderful. She stated that they won't know this year's grant award for quite sometime, but in the meantime in their fall semester there are 52 students enrolled, some from Freedom, some from Liberty and there is probably about 8 or 10 more at Moravian that haven't been counted yet and they also have the spring semester to count in and there was a discussion of looking to possibly getting transportation for the spring semester to Northampton Community College in case anyone is not able to take advantage because of a transportation issue, the possibility would be to get bus transportation after the morning runs and before the afternoon runs when the buses are otherwise occupied; possibly for 10:00 class at Northampton Community College in which there are many choices for 10:00 classes. She stated that that is going to be looked into as a help to get more students involved and also a discussion of possibly exploring the idea of sponsoring students or setting up a scholarship situation for students through the foundation because you do have to front the money and you get paid back later and therefore this might help students to get their foot in the door. She stated that all these things are being broached at the moment and the next meeting will be in January.

President Leeson offered a thought to Director Cann that transportation to Vo-Tech runs back and forth and it is really not that far from Vo-Tech.

Director Cann stated that that was mentioned that the Vo-Tech bus may double as a Dual Enrollment bus. She stated that they don't want to commit Mr. Himmelburger to anything until they have discussed it with him.

NORTHAMPTON COMMUNITY COLLEGE - President Leeson stated that they had a retreat and spent about a day and a half reflecting on the state of the college, the financial condition and also what the future is bringing and they are noticing that the enrollment is beginning to stabilize and it is beginning to flat line and the income is reducing, so it is going to be a challenge that the Community College is going to begin to face, like what many of us have faced with financial difficulties, in the near future. She

stated that thankfully they are looking at it in advance and trying to make preparations for that.

THE DIVERSITY COMMITTEE – President Leeson said they met on Thursday and told the board that this has been a really invigorated group this year and each one of the sub committees have met and have plans to meet again. She stated that there was lively discussion and she feels they are seeing some real interesting ideas and movements at this point.

Dr. Roy stated that he would agree and he thinks by mid year, at the January Meeting to have some concrete actions and goals that they can begin to take over the second semester.

RECREATION COMMISSION - President Leeson stated that the Recreation Commission did meet in October and she didn't have a chance to share that information with the board. She said they will meet this Thursday. She said that some very small things were discussed, the ice skating rink, as you know, they are doing some renovations to it and they are hoping that it will be up and running by the Christmas Holidays, but said that that is kind of a finger cross right now that it will actually make it to that point. She said their south side coordinator, Mark, has started teen night again this year at the Boys and Girls Club. She said the meetings are Tuesday and Thursday evenings and that he is working with Broughal Middle School to coordinate a monthly reward program for their students. President Leeson said that the SAT Classes are finished at this point on the south side. She said that the Halloween Parade was held and they were ably represented by Director Follweiler.

President Leeson asked if there was any new/miscellaneous business anyone want to discuss.

NEW BUSINESS/  
MISCELLANEOUS  
BUSINESS

Director Follweiler stated that at the last committee meeting she had mentioned that Director McKeon had mentioned previously about the cross walk intersections on Elizabeth Avenue and that it had been mentioned at a city council meeting that she had also attended and she was wondering if they could get a report back from the administration on any conversations that have been held with city for any plans in the future.

President Leeson stated that she would like to report back that she was at the cross walk intersection today and the city does have signs in the middle of the street, Yield to Pedestrian in the cross walk on Elizabeth Avenue in the middle of the cross walk.

Dr. Roy stated that they did have a letter from the city reviewing the steps that they have been taking over the years and the new request that the district made and the city has honored this by providing the district with the pedestrian cross walk reminders that are at each of the three crosswalks there along Elizabeth Avenue and he said he would like to thank Dr. Donaher for his work with that. Dr. Roy said they have arranged to have them put out early in the morning and taken back in each night by people in the district who will control that.

President Leeson asked if there was any other new or miscellaneous business to be discussed.

Director McKeon stated that he was reading the article in the Easton paper, The Express Times, the other day about the Charlottes Web presentation to the elementary school children and he is sure the other board members as well as himself want to say thank you very much and to the anonymous individual or group of individuals who donated these tickets to the children and also to the Drama Club itself for thinking about expanding and have giving a practice run this past weekend that at least allowed the elementary school children to see something that some of them may not see.

President Leeson asked if there was anyone who would like to address the floor at this time. See none, President Leeson moved to Open Forum.

COURTESY OF THE  
FLOOR TO VISITORS

President Leeson asked if anyone had anything to discuss in the Open Forum. Seeing none, President Leeson moved to have the meeting adjourned.

OPEN FORUM

President Leeson stated that the board is going to move into a short executive session and they will be discussing contract negotiations.

ADJOURNMENT

President Leeson asked for a motion to adjourn the meeting.

Director Amato made a motion to adjourn the meeting.

The meeting was adjourned at 8:10 p.m.

Attest,

Stacy M. Gober  
Board Secretary