

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

President Charles H. Ballard called the regular meeting of the East Penn Board of School Directors to order at 7:40 p.m. in the Board Room located at 800 Pine Street, Emmaus, followed by the Pledge of Allegiance.

Board Members Present: K. Bacher, C. Ballard, L. Donches, A. Earnshaw,
F. Fuller, M. Policano, S. Rhodes, III

Board Member Absent: R. Heid

Resigning Board Member Absent: J. Stolz

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: Patrick Lester, Morning Call Reporter
Peter McConnell, East Penn Press Reporter
Jennifer Marangos, Editor, Emmaus.Patch.com
Precious Petty, Express Times Reporter
Randy Kraft, on line reporter for WFMZ

2. Student Recognition: Merit Semi-Finalists

Alan Bebout
Robert J. Bishop
Katrina Guido
Aife Ni Chochlain
Anna C. Overholts

Dr. Seidenberger and Mr. Ballard distributed Certificates of Recognition to the students who have been named as National Merit Semi-Finalists. The students and their parents were recognized at a reception sponsored by the EPEA prior to the meeting. Students received a round of applause from the audience.

3. Requests to Address the Board

John Donches, 559 Minor Street, Emmaus spoke about the TIF (Tax Increment Financing) for Hamilton Crossings and Developer Tim Harrison. He criticized the developers and claimed they could not pay the taxes because they are too high and questioned the financial stability of their company. He recounted the information previously stated and provided his analysis of the funds that are being requested from other sources and the motives behind the TIF.

4. Emmaus HS SGA Report: Logan McHale, Vice President Catherine Garrity, Secretary

Logan McHale and Catherine Garrity reported on various high school activities that included the Homecoming Week events, an upcoming Blood Drive, various fund raisers for cancer awareness, the Drama Department's presentation of "Pride & Prejudice," and a book sale where students will receive a voucher for books returned from the Summer Reading List. They also mentioned former student Zach Miller who was in a serious car accident last summer and is in a coma. A fund raiser taking place at Texas Road House to defer medical costs is scheduled.

5. Approval of Minutes

Motion by Earnshaw, Seconded by Donches

RESOLVED, That the East Penn Board of School Directors approve the minutes for the October 14, 2013 meeting.

This resolution was unanimously adopted by voice vote.

6. Resignation of Board Member (Exhibit 1)

Mr. Ballard said that Solicitor Marc Fisher had reviewed the motion and it complies with state law.

Motion by Fuller, Seconded by Bacher
RESOLVED, That the East Penn Board of School Directors accept the resignation of Julian Stolz effective October 15, 2013.

This resolution was duly adopted by the following roll call vote:
Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Policano, Rhodes-----7
Absent: Heid-----1

Mr. Ballard explained the process to fill the vacancy and the timeline that would be required. Solicitor Fisher said that under the law the Board has the exclusive right to fill the vacancy within 30 days of the resignation. The clock started on October 15 and the 30 day deadline would be November 14. The next scheduled meeting is November 11 within the 30 day limit. There will be a public interview of the candidates at 6:00 p.m. on November 11 with an appointment at that meeting where the candidate will take the Oath of Office and be seated. Mr. Ballard called for a motion.

Motion by Earnshaw, Seconded by Fuller
RESOLVED, That the East Penn Board of School Directors approve the following time line for interviews and appointment to the board vacancy:

| | |
|----------------------|--|
| Tuesday, October 29 | Advertising on District Web Site; Submitting advertisement to the Morning Call |
| Thursday, November 7 | 4:00 p.m.-Deadline for Applications |
| Monday, November 11 | 6:00 p.m.-Special Board Meeting to hold Public Interview of Candidates and selection |
| | 7:30 p.m.-Appointee is administered the Oath of Office and is seated. |

Ms. Fuller shared her experience with going through this process, adding that it gives a good indication of who the candidates are. She had been impressed with the process. At that time, Mr. Rhodes had been appointed to the vacancy.

This resolution was duly adopted by the following roll call vote:
Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Policano, Rhodes-----7
Absent: Heid-----1

In response to comments by Mr. Earnshaw about the questions from previous interviews, board members were encouraged to send in one or two questions to the Board Secretary Cecilia Birdsell to compile. Solicitor Fisher said the successful appointee will hold the office until December 2015.

7. Report of the Superintendent of Schools – Dr. Thomas L. Seidenberger

1. District Update

Dr. Seidenberger called attention to the 2012-13 Annual Report and thanked Community Liaison Nicole Bloise for her work on the publication. He noted that a total amount of \$6,029,844 million dollars was awarded in scholarships by Colleges/Universities. The total amount of athletic scholarship money earned by the graduating class was 1.5 million dollars. The total amount of local scholarship money earned by the graduating class was \$54,125. There was a joint meeting of IU 20 and 21 superintendents on Friday, October 25, where they had a chance to interact with local legislators. There was a good dialog dealing with special education issues such as ACCESS funds, and charter and cyber school funding. Today, Massie Ritsch, the U. S. Department of Education’s acting assistant secretary of communication and outreach, met with school officials from around the Lehigh Valley at a two-hour roundtable discussion hosted by the Bethlehem Area School District. Dr. Seidenberger and Mr. Ballard attended this discussion. Again, special education was front and center in the discussion.

In other matters, Scott Shearer from PFM will be here in December to discuss some options with bonds. Dr. Seidenberger said that Susan Baker from the PA Economy League contacted him and he asked that they submit a proposal for a demographic study. They would not be able to schedule a study before January with a final report coming in April or May.

Dr. Seidenberger complimented Activities Directors Dennis Ramella and Shaun Murray on their “End of Year Recap” for 2012-13.

The Annual Thanksgiving Dinner for Gold Card members is scheduled for November 14. The dinner is held in three locations and the district hosts over 1,000 Gold Card members. Students serve and provide entertainment for the participants.

In answer to questions raised by Ms. Donches about ACCESS funds, Dr. Seidenberger explained that the PA ACCESS funds were audited by the federal government and there was a concern about the things that school

districts were being reimbursed for with these funds. The district lost about 20% of the ACCESS funds after this audit. The reimbursement was used for medical services for special education students with medical issues (speech therapy, 504 plans, nursing services). The vendor was changed and they are slow with reimbursing the districts.

2. Personnel

Motion by Donches, Seconded by Bacher

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

Resignations

-Christina Kennedy, Instructional Assistant at Shoemaker School, effective October 25, 2013 (Exhibit 2)

Leaves as Per Collective Bargaining Agreement

| <u>Employee</u> | <u>Assignment</u> | <u>Time Period</u> |
|-----------------------|--------------------|--------------------|
| Shannon Petrunak | English, Emmaus HS | 11/25/13-1/22/14 |
| Christine McCorristin | Grade 2, Macungie | 11/26/13-1/13/14 |

Full-Time Substitute Teacher Appointment

Name/Address: Erin Yanus
2312 Colfish Road, Perkiomenville 18074

Education Level: B. S. Degree (2012)

Undergraduate School: Temple University

Certification: Instructional I, Business/Computer/Info. Tech.
Mid-Level Mathematics

Assignment: EHS-Computer and Business Applications
Opening created by J. Espenshade leave

Effective: October 29, 2013

Experience: 3/2013-5/2013: Pennridge SD
9/2012-3/2013: East Penn, Upper Perkiomen,
Boyertown

Salary: \$47,344, Year 1 Col. B

Awarding of Tenure

That, in accordance with Section 1121 of the PA School Code, the following temporary professional employees based upon satisfactory service be awarded tenure:

| <u>Temporary Professional Employee</u> | <u>Assignment</u> |
|--|---------------------------|
| Katie Anderson Mast | Lincoln, Grade 1 |
| Danielle Cooper | Emmaus HS, Special Ed. |
| Erin Haddigan | Emmaus HS, Special Ed. |
| Kelly Harckom | Wescosville |
| Cynthia Hynes | Jefferson, Grade 4 |
| Ashley Landis | Speech |
| James Meehl | Eyer MS, Wellness/Fitness |
| Amanda Miller | Lincoln |
| Holly Pethick | Lincoln, Grade 5 |
| Katie Rodrigues | Jefferson, Grade 5 |
| Katelyn Scharl | Eyer MS |

Request for General Leave – Board Policy 539

Employee: Suzanne Ferrel

Assignment: Instructional Assistant, Shoemaker

Time Period: 10/23/13-10/22/14

Appointment of Staff Assistant

Name/Address: Gina Huczko
2001 Strathmore Drive, Macungie 18062
Assignment: Staff Assistant, Wescosville School
New Position
Effective: October 29, 2013
Salary: \$13.97/hr., 12.5 hrs./wk.

2013-14 School Dentists

| | |
|---|--|
| Dr. Michael Conrad 770 Fetters Lane Wescosville | Dr. Allen Crawford 530 East Main Street Macungie |
| Dr. Jason Pellegrino 5920 Hamilton Boulevard Suite 101 Wescosville | Dr. Donald Rother 3261 Route 100 Macungie |
| Dr. Timothy Wright 242 Main Street Emmaus | Dr. Robert Yoder 5181 Gary Drive Emmaus |

Reimbursement is \$2.50/exam.

Addition to the 2013-14 List of Physicians

In agreement with Dr. Robert Barnes, Chief School Physician, the following physician practice, with associated physicians, be appointed:

East Penn Medical
723 Chestnut Street, Emmaus

Reimbursement is \$65.00/hr. for school physicals

Authorization of Attendance Officers

In accordance with Modifications 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> |
| David Piperato, Principal Mark Covelle, Assistant Principal Mark Caccavo, Assistant Principal Matthew Gale, Assistant Principal Sally Hanzlik, Assistant Principal Andrea Edmonds, Assistant Principal Todd Breiner, Assistant Principal | Dr. Jacqueline Attinello, Lincoln Tara Desiderio, Wescosville Dr. Ron Renaldi, Alburtis Cheryl Wetzel Scalzo, Jefferson Anthony Moyer, Willow Lane James Best, Macungie Lynn Brinckman, Shoemaker |
| <u>Lower Macungie MS</u> | <u>Eyer MS</u> |
| Suzanne Vincent, Principal Greg Annoni, Assistant Principal Rodd Luckenbill, Assistant Principal | Michael Kelly, Principal Travis Bloom, Assistant Principal |

Student Services

Dr. Thomas Mirabella Dr. Linda Pekarik Meredith Frantz

Co-Curricular Advisors

Please see Exhibit 3

Additions to the 2013-14 List of Per Diem Substitutes

Jennifer Ames, General Science
Sheri Wagner, Elementary
Laeqa Zahid, Elementary

Ryan Gallagher, Elementary
Suzanne Borovies, Elementary

Educational Conferences – Exhibit 4

That the East Penn Board of School Directors approve the estimated expenses for the individuals attending the educational conferences listed on Exhibit 4, with the exception of Elementary ELA Common Core Networking Group, Carbon Lehigh Intermediate Unit.

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

Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Policano, Rhodes-----7
Absent: Heid-----1

Motion by Rhodes, Seconded by Earnshaw

RESOLVED, That the East Penn Board of School Directors approve the expenses for the following educational conference for the individuals attending:

Conference Title: Elementary ELA Common Core Networking Group, Carbon Lehigh Intermediate Unit
Date(s): October 29, 2013
Attending: Brandi Blose, Grade 5 Teacher, Lincoln School
Estimated Cost: \$32.43, plus per diem substitute

Ms. Donches did not want to approve the expenses because of the status of Common Core. Dr. Seidenberger explained that the Chapter IV changes have been approved by the State Board of Education and are being examined by the IRRC and a recommendation should be coming back. The standards will then be sent to the Governor for his signature. Dr. Seidenberger explained that this is not a conference but networking groups that meet with other teachers from districts in the IU. Teachers from high schools, middle schools, and elementary schools are involved in these networking groups. He said it helps with strategies for districts within the IU.

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

Aye: Bacher, Ballard, Earnshaw, Fuller, Rhodes-----5
Nay: Donches, Policano-----2
Absent: Heid-----1

3. School Nurse/Staffing Services Agreements

Motion by Fuller, Seconded by Rhodes

RESOLVED, That the East Penn Board of School Directors approve the following Agreements for substitute nursing personnel as listed below:

Delta Group Behavioral Health Referral Agency (Exhibit 5)
950 Haverford Road, Bryn Mawr, PA 19010

Loving Care Agency (Exhibit 6)
611 Route 46 West, Hasbrouck Heights, NJ 07604

Supplemental Health Care (Exhibit 7)
321 Norristown Road, Ambler, PA 19002

Around the Clock Nursing (Exhibit 8)
3136 Hamilton Boulevard, Allentown

Invo Health Care Associates (Exhibit 9)
1780 Kendarbren Drive, Jamison, PA 18929

Note: All Agreements have been reviewed by the solicitor.

Ms. Donches raised several questions regarding these agreements dealing with what type of services were being offered, the certification of the personnel, etc. Dr. Thomas Mirabella, Director of Student Services, explained that the personnel being provided are on an as-needed basis for Registered Nurses licensed in the State of Pennsylvania, thus meeting all the requirements. These five groups have not been used prior to Board approval. He received the names from other Directors of Student Services since the current approved organization was not able to fill the district's needs. Having a number of groups to select from would enable the district to provide

services on an as-needed basis for short-range needs. Ms. Donches cited other sections of the various contracts dealing with travel expenses and billing rates. Again, it was noted that these are part of a pool of nursing services for short-range student needs. There is the possibility that some of these groups may not be used. Dr. Mirabella again explained how these nursing services would be used on an as-needed basis and the administration would be monitoring whether they used the group and whether they would be used again. Mr. Ballard reiterated that the district is not guaranteeing use of all these groups and it is up to the administration whether or not the contracts would be renewed. This is strictly per diem, as needed.

This resolution was duly adopted by the following roll call vote:
Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Policano, Rhodes-----7
Absent: Heid-----1

4. Performance PLUS Tracker Agreement – Exhibit 10

Motion by Fuller, Seconded by Rhodes
RESOLVED, That the East Penn Board of School Directors approve the Performance PLUS Tracker Agreement effective October 1, 2013 to September 30, 2014 for a total cost of \$18,603.52.

This resolution was duly adopted by the following roll call vote:
Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Policano, Rhodes-----7
Absent: Heid-----1

8. Business Operations

1. Approval of Bill List

Motion by Rhodes, Seconded by Earnshaw
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.

Ms. Donches indicated she would be abstaining because she is not receiving the information she requested.

This resolution was duly adopted by the following roll call vote:
Aye: Bacher, Ballard, Earnshaw, Fuller, Policano, Rhodes-----6
Abstain: Donches-----1
Absent: Heid-----1

2. Treasurer’s Report

Motion by Earnshaw, Seconded by Donches
RESOLVED, That the East Penn Board of School Directors approve the Treasurer’s Report.

Parent/Guardian Transportation Contract

RESOLVED, That the East Penn Board of School Directors approve the following Parent/Guardian Transportation Contract:

Parent/Guardian: Tina Landis
5828 Memorial Road, Trexlertown
Effective: August 26, 2013-October 9, 2013
Reimbursement: .565/mile, 16 miles/day

Disbursement of Funds – Exhibit 11

RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from 33-2010 Series A, GOB, as described in Exhibit 11.

Disbursement of Funds – Exhibit 12

RESOLVED, That the East Penn Board of School Directors authorize the disbursement of funds from 33-2010 Series A, GOB, as described in Exhibit 12.

These resolutions were duly adopted by the following roll call vote:
Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Policano, Rhodes-----7

Mr. Ballard announced that he would be taking over additional responsibilities and that he would be relinquishing his role as Chairperson for Legislative, PSBA liaison, and Assistant Region 8 Director. He said the next President of the Board would decide on an appointment. He outlined some of the responsibilities with legislative advocacy and the organization of the Lehigh County Legislative Breakfast.

Ms. Donches said she had corresponded with Dr. Seidenberger if she could schedule time with the Business Office staff to more fully understand the accounting system used and the process for producing the reports. Dr. Seidenberger denied the request, citing security as one of the reasons. Ms. Donches was surprised by the response, saying she could not imagine anyone in business denying a Board member access to this information. Mr. Ballard said if she wanted to appeal to the Board then she should present a resolution at the next Board Meeting. He said the Board is the only body that can direct a Superintendent. Ms. Donches said she had notice a couple of typographical errors in the Description of Purchase field and thought that was odd. She claimed to be only wanting to do her fiduciary responsibility and proposed the following motion:

RESOLVED, That the Superintendent or one of his staff spend time with her to explain the process of the check accounting so she can understand the accounting process and how it is put together.

Mr. Ballard said she could put that on the next agenda.

9. Announcements

| | |
|-----------------------|--|
| Monday, October 28 | 6:45 p.m.-Executive Session (Personnel) and there will be an Executive Session after the meeting to discuss personnel. |
| Monday, November 11 | 7:30 p.m.-Board Meeting |
| Thursday, November 14 | 7:30 p.m.-Board Meeting Annual Thanksgiving Luncheon for Golden Age Card Holders |

10. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 8:30 p.m.

Cecilia R. Birdsell, Board Secretary