

MUHLENBERG SCHOOL BOARD
Regular Meeting Minutes – October 8, 2008
Muhlenberg High School First Floor Lecture Hall

The Regular Meeting of the Board of Education of the Muhlenberg School District was called to order on Wednesday, October 8, 2008 at 7:34 p.m. by Board President, 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
Assistant Secretary – Terry L. Heckman
Member – Cindy L. Mengle
Member – Barbara A. Nagle
Member – Chris W. Okonski
Member – Donald B. Raifsnider, Jr.
Solicitor – James M. Lillis, Esq.
Recording Secretary – Brenda A. Stein

Members Absent

Secretary – K. Scott Long (work commitment)

Administration Present

Superintendent – Dr. Theresa D. Haught
Assistant Superintendent – Dr. Vlacía Z. Campbell
Business Manager – Michael Azzara
High School Assistant Principal – Kevin Vanino
Middle School Principal – Donna Albright
Elementary Center Assistant Principal – Timothy Moyer
Cole Intermediate School Principal – Ryan Giffing
Supervisor of Special Education – Michael D. Barr
Athletic Director – Kerry Ciatto
Technology Director – Daniel Houck
Buildings/Grounds/Transportation Coordinator – Greg Schneider

Visitors

Greta Cuyler, *Reading Eagle News Reporter*
Kristy Glass
Jon Mikula
Rich Mikula
Dalton Kramer
Kelly Geras
Clarissa Enslin
Lucy Palangio
Colleen Russo
Nytza Santiago

Student Council

Kelly Geras, student representative of the High School Student Council, reported on the homecoming events. This year's homecoming candidates were selected by a representative from each of the twenty-two clubs in the High School. Each candidate will have an escort for a total of 44 students in the homecoming court. A presentation of the candidates is included every day on the announcements. A pep rally, powder puff game, homecoming dance, and themed dress up days are scheduled for spirit week.

Educational Presentations

A. Cole Gym Floor – Mr. John Hill, Muhlenberg Greene Architects

Mr. Jerry Myers, Construction Manager, reported on the damaged gym floor in the Cole facility. The areas that buckled have been caused by moisture on the surface of the flooring. Moisture readings were taken to verify the high moisture content in various areas of the floor. Since the maple flooring is iron-bound, any water or moisture can break the bond between the mastic and the concrete.

Mr. Myers presented a proposal from Miller Flooring Company with three options to repair the gym floor (Exhibit A):

Option #1 - replacement of the entire floor	\$125,600 (iron bound) \$108,800 (scissor-loc LP)
Option #2 - repair, sand, and finish (replace damaged floor areas only)	\$ 22,100
Option #3 - temporary repair (replace damaged floor areas with plywood)	\$ 4,840

President Voit called for a poll of the board members for the options as presented:

Mrs. Nagle – Option #3
Mrs. Mengle – Option #3
Mr. Okonski – Option #3
Mr. Raifsnider – Option #3 – address replacement of floor next summer
Mr. Reiniger – Option #3
Mr. Heckman – Option #3
Mr. Hoffmaster – Option
Mr. Voit – Option #2 or #3 – address the problem for review next year

Discussion from board members for the following:

- cause of problem – water?
- floor was repaired ten years ago when floor boards were loose, not buckled
- replacement of floor will require formal bid process
- immediate need of repair for educational and activity programs

Consensus of the Board is to repair the floor with Option #3 and to address the replacement of the entire flooring next summer. This item will be added for formal vote at tonight's meeting. Mr. Lillis stated the minutes should include that the repairs are necessitated for emergency repair due to students' safety and waived from quotation.

Mr. Hill reported the floor replacement project would require advertisement of bids in February/March to award bids for summer construction. He also noted that the prevailing wage would be included in the bid quotation.

B. Update on Cole Facility

Mr. Myers reported the project is completed along with some additional furniture installation and the final close out process.

Mr. Raifsnider questioned the installation of the smart boards and projectors as part of the construction project.

Mr. Myers responded the construction project included the rough-in electrical work for the smart board and projector installation. A change order has been submitted for the mounting of brackets for the projector and the connection of the cable line to the smart boards.

Mr. Hill stated the installation for the smart boards and projectors is part of the FF&E (Furniture, Fixtures, & Equipment) budget for the project. The change order for \$57,000 will be included in the FF&E Technology line item amount budgeted at \$200,000.

The consensus of the Board was to authorize the approval of the change order pending review and final approval by the Superintendent, Technology Director, Architect, and Construction Manager.

Mr. Hill also presented PlanCon, Part I, Interim Reporting, for the Cole Intermediate School for Board approval.

C. Middle School Construction Project

Mr. Hill reviewed PlanCon, Part F, Construction Documents, for the Middle School Additions and Renovation Project. The project can be bid both ways – multi-prime contractors and one prime contractor. Mr. Hill stated the project will be advertised for bids the end of October and to award bids at the December board meeting.

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.*

Mr. Rich Mikula, parent, stated his concern for the observance of September 11th in our schools.

Dr. Haught responded the district did fly the national flag at half staff as directed by the State Department of Education. She will need to check on the activities that classroom teachers held on that day.

President Voit requested the district administrators report back to the Board on the activities held that day to commemorate September 11th.

Mr. Hoffmaster recognized Dalton Kramer, Boy Scout, who was in attendance at the meeting to earn the citizenship and community service badge.

Committee Reports

- A. Berks County Intermediate Unit Donald B. Raifsnider, Jr.
Mr. Raifsnider reported the next meeting will be held on Thursday, October 17, Mr. Raifsnider is unable to attend the meeting since he will be attending the PSBA-PASA School Leadership Conference October 14 through 17. He reported that the district will be saving an additional 10% of the cost of the fall sports banquet scheduled on October 28 at the BCIU Education Center.
- B. Reading Muhlenberg CTC Donald B. Raifsnider, Jr.
Mr. Raifsnider reported the CTC board will meet Monday evening, October 13.
- C. Berks Earned Income Tax Bureau Donald B. Raifsnider, Jr.
Mr. Raifsnider reported there was no meeting in September. The next meeting is scheduled the same night at the sports banquet. He plans to attend both events that evening. Mrs. Mengle, Assistant Representative to Berks EIT, will join him.
- D. PSBA Liaison Donald B. Raifsnider, Jr.
Mr. Raifsnider reported he will be attending the School Leadership Conference representing the district and as PSBA Assistant Director of Region 8.
- E. Muhlenberg Community Library Terry L. Heckman
Mr. Heckman reported the Library Board will meet on Monday, October 13. There is a used book sale this week at the library. The upcoming fundraiser is the Baldwin Brass ornament sale.
- F. Educational Programs Dr. Vlacía Z. Campbell
Dr. Campbell shared with the Board the new *Study Island* program that is being used in three school buildings. The Grades 3 & 4 program is designated for instructional remediation and reading lab. The Grades 7 & 8 program has reading and math remediation. The High School program is assigned for math lab.
Mrs. Donna Albright, Middle School Principal, presented an overview of the Study Island program at the Middle School (Exhibit B). The program is set up in three classrooms in the Middle School. Students are assigned class in the Study Island during two sessions per cycle. All students participate in the program. It is a web-based program used for state assessments. Laptop computers are provided for the students to use during their class session in the Study Island. Teachers can also use it to print lessons on it and to access students' progress. During an 80-minute block period, students will be in the Study Island for half the block period, 40 minutes. Program assists students to attain grade level status. Staff received training for use of the program. The art department has created a mural in the room which students have participated in the design and construction.

Solicitor's Comments

Mr. Lillis reported there will be a resolution brought forward this evening regarding PDE litigation.

Superintendent's Comments

Dr. Haught reported that Friday, October 17, is the Homecoming Game. The Cole Open House for the community is scheduled on November 9 from 2:00 to 4:00 p.m. Teachers attended an in-service program on Monday, October 6, at Schuylkill Valley High School. The presenter was an internationally-known speaker, Dr. Willard Daggett, who spoke on increasing student achievement.

Board Business

Personnel – Resolution Nos. 68A through 68N

Moved by Mengle and Hoffmaster that the Board of Education of the Muhlenberg School District approve Personnel Resolution Nos. 68A through 68N in its entirety.

Yeas: Heckman, Hoffmaster, Mengle, Nagle, Okonski, Raifsnider, Reiniger, Voit.
Motion carried unanimously.

68A Professional Appointments

Resolved, that the Board of Education of the Muhlenberg School District approve the following professional appointments:

- a) Ms. Lauren E. Youngs, Mathematics Teacher at Middle School (new-ACT funding), salary of \$40,206 (BS, Step 1), prorated for days served in 2008-09, effective upon release from current position
- b) Mr. William H. Tobin, Mathematics Coach for Grades K-12 (new-ACT funding), salary of \$51,577 (MS+24, Step 1), prorated for days served in 2008-09, effective upon release from current employer no later than December 9, 2008
- c) Ms. Andrienne Lastoskie, long term substitute Art Teacher at Elementary Center (K. Manwiller) effective on or about November 17, 2008 through March 13, 2009 at the prorated salary of \$40,206 (BS, Step 1)

68B Classified Appointments

Resolved, that the Board of Education of the Muhlenberg School District approve the following classified appointments:

- a) Ms. Linda Grace, Learning Lab Instructional Assistant at Elementary Center (D. Ferrar), salary of \$13.20 per hour for 7 hours per day, effective October 9, 2008
- b) Cafeteria Workers:
 - 1) *Transfer* of Ms. Patricia Smith from Elementary Cafeteria Worker, 3.5 hours, to Elementary Cafeteria Worker, 4.5 hours (D. Schaeffer), same rate of pay , effective October 9, 2008
 - 2) Ms. Sherry Hoffman, General Cafeteria Worker at Cole, 2 hours per day, *effective* retroactive to August 25, 2008 at the pay rate of \$14.00 per hour
 - 3) *Transfer* of Ms. Sherry Hoffman from 2 hour Cafeteria Worker at Cole to the 3 hour Elementary Center Cafeteria Worker, (M. Kline), same rate of pay, effective October 9, 2008
 - 4) *Transfer* of Ms. Susan Hakes from 2 hour Cole Cafeteria Assistant to 3 hours Elementary Cafeteria Assistant, same rate of pay, effective October 9, 2008
- c) *Transfer* of Mr. John Zadlo from Head Custodian at Elementary Center to Night Custodian at High School, effective September 22, 2008, salary of \$43,844 prorated for days served in 2008-09
- d) Ms. Wendy K. Graupp, Nurse Assistant at Middle School (M. Ligenza), pay rate of \$13.67 per hour, 7 hours per day
- e) Ms. Cynthia Reifsnyder, Special Education Instructional Assistant at High School (I. Cooper), effective October 13, 2008 at the pay rate of \$13.20 per hour for 7 hours per day
- f) Ms. Laura Wheeler, Special Education Instructional Assistant at Middle School (K. Shultz), effective retroactive to October 6, 2008 at the pay rate of \$13.20 per hour for 7 hours per day
- g) Ms. Dawn Kurtz, Special Education Instructional Assistant at Cole Intermediate School (P. Schrift), effective October 13, 2008 at the pay rate of \$13.20 per hour for 7 hours per day
- h) Ms. Sue Garl, part time Special Education Instructional Assistant at Elementary Center (L. Angstadt), effective October 13, 2008 at the pay rate of \$13.20 per hour for 4 hours per day
- i) *Transfer* of Mrs. Gina Wagner from full time Special Education Instructional Assistant at Elementary Center to part time Clerical Assistant at C. E. Cole Intermediate School (new position), effective November 13, 2008 at the pay rate of \$12.96 per hour for 4 hours per day
- j) Mrs. Debra Siggins, part time Clerical Assistant at the C. E. Cole Intermediate School (new position), effective October 10, 2008 at the pay rate of \$12.96 per hour for 4 hours per day

68C Resignations

Resolved, that the Board of Education of the Muhlenberg School District accept the following resignations:

- a) Ms. Melanie Walk, Night Custodian at High School, effective September 16, 2008
- b) Ms. Kathy Robinson, Special Education Instructional Assistant at High School, effective October 14, 2008
- c) Mr. Joseph Lucas, School Psychologist, effective at the end of 60 calendar days (as of November 29, 2008) or upon replacement

68D Aquatics Personnel for 2008-09 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the following aquatics personnel for the 2008-09 school year:

- a) Ms. Melissa Zeiber, Aerobics Instructor/Supervisor \$10.40 per hour
- b) Ms. Cortney Pelker, Instructor \$ 7.50 per hour
- c) Mr. Tom Kohl, Age Group Swim Coach \$750.00 per season

68E Substitutes for the 2008-09 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the following substitutes for the 2008-09 school year (Exhibit #56).

68F Co/Extra-Curricular Appointments

Resolved, that the Board of Education of the Muhlenberg School District approve the following co/extra-curricular appointments for the 2008-09 school year:

- a) Mr. Nick Morrissey, Junior High Track Assistant Coach, \$1,929 (Year 1)
- b) Ms. Cori Entler, Varsity Diving Head Coach, \$2,450 (Year 1)
- c) Mr. Anthony Greene, Varsity Boys' Track Head Coach, \$5,022 (Year 10)
- d) Mr. Christopher Aikens, Volunteer Assistant Track Coach
- e) Winter Sports' Coaching Assignments (Exhibit #57)
- f) Mr. Matt Werley, Middle School Yearbook, \$539.00 (Year 3)

68G Professional Salary Adjustments for the 2008-09 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the professional salary adjustments for the 2008-09 school year as presented (Exhibit #58).

68H Salary for School Crossing Guard

Resolved, that the Board of Education of the Muhlenberg School District approve the salary for Ms. Kellie Madara, School Crossing Guard, at \$9.27 per hour for the 2008-09 school year.

68I Extension of Act 93 Contract

Resolved, that the Board of Education of the Muhlenberg School District approve the extension of the Act 93 Contract – Muhlenberg Administrators’ Association and Addendum, for one year effective July 1, 2008 through June 30, 2009 (Exhibit #59).

68J Administrators’ Salaries for the 2008-09 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the Administrators’ Salaries for the 2008-09 School Year as presented (Exhibit #60).

68K Mentor Assignments

Resolved, that the Board of Education of the Muhlenberg School District approve The following mentor assignments for 2008-09 school year at the pay rate of \$22.00 per hour:

- a) Mrs. Beverly Packard, mentor for Mr. William H. Tobin, 15 hours
- b) Mr. Eric Morrison, mentor for Ms. Lauren E. Youngs, 60 hours

68L Technology Facilitators for the 2008-09 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the following technology facilitators for the 2008-09 school year:

- a) Ms. Beverly MacGregor, Elementary Center, base salary \$2,625.00 (salary prorated for days served)
- b) Mrs. Denise Stumpf, Elementary Center – base salary \$2,625.00 (salary prorated for days served)

68M Extend Leave of Absence for Mrs. Denise Stumpf

Resolved, that the Board of Education of the Muhlenberg School District approve an extended leave of absence for Mrs. Denise Stumpf from January 15, 2009 to April 9, 2009.

68N Guest Teachers for the 2008-09 School Year

Resolved, that the Board of Education of the Muhlenberg School District approve the listing of guest teachers for the 2008-09 school year (Exhibit #61).

Management

Physical Plant and Transportation

69 Construction Change Order for Cole Intermediate School

Moved by Reiniger and Okonski that the Board of Education of the Muhlenberg School District approve the following construction change order for the Cole Intermediate School (funding from the 2007 Construction Fund) (Exhibit #62):

- a) Cole #26 – E. R. Stuebner, Inc. #01-18,
Landscape screening \$5,124.19

Yeas: Hoffmaster, Mengle, Nagle, Okonski, Raifsnider, Reiniger, Voit, Heckman.
Motion carried unanimously.

70 Billboard Lease Agreements with Lamar Advertising of Reading

Moved by Hoffmaster and Raifsnider that the Board of Education of the Muhlenberg School District approve the following Billboard Lease Agreements with Lamar Advertising of Reading (Exhibit #63):

- a) Panel #50576, 15-year lease agreement, annual rental of \$3,000.00; effective beginning December 1, 2008
- b) Panel #21014, 15-year lease agreement, utilized six months annually by Lessor (Muhlenberg School District) in lieu of cash lease payment; effective beginning December 1, 2008

Yeas: Mengle, Okonski, Raifsnider, Reiniger, Voit, Heckman, Hoffmaster.
Nay: Nagle.
Motion carried.

71 Special Needs Transportation Contracts for the 2008-09 School Year

Moved by Raifsnider and Mengle that the Board of Education of the Muhlenberg School District approve the Special Needs Transportation Contracts with the Berks County Intermediate Unit for the 2008-09 School Year (Exhibit #64).

Yeas: Mengle, Nagle, Okonski, Raifsnider, Reiniger, Voit, Heckman, Hoffmaster.
Motion carried unanimously.

72 Vehicle for Fleet Replacement

Moved by Hoffmaster and Reiniger that the Board of Education of the Muhlenberg School District authorize the purchase of a dump truck at an estimated cost of \$36,222.00 as per state contract pricing through Co-Stars and the additional cost of a snow plow attachment with assembly as per state contract pricing through Co-Stars at a cost of \$5,519.00 (5-year plan, Capital Reserve Account) (Exhibit #65).

Yeas: Nagle, Okonski, Raifsnider, Reiniger, Voit, Heckman, Hoffmaster, Mengle.
Motion carried unanimously.

Budget and Finance

73 Approval of Financial Reports

Moved by Raifsnider and Okonski that the Board of Education of the Muhlenberg School District approve the following financial reports and that they become part of the permanent record of the meeting.

Fund	Treasurer's Report	Financial Report	Bills Paid Month	Investments	Budget Transfers
General	August 08		September 08 #95598-96026	August 08	
Capital Reserve	August 08	August 08	September 08 #384-389	August 08	
1996 Series "A"	August 08	August 08	September 08 #417	August 08	
2003 Construction	August 08	August 08	N/A	August 08	
2007 Construction	August 08	August 08	September 08 #292-321	August 08	
2008 Construction	August 08	August 08	N/A	August 08	
Cafeteria	August 08	August 08	September 08 #18489-18562	August 08	
Activity Fund	August 08			August 08	

Yeas: Okonski, Raifsnider, Reiniger, Voit, Heckman, Hoffmaster, Mengle, Nagle.
 Motion carried unanimously.

74 Group Life Insurance Rates and Enhancements

Moved by Reiniger and Hoffmaster that the Board of Education of the Muhlenberg School District accept the lowest responsible bid received by National Insurance Services from Mutual of Omaha for group life insurance and accidental death and dismemberment insurance. Effective November 1, 2008, the monthly rates for group life insurance will be \$0.168 per \$1,000 of coverage, and the monthly rates for accidental death and dismemberment insurance will be \$0.016 per \$1,000 of coverage.

Be it further resolved, that the Board of Education of the Muhlenberg School District accept the enhancements available for the group life insurance coverage at no additional premium or cost to the district as follows:

1. An employee covered under the district's group life insurance plan may file for waiver of premium, when disabled, prior to age 65.
2. An employee may file for waiver of premium as soon as he or she becomes disabled.
3. Employees on an approved leave of absence may, at the district's discretion and subject to provisions of the district's collective bargaining agreements, remain covered under the district's life insurance plan, with premium payment from the district, for up to 24 months.

Yeas: Raifsnider, Reiniger, Voit, Heckman, Hoffmaster, Mengle, Nagle, Okonski.
 Motion carried unanimously.

Education

75 Tuition Agreement between Muhlenberg School District and Wilson School District

Moved by Raifsnider and Nagle that the Board of Education of the Muhlenberg School District approve the Tuition Agreement between Muhlenberg School District and Wilson School District for providing special educational services for a Muhlenberg student for the 2008-09 school year at a tuition cost of \$15,900.00 (Exhibit #66).

Yeas: Reiniger, Voit, Heckman, Hoffmaster, Mengle, Nagle, Okonski, Raifsnider.
Motion carried unanimously.

76 Conference Requests

Moved by Hoffmaster and Reiniger that the Board of Education of the Muhlenberg School District approve the following conference requests (Exhibit #67):

- a) Mr. Brian Kopetsky and Mr. Rich Kolka to attend the *Be the Best You Are... Baseball Clinic* in Cherry Hill, NJ, on January 16 & 17, 2009 (expenses paid by the Muhlenberg Athletic Boosters Club)
- b) Dr. Theresa D. Haught to attend the *Superintendent's Study Council* on October 29-31, 2008 at State College, PA, at an estimated cost of \$174.33
- c) Mr. Robert Gourley and Ms. Gail Less to attend the U.S. All Star Track and Field/Cross Country Clinic in Atlantic City, NJ, on December 10-12, 2008 at an estimated cost of \$470.00
- d) Mr. Donald B. Raifsnider, Jr. to attend the Federal Relations Network (FRN) Conference in Washington D.C. on February 1-3, 2009 at an estimated cost of \$1,290.00 (budgeted – board conference account)
- e) Mrs. Leslie Deatrich to attend the *Pennsylvania Music Educators State Conference* in Valley Forge, PA, on April 23-24, 2009 at an estimated cost of \$401.38 (budgeted – Conferences Elementary Center)
- f) Mr. Michael D. Barr to attend the *Eastern Pennsylvania Special Education Administrators' Conference* on October 22-24, 2008 in Hershey, PA, at an estimated cost of \$496.74 (budgeted – Special Education Conference)

Yeas: Voit, Heckman, Hoffmaster, Mengle, Nagle, Okonski, Raifsnider, Reiniger.
Motion carried unanimously.

77 Gift from Berks Summer Band Institute

Moved by Reiniger and Mengle that the Board of Education of the Muhlenberg School District accept the gift from Berks Summer Band Institute of a donation of band music for the Elementary Center, Cole Intermediate, and High School; accepted as in accordance with district Policy 2.1, Gifts (Exhibit #68).

Yeas: Heckman, Hoffmaster, Mengle, Nagle, Okonski, Raifsnider, Reiniger, Voit.
Motion carried unanimously.

78 Modification for Student Physical and Dental Examinations

Moved by Nagle and Okonski that the Board of Education of the Muhlenberg School District approve the district's request for a modification to Section 1402(f) of PA School Code, School Health Services Program, for student physical and dental examinations to be completed within one year prior to student's entry into the grade where the exam is required (Exhibit #69).

Yeas: Hoffmaster, Mengle, Nagle, Okonski, Raifsnider, Reiniger, Voit, Heckman.
Motion carried unanimously.

79 Certificate of Support Students

Moved by Hoffmaster and Raifsnider that the Board of Education of the Muhlenberg School District approve the listing of Certificate of Support Students, PA School Code 1302, for the 2008-09 school year (Exhibit #70).

Yeas: Mengle, Nagle, Okonski, Raifsnider, Reiniger, Voit, Heckman, Hoffmaster.
Motion carried unanimously.

80 Gifts from Target's Take Charge of Education Program

Moved by Nagle and Reiniger that the Board of Education of the Muhlenberg School District accept the gifts from Target's Take Charge of Education program for the following schools (Exhibit #71):

- a) High School \$168.78
- b) Middle School \$ 60.78
- c) Elementary \$358.52

Yeas: Mengle, Nagle, Okonski, Raifsnider, Reiniger, Voit, Heckman, Hoffmaster.
Motion carried unanimously.

Student Activities

81 Establish Activity Fund Account

Moved by Raifsnider and Reiniger that the Board of Education of the Muhlenberg School District authorize the establishment of the Activity Fund Account for the High School Class of 2012, #08 (Exhibit #72).

Yeas: Nagle, Okonski, Raifsnider, Reiniger, Voit, Heckman, Hoffmaster, Mengle.
Motion carried unanimously.

Additional Business

82 PlanCon Part F, Construction Documents, for the Middle School Construction Project

Moved by Raifsnider and Hoffmaster that the Board of Education of the Muhlenberg School District authorize the submission of PlanCon, Part F, Construction Documents, for the Middle School Additions and Renovations to the Pennsylvania Department of Education (Exhibit #73).

Yeas: Okonski, Raifsnider, Reiniger, Voit, Heckman, Hoffmaster, Mengle, Nagle.
Motion carried unanimously.

83 Certification in Lieu of Agency Approvals, Permits & Service Availability Letters, PlanCon F20

Moved by Raifsnider and Hoffmaster that to the best of its knowledge and belief, the Board of School Directors of the Muhlenberg School District certifies to the following (Exhibit #74):

1. The Board will not enter into construction contracts until it has received written approval for PlanCon, Part F, Construction Documents, from the Department of Education.
2. The Board of School Directors has obtained, or will obtain, all necessary approvals from local, regional, and state agencies relating to health, safety, design, planning highway access, and freedom from flooding and subsidence, prior to entering into construction contracts.
3. The Board acknowledges that failure to obtain the requisite approvals prior to entering into construction contracts may be sufficient cause for the Department of Education to revoke its approval for this project. If approval is revoked, the project will not be reimbursed by the Commonwealth.

Yeas: Raifsnider, Reiniger, Voit, Heckman, Hoffmaster, Mengle, Nagle, Okonski.
Motion carried unanimously.

84 Authorization to Bid Construction Documents for the Middle School Additions and Renovations Project

Moved by Reiniger and Raifsnider that the Board of Education of the Muhlenberg School District authorize Muhlenberg Greene Architects, Ltd., to bid the construction documents for the Middle School Additions and Renovations Project (funding from 2008 Construction Fund).

Yeas: Reiniger, Voit, Heckman, Hoffmaster, Mengle, Nagle, Okonski, Raifsnider.
Motion carried unanimously.

85 Submission of Real Estate Tax Interims

Moved by Raifsnider and Reiniger that the Board of Education of the Muhlenberg School District authorize the submission of the Real Estate Tax Interims for the Township of Muhlenberg and Borough of Laureldale to the Berks County Tax Claim Bureau as presented (Exhibit #75).

Yeas: Voit, Heckman, Hoffmaster, Mengle, Nagle, Okonski, Raifsnider, Reiniger.
Motion carried unanimously.

86 Adoption of 403(b) Plan

In response to recently released IRS regulations establishing a requirement for written documentation of the 403(b) tax sheltered annuity program offered to employees of the Muhlenberg School District (the "District"), the District wishes to adopt the plan document, a copy of which is attached to this resolution (Exhibit I-3). This document is based on model language released by the IRS for such purpose and conforms to the model 403(b) plan document established by PASBO for public schools in Pennsylvania.

Moved by Okonski and Raifsnider, that the Board does hereby adopt the Muhlenberg School District 403(b) Plan Document for Public Schools (the "Plan"), which will, at all times, conform with the requirements of Section 403(b) of the Internal Revenue Service Code and applicable regulations (Exhibit #76).

FURTHER RESOLVED that it is the intention of the Board that the 403(b) program will conform with all federal and state statutory and regulatory requirements applicable to 403(b) plans, except that the program set forth above shall not be subject to the requirements of Title I of ERISA because the employer is exempted from such requirements.

FURTHER RESOLVED that the Board authorizes the Business Manager of the Muhlenberg School District to act on the Board's behalf with respect to this plan, and to take any and all actions necessary or desirable to implement, maintain and administer the plan set forth above in accordance with the Board's intentions, and all applicable state and federal laws.

FURTHER RESOLVED that the Board appoints Employer Admin Services, Inc. as the district's 403(b) Plan Third Party Administrator and Kades-Margolis Corporation as the district's 403(b) consulting company to assist the district in complying with the new 403(b) regulations, at no cost to the district or its employees.

Dated: October 8, 2008

Yeas: Heckman, Hoffmaster, Mengle, Nagle, Okonski, Raifsnider, Reiniger, Voit.
Motion carried unanimously.

87 PlanCon, Part I, for Cole Intermediate School

Moved by Hoffmaster and Raifsnider that the Board of Education of the Muhlenberg School District approve PlanCon, Part I, Interim Reporting, for the C. E. Cole Intermediate School (Exhibit #77).

Yeas: Hoffmaster, Mengle, Nagle, Okonski, Raifsnider, Reiniger, Voit, Heckman.
Motion carried unanimously.

88 Waiver of Mandate for Multi-Prime Contractors

Moved by Hoffmaster and Raifsnider that the Board of Education of the Muhlenberg School District authorize the Solicitor to file and prosecute amendment to pleadings and/or new actions against the Pennsylvania Department of Education (PDE) seeking additional remedies, including, but not limited to injunctive or mandamus relief, as appropriate, to achieve timely action by PDE upon the Muhlenberg School District's request for waiver of mandate to allow for letting work on Middle School project, by single prime contract, all for the purpose of achieving efficiency and financial relief for the taxpayers of the Muhlenberg School District.

Yeas: Mengle, Nagle, Okonski, Raifsnider, Reiniger, Voit, Heckman, Hoffmaster.
Motion carried unanimously.

89 Repair to Cole Gym Floor

Moved by Hoffmaster and Nagle that the Board of Education of the Muhlenberg School District authorize Miller Flooring Co, West Chester, Pennsylvania, to provide repairs to the gym floor, Option #3, at the C. E. Cole facility at a cost of \$4,840.00 (funding from the 2007 Construction Fund) (Exhibit #78).

Be it further resolved that the repairs are necessitated due to safety of students and to provide the educational instruction in the C. E. Cole Intermediate School Gymnasium; thereby, the repair is considered emergency and will be waived from seeking cost quotations.

Yeas: Mengle, Nagle, Okonski, Raifsnider, Reiniger, Voit, Heckman, Hoffmaster.
Motion carried unanimously.

90 Construction Change Order for C. E. Cole Intermediate School

Moved by Raifsnider and Okonski that the Board of Education of the Muhlenberg School District approve the following construction change order for the C. E. Cole Intermediate School, subject to review and approval by the Superintendent (2007 Construction Fund) (Exhibit #79):

- a) Cole #27 – Shannon A. Smith, for installation
of smart boards and projectors \$57,392.47

Yeas: Nagle, Okonski, Raifsnider, Reiniger, Voit, Heckman, Hoffmaster, Mengle.
Motion carried unanimously.

Minutes

91 Approval of Minutes

Moved by Raifsnider and Mengle that the minutes of the Committee of the Whole Meeting of September 3, 2008 and the Regular Meeting of September 10, 2008 be approved as submitted.

Yeas: Okonski, Raifsnider, Reiniger, Voit, Heckman, Hoffmaster, Mengle, Nagle.
Motion carried unanimously.

Old Business

New Business

92 Memoriam of Mrs. Marcia A. L. Baker

Moved by Hoffmaster and Reiniger that we remember the passing of Mrs. Marcia A. L. Baker, who served as a Head Cook in the Muhlenberg High School and Middle School for thirteen years (1987-2000), and that we honor her memory for her dedicated service to the school district and community.

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

Yeas: Raifsnider, Reiniger, Voit, Heckman, Hoffmaster, Mengle, Nagle, Okonski.
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.

Ms. Clarissa Enslin, parent, questioned the bus situation at Elementary Center and Cole Intermediate School with school dismissal.

➤ Mr. Schneider reported that the dismissal procedures have been improved and he has made some minor changes in the bus routes. The bus drivers are now finished with their routes at 4:05 – 4:10 p.m.

Ms. Nytza Santiago, parent, stated her concern regarding the advertisement of tobacco and alcohol on the billboards.

➤ President Voit responded that this item was resolved in the agreement.

Board Visitor of the Month

September – Don Raifsnider
October – Barbara Nagle
November – Scott Long
December – Rick Hoffmaster

January – Cindy Mengle
February – Chris Okonski
March – Terry Heckman
April – Lee Reiniger
May – Otto Voit

Review of Board Meetings and Calendar of Events

October 8	7:30 p.m.	Regular Meeting
October 13	6:30 p.m.	RMCTC Committee and Regular Meetings
November 5	7:30 p.m.	Committee of the Whole Meeting
November 10	6:30 p.m.	RMCTC Committee and Regular Meetings
November 12	7:30 p.m.	Regular Meeting

Adjournment

93 Adjourn Meeting

Moved by Hoffmaster and Nagle that there being no further business to come before the Board the meeting be adjourned. Meeting adjourned at 9:23 p.m.

Yeas: Reiniger, Voit, Heckman, Hoffmaster, Mengle, Nagle, Okonski, Raifsnider.
Motion carried unanimously.

Attest:

K. Scott Long
Board Secretary