

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 7:30 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, R. Heid, M. Policano,
S. Rhodes, T. Richwine, 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: Jennifer Marangos, Emmaus. Patch.com reporter
Jennifer Rodgers, Morning Call Reporter
Tyler Martin, East Penn Press Reporter

2. Requests to Address the Board

Mrs. Carol Bettler, 6022 Fairway Lane, Wescosville expressed her concern about the escalating class sizes, especially at the primary grade levels. She read the attached letter.

3. Statement by Solicitor Marc S. Fisher, Esq.

Solicitor Marc Fisher read the following statement:

"A person attending a meeting of the Board of School Directors of the East Penn School District has the right to videotape the proceedings. The Board of School Directors has not authorized anyone to videotape its meeting, and any videotaping is not being done at its direction or request. To the extent that such a person then displays, posts or otherwise shows such videotape in any form, electronic or otherwise, such person is doing so without the express permission, consent, direction or request of the Board of School Directors and therefore, the Board of School Directors makes no representation of the accuracy of the videotape, and disclaims all liability relating thereto."

4. Approval of Minutes

Motion by Policano, Seconded by Stolz

RESOLVED, That the East Penn Board of School Directors approve the minutes of the September 12, 2011 meeting.

This resolution was unanimously adopted by voice vote.

5. Emmaus HS SGA Report - Cristen French & Shiv Joshi

SGA Secretary Cristen French and Vice President Shiva Joshi reported on the following activities taking place in the high school:

-64 students took the Advanced Placement tests

-11 students were named National Merit Semi-Finalists

-Drama Department will be presenting "The Crucible" by Arthur Miller on October 27, 28, and 29

-EHS student Moira Benner worked on a cleanup of parks and grounds as part of her work for a Silver Badge.

-Coaches vs. Cancer will be held on October 7. Pink Out Tee Shirts will be sold and all proceeds will go to Coaches vs. Cancer.

-Homecoming is the week of October 17 and some of the activities planned include a variety of special themed days such as Favorite Sports Team Day, Western Day, Spirit Day, Super Heroes Day and a Powder Puff Football Game, Bonfire, and Homecoming Dance. There will also be a Homecoming Golf Tournament at Shepherd Hills.

6. Public Financial Management - Scott Shearer, Managing Director

Mr. Shearer reviewed the Emmaus General Authority Bond Pool and the Letter of Credit renewal. He indicated that there is one general obligation bond issue that may be able to be refinanced. He reviewed the four bonds through the 1989 Bond Pool, noting that approximately 25% of the District's debt portfolio is comprised of the 1989 Bond Pool variable rate debt. A similar action was taken in 2008. The impact of this action is to increase the administration fee by .25%. The new commitment will be for a 2 year period. The new all in rate plus the administrative fee represents 1.36%.

Mr. Shearer then addressed the Summary of Outstanding Indebtedness (Debt Service) and Local Effort as it previously stood. He noted that investments have been losing substantial revenue because of the low interest rates. He pointed out in the Chart that the total debt service is \$15,576,506. He emphasized that the local effort was the impact to

local taxpayers (the principal + interest - state's share) and this is \$14,008,367. The district receives approximately 1.5 million dollars from the state.

He referred to the revised Summary of Outstanding Indebtedness which will show the increase as a result of tonight's action. While the debt service will remain the same, the local effort will be increased to \$14,033,276. A copy of this information is attached to the minutes of this meeting.

In answer to a question from Mr. Earnshaw concerning the initial amount of the notes vs. the outstanding amounts and their average rates, Mr. Shearer explained the reason the rates were different is because they were done at different times. Mr. Earnshaw asked about the dollar amounts being different and asked if the 2003 Series A notes were interest only or a balloon payment. Mr. Shearer responded that it is against the law to do a balloon payment and the district must follow federal and state regulations. They either have to be wraparound or level payments depending on what is most cost effective at the time. The 2003 notes were done at the same as wraparound notes, so the Series C will be paid off soon and principal starts getting paid then on the Series A. In answer to a question raised by Mr. Richwine regarding why the district should pursue this action if it will cost more, Mr. Shearer responded that the district could pay them off with fixed rate bonds for a rate around 4% and they would be sold with a ten year call feature but it is not what he was recommending. Mr. Richwine concluded that it was a lot less to go to 1.36% than to do something else which would cost more. Mr. Shearer indicated that they have seen these cycles in the past and they do expect to see these fees drop again.

1. First Amendment to Credit Agreement

Motion by Earnshaw, Seconded by Richwine
RESOLVED, That the East Penn Board of School Directors agree to amend the Credit Agreements for the following bond issues as described in Exhibits 1, 2, 3, and 4.

Series 1989 A Bonds (Exhibit 1)
Series 1989 E Bonds (Exhibit 2)
Series 1989 F Bonds (Exhibit 3)
Series 1989 H Bonds (Exhibit 4)

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Heid, Policano, Rhodes, Richwine, Stolz-----9

Mr. Ballard thanked Mr. Shearer for his services on behalf of the district.

6. E-FOLIO Presentation/Demonstration - Dr. Denise M. Torma, Assistant Superintendent

Dr. Torma reported that the E-Folio was launched on the website on September 15. There is a portfolio for each school in the district as well as one for the district itself. The E-Folio is an electronic portfolio that tells the story of the district through a brief narrative and visuals. Each portfolio includes Who We Are, How we do business, and the school's results. Using Shoemaker School as an example, Dr. Torma demonstrated the features that could be found for each school such as a video presentation completed by students and teachers. Other areas that are included for each school include demographics, attendance, enrollment data, free and reduced lunch, gifted program, special education, and staff data. Periodically, information will be updated to keep it current. She noted that students are not identifiable by the data. Also included is staff and parent perception data. Dr. Seidenberger interjected that some of the data was from 2007 and that many of the areas have already been addressed. Dr. Torma reviewed the PSSA definitions and the proficiency levels that are described. Again, this information is available for each building in the district. Mr. Ballard pointed out that the state averages are not included; however, that data is available on the district's Dashboard. Ms. Fuller congratulated her on the demonstration, adding that she intended to explore the site on her own. Dr. Torma explained that there was a framework provided for each school to start the project. Building principals were free to work with their staff and parents to provide most of the stories. It was definitely collective in nature. This will evolve over time as other input is introduced. The changes will be made by Publications Specialist John Stabinger. Dr. Seidenberger emphasized that this material is copyrighted. Mr. Richwine noted the amount of time and the people involved in this project. He commented on the amount of information that is available to the public on the web site. Mr. Earnshaw felt the district had done a phenomenal job on this project. He commented on the rich resource that is available through the internet. He asked if the administration had thought about offering some kind of public seminar to show how to navigate through the web site. Dr. Seidenberger said it was under consideration. Mr. Ballard said this is an outstanding effort by the staff.

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

1. District Update

Dr. Seidenberger reported that AASA has invited staff members to be part of a cohort to look at data and see how it can be used to close the achievement gap. It looks very promising and he and Dr. Torma will apply to get involved. It would be an opportunity to work with people around the country.

PSBA has forwarded information on the Consumer Price Index which was 3.8% for the past twelve months in the Philadelphia area and 3.4% for the United States. A notice was published in the Sept. 24, 2011 issue of the *Pennsylvania Bulletin* announcing that the Department of Education has calculated the **Act 1 base index for the 2012-13 fiscal year at 1.7%**.

He announced that Mr. Tony Moyer, Principal of Willow Lane School, and Mrs. Tricia Gutman, Title I Coordinator, have both been awarded their Doctorates of Education. Dr. Moyer was present at the meeting and received a round of applause. Mrs. Kelly Weaver, a teacher at Lower Macungie Middle School, has been elected to the Executive Board of the PA Middle Schools Association. On November 14, Dr. Moyer will be hosting a principal from a primary school in China for a week. In turn, Dr. Moyer will be traveling to China in April.

The Strategic Plan that is in place will be reviewed by the Steering Committee as part of the mid-year report to go to PDE. Board member Francee Fuller and former board member Sue Kowalchuk represented the Board on this Steering Committee. Since Ms. Kowalchuk is no longer on the Board, the board may wish to replace her. Any other board member who may be interested should contact Mr. Ballard.

Referring to the earlier comments by a resident regarding high class sizes, Dr. Seidenberger read the following from the PASA Education Update: *"A recent survey of school districts conducted by PASA and the Pennsylvania Association of School Business Officials (PASBO) reveals that, with the new school year underway, students across the state have returned to schools that look differently, the result of state budget cuts and the elimination of federal stimulus programs. The survey found that, with fewer available resources, school districts have increased the number of students per classroom, reduced teachers and other school staff, shrunk course offerings, imposed additional fees for extracurricular activities, and placed restrictions on field trips. Respondents to the survey (nearly 60% of the Commonwealth's school districts) indicated a reduction of 8,365 instructional and non-instructional positions, or a total of 14,178 positions statewide. Other districts avoided lay-offs by implementing salary freezes for 2011-12. In addition, 7 in 10 districts responding indicated they will rely on reserve funds to balance their budgets this year, and more than a third of the districts indicated they did not increase property taxes this year."* Dr. Torma and Mrs. Susan Noack, Elementary Coordinator, are working on a report regarding class sizes. This is not just an issue in East Penn, but one that is state wide.

Dr. Seidenberger reported that the Property Tax Rebate Program has increased from 236 tax claims in 2007-08 to 400 in 2010-2011. This represents a total cost to the district for 2010-11 of \$171,447.66. This represents the cost of 2 teachers and an instructional aide.

Dr. Seidenberger indicated that the district encourages teachers to be risk takers. IT Teacher Scott Didra sent student videos regarding the element project he had them complete to Sir Ken Robinson who wrote the book, The Element. The element is the point at which natural talent meets personal passion. Mr. Didra just heard back from Sir Ken Robinson who wrote, *"My apologies for being slow to get back to you. I'm deep into writing the sequel to The Element and a bit behind myself. I have just spent an hour on a flight from LA to New York watching the DVDs. I think they're really wonderful. I loved that you set this as a project in the first place that everyone responded so creatively to it. The editing, interviews and production of all the presentations were so professional. The range of talents and passions that they projects illustrate is inspiring and really confirms for me the core theme of the book. Please give my thanks to Sarah, Chrissy, Jonathan, Maddie and Khadi and to everyone else who took part. And thank you for sharing the project with me. I was delighted to know about it and to get such a vivid glimpse of the talents and passions of your terrific students."* Dr. Seidenberger indicated that they would be seeking the students' permission to have the DVDs on the district web site.

He noted the AP Test Results: 144 students had a score of 5 and 140 students had a score of 4. The 2011 SAT results have been received and the Emmaus HS students continue to score well above the state and national averages.

In conclusion, Dr. Seidenberger said East Penn takes a lot of time to communicate with the public, citing the E-FOLIO, as a definition of the accountability and transparency in the district. He said you have to take a look at the whole picture, not just one snapshot. No one has asked us to do this - this is done because it is the right work to do. There is collegiality among the staff and pride in what they are doing. Mr. Richwine said that while the district is coming up with more and more information there are other sources that are shrinking in reporting information. He cited the PDE sites that have moved away from a lot of the previous information. He also included the Morning Call that has also curtailed reporting the good news.

Dr. Seidenberger talked about the Superintendent's attending a meeting in Washington and their hope to get up to date information on No Child Left Behind.

2. Personnel

Motion by Rhodes, Seconded by Gannon

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

Resignations

- Beth Faust, Staff Assistant at Willow Lane, effective August 24, 2011 (Exhibit 5)
- Janice Miller, Food Services, effective September 20, 2011 (Exhibit 6)

Temporary Professional Employee Appointment

Name/Address: MaryBeth Long
106 Lehigh Avenue, Palmerton 18071
Education Level: B. S. Degree (2005)
M. Ed. Degree (2011)
Undergraduate School: Penn State University
Graduate School: DeSales University
Certification: Instructional I, Special Education
Assignment: Autistic Support, Macungie School
New Position
Effective: August 30, 2011
Experience: 1/2010-4/2011: East Penn SD
Salary: \$53,898 (Year 2, Col. M)

NTI Mentor

Patrice Arnold

Request for Compensated Professional Development Leave

Employee: Melissa Aquila
Computer Teacher, Grades 6-8
Effective: Second Semester, 2011-12 School Year
Purpose: Pursue Full-Time Graduate Course Work
Reference: Board Policy 438.1, Compensated Professional Leaves

Requests for General Leaves of Absence per Board Policy 539, General Leave

<u>Employee</u>	<u>Effective</u>
Santiago Baraciarte Eyer MS, Instructional Assistant	9/12/11-9/11/12
Melanie Potter-Morales Food Service Department	9/6/11-9/5/12
Amanda Lawler Confidential Assistant, Personnel	10/18/11-10/17/12
Carolyn Shook Food Service Department	9/13/11-9/12/11
Elizabeth DeSantis Staff Assistant, Emmaus HS	9/12/11-1/2/12

Income Protection Leave

Robert Jones, Custodian

Leave as per Collective Bargaining Agreement

<u>Employee</u>	<u>Effective</u>
Eleni Assise Health/Phys. Ed. Teacher, EHS	8/30/11-11/23/11
June Urbassik Business Education, EHS	10/3/11-1/26/12
Jasmyn Tanner Grade 2 Teacher, Alburdis	10/10/11-1/26/12

Shannon Petrunak
English, EHS

10/14/11-1/26/12

Kelly Faisetty
Grade 2 Teacher, Shoemaker School

Leave Extension to 11/10/11

Change in Assignment

<u>Employee</u>	<u>From</u>	<u>To</u>
Ashleigh Hulmes Caitlin Shutte	Alburtis Shoemaker/Macungie	Willow Lane (on leave) Macungie

Appointment of Instructional Assistant/Staff/Health Room Assistants

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Margaret Skibinski 7308 Green Hill Drive, Macungie	Health Room Assistant Eyer MS/Jefferson M. Dunleavy resign.	\$18.22/hr., 29 hrs./wk. Effective: 9/27/11
Deborah McConnell 3391 Watermill Drive, Macungie	Instructional Assistant Emmaus HS Fields resignation	\$12.99/hr., 25 hrs./wk. Effective: 9/27/11
Barbara Kendall 518 Beechwood Street, Emmaus	Instructional Assistant Macungie School G. Hinricks retirement & subsequent transfers	\$12.99/hr., 29 hrs./wk. Effective: 9/27/11
Jeanne Kean 6991 Lincoln Drive, Macungie	Staff Assistant Willow Lane E. Bianco resign. & subsequent transfers	\$12.99/hr., 12.5 hrs./wk.
Pamela McCarthy 2204 Autumn Ridge Road Macungie	Staff Assistant Willow Lane B. Faust resignation	\$12.99/hr., 17.5 hrs./wk. Effective: 9/27/11
Raymond Ross 6964 Tuscany Drive, Macungie	Macungie School M. McGinley death	\$13.50/hr., 25 hrs./wk.
Denise St. Pierre 7008 Hearth Lane, Macungie	LMMS, Cafeteria R. Romanik resignation and Subsequent transfers	\$12.99/hr., 12.5 hrs./wk.

Appointment of Remedial Assistants

Shannon Seremula 76 Covington Place Catasauqua 18032	Wescosville K. Schneider resignation	\$13.50/hr., 25 hrs./wk. Effective: 9/27/11
Ashley Frontino 2026 Pierce Drive Whitehall 18052	Wescosville B. Poling resignation	\$13.50/hr., 25 hrs./wk. Effective: 9/27/11

Co-Curricular Advisors

See Exhibit 7

Additions to the 2011-2012 List of Per Diem Substitutes

See Exhibit 8

Educational Conferences - Exhibit 9

That the East Penn Board of School Directors approve the estimated expenses for the individuals attending the educational conferences listed on Exhibit 9.

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

Aye: Ballard, Earnshaw, Fuller, Gannon, Heid, Policano, Rhodes, Richwine, Stolz-----9

8. Legislative

C. Ballard

1. PSBA Value Pass

Mr. Ballard reported that the State Legislature has just reconvened. He said there will be an accelerated push on vouchers. According to PSBA, they will be cutting back on the number of students who would be eligible for vouchers. They are also looking at expanding the tax credit program. Mr. Ballard cited the objections of using public funds for entities that do not have to be accountable at the same level as public education. He said there are claims that choice is the answer; however, they cannot cite the problems that choice will solve.

Referring the PSBA Value Pass, Mr. Ballard asked board members to consider this program that allows all members of the board to attend the various regional evening meetings that now cost around \$100/board member. This pass would allow all board members to attending training sessions under this one time fee. The Value Pass allows for school board members to attend 8 lunch and learn audio conferences; 10 monthly web conferences, the Spring Legal Roundup, and the Board President's Training Workshop. In answer to a question from Ms. Heid, it was noted that it does not cover the New Board Orientation sessions. He noted that the district is approaching a year where there is the potential for a lot of changes. He was proposing that the Board take advantage of this program. Mr. Ballard introduced the following motion:

Motion by Ballard, Seconded by Fuller
RESOLVED, That the East Penn Board of School Directors purchase a PSBA Board Development Value Pass.

In response to a question about how much is spent on conferences, Mr. Ballard was told the Board has a budget of \$4,000. Ms. Fuller expressed her support since she had attended sessions and found them to be very valuable. She pointed out that there will be two new board members and she hoped they would attend the New Board Member Orientation sessions. Mr. Richwine said he found the sessions very informative and the longer he was on the Board the less he attended of the routine sessions unless there were changes. Mr. Earnshaw said he found the workshops very helpful, especially when there was new legislation such as when No Child Left Behind became law. He said there is always new jargon and the legislation is always changing. This would allow board members to go to more of the workshops. Ms. Heid said her problem is her work schedule and asked about the Spring Legal Roundup. She was told that this workshop is in the evening while others may be at lunch time. Some of the web conferences require participation at the designated time while others may be viewed at another time.

This resolution was duly adopted by the following roll call vote:
Aye: Ballard, Earnshaw, Fuller, Gannon, Heid, Policano, Rhodes, Richwine, Stolz-----9

Mr. Ballard reminded board members of the October 6 PSBA Workshop. If they are interested in attending, they should contact Board Secretary Cecilia Birdsell.

9. Business Operations

1. Approval of Bill List

Motion by Richwine, Seconded by Stolz
RESOLVED, That the East Penn Board of School Directors approve the 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.

Transportation Contract

RESOLVED, That the East Penn Board of School Directors authorize a Parent/Guardian Transportation Contract for the 2011-12 school year for AM trip only from 824 Gilly Avenue, Bethlehem to Lincoln School, 222 Seem Street, Emmaus, PA at a rate of 0.55/mile for 6.5 miles.

Disbursement of Funds - Exhibit 10

RESOLVED, That the East Penn Board of School Directors authorize the disbursement of funds from the 33-2010 Series A GOB and the 32-Capital Reserve Fund as described on Exhibit 10.

This resolution was duly adopted by the following roll call vote:
Aye: Ballard, Earnshaw, Fuller, Gannon, Heid, Policano, Rhodes, Richwine, Stolz-----9

Mr. Ballard reminded board members that they had supported the PSBA Code of Conduct on school governance. He asked board members to review this information, specifically "board members work together in a spirit of harmony, respect, and cooperation despite differences of opinion." He said the Board has to debate substantial issues and there needs to be focus on those issues. He said there is enough strain and stress on the Board and although we differ we are here to discuss the issues.

10. Announcements

Monday, September 26 7:00 p.m.-CLEAR Session (Negotiations, Confidentiality)
7:30 p.m.-Board Meeting, Board Room

Wednesday, September 28 6:30 p.m.-Macungie Meet the Teacher Night
Thursday, September 29 7:00 p.m.-Parent Night, Emmaus HS

Saturday, October 1 8:00 a.m.-SAT & Subject Tests, Emmaus HS

Monday, October 10 7:30 p.m.-Board Meeting, Board Room

11. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 9:00 p.m.

Cecilia R. Birdsell
Board Secretary