

**BETHLEHEM AREA SCHOOL DISTRICT  
BOARD HUMAN RESOURCES COMMITTEE  
MEETING MINUTES  
MONDAY, MAY 12, 2008**

Members of the Board Human Resources Committee met on Monday, May 12, 2008, in the Dining Room, at the Education Center. Present were the following school board members: Michele Cann, Judith Dexter, Irene Follweiler, Dr. Craig Haytmanek, Charlene Koch, Loretta Leeson, Eugene McKeon, and Benjamin Tenaglia, III. Also in attendance were Director of Special Education Richard Agretto, Assistant to the Superintendent for Curriculum and Instruction Mary Katona, Director of Student Services Thomas K. Washington, Assistant to Superintendent for Finance and Administration Stanley Majewski, Superintendent of Schools Dr. Joseph A. Lewis, and Associate Superintendent Robert R. Gross III.

The meeting of the Board Human Resources Committee was called to order by Mrs. Irene Follweiler at 9:13 p.m.

**STRATEGIC PLAN UPDATE** – Mr. Gross announced there is a Strategic Planning Committee Meeting scheduled on Tuesday, May 13 at 7:00 p.m. and everyone is welcome for an update. The meeting will be focused on Special Education since it must be submitted by the end of May. Mr. Gross introduced Mr. Agretto who shared with the board what the district is planning on submitting to the state.

Mr. Agretto informed the board that the state is coming in to monitor our special education programs and files. He said data has been populated into the plan and the items that we need to focus on, and how we are supporting our students in special education. Mr. Agretto showed the board the district's outlook compared to the statewide and SPP numbers. He commented that the district did not meet the target but is very close. He affirmed that the subcommittee's focus has been collecting this data because that is what the state is asking them to do. He also said the state will be in our district in the next two days and discussions will take place. This will create more opportunities for our students to be part of a regular education setting. We will be working with schools, and that is what we will show in our plan. Our entire focus is on this. Mr. Agretto stated the committee has worked very hard and has put a great deal of time in the committee. The state will be reviewing our files to see where the district is and how the district is doing.

Mr. Tenaglia wanted a more detailed explanation of the numbers on the chart. Mrs. Follweiler asked if Mr. Agretto has the data both ways. Mrs. Leeson wanted to know what Tier 2 meant. Mrs. Follweiler wanted to know how many tiers are there? Mr. Agretto explained the different tiers and their meanings.

Dr. Lewis commented that everyone would be monitored in the state. Mrs. Leeson asked if this was going to be an ongoing practice. Mr. Agretto stated that it was a plan for new procedures. He said a team would come in and look at what the district has done and talk to our administrators, teachers, parents, etc. It will also be discussed the students with specific disabilities that spend a lot of time in special education. He stated that the district still needs to look at more opportunities to provide the special education students with extra opportunities. Mrs. Dexter asked if there was a cost involved to be in compliance. Mr. Agretto explained that it was more about staff development and the difference between co-teaching and inclusion. He also informed the board that he has spoken to all middle and high schools about the plan and as those students move up, the IEPs go with them.

Mrs. Cann wanted to know if the state number included other districts. He answered all 501 districts in Pennsylvania, and our state ranks 48 out of the 51. Our district reports to the state, and the state reports to the federal government. He said the numbers on the charts are the state performance indicators.

Mr. McKeon commended the Special Education Department for benefiting the special needs child and exposing the mainstream child to the differences in others.

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**BOARD POLICY 006 – LOCAL BOARD PROCEDURES** – Mr. Gross indicated this policy is brought back to the board for a second reading. Mr. Gross read the additional language that the board suggested be put in the policy. Mrs. Follweiler asked if this concerned Regular Board Meetings and wanted to know if there was any feeling that the board would want to make it a similar process for all meetings. Mrs. Leeson stated no because the board does not take votes. Information is giving out earlier so there is an opportunity to participate. Mrs. Leeson indicated she wanted to address some procedure changes and it is just for the board to consider. She referred to page 5 and the order of business and handed out a form with her suggestions. Mrs. Follweiler asked that the policy be pulled from this month's agenda and brought back for a third reading in June and put in June's agenda. Mrs. Follweiler polled the board and it was agreed to bring back the policy in June. Mrs. Dexter indicated the policy would be brought back as a first reading not a third reading because of the proposed change in the procedure.

Mrs. Cann indicated she liked the suggested changes for the agenda and makes it more public friendly.

**COURTESY OF THE FLOOR** – None

**OPEN FORUM** – Mrs. Dexter wanted to know if anyone had a 360 evaluation – even if it was a draft. Mr. Gross indicated there were a lot of them and was currently working on one for their consideration. Mrs. Dexter stated she would like to have that document since the board will be approving it, but the board has not looked at it yet. She indicated it would be a better flow and thought the board had communicated that to administration before. Mr. Gross said that would be fine, but informed them that it is still at the very beginning stages. Mrs. Dexter indicated that Dr. Lewis's evaluation was coming up and she would like that document. She did not know why the Instructional Meet & Discuss... Mr. Gross said that it is part of their contract. Mrs. Dexter said she wanted to participate in this. Dr. Lewis stated that as the central administration they evaluate the instructional meet and discuss employees and the board evaluates him. **It is a contract agreement, additional information, and numerical value to it.** Dr. Lewis does not have a problem subjecting himself to that evaluation. Mrs. Follweiler wanted clarification on this discussion. She asked Mrs. Dexter if she was looking for a blank form versus inputting data for the information. Mrs. Dexter said that is exactly right and her thoughts were if the district is looking at a particular instrument that might be the logical document the board can use. She knows that they spoke about this last year and is aware that there are many different styles. She requested to see the document. Mrs. Follweiler said okay that is a blank form 360; understanding of the form. Fair statement? Dr. Lewis indicated he had no problem neither sharing the evaluating tools with the board nor subjecting himself to the evaluation 360 as long as there were no numerical values. Mr. Gross stated that ISLIC standards, which are standards for elementary school leadership, part are weaving ISLIC into a 360 and identifying the questions to put in the evaluation. The tool is not really available at this time. Anytime we get in the PAPP first thing to do is develop a purpose and philosophy of it. Like to do with Dr. Lewis share with you the ISLIC standards so you now where we are drawing the mechanism from.

Dr. Lewis is happy to share that information with the board when the draft is complete. Mrs. Follweiler asked Mrs. Dexter if she thought the board should not approve it. Mrs. Dexter responded that if the board approved the teacher evaluation then the board should be able to weigh in on the administrator evaluation. She also stated that she would like to have a presentation of what will be presented to the board and that the board and administration should look at it at the same time. She asked if there was another document that they can have to use. Dr. Lewis suggested the 360 that the administration is working on for the building principals. Some questions might be pertinent some may not be to central administration. He also indicated that he has no problem subjecting himself to a principal evaluation but not with a numerical value to it rather let the evaluation be a source of information to incorporate into his evaluation. Mrs. Leeson stated they would use it as a source of information for input not as the sole evaluation.

Irene Follweiler adjourned the meeting at 9:55 p.m.

Minutes prepared by: \_\_\_\_\_  
Nitza S. Yerger, Confidential Secretary to the Associate Superintendent