

**MUHLENBERG SCHOOL BOARD**  
**Regular Meeting Minutes – December 16, 2009**  
**Muhlenberg High School First Floor Lecture Hall**

**Call to Order**

The Regular Meeting of the Board of Education of the Muhlenberg School District was called to order on Wednesday, December 16, 2009 at 7:00 p.m. by Board President, Donald B. Raifsnider, Jr., followed by the Pledge of Allegiance to the Flag.

**Members Present**

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

**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 – Mike Mish  
Middle School Principal – Donna Albright  
Middle School Assistant Principal – Steve Baylor  
Cole Intermediate School Principal – Ryan Giffing  
Elementary Center Principal – Barbara Moyer  
Reading Supervisor – Pamela Wolff  
Special Education Supervisor – Michael Barr  
Buildings/Grounds/Transportation Coordinator – Greg Schneider

**Visitors**

Jodi Bieber	John Evans
Tracy Huey	Michele Weaver
Marc Wolfe	Steven Orr
Vicki Seidel	Beth Wechel
Lori Potteiger	Kevin Wolf
Amy Sharp	Jennifer Wenzel
Ken Kemmerer	Janel Lane
Jennifer Hausman	Cris Enslin
Greta Cuyler, <i>Reading Eagle News Reporter</i>	

**Student Council**

No report.

## Educational Presentations

### A. Middle School Project Update – Mr. Jerry Myers, Reynolds Construction

Mr. Myers presented the Monthly Progress Report #10, November 2009, for the Middle School Construction Project (Exhibit A). Mr. Myers reported the schedule is going extremely well. The project may be completed one month early. Highlights of the report included:

- Occupancy for new wing is pending the installation of fire/smoke dampers
- 2<sup>nd</sup> floor light fixtures have been replaced; painting continues 85% complete
- Guidance and nurse areas to be complete mid-January.
- Sitework – 80% of blacktop binder has been placed and 50% of wearing course has been installed.
- Total change orders to date equal \$490,951 with an estimated \$223,363 in proposed changes.

A concern from the Board is the total cost of the project as originally contracted. *Mr. Myers responded that the costs are according to the contractor bid awards. Mr. Hill indicated that the FF&E (furniture, fixtures, and equipment) and project management costs are not concrete at this time.*

### B. Energy Audit Report – Mr. John Hill, Muhlenberg Greene Architects

Mr. Hill presented the report of the Energy Use Analysis of District Buildings (Exhibit B). Mr. Adam Moser, Mechanical Engineer, and Mr. Chris VanCampen, Electrical Engineer, from Consolidated Engineers both gave reports addressing each discipline area in the schools.

Mr. Hill stated the purpose of the study was to evaluate how to reduce energy usage in the schools whereby saving the district's utility costs. The two factors considered in preparing the report were: 1) clean energy act and 2) deregulation of electricity costs.

Recommendations in the report were provided for improvements to each building's envelope (exterior wall structure), mechanical systems, lighting, electrical appliances, water usage, and implementation of a staff energy policy.

Mr. VanCampen reviewed areas for improvements to the electrical systems for lighting and controls in the buildings – i.e. separate power supply to each building, solar panels.

Mr. Moser reviewed the mechanical systems for improvements in operating equipment – i.e. air handlers, motor speed, upgrades to heat pump and water chillers.

Mr. Hill concluded that the action plan included recommendations and cost savings for improvements to the electrical and mechanical systems with implementation next year. Solar panels could be considered at a greater cost with applicable grants guidelines.

Mr. Schneider requested that the Board authorize the Energy Use Reduction Action Plan over a 5-7 year period with costs funded through Capital Reserve account.

A suggestion from the Board was to add the energy initiatives to the 5-year plan. After further discussion, the decision was made to have the energy initiatives tracked separately.

C. School Improvement Plans – Dr. Vlacía Campbell & School Improvement Teams for Middle School and High School (Exhibit C)

Dr. Campbell reported that the principals utilized the PDE template for reporting the School Improvement Plans. Student test scores from the Pennsylvania System of School Assessments (PSSA) are assigned ranking according to the testing results. The Elementary Center and Middle School Improvement Plans will need to be submitted to the state as per the requirement of the No Child Left Behind Act.

MIDDLE SCHOOL

Mrs. Donna Albright, Principal, Middle School presented the Year 2 Revision Tool of the Middle School Improvement Plan. The areas of concern in Reading are:

- The IEP and ED (Economically Disadvantaged) did not meet performance target.
- Grade 8 proficiency groups did not meet or exceed a year's worth of growth.

In Mathematics the areas of concern are:

- Grade 7 did not meet or exceed a year's growth in the areas of below basic, proficient, and advanced.
- Achievement Gap in the performance of Special Education subgroup with overall students' performance.

Mrs. Albright identified the cause of each concern and outlined best practices to obtain success in student academic performance. Strategies included: utilizing and monitoring study island as an instructional tool, identifying student benchmarks, professional development, implement SMART goals for students, smaller student/teacher ration in reading classes, and administrative walk-through during the year.

HIGH SCHOOL

Mr. Scott Schwenk, High School Principal, and Mr. Michael Mish, High School Assistant Principal, reported on the School Improvement Plan for the High School. The school was designated as "Warning" from the PSSA testing.

Mr. Mish reviewed the areas of concern:

Reading

- Achievement gap increased with every subgroup and the overall group.
- Loss of 10.2% growth from 07-08 to 08-09.

Mathematics

- Overall school achievement was below target by .4%

Mr. Mish reviewed the strategies that will be used for improvement: professional development, monitor the implementation of formative assessments, use of 4Sight tests for 11<sup>th</sup> grade students beginning in 09-10, and curriculum mapping.

Discussion

Mr. DeICollo questioned whether parent involvement could be included as part of the school improvement plan.

*Dr. Campbell shall check into placing a strategy within the plans.*

**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.

### **Committee Reports**

- A. Berks County Intermediate Unit Donald B. Raifsnider, Jr.

Mr. Raifsnider reported the BCIU board did not meet in December. The next meeting will be in January.

- B. Reading Muhlenberg CTC Lee R. Reiniger

Mr. Reiniger reported the Board reorganization meeting was held on Tuesday, December 8. Culinary arts students and their teacher prepared the meal before the meeting. Included in the meeting was a report of the annual financial audit from Herbein & Co.

- C. Berks Earned Income Tax Bureau Cindy L. Mengle

Mrs. Mengle reported she attended a meeting that was held last evening. The Act 34 Tax Collection Committee meeting was scheduled on December 9.

Mrs. Lucchese attended the TCC meeting and reported that the committee has voted to approve an RFP (Request for Proposal) for solicitor services and to revise bylaws.

- D. PSBA Liaison Donald B. Raifsnider, Jr.

Mr. Raifsnider stated there is no report at this time.

- E. Muhlenberg Community Library Terry L. Heckman

Mr. Heckman reported on the Community Library Board meeting held on Monday evening, December 14. The library is on or near budget for new calendar year. The library has a very good donation base from the school and community. The fundraiser from the Dan Krize Memorial basketball game at the Middle School raised \$2,000 for the library. Another fundraiser the library is conducting is a Baldwin Brass ornament commemorating the library's 50 years. Purchases can be made directly at the library.

F. Educational Programs

Dr. Vlacía Z. Campbell

- Library Grant – Jen Wenzel,  
Theresa Diaz, & Robert Walters

The librarians presented a report to the Board for the grant they received of 22 books for each school library including 3 Spanish translation books at an estimated total value of \$2,000 (Exhibit D). The grant was sponsored by the National Endowment for Humanities. The four schools in Muhlenberg were among 4,000 libraries in the nation to receive the grant. The Humanities requests that the district promote the use of the materials through district newsletter, open house display, publicly at school board meeting. The books were also used last summer for a shared book event with ESL students and parents.

**Solicitor's Comments**

**Superintendent's Comments**

Dr. Haught reported on House Bill 2135, Pension Reform Bill, regarding the revision to the state employees' retirement system (PSERS). The bill would transform PSERS from a 100% defined benefit system to a hybrid defined benefit/defined contribution system. A committee from the Pennsylvania School Boards Association conducted a study in 2007 regarding the state pension system. The employer contribution rate is currently 4.78% which will increase to 8.22% in 2009-10. Projected increases in employer contribution rates advance to 33.6% in the year 2014-15.

The new Pension Reform Bill would take effect July 1, 2010. The hybrid plan would not change the benefits of employees already in the current plan, but would become the pension plan for all new hires. The lower benefit level will control investments in the plan. Under the Tax Payer Relief Act school boards must agree by vote not to increase taxes above the state set index rate or have residents vote on an increase. Districts that will exceed their index rate because of employer contribution rate shall have the state pick up the difference in contribution. The hybrid plan will save school districts costs in budgeting a high pension rate.

The bill shall be presented to the state Senate which has not approved the bill as of yet. The public is encouraged to contact your legislators to support this bill.

**Board Business**

**Personnel – Resolution Nos. 123A through 123J**

Moved by Mengle and DeCollo that the Board of Education of the Muhlenberg School District approve Personnel Resolution Nos. 123A through 123J in its entirety.

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

### **123A Professional Position**

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

- a) Mathematics Teacher for Elementary Learning Lab (new position - ARRA funding)

### **123B Classified Appointments**

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

- a) Ms. Mirelys Tavarez, Part Time Special Education Instructional Assistant at Middle School (J. Noll's transfer), 4.5 hours per day, pay rate of \$13.72 per hour, effective December 21, 2009
- b) Mrs. Catherine McGarry, Learning Lab Instructional Assistant at Elementary Center, long term substitute, (K. Malloy), effective December 18, 2009 through March 12, 2010; pay rate of \$13.72 per hour, 7 hours per day
- c) Ms. Robi Kramer, Custodian, 3<sup>rd</sup> shift at High School (R. Sweigart), effective December 18, 2009 at the salary of \$36,960 prorated for days served in 2009-10
- d) Mr. Miguel Torres, long term substitute Custodian (W. Gross), effective retroactive to December 1, 2009, prorated salary of \$36,960 for days served

### **123C Resignation**

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

- a) Ms. Stacey Raudabaugh, Grade 4 Teacher at Elementary Center, effective November 12, 2009

### **123D Substitutes for 2009-10 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the listing of additional substitutes for the 2009-10 school year (Exhibit #91).

### **123E Guest Teachers for the 2009-10 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the listing of guest teachers for the 2009-10 school year (Exhibit #92).

### **123F Employees for Aquatics Program for 2009-10 School Year**

- a) Toni Schlitzer, Age Group Swim Coach, \$1,000
- b) Tom Kohl, Age Group Swim Coach, \$1,000
- c) Kirsten Snyder, Age Group Swim Coach, \$2,000
- d) Dan Walley, Age Group Swim Coach, \$2,000
- e) Jason Salvati, Guard, \$7.25 per hour
- f) Michelle Franklin, Volunteer
- g) Lori Lerch, Volunteer
- h) Tanya Stricker, Volunteer
- i) Roberta Grauer, Volunteer

### **123G Co/Extra-Curricular Resignations**

Resolved, that the Board of Education of the Muhlenberg School District accept the following co/extra-curricular resignations:

- a) Mrs. Michele McCammitt – Elementary Student Council Advisor, effective November 19, 2009
- b) Mr. Robert Walters – Junior High Football Head Coach, effective December 8, 2009

### **123H Co/Extra-Curricular Appointments for the 2009-10 School Year**

Resolved, that the Board of Education of the Muhlenberg School District approve the following co/extra-curricular appointments for the 2009-10 school year:

- a) Shane Puhlman – Volunteer Swim Assistant Coach
- b) Mr. William Wilson, Jr. – Volunteer Junior High Boys' Basketball Assistant Coach
- c) Kelly Piontek, Elementary Center Student Council Advisor, \$1,518 (year 1)
- d) Mike Esterly, sports monitor, \$10.50 per hour
- e) Angela Lattanzio, Music Director for Middle School Play, \$1,518 (year 1)
- f) Ralph Kofroth, Stage Manager for Middle School Play, \$1,342 (year 6)

### **123I Compensation for School Board Recording Secretary**

Resolved, that the Board of Education of the Muhlenberg School District approve the compensation for Mrs. Brenda Stein as the School Board Recording Secretary at the rate of \$100 per attended meeting effective December 16, 2009.

### **123J Completion of Probation for Classified Employee**

Resolved, that the Board of Education of the Muhlenberg School District approve the completion of probation for Ms. Sharon Lobb, Cafeteria Assistant at Elementary Center, completion of probation as of December 16, 2009 and recommended for permanent employment effective December 17, 2009.

## **Management**

### **124 Appointment of Assistant Board Secretary**

Mr. Hoffmaster nominated Mr. Otto Voit.

Moved by Voit and DelCollo to close nominations.

#### Roll Call by Name

Heckman – Otto Voit  
Hoffmaster – Otto Voit  
Long – Otto Voit  
Mengle – Otto Voit  
Nagle – Otto Voit

Raifsnider – Otto Voit  
Reiniger – Otto Voit  
Voit – Otto Voit  
DelCollo – Otto Voit

Resolved, that Mr. Otto W. Voit, III be elected as Assistant Board Secretary effective through June 30, 2010.

## Physical Plant and Transportation

### 125 Construction Change Orders for C. E. Cole Intermediate School Construction Project

Moved by Reiniger and Voit that the Board of Education of the Muhlenberg School District approve the following construction change orders from Shannon A. Smith, Electrical Contractor for the C. E. Cole Intermediate School Project (funding from 1996 Construction Fund) (Exhibit #93):

a) Repair existing communication conduit to field house (#08-11)	\$5,369.03
b) Relocate outlets under sinks (#08-12)	546.33
c) Replace receptacle and speakers for sound panels (#08-16)	670.00
d) Credit to Change Order #08-11 (#08-17)	( 1,000.00)
e) Credit for unused trench rock (#08-18)	(11,740.00)

#### Discussion

Mr. DelCollo questioned the authority on who decides on the change orders?  
*Mr. Schneider reported that jointly the architect, construction manager, and he meet to discuss pending change orders. Costs submitted by contractor are itemized and then the joint committee meets to decide on a reasonable cost.*

Yeas: Hoffmaster, Long, Mengle, Nagle, Raifsnider, Reiniger, Voit, DelCollo, Heckman.

Motion carried unanimously.

### 126 Special Needs Transportation Contracts for the 2009-10 School Year

Moved by Reiniger and Hoffmaster that the Board of Education of the Muhlenberg School District approve the special needs transportation contracts for the 2009-10 school year (Exhibit #94).

Yeas: Long, Mengle, Nagle, Raifsnider, Reiniger, Voit, DelCollo, Heckman, Hoffmaster.

Motion carried unanimously.

### 127 Extend Transportation Contract with Berks County Intermediate Unit

Moved by Nagle and Reiniger that the Board of Education of the Muhlenberg School District approve the extension of the Transportation Contract with Berks County Intermediate Unit for 3 Years effective 2010-11, 2011-12, and 2012-13 (Exhibit #95).

Yeas: Mengle, Nagle, Raifsnider, Reiniger, Voit, DelCollo, Heckman, Hoffmaster, Long.

Motion carried unanimously.

**128 Construction Change Orders for Middle School**

Moved by Mengle and Reiniger that the Board of Education of the Muhlenberg School District approve the following construction change orders for the Middle School (funding from 2008 Construction Fund) (Exhibit #96):

- a) Hirneisen Electrical Inc., #EC-005, for conduit lines in stage area, reinstalled wire mold in wood shop and reinstalled power extension reels in art & tech ed rooms, supply fans to kitchen hood, provide temporary generator for gym floor repairs \$15,217.00
- b) Shannon A. Smith, Inc., #HVAC-6, for replacement of valves in boiler room, reinstall HVAC devices in corridor ceilings, relocate existing unit heater, repair to leak in HVAC unit 2,848.00
- c) TMI Commercial, Inc., #PC-004, for replacement of copper gas line with steel piping in science rooms, relocate rain water conductors, install air lines in science rooms, install water cooler, plumbing pipe repairs for grease trap, replaced galvanized water mains with copper 109,502.00
- d) Gordon H. Baver, Inc., #GC-007, for moisture remediation on concrete floors in locker rooms, change to "mondo" flooring system for the weight room, replacement of concrete pipe for storm piping with corrugated pipe, seal existing wall penetrations with fire rated materials, demolishing of plaster ceiling in cafeteria 66,036.00

Yeas: Nagle, Raifsnider, Reiniger, Voit, DelCollo, Heckman, Hoffmaster, Long, Mengle.

Motion carried unanimously.

**129 Change Order for FF&E for C. E. Cole Intermediate School**

Moved by Voit and DelCollo that the Board of Education of the Muhlenberg School District approve the change order for Furniture, Fixtures, & Equipment for the C. E. Cole Intermediate School (Exhibit #97) (funding from 1996 Construction Fund)

- a) Maiden creek TV & Appliances, Inc., #2, miscellaneous adjustments for parts and equipment in classrooms and offices \$1,464.56

Yeas: Raifsnider, Reiniger, Voit, DelCollo, Heckman, Hoffmaster, Long, Mengle, Nagle.

Motion carried unanimously.

**130 Sunday Facility Use Requests**

Moved by Hoffmaster and Mengle that the Board of Education of the Muhlenberg School District approve the Sunday facility use requests (Exhibit #98):

- a) Age Group Swimming Banquet on February 21, 2010 for use of the pool and cafeteria in the High School
- b) Muhlenberg Township Athletic Association for use of the Cole gymnasium on Sunday for boys/girls basketball games effective December 13, 2009 through March 7, 2010 from 12 Noon to 6:00 p.m.
- c) Keystone Canoe Club, use of pool for practice and training, effective January 3, 10, 17, 24, 31 and February 7, 14, 21, 28, 2010
- d) Use of pool for event on Sunday, December 27, 2009, 2:30 to 5:30 p.m.

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

**Budget and Finance**

**131 Approval of Financial Reports**

Moved by Reiniger and Heckman 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	Oct 09	Oct. 09	N/A	Oct 09	N/A
Capital Reserve	Oct 09	Oct 09	December 09 #485-490	Oct 09	
1996 Series "A"	Oct 09	Oct 09	December 09 #479-480	Oct 09	
2003 Construction	Oct 09	Oct 09	N/A	Oct 09	
2007 Construction	Oct 09	Oct 09	N/A	Oct 09	
2008 Construction	Oct 09	Oct 09	December 09 #183-198	Oct 09	
Cafeteria	Oct 09	Oct. 09	N/A	Oct 09	
Activity Fund	Oct 09	Oct. 09		Oct 09	

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

**132 Request for Proposal (RFP) for Audit Services**

Moved by Voit and Nagle that the Board of Education of the Muhlenberg School District authorize the business manager to obtain Request for Proposal for Audit Services for the school district fiscal years ending June 30, 2010, 2011, and 2012 to Certified Public Accounting Firms as listed (Exhibit #99).

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

**133 Bid Award for Copy Paper**

Moved by Reiniger and Voit that the Board of Education of the Muhlenberg School District accept the bid award for copy paper for the mid year supply as supplied by the Berks County Intermediate Unit Joint Purchasing Program (Exhibit #100).

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

**134 Settlement of Tax Assessment Appeal of Bell Telephone Company of PA/Verizon PA, Inc.**

Moved by DelCollo and Hoffmaster that the Board of Education of the Muhlenberg School District approve the settlement of the tax assessment appeal of Bell Telephone Company of PA/Verizon PA, Inc. for property located at 2851 Leisz's Bridge Road as follows:

<u>YEAR</u>	<u>PARCEL NUMBER</u>	<u>ASSESSMENT</u>
2009	66-5308-10-45-3067 (locally taxable)	\$ 279,000.00
2009	66-5308-10-45-3067-X01 (utility realty)	<u>\$ 837,700.00</u>
		\$1,116,700.00 (based on \$1,700,000 fair market value)
2010	66-5308-10-45-3067 (locally taxable)	\$ 287,700.00
2010	66-5308-10-45-3067-X01 (utility realty)	<u>\$ 863,200.00</u>
		\$1,150,900.00 (based on \$1,700,000 fair market value)

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

**Education**

**135 Conference Requests**

Moved by Mengle and Voit that the Board of Education of the Muhlenberg School District approve the following conference requests (Exhibit #101):

- a) Mr. Rob Gourley and Mrs. Gail Less to attend the US All Star Track and Field/Cross-Country Clinic in Atlantic City, NJ on December 16-18, 2009 at an estimated cost of \$446.00 (budgeted – Athletic Department)
- b) Mr. Kerry Ciatto to attend the State Athletic Directors' Convention on March 24-26, 2010 in Hershey, PA at an estimated cost of \$706.60 (funding from Athletic Department)
- c) Mrs. Argyro Elliker to attend the *Pennsylvania Department of Federal Programs – Title I Improving School Performance Conference* in Pittsburgh, PA, on January 31 to February 2, 2010 at the cost of \$335.00 (funding through Title II)

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

**136 Berks County Intermediate Unit Universal Service Rate (E-Rate) Consulting**

Moved by Hoffmaster and Voit that the Board of Education of the Muhlenberg School District approve the Berks County Intermediate Unit Universal Service Rate (E-Rate) Consulting for the 2010-11 School Year at a cost of \$3,720.00 (Exhibit #102).

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

**137 Ticket Prices for Spring Musical**

Moved by Reiniger and DelCollo that the Board of Education of the Muhlenberg School District approve the ticket prices for the spring musical to be increased from \$8.00 to \$10.00 effective beginning the 2009-10 school year (Exhibit #103).

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

**138 Acceptance of Gifts**

Moved by Hoffmaster and Mengle that the Board of Education of the Muhlenberg School District accept the following gifts as in accordance with district Policy 2.1, "Gifts" (Exhibit #104):

- a) Donation from Mr. Otto W. Voit, III – musical instruments w/accessories and music stands, estimated value of \$7,819.00
- b) Mr. Fred Moreadith – donation of musical instruments, value of \$1,200.00
- c) Alvernia University – donation of \$50 gift card for Barnes & Noble to purchase books for Elementary Center Library

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

**139 Receipt of Mini-Grants for High School Global Studies Program**

Moved by Nagle and Reiniger that the Board of Education of the Muhlenberg School District accept the two mini-grants in the amount of \$300.00 each for use in the High School Global Studies Program as a result of teacher participation in the East Asian Seminar funded by the Freeman Foundation (Exhibit #105).

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

**140 Certificate of Support Students**

Moved by Reiniger and Voit that the Board of Education of the Muhlenberg School District accept the enrollment of the certificate of support students, PA School Code, Section 1302, (Exhibit #106).

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

**141 Request for Senior Student to Complete the School Year as a Non-Resident**

Moved by Hoffmaster and Voit that the Board of Education of the Muhlenberg School District approve the request for Brittany Jacob, senior student, to complete the 2009-10 school year as a non-resident student as in accordance with district Policy 3.15, "Enrollment of Students", and whereby abiding by school rules and regulations effective December 1, 2009 to completion of the school year. There shall be no tuition charged for the enrollment of non-resident status (Exhibit #107).

Be it further resolved that it is the parents' responsibility to provide transportation for their child's attendance as a non-resident.

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

**142 Linkage Letter/Referral Agreement for Schools from CONCERN**

Moved by Voit and Reiniger that the Board of Education of the Muhlenberg School District approve the Linkage Letter/Referral Agreement for Schools from CONCERN for two years effective beginning January 1, 2010 (Exhibit #108).

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

**143 Renewal of Novell Software School License Agreement**

Moved by Nagle and Voit that the board of Education of the Muhlenberg School District approve the renewal of the Novel Software School License Agreement at a cost of \$7,933.50 (\$2.25 per student).

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

**144 Agreement with Language Line Services**

Moved by Voit and Hoffmaster that the Board of Education of the Muhlenberg School District approve the Agreement with Language Line Services for translation services for other languages at the rate of \$2.00 per minute (Exhibit #109).

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

## Student Activities

### Additional Business

#### 145 School Improvement Plans

Moved by Voit and Hoffmaster that the Board of Education of the Muhlenberg School District approve the submission of the School Improvement Plans for the Muhlenberg Elementary Center and Muhlenberg Middle School to the Pennsylvania Department of Education (Exhibit #110).

Yeas: Mengle, Nagle, Raifsnider, Reiniger, Voit, DelCollo, Heckman, Hoffmaster, Long.

Motion carried unanimously.

### Old Business

#### 1. Cole Class Schedule

Dr. Haught reported that Board members received a letter from Dr. Campbell regarding the Cole class schedule. The administration is requesting direction from the Board for the scheduling of the band program.

President Raifsnider polled the Board members:

Nagle – during school day  
Mengle – during school day  
DelCollo – during school day  
Voit – during school day  
Reiniger – during school day

Heckman – during school day  
Hoffmaster – during school day  
Long – stay with consensus during day  
Raifsnider – during school day

Consensus of the Board is to schedule the band program during the school day.

The administration will abide by the decision of the Board.

#### 2. Health Consortium

Dr. Haught reported she and Mrs. Lucchese held a meeting with Mr. Jeff Darlington, Broker of Record for the School District. The self funding insurance proposal was reviewed by Mr. Darlington. He recommended a three year history of the district's health insurance claims for comparison of a self funding independent insurance plan for Muhlenberg alone. The plan would require a third party administrator supported by the district.

The current health insurance coverage provided by the Berks County Schools Health Consortium has good discounts with Capital Blue Cross – i.e. wellness programs, etc. Dr. Haught questioned the Board members as to what the Board wanted to do at this time? She did speak with the MEA and MESPA union representatives who both feel positive about the program.

2. Health Consortium (continued)

Discussion from Board

- Mr. Voit stated that with the Trust Agreement it is a better way to control costs than going on our own.
- Mr. Raifsnider's concurred that with the 3<sup>rd</sup> party administrator the district would not gain profits as with a shared trust agreement.

Dr. Haught stated that there is safety with the larger trust agreement to offset costs each year.

The consortium trust agreement will be placed on the Board agenda in January for formal vote.

3. Race to the Top

Dr. Haught reported she listened to an audio conference with Mr. Tim Allwein from the Pennsylvania School Boards Association regarding the Race to the Top federal grant. She also attended a workshop at the BCIU on Monday, December 14. The state of Pennsylvania is eligible for \$200 to \$400 million. The state will need a commitment letter from school districts to participate in the application process. The grant will be based on teacher and principal effectiveness on performance. The performance will be measured on a multi-level evaluation system for teachers. In February President Obama will address the new Race to the Top initiative which will eventually replace the No Child Left Behind Act.

The direction from Dr. John George at BCIU is that school districts will all eventually need to devise new teacher evaluation with the growth model so they may as well apply for the grant while doing the preparation for the change. The grant money that Muhlenberg could receive is \$200,000-500,000 over a four-year period.

Deadline for the grant:

- December 18 – Letter of Intent to State
- January 13 – Memorandum of Understanding for board approval from Teacher Union Representative, Board President, and Superintendent

**146 Race to the Top – Letter of Intent**

Moved by Voit and DelCollo that the Board of Education of the Muhlenberg School District authorize the administration to submit a letter of intent for the Race to the Top federal grant initiative (Exhibit #111).

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

4. Chinese Partnership

Dr. Haught shared information regarding the new Asian Studies program spearheaded by the Berks County Intermediate Unit whereby Chinese teachers would come to teach in our public schools. Twin Valley School District and Wilson School District are currently enrolled in the program this school year. The costs to sponsor a teacher is \$13,000 per school year for housing, transportation, and health insurance.

4. Chinese Partnership (continued)

Muhlenberg could partner with another district to share a teacher during the school year. The teacher would need to apply for emergency certification with the state of Pennsylvania. Another option is to have the teacher co-teach with a PA certified teacher in the district.

Mr. Schwenk stated he is meeting with the Foreign Language Department tomorrow after school to review results of a student interest survey. He will report back to the administration regarding the survey.

Discussion

➤ Mr. Voit – not in favor of program, disagree with culture, steals American jobs

➤ Mr. Heckman – questioned the support of the second, third year of the program?

*Dr. Haught responded the district would elect to continue the program with a teacher for continuous years.*

The majority of the Board was in favor to proceed with further research into the Asian teaching program.

Dr. Haught reported that the deadline for a commitment is in January for participation in the 2010-11 school year.

**New Business**

**147 Memoriam of Mrs. Shirley R. (Rowlands) VonCannon**

Moved by Hoffmaster and Nagle that we remember the passing of Mrs. Shirley R. (Rowlands) VonCannon who served as an Elementary Teacher in the Muhlenberg School District for 27 years (1955 to 1982) 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 this resolution be made part of the permanent record in the minutes of the Muhlenberg School District.

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

**148 Memoriam of Mrs. Mary V. (Sterling) Mills**

Moved by Reiniger and Voit that we remember the passing of Mrs. Mary V. (Sterling) Mills who served as a Cafeteria Worker in the Muhlenberg School District for six years (1959 to 1965) 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 this resolution be made part of the permanent record in the minutes of the Muhlenberg School District.

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

**149 Memoriam of Mrs. Doris L. (Eckert) Ketner**

Moved by Hoffmaster and Reiniger that we remember the passing of Mrs. Doris L. (Eckert) Ketner who served as a Music Teacher in the Muhlenberg School District 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 this resolution be made part of the permanent record in the minutes of the Muhlenberg School District.

Yeas: Voit, DelCollo, Heckman, Hoffmaster, Long, Mengle, Nagle, Raifsnider, Reiniger.  
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 – Donald Raifsnider  
October – Lee Reiniger  
November – Rick Hoffmaster  
December – Scott Long

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

**Review of Board Meetings and Calendar of Events**

December 16	7:00 p.m.	Regular Meeting
January 6	7:00 p.m.	Committee of the Whole Meeting
January 11	6:30 p.m.	RMCTC Committee & Regular Meetings
January 13	7:00 p.m.	Regular Meeting
February 3	7:00 p.m.	Committee of the Whole Meeting
February 8	6:30 p.m.	RMCTC Committee & Regular Meetings
February 10	7:00 p.m.	Regular Meeting

**Adjournment**

**150 Adjourn Meeting**

Moved by Reiniger and DelCollo that there being no further business to come before the Board the meeting be adjourned. Meeting adjourned at 9:21 p.m.

Yeas: DelCollo, Heckman, Hoffmaster, Long, Mengle, Nagle, Raifsnider, Reiniger, Voit.

Motion carried unanimously.

Attest:

K. Scott Long  
Board Secretary