

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 located at 800 Pine Street, Emmaus, PA, 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

Treasurer: Gary Reigal

Board Secretary: Cecilia R. Birdsell

Substitute Superintendent of Schools: George A. Ziolkowski, Ph.D.

Press Present: Loretta Fenstermacher, East Penn Press Reporter

2. Requests to Address the Board-None

3. Approval of Minutes

Motion by Robert, Seconded by Gannon

RESOLVED, That the East Penn Board of School Directors approve the minutes of the January 9, 2006 meeting.

This resolution was unanimously adopted by voice vote.

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

1. Personnel

Motion by Ballard, Seconded by Earnshaw

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

Resignations

-Sandra Harding, Teacher Aide at EHS, effective January 26, 2006
(Exhibit 1)

-Judy Brady, Teacher Aide at Alburtis School, effective January 24, 2006
(Exhibit 2)

-Monica Knauss, Teacher Aide at Alburtis School, effective January 27, 2006
(Exhibit 3)

-Christine Lerew, Music Teacher at Eyer MS, effective immediately (Exhibit 4)

Correction to Retirement Date

Employee: Shirley Hammel, Maintenance Administrative Assistant
From: December 23, 2005
To: February 2, 2006

Leave as Per Collective Bargaining Agreement

Employee: Erin Marks, Music Teacher, Eyer MS
Effective: January 18, 2006

Appointment of Full-Time Substitute Teachers

Name/Address: Diane Coleman
3506 Knerr Drive, Macungie 18062
Education Level: B. S. Degree (1996)
M. Ed. Degree (2002)
Undergraduate School: Lock Haven University
Graduate School: Holy Family University
Effective: January 26, 2006
Assignment: Special Education, Macungie School
Opening created by C. Bruen leave.
Certification: Instructional I: Ment and/or Phys. Hand.
Experience: 9/96-6/04: Pennsbury SD
Salary: \$39,200 (Step A, Year 1, Col. B)

Name/Address: Marissa Rotz
321 S. Franklin Street, Allentown 18102
Education Level: B. S. Degree (2005)
Undergraduate School: Ursinus College
Effective: January 26, 2006
Certification: Instructional I: Health/Phys. Ed.
Assignment: Health/Physical Education, LMMS
Opening created by L. Carey leave.
Experience: None
Salary: \$39,200 (Step A, Year 1, Col. B)

Change in Employment Status

Employee: Laurie Hillanbrand, Grade 1
Shoemaker School
From: Full-Time Substitute Teacher
To: Temporary Professional Employee
Reason: Transfer of C. Hamscher to IST

Appointment of Teacher Aides

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Pam Cantone 4809 Meadowview Terrace Zionsville 18092	Eyer MS Resign of D. Derr	\$10.70/hr., 25 hrs./wk.
Carole Limar 1533 Oak Drive Macungie 18062	Shoemaker J. Vollman resign.	\$10.70/hr., 12.5 hrs./wk
Frances Folsom 0125A Coldstream Circle Emmaus 18049	LMMS C. Acholonu Transfer	\$10.70/hr., 12.5 hrs./wk.

Additions to the 2005-06 List of Per Diem Substitutes

Sarah Miller, Art
Ruth DeLong, Elementary
Christina Rice, Music
Jenel Wildermuth, Art
Faye Dunning, Art
Sarah Davis, Music

Instructions for Community Education, Spring 2006

See Exhibit 5

Educational Conferences – Exhibits 6 & 6A

That the East Penn Board of School Directors approve the expenses for the educational conferences listed on Exhibit 6.

Dr. Ziolkowski indicated that Dr. Torma had submitted a paper on data-driven decision making to the NASSP. The paper was forwarded to representatives for the China-US Conference on Education and it was accepted. Dr. Torma will be presenting the paper in Beijing, China. Mrs. Thompson added that it is always wonderful when the district's employees are doing great things.

Co-Curricular Advisors

<u>Name</u>	<u>Activity</u>	<u>Stipend</u>
Lisa Insinger	Assistant JV Softball Coach	Volunteer
Susan Carraher	Co-Middle Softball Coach	\$1311.00
Krystal Scheller	Co-Middle School Softball Coach	\$1311.00
Bruce Denmead	HS Band Director	\$5826.00
	HS Jazz Band Director	\$ 988.00
	Co-Drill Director	\$2055.00
Carrie England	Co-Drill Director	\$2055.00
	Assistant HS Band Director	\$2419.00
Mark Domyan	Co-Vocal Director, Eyer MS	\$ 832.50
Ashlee Everitt	Color Guard Director	\$2679.00
	Winter Color Guard Advisor	\$2913.00
Melissa Baer	Volunteer Swim Coach	Volunteer
James Broughal	Boys & Girls Assist. Swim Coach	\$1560.00

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

5. Education

-Elementary Presentations: 2005-06 Student Achievement/Assessment Plans

Dr. Michael Waddell, Principal of Alburtis School, explained that previous to last year the Alburtis School had a student population of 100 and five teachers. It is now a K-5 building with over 425 students. He reviewed the attached goals, objectives, and results for the Alburtis School. This was the first year that grades 3 and 5 were housed in the building and took the PSSA test. Dr. Waddell said the testing format was reviewed in homework assignments and daily practice so that the format was not a surprise for the students. There were morning meetings where teachers met in small groups creating a classroom community to address issues and problems. The teams also meet once a week. They have worked on differentiated reading for the older students and there is an increase in the awareness of the testing format so new students become accustomed to the test. There are monthly probes in reading and mathematics to see how well students are performing. These measures had not been in place last year.

Ms. Donna Cortez, Principal of Jefferson School, presented the goals, results, objectives, and longitudinal data. The faculty spent time collaborating on areas of focus, best

practices, and instructional strategies. She explained that there is a school-wide tutoring program with parents and Emmaus High School students and flexible grouping with remedial assistants for students not meeting proficiency. There are approximately 40 parent volunteers helping with math anchors and 15 EHS students who come to Jefferson on a weekly basis. In addition, at parents' nights she has emphasized the importance of the test and the significance to the community. She concluded that there is going to be a PSSA Pep Rally with EHS cheerleaders prior to the test.

Mrs. Kristen Campbell, Principal of Lincoln School, reviewed the objectives, goals, and results for the Lincoln School. She spoke about the collaborative effort among faculty and district personnel in curriculum, remediation, and special education. The fourth and fifth grade teachers also have been meeting with LMMS staff on a monthly basis. Mrs. Campbell spoke about the instructional strategies where teachers worked in grade level teams. They reviewed assessment anchors and academic literacy strategies. She reviewed the areas in math and reading that the staff will be focusing on for this year. In faculty meetings and school advisory meetings, the format of the test is discussed. She concluded that the teachers are regularly collaborating with other staff in remediation and curriculum.

Mr. Bob Oberecker, Principal of Macungie School, said there is no magic for success for PSSA and what he would be presenting is an oversimplification of an intellectual process. He spoke about his difficulty in setting goals when students are already performing at 95% or advanced. He reviewed the school's performance, goals, objectives, and results that are attached. The staff focused on students who were in basic proficiency and analyzed how to move them from proficient to advanced. He said the data alone does not map out the course of action. It takes data, leadership at all school levels, and focus to move ahead. His faculty will be now focusing on capacity building and analyzing research that shows how students learn. Each teacher is participating in a plan during the school year to sharpen skills. The highlight has been working with School Psychologist Mary Kaye Naunas who has worked on a research project with Lehigh University that can help identify students who may not perform well on the PSSA. This helps answer the question about working with all students and benchmarking throughout the year. They have worked with learning support students to familiarize them with the test. Mr. Oberecker spoke about the importance of the IEP and the wealth of information that it contains.

Mr. Dennis Murphy, Principal of Shoemaker School, talked about how the information was reviewed and analyzed by the staff at Shoemaker, including using resources that are available to analyze how students answered questions and to assess where they are having difficulty. One of the goals for 2005-06 is to not only decrease the number of students who are below proficiency but to increase students in proficient. There was a special program that was instituted for 22 third graders in reading that ran every Wednesday from December to May. They called the group Murphy's Mighty Readers and they worked on fluency and many of the students did excel in the program. The students also did very well on last year's PSSA test. They also continued the reading program through June, July, and August. He, too, mentioned the collaboration and collegiality of the teachers to work with the students.

Mr. Tony Moyer, Principal of Wescosville School, reviewed the goals, objectives, and longitudinal data. He indicated that they have improved communication so that everyone is aware of information that is available for PSSA improvement. They have a very active instructional support team and parents are involved in this process. Every teacher has received the anchor standards and the academic content. Another focus has been guided reading and small group reading which had not been done as much as last year. Mr. Moyer said there were four new teachers at Wescosville who had experience in other districts and they shared ideas that had been successful. They are monitoring progress of students and practicing on the format of the test.

Mr. Earnshaw commended the work that has been done at the various buildings, adding the amount of time that is focused on this one test. He asked how many students at each building actually took the assessment. He asked if there was an active dialogue among the principals to share what is working well. Dr. Ziolkowski said the elementary principals

meet once a month and there are curriculum meetings where this information is shared. Mr. Earnshaw asked if the percentages were to remain the same or to increase the numbers. Dr. Ziolkowski explained while the measures taken may sound like teaching to the test, that is not happening. They are teaching to the standards and the anchors.

Mr. Ballard said the staff made a lot of effort to climatize the students to the test. Mr. Ballard said in reviewing the information he did not see a definable trend. Dr. Torma agreed with his statement. He said the Macungie data does have a definable trend in the data in both reading and writing. He said he was wondering how there could be a discernible trend in one school and not in the others. Dr. Torma said they are looking at trends and have been sharing strategies and seeing how they can all be incorporated into all buildings. Mr. Ballard asked if the plans that are now in place are sufficient to preclude any additional schools being put into improvement status over the next year. Dr. Torma said there are variables but in looking at where the schools are this year, the district is moving in the right direction, adding there is always the possibility that something could happen externally that could affect the AYP. Mr. Ballard said his concern was that the district may get into more disaggregate areas. Dr. Ziolkowski said it is not only in the disaggregate area but also with the introduction of hundreds of new students there is a need to ascertain how those students best learn. Ms. Kowalchuk said it appears that most of the schools have different benchmarks that use and asked if there is a standard set of assessments that they all share. Dr. Torma responded that there are the common assessments, the DAR test and various other tests that are shared by the principals and posted on line. Ms. Kowalchuk asked if the administrators were evaluating these different assessments to find out what works best. Dr. Torma said they are doing that now and have incorporated electronic common assessments where teachers can actually receive reports on the data. Ms. Kowalchuk asked how the PSSA test has impacted on the curriculum. Mr. Oberecker said he did not see a major difference in effective teaching. Dr. Waddell said there is much more to do now and school is not as much fun. Ms. Fuller said it was exciting to see the amount of collaboration and complimented Ms. Cortez on using the students from the high school in the process. Mr. Richwine thanked the staff who were involved in putting the presentation together, noting the collaboration and all of the hard work. Mrs. Thompson said the high school provides remediation program for students but the students do not select to participate. She asked if elementary students were more amenable to participating. Dr. Ziolkowski felt there was more control at the elementary level. Mrs. Thompson felt very grateful for the work that is being done and appreciated the comments that the district is not teaching to the test. She said teaching to the standard is more acceptable. She also commented on contacting Morning Call report Randy Kraft, who was not present, to write an article about the elementary presentations this evening.

6. Other Educational Entities

-Carbon Lehigh Intermediate Unit

T. Richwine

Mr. Richwine reported that there are seven new board members. He noted there are also two members who are also serving on LCTI's Joint Operating Committee. He said Robert Keegan, who has been with the IU for at least 20 years, has been appointed as the Executive Director. Mr. Richwine said that there are 171 East Penn students being served by the IU. Last year the IU served 203 East Penn students. There has preliminary approved by the IU Board. The budget will then be sent to all the sponsoring districts for action. The budget has an increase of 3.5% and East Penn's increased slightly due to the formula based on the aid ratio. The budget was recommended to the IU Board by the 14 sponsoring districts' superintendents.

-Lehigh Career & Technical Institute

F. Fuller
T. Richwine
V. Thomas
A. Thompson

Mrs. Fuller announced that on February 3 the Warehouse Distribution Center was being dedicated and Governor Rendell will be present. This has been a program that began

about six years ago. UPS has been a major provider and has made a substantial financial contribution. Mrs. Thompson noted that there was a wonderful Christmas Party in December.

7. Legislative C. H. Ballard

Mr. Ballard presented the following motion:

Motion by Ballard, Seconded by Robert
RESOLVED, That the East Penn Board of School Directors authorize sending a letter to Senator Wonderling encouraging his support of SB 854.

This resolution was duly adopted by the following roll call vote:
Aye: Ballard, Earnshaw, Fuller, Gannon, Richwine, Robert, Thomas, Thompson---9

Mr. Ballard reported that SB 854 has some state contribution toward property tax reduction, not just depending on revenue from gambling. It would expand the state sales tax and personal income tax. SB 854 does contain language on exceptions to back-end referendum. It takes care of the annual increases in health insurance and moves the exceptions for special education to the actual spending amount. Mr. Ballard explained how these two changes were positive, as compared to language in Act 72 and the costs that are out of the district's control before any budget considerations are given. The 110 districts that adopted Act 72 are now looking at cutting programs and/or going for referenda.

The State Board of Education has put in a proposal to mandate proficiency on the PSSA as a high school graduation requirement. The Independent Regulatory Review Commission and the House Education Committee each sent comments to the State Board of Education voicing concerns over the proposal. Chapter 49 dealing with teacher certification is being reviewed. Changes being proposed are in the area of Special Education certification. Mr. Ballard said districts are having difficulty filling these positions and this dual certification will only exacerbate that problem. PSBA is also looking at charter/cyber school funding and proposed changes in last best offer binding arbitration (SB 910). Regarding the binding arbitration issue, it is thought it may require a constitutional amendment.

8. Policy A. Earnshaw
C. Ballard
F. Fuller
E. Gannon

1. Meetings:

Monday, March 20	7:00 p.m.	Board Room
Monday, May 15	7:00 p.m.	Board Room
Monday, June 19	7:00 p.m.	Board Room

2. PSBA Board/Governance Standards/Code of Conduct

Mrs. Thompson reviewed the information that has been mailed and asked if the Board wished to pursue this as a policy. Ms. Fuller and Miss Birdsell had attended the PSBA Conference session where the Standards/Code was introduced. An Advisory Committee consisting of board members, PSBA staff, and administrators worked on this information for over a year. Ms. Fuller felt the Board should look at it. Mr. Ballard said many of the statements are altruistic but cautioned there are a number of things that the Board may not want to embrace. Ms. Fuller said that the information could be customized to meet the Board's needs. Mr. Earnshaw said there are a lot of good things included and felt the Board has done a lot of the things mentioned. He commented on the Code of Conduct and whether it could be implemented with elected officials. Ms. Gannon said she concurred with the comments by other board members and she felt a lot of effort could be spent on it and questioned what the point would be. Ms. Kowalchuk said there were things that stated the obvious. She felt it was worth going through but she felt there might be things that should be

looked at as a board. Mrs. Thomas asked if it would be appropriate for the Policy Committee to put it on the list for consideration and then bring it back at some other time. Mrs. Thompson said it would be appropriate for the Policy Committee to look at it. Mr. Robert pointed out that there are other decisions with the building program that should be consuming the Board's time rather than a review of the policies submitted by PSBA. He said if the Board runs out of things to do it might be an option. Mrs. Thompson said she wanted to be able to say that this was discussed and it will be reviewed at another time.

9. Business Operations

1. Bill List Approval

Motion by Robert, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the attached bill list, including the addenda, and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated.

Treasurer's Report

RESOLVED, That the Treasurer's Report be approved.

Special Funds Disbursement – Exhibit 7

RESOLVED, That the East Penn Board of School Directors authorize payments from the Capital Reserve Fund and GOB 2003 Bond Issue for the items listed on Exhibit 7.

Second Addendum to Agreement of Sale – Exhibit 8

RESOLVED, That the East Penn Board of School Directors approve the Second Addendum to Agreement of Sale dated October 13, 2003 between the East Penn School District and Scot and Shirley Fenstermaker as described in Exhibit 8.

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

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

10. Board Sharing

Mrs. Thompson requested that Mr. Reigal review the financial data that is forwarded to board members regarding revenue comparisons, assets, budgetary resources, and appropriations at some future meeting. Ms. Fuller had met someone from the Quakertown School District and representatives of East Penn were invited to tour their ninth grade center. Ms. Fuller noted that the Quakertown SD has a different concept than what was being discussed. Mr. Robert said the appropriate staff should do the tour rather than board members. Dr. Ziolkowski said the administration is working on developing the short-term, middle term, and long term priorities at a meeting tomorrow. His intention is to bring this information to the Board in March.

Mrs. Thomas commented on the positive impact of the new board member training conducted by PSBA. She said she and Ms. Kowalchuk attended the first session along with Dr. Ziolkowski and Miss Birdsell. The next session is February 2 and Ms. Fuller and Dr. Torma will also be attending the session.

Dr. Ziolkowski announced that Suzanne Smith, an EHS guidance counselor, has been awarded the Ralph Kidd Memorial Award for Counselor of the Year. She was selected by the

Lehigh Carbon Counselors Association. Ms. Smith will be recognized at a future board meeting.

11. Announcements

Monday, January 23	7:30 p.m.-Board Meeting
Monday, January 23, 2006	Executive Session following Board Meeting (Real Estate)
January 24, 25, 26	EHS Mid-term Exams
January 25	7:00 p.m.-EHS Guidance Information Night for Incoming Freshmen
January 27	End of Quarter
January 31	CLIU-New and Seasoned Board Members Orientation
February 2	PSBA Seminar #2: It's the Law, Allentown
February 3	Elementary Report Cards
February 8	Middle School Report Cards
February 10	6:00 p.m.-Pasta & Pi-Jazz Spaghetti Dinner, EHS Cafeteria
	EHS Report Cards

12. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion at 9:45 p.m.

Cecilia R. Birdsell, Board Secretary