

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS

MINUTES OF THE SEPTEMBER 8, 2014

BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:32 p.m., followed by the Pledge of Allegiance.

Board Members Present: K. Bacher, C. Ballard, L. Donches, A. Earnshaw, F. Fuller, R. Heid,
Z. Munson, S. Rhodes, III, W. Vinovskis

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
James Frank, Assistant Business Director
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

Absent: Debra Surdoval, Treasurer

Press Present: Peter McConnell, East Penn Press
Dan Sullivan, The Morning Call
Randy Kraft, 69 News

2. REQUESTS TO ADDRESS THE BOARD

Tim Krise, 1572 Scotland Avenue, Punxsutawney, PA 15767 – Vice President, STA PA, Inc. Mr. Krise provided a summary of the problems they encountered since the start of school, challenges they have faced, the reasons for some of their problems and offered suggestions and remedies.

Kelly Wood, 59 Wood Lane, Indiana, PA 15701 – Director of Special Projects, STA. She explained her role with regard to student transportation, areas that need improvement, and what she intends to do moving forward without adding buses to the existing contracted fleet. She introduced John Fahey, transportation consultant for Versatrans Solutions (parent company Tyler Technologies), who provide feasibility studies and time limits of the routes.

Bob Hamill, 1500 Little Lehigh Drive, Emmaus, PA, 18049 – Mr. Hamill shared his concerns regarding the new teacher's contract and rising pension costs and benefits. He asked Mr. Fisher his legal advice in regard to negating the vote of Dr. Munson or Mr. Rhodes due to a conflict of interest with the teacher's contract. He indicated he would follow through with submitting a Freedom of Information request since there was no response from Mr. Fisher.

Chris Donatelli, 1695 Beech Lane, Macungie, PA, 18062 - He expressed his concern regarding the asbestos abatement contracts.

3. APPROVAL OF MINUTES

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the Minutes of the August 25, 2014 meeting.

This resolution was unanimously adopted by voice vote.

4. **REPORT OF THE SUPERINTENDENT OF SCHOOLS** – Dr. Michael Schilder

Dr. Schilder reported on the following:

Enrollment:

- 7,996 as of Sept. 2, 2014, an increase of 21 students from June 3, 2014

Transportation:

- Continuing problems including late buses, early arrivals at stops, charter/private school routes in excess of 90 minutes, bus routes split or changed without information to school or parent.
- Commended Dr. Tom Mirabella, Director of Student Services, for working long hours with STA.
- Currently reviewing sample policies and procedures and will bring them forward to the Board at a later time.

Recognition of Students:

- The National Federation of Press Women honored two 2014 Emmaus graduates, Katrina Guido and Eamon Dreisbach, who served as editors of The Stinger.
- Barry Seng, Rushabh Kamdar, and Clint Spear from the Emmaus High School Key Club have been elected to International and State Leadership Roles.
- Field Hockey – Pre-season selection as #6 team in nation.
- Meredith Sholder ('17) – selected by MAX Field Hockey to “Super Sophomore” team.
- Girls Soccer - Shannon McGinnis ('15) selected to the TopDrawerSoccer.com All-America and the High School All-America game watch lists.
- Girls Volleyball - Mackenzie O'Brien ('15) – nominated to 2014 Under Armour Women’s Volleyball High School All-America watch list.
- Wil Miller ('15) - selected as the Coordinated Health Athlete of the Week and Lehigh-Valley-Live Athlete of the Week.
- On September 20th, Carly Lenett, a Willow Lane student, will be participating in a swim clinic at EHS to raise awareness for juvenile diabetes.

Ms. Heid shared that Carley Lenett was interviewed with her father and appeared on Headline News.

Reverend Vinovskis shared his appreciation for the open and honest communication from Dr. Schilder regarding the bus situation. He thanked Mr. Krise for coming forward as well as thanking Dr. Mirabella and the staff of STA.

In response to questions and concerns expressed by Board members regarding transportation and class sizes, Dr. Schilder provided the following:

- Agreed some of the class sizes are high and indicated that would be up for discussion during the budget process for next year.

- Demographic report due the end of October will provide valuable information on enrollment trends.
- STA contract states an internal run for students who attend EPSD is 45 minutes, not 60.
- In some cases, designated pick up times given to bus drivers are different than what was provided to parents.

Reverend Vinovskis noted the building boom in Lower Macungie Township in the early 2000's resulted in oversized classrooms at Albutis, and is anxious to see the demographic study to determine how the district needs to handle the numbers when these students hit the high school.

Ms. Donches asked why class sizes seem inconsistent with the reported 15/1 ratio. Dr. Schilder and President Earnshaw explained that the state average class size ratios are skewed by the small sizes of special education classes and the inclusion of teachers other than classroom teachers (e.g., art, music, PE) as well as some support teachers who work with students during the course of the day for accelerated or remedial instruction. This adds to staff count without changing student count.

5. PERSONNEL

Motion by Ballard, Seconded by Vinovskis

RESOLVED, That the East Penn Board of School Directors approve the following personnel items, including the items on the Addenda, as recommended by the Superintendent:

a. Resignation(s)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Rocco Del Priore	Staff Assistant	LMMS	8/25/14
Nissa Geist	Part-time Food Service Associate	Jefferson ES	8/28/14
Dawn McQuillen	Instructional Assistant	Willow Lane ES	8/25/14
Jamie Kutzura	Custodian	Eyer MS	8/27/14

b. General Leave of Absence(s) – Board policy 539, General Leave

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Thelma Schaffer	Part-time Food Service Associate	Lincoln	8/27/14 – 8/26/15
Maria Matsuba	Instructional Assistant	Eyer MS	8/26/14 – 10/31/14
Theresa Berthel	Staff Assistant	LMMS	9/26/14 – 6/30/15
Erika Wagner	Special Ed. Teacher	Macungie ES	9/9/14 – 9/8/15
Eleanor Powell	Instructional Assistant	Jefferson ES	8/25/14 – 8/24/15

c. Administrator Appointment

Name: Jeremy Silimperi
 Education Level: B.A. 2005
 M.Ed. 2008
 Undergraduate School: DeSales University
 Graduate School: DeSales University, East Stroudsburg University
 Assignment: Supervisor of Special Education – Elementary
 (Resignation of Jennifer Curtis)

Effective: TBD
 Certification: Instructional II, Supervisory, Elementary K-6, Supervisor Special Ed.,
 Special Education N-12
 Experience: Coordinator of Special Education – Colonial Intermediate IU – 8/2011 –
 present
 Emotional Support Teacher – Colonial Intermediate IU – 5/2009 –
 8/2011
 Special Education/Emotional Support Teacher – Colonial Intermediate IU
 – 8/2006 – 5/2009
 Special Education/Emotional Support Teacher – Colonial Intermediate IU
 – 8/2005 – 6/2006
 Salary: \$84,000

d. Correction to Temporary Professional Employee Appointment

Name: Ryan Peters (*approved August 11, 2014*)
 Salary Correction: \$52,156

e. Co-Curricular Appointment(s)

2014-15 Schedule B (Exhibit #1 & #5)

f. Custodial Staff Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>
Justin Smith	Custodian – Part-time 2 nd shift – Willow Lane ES	\$20.25/hr.
Effective: 9/9/14	William Moyer – Retirement & subsequent transfers	20 hrs./wk.

g. Support Staff Transfers

<u>Name</u>	<u>From:</u>	<u>To:</u>
Michael Blair	Staff Assistant - LMMS	Instructional Assistant - LMMS
Effective: 9/9/14	29hrs/wk.	29hrs/wk.
Nina Skinner	Technical Assistant – Assistant Superintendent	Technical Assistant – Technology
Effective: TBD		
Wendy Frisch	Instructional Assistant – Eyer MS	Staff Assistant - EHS
Effective: 9/23/14	29hrs/wk.	29hrs/wk.
Pam McCarthy	Staff Assistant – Willow Lane ES	Staff Assistant - EHS
Effective: 9/23/14	17.5hrs/wk.	20hrs/wk. (New Position)

h. Instructional/Staff Assistant Appointment(s)

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
Cynthia FitzMaurice	Instructional Assistant – Willow Lane ES	\$14.22/hr.
Effective: 9/9/14	Dawn McQuillen - Resignation	29hrs/wk.

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
Scott Horoshko Effective: 9/9/14	Instructional Assistant – Eyer MS Amber Neetz - Resignation	\$14.22/hr. 29hrs/wk.
Dimitria Barebo Effective: 9/9/14	Staff Assistant – EHS Lisa Lucchessi-Wood replacing Douglas Young	\$14.22/hr. 20hrs/wk.
Audrey Erb Effective: 9/9/14	Staff Assistant – LMMS Rocco DelPriore – Resignation and subsequent transfers	\$14.22/hr. 29hrs/wk.

i. 2014-15 List of Per Diem Substitutes

<u>Name</u>	<u>Subject</u>
Therese Bushner	English
Diane D'Agostino	Health/Physical Education
Amber Neetz	Social Studies
Vicotria Romano	IA/SA

j. 2014-15 List of Guest Teachers

<u>Name</u>	<u>Name</u>
Christina Burroughs	Elizabeth Lanzone
Yvette Campbell	James McFadden
Michelle Costello	Raphael Parise
Kim Dryfoos	Diane Salute
Lisa Heneman	Alicia Trinkle
Laurie Kalo	Ruth Urrutia
Cheryl Lagler	John Wastak

k. 2014-15 List of New Teacher Induction Mentors

<u>Name</u>
Elaine Civic
Carrie England
Anjanette Hoffman
Joan Johnston
Mark Neth
June Urbassik
Alexis Williams
Denine Williams

l. Leave of Absence(s) as Per Collective Bargaining Unit Agreement

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Nicole Swatsky	Grade 3 - Teacher	Willow Lane ES	8/21/14 – 6/30/15

m. Full-Time Substitute Teacher Appointment(s)

Name: Jessica Saliby
Education Level: B.A. Degree; 2009
M.Ed.; 2011
Undergraduate School: Muhlenberg College
Graduate School: Lehigh University, DeSales University
Assignment: Special Education (Learning Support) – Emmaus HS
Opening created by Laura Oswald – Leave of Absence
Effective: TBD
Certification: Instructional I, Social Studies 7–12, Special Education 7-12
Experience: 2/2010 - 6/2014: Allentown SD; Per Diem Substitute
Salary: \$50,521; Year 1; B

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Name: Nicole Iticovici
Education Level: B.S. Degree; 1993
Undergraduate School: Pennsylvania State University
Assignment: Biology – Emmaus HS
Opening created by Kristina Svencer – Leave of Absence
Effective: September 12, 2014
Certification: Instructional I, Biology 7-12; Environmental Educ. K-12
Experience: 10/2013 - 6/2014: Bethlehem Area SD; Long-term
Substitute
8/2013 – 10/2013: Bethlehem Area SD; Per Diem
Substitute
3/2013 – 6/2013: Northwestern Lehigh SD; Per Diem
Substitute
11/2012 – 1/2013: Bethlehem Area SD; Per Diem
Substitute
9/2012 – 10/2012: Bethlehem Area SD (Lehigh Valley
Academy); Per Diem Substitute
Salary: \$50,521; Year 1; B

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

Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis-----9

President Earnshaw introduced Jeremy Silimperi, Supervisor of Special Education - Elementary.

6. **BUSINESS OPERATIONS**

a. Approval of Bill List

Motion by Bacher, Seconded by Munson

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #2.

Ms. Donches noted she will continue to abstain as she investigates the possibilities of having more information placed on the bill list.

This resolution was duly adopted by the following roll call vote:
 Aye: Bacher, Ballard, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis-----8
 Abstention: Donches-----1

b. Contracts

Motion by Ballard, Seconded by Rhodes

RESOLVED, That the East Penn Board of School Directors approve the following contracts, as per Exhibit #3:

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
Bucks County IU#22	2014-2015 Special Education Services (Student)	\$72,379
BuyBoard National Purchasing Cooperative	Interlocal Participation	No Cost
PPL Electric Utilities Corporation	Public/Private Attachment License	N/A
Heinemann Professional Development	Custom Professional Development	\$9,100 (Title I Funds)
R.U. & J.U.	Parent/Guardian Transportation Contract (5 miles round trip to and from Eyer MS)	\$.560/mile
A.L.M. Abatement Services, LLC	Construction Debris Removal	\$17,835
TCI Environmental Services, Inc.	Construction Debris Removal (inspection)	\$600

Ms. Donches made a motion to amend the motion to remove the BuyBoard Interlocal Participation, PPL License, A.L.M. Abatement and TCI Environmental agreements from consideration. Motion failed for lack of a second.

Ms. Donches then shared her concerns regarding the BuyBoard and PPL agreements.

President Earnshaw explained that the BuyBoard agreement allows the district to have more options for purchasing without the obligation to buy. Mr. Frank noted that on May 12, 2014 the Board authorized BuyBoard as one of the groups to work with. This next step is relative to the details of the contractual arrangement. With regard to the PPL License agreement, Mr. Frank explained banners (signage) are attached to telephone poles owned by PPL, therefore the need for the license agreement.

During the discussion regarding the ALM Abatement and the TCI Environmental agreements and the removal of the material at Wescosville Elementary, Dr. Schilder provided background information. He clarified that ALM & TCI will work together in notifying the Dept. of Environmental Protection, provide monitoring of the process and ensure proper permits are secured. He stated the police had not been notified since no illegal act had occurred other than the dumping of the material. The focus is to correct the mistake of burying the debris by removing it and disposing of it properly. Dr. Schilder also noted that employees responsible for the decision to bury the debris are no longer employed with the district.

Mr. Fisher confirmed the \$18,000 fee is a reasonable estimate and that remediation or abatement is not covered by insurance. He also reminded the Board that the issue that's before the Board is the removal of the material.

Reverend Vinovskis stated that based on the information that they received about this agenda item there is no person on this Board, including Dr. Schilder, who had any idea about this

asbestos issue until 2-3 weeks ago. He commended Dr. Schilder for informing the board, contacting the appropriate asbestos abatement firms, and handling this properly.

Ms. Donches feels this removal process would be tampering with evidence and recommended a full investigation be done prior to the removal of the material.

Mr. Fisher and President Earnshaw agreed the cost of prosecuting through a law suit would far exceed the amount of the contract. There is no indication of leads or witnesses regarding the dumping. If circumstantial evidence could be found somewhere in the debris, it is highly unlikely it could be connected to a specific construction site.

Ms. Donches requested to go on record that this is not the right thing to do.

Dr. Bacher concurred with Dr. Schilder to leave the contract open-ended.

Motion by Munson, Seconded by Bacher, to end the debate.

Debate was ended by the following roll call vote:

Aye: Bacher, Ballard, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis-----8

Nay: Donches-----1

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

Aye: Bacher, Ballard, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis-----8

Nay: Donches-----1

c. Discussion

Use of proceeds from bond refinancing

During discussion among the Board, Ms. Donches recommended having the proceeds from the bond refinancing be placed in a committed fund called debt retirement to be used to pay down debt. She inquired if any of the bonds could be paid down or could debt be retired early. President Earnshaw explained that a certain amount of money is budgeted for bond services. If money is underspent at the end of the budget year, a budgetary transfer could be made to capital reserve, committed fund balance, or other expenditures. This would then become part of a fund balance for the next year's budget. President Earnshaw continued by providing a brief explanation of the structure of borrowing.

Mr. Frank clarified the district has the opportunity to refinance at a lower rate on longer issues every 5 years, which is the call period. District cannot refinance outside of the 5 year window. Some bonds are variable rate, 7 day bonds, which means the rate changes every 7 days. The district is currently paying 1%.

Ms. Donches suggested having these funds placed into a committed fund to gain more interest. President Earnshaw explained if the district earns more in interest than what is paid out it is considered arbitrage, resulting in fees being paid to the IRS.

Dr. Bacher suggested this is better suited being discussed during an actual motion after gathering the information needed and having a better understanding of the bond issues. He

made the suggestion, as part of a preamble of a motion, to include the explanation of why, the cost savings and the purpose.

Mr. Ballard summarized by providing a brief explanation of the selling of bonds:

- Institutional people buy bonds with a contracted time
- Cannot payoff older bonds
- Financing opportunity is on the call period
- Funding for capital improvements and projects
- Dedicated funds are replenished from time to time mainly with bond refinancing
- Do not have to raise taxes as much

There was no discussion on increasing number of school buses since this was not brought forward as a recommendation.

7. CURRICULUM

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approves the estimated expenses for the individual(s) attending educational conference(s):

Conference Title: Training of Trainers: Introduction to Restorative Practices & Using Circles Effectively
Location: International Institute of Restorative Practices, Bethlehem, PA
Dates: September 24 – 26, 2014
Attending: Mark Covelle
Cost: \$1,200.00

Conference Title: Read Like a Champion
Location: Penn State, State College, PA
Dates: October 26, 2014 – October 29, 2014
Attending: Michele James
Cost: \$1,104.28

Conference Title: Fall Field Gathering/Human Trafficking
Location: DeSales University
Dates: September 26, 2014
Attending: Karla Matamoros
Cost: \$-0-

Conference Title: Study Council Tour
Location: University of Albany, SUNY, Saratoga Springs, NY
Dates: September 23 – 26, 2014
Attending: Dr. Denise M. Torma, Kristen Campbell
Cost: \$1,950 (total for both attendees)

Conference Title: Read Like A Champion
Location: Penn State Conference Center
Date(s): October 26 - 29, 2014
Attending: Dennine Leschinsky, IST – Wescosville ES
Cost: \$505

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

Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis-----9

8. OTHER EDUCATIONAL ENTITIES – UPDATES/REPORTS

a. Carbon Lehigh Intermediate Unit - Board Member, Ms. Fuller

Ms. Fuller reported they will not be meeting until next Monday and that CLIU is hosting a statewide video conference on Basic Education Funding Campaign on September 30th.

b. Lehigh Career & Technical Institute – JOC Members: Mr. Earnshaw; Ms. Fuller; Ms. Heid; Mr. Rhodes

Ms. Heid reported the following:

- Received a \$35,000 STEM grant from Bosch Rexroth Corporation
- Applied for the PDE Equipment grant to purchase two equipment items
- Student population is full for P.M. sessions
- Currently revising their No Tobacco Usage policy to include electronic cigarettes

9. LEGISLATIVE UPDATE/REPORT – C. Ballard

Mr. Ballard reported legislation still not in session. Basic Education Funding Commission will be holding meeting at Parkland administration building tomorrow at 10 a.m.

a. 2015 PSBA Slate of Candidates (Exhibit #4)

RESOLVED, That the East Penn Board of School Directors vote for one candidate for each of the following elected positions:

- **President-elect**
 - Kathy K. Swope*
 - Charles H. Ballard
- **Vice President**
 - Mark B. Miller*
- **Treasurer**
 - Otto W. Voit III*
- **At-Large Representative (East) Representing Regions 7,8,10,11,15**
 - Robert M. Schwartz*
 - Michael Faccinnetto*
 - Edward J. Cardow

“ ENDORSEMENT is noted in compliance with PSBA Bylaws (Art. IV, G) and Policy #302 which requires those who seek endorsement to be interviewed (D, 1) and that the published slate clearly indicate whether a candidate has been endorsed (E, 2). The committee is also to consider "...the extent to which the candidate's background, experiences, talents, training and involvement in Association activities and other pertinent attributes indicate their potential for valuable contributions to the success of the Association at increasing levels of Association leadership and responsibility"; consider "...fiscal acumen and experience*

in finance and accounting..." for the office of Treasure; and, additionally, the policy requires the LDC " ...shall further outline endorsement criteria..." (D, 3). The committee has incorporated these directives into a rubric to assure all applicants are evaluated consistently in identifying those considered highly qualified."

Motion by Fuller, Seconded by Bacher to support Charles H. Ballard, Mark B. Miller, Otto W. Voit III and Robert M. Schwartz.

Motion by Donches to nominate Kathy K. Swope, Mark B. Miller, Otto W. Voit III and Robert M. Schwartz. Motion failed for lack of second.

Discussion on the motion included Ms. Fuller informing the board that Mr. Schwartz is currently serving and is doing a great job. President Earnshaw clarified the leadership development committee is comprised of school directors who review and interview self-nominating candidates in order to decide which candidates they endorse.

RESOLVED, That the East Penn Board of School Directors support the candidacies of Charles H. Ballard for President-elect, Mark B. Miller for Vice President, Otto W. Voit III for Treasurer and Robert M. Schwartz for At-Large Representative.

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

Aye: Bacher, Ballard, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis-----8

Nay: Donches-----1

As requested by President Earnshaw, the Board Secretary will register these results with PSBA.

Ms. Donches brought to the administrator's attention that there are two policies requiring revision, as recommended by the auditor:

- Policy 121 - Field Trips
- Policy 122 - Co-Curricular Activities

10. ANNOUNCEMENTS

Executive Session: Monday, September 8, 2014 – 7:00 p.m. (legal matters and negotiations)

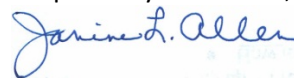
Next Board Meeting: Monday, September 22, 2014 - 7:30 p.m.

President Earnshaw announced there are various meet the teacher and back to school nights throughout the month.

11. ADJOURN

There being no further business to come before the board, Motion to adjourn was made by Ballard, Seconded by Bacher at 9:00 p.m.

Respectfully submitted,



Board Secretary
East Penn School District