

MUHLENBERG SCHOOL BOARD
Committee of the Whole Meeting Minutes – August 12, 2009
Muhlenberg High School First Floor Lecture Hall

Call to Order

The Committee of the Whole Meeting of the Board of Education of the Muhlenberg School District was called to order on Wednesday, August 12, 2009 at 6:34 p.m. by Board Vice President, Mr. Lee R. Reiniger, followed by the Pledge of Allegiance to the Flag.

Members Present

Vice President – Lee R. Reiniger
Treasurer – Richard E. Hoffmaster
Assistant Secretary – Terry L. Heckman
Member – Cindy L. Mengle
Member – Barbara A. Nagle
Member – Donald B. Raifsnider, Jr. (arrived 6:38 p.m.)
Solicitor – James M. Lillis, Esq.
Recording Secretary – Brenda A. Stein

Members Absent

President – Otto W. Voit, III (vacation)
Secretary – K. Scott Long (work commitment)
Member – Chris W. Okonski (vacation)

Administration Present

Superintendent – Dr. Theresa D. Haught
Assistant Superintendent – Dr. Vlacia Z. Campbell
Business Manager – Diane E. Lucchese, CPA
High School Principal – Scott Schwenk
High School Assistant Principal – Michael Mish
Middle School Principal – Donna Albright
Middle School Assistant Principal – Steven Baylor
Cole Intermediate School Principal – Ryan Giffing
Elementary Center Principal – Barbara Moyer
Special Education Supervisor – Michael Barr
Athletic Director – Kerry Ciatto
Buildings/Grounds/Transportation Coordinator – Greg Schneider

Visitors

Stacy Yozwiak	Colleen Russo	Stephanie Rohrbach
Sharon Damiani	Jean Kleckner	Abbey Hoy
Lee Ann Bieber	Lisa Sweitzer	Courtney Bieber
Courtney Fichthorn	Karen & Melanie Shuker	Robert & Elaine Trout
Eric Bieber	Michael Mount	Kevin Trout
Allison Weiler	Larissa Sweitzer	Aubrey Douglas
Audrey Weist	Lynn Marilla	Ivana Schlott
Dr. Larry Mayes	Amy Sharp	Scott Schaeffer
Lisa R. Mengel	Taylor Seiders	Julie Seiders
Kachina Martin	Andrew Leib	Judy Schaeffer
Joanne White	Marc Wolfe	Vicki Karne
Lu West	Paige West	Patti McCauley
Jena McCauley	Kim Feltenberger	Dylan Radka
Brian Shaffer	Janel Lane	Bob Mengle

Executive Session

Vice President Reiniger announced that the Board would recess at this time for an Executive Session to discuss personnel matters. Board recessed at 6:36 p.m.

Vice President Reiniger resumed the meeting at 6:51 p.m.

Mr. Reiniger announced that the School Board shall reappoint Mr. Les White as Director of the Spring Musical. The resolution will be included in the regular meeting.

Educational Presentations

A. Middle School Project Update – Mr. John Hill, Muhlenberg Greene Architects, and Mr. Jerry Myers, Reynolds Construction

Mr. Myers presented the Monthly Progress Report #6 for the Middle School Addition and Renovations (Exhibit A). Mr. Myers reported that renovated areas will be ready for move in for the start of school. The auditorium will be completed by September 25 and the gymnasium is ready for the start of school. The classroom addition wing is two weeks behind schedule but should be able to continue work for completion by April 2010. Mr. Myers noted that most of the removable (waste) materials were placed in a recycled program as requested in the bid specifications.

Mr. Hill reported that the construction waste management program has been successful in minimizing waste during the project. The waste management program was an alternate item in the bid process and was retained as part of the project. Approximately 75% of the materials have been recycled. This is a best management practice for construction. Mr. Hill also noted that change orders were included on the agenda for board approval.

Dr. Haught referred to the change order for the Middle School for adjustments needed for cooling the data systems at a cost of \$83,000. It was the consensus of the Board to approve this change order. This item will be added to the regular meeting agenda.

Mr. Reiniger referenced the proposed change orders in the monthly report indicating the \$83,000 is part of the proposed \$143,779.00. Other adjustments for the guidance area, nurses suite, and electrical upgrades to the gym and wood shop areas are also included in the proposed summary and are on the agenda for board approval.

Mr. Schneider explained that the galvanized pipe that was used for the water mains is now being replaced with copper piping.

Mr. Hill further explained that it is easier to make these upgrades while under construction and less costly to the district.

B. PSSA Test Results – Dr. Vlacía Campbell

Dr. Campbell presented a preliminary report on the results of the Pennsylvania School System of Assessments (PSSA) for Adequate Yearly Progress (AYP) Status for the 2008-09 School Year (Exhibit B). As reported district-wide, the areas for AYP, Attendance Rate, and Graduate Rate have all met targeted status.

As reported by building level,

- Elementary Center met 21 targets out of 21. The MEC attained performance targets for the IEP students in Reading through Safe Harbor and in Mathematics through Confidence Interval. Latino/Hispanic and Economically Disadvantaged students met the performance target in Reading through the Confidence Interval.
- Cole Intermediate School met 21 targets out of 21. The IEP students met AYP in Mathematics through the Growth Model; and met AYP for IEP, Latino/Hispanic and Economically Disadvantaged in Reading through the Growth Model.
- Middle School met 20 targets out of 21. The MMS IEP students met AYP in Mathematics through Confidence Interval. The MMS Economically Disadvantaged students met AYP in Reading through Confidence Interval.
- High School met 18 targets out of 19. MHS is in warning because of the results for students in the Economically Disadvantaged subgroup in Reading. Latino/Hispanic and Economically Disadvantaged students met the performance target in Mathematics through the Safe Harbor and Confidence Interval. The Latino/Hispanic subgroup met the performance target in Reading through the Confidence Interval.

The State Performance Targets for the 2009-10 school year are 56% in Mathematics and 63% in Reading.

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. Scott Schaeffer, Producer for Spring Musical at High School, thanked the Board for its intent to rehire Mr. Les White as Director of the Spring Musical this school year. The program has been having quality productions under the direction of Mr. White and he in return provides the recognition to his cast each year when he sings, "Thanks for the Memories". May he continue to serve in this capacity until he is ready to give it up.

Board Business

A. Personnel—Items will be discussed in Executive Session following the meeting.

B. Management

1. Act 80 Day Exception for the 2009-10 School Year

C. Physical Plant and Transportation

1. Construction Change Orders for Middle School Construction Project (2008 Construction Fund):
 - a) MMS#8, TMI Commerical, Inc., (PC-003) plumbing contractor - items as listed \$16,927.00
 - b) MMS#9, Hirneisen Electric, Inc., (EC-003) electrical contractor – items as listed \$45,423.00

2. Change Order for Fuel Storage & Filling Station (5-year Plan, Capital Reserve account):
 - a) Uhrig Construction, Inc., #001, vapor monitoring system as required by code \$ 1,608.00

3. Change Orders for Contaminated Soil Remediation at High School (5-year plan, Capital Reserve account):
 - a) Environmental Restoration, Inc. #001.REV2, items as listed \$31,406.25
 - b) Environmental Restoration, Inc. #002, transport and recycle light bulbs from Middle School \$ 1,090.00

4. Sunday Facility Use Request for MTAA Football Teams to use practice football field for games effective September 13 through November 1, 2009

5. Proposed Changes for Middle School Construction Project:
 - a) Expand data and AV access in auditorium, and add data link in gymnasium \$22,130.00
 - b) Revisions to Nurse’s Suite \$24,443.00
 - c) Revised room layout for school psychologist, in school suspension room, and RTI room \$14,536.00

D. Budget and Finance

1. Financial Reports

Fund	Treasurer’s Report	Financial Report	Bills Paid Month	Investments	Budget Transfers
General	June 09		July 09 #21069-21406	June 09	June 09
Capital Reserve	June 09	June 09	July 09 #432-440,441	June 09	
1996 Series “A”	June 09	June 09	July 09 #466-470	June 09	
2003 Constr.	June 09	June 09	N/A	June 09	
2007 Constr.	June 09	June 09	N/A	June 09	
2008 Construction	June 09	June 09	July 09 #141-154,155	June 09	
Cafeteria	June 09	June 09	July 09 #1128-1140	June 09	
Activity Fund	June 09			June 09	

2. Appointment of Delegates to the Tax Collection Committee (Act 32)

Whereas, Act 32 § 505(b) requires the governing bodies of school districts, townships, boroughs, and cities that impose an earned income tax to appoint one voting delegate and one or two more alternate delegates to be their Tax Collection Committee (TCC) representatives. The purpose of this resolution is to appoint the required delegates. The appointed individuals have consented to appointment.

Resolved, by the governing body of the Muhlenberg School District, that the following individuals are appointed as TCC delegates for the Muhlenberg School District:

- a) Primary voting delegate: Mrs. Diane E. Lucchese, CPA
 - b) First alternate voting delegate: Mrs. Cindy L. Mengle
 - c) Second alternate voting delegate: Mr. Donald B. Raifsnider, Jr.
 - d) If the primary voting delegate cannot be present for a TCC meeting, the first alternate voting delegate shall be the representative at the TCC meeting. If both the primary voting delegate and the first alternate voting delegate cannot be present for a TCC meeting, the second alternate voting delegate shall be the representative at the TCC meeting.
 - e) These appointments are effective immediately and shall continue until successors are appointed. Delegates shall be appointed each year in November or December or as soon thereafter as possible. All delegates shall serve at the pleasure of this governing body and may be removed at any time.
3. Settlement of Assessment Appeal filed by M & T Bank, for property located at 4435 Pottsville Pike, Muhlenberg Township, for the assessed amount of \$624,150.00 for tax year commencing July 1, 2009
4. Exonerate Taxes for property located at 3515 Kent Avenue, owned by the Muhlenberg School District, assessed value of \$117,000 generating a tax bill of \$2,932.02 for year ending June 30, 2010

E. Education

- 1. BCIU Contract to Purchase Meals for the Unit-Head Start Program for the 2009-10 School Year
- 2. Request for student Brandon Reaser, Grade 11, to begin the 2009-10 school year as a non-resident as in accordance with Policy 3.15, Enrollment of Students, and whereby abiding by school rules and regulations. Permission is granted at no tuition charge effective August 31, 2009 to September 14, 2009

Be it further resolved that it is the parent's responsibility to provide transportation for the days the student attends school as a non-resident.

- 3. Tuition Contract Agreement for a Muhlenberg student to receive educational services with Opportunities School effective August 27, 2009 to June 30, 2010 at a tuition cost of \$26,000
- 4. Sale of Used Textbooks to Follett Educational Services Company received in the amount of \$480.36 (to be deposited in High School budget)

5. Affiliation Agreement with Millersville University for Student Teaching for a five-year term effective beginning the 2009-10 school year
6. Certificate of Support Students
7. Educational Consultant:
 - a) Mr. Tim Smith – New Teacher Induction Program on October 15, 2009, fee of \$1,000

F. Student Activities

Additional Business

1. Acceptance of Gifts

Resolved, that the Board of Education of the Muhlenberg School District accept the following gifts from Siemens Medical Solutions – Health Services for use in the Elementary Center, received as in accordance with district Policy 2.1, “Gifts”:

- a) 1 – Luxor TVW-54C cart – approximate value of \$424.00
- b) 1 – Panasonic 27” Television Model CT-2786YD- approximate value of \$500.00

2. Independent Consultant

Resolved, that the Board of Education of the Muhlenberg School District approve Ms. Kerry Bushong as an independent consultant for professional development and literacy coaching for Kindergarten through Grade 6 Teachers for twelve days during the 2009-10 school year at a fee of \$1,200 per day session plus mileage.

3. Tuition Enrollment Contract for Camphill Special School

Resolved, that the Board of Education of the Muhlenberg School District approve the 2009/2010 Enrollment Contract for a Muhlenberg student to attend the Camphill Special School at a tuition fee of \$34,5000 with 60% funding from the Pennsylvania Department of Education.

4. Student Assistance Program with Berks Counseling Center

Resolved, that the Board of Education of the Muhlenberg School District approve the Student Assistance Program (SAP) with Berks Counseling Center for the 2009-10 school year for the Elementary Center and C. E. Cole Intermediate School at the fee of \$100 per day.

Minutes

Board members reviewed minutes of the Committee of the Whole Meeting and Regular Meeting of July 8, 2009.

Old Business

New Business

1. Antietam Co-operative Sports Agreement

Dr. Haught stated that Mr. Ciatto, Athletic Director, has submitted a proposal to the Antietam School District to eliminate the football program as part of the Antietam Co-operative Sports Agreement. The number of athletes from Antietam increases the level of participation under the PIAA guidelines which qualifies Muhlenberg for Quad A status rather than Triple A.

Dr. Larry Mayes, Superintendent of the Antietam School District, stated that even though they do not have a large number of students participate, it is a great opportunity for their students. Antietam has a great relationship with Muhlenberg. The district would have to look for another agreement.

Mr. Reiniger polled the Board:

Hoffmaster – yes, eliminate football with Antietam

Heckman – yes, eliminate football with Antietam

Reiniger – not a win/win situation – the number does not warrant Quad A level

Raifsnider – program for the kids, playing up makes our kids better, quality athletes, we can benefit from playing up

Nagle – tough decision, questioned number of students needed to play Quad A level?

➤ *Mr. Ciatto indicated that Quad A requirement is 540 students, last year we were at 608 students (Muhlenberg 460, Antietam 148) of which Antietam had 6 students (4 junior high and 2 high school); this year Antietam has 4 High School students and 3 junior high students in the program.*

Mengle – it is effecting our program, eliminate football with Antietam

Mr. Ciatto further clarified that the elimination of football with Antietam would be effective with the 2010 season. The Antietam Co-Operative Sports Agreement will continue with Cross Country, Winter Track, and Boys' Track.

Mr. Reiniger stated the Board shall take official action in the regular meeting.

2. Artificial Turf for Soccer Field

Dr. Haught reviewed the proposal from Mr. Schneider and Mr. Ciatto to remove the sod and subsurface on the soccer field and replace it with artificial turf. Dr. Haught further stated that the cost of \$588,750 is not a favorable amount in today's economic condition.

Mr. Ciatto explained his concerns with the current soccer field:

- Field does not drain well, water sets in spots.
- Replacement of sod each year in areas.
- Need to schedule games and practices for soccer and field hockey teams from 3:00 p.m. to 10:00 p.m. daily.
- Use of field for gym class for Middle School students.
- High level of injuries – safety of students.
- Use of other facility – transportation costs, time element, fees.
- Substructure needs to be removed.

Discussion from Board members:

- T. Heckman – possible litigation from previous sod installation?
- B. Nagle – another method – sod, cheaper?
- R. Hoffmaster – use of Albright College fields or Dietrich farm?
- D. Raifsnider – timing issue for subsurface and to re-sod surface.
- L. Reiniger – amount of transfer this year to Capital Reserve account?

Dr. Haught further stated that if monies are used from Capital Reserve's 5-year plan, it will delay other projects such as the Elementary Center roof, High School parking lot, etc.

Mr. Reiniger announced that this item be tabled until the next meeting in September requesting that other options be presented to the Board at that time.

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 – Donald Raifsnider
October – Lee Reiniger
November – Rick Hoffmaster
December – Scott Long

January – Barbara Nagle
February – Otto Voit
March – Terry Heckman
April –
May – Cindy Mengle

Review of Board Meetings and Calendar of Events

August 12	6:30 p.m.	Committee of the Whole & Regular Meetings
September 2	7:00 p.m.	Committee of the Whole Meeting
September 9	7:00 p.m.	Regular Meeting
September 14	6:30 p.m.	RMCTC Committee & Regular Meetings

Adjournment

Meeting adjourned at 8:07 p.m.

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

Attest:

K. Scott Long
Board Secretary