

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MINUTES OF THE NOVEMBER 10, 2014
BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:35 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
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

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

President Earnshaw stated that in honor of a request made by Mr. Charles Rhoads at the last board meeting, the district has asked the elevator company to replace the key system with a button system to summon the elevator. Work is to be completed by the next board meeting.

2. REQUESTS TO ADDRESS THE BOARD

Donald Richards, 3974 Fish Hatchery Road, Allentown, PA, 18103 – Mr. Richards expressed his views and comments regarding debt financing strategy in regard to the February funding of the 2009 bonds and the new bonds from March 25th.

John Donches, 559 Minor Street, Emmaus, PA – Mr. Donches shared with the Board of the upcoming CEPTA meeting being held next Tuesday, Nov. 18th, to discuss funds being invested in PSERS and SERS and the problems associated with these investments.

E. Keller Kline, 4351 Indiana Creek Road, Emmaus, PA, 18049 – Mr. Kline commented on the RFP award for the Multi-Function Copy Machines noting his objection of the award to Xerox and shared his concern of the rejection of all bids. He feels Frasier would be more cost effective.

3. APPROVAL OF MINUTES

Motion by Vinovskis, Seconded by Donches
RESOLVED, That the East Penn Board of School Directors approve the minutes of the October 27, 2014 meeting.

This resolution was unanimously adopted by voice vote.

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

a. District Update

- Enrollment
 - November's total of 8,029 is up 21 students from the October 1st report
 - June 1, 2011 total of 8,019 similar to today's total

- Transportation
 - Still working on long routes
 - High school close to an hour
 - Charter school over an hour
 - Attempting to solve problem without adding additional bus
 - Monitoring bus routes
 - Daily problems are rare at this time
 - Received flooding and snow emergency bus routes from STA today
 - Dr. Mirabella confirmed this information will be placed on the district website.

- Ready to Learn Grant
 - Received first half of the RTL grant from PDE
 - Total amount a little over \$500,000
 - Funds to be used to implement effective educational strategies, practices and initiatives and to improve student achievement

- School, Student & Staff Recognition and Achievement
 - On October 21, 2014, Mrs. Deb McGinnis and her son Keenan shared their knowledge of the history of Emmaus with Mrs. Nawarynski's class at Lincoln.
 - For the fourth consecutive November, Macungie students and staff members are honoring veterans with a Wall of Honor display. Students and staff members may honor a family member or friend who is serving, or has served, in our nation's armed services by completing and submitting a Veteran of Honor form which are displayed throughout the month of November.
 - Football players Andy Davidson and Alex Minnich gave the halftime and post-game talks to the East Penn Youth Football Association last Saturday prior to its annual game with Lower Macungie. Andy and Alex discussed the importance of school, proper behavior, and how decisions impact each athlete and the entire team.
 - In field hockey, an earlier 1-0 loss to Stroudsburg in the EPC Championship was avenged with a 2-0 victory over the Mountaineers last Saturday to win the 26th consecutive District XI Crown. A win over the weekend moved them towards the State tournament.

Dr. Schilder confirmed the following regarding the Ready to Learn Grant guidelines:

- Pre-K – grade 3 curriculum aligned with current academic standards
- Pre-K – grade 3 extended learning opportunity allowing additional classroom instruction before, during and after school
- Providing supplemental instruction and instruction coaches for Keystone exams
- Implementation for comprehensive literacy plan
- Reporting must be done for accountability purposes
- Dr. Schilder will research and provide more information

Dr. Schilder provided the following comments regarding transportation questions posed by Board members:

- Delay in obtaining additional buses forces STA to work on a cost effective solution by redesigning the schedules
- Parents may choose to transport their children resulting in not needing an extra bus route
- Possible recommendation to add an additional bus at the next Board meeting

5. PERSONNEL

Motion by Ballard, Seconded by Rhodes

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

a. Resignation(s) - Exhibit #1

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Effective Date</u>
Erin M. Murphy	Technology Integration Specialist	Office of Technology	November 21, 2014

Note: Recommendation for Assistant Principal at Eyer MS Appointment on Board Agenda

b. Termination of Employment

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Robert Haberstumpf	Custodian	Eyer MS	11/11/14

c. General Leave of Absence(s) – Board Policy 539, General Leave

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Madhu Mathur	Instructional Assistant	Wescosville ES	10/30/14 to 11/21/14

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Megan Sly-Schueck	1 st Grade	Wescosville ES	12/10/14 to 3/30/15
Laura Oswald	Sp. Education	EHS	12/11/14 to 6/30/15
Anne Kukitz	Art	Eyer MS	Correction: 11/26/14 to 1/20/15
Jennifer Maurer	Sp. Education	Wescosville ES	Correction: 12/8/14 to 3/30/15
Kathryn Davenport	Psychologist	EHS	Extension to 3/30/15

e. Assistant Principal – Eyer MS Appointment

Name: Erin M. Murphy
 Education Level: B.S. Degree; 2006
 M.Ed. Degree; 2009
 Undergraduate School: Pennsylvania State University
 Graduate School: Kutztown University
 Effective: November 24, 2014
 Certification: K-12 Principal, Reading Specialist & Literacy Coach K-12, Elementary Education K-6
 Experience: 2013–Present: East Penn SD - K-12 Technology Integration Specialist
 8/2007–6/2013: East Penn SD - Elementary Teacher

Salary: 2006–2007: Central Bucks SD – Kindergarten Teacher
\$80,000 plus Act 93 Compensation Benefits
Opening created by Resignation of T. Bloom

e. Human Resources Manager Appointment

Name: Jessica Kornhausl
Education Level: B.A. Degree; 2002
M.A. Degree ; 2004
Undergraduate School: East Stroudsburg University
Graduate School: University of New Haven
Effective: December 8, 2014
Certification: Professional in Human Resources
Experience: 5/2010–Present: East Stroudsburg University – Asst. Director of Employee Services
7/2008–5/2010: East Stroudsburg University – Employment Manager
11/2006–7/2008: Central Admixture Pharmacy Services – HR Representative
3/2005–11/2006: HP3, Inc. – HR Generalist
Salary: \$78,500
Opening created by Resignation of N. Keeler

f. Full-Time Substitute Teacher Appointment(s)

Name: Julie Pescinski
Education Level: B.S. Degree; 2012
Undergraduate School: Shippensburg University
Assignment: Grade 1 – Wescosville ES
Reason for Vacancy: Leave of Absence – M. Sly-Schueck
Effective: November 11, 2014
Certification: Elementary K-6
Experience: 8/2014-Present: East Penn SD; Per Diem Substitute
Salary: \$50,521; Year 1; B

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Name: ~~Lauren Fritzingler~~ WITHDRAWN
Education Level: ~~B.S. Degree; 2011~~
Undergraduate School: ~~Kutztown University~~
Assignment: ~~Autistic Support, K-2 – Wescosville ES~~
Reason for Vacancy: ~~Leave of Absence – J. Maurer~~
Effective: ~~November 11, 2014~~
Certification: ~~Elementary K-6; Special Education N-12~~
Experience: ~~8/2012-7/2014: East Penn SD; Instructional Assistant~~
~~8/2014-Present: East Penn SD; Per Diem Substitute~~
Salary: ~~\$50,521; Year 1; B~~

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Name: Jill Schrader
Education Level: B.S. Degree; 2008
Undergraduate School: Kutztown University
Assignment: Art – Wescosville ES
Reason for Vacancy: General Leave of Absence – J. Wylie

Effective: November 11, 2014
 Certification: Art K-12
 Experience: None
 Salary: \$50,521; Year 1; B

g. Food Service Staff Appointment(s)

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
May Roux	Food Service – Part-time - Macungie ES	\$9.25/hr.
Effective: 11/11/14	Resignation of J. LaPierre/Transfer of C. Weider	15 hrs./wk.

h. Food Service Staff Transfer(s)

<u>Name</u>	<u>From:</u>	<u>To:</u>
Pat Deiter	Food Service Assistant – Part-time - EHS	Food Service Assistant - Part-time - EHS
Effective: 11/11/14	4.75 hrs./day Resignation of T. Reed/Transfer of L. Kershner	4.0 hrs./day

i. Support Staff Appointment(s)

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
Kendall Madeja	Remedial Assistant - Lincoln	\$14.25/hr.
Effective: 11/11/14	Resignation of J. Marks	29 hrs./wk.

j. Support Staff Transfer(s)

<u>Name</u>	<u>From:</u>	<u>To:</u>
Donna Waterman	Staff Assistant - EHS	Staff Assistant - EHS
Effective: 11/11/14	23 hrs./wk. Termination of L. Kammerer	29 hrs./wk.

k. Co-Curricular Appointment(s)

<u>School</u>	<u>Name</u>	<u>Position</u>	<u>Contract/Club</u>	<u>Amount</u>	<u>Notes</u>
EHS	Jonathan Brown	Wrestling Assistant Coach	Contract	\$4,324.00	Replacing M. Bernard
EHS	Thomas Carl	Rifle Volunteer Coach	N/A	N/A	

l. Additions to the 2014-15 List of Per Diem Substitutes – Exhibit #2

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

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

Dr. Schilder introduced Erin Murphy, Assistant Principal at Eyer MS and Jessica Kornhausl, Human Resources Manager.

6. BUSINESS OPERATIONS

a. Approval of Bill List

Motion by Ballard, Seconded by Bacher

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 #3.

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

Aye: Bacher, Ballard, Earnshaw, Fuller, Heid, Munson, Rhodes – 7

Nay: Donches - 1

Abstain: Vinovskis - 1

b. 2014-15 Salary Roster

Motion by Rhodes, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the 2014-15 Salary Roster, as per Exhibit #4.

The Board provided the following comments:

- Ms. Donches appealed to the Board to limit salaries in the future stating taxpayers will not be able to keep up with the increases in salaries and the high pension costs
- Ms. Heid expressed her opinion regarding some of the teachers' salaries approaching the level of administrative salaries indicating administrators assume leadership roles and should expect compensation
- President Earnshaw confirmed the Board is required by law to approve the salaries

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

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

Nay: Donches - 1

c. Take from the Table the RFP Award for Multi-Function and Copy Machines

Motion by Vinovskis, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors take from the table the motion made by Ballard, seconded by Donches, to award the 60-month contract for Multi-Function and Copy Machines to Xerox Corporation per the RFP opened October 1, 2014.

Amount of Bid: Total Semi-Annual Cost of Operation based on Current Average Semi-Annual Volumes is \$155,196.00. Monthly minimum for the contract and per copy allowances and overage rates for individual copiers being furnished are fixed for 60-months and are a significant reduction from current costs, as per Exhibit #5.

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

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

d. Withdrawal of motion made on October 27, 2014 regarding awarding of the contract for Multi-Function Copy Machines.

Mr. Ballard requested permission to withdraw this motion. There was no objection from the Board. Motion was withdrawn.

e. **Motion** by Ballard, Seconded by Donches

RESOLVED, That the East Penn Board of School Directors reject all proposals to the September 5, 2014 RFP for Multi-Function Copy Machines.

Dr. Schilder provided comments and clarified the decision to withdraw and reject all proposals:

- Allows time to clarify language and specifications
- Eliminates miscommunication and controversy
- Administration considers cost and quality of product and service
- Administration conducts reference checks
- Any vendor can submit or resubmit a proposal
- Will have recommendation to award bid for the Multi-function Copy Machines at the December 8th board meeting.

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

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

7. CURRICULUM

Motion by Bacher, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve items 7. a. and 7. b. together:

a. Educational Conferences

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

Conference Title: ESL Program Development & Compliance
Location: Harrisburg, PA
Dates: November 18, 2014
Attending: Tricia Gutman
Cost: \$99.76 (Title III Funds)

Conference Title: Alternative Education for Disruptive Youth (AEDY)
Location: King of Prussia, PA
Dates: November 13, 2014
Attending: Sally Ann Hanzlik
Cost: \$-0-

Conference Title: CLIU#21 Content Area Networking Groups
Location: Schnecksville, PA
Dates: November 11, 2014, March 2, 2015
Attending: Julie Hummell
Cost: \$26.88 (Ready to Learn Grant)

Conference Title: Cognitive-Behavioral Therapy
Location: Wilkes-Barre, PA
Dates: December 11, 2014
Attending: Mike Nytz
Cost: \$284.20 (Ready to Learn Grant)

Conference Title: Working with Autism
Location: Schnecksville, PA
Dates: November 11, 2014

Attending: Mike Nytz
Cost: \$29.00
Conference Title: Keystone Administration Training Sessions
Location: Harrisburg, PA
Dates: November 18, 2014
Attending: Mark Covelle
Cost: \$84.56 (Title II Funds)

Conference Title: Content Area Networking – Math 6-12
Location: Schnecksville, PA
Dates: November 11, 2014
Attending: Denine Williams
Cost: \$20.00 (Ready to Learn Grant)

b. Comprehensive Plan Membership

RESOLVED, That the East Penn Board of School Directors approves the Comprehensive Plan Membership, as per Exhibit #6.

In response to Ms. Donches' questions, Dr. Schilder provided the following information:

- Biographies are not available on members
- Comprehensive plan is extension of strategic plan
- PDE designed plan to be more streamlined
- Progress was made with previous strategic plan
- Committee members who were on the previous strategic plan committee, were invited to join
- EPEA asked for teacher volunteers
- There is no requirement regarding ethnicity and diversity of committee members
- Meetings are not open to public
- Minutes are considered a right to know document and will be generated following meetings

These resolutions were 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 on the following:

- Dr. Eib reported on the 9/30 Kickoff for Education which CLIU helped facilitate
- 800 participants statewide
- Circuit Riders made presentation
- Small group discussions on equitable funding for education
- Reviewed the 2015-16 draft budget
- Deb Popson, Director of Special Programs & Services, presented on Work Based Learning offering a choice of competitive employment, volunteer work and an apartment setting focusing on life skills
- Parent survey showed satisfaction levels are high
- American Education Week is November 16th through the 22nd

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

Mr. Rhodes reported on the October 22nd meeting:

- Materials handling logistic technology department runs at industry standards for handling and shipping
- LCTI students pick, package and ship school supplies to LCTI departments and to participating schools
- 75 students participate in program
- Skills immediately marketable to local distribution centers
- Heard report on LCTI Comprehensive Plan (LCTI to complete three of the 6 components; sending schools complete the rest)
- LCTI formed a Wellness Committee headed by Lisa Adams from Parkland SD
- Director Sandy Himes to present for the congressional members on December 10th in Harrisburg
- Entered into a partnership with the SAGE Corporation benefiting the adult education program offering training for commercial driver's licenses
- Won Award of Excellence for their Viewbook 2014-15 and Website/Intranet in the 2014 Educational Publications Contest sponsored by PSBA
- Approved number of JOC members from each district. Out of 21, East Penn SD has 4, Parkland SD has 6, and ASD has 4.

Dr. Schilder provided comments regarding LCTI:

- Area superintendents took a LCTI sponsored tour of Ocean Spray, Amazon and Lutron
- Managers of Ocean Spray and Lutron emphasized there are very worthwhile and lucrative careers available at these facilities without the need of a four-year college degree

President Earnshaw added the following comments:

- If attend LCCC, can receive 24-36 college credits from the work student has done at LCTI
- LCCC, in conjunction with Bloomsburg University, offers a Bachelor of Applied Technology degree
- Courses can be taken at LCCC or on line through Bloomsburg.
- For \$20,000 student can receive a full four-year degree from Bloomsburg without commuting
- LCTI has all the equipment used in a commercial/industrial warehouse setting

9. LEGISLATIVE – C. Ballard

Mr. Ballard reported on the following:

- Mr. Tom Wolf elected new governor
- Governor Corbett signed the following bills:
 - House Bill 1013, Act 126 – revision to homeschool evaluation process. Parents do not have to submit test portfolios and other materials as done in the past. Evaluators, many of which are paid for by parents, need to provide certification indicating an appropriate education is occurring.
 - EITC/OSCC program expansion expands existing education and educational opportunity scholarship tax credits. Industries would donate money for scholarships and educational programs within the school district and receive tax benefits.

- Epi-Pen Bill allows, but does not require, schools to obtain a prescription for a supply of epinephrine auto injectors. Unfunded mandate with provisions for staff training, administration and storage of the epi-pens in secure locations.

In closing, the following comments were made:

- Ms. Fuller complimented the high school drama department for the excellent presentation of the Diary of Anne Frank.
- Ms. Donches read an excerpt from the Breakout Session Discussion Summary regarding public education having a spending, not a funding problem. As suggested in the discussion summary, Ms. Donches requested a full accounting of all expenditures within the school district's budget using a graphic illustration of controllable and uncontrollable expenditures be provided to the Board prior to being sent to the state at large.
- Ms. Donches read communication from the Morning Call regarding school performance scores and shared her concern.
- Dr. Schilder indicated attention will be given where there is a drop in school performance scores and noted there is more to evaluating a school than just test scores.
- Reverend Vinovskis noted that Emmaus HS had highest score in the Lehigh Valley.
- President Earnshaw explained that any one account can have both controllable and uncontrollable expenses.

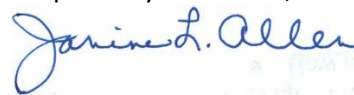
10. ANNOUNCEMENTS

- Executive Session was held on November 10, 2014 at 7:15 p.m. to discuss legal matters.
- Veterans Ceremony being held at Lower Macungie Middle School tomorrow, November 11th. President Earnshaw encouraged all veterans to attend.
- Schools and Offices Closed
for Thanksgiving Break: November 27, 28, December 1, 2014
- Reorganization Meeting: Tuesday, December 2, 2014 - 7:30 p.m.
- Next Board Meeting: Monday, December 8, 2014 – 7:30 p.m.
- President Earnshaw wished everyone a Happy Thanksgiving and expressed his gratitude to the faculty, staff and administration sharing his appreciation of what the district has done for all the children in this community.

11. ADJOURN

There being no further business to come before the Board, Motion to adjourn was made by Ballard, Seconded by Bacher at 8:35 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District