

Order of Business

1. Call to Order; Pledge of Allegiance

Board President Alan Earnshaw called the regular 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: K. Bacher, C. Ballard (via Skype), L. Donches, A. Earnshaw, F. Fuller, R. Heid, Z. Munson, S. Rhodes, III, W. Vinovskis

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

Treasurer: Lynn Glancy

Board Secretary: Cecilia R. Birdsell

Superintendent of Schools: Dr. Thomas L. Seidenberger

Press Present: Peter McConnell, East Penn Press Reporter
Jennifer Marangos, Editor, Emmaus.Patch.com
Margi Peterson, Morning Call Reporter
Precious Petty, Express Times Reporter

2. Requests to Address the Board

Chris Donatelli, 1695 Beech Lane, Macungie talked about a board member's request for information and was given the reason that the information cannot be downloaded. He felt the administrative software should be as advanced as the technology in the classroom. As a comparison, he commented on how quickly he was able to download his personal credit card account information.

3. Approval of Minutes

Motion by Bacher, Seconded by Donches

RESOLVED, That the East Penn Board of School Directors approve the minutes for the January 13, 2014 meeting.

This resolution was unanimously adopted by voice vote.

4. Office of Curriculum & Instruction Presentation

Mrs. Noack, Middle Level Coordinator, indicated that they would be covering the changes with the Chapter 4 regulations and giving an overview of the curriculum review process and cycle. They planned to update everyone on each level and talk about the projects that are being worked on. Mrs. Michele James, Elementary Level Coordinator, started with ELA (English/Language Arts) that starting next year will combine reading and writing. She indicated that the PA Core Standards are balancing the informational text and the literary text. Each grade level will step up their text completely and promote academic focus across the content areas (science and technology and history and social studies). Mrs. Noack explained the curriculum review cycle, indicating that year 1 is for research & curriculum revision; year 2 is for selection of resources/pre-implementation; year 3 is the actual implementation; and years 4-7 are for evaluation and adjustments. Curriculum materials are brought before the Board before there is the actual implementation. Teachers do receive Professional Development before implementing the curriculum materials. A copy of the process is attached to the minutes of this meeting. Mr. Caccavo, Assistant Principal for Curriculum & Instruction, reviewed the Chapter 4 Keystone Assessments, the Chapter 4 Keystone Protocol, and the curriculum revision process. Referring to the Keystone protocol, Mr. Caccavo explained that all non-proficient students must receive remediation prior to their next attempt. However, after two attempts without reading proficiency, students may elect a project-based assessment. He noted that AP Physics must be updated to comply with the new AP regulations. The high school updates include assessment alignment for Algebra I final assessment for middle schools; Chemistry sequencing; Algebra I & II sequencing, and world language assessments and benchmarks. The East Penn Cyber Learning Program has 36 students and the district is looking at expanding the program to include LCTI and DCO programs. The administration and staff are looking at creating and offering a family and consumer science online course for the summer. This would also allow students more time during the academic year to fit other courses into their schedules. Addressing the middle level students, Mrs. Noack explained that they are incorporating the PA Core Standards. This involved writing rubrics for revision for each content area; integrating ELA with content areas; and ongoing professional development to address the instructional shifts. Each content area will have vocabulary instruction integrated into ELA content. Teachers will be using data to support student needs. She noted that no new materials are needed in 2014-15. Mrs. Noack was enthusiastic about the Middle Level STEM initiative that involves exploring, applying, and creating technology. They will be exploring grant opportunities for 3D printers. Some of the projects include robotics, building and launching rockets, Legos, engineering design processes and project design. Dr. David Smith from the DaVinci Science Center is also a resource in this area. The K-12 English ESL Program (English as a Second Language Program) involves approximately 146 students who speak over 24 languages. Students may exit the process as they become more fluent so the number does fluctuate throughout the school year. Mrs. Noack shared that the district has seen a 36% increase in the number of students. Mrs. James explained that this year students had access to HSP (Harcourt School Publishers) ebooks, stressing that this is not the district's curriculum. Teachers are also creating interactive pacing guides. She said the Assessments Committee has created quarterly common math assessments in Grades 1-5. These are aligned to the PA Core Standards. As further support for teachers next year, they would like to purchase copies of Teaching Student-Centered Mathematics for each teacher. Currently there is one copy per grade level. It provides teachers with activities across the grade levels. They will also continue to provide professional development. For English/Language

Arts, non-fiction cross texts for Title I schools have been funded with Title I funds. The texts are for different readability levels and allow the students to synthesize information to prepare text on the same subject and to write with evidence using a variety of different books. For 2014-15, they will be looking at the purchase of these ebooks for non-title schools such as Willow Lane and Shoemaker Schools. The current Elementary STEM Projects include building a pinball machine, dream homes (from design to real estate), Robotics (Grade 4), and an environmentally friendly people mover. To increase student literacy, they are going for balanced literacy.

Rev. Vinovskis complimented the presenters and asked how this information is integrated at the middle and elementary schools. Mrs. Noack responded that there is a department chair and grade configuration at the middle level and integration takes place through the teaming approach. Mrs. James noted that at the elementary level it is accomplished by grade level teachers coming together across all buildings. Dr. Bacher also thanked them for their presentation and asked how do external changes fit into the process. Mrs. Noack explained that any time there is a change in a state mandate or some other information from the state the cycle then becomes subject to the change. The administration works with the IU and works with the deadlines that the state has mandated. Ms. Donches asked how are we able to measure against what we have already done when everything seems to be new. Mrs. Noack explained that we will continue with the PSSA and other standardized tests and common assessments are ongoing. The district is not starting from scratch and there will be a historical record. Mr. Earnshaw commented on what parents receive regarding their child's PSSAs. Dr. Munson wondered if there were any numbers on how many students had accessed the HSP ebooks. Mrs. James said she did not have numbers but they could conduct a survey and receive feedback on how this resource is being used. Dr. Munson asked what the project-based assessments entail for students who do not reach proficiency with the keystones. Mr. Caccavo explained that students will be given a year-long project and work with the teachers and go through each step. There is significant instructional time required for this process. Mr. Caccavo is working with the committee on whom to work it in. Dr. Munson then asked what was different with the PA Core Standards compared to what is being done. Mrs. James indicated that in many ways the district is ahead of the game. She talked about the basil fiction and literature and looking at other ways to bring in non-fiction. Mr. Earnshaw asked about the non-fiction cross text and the inclusion of the Odyssey. In answer to a question regarding the pacing guides from Mr. Earnshaw, Mrs. James explained that they continue to try to update and populate the cell with the Google form.

5. Report of the Superintendent of Schools-Dr. Thomas L. Seidenberger

1. District Update

- He announced that he had a new grandson as of yesterday. The audience applauded.
- He will be recommending that the district apply for exceptions as part of the budget process.
- Director of Technology Michael Mohn will have a presentation at the February 10 meeting.
- The Eyer Rock-a-Thon collected over \$21,000; 360 students participated..
- Eyer Science Teacher Joe DiRado was named PA Student Assistance Program Distinguished Educator for 2014.
- The PA Economy League was in the district last week meeting with representatives of local municipalities. They then met with Dr. Seidenberger, Dr. Torma, and Mrs. Campbell about the major events in the district during the last 10-15 years.
- The district will be adding June 10 & 11 as make up days. He talked about the process he uses from about 4:15 a.m., emphasizing that school closings/late starts are taken seriously and neighboring districts work together. The students' safety is first and foremost "since you can make up a day in June but not a life."
- The Instructional Rounds Team had an excellent visit to Albutis School two weeks ago and Thursday they will be going to Jefferson.
- Mrs. Surdoval will be presenting a draft of the preliminary budget. He reminded everyone that this is "preliminary" and is a long way from being the final budget.

2. Personnel

Motion by Munson, Seconded by Fuller

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

Resignations

-Constance Ash, Health Room Assistant for Shoemaker School, effective 1/13/14 (Exhibit 1)

Appointment of Instructional Assistants

Name/Address:	Assignment	Salary
Tyler Smith 1065 Hertford Drive Hatfield 19440	Wescosville, Instructional Assist. (Vac. created by T. Biello resign.)	\$13.97/hr., 29 hrs./wk.
Ann Popule 1573 Promise Lane Wescosville 18106	Wescosville, Instructional Assist. ((Vac. created by J. Kean resign.)	\$13.97/hr., 29 hrs./wk.

Effective: January 28, 2014

Addition to the 2013-14 List of Per Diem Substitutes

Nicholas Pirrosscco, Health/Phys. Ed.

Educational Conferences – Exhibit 2

That the East Penn Board of School Directors approve the estimated costs for the individuals attending the educational conferences listed on Exhibit 2.

Appointment of Full-Time Substitute Teacher

Name/Address:	Erin Sior 190 South View Road, Fleetwood 19522
Education Level:	B. S. Degree (2012)
Undergraduate School:	Kutztown University
Certification:	Instructional I, Social Studies
Assignment:	Social Studies, Emmaus HS Opening created by B. Parish leave
Effective:	January 29, 2014
Experience:	6/13-Present: Conrad Weiser SD (per diem) 5/13-6/13: Conrad Weiser SD (FTS) 4/13-5/13: Schuylkill Valley SD (per diem)
Salary:	\$47,344 (pro-rated), Year 1, Col. B

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

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

6. Business Operations

1. 2014-15 Budget – Debra Surdoval, Business Manager

Dr. Seidenberger said there seems to be more discussion about the Governor's budget this year and the Governor will be making his presentation on February 4. PASBO will be offering seminars; PSBA is offering a webinar; and Dr. Seidenberger is going to Harrisburg on February 7 for a briefing from Acting Secretary of Education Dumaresque. Dr. Seidenberger talked about the difficulty in budgeting and the lack of stable basic subsidy funding.

Mrs. Surdoval said the proposed preliminary budget was on the web site and available for inspection on January 17. On February 10 the proposed preliminary budget must be adopted. Today is the deadline for making the proposed preliminary budget available or having a resolution to stay within the index. This year the administration will be recommending that the Board authorize applying for exceptions. The first draft of the proposed final budget notebooks will be distributed to the Board on March 24. On May 12 the Board will vote on the proposed final budget and on June 23 final budget adoption is scheduled. Mrs. Surdoval reviewed the increases vs. Act 1 index from 2009-10 until 2013-14. She also reviewed the dollar value of exceptions. A copy of the presentation is attached to the minutes of this meeting. Looking at the 2014-15 budget, she talked about the state/federal funding being unknown; the number of assessment court appeals; change in the EIT and the high tax collections; employee contracts: the 26.4% retirement rate increase; and employee medical benefit cost increases. The biggest positive factors in 12-13 are debt service where we spent \$1,827,073 less in 12-13 than budgeted and local revenues in total were only 0.9% higher than budgeted; and salary were 1.0% less than budgeted and benefits in total were 2.7% less than budgeted. While we thought charter school tuition costs were leveling off, there was an increase this year. Mrs. Surdoval said they will be monitoring new home construction increases, special education students increases, transportation contract, charter school enrollments and large unanticipated costs in the current fiscal year. She noted there are fewer retirements this year. She summarized that the tax rate last year was not increased, the ending fund balance was significantly higher than budgeted last year; and the 13-14 budget was cut back in many areas that were not spent the previous year.

Mrs. Surdoval said the administration will continue to examine line items and revenues and make adjustments that will be reflected in the March 24 budget draft presentation. Dr. Seidenberger said he will be looking at department budgets and working with local municipalities. At this time, we do not have any Kindergarten enrollment information. Dr. Seidenberger distributed the attached press release. Ms. Donches requested that a column be added to Page III-1 to reflect actual to budget for 12-13.

2. Approval of Bill List

Motion by Fuller, Seconded by Rhodes

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

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

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

Nay: Donches-----1

3. Treasurer's Report

Motion by Rhodes, Seconded by Donches

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

Ms. Donches thanked Mr. Glancy and Mrs. Surdoval for complying with the policy.

Disbursement of Funds – Exhibit 3

RESOLVED, That the East Penn Board of School Directors authorize the disbursement of funds from 33-2010 Series A and 32-Capital Reserve Fund in the amounts indicated on Exhibit 3.

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

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

4. Other

Ms. Donches asked that the following two resolutions be placed on the February 10 Board Agenda:

RESOLVED, That the East Penn School District Board of School Directors rescind the May 13, 2013 vote to support the Tax Incentive Financing (TIF) for Hamilton Crossings.

RESOLVED, That the East Penn School Board of Directors, in negotiations between the East Penn School District and any employee bargaining units (including meet and discuss units) shall remove the East Penn School District as the dues collection agent for any third-party membership organizations.

This motion shall be effective for all contracts not yet being negotiated as of January 27, 2014.

Mr. Earnshaw pointed out that Ms. Donches could not present a motion regarding the TIF since she was not on the prevailing side. She thought since it was a new Board that it made a difference and was told that did not matter. Solicitor Fisher will review these motions.

7. Announcements

Monday, January 27 6:30 p.m.-Executive Session (Real Estate, Confidential Matters)

7:30 p.m.-Board Meeting

February 10 7:30 p.m.-Board Meeting

February 14 SNOW MAKE UP DAY-All schools and offices are open

8. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion at 8:45 p.m.

Cecilia R. Birdsell, Board Secretary