

Order of Business

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes for the August 8, Board Meeting.

4. Report of the Superintendent of Schools – Alrita L. Morgan, Ph.D.

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following personnel items:

Resignations

Carol Stengel, Spanish Teacher at Emmaus HS, effective August 9, 2005 (Exhibit 1)

Kim Miller, Teacher Aide at Lower Macungie MS, effective immediately (Exhibit 2)

Jodi Kneedler, Teacher Aide at Emmaus HS, effective immediately (Exhibit 3)

Eileen Gottschall, Health Room Aide, effective immediately (Exhibit 4)

John Carter, Hall Monitor at Emmaus HS, effective immediately (Exhibit 5)

Claire Danko, Teacher Aide at Emmaus HS, effective immediately (Exhibit 6)

Lisa Stone, Food Services Department at Macungie School, effective immediately (Exhibit 7)

Professional Employee Appointments

Name/Address: Stephanie Ardito
6385 Manzanita Drive, Macungie
Education Level: B. A. Degree (1994)
M. Ed. Degree (2000)
Undergraduate School: Penn State University
Graduate School: East Stroudsburg
Certification: Instructional II: Spanish
Initial Assignment: Spanish, Emmaus HS
Vacancy created by resignation of C. Stangel
Effective: August 29, 2005
Experience: 1/01-3/02: East Penn SD
9/95-12/00: Nazareth SD
Salary: \$48,300 (Step G, Year 7, Col. M)

Name/Address: Ann O'Hara
3338 Winchester Road, Allentown 18104
Education Level: B. S. Degree (1996)
Undergraduate School: Cedar Crest College

Certification: Instructional I: Mathematics
Effective: To be Determined
Initial Assignment: Mathematics, Emmaus HS
Vacancy created by resignation of J. Billman
Experience: 8/00-Present: LCTI (Lehigh Career & Technical Institute)
8/99-8/00: Pen Argyl SD
Salary: \$42,200 (Step G, Year 7, Col. B)

Name/Address: Michelle Hoffman
326 Spruce Street, Emmaus

Education Level: B. S. Degree (1991)
M. Ed. Degree (1993)

Undergraduate School: West Chester University

Graduate School: Lehigh University
East Stroudsburg University

Certification: Instructional II: Ment and/or Phys. Hand.

Effective: To be determined

Initial Assignment: Special Education, Eyer MS (PT Learning Support)

Vacancy created by transfer of D. Domchek

Experience: 9/93-Present: Allentown SD

Salary: \$60,300 (Step L, Year 13, Col. M +12)

Name/Address: Dawn Keilly
197 Washington Street, East Stroudsburg (1996)

Education Level: B. A. Degree & B. S. Degree (1996)

Undergraduate School: East Stroudsburg University

Certification: Instructional I: German

Effective: On or about 11/7/05

Initial Assignment: German, Emmaus HS

New Budgeted Position

Experience: 8/00-Present: Pocono Mountain SD

11/96-11/99: Lehigh County Probation Officer

Salary: \$41,700 (Step F, Year 6, Col. B)

Name/Address: Annette Ackerman
7189 Periwinkle Drive, Macungie

Education Level: B. A. Degree (1986)

Undergraduate School: Penn State University

Certification: Instructional I: Ment and/or Phys Hand.

Effective: August 29, 2005

Initial Assignment: Special Education, Wescosville School

Opening created by leave of J. Moseman

Experience: 01-02, 04-05: East Penn SD (per diem substitute)

9/86-6/91: Lincoln Intermediate Unit

Salary: \$39,200 (Step A, Year 1, Col. B)

Name/Address: Cathleen Lawless
4024 S. Second Street, Emmaus

Education Level: B. S. Degree (1994)

Undergraduate School: Kutztown University

Graduate School: Immaculata University, certification credits

Certification: Instructional I: Elementary, Early Childhood,

Special Education

Effective: August 29, 2005

Initial Assignment: Special Education, Emmaus HS
 Vacancy created by leave of S. Mann
 Experience: 04-Present: Ken-Crest EmployNet
 1999-2000: Per diem substitute in a variety of
 school districts.
 Salary: \$39,200 (Step A, Year 1, Col. B)

Change in Teaching Assignment

Employee: Kim Lysakowski
 From: IST Teacher, Alburdis School
 To: Grade 5, Alburdis School

School Bus Driver List – See Exhibit 8

Additions to the 2005-06 List of Per Diem Substitutes

Jennifer Rosa, Elementary	Sharon Norman, Elementary
Patricia Folk, Science	Bradley Morris, Spanish
Eileen Gottschall, Teacher Aide	Maureen Cope, School Nurse
Lindsay Rudolph, Elementary	Erica Berkheimer, Elementary
Victoria Lanouette, Elementary	Kimberly Gilbert, Food Services

Support Staff Appointments

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Susan Mondovich 318 Windsor Place, Macungie	Hall Monitor, EHS Vacancy-J. Carter resignation	\$10.70/hr. 30 hrs./wk.
Lenore Hare 3315 Hope Drive, Emmaus	Health Room Aide, Jefferson/ Alburdis-New budgeted position	\$15.00/hr. 32 hrs./wk.
Steve Miller 3500 Broadway Street Allentown 18104	Remedial Assistant, Wescosville Vacancy-K. Dremock resignation	\$11.80/hr. 25 hrs./wk. Maximum
Debra Homa 500 Cypress Street Wescosville 18106	One-to-one Aide, EHS (Sp. Ed.) Opening: Transfer of G. Wagner	\$10.70/hr. 32.5 hrs./wk.
Anna Trzaska 5272 Riverview Drive Center Valley 18034	Health Room Aide, Macungie New Budgeted Position	\$15.00/hr. 32 hrs./wk.
Robin Molnar 22 N. Sixth Street, Emmaus	Hall Monitor, Emmaus HS Vacancy: Resignation of C. Danko	\$10.70/hr.

Staff Transfers – See Exhibit 9

Co-Curricular Advisors

<u>Name</u>	<u>Activity/Eyer MS</u>	<u>Stipend</u>
Tracie O'Connor	NJHS	\$499, Club C

Heidi Rauch	NJHS	\$499, Club C
Sue Carraher	Builders Club	\$1248, Club D
Alene Kraus	Jr. Kid to Kid	\$624, Club D
Tracy Arnold	Jr. Kid to Kid	\$624, Club D
Kathy Norton	Band Front, Director	\$520
Carrie England	Band Director	\$2913
	Ski Club	\$260
Erin Marks	Choral Director	\$2081
Steven Braglio	Event Technical Dir.	\$31.00/hour, under 6 hrs.
	Web Design	\$416
Sue Bauer	Math Counts	\$260
Lisa Fisher	Student Government	\$624
Doug Hunsicker	Student Government	\$624
Kelly Stellato	Math Counts	\$260
Jason Palmer	Web Design	\$416

Educational Conferences – See Exhibit 10

That the East Penn Board of School Directors approve the expenses of the individuals attending the educational conferences listed on Exhibit 10.

Informational

In accordance with Board Policy 702, Gifts, Grants, and Funds, the following donations were received:

Macungie School

Emmaus Rotary Club	\$2,000	Replace folding tables for after school activities
Macungie PTC	\$21,000	For the purchase of new playground equipment to be installed at west end of property

5. Long Term Facilities Planning – Discussion

6. Legislative Charles H. Ballard

1. Voting Delegates for PSBA Legislative Policy Council – October 27, 2005

Note: East Penn is entitled to three voting delegates. Only board members and board secretaries are eligible to serve as voting delegates. All voting delegates must be registered for the conference and the school district must have paid the current year dues to the association.

7. Business Operations

1. Bill List Approval

Motion by _____, Seconded by _____

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

2. Special Fund Disbursements – Exhibit 11

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors authorize payment from the Capital Reserve Fund and the GOB 2004A bond issue for the items listed on Exhibit 11.

3. Agreement for Cobra Administration Services – Exhibit 12

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve the agreement with School Claims Services, LLC (Pennsylvania School Boards Association) Cobra administration services, effective October 1, 2005.

8. Other

9. Announcements

Monday, August 22	7:30 p.m.-Board Meeting, Board Room
Wednesday, August 24	8:00 a.m.-3:00 p.m.-New Teacher Orientation Day
Tuesday, August 30	7:30 a.m.-3:30 p.m.-Employee Development Day
Thursday, September 1	EHS New Student & Grade 9 Orientation
Monday, September 5	Labor Day – All schools and offices closed
Tuesday, September 6	First Student Day & Kindergarten Orientation
Monday, September 12	7:30 p.m.-Board Meeting

10. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes of the July 11, 2005 meeting.

4. Report of the Superintendent of Schools – Dr. Alrita L. Morgan

1. Personnel

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following personnel items:

Resignations

-Joanne Billman, Mathematics Teacher at Emmaus HS, effective August 29, 2005 (Exhibit 1)

-Samantha Edwards, Elementary Teacher, effective immediately (Exhibit 2)

-Patricia Tracy, Administrative Assistant a Shoemaker School, effective August 12, 2005 (Exhibit 3)

-Barbara Ries, Teacher Aide at Emmaus HS, effective August 15, 2005 (Exhibit 4)

-Melissa Waring, Teacher Aide at Eyer MS, effective immediately (Exhibit 5)

-Lori Cincilla, Teacher Aide at Jefferson School, effective immediately (Exhibit 6)

-Jacqueline Butz, Food Services Department, effective immediately (Exhibit 7)

Appointment Supervisor of Special Education (New Budgeted Position)

Name/Address:	Ronald DeIaco 110 Fort Sumter Road, Alburtis 18011
Education Level:	B. S. Degree (1970) M. Ed. Degree (1984)
Undergraduate School:	Hiram Scott College
Graduate School:	Lehigh University Immaculata University
Certification:	Supervisory-Supv. Special Education Administrative-Principal (K-12) Instructional II-Ment and or Phys. Hand., Health & Physical Education

Effective: To be determined
Experience: 2003-Present: North Penn SD (Special Education Supervisor)
1976-2003: Berks County Intermediate Unit
Salary: \$92,000

Professional Employee Appointments

Name/Address: Michelle Capehart
718 Berger Street, Emmaus
Education Level: B. S. Degree (1987)
M. Ed. Degree (1989)
Master of Library Science (2003)
Undergraduate School: West Chester University
Graduate School: Lehigh University & Kutztown University
Certification: Instructional II: Library Science, Ment and or Phys Handicapped
Effective: August 29, 2005
Initial Assignment: Jefferson/Lincoln Schools Library
Vacancy created by resignation of L. Abbott and subsequent transfers.
Experience: 8/89-Present: Southern Lehigh SD
8/87-6/89: Centennial School
Salary: \$63,100 (Step L, Year 14, Col. M +36)

Name/Address: Heather Day
6362 Pinecrest Lane, Macungie
Education Level: B.S. Degree (1992)
Undergraduate School: East Stroudsburg University
Certification: Instructional II: Ment and Phys Hand, Family Consumer Science
Initial Assignment: Emmaus HS – Family & Consumer Science (New Budgeted Position)
Effective: August 29, 2005
Experience: 9/99-Present: Nazareth SD
9/92-6/99: East Stroudsburg SD
Salary: \$56,700 (Step L, Year 14, Col. PC)

Name/Address: Deborah Mathieu
2589 Fieldview Drive, Macungie 18062
Education Level: B. S. Degree (1980)
M. S. Degree (1983)
Undergraduate School: Indiana University of PA
Graduate School: Indiana University of PA
Certification: Instructional II: Speech Correction,
Supervisor: Supv. Special Education
Administrator: Elementary Principal
Initial Assignment: .6 Speech Teacher
Vacancy created by resignation of C. Sayegh
Effective: August 29, 2005
Experience: 8/04-6/05: Parkland SD
8/91-11/97: Springford Area SD
8/83-8/91: Montgomery Intermediate Unit
9/80-6/82: Allegheny Intermediate Unit

Salary: \$42,780* (Step O, Year 17, Col. M +36)
*.6 of \$71,300

Temporary Professional Employee Appointments

Name/Address: Christina Deal
6472 Hickory Road, Macungie 18062
Education Level: B. A. Degree (2000)
Undergraduate School: Purdue University
Certification: Instructional I: Elementary
Initial Assignment: Grade 1, Macungie School
Vacancy created by retirement of J. Eggert and subsequent transfers
Effective: August 29, 2005
Experience: 12/00-6/04: Kent School District (WA)
Salary: \$40,700 (Step D, Year 4, Col. B)

Name/Address: Rebecca Duh
2535 Covington Avenue, Bethlehem 18017
Education Level: B. S. Degree (2004)
Undergraduate School: Bloomsburg University
Certification: Instructional I: Elementary, Early Childhood
Initial Assignment: Grade 4, Shoemaker School
Vacancy created by transfer of M. Mang to Library (A. Treichler retirement)
Effective: August 29, 2005
Experience: 11/04-6/05: East Penn SD
9/04-11/04: Parkland SD
Salary: \$39,700 (Step B, Year 2, Col. B)

Name/Address: Julia Dweck
2920 Highland Street, Allentown 18104
Education Level: B. A. Degree (2004)
Undergraduate School: Cedar Crest College
Certification: Instructional I: Elementary
Initial Assignment: Grade 1, Wescosville School
Vacancy created by resignation of S. Rockovits
Effective: August 29, 2005
Experience: 9/04-Present: Allentown SD
Salary: \$39,700 (Step B, Year 2, Col. B)

Name/Address: Lisa Hendricks
779 Westridge Gardens Way
Phoenixville 19460
Education Level: B. S. Degree (2003)
Undergraduate School: Bloomsburg University
Certification: Instructional I, Special Education
Initial Assignment: Autistic Support, Wescosville School
New budgeted position
Effective: August 29, 2005
Experience: 7/04-Present: Daniel Boone SD
7/03-6/04: Capital Area Intermediate Unit
Salary: \$40,200 (Step C, Year 3, Col. B)

Name/Address: Sarah Johnson
R. D. 1, Box 174J, Sunbury 17801

Education Level: B. S. Degree (2003)

Undergraduate School: Berklee College of Music
Penn State University

Certification: Instructional I: Music

Initial Assignment: Music, Lower Macungie MS/Alburtis School
New budgeted position

Effective: August 29, 2005

Experience: None

Salary: \$39,200 (Step A, Year 1, Col. B)

Name/Address: Rosanne Lauchnor
246 Hopewell Drive, Allentown 18104

Education Level: B. A. Degree (1989)
M. Ed. Degree (2005)

Undergraduate School: Penn State University

Graduate School: Cedar Crest College

Certification: Instructional I: Elementary

Initial Assignment: Grade 2, Alburtis School
New budgeted position.

Effective: August 29, 2005

Experience: None

Salary: \$44,900 (Step A, Year 1, Col. M)

Name/Address: Williams Montepeque
1135 W. Turner Street, Allentown 18102

Education Level: B. S. Degree (2005)

Undergraduate School: Kutztown University

Certification: Instructional I: Spanish

Initial Assignment: Spanish, Emmaus HS
Vacancy created by retirement of J. Maier

Effective: August 29, 2005

Experience: None

Salary: \$39,200 (Step A, Year 1, Col. B)

Name/Address: Nikki Schoch
188 Live Oak Drive, Quakertown 18951

Education Level: B. S. Degree (1991)
M. S. Degree (2004)

Undergraduate School: Iowa State

Graduate School: Drexel University

Certification: Instructional I: Elementary, Family &
Consumer Science

Initial Assignment: Kindergarten – Alburtis School
Vacancy created by retirement of R. Gotto and
subsequent transfers

Effective: August 29, 2005

Experience: None

Salary: \$44,900 (Step A, Year 1, Col. M)

Name/Address: Robin Smith
223 Highland Avenue, Lansdale 19446

Education Level: B. A. Degree (1997)

Undergraduate School: M. S. Degree (2005)
Bloomsburg University
Graduate School: Gwynedd-Mercy College
Certification: Educational Specialist I: Secondary School Counselor
Initial Assignment: Guidance – Emmaus HS
Vacancy created by retirement of W. Ritz.
Effective: August 29, 2005
Experience: 1997-2004: Director of Undergraduate Admissions,
Gwynedd-Mercy College
Salary: \$44,900 (Step A, Year 1, Col. M)

Name/Address: April Snyder
6410 Reeser Road, New Tripoli 18066
Education Level: B. S. Degree (2002)
Undergraduate School: Penn State University:
Certification: Instructional I, Elementary
Initial Assignment: Grade 1 – Macungie School
Vacancy created by resignation of
E. Coverly
Effective: August 29, 2005
Experience: 9/03-Present: Southern Lehigh SD
9/02-6/03: Our Lady of Hungary Regional School,
Northampton
Salary: \$40,200 (Step C, Year 3, Col. B)

Name/Address: Kendra Solley
6131 Glen Road, Coopersburg 18036
Education Level: B. A. Degree (2005)
Undergraduate School: Widener University
Certification: Instructional I: Elementary
Initial Assignment: Grade 1 – Alburdis School
Vacancy created by resignation of K. Caiati
Effective: August 29, 2005
Experience: None
Salary: \$39,200 (Step A, Year 1, Col. B)

Name/Address: Tanya Spengler
1461 Minesite Road, Allentown 18103
Education Level: B. A. Degree (1997)
M. Ed. Degree (2001)
Undergraduate School: Dickinson College
Graduate School: Lehigh University
Certification: Instructional II: Ment and Phys Hand
Initial Assignment: Part-Time Learning Support Special Education,
Alburdis School
Vacancy created by retirement of C. Grant and
subsequent transfers
Effective: August 29, 2005
Experience: 8/00-Present: Centennial School
Salary: \$47,600 (Step F, Year 6, Col. M)

Name/Address: Bryan Svencer
134 Kings Arms at Waterford, York 17402
Education Level: B. S. Degree (2005)

Undergraduate School: Millersville University
Certification: Instructional I, Elementary
Initial Assignment: Grade 4 – Lincoln School
Vacancy created by resignation of N. Miles and subsequent transfers
Effective: August 29, 2005
Experience: None
Salary: \$39,200 (Step A, Year 1, Col. B)

Name/Address: Krystal Scheller
1217 Knossos Road, Whitehall 18052
Education Level: B. S. Degree (2001)
M. Ed. Degree (2004)

Undergraduate School: Kutztown University
Graduate School: Lehigh University
Certification: Instructional I: Special Education
Initial Assignment: Autistic Support-Lower Macungie MS
(New budgeted position)
Effective: August 29, 2005
Experience: 8/04-Present: Carbon Lehigh Intermediate Unit
Salary: \$45,400 (Step B, Year 2, Col. M)

Name/Address: Ariel Scholz
1249 Pennsylvania Avenue, Emmaus 18049
Education Level: B. S. Degree (2000)
Undergraduate School: Penn State University
Certification: Instructional I: Music
Initial Assignment: Instrumental Music
Vacancy created by retirement of B. Kautzman
Effective: August 29, 2005
Experience: 2/01-2/05: U. S. Army Band
Salary: \$39,200 (Step A, Year 1, Col. B)

Name/Address: Scott Ware
1809 W. Minor Street, Emmaus
Education Level: B. S. Degree (2000)
M. Ed. Degree (2004)
Undergraduate School: Millersville University
Graduate School: Lehigh University
Certification: Instructional I: Special Education
Initial Assignment: Special Education Learning Support-LMMS
Vacancy created by retirement of A. Palmer and subsequent transfers
Effective: August 29, 2005
Experience: 8/04-Present: Centennial School
Salary: \$45,400 (Step B, Year 2, Col. M)

Name/Address: Julianne Ziegler
2653 Cedar Street, Philadelphia 19125
Education Level: B. S. Degree (2005)
Undergraduate School: West Chester University
Certification: Instructional I: German
Initial Assignment: German – Emmaus HS
Vacancy created by retirement of C. Torchia

Effective: August 29, 2005
Experience: None
Salary: \$39,200 (Step A, Year 1, Col. B)

Name/Address: Laura Kline
154 Roberts Street, Alburtis 18011
Education Level: B. S. Degree (2001)
Undergraduate School: Kutztown University
Certification: Instructional I: Elementary
Initial Assignment: Grade 1, Jefferson School
Vacancy created by resignation of S. Edwards.

Effective: August 29, 2005
Experience: 8/04-6/05: Upper Perkiomen
8/02-8/04: St. Ann's School, Emmaus
Salary: \$40,200 (Step C, Year 3, Col. B)

Name/Address: Erica Beil
426 Carriage Drive, Coopersburg 18036
Education Level: B. S. Degree (2003)
Undergraduate School: Slippery Rock University
Certification: Instructional I: Elementary
Initial Assignment: Grade 5, Wescosville School
Vacancy created by resignation of J. Schuler and subsequent transfers.
Effective: August 29, 2005
Salary: \$40,200 (Step C, Year 3, Col. B)

Full-Time Substitute Appointments

Name/Address: Denise Calanese
4535 Canterbury Drive, Emmaus 18049
Education Level: B. A. Degree (1975)
M. S. Degree (1979)
Undergraduate School: Hofstra University
Graduate School: C. W. Post College (Long Island)
Certification: Instructional I: Ment and Phys Hand,
Elementary
Initial Assignment: Grade 1, Wescosville School
Opening created by leave of P. Fehlinger
Effective: August 29, 2005
Experience: 9/02-Present: East Penn SD
6/75-9/81: Brookvale, NY
Salary: \$39,200 (Step A, Year 1, Col. B)

Name/Address: Christine Huang
34 Brookfield Drive, Fleetwood 19522
Education Level: B. S. Degree (2002)
Undergraduate School: Kutztown University
Certification: Instructional I: Elementary
Initial Assignment: Grade 4-Wescosville School
Opening created by leave of L. Goehler
Effective: August 29, 2005
Experience: 9/04-6/05: Fleetwood SD
1/03-6/04: Fleetwood SD (per diem sub.)

Salary: \$39,200 (Step A, Year 1, Col. B)

Name/Address: Patricia Lisetski
440 Lisa Court, Allentown 18104

Education Level: B. S. Degree (1981)

Undergraduate School: Penn State University

Graduate School: DeSales University (certification credits)

Certification: Instructional I: Speech Correction,
Elementary

Initial Assignment: Grade 4-Lincoln School
Opening created by J. Hammer leave

Effective: August 29, 2005

Experience: None

Salary: \$39,200 (Step A, Year 1, Col. B)

Name/Address: Nicole Zimmerman
5944 Krause Road, Schnecksville 18078

Education Level: B. S. Degree (2003)
M. Ed. Degree (2005)

Undergraduate School: Kutztown University

Graduate School: Kutztown University

Certification: Education Specialist I: Secondary School Guidance

Initial Assignment: Guidance, Emmaus HS
Opening created by B. Valladares leave

Effective: August 29, 2005

Experience: 9/03-Present: Northwestern SD

Salary: \$44,900 (Step A, Year 1, Col. M)

2005-06 List of Per Diem Substitutes

See Exhibit 8

2005-06 Per Diem Substitutes –Food Services Department

Joyce Dreisbach
Angela Gable
Tara Miller

Summer Fitness Program Instructors

John F. Graham Margaret Mott Kevin Hollshwandner

Stipend: \$31.00/hour

Food Services Department Appointment

Name/Address: Sonia Morales
705 Eagle Drive, Emmaus

Effective: August 29, 2005

Assignment: Emmaus HS - \$10.31/hour; 4.75 hrs./wk.
(New Budgeted Position)

Lower Macungie Middle School Team Leaders

<u>Grade 6</u>	<u>Grade 7</u>	<u>Grade 8</u>
Sharon Shankweiler	Joanne Richards	Sherry Holub
Rick Frederick	Glenn Schantz	Brent Landrum
Mike Barker	Patrick Hanlon	Chris Kollar
Ellen Nixon		
Jeff Ebert		
Lori Schaeffer		

Eyer Middle School Team Leaders

Pod 1	John Hartzog
Pod 2	Tracie O'Connor
Pod 3	Doug Hunsicker
Pod 4	Cindy Snow
Pod 5	Susan Bauer
Pod 6	George Mack
Pod 7	Richard Weiss/Joe DiRado
Related Arts	Carrie England

2005-06 Coaches

See Exhibit 9

Head Teacher Appointment

Shoemaker School Gwen Marley

Instructors for Community Education, Fall 2005

See Exhibit 10

Change in Assignment/Employment Status

<u>Employee</u>	<u>From</u>	<u>To</u>
Megan Mang	Grade 1, Shoemaker	Librarian, Shoemaker
Jessica Dischley	Full-Time Substitute	Temporary Professional (New Budgeted Position)
EHS, Spanish		
Carrie Angstadt	Spec. Ed., LMMS	Grade 4, Lincoln
Mary Ann Racek	Grade 1, Lincoln	Grade 3, Lincoln

Food Services Department

Shawna Weida	Kings Highway (2.25 hrs./day)	Shoemaker (3.75 hrs./day)
Frances Greason	Lower Macungie Elem. (2.5 hrs./day)	Alburtis (3.25 hrs./day)
Sandy Zettlemoyer	Lower Macungie Elem. (2.5 hrs./day)	Lincoln (\$2.25 hrs./day)

Gail Pondelek

Macungie
PTFSA

Eyer MS
FTFSA-(6.25 hrs./day)

Educational Conferences – Exhibit 11

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 11.

2. 2005-06 Ticket Pricing for Sports – Exhibit 12

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the 2005-06 Ticket Pricing for Sports as outlined in Exhibit 12.

5. Education

1. Textbook Adoption – Exhibit 13

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the textbooks listed on Exhibit 13.

6. Facilities

1. Emmaus HS Bleacher Project – Tabled July 11, 2005

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors remove from the table the Emmaus HS Bleacher Project resolution.

2. Emmaus HS Bleacher Project

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the issuance of “Notice of Intent to Award” contracts for Emmaus High School Bleacher Project with Grace Industries, Inc., Lehigh Valley, PA at a low base bid of \$62,040 and also accept the alternate bid of \$10,710.00, for a total bid of \$72,750.00

Note: Base cost includes all the site preparation and concrete pads. Alternate costs are all paved walkways to seating areas. Also, note a change order credit will be offered from the synthetic turf field contractor which will offset the cost of the alternate, and,

Be it further

RESOLVED, That the East Penn Board of School Directors accept the pledged monies in the amount of \$50,000.00 to help offset costs related to the purchase of the aluminum bleacher systems.

Note: In accordance with Board Policy 702, Gifts, Grants, and Funds, donations were received from the following:

Mr. & Mrs. Joseph Gray - \$15,000 (by June 1, 2005)

Emmaus Adult Booster Club - \$15,000 (by May 19, 2005)
Boys' Soccer Booster Club - \$5,000 (received April 1, 2005)
Girls' Soccer Booster Club - \$5,000 (received April 1, 2005)
Field Hockey Booster Club - \$2,000 this spring and \$3,000 next spring
Mr. & Mrs. Sam Landis - \$3,000 (received April 16, 2005)
Bridgestone/Firestone Corporation - \$2,000 (received Jan. 15, 2005)

(The total amount of our current contributions is \$50,000)

Be it further

RESOLVED, That the East Penn Board of School Directors award the outdoor aluminum bleacher system to Recreation Resource, Inc., PO Box 371, Kennett Square, PA in the amount of \$81,780.00 under state contract #4600002246, Vendor #127948, and

Be it further

RESOLVED, That the East Penn Board of School Directors name the soccer field "Memorial Field" in honor of the many students, faculty and staff who have passed away, and,

Be it further

RESOLVED, That the "Notice of Intent to Award" contracts are issued contingent upon submittal and approval of the required documents to the Department of Education and other state and local agencies with appropriate parties being authorized to sign the documents. Submittal and approval of the required Bonds, Certificates of Insurance and the required documents from the contractors as specified in the Bid Instructions and Material, and execution of a contract as required in the bid instructions. All of the aforementioned being completed to the satisfaction of the district solicitor.

3. Settlement for Repairs to Nesbittaire Units – Exhibit 14

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors accept the \$8,000.00 settlement for repairs to the Nesbittaire units at Emmaus High School and authorize execution of the release of claims with Mestek, Inc. through its Nesbitt Division, 260 North Elm Street, Westfield, MA and A & W Technical Sales, Inc., 420 Commerce Lane, Suite 3, West Berlin, NJ as per Exhibit

Note: The release of claims has been reviewed by Solicitor Fisher.

4. Agreement with Borough of Alburty for Use of Ball Fields
(Exhibit 15)

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve the Agreement with the Borough of Alburty for the use of the ball fields as described in Exhibit 15.

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Appointment of the Substitute Superintendent of Schools

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors appoint Dr. George A. Ziolkowski as Substitute Superintendent of Schools effective November 1, 2005 to June 30, 2006 at a daily rate of \$508.00/day as per agreement.

Education Level:	B. S. Degree, Bloomsburg University M. Ed. Degree, University of Southern California M. Ed. Degree, Bloomsburg University Ph. D., Penn State University
Certification:	Superintendent of Schools IU Executive Director Elementary Principal Supervisor of Special Education Hearing Impaired, Speech Correction
Experience:	1997-2004: East Penn SD, Director of Pupil Personnel Services 3/96-3/97: Centennial School District, Supervisor of Special Services/Supervisor of Special Education 6/91-3/96: PA Department of Education, Director of Statewide Support Initiative for Early Intervention 1981-1991: Tuscarora IU 11, Director of Special Education 1980-81: PDE, Special Education Advisor 1978-1980: Tuscarora IU 11, Supervisor of Special Education 1976-1978: Carbon Lehigh Intermediate Unit, Teacher of the Hearing Impaired 1973-1976: Luzerne IU 18, Speech Therapist 1972-1073: American School, West Germany, Speech Therapist

4. Lehigh Carbon Community College – Capital Projects
 - A. Construction of Homeland Security Building
 - B. Renovation of the Science Hall

Motion by _____, Seconded by _____
RESOLVED, That, in accordance with Section 2.2 of the Rules, Regulations and Procedures for Lehigh Carbon Community College, the Board of Directors of hereby approves the following projects at the Main Campus for Lehigh Carbon Community College.

1. Construction of the Homeland Security Building with a cost not to exceed 13 million dollars inclusive of architectural fees, construction and fixtures.
2. Construction of renovation improvements to the Science Hall to accommodate the College’s Education Center at a cost not to exceed 1.5 million dollars inclusive of architectural fees and construction costs.

be it further

RESOLVED, That the approval of each of these projects is based upon the following conditions and understandings:

1. In accordance with the College Board of Trustee's Resolution 38.49, no requests will be made to the College's sponsor school districts for an appropriation in the College's capital budget for either of these projects.
2. The architect's plans for each project as presented to this Board are approved with the understanding that no further approval of more detailed architectural plans will be required.
3. The construction plans and specifications for each project shall be reviewed and approved by Pennsylvania Department of Education prior to the awarding of contracts if applicable.

5. Report of the Assistant Superintendent – Dr. Denise Torma

1. Personnel

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following personnel items:

Resignations

Barbara Bortz, Study Hall Aide at Emmaus HS, effective immediately
(Exhibit 1)

Bernardine Weibeler, Teacher Aide at Alburtis School, effective September 26, 2005 (Exhibit 2)

Gayle A. Wagner, Teacher Aide at Emmaus HS, effective October 7, 2005
(Exhibit 3)

JoAnn Demjanick, Teacher Aide at Emmaus HS, effective date to be determined (Exhibit 4)

2005 Teacher Tenure List

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

<u>Name</u>	<u>Assignment</u>	<u>School</u>
Joseph Bottiglieri	Health/PE	Emmaus HS
David Brown	Social Studies	Emmaus HS
Kathryn Burns Hillegass	Special Education	LMMS
Jonathan Chase	Grade 2	Lincoln
Marisa Dawson	Grade 5	Wescosville
Frank DiLeo	Grade 6	LMMS
Alison Evans	Speech	EHS/Wescosville
Sally Ann Hanzlik	Social Studies	Emmaus HS
Jamie Horn	Grade 3	Alburtis
Kim Kannenberg	Spanish	LMMS
Jill Kuebler	English	Emmaus HS
Monica Leibensperger	Grade 1	Wescosville
Nicole Mangan Wukitch	Grade 3	Macungie
Christine McCorristin	Grade 2	Macungie

Frank Meyers	Grade 1	Wescosville
Susan Noack	Grade 6	LMMS
Christopher Ritter	Mathematics	Emmaus HS
Mark Scisly	Health/PE	LMMS
Jayne St. Mary	Business	Emmaus HS
Melissa Shelly	Grade 3	Macungie
Tiffany Tashner	Special Education	Emmaus HS
Nicole Troccola	Grade 2	Wescosville
Jacqueline Vles	Grade 4	Alburtis
Carole Wilson	Science/Physics	Emmaus HS

Request for Leaves as Per Collective Bargaining Agreement

Employee: Sallie Yencho, Elementary Teacher
Elementary Teacher
Effective: October 17-November 28, 2005

Employee: Paula Fehlinger, Elementary Teacher
Effective: October 18, 2005

Appointment of Administrative Assistant

Name/Address: JoAnn Demjanick
546 N. Second Street, Emmaus
Assignment: Administrative Assistant, Pupil Personnel
Services (Vacancy created by resignation of
P. Tracy and subsequent transfers.)
Effective: To be determined
Salary: \$23,600, 35 hours/week

Appointment of Teacher Aides

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Valerie Moyer 6464 Tamarack Drive Allentown 18104	Health Room Aide Shoemaker (New budgeted position)	\$15/hr., 32 hrs./wk.

Additions to the 2005-06 List of Per Diem Substitutes

Ashley Mistretta, Elementary
Robert Grim, Elementary
Lori Klein, Elementary
Deborah McConnel, Teacher Aide
Justin Brehm, Music
Aviva Hersh, Elementary
Renee Carl-Fegley, Teacher Aide

Genevieve Baillie, Remedial Assistant

Penny Palencar, Food Services
Kathy Soltysiak, Food Services

Appointment – Food Services Department

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Angela Gable 125 S. Sixth Street Emmaus	Shoemaker, PT Food Serv. Assist (Vacancy created by resig. of J. Ziegler)	\$10.31/hr. 18.75 hrs./wk.

Pamela Henning 136 Main Street Emmaus	LMMS, PT Food Serv. Assist. (Vacancy created by resig. of G. Wagner)	\$10.31/hr. 17.8 hrs./wk.
Virginia Kulp 16 S. Tenth Street Emmaus	Shoemaker, PT Food Serv. Assist. (Vacancy created by resig. of L. Fegley)	\$10.31/hr. 18.75 hrs./wk.

Teacher Aide Hour Changes

<u>Teacher Aide</u>	<u>From</u>	<u>To</u>
Barbara Kleckner	32.0-EHS/Health Room	30.0-EHS-Study Hall
Dorothy Grois	30.0-EHS/Study Hall	31.25-EHS-Bldg.
Debra Moyer	31.25-EHS-Bldg.	32.0-EHS-Health Room
Laurie Oswald	26-Eyer-Bldg.	25-EHS-Bldg./Office
Risa Donegan	28-EHS-Bldg/Spec. Ed.	31.5-EHS-Bld/Spec.Ed.

Food Services Position Changes

<u>Employee</u>	<u>From</u>	<u>To</u>
Darlene Rinker	LMMS-3.5 hrs./day	LMMS-4.75 hrs./day
Sandie Zettlemyer	Lincoln-2.25 hrs./day	Wescosville-2 hrs./day

Co-Curricular Advisors

<u>Name</u>	<u>Activity</u>	<u>Stipend</u>
Bill Weiant	Model Building	\$28.89/session, 8 sessions
Brian Hubbs	Yearbook, Eyer MS	\$1248.00
Scott Ware	Non-Paid Assist	N/A
Steve Ott	LMMS Boys & Girls Cross Country Coach Non-Paid Volunteer	N/A
Walter G. Shakespeare	Football Coach Assist. Varsity	\$2559.00
Leann Hoffer	Boys Soccer Coach	
Scott Radio	Dance Team Coach Jr. Varsity Boys Soccer Coach	\$998.00, C Club \$2559.00

Educational Conferences – Exhibit 5

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 5.

Informational

Lehigh County Executive Director Jane Ervin has notified the East Penn School District that the 2005-06 allocation for the MORE for Children program is \$17,196.00. This allocation is based upon the district enrollment as of June 30, 2005, as a percent of the total enrollment in Lehigh County. Two additional venues will be added to the current list of eight venues in the program this year – the DaVinci Discovery Center that will soon be located on the grounds of Cedar Crest College, and the Liberty Bell Shrine in Allentown. The East Penn School District utilizes the funds for field trip experiences throughout Lehigh County that are identified in approved district curricula.

6. Other Educational Entities

- Carbon Lehigh Intermediate Unit
- Lehigh Career & Technical Institute

T. Richwine
A. Thompson
F. Fuller
T. Richwine
V. Thomas (alt.)

7. Facilities

1. Substantial Completion – Shoemaker School & Emmaus HS

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve Shoemaker School Phase 10 substantial completion for the following:

General Construction:	E. R. Stuebner, Inc.
HVAC Construction:	Worth & Company, Inc.
Plumbing Construction:	JBM Plumbing, Inc.
Electrical Construction:	Wind Gap Electric
Sprinkler Construction:	Anchor Fire Protection, Inc.

be it further

RESOLVED, That the East Penn Board of School Directors approve substantial completion with Cooper Smith Brothers, Inc. for the floor repairs and replacement at Emmaus HS.

8. Business Operations

1. Bill List

Motion by _____, Seconded by _____

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

2. 2005-06 Salary Roster

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors include the 2005-06 Salary Roster in the permanent minutes of this meeting.

3. Construction Funds – Exhibit 6

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the Capital Reserve Fund and the GOB 2004A Bond Issue as listed on Exhibit 6.

4. Group V Facility Rentals

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors grant permission to the following organizations to rent district facilities:

Organization: GM Financial Group, 4972 Medical Center Circle, Allentown
Date(s): October 20, 2005
Activity: College Funding Workshop
Fees: \$28.00 per hour rental fee

Organization: Patricia Bostick Dance Center, 5925 Tilghman Street,
Allentown
Date(s): May 25, 2006; June 14, 16, 17, 2006
Activity: Dance Rehearsal and Recital
Fees: \$105.00 per hour rehearsal fee
\$112.00 per hour recital fee
\$32.00 per hour/locker room fee
\$32.75 per hour custodial fee
\$23.50 per hour security fee
\$32.75 per hour equipment/technicians

9. Announcements

Monday, October 10	7:00 p.m.-CLEAR Session 7:30 p.m.-Board Meeting, Board Room
Tuesday, October 11	7:00 p.m.-Policy Committee, Board Room
Thursday, October 13	Yom Kippur-All Schools and Offices Closed
Monday, October 24	7:30 p.m.-Board Meeting

10. Other

11. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

2. Student Recognition:

2006 Merit Scholarship Semi-Finalist

Jiang Andrew Hanqi

Commended Students in the 2006 National Merit Scholarship Program

Karen A. Bechtold
William G. Burroughs
Adam R. Clever
Jeffrey A. Glaser
Christa L. Heffron
Nicholas D. Kosik
Byunghoon Lim
Jennifer S. Winkler
Rebecca E. Witmer

Governor's Schools

Marissa Kang, Arts
Brandon Chin, Agricultural Science
Gloria Leung, Teaching

3. Requests to Address the Board

4. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes of the
October 24, 2005 meeting as presented.

5. Facilities Planning

-Eyer MS Project

-EPSD Master Plan – Report 1: Enrollment & Capacity
Overview of Options

6. Report of the Substitute Superintendent of Schools – Dr. George Ziolkowski

1. Personnel

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following
personnel items:

Retirements/Resignations

-Shirley Hammel, Administrative Assistant in Maintenance Department, effective
December 23, 2005 (Exhibit 1)

-Jill Hammer, Elementary Teacher at Lincoln School, effective immediately (Exhibit 2)

-Edward J. Lesko, Custodian, effective January 20, 2006 (Exhibit 3)

-Kim Washburn, Teacher Aide at Macungie School, effective November 11, 2005
(Exhibit 4)

Leave as Per Collective Bargaining Agreement

Employee: Heather Moser
Grade 5, Lincoln School
Effective: December 6, 2005

Professional Employee Appointment

Name/Address: Dana Siggins
501 Pinto Place, Allentown 18106
Education Level: B. S. Degree (1996)
M. S. Degree (2001)
Undergraduate School: Kutztown University
Graduate School: Wilkes University
Certification: Instructional II, Elementary K-6; Ment/Phys.
Handicapped
Assignment: Shoemaker School, Special Education-Emotional
Support (Vacancy created by resignation of R.
Karboski)
Effective: To be determined
Experience: 4/97-Present: Pennridge SD
Salary: \$50,100 (Step H, Year 8, Col. M)

Temporary Professional Appointments

Name/Address: Jeffrey Williams
110 Arrowhead Court, Phillipsburg 68865
Education Level: B. S. Degree (2004)
Undergraduate School: Kutztown University
Certification: Instructional I: Elementary, Special Education
Assignment: Lower Macungie MS, Special Education Learning
Support (New unbudgeted position)
Effective: To be determined
Experience: 2/05-Present: Centennial School
Salary: \$39,200 (Step A, Year 1, Col. B)

Name/Address: Brian Miller
4 South Ninth Street, Perkasio 18944
Education Level: B. S. Degree (2004)
Undergraduate School: Kutztown University
Certification: Instructional I, Elementary, Special Education,
Middle Level Math, 7-9
Assignment: Wescosville School, Education, Learning Support
(New unbudgeted position)
Effective: To be determined
Experience: 9/04-Present: Central Bucks SD
Salary: \$39,700 (Step B, Year 2, Col. B)

Full-Time Substitute Teacher Appointment

Name/Address: April Bispeck
5230 Dartmouth Drive, Macungie 18062
Education Level: B. S. Degree (2001)
Undergraduate School: Penn State University
Certification: Instructional I: Elementary, K-6
Assignment: Grade 5, Lincoln School
(Opening created by H. Moser leave.)
Effective: November 15, 2005
Experience: 9/02-6/05: Fairless Hills SD
Salary: \$39,200 (Step A, Year 1, Col. B)

Additions to the 2005-06 List of Per Diem Substitutes

Paul DeJohn, English
Virginia Barber, Mathematics
Sherrie Bonetz, Elementary
Jill Hammer, Elementary
Suzanne Rossowski, Guest Teacher
Kimberly Moyer, Food Services Department

Teacher Aide Appointments

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Lynn Baxter 5310 Scout Rd Zionsville 18092	EHS, Study Hall (G. Wagner resign.)	\$10.70/hr., 26 hrs./wk.

Effective: November 15, 2005

Technical Assistant

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Karen Heckman 325 Walnut Street Alburtis 18011	Part-Time Tech. Assistant	\$13.20/hr., 30 hrs./wk.

Co-Curricular Advisors

Emmaus High Club List (See Exhibit 5)

Gregory Scholl Joseph Azzolina	LMMS, Finance Club Italian Club, Geography Club, Baseball Club	\$260 8 sessions for each club @\$28.89
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Changes in Aide Hours

<u>Aide</u>	<u>From</u>	<u>To</u>
Dorothy Grois	\$31.5 hrs.-EHS-Bldg.	23.0 hrs.-EHS-Study Hall
Reason:	Change of duties	
Kim Nemeth	23.0 hrs.-EHS Study Hall	31.5 hrs.-EHS Bldg.
Reason:	Change of duties	
Denise Edelman	31.5 hrs.-Wescosville Special Education	15 hrs.-Wescosville
Reason:	Change of Position	
Mary Rose Velasco	12.5 hrs.-Alburtis	16 hrs.-Wescosville
Reason:	Transfer to new position.	

Educational Conferences – Exhibit 6

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 6.

7. Policy

A. Earnshaw
C. Ballard
F. Fuller
E. Gannon

1. Interim Reading: Board Policy 200, Enrollment in the District (Exhibit 7)
Board Policy 202, Non-Resident Students (Exhibit 8)
Board Policy 404-Employment of Professional Employees (Exhibit 9)

8. Facility

1. Substantial Completion –EHS Bleacher Pads and Walkways

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve substantial completion with Bertolet Construction Corporation for Emmaus High School bleacher pads and paved walkways project.

9. Legislative

-Report on Lehigh County Legislative Meeting

10. Business Operations

1. Bill List Approval

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the attached bill list, including the addenda, and that the Treasurer issue checks and vouchers in the amounts indicated.

2. Record of Investments – Exhibit 10

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the investments as listed on Exhibit 10.

3. Special Fund Disbursements – Exhibit 11

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize payments from the Capital Reserve Fund and the GOB 2004A Bond Issue as listed on Exhibit 11.

4. Budget Transfers – Exhibit 12

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the budget transfers listed on Exhibit 12.

Note: These transfers are being done to cover costs for buildings with enrollments much greater than budgeted.

11. Other

12. Announcements

Monday, November 14

6:45 p.m.-Executive Session
7:30 p.m.-Board Meeting, Board Room
Elementary Parent Teacher Conferences

Week of 14-18

	Early Dismissal and Condensed K schedule
Thursday, November 17	6:30-8:30 p.m.-Communicators Forum, EHS Cafeteria
November 17, 18, 19	7:30 p.m.-Two One-Act Plays, LMMS Auditorium
November 19	10 a.m.-2 p.m.-Eyer Chili Cook-Off/Craft Fair
November 21, 22, 23	11:00 a.m.-Early Dismissal, Middle Schools Parent Conferences
November 21, 22	Kindergarten Conferences, Condensed Schedule
November 24, 25, 28	Thanksgiving Holiday – All Schools & Offices Closed
Monday, December 5	7:30 p.m.-Board Reorganization Meeting
December 6	7:30 p.m.-EHS Winter Choral Concert, Auditorium
December 7	7:00 p.m.-Middle Schools Orchestra Winter Concert, LMMS Auditorium 7:00 p.m.-Shoemaker Winter Choral Concert
December 8	7:00 p.m.-Wescosville Winter Concert
December 9	7:30 p.m.-Jefferson 5 th Grade Winter Concert
December 12	7:30 p.m.-Board Meeting, Board Room
13. Adjourn	

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes for the November 14, 2005 regular meeting and the December 5, 2005 Reorganization Meeting.

4. Report of the Substitute Superintendent of Schools – Dr. George A. Ziolkowski

1. Personnel

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following personnel items:

Resignations

Lora Holland, Remedial Assistant at LMMS, effective immediately (Exhibit 1)

Barbara Kleckner, Teacher Aide at Emmaus HS, effective December 24, 2005 (Exhibit 2)

Leaves as Per Collective Bargaining Agreement

Employee: Stacy Knecht, Special Education Teacher, Emmaus HS
Effective: December 22, 2005

Employee: Heather Herman, Grade 2 Teacher, Wescosville
Effective: January 3, 2006

Change from Compensated Professional Leave to Sabbatical Leave for Restoration of Health

Employee: Barbara Valladares, Guidance Counselor, Emmaus HS
Effective: January 28, 2006

Full-Time Substitute Teacher Appointments

Name/Address: Nancy Cleff
3248 Sequoia Drive, Macungie
Education Level: B. A. Degree (1980)
Undergraduate School: Cedar Crest College
Certification: Instructional II, Elementary
Assignment: Grade 4, Shoemaker School
Opening created by K. Yessen leave.
Effective: On or about January 26, 2006
Experience: 8/04-1/05: East Penn SD
9/93-Present: East Penn SD (per diem substitute)
9/84-6/86: Diocese of Allentown
9/80-6/81: Diocese of Scranton

Salary: \$39,700 (Step B, Year 2, Col. B)

Name/Address: Christine Lerew
3335 Apache Court, Allentown 18104

Education Level: B. S. Degree (1989)
M. M. Degree (1990)

Undergraduate School: West Chester University

Graduate School: West Chester University

Certification: Instructional I, Music

Assignment: Music Department, Eyer MS
Opening created by E. Marks leave

Effective: On or about December 15, 2005

Experience: 2005: Salisbury SD
2003-2005: Parkland SD
1991-1993: Upper Darby SD

Salary: \$39,200 (Step A, Year 1, Col. B)

Additions to the 2005-06 List of Per Diem Substitutes

Mary Geissler, RN
Marianne Vazquez, RN
Cailin Meenaghan, Elementary, Special Education
Sharon Clegg, English
Bruce Snyder, Social Studies
Karen Buss, Elementary
Brandi Johnson, Elementary
Joanne Roth-Gray, Remedial Assistant

Appointment of Teacher Aides

Name/Address	Assignment	Salary
Marcia Sweitzer 6782 Hickory Road Macungie	Autistic Support, Wescosville (Vacancy created by transfer of D. Edelman)	\$10.70/hr., 31.5 hrs./wk.
Debbie Smoker 6858 Stone Croft Cir. Macungie	Autistic Support , Wescosville (New Position - Unbudgeted	\$10.70/hr., 31.5 hrs./wk.
Aaron Knepp 1314 Barrington Dr. Northampton 18067	Learning Support, Wescosville (New Position-Unbudgeted)	\$10.70/hr., 16 hrs./wk.
Donna Derr 8371 Mertztown Rd. Alburtis 18011	Eyer Office (Vacancy created by transfer of 25 hrs./wk. L. Oswald)	\$10.70/hr., 25 hrs./wk.

Change in Aide Hours

Employee: Debbie Moyer
From: 32.0-EHS Health Room
To: 31.5-Special Education, Macungie
Reason: Transfer Position (Washburn Resignation)

Employee: Chika Acholonu
From: 12.5-Bldg., LMMS
To: 20.0-Special Education, LMMS
Reason: New Position-Unbudgeted

Employee: Cheryl Calianno
From: 25.0-Special Education, EHS
To: 32.5-Special Education EHS
Reason: Additional Hours

Employee: Jacqueline Lukity
From: 27.0-Special Education, EHS
To: 28.75-Special Education, EHS
Reason: 1:1 Assistance

Employee: Julie Roland
From: 27.5-Special Education, EHS
To: 32.5-Special Education, EHS
Reason: Additional Hours

Employee: Sandra Harding
From: 12.5-Special Education, EHS
To: 16.25-Special Education, EHS
Reason: 1:1 Assistance

Employee: Lalita Shahani
From: 17.0-Special Education, EHS
To: 21.0-Special Education, EHS
Reason: 1:1 Additional Time

Employee: Carol Richard Brown
From: 30 - EHS, Study Hall
To: 32 - EHS, Health Room
Reason: Transfer of Position

Employee: Irma Curran
From: 26.75 - EHS, Special Education
To: 25 - EHS, Special Education
Reason: Reduction in hours

Employee: Risa Donegan
From: 28 - EHS, Special Education
To: 25 - EHS, Special Education
Reason: Reduction in hours

Employee: Patricia Heid
From: 25 - EHS, Special Education
To: 23.75 - EHS, Special Education
Reason: Reduction in hours

Employee: Terry Langmead
From: 32.5 - EHS, Special Education
To: 31.25 - EHS, Special Education
Reason: Reduction in hours

Appointment of Custodian

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Timothy Patterson 234 Hemlock Road Albrightsville 18210	2 nd Shift Custodian Bldg. to be determined	\$16.26/hr., 0 hrs./wk.

Effective: On or about January 15, 2006

Appointment – Food Services Department

Kathy Soltysiak 3133 Salisbury Drive Allentown 18103	Part-Time Food Serv. Assist., LMMS	\$10.31/hr., 3.5 hrs./day
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Awarding of Tenure

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

Brian Parish	Social Studies	Emmaus H S
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Co-Curricular Advisors

Jill Kuebler	EHS, Fall Play Advisor	\$1561.00
	EHS, Fall Costume Designer	\$ 500.00
	EHS, Fall Tech. Director	\$1040.00
Chris Kollar	EHS, Fall Play Assist. Adv.	\$ 936.00
	EHS, Fall Set Designer	\$ 500.00
Carlen Blackstone	American Computer Science League	\$1248.00
John Cari	Winter Track Club, Co-Adv.	\$ 494.00
Neil Morgan	Winter Track Club, Co-Adv.	\$ 494.00
Michael Mihalik	Video Game Science Club	\$ 988.00
David Bowers	Young Repub. Club	\$ 520.00
Andy Moxey	Eyer Head Boys Basket. Coach	\$4120.00
David Brown	Eyer Assist. Boys Basket. Coach	Volunteer
Keith Brader	Head Jr. Var. Football Coach	\$4682.00
Kyle Haas	Head LMMS Boys Basket. Coach	\$4120.00
Sharon Shankweiler	Deck the Walls	\$ 520.00, Club B

Eyer Spring Musical

Mark Domyan	Director	\$2081.00
Cathy Button	Co-Director, Vocal Technical Director	\$ 832.00 \$ 520.00
Steven Braglio	Technical Director	\$ 520.00
Faith Andrews	Costumes	\$ 500.00
Jessica Madow	Accompanist	\$1040.00
William Weiant	Set Design	\$ 250.00
Tracy Maley	Set Design	\$ 250.00
Donna Derr	Tickets	\$ 260.00, Club A

Educational Conferences – Exhibit 3

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 3.

Informational

In accordance with Board Policy 702, Gifts, Grants, Donations, Kristen Campbell, Principal of Lincoln School, has reported that she has received a

\$2500 donation from a parent for the purpose of purchasing books for the Lincoln School Library.

Administrative Reports – See Exhibit Section

5. Education

1. 2006-07 Emmaus High School Program of Studies

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the 2006-07 Emmaus High School Program of Studies.

2. 2005-06 Student Achievement/Assessment Plans – Emmaus HS

3. School Improvement Plan Approval – Emmaus High School

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the School Improvement Plan for Emmaus High School for submission to the PA Department of Education.

Note: Deadline for submission is December 31, 2005.

6. Policy

1. Third Reading

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors adopt the following policies for inclusion in the Board Policy Manual:

Board Policy 200, Enrollment in the District (New) (Exhibit 4)
Board Policy 202, Non Resident Students (Revised) (Exhibit 5)
Board Policy 404, Employment of Professional Employees (Revised) (Exhibit 6)

7. Facilities

1. Substantial Completion – Shoemaker School

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve Shoemaker School Phase 11 substantial completion for the following:

General Construction:	E. R. Stuebner, Inc.
HVAC Construction:	Worth and Company, Inc.
Plumbing Construction:	JBM Plumbing, Inc.
Electrical Construction:	Wind Gap Electric
Sprinkler Construction:	Anchor Fire Protection, Inc.
Furniture Installation:	Kurtz Brothers

(all phases)

2. Change Orders – Emmaus HS

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve Change Order #1 for the Emmaus High School Stadium Project with Bertolet Construction Corporation for a cost of \$2643.00:

Note: This was for additional paving required on paved walkways to the new bleacher pads due to site grades.

and be it further,

RESOLVED, That the East Penn Board of School Directors approve Change Order #1 for the Emmaus High School floor repairs with Coopersmith Brothers, Inc., for a cost of \$10,257.00.

Note: This was for additional demolition of floor underlayment in these areas up above contract limits.

3. Informational:

The East Penn School District has been notified by the PA Department of Educational that the following Plancon Documents have been approved and should be made part of the minutes of this meeting:

Plancon Part D: Eyer Middle School (Exhibit 7)
Project Accounting Based on Estimates

Plancon Part E: Eyer Middle School, Project Design (Exhibit 8)

8. Business Operations

1. Bill List Approval

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

2. Municipality Tax Billing

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the inclusion of the local municipal real estate tax or other municipal fee on the East Penn School District real estate tax bill for July 2006; and,

That the total cost of printing and mailing of the bill be shared equally between the municipality and the school district.

3. Bond Refinancing

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the administration to work with Public Financial Management and Rhoads & Sinon to receive proposals to refinance the General Obligation Bonds of 2001.

4. Special Fund Disbursements (Exhibit 9)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the transfer of funds from the Capital Reserve Fund, GOB 2004A, and GOB 2003 as outlined in Exhibit 9.

9. Board Sharing

10. Announcements

Monday, December 12	7:00 p.m.-Executive Session 7:30 p.m.-Board Meeting
Tuesday, December 13	7:00 p.m.-Wind Ensemble & Symphonic Band Concert – EHS
Wednesday, December 14	7:00 p.m.-Eyer Band/Chorus Concert 7:30 p.m.-LMMS Winter Choral Concert
Thursday, December 15	7:30 p.m.-LMMS Winter Choral Concert 7:00 p.m.-Macungie Winter Concert 7:30 p.m.-Lincoln Winter Holiday Concert
Tuesday, December 20	7:30 p.m.-LMMS Winter Band Concert
Wednesday, December 21	7:00 p.m.-EHS Winter Orchestra Concert
December 26-January 3	Winter Holiday – All schools and offices closed.

11. Adjourn

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REORGANIZATION MEETING

December 5, 2005

7:30 p.m.

Board Room
800 Pine Street, Emmaus, PA

1. Call to Order; Pledge of Allegiance
2. Election of President Pro Tempore
3. Oath of Office

President Pro Tempore will administer the Oath of Office to the following elected board members:

Alan Earnshaw
Francee Fuller
Sue Kowalchuk
Valerie C. Thomas

4. Election of President
5. Election of Vice President
6. Setting Time & Place of Board Meetings

Motion by Ballard, Seconded by Thompson

RESOLVED, That the East Penn Board of School Directors shall meet in regular session in the Board Room located in the Administrative Offices Building, 800 Pine Street, Emmaus, PA at 7:30 p.m. on the second and fourth Monday of each month in 2006, unless advertised otherwise:

January 9, 23	July 10
February 13, 27	August 14, 28
March 13, 27	September 11, 25
April 10, 24	October 9, 23
May 8, 22	November 13
June 12, 26	December 4, Reorganization
	December 11

7. Designation of Newspapers of General Circulation for Advertising Purposes

Motion by Rhodes, Seconded by Gannon

RESOLVED, That the East Penn Board of School Directors designate the following newspapers for advertising purposes during the 2006 calendar year.

Morning Call (Daily, General Circulation)
Express Times (Daily, General Circulation)
East Penn Press (Weekly, Secondary Circulation)

Order of Business

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes for the December 12, 2005 meeting.

4. Bond Refinancing – Public Financial Management
5. East Penn School District Master Plan 2 – Paul Felder, The Architectural Studio
6. Report of the Substitute Superintendent of Schools – Dr. George A. Ziolkowski

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following personnel items:

Resignations/Retirements

-Alice Ann Wuchter, Attendance Administrative Assistant, effective April 6, 2006 (Exhibit 1)

-Dana Siggins, Special Education Teacher at Shoemaker School, effective immediately (Exhibit 2)

-Elizabeth Roda, Teacher Aide at Emmaus HS, effective immediately (Exhibit 3)

-Donna Derr, Office Aide at Eyer MS, effective immediately (Exhibit 4)

-Jacqueline A. Vollman, Cafeteria Aide at Shoemaker School, effective December 23, 2005 (Exhibit 5)

Professional Employee Appointment

Name/Address:	Gregory Trexler 1309 West Minor Street, Emmaus
Education Level:	B. S. Degree (1992)
Undergraduate School:	Indiana University of PA
Certification:	Instructional II, Ment and/or Phys Handicapped; Elementary
Effective:	To be determined
Assignment:	Special Education, Shoemaker School Vacancy created by resignation of D. Siggins.
Experience:	1993-Present: Devereux Foundation, Glenmoore, PA
Salary:	\$54,100 (Step K, Year 11, Col. PC)

Remedial Assistant Appointment

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Suzanne Wilt 2465 River Rock Drive Macungie	LMMS	\$11.80/hr., 24 hrs./wk.

Teacher Aide Appointment

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Robin Hagy 7327 Periwinkle Drive Macungie	Cafeteria/Recess Aide, Alburtis	\$10.70/hr., 12.5 hrs./wk.

Additions to the 2005-06 List of Per Diem Substitutes

Jackie Vollman, Teacher Aide
Kate James, Special Education
Belinda Elmore, Special Education/Elementary
Kristine Caputo, Art
Karen Buss, Special Education
Barbara Ball, Health/Physical Education
Rosemarie Kester, Food Services Department

Co-Curricular Advisors-Emmaus HS

<u>Name</u>	<u>Assignment</u>	<u>Stipend</u>
Kevin Bisignani	Sign Language Club	\$520.00
Suzanne Smith	Bowling Club	Volunteer
Violet Althouse	Poetry Club	\$988.00
Kathleen Hartman	Odyssey of the Mind	Volunteer
Robert Rooney	Head Girls Soccer Coach, Varsity	\$4226.00
Joseph Malone	Power Lifting Club	\$624.00

Teacher Aide Hour Changes

<u>Teacher Aide</u>	<u>From</u>	<u>To</u>	<u>Reason</u>
Stephanie Grant	30 hrs.-EHS	31.0 hrs.-EHS	Student Coverage AM/PM
Lori Reiss	30 hrs.-EHS	31.0 hrs.-EHS	Student Coverage AM/PM
Edie Meckes	30 hrs.-EHS	31.0 hrs.-EHS	Student Coverage AM/PM
Barbara Phillips	23 hrs.-EHS	31.0 hrs.-EHS	Transfer to another position.
Dorothy Grois	23 hrs.-EHS	31 hrs.-EHS	Transfer to another position.
Angie Niland	26.25 hrs.-EHS	31 hrs.-EHS	Student Coverage AM/PM

Educational Conferences – Exhibit 6

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 6.

7. Education

-2005-06 Student Achievement/Assessment Plans – Middle Schools

-Mr. Robert Misko, Principal, Lower Macungie Middle School
-Dr. Doug Wells, Principal, Eyer Middle School

8. Policy Committee

9. Business Operations

1. Approval of Bill List

Motion by _____, Seconded by _____
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.

2. Record of Investments – Exhibit 7

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the list of investments indicated on Exhibit 7.

3. Student Transportation Contract – Laidlaw Transit, Inc.

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the student transportation contract with Laidlaw Transit, Inc. for the 2005-06 school year at a daily rate of \$19,865.92.

Note: We currently are in the second year of a multi-year contract that expires in June 2009. The above resolution reflects, the actual number of vehicles now being used as well as the actual number of miles all vehicles are traveling each day.

The 2004-05 daily rate was \$19,750.09.

4. Special Funds Disbursement – Exhibit 8

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize payments from the Capital Reserve Fund and the GOB 2003 Bond Issue for the items listed on Exhibit 8.

10. Board Sharing

11. Announcements

Monday, January 9	7:30 p.m. – Board Meeting
Tuesday, January 10	PSBA Seminar 1: Ready, Set, Govern, Allentown
Monday, January 16	Martin Luther King, Jr. Day-Schools & Offices Closed
Tuesday, January 17	7:00 p.m.-EHS Guidance Information Night for Incoming Freshmen
Monday, January 23	7:30 p.m.-Board Meeting

12. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Staff Recognition: Ms. Suzanne Smith, EHS Guidance Counselor
Ralph Kidd Counselor of the Year Award

3. Requests to Address the Board
4. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the January 23, 2006 minutes as presented.

5. Approval of Strategic Plan Mid-Point Review Report

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Strategic Plan Mid-Point Review Report for submission to the PA Department of Education.

6. Report of the Substitute Superintendent of Schools – George A. Ziolkowski, Ph.D.

1. Personnel

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following personnel items:

Resignation

Julie DiGiacomo, Business Education Teacher at LMMS, effective date to be determined (Exhibit 1)

Leave as Per Collective Bargaining Agreement

Employee: Kristen Yessen
Grade 4 Teacher, Shoemaker School
Effective: February 27, 2006

Compensated Professional Leave

Employee: Ann Sloane
Guidance Counselor, LMMS
Effective: Second Semester 2007 and 2008
Purpose: To pursue graduate course work
Reference: Board Policy 438.1, Compensated Professional Leaves

Change in Employment Status

Employee: Susan Carville
English Teacher, EHS
From: Full-Time Substitute
To: Temporary Professional Employee
Vacancy created by resignation of H. Morningstar
Effective: January 30, 2006

Employee: Christine Huang
Grade 4 Teacher, Wescosville School
From: Full-Time Substitute
To: Temporary Professional Employee

Vacancy created by J. Hammer resignation
Effective: January 30, 2006

Teacher Aide Appointments – Effective February 14, 2006

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Donna Derr 8371 Mertztown Road Alburtis 18011	PT Learning Support, Alburtis (Vacancy created by J. Brady resign.)	\$10.70/hr., 15 hrs./wk.
Tracy Merrill 2587 Columbus Drive Emmaus 18049	Special Education, EHS (Vacancy created by S. Harding resign.)	\$10.70/hr., 16.25 hrs./wk.
Lindsay Hentzel 995 Hillcrest Drive, S. Macungie 18062	Study Hall/Cafe, EHS (Vacancy created by B. Phillips reassign.)	\$10.70/hr., 23 hrs./wk.

Summer Book Repair Program

Ramona Romanik Sharon Woodeshick Salary: \$7.60/hr.

Co-Curricular Advisors

Sarah Davis	Choreographer, Eyer Spring Musical	\$1040.00
Brody Carr	EHS Percussion Director	\$3017.00
Richard Frederick	LMMS Boys Volleyball Coach	\$1498.00
Sally Hanzlik	Students for Organ Donation	\$ 260.00

Additions to the 2006-07 List of Per Diem Substitutes

Amanda Kender, Guest
Lynn Koehler, Elementary
Eleanor Fosburg, Teacher Aide
David Beyer, Elementary
Kelly Heid, Elementary
Amanda Stephens, Elementary
Jack Marsh, Teacher Aide
Alexander Varghese, Social Studies
Sharon Squire, Teacher Aide
Diane Geroni, Teacher Aide
Chris Derhammer, Special Education
Caryl Landis, Mathematics
Kristina Buchman, Biology, General Science
Eric Schall, Elementary/Middle Level Science

2005-06 School Dentists

Dr. Allen Crawford 530 E. Main Street, Macungie	Macungie, Shoemaker, Eyer MS
Dr. Donald Rother 3261 Route 100, Macungie	Wescosville, Alburtis
Dr. John Schevets 324 Main Street, Emmaus	Loswer Macungie MS, Lincoln
Dr. Timothy Wright 242 Main Street, Emmaus	Jefferson School St. Ann's Parochial School The Hillside School
Dr. Michael Conrad	Wescosville School

770 Fetters Lane, Wescosville

Emmaus HS
Alburtis School

Dr. Kathy Curran
3261 Route 100, Macungie

Eyer MS, Shoemaker

Aide Hour Changes

Teacher Aide	From	To	Reason
Cindy Bogert	20.5 hrs./Lin.	26.0 hrs./Lin.	Additional Sp. Ed. students
Jessi O'Donald	12.5 hrs./Lin.	23 hrs./EHS Study Hall	Transfer
Brenda Kovacs	32.5 hrs./LMMS, Sp. Ed.	31.5 hrs./LMMS Sp. Ed.	Sp. Ed. schedule change
Diane Nonnemacher	27.5 hrs./LMMS/ Sp. Ed.	30.0 hrs./ LMMS Sp. Ed.	Sp. Ed. schedule change
Susan Cooperman	19 hrs./Alburtis Sp. Ed.	25 hrs./Alburtis Sp. Ed.	Transfer
Risa Roth	15 hrs./Alburtis Sp. Ed.	19 hrs./Alburtis Sp. Ed.	Transfer
Linda Parish	12.5 hrs./Macungie Sp. Ed.	12.5 hrs./Alburtis Building	Transfer

Educational Conferences – Exhibit 2

That the East Penn Board of School Directors authorize the expenses for the individuals attending the educational conferences listed on Exhibit 2.

Informational

-Administrative Reports – See Exhibit Section

2. Approval of the 2006-07 East Penn School District Calendar – Exhibit 3

Motion by _____, Seconded by _____
 RESOLVED, That the East Penn Board of School Directors approve the 2006-07 East Penn School District Calendar.

7. Facilities

1. Approval of Plancon F – Eyer Middle School – Exhibit 4

Motion by _____, Seconded by _____
 RESOLVED, That the East Penn Board of School Directors approve Plancon F, Certification in Lieu of Agency Approvals, Permits & Service Availability Letters, for submission to the PA Department of Education.

8. Business Operations

1. Approval of Bill List

Motion by _____, Seconded by _____
 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

2. Purchase of Custodial Supplies – Exhibit 5

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the purchase of custodial supplies through LCTI Joint Purchasing in the amount of \$72,201.68 as listed on Exhibit 5.

9. Board Sharing

10. Announcements

Monday, February 13 6:45 p.m.-Executive Session
7:30 p.m.-Board Meeting
11:30 a.m.-2:00 p.m.-Middle School Parent Teacher Conferences
6:00-9:00 p.m.-Middle School Parent Teacher Conferences
11:00 p.m.-Early Dismissal-Middle Schools

February 13-16 PSSA Writing Test – Grades 5, 8, and 11

February 14 11:00 p.m.-Early Dismissal-Middle Schools
11:30 a.m.-2:00 p.m.-Middle School Parent Teacher Conferences

February 17 & 20 Presidents' Holiday – All Schools and Offices Closed

11. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

2. Request to Address the Board

3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the minutes of the February 13, 2006 meeting be approved as presented.

4. Report of the Substitute Superintendent of Schools – Dr. George A. Ziolkowski

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following personnel items:

Retirements

- Robert Oberecker, Principal, Macungie School, effective June 29, 2006 (Exhibit 1)
- Dr. Michael Waddell, Principal, Albutis School, effective June 30, 2006 (Exhibit 2)

Appointment of Full-Time Substitute Teacher

Name/Address: Sarah Davis
3106 Daniel Drive, Sinking Spring 19608
Education Level: B. S. Degree (2005)
Undergraduate School: Penn State University
Assignment: General Music, Eyer MS
Opening created by E. Marks leave.
Certification: Instructional I, Music K-12
Effective: January 24, 2006
Experience: None
Salary: \$39,200 (Step A, Year 1, Col. B)

Appointment of Administrative Assistant

Name/Address: Beth Ann Alcaro
4802 S. Mountain Drive, Emmaus 18049
Assignment: Emmaus High School
Vacancy created by A. Wuchter retirement.
Effective: February 28, 2006
Salary: \$23,600, 35 hours/week

Teacher Aide Appointments

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Denise Dugan 224 Ridgeview Drive, Albutis	EHS, Study Hall/Cafe.	\$10.70/hr., 27 hours/week
Genevieve Bailee 129 Pine Street, Emmaus Effective: February 28, 2006	Macungie, Learning Support	\$10.70/hr., 12.5 hrs./wk.

Co-Curricular Advisors

Dennis J. Udicious	Assist. Varsity Wrestling Coach	\$3621.00
Dave Smith	EHS Music Marching Assist.	\$1040.00
Susan Butz-Stavin	EHS Field Hockey Intramurals	\$ 562.50 (22.5 hrs. x \$25)
Joseph Bottiglieri	EHS Football Intramurals	\$ 500.00 (20 hrs. x \$25)
Danny Waelchli	EHS Baseball Intramurals	\$562.50 (22.5 hrs. x \$25)
Jamie Hudak	LMMS After -School Intramurals 6 th Gr. Volleyball	7 Sessions @ \$25/session
Greg Schobl	LMMS After-School Intramurals	7 Sessions @ \$25/session

Michael Barker	Volleyball LMMS After-School Intramurals Grade 6-Volleyball	7 Sessions @ \$25/session
Matthew Laub	LMMS-Assistant Boys Volleyball Coach	Volunteer
Daniel Greisbaum	EHS-Italian Club	Volunteer

Authorization to Act as Attendance Officers

In accordance with Modification 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>
Liz Drake, Principal	Kristen Campbell
Dan Greisbaum, Assistant Principal	Donna Cortez
Janine Mathesz, Assistant Principal	Robert Oberecker
Joseph Cortese, Assistant Principal	Dennis Murphy
Rebecca Beidelman, Assistant Principal	Anthony Moyer
Dave Domchek, Assistant Principal	Dr. Michael Waddell

Lower Macungie MS

Robert Misko, Principal
Dave Silfies, Assistant Principal
Peter Schutzler, Assistant Principal

Eyer MS

Dr. Douglas Wells, Principal
Michelle Wiley, Assistant Principal

Additions to the 2005-06 List of Per Diem Substitutes

Matthew Osterle, Social Studies
Laura Korona, Health/Physical Education
Cathy Oehmke, Teacher Aide

Increase in Fees for Physicals

Current Rate: \$50/hour New Rate: \$75/hour

Increase in Fees for Working Papers

Current Rate: \$20/vist New Rate: \$45/visit

Retainer for Chief School Physician

Current Rate: \$4,000/year New Rate: \$6,000/year

All rates will be effective January 1, 2006

Educational Conferences – Exhibit 3

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 3.

Informational: Administrative Reports

5. Other Educational Entities

-Carbon Lehigh Intermediate Unit Terry Richwine

1. Approval of 2006-07 Facilities Plan Committee Report – Exhibit 4

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the 2006-07 Facilities Plan Committee Report .

-Lehigh Career & Technical Institute Francee Fuller
Ann Thompson

Valerie Thomas
Terry Richwine

-Lehigh Carbon Community College

Representatives from the Lehigh Carbon Community College will be making a presentation at the March 13, 2006 Board Meeting.

6 Legislative

Charles H. Ballard

7. Facilities

A. Shoemaker Change Orders

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the change orders as follows:

GC-22	General Construction, E. R. Stuebner (Exhibit 5) Credit: \$33,830.42
HVAC-5	HVAC Contract, Worth & Company (Exhibit 6) Add: \$862.86
PC-2	Plumbing Contract, JBM Plumbing Inc. (Exhibit 7) Add: \$6,087.47
EC-5	Electrical Constructions, Wind Gap Electric (Exhibit 8) Add: \$6,709.62
CO 2	Furniture Contract, Tanner School Furniture Credit: \$240.45

The following change orders are a result of change directives approved September 12, 2005 for Shoemaker School:

HVAC-6	HVAC Contract, Worth & Company per K-003 Provide and Install stainless steel ductwork from dishwasher and pot washer to above ceiling ductwork and fan units (PCO-015) Add: \$6,929.71
PC-3	Plumbing Contract, JBM Plumbing Inc. per K-002 Provide final connections to all kitchen equipment. Relocate service and sanitary lines as required to accommodate revised pot washer location (COR #16) Add: \$877.03
EC-6	Electrical Construction, Wind Gap Electric per K-004 Provide final connections to all kitchen equipment add shunt trips to circuitry. Relocate power as required for the revised pot washer. Add: \$2,249.27

B. Change Orders – Alburdis School

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve change order MC-2 for the Alburdis School project for \$6,824.49:

- To furnish and install additional items for the boiler room as required by the Labor and Industry inspector.
- To repair/replace damaged transfer air ducts

C. Shoemaker School – Substantial Completion

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve substantial completion (All Phases) for the following at Shoemaker School for furniture and installation of same:

Corporate Interiors, Inc. – New Castle, DE
Tanner School Furniture – New Brunswick, NJ

8. Business Operations

1. Review of Business Reports

2. Bill List Approval

Motion by _____, Seconded by _____
RESOLVED, That the attached bill list, including the addenda, be approved and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated.

3. Treasurer's Report

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

9. Board Sharing

10. Announcements

Monday, February 27	6:30 p.m.-Executive Session 7:30 p.m.-Board Meeting
February 28	9:15 a.m.-Wescosville School-Wide Meeting
March 3	11:00 a.m.-Secondary Schools Early Dismissal
Monday, March 13	7:30 p.m.-Board Meeting.

11. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the February 27, 2006 meeting minutes.

4. Lehigh Carbon Community College

Joseph Lucadamo, East Penn Representative on Board of Trustees
Don Snyder, President

5. Report of the Substitute Superintendent of Schools – Dr. George Ziolkowski

1. Appointment of Assistant Superintendent for Supervision and Academic Planning

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the appointment of Gregory T. Nolan to the Commissioned Office of Assistant Superintendent for Supervision and Academic Planning for a five year term beginning May 15, 2006 through May 14, 2011.

Address:	1035 Hawthorn Road, Allentown 18103
Education Level:	B. S. Degree (1975) M. Ed. Degree (1979)
Undergraduate School:	Kutztown University
Graduate School:	Kutztown University
Certification:	Administrative II: Elementary Principal Instructional II: Elementary Letter of Eligibility
Experience:	1992-Present: Elementary Principal, Central Bucks SD 1985-92: Elementary Principal, Pennridge SD 1975-1985: Director of Elementary Ed, Elementary School Principal; Elementary Teacher, Brandywine Heights SD
Salary:	\$125,000

2. Personnel

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following personnel items:

Resignation

Crystal R. Kohler, Hall Monitor at EHS, effective March 16, 2006 (Exhibit 1)

Appointment of Temporary Professional Employee

Name/Address: Philip E. Fisher
430 S. 18th Street, Allentown 18104

Education Level: B. S. Degree (2001)

Undergraduate School: Hartwick College

Graduate School: Gwynedd Mercy, Certification Credits

Effective: To be determined

Certification: Instructional I, Business; Computer Information Technology, K-12

Assignment: Business Department, LMMS
Vacancy created by resignation of J. DiGiacomo

Experience: 9/03-Present: Allentown SD

Salary: \$40,200 (Step C, Year 3, Col. B)

Co-Curricular Advisors

Scott Radio	Jr. Varsity Girls Soccer Coach	\$2559.00
Michael Mihalik	Meteorology Club	\$ 260.00
Patrick Campbell	Director, Spring Musical, LMMS	\$2081.00
Patrick Campbell	Costume Design, Spring Musical LMMS	\$ 500.00
Jennifer Campbell	Set Design, Spring Musical LMMS	\$ 500.00
Frances Evers	Choreographer, Spring Musical LMMS	\$1040.00
Brian Winnie	Vocal/Orchestra/Music Director, Spring Musical, LMMS	\$1665.00
Lori Schaeffer	Tickets/Programs, Spring Musical	\$ 260.00

Educational Conferences-Exhibit 2

That the East Penn Board of School Directors approve the expenses for the individuals attending educational conferences as list on Exhibit 2.

3. Acceptance of Donation

Motion by _____, Seconded by _____
RESOLVED, That, in accordance with Board Policy 702, Gifts, Grants, and Funds, the East Penn Board of School Directors accept a donation of \$5,000 from the Wescosville PTO for a new school sign at Wescosville School.

Note: A letter of clearance has been provided by Lower Macungie Township.

4. Articulation Agreement with East Stroudsburg University – Exhibit 3

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Articulation Agreement with East Stroudsburg University for student teachers and as described in Exhibit 3.

Note: The solicitor has reviewed the Articulation Agreement.

5. Student Management System
6. Other Educational Entities:
 - Carbon Lehigh Intermediate Unit T. Richwine
 1. Approval of the 2006-07 Operational and Program Services Budget
Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the 2006-07 Operational and Program Services Budget for the Carbon Lehigh Intermediate Unit.
 2. IU Board of Trustees
 - Lehigh Career and Technical Institute F. Fuller
T. Richwine
V. Thomas
A. Thompson
 7. Legislative C. Ballard
 8. Facilities
 1. Approval of Plancon F – Certification in Lieu of Agency Approvals, Permits, & Service Availability Letters – Eyer MS (Exhibit 4)
Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve Plancon F, Certification in Lieu of Agency Approvals, Permits & Service Availability Letters, for the Eyer MS and that it be forwarded to the PA Department of Education.
 9. Business Operations
 1. Bid Opening Report (Informational) – Custodial Supplies; Donkey-2 Portable Elevated Multi-Purpose Center (Exhibit 5)
 2. Five-Year Capital Plan
 3. Bill List Approval
Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve the bill list and authorize the Treasurer to issue checks and vouchers in the amounts indicated.

4. Contract Award – Custodial Supplies (Exhibit 6)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the custodial supplies as bids for the 06-07 school year in the amount of \$32,289.07 as per Exhibit 6.

Note: The attached items were not available through LCTI award of February 13, 2006.

5. Construction Funds – Exhibit 7

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the Capital Reserve Fund and the GOB 2003 Bond issue as outlined on Exhibit 7.

10. Board Sharing

11. Announcements

Monday, March 13	6:30 p.m.-Executive Session 7:30 p.m.-Board Meeting
March 16	7:00 p.m. -10th & 11th Grade Guidance Information Night-EHS
March 17	Employee Development Day – No School for Students
March 20-24	PSSA Reading and Math Tests, Grades 3-8, 11
March 20	7:00 p.m. – Policy Committee Meeting, Board Room
March 23, 24, 25	7:00 p.m.-EHS Spring Musical, “Into the Woods”
March 27	7:30 p.m. – Board Meeting Presentation: Feasibility Study – Short; Interim; Long Term Options

12. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Oath of Office – Assistant Superintendent Greg Nolan

The oath of office for newly appointed Assistant Superintendent Greg Nolan will be administered by Judge J. Brian Johnson.

3. Requests to Address the Board
4. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes for the March 27, 2006 Board Meeting as presented.

5. Resolution to Amend the Agreement for Operating Lehigh Carbon Community College – Exhibit 1

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the amendment to the Agreement for Operating Lehigh Carbon Community College as presented in the attached resolution.

6. 2006-07 Lehigh Carbon Community College Capital & Operating Budget

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the 2006-07 Lehigh Carbon Community College Capital & Operating Budget as presented.

7. 2006-07 East Penn School District Budget
8. Report of the Substitute Superintendent of Schools – Dr. George A. Ziolkowski

1. Personnel

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following personnel items:

Resignations/Retirements

- George Mack, English Teacher, Eyer MS, effective June 15, 2006 (Exhibit 2)
- Claire Alice Newhard, Elementary Teacher, effective June 15, 2006 (Exhibit 3)
- Richard E. Weiss, Mathematics Teacher, Eyer MS, effective June 15, 2006 (Exhibit 4)
- Patricia Smith, Elementary Music Teacher, effective June 15, 2006 (Exhibit 5)
- Kimberly Kemp, Teacher Aide at Shoemaker School, effective April 12, 2006 (Exhibit 6)
- Angie Gable, Food Services Department at Shoemaker School, effective April 10, 2006 (Exhibit 7)

Compensated Professional Leave

Employee: Anne Beal
Family & Consumer Science, EHS

Effective: 2006-07 School Year
Purpose: Graduate Study at Lehigh University
Reference: Board Policy 438.1, Compensated Professional Leave

Leave as per Collective Bargaining Agreement

Employee: Sarah Bodnar
Grade 2, Wescosville School
Effective: May 1, 2006

Employee: Gena Beky
Grade 5, Shoemaker School
Effective: April 24, 2006

Employee: Tanya Piasecki
Grade 1, Jefferson School
Effective: May 1, 2006

Additions to the 2005-06 Per Diems Substitute List

Karen Haldeman, Food Services Department
Elizabeth Mastroianni, Food Services Department

Co-Curricular Advisors

Karen Baer	LMMS Art Club	\$28.89/session 8 Sessions
Kyle Grim	Girls Soccer Coach	Volunteer

Change in Employment Status

Employee	From	To
Marie Knauss	PTFSA-4.75 hrs./day Emmaus HS	FTFSA-6.75 hrs./day Emmaus HS
John Carter	26.25 hrs./wk. Study Hall, EHS	30 hrs./wk. Hall Monitor, EHS

Educational Conferences – Exhibit 8

That the East Penn Board of School Directors approve the expenses for the individuals attending educational conferences as listed on Exhibit 8.

9. Other Educational Entities

-Lehigh Career & Technical Institute

F. Fuller
A. Thompson
T. Richwine
V. Thomas

1. Refunding of Revenue Bond Series of 2001 & Series of 2003
(Exhibit 9)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the attached resolution for the refunding of the LCTI's Revenue Bond Series of 2001 and Series of 2003.

10. Facilities

1. Two Year Lease for Portable Classrooms-Eyer MS-Exhibit 10

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the two-year lease agreement as submitted by Williams Scotsman, 2780 Route 100, Macungie, PA for four (4) used portable classrooms for Eyer Middle School.

Note: The above is contingent upon Solicitor's review.

2. Approve United Inspection Service Agreement – Exhibit 11

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the agreement with United Inspection Services, Jim Thorpe, PA as per the proposal submitted March 24, 2006, specifically but not limited to construction testing services as listed on Exhibit 11.

Note: The Solicitor has reviewed this agreement.

3. Re-Opening Lower Macungie Elementary School

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors reopen Lower Macungie Elementary School beginning with the 2006-07 school term.

Note: This building has approximately ten classrooms that can be used. It can be re-opened as either a Kindergarten Center or a K-4 building.

4. Authorization to Prepare Documents – Lower Macungie Elementary School

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize administration to prepare bid documents for necessary repairs at Lower Macungie Elementary School at a cost not to exceed \$640,000.

Note: This includes: Replacement of the underground oil tank and furniture for nine classrooms. The expenditures will come from the Capital Reserve Fund.

be it further

RESOLVED, That the East Penn Board of School Directors approve submitting all capital projects, required forms and documents requiring approval from state and local agencies.

5. Authorization for a New Elementary School

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize to construct a new elementary school on a site to be determined.

6. Amendment to the Architectural Studio Agreement – Exhibit 12

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve Amendment #2 to the April 5, 2004 Agreement between the East Penn School District and the Architectural Studio to include a K-5 elementary school as listed on Exhibit 12.

Note: The Solicitor has reviewed this Agreement.

7. URS – Pre-Construction Services-Exhibit 13

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors amend the contract with URS Corporation authorizing them to proceed with additional pre-construction services at a sum not to exceed \$200,000 based upon the rates listed on Exhibit 13.

11. Legislative

Charles Ballard

12. Business Operations

1. Bill List Approval

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

2. LCTI Joint Purchasing Board – Electrical Supplies (Exhibit 14)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the purchase of electrical supplies through LCTI Joint Purchasing Board in the amount of \$9,222.10.

3. Construction Fund – Exhibit 15

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the Capital Reserve Fund and the GOB 2003 Bond issue as outlined on Exhibit 15.

4. Approval of the Third Amendment to the Agreement of Sale (Exhibit 16)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Third Amendment to the Agreement of Sale with Scot and Shirley Fenstermaker.

5. Bid Opening Reports – Athletic Supplies, Computer Supplies, General School Supplies – Exhibit 17

13. Board Sharing

14. Announcements

- | | |
|------------------------|--|
| Monday, April 10, 2006 | 6:45 p.m.-CLEAR Session
7:30 p.m.-Board Meeting, Board Room |
| April 13, 14, 17 | Spring Break-Schools and Offices Closed |
| April 20 & 21 | Kindergarten Conferences – Condensed Schedule |
| Week of April 24-28 | TV Turn-Off Week, Albutis School

Elementary Parent-Teacher Conferences, Early Dismissal |
| Monday, April 24 | 7:30 p.m.-Board Meeting, Board Room |
15. Adjourn

Order of Business

1. Call to Order; Pledge of Allegiance
2. Public Financial Management – Mr. Lou Verdelli
3. Requests to Address the Board
4. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes
for the April 10, 2006 meeting.

5. Report of the Substitute Superintendent of Schools – Dr. George Ziolkowski

1. Personnel

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the
following personnel items:

Retirement/Resignations

- Daniel Bobeck, English Teacher at EHS, effective June 15, 2006
(Exhibit 1)
- Anne Marie Cohen, ESL Teacher, effective June 15, 2006 (Exhibit 2)
- Beverly Kaercher, Grade 1 at Lincoln School, effective June 15, 2006
(Exhibit 3)
- Glenn Schantz, Social Studies Teacher at LMMS, effective June 15, 2006
(Exhibit 4)
- Matthias Staack, Technology Education at EHS, effective June 15, 2006
(Exhibit 5)
- Charles Takacs, Earth/Space Science Teacher at EHS, effective June 15,
2006 (Exhibit 6)
- Janice Stephens, IST Teacher at Lincoln School, effective June 15, 2006
(Exhibit 7)
- Kathy M. Picca, Teacher Aide at Wescosville School, effective April 21,
2006 (Exhibit 8)
- Kim Nemeth, Teacher Aide at EHS, effective immediately (Exhibit 9)
- Marcia Sweitzer, Teacher Aide at Wescosville School, effective June 15,
2006 (Exhibit 10)
- Nikki Schoch, Kindergarten Teacher at Alburtis School, effective June
15, 2006 (Exhibit 11)

Teacher Aide Appointment

Employee: Allison Lind
4588 Belmont Drive, Emmaus
Assignment: Macungie School, Learning Support
Vacancy created by G. Baillee resign and transfer to
Remedial Assistant
Effective: April 25, 2006
Salary: 12.5 hrs./wk., \$10.70/hr.

Food Service Department Appointment

Employee: Kimberly Moyer
139 Main Street, Emmaus
Assignment: PT Food Service Assistant-Shoemaker School
Vacancy created by A. Gable
Effective: April 25, 2006
Salary: \$10.31/hr., 18.75 hrs./wk.

Leave as Per Collective Bargaining Agreement

Employee: Kathryn Hillegass, Special Education Teacher, LMMS
Effective: May 16, 2006

Extended School Year

Krystal Scheller June 26-30; July 26-28; August 7-11;
August 14-18, 2006

Co-Curricular Appointments

Ava Killingsworth After-School Study Support, LMMS, Club A
Jeffrey Williams LMMS Weight-Lifting Club 8 Sessions,
\$28.89/session

Change in Employment Status

Employee: Deb Andrews
From: PTFSA, Alburtis – 4.25 hrs./day
To: PTFSA, EHS – 4.75 hrs./day

Additions to the 2005-06 List of Per Diem Substitutes

Michelle Magargal, Teacher Aide Heidi Mellon, Teacher Aide
Mary Hughes, Teacher Aide Tina Coulomb, Teacher Aide
Kenneth Glass, Social Studies

Educational Conferences – Exhibit 12

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 12.

Informational: Administrative Reports (See Exhibit Section)

6. Education

-Overview of Revisions to Language Arts and Music Curriculum

7. Facilities

1. Overview of Eyer Bid Opening

2. Lower Macungie Township Approvals – Eyer MS Project-Exhibit 13 & Exhibit 14

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve the Land Development Resolution No. 2005-85 (Exhibit 13) as approved by Lower Macungie Township Board of Supervisors on December 15, 2005; and,

be it further

RESOLVED, That the East Penn Board of School Directors approve the Conditional Use Application as submitted and approved by the Lower Macungie Township Board of Supervisors on March 2, 2006 (Exhibit 14).

Note: These documents have been reviewed by the Solicitor.

3. Submission of PDE Form 3074A-Eyer MS Project

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve PDE Form 3074 (A) for Eyer MS Asbestos Abatement/Removal (All Phases) as a non-reimbursable project.

Note: This work has been removed from the PlanCon process due to the phasing of this work.

4. Emmaus High School Capacity

8. Other Educational Entities

-Carbon Lehigh Intermediate Unit
-Lehigh Career & Technical Institute

T. Richwine
F. Fuller
T. Richwine
V. Thomas
A. Thompson

9. Legislative

C. Ballard

10. Business Operations

1. Approval of Bill List

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

2. Treasurer's Report

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

3. 2006-07 Budget

4. Transfer to Capital Reserve Fund

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the transfer of funds from the General Fund to the Capital Reserve Fund in the amount of \$847,161, representing the savings accumulated from the bond refinancing of June 2005 and the bond refinancing of January 2006.

5. Construction Fund Disbursements – Exhibit 15.

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize payment from the GOB 2003 Bond Issue for the items listed on Exhibit 15.

6. Bid Award Recommendations – Computer Supplies & General School Supplies (Exhibits 16 & 17)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the bid awards for the computer supplies and general school supplies as listed on Exhibits 16 & 17.

7. Special Board Meeting – May 1, 2006

Motion by _____, Seconded by _____
RESOLVED, That a Special Board Meeting be scheduled for Monday, May 1, 2006 at 7:30 p.m. in the Board Room for the purpose of awarding the bids for the Eyer MS Project.

8. Bid Opening Report – Eyer MS Asbestos Abatement (Exhibit 18)

11. Board Sharing

12. Announcements

Monday, April 24 6:30 p.m.-Executive Session
7:30 p.m.-Board Meeting, Board Room

Week of April 24 Elementary-Parent Teacher Conferences, Early Dismissal

Thursday, April 27 7:00 p.m.-Elementary Band Concert-Shoemaker School

Saturday, April 29 7 a.m.-4 p.m.-Emmaus Public Library Used Book Sale-
Lower Macungie MS
9 a.m.-2 p.m.-8th Annual Nutrition, Health & Safety Fair
Lower Macungie MS

13. Adjourn

Order of Business

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes for the May 8, 2006 Board Meeting.

4. Report of the Substitute Superintendent of Schools – Dr. George Ziolkowski

1. Personnel

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following personnel items:

Retirements/Resignations

- Robert Slough, Science Teacher at EHS, effective June 15, 2006 (Exhibit 1)
- Randy Ziegenfuss, Technology Integration Resource Teacher, effective June 15, 2006 (Exhibit 2)
- Donna Henry, Special Education Teacher at Shoemaker School, effective June 15, 2006 (Exhibit 3)
- Amy Golboro, Mathematics Teacher at Eyer MS, effective June 15, 2006 (Exhibit 4)
- Dr. Patricia Waller, Science Teacher at Emmaus HS, effective June 15, 2006 (Exhibit 5)
- Patricia Bonikowski, Food Services Department, effective immediately (Exhibit 6)
- Lindsay Hentzel, Teacher Aide, effective immediately (Exhibit 7)
- Robert Horn, Special Education Aide at Emmaus HS, effective June 16, 2006 (Exhibit 8)
- Lynn M. Smith, Teacher Aide at Jefferson School, effective June 15, 2006 (Exhibit 9)
- Carolyn Foley, Remedial Assistant, effective May 23, 2006 (Exhibit 10)
- Cheryl Boryowski, Remedial Assistant at Lincoln School, effective May 26, 2006 (Exhibit 11)

Request for a General Leave of Absence

Employee: Sue Brown, Gifted Education Teacher, Wescosville School
Effective: 2006-07 School Year
Purpose: Involvement with a cross-cultural exchange program in Pimampiro, Ecuador

Administrative Transfer

Administrator	From	To
Donna Cortez	Principal, Jefferson School	Principal, Alburdis School

Voluntary Demotion

Employee	From	To
Cheryl Wetzel	FT Professional	PT Professional

Effective: July 1, 2006, beginning with the 2006-07 school term.

.5 Principal Appointment / .5 Elementary Teacher—Lower Macungie Kindergarten Center

Name: Cheryl Wetzel
Grade 3 Teacher, Wescosville School
Effective: July 1, 2006
Education Level: B. S. Degree (1995)
M. S. Degree (2001)
Undergraduate School: Kutztown University
Graduate Schools: Kutztown University
Penn State University, Principal Certification
Certification: Administrative: Principal K-12
Instructional II: Early Childhood; Elementary
Experience: 12/96-Present: East Penn School District
Salary: \$69,000 (Principal \$40,146 + Teacher \$28,854)

Appointment of Elementary Principal

Name/Address: James Best
1929 Focht Avenue, Allentown 18104
Education Level: B. A. Degree (1989)
M. S. Degree (2002)
Undergraduate School: North Carolina State University
Graduate School: Wilkes University
Moravian College, certification credits
Effective: On or about July 1, 2006
Assignment: Principal, Macungie School
Vacancy created by R. Oberecker retirement.
Experience: 9/02-Present: Parkland SD, Assistant Principal
9/97-9/02: Parkland SD, Elementary Teacher
1/97-6/97-Easton SD, Teacher
Salary: \$82,500, plus benefits included in the Act 93 Agreement

Appointment of Teacher Aides

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Diane Geroni	Cafe/Recess Aide, Wescosville Vacancy created by K. Picca resign	\$10.70/hr., 12.5 hrs./wk.
Lisa Reynolds	Study Hall Aide, EHS Vacancy created by L. Hentzel resign.	\$10.70/hr., 21.75 hrs./wk.
Marion Kuhns	Teacher Aide, EHS Vacancy created by K. Nemeth resign.	\$10.70/hr., 14 hrs./wk.
Eleanor Fosburg	Teacher Aide, Shoemaker Vacancy created by K. Kemp resign.	\$10.70/hr., 12.5 hrs./wk.
Eroilda Medina	Teacher Aide, EHS Vacancy created by C. Kohler resign.	\$10.70/hr., 26.25 hrs./wk.

Positions Effective: May 23, 2006

Summer School Teachers

Justine Boer	Stephanie Schwab
Heather Day	Louis Serensits
Tracy Dreher	Charles Sonon
Derek Grabfelder	Stuart Speicher
Thom Husser	Jayne St. Mary

Sara Kinzel	Martha Teed
Jeanine Martini	Denise Teles
Barry O' Connell	Beth Witte
Jessica Ortez-Eichert	
Kim Reiter	

Change in Employment Status

Employee: Connie Corkery, Teacher Aide
 From: 17.0 hrs./wk.
 To: 31.25 hrs./wk.
 Reason: Resignation of K. Nemeth; extended hours

Additions to the 2006-07 Per Diem Substitute List

Sidney Twining, Food Services	Ida Baliya, Food Services
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Co-Curricular Appointments

Kim Kannenberg	Web Page Features Club	\$520.00, Club B
Sarah DAVIS	Co-Choral Director	\$1040.00
Kristina Angstadt	Winter Color Guard Assistant	\$1040.00
Eileen Clark	Spring Costume Design Coordinator	\$ 500.00

Educational Conferences – Exhibit 12

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 12.

Informational: Administrative Reports (See Exhibit Section)

2. 2006 Emmaus High School Graduates (Exhibit 13)

Motion by _____, Seconded by _____
 RESOLVED, That the East Penn Board of School Directors approve the list of students in the Class of 2006 for graduation.

3. Gaskin Mini-Grant Agreement – Exhibit 14

Motion by _____. Seconded by _____.
 RESOLVED, That the East Penn Board of School Directors approve the Gaskin Mini-Grant Agreement in the amount of \$10,000 for implementing inclusion practices as described in Exhibit 14.

5. Education

-Interim Reading: Textbooks for Adoption (Exhibit 15)

These materials are available for review in the Curriculum Library until Friday, May 26. A recommendation for adoption will be presented at the June 12 Board Meeting.

6. Other Educational Entities

-Carbon Lehigh Intermediate Unit	T. Richwine
-Lehigh Career & Technical Institute	F. Fuller
	T. Richwine
	V. Thomas
	A. Thompson

1. 2006-07 Budget Approval

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors hereby authorize the expenditures of the Lehigh Career & Technical Institute for the General Fund Budget in the amount of \$18,960,830 and the Academic Center Fund Budget in the amount of \$904,520 for the period of July 1, 2006 through June 30, 2007.

7. Legislative

C. H. Ballard

8. Policy

A. Earnshaw
C. H. Ballard
F. Fuller
E. Gannon

1. First Reading

-Board Policy 239-Foreign Exchange Students (Exhibit 16)
-Board Policy 246-Student Wellness (Exhibit 17) and East Penn School District Guidelines for Competitive Foods (Exhibit 1)

9. Facilities

1. Approval of Plancon F – Exhibit 18

Motion by _____ . Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve Plancon F, Post-Bid Opening Notification for the Eyer MS.

Note: Board approved at the May 8, 2006 meeting; however, PDE returned the form because the last question was not completed.

2. Change Order – Shoemaker School Project

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve Change Order PC-5 with JBM Plumbing Inc., Nazareth, PA for \$3,404.60 as follows:

- Replace domestic water valves in Pod 3 per JBM's Change Order #19 Add \$2,281.80
- Per Existing Site Conditions, Relocate roof drain and rain water leader piping as needed at toilet room 318 per JBM's Change Order #20 Add \$1,122.80

3. Lower Macungie Elementary School -Plaster Repairs & Painting; HVAC Upgrades including Oil Tank Removal

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve Notice of Intent to Award Contracts for the following projects:

<u>Plaster Repairs and Painting</u>	
A. P. Houser, Inc., 706 Walnut Street, Emmaus	\$118,470.00
Add Alternate G-1	34,400.00

Note: G1 is exterior window repairs, caulking,

and painting.

HVAC Upgrades including Oil Tank Removal

Blanski, Inc., 120 Madison Avenue, Reading

\$133,845.00

be it further

RESOLVED, That the Notice of Intent to Award Contracts are issued contingent upon submittal and approval of the required documents to the Department of Education and other state and local agencies with the appropriate parties being authorized to sign the documents, submittal and approval of the required bonds, Certificates of Insurance, and the required documents from the contractors as specified in the bid instructions and materials, and execution of a contract as required in the bid instructions and materials, all of the aforementioned being completed to the satisfaction of the solicitor.

10. Business Operations

1. Bill List Approval

Motion by _____, Seconded by _____

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

2. Treasurer's Report

Motion by _____, Seconded by _____

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

3. Appointment of Auditor

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors appoint the audit firm of Gorman & Associates, P.C. to audit the records of the East Penn School District for the year ended June 30, 2006 at a fee of \$29,000 and a single audit fee of \$2,800 per letter of engagement dated January 10, 2006.

4. Appointment of Treasurer

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors appoint Gary Reigal as Treasurer for a term effective July 1, 2006 to June 30, 2007; and that he be directed to perform such duties as are appropriate for the position in accordance with the Public School Code of 1949, as amended, Section 436-443; that he shall implement federal, state and local policies and regulations at the direction of the Board of School Directors and the Superintendent of Schools; and, that the Treasurer's bond be set at \$500,000 to be paid by the East Penn School District.

5. Designation of 2006-07 Depositories

Motion by _____, Seconded by _____

RESOLVED, That , in accordance with Section 621, PA Public School Code of 1949, the East Penn Board of School Directors designate the following

depositories for the funds of the East Penn School District for the 2006-07 fiscal year; and that said depositories furnish a bond in an amount equal to 120% of the highest balance or comply with Act 72 of 1971 of the Pennsylvania Legislature, such bond amounts to include the amount provided by federal insurance:

- ✓ M & T Bank
- ✓ Lafayette/Ambassador Bank (Fulton Financial)
- ✓ PA Treasury/Invest Program
- ✓ PA Local Government Investment Trust
- ✓ East Penn Bank
- ✓ Wachovia Bank
- ✓ First Star Savings Bank
- ✓ Citizens Bank
- ✓ Sovereign Bank
- ✓ US Bank Corporate Trust Services

6. Earned Income Tax Commission

Motion by _____, Seconded by _____
 RESOLVED, That the East Penn Board of School Directors set the following commission to be paid to the appointed Municipal Earned Income Tax Officers for the collection of the District's earned income taxes during the period July 1, 2006 through June 30, 2007:

Borough of Alburdis	5%, plus 1/2 of printing & postage costs
Borough of Emmaus	2.5%
Borough of Macungie	5%, plus 1/2 of printing & postage costs
Lower Macungie Twnshp.	1/2 of cost of salaries, fringe benefits, and Office expense of the EIT office.
Upper Milford Twnshp.	5%, plus 1/2 of printing & postage costs

7. Earned Income Tax Bonds

Motion by _____, Seconded by _____
 RESOLVED, That the East Penn School Board of Directors direct the East Penn School District Municipal Earned Income Tax Officers to provide fidelity bonds to the School District in The following sums:

Borough of Alburdis
 Kerstin Paey, or Successor
 Bond required: \$50,000 Jointly with Borough

Borough of Emmaus
 Berkheimer Associates
 Bond required: In accordance with contract

Borough of Macungie
 Rose Nonnemacher, or successor
 Bond required: \$120,000, Jointly with Township

Township of Lower Macungie
Cathleen O'Brien, or successor
Bond Required: \$1,000,000, jointly with Township

Township of Upper Milford
William Weber, or successor
Bond Required: \$250,000 jointly with Township

8. Record of Investments (Exhibit 19)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the investments listed on Exhibit 19

9. Construction Fund Payments – Exhibit 20

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the Capital Reserve Account and General Obligation Bond Series of 2003 for the items listed on Exhibit 20

10. Bid Opening Report – LMES School Plaster Repairs & Painting; Fuel Tank Removal & Boiler Burner Replacement – Informational (Exhibit 21)

11. Board Sharing

- Board Goal Setting Retreat
- HB 2550 – Educational Impact Fees

12. Announcements

Monday, May 22	7:00 p.m.-Executive Session
	7:30 p.m.-Board Meeting, Board Room
Tuesday, May 23	7:30 p.m. - LMMS Spring Band Concert, Auditorium
Wednesday, May 24	7:00 p.m.-EHS Spring Orchestra Concern
	7:00 p.m.-Macungie Spring Concert
Thursday, May 25	7:00 p.m.-Open House: Shoemaker, Wescosville, Alburtis
Friday, May 26	8:00 a.m.-2:00 p.m.-High Note Music Festival, LMMS
	4:00 p.m.-Macungie School Festival, Macungie Park
Monday, May 29	Memorial Day – All schools and offices closed.
Wednesday, May 31	6:30 p.m.-All Sports Award Program, EHS Auditorium
Thursday, June 1	7:00 p.m.-Elementary Orchestra Concert, Shoemaker
Wednesday, June 7	7:00 p.m.-Jefferson Open House
Saturday, June 10	Baccalaureate
Sunday, June 11	1:00 p.m.-Commencement, Stabler Arena
Monday, June 12	7:30 p.m.-Board Meeting

13. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes for the following meetings:

April 24, 2006	Regular Board Meeting
April 28, 2006	Special Board Meeting
May 1, 2006	Special Board Meeting

4. 2006-2007 Preliminary Budget Adoption

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors adopt the tentative 2006-07 budget in the amount of \$99,679,304 with the following tax levies:

39.16 mills on the assessed valuation of real estate
1/2% (.005) Act 511 Earned Income Tax
1% Act 511 Real Estate Transfer Tax

be it further

RESOLVED, That the Senior Citizens Real Estate Tax Rebate Program be continued for the 2006-07 year.

5. Report of the Substitute Superintendent of Schools-Dr. George Ziolkowski

1. Personnel

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following personnel items:

Retirements/Resignations

-Joann Bedics, Remedial Assistant at Lincoln School, effective June 1, 2006
(Exhibit 1)
-John Hartzog, Mathematics Teacher at Eyer MS, effective June 15, 2006
(Exhibit 2)
-Gretchen Krasley, Grade 1 Teacher at Alburtis School, effective June 15, 2006
(Exhibit 3)
-Susan Lutick, Art Teacher at Emmaus HS, effective June 15, 2006 (Exhibit 4)
-JoAnn Oleksa, Grade 5 Teacher at Wescosville School, effective June 15, 2006
(Exhibit 5)
-Chika Acholonu, Teacher Aide at LMMS, effective May 12, 2006 (Exhibit 6)
-Jo-Anne Hamm, Teacher Aide at Lincoln School, effective June 15, 2006
(Exhibit 7)

Compensated Professional Leave

Employee: Virginia Delph
Latin Teacher, Emmaus HS

Effective: 2006-07 School Term, First Semester
Purpose: Graduate Work at Stanford University
Reference: Board Policy 438.1, Compensated Professional Leave

Leave as Per Collective Bargaining Agreement

Employee: Tara Desiderio
Kindergarten, Macungie School
Effective: May 11, 2006

Extended School Year Program

Teachers

Employees: Eileen Crompton, Lori King, Michelle Hoffman, Scott Ware
Effective: June 26-August 3, 2006, 10 hrs./wk.

Speech Teachers

Employee: Maria Smith, Amy Christoff
Effective: June 26-August 3, 2006, 35 hrs./wk.

Teacher Aides

Employees: Jane Kressley; Michaeline Ryan; Janet Joy; Wendy Crossley
Effective: June 26-August 3, 2006, 12 hrs./wk.

Summer Fitness Program

Teachers: Doug Povilaitis, Justen Reiss, Maureen Welsh, Marissa Rotz,
Kathy Kline
LPN: Karen Hefflefinger
Other: Kevin Hollschadner, Orthopedic Associates of Allentown

Addition to the 2005-06 Per Diem Substitute List

Mary O'Brien, Food Services Department

Mary Ogden, Health/PE
Stephanie Ficco, Teacher Aide
Stephanie Ott, Teacher Aide
Connie Snyder, Teacher Aide

Co-Curricular Advisor

Brian Parish Skateboarding Club Volunteer

Summer Maintenance Program – Exhibit 8

Educational Conferences – Exhibit 9

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

6. Facilities

1. Approval of EnviraHealth Agreement – Exhibit 10

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve the Agreement with EnviraHealth, 900 West State Street, Coopersburg, PA at a cost not to exceed \$10,000.

Note: This continues the proactive microbial testing district wide (minimum of 60 samples) enhancing the district's Indoor Air Quality Testing Program.

2. Eyer MS Asbestos Abatement Letter of Withdrawal; Bid Award

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors accept the Letter of Withdrawal from Alicon Environmental, Inc., Clarks Summit, PA for the Eyer MS Asbestos Abatement; and,

be it further

RESOLVED, That the East Penn Board of School Directors approve Asbestos and Lead Abatement Services, Inc., Boyertown, PA for phase 1 summer 2006 asbestos abatement for the Eyer MS project at a cost of \$3,677.00.

3. Eyer MS Project – PLANCON F, Post-Bid Opening Notification (Exhibit 11)

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve PLANCON F, Attachment C, Post-Bid Opening Notification to the PA Department of Education.

7. Education

-First Reading: Textbooks for Adoption (Exhibit 12)

These materials are available for review in the Curriculum Library until Friday, May 26. A recommendation for adoption will be presented at the June 12 Board Meeting.

8. Legislative

C. H. Ballard

9. Business Operations

1. Bill List Approval

Motion by _____, Seconded by _____

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

2. Construction Fund Payments (Exhibit 13)

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors authorize payment from the GOB 2003 Bond Issue for the items listed on Exhibit 13.

3. Appointment of Auditors

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors appoint the audit firm of France, Anderson, Basile and Company, P.C. to audit the records of the East Penn School District for the year ended June 30, 2006 at a fee of \$26,500, per their proposal dated March 31, 2006.

4. Bid Award – Art Supplies (Exhibit 14)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors award the contracts for art supplies to the successful bidders listed on Exhibit 14.

10. Board Sharing

11. Announcements

Monday, May 8	6:30 p.m.-Executive Session 7:30 p.m.-Board Meeting
Wednesday, May 10	7:30 p.m.-LMMS Spring Choral Concert-Auditorium 7:00 p.m.-Open House, Macungie School
Thursday, May 11	7:00 p.m.-EHS Wind Ensemble & Symphonic Band Concerts, Auditorium 7:30 p.m.-Spring Choral Concert, Lincoln 7:30 p.m.-LMMS Spring Choral Concert, Auditorium
Friday, May 12	7:30 p.m.-Jefferson 5th Grade Spring Concert EHS Senior Ball
Monday, May 15	7:00 p.m.-Policy Committee, Board Room
Tuesday, May 16	Election Day
Wednesday, May 17	7:00 p.m.-Wescosville Spring Concert 7:00 p.m.-Open House, Lincoln
Thursday, May 18	7:30 p.m.-EHS Spring Choral Concert, Auditorium
Friday, May 19	9:00 a.m.-Volunteer Recognition Brunch, LMMS Cafeteria 5:30 p.m.-Alburtis Spring Festival
Monday, May 22	7:30 p.m-Board Meeting, Board Room
May 23 & June 6	7:00-8:30 p.m.-Internet Safety & Cyberbullying: What Parents Need to Know, Eyer MS

12. Adjourn

Order of Business

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes of the May 22, 2006 Board Meeting.

4. Authorization to Apply for Federal Funds

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the administration to apply for federal funds under Title I, Title II, Title III, and Title V.

Title I: Federally funded supplemental education program that provides financial assistance to local educational agencies to improve educational opportunities for educationally deprived children.

Title II: Federally funded supplemental education program that provides financial assistance to improve the skills of teachers and the quality of instruction in core academic subjects in public elementary and secondary schools.

Title III: Language Instruction for Limited English Proficient and Immigrant Students.

Title V: Federally funded supplemental education program that provides financial assistance to state and local educational agencies in the areas of educational reform and effective schools.

5. Approval of the Sungard Pentamation Inc. Contract (Student Management System)-Exhibit 1

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the administration to enter into a contract with Sungard Pentamation Inc. as described in Exhibit 1.

6. Final Adoption of 2006-07 Budget

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors, adopt the 2006-07 Budget that was tentatively adopted on May 8, 2006 and revised, and;

be it further

RESOLVED, That the East Penn Board of School Directors, Lehigh County, Commonwealth of Pennsylvania, hereby authorize expenditures totaling \$99,872,119 as set forth therein; and,

be it further

RESOLVED, That the East Penn Board of School Directors levy a tax of 39.16 mills per dollar of assessed valuation on real estate, and the following taxes be levied under Act 511:

A one-half (.5%) earned income tax, and
A one (1.0%) real estate transfer tax

and

That the Senior Citizens Real Estate Tax Rebate Program be continued for the 2006-07 year.

7. Report of the Substitute Superintendent of Schools – Dr. George Ziolkowski

1. Personnel

Motion by _____, Seconded by _____

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

Resignations

- Dave Domchek, Assistant Principal at Emmaus HS, effective June 30, 2006 (Exhibit 2)
- Alana Cross, Grade 2 Teacher at Shoemaker School, effective immediately (Exhibit 3)
- Maureen Leitzel, Reading Seminar Teacher at Eyer MS, effective immediately (Exhibit 4)
- Stephanie Mann, Special Education Teacher at Emmaus High School, effective immediately (Exhibit 5)
- Erin Marks, Music Teacher at Eyer MS, effective immediately (Exhibit 6)
- Tara Dawson, Teacher Aide at Alburdis School, effective June 6, 2006 (Exhibit 7)
- Lois Haberstumpf, Teacher Aide at Eyer MS, effective June 14, 2006 (Exhibit 8)
- Jill Siegfried-Cramer, Teacher Aide at Shoemaker School, effective immediately (Exhibit 9)
- Yvonne Walls, Food Services Department, effective June 9, 2006 (Exhibit 10)
- Colleen Bruen, Special Education Teacher at Macungie School, effective immediately

Requests for General Leaves of Absence – 2006-07

<u>Employee</u>	<u>Location/Grade/Subject</u>
Melanie Bosse	LMMS, Grade 6
Lisa Goehler	Alburdis, Grade 3
Paula Fehlinger	Wescosville, Grade 1
Kathryn Hillegass	LMMS, Special Education
Kristine Yessen	Shoemaker, Kindergarten
Christine Callahan	Wescosville, Grade 5, effective 1 year beginning March 6, 2006

Transfer

Employee: Sallie DeLong
From: Administrative Assistant, Curriculum & Instruction
To: Administrative Assistant, Assistant Superintendent for
Initiatives & Evaluation

2006-07 Professional Staff Transfers (See Exhibit 11)

2006-07 Department Chairs (See Exhibit 12)

Appointment of Professional Employee

Name/Address: Diana Coleman
3506 Knerr Drive, Macungie 18062
Education Level: B. S. Degree (1996)
M. Ed. Degree (2002)
Undergraduate School: Lock Haven University
Graduate School: Holy Family University
Certification: Instructional II, Ment and/or Phys. Hand
Assignment: Special Education, Macungie School
Vacancy created by resignation of C. Bruen
Effective: 2006-07 School Year
Experience: 9/96-6/04: Pennsbury SD
9/05-Present: East Penn SD
Salary: \$49,900 (Step G, Year 7, Col. M)

Appointment of Temporary Professional Employees

Name/Address: Sarah Davis
3106 Daniel Drive, Sinking Spring 19608
Education Level: B. S. Degree (2005)
Undergraduate School: Penn State University
Certification: Instructional I, Music K-12
Assignment: Music, Eyer MS
Vacancy created by resignation of E. Marks
Effective: 2006-07 School Year
Experience: 1/06-Present: East Penn SD
Salary: \$40,600 (Step B, Year 2, Col. B)

Name/Address: Amanda Heller
7333 East Hillcrest Lane, Slatington 18080
Education Level: B. S. Degree (2004)
Undergraduate School: Penn State University
Certification: Instructional I, Elementary K-6
Assignment: Grade 2, Shoemaker School
Vacancy created by resignation of A. Cross
Effective: 2006-07 School Year
Experience: 11/05-Present: East Penn SD
Salary: \$40,600 (Step B, Year 2, Col. B)

Name/Address: Jacqueline Swauger
1629 W. Congress Street, Allentown 18102

Education Level: B. S. Degree (1997)
 Undergraduate School: Kutztown University
 Certification: Instructional I, Elementary K-6, Reading Specialist
 Assignment: Reading Seminar, Grade 8, Eyer MS
 Vacancy created by M. Leitzel resignation
 Effective: 2006-07 School Year
 Experience: 1/05-Present: East Penn SD
 9/00-6/01: Salisbury SD
 0/01-1/05: Discovery Pre-School
 Salary; \$41,100 (Step C, Year 3, Col. B)

Name/Address: Ellen Martin
 1080K Cold Stream Circle, Emmaus

Education Level: B. S. Degree (2005)
 Undergraduate School: Shippensburg University
 Certification: Instructional I, Elementary K-6, Middle Level
 Citizenship 7-9
 Assignment: Kindergarten, Lower Macungie ES
 Vacancy created by resignation of N. Schock
 Effective: 2006-07 School Year
 Experience: 9/05-Present: East Penn SD (per diem
 substitute)
 Salary: \$40,100 (Step A, Year 1, Col. B)

Full-Time Substitute Teacher Appointments

Name/Address: Erin Lichtenwalner
 5037 Oakland Road, Coplay 18037

Education Level: B. A. Degree (2006)
 Undergraduate School: Marywood University
 Certification: Instructional I, Family Consumer Science K-12
 Assignment: Family & Consumer Science, Emmaus HS
 Opening created by A. Beal leave
 Effective: 2006-07 School Year
 Experience: 1/06-6/06: Stroudsburg Area SD
 Salary: \$40,100 (Step A, Year 1, Col. B)

Name/Address: Jennifer Corona
 3202 Vermont Street, Easton 18045

Education Level: B. S. Degree (2004)
 Undergraduate School: Kutztown University
 Certification: Instructional I, Elementary K-6
 Assignment: Grade 6, LMMS
 Opening created by M. Bosse leave
 Effective: 2006-07 School Year
 Experience: 2/15/05-Present: East Penn SD
 Salary: \$41,100 (Step C, Year 3, Col. B)

2006-07 Per Diem Substitute List

Patricia Kehs, Food Services Department

Jump Start Program – July 31-August 17, 2006

Stipend: 12 days - 3 hours/day @\$31.00/hr.

Stephanie Schwab, Mathematics
John Dremick, Study Skills
Lisa Insinger, Language Arts

Additions to Summer Maintenance

New (\$6.90/hour):	Ryan Hinkle	Steven Coakley
Former (\$7.45/hour):	Eric Muschock	Jeffrey Obelcz

Summer Employees – IT Department

Returning: William Burroughs, Jeffrey Dowgala, Thomas Johnson
New: Rebecca Witmer

Educational Conferences – Exhibit 13

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 13.

2. Abolition of School Police Officer Position (Exhibit 14)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors abolish the position of school police officer effective the close of business June 30, 2006.

3. Acceptance of Gifts, Grants, and Funds

Motion by _____, Seconded by _____
RESOLVED, That, in accordance with Board Policy 702, Gifts, Grants, and Funds, the East Penn Board of School Directors accept the following monetary gifts for the purposes stated:

-\$3,000 gift from the Hoang-Nakada Donor Advised Fund. This gift has been earmarked for support for the Emmaus High School American Computer Science League team.

-\$35,000 from the Lincoln Parent Teacher Organization. This gift is being presented for the purchase and installation of new playground equipment. The equipment will be supplied and installed by Boyce Associates of Trexlertown.

8. Education

1. Textbook Adoption – Exhibit 15

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the adoption of the textbooks listed on Exhibit 15 for use in the East Penn School District.

2. Drop-Out Report – Dr. Denise Torma, Assistant Superintendent for Initiatives & Evaluation

9. Other Educational Entities

-Carbon Lehigh Intermediate Unit T. Richwine

1. Ballots – Election of IU Board Members

-Lehigh Career & Technical Institute
F. Fuller
T. Richwine
V. Thomas
A. Thompson

10. Facilities

1. Bid Opening Report – Stair Tread & Landings; Classroom Tile/Entranceway Matting, Replacement of Portions of Chilled Water Piping at EHS – Exhibit 16

2. Notice of Intent to Award Bids – Chilled Water Piping – EHS

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve the Notice of Intent to Award Contracts for the bid received for replacement of portions of the chilled water piping at the Emmaus High School to Hoch Mechanical, Inc., Allentown, PA at a cost of \$80,218.00; and,

be it further

RESOLVED, That the Notice of Intent to Award Contracts are issued contingent upon submittal and approval of the required documents to the Department of Education and other state and local agencies with the appropriate parties being authorized to sign the documents, submittal and approval of the required bonds, certificates of insurance, and the required documents from the contractors as specified in the bid instructions and materials, and execution of a contract as a required in the bid instructions and materials, all of the aforementioned being completed to the satisfaction of the solicitor.

3. Bid Awards – Stair Tread & Landings; Classroom Tile/Entrance Matting

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve the bid received for stair tread and landings at Lower Macungie Middle School with Owen M. Bastian, Inc. at a cost of \$12,953.00; and,

be it further

RESOLVED, That the East Penn Board of School Directors approve the bid received for classroom tile/entrance matting at Lincoln School with Owen M. Bastian, Inc. at a cost of \$24,997.00.

Note: The above bid does accept 1A Alternate which changes the hall tile from base bid Armstrong to Fritz tile as recommended by the Maintenance Office.

4. Moving and Storage Contract Amendment

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve an amendment of the contract with O'Brien's Moving Storage to reflect adjustments in hourly rates as outlined in their letter on December 27, 2005.

5. Construction Fund Payments – Exhibit 17

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize payment from the Capital Reserve Fund and GOB 2003 Bond Issue as listed on Exhibit 17.

6. Approval of Plancon K: Project Refinancing (Exhibit 18)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve Plancon K: Project Refinancing for General Obligation Bonds, Series of 2006.

11. Policy

1. Interim Reading: Board Policy 239-Foreign Exchange Students (Exhibit 19)
Board Policy 246-Student Wellness and East Penn School District Guidelines for Competitive Foods (Exhibit 20)

12. Legislative – C. Ballard

13. Business Operations

1. Approval of Bill List

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

2. Food Service Contract Extension – Exhibit 21

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve an extension of the current contract with The Nutrition Group to

provide food service management from July 1, 2006 to June 30, 2007; and,

be it further

RESOLVED, That the following review and approval by the Solicitor and appropriate district officials be authorized to affix their signatures thereto.

Note: The guaranteed return to the district for the 2006-07 year is \$73,777; last year the guaranteed return was \$100,442. This reduction is due to the uncertainty associated with the changes in state guidelines and the potential effect of ongoing construction projects in the district.

3. Contract Extensions – Exhibit 22

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the contract extensions as listed on Exhibit 22.

14. Board Sharing

15. Announcements

Monday, June 12	6:30 p.m.-Executive Session, Conference Room 7:30 p.m.-Board Meeting, Board Room
Thursday, June 15	Last day for students and teachers
Monday, June 26	7:30 p.m.-Board Meeting

16. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Requests to Address the Board
3. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes for the June 12, 2006 Board Meeting.

4. Report of the Substitute Superintendent of Schools – Dr. George Ziolkowski

1. Personnel

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following personnel items:

Resignations

- Stefani Hauze, Biology Teacher at EHS, effective June 19, 2006 (Exhibit 1)
- Robin Hagy, Teacher Aide at Alburts School, effective immediately (Exhibit 2)

Appointment of Administrative Assistant

Name/Address: Betty Gibson
4988 Jasper Road, Emmaus 18049
Assignment: Maintenance Office (Vacancy created by retirement of S. Hammel)
Effective: July 10, 2006 (on or about)
Salary: \$23,800

2006-07 Per Diem Substitute List

Denise Yuhas, Food Services Department

Co-Curricular Advisor

Lena Harris EHS Music Marching Assistant \$1040.00

Revised List of Jumpstart Summer Program Teachers, Remedial Assistants, and Teacher Aide

See Exhibit 3

Extended School Year Teacher Aide

Deanna Reidenhour Autistic Support 36 hours (maximum)

Internal Transfers

Employee	From	To
Kathleen Pridible	Administrative Assistant, EHS	Administrative Assistant, LMES
Rosalie Schiffert	LMMS, Special Education	IST, Lincoln
Melanie Hirsch	Grade 4, Lincoln	Grade 3, Lincoln

Appointment of Chief School Physician – Exhibit 4

That the East Penn Board of School Directors approve Dr. Robert A. Barnes as the Chief School Physician from July 1, 2006 to and including June 30, 2007 on a retainer of \$6,000 and in accordance with the terms listed on Exhibit 4.

Approval of Act 93 Compensation/Non-Bargaining Unit Salaries –Exhibit 5

That the East Penn Board of School Directors approve the 2007-07 Act 93 Salaries and Compensation Plan; and, that the salaries and fringe benefits for the non-bargaining unit employees be approved, effective July 1, 2006.

Meal Reimbursement for Conferences/Offsite Professional Development Activities

That the East Penn Board of School Directors increase the meal allowance for conferences/offsite Professional Development Activities from \$18.00/day to \$35.00/day, effective July 1, 2006.

Note: "The standard meal allowance is federal M & MIE rate. For most small localities in the United States, this rate is \$31/day for the period from January 1 through September 30, 2005 and \$39/day for the period from October 1 through December 31, 2005. Most major cities and many other localities in the United States qualify for higher rates."

Educational Conferences – Exhibit 6

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

- 2. Approval of Affiliation Agreement with Indiana University of PA-Exhibit 7

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve the Affiliation Agreement with Indiana University of PA for Student Teaching as outlined in Exhibit 7.

5. Policy

- 1. Final Adoption

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors approve the following policies for inclusion in the Board Policy Manual:

Board Policy 239-Foreign Exchange Students (Exhibit 8)
Board Policy 246-Student Wellness and East Penn School District
Guidelines for Competitive Foods (Exhibit 9)

6. Facilities

- 1. Informational

-PLANCON Part K: Project Refinancing – GOB Series of 2005 (Exhibit 10)

7. Legislative

C. Ballard

8. Other Educational Entities

-Carbon Lehigh Intermediate Unit
-Lehigh Career & Technical Institute

T. Richwine
F. Fuller
T. Richwine
V. Thomas
A. Thompson

9. Business Operations

- 1. Approval of Bill List

Motion by _____, Seconded by _____

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.

2. General Fund Transfers (Exhibit 11)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the attached list of General Fund Transfers.

3. Insurance Advisory Council Recommendations

PACKAGE POLICY

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors accept the Recommendation of the Insurance Advisory Council and Award the contract for the package policy including EDP Coverage and boiler coverage, to ACE USA (PSBA Insurance Trust Program) through USI (Flanigan, O'Hara, Gentry and Associates) at the quotation price of \$124,774.

Note: Last year this policy was awarded to ACE USA for a total premium of \$106,668.

UMBRELLA COVERAGE

RESOLVED, That the East Penn Board of School Directors accept the Recommendation of the Insurance Advisory Council and Award the contract for \$15 million umbrella coverage to Old Republic Insurance Company (PSBA Insurance Trust Program) at a quotation price of \$24,800 Through USI (Flanigan, O'Hara, Gentry and Associates).

Note: Last year this policy was awarded to Old Republic Insurance Company for a total premium of \$24,800.

ERRORS & OMISSIONS POLICY

RESOLVED, That the East Penn Board of School Directors accept the Recommendation of the Insurance Advisory Council and Award the contract for School Leaders Errors & Omissions, Including an enhanced employment liability endorsement, to The Pennsylvania School Boards Insurance Trust at a Quotation rate of \$41,648 through the Miers Insurance Agency.

Note: Last year this policy was awarded to the Pennsylvania School Boards Insurance Trust for a total premium of \$39,105.

FLEET INSURANCE

RESOLVED, That the East Penn Board of School Directors accept the Recommendation of the Insurance Advisory Council and Award the contract for fleet insurance to the CIGNA Companies (PSBA Insurance Trust Program) at the Quotation price of \$17,836 through USI (Flanigan, O'Hara, Gentry, and Associates).

Note: Last year this policy was awarded to CIGNA for a premium of \$19,950.

WORKERS' COMPENSATION POLICY

RESOLVED, That the East Penn Board of School Directors accept the Recommendation of the Insurance Advisory Council and Award the contract for Workers' Compensation Insurance To Old Republic Insurance Company (PSBA Insurance Trust

Program) at the quotation price of \$327,449 through USI (Flanigan, O'Hara, Gentry and Associates).

Note: Last year this policy was awarded to Old Republic for a total premium of \$256,508.

STUDENT/ACCIDENT INSURANCE

RESOLVED, That the East Penn Board of School Directors award the Contract for Student/Accident Insurance to ACE American Insurance Company for the Interscholastic all sports Package AAA, which includes junior and senior high school Football, junior and senior high school interscholastic and Intramural sports, gym classes, band, cheerleaders and Majorettes, loss of use, and expanded sports/medicine Rider and \$10,000,000 catastrophic accident medical Benefit for the total annual premium of \$14,943 for Primary Excess over \$100.00 plan, as made available through Mid-Penn Insurance Associates, Inc.

And be it further

RESOLVED, That the East Penn Board of School Directors make Available the voluntary enrollment primary excess over \$100 Student insurance plan AA with a maximum benefit of \$500,000, which is offered to parents on a voluntary basis through Boston Mutual Life Insurance Company at \$30 for school-time coverage and \$116 for 24 hour coverage, through Mid-Penn Insurance Associates, Inc.

Note: Last year this policy was awarded to Boston Mutual Life Insurance Company \$14,500.

4. Authorization to Participate in Contracts issued by the Department of General Services for the 2006/07 Year

Motion by _____, Seconded by _____

WHEREAS, Act 57 of May 15, 1998 permits local public procurement units to participate in those contracts for supplies, services, or construction entered into by the Department of General Services (DGS) that are made available to local public procurement units. A "local public procurement unit" is defined as any political subdivision, public authority, education, health, or other institution; and to the extent provided by law, any other entity, including a council of governments or an area government; non profit fire, rescue, or ambulance company; and any nonprofit corporation operating a charitable hospital be it

RESOLVED, That the East Penn School District hereby requests authorization to participate in DGS's contracts for the procurement of supplies, services or construction, subject to the following conditions:

1. That the East Penn School District agrees to be bound by such contract terms and conditions DGS may prescribe.
2. That the East Penn School District agrees to be responsible for payment directly to the contractor under each contract for those supplies, services or construction ordered by the local public procurement unit.

5. Authorization to participate in Joint Purchasing for the 2006/07 Year

Motion by _____, Seconded by _____

WHEREAS, The General Assembly of the Commonwealth of Pennsylvania has enacted an act known as the "Cooperative Purchasing Act, Act 31 of July 1971, and;

WHEREAS, Act 31 of 1971 permits local governments to purchase materials, supplies, and equipment from purchase contracts of the Commonwealth of Pennsylvania; be it

RESOLVED, That the East Penn School District hereby requests authorization to participate in purchase contracts of the Carbon Lehigh Intermediate Unit, Lehigh Career & Technical Institute, PENCON, AND PEPPM

- 10. Board Sharing
- 11. Announcements
 - Monday, June 26 6:45 p.m.-Executive Session
 - 7:30 p.m.-Board Meeting
 - Tuesday, July 4 All offices closed
 - Monday, July 10 7:30 p.m. – Board Meeting (Only Board Meeting in July)
- 12. Adjourn