

**MUHLENBERG SCHOOL BOARD**  
**Committee of the Whole Meeting Minutes – October 7, 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, October 7, 2009 at 7:15 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  
Secretary – K. Scott Long  
Treasurer – Richard E. Hoffmaster  
Assistant Secretary – Terry L. Heckman  
Member – Cindy L. Mengle  
Member – Barbara A. Nagle  
Member – Chris W. Okonski (arrived 7:34 p.m.; departed meeting 8:45 p.m.)  
Member – Donald B. Raifsnider, Jr.  
Solicitor – James M. Lillis, Esq.  
Recording Secretary – Brenda A. Stein

**Administration Present**

Superintendent – Dr. Theresa D. Haught  
Assistant Superintendent – Dr. Vlacica 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  
Elementary Center Assistant Principal – Tim Moyer  
Special Education Supervisor – Michael Barr  
Buildings/Grounds/Transportation Coordinator – Greg Schneider  
Food Service Coordinator – Tony Brochu

**Visitors**

Nicole Good Zawidski	Brook Green	Samantha Armstrong
Michele McCammitt	Laurie Vlasak	Joseph C. Lupia
Jennifer Zampelli	Ellen Ashman	Mandy Rumberger
John Evans	Marc Wolfe	Deb & Jim Eppenstein
Doug Olexy	Lucy Palangio	Lisa Straub
Jarra Dennis	Ashley Hyneman	Lori Spohn
Jason Robinson	John DelCollo	Maureen DelCollo
Michael Allen	Bill Snelling	Marci Harr
Deb Barnshaw	Dan Toomey	Jeff & Barbara Homan
Sherri Mathews	Hao Duong	Jennifer Wenzel
Wendy Hromiak	Jackie Bellanca	Allison Hehman
Mallory Sommermeyer	Molly Marcus	Angela Guterrez
Miguella Smith	Jessica Clark	Jennifer Werner
Stephanie Landis	Tracy Huey	Brian Shaffer, Reynolds Constr.
Anroy Hull	Colleen Shillady	Julie Kemmerer

### Visitors (continued)

Stacy Yozwiak	Colleen Russo	Stephanie Luckey
Rebecca Nymick	Mallory Olsheski	Joe Dotter
Jennifer Kurtz	Bev Witte Meck	Michele Weaver
Nancy Faust	Caitlin Donovan	Alison Wallace
Pokey Krize	Corinne Fecho	Beth Slater
Pat Morse	Cheryl Williams	Diane Shalter
Eileen Heim	Pat Dareneau	Bruce Watson
Laura Winder	Lauren Youngs	Faye Heckman
Virginia Hornberger	Cindy Frymoyer	Laura Zubey
Robert Wolfe	Gretta Young	

### Educational Presentation

- A. Middle School Project Update – Mr. John Hill, Muhlenberg Greene Architects, and Mr. Brian Shaffer, Reynolds Construction

Mr. Shaffer presented the Monthly Progress Report #8 for September 2009 (Exhibit A).  
As reviewed by Mr. Shaffer:

- Auditorium – Carpeting and stage curtains to be installed this week with completion by October 19.
- Block C – Dishwasher installed and operating. Tech ed rooms casework installed.
- Block E – Classroom wing addition continues with flooring now being installed.
- Block B – Science room casework and countertops have been installed. Demolition work in adaptive weight room is complete.
- Block B – Boys & Girls Locker Rooms – lockers and benches installed, should be ready for use on October 9.
- Block D – Nurse and Guidance Areas undergoing miscellaneous demolition.
- Site Work – Storm water catch basins are complete and final tie-ins of the water line piping is scheduled.
- Remaining project contingency for change orders is \$4,097.

Mr. Hill reviewed the PlanCon documents as listed on the agenda:

- PlanCon Part I for the Cole Intermediate School to report completed change orders. PlanCon Part J will be forthcoming when project has final completion.
- PlanCon Part H for the Middle School to report project financing.
- PlanCon Part I for the Middle School to report completed change orders.

- B. Middle School “Small Learning Communities” – Mr. Steve Baylor

Mr. Baylor presented a power point presentation of the educational structure of “Small Learning Communities” that the Middle School has introduced this school year (Exhibit B). Grade 7 and Grade 8 students are grouped into four sections – Sojourners, Explorers, Discoverers, and Voyagers. Students receive core instruction in these groups. The special subject areas are supplied by an EnCore Team of teachers. And as supplemental instruction, students meet with a House teacher two times in the six-day cycle.

The SLC will be evaluated in the spring for any changes and improvements to the program. The goal is to ensure maximum success for each student’s academic achievement.

### **Executive Session**

The Board recessed at 7:35 p.m. for an Executive Session to discuss personnel matters and pending litigation.

### **Resume Meeting**

President Voit resumed the meeting at 8:27 p.m.

**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.

*President Voit announced that residents and taxpayers of the district will be permitted to speak on the items on the board agenda. The Board and Solicitor will answer questions regarding the Superintendent's contract should anyone request a concern.*

Mr. John DelCollo, incoming Board member, encouraged the Board to not vote on the superintendent's contract tonight but rather wait until the new Board is seated in December. His concern was to approve a superintendent's contract with an impact on the district's budget and without reviewing other options.

Mrs. Colleen Russo, resident, stated her concern of the urgency to approve the Superintendent's contract which expires next year in December. She questioned why the vacant position would not be advertised and if there are any further increases in salary in the new contract.

*Mr. Voit responded that Dr. Haught's resignation creates a vacancy. The Board has the authority to appoint a superintendent. The position does not have to be posted. He further clarified that the superintendent's salary for this year is not changed until her next evaluation in 2010.*

*Mr. Okonski stated that he will be leaving the Board in December indicating that during his service on the Board he has been included in the evaluations of the Superintendent and is very favorable of recommending the superintendent's contract.*

## **Board Business**

### **Personnel**

#### **63 Resignation**

Moved by Hoffmaster and Reiniger that the unconditional resignation of Theresa D. Haught, Ed.D, from the office of Superintendent of Schools, dated October 7, 2009 having been submitted to the Board on or about that date is hereby accepted unconditionally, such acceptance and resignation to be effective immediately.

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

Motion carried unanimously.

#### **64 Appointment of Superintendent of Schools**

Moved by Okonski and Hoffmaster,

Whereas, there is presently a vacancy position in the Office of Superintendent of School of the Muhlenberg School District; and

Whereas, Theresa D. Haught, Ed.D. ("Dr. Haught"), having fully demonstrated that she possesses all of the qualifications necessary and appropriate for the office of Superintendent of Schools; and

Whereas, the Board of Directors of the Muhlenberg School District desires to fill the vacancy in the office of Superintendent of Schools by electing and/or approving Dr. Haught to serve a term of five (5) years commencing on or about October 7, 2009 through September 30, 2014.

Now, therefore, be it resolved, that the Board of School Directors hereby elects and/or approves Dr. Haught to serve as Superintendent of Schools for a term commencing October 7, 2009 through September 30, 2014, pursuant to the terms of such Employment Agreement as set forth as Exhibit #56, which exhibit is made a part of the minutes of the proceedings of the Board of School Directors at its meeting of October 7, 2009.

Duly resolved, this 7<sup>th</sup> Day of October, 2009, by the Board of School Directors of Muhlenberg School District, Berks County, Pennsylvania in lawful session duly assembled.

Yeas: Hoffmaster, Long, Okonski, Reiniger, Voit.

Nays: Mengle, Nagle, Raifsnider, Heckman.

Motion carried.

### **Management**

#### **Physical Plant and Transportation**

1. Special Needs Transportation Contracts for the 2009-10 School Year as contracted with the Berks County Intermediate Unit

2. Change Order for Fuel Dispensing Station (funding from 5-Year Plan, Capital Reserve):
  - a) Change Order #1, Hirneisen Electric, Inc. in the amount of \$5,742.00
3. PlanCon Part I – Interim Reporting, for the C. E. Cole Intermediate School Construction Project
4. PlanCon Part H – Project Financing, for the Middle School Construction Project
5. PlanCon Part I – Interim Reporting, for the Middle School Construction Project

**Budget and Finance**

1. Financial Reports

Fund	Treasurer's Report	Financial Report	Bills Paid Month	Investments	Budget Transfers
General	August 09		Sept 09 #21683-22061	August 09	N/A
Capital Reserve	August 09	August 09	Sept 09 #	August 09	
1996 Series "A"	August 09	August 09	Sept 09 #	August 09	
2003 Construction	August 09	August 09	N/A	August 09	
2007 Construction	August 09	August 09	N/A	August 09	
2008 Construction	August 09	August 09	Sept 09 #	August 09	
Cafeteria			Sept 09 #1150-1193		
Activity Fund	August 09			August 09	

*Mrs. Lucchese shared with the Board an estimate of the district's funding from the State as passed by the Senate this week (Exhibit C). There will be a revision when the final budget is received from the State.*

**Education**

1. Request for a senior student, Daniel Hess, 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. Permission is granted at no tuition charge effective September 14, 2009 through completion of the 2009-10 school year.

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.

2. Receipt of Gifts:

- a) WalMart – gift of ten \$100 gift cards for Elementary School teachers to purchase teaching supplies
- b) Target's Take Charge of Education Program: Elementary Center - \$523.04, Middle School - \$95.46, and High School - \$136.26

3. Conference Requests:

- a) Mr. Michael Barr, to attend the Eastern Pennsylvania Special Education Administrators' Conference in Hershey, PA on October 28-30, 2009 at an estimated cost of \$494.40 (budgeted – Special Education conference)
- b) Dr. Theresa D. Haught to attend the Superintendents' Study Council in Gettysburg, PA, on October 28-30, 2009 (mileage cost of \$108.90 – budgeted)

4. Certificate of Support Students

**Student Activities**

1. Student Activity Accounts:

- a) Poetry Club
- b) Muhlenberg Ski and Snowboard Club
- c) Chess Club
- d) Class of 2013

**Additional Business**

1. Acceptance of Gifts

- a) Donation of \$800.00 from Muhlenberg PTO for Elementary art teachers to purchase supplies

2. Tuition Contract Agreement with Opportunities School for the 2009-10 School Year

3. Establish Student Activity Account

- a) The Observer

4. Close Student Activity Account

- a) Literary Arts Magazine – amount of \$691.19 to be transferred to general fund

**Minutes**

Board members reviewed minutes of the Committee of the Whole Meeting of September 2, 2009 and the Regular Meeting of September 9, 2009.

## **Old Business**

### **New Business**

Mr. Lillis announced that the Board needs to appoint a Discipline Hearing Committee to address student suspensions/expulsions as needed during the school year.

Members of the Board volunteered for the committee:

- Donald Raifsnider
- Otto Voit
- Lee Reiniger
- Scott Long (alternate)
- Barbara Nagle (alternate)

### **65 Appointment of Student Discipline Hearing Committee**

Moved by Hoffmaster and Raifsnider that the Board of Education of the Muhlenberg School District appoint the following Board members to serve on a Student Discipline Hearing Committee:

- a) Donald Raifsnider
- b) Otto Voit
- c) Lee Reiniger
- d) Scott Long (alternate)
- e) Barbara Nagle (alternate)

Yeas: Long, Mengle, Nagle, Raifsnider, Reiniger, Voit, Heckman, Hoffmaster.  
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 –  
May – Cindy Mengle

Mr. Raifsnider thanked the administration for the school visits in September.

Mrs. Nagle reported she attended the open house visitations and was very pleased with the programs in each school.

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

October 7	7:00 p.m.	Committee of the Whole Meeting
October 12	6:30 p.m.	RMCTC Committee & Regular Meetings
October 14	7:00 p.m.	Regular Meeting
November 4	7:00 p.m.	Committee of the Whole Meeting
November 9	6:30 p.m.	RMCTC Committee & Regular Meetings
November 11	7:00 p.m.	Regular Meeting

**Adjournment**

**66 Adjourn Meeting**

Moved by Raifsnider and Nagle that there being no further business to come before the Board the meeting be adjourned. Meeting adjourned at 9:02 p.m.

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

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

Attest:

K. Scott Long  
Board Secretary