

BETHLEHEM AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR BOARD MEETING

The Regular Board Meeting of the Board of Directors of the Bethlehem Area School District was held on Monday, March 21, 2011, at 7:03 p.m. in the Auditorium of East Hills Middle School, 2005 Chester Road, Bethlehem, PA 18017.

REGULAR BOARD
MEETING

President Cann called for the roll:

MEMBERS
PRESENT

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

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 Cann requested a moment of silent meditation.

MOMENT OF
SILENCE

President Cann stated that the administration has some student awards to announce. She said they are very fortunate to have some very talented students here tonight and they are very happy to recognize them.

STUDENT
RECOGNITION

Dr. Roy stated that there are a number of students from middle and high school level who have been recognized for their outstanding artwork. He said he was going to come around with Mrs. Ortiz to recognize the students and that Dr. Silva is going to read their names. Dr. Roy asked that when the students hear their name they should come down front to receive their certificate.

Dr. Silva stated that the 2010-2011 Regional Scholastic Art awards are a real point of pride for the Bethlehem Area School District. He said that the Bethlehem Area School District Art Departments from East Hills, Nitschmann and Liberty informed the district that a number of BASD students received awards at the 2010-2011 Regional Scholastic Art event held at Allentown Symphony Hall on Sunday, January 30, 2011. He went on to say that these BASD students joined over 300 students from around the valley region. Dr. Silva stated that there were three levels of achievement, honorable mention, silver key, and gold key as well as various special

regional awards. He said that this evening they would like to recognize these students - from East Hills Middle School, Alyssa Grube, Grade 8, three silver key awards for three exhibits in the drawing category. From Nitschmann Middle School Jessica Burritt, Grade 7, honorable mention in the drawing category; Allison Kundrik, Grade 7, silver key award in the drawing category; Abigail Lewis, Grade 8, silver key award in the mixed media category; Thomas Rasmussen, Grade 8, honorable mention in the drawing category; Brendan Reilly, Grade 7, gold key award in the painting category, and Brendan also received a Dick Blick emerging artists award at the exhibit. From Liberty High School, Sylvia Branco, Grade 12, honorable mention in the sculpture category; Amanda Brenner, Grade 9, honorable mention in the mixed media category for one exhibit and two silver key awards in photography category for two other exhibits; Jessica Brinker, Grade 12, honorable mention in the ceramics and glass category; Andrew Brockway, Grade 12, honorable mention in the sculpture category; Alex Burley, Grade 12, honorable mention in the photography category; Jaime Beiler, Grade 10, honorable mention in the photography category for one exhibit and a gold key award in photography for a second exhibit; Jessica Chavanne, Grade 12, gold key award in ceramics and glass category; Moira Dolan, Grade 12, gold key award in photography category; Lailei Forouraghi, Grade 11, honorable mention in the mixed media category; Killian Gilvary, Grade 12, honorable mention in the photography category for one exhibit, two silver key awards in the photography category for two exhibits and a gold key award in the photography category for a fourth exhibit; Kira Huron, Grade 11, honorable mention in the ceramics and glass category, Emily James, Grade 10, honorable mention in the photography category for one exhibit and a silver key award in photography category for a second exhibit; Sarah Kline, Grade 12, two honorable mentions in the comic art and painting categories for two exhibits and a silver key award for drawing category in a third exhibit; Noemi Lanzotti, Grade 12, silver key award in photography category for one exhibit and a gold key award in photography for a second exhibit; Rebecca Raidline, Grade 10, silver key award in the photography category; Natalie Riess, Grade 12, gold key award in painting category for one exhibit and a gold key award in comic art category for a second exhibit; Jessica Steiner, Grade 12, silver key award in the photography category; Ashley Stocker, Grade 12, a silver key award in the sculpture for one exhibit and a gold key award in sculpture for a second exhibit; Brianna Wilson, Grade 11, silver key award in the sculpture category. Dr. Silva stated that the board and the administration would like to congratulate these students for these great accomplishments. In addition, Liberty High School will be displaying all of their art exhibits on Friday, April 8, 2011, at 7:00 p.m. for the public to view. He extended Congratulations to all the winners.

President Cann stated that at this time Mr. Shearer from PFM is here this evening to review information that they need for tonight's meeting.

Mr. Shearer stated that with him this evening is Jen Daamgard, from Rhoads and Sinon, the district's bond council. He wanted to make sure everyone had a copy of the handout that was in their weekend package labeled March 21st, Parameters Bond Sale. He said it is a six-page diagram. He went on to say they would be spending a few minutes reviewing the handout, to give a little background that is illustrated on page one. He said they had talked about this at the Board Finance Committee Meeting in January and then again earlier this month at the Board Human Resources Committee just to go back in time a little bit. He went on to say that in 2009 they had refunded one of their variable bond issues that had an interest rate swap attached to it and that it was refinanced with the bank loan, which was basically a two year bank loan from Wachovia Bank and the reason they did that refinancing was because some of the underlying debt was experiencing some problems and was costing the school district some additional money and its debt service line item so again in 2009 they refinanced it. He said they did not terminate that respective swap, but basically transferred the interest rate swap over to the new Wachovia Bank loan at that time. He went on to say that that had worked exactly as expected during the two-year period and it now matures on May 1, 2011. He said that over the past four or five months, they have been talking with various banks and sent out requests for interest to a lot of the larger banks that are able to handle this kind of transaction. He continued saying they were in some good negotiations with a few banks and then ultimately a good proposal came back from Wells Fargo, which is what they have before them this evening. He said as far as all the legal documents, their bond council is currently passing them out. He went on to say that on page one on the background, the rate that is currently being paid on the bank loan is one month libor, which one month libor right now is about a quarter of a percent plus a 131 basis points or 1.31 percent and that during the two year time that had done exactly as they had performed exactly as they had shared with them back then, but again it is just time that that note actually matures and now they are here to do something again.

He said that from meetings with the school district's authority, as well as with the school district's board as a whole, and the finance committee over the past several months they had focused on doing another transaction somewhat similar where they do not terminate the related swap, but look at some other kind of variable rate vehicle that they can put the school district back into that again to avoid having to pay the termination and also has debt service either the same or lower than they are currently paying and so on the bottom of page 1 there is just a couple of the highlights of the Wells Fargo proposal and again he stated that this is very similar with a few other items that are actually better, that were more economical than the 2010 floating rate note that they did with RBC Capital. He said that since that time, January

2010, the products are similar products to again continue to improve and what they will see before them this evening is the interest rate is substantially better than on the 2009 bank loan that they were funding but also the other comparable floating rate note. He said that interest rates are better and also costs are substantially down from the prior transactions as well even though they were very low in comparison to some of the prior transactions. He continued saying that the new issue would have a rate of 68 percent on one month libor plus 75 basis points which is about a little over 50 basis points or more of a rate reduction for this \$40,000,000 transaction, and that these are couple of the main highlights of that issue. He said if they go to page three, that this was basically identical to what they had seen before but just a few more of the highlights with this transaction are up at the top. He said that this is being issued through the school district authority and to refresh everyone's mind the reason that they are doing that is for state reimbursement purposes and they actually get reimbursed on a higher interest rate going through the authority as opposed to having the district issue it on its own. He said that by doing it this way, it does add additional revenues to their budget each year through the state reimbursement, which means they are getting reimbursed on say 4½ percent interest rate as opposed to half percent interest rate, and when you add that to \$40,000,000 and the principal and interest, that that is a substantial amount of money. He said if they go down to the bottom of the page, they could see the mechanics of how the transaction will work again. He said it is very similar to some of the prior transactions that they have made. He said that on page four is an illustration they have seen before where it compares the before and after pictures of their local effort which is after state reimbursement as of today and then as of the closing of the transaction. He went on to say that on the far right hand side they can see due to the reduced interest rate, that there are substantial savings from the product that the district currently has outstanding. He continued saying that on the last couple pages are more numbers, but he wanted to focus on the last page. He said that on the last page their estimated sources and uses are not to exceed source and uses for the transaction so they are basically, even though some of the documents they are going to see have a par amount of \$42,000,000 or where it says not to exceed \$42,000,000 in reality, they are looking at the transaction to be around \$40,000,000. He said number 470 as shown under the sources and then under uses, the largest amount \$40,000,000 and 270 will go to payoff the old note and then they can see there the various fees that are all broken out from program bank council, bond council, solicitor, financial advisor, and then the various swap transfer fees, trustee and miscellaneous. He said that including the miscellaneous those costs of issuance total is just a little under \$200,000, and they don't think they are going to need to utilize any of the miscellaneous or very little of it, they actually had just a little bit budgeted in case the swap counter parties, lawyers, would be charging anything, but they don't want to anticipate that, so the net fees related to this transaction are probably going to be somewhere around \$185,000 or somewhere in that ballpark. He said that

for a \$40,000,000 transaction, that this is a very low cost of issuance, especially for this kind of issuance. He said that a lot of times they see those three and four times larger for a similar transaction, so they were pleased with not only the interest rate that was received for this proposal, but all the fees as well to bring this to closing. He went on to say that below there they have a settlement date of April 30th and they are actually trying to move that up a couple days to April 28th. He said they wanted to move it just to settle a few days prior to when that note matures on May 1st, but otherwise everything else as they had presented before to prior meetings and their bond council had various documents they would like to go through. He said that the district's solicitor and their various partners have reviewed all the documents as well. He said he believes that they have come through, however, they still have a lot more documents to draft between now and settlement if they do decide to move forward. He asked if anyone had any questions.

President Cann asked if anyone on the board had any questions.

Director Leeson asked if she understood correctly that they are moving the entire swap over and that they are not terminating any of it at this time.

Mr. Shearer stated that Director Leeson was correct.

Director Leeson stated that on page 10 of the resolution, they have two of them. She wanted to know more about the swap resolution risks.

Mr. Shearer stated that that would be part of the interest rate management plan. He said attached to the resolution there is an appendix or an attachment that is the interest rate management plan that is correct. He said that that was a good point, the interest rate management plan by law, is a document that needs to be provided. He went on to say they this is actually more belts and suspenders, and even though they are not adding any new risk, they are not adding any new swaps, all they are doing is more or less, there is other stuff behind the scenes, but basically changing the related bonds from the 2009 issued to the 2011 issue and they still want to put forth this document that does actually outline the same swap fees that he presented in the other hand out. He said that if you go to page seven, you can see some of that document and those are the same fees that he had just shared with them on the last page of the prior handout, but they just wanted to put it in both documents. He said they would see those are actually both the same fees, it is not two different sets, what they are seeing on page seven of that document is identical to what he had shared with them before. He said that the key thing to remember is they are just doing this more as a paper trail and they are not adding any risks to the districts swap portfolio, but they are actually eliminating some of their risks. He went on to say that they just wanted to make sure they had this document in for their records.

President Cann asked if there were any other questions. She then introduced Jen Daamgard from Rhoads and Sinon.

Attorney Daamgard introduced himself and stated that he was an attorney with the law firm of Rhoads and Sinon which serves as the bond council to the school district in assisting them in connection with the swap transaction that is involved in this particular transaction itself. He said he wanted to summarize for them two resolutions. He said the first one which the easiest way to describe it is they can see the \$42,000,000 number sort of in the middle of the summary. He said they just had a meeting of the BASD Authority and at that meeting the Authority approved an agreement with Wachovia Bank to in effect sell to Wachovia Bank a bond in the maximum principle amount of \$42,000,000 for the purpose of refinancing the bond that was done two years ago and that this is what Scott Shearer just described. He said that the Authority doesn't have assets of its own; however, it depends then on a relationship and an instrument with the school district that assures it of a source of funds to enable it to make those payments. He went on to say that they may recall two years ago there was the existing swap contract which was originally in the name of the Shippensburg Borough Authority to the structure that was done at that time and was transferred to our home authority, the Bethlehem Area School District authority, in connection with the loan through Wachovia Bank and now they need to transfer that over to the new bonds and recognize that transaction, so what they are doing is implementing what Scott Shearer just described and the second part of what the authority has agreed to do at its meeting at 6:00 p.m. He went on to say that this resolution, and that there was an original draft available for inspection and it is in their packets, but this is the final one that reflects some recent negotiations and final terms that they are receiving from the bank, right up to about 2:00 p.m. this afternoon. He said that it authorizes a note, a general obligation note, to be issued by the school district to the authority, and it obligates the school district to make the payments that the authority needs to pay the bonds. He said that the payments on this note are equal to what is due on the authorities bonds and on the swap contract. He went on to say that it is those two together that result in the interest rate they see in their handout which is around 4½ percent right now and that this is the way this has been working up to this point. He continued saying that it is because the note makes and obligates the school district to make the combination of interest and principle on bond payments plus swap payments that the total combined payment is treated as principle and interest on the note that is there for eligible free reimbursement from the Commonwealth and that is how they enhance this transaction for the district from that standpoint in receiving increased revenue from the state He said that this note pledging the full faith credit in the taxing power of the district, constitutes new debt to the district which is again replacing the previous debt. He said they are refunding the old note that the district had to the Authority, replacing it with this and terminating the old. He continued saying that the

whole process they went through before regarding incurring debt, filing with the state Department of Community and Economic Development will be done in this case as well. He said that this is basically the substance and that it also is a copy of the form of the note and a copy of the loan agreement agreeing to make those payments. He went on to say that this is the security that Wachovia Bank is looking to in terms of lending to the authority.

President Cann asked if anyone had any questions right now.

Attorney Daamgard stated that the flip side of it is in the next resolution and it was eluded to and referred to by Scott Shearer previously is to authorize the amendment or transfer of the swap from the prior 2009 bonds to the 2011 bonds. He said and the way that the law reads they really need to update their disclosure information for the district and that that was in the form of this interest rate management plan, which discloses the risks, associated with a swap transaction. He stated that he knows they have all learned a lot about swaps over the last few years and he feels what has been successfully accomplished in those years is reducing many of the forms of those risks particularly with the underlying debt instrument, unlike what was done earlier with variable rate bond issue, where they had a multitude of players, the liquidity provider, the way the bonds were marketed through an underwriter and so on. He went on to say that all of that has been eliminated in favor of simply paying the bank a single bond holder an interest rate based on an objective index, which in this case is the libor index. He said that the old risk of interest rates payable on your bonds going massively higher while the payments they receive on the swap staying the same or going lower, which is what they experienced a few years ago, has been eliminated. He said that what is left is the only way the cost of this transaction would move independently is if there were changes in the credit rating of the districts underlying debt which is in this case tied to the credit rating of the Commonwealth as a whole through its reimbursement process. He said that this is one of those things that the district cannot control and it is one that they are left with, but it is the entire Commonwealth credit rating, rather than even the school district's own credit rating that is at issue, so to that degree it has been mitigated as well. He said he feels they are pleased with the way this has come out, in trying to avoid surprises. He continued that the combination of the resolutions in conjunction with what the authority has just done will make the entire transaction possible.

President Cann thanked Attorney Daamgard and asked if there were any questions from the board.

Director Follweiler stated that she had a detail question on the first resolution on the signatory page where it shows it is to be signed by the Assistant Secretary of the Board, and the Vice -President of the School Directors and then one has Secretary and Vice President. Could that be who signed the old

resolution?

Attorney Daamgard stated that what they normally do if the President was absent then the Vice-President would sign and they would just cross out President. He said that in this case they would just cross out Vice and cross out Assistant.

President Cann asked if anyone else had any questions for Attorney Daamgard and extended her thanks to him as well.

President Cann 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

President Cann stated seeing none they will continue with their student representatives.

FREEDOM HIGH SCHOOL – Dhanu Thiyagarajan, student representative stated: *“Good Evening! Freedom High School has been having a great month of March. The juniors had a great run with the PSSA’s last week on Monday, Tuesday, and Wednesday, and are hoping to make history this year for Freedom. Seniors are slowly hearing back from colleges and their life altering decisions about where they will spend the next 2, 4, or more years of their life. All the spring sports started their season on March 7th with many of the games, meets, and matches starting soon. All of the teams hope to have a wonderful season; especially the seniors who hope to all go to districts and end their high school years well. The newly formed Lacrosse team is coming along very well hoping for a great first season. The spring musical produced by Freedom High School’s Theatre Company, “Joseph and the Amazing Technicolor Dreamcoats” was fantastic with all of the shows sold out. All of the cast members performed beautifully and the audience enjoyed it greatly. The theatre company once again lived up to their high standards that they hold. Freedom High School Band, Orchestra, and Choir will be holding their annual concert throughout the month of April. They are all heavily preparing for it hoping that many people show up and enjoy their hard efforts. Freedom*

STUDENT
REPRESENTATIVE
REPORTS

High School's SADD has many plans in order to convey to Freedom High School students about the dangers of texting and driving along with underage drinking and driving. The club, Rachel's Challenge, is also planning a student/faculty basketball game in order to raise money for "Stopping Bullying in Schools", along with the Corn War among classes. The Pen and Ink Club also hopes to host another Mic Night seeing as how their past Mic Night was a huge success with tons of people enjoying the presentation along with the performers having fun displaying their talents. Senior Class Student Council is hosting a senior lock in at Freedom as a way for seniors to enjoy their last year at Freedom and have a fun time with their friends. A senior trip is also being planned to Six Flags. This year's prom, "A Night In The Garden", is in its biggest planning stages as the junior class student council hopes to make a prom that everyone will remember. The Art Show will be held on May 5th, with many art, photos, ceramics and other art based products being displayed for the general public to come and enjoy at Freedom. Thank you very much".

LIBERTY HIGH SCHOOL – Niharika Pendurthi, student representative stated: *"This month of March was filled with accomplishments in all areas of Liberty High School. In sports, Eric Berson, broke Patrick Novak's 100-meter breaststroke school record this weekend at the state competition at Bucknell. This was Erik's personal best time. The wrestling team also brought in some big wins this month with Brett Marino placing as a District 11 Champion; second in the Northeast Region and seventh in PIAA state finals. Anthony Cabrero also was a district 11 Champ. He also placed as the Northeast Regional Champion and placed fourth at States. Devon Lotito placed second at District, first at Regionals and third at states. The boys' basketball team won the Lehigh Valley conference and placed second at Districts, and also the girls' basketball team qualified for states. In addition to our numerous sports achievements, academics this month proved to have just as many accolades. Stephanie Bonill and Jessica Mulligan were named Liberty's Science Students of the Month. Julianna Teles and Judd Smull of Science Olympiad placed first in the Chem Lab event at the regional event at Kutztown. Our scholastic scrimmage team placed second behind Moravian Academy in the league. They will also be participating in a Channel 39 match on March 30, 2011, which will bring the teammates closer to a chance at a scholarship for scholastic scrimmage. Benjamin Kraft made the Channel 39 all-star team. Also, our math team participated in a competition at Lehigh earlier this month against 334 students from 58 schools. Ben Kraft placed second overall, Shonek Patel tied for third and our twelfth grade team overall placed fifth. The math team also participated at an event at Muhlenberg College where Ben Kraft, Shonek Patel and Daniel Candlerio all placed first. Junior, Judd Smull is advancing to the National Level for the American Chemical Societies National Chemistry Olympiad. In other achievements, Megan Dagnol and Jacqueline DeJesus were named the teens of the year. Both will be honored at a banquet on March 24th. Aidan Gilran-McKenna won the regional poetry*

contest and placed second in the state. Lastly, Joanne Mathias placed for regional band. There are several events hosted at Liberty this month. The Alumni Orchestra concert was on March 4 and the Spring concert was last Friday. On April 1 and 2, we will host a band concert in our gym. Additionally, a teen fashion show will be held this Friday, March 25. Our Spring Musical, "How To Succeed In Business Without Really Trying" is set for April 14 thru the 16. Liberty has also coordinated with Northampton Area Community College for a "Show Me The Money" program which will showcase the careers of the future and the program is open to all of the public. Lastly, last week we had PSSA testing in Reading and Math and writing proceeds from March 28 onwards. The class of 2012 assures us that they will show growths in tests this year. A special thanks to Mr. Martucci and also the school store for providing snacks. They have worked hard in tutoring sessions with the Math Team and the English Departments and we are very proud of the class of 2011's achievements. Thank you so much.

President Cann called for the approval of the minutes from the following meetings: December 13, 2010 - Regular Board Meeting; January 10, 2011 – Budget Workshop; January 31, 2011 – Regular Board Meeting.

APPROVAL OF
MINUTES

Director Follweiler made a motion to accept the minutes which was seconded by Director McKeon.

MOTION TO ACCEPT
MINUTES

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

VOICE VOTE TO
ACCEPT MINUTES

Motion passes 9-0

President Cann called for the approval of the committee meeting minutes from the following meetings: February 14, 2011 – Board Curriculum Committee Meeting; March 7, 2011 – Board Facilities Committee Meeting; March 14, 2011 – Board Human Resources Committee Meeting.

APPROVAL OF
COMMITTEE
MINUTES

Director Faccinetto made a motion to accept the minutes which was seconded by Director Ortiz.

MOTION TO ACCEPT
COMMITTEE
MINUTES

President Cann called for a voice vote to approve the Committee minutes. The motion was passed by a unanimous voice vote

VOICE VOTE TO
ACCEPT MINUTES

Motion passes 9-0

President Cann called for approval of the Financial Report/Payment of Bills – Items 28, 29, 30.	FINANCIAL REPORT/ PAYMENT OF BILLS
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Director Faccinetto made a motion, seconded by Director Follweiler, to accept the Financial Report and Payment of Bills, (Item number 28, 29, 30)	MOTION TO ACCEPT FINANCIAL REPORT/PAYMENT OF BILLS
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President Cann called for a voice vote to approve the Financial Report/Payment of Bills. The motion was passed by a unanimous voice vote.	VOICE VOTE ITEMS 28, 29, and 30
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Yea, Directors Amato, Burkhardt, Faccinetto, Follweiler, Leeson, McKeon, Ortiz, Tenaglia, and President Cann.

Motion passes 9-0

President Cann stated that they did have an executive session prior to the board meeting and they discussed real estate and discipline.	PRESIDENT’S COMMUNICATIONS
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Dr. Roy stated that there were a couple of items he wanted to mention this evening. He said that the upcoming Budget Workshops are going to be moved to East Hills Middle School Auditorium and the dates are March 24 th , April 7 th , April 26 th and May 25 th . He said they are on the website, but he also wanted to mention that they are moving them to the East Hills location. Second, he stated that over the last few years they have had Readiness and Emergency Management grants for schools that allowed them to bring on the services of Kim Rodriguez and her Secretary Tara Mahoney to develop work with all the schools to develop and update and implement their emergency management plans and although Kim was not there this evening, Dr. Roy wanted to take a moment to recognize her excellent work. He continued saying that the grant is coming to an end, so Kim’s work with the district is coming to an end, but she did an outstanding job in better preparing their schools for emergencies and crises. He said he wanted to thank Kim and her secretary Tara Mahoney. Thirdly, he went on to say that last Wednesday, Freedom High School hosted their Senior Citizens Night at the Theater and the event was a huge success again and that it has been running for a number of years. He also said he would like to thank Sodexo and the BEA, Dr. Donaher, Vivian Robledo-Shorey, and the Freedom administration and staff for making the event a success. Dr. Roy said he wanted to congratulate Jen Wescoe, the Director and the cast of “Joseph and the Amazing Technicolor	SUPERINTENDENTS REPORT/ RECOGNITION
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Director Leeson stated that she had asked some budget questions on March 10th, about 11 days ago, and she also sent a reminder, and she still has not received answers on those budget questions, and she was wondering when she might receive those answers. UNFINISHED BUSINESS

Dr. Roy stated that their intention was to incorporate the answers to those questions into the budget workshop presentation this week.

Director Leeson stated that she received no response on it at all, not even that that was the intention. She said she was hoping to get those answers long before the budget workshop so that they could do additional research on them. She asked if someone could answer them tonight that they are very simple questions. She said that the first question was about what is their cost for Charter Schools?

Dr. Roy stated that the cost is between 7,000,000 and \$8,000.000.

Director Leeson stated that that was what she thought it was. She went on to ask if they now what their cost is for Cyber Charter Schools. She asked if they could have the breakdown. She said she really would like the answers to those questions sooner rather than waiting for the budget.

Director Leeson went on to say that she does have a second question about after their discussion on the Restorative Practices she received an e-mail from someone who had been in the district a while back and they shared with her that Restorative Practices was not new to the BASD and was actually reviewed at the time that they established the Code of Conduct. She said that there were a couple of reasons why they did not go in the direction of the Restorative Practices and one was because of the roll of the victim. She went on to say that the victim needed to be part of the restoration and they were concerned about what time that would take away in particularly from academics for the victim and what happened if the victim did not want to participate or their parents did not want them to participate. She said she was told they also felt at that time that C/AMP addressed more issues than Restorative Practices. She said it looked at not only the impact on the community, but they also looked at medical reasons and family problems or community problems that might be influencing the individual and therefore they thought it was more comprehensive not to say that they said that they saw the benefits of students taking responsibilities for their actions and understanding the consequences but that it was a little more comprehensive. She said she wanted to share this information with the board and said that this was why she thinks it is good to have public discussions so that they do get some kind of the background and history of what has transpired previously.

President Cann asked if there was anyone else who had any unfinished business.

Director Burkhardt made a motion to accept the Recommendations of the Administration item numbers 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, and 31. Director Follweiler seconded the motion.

RECOMMENDATIONS
OF THE
ADMINISTRATION

President Cann asked if there were any items anyone wants to pulled for a separate discussion.

Director Tenaglia pulled item #1

Director Leeson – pulled item #11 and #22

President Cann called for a roll call vote on agenda item number 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31.

ROLL CALL VOTE –
ITEMS

The question was called with roll call as follows: Yea, Directors Amato no #7 -0968728, Burkhardt, Cann, Faccinetto, Follweiler, Leeson, no #6, McKeon, No #7 – 0968728 Ortiz, Tenaglia.

2, 3, 4, 5, 6, 7, 8, 9, 10,
12, 13, 14, 15, 16, 17, 18,
19, 20, 21, 23, 24, 25, 26,
27, and 31

All motions passed.

Item 2, 3, 4, 5

Motion passes 9-0

Item 6

Motion passes 8-1

Item 7 #0968728

Motion Passes 7-2

Item 7 #1009913

Motion Passes 9-0

Items 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31

Motion Passes 9-0

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

DISCUSSION ITEM #1

Director Tenaglia stated that Item #1 has been revised and the public should have a copy of the revised. He also said that they are now looking at the three items of the middle section of the page, specifically, the Freedom High School Catch Basin Repairs for \$60,000, the Nitschmann Middle School Boiler repairs of \$553,000.00 and the alternative bids for the Freedom High Faculty Parking Lot Overlay of \$150,000. He asked Dr. Roy if these figures were correct.

Dr. Roy stated yes.

Director Tenaglia stated that he, in good conscience, could not approve the expenditure of \$552,000 on the Nitschmann Building and he would like to divide the question. He made a motion to divide question 1 so each item is voted on separately.

Director Follweiler seconded the motion.

President Cann asked if there was any further discussion on Item #1.

Director Leeson stated that in light of the Governor's budget, she also agrees with Director Tenaglia that she believes the boiler unfortunately is now becoming an expense that perhaps they will have to defer to when it actually breaks as opposed to doing it at this point.

President Cann asked Mrs. Gober if it was correct that these costs would come from Bond Funds only available for capital improvements.

Mrs. Gober stated that that was correct.

President Cann stated that then this money can only be used for capital improvements then she would be hard pressed with a more pressing capital improvement need than heat in Nitschmann Middle School.

Director Leeson said to President Cann that at this time the boiler is operational, and that their engineer in good conscience told them that it is not going to last long, but this is more preventative at this point than it is a necessity. Director Leeson stated that it is not down, they still have heat in the building and they don't know how long they will continue to have heat in the building. Director Leeson asked what was left in the budget. She said she believes that they have almost nothing, so that if they have sinkholes, or if they have any other emergency, they do not have funds available to cover them and they would have to find somewhere to cover those emergency needs.

Director Amato stated that what worries him about these items is they can say well the boiler, they can let it go until it breaks down, then they've got to fix it, but all of these items, Freedom High School Fire Alarm panel, and as you can go down the list, these items if they don't address them present some safety to the students that go to those schools and that is what bothers him.

Director Ortiz stated that what also bothers her is that if they don't fix it, it will cost more later on to fix it and so they still have to address this issue, they just can't ignore it.

Director Tenaglia stated that the two points on the list that Director Amato eluded to are not under consideration, they are only looking at the three items towards the bottom of the page.

Director Amato stated that he understands that.

Director Tenaglia stated that he doesn't believe that should the Nitschmann Heating System fail, that there aren't more cost effective ways to deal with that. He said he doesn't think they have fully explored those options.

Director Follweiler stated that they did have full discussion on this issue during Committee at which point, she felt there were some lower cost options available that needed more discussion, so at that time she felt she would not vote on the affirmative and she still continues to feel that way, but she does believe as with Director Tenaglia that there are other lower cost options that may be available should the boiler actually break.

Director Burkhardt asked President Cann if they could ask their district engineer to review those options, just a quick down and dirty what they could look at and what kind of down time the building would have if this happens next January in the middle a minus 10 degree time frame.

Mr. Fazil stated that if they recall at the Board Facilities Meeting what he had said. He said that there were two options that he thought were feasible. One was to retube the boilers and he believes that cost was \$120,000 and that would probably get them some life on those boilers, but there may be other components that would fail so, to him that was the cheapest option. Director Tengalia had asked him about leasing the boilers and he said he wouldn't recommend that unless it was an emergency and they had no other option. He said that that is a long term which is essentially what this is, a long term solution, a repair would be an emergency situation, and the other option was to just sit there and let them fail. He went on to say that both the boilers failed this winter and they were barely able to get them back up and running and if they fail next winter, they've had the boiler guy in there and he is currently not recommending shutting down individual tubes. He said it might not even pass inspection at this current time, so unless they retube every

single tube on both those boilers for about \$120,000 which, in my opinion, is just throwing good money after bad. He said that what he came up with was a short-term payback. He said it was a five to seven year payback which he described to them, unfortunately, it is not a shorter payback, because as he said that a lot of the components are not working, are not functioning and we are not really using as much energy there as they possibly should be. He said that the \$120,000 would be the cheapest option, and this would be the in his opinion, the best long term option with a payback in between that is as Director Leeson outlined, let them fail and they'll continue to do the best they can.

Director Burkhardt asked about the downtime or if this happens during the school year if this would be a weekend job.

Mr. Fazil stated that if they start doing emergency repairs all you start doing is isolating individual tubes. He said there is already six tubes in one boiler and eight tubes in the other ones that are capped off and are nonfunctional, so it is a very difficult question to answer, but certainly if they failed completely and they couldn't fix them and they had to go get temporary boilers, they are probably looking at a minimum of two weeks, possibly four weeks. He continued saying that the chances of them both failing at the same time is probably not very high, but if one fails and then the other one goes, then at that point they are done.

Director Burkhardt asked if part of this discussion was that if they bought the new boilers that, unless they wait 100 years to do Nitschmann, they could be used in a new facility.

Mr. Fazil stated that there were actually three things they discussed. He said one would be extending gas which is in this cost, so whenever they do whatever they're going to do at Nitschmann, that cost would already have been spent. He said that the second component is that there is a whole demolition and asbestos abatement phase of this which again would have to be done in the long term, and the third component is they can hopefully salvage these boilers and reuse them in whatever construction they end up doing.

Director Leeson asked to clarify that they do have two boilers at Nitschmann and that they heat half of the building, not the entire building.

Mr. Fazil stated that the two boilers that they are talking about specifically heat about 70,000 square feet of the building, which is about half of the building. He said this is the cafeteria side, the library, and the offices. He continued saying that it is when you enter the building; it is everything to the left.

President Cann asked if anyone had follow-up questions for Mr. Fazil or other points of discussion.

Director Tenaglia stated as a point of discussion, that should the heating system fail in the dead of winter, they still have other alternatives. He said they have extra capacity in the district. He went on to say that they built Broughal to accommodate 900 students and they have approximately 600 there currently. He also said that they have the Rosemont Facility which could be utilized and possibly the current SPARK building depending upon what the final resolution of that program is. He went on to say that they saw two or three years ago, when their neighbors in Northampton had a mold issue, that they were able to come and utilize the old Northeast School for a period of time until they got the problem resolved. He continued saying that he feels they could be a little more creative should they have the type of heating failure during the heating season.

President Cann stated respectfully to Director Tenaglia that she thinks it is a very bizarre comment to say that they don't need to heat a school because they can ship kids out somewhere else for heat.

Director Tenaglia stated that that was not what he said. He went on to say that if the heating system failed in the dead of winter, they could accommodate the Nitschmann Students in some other fashion in a temporary manner.

President Cann stated that that was what she meant that they don't need to provide a consistent source of heat from one of our schools. She went on to say that this is not considered a consistent reliable source of heat what they have happening right now and he was saying that they don't need to provide a consistent reliable source of heat from one of our schools.

Director Tenaglia stated that he was saying they can educate the students that are currently at Nitschmann even if they had a heating failure in the dead of winter, which is more cost effectively than spending \$550,000.00 into a building that they know has a very short immediate useful life to it.

President Cann stated that she understood his point. She then asked if anyone else had any questions.

Director Faccinetto asked Mr. Fazil how old the boilers were.

Mr. Fazil stated 53 years old.

Director Faccinetto –asked what was the life span on the boilers projected to be.

Mr. Fazil stated that for cast iron boilers it is about 30 years.

President Cann asked for the all in favor of dividing Item #1, say aye.
The vote was unanimous to divide question #1 into three separate votes.

VOICE VOTE TO
DIVIDE ITEM #1

Roll Call vote Item #1a

Yea, Directors Tenaglia, Amato, Burkhardt, Faccinetto, Follweiler, Leeson,
McKeon, Ortiz and President Cann
Motion passes 9-0

ROLL CALL VOTE –
ITEMS
1a, 1b, 1c, 11 and 22

Roll Call vote Item #1b

Yea, Directors Amato, Burkhardt, Faccinetto, Ortiz, President Cann
Nay, Directors Tenaglia, Follweiler, Leeson, McKeon.
Motions passes – 5-4

Roll Call vote Item #1c

Yea, Directors Tenaglia, Amato, Burkhardt, Faccinetto, Follweiler, Leeson,
McKeon, Ortiz and President Cann
Motion passes 9-0

DISCUSSION ITEM #11

Director Leeson stated that regarding Item #11 she said she sent an email to the effect that meal costs had been eliminated from the Athletic Budget about two years ago and she was wondering why they had meal costs for the wrestling tournament and the swimming tournament and in fact they totaled over \$1,000 for the two of them.

Dr. Roy stated that Dr. Donaher would address that question. Dr. Roy went on to say that if it was eliminated a couple of years ago then there hasn't been consistency because he did some quick checking and last spring the Track and Field Championships allowed meal money, and this fall for both Golf and Cross Country State Competitions there was meal money allowed as well.

Director Leeson stated that that only brings up more concerns as to why they are not following through with what had been established. She went on to say that she does know last spring that swimming did not receive meal money and was therefore wondering why they are not following through and why they are continuing to spend this money. She went on to say that last year for sure it was taken out of the budget. She said that last spring to have Track and Field with meal money would be a real problem.

Dr. Roy stated that they need clarification on this from the board because last season in the spring and the fall and now the winter did include meals.

Director Leeson stated that there was clarification from the board. She said that the board established that there would not be the meal costs, but somehow that is not being followed, so she feel they don't need clarification from the board, but they need to get follow through on the direction of the board, which is that the meal costs are to be eliminated. She said there is also a second issue and that was the lodging expenses. She said the one was for \$1400. She said it was the 9th through the 12th of the month so she is assuming that is three nights and that was only three students and two chaperones and she is trying to figure out why they had that kind of costs.

Dr. Donaher stated that for the lodging they do an estimate and it was estimated for four nights, wrestling started on Thursday morning, so the students went out Wednesday night. He continued saying that they had Wednesday night, Thursday night, Friday night, Saturday night and the program did not end until close to 11:00 Saturday night so the students stayed over Saturday night. He said again that it was an estimate and they estimated four rooms and they only needed three. He said that was just an estimate and not a bill that was paid. He stated that they would rather over estimate than under estimate. He went on to say that these estimates are given and it is the same thing with the meal money. He said that as far as the meal money goes, his recollection was that they had debated this in the past and that they agreed that the way it first started to come out in the open was when it was noticed that student athletes were receiving meal money for the district and regional wrestling tournament which was held at Liberty High School and they decided at those meets they would not get meals, and it was also decided by the board that at any time during the year programs, if the basketball team went to a Christmas Tournament or the Volleyball Team went to a tournament or the wrestling team went to a tournament during this scheduled year, that they would not pay for meal money nor would they pay for lodging, but that at State Tournaments and there was a window last year where this was in fluxed back and forth, they would or they wouldn't and his recollection was that they made the statement and then they did pay for track in the spring, the winter season is where they'd been wrestling and swimming that at those meets they did not pay for meals last year, but then the decision was made that at only state events, when their student athletes are representing their schools that they would not only pay for their lodging, but it is \$20 a day if they stay overnight and \$9 if they don't and that has been now consistent since the board had the debate last year.

Director Leeson stated to Dr. Donaher that if that debate occurred, it did not occur with the board and it was not last year. She said they had this debate two years ago and two years ago it was stated that instead of cutting other athletic expenses, they would cut the meal expenses. She said they were shocked to find out that they were actually paying students who were going to Freedom, that were right here in town, and they were giving them meal money and they were shocked to find out that that was going on. She said the

meal money was cut in lieu of cutting other athletic expenses and it was a way of reducing their expenditures but that was it was not a debate and the board did not participate in further discussion about reinstituting it for track. She went on to say that she feels that again they need to go back to the board directive which was to get rid of the meal costs and that this is what they wanted to do in order to continue to be able to support their students but reduce their costs. She went on to say that otherwise, they are going to get to a point where they can no longer afford to support their athletes and that that may be coming sooner than they think. She said that two years ago they made a compromise that they would support them and let them carry their own meal costs, which is nominal, so that they could continue supporting the state level programs. She said that another question is why would they have three rooms for two coaches and three students – all male.

Dr. Roy stated that it say on the blue sheet it was only 2 rooms.

Dr. Donaher stated that they estimate for more rooms that they usually need. He said that he wanted to make a comment, with the track and field, they will have to go out on their own because in the track state, the lodging and meals at Shippensburg are all inclusive, so what they will need to do then for the track states is they will need to either stay somewhere else if they are not going to pay for the meals because they will not separate the meals from the lodging, so if it is the boards direction when they have a track state competition, they will need to go out on their own and find lodging and not stay in the dormitories at Shippensburg.

Director Leeson stated that a discussion needs to be brought to the board as to what the differentiation is between going out somewhere else and staying in the dorms and what is the meal cost versus the lodging costs, and see if there is an opportunity for the booster club to pick up that differential.

Director Amato stated that he feels it is a sad state of affairs when they are sitting and discussing their students, their outstanding students, whether they are athletes or in the arts or what have you, that are competing on a state level that they are chinsing about meal money. He continued saying that it is a sad state of affairs when they are discussing this kind of issue and that Dr. Donaher was exactly right. He said they did put a stop on, and it didn't make sense when a district at the regional level when it is in their own city that the kids are getting meal money, so they cut that out, but Dr. Persing did say that they would put it back in for State level competition and discuss track and field, because they did an analysis on that and they are not going to get a cheaper rate than what they get for living in the dorms at Shippensburg and they take care of the meals for those kids. He said that if you go out and try to find lodging at the local, if you can even get it, at that local level it wouldn't be any cheaper. He said he believes and asked Dr. Donaher, that when they compete on a state level, that there is reimbursements that come

back to the district for expenses at those particular competitions. He said he realizes that the state reimburses money, and it is not a lot, but that it would cover meal money and that for each wrestler you get and how far they go in the competition, they get so much money back from the state in reimbursements. He went on to say that the last thing that he would like to state is they are sitting there and discussing about meal money for these young athletes or students that perform in the arts, when a lot of these kids come from low income families and then they are asking them to get money to represent their schools, and it is really sad when they do something like that and he just cannot believe that they are here discussing these things. He went on to say that Dr. Donaher is right about reinstituting the meal money on the state level and he was just wondering why nobody brought up about the band going to Hershey for nothing and the boosters paid for that, but they allow in this district the band boosters to assess their members of the band XX amount of dollars. He said that he had a question, that they do not have to pay that to be a member of the band, but you get 90% – 95% of 300 kids at Freedom or 300 kids at Liberty and you are talking between \$40,000 - \$45,000 and as long as he has been on this board they have never asked to see how they spend their students assessment money. He feels that they should pay for their trips, or for sending the band to Hershey to perform; because the booster bunch is assessing those kids and never in his 16 years has he ever saw what they do with that money. He continued saying that it is sad that they are talking about meals for their kids that go out to represent their schools on the state level and that they are talking about a few dollars for meals.

Director Follweiler stated that she understands what Director Amato is saying, but she said she wants tell everyone on this board to be ready to talk about every single penny since they don't have the money. She said they either cut out full items from the budget, or they take a little from here and a little from there. She said that this is not the first instance where there was clear direction from the board on where not to spend money and changes were made and this is how they find it in a memo here, or an expenditure here. She said that the nine of them cannot possibly comb through and catch every thing to go back and look at. She said she is looking at minutes from the meeting and pulled meal expenditures that came up with something in 2008. She said she was going to go through these minutes and she will find what the discussion was, but she agrees with what Dr. Roy said about being clear. She went on to say that in the other instances what she has found, she thought they were very clear, so she doesn't know when they get to their budget hearing on Thursday, how much more clear they need to be when the board says, they're going to pay for the lodging but they're not going to pay for the meals. She went on to say that she thinks the Shippensburg point is a good one because if the state is putting together the meals and the lodging in one thing, I think every single school district better start looking at this stuff. She said that the money is not there, and so that \$1,000 that they are

spending on food for these events and she agrees that these are wonderful kids who worked really hard. She said they were telling the Lacrosse people they cannot afford to add a sport. She went on to say that twelve of these events give them their entire year for all those kids. She continued saying that her point is they have to look at every single expenditure, so if they spend a little bit of time discussing \$1,000, then this is what they need to do and that is what they are elected to do and that is to be good stewards of the peoples money along with making sure the students get a well rounded education.

Director Amato stated that he agrees with Director Follweiler 100 percent. He said they don't have the money any more to support all the programs that this great district has supported for many years. He went on to say that if they are at that point, then instead of chinsing away at this stuff then they should cut it out. He continued saying to just cut out athletics and then find another way for them to perform in an athletic environment. He said to go along limping like this, makes absolutely no sense and they can't go back to the booster clubs because the booster clubs are funding stuff now that they never funded before. He said the Booster Clubs are running out of money themselves, so if they are to that point and we are because this economy is really at the depths that is ever been in, then maybe it is time to say let's go back to reading, writing and arithmetic and the rest of it, is out the window, I hope not, but if that is what they are saying, then maybe that is the direction they need to go in because he can't see putting their kids under these constraints like this, especially their low income kids.

President Cann stated that she recalls like Director Leeson and Director Follweiler stated that about two years ago they had the discussion and her recollection is that meals were eliminated. She went on to say that there seems to be a need for clarification from the board, and they'll insert it into a committee meeting so that the board can have a discussion and make a statement as to what they are doing going forward.

Director Leeson stated that she feels that they shouldn't be going backwards all the time, when the board establishes something, that is it. She said she thinks that they had this same discussion with Transportation a couple years ago, when they establish what they are going to do, then that is it. She continued saying that it doesn't change unless it comes back to the board for change.

President Cann stated that they should go back and check the minutes.

Director McKeon stated that Director Leeson brought up transportation, and he doesn't know if the board is aware, but they apparently at least this year, maybe prior years, they are transporting their athletes down to Becahi for the Freedom Becahi Basketball Game and they have eliminated the Liberty to

Freedom and the Freedom to Liberty and he would have thought that that would have gone as part of that equation when that directive was issued and if the district itself is playing bernaky word games with what was said publicly and that is not exactly what was meant. He said he thinks it is time that somebody comes back and asks for clarification as opposed to him walking in the gym down there to watch the game and I have got two buses sitting out in the parking lot that he can't figure out why they are there. He said his original interpretation of the meal money was this issue of feeding their student athletes within the district boundaries, for the wrestling at Christmas time and whatever else was held and he never took it as saying No, to state qualifiers. He said that if they are out for the state event, he would have no problem with the meal money and the lodging. He said he does understand it and it is costly, but he feels that it is an investment they have to continue to make.

President Cann stated that they will pull the minutes from when that was discussed and clarify the status. She asked if there was any other discussion on Item #11.

Roll Call vote Item #11

Yea, Directors Amato, Burkhardt, Faccinetto, McKeon, Ortiz, President Cann

Nay, Directors Tenaglia, Follweiler, Leeson

Motion passes – 6-3

DISCUSSION ITEM #22

Director Leeson stated that she had pulled Item #22 because she had requested some additional information on the two sites, particularly the second one and she did not receive it. She said she was wondering if they had any additional information. She said she ask for it in the committee meeting.

Dr. Roy stated that they did sent a map with the layout of the land.

Mrs. Gober stated that it was her recollection that that information was sent.

Director Leeson apologized and said thank you.

Roll call vote Item #22

Yea, Directors Tenaglia, Amato, Burkhardt, Faccinetto, Follweiler, McKeon, Ortiz and President Cann

Nay, Director Leeson

Motion passes 8-1

MARCH 21, 2011

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° Information Item Only

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

Pg. 1

1. *Amend the Pennsylvania Department of Education Self-Certifications – Various Summer Projects*

INFORMATION:

The District has performed summer projects in order to keep the buildings in working order. The 2011 summer projects/capital improvement projects totaling \$590,000 were reviewed at the November 8, 2010, and January 10, 2011, Board Facilities Committee Meetings. The following projects were approved by the Board at the January 31, 2011, Regular Board Meeting with the cost of the projects coming from the remaining bond funds:

	Estimated Project Cost
Freedom High School Fire Alarm Panel	\$ 75,000
Asa Packer Emergency Generator Replacement	135,000
Freedom High School Catch Basin Repairs	60,000
SPARK Building Siding and Roof Repair	185,000
Spring Garden Gym Roof Replacement	95,000
Nitschmann Middle School Retube Boilers and Inspections	40,000

Recent discussions on the future use of the SPARK Building and the boiler conditions at Nitschmann Middle School have caused the project list to be further reviewed at the March 7, 2011, Board Facilities Committee Meeting. As a result, the following projects were reviewed by the Board Facilities Committee at the March 7, 2011, Facilities Committee Meeting:

	Estimated Project Cost
Freedom High School Catch Basin Repairs	\$ 60,000
Nitschmann Middle School Boiler Repairs	552,000
Alternate Bid for Freedom High Faculty Parking Lot Overlay	150,000

The attached Self-Certification Applications for Non-Reimbursable Construction Projects need to be submitted to the Pennsylvania Department of Education for approval prior to commencement of the 2011 summer projects, and the previously submitted applications must be redacted.

RECOMMENDATION:

That the Board of School Directors authorizes the administration and D'Huy Engineering, Inc. to prepare and solicit bids for the various projects listed above and submit the attached Self-Certification Applications for Non-Reimbursable Construction Projects to the Pennsylvania Department of Education for approval, and redact the previously submitted Self-Certification Applications.

DISCUSSION ITEM #1

Director Tenaglia stated that Item #1 has been revised and the public should have a copy of the revised. He also said that they are now looking at the three items of the middle section of the page, specifically, the Freedom High School Catch Basin Repairs for \$60,000, the Nitschmann Middle School Boiler repairs of \$553,000.00 and the alternative bids for the Freedom High Faculty Parking Lot Overlay of \$150,000. He asked Dr. Roy if these figures were correct.

Dr. Roy stated yes.

Director Tenaglia stated that he, in good conscience, could not approve the expenditure of \$552,000 on the Nitschmann Building and he would like to divide the question. He made a motion to divide question 1 so each item is voted on separately.

Director Follweiler seconded the motion.

President Cann asked if there was any further discussion on Item #1.

Director Leeson stated that in light of the Governor's budget, she also agrees with Director Tenaglia that she believes the boiler unfortunately is now becoming an expense that perhaps they will have to defer to when it actually breaks as opposed to doing it at this point.

President Cann asked Mrs. Gober if it was correct that these costs would come from Bond Funds only available for capital improvements.

Mrs. Gober stated that that was correct.

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Director Amato stated that what worries him about these items is they can say well the boiler, they can let it go until it breaks down, then they've got to fix it, but all of these items, Freedom High School Fire Alarm panel, and as you can go down the list, these items if they don't address them present some safety to the students that go to those schools and that is what bothers him.

Director Ortiz stated that what also bothers her is that if they don't fix it, it will cost more later on to fix it and so they still have to address this issue, they just can't ignore it.

Director Tenaglia stated that the two points on the list that Director Amato eluded to are not under consideration, they are only looking at the three items towards the bottom of the page.

Director Amato stated that he understands that.

Director Tenaglia stated that he doesn't believe that should the Nitschmann Heating System fail, that there aren't more cost effective ways to deal with that. He said he doesn't think they have fully explored those options.

Director Follweiler stated that they did have full discussion on this issue during Committee at which point, she felt there were some lower cost options available that needed more discussion, so at that time she felt she would not vote on the affirmative and she still continues to feel that way, but she does believe as with Director Tenaglia that there are other lower cost options that may be available should the boiler actually break.

Director Burkhardt asked President Cann if they could ask their district engineer to review those options, just a quick down and dirty what they could look at and what kind of down time the building would have if this happens next January in the middle a minus 10 degree time frame.

Mr. Fazil stated that if they recall at the Board Facilities Meeting what he had said. He said that there were two options that he thought were feasible. One was to retube the boilers and he believes that cost was \$120,000 and that would probably get them some life on those boilers, but there may be other components that would fail so, to him that was the cheapest option. Director Tengalia had asked him about leasing the boilers and he said he wouldn't recommend that unless it was an emergency and they had no other option. He said that that is a long term which is essentially what this is, a long term solution, a repair would be an emergency situation, and the other option was to just sit there and let them fail. He went on to say that both the boilers failed this winter and they were barely able to get them back up and running and if they fail next winter, they've had the boiler guy in there and he is currently not recommending shutting down individual tubes. He said it might not even pass inspection at this current time, so unless they retube every single tube on both those boilers for about \$120,000 which, in my opinion, is just throwing good money after bad. He said that what he came up with was a short-term payback. He said it was a five to seven year payback which he described to them, unfortunately, it is not a shorter payback, because as he said that a lot of the components are not working, are not functioning and we are not really using as much energy there as they possibly should be. He said that the \$120,000 would be the cheapest option, and this would be the in his opinion, the best long term option with a payback in between that is as Director Leeson outlined, let them fail and they'll continue to do the best they can.

Director Burkhardt asked about the downtime or if this happens during the school year if this would be a weekend job.

Mr. Fazil stated that if they start doing emergency repairs all you start doing is isolating individual tubes. He said there is already six tubes in one boiler and eight tubes in the other ones that are capped off and are nonfunctional, so it is a very difficult question to answer, but certainly if they failed completely and they couldn't fix them and they had to go get temporary boilers, they are probably looking at a minimum of two weeks, possibly four weeks. He continued saying that the chances of them both failing at the same time is probably not very high, but if one fails and then the other one goes, then at that point they are done.

Director Burkhardt asked if part of this discussion was that if they bought the new boilers that, unless they wait 100 years to do Nitschmann, they could be used in a new facility.

Mr. Fazil stated that there were actually three things they discussed. He said one would be extending gas which is in this cost, so whenever they do whatever they're going to do at Nitschmann, that cost would already have been spent. He said that the second component is that there is a whole demolition and asbestos abatement phase of this which again would have to be done in the long term, and the third component is they can hopefully salvage these boilers and reuse them in whatever construction they end up doing.

Director Leeson asked to clarify that they do have two boilers at Nitschmann and that they heat half of the building, not the entire building.

Mr. Fazil stated that the two boilers that they are talking about specifically heat about 70,000 square feet of the building, which is about half of the building. He said this is the cafeteria side, the library, and the offices. He continued saying that it is when you enter the building, it is everything to the left.

President Cann asked if anyone had follow-up questions for Mr. Fazil or other points of discussion.

Director Tenaglia stated as a point of discussion, that should the heating system fail in the dead of winter, they still have other alternatives. He said they have extra capacity in the district. He went on to say that they built Broughal to accommodate 900 students and they have approximately 600 there currently. He also said that they have the Rosemont Facility which could be utilized and possibly the current SPARK building depending upon what the final resolution of that program is. He went on to say that they saw two or three years ago, when their neighbors in Northampton had a mold issue, that they were able to come and utilize the old Northeast School for a period of time until they got the problem resolved. He continued saying that he feels they could be a little more creative should they have the type of heating failure during the heating season.

President Cann stated respectfully to Director Tenaglia that she thinks it is a very bizarre comment to say that they don't need to heat a school because they can ship kids out somewhere else for heat.

Director Tenaglia stated that that was not what he said. He went on to say that if the heating system failed in the dead of winter, they could accommodate the Nitschmann Students in some other fashion in a temporary manner.

President Cann stated that that was what she meant that they don't need to provide a consistent source of heat from one of our schools. She went on to say that this is not considered a consistent reliable source of heat what they have happening right now and he was saying that they don't need to provide a consistent reliable source of heat from one of our schools.

Director Tenaglia stated that he was saying they can educate the students that are currently at Nitschmann even if they had a heating failure in the dead of winter, which is more cost effectively than spending \$550,000.00 into a building that they know has a very short immediate useful life to it.

President Cann stated that she understood his point. She then asked if anyone else had any questions.

Director Faccinetto asked Mr. Fazil how old the boilers were.

Mr. Fazil stated 53 years old.

Director Faccinetto –asked what was the life span on the boilers projected to be.

Mr. Fazil stated that for cast iron boilers it is about 30 years.

Roll Call vote Item #1a

Yea, Directors Tenaglia, Amato, Burkhardt, Faccinetto, Follweiler, Leeson, McKeon, Ortiz and President Cann

Motion passes 9-0

Roll Call vote Item #1b

Yea, Directors Amato, Burkhardt, Faccinetto, Ortiz, President Cann

Nay, Directors Tenaglia, Follweiler, Leeson, McKeon.

Motions passes – 5-4

Roll Call vote Item #1c

Yea, Directors Tenaglia, Amato, Burkhardt, Faccinetto, Follweiler, Leeson, McKeon, Ortiz and President Cann

Motion passes 9-0

NON-REIMBURSABLE WORK SUBJECT TO ADVERTISING AND BIDDING REQUIREMENTS	
☒ Project Costs for Non-Emergencies >\$10,000	☐ Purchase or Lease/Purchase of Modular/Relocatable Classroom
INSTRUCTIONS: 1. Prepare specifications/drawings as needed. 2. Complete one application for each set of bid documents. 3. Provide completed address mailing label for the board secretary 4. Submit <u>only</u> the application form. Do <u>not</u> submit any other documentation such as the advertisement, plans, specifications or a completed specifications checklist 5. Send the completed application to the Department of Education, Division of School Facilities 333 Market Street, Harrisburg, PA 17126-0333. Any questions regarding the completion of this form should be directed to the Division at (717) 787-5480	
SELF-CERTIFICATION APPLICATION FOR NON-REIMBURSABLE CONSTRUCTION PROJECT	
DISTRICT/AVTS: <u>BETHLEHEM AREA SCHOOL DISTRICT</u> COUNTY: <u>LEHIGH</u> BUILDING/SITE NAME(S): <u>NITSCHMANN MIDDLE SCHOOL</u> (Include all building(s) and/or site(s) on which work will be completed.) The person to be contacted if there are any questions about this application is: <u>M. ARIF FAZIL, P.E.</u> <u>610-865-3000</u> Contact person's name and position Telephone Number (including extension)	
WORK DESCRIPTION Check the appropriate boxes that apply to this project: ☐ Asbestos Abatement/Removal ☐ Flooring Repair/Replacement ☐ Roof Repair/Replacement ☐ Install Fiber Optic Lines/Network Cabling/Data Cabling ☐ Lease/Purchase or Purchase of Relocatable/Modular Classroom(s) ☐ School Building/District Administration Office Addition or New Construction. Perform the following calculations to determine if Act 34 of 1973 applies to this project. See the instructions for additional information. $\frac{\text{sq. ft.} + \text{sq. ft.} \times 100}{\text{Architectural Area of the Addition or New Building} + \text{Architectural Area of the Existing Structure}} = \frac{\text{Act 34 Percent}}{\text{(round to 2 decimal places)}}$ ☒ Boiler Repair/Replacement ☐ Paving/Resurfacing ☐ Remove/Replace/Upgrade Storage Tank(s)	TOTAL ESTIMATED COST: \$ <u>552,000</u>
☐ Other: _____ Check the construction codes and/or guidelines selected for this project: BOCA _____ DEP _____ EPA _____ L&I _____ NEC _____ OSHA _____ PADOT _____ PA UCC <u>X</u> IBC _____ OTHER: _____	
BOARD CERTIFICATION The Board hereby applies to the Department of Education for approval of the plans and specifications for the work described above. The Board certifies that, to the best of its knowledge and belief, construction bid documents comply, or will comply, with applicable laws, regulations and policies, and the project will not pose a hazard to the health and safety of users. Specifications include all applicable statements set forth in the current PDE document entitled "Required Clauses for Specifications." Construction contracts will not be entered into prior to PDE approval. If the Board proceeds with this project, the lowest responsible bidder(s) will be selected. The Board also certifies that the above-described work will proceed whether or not additional on-site work that is subject to Act 34 of 1973 goes forward. BOARD ACTION DATE: _____ VOTING: AYE _____ NAY _____ ABSTENTIONS _____ ABSENT _____ Signature, Board Secretary <u>BETHLEHEM AREA SCHOOL DISTRICT</u> Board Secretary's Name, Printed or Typed <u>STACY GOBER</u> District/AVTS Address <u>1516 Sycamore St., Bethlehem PA 18017</u> Date _____	
PDE USE ONLY Based on the Board's representation to the Department that (1) the requisite laws, regulations and standards have been met; and (2) this project will not present a danger to the health or safety of the users, the plans and specifications for the project are approved as meeting the requirements of the school laws of Pennsylvania and the policies and regulations of the State Board of Education. PDE # _____ Approved by the PA Department of Education _____ Date _____	PDE USE ONLY

REVISED JANUARY 1, 2005

PDE-3074 (a)

NON-REIMBURSABLE WORK SUBJECT TO ADVERTISING AND BIDDING REQUIREMENTS	
☒ Project Costs for Non-Emergencies >\$10,000	☐ Purchase or Lease/Purchase of Modular/Relocatable Classroom
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SELF-CERTIFICATION APPLICATION FOR NON-REIMBURSABLE CONSTRUCTION PROJECT	
DISTRICT/AVTS: <u>BETHLEHEM AREA SCHOOL DISTRICT</u>	COUNTY: <u>NORTHAMPTON</u>
BUILDING/SITE NAME(S): <u>FREEDOM HIGH SCHOOL</u> (Include all building(s) and/or site(s) on which work will be completed.)	
The person to be contacted if there are any questions about this application is: <u>M. ARIF FAZIL, P.E.</u>	
Contact person's name and position	<u>610-865-3000</u> Telephone Number (including extension)
WORK DESCRIPTION Check the appropriate boxes that apply to this project: ☐ Asbestos Abatement/Removal ☐ Flooring Repair/Replacement ☐ Roof Repair/Replacement ☐ Install Fiber Optic Lines/Network Cabling/Data Cabling ☐ Lease/Purchase or Purchase of Relocatable/Modular Classroom(s) ☐ School Building/District Administration Office Addition or New Construction. Perform the following calculations to determine if Act 34 of 1973 applies to this project. See the instructions for additional information. $\frac{\text{sq. ft.} + \text{sq. ft.} \times 100}{\text{Architectural Area of the Addition or New Building}}$ $\frac{\text{sq. ft.} \times 100}{\text{Architectural Area of the Existing Structure}}$ $= \frac{\text{Act 34 Percent}}{\text{(round to 2 decimal places)}}$ TOTAL ESTIMATED COST: \$ <u>210,000</u>	
☒ Other: <u>Catch Basin Repairs and Faculty Parking Lot Overlay</u>	
Check the construction codes and/or guidelines selected for this project: BOCA ☐ DEP ☐ EPA ☐ L&I ☐ NEC ☐ OSHA ☐ PADOT ☐ PA UCC ☒ IBC ☐ OTHER: _____	
BOARD CERTIFICATION	
The Board hereby applies to the Department of Education for approval of the plans and specifications for the work described above. The Board certifies that, to the best of its knowledge and belief, construction bid documents comply, or will comply, with applicable laws, regulations and policies, and the project will not pose a hazard to the health and safety of users. Specifications include all applicable statements set forth in the current PDE document entitled "Required Clauses for Specifications." Construction contracts will not be entered into prior to PDE approval. If the Board proceeds with this project, the lowest responsible bidder(s) will be selected. The Board also certifies that the above-described work will proceed whether or not additional on-site work that is subject to Act 34 of 1973 goes forward.	
BOARD ACTION DATE: _____ VOTING: AYE _____ NAY _____ ABSTENTIONS _____ ABSENT _____	
<u>STACY GOBER</u> Signature, Board Secretary <u>STACY GOBER</u> Board Secretary's Name, Printed or Typed _____ Date	
<u>BETHLEHEM AREA SCHOOL DISTRICT</u> <u>1516 Sycamore St., Bethlehem PA 18017</u> District/AVTS Address	
PDE USE ONLY	PDE USE ONLY
Based on the Board's representation to the Department that (1) the requisite laws, regulations and standards have been met; and (2) this project will not present a danger to the health or safety of the users, the plans and specifications for the project are approved as meeting the requirements of the school laws of Pennsylvania and the policies and regulations of the State Board of Education. PDE # _____ Approved by the PA Department of Education _____ Date	

REVISED JANUARY 1, 2005

PDE-3074 (a)

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011**Pg. 2****2. *Memorandums of Understanding with Local Police Departments*****INFORMATION:**

The Pennsylvania Emergency Management Services Code mandates that every school district, in cooperation with the local Emergency Management Agency, shall develop and implement emergency preparedness plans. The Bethlehem Area School District's plan, as well as the Northampton and Monroe County Emergency Preparedness Committee endorse the development of Memorandums of Understanding with all local police departments. The purpose of the agreement is to establish procedures to be followed when any incident occurs on school property, at any school sponsored activity, or on any public conveyance providing transportation to or from a school or school related activity. It is further the purpose of the Memorandum to foster a relationship of cooperation, mutual support, and sharing of the information and resources between parties as they work together to maintain the physical security and safety of the schools in our district.

The Memorandums of Understanding for Bethlehem City Police Department, Bethlehem Township Police Department, Colonial Regional Police Department, Fountain Hill Police Department, and Freemansburg Police Department, were reviewed with the Board at the March 7, 2011, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the Memorandums of Understanding between the Bethlehem Area School District and the Bethlehem City Police Department, Bethlehem Township Police Department, Colonial Regional Police Department, Fountain Hill Police Department, and Freemansburg Police Department.

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN**

Fountain Hill Police Department
(Law Enforcement Authority/ Emergency Responder)

And

Bethlehem Area School District
(School Entity)

March 21, 2011
(Date)

I. Joint Statement of Concern

A. Parties

The following Law Enforcement Authority or Authorities/Emergency Responder enter into and agree to adhere to the policies and procedures contained in the Memorandum of Understanding:

Fountain Hill Police Department

The following School Entity or Entities enter into and agree to adhere to the policies and procedures contained in this Memorandum of Understanding:

Bethlehem Area School District

- B.** The purpose of this Memorandum is to establish procedures to be followed when any incident occurs on school property, at any school sponsored activity, or on any public conveyance providing transportation to or from a school or school sponsored activity.

- C. It is further the purpose of this Memorandum to foster a relationship of cooperation, mutual support, and the sharing of information and resources between the parties hereto as they work together to maintain the physical security and safety of schools in the district.

D. School Priorities

1. Create safe learning environments which support each student's well-being and opportunities to reach their full potential while balancing and protecting the rights of all students within their authority.
2. Establish and maintain cooperative relationships with law enforcement/emergency responders.
3. Foster partnerships with law enforcement authorities/emergency responders for the education and guidance of students to create a school climate and knowledge base conducive to learning and personal growth.

E. Legal Authority

1. The parties to this Memorandum enter into this agreement in accordance with the provisions of the act of March 10, 1949 (P.L. 30, No. 14), as amended, 24 P.S. § 13-1301-A, et. Seq., requiring that by June 30, 1999, all school entities shall develop and implement a single memorandum of understanding in cooperation with each local law enforcement entity with jurisdiction over the school entity and the Pennsylvania State Police.
2. In so recognizing this legal authority, the parties acknowledge their respective duties pursuant to this Act and hereby agree to support and cooperate with one another in carrying out their joint and several responsibilities thereunder.

II. Media Relations

A. Release of Information

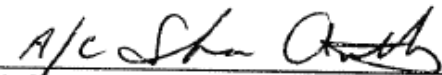
1. The release of information concerning incidents reportable to law enforcement authorities/emergency responders pursuant to the term of this Memorandum of Understanding shall be coordinated between law enforcement authorities and school entities.
2. The parties shall release as much information as is allowable by law with due deliberation given to the investigative considerations and the need to limit disruptions to school functions and protect the privacy of the students and staff involved.

III. General Provisions

- A. This Memorandum is not intended to and does not create any contractual rights or obligations with respect to the signatory agencies or any other persons or entities.
- B. This Memorandum may be amended, expanded, or modified at any time upon the written consent of the parties; but in any event must be reviewed and re-executed within two years of the date of its original execution and every two years thereafter.
- C. All parties to this Memorandum will communicate fully and openly with each other in order to resolve any problems that may arise in the fulfillment of the terms of this Memorandum.

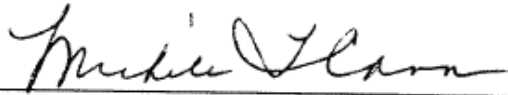
AND NOW, this 21st day of March, 2011, the parties hereby acknowledge the foregoing as the terms and conditions of their understanding.


 Superintendent/Administrative Director


 Chief Law Enforcement Authority/Responder

Bethlehem Area School District
 School Entity

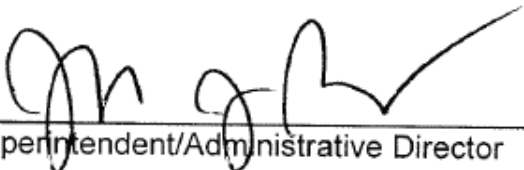
Fountain Hill Police Department
 Law Enforcement Authority/Responder


 Bethlehem Area School District School Board President

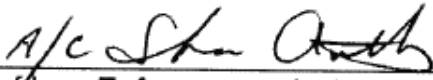
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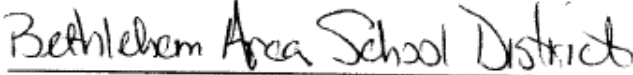
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Superintendent/Administrative Director



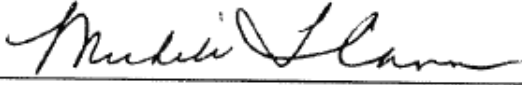
Chief Law Enforcement Authority/Responder



Bethlehem Area School District
School Entity

Fountain Hill Police Department

Law Enforcement Authority/Responder



Bethlehem Area School District School Board President

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN**

Bethlehem City Police Department
(Law Enforcement Authority/ Emergency Responder)

And

Bethlehem Area School District
(School Entity)

March 21, 2011
(Date)

I. Joint Statement of Concern

A. Parties

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Bethlehem Area School District

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Bethlehem Area School District
 School Entity


 Chief Law Enforcement Authority/Responder

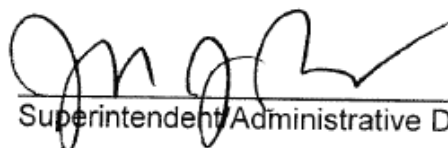
CITY of Bethlehem Police Dept.
 Law Enforcement Authority/Responder


 Bethlehem Area School District School Board President

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Bethlehem Area School District

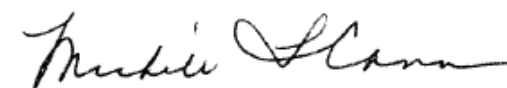
School Entity



Chief Law Enforcement Authority/Responder

CITY of Bethlehem Police Dept.

Law Enforcement Authority/Responder



Bethlehem Area School District School Board President

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN**

Bethlehem Township Police Department
(Law Enforcement Authority/ Emergency Responder)

and

Bethlehem Area School District
(School Entity)

March 21, 2011
(Date)

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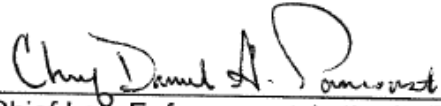
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 Superintendent/Administrative Director


 Chief Law Enforcement Authority/Responder

Bethlehem Area School District
 School Entity

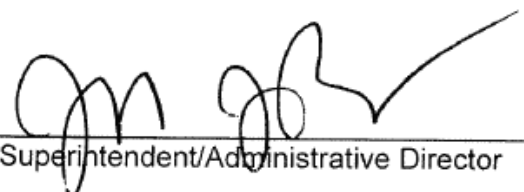
Bethlehem Township Police Dept.
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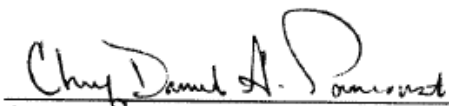

 Bethlehem Area School District School Board President

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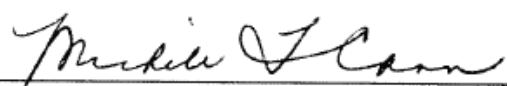
AND NOW, this 21st day of March, 2011, the parties hereby acknowledge the foregoing as the terms and conditions of their understanding.


Superintendent/Administrative Director


Chief Law Enforcement Authority/Responder

Bethlehem Area School District
School Entity

Bethlehem Township Police Dept.
Law Enforcement Authority/Responder


Bethlehem Area School District School Board President

**MEMORANDUM OF UNDERSTANDING
BY AND BETWEEN**

Colonial Regional Police Department
(Law Enforcement Authority/ Emergency Responder)

and

Bethlehem Area School District
(School Entity)

March 21, 2011
(Date)

I. Joint Statement of Concern

A. Parties

The following Law Enforcement Authority or Authorities/Emergency Responder enter into and agree to adhere to the policies and procedures contained in the Memorandum of Understanding:

Colonial Regional Police Department

The following School Entity or Entities enter into and agree to adhere to the policies and procedures contained in this Memorandum of Understanding:

Bethlehem Area School District

- B. The purpose of this Memorandum is to establish procedures to be followed when any incident occurs on school property, at any school sponsored activity, or on any public conveyance providing transportation to or from a school or school sponsored activity.

- C. It is further the purpose of this Memorandum to foster a relationship of cooperation, mutual support, and the sharing of information and resources between the parties hereto as they work together to maintain the physical security and safety of schools in the district.

D. School Priorities

1. Create safe learning environments which support each student's well-being and opportunities to reach their full potential while balancing and protecting the rights of all students within their authority.
2. Establish and maintain cooperative relationships with law enforcement/emergency responders.
3. Foster partnerships with law enforcement authorities/emergency responders for the education and guidance of students to create a school climate and knowledge base conducive to learning and personal growth.

E. Legal Authority

1. The parties to this Memorandum enter into this agreement in accordance with the provisions of the act of March 10, 1949 (P.L. 30, No. 14), as amended, 24 P.S. § 13-1301-A, et. Seq., requiring that by June 30, 1999, all school entities shall develop and implement a single memorandum of understanding in cooperation with each local law enforcement entity with jurisdiction over the school entity and the Pennsylvania State Police.
2. In so recognizing this legal authority, the parties acknowledge their respective duties pursuant to this Act and hereby agree to support and cooperate with one another in carrying out their joint and several responsibilities thereunder.

II. Media Relations

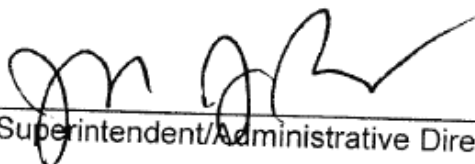
A. Release of Information

1. The release of information concerning incidents reportable to law enforcement authorities/emergency responders pursuant to the term of this Memorandum of Understanding shall be coordinated between law enforcement authorities and school entities.
2. The parties shall release as much information as is allowable by law with due deliberation given to the investigative considerations and the need to limit disruptions to school functions and protect the privacy of the students and staff involved.

III. General Provisions

- A. This Memorandum is not intended to and does not create any contractual rights or obligations with respect to the signatory agencies or any other persons or entities.
- B. This Memorandum may be amended, expanded, or modified at any time upon the written consent of the parties; but in any event must be reviewed and re-executed within two years of the date of its original execution and every two years thereafter.
- C. All parties to this Memorandum will communicate fully and openly with each other in order to resolve any problems that may arise in the fulfillment of the terms of this Memorandum.

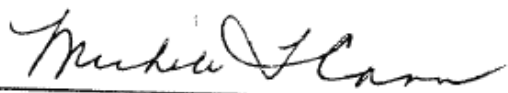
AND NOW, this 2ST day of March, 2011, the parties hereby acknowledge the foregoing as the terms and conditions of their understanding.


 Superintendent/Administrative Director


 Chief Law Enforcement Authority/Responder

Bethlehem Area School District
 School Entity

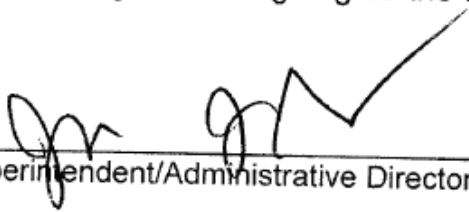
COLUMBIA REGIONAL POLICE DEPT
 Law Enforcement Authority/Responder

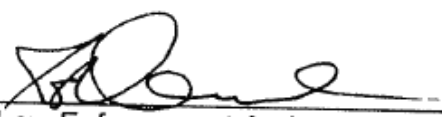

 Bethlehem Area School District School Board President

III. General Provisions

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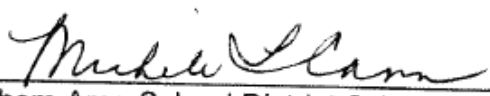
AND NOW, this 21st day of March, 2011, the parties hereby acknowledge the foregoing as the terms and conditions of their understanding.


Superintendent/Administrative Director


Chief Law Enforcement Authority/Responder

Bethlehem Area School District
School Entity

COLUMBIA REGIONAL POLICE DEPT.
Law Enforcement Authority/Responder


Bethlehem Area School District School Board President

MEMORANDUM OF UNDERSTANDING

Bethlehem Area School District and the Freemansburg Police Department

This Memorandum of Understanding between the Bethlehem School District ("School District") and the Freemansburg Police Department ("Police") enter into this Memorandum in accordance with the provisions of the act of March 10, 1949 (P.L. 30, No. 4), as amended, 24 P.S. 13-1301-A, *et seq.*, known as the Safe Schools Act to the extent required thereby.

I. Joint Statement of Concern:

THE PURPOSE OF THIS MEMORANDUM IS TO ESTABLISH PROCEDURES TO BE FOLLOWED WHEN ANY INCIDENT INVOLVING AN ACT OF VIOLENCE OR POSSESSION OF A WEAPON ("CRIMINAL ACTIVITY") OCCURS ON SCHOOL PROPERTY, AS DEFINED IN THE PENNSYLVANIA SAFE SCHOOLS ACT.

II. Incidents Requiring Police Notification and Response

A. District Obligations:

1. No School District employee will ask the Police to enter into any discussion with the student suspect relating to the disposition of the Criminal Activity as it applies to consequences relating to violations of school policies/procedures.
2. Surrender to the Police all contraband or physical evidence, pursuant to an investigation, found on or in school property, school vehicles and at school sponsored activities.
3. Turn situations that require police involvement and threaten the safety of the school community over to the Police. Once the Police have taken charge of the situation, school personnel will continue to provide support and assistance during the crisis.
4. Work collaboratively with the Police in Criminal Activity prevention, reporting, investigation, serving warrants, identification of suspects and, where appropriate, apprehension and prosecution of those individuals. This should involve as little disruption of the school environment and violation of the student's privacy as possible. The School District will defer to the expertise of the Police on such matters except as is necessary to protect an interest of the School District as it relates to the Public School Code of 1949, 24 P.S. §§ 1-101, *et seq.*
5. Request that police officers: inform the school administration of their presence whenever they arrive at school; carry out their duties while on School District property with as little disruption of the school environment as possible; and abide by School District policy regarding access to students during the school day.
6. Complete reports as required under the Public School Code of 1949, 24 P.S. § 13-1303-A.
7. Provide or arrange for emergency and medical treatment, as necessary.
8. Meet the police officer(s) arriving on school property as a result of a report.

B. Police obligations:

1. Inform the school building administration of their presence whenever they arrive in a school.
2. Carry out their duties while on School District property with as little disruption of the school environment as possible.
3. Abide by School District Policy regarding access to students (see taking custody) during the school day unless a particular situation requires immediate action.
4. Consult with the School District on issues related to prevention, reporting of Criminal Activity, safety, and other school-law enforcement issues.

MEMORANDUM OF UNDERSTANDING

Bethlehem Area School District and the Freemansburg Police Department

C. Responses to Incidents:

1. The School District shall immediately report to the Police all Criminal Activity committed on school property once the School District becomes aware of said Criminal Activity.
2. Schools will also comply with reporting as required by the School District's Policies and Procedural Guidelines which include, but are not limited to: Students and Police Policy, Weapons Policy, Substance Abuse Policy; threats of homicide or other violent acts as required in the District's Critical Incident Guidelines, Child/Student Abuse Policy, Gang Policy, and discipline violations required to be reported to the Police in the District's Code of Conduct Disciplinary Guidelines, and the Safe Schools Act, 24 PS § 13-1301-A *et seq.*
3. Upon notification of the Criminal Activity to the Police, the School District shall provide as much of the following information as is available at the time of notification. In no event shall the gathering of information unnecessarily delay notification:

A. Whether the Criminal Activity is in progress or has concluded;

- i. Nature of the Criminal Activity;
- ii. Exact location of the Criminal Activity;
- iii. Number of persons involved in the Criminal Activity;
- iv. Weapons, if any, involved;
- v. Whether the weapons, if any, have been secured and if so, the custodian of the weapons;
- vi. Injuries involved;
- vii. Whether EMS was notified;
- viii. Identity of the School District contact person;
- ix. All other such information known to the School District which can be deemed relevant to the incident under investigation;
- x. Names and ages of individuals involved; and
- xi. Identity of any witnesses.

4. Initial response by Police

a. Incidents of Criminal Activity in progress;

- i. Meet with School District contact person, if necessary, to locate incident of Criminal Activity
- ii. Stabilize incident of Criminal Activity
- iii. Provide or arrange for emergency medical treatment as necessary
- iv. Control the scene of the incident of Criminal Activity
 - a. secure any physical evidence at the scene
 - b. identify involved persons and witnesses
- v. Conduct investigation
- vi. Exchange information
- vii. Confer with school officials to determine the extent of Police involvement required by situation.

b. Incidents of Criminal Activity not in progress:

- i. Meet with School District contact person
- ii. Recover any physical evidence and provide a written receipt for the same to the appropriate school administrator
- iii. Conduct investigation
- iv. Exchange information
- v. Confer with school officials to determine the extent of Police involvement required by situation.

c. Incidents of Criminal Activity involving delayed reporting;

- i. Incidents of Criminal Activity which are reported after the conclusion of the school day or event during which the incident took place
- ii. If initially reported to the School District, handle as if reporting was not delayed
- iii. If initially reported to the Police, investigation will be conducted as any other investigation.

Page 2 of 3

MEMORANDUM OF UNDERSTANDING

Bethlehem Area School District and the Freemansburg Police Department

School District will be made aware of the incident and information will be shared as if the reporting was not delayed, unless the police determine the investigation requires otherwise.

5. Scope of School District's Involvement:

a. Victims and Witnesses:

- i. As soon as possible, the School District shall notify the parent or guardian of a victim or witness when Police interview that victim or witness on School District property unless otherwise notified by the police. Police shall follow department policies and procedures when interviewing a victim or witness to ensure the protection of the victim or witness's legal and constitutional rights.
- ii. In the event a victim or witness is interviewed by Police on school property, a school administrator, or designee, shall have the right to be present during the interview, unless proper police procedure dictates otherwise.

b. Suspects:

- i. Depending upon the individual circumstances of the incident of Criminal Activity, a student suspect may or may not be competent to waive his/her rights to consult with an interested adult and/or attorney prior to speaking with Police.
- ii. The School District shall cooperate with Police to secure the permission and presence of at least one parent or guardian of a student suspect before the student is interviewed by Police.
- iii. In the event an interested adult cannot be contacted, the School District shall defer to the policies, procedures and direction of the investigating Police who shall act in a manner consistent with the protection of the student suspect's legal and constitutional rights.
- iv. The legal conduct of interviews, interrogations, searches, seizures of property and arrests are within the purview of the Police. The School District shall defer to the expertise of the Police on matters of criminal and juvenile law procedure, except as is necessary to protect a legal and clearly defined interest of the School District.

c. Conflicts of Interest:

- i. The parties to the Memorandum recognized that in the event that a School District employee, contractor or other person acting on behalf of the District is the subject of an investigation, a conflict of interest may exist. In such circumstances, the individual that is the subject of the investigation will not be present during the interviews of students as co-suspects, witnesses or victims by police. The School District Superintendent will be informed of the investigation and neither the Superintendent nor his or her designee will be present when the Police interviews students as co-suspects, witnesses or victims of a School District employee, contractor, or other person acting on behalf of the School District.
- ii. Neither the individual who is the subject of the investigation, nor his/her subordinates(s) and/or direct supervisor(s) shall be informed of the contents of the statements made by student co-suspects, victims or witnesses, except at the discretion of the Police or as otherwise required by law. A building administrator or other similar school employee who is not involved in the conflict, shall have the right to be present during the interview of a student as a co-suspect victim or witness. In light of the potential for a conflict, however, the decision to have the building administrator or other similar school employee present during the interview shall be a cooperative decision between the School District and Police.

III. Police Taking Custody of Students

- A. The School District will cooperate with Police who arrive to take custody of a student. Students may be taken into custody at the discretion of the Police.
- B. The School District recognizes that the Police have the authority to take a student into custody for the Lehigh County Office of Children and Youth.
- C. The Police shall take all appropriate steps to protect the legal and constitutional rights of those students being taken into custody.

Page 1 of 4

MEMORANDUM OF UNDERSTANDING

Bethlehem Area School District and the Freemansburg Police Department

IV. Exchange of Information

- A. The Police will provide information to the School District within the limits imposed by law, including but not limited to, the Criminal History Information Act, 18 Pa.C.S., Chapter 91 and the Public School Code of 1949, 24 P.S. § 13-1303-A, and pursuant to Police policies and procedures.
- B. The School District will provide information to the Police within the limits imposed by law, including but not limited to, the Federal Educational Rights and Privacy Act ("FERPA"), 20 U.S.C. § 1232g and its implementing regulations at 34 C.F.R. § 99.1 *et seq.*, 22 Pa Code §§ 12.31 – 12.33 and the Public School Code of 1949, 24 P.S. § 13-1303-A and § 13-1317.2, and pursuant to the School District policy and procedures.

V. Media Contact

- A. Media contact involving incidents of mutual concern should be coordinated between the School District and the Police when practical. The parties will release as much information as required by law with due consideration to the investigative needs and the need to limit disruption of the School District function and the Police function.
- B. The release of information concerning Criminal Activity shall be coordinated between the School District and the Police.

VI. Assistance of School District:

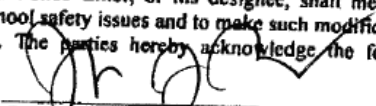
A. Notification of Parent or Guardian:

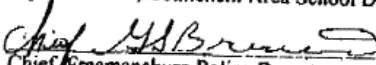
1. In the event that a Parent or Guardian is a co-suspect or in the event of a situation in which immediate notification of the incident of criminal activity may result in the destruction of or tampering with evidence or witnesses, the School District, in cooperation with the Police, may decide to delay notification of parents or guardians as reasonably requested by the Police.
2. School Districts shall document attempts made to reach the parents or guardians of all victims, witnesses and suspects of incidents of Criminal Activity reportable to Police pursuant to the terms of this Memorandum.
3. Except in cases in which the suspect student is injured and requires medical attention, the decision to notify a suspect's parents or guardians shall be a cooperative decision between School District officials and the Police.

VII. General Provisions

- A. This memorandum is not intended to and does not create any contractual rights or obligations with respect to the signatory agencies or any other parties.
- B. This memorandum may be amended, expanded or modified any time upon the written consent of the parties. However, in any event, this Memorandum must be reviewed and re-executed in accordance with legal requirements.
- C. In the event of changes in state or federal law which necessitate changes to this memorandum, the School District and the Police shall collaborate to promptly change this memorandum to ensure compliance by the School District and the Police with state and federal requirements.
- D. The School District and the Police will actively work to resolve any differences in interpretation of this memorandum or in fulfilling the terms thereof.
- E. No later than April 15th of each year, the Police Chief, or his designee, shall meet with the School District Superintendent and Principals to discuss school safety issues and to make such modifications to this Memorandum of Understanding as may be appropriate. The parties hereby acknowledge the foregoing as the terms and conditions of their understanding.


BASD School Board President


Superintendent, Bethlehem Area School District Date


Chief, Freemansburg Police Department

10-11-10
Date

MEMORANDUM OF UNDERSTANDING

Bethlehem Area School District and the Freemansburg Police Department

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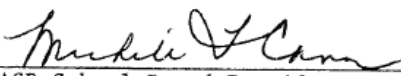
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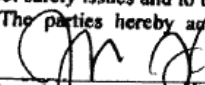
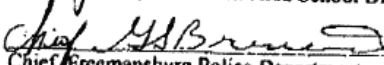
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2. School Districts shall document attempts made to reach the parents or guardians of all victims, witnesses and suspects of incidents of Criminal Activity reportable to Police pursuant to the terms of this Memorandum.
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- C. In the event of changes in state or federal law which necessitate changes to this memorandum, the School District and the Police shall collaborate to promptly change this memorandum to ensure compliance by the School District and the Police with state and federal requirements.
- D. The School District and the Police will actively work to resolve any differences in interpretation of this memorandum or in fulfilling the terms thereof.
- E. No later than April 15th of each year, the Police Chief, or his designee, shall meet with the School District Superintendent and Principals to discuss school safety issues and to make such modifications to this Memorandum of Understanding as may be appropriate. The parties hereby acknowledge the foregoing as the terms and conditions of their understanding.


BASD School Board President


Superintendent, Bethlehem Area School District Date

Chief, Freemansburg Police Department 10-11-10
Date

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

Pg. 3

3. *Elementary School Open Enrollment Policy*

INFORMATION:

Since 1975, the Board of School Directors has annually approved the Open Enrollment Policy at the elementary school level. During the current school year, 195 elementary students were initially assigned throughout the district under open enrollment.

In general, parents, students, administrators, and teachers associated with this program are highly satisfied with its implementation. The administration believes that this unique board policy provides meaningful alternatives for parents and their children.

The final decision for approval is based upon assessing the impact of additional students on available space at the receiving school, as well as the effect of the loss of students at the sending school.

This information was reviewed with the Board at the March 14, 2011, Board Human Resources Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the authorization to continue open enrollment at the elementary level for the 2011-2012 school year as per the attached policy.

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

BETHLEHEM AREA SCHOOL DISTRICT'S ELEMENTARY SCHOOL OPEN ENROLLMENT POLICY

Parents may request to send their child to an elementary school other than the one that serves their regular attendance area. Requests for open enrollment must be made using a "Petition for Open Enrollment" form, available at their home school. Petitions must be submitted to the Child Accounting Department, 1516 Sycamore Street, Bethlehem, Pennsylvania 18017. Requests will not be accepted earlier than **May 2** or later than **July 1**. Parents moving into the district after July 1 but prior to the end of the first quarter may request open enrollment for their child at the time of registration.

Consideration for open enrollment requests will be determined by the following criteria:

- Space availability in a particular school and grade after resident students are assigned
- Exceptions may be made for fifth grade students who are in good standing and who were accepted for open enrollment in the prior school year.
- Students who have successfully been enrolled in a building under open enrollment in previous years
- Siblings of students who are currently enrolled in the open enrollment school will be given priority consideration. There is no guarantee that all children from one family will be accepted for open enrollment based on the criteria above.
- Requests for open enrollment assignments out of a building will not cause that building's student enrollment to fall below a limit established by the Board of School Directors.
- Parents who elect to apply for open enrollment agree that their child will comply with all of the following conditions:
 - The student will not exceed six tardies.
 - The student will not exceed 10 cumulative days of absence.
 - The student will not have two or more academic failures in one marking period.
 - The student will have no Code of Conduct infractions resulting in suspension.
 - The student will not be picked up late at student dismissal more than three times.

Failure to comply with these conditions of open enrollment may result in the child being returned to his/her resident school and will result in the child being denied the open enrollment privilege for the following year.

- **If approved for open enrollment, the open enrollment school will assume that the parents accept the assignment unless the parents notify the open enrollment school otherwise.**

Once a student has been accepted into a building under the open enrollment option, that student will not be permitted to transfer to another building within the district at any time during that school year.

Parents must assume full responsibility for transporting their child.

Parents should seriously consider open enrollment requests to elementary schools where students matriculate into their resident middle school since there is no open enrollment at the secondary level.

Open enrollment is approved for one year only. Parents must reapply each year. Acceptance into a school under open enrollment does not guarantee that a student's entire elementary school career will be spent at that school.

Open enrollment procedures will be reviewed each year.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

Pg. 4

4. *Annual Measurable Achievement Objective (AMAO) Improvement Plan*

INFORMATION:

The District received the Assurance of Quality and Accountability document that certifies that the Annual Measurable Achievement Objective (AMAO) Improvement Plan (ESOL Improvement Plan) has been duly reviewed by a Quality Review Team convened by the Superintendent of Schools and formally approved by the District's Board of School Directors, per guidelines required by the Pennsylvania Department of Education.

This information was reviewed with the Board at the March 14, 2011, Board Curriculum Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the Assurance of Quality and Accountability declaration and, therefore, recommends that the Secretary of Education and PDE grant formal approval of the AMAO Improvement Plan (ESOL Improvement Plan) for the 2010-2011 school year.

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.



Assurance of Quality and Accountability

We (the undersigned) hereby certify that the AMAO Improvement Plan for _____ (district name/consortium) has been duly reviewed by a *Quality Review Team* convened by the Superintendent of Schools and formally approved by the district's/consortium's Board of Education, per guidelines required by the Pennsylvania Department of Education.

We hereby assure the Secretary of Education that the revised school improvement plan:

- Addresses all the required components prescribed by PDE;
- Reflects sound educational practices;
- Has local leadership at all levels to ensure successful implementation;
- Has a high probability of improving student performance and educational practices.

With this *Assurance of Quality and Accountability* declaration, we, therefore, recommend that the Secretary of Education and PDE grant formal approval of the AMAO Improvement Plan for _____ (district/consortium name) for _____ school-year.

District Superintendent or
Charter School CEO or
Consortium Executive Director of Intermediate Unit

Board President

Entity Information

District Name: Bethlehem Area SD
Contact Name: Doris Correll
Phone: 610 865-7880
Email: dcorrell@beth.k12.pa.us
Address: Center for Language Assessment
Address2: 1170 Fernwood Street
City: Bethlehem
Zipcode: 18018
Based on 2006-2007 ✓
Based on 2007-2008: ✓
Based on 2008-2009:

School Improvement Team Members

Name	Role/Position
Doris Correll	Coordinator of English Acquisition / ESOL
Mary Sharp Ross	Bilingual School Psychologist & ESOL
Dr. Jack Silva	Assistant Superintendent of Curriculum
Susan Lucrezi	Secondary ESOL Specialist & District Evaluator
Mariangeli Vasquez	Language Guide
Carole Schachter	Elementary Literacy Coach & District Evaluator
Iris Madera	Parent
Jill Moran	Principal
Lisa Lynch	Principal
Linda Lopez	Support Staff
Samuella Donnelly	High School ESOL Department Chair
Ed Docalovicz	Principal
Lydia Haddad	Reading Specialist

AMAO Summarize Results

Annual Measurable Achievement Objective		Year	Target	Did you meet the target?
AMAO 1	Annual increases in the number or percentage of children making progress towards learning English	2006-2007	VARIES by COHORT	Yes
		2007-2008	49%	No
		2008-2009	51%	Yes
AMAO 2	Annual increases in the number or percentage of children attaining English proficiency	2006-2007	VARIES by COHORT	No
		2007-2008	14%	Yes

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District Id: 120481002

<u>AMAO</u> <u>3</u>	Adequate yearly progress (AYP) for ELL students	2008-2009	16%	Yes
		2006-2007	AYP Targets	No
		2007-2008	AYP Targets	Yes
		2008-2009	AYP Targets	Yes

	most Preproduction and Beginner ELLs progress to higher proficiency levels within two years. Intermediate and Advanced ELLs take an additional two to four years to progress to the next levels. Data indicates a plateauing in proficiency at levels 3 and 4 (this is not uncommon for ELLs at these levels). Further examination and teacher input identified the lack of academic language as a probable cause for the plateau in the acquisition of skills needed to progress in content classes.
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Guiding Questions

QRC	Program Inquiry	Yes/No	Supporting Evidence
1	Is there evidence that English Language Learners have access to challenging, on-standard curriculum and rigorous assignments?	Yes	Student schedules, Expanding use of SAS ELL Overlay, Instruction aligned to BASD curriculum, which is provided to all ELLs and Special Education English Language Learners (SpELLs). SpELLs instructed as per IEP and English proficiency levels.
2	Is there evidence that professional development has been provided on the PA English Language Proficiency Standards and the WIDA "Can Do" Descriptors that outline appropriate expectations for students as they move through the language acquisition process?	Yes	Teachers with ELLs use the grade level WIDA's CAN DO Descriptors to monitor progress twice a year for ELLs as documented on the BASD Stage Forms. Agendas & sign-in sheets for faculty meetings Professional Learning Community (PLC) agendas In-service sessions
3	Is there evidence that teachers understand language proficiency levels and use appropriate strategies for differing levels?	Yes	ESOL Level Stage based on grade level CAN DO Description Teachers are an integral part of monitoring progress and collaboratively complete stages with WIDA's CAN DO Descriptors. Resources provided for Differentiated Instruction Supporting documentation of inservice, workshops, ongoing training & PLCs at the high school Continued SAS training on ELL Overlay & PA ELPS
4	Is there evidence that teachers use students' language proficiency levels to effectively work with students to achieve desired outcomes?	Yes	Documentation in CLA ESOL student folders verify the use of adaptations and differentiation. Additional training is needed to ensure all teachers use Differentiated Instruction (DI) Content and language

5	Is there evidence that school staff uses ACCESS for ELLs data for student placement and adjusting instructional practice?	Yes	objectives are evidenced in lesson plans. Choice of assignments & adapted rubrics/assessments are utilized. Teachers use results of the WIDA: ACCESS for ELLs to complete the twice-a-year Stage Forms for instruction and placement purposes. WIDA results are also a part of the data analysis for the AMAO Getting Results and for making decisions. Data Review meetings of middle and high school course request sheets are scheduled regularly.
6	Is there evidence that instruction for all students is culturally responsive?	No	No, not ALL instructional practices and materials are culturally and linguistically appropriate. (e.g., Phonics for Reading, Break the Code, DIBELS, & packets of worksheets).
7	Is there evidence that core ESL instruction is daily and of sufficient time and intensity?	Yes	ESOL Specialists' schedules indicate daily instruction occurs. Majority of core ESOL instruction is daily. At times, instructional schedules are manipulated to address other mandates such as statewide testing and weekly progress monitoring.
8	Is there evidence that ELLs are passing core content classes?	Yes	Report cards, IEP progress reports, ESOL Stage Forms, Performance PLUS & e-School are accessible with all ELLs' grades and assessments. Failures in Health and Physical Education are being addressed PVAAS data indicate ELLs are making a year's worth of progress or more per academic year.
9	Is there evidence of collaboration and planning time for ESL and content teachers?	Yes	Teacher schedules & in-services provide evidence. AM weekly planning sessions are scheduled at elementary schools. Team-planning times are used to plan for ELLs at middle schools. High school department meetings and PLC's are scheduled, but need to address ELL needs more explicitly.
10	Is there evidence that the ESL Program is represented at the leadership level in the central office?	Yes	Representation is evidenced by the Administrative Organizational Chart / Responsibility Chart. Coordinator of English Acquisition attends all Administration & Supervisor Meetings and meets regularly with principals and special Ed. Supervisors and

11	Is there evidence that ELLs are represented throughout your standards-aligned system?	Yes	other administrators. Student schedules indicate ELLs are represented throughout SAS. ELLs participate in District-wide assessments Testing protocols (4Sight, On-Demands, RTii) address ELL needs. Curricular framework templates address ELL needs. BASD will continue to implement the use of SAS and ELLs will have access.
12	Is there evidence that acquiring English is monitored regularly, using PA Formative ELP Standards?	Yes	Evidence of English acquisition is monitored throughout the year with the completion of the ESOL Stage Forms and/or Change of Level Forms based on the CAN DO Descriptors. The PA ELPs and results of WIDA: ACCESS for ELLs are also used to determine levels of proficiency on an ongoing basis.

Parental Involvement

FAMILY/PARENT NOTIFICATION:

Describe the processes used for notifying parents* of the entity's AMAO status. §3302(b)(c) Title III NCLB Requirements

All parents of identified English Language Learners were sent a letter from the Coordinator of the English Acquisition Program, signed by the District's Superintendent to inform the parents that Annual Measurable Achievement Objectives were not met in 2007-2008, and were met in 2008-2009. Letters were sent home in multiple languages based on the parents' language of preference. The AMAO Parent Notification Letters were sent in April of 2009 and June of 2010. TRANSACT materials were extremely helpful.

PARENTAL AND COMMUNITY OUTREACH

Describe how the entity will promote parental and community involvement in programs for ELL students. §3116(b)(4) §3302(e) Title III NCLB Requirements

Parents are invited to all Open Houses in the Fall by the ESOL Staff. Some schools have special ESOL nights for parents to visit and ask questions. Interpreters are available upon request. TRANSACT forms are used to ensure comprehension of the meeting dates. The ESOL staff at the Center for Language Assessment (the hub of the ESOL program) is available to all ESOL parents. Parents are encouraged to seek support not only with academics, but also with social services and general concerns. The staffs at the school-based Family Centers also are resources for the ESOL parents. The LA CAMPANA newsletter is published twice a year and mailed home and posted on the ESOL website. Parent/Teacher conferences are conducted twice a year and interpreters are provided upon request. BASD Family Centers work closely with the ESOL staff to provide additional services serving as liaisons to foster strong school and community partnerships. The BASD ESOL website provides links for ELL parents, stu

Annual Targets for AMAO's

This page contains the targets for each AMAO. These targets were informed by research conducted within the WIDA Consortium and then developed by the Pennsylvania Department of Education with the participation of a committee of stakeholders drawn from across the Commonwealth. These targets were approved by the United States Department of Education in June of 2009.

	School Year	Growth Targets		School Year	Growth Targets
AMAO 1	2006-2007	* Varies by COHORT	AMAO 2	2006-2007	* Varies by COHORT
Percent of ELLs making a gain of $\geq$ 0.6 ACCESS for ELLs composite level for an individual student.	2007 - 2008	49%	Grades 1-12 – Percent of ELLs with an ACCESS for ELLs composite score $\geq$ 4.5. Scores for both Tier B or Tier C forms of assessment.	2007 - 2008	14%
	2008 - 2009	51%		2008 - 2009	16%
	2009 - 2010	53%	Kindergarten – ACCESS for ELLs composite score $\geq$ 4.5. (Accountability Level, not Instructional	2009 - 2010	18%
	2010 - 2011	55%		2010 - 2011	20%

2011 - 2012	57%	Level). See exception for 2007-2008 administration within AMAO status report document for 2007-2008.	2011 - 2012	22%
2012 - 2013	59%		2012 - 2013	24%
2013 - 2014	61%		2013 - 2014	26%
2014 - 2015	64%		2014 - 2015	28%
2015 - 2016 Final Target	67%		2015 - 2016 Final Target	30%

	School Year	Reading	Math
AMAO 3 PSSA** Performance -- The method for calculating AMAO 3 is consistent with that used under Title I for AYP.	2008 - 2010	63%	56%
	2011	72%	67%
	2012	81%	78%
	2013	91%	89%
	2014	100%	100%
PSSA* Participation	2008 and beyond	95%	95%

* 2006 - 2007 Cohort Targets information

**Performance of ELLs (or ELLs plus former ELLs, exited and in monitoring). Performance and participation rates include PSSA, PSSA-M, and PASA.

Action Sequence 1

Select target: AMAO 1 ✓ AMAO 2 ✓ AMAO 3				
STEP 1: What is the problem?			STEP 2: What will you do?	
Area of concern		Underlying Root Cause	Research Based Strategies/Best Practices**:	
Development of Cognitive Academic Language		Fragmentation and inconsistency in the delivery of vocabulary instruction across curriculum.	Continue to provide opportunities to learn and implement key instructional strategies and establish routines as outlined by Marzano, Archer, Kinsella, Beck & McKeown.	
STEP 3: How will you get there?				
Step Number	What Needs to Be Done: List the steps needed to implement this research based strategy/best practice	Who is responsible?	When will it be done?	What resources are needed?
1	1. Continue the implementation of the Vocabulary Toolkit at in-services and workshops.	Doris Correll, Coordinator of English Acquisition Carole Schachter, District Evaluator of PHLOTES/ Literacy Coach, ESOL Staff & Specialists Coordinators of Literacy, Kathy Bast & Joanne LoFaso	2007 – June, 2008 2008 – June, 2009 2009 – June, 2010 2010 – June, 2011	Compiled resources for interactive instruction: Archer, Marzano, Kinsella, Beck & McKeown MacMillan ELL program
2	2. Implement the use of student Vocabulary Notebooks aligned to the content being taught as per models provided by Anita Archer and Kate Kinsella. Elementary to use Vocabulary template posted under Downloads on the ESOL	Doris Correll, Coordinator of English Acquisition Carole Schachter, District Evaluator / Literacy Coach ESOL Staff & Specialists Classroom	2007 – June, 2008 2008 – June, 2009 2009 – June, 2010 2010 – June, 2011	Kinsella's Vocabulary Notebook template Elementary- Picture vocabulary template Core MacMillan program

	website http://www.beth.k12.pa.us/esol/teacherlinks.html	and content area teachers		
3	3. Implement a daily and systematic routine to introduce, teach, use, and review Tier 3 academic vocabulary. Utilize ELL ancillary materials, including the SAS website in all content areas.	Principals, Reading Specialists, ESOL Specialists, Content area teachers	2007 - June, 2008 2008 - June, 2009 2009 - June, 2010 2010 - June, 2011	Averil Coxhead's Academic Wordlist PSSA targeted vocabulary SAS/ELLs identification Read 180/ System 44 Reading Apprenticeship
STEP 4: How will you know you are doing what you planned?		Step 5: What will you look for to determine if it is working?		
Indicators of Implementation		Indicators of Effectiveness		
Observations: Are students and teachers using strategies to accelerate the acquisition of academic English vocabulary to succeed in content area classes? Planned and routine use of student vocabulary notebooks with Tier 3 targeted vocabulary is evident. In-services and workshops will be evaluated.		•Teacher and student observations •Student Vocabulary Notebooks and their effectiveness •Peer evaluations of in-services and workshops •Increased scores on vocabulary and comprehension assessments •Successful acquisition of words and the use of new vocabulary •Increased scores on the state assessments (WIDA, PSSA, 4Sight)		
** National Clearinghouse for English Language Acquisition				

Action Sequence 2

Select target: AMAO 1 ✓ AMAO 2 ✓ AMAO 3 ✓				
STEP 1: What is the problem?			STEP 2: What will you do?	
Area of concern	Underlying Root Cause		Research Based Strategies/Best Practices**:	
Co-Teaching Techniques and Effective Collaborative Planning using the SAS ELL Overlay will be continued. 1. Our goal is to maximize instructional time and improve the effectiveness in the acquisition of English and content area in an inclusive setting. 2. Weekly collaborative planning needs to occur regularly to define roles and responsibilities as language and content objectives are aligned to the SAS ELL Overlay and Pa ELPs.	Roles and responsibilities are inconsistent with the implementation of co-teaching techniques and collaborative planning. 1. Teacher schedules need to be created for collaborative team planning to occur. Usage of the SAS ELL Overlay is pivotal for setting language and content objectives. 2. Teachers need to fully understand content in mainstream classes as per the Pa ELPs and Common Core Standards in order to accelerate acquisition of English.		Utilizing the the SAS ELL Overlay and 1, based on research of Friend and Cooke, ESOL teachers and their co-teaching partners will continue to receive extensive training on the best practices for collaborative planning and co-teaching. 2. Provide Dr. Rettig's scheduling tools to principals for assistance in scheduling.	
STEP 3: How will you get there?				
Edit Step	What Needs to Be Done: List the steps needed to implement this research based strategy/best practice	Who is responsible?	When will it be done?	What resources are needed?
1	Interactive workshops with opportunities for teachers to share successful models of inclusive practices are being provided. The goal is to maximize instructional time and effectiveness in the acquiring English and content area schema.	ESOL Specialists Coordinator of ESOL Literacy Coach Reading Specialists IU20	2007 – June 2008 2008 – June 2009 2009 – June 2010 – June 2011	Title III Professional Development funded materials District In-services

2	Frequent visitations by the ESOL Coordinator, principals, and literacy coach to support the successful implementation of co-teaching models are conducted throughout the year. Teachscape training will be provided in 2010-2011	ESOL Specialists Coordinator of ESOL Literacy Coach Reading Specialists IU20 Coordinator of ESOL Principals Literacy Coach	September 2007 - May 2008 September 2008 - May 2009 September 2009 - May 2010 September 2010 - May 2011	BASD's Teaching Professional Assessment Protocol (TPAP) Teachscape Checklist
3	Dr. Rettig will provide in-services for administrators. An expert in scheduling, Dr Rettig will build schedules to optimize the instructional and intervention periods while minimizing fragmentation of delivery of services.	Administrators ESOL specialists Coordinator of ESOL	2009-2010 2010-2011 - 11/09, 1/13, 1/21 On-going meetings with principals and other administrators	Dr. Rettig, scheduling templates and funds for presentations Ongoing meetings
4	An orientation to the ESOL program will be provided for the and pre-service teachers and BASD inductees. Training will include the use of the SAS ELL Overlay and PaELPS.	Coordinator of ESOL Literacy Coach	December 2009 & February 2010 December 2010 & February 2011	Interactive activities using the SAS ESL Overlay and BASD ESOL website
STEP 4: How will you know you are doing what you planned?			Step 5: What will you look for to determine if it is working?	
Indicators of Implementation			Indicators of Effectiveness	
Learning walks and observations will provide evidence that ESOL instructional time is maximized and instruction is not fragmented. Lesson plan documentation showing implementation of the routine use of ESOL strategies and techniques will ensure explicit teaching is commensurate to ELLs' proficiency levels.			•Observations and walk-throughs of co-teaching models •Lesson plan books, literacy framework planning, student work and test results	
** National Clearinghouse for English Language Acquisition				

Action Sequence 3

Select target: AMAO 1 ✓ AMAO 2 ✓ AMAO 3 ✓				
STEP 1: What is the problem?			STEP 2: What will you do?	
Area of concern	Underlying Root Cause	Research Based Strategies/Best Practices**:		
ELL Literacy Framework - Differentiated literacy instruction for ELLs is critical and must be delivered consistently. The relationship between vocabulary knowledge and reading comprehension is pivotal to reading success.	Need for consistency in ELA core instruction and improved use of differentiation and scaffolded strategies in literacy instruction with ELLs.	Based on the research of Kinsella, Beck, McKeown, and Kucan, Walqui, and Fountas & Pinnell, a variety of interactive activities and effective strategies are provided to teachers. Workshops, presentations, and training will continued to be provided to staff.		
STEP 3: How will you get there?				
Edit Step	What Needs to Be Done: List the steps needed to implement this research based strategy/best practice	Who is responsible?	When will it be done?	What resources are needed?
1	Language and word study strategies need to be systematical implemented and targeted specific to the ELL's needs. A multimodal variety of oral and written techniques must be implemented to develop ELLs' productive language in addition to receptive language.	Doris Correll, Coordinator of English Acquisition Carole Schachter, District Evaluator/Literacy Coach ESOL Staff & Specialists	2007 – June, 2008 2008 – June, 2009 2009 – June, 2010 2010 – June, 2011	Kinsella's Vocabulary Notebook templates for secondary ELLs. Picture vocabulary templates for elementary ELLs Core MacMillan / EDGE programs Treasure Chest for ELLs
2	Teachers must prioritize and target the volume of vocabulary words introduced across all content areas based on proficiency levels of ELLs as a component of the	Doris Correll, Coordinator of English Acquisition Carole Schachter, District Evaluator of PHLOTES/	2007 – June, 2008 2008 – June, 2009 2009 – June, 2010 2010 – June,	Kinsella's Vocabulary Notebook templates for secondary ELLs. Picture vocabulary templates for elementary ELLs Core MacMillan / EDGE programs Treasure Chest

	literacy framework. Target tier one, two and three words across content areas to introduce, teach and review words in an interactive manner to foster the communicative and content skills needed for the acquisition of English.	Literacy Coach, ESOL Staff & Specialists Coordinators of Literacy, Kathy Bast & Joanne LoFaso	2011	for ELLs
3	Ensure consistency in the literacy teaching based on ELLs' proficiency and reading levels. Develop the Cognitive Academic Language Proficiency (CALP) to increase reading comprehension, which is the emphasis of effective literacy instruction.	Principals, Reading Specialists, ESOL Specialists, Content area teachers	2007 - June, 2008 2008 - June, 2009 2009 - June, 2010 2010 - June, 2011	Averil Coxhead's Academic Wordlist PSSA targeted vocabulary SAS/ELLs identification Read 180/ System 44 Reading Apprenticeship

STEP 4: How will you know you are doing what you planned?		Step 5: What will you look for to determine if it is working?	
Indicators of Implementation		Indicators of Effectiveness	
Learning walks and observations will provide evidence that ESOL instructional time is maximized and instruction is not fragmented. Lesson plan documentation will show implementation of the routine use of ESOL strategies and techniques to ensure explicit teaching is commensurate to ELLs' proficiency levels.		•Observations and walk-throughs of co-teaching models •Lesson plan books, literacy framework planning, student work and test results	

**** National Clearinghouse for English Language Acquisition**

Professional Development

List the Professional Development needed to implement the planned Action Sequences.

Date/Time When?	Topic/Focus/Purpose	Facilitator/Provider/By Whom?	What changes in practice do you expect to see as a result of the Professional Development?
March 28 and 30, 2011	Developing Academic Language across all content areas	Carole Schachter, District Evaluator/Literacy Coach	Routine use of interactive activities to explicitly teach academic and promote vocabulary acquisition. Use of academic word list, root words, affixes, and polysemous words to augment English vocabulary.
April 15, 2011	Documentation of ELLs acquiring vocabulary Anecdotal Records when working in small groups	Carole Schachter, Literacy Coach	More documentation of student's acquisition of vocabulary. Charting known words and newly learned words.
May 13, 2011	Visual representations of vocabulary and use of picture vocabulary templates	Carole Schachter, District Evaluator/Literacy Coach	Create electronic visual representations of newly introduced vocabulary to be linked to the BASD /ESOL website.
October 25, 2010	Literacy Framework – Co-planning and collaboration – Strategies for Reading Comprehension within Literacy Framework Lesson planning using Model Performance Indicators (MPI)	Doris Correll, Coordinator of ESOL	Use of Reciprocal Teaching Strategy in teaching reading Develop Model Performance Indicators (MPI) when planning lessons in a literacy framework.
October 25, 2010	PSSA vocabulary phrases most commonly used from released PSSA tasks	Susan Lucrezi, ESOL District Evaluator and Specialist	Use the list of commonly used PSSA terminology and phrases to prepare ELLs for state assessment.
December 20, 2010	Vocabulary Notebooks and Journals	Doris Correll, Coordinator of ESOL	Share ESOL Vocabulary notebooks/journals, continue compiling Tier one (basic words), tier two (cross-curricular words) and/or tier three (content) vocabulary words as defined by McKeown and Beck.

December 20, 2010	Demonstration of the IPEVO cameras	Doris Correll, Coordinator of ESOL	Make vocabulary content come to life with only one computer Instructional strategies embedded in using visuals
January 24, 2011	WIDA: ACCESS for ELLs and AMAOs Annual Measurable Achievement Objectives	Doris Correll, Coordinator of ESOL	Utilize ACCESS for ELLs to guide instruction Importance of WIDA - AMAO Targets for 2011 Program Type Classifications - Accommodations
March 14, 2011 March 16, 2011	Ongoing SAS /ESL Overlay training on SAS training and SAS with the ELL Overlay linked to PaELPS	Principals Coordinator of ESOL	Teachers will utilize the SAS site and the ESL Overlay Navigation of SAS website to access and use the PaELPs.
March 18, 2011	Elements of a Literacy Framework: Guided Reading Prompts	Carole Schachter, District Evaluator / Reading Literacy Coach	Use reading prompts to facilitate fluent and accurate reading
Summer offerings June 9 and 10	Three targeted areas of need: Literacy Frameworks Making Vocabulary Visual with Technology Effective Co-teaching Instruction	TBA	ESOL workshops will be developed based on needs as evidenced by observations, walk-throughs, teacher feedback and funding.
January 25, 2011	Learning Disabilities in English Language Learners	Mary Sharp Ross, Bilingual School Psychologist	"Learning Disabilities in English Language Learners" - Review of cases that make it difficult to determine whether the issue is second language acquisition or learning disability.
December 9, 2010 December 15, 2010	ESOL Teachers as Facilitators of School Adjustment in ELLs.	Mary Sharp Ross, Bilingual School Psychologist	ESOL teachers will be familiarized with the research literature regarding mental health risks for ELL's, and will explore the role that ESOL teachers play in facilitating positive coping skills to facilitate positive school adjustment. Interventions to encourage social-emotional and academic success will be explored."

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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5. *Middle School Math Scope and Sequence Adjustment*

INFORMATION:

A plan to improve middle school math performance was developed by the administration. The plan was reviewed with the Board at the March 14, 2011, Board Curriculum Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the Middle School Math Scope and Sequence Adjustment starting in the 2011-2012 school year.

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

Middle School Math Scope and Sequence Adjustment A Plan to Improve Middle School Math Performance
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PRESENT

Super Accelerated (two years accelerated) Path

6	Orleans-Hanna	7	8
Course 2		Algebra I*	Geometry

Accelerated (one year accelerated) Path

6	Orleans-Hanna	7	8
Course 1		Course 3	Algebra I*

B-Track (not accelerated/on grade level) Path

6	7	8	9-11
Course 1	Course 2	Pre-Algebra	9-Algebra I 10-Geometry 11-Algebra 2-SAT

STARTING NEXT YEAR

Goals:

- Reduce unneeded duplication of math concepts in Grades 5, 6, 7
- Keep our highest-flying super accelerated students flying high.
- Continue using the Orleans-Hanna Algebra Readiness Test to assist in placement decisions for accelerated math paths
- Better align our courses sequences to promote success on the PSSA and Keystone requirements. Unfortunately, our more accomplished 7th and 8th grade math students must take both the PSSA and Keystone Exams while in middle school. Having “two masters” is particularly challenging for one-year accelerated students taking Algebra I in Grade 8
- The 8th Grade PSSA Test contains concepts other than Algebra I concepts—so one-year accelerated students currently have to learn Algebra I AND that additional PSSA content all in one year! They are struggling as they race through Algebra I (Unfortunately, the current accelerated 7th graders will need to *continue* taking Algebra I all in one year as 8th graders in 2011-2012 so that they can stay

on the accelerated path). Remedy—begin spreading Algebra I over two years for one-year accelerated students to allow for more time, conceptual understanding and retention.

- The Algebra I course should be the same at the middle level (for younger, more advanced students) and the high school (for older students of less ability). All students need to take the same Keystone Exam and meet the same standards at the end of the course.
- Students in non-accelerated math path (B-Track) should successfully complete Algebra II prior to taking the SAT Test in Grade 11.

Revised Paths:

Super Accelerated (two years accelerated) *Path*—no change

6	Orleans-Hanna	7	8
Course 2		Algebra I*	Geometry

Accelerated (one year accelerated)

6	Orleans-Hanna	7	8
Course 2		Algebra IA	Algebra 1B*

B-Track (not accelerated/on grade level)

6	7	8	9-11
Course 1	Pre-Algebra	Algebra 1A	9-Algebra 1B* 10-Geometry 11-Algebra 2-SAT

*Algebra I Keystone Exam taken at end of course

A Research Brief on Accelerating Math Coursework in Middle School

Accelerating Creates More Academic Opportunities

A Department of Education publication (1997) argues that it is necessary for students to enroll in accelerated math courses in middle school. Students, parents, school districts, and school boards all have valid reasons for accelerating (or super-accelerating) math curriculum at the middle school level. For one, algebra is the foundation for all advanced mathematics coursework, and prerequisite to many advanced science courses as well. Taking algebra and geometry early, the authors argue, provides the opportunity for students to take advanced coursework in other subjects as they progress through high school.

Accelerating May Not Lead to Higher Achievement in Math

Researchers at the Brown Center on Education of the Brookings Institute (2008) conducted a large-scale national study on the performance of middle school students in advanced mathematics courses. They found several reasons for concern over the push to accelerate students in math. After analyzing data on 160,000 eighth graders, they found no correlation between accelerated coursework and math achievement. On the contrary, the national trend for pushing middle school students into Algebra, Advanced Algebra and Geometry has resulted in a surge in the number of students on the accelerated path, but a decline in the achievement of those students. In a state-to-state comparison, many of the states with highest math achievement are those with the fewest numbers of students enrolled in accelerated math courses in middle school.

There are many reasons students and their parents want to pursue Algebra and sometimes Geometry courses in middle school even though those courses have traditionally been taught in high school. With competition for college entrance becoming ever stiffer, completion of high-level mathematics courses seem necessary for high school and college success. While there is truth to these assertions, there is also evidence to suggest that super-accelerating students in their math studies may not prepare them for success on the SAT and higher level math courses. Furthermore, “there is a risk that students who enter Algebra I too early may experience frustration or failure, may get ‘turned off’ by the challenges of higher mathematics courses, or may find themselves forced to enroll in courses that are more advanced than their interests require” (Dulaney, 1996). One school district in North Carolina conducted a study on the effects of enrolling 7th and 8th grade students in Algebra. They found that 40% of students who took Algebra in middle school were either required to repeat the course in high school or moved out of the accelerated math sequence.

Pushing for Accelerating May Exacerbate Students’ Superficial Understanding

“International studies of mathematics curricula show that compared to other countries, the U.S. covers many more math topics, but teaches them in much less depth. Moreover, the typical American curriculum tends to repeat topics year after year, resulting in the “mile wide, inch deep” curriculum that leads our students to trail behind those in countries like Japan and Germany (Haycock, 2008). If we take into consideration that the highest performing students world-wide cover far fewer topics in a school year, and couple that with the anecdotal reports from our teachers that there is insufficient time to cover all of the material, let alone the idea of delving into the concepts deeply, it seems appropriate to restructure the middle school math sequence, as needed, in order to better prepare them for their high school, college, and career futures.

Research suggests that encouraging students to super-accelerate in mathematics by attempting to condense and cover more topics, results in instruction that focuses on lower level thinking, where the U.S. Department of Education found that 87% of math lessons in eighth grade were found to be “low content” (Haycock, 2008). The same research found that where curriculum is deeper rather than broader, 57% of lessons are focused on “high content” emphasizing higher level thinking and deeper understanding of the concepts covered. Research results based on vast sets of data suggest that students need to reach deep levels of mathematical understanding in order to be competitive with their peers nationally and internationally, and that focusing acceleration on deeper rather than broader instruction yields highest student outcomes.

Accelerating May Leave Gaps in Students’ Mastery of Grade Level Standards

An evaluation of the vertical articulation of mathematics topics in the Standards Aligned System confirms another issue that arises when we super-accelerate students in middle school. The Pennsylvania Department of Education mandates the standards that each student is to master at each grade level. The mathematics strand is identified as Grades K-8, Grade 11, Algebra I, Algebra II, and Geometry. There are many concepts in the 6th, 7th, and 8th grade standards that are not covered in Algebra I or II. In fact, Algebra and Functions are only 1 of 11 subject areas outlined in PDE’s math standards. While some concepts in each of the subject areas are taught in the Algebra courses, the sequence is written to fully develop student mastery in all of the 11 subject areas before delving into complex Algebraic concepts. By super-accelerating students in middle school, we take the risk of not fully preparing students for deep understanding of the mathematical concepts needed for high success in advanced math courses.

An added concern in revising the middle school mathematics course sequence is the adoption of the Common Core Standards, which will replace our state standards in 2013. Although there are many parallels between the two curricula, the new framework identifies 10 Mathematical Practices that students are to master with each of the concepts in the standards. These 10 practices reflect a shift in focus away from the “racing to cover content” perspective, to one that develops mathematical thinkers, capable of applying, synthesizing, and evaluating mathematical concepts

More Modest Acceleration of Algebra Will Still Prepare Students for College

In regards to parental concern that students will not meet college entrance requirements and/or recommendations, the Pennsylvania State University requires three units of mathematics (four are recommended), selected from any combination of algebra, geometry, and trigonometry. Even students applying to business, science, and engineering majors can complete and exceed the required prerequisite coursework if they complete Algebra I in eighth or ninth grade.

Dulaney, C. (1996). *Should Students Take Algebra I in Middle School?* Raleigh, NC: Wake County Public School System.

Haycock, K. (2008). *Add it up: Mathematics Education in the U.S. Does Not Compute*. National Institute for School Leadership.

Loveless, T. (2008). *Policy Implications of the National Mathematics Advisory Panel Final Report*. Washington D.C.: Brookings.

Middle School: Getting on the Road to Challenging Mathematics and Science Courses. (1997).

Retrieved February 22, 2011, from <http://www2.ed.gov/pubs/math/part4.html>.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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6. *Community Service Agency*

INFORMATION:

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

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

This information was reviewed with the Board at the March 14, 2011, Board Curriculum Committee Meeting.

RECOMMENDATION:

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

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together. Item 6 passed 8-1 –Yea, Directors Amato, Burkhardt, Faccinetto, Follweiler, McKeon, Ortiz, Tenaglia, and President Cann. Nay – Director Leeson

Name of Agency/Organization: Lehigh Valley Academy Regional Charter School

Address: 1560 Valley Center Parkway, Suite 200, Bethlehem, PA 18017

Phone number: 610-866-9660 *Contact Person:* Holly Parkinson

Email address: j.link@lvacademy.org

Web Site address: www.lvacademy.org

Number of students requested: Varies *Minimum age:* 13

Description of service opportunities: Assisting with ongoing projects, school activities and events; providing assistance to staff in the classroom and library.

Minimum Time of Service Per Shift or Session: Varies

Hours agency is open to community service students: Varies

Dress requirements: Casual

Supervision provided by: Approved adult on site

Training and/or orientation: No

Additional information or comments:

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

This agency participates in court ordered community service activities. (N)

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

This agency conducts events/activities where alcohol is served. (N)

(Parental Waiver is needed if alcohol is served)

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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7. *Student Discipline – #0968728 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 adjudication relating to Student Numbers 0968728 and 1009913.

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together. Item 7 passed 7-2 for #0968728 and 9-0 for #1009913. Yea, Directors Amato no #7 -0968728, Burkhardt, Faccinetto, Follweiler, Leeson, McKeon, No #7 – 0968728 Ortiz, Tenaglia, and President Cann.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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8. *Student Discipline – #0950164 – Waiver*

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 one student in violation of District Policy 233.

RECOMMENDATION:

That the Board of School of School Directors adopts the waiver relating to Student Number 0950164.

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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9. *Fresh Fruit and Vegetable Program Grant*

INFORMATION:

The Fresh Fruit and Vegetable Program is an USDA program that provides funding to schools to make free, fresh fruits and vegetables available to students throughout the school day. The goal of this program is to create a healthier school environment by providing healthier food choices. This can be accomplished by expanding the variety of fruits and vegetables offered, increasing children's fruit and vegetable consumption and ultimately impacting their present and future health.

This item was reviewed with the Board at the March 14, 2011, Board Curriculum Committee Meeting.

RECOMMENDATION:

That the administration be authorized to submit an application to the Fresh Fruit and Vegetable Program for the 2011-2012 school year on behalf of Donegan, Fountain Hill, Freemansburg, James Buchanan, Lincoln, Marvine, Thomas Jefferson, and William Penn Elementary Schools and SPARK Pre-Kindergarten.

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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10. *Conference/Staff Trip Attendance*

RECOMMENDATION:

That the following Conference/Staff Trip be approved:

- | | | |
|----|---|-----------------|
| 1. | April 6-10, 2011 | |
| | Reconnecting Parents: The Missing Links in Education Reform | |
| | Hunt Valley, Maryland | \$1,301.98 |
| | | Federal/Title I |

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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11. *Field Trip Attendance***RECOMMENDATION:**

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

1. March 9-12, 2011
(3 Liberty High School Students)
State Wrestling Championships
Hershey, Pennsylvania \$2,196.88
LHS Athletics

 2. March 17-18, 2011
(7 Freedom High School Students and 1 Liberty High School Student)
Swimming States Championship
Lewisburg, Pennsylvania 1,722.00
FHS/LHS Athletics

 3. May 13-14, 2011
(125 Northeast Middle School Students)
Northeast Middle School Spring Music Trip
Hershey, Pennsylvania 0.00
- All expenses paid by the Band Parent Organization.

DISCUSSION ITEM #11

Director Leeson stated that regarding Item #11 she said she sent an email to the effect that meal costs had been eliminated from the Athletic Budget about two years ago and she was wondering why they had meal costs for the wrestling tournament and the swimming tournament and in fact they totaled over \$1,000 for the two of them.

Dr. Roy stated that Dr. Donaher would address that question. Dr. Roy went on to say that if it was eliminated a couple of years ago then there hasn't been consistency because he did some quick checking and last spring the Track and Field Championships allowed meal money, and this fall for both Golf and Cross Country State Competitions there was meal money allowed as well.

Director Leeson stated that that only brings up more concerns as to why they are not following through with what had been established. She went on to say that she does know last spring that swimming did not receive meal money and was therefore wondering why they are not following through and why they are continuing to spend this money. She went on to say that last year for sure it was taken out of the budget. She said that last spring to have Track and Field with meal money would be a real problem.

Dr. Roy stated that they need clarification on this from the board because last season in the spring and the fall and now the winter did include meals.

Director Leeson stated that there was clarification from the board. She said that the board established that there would not be the meal costs, but somehow that is not being followed, so she feel they don't need clarification from the board, but they need to get follow through on the direction of the board, which is that the meal costs are to be eliminated. She said there is also a second issue and that was the lodging expenses. She said the one was for \$1400. She said it was the 9th through the 12th of the month so she is assuming that is three nights and that was only three students and two chaperones and she is trying to figure out why they had that kind of costs.

Dr. Donaher stated that for the lodging they do an estimate and it was estimated for four nights, wrestling started on Thursday morning, so the students went out Wednesday night. He continued saying that they had Wednesday night, Thursday night, Friday night, Saturday night and the program did not end until close to 11:00 Saturday night so the students stayed over Saturday night. He said again that it was an estimate and they estimated four rooms and they only needed three. He said that was just an estimate and not a bill that was paid. He stated that they would rather over estimate than under estimate. He went on to say that these estimates are given and it is the same thing with the meal money. He said that as far as the meal money goes, his recollection was that they had debated this in the past and that they agreed that the way it first started to come out in the open was when it was noticed that student athletes were receiving meal money for the district and regional wrestling tournament which was held at Liberty High School and they decided at those meets they would not get meals, and it was also decided by the board that at any time during the year programs, if the basketball team went to a Christmas Tournament or the Volleyball Team went to a tournament or the wrestling team went to a tournament during this scheduled year, that they would not pay for meal money nor would they pay for lodging, but that at State Tournaments and there was a window last year where this was in fluxed back and forth, they would or they wouldn't and his recollection was that they made the statement and then they did pay for track in the spring, the winter season is where they'd been wrestling and swimming that at those meets they did not pay for meals last year, but then the decision was made that at only state events, when their student athletes are representing their schools that they would not only pay for their lodging, but it is \$20 a day if they stay overnight and \$9 if they don't and that has been now consistent since the board had the debate last year.

Director Leeson stated to Dr. Donaher that if that debate occurred, it did not occur with the board and it was not last year. She said they had this debate two years ago and two years ago it was stated that instead of cutting other athletic expenses, they would cut the meal expenses. She said they were shocked to find out that they were actually paying students who were going to Freedom, that were right here in town, and they were giving them meal money and they were shocked to find out that that was going on. She said the meal money was cut in lieu of cutting other athletic expenses and it was a way of reducing their expenditures but that was it was not a debate and the board did not participate in further discussion about reinstituting it for track. She went on to say that she feels that again they need to go back to the board directive which was to get rid of the meal costs and that this is what they wanted to do in order to continue to be able to support their students but reduce their costs. She went on to say that otherwise, they are going to get to a point where they can no longer afford to support their athletes and that that may be coming sooner than they think. She said that two years ago they made a compromise that they would support them and let them carry their own meal costs, which is nominal, so that they could continue supporting the state level programs. She said that another question is why would they have three rooms for two coaches and three students – all male.

Dr. Roy stated that it say on the blue sheet it was only 2 rooms.

Dr. Donaher stated that they estimate for more rooms that they usually need. He said that he wanted to make a comment, with the track and field, they will have to go out on their own because in the track state, the lodging and meals at Shippensburg are all inclusive, so what they will need to do then for the track states is they will need to either stay somewhere else if they are not going to pay for the meals because they will not separate the meals from the lodging, so if it is the boards direction when they have a track state competition, they will need to go out on their own and find lodging and not stay in the dormitories at Shippensburg.

Director Leeson stated that a discussion needs to be brought to the board as to what the differentiation is between going out somewhere else and staying in the dorms and what is the meal cost versus the lodging costs, and see if there is an opportunity for the booster club to pick up that differential.

Director Amato stated that he feels it is a sad state of affairs when they are sitting and discussing their students, their outstanding students, whether they are athletes or in the arts or what have you, that are competing on a state level that they are chinsing about meal money. He continued saying that it is a sad state of affairs when they are discussing this kind of issue and that Dr. Donaher was exactly right. He said they did put a stop on, and it didn't make sense when a district at the regional level when it is in their own city that the kids are getting meal money, so they cut that out, but Dr. Persing did say that they would put it back in for State level competition and discuss track and field, because they did an analysis on that and they are not going to get a cheaper rate than what they get for living in the dorms at Shippensburg and they take care of the meals for those kids. He said that if you go out and try to find lodging at the local, if you can even get it, at that local level it wouldn't be any cheaper. He said he believes and asked Dr. Donaher, that when they compete on a state level, that there is reimbursements that come back to the district for expenses at those particular competitions. He said he realizes that the state reimburses money, and it is not a lot, but that it would cover meal money and that for each wrestler you get and how far they go in the competition, they get so much money back from the state in reimbursements. He went on to say that the last thing that he would like to state is they are sitting there and discussing about meal money for these young athletes or students that perform in the arts, when a lot of these kids come from low income families and then they are asking them to get money to represent their schools, and it is really sad when they do something like that and he just cannot believe that they are here discussing these things. He went on to say that Dr. Donaher is right about reinstituting the meal money on the state level and he was just wondering why nobody brought up about the band going to Hershey for nothing and the boosters paid for that, but they allow in this district the band boosters to assess their members of the band XX amount of dollars. He said that he had a question, that they do not have to pay that to be a member of the band, but you get 90% – 95% of 300 kids at Freedom or 300 kids at Liberty and you are talking between \$40,000 - \$45,000 and as long as he has been on this board they have never asked to see how they spend their students assessment money. He feels that they should pay for their trips, or for sending the band to Hershey to perform, because the booster bunch is assessing those kids and never in his 16 years has he ever saw what they do with that money. He continued saying that it is sad that they are talking about meals for their kids that go out to represent their schools on the state level and that they are talking about a few dollars for meals.

Director Follweiler stated that she understands what Director Amato is saying, but she said she wants tell everyone on this board to be ready to talk about every single penny since they don't have the money. She said they either cut out full items from the budget, or they take a little from here and a little from there. She said that this is not the first instance where there was clear direction from the board on where not to spend money and changes were made and this is how they find it in a memo here, or an expenditure here. She said that the nine of them cannot possibly comb through and catch every thing to go back and look at. She said she is looking at minutes from the meeting and pulled meal expenditures that came up with something in 2008. She said she was

going to go through these minutes and she will find what the discussion was, but she agrees with what Dr. Roy said about being clear. She went on to say that in the other instances what she has found, she thought they were very clear, so she doesn't know when they get to their budget hearing on Thursday, how much more clear they need to be when the board says, they're going to pay for the lodging but they're not going to pay for the meals. She went on to say that she thinks the Shippensburg point is a good one because if the state is putting together the meals and the lodging in one thing, I think every single school district better start looking at this stuff. She said that the money is not there, and so that \$1,000 that they are spending on food for these events and she agrees that these are wonderful kids who worked really hard. She said they were telling the Lacrosse people they cannot afford to add a sport. She went on to say that twelve of these events give them their entire year for all those kids. She continued saying that her point is they have to look at every single expenditure, so if they spend a little bit of time discussing \$1,000, then this is what they need to do and that is what they are elected to do and that is to be good stewards of the people's money along with making sure the students get a well rounded education.

Director Amato stated that he agrees with Director Follweiler 100 percent. He said they don't have the money any more to support all the programs that this great district has supported for many years. He went on to say that if they are at that point, then instead of chinsing away at this stuff then they should cut it out. He continued saying to just cut out athletics and then find another way for them to perform in an athletic environment. He said to go along limping like this, makes absolutely no sense and they can't go back to the booster clubs because the booster clubs are funding stuff now that they never funded before. He said the Booster Clubs are running out of money themselves, so if they are to that point and we are because this economy is really at the depths that is ever been in, then maybe it is time to say let's go back to reading, writing and arithmetic and the rest of it, is out the window, I hope not, but if that is what they are saying, then maybe that is the direction they need to go in because he can't see putting their kids under these constraints like this, especially their low income kids.

President Cann stated that she recalls like Director Leeson and Director Follweiler stated that about two years ago they had the discussion and her recollection is that meals were eliminated. She went on to say that there seems to be a need for clarification from the board, and they'll insert it into a committee meeting so that the board can have a discussion and make a statement as to what they are doing going forward.

Director Leeson stated that she feels that they shouldn't be going backwards all the time, when the board establishes something, that is it. She said she thinks that they had this same discussion with Transportation a couple years ago, when they establish what they are going to do, then that is it. She continued saying that it doesn't change unless it comes back to the board for change.

President Cann stated that they should go back and check the minutes.

Director McKeon stated that Director Leeson brought up transportation, and he doesn't know if the board is aware, but they apparently at least this year, maybe prior years, they are transporting their athletes down to Becahi for the Freedom Becahi Basketball Game and they have eliminated the Liberty to Freedom and the Freedom to Liberty and he would have thought that that would have gone as part of that equation when that directive was issued and if the district itself is playing bernaky word games with what was said publicly and that is not exactly what was meant. He said he thinks it is time that somebody comes back and asks for clarification as opposed to him walking in the gym down there to watch the game and I have got two buses sitting out in the parking lot that he can't figure out why they are there. He said his original interpretation of the meal money

was this issue of feeding their student athletes within the district boundaries, for the wrestling at Christmas time and whatever else was held and he never took it as saying No, to state qualifiers. He said that if they are out for the state event, he would have no problem with the meal money and the lodging. He said he does understand it and it is costly, but he feels that it is an investment they have to continue to make.

President Cann stated that they will pull the minutes from when that was discussed and clarify the status. She asked if there was any other discussion on Item #11.

Roll Call vote Item #11

Yea, Directors Amato, Burkhardt, Faccinetto, McKeon, Ortiz, President Cann

Nay, Directors Tenaglia, Follweiler, Leeson

Motion passes – 6-3

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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12. Resignations**RECOMMENDATION:***A. Instructional*

	NAME	ASSIGNMENT	REASON	EFFECTIVE
1.	Coxe, Patty	Governor Wolf Grade 2 Teacher	Retirement	June 11, 2011
2.	Durie, Elizabeth	Freedom Art Teacher	Retirement	June 11, 2011
3.	LaRose, Nancy	Marvine Reading Specialist	Retirement	June 11, 2011
4.	Leposa, Jane	Calypso/Marvine Vocal Music Teacher	Retirement	June 11, 2011
5.	McIntyre, Thomas	Fountain Hill Reading Specialist	Retirement	June 11, 2011
6.	Senneca, Samuel	Liberty Athletic Director	Retirement	June 11, 2011
7.	Sieling, Carol	East Hills Grade 6 Teacher	Retirement	June 11, 2011
8.	Smith, Michelle	Freedom Mathematics Teacher	Personal	February 12, 2011
9.	Solomon, Angela	Freedom French/German Teacher	Retirement	June 11, 2011
10.	Swoyer, Jill	James Buchanan/ Miller Heights Vocal Music Teacher	Retirement	June 11, 2011
11.	Weikert, Megan	Clearview/Hanover Vocal Music Teacher	Retirement	June 11, 2011

B. Noninstructional

	NAME	ASSIGNMENT	REASON	EFFECTIVE
1.	Amador, Lucy	Broughal General Kitchen Help	Personal	February 26, 2011
2.	Hrichak, Paula	Liberty 0-3 Secretary/Clerk, 12 months	Retirement	July 13, 2011

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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12. Resignations**RECOMMENDATION:***B. Noninstructional (continued)*

	NAME	ASSIGNMENT	REASON	EFFECTIVE
3.	Nickens, Tomacene	Thomas Jefferson/ William Penn ASPIRE Coordinator	Retirement	July 1, 2011
4.	Paulhus, Tracy	Transportation Bus Driver	Personal	December 24, 2011
5.	Quijano, Diana	Child Care Assistant Center Supervisor	Personal	February 22, 2011
6.	Stralo, Tina	Spring Garden General Kitchen Help	Personal	February 28, 2011

C. Miscellaneous

	NAME	ASSIGNMENT	REASON	EFFECTIVE
1.	Buffi, Joseph	Liberty Assistant Boys Volleyball Coach	Personal	February 28, 2011

13. Leaves of Absence*A. Instructional*

	NAME	ASSIGNMENT	REASON	EFFECTIVE
1.	Buchanan, Karen	Northeast English Teacher	Childrearing Leave of Absence, continuing	March 31, 2011, until the end of the day on April 14, 2011
2.	Flores, Rebecca	Farmersville Grade 2 Teacher	Family Medical Leave of Absence	April 13, 2011, until the end of the 2010-2011 school year
3.	Huie, John	Northeast Music Teacher	Family Medical Leave of Absence	March 7, 2011, until the end of the day on March 16, 2011
4.	Lyons, Matthew	Broughal Grade 6 Teacher	Family Medical Leave of Absence	April 4, 2011, until the end of the 2010-2011 school year

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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13. *Leaves of Absence*

RECOMMENDATION:

A. Instructional (continued)

	NAME	ASSIGNMENT	REASON	EFFECTIVE
5.	McDermott, Rachel	Freemansburg Reading Teacher	Family Medical/Childrearing Leave of Absence	Family Medical Leave of Absence to begin on April 15, 2011, until the end of the day on September 26, 2011 Childrearing Leave of Absence to begin on September 27, 2011, until the end of the 2011-2012 school year
6.	White, Kimberly	Miller Heights Grade 2 Teacher	Family Medical Leave of Absence	March 22, 2011, until the end of the day on May 11, 2011
7.	Ziegler, Jenna	James Buchanan Grade 5 Teacher	Family Medical Leave of Absence	April 4, 2011, until the end of the 2010-2011 school year

B. Noninstructional

	NAME	ASSIGNMENT	REASON	EFFECTIVE
1.	Bayo, Miriam	Child Care Aide	Family Medical Leave of Absence	March 1, 2011, intermittently, until the end of the day on March 1, 2012
2.	Cordova, Yaitiza	Child Care Assistant Center Supervisor	General Leave of Absence	March 21, 2011, until the end of the day on April 8, 2011
3.	Donham, Paula	Broughal Health Assistant	General Leave of Absence	February 23, 2011, returning on or before April 15, 2011
4.	Haggerty, Linda	SPARK General Kitchen Help	General Leave of Absence	February 9, 2011, returning on or before March 31, 2011

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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14. *Nominations*

RECOMMENDATION:

A. Noninstructional

	NAME	ASSIGNMENT/STATUS	SALARY	EFFECTIVE
1.	Carraghan, Glenn	Transportation Part-time Bus Driver	\$16.18 per hour	To be determined upon completion of training/testing
2.	Mease, Sue Ann	Transportation Part-time Bus Driver	\$16.18 per hour	To be determined upon completion of training/testing
3.	Melvin, Darlene	Transportation Part-time Bus Driver	\$16.18 per hour	To be determined upon completion of training/testing
4.	Millien, Armstrong	Transportation Part-time Bus Driver	\$16.18 per hour	To be determined upon completion of training/testing
5.	Rader, Scott, Jr.	Transportation Part-time Bus Driver	\$16.18 per hour	To be determined upon completion of training/testing
6.	Sule, Michael	Liberty C-1 Custodian	\$14.64 per hour	March 22, 2011
7.	Toth, John	Transportation Part-time Bus Driver	\$16.18 per hour	To be determined upon completion of training/testing

B. Miscellaneous

	NAME	ASSIGNMENT	SALARY
1.	Litsch, Erik	Coach – Assistant Soccer East Hills	\$1,529.00 (continuing rate)
2.	Maiorello, Melissa	Coach – Assistant Boys Volleyball Liberty	\$2,814.00 (continuing rate)
3.	Jordan, Diane	Extracurricular Activity Advisor Freedom, (.5) Yearbook	\$748.25 (Step 3)
4.	Osipower, Andrew	Extracurricular Activity Advisor Freedom, (.5) Yearbook	\$634.50 (Step 1)
5.	Miller, Kerry	LA/MP Substitute Teacher	\$32.87 per hour

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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14. Nominations**RECOMMENDATION:***B. Miscellaneous (continued)*

	NAME	ASSIGNMENT	SALARY
6.	Searfass, Jeffrey	Permanent Day-to-day Substitute East Hills	\$100.00 per day

C. Substitutes

INSTRUCTIONAL	NONINSTRUCTIONAL
Abgarian, Molly	Barr, Matthew
Clagett, Jill	
Coxe, Patty	
Giaquinto, Lori	
Leposa, Jane	
Schlegel, Michael	
Senneca, Samuel	
Skinner, Nina	

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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15. Reassignments**RECOMMENDATION:***A. Instructional*

	NAME	FROM/TO	SALARY	EFFECTIVE
1.	Davis, Kayla	Assignment: Nitschmann, (.6) English Teacher From: Professional Employee To: Temporary Professional Employee	\$25,025, Bachelor's, Step 2	August 24, 2009

B. Noninstructional

	NAME	FROM/TO	SALARY	EFFECTIVE
1.	Hymans, Jerome	From: Broughal/SPARK Supplemental Custodian To: Liberty C-1 Custodian	\$14.64 per hour	March 22, 2011

C. Miscellaneous

	NAME	FROM/TO	SALARY	EFFECTIVE
1.	Michael, Erin	From: Liberty (.5) Assistant Girls Soccer Coach To: Liberty 1.0 Assistant Girls Soccer Coach	\$3,977 (continuing rate)	2010-2011 school year
2.	Sarkosy, Kalman, Jr.	From: Liberty (.5) Assistant Girls Soccer Coach To: Liberty 1.0 Assistant Girls Soccer Coach	\$3,977 (continuing rate)	2010-2011 school year

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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16. *Separation Agreement and General Release*

INFORMATION:

A Separation Agreement and General Release was reviewed with the Board of School Directors regarding Employee Number 104473.

RECOMMENDATION:

That the Board of School Directors approves the Separation Agreement and General Release for Employee Number 104473.

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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17. *New Board Policy 817 – Energy Management – Third Reading*

INFORMATION:

As part of the energy optimization plan that the Bethlehem Area School District has, the district has implemented an Energy Plan in order to conserve energy and manage the district's energy needs. The Administration and Board recognizes the importance of energy savings and the need for a district wide Energy Management/Energy Conservation policy.

This policy was developed by D'Huy Engineering, Inc. with input from the Administration and Board and the policy establishes the district's direction and guidelines for energy management and energy conservation for all of the district's stakeholders.

The first reading of Board Policy 817 occurred at the February 14, 2011, Board Human Resources Committee Meeting. The second reading occurred at the March 14, 2011, Board Human Resources Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the new Board Policy Number 817 – Energy Management which is attached.

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

BETHLEHEM AREA SCHOOL DISTRICT

SECTION: OPERATIONS

TITLE: ENERGY MANAGEMENT/
ENERGY CONSERVATION

First Reading – February 14, 2011

Second Reading – March 14, 2011

Third Reading – March 21, 2011

ADOPTED:

REVISED:

1. Purpose	817 ENERGY MANAGEMENT/ENERGY CONSERVATION The Board recognizes the need to conserve energy and energy related natural resources; therefore, the Board supports the monitoring of energy consumption and its expense, the implementation of approved energy conservation measures, the education of students in energy conservation as well as the limitations of our natural resource supplies, and the training of employees in energy conservation. As part of its fiscal responsibility and in consideration of the continuing cost of energy, the Board strongly endorses a program of energy management designed to minimize energy consumption in the school district while continuously researching new technologies to reduce energy costs. These guidelines supersede all previous instructions. It is crucial that these energy guidelines be observed in the operation of heating, ventilation and cooling (HVAC) equipment, all building systems and general energy usage.
2. Authority	The implementation of this policy and its administrative regulations is the joint responsibility of school directors, administrators, professionals, support personnel and students. Its success depends upon cooperation between and among these stakeholders.
3. Delegation of Responsibility	The director of facilities and operations, with support from the school district engineer, will be responsible for overseeing district-wide energy management and conservation measures. The principal/administrator of each building will be responsible for total energy usage of his/her building. The teacher will be responsible for implementing the guidelines during the time that he/she is present in the classroom. The director of facilities and operations, with the assistant supervisor (HVAC), will be responsible for the run times of the HVAC equipment and other building systems. The school district engineer will make available the data reflecting energy consumption to the district administration and School Board twice a year. The director of facilities and operations, with support from the school district engineer, will provide assistance for each building's energy conservation efforts. The director of facilities and operations shall chair a district energy committee which shall report to the Board through the superintendent regarding the energy

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	management/energy conservation policy and provide recommendations relative to energy management/energy conservation. The energy committee shall meet approximately four times a year. The energy committee shall be comprised of: director of facilities and operations, district engineer, assistant supervisor (HVAC), ~~high school principals, one middle school principal, two elementary school principals~~, one board member, chief academic officer, school administrators and other personnel designated by the superintendent.																
4. Energy Management Guidelines	The district will maintain accurate records of energy consumption and cost of energy. The director of facilities and operations will be accountable for energy management district wide. The principal will be accountable for energy management in his/her building with energy audits being conducted and conservation program outlines being updated. Judicious use of the various energy systems of each building will be the joint responsibility of the principal and head custodian to ensure that an efficient energy facility is maintained on a daily basis. To ensure the overall success of the energy management program, the following specific areas of emphasis will be adopted: 1. <u>All district personnel</u> will be expected to contribute to energy efficiency in our district. 2. All unnecessary lighting in unoccupied areas will be turned off. All lights will be turned off when students and teachers leave rooms or the school. 3. The established temperature set points are as follows. The inability of mechanical systems to meet this requirement will be addressed as a high priority issue. a. Heating Season – Occupied: <table> <tr><td>i. Classrooms</td><td>67°F</td></tr> <tr><td>ii. Offices</td><td>67°F</td></tr> <tr><td>iii. Hall & Stairs</td><td>65°F</td></tr> <tr><td>iv. Auditoriums</td><td>67°F</td></tr> <tr><td>v. Gymnasiums</td><td>67°F</td></tr> <tr><td>vi. Swimming Pool</td><td>82°F</td></tr> </table> b. Heating Season – Unoccupied: <table> <tr><td>i. All Spaces</td><td>less than 62°F</td></tr> </table> c. Occupied air conditioned spaces during the cooling season: <table> <tr><td>i. All Spaces</td><td>75°F</td></tr> </table>	i. Classrooms	67°F	ii. Offices	67°F	iii. Hall & Stairs	65°F	iv. Auditoriums	67°F	v. Gymnasiums	67°F	vi. Swimming Pool	82°F	i. All Spaces	less than 62°F	i. All Spaces	75°F
i. Classrooms	67°F																
ii. Offices	67°F																
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iv. Auditoriums	67°F																
v. Gymnasiums	67°F																
vi. Swimming Pool	82°F																
i. All Spaces	less than 62°F																
i. All Spaces	75°F																

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	d. Unoccupied air conditioned spaces during the cooling season: i. All mechanical cooling equipment shall be turned off or to an unoccupied mode when the space it serves is unoccupied for more than one hour. 4. Energy management in his/her building is part of the principal's responsibility.
5. Energy Conservation Guidelines	<u>Goals for District Energy Program</u> 1. Conserve energy so that the instructional program and support services can be effectively delivered while conserving energy dollars. 2. Eliminate energy waste in our buildings while ensuring a comfortable and safe learning environment for all students and staff. 3. Educate every student and employee to contribute to energy efficiency in our district. Every person will be expected to be an "energy saver" and to contribute towards creating a culture of energy conservation and sustainability. <u>Procedures for General Energy Usage</u> 1. In order to maintain an environment that is conducive to the educational process, the building temperature should be as identified in the energy management guidelines. 2. Areas that are not occupied (even if left for a short period of time) will have lighting turned off. After the school day, custodians will use half lighting in the hallways where possible. Custodians will turn on lighting only in areas where they are working or for scheduled facility use. 3. Lights in all gymnasiums, cafeterias and auditoriums will be off unless the area is being utilized. 4. All outside lights should be turned off during daylight hours. 5. The exhaust fans in the rest rooms will be turned off during periods of time when buildings are unoccupied. 6. The office staff will turn off copy machines, laminating equipment, and other office machines each night. The energy saver mode shall be used for all fax machines or copiers with integrated fax machines. 7. Teachers will ensure that all classroom Computer hard drive (CPU) units, PC monitors, local printer, and speakers are turned off during the period of time the buildings are not occupied by students. Computer hard drive (CPU) units will be left on when designated by the Technology Department to install software upgrades, virus protection, upgrades, and

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	conduct preventative maintenance to the hard drive (defragmentation). These units should be programmed for the energy saver mode using the power management feature. 8. Personal electrical appliances such as refrigerators, microwaves, coffeemakers, toaster ovens, and/or hot plates are not permitted in buildings without specific approval from the director of facilities and operations. Exceptions should only be given for ENERGY STAR[®] compliant appliances. 9. The maintenance department will be responsible for scheduling the building to an unoccupied mode at the closing of each school day and when the facilities are not in use. 10. The building administrator will ensure that the custodial staff checks for end-of-the-day shutdowns on Monday through Friday. <u>Procedures for Operating Heating Equipment</u> 1. Individual classroom and office doors will be closed when the heating equipment is in operation. 2. In the buildings with automatic temperature controls, the start time for the heating equipment should be set as late as possible while allowing time to heat the building to guideline temperature by the beginning of class. 3. In buildings with automatic temperature controls, the temperature will be allowed to decrease to the unoccupied set point at the close of the school day or scheduled facility use. 4. Domestic hot water systems will be set between 120° F or 140° F for cafeteria service (with dishwasher booster). Ensure all domestic hot water circulating pumps are off during unoccupied times. 5. Extreme weather may require the maintenance department to adjust set points to reduce the potential for damage to building systems. <u>Procedures for Operating Air Conditioning Equipment</u> 1. When the temperature is such that cooling is needed at the beginning of the school day, the start time for air conditioning equipment will be set as late as possible while still allowing time to cool the building to guideline temperature settings. 2. Refrain from turning excess lights on unless needed. Remember that lights not only consume electricity, but also give off heat. This places an additional load on the air conditioning equipment and thereby increases the use of electricity necessary to cool the room. 3. Close individual classroom and office doors when the air conditioning equipment is in operation.
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	4. In situations when the air conditioning is running in unoccupied areas (i.e. floor wax will not dry due to high humidity, indoor air problems, etc.) outside make up air dampers will be placed in the fully closed position. These situations must have prior approval of the director of facilities and operations. 5. Under no circumstances will air conditioning be utilized in classrooms during summer months unless the classrooms are occupied by students. 6. Ensure that air conditioning systems operated from automatic temperature controls have outside air dampers closed during unoccupied times. <u>Procedures for Water Conservation</u> 1. Ensure that all plumbing (leaks, faucets, flush valves, etc.) and/or areas where water is entering the building (i.e. roof leaks, basement water intrusions) or humidity sources (condensation on pipes, sweating walls) are reported and repaired immediately. 2. When any water consuming fixture or area utilizing water consuming fixtures (I.E. Kitchens, toilet rooms, custodial closets) is replaced, refurbished or renovated, water vining or low-flow fixtures will be used.
	<u>Procedures for Miscellaneous Equipment</u> 1. When any appliances are replaced, ENERGY STAR® or other energy efficient fixtures shall be used. 2. Reduce, eliminate or at a minimum install energy reducing controls on any vending machines. 3. Install separate water meters in compliance with sewer authority guidelines on cooling towers, pool fill lines, irrigation lines and any other systems that utilize water independently of the sewer systems. Verify the consumption and offset sewer costs with the sewer authority.
	<u>Procedures for Energy Efficient Equipment Replacement or Upgrade</u> 1. School district engineer shall review, in conjunction with the annual Capital Improvement Plan, and update any energy savings opportunities that can be considered for the various building systems. Any identified energy savings opportunities shall be reviewed by the energy committee and presented to the board for approval. 2. Any equipment or systems being replaced or retrofitted shall incorporate energy efficiency saving features or controls where feasible; e.g., lights with occupancy sensors, high efficiency motors, high efficiency boilers, automatic faucets and flush valves, etc.

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	<u>Procedures for Energy Procurement</u> The director of facilities and operations, with support from the school district engineer shall review energy procurement strategies, contracts and options annually with the business manager. The business office shall issue requests for proposals, negotiate contracts or issue bids for all energy purchases whenever opportunities exist to reduce costs for the purchase of energy.
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18. *Schedule of Meetings for the Board of School Directors*

INFORMATION:

The administration has developed the schedule of meetings for the Board of School Directors for July 2011 through June 2012. This schedule was reviewed with the Board at the Board Human Resources Committee Meeting on March 14, 2011.

These meeting dates are subject to change based on prior notice to the public and are in compliance with the Sunshine Law (Act 84 of 1986).

RECOMMENDATION:

That the Board of School Directors approves the attached schedule of meetings for July 2011 through June 2012.

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

**BETHLEHEM AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
SCHEDULE OF MEETINGS**

JULY 2011 THROUGH JUNE 2012

July 2011

Monday, July 11	6:00 p.m.	Board Curriculum Committee Meeting Board Facilities Committee Meeting (Dining Room, Education Center)
Monday, July 18	6:00 p.m.	Board Finance Committee Meeting Board Human Resources Committee Meeting (Dining Room, Education Center)
Monday, July 25	7:00 p.m.	Regular Board Meeting (Auditorium, East Hills Middle School)

August 2011

Monday, August 1	6:00 p.m.	Board Curriculum Committee Meeting Board Facilities Committee Meeting (Dining Room, Education Center)
Monday, August 8	6:00 p.m.	Board Finance Committee Meeting Board Human Resources Committee Meeting (Dining Room, Education Center)
Monday, August 15	7:00 p.m.	Regular Board Meeting (Auditorium, East Hills Middle School)

September 2011

Monday, September 12	6:00 p.m.	Board Curriculum Committee Meeting Board Facilities Committee Meeting (Dining Room, Education Center)
Monday, September 19	6:00 p.m.	Board Finance Committee Meeting Board Human Resources Committee Meeting (Dining Room, Education Center)
Monday, September 26	7:00 p.m.	Regular Board Meeting (Auditorium, East Hills Middle School)

October 2011

Monday, October 3	6:00 p.m.	Board Curriculum Committee Meeting Board Facilities Committee Meeting (Dining Room, Education Center)
Monday, October 10	6:00 p.m.	Board Finance Committee Meeting Board Human Resources Committee Meeting (Dining Room, Education Center)
Monday, October 17	7:00 p.m.	Regular Board Meeting (Auditorium, East Hills Middle School)

**BETHLEHEM AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
SCHEDULE OF MEETINGS**

JULY 2011 THROUGH JUNE 2012

(Continued)

November 2011

Monday, November 7	6:00 p.m.	Board Curriculum Committee Meeting Board Facilities Committee Meeting (<i>Auditorium, East Hills Middle School due to Election Day setup at Education Center</i>)
Monday, November 14	6:00 p.m.	Board Finance Committee Meeting Board Human Resources Committee Meeting (<i>Dining Room, Education Center</i>)
Monday, November 21	7:00 p.m.	Regular Board Meeting (<i>Auditorium, East Hills Middle School</i>)

December 2011

Monday, December 5	6:00 p.m.	Reorganization Meeting Combined Board Committee Meetings (<i>Dining Room, Education Center</i>)
Monday, December 12	7:00 p.m.	Regular Board Meeting (<i>Auditorium, East Hills Middle School</i>)

January 2012

Monday, January 9	6:00 p.m.	Board Curriculum Committee Meeting Board Facilities Committee Meeting (<i>Dining Room, Education Center</i>)
Tuesday , January 17	6:00 p.m.	Board Finance Committee Meeting Board Human Resources Committee Meeting (<i>Dining Room, Education Center</i>)
Monday, January 23	7:00 p.m.	Regular Board Meeting (<i>Auditorium, East Hills Middle School</i>)

February 2012

Monday, February 6	6:00 p.m.	Board Curriculum Committee Meeting Board Facilities Committee Meeting (<i>Dining Room, Education Center</i>)
Monday, February 13	6:00 p.m.	Board Finance Committee Meeting Board Human Resources Committee Meeting (<i>Dining Room, Education Center</i>)
Monday, February 27	7:00 p.m.	Regular Board Meeting (<i>Auditorium, East Hills Middle School</i>)

**BETHLEHEM AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
SCHEDULE OF MEETINGS**

JULY 2011 THROUGH JUNE 2012

(Continued)

March 2012

Monday, March 5	6:00 p.m.	Board Curriculum Committee Meeting
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		Board Facilities Committee Meeting (Dining Room, Education Center)
Monday, March 12	6:00 p.m.	Board Finance Committee Meeting Board Human Resources Committee Meeting (Dining Room, Education Center)
Monday, March 19	7:00 p.m.	Regular Board Meeting (Auditorium, East Hills Middle School)
April 2012		
Monday, April 2	6:00 p.m.	Board Curriculum Committee Meeting Board Facilities Committee Meeting (Dining Room, Education Center)
Monday, April 16	6:00 p.m.	Board Finance Committee Meeting Board Human Resources Committee Meeting (Dining Room, Education Center)
Monday, April 23	7:00 p.m.	Regular Board Meeting (Auditorium, East Hills Middle School)
May 2012		
Monday, May 7	6:00 p.m.	Board Curriculum Committee Meeting Board Facilities Committee Meeting (Dining Room, Education Center)
Monday, May 14	6:00 p.m.	Board Finance Committee Meeting Board Human Resources Committee Meeting (Dining Room, Education Center)
Monday, May 21	7:00 p.m.	Regular Board Meeting (Auditorium, East Hills Middle School)
June 2012		
Monday, June 11	6:00 p.m.	Board Curriculum Committee Meeting Board Facilities Committee Meeting (Dining Room, Education Center)
Monday, June 18	6:00 p.m.	Board Finance Committee Meeting Board Human Resources Committee Meeting (Dining Room, Education Center)
Monday, June 25	7:00 p.m.	Regular Board Meeting (Auditorium, East Hills Middle School)

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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19. *Adopt the Resolution for the Issuance of the General Obligation Note, Series 2011***INFORMATION:**

Representatives from Public Financial Management (PFM) met with the Board of School Directors at the Board Finance Committee Meeting on March 7, 2011, to recommend a process to replace the expiring 2009 Note. Rhoads and Sinon LLP, the district's bond counsel and Public Financial Management (PFM) also met with the Bethlehem Area School District Authority this evening to approve the issuance of the General Obligation Note, Series of 2011 in the maximum principal amount of \$42,000,000.

RECOMMENDATION:

That the Board of School Directors adopts the Resolution as presented by bond counsel authorizing and securing the issuance of the General Obligation Note, Series of 2011 of the School District in the maximum principal amount of \$42,000,000 and other actions related to the refunding of the General Obligation Note, Series of 2009 of this School District and the related School Revenue Bonds, Series of 2009 of the Bethlehem Area School District Authority.

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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20. *Adopt the Resolution for the Transfer of the JPMorgan Fixed Payer Swap of 2009 School Revenue Bonds to the 2011 School Revenue Bonds*

INFORMATION:

Representatives from Public Financial Management (PFM) met with the Board of School Directors at the Board Finance Committee Meeting on March 7, 2011, to recommend a process to replace the expiring 2009 Note. Rhoads and Sinon LLP, the district's bond counsel and Public Financial Management (PFM) also met with the Bethlehem Area School District Authority this evening to approve the issuance of the General Obligation Note, Series of 2011 in the maximum principal amount of \$42,000,000.

RECOMMENDATION:

That the Board of School Directors adopts the Resolution as presented by bond counsel which authorizes the transfer of the JPMorgan fixed payer swap from the 2009 School Revenue Bonds of the Bethlehem Area School District Authority to the 2011 School Revenue Bonds to be issued by the Authority to Wells Fargo and to be secured with the General Obligation Note, Series of 2011 of the School District.

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATION OF THE ADMINISTRATION – March 21, 2011

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21. *Agreement with Lehigh University for Use of Stabler Arena for Graduation*

INFORMATION:

Annually, the District needs to approve a standard agreement for the use of Stabler Arena for high school graduation services scheduled for June 6 and 7, 2011. The estimated rental fee for June 2011 is \$8,058 for Liberty High School and \$7,600 for Freedom High School plus any actual expenses.

This information was reviewed with the Board at the March 14, 2011, Board Curriculum Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the Agreement with Lehigh University for the rental of Stabler Arena for 2010-2011 graduation ceremonies at a rate of \$8,058 for Liberty High School and \$7,600 for Freedom High School.

Account Code: 10-2390442-350-DE (LHS)

Account Balance: \$8,058.00 (Pending Board Approval of Budgetary Transfers)

Account Code: 10-2390442-353-DE (FHS)

Account Balance: \$8,125.00 (Pending Board Approval of Budgetary Transfers)

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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22. *Northampton County to Sell Repository Property*

INFORMATION:

Properties offered for sale at Judicial Sale by the County of Northampton, Department of Fiscal Affairs, which are not sold are held in the County Repository. Pursuant to Sec. 627 of the PA Real Estate Tax Law, the tax claim bureau may accept an offer of any price for a property held in repository. The Bureau received the following bids for the parcels outlined below and requests written consent for the sale from BASD as the taxing district in which the property is located.

This information was reviewed with the Board at the March 7, 2011, Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors authorizes Northampton County Department of Fiscal Affairs, Tax Claim Bureau, to sell the following parcels from their repository in accordance with Sec. 627 of the Pennsylvania Real Estate Tax Law.

1. N7-NW-1C-19-1, 204 Brown St, City of Bethlehem, at a bid price of \$25.00
 - a. Property held in County Repository since 1966
2. Q7-NW-1B-1-2, W/O Ravena, City of Bethlehem, at a bid price of \$1,001.00
 - a. Property held in County Repository since 2009

DISCUSSION ITEM #22

Director Leeson stated that she had pulled Item #22 because she had requested some additional information on the two sites, particularly the second one and she did not receive it. She said she was wondering if they had any additional information. She said she ask for it in the committee meeting.

Dr. Roy stated that they did sent a map with the layout of the land.

Mrs. Gober stated that it was her recollection that that information was sent.

Director Leeson apologized and said thank you.

Roll call vote Item #22

Yea, Directors Tenaglia, Amato, Burkhardt, Faccinetto, Follweiler, McKeon, Ortiz and President Cann

Nay, Director Leeson
Motion passes 8-1

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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23. *Polling Place for the May 17, 2011, General Primary Election and the November 8, 2011, General Election – Broughal Middle School*

INFORMATION:

Following discussion an approval of the District buildings to be used for polling places in 2011 were approved by the Board at the January 31, 2011, Regular Board Meeting. These buildings were: Asa Packer, East Hills, Education Center, Farmersville, Governor Wolf, Hanover, Marvine, Miller Heights, Northeast, and Spring Garden.

The District received an additional request from Northampton County to add Broughal Middle School to the list now that the construction was complete. On March 2, 2011, election officials toured the building and met with Broughal administration whom all agreed that the site is acceptable to be used and restored to the approved site list.

This information was reviewed with the Board at the March 7, 2011, Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the addition of Broughal Middle School to be used as a polling place for the May 17, 2011, General Primary Election, and the November 8, 2011, General Election.

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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24. *Real Estate Installment Payment Schedule for 2011-2012*

INFORMATION:

Act 1 of 2006 required school districts to implement a procedure for the payment of taxes by installments through the adoption of a resolution. The installment plan allows payments to be elected at the face amount of the bill with no discounts, but a penalty of 10 percent is added to any installment which becomes delinquent on the date it is past due.

RECOMMENDATION:

- a. That real estate taxes which are paid in full will be due and payable according to the following schedule:

<u>DUE DATE</u>	<u>PAYMENT TYPE</u>
Wednesday, August 31, 2011	Discount (2 percent)
Monday, October 31, 2011	Base Amount Due
Payments received after October 31, 2011	10 percent penalty will be added

A real estate tax installment plan for the payment of 2011-2012 school taxes be divided into four equal payments with due dates as specified herein. In order to qualify for the installment payment option, the taxpayer must be an approved homestead or farmstead property owner. Payment of the first installment by a taxpayer before it becomes delinquent shall conclusively evidence an intention to pay school real property taxes in installments. If selected, installments shall be calculated upon the face amount of the taxes due. No discounts will be allowed on installment payments. When a taxpayer fails to evidence an intention to pay school real property taxes in installments by remitting payment by the first installment due date, the school real property taxes shall become due and payable, and be collected as provided in the current Local Tax Collection law, subject to the discounts and penalties provided by that Act. If the installment payment option is selected and the taxpayer becomes delinquent on any payment, a penalty of ten percent will be added to each delinquent installment. Additionally, any payment delinquent by more than 10 days on more than two installment payments shall deem the taxpayer ineligible for the installment payment option in the following school fiscal year. Installment payments may not commence after the first installment due date:

INSTALLMENT DUE DATES

First	Monday, August 8, 2011
Second	Monday, September 19, 2011
Third	Monday, October 31, 2011
Fourth	Monday, December 12, 2011

- b. That per capita taxes are due and payable in full, according to the following schedule:

<u>DUE DATE</u>	<u>PAYMENT TYPE</u>
Wednesday, August 31, 2011	Discount (2 percent)
Monday, October 31, 2011	Base Amount Due
Payments received after October 31, 2011	10 percent penalty will be added

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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25. *Farmland Lease – Corner of Freemansburg Avenue and Farmersville Road*

INFORMATION:

As done in the past, Mr. Dale Koehler and Mrs. Gloria Koehler have requested to renew the Rental of Land for Farming Lease, (14.5 Acres), located at the corner of Freemansburg Avenue and Farmersville Road, Bethlehem Township, Bethlehem, for the current season beginning March 21, 2011, through December 31, 2011. They are currently paying a rental fee of \$1,000 for the farming season but have agreed to increase the rent for the upcoming season to \$1,500.

This request was reviewed with the Board at the March 7, 2011, Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors authorizes the administration to execute the lease for rental of the Freemansburg land to Mr. Dale Koehler and Mrs. Gloria Koehler for the 2011 season beginning March 21, 2011, through December 31, 2011, at a rental payment of \$1,500.

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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26. *Service Contract with Intermediate Unit Number 21 for the 2010-2011 School Year - Title I Non Public Services*

INFORMATION:

The administration has historically contracted with Intermediate Units to provide Title I services for non public Bethlehem Area School District students attending other schools. The cost of this program for students attending Life Academy in Allentown is not to exceed \$3,505 for the 2010-2011 school year.

RECOMMENDATION:

That the Board of School Directors approves the service contract with Intermediate Unit 21 to provide Title I services for non public Bethlehem Area School District students attending Life Academy, Allentown, for the 2010-2011 school year at a cost not to exceed \$3,505.

Account Code: Title I

Account Balance: \$2,687,349.19

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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27. *Service Contract with Colonial Intermediate Unit 20 for the 2010-2011 School Year – Special Education Services*

INFORMATION:

Colonial Intermediate Unit (CIU) 20 provided a Special Education Contract to the district for verification on December 21, 2010. The contract was approved by the CIU 20 Board on January 26, 2011. Upon review, errors were noted in the report. They were communicated to the CIU 20 and adjustments are being reviewed. Given the most cost effective/cost benefit for the Bethlehem Area School District based upon justified IEP related programs and services, the baseline contract is \$2,494,742.91. CIU 20 will be sending two mid-year estimates, as well as the district's final costs. The first mid-year estimates will be received in March 2011, the second mid-year estimates will be mailed May 2011, and the final costs will be mailed by July 31, 2011.

RECOMMENDATION:

That the Board of School Directors approves the 2010-2011 Special Education Services Contract from Colonial Intermediate Unit 20.

Account Code: 10-1231322-GF-Prof Services IU
Account Balance: \$4,345,487.30

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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28. *Budgetary Transfers – 2011-2012*

RECOMMENDATION:

That the administration be authorized to make budgetary transfers in the 2011-2012 General Fund Budget as set forth in the attachment.

Director Faccinetto made a motion, seconded by Director Follweiler, to accept the Financial Report and Payment of Bills, (Item number 28, 29, 30)

President Cann called for a voice vote to approve the Financial Report/Payment of Bills. The motion was passed by a unanimous voice vote.

*Bethlehem Area School District
2010-11 Budget Transfers*

March, 2011

FROM ACCOUNT	DESCRIPTION	TO ACCOUNT	DESCRIPTION	AMOUNT	REASON
10-1100121-000-020-000-D4	Teacher Reg Salary-MPLA	10-2850111-000-025-000-EB	Adm Salary-State/Fed Offc	\$31,770	1 Supv Minority Affairs & Gov'tl Prgms
10-2600432-000-000-611-NE	Repair/Maint Equip	10-2600330-000-000-643-NF	Other Prof Services	\$203,375	3 Cover Solar & Energy Mgmt Cost
10-2600182-000-000-000-NA	Custodial Substitute	10-2600340-000-000-649-NF	Purch Tech Services	\$34,000	3 Air Quality Testing
10-2600621-000-000-000-NA	Natural Gas	10-2600762-000-000-000-NF	Cap Equip Replacement	\$75,000	3 Water Heaters/Lighting Retrofit
10-3210442-000-350-000-DE	Student Activity/Rental-Equip	10-2390442-000-350-000-DE	Other Admin Svcs- Rental Equip	\$8,058	Correct Acct Function for Graduation Lease
10-3210442-000-353-000-DE	Student Activity/Rental-Equip	10-2390442-000-353-000-DE	Other Admin Svcs- Rental Equip	\$7,600	Correct Acct Function for Graduation Lease
10-2390617-000-350-000-DE	Graduation Supplies	10-2390442-000-353-000-DE	Other Admin Svcs- Rental Equip	\$525	Install & Removal Graduation Drapes
10-2840610-000-069-000-TN	General Supplies - Data Proc.	10-2840810-000-000-000-TN	Dues & Fees-Data Processing	\$200	SNUG Membership Dues
10-2840610-000-069-000-TN	General Supplies - Data Proc.	10-2836324-000-069-000-TN	Non-Cap End User Equip-Data P	\$1,297	Desktop Computer
10-1100610-000-112-000-12	General Supplies	10-2271122-000-112-000-12	Instructional Staff Development	\$200	2 Substitutes
10-1100610-000-112-000-12	General Supplies	10-2250610-000-112-000-12	General Supplies - Library	\$17	Stamper
10-1100610-000-112-000-12	General Supplies	10-2250640-000-112-000-12	Books/ Periodicals - Library	\$573	Library Books
10-1350610-000-240-000-40	Vocational Ed-Industrial Arts	10-1100123-000-240-000-40	Teacher Overtime Salary	\$66	Teacher Overtime
10-2220761-000-240-000-40	Non-Cap Equip Repl-Tech Support	10-1100432-000-240-162-40	Repair/Maint Equip	\$800	Band Instrument Repair
10-3210810-000-240-000-40	Dues & Fees Student Activ	10-1100582-000-240-000-40	Travel-Student Trips	\$350	Band Field Trips
10-2240610-000-240-000-40	General Supplies-Computer Suppo	10-2260758-000-240-000-40	Origl Equip/Relatd Hardw/Sftwr	\$2,193	Security ID Badges
10-2240761-000-240-535-40	Non-Cap Equip Repl-Computer Sp	10-2600432-000-240-642-40	Repair /Maint Equip-Opr/Maint S	\$801	Bleachers
10-1340610-000-240-000-40	General Supplies-Vo Ed-Home Ec	10-2250640-000-240-000-40	Books/Periodicals-Library Service	\$337	Library Books
10-2380530-000-240-000-40	Communications-Principl Offc	10-2380761-000-240-000-40	Non-Cap Equip Repl-Principl Offc	\$300	Hand held radios
10-1100610-000-109-000-09	General Supplies	10-1100757-000-109-000-09	Non-Cap New End-User Equip	\$4,500	SMART Board, Stand & 2 projectors
10-2200580-000-353-000-53	Travel-Suprt Srv Inst	10-3210582-000-353-000-53	Travel-Field Trips-Student Activite	\$116	Math Competition
10-1100111-000-300-320-D2	Admin Reg Salary	10-1450123-000-300-320-D2	Teacher Salary Night School	\$6,798	Night School Teacher Salary
10-1100111-000-300-320-D2	Teacher Reg Salary	10-1450123-000-300-320-D2	Teacher Salary Night School	\$41,200	Night School Teacher Salary
10-1100123-000-300-320-D2	Salary-Tchr-Evening School	10-2660188-000-300-320-D2	Hall Monitor Evening Schl	\$1,265	Chg code per PDE Acctg Manual

Bethlehem Area School District
2010-11 Budget Transfers

March, 2011

10-2260329-000-300-000-DE	C&I Other Prof Ed Svcs	10-1243323-000-241-000-D3	Gifted Othr Ed Svcs NIMS	\$850	VHS AP Tuition
10-2120330-000-000-000-D5	Guidance Prof Svcs	10-2120640-000-000-000-D3	Books/Guidance	\$840	College Board Report
10-1100582-000-300-346-D3	Travel-Student Trips	10-3210894-000-300-346-D3	Student Fee Instr Related Events	\$60	Math Contest Fee
10-1420188-000-300-000-DQ	Summer Schl Hall Monitors	10-2660188-000-200-361-DQ	Hall Monitor Summer Schl	\$368	reclass security costs
10-1420188-000-300-000-DQ	Summer Schl Hall Monitors	10-2660188-000-300-361-DQ	Hall Monitor Summer Schl	\$1,088	reclass security costs
10-2271610-000-000-376-DT	Staff Dev Supplies	10-2260581-000-025-000-DT	C&I Travel Conference	\$39	Auto Rental
10-3210617-000-353-000-DE	Graduation Supplies	10-2390617-000-353-000-DE	Graduation Supplies	\$6,875	Reclass to correct Function
10-3210617-000-350-000-DE	Graduation Supplies	10-2390617-000-350-000-DE	Graduation Supplies	\$6,942	Reclass to correct Function

29. *Monthly Bills*

INFORMATION:

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.

Director Faccinetto made a motion, seconded by Director Follweiler, to accept the Financial Report and Payment of Bills, (Item number 28, 29, 30)

President Cann called for a voice vote to approve the Financial Report/Payment of Bills. The motion was passed by a unanimous voice vote.

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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30. *Budget Information*

INFORMATION:

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

Director Faccinetto made a motion, seconded by Director Follweiler, to accept the Financial Report and Payment of Bills, (Item number 28, 29, 30)

President Cann called for a voice vote to approve the Financial Report/Payment of Bills. The motion was passed by a unanimous voice vote.

2010-2011 REVENUES

Description	A	B	C	D	F	G
	2010-2011				2009-2010	
	Budget	Realized February, 2011	Unrealized \$ (B-A = C)	Unrealized % (C / A = D)	Realized February, 2010	Realized June, 2010
CURRENT REAL ESTATE	113,780,198	116,538,875	2,758,677	2.42%	100,472,868	105,221,193
INTERIM REAL ESTATE	1,199,999	975,825	(224,174)	-18.68%	338,923	2,770,002
PUBLIC UTILITY REALTY	153,000	178,848	25,848	16.89%	166,715	166,715
PAYMENTS IN LIEU OF TAX	145,000	172,787	27,787	19.16%	130,379	130,379
UNDISTRIBUTED TAXES		48,251	48,251	-	5,163,286	0
PER CAPITA TAX SECT 879	240,000	226,598	(13,402)	-5.59%	225,367	234,558
PER CAPITA TAX ACT 511	240,000	226,598	(13,402)	-5.59%	225,367	234,558
LOCAL SERVICES TAX	330,000	167,922	(162,078)	-49.11%	201,716	290,067
EARNED INCOME TAX	11,600,000	5,929,646	(5,670,354)	-48.88%	6,987,645	11,320,449
REAL ESTATE TRANSFER TAX	2,000,000	877,563	(1,122,437)	-56.12%	1,094,750	1,493,020
MERCANTILE TAX	2,300,000	1,418,117	(881,883)	-38.34%	205,118	2,607,406
DEL. REAL ESTATE	3,100,000	2,442,748	(657,252)	-21.20%	2,982,751	3,632,646
DEL. PER CAPITA SECT 879	60,000	37,283	(22,717)	-37.86%	65,366	87,569
DEL. LOCAL SERVICES TAX			-	-		
DEL. MERCANTILE TAX	350,000	543,441	193,441	55.27%	298,386	366,517
TOTAL LOCAL TAX SOURCES	\$ 135,498,197	\$ 129,784,502	\$ (5,713,695)	-4.22%	\$ 118,558,640	\$ 128,555,079
INTEREST ON INVESTMENTS	750,000	25,220	(724,780)	-96.64%	160,907	192,651
SALES NON-REIMBURSABLE PROGRAM		429				
STUDENT FEES/ SPECIAL EVENTS	-	6,389	6,389		50	243,366
STATE REV OTHER PA PUBLIC SCHOOLS						12,211
STATE REV OTHER INTERMEDIARY	182,051	120,860	(61,191)	-33.61%	120,915	140,006
FEDERAL REV OTHER PA PUBLIC SCHOOLS		200			146,635	500
FEDERAL IDEA	1,876,243	201,350	(1,674,893)	-89.27%	576,053	1,910,287
FED ARRA IDEA REV REC AS PASS THROUGH						1,474,130
FEDERAL REV OTHER INTERMEDIARY	259,919	198,180	(61,739)	-23.75%	255,529	320,268
RENTALS	50,000	36,566	(13,434)	-26.87%	39,863	80,728
CONTRIBUTIONS		108,737	108,737		98,323	201,468
TUITION FROM PATRONS	500,000	296,601	(203,399)	-40.68%	131,751	379,668
SRVCS. / OTH LOC GOV UNITS			-			
COMMUNITY SERVICE ACTIVITY						31,340
MISCELLANEOUS REVENUE	35,000	11,942	(23,058)	-65.88%	16,499	137,492
REFUNDS FROM PRIOR YEAR EXP		548,930	548,930		23,712	211,933
TOTAL OTHER LOCAL SOURCES	\$ 3,653,213	\$ 1,555,405	\$ (2,647,367)	-72.47%	\$ 1,670,236	\$ 5,336,047
TOTAL LOCAL SOURCES	\$ 139,151,410	\$ 131,339,907	\$ (8,361,062)	-6.01%	\$ 120,128,876	\$ 133,891,126

2010-2011 REVENUES

Description	A	B	C	D	F	G
	2010-2011				2009-2010	
	Budget	Realized February, 2011	Unrealized \$ (B-A = C)	Unrealized % (C/A = D)	Realized February, 2010	Realized June, 2010
BASIC INSTRUCTIONAL SUBSIDY	27,716,600	14,918,567	(12,798,033)	-46.17%	13,643,388	22,953,439
CHARTER SCHOOLS	1,873,209	1,035,124	(838,085)	-44.74%	1,081,600	1,710,538
TUITION : ORPHANS/CHILDREN	400,000		(400,000)	-100.00%		381,605
SCHOOL IMPROVEMENT GRANTS			-			9,892
VOCATIONAL EDUCATION	115,000	40,757	(74,243)	-64.56%	52,173	70,055
ALTERNATIVE EDUCATION					150,722	-
DRIVER EDUCATION	10,605		(10,605)	-100.00%		11,025
MIGRATORY CHILDREN	2,500		(2,500)	-100.00%		1,484
SPECIAL EDUCATION	6,538,057	3,950,908	(2,587,149)	-39.57%	3,923,126	6,632,724
ADDITIONAL EDUCATIONAL PROGRAMS		49,115				
EDUCATIONAL ASSISTANCE PRGM (TUTORING)	872,809	578,532	(294,278)		722,756	872,809
PA PRE-K-COUNTS	627,000	353,210	(273,790)	-43.67%	459,800	627,000
REVENUE NOT IN 7200 (SPECIFIC ED PRGMS)			-		9,800	-
TRANSPORTATION	2,370,421	1,232,723	(1,137,698)	-48.00%	1,259,901	2,355,898
RENTALS AND SINKING FUND	2,148,732	2,665,952	517,220	24.07%		2,665,952
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	1,693,715	(112,452)	-6.23%	1,806,167	1,806,167
DUAL ENROLLMENT GRANTS	23,922	37,329	13,407	56.04%	(3,809)	49,290
PROJECT 720		18,093	18,093			31,016
DCED GRANTS OTHER STATE REV NOT IN 7001	154,234	151,699	(2,535)	-1.64%	142,347	163,598
SOCIAL SECURITY	3,632,579	2,344,944	(1,287,635)	-35.45%	1,715,465	3,294,386
PSERS - PENSION CONTRIBUTION	3,797,190	1,140,166	(2,657,024)	-69.97%	1,744,885	2,195,275
IMPACT AID	50,000	18,511	(31,489)	-62.98%	38,713	45,165
OTHER FEDERAL PRGM/GRANTS	100,000	119,804	19,804	19.80%	49,490	154,450
NCLB TITLE I	3,302,605	1,918,136	(1,384,469)	-41.92%	2,363,292	3,267,675
NCLB TITLE II	904,394	561,974	(342,420)	-37.86%	447,011	776,189
NCLB TITLE III	296,807	109,403	(187,404)	-63.14%	284,786	295,357
NCLB TITLE IV	749,023	467,489	(281,534)	-37.59%	478,621	680,770
CHILD CARE & DEVELOPMENT BLOCK GRANTS	170,290	143,373	(26,917)	-15.81%	99,231	172,965
OTHER FEDERAL GRANTS	19,000	19,000	(0)	0.00%	11,111	33,526
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%	810,260	1,518,457
ARRA-TITLE I SCHOOL IMPROVEMENT		49,259				
ARRA-STATE FISCAL STABILIZATION	3,089,051	1,374,893	(1,714,158)	-55.49%		3,089,051
ACCESS	42525	21,350	(21,175)		44,105	-
MED ASSIST REIMB FOR ADMIN CLAIMING PRGM		27,254				94,457
MED ASSIST REIMB						2,515,610
TOTAL STATE & FEDERAL SOURCES	\$ 67,978,419	\$ 40,232,729	\$ (27,871,318)	-41.00%	\$ 36,068,273	\$ 63,573,596

2010-2011 REVENUES

Description	A	B	C	D	F	G
	2010-2011				2009-2010	
	Budget	Realized February, 2011	Unrealized \$ (B-A = C)	Unrealized % (C/A = D)	Realized February, 2010	Realized June, 2010
SPECIAL REV FUND TRANSFERS						91,344
INTERFUND TRANSFERS	25,000		(25,000)	-100.00%		
SALE OF FIXED ASSETS	92,000	21,750	(70,250)	-76.36%	107,097	107,947
INTRAFUND TRANSFERS						
INSURANCE RECOVERY			-		7,944	9,489
TOTAL OTHER SOURCES	\$ 117,000	\$ 21,750	\$ (95,250)	-81.41%	\$ 115,041	\$ 208,780
TOTAL REVENUE	\$ 207,246,829	\$ 171,594,386.43	\$ (36,327,630)	-17.53%	\$ 156,312,190	\$ 197,673,501
UNRESERVED FUND BALANCE			-			
TOTAL FUND APPROPRIATED BALANCE	\$ -	\$ -	\$ -		\$ -	\$ -
TOTAL DISTRICT REVENUE	\$ 207,246,829	\$ 171,594,386	\$ (36,327,630)	-17.53%	\$ 156,312,190	\$ 197,673,501

2010-2011 EXPENDITURES BY PROGRAM

Includes Year-To-Date February, 2011 Information

PROGRAM	PGM CODE	Responsible Office	2010-2011					2009-2010	
			A	B	C	D	E	G	H
			2010-2011 APPROVED BUDGET	2010-2011 AMENDED BUDGET	2010-2011 EXPENDED BUDGET INCLUDING ENCUMBRANCES as of February 2011	2010-2011 REMAINING BUDGET \$ (B - C = D)	2010-2011 REMAINING BUDGET % (D / B = E)	2009-2010 EXPENDED BUDGET INCLUDING ENCUMBRANCES as of February 2010	2009-2010 EXPENDED BUDGET FINAL EXPENDITURES as of June, 2010
BUILDING ALLOCATION	100	PRIN	1,339,515	1,374,515	908,711	465,804	33.89%	1,011,348	1,203,651
BOARD	AA	SUPT	499,750	499,750	423,841	75,909	15.19%	254,318	525,668
CABINET	AB	SUPT	1,014,000	1,014,000	762,939	251,061	24.76%	712,236	1,046,550
BUDGETARY RESERVE	AC	SUPT	2,588,000	2,588,000	0	2,588,000	100.00%	0	0
SUPT OFFICE-EQUIP REPL RSV	AD	SUPT	2,000	2,000	0	2,000	100.00%	0	0
SUPERINTENDENT'S OFFICE	AE	SUPT	114,200	114,200	49,218	64,982	56.90%	21,375	60,487
BUILDING STAFF	AF	SUPT	5,888,266	5,888,266	3,816,784	2,071,482	35.18%	4,068,353	6,303,662
PUBLIC RELATIONS	AN	SUPT	30,000	30,000	18,589	11,411	38.04%	21,839	22,899
STAFFING-TEACHERS	CA	HR	61,462,969	61,462,969	29,873,282	31,589,687	51.40%	29,904,924	58,443,109
CHILD ACCOUNTING DEPARTMENT	CD	HR	245,534	245,534	163,578	81,956	33.38%	173,000	257,761
STAFFING-TEACHER ASSISTANTS	CE	HR	2,788,648	2,788,648	1,366,881	1,421,767	50.98%	1,399,221	2,399,006
STAFFING-SUBSTITUTES	CG	HR	1,275,000	1,275,000	664,377	610,623	47.89%	619,039	1,056,395
HUMAN RESOURCES DEPARTMENT	CK	HR	282,983	282,983	197,884	85,099	30.07%	165,546	243,430
STUDENT ACTIVITIES	D1	C&I	150,143	150,143	33,586	116,557	77.63%	34,591	150,861
CREDIT ACQUISITION PROGRAM	D2	C&I	54,033	54,033	16,911	37,122	68.70%	19,435	39,279
CURRICULUM ENRICHMENT	D3	C&I	18,000	18,000	12,574	5,426	30.14%	29,035	72,002
ALTERNATIVE EDUCATION	D4	C&I	170,948	170,948	0	170,948	100.00%	0	0
TESTING - K-12	D5	C&I	30,000	30,000	276	29,724	99.08%	250	250
ACADEMIC INTERVENTIONS	DA	C&I	100,000	100,000	26,976	73,024	73.02%	7,336	9,839

2010-2011 EXPENDITURES BY PROGRAM

Includes Year-To-Date February, 2011 Information

PROGRAM	PGM CODE	Responsible Office	2010-2011					2009-2010	
			A	B	C	D	E	G	H
			2010-2011 APPROVED BUDGET	2010-2011 AMENDED BUDGET	2010-2011 EXPENDED BUDGET INCLUDING ENCUMBRANCES as of February 2011	2010-2011 REMAINING BUDGET \$ (B - C = D)	2010-2011 REMAINING BUDGET % (D / B = E)	2009-2010 EXPENDED BUDGET INCLUDING ENCUMBRANCES as of February 2010	2009-2010 EXPENDED BUDGET FINAL EXPENDITURES as of June, 2010
MUSICAL INSTRUMENT REPAIR	DD	C&I	37,000	2,000	1,500	500	25.00%	70	1,820
DEPARTMENT OF INSTRUCTION	DE	C&I	211,500	211,500	12,047	199,453	94.30%	60,748	79,469
READING RECOVERY	DF	C&I	24,000	24,000	21,657	2,343	9.76%	17,829	31,252
INSTR MTLs RESERVE	DG	C&I	500,000	500,000	5,047	494,953	98.99%	316,128	339,462
EQUIPMENT REPAIR	DM	C&I	13,000	13,000	9,201	3,799	29.23%	10,132	11,464
PLANETARIUM	DO	C&I	5,444	5,444	0	5,444	100.00%	0	3,730
SUMMER SCHOOL - SCNDY	DQ	C&I	75,000	75,000	51,092	23,908	31.88%	62,266	130,679
DRIVER EDUCATION	DS	C&I	0	0	0	0	0.00%	0	10,000
ASST SUPT FOR CURR & INSTR	DT	C&I	293,561	293,561	108,951	184,610	62.89%	188,759	260,158
INTERSCHOLASTIC ATHLETICS	DU	C&I	1,410,529	1,410,529	0	1,410,529	100.00%	0	1,376,288
INTRAMURALS	DV	C&I	18,477	18,477	12,585	5,892	31.89%	12,065	22,730
ATTENDANCE SERVICES	E4	STD SVCS	69,621	69,621	41,365	28,256	40.59%	44,529	70,254
MIN AFFAIRS/GOV PRGMS GRANTS	EB	STD SVCS	30,506	30,506	36,844	(6,338)	-20.78%	16,392	26,074
SPARK - EARLY CHILDHOOD/SUMMER	EC	STD SVCS	0	0	0	0	0.00%	18,460	13,359
SCHOOL RESOURCE OFFICERS	EF	STD SVCS	180,000	180,000	28,626	151,374	84.10%	67,113	305,953
HOMEBOUND/REGULAR ED.	EG	STD SVCS	155,000	155,000	84,901	70,099	45.23%	81,228	179,848
HEALTH SERVICES - MEDICAL	EH	STD SVCS	52,100	52,100	21,188	30,912	59.33%	8,257	19,900
HEALTH SERVICES - DENTAL	EJ	STD SVCS	10,450	10,450	1,460	8,990	86.03%	2,336	8,928
STUDENT SERVICES	EK	STD SVCS	163,611	163,611	108,572	55,039	33.64%	118,023	173,061
GUIDANCE (SUMMER)	ET	STD SVCS	40,000	40,000	33,257	6,743	16.86%	31,981	38,843

2010-2011 EXPENDITURES BY PROGRAM

Includes Year-To-Date February, 2011 Information

PROGRAM	PGM CODE	Responsible Office	2010-2011					2009-2010	
			A	B	C	D	E	G	H
			2010-2011 APPROVED BUDGET	2010-2011 AMENDED BUDGET	2010-2011 EXPENDED BUDGET INCLUDING ENCUMBRANCES as of February 2011	2010-2011 REMAINING BUDGET \$ (B - C = D)	2010-2011 REMAINING BUDGET % (D / B = E)	2009-2010 EXPENDED BUDGET INCLUDING ENCUMBRANCES as of February 2010	2009-2010 EXPENDED BUDGET FINAL EXPENDITURES as of June, 2010
ENGLISH ACQUISITION	EY	STD SVCS	240,119	240,119	135,486	104,633	43.58%	124,822	228,838
BUSINESS -ACCTS PAYABLE	GA	F&A	877,116	877,116	514,690	362,426	41.32%	474,733	795,204
BUSINESS -ACCTS RECEIVABLE	GB	F&A	1,058,144	1,058,144	528,593	529,551	50.05%	631,910	991,904
DEBT SERVICE	GC	F&A	23,103,426	23,103,426	16,079,886	7,023,540	30.40%	11,028,943	20,349,438
EMPLOYEE BENEFITS	GD	F&A	33,324,356	33,367,568	6,618,854	26,748,714	80.16%	6,369,179	30,148,916
INSURANCE	GE	F&A	514,500	514,500	615,182	(100,682) 2	-19.57%	563,891	564,161
INTERSYSTEM PAYMENTS	GF	F&A	25,957,221	25,957,221	15,816,289	10,140,932	39.07%	13,542,797	21,748,060
PHOTOCOPIERS	GP	F&A	787,268	787,268	446,010	341,258	43.35%	200,495	752,044
SPECIAL EDUCATION	LF	SPEC ED	436,362	436,362	368,587	67,775	15.53%	355,178	819,528
HOMEBOUND INSTR / SPECIAL ED	LG	SPEC ED	50,000	50,000	26,934	23,066	46.13%	17,844	20,158
MAINT / CUSTODIAL DEPT	NA	B&G	11,107,832	11,107,832	5,834,968	5,272,864	47.47%	5,662,775	9,949,275
MAINT DEPT - SUPPLIES	NE	B&G	803,375	803,375	553,793	249,582	31.07%	369,525	90,949
MAINT DEPT - CONTRACTED SVCS	NF	B&G	780,913	780,913	983,908	(202,995) 3	-25.99%	737,180	939,049
TRANSPORTATION	NT	B&G	5,449,265	5,449,265	2,901,617	2,547,648	46.75%	2,210,139	4,193,410
TECHNICAL SERVICES	TK	TECH	1,022,025	1,022,025	681,946	340,079	33.27%	917,519	961,451
INFO & COMMUNICATIONS	TL	TECH	1,575,130	1,575,130	1,238,397	336,733	21.38%	1,244,169	1,564,301
DATA PROCESSING	TN	TECH	912,824	912,824	668,780	244,044	26.74%	600,785	817,250
LOCAL, STATE & FEDERAL GRANTS	00	S & F	17,903,165	17,859,953	7,768,213	10,091,740	56.50%	7,561,340	17,742,117
TOTALS			\$207,246,829	\$207,246,829	\$100,696,835	\$106,549,994	51.41%	\$92,111,383	\$187,614,180

1 & 3 see Budget Transfer Report

2. Duplicate payment which was refunded March 11, 2011 correcting the balance available to \$21,099

RECOMMENDATIONS OF THE ADMINISTRATION – March 21, 2011

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

Quotations were solicited for:

Two (2) DVE-120-30KW A.O. Smith 120 gallon 480V/3PH electric water heaters for Asa Packer Elementary School. The following vendors were contacted:

Grove Supply, Inc. 401 N. 14 th Street Allentown, PA 18102	\$ 8,890
Bath Supply Company, Inc.	9,500
Eastern Penn Supply	9,942

The lowest responsible quotation was Grove Supply, Inc. at a cost not to exceed \$8,890.

Cabinet Code: NF (Maintenance Department Contracted Services)
Account Code: 10-2600762-NF-Maintenance Capital Equipment
 Replacement
Account Balance: \$66,100.00

The administration's recommendations 2, 3, 4, 5, 6, 7, 8, 9, 10, 12, 13, 14, 15, 16, 17, 18, 19, 20, 21, 23, 24, 25, 26, 27, and 31 were considered together.

INTERMEDIATE UNIT - Director McKeon stated they had a budget workshop the last IU meeting so he has nothing to report. He said that he has an IU meeting on Wednesday night. He said he can positively tell them that they have begun an education course for each of the board members up at the IU regarding the roles and objectives of the IU's in general, the philosophy and so forth. He said he was unable to attend the first webinar and the next one is Wednesday evening.

COMMITTEE REPORTS

BETHLEHEM AREA VO-TECH – Director McKeon said that Vo-Tech met on March 1st. He said it was a relatively quick meeting. He said that had an in-service of integrated work projects given by Mr. Lasarchek and Mr. Hoy. He said that Mr. Hoy worked at Liberty and was transferred up to Bethlehem Vo-Tech and he gave a really interesting presentation on using technology, such as an ipod touch to deliver lectures, so if a student is late or missed a lecture, they can get online or use the ipod touch in the room and see the whole lecture, have video and everything else that they could view. He said it was very interesting. He went on to say that Skills USA BAVTS is sending 44 students and 6 advisors to Hershey from April 6th - April 8th and hopefully the children will do very well down there. He went on to say that the last item for everybody, and other Vo-Tech members can pipe in if they want, but the joint committee approved the budget for 2011 -2012 for BAVTS of \$10,584,101 it is a zero percent increase overall but because they have the largest contingent of students, their student ratio, which is the factor in dividing the cost, it is \$75,000 increase, however, other districts are going to get a decrease, but the bottom line effect is zero percent.

DUAL ENROLLMENT – Director Ortiz stated that didn't meet in March. She said that Vivian Robledo-Shorey gave her some numbers for Dual Enrollment. \There are 100 students in spring and there are 104 courses. She said they are going to be meeting on April 9th.

DIVERSITY COMMITTEE – Director Ortiz stated that they will be meeting on April 1st.

RECREATION COMMISION – Direction Leeson stated they did not have a meeting this month.

President Cann asked if there was any new or miscellaneous business that anyone wanted to discuss.

NEW/MISCELLANEOUS BUSINESS

Director Leeson stated that she had a question about what is happening with the IU's Cyber Charter Schools and are they going to

try and work with the districts.

Director McKeon stated that they may have had a presentation, however he hasn't heard anything further since he didn't make the last meeting. He said he will ask the question when he goes up on Wednesday night.

Director Leeson stated that she did get some information on another outfit that would be willing to work with their district in developing their own type of program. She said she did get their Cyber Charter Expenses and that it looks like in 2008 they were \$2.69 million, that includes from 2000 – 2008. She stated that it was \$2.69 million or the entire time, and it is a considerable expenditure. She said she didn't know if they are interested in exploring the development or if they want to continue the exploration through the IU. She went on to say that this might be a way of trying to recapture some of their expenses through the Charter School.

Dr. Roy stated that he thinks that is an area with the IU or with other partners, however, that it is an area for the district to definitely explore. He said that the money that is going out to Cyber Charter Schools for students to take courses on line could help the district if there was a way for the district to provide that type of learning experience for students in an IU Consortium or through themselves, Dr. Roy feels that they could do it more cheaply.

Director Leeson stated that this particular outfit is estimating 50 percent less expensive than the cyber charter school costs.

Director Follweiler stated to Dr. Donaher that she hasn't read through the minutes but on March 5, 2008 – Budget Hearing notes – she said it was a discussion.

Director Tenaglia stated that he had two questions for the administration on Dual Enrollment, which he believes was eliminated in the Governor's proposal. He asked that for those students that are currently enrolled in this academic year, they have only received reimbursements over the summer, is that out of the Governor's 2010-2011 budget or 2011-2012 budget.

Dr. Roy stated that for courses taken this school year they are covered by this year's Dual Enrollment money. The new plan will go into effect next year, so it shouldn't impact students who are currently enrolled.

Director Tenaglia stated that while they don't know what the

reimbursement rate will be, they can anticipate there will be some reimbursement for those currently enrolled.

Dr. Roy stated that that is what he was told.

Director Tenaglia stated that regarding the high school graduation calculations in one of the papers today, it seems that the methodology has changed that significantly impacted what the board was quoted. He said that Liberty was posted with an 80.5 percent graduation rate, which is significantly below the rates they were seeing previously. He said he was wondering if Dr. Roy could address the methodology change and also with the impact, not only to Liberty but to Freedom.

Dr. Roy stated that he thinks the Liberty impact was a $\frac{1}{2}$ percentage point difference and an 83 – 80.5 on graduation rate. He went on to say that many districts have much more dramatic changes. He continued that the difference in calculation now, is that they are basically tracking student by student, so they look at the number of kids that enter in 9th grade and because they now have the pin system where they are tracking individual students at the state level. Dr. Roy said they are tracking transfer ins and transfer outs and dropouts, looking at the end of four years, and the initial cohort who is still there is graduating on time. He said that in the past it was called a leaver calculation rate and that was more done by group numbers and it didn't track kid by kid and whose in whose out. He said that the districts who saw a decrease usually saw a pretty big decrease going to the new calculation.

Director Tenaglia stated that the student that starts with us in grade 9 and does not stay with us over four years, regardless of what that particular student does whether he transfers and graduates from the subsequent district or drops out, it has the same impact to us.

Dr. Roy stated that if he is transferred out then he is not calculated at all. If he goes to another school district then the tracking goes with him. He said it is a more accurate way to track graduation rates.

President Cann – asked if anyone else had any new or miscellaneous business.

Moving to Courtesy of the Floor to visitors.

COURTESY OF THE
FLOOR

Parent Advisory Committee
Ed Boksan
2846 Ivanhoe Road
Bethlehem, PA

Mr. Boksan stated that PAC met last Thursday and they had an overview of Restorative Practices from John Bailey of the International Institute for Restorative Practices in Bethlehem, and he said that the reaction from parents was very positive. He said there were a few questions that were raised that dealt mainly with implementation of the program, teacher buy-in in terms of trying to fit it into their schedule and those questions were sufficiently answered. Overall, he said the parents had a very positive reaction to Restorative Practices. He said that one of the issues that he has seen on PAC over the past few years has been parents being very concerned about discipline and what they are doing to try to improve discipline for the educational environments. He continued saying that that was the bulk of their meeting along with a couple of updates from Dr. Roy on the state budget and governor Corbett's slashing of education dollars.

Maurene Schulthies
President Clearview PTO
2024 West Broad Street
Bethlehem, PA

Ms. Schulthies stated that she is the President of the PTO of Clearview Elementary School. She said that at their last PTO meeting they were honored to have Dr. Roy as their guest. She went on to say that he shared with them the Roadmap to Educational Excellence. She said that the plan detailed the Education Goals that have made and would continue to make the Bethlehem School District a strong and successful learning environment. She continued saying Dr. Roy then had the unfortunate task of informing them that Governor Corbett's budget proposal will put a major roadblock in this plan for progress. She said that they are being deprived of the tools necessary to make these accomplishments a reality for their children. She went on to say that Clearview Elementary is facing some of the most severe cuts in the district. She said they are losing their Family Center which helped meet the basic needs of their school community. She said they are losing their 21st Century Learning Center or the ASPIRE Program which offered support, enrichment and academic and social improvement to their students. She continued saying the loss of their full day kindergarten will create financial hardship for some families and deprive students of essential early learning. Ms. Schulthies said they may also lose some of their excellent highly qualified teachers and staff. She went on to say that they are asking the board as their elected officials who serve them to please help them to keep their children on the road to success. She said that first, they ask that the board listens to them. She said that they have ideas and suggestions as to how they can try to cut costs and save what they can of the limited

funds they've been given. She said that Dr. Roy said at their meeting that he would be glad to meet with her, to discuss their concerns. She continued saying that she would also like to invite each of the board, to visit their school. She said she would be honored to guide them on their visit and welcome them to see first hand what their school community provides for their students. Secondly, she said they ask that the board please consider a tax increase and spell out clearly for residents what that increase truly amounts to for them. She said that most would be surprised at how little they are being asked to invest in the worthwhile pursuit of education. She continued saying that no one is going to lose their home or face serious financial hardship over what it would take to save some of their essential programs. She said that they also asked that they voice their displeasure with the governors' proposed budget. Ms. Schulthies said that last week their PTO hosted representative Steve Samuelson who strongly supports education. She said he urged them to call, email and write to the Governor, or to their representatives and local newspapers to make their concerns understood. She said that they plan to encourage their community members to do the same. She went on to say that some school districts have even drafted resolutions to inform the Governor that they do not agree. She said that the state has burdened them with the difficult task of finding a way to fill the gapping pothole that they have put in their road to achievement. She went on to say that the administration and board should please don't abandon their well constructed plans. She went on to say that together they can pave that road for all of the students of Bethlehem.

Randy Toman
359 10th Avenue
Bethlehem, PA

Mr. Toman stated that what he is going to say comes in a way of a question, rather than an accusation or a statement. He said that he just heard that the boiler was going on 52 years old and that it is an average of 30 years for the boiler, and he also heard a couple of meetings ago that they had an exemplary maintenance program in place. He said if that is the case then how did the boiler slip through the maintenance program.

Steven Antalics
737 Ridge Street
Bethlehem, PA

Mr. Antalics stated the gentleman who spoke on the resolutions , bond council, made a statement which literally very quietly blew him away and he was forced to quietly to say to himself, wow, and the statement

the gentleman made was that the board has learned a lot about swaps in the last two years. He said he gave that immediate thought and he was thinking about the view from the wallet of the taxpaying citizen who can at least afford taxes, and left himself wondering to the hypothetical world of the “what ifs”, where questions like that are very valid. He went on to say that the question he was going to ask or say, from the point of view of the improvement on what is in that wallet of that poor taxpaying citizen, what if the gentleman who made that statement had said, they have learned a lot about swaps in the last seven years.

Susan Bernett
3531 Hecktown Road
Bethlehem, PA

Ms. Bernett stated that she came here tonight because she had heard rumors that they were going to cut the gifted Math program and the middle school program and she was going to ask them about this rumor. She said that she did see in packet #5, that they are not cutting the program but they are changing it and some of the teachers had been asked at the school what those changes would be. She said that they don't know anything about it and she was wondering when they were going to formalize those plans and let the parents know because there is a lot of them overly concerned out there and she knows rumors have a way of spreading very quickly.

Dr. Silva stated that the two year accelerated program that they are talking about, are the students who would be taking Math two years ahead of what the normal grade level would be, and the rest would remain the same.

Paul Christman
68 West Geopp St.
Bethlehem, PA

Mr. Christman stated that he is a graduate of Liberty High School, Class of 1994 and he just wanted to make a comment. He said it is simple economics. They are going to throw good money after bad money. He went on to say that spending \$120,000 to fix a 50-year-old boiler, that has an age span of 30 years old wouldn't be wise unless you can use it in a new facility and reconstruction. He said to Mr. Amato that he makes a valid point with times being hard everywhere, money is tight everywhere and he understands that and he is sad to say then that you may have to cut athletics and then after school programs. He said he has two kids that are 13 and 3. He said his daughter attends Northeast Middle School, and she takes full

advantage of all after school activities. He said he also has a three year old who goes to the SPARK program and he is hearing that they are planning on cutting this out. He went on to say that education starts at home first, and that's no question, but at the same time, these ladies who run the SPARK program are role models, disciplinarians and they help with everyday things on a day to day basis. He said he knows that money is a big issue, but something has got to come together. He said that they need to come to a good solution and he knows they are all here with good intentions. He closed by saying that he knew Dr. Roy when he was Mr. Roy.

Sudantha Vidanage
1010 Johnston Drive
Bethlehem, PA

Mr. Vindanage asked if the district has any plans to bring back the Rosemont situation where they had kids who had issues that could go there, instead of sending them to Buxmont Academy. He said he used to teach there. He said that they had books that were published in 1988 and this was in 2006. He said he taught both Science and Math there. He went on to say that the books said that they will have a space station and this was in 2006 and they already had a space station and he also asked them to give him a PH meter because he would teach the kids what the PH does. The response he received was to go to Home Depot and buy a soil dust kit and at that time he heard that the school district was paying \$115.00 for students to go to Buxmont Academy as part of the fee. He said that they were teaching kids grade 6 through 12 from the same math book and grade 6 through 12 the same science book. He said that they didn't have the facilities, and he didn't know why the district would want to spend that money because he feels if they can bring back Rosemont they can do a better marketing job at bringing students from other High Schools to Rosemont so they can provide a quality education and so that they have the facilities as well as qualified teachers. He continued saying that he had been teaching Science and the guy who was teaching Math on the other side was going to Community College to learn high algebra. He went on to say that half the time the kids would come over to him and ask him if he could help them solve a problem. He said he doesn't know why he was spending money on this kind of school when they didn't give the quality education that the students deserve. He went on to say that if they ask them their success rate, he doesn't think it is more than 10 percent. He went on to say that he doesn't think the district should be spending their money when they have such high tuitions to send students their and not get a quality education. He said that he was forced to pass a kid with a high school diploma and he could not do fifth grade math.

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MARCH 21, 2011

Attest,

Stacy M. Gober
Secretary