

**MUHLENBERG SCHOOL BOARD**  
**Committee of the Whole Meeting Minutes – January 2, 2008**  
**Muhlenberg High School First Floor Lecture Hall**

The Committee of the Whole Meeting of the Board of Education of the Muhlenberg School District was called to order on Wednesday, January 2, 2008 at 7:33 p.m. by Board President, Mr. Otto W. Voit, III, followed by the Pledge of Allegiance to the Flag.

**Members Present**

President – Otto W. Voit, III  
Vice President – Lee R. Reiniger  
Treasurer – Richard E. Hoffmaster  
Secretary – K. Scott Long  
Member – R. Daniel Krize  
Member – Cindy L. Mengle  
Member – Barbara A. Nagle  
Member – Donald B. Raifsnider, Jr.  
Solicitor – James M. Lillis, Esq.  
Recording Secretary – Brenda A. Stein

**Members Absent**

Assistant Secretary – Terry L. Heckman (work commitment)

**Administration Present**

Superintendent – Dr. Theresa D. Haught  
Assistant Superintendent – Dr. Vlacía Z. Campbell  
Business Manager – Jean Hornberger  
High School Assistant Principal – Mike Mish  
Middle School Principal – Donna Albright  
Elementary Center Assistant Principal – Ryan Giffing  
Maintenance Supervisor/Energy Management – Randy Mutter

**Visitors**

Jason Erb  
Charles Shaw  
Michele Weaver

**Educational Presentations**

A. Bond Financing – RBC Capital Markets

Mr. Scott Kramer and Mr. Ken Phillips of RBC Capital Markets presented to the Board a Proposed 2008 Project Financing for the remaining \$11,940,000 of the 2006 forward reserve (Exhibit A). Items included in the presentation:

- the total outstanding debt in each of the district's bond issues
- projected reimbursements from state
- millage requirements for project financing
- debt service schedule

The 2008 bonds will be used for the Middle School additions and renovations which is projected to begin construction in October 2008. A decision by the Board will be required in May/June for the 2008 bond issue. The 08/09 budget will need to include a 0.456 mil to begin the debt service payments. Mrs. Hornberger stated the 08/09 proposed preliminary budget as presented in December includes the millage for the bond issue.

Mr. Kramer stated that there is a possible option for refunding bonds from 2003 with a call date in September 2008.

**B. Construction Project Update – Mr. John Hill, Muhlenberg Greene Architects  
Mr. Jerry Myers, Reynolds Construction**

Mr. Myers presented the Cole Intermediate School Monthly Progress Report #6 for December 2007 (Exhibit B). The block work is continuing with the second story and roof installation will begin next week. All unsuitable soil issues are completed. The schedule remains the same indicating a 31-day delay. There will be an updated schedule next month.

Mr. Myers introduced Mr. Jason Erb from Reynolds Construction who is at the Cole job site should any board member wish to visit the construction area.

Mr. Lillis stated that adjustments in the schedule will result in change orders to be presented to the Board for approval.

Mr. Hill stated he is preparing an interim PlanCon report to PDE for the Cole project change orders which will need Board action at next week's meeting.

Mr. Hill reported he submitted the PlanCon A and B documents for the Middle School additions and renovations to the Pennsylvania Department of Education.

**Hearing of Visitors** - Muhlenberg School District taxpayers and residents have an opportunity, at this time, to comment on matters of concern, official action, or deliberation which are or may be before the Muhlenberg School Board. The Board retains the option to accept all public comment at this time. Presentations should be limited to two minutes per person. In the event that the Board determines that there is not sufficient time for residents or taxpayers of the School District to comment, the Board may defer the comment period to the next regular meeting.

No public comment at this time.

**Board Business**

**A. Personnel**

(Personnel items to be discussed in Executive Session following the meeting.)

**B. Management**

1. Snow Make Up Day – January 21, 2008 for canceled school on December 17, 2007

**C. Physical Plant and Transportation**

**D. Budget and Finance**

1. Financial Reports

<b>Fund</b>	<b>Treasurer's Report</b>	<b>Financial Report</b>	<b>Bills Paid Month</b>	<b>Investments</b>	<b>Budget Transfers</b>
General	Nov 07		December 07 #92674-92919	Nov 07	
Capital Reserve	Nov 07	Nov 07		Nov 07	
1994 Construction	Nov 07	Nov 07	N/A	Nov 07	
1996 Series "A"	Nov 07	Nov 07		Nov 07	
2003 Construction	Nov 07	Nov 07		Nov 07	
2007 Construction	Nov 07	Nov 07		Nov 07	
Cafeteria	Nov 07	Nov 07	Dec ember 07 #18065-18100	Nov 07	
Activity Fund	Nov 07			Nov 07	

**E. Education**

1. Update Contract with Harris Connect Inc. for the 3<sup>rd</sup> Edition of the Muhlenberg High School Alumni Directory for class years 2003 - 2007
2. Accept donation from Verizon for the Elementary Center in the amount of \$18.90
3. Accept donation from Mayer Pollock Steel Corp. in the amount of \$1,000 to purchase coats for students
4. Conference Request for Ms. Melissa Rock to attend the College Board Middle States Regional Forum in Atlantic City, NJ, on February 13-15, 2008 at an estimated cost of \$851.98 (budgeted – HS guidance department)
5. Annual Renewal of Novell Software School License Agreement in the approximate amount of \$6,856.00 based on \$2.00 per student (budgeted – Technology)

**F. Student Activities**

**Additional Business Items**

1. Services of Douglas A. Haring and Company for Assessment Appeal filed by Sovereign Bank

Resolved, that the Board of Education of the Muhlenberg School District authorize its Solicitor to retain the services of Douglas A. Haring and Company for the purpose of preparing an appraisal analysis and report for the purpose of defending the real estate assessment appeal filed by Sovereign Bank for property at 4453 Fifth Street Highway for a fee in the amount of Four Thousand Five Hundred Dollars (\$4,500.00) and One Hundred Fifty Dollars (\$150.00) per hour for litigation support and testimony at trial.

2. Services of Douglas A. Haring and Company for Assessment Appeal filed by Clover Farms Dairy

Resolved, that the Board of Education of the Muhlenberg School District authorize its Solicitor to retain the services of Douglas A. Haring and Company for the purpose of preparing an appraisal analysis and report for the purpose of defending the real estate assessment appeal filed by Clover Farms Dairy for property at 131 Grant Avenue for a fee in the amount of up to Six Thousand Five Hundred Dollars (\$6,500.00) and One Hundred Fifty Dollars (\$150.00) per hour for litigation support and testimony at trial.

3. Services of Douglas A. Haring and Company for Assessment Appeal filed by the former Agere Systems Facility

Resolved, that the Board of Education of the Muhlenberg School District authorize its Solicitor to retain the services of Douglas A. Haring and Company for the purpose of preparing an appraisal analysis and report for the purpose of prosecuting the real estate assessment appeal filed regarding the former Agere Systems Facility property at 2525 North 12<sup>th</sup> Street for a fee in the amount of Twelve Thousand Five Hundred Dollars (\$12,500.00) and One Hundred Fifty Dollars (\$150.00) per hour for litigation support and testimony at trial.

4. Authorize Transfer of Funds to Capital Reserve

Resolved, that the Board of Education of the Muhlenberg School District authorize the transfer of funds in the amount of \$628,556 from the 2003 Construction Fund to the district's Capital Reserve Account.

5. Accept Gift from Verizon for High School in the amount of \$44.06

6. Receipt of Communications

Resolved, that the Board of Education of the Muhlenberg School District accept the following communications as presented:

- a) PDE official notification that the rate of increase for all proposed tax rates is less than or equal to the school district's index for the 2008-09 school year

7. Memoriam of Mr. LeRoy K. Seip

Resolved, that we remember the passing of Mr. LeRoy K. Seip, who served as a Social Studies Teacher at Muhlenberg High School for 30 years (1965-1995) and also coached baseball during his career, and that we honor his memory for his dedicated services to the school district and community.

Be it further resolved that we convey through this resolution our deepest sympathy to his family, and that this resolution be made part of the permanent record in the minutes of the Muhlenberg School District.

## Minutes

Board reviewed minutes of the Special Meeting, Annual Organization, and Committee of the Whole Meeting of December 3, 2007 and the Regular Meeting of December 12, 2007.

## Old Business

## New Business

### 1. MEA Contract Agreement

The agreement between the Muhlenberg School District and the Muhlenberg Education Association for school years 2007/08 to 2010/11 was presented for final approval by the Board of Education.

#### **Resolution No. 158 – Approval of MEA Contract**

Moved by Hoffmaster and Reiniger that the Board of Education of the Muhlenberg School district approve the professional employees' contract between the School District and the Muhlenberg Education Association as presented and attached (Exhibit #120).

Be it further resolved, that the appropriate officers of the Board are hereby authorized to execute the contract.

Yeas: Hoffmaster, Krize, Long, Mengle, Nagle, Raifsnider, Reiniger, Voit.  
Motion carried unanimously.

## Hearing of Visitors

Presentation is limited to approximately two minutes per person. Should any citizen require more than the two minutes allocated, please contact the Superintendent prior to the meeting. She will coordinate such requests for the Board. Citizens addressing the Board should be aware that the meeting is being taped.

No public comment at this time.

## Board Visitor of the Month

September – Don Raifsnider  
October – Rick Hoffmaster  
November – Scott Long  
December – Otto Voit

January – Lee Reiniger  
February – Dan Krize  
March – Terry Heckman  
April – Cindy L. Mengle  
May – Barbara A. Nagle

## Review of Board Meetings and Calendar of Events

January 2	7:30 p.m.	Committee of the Whole Meeting
January 9	7:30 p.m.	Regular Meeting
January 14	6:30 p.m.	RMCTC Joint School Committee Meeting
February 6	7:30 p.m.	Committee of the Whole Meeting
February 11	6:30 p.m.	RMCTC Joint School Committee Meeting
February 13	7:30 p.m.	Regular Meeting

**Adjournment**

Meeting adjourned at 7:59 p.m.

An Executive Session was held following the meeting to discuss personnel matters.

Attest:

K. Scott Long  
Board Secretary