

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

President Ann Thompson called the meeting of the East Penn Board of School Directors to order at 7:30 p.m. in the Board Room, followed by the Pledge of Allegiance.

Board Members Present: C. H. Ballard, A. Earnshaw, F. Fuller, E. Gannon, S. Kowalchuk, T. Richwine, M. Robert, V. Thomas, A. Thompson

Solicitor: Marc S. Fisher, Esq., Worth, Magee & Fisher

Board Secretary: Cecilia R. Birdsell

Treasurer: Gary Reigal

Substitute Superintendent: Dr. George Ziolkowski

Press Present: Loretta Fenstermacher, East Penn Press Reporter

2. Request to Address the Board

Laura Goldy, 4558 Queens Lane, Zionsville expressed her concern about social web sites such as Xanga and Myspace.com that are being used by students to put personal information on the internet. She had contacted Dr. Wells, Dr. Ziolkowski, and the guidance counselors. Dr. Wells is addressing the situation at Eyer MS. Mrs. Goldy said East Penn has been a leader in social issues and she would like to see East Penn step forward on this issue and help students and parents to understand the implications of these sites.

Julian Stolz, SGA representative, did not have a report.

3. Approval of Minutes

Motion by Ballard, Seconded by Robert

RESOLVED, That the minutes of the February 13, 2006 meeting be approved as presented.

This resolution was unanimously adopted by voice vote.

4. Report of the Substitute Superintendent of Schools – Dr. George A. Ziolkowski

Motion by Earnshaw, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the following personnel items:

Retirements

-Robert Oberecker, Principal, Macungie School, with regret, effective June 29, 2006
(Exhibit 1)

-Dr. Michael Waddell, Principal, Alburtis School, with regret, effective June 30, 2006
(Exhibit 2)

Mrs. Thompson indicated that both principals leave a long legacy in East Penn. Dr. Ziolkowski indicated that collectively there is 63 years of experience being lost. They both have different styles but deal effectively with the students and families in East Penn. Mr. Earnshaw complimented Mr. Oberecker on his leadership style and indicated that he felt he was an outstanding administrator. He said that Dr. Waddell was a dedicated and effective administrator who will be sorely missed. He concluded that other administrators will step into the role but they will truly not replace them but only succeed them. Mr. Richwine noted their longevity and leadership and would have liked to reject their retirement. Mr. Ballard pointed out that over the years East Penn has retired a number of good people but have been able to replace them.

Appointment of Full-Time Substitute Teacher

Name/Address:	Sarah Davis 3106 Daniel Drive, Sinking Spring 19608
Education Level:	B. S. Degree (2005)
Undergraduate School:	Penn State University
Assignment:	General Music, Eyer MS Opening created by E. Marks leave.
Certification:	Instructional I, Music K-12
Effective:	January 24, 2006

Experience: None
Salary: \$39,200 (Step A, Year 1, Col. B)

Appointment of Administrative Assistant

Name/Address: Beth Ann Alcaro
4802 S. Mountain Drive, Emmaus 18049
Assignment: Emmaus High School
Vacancy created by A. Wuchter retirement.
Effective: February 28, 2006
Salary: \$23,600, 35 hours/week

Teacher Aide Appointments

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Denise Dugan 224 Ridgeview Drive, Alburtis	EHS, Study Hall/Cafe.	\$10.70/hr., 27hours/week
Genevieve Bailee 129 Pine Street, Emmaus	Macungie, Learning Support	\$10.70/hr., 12.5 hrs./wk.

Effective: February 28, 2006

Co-Curricular Advisors

Dennis J. Udicious	Assist. Varsity Wrestling Coach	\$3621.00
Dave Smith	EHS Music Marching Assist.	\$1040.00
Jamie Hudak	LMMS After -School Intramurals 6 th Gr. Volleyball	7 Sessions @ \$25/session
Greg Schob	LMMS After-School Intramurals	7 Sessions@\$25/session
Michael Barker	Volleyball LMMS After-School Intramurals Grade 6-Volleyball	7 Sessions @ \$25/session
Matthew Laub	LMMS-Assistant Boys Volleyball Coach	Volunteer
Daniel Greisbaum	EHS-Italian Club	Volunteer

Authorization to Act as Attendance Officers

In accordance with Modification 5.29, the East Penn Board of School Directors authorizes the following individuals to act in the capacity of attendance officers to write truancy citations:

<u>Emmaus HS</u>	<u>Elementary Principals</u>
Liz Drake, Principal	Kristen Campbell
Dan Greisbaum, Assistant Principal	Donna Cortez
Janine Mathesz, Assistant Principal	Robert Oberecker
Joseph Cortese, Assistant Principal	Dennis Murphy
Rebecca Beidelman, Assistant Principal	Anthony Moyer
Dave Domchek, Assistant Principal	Dr. Michael Waddell

Lower Macungie MS
Robert Misko, Principal
Dave Silfies, Assistant Principal
Peter Schutzler, Assistant Principal

Eyer MS
Dr. Douglas Wells, Principal
Michelle Wiley, Assistant Principal

Additions to the 2005-06 List of Per Diem Substitutes

Matthew Osterle, Social Studies
Laura Korona, Health/Physical Education
Cathy Oehmke, Teacher Aide

Increase in Fees for Physicals

Current Rate: \$50/hour
New Rate: \$75/hour

Increase in Fees for Working Papers

Current Rate: \$20/vist

New Rate: \$45/visit

Retainer for Chief School Physician

Current Rate: \$4,000/year

New Rate: \$6,000/year

All rates will be effective January 1, 2006

Educational Conferences – Exhibit 3

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 3.

Resignation

Stephen Miller, Remedial Assistant, effective immediately as per Board Policy 454, Acceptance of Resignation.

Addition to the 2005-06 List of Per Diem Substitutes

Carmen Blanco-Morgan, Spanish

Change in 2006-07 Calendar

RESOLVED, That the East Penn Board of School Directors approve the following change in the 2006-07 calendar:

From: February 19, 2007 (Snow Make-up Day)

To: February 16, 2007 (Snow Make-up Day)

These resolutions were duly adopted by the following roll call vote:

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

Informational: Administrative Reports

5. Other Educational Entities

-Carbon Lehigh Intermediate Unit Terry Richwine

1. Approval of 2006-07 Facilities Plan Committee Report – Exhibit 4

Motion by Richwine, Seconded by Earnshaw

RESOLVED, That the East Penn Board of School Directors approve the 2006-07 Facilities Plan Committee Report .

Mr. Richwine said the plan indicates that two programs will be moved out of East Penn - one from Lincoln to Weisenberg Elementary School and one early intervention class from Alburdis will be relocated to a location that has yet to be decided. One of the issues that came up is whether the IU could force a district to take on a program. Ms. Kowalchuk asked how frequently classrooms are rotated. Mr. Richwine replied that it is about every 3 years, depending on the location of the students and the commitment of space.

This resolution was duly adopted by the following roll call vote:

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson-----9

Mr. Richwine asked if any of the board members would want someone from the IU to be present when the IU budget is on the agenda. There was consensus that it would not be necessary to have an IU representative. Questions should be referred to Mr. Richwine so he can provide the answers at the March 13 board meeting. He talked about a recent newspaper article that indicated \$30,000 was missing. He assured board members that it was not missing. There was a problem with accounts being reconciled to the general ledger. There was a report on the 2004-05 audit statement and the issues raised were ones that had been discussed over the last year. The problems identified have been addressed and most, if not all of the items, have been resolved. There are monthly updates to the superintendents and business managers. In response to a question, Mr. Reigal said that all of the district's IDEA funding has been received.

-Lehigh Career & Technical Institute

Francee Fuller
Ann Thompson
Valerie Thomas
Terry Richwine

Ms. Fuller reported that there was a refinancing of a bond issue. She noted that LCTI does not keep the funds saved but it is returned to the sponsoring districts. The JOC heard a report on the Emerging Health Technologies course. Seniors are selected for this program and divide their time between class work at Penn State and then shadowing a mentor at Lehigh Valley Hospital Center. It is very popular and LCTI is looking to offer a morning and afternoon session to accommodate at least 32 students. Ms. Fuller said there is a short video that could be shared with the board. Mrs. Thompson illustrated a "paper doll brochure" developed by NSBA that can be used when discussing legislation with local legislators. She received her brochure from the LCTI Legislative Chairperson.

-Lehigh Carbon Community College

Representatives from the Lehigh Carbon Community College will be making a presentation at the March 13, 2006 Board Meeting.

6 Legislative

Charles H. Ballard

Mr. Ballard reported that Congressman Charles Dent received two of the NSBA brochures. Mr. Ballard and representatives from Parkland, Souderton, and LCTI visited Mr. Dent's office as part of the activities for the FRN Conference in Washington. Representatives visited Washington and spent time being updated on the various federal and political issues. The PSBA officers met with senators and the FRN delegates met with members of the House. While they did not meet with Mr. Dent, they did meet with his aide and brought her up to date on issues that relate to local districts. They talked about NCLB and the unfair labeling of schools not meeting standards based on a small student population. Mr. Dent is supportive in the area of national issues.

Referring to Property Tax Reform in Pennsylvania, the Senate has defeated the House bill and the House has defeated the Senate bill and both variations of the bill have back-end referendum. The bill is currently in Conference Committee and there are no public hearings or discussions being held. Everything is being handled behind closed doors. The House version is more favorable to school districts than the Senate version. The House bill expands the exemptions that were part of Act 72. Mr. Ballard reported on the PSERS contributions that may increase from 6% to 20%. They are trying to lobby for construction exemptions for districts that are experiencing increases in students. He reported on legislation that allows delinquent property taxpayers to donate their real property to political subdivisions, including school districts, in exchange for the discharge of delinquent real estate taxes. The Governor has indicated that he would veto HB 1319 that would require voter identification. He reported that PDE has launched a new educational data management system. This includes PASecure ID that is a student ID number that will be assigned and used for tracking students. It will be operational for the 2006-07 school year. Students will not be allowed to opt out of the program. He reported on SB 298 sponsored by Senator Rhoads that would mandate board training for up to 40 hours. PDE would develop the curriculum. Mrs. Thompson asked if the section was still in the bill about board members being required to take a test and then if they failed, one-ninth of the district's subsidy would be withheld. There is also a move to have installment payments for property taxes.

The PSBA Legislative Leadership Conference will be held next weekend and Lyn Swann and Ed Rendell, Santorum, and Casey will be speaking. He urged board members to stay in touch with our local representatives. He said the state issues right now are more important than the federal issues. Mr. Earnshaw reported that he spoke to with Representative Reichley about impact fees. Mr. Reichley indicated that there have been two proposals and he supports the concept. Mr. Richwine asked if there were any plans for mandatory training for legislators. Mr. Ballard replied negatively.

7. Facilities

A. Shoemaker Change Orders

Motion by Thomas, Seconded by Ballard
RESOLVED, That the East Penn Board of School Directors approve the change orders as follows:

GC-22 General Construction, E. R. Stuebner (Exhibit 5)

Credit: \$33,830.42

- HVAC-5 HVAC Contract, Worth & Company (Exhibit 6)
Add: \$862.86
- PC-2 Plumbing Contract, JBM Plumbing Inc. (Exhibit 7)
Add: \$6,087.47
- EC-5 Electrical Constructions, Wind Gap Electric (Exhibit 8)
Add: \$6,709.62
- CO 2 Furniture Contract, Tanner School Furniture
Credit: \$240.45

The following change orders are a result of change directives approved September 12, 2005 for Shoemaker School:

- HVAC-6 HVAC Contract, Worth & Company
per K-003 Provide and Install stainless steel ductwork from dishwasher
and
pot washer to above ceiling ductwork and fan units (PCO-015)
Add: \$6,929.71
- PC-3 Plumbing Contract, JBM Plumbing Inc.
per K-002 Provide final connections to all kitchen equipment. Relocate
service and sanitary lines as required to accommodate revised pot
washer location (COR #16)
Add: \$877.03
- EC-6 Electrical Construction, Wind Gap Electric
per K-004 Provide final connections to all kitchen equipment add shunt
trips to circuitry. Relocate power as required for the revised pot
washer.
Add: \$2,249.27

Change Orders – Alburdis School

RESOLVED, That the East Penn Board of School Directors approve change order MC-2 for the Alburdis School project for \$6,824.49:

- To furnish and install additional items for the boiler room as required by the Labor and Industry inspector.
- To repair/replace damaged transfer air ducts

Shoemaker School – Substantial Completion

RESOLVED, That the East Penn Board of School Directors approve substantial completion (All Phases) for the following at Shoemaker School for furniture and installation of same:

Corporate Interiors, Inc. – New Castle, DE
Tanner School Furniture – New Brunswick, NJ

These resolutions were duly adopted by the following roll call vote:
Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas,
Thompson-----9

8. Business Operations

1. Review of Business Reports

Director of Business & Fiscal Affairs Gary Reigal told board members that he would be reviewing the Five-Year Capital Plan at the next board meeting. If board members have specific questions, they should forward them to him prior to the March 13 meeting. The Eyer bids will be opened some time at the end of March or early April and this will have some impact.

Mr. Reigal said the format for the Treasurer's Report was developed many years ago because of the reporting requirements at the state level as well as by the local auditors. He identified the beginning balances, ending balances, and itemized revenue and expenses. He explained where the revenue is located and how it is invested. The activity funds are listed by building for the elementary schools and by clubs at the middle schools and the high school levels. By state regulations, no club is to have a zero balance. Interest income must be distributed equally among all the clubs and this is done on a monthly basis. The athletic fund is subsidized by the general fund. He reviewed the income from sporting events and the expenditures. The Athletic Fund Balance Sheet will provide the information for the year. The Food Service Department supports itself. In the future, the administration will be looking at ways to charge for custodial services and utilities. He explained the cash over/under aspect as it relates to the Snap Card system. It does not mean that the cashiers' drawers were over or under. The Food Service Department has been very successful. Mr. Ballard asked how much the total expenditures of the Food Service or Athletic Departments are in relation to the budget. Mr. Reigal responded that the Athletic Fund is less than 2% of the budget and the Food Service Department supports itself. Mr. Robert asked why the district is handling the Athletic Fund and why are the salaries and benefits included. Mr. Reigal said it is a clean way to detail funds and is audited separately. Mr. Ballard said it also helpful when looking for ways to cut the budget or to cut things that are not mandated. He concluded that keeping athletics separate from educational expenses is a wise decision. Mr. Robert asked if other expenses could be separated. Mr. Reigal responded that this is outlined in the School Code what groups of funds can be separate and athletics is one of them. Mrs. Thompson thanked Mr. Reigal for the report.

2. Bill List Approval

Motion by Robert, Seconded by Ballard

RESOLVED, That the attached bill list, including the addenda, be approved and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated.

Treasurer's Report

RESOLVED, That the East Penn Board of School Directors approve the Treasurer's Report.

These resolutions were duly adopted by the following roll call vote:

Aye: Ballard, Earnshaw, Fuller, Gannon, Kowalchuk, Richwine, Robert, Thomas, Thompson--9

9. Board Sharing

Ms. Kowalchuk said she appreciated the Principal's reports, noting that she thought it was nice that Mr. Moyer was contacting parents with positive comments, adding she thought it was important to connect with the families. At LMMS, parents are being invited to sign-up for a new LMMS parent email newsgroup. Mrs. Thomas indicated that she would be out-of-town for the next Board Meeting.

10. Announcements

Monday, February 27	6:30 p.m.-Executive Session (Negotiations; Real Estate; Confidentiality) The Board will be going into Executive Session following this meeting to discuss personnel. 7:30 p.m.-Board Meeting
February 28	9:15 a.m.-Wescosville School-Wide Meeting
March 3	11:00 a.m.-Secondary Schools Early Dismissal
Monday, March 13	7:30 p.m.-Board Meeting.

11. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 8:35 p.m.

Cecilia R. Birdsell, Board Secretary

