

MEMORANDUM

January 20, 2012

TO: BOARD OF SCHOOL DIRECTORS

FROM: STACY M. GOBER, BOARD SECRETARY

SUBJECT: REGULAR MONTHLY MEETING – JANUARY 23, 2012

The Regular Meeting of the Board of School Directors of the Bethlehem Area School District for January will be held on *Monday, January 23, 2012, at 7:00 p.m. in the Auditorium of East Hills Middle School, 2005 Chester Avenue, Bethlehem, PA 18020.* The agenda is attached.

SMG:bac
Attachments
pc: Dr. Roy

BETHLEHEM AREA SCHOOL DISTRICT
Bethlehem, Pennsylvania

MISSION STATEMENT

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

A G E N D A
REGULAR MEETING – January 23, 2012

1. Roll Call
2. Pledge of Allegiance
3. Silent Meditation
4. Recognition
School Board and Student Board Representatives Recognition
5. Courtesy of the Floor to Visitors (30 minutes allowed)
6. Reports of Student Representatives
7. Approval of Minutes
December 12, 2011 – Regular Board Meeting
December 12, 2011 – Board Interviews
December 19, 2011 – Special Board Meeting
8. Approval of Committee Minutes
December 5, 2011 – Board Finance Committee Meeting
9. Financial Report/Payment of Bills
Budgetary Transfers – Item 34 – Page 39
Monthly Bills – Item 35 – Page 40
10. President's Communication/Special Meetings
11. Superintendent's Report/Federal Program Update
12. Unfinished Business
13. Recommendations of the Administration
14. Reports of Committees
15. New and Miscellaneous Business
16. Courtesy of the Floor to Visitors (30 minutes allowed)
17. Open Forum
18. Adjournment

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1. *2012-2013 Bethlehem Area School District Preliminary Budget Adoption*

RECOMMENDATION:

The administration recommends the adoption of the Preliminary General Fund Budget for the 2012-2013 fiscal year of the Bethlehem Area School District and authorize filing of referendum exceptions in accordance with Act 1 of 2006, be granted and, that the Board of School Directors:

- a. Approves the Preliminary 2012-2013 Preliminary General Fund Budget in the amount of \$210,837,542;
- b. Authorizes the advertising and regulatory filing of Act 1 Referendum exceptions included in the Preliminary Budget;
- c. Authorizes the posting and advertising of the General Fund Budget with final adoption scheduled for June 18, 2012;
- d. Authorizes the Superintendent, Assistant to the Superintendent for Finance and Administration, and Solicitor to take any and all actions necessary to ensure legal compliance with preliminary budget approval and filing of referendum exceptions.

2. *2010-2011 Local Audit Report*

INFORMATION:

The District has received the 2010-2011 Audit Report from our local auditors, Gorman & Associates, Northampton. The report shows all financial statements, auditor's opinion and management's response to all recommendations and findings related to the review of our financial data for the given year.

This document was reviewed by Mr. William Gorman at the January 17, 2012, Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors accepts the 2010-2011 Audit Report as prepared by local auditors, Gorman & Associates.

3. *BASD Stadium Structural Evaluation*

INFORMATION:

In October 2011, a sinkhole was discovered beneath the BASD Stadium's west bleachers adjacent to Grenadier Boulevard. During investigation and repair of this sinkhole, several concerns with column base connections that support the stands were also identified. D'Huy Engineering, Inc. proposed immediate, temporary retrofits to preserve the integrity of the stadium stands through the remainder of the 2011 football season. The stadium stands, including the column bases, retaining wall along Grenadier Boulevard and the structural wall along the front of the stands require further investigation to define scope of permanent repairs. The repairs require an evaluation of all structural components, establishing survey baseline to monitor for movement, removal of lead paint, design and bid of structural repairs and recoating structural components where lead paint was removed. Upon completion of investigations, expedited bidding of recommended repairs will be required to preserve ongoing use of stadium in the summer. Until investigation is completed, the exact scope of permanent repair is uncertain, but is estimated to cost between \$400,000 and \$500,000. Estimated costs for the investigation and scope development of the project include:

Structural investigation and scope development (D'Huy)	\$ 16,500
Environmental control specs and lead paint compliance (1Source)	\$ 3,500

This information was reviewed with the Board at the January 9, 2012, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors authorizes the administration to proceed with structural investigation and scope development at a cost not to exceed \$20,000, and to prepare and solicit bids to complete permanent repairs.

4. *Naming Request for the New Freedom High School Gymnasium*

INFORMATION:

As per Board Policy 701.1, Naming of School District Facilities, which was revised by the Board and approved at the December 12, 2011, Regular Board Meeting, the administration received a request to name the new Freedom High School Gymnasium the “Joseph J. McIntyre Gymnasium.”

Mr. Joseph J. McIntyre was the founding principal of Freedom High School. During his tenure with the Bethlehem Area School District, which spanned 43 years, he was a history teacher and assistant principal at Liberty High School, and became principal at Freedom High School in 1967. He served on the District XI Committee for many years and fought to bring about Title IX legislation, which provided equal opportunities for female athletes. He embraced the philosophy that sports and extra-curricular activities played a large part in a student’s total educational experience, and the lessons learned on the playing field are as important as those in the classroom.

Upon approval of the Board, the administration will develop a plan to establish design considerations and signage locations for any signs or fixtures displayed on school facilities. Final signage plan will be presented to the Board for approval.

The naming request and agenda item were reviewed with the Board at the January 9, 2012, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves naming the new Freedom High School Gymnasium the “Joseph J. McIntyre Gymnasium” in recognition of his dedication to the Bethlehem Area School District, and authorizes the administration to develop a signage plan for approval.

5. *E-Power Rebate Funds*

INFORMATION:

Act 129 of 2008 required Pennsylvania Electric Distribution Companies to reduce electricity consumption and peak demand on their systems. As part of this effort, PPL Electric Utilities, Inc. offered rebates for certain equipment upgrades that replaced older, inefficient equipment with energy efficient models. Renovation work completed at Liberty High School qualified for \$36,530.50 in rebates, and renovation work at Broughal Middle School qualified for \$31,054.89 in rebates.

This information was reviewed with the Board at the January 9, 2012, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors authorizes the administration to prepare and solicit bids or use state contract pricing to perform lighting retrofit projects based on priorities outlined in the Energy Plan not to exceed the sum of E-Power rebates totaling \$67,585.39.

**Account Code and Name: Capital Reserve 4600450 Existing Building Improvements
Balance: \$67,585.39* (Pending deposit of rebate checks into this account)**

6. *Pennsylvania Emergency Management Agency Disaster Relief Grant***INFORMATION:**

Northampton County was declared eligible for public disaster assistance by the Federal Emergency Management Agency (FEMA) due to damages sustained from Hurricane Irene, August 26-30, 2011, and Tropical Storm Lee, September 3, 2011-October 15, 2011. Eligible applicants may request reimbursement through the Pennsylvania Emergency Management Agency (PEMA) for overtime labor costs incurred to provide emergency protective measures and contracts required to restore damaged facilities to pre-disaster condition. The Bethlehem Area School District is eligible for approximately \$85,000 in reimbursement for emergency roof leak mitigation and contracted sinkhole repairs required to recover from the two declared disasters.

The PEMA public assistance grant application requires designation of an applicant's agent appointed by resolution of the governing body for each disaster declaration. The attached PEMA-DAP-2 Designation of Agent Resolutions for both Hurricane Irene and Tropical Storm Lee are attached for Board approval.

This information was reviewed with the Board at the January 9, 2012, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the designation of agent resolutions and authorizes the administration to submit applications for public disaster assistance through PEMA for damages sustained during Hurricane Irene and Tropical Storm Lee.

7. *Impact Aid, Section 8003*

INFORMATION:

The Bethlehem Area School District annually receives federal funds allocated under Impact Aid, Section 8003. These funds are used to assist local school districts with the cost of providing educational programs for children from federally supported housing and/or whose parents or guardians are actively serving in the United States Armed Forces. This includes Army, Navy, Marines, Air Force, and Coast Guard personnel. An annual survey is conducted to determine student eligibility.

This item was reviewed with the Board at the January 9, 2012, Board Curriculum Committee Meeting.

RECOMMENDATION:

That the administration be authorized to develop and submit an application reporting the necessary data for the 2011-2012 school year in order to access the 2013 Impact Aid funds under Impact Aid, Section 8003.

8. *Keystone STARS*

INFORMATION:

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

This item was reviewed with the Board at the January 9, 2012, Board Curriculum Committee Meeting.

RECOMMENDATION:

That the administration be authorized to submit 2011-2012 support applications for the following child-care centers:

Clearview Child Care Center	\$6,300
Donegan Child Care Center	3,150
Farmersville Child Care Center	9,450
Freemansburg Child Care Center	6,300
Governor Wolf Child Care Center	18,900
Hanover Child Care Center	4,725
Marvine Child Care Center	3,150
Spring Garden Child Care Center	4,725

9. *Student Discipline – #0953584, #0957753, #0958866, #1002426, and #1006336 – Adjudications*

INFORMATION:

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

RECOMMENDATION:

That the Board of School Directors adopts the proposed adjudications relating to Student Numbers 0953584, 0957753, 0958866, 1002426, and 1006336.

10. *Student Discipline – #0952630, #0952733, #0953170, #0961547, and #0971331 – Petitions*

INFORMATION:

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

RECOMMENDATION:

That the Board of School Directors adopts the petitions relating to Student Numbers 0952630, 0952733, 0953170, 0961547, and 0971331.

11. *Student Discipline – #1009198 and #1011010 – Waivers*

INFORMATION:

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

RECOMMENDATION:

That the Board of School of School Directors adopts the waivers relating to Student Numbers 1009198 and 1011010.

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

1. Mary Sharp Ross February 22-24, 2012
 National Association of School Psychologist
 Annual Convention: Advocating for the
 Emotional Well Being of our Nation's Youth
 Philadelphia, Pennsylvania

\$776.38

ACCESS

	Amount	Balance
Estimated Expenses:		
<u>Registration, Lodging, Meals, Transportation</u>	\$776.38	\$128,397.75
Registration = \$219.00		
Lodging = 2/nights @ \$184/night = \$368.00		
Meals = 3/days @ \$40/day = \$120.00		
Transportation = 125/miles @ \$.555 =		
\$69.38		

13. Field Trip Attendance**RECOMMENDATION:**

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

1. Greg MacGill January 11-14, 2012
 Michael Moran (1 Freedom High School Student and
 1 Liberty High School Student)
 PMEA District 10 Band Festival
 Nazareth, Pennsylvania
 General Fund 3210894 (FHS) = \$75.00
 General Fund 3210894 (LHS) = 75.00
 \$150.00

	Amount	Balance
Estimated Expenses:		
<u>Registration</u>		
FHS	\$75.00	\$265.00*
LHS	\$75.00	\$400.00**
Students qualified for this event after the December Board Meeting.		
*Pending Budgetary Transfer (3)		
**Pending Budgetary Transfer (4)		

2. Brandon Hall January 20-21, 2012
 Brandon Horlick (22 Freedom High School Students)
 Frank Shlofer Juniata Wrestling Duals
 Mifflintown, Pennsylvania
 0.00
 Due to weather conditions, the wrestling team stayed overnight.
 All expenses paid through FHS Booster Club.

13. Field Trip Attendance**RECOMMENDATION (continued):**

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

3. Greg MacGill February 8-11, 2012
 Michael Moran (2 Freedom High School Students and
 2 Liberty High School Students)
 PMEA District 10 Orchestra
 Allentown, Pennsylvania
- General Fund 3210894 (FHS) = \$190.00
 General Fund 3210894 (LHS) = 190.00
 \$380.00

	Amount	Balance
Estimated Expenses:		
<u>Registration</u>		
FHS	\$190.00	\$265.00*
LHS	\$190.00	\$400.00**
*Pending Budgetary Transfer (3)		
**Pending Budgetary Transfer (4)		

4. Francesca Scala February 23-27, 2012
 Lori Beth Latimer (14 Liberty High School Students)
 LHS Varsity Cheer Competition –
 Contest of Champions - Nationals
 Orlando, Florida
- 0.00
- All expenses paid through students and fund raising.

14. Resignations**RECOMMENDATION:*****A. Administrative***

	NAME	ASSIGNMENT	REASON	EFFECTIVE
1.	Durante, JoAnn	Liberty Principal	Retirement	August 15, 2012

B. Noninstructional

	NAME	ASSIGNMENT	REASON	EFFECTIVE
1.	Draper, Anne	Spring Garden Teacher Assistant, General Duty Aide	Resignation	January 17, 2012

C. Miscellaneous

	NAME	ASSIGNMENT	REASON	EFFECTIVE
1.	Safranek, William	Freedom (.5) Director of Extracurricular Activities	Resignation	October 8, 2011
2.	Utsch, Christine	East Hills Permanent Day-to-day Substitute	Resignation	January 17, 2012
3.	Yerk, Sarah	Freedom (.5) Assistant Girls Soccer Coach	Resignation	2011-2012 school year

15. Furloughs

The following instructional staff members have been furloughed effective January 17, 2012.

	EMPLOYEE NUMBER	ASSIGNMENT
1.	104323	Liberty, (.7) of 1.0 Health and Physical Education Teacher
2.	104336	Freedom, (.3) Health and Physical Education Teacher

16. *Leaves of Absence***RECOMMENDATION:*****A. Administrative***

	NAME	ASSIGNMENT	REASON	EFFECTIVE
1.	Hilton, Jennifer	Liberty Assistant Principal	Family Medical Leave of Absence	February 13, 2012, until the end of the day on May 10, 2012

B. Instructional

	NAME	ASSIGNMENT	REASON	EFFECTIVE
1.	Kirkpatrick, Joslyn	Donegan Grade 1 Teacher	Family Medical Leave of Absence	February 6, 2012 until the end of the day on April 13, 2012
2.	McCann, Julie	Spring Garden Kindergarten/ Reading Teacher	Childrearing Leave of Absence, continuing	January 23, 2012 until the end of the 2011-2012 school year

C. Noninstructional

	NAME	ASSIGNMENT	REASON	EFFECTIVE
1.	Giammarinaro, Jana	East Hills General Kitchen Help	General Leave of Absence	December 19, 2011 until the end of the day on December 22, 2011

17. *Nominations***RECOMMENDATION:*****A. Administrative***

	EMPLOYEE	ASSIGNMENT	SALARY	EFFECTIVE
1.	Sawicki, Mark	East Hills Assistant Principal	\$81,159, prorated Instructional Meet and Discuss, Category 4, Step 1	January 24, 2012

17. Nominations**RECOMMENDATION:*****B. Instructional***

The following instructional staff has been recalled for the second semester of the 2011-2012 school year.

	EMPLOYEE	ASSIGNMENT	SALARY	EFFECTIVE
1.	Ayre, Caitlin	Freedom (.3) Science Teacher	\$13,046, prorated Bachelor's +15, Step 1	January 17, 2012

Nomination

	EMPLOYEE	ASSIGNMENT	SALARY	EFFECTIVE
1.	Murnin, Katherine	Spring Garden (.5) Kindergarten/ (.5) Reading Teacher Long-term Substitute	\$13,046, prorated Bachelor's +15, Step 1	January 17, 2012, until the end of the 2011-2012 school year, or upon the return of J. McCann, whichever occurs first

C. Noninstructional

The following noninstructional staff has been recalled for the 2011-2012 school year.

	EMPLOYEE	ASSIGNMENT	SALARY	EFFECTIVE
1.	Farrell, Catherine	Hanover (.5) Teacher Assistant, Special Education, Learning Support, 3.5 hours daily	\$16.10 per hour	January 5, 2012

Nomination

	EMPLOYEE	ASSIGNMENT	SALARY	EFFECTIVE
1.	Ameerally, Sharmila	Nitschmann General Kitchen Help, 3.5 hours daily, lunch	\$12.47 per hour	January 24, 2012

17. Nominations**RECOMMENDATION:*****D. Miscellaneous***

	NAME	ASSIGNMENT	SALARY
1.	O'Connell, Michael	Coach – Head Boys Soccer Freedom	\$5,340
2.	Horvath, Jason	Coach – Head Girls Soccer Liberty	\$6,289
3.	Mohap, Jacqueline Mahon, Sean Matus, Rachel Ayre, Caitlin Cleffi, Michael Flad, Stephen	Permanent Day-to-day Substitutes February 1, 2012 – May 31, 2012 Broughal East Hills East Hills Freedom (.5) Freedom (.5) Freedom	\$100.00 per day \$100.00 per day \$100.00 per day \$50.00 per day \$50.00 per day \$100.00 per day
4.	Bruno, Edward	Substitute Support Technologist	\$14.59 per hour

E. Substitutes

INSTRUCTIONAL	
Brita, Jennifer	Mensher, Heath
Dadlani, Lucy	Peters, John
Dehner, Chelsea	Rue, Catherine
Gardiner, Kristen	Sheriff, David
Healy, Beth	Steffen, Megan

NONINSTRUCTIONAL	
Barbesta, Marina	Roseman, Kathryn
Beahm, Joan	Stonewall, Ruby
Mendez, Mabel	

18. *Reassignments***RECOMMENDATION:*****A. Instructional***

	NAME	FROM/TO	SALARY	EFFECTIVE
1.	Cleffi, Michael	From: Liberty, (.3) Health and Physical Education Teacher To: Freedom, (.3) Health and Physical Education Teacher	\$14,526, prorated Master's +15, Step 4	January 17, 2012
2.	Little, Richard	From: Freedom, (.3) Science Teacher/(.5) Permanent Day-to-Day Substitute To: Liberty, 1.0 Science Teacher	\$44,138, prorated Bachelor's +15, Step 2	January 17, 2012
3.	Moll, Jennifer	From: Calypso, (.5) Special Education, Learning Support Teacher To: Calypso, (.5)/James Buchanan, (.5) Special Education, Learning Support Teacher	\$53,650, prorated Master's, Step 10	January 17, 2012
4.	Parra, Anthony	From: Broughal, (.5) Social Studies Teacher To: Broughal, 1.0 Social Studies Teacher	\$43,602, prorated Bachelor's, Step 3	January 24, 2012

18. Reassignments**RECOMMENDATION:*****B. Noninstructional***

	NAME	FROM/TO	SALARY	EFFECTIVE
1.	Ashraf, Asia	From: Freedom, General Kitchen Help, 3 hours daily, lunch To: Freedom, General Kitchen Help, 3.5 hours daily, lunch	\$12.47 per hour	January 24, 2012
2.	Avila, Marisol	From: Liberty, General Kitchen Help, 3.5 hours daily, lunch/Fountain Hill, General Kitchen Help, .5 hour daily, breakfast To: Fountain Hill, General Kitchen Help, 3.75 hours daily, lunch/.5 hour daily, breakfast	\$13.47 per hour	January 24, 2012
3.	Cruz, Sandra	From: Nitschmann, General Kitchen Help, 3.5 hours daily To: Nitschmann, General Kitchen Help, 3.5 hours daily/Liberty, General Kitchen Help, 2 hours daily, breakfast	\$13.15 per hour	January 24, 2012

18. Reassignments**RECOMMENDATION:*****B. Noninstructional***

	NAME	FROM/TO	SALARY	EFFECTIVE
4.	Haldaman, Judith	From: Freedom, General Kitchen Help, 4.5 hours daily, lunch/1 hour daily, breakfast To: Freedom, General Kitchen Help, 4.5 hours daily, lunch/2 hours daily, breakfast	\$13.15 per hour	January 24, 2012
5.	Haggerty, Linda	From: SPARK II, General Kitchen Help, 1 hour daily, lunch To: Freemansburg, General Kitchen Help, 3 hours daily, lunch	\$12.97 per hour	January 24, 2012
6.	Horvath, Pamela	From: East Hills, General Kitchen Help, 3.75 hours daily, lunch To: East Hills, General Kitchen Help, 3.75 hours daily, lunch/James Buchanan, General Kitchen Help, 1.25 hours daily, breakfast	\$13.15 per hour	January 24, 2012

18. Reassignments**RECOMMENDATION:*****B. Noninstructional (continued)***

	NAME	FROM/TO	SALARY	EFFECTIVE
7.	Jamal, Shahnaz	From: Freedom, General Kitchen Help, 3 hours daily, lunch To: Freedom, General Kitchen Help, 3.5 hours daily, lunch	\$13.47 per hour	January 24, 2012
8.	Reinsprecht, Maribeth	From: Asa Packer, General Kitchen Help, 3.75 hours daily, lunch/East Hills, General Kitchen Help, 1.5 hours daily, breakfast To: Asa Packer, General Kitchen Help, 3.75 hours daily, lunch/East Hills, General Kitchen Help, 2 hours daily, breakfast	\$13.15 per hour	January 24, 2012
9.	Sanchez, Graciela	From: Freedom, General Kitchen Help, 3.5 hours daily, lunch To: Spring Garden, General Kitchen Help, 3.75 hours daily, lunch	\$12.97 per hour	January 24, 2012
10.	Schaefer, Linda	From: Nitschmann, General Kitchen Help, 3.75 hours daily, lunch To: Nitschmann, General Kitchen Help, 4.5 hours daily, lunch	\$13.47 per hour	January 24, 2012

18. Reassignments**RECOMMENDATION:*****B. Noninstructional (continued)***

	NAME	FROM/TO	SALARY	EFFECTIVE
11.	Transue, Jacqueline	From: Thomas Jefferson, General Kitchen Help, 3.5 hours daily, lunch To: Freedom, General Kitchen Help, 4.5 hours daily, lunch	\$13.47 per hour	January 24, 2012

C. Miscellaneous

	NAME	FROM/TO	SALARY	EFFECTIVE
1.	Goldberg, Stephanie	From: Freedom, (.5) Assistant Swimming Coach To: Freedom, 1.0 Assistant Swimming Coach	\$4,874.00	2011-2012 school year
2.	Stellato, Joseph	From: Freedom, (.5) Director of Extracurricular Activities To: Freedom, 1.0 Director of Extracurricular Activities	\$1,424.00, prorated	October 8, 2011

19. *Settlement Agreement*

INFORMATION:

A settlement agreement has been accepted by former employee number 103064. Whereas, certain differences have arisen between the District and the employee, the parties have reached an understanding in order to settle the dispute.

RECOMMENDATION:

That the Board of School Directors accepts and approves the settlement agreement.

20. *Establishment of Sick Leave Bank*

INFORMATION:

The establishment of a sick leave bank has been requested for an employee in the District. The Teamsters Local No. 773 covering Custodial/Maintenance employees has requested the establishment of a sick leave bank for a custodial employee. This request would permit bargaining unit members to give a selected number of their accumulated sick days to a fellow worker. This bank is to be used by one individual only, and any days not used by the individual will be returned to the person who donated them.

This item was reviewed with the Board at Executive Session on January 17, 2012.

RECOMMENDATION:

That the Board of School Directors authorizes the establishment of a sick leave bank for a custodial employee, as requested by the Teamsters Local No. 773 covering Custodial/Maintenance employees.

21. *Transportation Operations Review*

INFORMATION:

At the November 21, 2011, Regular Board Meeting, the Board approved the solicitation of a Request for Proposal (RFP) for an operations review of the transportation department. The RFP specified a review and analysis of existing policies and internal processes; validation of state transportation reports; analysis of current bus routing procedures and bus utilization; review of hazardous routes; and review of staffing efficiency. Proposals were received from eight firms and rated based on RFP specifications. Three firms distinguished themselves with high quality responses to the RFP. Management Partnership Services received the highest average score (87 percent, \$19,500 fee), while Transportation Advisory Services (86 percent, \$14,850 fee) and TransPar Group (86 percent, \$44,000 fee) tied for the second highest score. The next four proposals were rated between 79 percent and 82 percent with fees ranging from \$10,000 and \$26,500.

Based on the high quality RFP responses submitted by the three highest rated firms, the one point rating difference between Management Partnership Services, Transportation Advisory Services and TransPar Group, demonstrates the parity of the expertise between the firms. As a result, the best value considering both proposal quality and fee for the service is Transportation Advisory Services. Transportation Advisory Services has successfully performed operations reviews nationally, but locally with Whitehall in 2000 and 2006, Parkland in 2005 and 2011, and Northwestern Lehigh in 2010.

Funding for this item will come from savings realized when LANTA discontinued four bus routes supporting district students, for a savings of \$44,000. Savings identified from improved operational efficiencies are expected to pay for the cost of the review and will yield district wide returns including increased efficiency, reduced operating expenses and improved quality of service to District stakeholders into the future.

This item was reviewed with the Board on January 17, 2012, at the Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors accepts the proposal from Transportation Advisory Services as the best value in accordance with the terms of the request for proposals at a cost not to exceed \$14,850.

Account Code and Name: General Fund 2710-330 Professional Services

Account Balance: \$14,850**

****Pending Budgetary Transfer (2)**

22. *Private Transportation Contract*

INFORMATION:

A private transportation contract for carrier services has been completed for a student who was placed at the Colonial Academy in Wind Gap.

This item was reviewed with the Board at the January 9, 2012, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the private transportation contract for Ms. Yahaira Rivera to transport a student to Colonial Academy effective December 12, 2011, through the remainder of the 2011-2012 school year at an approximate cost of \$5,643.24.

Account Code and Name: General Fund 2720513 Contracted Carriers-Vehicle Operations
Account Balance: \$107,355.66

23. *Authorization to Expend 2012-2013 and 2013-2014 Budget Funds and Submit for E-Rate Reimbursement – Cellular Telephone Services*

INFORMATION:

Quotes were solicited and received from vendors for the district's cellular telephone services. Sprint Nextel currently provides service for cellular telephones for 21 administrative and support personnel and five (5) data cards for a cellular connection to the Internet.

Vendors were asked to submit price quotations through the E-Rate procurement process based on the continuation of the same number of cellular telephones and data cards. The district received the following quotations:

Bid Tabulations – Cell Phone Service

Vendor	Yearly Costs	New Equipment	Total First Year	2 Year Cost	Rank
T-Mobile	\$10,251.46	* \$0.00	\$10,251.46	\$20,502.92	1
Sprint Nextel	\$11,152.44	\$0.00	\$11,152.44	\$22,304.88	2
AT&T	\$13,009.08	\$0.00	\$13,009.08	\$26,018.16	3
Verizon	\$13,461.36	\$240.00	\$13,701.36	\$27,162.72	4

*Vendor will offer a one-time credit of \$100 per device if the district enters into a two-year contract.

This item was reviewed with the Board at the January 17, 2012, Board Finance Committee Meeting.

RECOMMENDATION:

That the administration is authorized to enter into a two-year agreement for the period beginning July 1, 2012 through June 30, 2014, with T-Mobile Inc. to provide recurring monthly service for 21 cellular phones and five (5) data cards at an estimated cost of \$10,251.46 annually, and submit the costs of this service for E-Rate reimbursement.

Account Code: General Fund-2840538-Data Processing Communications
Account Balance: To be budgeted in 2012-2013 and 2013-2014

24. *Authorization to Expend 2012-2013, 2013-2014, and 2014-2015 Budget Funds and Submit for E-Rate Reimbursement – POTS Telephone Lines*

INFORMATION:

Quotes were solicited and received from vendors for the district's POTS telephone lines. One Communications/Earthlink Business currently provides service for 210 POTS telephone lines installed at 30 locations in the district. These telephone lines are for alarm systems, elevators, and fax machines and are not part of the district's VoIP telephone system.

Vendors were asked to submit price quotations through the E-Rate procurement process based on the continuation of the same number of POTS lines. The district received the following quotations:

Bid Tabulations – POTS Lines Service

Vendor	Yearly Costs (Dial tone + Local / Long Distance)	Installation	Total Yearly Costs	3 Year Cost	Rank
Earthlink	\$60,238.80	\$0.00	\$60,238.80	\$166,862.70*	1
Broadview	\$65,335.08	\$2,000.00	\$67,335.08	\$198,005.24	2
XO Communications	\$66,999.72	\$0.00	\$66,999.72	\$200,999.16	3
LSI Line Systems	\$75,957.60	\$0.00	\$75,957.60	\$227,872.80	4

* Includes credit of \$13,853.70 from vendor for entering into a three-year contract.

This item was reviewed with the Board at the January 17, 2012, Board Finance Committee Meeting.

RECOMMENDATION:

That the administration is authorized to enter into a three-year agreement for the period beginning July 1, 2012 through June 30, 2015, with Earthlink Business to provide recurring monthly service for 210 POTS lines installed at 30 locations at an estimated cost of \$60,238.80 annually, and submit the costs of this service for E-Rate reimbursement.

Account Code: General Fund-2840538-Data Processing-Communications

Account Balance: To be budgeted in 2012-2013, 2013-2014, and 2014-2015

25. *Authorization to Restore General Funds – Water Heater Replacement – Fountain Hill Elementary School – Change Order Deduct*

INFORMATION:

The Fountain Hill Elementary School Water Heater Project is substantially complete. The contractor, Blanski, Inc., has agreed to issue credit for unused project material allowance for a total deduct in the amount of \$6,525.

This information was reviewed with the Board at the January 9, 2012, Board Facilities Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves a change order credit in the amount of \$6,525 to Blanski, Inc., for the unused project material allowance.

26. *2012-2013 Fuel Oil Vendor through Colonial Intermediate Unit #20 Joint Purchasing Bid*

INFORMATION:

At the December 12, 2011, Regular Board Meeting, the Board approved the District's participation in the Colonial Intermediate Unit #20 cooperative fuel oil bid for the 2012-2013 school year with the vendor to be ratified on January 23, 2012, following the Colonial Intermediate Unit #20 Board action at their December 14, 2011, Regular Board Meeting as recommended by the Northampton/Monroe/Pike County Joint Purchasing Board.

By adding our volume to the remainder of the Colonial Intermediate Unit #20, the District can leverage our buying power and be more attractive to vendors who might provide aggressive pricing to achieve the guaranteed contract. By having the latitude to award the bids as close to the bid opening as possible insures that the pricing is valid and not subject to spot market fluctuations. Participation was therefore authorized in the Northampton/Monroe/Pike County Joint Purchasing Board bid which opened Wednesday, December 14, 2011, at 12:30 p.m., and was reviewed immediately following by all district participants and awarded by the Colonial Intermediate Unit #20 Board of School Directors that evening at their December 14, 2011, Regular Board Meeting. The bid recommendation as awarded is now being presented to the District's Board of School Directors for ratification at the January 23, 2012, Regular Board Meeting following the Colonial Intermediate Unit #20 action.

This item was reviewed with the Board at the January 17, 2012, Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the following as the successful bidders for fuel oil for the 2012-2013 school year as recommended by the Northampton/Monroe/Pike County Joint Purchasing Board and approved by the Colonial Intermediate Unit #20 Board of School Directors at their December 14, 2011, Regular Board Meeting.

Item	Fixed Price/Gal	Price/Gal Fluctuating	Vendor
Gasoline 87 Octane- Consumer Tank - Maintenance	\$3.2991	NA	Isobunkers LLC Aston, PA
#2 Fuel Oil Consumer Tank	NA	Rack +\$0.2000	Ports Petroleum Wooster, OH
BioDiesel fuel – Tank Wagon - Transportation	\$3.1397	NA	Petroleum Traders Fort Wayne, IN
Winter Additive Add-on	\$0.0250	NA	
BioDiesel 5% Add-on	\$0.0100	NA	
BioDiesel fuel – Consumer Tank - generators	NA	Rack +\$0.2000	Ports Petroleum Wooster, OH

Account Code: 2012-13 General Fund-2720627 Transportation -Fuel

Account Code: 2012-13 General Fund-2600626 Maintenance-Gasoline

Account Code: 2012-13 General Fund-2600624 Maintenance-Heating Oil

Account Balances: To be budgeted for 2012-13

27. *Fixed Percentage Catalog Discount – Colonial Intermediate Unit 20 Cooperative Purchasing Bid*

INFORMATION:

The Colonial Intermediate Unit 20 Joint Purchasing Board has bid fixed percentage discounts from various vendors for the 2012 calendar year. Attached is the listing of vendors and their applicable discounts.

This information was reviewed with the Board at the January 17, 2012, Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors authorizes participation in the Colonial Intermediate Unit 20 Cooperative Purchasing Bid for catalog fixed discounts for the calendar year 2012.

28. *Bethlehem Area School District Authority Reappointment***INFORMATION:**

Bethlehem Area School District Authority (BASDA) was formed in March 2009 to facilitate the necessary variable interest rate debt transactions for the District. The term of one member on the BASD Authority will soon expire. Mr. Arner has indicated that he is interested in continuing to serve on the Authority for a five-year term.

Representatives from the Bethlehem Area School District currently on the BASD Authority are:

	<u>Term Expiration</u>
David Arner	March 2012
Michael Albarell	March 2013
Russell D'Entrone	January 2014
Luke Cunningham	January 2015
Herman Webber	January 2016

This item was reviewed with the Board at the January 17, 2012, Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors reappoints the following to the BASD Authority for a five-year term:

	<u>Term Expiration</u>
David Arner	January 2017

29. *Bethlehem Area Vocational-Technical School General Authority Reappointment*

INFORMATION:

Bethlehem Area Vocational-Technical Authority was formed to facilitate the necessary debt borrowings for the BAVTS. The term of Mr. Arner on the BASD Authority will soon expire. Mr. Arner has indicated that he is interested in continuing to serve on the Authority for a five-year term.

Representatives from the Bethlehem Area School District currently on the BAVTS General Authority are:

	<u>Term Expiration</u>
David Arner	January 2012
Herman Webber	January 2013
Luke Cunningham	January 2014
Russell D'Entrone	January 2015
Curt V. Hoyak	January 2016

This item was reviewed with the Board at the January 17, 2012 Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors reappoints the following to the BAVTS General Authority for a five-year term

	<u>Term Expiration</u>
David Arner	January 2017

30. *Bethlehem Area School District Employee Benefit Trust***INFORMATION:**

On November 21, 2011, the District created the Employee Benefit Trust for the purpose of self-insuring medical benefits and acquiring catastrophic insurance coverage. This next action appoints trustees from the School Board, administration, and employee groups. Pending IRS approval, the District would petition the PA Trust for membership after which the District would transition to the PA Trust contracted rates with Capital Blue Cross and enroll in the stop loss program.

This item was reviewed with the Board at the January 17, 2012, Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors appoints the following individuals as Trustees to the Bethlehem Area School District Employee Benefit Trust effective January 1, 2012:

William Burkhardt, School Board	Trustee
Eugene McKeon, School Board	Alternate Trustee
Joseph RaHS, Administration	Trustee
Ann Behers, Administration	Alternate Trustee
Dan Krasnick, Professional Employees	Trustee
Jolene Vitalos, Professional Employees	Alternate Trustee
Michael Muschlitz, Support Employees	Trustee
Janet Kerilla, Support Employees	Alternate Trustee
Mary Long, Support Employees	Alternate Trustee
James Lunger, Support Employees	Alternate Trustee
Marge Mast, Support Employees	Alternate Trustee
Christine Miller, Support Employees	Alternate Trustee

31. *Polling Places – April 24, 2012, General Primary Election and November 6, 2012, General Election*

RECOMMENDATION:

That the Board of School Directors approves the following buildings to be used as polling places for the April 24, 2012, General Primary Election and the November 6, 2012, General Election:

Asa Packer Elementary School
Broughal Middle School
East Hills Middle School
Education Center
Farmersville Elementary School
Governor Wolf Elementary School

Hanover Elementary School
Marvine Elementary School
Miller Heights Elementary School
Northeast Middle School
Spring Garden Elementary School

32. *Real Estate Tax Assessment Appeal Settlements***INFORMATION:**

The school district has been notified that Northampton County has agreed to the following settlement offers related to tax assessment requests for reductions in taxable assessment for the various parcels outlined below. The property owners have prepared a stipulation for each settlement of the appeal reducing the fair market value and the assessed value based on the common level ratio. These stipulations have been reviewed by Attorney Spry, and their execution is recommended. Attorney Spry apprised the Board of these settlements in Executive Session on December 12, 2011.

This item was reviewed with the Board at the January 17, 2012, Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the Stipulations settling real estate tax assessment appeals with the various property tax parcels as noted below:

- a. Center Apartment Associates, No. C-48-CV-2006-9806
Tax Parcel No. N6-SE-1A-3-3, City of Bethlehem
- b. Bethlehem Panthers Athletic Association, No. C-48-CV-2010-9876
Tax Parcel No. P6-SE-2B-1-1, City of Bethlehem
- c. RJR Property Management, No. C-48-CV-2010-12688
Tax Parcel No. N6-SE-4A-13-8, City of Bethlehem

33. *Real Estate Tax Exoneration – Bethlehem Township***INFORMATION:**

The District has received a request from the Bethlehem Township requesting exemption from real estate tax on the property on a vacant lot which was deeded to the Township in 2006 but was never properly recorded until this year. The parcel has been utilized as a public detention basin since 2006 and is to be maintained in perpetuity as such by the Township. This request is to exonerate all of the taxes due since the deed was transferred for the years 2008, 2009, and 2010 in the amount of \$160.19. The Board was apprised of this request in Executive Session on December 19, 2011.

This item was reviewed with the Board at the January 17, 2012, Board Finance Committee Meeting.

RECOMMENDATION:

That the Board of School Directors approves the following Real Estate Tax Exoneration:

<u>PARCEL</u>	<u>TAX AMOUNT</u>
M8-5-1-A-0205	
3720 Bethman Rd	
Bethlehem Township	2008, 2009, 2010
	\$160.19

34. *Budgetary Transfers*

RECOMMENDATION:

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

35. *Monthly Bills*

RECOMMENDATION:

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

36. *Amendment to the 2010 RBC Bondholders Agreement and Wells Fargo Bond Purchase Agreements for 2011 and 2011A*

INFORMATION:

On December 14, 2011, Dr. Roy and Mrs. Gober were contacted by Standard & Poor's related to their intent to take action which downgrades the rating on the bond issues previously rated by S&P. Ongoing discussions and information was provided through that week and it was determined that we would proceed with allowing S&P to conduct a full bond rating of BASD as a way to satisfy their concerns. This was conducted on December 22, 2011 with additional dialogue occurring this past week as they still had outstanding concerns related to the default provisions of the floating rate note agreements similar to those expressed in 2010. We have appealed this rating and as part of that appeal, PFM and bond council negotiated an amendment to our note agreements with Royal Bank of Canada (RBC) and Wells Fargo to resolve this issue as outlined below. These revisions are detailed in the amended documents but essentially extend the notification of any optional tender event to allow for BASD to take any necessary actions in the event the notes are called. This amendment was sent to Standard & Poor's on January 20, 2012 for their consideration in regard to our bond rating. The administration is recommending approval of these amendments on January 23, 2012 at the regular board meeting to mitigate any negative rating actions by S&P.

RECOMMENDATION:

That the Board of School Directors adopts a resolution approving three Modification Agreements which amend the 2010 Bondholders Agreement with RBC Municipal Products, Inc and the 2011 and 2011A Bond Purchase Agreements with Wells Fargo, as attached and recommended by bond counsel and PFM.

**BETHLEHEM AREA SCHOOL DISTRICT,
Northampton and Lehigh Counties, Pennsylvania**

RESOLUTION

WHEREAS, Bethlehem Area School District, in Northampton and Lehigh Counties, Pennsylvania (the “School District”), is a school district of the Commonwealth of Pennsylvania (the “Commonwealth”) and is governed by its Board of School Directors (the “Board”); and

WHEREAS, on January 5, 2010, the Bethlehem Area School District Authority (“BASDA”) issued its \$30,000,000 School Revenue Bonds (Bethlehem Area School District Refunding Project), Series of 2010, which were remarketed on December 29, 2011, under the terms of various documents including a Bondholder’s Agreement dated December 29, 2011 (the “2010 Bondholder’s Agreement”), by and among the School District, BASDA and RBC Municipal Products, Inc. (“RBC”); and

WHEREAS, on April 29, 2011, BASDA issued its \$40,470,000 School Revenue Bonds (Bethlehem Area School District Refunding Project), Series of 2011, pursuant to various documents including a Bond Purchase Agreement , dated April 29, 2011 (the “2011 Bond Purchase Agreement”), by and among the School District, BASDA and Wells Fargo Bank, National Association (“Wells Fargo”); and

WHEREAS, on November 1, 2011, BASDA issued its \$30,000,000 School Revenue Bonds (Bethlehem Area School District Refunding Project), Series A of 2011, pursuant to various documents including a Bond Purchase Agreement, dated November 1, 2011 (the “2011A Bond Purchase Agreement”), by and among the School District, BASDA and Wells Fargo; and

WHEREAS, the Board wishes to amend the terms of the 2010 Bondholder's Agreement, the 2011 Bond Purchase Agreement and the 2011A Bond Purchase Agreement, in accordance with the terms of three Modification Agreements among the Authority, the School District, Manufacturers and Traders Trust Company (as trustee), and RBC in the case of the Modification Agreement applicable to the 2010 Bondholder's Agreement, and Wells Fargo in the case of Modification Agreements applicable to the 2011 Bond Purchase Agreement and the 2011A Bond Purchase Agreement (each a "Modification Agreement" or collectively, the "Modification Agreements").

NOW, THEREFORE, BE IT RESOLVED, by the Board of School Directors of this School District, as follows:

SECTION 1. The 2010 Bondholder's Agreement shall be amended by, and in accordance with, the applicable Modification Agreement in the substantial form presented to the Board of School Directors of this School District concurrently herewith.

SECTION 2. The 2011 Bond Purchase Agreement shall be amended by, and in accordance with, the applicable Modification Agreement in the substantial form presented to the Board of School Directors of this School District concurrently herewith.

SECTION 3. The 2011A Bond Purchase Agreement shall be amended by, and in accordance with, the applicable Modification Agreement in the substantial form presented to the Board of School Directors of this School District concurrently herewith.

SECTION 4. The President or Vice President and the Secretary or Assistant Secretary of the Board of School Directors of this School District are authorized to execute and deliver the Modification Agreements and any documents related to or consistent with the intent and

purpose of this Resolution, following review and consultation with the Bond Counsel, Financial Advisor and Solicitor to this School District of the final form of the Modification Agreements and any such related documents.

SECTION 5. All terms, conditions, covenants and agreements of the 2010 Bondholder's Agreement, the 2011 Bond Purchase Agreement and the 2011A Bond Purchase Agreement, except to the extent that the same are modified, amended or supplemented by the applicable Modification Agreement and this Resolution, are hereby ratified and confirmed and are declared to be and shall be and shall remain in full force and effect.

SECTION 6. This Resolution shall be effective immediately.

DULY ADOPTED, by the Board of School Directors of the Bethlehem Area School District, Northampton and Lehigh Counties, Pennsylvania, in lawful session duly assembled, this 23rd day of January, 2012.

BETHLEHEM AREA SCHOOL DISTRICT,
Northampton and Lehigh Counties, Pennsylvania

By: _____
(Vice) President of the Board of
School Directors

ATTEST:

(Assistant) Secretary of the Board
of School Directors

(SEAL)

CERTIFICATE

I, the undersigned, (Assistant) Secretary of the Board of School Directors of the Bethlehem Area School District, Northampton and Lehigh Counties, Pennsylvania (the "School District"), certify that the foregoing is a true and correct copy of a Resolution that duly was adopted by affirmative vote of a majority of all members of the Board of School Directors of the School District at a meeting duly held on the 23rd day of January, 2012, said Resolution duly has been recorded in the minute book of the Board of School Directors of the School District.

I further certify that the Board of School Directors of the School District met the advance notice and public comment requirements of the Sunshine Act, as amended, by advertising the time and place of said meeting, by posting prominently a notice of said meeting at the principal office of the School District or at the public building in which said meeting was held, and by providing a reasonable opportunity for public comment at said meeting, all in accordance with said Act.

I further certify that: the total number of members of the Board of School Directors of the School District is nine (9); the vote of members of the Board of School Directors of the School District upon said Resolution was called and duly was recorded upon the minutes of said meeting; and members of the Board of School Directors of the School District voted upon said Resolution in the following manner:

Michael E. Faccinetto	-
Michele T. Cann	-
Basilio A. Bonilla, Jr.	-
William J. Burkhardt	-
Irene Follweiler	-
Eugene C. McKeon	-
Aurea E. Ortiz	-
Shannon L. Patrick	-
Sudantha K. Vidanage	-

IN WITNESS WHEREOF, I set my hand and affix the official seal of the School District, this 23rd day of January, 2012.

(Assistant) Secretary of the Board of
School Directors

(SEAL)