

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 25, 2007 meeting.

4. Personnel

Motions by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve the following personnel items:

Appointment of Professional Employee

Name/Address: Kelly Bower  
2663 Rolling Green Drive, Macungie 18062  
Education Level: B. S. Degree (1996)  
M. A. Degree (1991)  
M. Library Science Degree (2005)  
Undergraduate School: Bloomsburg University  
Graduate School: Kutztown University  
Certification: Instructional II, Library Science, English  
Effective: August 28, 2007  
Assignment: Emmaus HS Library  
Vacancy created by M. Maley resignation  
Experience: 9/86-Present: Whitehall Coplay SD  
Salary: \$71,765 (Step N, Year 16, M +36)

Appointment of Temporary Professional Employee

Name/Address: Susan Dieser  
2121 Main Street, Bethlehem 18017  
Education Level: B. S. Degree (1973)  
M. A. Degree (1978)  
Undergraduate School: Marquette University  
Graduate School: Northeastern Illinois University  
Certification: Instructional I, Special Education, N-12  
Effective: August 28, 2007  
Assignment: Autistic Support, Wescosville School  
New budgeted position & subsequent transfer  
Experience: 8/04-Present: Carbon Lehigh Intermediate Unit  
5/94-11/02: Children's Development Program, Quakertown  
Executive Director & Teacher of Pre-School Autistic  
8/73-6/78: Glenview (Illinois) SD  
Salary: \$60,344 (Step K, Year 11, M +12)

Summer Fitness Program

Amy Wikert \$32.00/hr.

Elementary Grade Level Leaders & Subject Area Leaders – Exhibit 1

Elementary Grade Level Leaders - \$587 + \$35 per teacher  
Elementary Subject Area Leaders - \$1437



2. Eyer Middle School Change Order

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve (E-1) Eyer MS project with Wind Gap Electric, Inc., Wind Gap, PA in the amount of \$8,329.00 as follows:

- Provide heat trace per proposal Dated 12/13/06 \$2,331.00
- Change in scope of work during portable installation (8,000.00)  
Per proposal dated 6/21/07
- Add devices and outlets panel LPK as per proposal 6,194.00  
Dated 3/16/07
- Revise floor boxes in science areas per proposal dated 3/6/07 (17,375.00)
- Classroom layout revisions for infrastructure revisions per 25,179.00  
Proposal dated 5/17/07

8, Business Operations

1. Bill List Approval

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. Approval of the Nutrition, Inc. – Exhibit 4

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve the Food Service Management Contract Addendum between the East Penn School District and Nutrition, Inc. as specified in Exhibit 4.

3. Special Funding Disbursements – Exhibit 5

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 2003 General Obligation Bond as listed on Exhibit 5.

9. Board Sharing

10. Announcements

- Monday, July 9 7:00 p.m.-CLEAR Session  
7:30 p.m.-Board Meeting
- Friday, July 13 2:00 p.m.-Policy 138 Meeting
- Monday, August 13 7:30 p.m.-Board Meeting, Board Room
- Monday, August 27 7:30 p.m.-Board Meeting, Board Room

11. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Administering Oath of Office for Superintendent of Schools  
  
Judge James K. Gardner will administer the Oath of Office for Dr. Thomas L. Seidenberger, Superintendent of Schools.
3. Requests to Address the Board
4. Report of the Superintendent of Schools-Dr. Thomas L. Seidenberger

1. Personnel

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve the following personnel recommendations:

Resignations

- Michelle R. Wiley, Assistant Principal at Eyer MS, effective date to be determined (Exhibit 1)
- Jessica Ortiz-Eichert, Special Education Teacher at Emmaus HS, effective August 23, 2007 (Exhibit 2)
- Frank DiLeo, Grade 6 Teacher at Lower Macungie MS, effective immediately (Exhibit 3)
- Maria Smith, Speech Teacher, effective date to be determined (Exhibit 4)
- Melissa Cross, Kindergarten Teacher at Lower Macungie ES, effective immediately (Exhibit 5)
- Adelle Miller, Teacher Aide, effective immediately (Exhibit 6)
- Francee Folsom, Teacher Aide, effective immediately (Exhibit 7)
- Ann G. Matlack, Teacher Aide, effective immediately (Exhibit 8)
- Mary E. Newbegin, Teacher Aide, effective immediately (Exhibit 9)
- Bridgit Sullivan, Teacher Aide, effective immediately (Exhibit 10)
- Frances Greason, Part-Time Food Service Department, effective September 1, 2007 (Exhibit 11)
- Rita Frey, Hall Monitor, Emmaus Hs, effective immediately (Exhibit 12)
- Rhonda Butz, Teacher Aide, Jefferson School, Effective immediately (Exhibit 13)

Approval of Act 93 Compensation-Exhibit 14

That the East Penn Board of School Directors approve the 2007-08 Act 93 Salaries and Compensation Plan; and, that the salaries and fringe benefits be effective July 1, 2007.

Request for General Leave of Absence

Employee: Lucy McLeod  
Administrative Assistant, Eyer MS Library  
Effective: August 27-December 21, 2007  
Reference: Board Policy 539, General Leave of Absence

Request for Leaves as per Collective Bargaining Agreement

<u>Employees</u>	<u>Assignment</u>	<u>Effective</u>
Nicole Kushma	Special Education, EHS	8/28/07
Stephanie Mills	Grade 1, Shoemaker	8/28/07

Teacher Transfer

Employee: Julia Dweck  
From: Grade 1, Wescosville  
To: Gifted Education, Wescosville

Appointment of Professional Employees

Name/Address: Heather Slatoff  
5422 Doris Drive, Allentown 18106  
Education Level: B. A. Degree (1992)  
M. S. Degree (2007)  
Undergraduate School: Muhlenberg College  
Graduate School: Walden University  
Certification: Instructional II, Elementary/ML Science, Environmental Education  
Assignment: Grade 6, LMMS  
Vacancy created by F.DiLeo resignation.  
Effective: August 29, 2007  
Experience: 2003-07: Green-Castle Antrim SD  
1992-95: Chapin School, Princeton, NJ  
Salary: \$50,019 (Step D, Year 4, Col. M)

Name/Address: Patricia Sauerwine  
401 W. Union Street, Whitehall 18052  
Education Level: B. S. Degree (1999)  
M. Ed. Degree (2007)  
Undergraduate School: Kutztown University  
Graduate School: DeSales University  
Certification: Instructional II, Elementary/ESL Specialist  
Assignment: Grade 1, Wescosville School  
New budgeted position  
Effective: August 28, 2007  
Experience: 2001-07: Allentown SD  
1999-2001: Allentown SD (full-time substitute)  
Salary: \$51,192 (Step G, Year 7, Col. M)

Name/Address: Julie Weiderhold  
1712 Redwood Court, Allentown 18104  
Education Level: B. S. Degree (2002)  
Undergraduate School: West Chester University  
Certification: Instructional I, Music  
Assignment: Music, Macungie/Alburtis Schools  
Vacancy created by S. Seem retirement  
Effective: August 28, 2007  
Experience: 1/03-6/07: Stroudsburg Area SD  
Salary: \$43,387 (Step F, Year 6, Col. B)

Name/Address: Kimberly Henry  
361 Lowland Road, Hamburg 19526  
Education Level: B. S. Degree (1998)  
Undergraduate School: Lock Haven University  
Graduate School: Alvernia College (Elementary Certification)  
Certification: Instructional II, Elementary  
Assignment: Grade 1, Wescosville School  
New budgeted position.  
Effective: August 28, 2007  
Experience: 2000-07: Reading School District  
Salary: \$49,219 (Step PC, Year 8, Col. H)

Appointment of Temporary Professional Employees

Name/Address: Kendy Brickner  
248 Valley Park South, Bethlehem 18018  
Education Level: B. S. Degree (2006)  
Undergraduate School: Millersville University  
Certification: Instructional I, Elementary, K-6  
Assignment: Kindergarten Teacher, Lower Macungie ES  
Vacancy created by transfer of K. Wetzel/.5New  
Effective: August 28, 2007  
Experience: 9/06-Present: Allentown SD  
Salary: \$41,432 (Step A, Year 1, Col. B)

Name/Address: Michael Harm  
1404 Forest Drive, Allentown 18104  
Education Level: B. S. Degree (2002)  
Undergraduate School: St. Thomas Aquinas College  
Certification: Instructional I, Biology  
Assignment: Grade 7 Science, LMMS  
Vacancy created by J. Richards retirement  
Effective: August 28, 2007  
Experience: 2003-07: Readington Township (NJ) SD  
Salary: \$42,996 (Step E, Year 5, Col. B)

Name/Address: Juliet McCleery  
499 Carriage Drive, Coopersburg 18036  
Education Level: B. A. Degree (1998)  
M. Ed. Degree (2006)  
Undergraduate School: Temple University  
Graduate School: Lehigh University  
Certification: Instructional I, Special Ed, English, Gen. Science, Communications  
Assignment: Special Education, EHS  
New budgeted position  
Effective: August 28, 2007  
Experience: 1/07-6/07: Southern Lehigh SD  
Salary: \$48,846 (Step A, Year 1, Col. M)

Name/Address: Nicole Stratchko  
301 Dorchester Avenue, La Plata, MD 20646  
Education Level: B. S. Degree (2005)  
Undergraduate School: Lock Haven University  
Certification: Instructional I, Early Childhood  
Assignment: Kindergarten, Lower Macungie ES  
Vacancy created by M. Cross resignation  
Effective: August 28, 2007  
Experience: 8/05-Present: Charles County (MD) Public Schools  
Salary: \$42,214 (Step C, Year 3, Col. B)

#### Full-Time Substitute Teacher Appointments

Name/Address: Cheryl Borysowski  
1076 Timberridge Lane, Allentown 18106  
Education Level: B. A./S. Degree  
M. Ed. Degree (2007)  
Undergraduate School: Bloomsburg University  
Graduate School: Cedar Crest College  
Certification: Instructional I, Elementary  
Assignment: Grade 1, Wescosville School  
Opening created by C. Finney leave.  
Effective: August 28, 2007  
Experience: None  
Salary: \$41,432 (Step A, Year 1, Col. B)

Name/Address: Paulette Cope  
6152 Woodledge Drive, Orefield 18069  
Education Level: B. A. Degree (1972)  
M. A. Degree (1974)  
Undergraduate School: Penn State University  
University of Wisconsin  
Certification: Instructional II, Spanish  
Assignment: Spanish, Emmaus HS  
Opening created by J. Torres leave  
Effective: August 28, 2007  
Experience: 2006-07: Whitehall Coplay SD  
1978-84: East Penn SD  
1974-77: Long Lots Jr. High, Westport, CT  
Salary: \$43,778 (Step G, Year 7, Col. B)

Name/Address: Tracy Gehman  
1127 Pennsylvania Avenue, Emmaus  
Education Level: B. S. Degree (2006)  
Undergraduate School: Kutztown University

Certification: Instructional I, Elementary/Special Education  
 Assignment: Special Education, Jefferson School  
 Opening created by C. Hendricks leave.  
 Effective: August 28, 2007  
 Experience: 06-07: East Penn SD (per diem substitute)  
 Salary: \$41,432 (Step A, Year 1, Col. B)

Name/Address: Cadi Schantzenbach  
 960 Macungie Avenue, Emmaus  
 Education Level: B. S. Degree (2007)  
 Undergraduate School: University of Tampa  
 Kutztown University  
 Certification: Instructional I, Elementary, K-6  
 Assignment: Grade 4, Alburts School  
 Opening created by C. Hamscher leave.  
 Effective: August 28, 2007  
 Experience: None  
 Salary: \$41,432 (Step A, Year 1, Col. B)

Appointment of Staff Accountant, Business Office

Name/Address: James Frank  
 115 N. Seventh Street, Bally 19503  
 Education: B. A. Degree (1982)  
 Undergraduate School: Bluffton University, Bluffton, OH  
 Salary: \$41,000

2007-08 Coaches – See Exhibit 15

Co-Curricular Advisors

Lori Schaeffer	Cheerleading Coach	Volunteer
Teresa Scholl	Cheerleading Coach	Volunteer
Brad Trembler	Head MS Football Coach	\$4871.00
George Fritz Halfacre	Football Coach	Volunteer
Michelle Carlton	LMMS Girls Volleyball Coach	\$1559.00
Todd Bandura	Athletic Office College Internship	N/A
David Bosse	National History Day Advisor, LMMS	\$271, Club A
Patrick Campbell	National History Day Advisor, LMMS	\$271, Club A
Rett Fisher	Greenhorn.net	\$1028, Club C
	LMMS Web Design	\$866.00
Patrick Hanlon	PJAS Advisor, LMMS	\$271, Club A
Brent Landrum	PJAS Advisor, LMMS	\$271, Club A
Matthew Laub	PJAS Advisor, LMMS	\$271, Club A
Robert Sawicki	National History Day Advisor	\$271, Club A
Gregory Scholl	LMMS Finance Club	\$541, Club B
Thad Smith	National History Day Advisor	\$271, Club A
Nicole Stanchok	PJAS Advisor, LMMS	\$271, Club A
Kathy Thomas	Student Council, LMMS	\$649.50
Deidre Thorp	Student Council, LMMS	\$649.50
Brian Winnie	Chorus Director, LMMS	\$2165.00
Joanne Richards	Frequent Skier Club Advisor	\$541.00
Jane Shingler	Builders Club, LMMS	\$1028.00
Anthony Simons	Band Director, LMMS	\$3031.00
Jennifer Davenport	Jazz Band, LMMS	\$541.00
John Graham	PAS Training	Volunteer
Keith Butler	PJAS Coordinator	\$541.00
Bruce Denmead	Band Director, EHS	\$6062.00
	Jazz Band Director, EHS	\$1028.00
Carrie England	Assist. Band Director, EHS	\$2517.00
Rhonda Butz	Marching Assistant, EHS	\$1082.00
Dave Smith	March Assistant, EHS	\$1082.00
Brody Carr	Percussion Director, EHS	\$3139.00
Jeff Shreck	Percussion Assistant, EHS	\$1082.00
Amy Strunk	Co-Color Guard Director	\$1393.50
	Co-Winter Color Guard Director	\$1515.50
Jill Kuebler	Fall Play Director, EHS	\$1624.00
	Fall Play Costume Designer	\$510.00
	Fall Play Technical Director	\$1082.00
	Spring Plan, Director, EHS	\$2165.00

	Technical Director	\$1299.00
Renee Lorenzetti-Graver	Spring Musical, Choreographer	\$1082.00
Chris Kollar	Fall Play Assist. Director, EHS	\$974.00
	Fall Play Set Design Coordinator	\$510.00
	Spring Play Assist. Director, EHS	\$1299.00
	Spring Set Design Coordinator	\$510.00
Rita Cortez	Spring Play Assist. Director, EHS	\$1299.00
	Spring Musical Vocal/Orchestra Dir.	\$1732.00
Eileen Clark	Spring Costume Design Coordinator	\$510.00

Summer School Teachers – Ever/LMMS

Carol Walrod	Jennifer Krizovensky	Denine Williams
Dave Bosse	Robert Sawicki	

Lower Macungie MS Team Leaders

See Exhibit 16

Elementary Head Teachers & Web Design

See Exhibit 17

Teacher Aide Changes in Hours

See Exhibit 18

Food Service Department Transfers

See Exhibit 19

2007-08 List of Per Diem Substitutes

See Exhibit 20

Shannon Henry, Food Services Department

Teacher Aide Appointment

Name/Address: Keri Tierney  
1050 E. Coldstream Circle, Emmaus  
Assignment: Autistic Support, Wescosville School  
New Unbudgeted Position  
Effective: September 4, 2007  
Salary: \$11.55/hr., 32.5 hrs./wk.

Custodial Appointments

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Jeanette George 1190 Grange Road, Allentown 18106	LMMS, 2 <sup>nd</sup> Shift Vacancy created by F. Fritz Resignation & subsequent transfers	\$17.65/hr., 40 hrs./wk.
Micah Roberts 225 Maple Court, Albury 18011	LMMS, 2 <sup>nd</sup> Shift new budgeted position	\$17.65/hr., 40 hrs./wk.

Effective Dates: To be determined.

Food Service Appointments

Sidney Twining Wescosville School \$11.01/hr., 3 hrs./day  
3011 Moravian Avenue, Allentown 18103

Jump Start Program

Cheryl Borysowski



Instructors for Community Education Courses, Fall 2007

See Exhibit 21

Educational Conferences – Exhibit 22

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 22.

2. Approval of Changes to EHS Discipline Code Guidelines – Exhibit 23

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve the recommended changes to the Emmaus High School Discipline Code to be effective with the 2007-08 School Year.

5. Facilities

1. Eyer Middle School Change Orders

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve the following change orders with Rizzetto Construction Management, Inc., Schnecksville, PA:

G-6

1. Change Inlet 12, 16, 17, 20 to Type C	\$ 1680.00
2. Provide terra-cotta flue liner in large chimney	\$ 8239.00
3. Provide Epoxy patch to level uneven existing Floor surfaces scheduled to receive new Terrazzo	\$ 2992.00

TOTAL \$12911.00

G-7

1. Provide 8 concrete filled bollards at light Standards in the parking lot per RA026	\$ 6730.00
2. Provide new inlet #600 and adjust grades per Dwg. C018	\$ 4080.00
3. Install 4'-0" Chain Link Fence per Dwg. RC021	\$15312.00
4. Install new door and access panels per Supplemental Instruction G-020	\$ 5,513.00

TOTAL \$31,635.00

G-8

Delete 15 tons of structural steel not required for Phase 2 Work from unit cost (\$49,500.00)

6. Policy

1. Approve Minutes – Exhibit 24

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approves the minutes from the July 13, 2007 meeting concerning revisions to Board Policy 138 as presented and that the minutes be made part of the official minutes of this meeting

2. Approval of Board Policy 138, Acceptable Use of Technology Resources, Electronic Communications and Information Systems – Exhibit 25

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve the amended Board Policy 138, Acceptable Use of Technology Resources, Electronic Communications and Information Systems, the Brief, and the Acknowledgement Form.

7. Legislative C. H. Ballard
1. Voting Delegates for PSBA Legislative Policy Council – October 4, 2007  
 East Penn is entitled to 3 voting delegates. Deadline for submitting names is August 31.
8. Resignation of Board Member – Exhibit 26  
 Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
 RESOLVED, That the East Penn Board of School Directors accept, with regret, the resignation of Valerie C. Thomas as a member of the East Penn Board of School Directors, effective August 13, 2007.
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, including the addenda, and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated.
2. Special Funding Disbursements – Exhibit 27  
 Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
 RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the Capital Reserve Fund, 2003 GOB Issue, 2004A Issue, and 2007A Issue as outlined on Exhibit 27.
10. Board Sharing
11. Announcements
- |                    |  |
|--------------------|--|
| Monday, August 13  | 7:00 p.m.-CLEAR Session<br>7:30 p.m.-Board Meeting, Board Room |
| Tuesday, August 21 | 8:00 a.m.-New Teacher Orientation Day                          |
| Monday, August 27  | 7:30 p.m.-Board Meeting  |
12. Adjourn



ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Oath of Office for Board of School Directors – Mr. Seth Flanders
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 August 13, 2007 Board Meeting.

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

1. Termination of Teacher

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors permanently remove and dismiss from employment Mr. Joseph Azzolina, 3574 Timberlane Drive, Easton, PA, effective immediately.

2. Personnel

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

Resignations

- Sally Hanzlik, Social Studies Teacher at EHS, effective immediately (Exhibit 1)
- Lesley Fisher, Grade 1 teacher at Wescosville School, effective August 16, 2007 (Exhibit 2)
- Yolanda Vega, Food Service Department, effective August 31, 2007 (Exhibit 3)
- Suzann Frost, Teacher Aide at Lower Macungie MS, effective immediately (Exhibit 4)
- Barbara Poling, Remedial Assistant at Wescosville School, effective immediately (Exhibit 5)
- Jennifer Bryant, Remedial Assistant at Alburtis School, effective immediately (Exhibit 6)
- Carolyn Patriarco, Health Room Aide at Lincoln School, effective immediately (Exhibit 7)
- Kim Lysakowski, Grade 5 Teacher at Alburtis School, effective August 14, 2007 (Exhibit 8)

Appointment of Assistant Principal at Emmaus HS

Name/Address: Sally Hanzlik  
916 Washington Street, Allentown 18102  
Education Level: B. S. Degree (1998)  
M. Ed. Degree (2007)  
Undergraduate School: Kutztown University  
Graduate School: Lehigh University  
Certification: Administrative, Principal, K-12  
Instructional II, Social Studies  
Effective: To be determined  
Assignment: Assistant Principal, EHS  
Vacancy created by J. Brown resignation  
Experience: 9/002-Present: East Penn SD  
9/99-8/02: Allentown SD  
Salary: \$73,000, plus all benefits granted by Act 93 Agreement

Professional Employee Appointment

Name/Address: Dennine Leschinsky  
4674 Berwyn Lane, Macungie  
Education Level: B. S. Degree (1994)  
M. Ed. Degree (1998)  
Undergraduate School: Cabrini College

Graduate Certification: Kutztown University  
Instructional II, Elementary, Early Childhood, Reading Specialist  
Effective: To be determined  
Assignment: English Remediation, Eyer MS  
Vacancy created by S. Peters retirement  
Experience: 9/96-Present: Pennridge SD  
9/94-6/96: Christ the King School (Allentown Diocese)  
Salary: \$70,359 (Step N, Year 14, M +24)

Temporary Professional Employee Appointment

Name/Address: Amy Nawoczenski  
685 Green Valley Road, Sinking Spring 19608  
Education Level: B. S. Degree (2006)  
Undergraduate School: Elizabethtown College  
Certification: Instructional I, Citizenship, 7-12  
Effective: 8/28/07  
Assignment: Social Studies, Eyer MS  
Vacancy created by termination of J. Azzolina  
Experience: 9/06-6/07: East Penn SD  
Salary: \$41,823 (Step B, Year 2, Col. B)

Teacher Aide Appointments

Name/Address	Assignment	Salary
Lisa DeLong 427 Keystone Avenue, Emmaus	Study Hall Aide, EHS (Transfer of T. Fenstermaker)	\$11.55/hr., 31 hrs./wk.
Anne Popule 1573 Promise Lane, Wescosville	Spec. Ed., Shoemaker (Transfer from Macungie To Shoemaker; Holsinger resignation)	\$11.55/hr., 25 hrs./wk.
Kimberly Kemp 7552 Crane Crossing, Macungie	Spec. Ed., Shoemaker (Transfer of E. Fosburg & Matlack resignation)	\$11.55/hr., 12.5 hrs./wk.
Cheryl LeClerc 7708 Scenic View Drive, Macungie	Cafeteria/Playground, Jefferson (D. Miller resignation)	\$11.55/hr., 12.5 hrs./wk.
Sarah Bednar 310 Main Street, Emmaus	Special Ed., Jefferson New LS budgeted class)	\$11.55/hr., 32.5 hrs./wk.
Lori Matika 203 Village Walk Drive, Macungie	Special Ed., EHS New unbudgeted position	\$11.55/hr., 16 hrs./wk.
Renee Parton 8336 Winchester Lane, Alburtis	Business Office Aide M. Velasco resignation	\$11.55/hr., 25 hrs./wk.
Laura Fainor 129 E. George Street, Emmaus	Study Hall Aide, EHS Discipio Resignation	\$11.55/hr., 21.75 hrs./wk.
Rosemary Castellano 4344 Mill Road, Emmaus	504 Aide, Eyer MS New unbudgeted position	\$11.55/hr., 32.5 hrs./wk.
Susan Fackler 3 Maryland Court, Whitehall	Health Room Aide, Shoemaker School L. Hare Resignation	\$11.55/hr., 32 hrs./wk.
Catherine Oehmke 3243 Hope Drive, Emmaus	Shoemaker B. Kirka transfer	\$11.55/hr., 12.5 hrs./wk.
Yolanda Vega 4262 David Drive, Emmaus	Eyer MS New unbudgeted position	\$11.55/hr., 32.5 hrs./wk.

Teacher Aide Transfers

See Exhibit 9

Head Teacher Appointment

Jason Palmer    Eyer MS

Additions to the 2007-08 List of Per Diem Substitutes

See Exhibit 10

Co-Curricular Advisors

Janet Spence	National Jr. Honor Society, LMMS	\$514, Club C
Kelly Weaver	National Jr. Honor Society, LMMS	\$514, Club C

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.

6. Other Educational Entities

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

7. Legislative    C. Ballard

8. 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. Special Funding Disbursements (Exhibit 12)

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the Capital Reserve Fund, 2002 AAA General Obligation Bond issue, and 2007 EGA issue, as outlined on Exhibit 12.

4. Hold Harmless Agreement – Borough of Albutis (Exhibit 13)

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve the Hold Harmless Agreement with the Borough of Albutis as outlined in Exhibit 13.

5. General Fund Budget Transfers (Exhibit 14)

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve the list of budget transfers as outlined on Exhibit 14.

6. Facility Rental

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the use of the Lower Macungie MS Auditorium for Patricia Bostick Dance Center 5925 Tilghman Street, Allentown for May 21, June 11, 13, and 14, 2008. This is a Group V organization and will be charged the following fees:

Rental Fee (Auditorium)	\$370.00 (daily)
Rental Fee (Auditorium-Recital)	\$105.00/hr.
Dressing Rooms	\$140.00 (daily)
Custodial Fee	\$35.70/hr.
Security	\$22.00/hr.
Equipment/Technicians	\$35.70/hr.

- 9. Board Sharing
- 10. Announcements
  - Monday, August 27      7:00 p.m.-CLEAR Session  
7:30 p.m.-Board Meeting
  - Wednesday, August 29      7:30 a.m.-Employee Development Day
  - Monday, September 3      Labor Day – All Schools & Offices Closed
  - Monday, September 10      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 minutes of the August 27, 2007 meeting.

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

1. Personnel

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

Resignations

- Susan Noack, Grade 6 Teacher at LMMS, effective September 10, 2007 (Exhibit 1)
- Deidre Seng, Remedial Assistant at Wescosville School, effective immediately (Exhibit 2)
- Keith Varga, Teacher Aide at Emmaus HS, effective September 17, 2007 (Exhibit 3)
- Marianne Vazquez, Health Room Assistant, effective immediately (Exhibit 4)

Appointment of Assistant Principal – LMMS

Name/Address: Susan Noack  
 1852 Eastman Avenue, Bethlehem 18018

Education Level: B. S. Degree (1989)  
 M. Ed. Degree (2004)

Undergraduate School: Lehigh University

Graduate School: Lehigh University

Certification: Administrative, Principal K-12  
 Instructional II, Elementary, K-6

Effective: To be determined

Assignment: Assistant Principal, LMMS  
 Vacancy created by M. Wiley resignation and subsequent Transfer of D. Silfies

Experience: 9/01-Present: East Penn SD  
 9/00-6/01: Moravian Academy

Salary: \$68,000, plus all benefits under the Act 93 Agreement

Leaves as Per Collective Bargaining Agreements

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>
Marisa Dawson	Grade 5, Wescosville	September 17, 2007
Jennifer Thomas	Grade 4, Macungie	September 28-October 14, 2007

Teacher Aide Appointments

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Madhu Mathur 1111 Treeline Drive Allentown 18103	Spec Ed, Jefferson S. Stutzman resignation	\$11.55/hr., 31.5 hrs./wk.
Jan Smith 6219 Wheatland Drive Macungie 18062	Wescosville Transfer of M. Shock	\$11.55/hr., 12.5 hrs./wk.
Christine Charles 4521 Hess Circle Allentown 18103	Spec Ed, Alburdis F. Roth Transfer	\$11.55/hr., 29 hrs./wk.

Above appointments Effective : September 4, 2007



Terri Heiges 8098 Creamery Road Alburtis 18011	Lower Macungie MS S. Frost resignation	\$11.55/hr., 12.5 hrs./wk.
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Effective: September 11, 2007

Remedial Assistant Appointment

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Heather Karlovits 500 Pinto Place Allentown 18106	Alburtis B. Poling resignation	\$12.50/hr., 25 hrs. maximum

Effective: September 11, 2007

Health Room Assistant

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Lora Walters 1515 Promise Lane Wescosville 18106	Lincoln C. Patriarco resignation	\$16.20/hr., 19.5 hrs./wk.
Patricia Horwart 4730 Canterbury Drive Emmaus 18049	Eyer MS Reassignment of aides, 2 new positions, & LMES opening	\$16.20/hr., 32 hrs./wk.

Effective: September 11, 2007

Additions to the 2007-08 List of Per Diem Substitutes

Please see Exhibit 5	Cheryl Oswald, Food Services Department Lorraine Crowley, Food Services Department
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Co-Curricular Appointments – Field Hockey Chaperones

Linda Huck, Volunteer	Richard Huck, Volunteer	Robert Stavin, Volunteer
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Authorization to Act as Attendance Officers

In accordance with Modifications 5.29, the East Penn Board of School Directors authorizes the following individuals to act in the capacity of attendance officers to write truancy citations:

<u>Emmaus HS</u>	<u>Elementary Principals</u>
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David Piperato, Principal	Kristen Campbell, Lincoln
Gregory Puckett, Assistant Principal	Cheryl Wetzel, Lower Macungie
Janine Mathesz, Assistant Principal	Donna Cortez, Alburtis
Joshua Ziatyk, Assistant Principal	Dr. Ronald Renaldi, Jefferson
Rebecca Beidelman, Assistant Principal	Anthony Moyer, Wescosville
Kate Kieres, Assistant Principal	James Best, Macungie
Sally Hanzlik, Assistant Principal	Lynn Brinckman, Shoemaker

<u>Lower Macungie MS</u>	<u>Eyer MS</u>
Suzanne Vincent, Principal	Dr. Doug Wells, Principal
Peter Schutzler, Assistant Principal	Dave Silfies, Assistant Principal
Susan Noack, Assistant Principal	

Educational Conferences – Exhibit 6

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

-Update on School Opening

2. Acceptance of Gifts, Grants, Funds

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That, in accordance with Board Policy 702, Gifts, Grants, Funds, the East Penn Board of School Directors acknowledge the following contributions:

-Dictionary donation by Dr. Sam Ghosh, 4979 Hamilton Boulevard, Allentown, PA for Grades 3 and 4 in the amount of \$2100.

-The Macungie PTC has donated \$3500 to the Macungie Activity Fund.

5. Lehigh Career & Technical Institute

1. Appointment of Joint Operating Committee Member

Motion by \_\_\_\_\_, seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors appoint Mr. Seth Flanders as an East Penn representative on the Joint Operating Committee at Lehigh Career & Technical Institute.

6. Facilities

1. Presentation/Discussion LEED (USGBC, Green Building Rating System)

2. Approval of PLANCON D – East Penn Elementary School (Exhibit 7)

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve the submission of PLANCON D (with LEED) for the East Penn Elementary School to the Department of Education as presented in Exhibit 7.

3. Approval of PLANCON E (Design Development) – East Penn Elementary School (Exhibit 8)

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve the submission of PLANCON E to the Department of Education as presented in Exhibit 8.

4. Approval of Certificate – Exhibit 9

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the Board Secretary to execute the attached Certificate of Resolution.

6. 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. Special Funding Disbursements-Exhibit 10

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the Capital Reserve Fund and 2007 EGA Issue, as outlined in Exhibit 10.

3. Capital Reserve Fund Transfer

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the deposit of \$6,800 into the Capital Reserve Fund. This payment represents the proceeds received from Lehigh County Authority in accordance with the easement agreements approved by the Board on April 23, 2007.

7. Board Sharing

8. Announcements

Monday, September 10	7:30 p.m.-Board Meeting
September 12	Lower Macungie Elementary Meet the Teacher Night 6-7 p.m.-AM students; 7:15-8:15 p.m.-PM students
September 13	7:00 p.m.-Meet the Teacher Night, Shoemaker School
September 19	7:00 p.m.-Meet the Teacher Night, Jefferson, Lincoln Wescosville
September 20	7:00 p.m.-Parent Night, Emmaus HS
	7:00 p.m.-Meet the Teacher Night, Albutis (Grades 3, 4, and 5)
September 24	7:30 p.m.-Board Meeting

9. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

2. Student Recognition:

-Kristina Alford-National Achievement Scholarship Program

Miss Alford is one of the 3,000 outstanding National Achievement Scholarship participants being referred to U.S. colleges and universities. These students scored in the top 5% or more than 140,000 Black Americans who requested consideration in the 2008 National Achievement Program when they took the 2006 Preliminary SAT/National Merit Scholarship Qualifying Test.

-National Merit Semi-Finalists – Emmaus HS

- Allyson Baer
- Bridget Donegan
- Irene Ho
- Caroline Hsu
- Michael Knerr
- Joseph Maurer
- Anna Schall
- Scott Strobel
- Michael Ward
- Cathy Wu

-National Merit Commended Students – Emmaus HS

- Aaron Cheung
- Allison Hoff
- Sarah Lee
- Zaq Mitchell
- Jake Moore
- Sneha Narasimhan
- Gopal Nataraj
- Megan Nixon
- William Smolinski
- Kristina Southwell
- Jonathan Tao
- Megan Weitner
- Matthew Wilson
- Allison Yau
- Erin Zaneski

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 September 24, 2007 meeting.

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

1. Personnel

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

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

Retirement

-James Tosh, Custodian at LMMS, effective October 12, 2007 (Exhibit 1)

General Leave of Absence

Employee: Mary Beth Backer, Remedial Assistant  
Effective: September 2007-January 2008  
Reference: Board Policy 539, General Leave

Leave as Per Collective Bargaining Agreement

Employee: Anne Finnegan  
Grade 2, Shoemaker School  
Effective: October 22, 2007

Temporary Professional Employee Appointment

Name/Address: Brett Snellman  
6096 William Penn Court, Easton 18045  
Education Level: B. S. Degree (2001)  
M. Ed. Degree (2005)  
Undergraduate: Kutztown University  
Graduate School: Lehigh University  
Assignment: Special Education, Emmaus HS  
Vacancy created by resignation of Jessica Ortiz Eichert  
Effective: To be Determined  
Certification: Instructional I, Special Education  
Experience: 8/05-6/07: Bethlehem School District  
Salary: \$49,628 (Step C, Year 3, Col. M)

Appointment of Teacher Aide

Name/Address: Jessica Malewicz  
219 North Fifth Street, Emmaus 18049  
Assignment: Cafeteria/Playground, Wescosville School  
Vacancy created by L. Jones transfer  
Effective: October 9, 2007  
Salary: \$11.55/hr., 14 hrs./wk.

Teacher Aide Transfer

<u>Employee</u>	<u>From</u>	<u>To</u>
Lori Peluso	EHS, 16 hrs./wk.	EHS, 30 hrs./wk.

Co-Curricular Advisors – Eyer MS

Donna Root	Band Front	\$541.00
Sue Carraher	Builder's Club	\$1299.00, Club D
	Intramural Basketball	\$27.00/session, 8 sessions
Carrie England	Band Director	\$3031.00
	Ski Club, Co-Advisor	\$270.50, Club B
Justin Brehm	Choral Director	\$2165.00
Joe DiRado	Interactive CD Yearbook	\$1028.00, Club C
	PJAS Advisor	\$271.00, Club A
Julie Hummell	Mathcounts	\$541.00, Club B
Heidi Rauch	PJAS Advisor	\$271.00, Club A
	NJHS, Co-Advisor	\$514.00, Club C
Mike Hubbs	PJAS Advisor	\$271.00, Club A
	Yearbook	\$1299.00, Club D
Tracie O'Connor	PJAS Advisor	\$271.00, Club A
	NJHS, Co-Advisor	\$514.00, Club C
Brent Haley	Ski & Snowboard Club	\$270.50, Club B
	Co-Website Maintenance	\$433.00
Lisa Fisher	History Club	\$271.00, Club A
	SGA Co-Advisor	\$649.50, Club D
Steve Braglio	Co-Website Maintenance	\$433.00
Kelsey Torpey	SGA, Co-Advisor	\$649.50, Club D
Alene Kraus	Jr. Kid-to-Kid	\$1299, Club D
Susan Highet	Art Club, LMMS	\$30.11/session, 4 sessions

Additions to the 2007-08 List of Per Diem Substitutes

Cynthia Buchter, Elementary Christopher Rector, Mathematics

Educational Conferences – Exhibit 2

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

2. District Testing Program – Exhibit 3

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
 RESOLVED, That the East Penn Board of School Directors approve the Testing Program to be administered throughout the district during the 2007-08 school year as listed on Exhibit 3.

6. Facilities

1. Albutis Elementary School

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
 RESOLVED, That the East Penn Board of School Directors approve Change Order #1 with A. P. Houser, Inc. for the installation of two 24 x 24 access doors in the soffit at the main entrance at a cost of \$1,775.00.

2. Eyer Middle School

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
 RESOLVED, That the East Penn Board of School Directors approve the following change orders:

Rizzetto Construction Management, Inc. – GC #9

<u>Adds:</u>	Cafeteria Acoustical Wall/Ceiling Panels	\$2,864.00
	Install 40" wide Electrical Room Door	\$1,096.00
	Install 26 Surface Mounted Soap Dispensers	\$1,081.00
	Install 6" Tile Base in lieu of 4" in toilet rooms	\$1,540.00
	Excavate & BackFill for UGI Gas Service	\$3,400.00
<u>Deducts:</u>	Cleaning Credit	(1,578.00)
	Delete lower rail chain link fence	(1,512.00)
	<b>Total</b>	<b>\$6,891.00</b>

Wind Gap Electric, Inc. – EC #2

<u>Adds:</u>	Underground PU11 boxes and R/C conduit	\$3,668.00
	Revisions	
	Library Computer and Circulation Desk revisions	\$8,224.00
	Install two SL-7 Step Lights at Loading Dock	\$ 694.00
	Install two Type D fixtures at A-214/A-215	\$ 590.00
	Install Data/Power at Teachers Area's C	\$2,477.00
<u>Deduct:</u>	Install 3 SL-7 instead of SL-8 fixtures	( 144.00)
	<b>Total</b>	<b>\$15,509.00</b>

EC #3

Install miscellaneous motor, lighting, receptacles and security  
 Items per Snyder-Hoffman Review Letter – 3/2/07 \$18,338.00

EC #4

Additional code required work during final inspection in phases 1 & 2  
 1 & 2 Summer 07 \$ 7,796.00

EC #5

Deduct: Miscellaneous unit cost dollars (\$23,600.00)  
 in contract

3. Eyer Middle School Project – Substantial Completion

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
 RESOLVED, That the East Penn Board of School Directors approve substantial completion for Phases 1A, 1C, 1D, and 2 for the following contracts:

Rizzetto Construction Management, Inc., General Construction  
Worth & Company, Inc., HVAC Construction  
Dual-Temp Company, Inc., Plumbing Construction  
Wind Gap Electric, Inc., Electrical Contract

7. Legislative Charles H. Ballard

8. Business Operations

1. Approval of the 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. Record of Investments – Exhibit 4

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the investments listed on Exhibit 4.

3. Approval for Facility Rental

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors grant permission for the Patricia Bostick Dance Center, 5925 Tilghman Street, Allentown to use the Lower Macungie MS auditorium and classrooms for a dance rehearsal and recital on May 21, June 11, June 13, and June 14, 2008. This is a Group V organization and will be charged the following rental/rehearsal fees:

Auditorium (Daily Rental)	\$370.00
Auditorium (Daily Rental/Rehearsal)	\$315.00
Dressing Rooms	\$649.00
Custodial Fee	\$35.70/hr.
Security	\$10.00/hr.
Equipment/Technicians	\$35.70/hr.

4. Authorizing to Proceed with Financing

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the administration to work with Public Financial Management, as Financial Advisor, and Rhoads & Sinon LLP, as Bond Counsel, and proceed with issuance of \$10 million dollars in debt in accordance with the plan presented in April 2007. These funds will be used for the proposed Willow Lane Elementary School.

5. Special Disbursements – Exhibit 5

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the Capital Reserve Fund and 2007 EGA Issue as presented on Exhibit 5.

9. Announcements

Monday, October 8 7:00 p.m.-CLEAR Session  
7:30 p.m.-Board Meeting, Board Room

Friday, October 12 Pep Rally/Homecoming Football Game/Senior Breakfast-Emmaus HS

Monday, October 22 7:30 p.m.-Board Meeting, Board Room

10. Board Sharing

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 minutes of the  
October 8, 2007 meeting.

4. Five-Year Budget Projection – Gary Reigal, Director of Business & Fiscal Affairs
5. Report of the Superintendent of Schools – Dr. Thomas L. Seidenberger

1. Personnel

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

Resignations

-Sarah Bednar, Teacher Aide at Jefferson School, effective October 26, 2007 (Exhibit 1)

-Lisa Wetzel, Health Room Assistant at Eyer MS, effective immediately (Exhibit 2)

-Marie P. Hagan-Pettijohn, Teacher Aide at Macungie School, effective October 19, 2007  
(Exhibit 3)

Appointment of Full-Time Substitute Teacher

Name/Address: Ashley Zimmer  
120 Orthodox Drive, Richboro 18954  
Education Level: B. S. Degree (2007)  
Undergraduate School: Kutztown University  
Certification: Instructional I, Citizenship 7-12  
Assignment: Social Studies, Emmaus HS  
Opening created by P. Hunter leave.  
Effective: On or about November 15, 2007  
Experience: None  
Salary: \$41,432 (Step A, Year 1, Col. B)

Appointment of Remedial Assistant

Name/Address: Betsy Hughes  
7832 St. Peter's Road, Macungie 18062  
Effective: October 23, 2007  
Assignment: Wescosville School  
Vacancy created by resignation of D. Seng  
Salary: \$12.50/hr., 22.75 hrs./week

Appointment of Health Room Assistant



Name/Address: Anne Nebel  
 3446 McKeever Road, Macungie 18062  
 Effective: October 22, 2007  
 Assignment: Lower Macungie Elementary  
 Vacancy created by M. Vasquez resignation  
 Salary: \$16.20/hr., 32 hrs./wk.

Appointment of Food Service Assistant

Name/Address: Cheryl Oswald  
 2165 Woodridge Drive, Macungie 18062  
 Effective: October 23, 2007  
 Assignment: PT Food Service Assistant-Emmaus HS  
 Vacancy created by D. Schantzenbach transfer  
 Salary: \$11.01/hr., 23.75 hrs./wk.

2007 Teacher Tenure List

That, 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>
Anna Andrew	Special Education	Emmaus HS
Heather Arnold	Grade 1	Macungie School
Tracy Arnold	Language Arts	Eyer MS
Kim Barnes	Speech	Wescosville School
Debra Barthold	Science	Emmaus HS
Amy Christoff	Speech	Alburtis School
Michael Duarte	Mathematics	LMMS
Lisa Fisher	Social Studies	Eyer MS
Anne Garton	Art	Lincoln/Jefferson
Aaron Gavin	English	Emmaus HS
Joseph Henrich	Guidance Counselor	Emmaus HS
Heather Herman	Grade 2	Wescosville School
Melanie Hirsch	Grade 3	Lincoln School
Michael Hubbs	Science	Emmaus HS
Dave Iobst	Special Education	Emmaus HS
Deborah Janney	School Nurse	Wescosville School
Sara Kinzell	Mathematics	Emmaus HS
Jillian Lipinski	English	Emmaus HS
Jeannine Martini	Health/Wellness	Emmaus HS
Andrew McConville	Science	Emmaus HS
Crystal Miller	Special Education	Macungie School
Samantha Moyer	Special Education	Wescosville School
Ellen Navitsky	Mathematics	Lower Macungie MS
Meghan O'Donnell	Grade 2	Shoemaker School
Lynda O'Connor	Grade 5	Macungie School
Jennifer Phillips	Special Education	Lower Macungie MS
Justen Reiss	Health/Wellness	Alburtis
Stephanie Schwab	Mathematics	Emmaus HS
Kelsey Torpey	Social Studies	Eyer MS
Danielle Walsh	Social Studies	Emmaus HS

Keira Werner	Grade 4	Alburtis School
Brian Winnie	Music	Lower Macungie MS

Additions to the 2007-08 List of Per Diem Substitutes

Tara Collier, Elementary	Andrea Moss, Teacher Aide
Jamie Boyer, Elementary	

Co-Curricular Appointments

Dave Leonard	Head Boys & Girls Swim Coach	\$8118.00
Mary Ellen Hepburn	Research Club	\$ 541.00
Dennine Leschinsky	After-School Academic Support	\$ 541.00
Mary Beth Busteed	After-School Academic Support	\$ 541.00
Michael J. Carolla	Assistant LMMS Boys Basketball Coach	Volunteer

Change in Assignment

Employee:	Darlene Rinker
From:	PTFSA/Eyer/Macungie, 4.75 hrs./day
To:	PTFSA/Eyer, 4.5 hrs./day

Educational Conferences –Exhibit 4

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 4.

2. 2007-08 Calendar Revisions

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
 RESOLVED, That the East Penn Board of School Directors approve the following revisions to the 2007-08 Calendar:

December 21, 2007 – Early Dismissal Middle Level

January 2, 2008 – Late Arrival, Eyer MS ONLY

January 25, 2008 – End of the 2<sup>nd</sup> Marking Period

April 8, 2008 – End of the 3<sup>rd</sup> Marking Period

6. 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. Budget Transfers – Exhibit 5

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve the budget transfers listed on Exhibit 5.

4. Special Funding Disbursements – Exhibit 6

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the disbursement of funds from the Capital Reserve Fund and the 2007/EGA Issue for the items listed on Exhibit 6.

7. Board Sharing

8. Announcements:

Monday, October 22	7:30 p.m.-Board Meeting, Board Room
Week of October 22	Red Ribbon Week
October 26	11:00 a.m.-EHS Early Dismissal
November 6	Election Day
November 8, 9, 10	8:00 p.m. - "The Miracle Worker"-EHS Senior Class Play, EHS Auditorium
November 10	10:00 a.m.-2:00 p.m.-Eyer Chili Cook-Off/Craft Fair
November 12	7:30 p.m.-Board Meeting, Board Room

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Student Recognition: Governor's Schools of Excellence

Daniel E. Wilkins	School for the Arts
Cathy Wu	Information Technology
Peter M. Klicker	International Studies
Jonathan L. Tao	International Studies
Caroline M. Hsu	Sciences
Gopal Nataraj	Sciences

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 22, 2007 meeting.

5. Bond Issue-Public Financial Management
6. Facilities

-Bob Cox, Barry Isett & Associates, Construction Management  
-Update on Ball Fields

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

1. Personnel

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

Resignations

-Lauren Baba, Special Education Teacher at Lower Macungie Elementary School, effective December 21, 2007 (Exhibit 1)

-Judy Noggle, Teacher Aide at Lower Macungie Elementary School, effective immediately (Exhibit 2)

Appointment of Temporary Professional Employee

Name/Address:	Jennifer Curtis 613 S. Lynn Street, Bethlehem 18015
Education Level:	B. A. Degree (1992) M. Ed. Degree (2001)
Certification:	Instructional I, Mentally and/or Phys. Hand.
Effective:	To be Determined
Assignment:	Special Education, Lower Macungie Elementary School Vacancy created by L. Baba resignation
Experience:	8/04-Present: Carbon Lehigh Intermediate Unit 8/01-1/02: Parkland SD
Salary:	\$50,019 (Step D, Col. M, Year 4)

General Leaves of Absence

Employee	Assignment	Effective
Joan Everett	PT Food Services	11/12/07-1/2/08
Catherine Courier	Teacher Aide, LMMS	11/7/07-1/2/08
Tina Coloumb	Teacher Aide, Alburtis	9/07-1/15/08

Teacher Aide Appointments

Name/Address:	Felicity DeHoll 7530 Foxglove Place, Macungie 18062
Effective:	November 13, 2007
Assignment:	Study Hall, EHS Vacancy created by Kuhns move to Spec. Ed. Aide and Peluso move to Hall Monitor
Salary:	\$11.55/hr., 14 hrs./wk.

Name/Address:	Michele Streit 6308 Sauterne Drive, Macungie 18062
Effective:	November 13, 2007
Assignment:	Study Hall, EHS Vacancy created by transfer of Peluso
Salary:	\$11.55/hr., 16 hrs./wk.

Appointment of Part-Time Food Services Assistants

Name/Address	Assignment	Salary
Penny Palencar 1688 Brookstone Drive, Alburtis 18011	Shoemaker Vacancy created by T. Sorrentino transfer	\$11.01/hr., 3.75 hrs./day
Lynn Walters 2905 Churchview Road, Coopersburg 18034	Eyer/Macungie D. Rinker transfer	\$11.01/hr., 23.75 hrs./wk.

Additions to the 2007-08 List of Per Diem Substitutes

David Miller, Health/PE Veronica Himmelberger, Elementary Kathryn Bonilla, Music Phillip Isaacs, English Corrine Ramunni, Elementary Jennifer DeLong, Elementary Katie Donschietz, Social Studies	Janelle Scheirer, Teacher Aide Lori Peters, Teacher Aide
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Co-Curricular Advisors

-Emmaus HS 2007-08 Clubs & Activities (See Exhibit 3)

Advisor	Activity	Stipend
Heidi Rauch	Chess Club	\$30.11/session; 8 sessions
Lisa Knabb-Reed	Double Dutch Club	\$30.11/session; 8 sessions
Phillip Fisher	LMMS Running Club	\$30.11/session; 8 sessions
Thomas Rotkowski	Football Coach	Volunteer
Robert Sawicki	Eyer MS Girls Basketball Coach	\$4286.00
Krystal Scheller	Eyer Girls Basketball Coach	Volunteer
Rita Cortez	Choral Director (M/W Select Ensemble)	\$2165.00
Lynn Champlin	Eyer Girls Basketball Coach	Volunteer

Educational Conferences – Exhibit 4

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences as listed on Exhibit 4.

2. Volunteer Clearances
8. Education
  - Emmaus HS Student Assessment Plan – David Piperato, Principal, Emmaus HS
9. Other Educational Entities
  - Carbon Lehigh Intermediate Unit  
-Lehigh Career & Technical Institute
  - T. Richwine  
F. Fuller  
S. Flanders  
T. Richwine  
A. Thompson
  - Lehigh Carbon Community College  
A. Thompson
10. Legislative
  - C. Ballard
11. 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. Special Disbursements – Exhibit 5
    - RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the Capital Reserve Fund and 2007 EGA Issue as presented on Exhibit 5.
12. Board Sharing
13. Announcements

- Monday, November 12            6:00 p.m.-Board Tour of Eyer MS  
7:30 p.m.-Board Meeting, Board Room
- Week of November 12        Elementary Parent-Teacher Conferences, Early Dismissal; Condensed Kindergarten Schedule
- November 15, 16, 17 7:30 p.m.- *Chateau La Roach, LMMS Auditorium*
- November 19, 20, 21 Middle School Parent-Teacher Conferences, Early Dismissal
- November 19 & 20            Kindergarten Conferences, Condensed Kindergarten Schedule
- November 20                    7:00 p.m.-EHS Winter Band Concert
- November 22, 23, 26 Thanksgiving Holiday-All schools and offices closed
- November 29                    Wescosville Barnes & Noble Book Night at Promenade Shops
- Monday, December 3 7:30 p.m.-Board Reorganization Meeting, Board Room
- Tuesday, December 4 7:30 p.m.-EHS Winter Choral Concert, Auditorium
- Wednesday, December 5      7:00 p.m.-Shoemaker School Winter Choral Concert
- Thursday, December 6        7:00 p.m.-Alburtis Winter Concert  
7:00 p.m.-Wescosville Winter Concert, Lower Macungie MS Auditorium
- Monday, December 10        7:30 p.m.-Board Meeting, Board Room
14.      Adjourn

EAST PENN SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REORGANIZATION MEETING

December 3, 2007

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

Charles H. Ballard  
Elaine Gannon  
Christopher Jones  
Mark Prinzing  
Terry Richwine  
Julian Stolz

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

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

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 2008, unless advertised otherwise:

January 14, 28  
February 11, 25  
March 10  
April 14, 28  
May 12  
June 9, 23  
July 14  
August 11, 25  
September 8, 22  
October 13, 27  
November 10  
December 1 (Reorganization)  
December 8

7. Designation of Newspapers of General Circulation for Advertising Purposes

Motion by Ballard Seconded by Gannon

RESOLVED, That the East Penn Board of School Directors designate the following newspapers for advertising purposes during the 2008 calendar year.

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

8. Lehigh Career & Technical Institute Appointments – 2 appointments
9. Announcements  
Monday, December 10                      7:30 p.m.-Board Meeting, Board Room
10. Request to Address the Board
11. Adjourn



ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

2. Staff Recognition:

Deb Zosky – Emmaus HS Literacy Coach

Mrs. Zosky was recently selected by the National Education Association as a recipient of the Association's Foundation Award for Teaching Excellence. She was recognized by the NEA in Washington, D. C. on February 8. The award recognizes, rewards, and promotes excellence in teaching and advocacy for the teaching profession.

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 February 25, 2008 meeting.

5. Bond Re-Financing – Public Financial Management & Rhoads & Sinon

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

1. Personnel

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

Resignations

-Allison Lind, Teacher Aide at Macungie School, effective immediately (Exhibit 1)

-Sandra Coville, Teacher Aide at Emmaus HS, effective March 7, 2008 (Exhibit 2)

-Beth lobst, Administrative Assistant in the Athletic Office at EHS, effective March 14, 2008 (Exhibit 3)

Leaves as per Collective Bargaining Agreement

<u>Employee</u>	<u>Assignment</u>	<u>Effective</u>
Katrina Rainford	Health/PE, LMMS	March 17-May 12, 2008
Katie Boligitz	Special Ed, LMMS	March 25, 2008

General Leave of Absence

Employee: Lisa Jones  
Teacher Aide, Jefferson  
Effective: March 5-June 16, 2008  
Reference: Board Policy 539-General Leave

Salary Adjustment

Employee: Valerie Witkowski  
From: \$63,814  
To: \$70,000  
Effective: Immediately

Appointment of Manager of Network Services

Name/Address: Bruce Sarte  
810 Newcastle Drive, Red Hill 18076  
Education Level: B. S. Degree  
Undergraduate School: Temple University

Experience: 2005-Present: Applied Clinical Intelligence  
 2004-05: Bryn Mawr College  
 2003-04: Arcadia University  
 1999-2003: Moorestown Friends School  
 1995-99: Villanova University  
 Salary: \$65,000 until June 30, 2009

Remedial Assistant Appointment

Name/Address: Allison Lind  
 4588 Belmont Drive, Emmaus  
 Assignment: Macungie School (Vacancy created by resignation of Mary Beth Backer.)  
 Effective: March 11, 2008  
 Salary: \$12.50/hr., 25 hrs./wk.

Appointment of Hall Monitor

Name/Address: Jo Kish  
 231 Walnut Street, Alburdis 18011  
 Assignment: Emmaus HS, Hall Monitor  
 (Vacancy created by resignation of R. Murphy)  
 Effective: February 26, 2008  
 Salary: \$11.55/hr., 30 hrs./wk.

Appointment of Part-Time Food Service Assistant

Name/Address: Lorraine Crowley  
 6336 Manzanita Drive, Macungie  
 Assignment: Eyer MS (New Position)  
 Effective: March 11, 2008  
 Salary: \$11.01/hr., 3.5 hrs./day

Additions to the 2007-08 List of Per Diem Substitutes

Leanne Heffelfinger, Elementary  
 Liane Hnat, Elementary  
 Lauren Fanslau, English  
 Lisa Jewell, Teacher Aide  
 Donna Derr, Teacher Aide  
 Kathleen Lawrence, Food Services  
 Adrienne Brusko, Teacher Aide

Change of Assignment

Employee: Meyre Schmidt, Teacher Aide  
 From: Special Education, Macungie  
 To: Special Education, Shoemaker  
 Reason: Student moved to different class.

Employee: Melanie Potter, Part-Time Food Service Assistant  
 From: 3 hrs./day  
 To: 4.5 hrs./day

Co-Curricular Advisors

Darrin Lenhart	EHS Assist. Baseball Coach, Varsity	\$2728.00*
Matthew Laub	Volunteer Baseball Coach	Volunteer
	Volunteer Boys Volleyball Coach	Volunteer
Aaron Gavin	Volunteer Girls Soccer Coach	Volunteer
Shannon Petrunak	Volunteer Track & Field Coach	Volunteer
Susan Carraher	Middle School Softball Coach	\$2728.00*
Richard Frederick	LMMS Boys Volleyball Coach	\$1559.00*
Mitchell Carlton	Volunteer Boys Volleyball Coach	Volunteer
Amy Oswald	Volunteer Softball Coach	Volunteer
Susan Highet	Art Club Painting, LMMS	\$30.11/session* 4 sessions

\*Salaries are from Schedule B of the 2007-09 Collective Bargaining Agreement with the East Penn Education Association.

Educational Conferences – Exhibit 4

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 4.

-Administrative Reports – See Exhibit Section

7. Carbon Lehigh Intermediate Unit T. Richwine

1. Facilities Plan Committee Report

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

RESOLVED, That the East Penn Board of School Directors approve the 2008-09 Facilities Plan Committee Report as unanimously adopted by the CLIU Facilities Plan Committee on February 5, 2008. In addition, the Board reaffirms its commitment to the original construction of the Facilities Planning, approved November 1, 1989, which consists of a series of prioritized inquiries to be considered in determining future locations of the CLIU and school district special education classes.

8. Facilities

1. Approval of Changes Orders for Eyer MS

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

RESOLVED, That the East Penn Board of School Directors approve the following list of change orders:

G-10 Rizzeto Construction Management, Inc.

Add:

1. Reframe openings at Unit A, First & Second Floors To allow plumbing access for supplemental instruction G-20	\$ 1529.00
2. Modify Manhole E with provision of 2'-0" Rise	\$ 2,640.00
3. Modify frames A152 & A221 to allow door swing	\$ 1,834.00
4. Provide painting of Existing Room E231	\$ 416.00

Credit:

1. Credit owner for cleaning A & B sections	<u>(\$10,313.00)</u>
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Total G10 \$ 3,894.00

P-01 Dual Temp Company, Inc.

Add:

1. Provide clean out in Existing Main Building Drain line	\$ 458.58
2. Provide copper water line to serve temporary kitchen	\$ 2,249.57
3. Relocate back flow preventer and meter base	\$ 3,933.91
4. Repair existing drain line to men's room 110 And women's room 118 to correct insufficient pitch	\$ 5,081.84
5. Provide temporary sump discharger in Mechanical Rm	\$ 597.13
6. Provide temporary gas line to eighth grade science	\$ 1,870.08
7. Add insulation to water line under temporary guidance/ Health modular unit	\$ 1,545.00
8. Provide gas service to student tables in Science labs E224, G208, H209	\$ 6,000.00
9. Provide (14) access panels at flush valves in women's Toilet room C-108 & Men's C-110	\$ 3,170.00
10. Provide permanent drain correction from temporary Sump pump connection in evaporation room C-104	\$ 280.38
11. Revise roof drainage piping above passage C-201	\$ 892.24
12. Revise main house trap location	\$ 600.00

Credit:

1. Delete gas piping to science lab B-205 and student Project room B-204	(\$ 3,173.78)
2. Revise acid waste piping system per Dwgs. RP-011, RP-012, RP-013	<u>(\$23,080.84)</u>
Total P-01	\$ 424.11

P-02 Dual-Temp Company, Inc.

Add:

1. Revise 5 sanitary stacks at basement level for Footing conditions	\$ 3,453.00
2. Provide additional isolation valves	\$ 1,888.94
3. Provide drainage discharge line from compressor Room to plumbing chase	\$ 1,584.42
4. Repair existing cracked 2" cast iron drain line	\$ 686.73

Credit:

1. Delete second fire protection service	<u>(\$6,289.60)</u>
Total P-02	\$1,323.72

P-03 Dual-Temp Company, Inc.

Add:

1. Repair existing leaking gas piping per Snyder-Hoffman letter 9/11/07	\$ 8,295.65
2. Enlarge concrete gas meter pad	\$ 3,202.09
3. Provide Kohler water closets in lieu of Eljer in Unit A	\$ 1,580.00
4. Provide Piping Hangers by Acoustical Deck Mfr. In Cafeteria	\$ 2,934.87
5. Provide gas regulator for kitchen per Snyder/Hoffman Letter 11/05/07	\$ 3,224.70
6. Revise toilet A-120 to allow installation of special needs Cot	<u>\$ 1,669.00</u>

P-04 Dual-Temp Company, Inc.

Credit:

1. Reduce unit price sum	<u>(\$19,200.00)</u>
Total P-04	(\$19,200.00)

P-05 Dual Temp Company, Inc.

Add:

1. Repair Blockage of Existing Sanitary Line in Unit C	<u>\$ 9,000.00</u>
Total P-05	\$ 9,000.00

H-01 Worth and Company, Inc.

Add:

1. Provide heat trace on chilled water pipe To & from lite air-cooled chiller per RH-012 Drawing	\$ 2,307.97
2. Provide UV lights to 16 rooftop air-handling units	\$31,339.92

Credit:

1. Fuel Oil/5,000 gallon	<u>(\$11,000.00)</u>
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Total H-01 \$22,647.89

H-02 Worth & Company, Inc.

Credit:

1. Reduce Unit Price Sum (\$14,700.00)

Total H-02 (\$14,700.00)

E-6 Wind Gap Electric, Inc.

Add:

- 1. Provide 480V 3-phase power @4 overhead doors \$ 5,212.00
- 2. Install and Power 10 fire extinguisher cabinet blue Lights on Emer. Cir. Per Snyder/Hoffman letter 10/9/07 \$ 3,125.00
- 3. Relocate 10 GFI Duplex Receptacles to under rooftop Exhaust fan from Hoods per Snyder/Hoffman letter 10/9/07 \$ 550.00
- 4. Provide 3 separate 120V circuits for automatic door Openers per Snyder/Hoffman letter dated 11/12/07 \$ 600.00

Total E-06 \$ 9,487.00

2. Lower Macungie Youth Association Request

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

RESOLVED, That the East Penn Board of School Directors authorize Lower Macungie Youth Association to use the soccer and football fields at Lower Macungie Middle School for football and cheerleading from August 1, 2008 through November 8, 2008 from 6:00 p.m. until 8:00 p.m. Monday through Friday, and an additional four hours on Saturdays during that period from 9:00 a.m. until 4:00 p.m.; and,

Be it further

RESOLVED, That Lower Macungie Youth Association is authorized to make improvements to the playing surface of the fields, at its expense, contingent upon receiving prior approval by the Superintendent or his designee; and,

Be it further

RESOLVED, That Lower Macungie Youth Association is authorized to submit plans to Lower Macungie Township, at its expense, for additional improvements to the fields, contingent upon receiving prior approval from the Board; and,

Be it further

RESOLVED, That all of the foregoing is contingent upon the execution of a written agreement between the parties.

9. Policy

1. Board Policy 916, Volunteers (Exhibit 5)

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

RESOLVED, That the East Penn Board of School Directors approve Board Policy 916, Volunteers for inclusion in the Board Policy Manual.

10. Strategic Planning

Dr. Denise Torma  
Mr. Greg Nolan

1. Appointment of Committee Member

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

RESOLVED, That the East Penn Board of School Directors appoint the following individual to the Strategic Planning Steering Committee:

Glen Cheney, Adult without children in East Penn School District

2. Update
11. 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 Disbursement – Exhibit 6
 

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
 RESOLVED, That the East Penn Board of School Directors authorize payment from the Capital Reserve Fund and the 2004A GOB Bond Issue as outlined in Exhibit 6.
    3. Facility Rental Approval
 

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
 RESOLVED, That the East Penn Board of School Directors authorize Coral's Academy of Dance, 1107 South Tenth Street, Emmaus to use the Eyer MS auditorium for a dance recital and rehearsal June 6 and 7. This is a Group V organization and will be charged the following fees:

Rental Fee (Rehearsal)	\$105.00/hr.
Rental Fee (Recital)	\$413.00
Custodial Fee	\$35.70/hr.
Equipment Manager	\$35.70/hr.
  12. Announcements
 

Monday, March 10	7:00 p.m.-CLEAR Session 7:30 p.m.-Board Meeting
Friday, March 14	Employee Development Day-No school for students
Tuesday, March 18	7:00 p.m.-Strategic Planning Steering Committee Meeting
March 20, 21, 24	Spring Break-All Schools and Offices are closed.
Thursday, March 27	7:00 p.m. -10 <sup>th</sup> & 11 <sup>th</sup> Grade Guidance Information Night, EHS
Tuesday, April 1	7:00 p.m.-Strategic Planning Steering Committee Meeting
Monday, April 14	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 of the March 10, 2008 regular meeting and the minutes of the April 7, 2008 Special Board Meeting.

4. Presentation of the 2008-09 East Penn SD Budget – Gary Reigal,  
Director of Business & Fiscal Affairs
5. Report of the Superintendent of Schools – Dr. Thomas L. Seidenberger

1. Personnel

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

Resignations/Retirements

- Teri R. Goszka, First Grade Teacher, Shoemaker School, effective June 16, 2008 (Exhibit 1)
- Julio Torres, Spanish Teacher at Emmaus HS, effective June 16, 2008 (Exhibit 2)
- Denise Mellon, Speech Teacher at Macungie School, effective June 20, 2008 (Exhibit 3)
- Diane Evans, Grade 3 Teacher at Alburts School, effective June 16, 2008 (Exhibit 4)
- Kenneth Kackenmeister, Technology Education Teacher at Eyer MS, effective June 16, 2008 (Exhibit 5)
- Geraldine LaSalle, Music Teacher at Shoemaker/Macungie/Alburts Schools, effective June 16, 2008 (Exhibit 6)
- Karen Talboo, Family & Consumer Science, at LMMS, effective June 16, 2008 (Exhibit 7)
- Mary Ann Clark, Grade 1 teacher at Shoemaker School, effective June 16, 2008 (Exhibit 8)
- Susan Mondovich, Teacher Aide at Emmaus HS, effective March 28, 2008 (Exhibit 9)
- Kerri Fowler, Teacher Aide at Shoemaker School, effective April 22, 2008 (Exhibit 10)
- Cathy Hay, Teacher Aide at Wescosville School, effective March 6, 2008 (Exhibit 11)
- Renee Parton, Teacher Aide in Business Office, effective April 4, 2008 (Exhibit 12)
- Margaret Stephenson, Teacher Aide at Emmaus HS, effective immediately

Temporary Professional Employee Appointment

Name/Address:	Kelly Lesko 3012 Grace Lane, Pennsburg 18073
Education Level:	B. S. Degree (1993)
Undergraduate School:	Millersville University
Certification:	Instructional I, Mathematics
Assignment:	Mathematics Department, Emmaus HS (New budgeted position)

Effective: April 21, 2008  
 Experience: 9/07-Present: Perkiomen Valley SD  
 9/06-8/07: Upper Perkiomen SD  
 Salary: \$41,823 (Step B, Year 2, Col. B)

Leave as per Collective Bargaining Agreement

Employee: Jennifer Krizovensky  
 Special Education Teacher, LMMS  
 Effective: April 9, 2008

Teacher Aide Appointments

Name/Address	Assignment	Salary
Andrea Bray 4475 Rose Drive, Emmaus	Emmaus HS (S. Colville resignation)	\$11.55/hr., 32.5 hrs./wk.
Sheri Ziner 4768 Hale Lane, Emmaus	Shoemaker, Spec. Ed. Fosberg transfer; Kemp Resignation	\$11.55/hr., 12.5 hrs./wk.
Merry Kackos 7310 Woodbine Lane, Macungie (L. Jewell transfer)	Lower Macungie ES	\$11.55/hr., 13 hrs./wk.
Adrienne Brusko 3131 Bradford Circle, Emmaus	Macungie, Spec. Ed. Transfer to remedial support	\$11.55/hr., 16.5 hrs./wk.

Food Services Appointment

Sheri Wagner  
531 Minor Street, Emmaus  
 LMMS, PT Food Service Assist.  
 \$9.01/hr., 3.75 hrs./day  
 K. Gilbert transfer

Additions to the 2007-08 List of Per Diem Substitutes

Jenna Jones, Elementary  
 Susan Bristel, Elementary/Reading  
 Genoveva Cintron-Cortes, Teacher Aide  
 Sharon Miltenberger, Library Media K-12  
 Adrienne Brusko, Teacher Aide (effective March 10, 2008)  
 Laurie Lagerman, Teacher Aide  
 Damian Beaman, Elementary  
 Pamela Cantone, Elementary  
 Carol Pash, Elementary  
 Andrea Torres, Elementary  
 Nicholas Eidle, Biology  
 Mindy McNellis, Food Service

Summer Book Repair

Ramona Romanik Sharon Woodeshick

Co-Curricular Advisors

Jamie Hudak	After-School Volleyball Intramurals, LMMS	*\$27/session; 7 Sessions
Michael Barker	After-School Volleyball Intramurals, LMMS	*\$27/session; 7 sessions
Richard Frederick	After-School Volleyball Intramurals, LMMS	*\$27/session; 7 sessions



Greg Scholl	After-School Volleyball	*\$27/session;
	Intramurals, LMMS	7 sessions
Joseph Mahan	Boys Volleyball Coach	Volunteer
Will Pike	Eyer Talent Show	*\$240.88
Cathy Button	Movie Making Club	*\$240.88
Philip Fisher	After-School Running Club	*\$30.11/session;
		8 sessions

\*Salaries are from Schedule B of the 2007-09 Collective Bargaining Agreement with the East Penn Education Association.

Change in Employment Status

Employee	From	To
Jessica Malewicz	Wescosville, 14 hrs./wk. Special Education	Wescosville, 31.5 hrs./wk.
Lisa Jewell	LME, 13 hrs./wk.	Alburtis, 29 hrs./wk. Special Education
Margaret Ritter	Shoemaker, 12.5 hrs./wk.	Shoemaker, 31.5 hrs./wk. Special Education
Kathy Cole	LMMS, 30 hrs./wk. Special Education	EHS, 30 hrs./wk. Building
Lori Matika	EHS, 15 hrs./wk. Special Education	EHS, 28 hrs./wk. Special Education
Laurie Oswald	31.5 hrs./wk.	32.5 hrs./wk.

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. Acceptance of Gifts, Grants, Funds – Board Policy 702

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
 RESOLVED, That the East Penn Board of School Directors accept the following donations in compliance with Board Policy 702, Gifts, Grants, Donations:

Wescosville PTO

\$16,000 for playground updates and the purchase of a new piece of playground equipment that will be installed in the summer of 2008.

A.P. Houser, Inc. & EHS Class of 1959

Memorial Wall at Emmaus HS to remember “past and present students that are no longer with us.” A. P. Houser will oversee construction of the wall and all costs will be paid by the Trever Landis Scholarship Fund. The Class of 1959 will raise \$5,000 to begin construction.

6. Strategic Planning Mr. Greg Nolan  
Dr. Denise Torma

7. Other Educational Entities

-Carbon Lehigh Intermediate Unit T. Richwine  
 -Lehigh Career & Technical Institute A. Earnshaw  
F. Fuller  
S. Kowalchuk  
T. Richwine

8. Legislative

C. Ballard

9. Business Operations

1. Approval of the 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. Special Disbursements – Exhibit 14

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

RESOLVED, That the East Penn Board of School Directors authorize payment from the 2004A GOB Bond Issue, 2007 EGA Issue as outlined in Exhibit 14.

10. Announcements

Monday, April 14 6:30 p.m.-CLEAR Session  
7:30 p.m.-Board Meeting

Week of April 14 Elementary Parent Teacher Conferences  
Condensed Kindergarten Schedule

Week of April 21 Kindergarten Registration (See Exhibit 15)

Wednesday, April 23 7:00 p.m.-Eyer Instrumental Concert

Thursday, April 24 7:00 p.m.-Elementary Band Spring Concert, Shoemaker Auditorium

Friday, April 25 7:00 p.m.-EHS Spring Band Concert

Saturday, April 26 7:00 a.m.-4:00 p.m.-Emmaus Public Library Book Sale, LMMS Cafeteria  
9:00 a.m.-2:00 p.m.-Nutrition, Health, and Safety Fair, LMMS Lobby & Parking Lot

Monday, April 28 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 minutes of the April 14, 2008 meeting.

4. Lehigh Carbon Community College 2008-09 Budget

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve the 2008-09 Operating Budget and Capital Budget for the Lehigh Carbon Community College.

5. Alternative Education Program Presentation

-Dr. Michael Murphy, Director of Pupil Personnel Services  
-Sally Hanzlik, Assistant Principal, Emmaus HS

6. Update on East Penn 2008-09 Budget – Gary Reigal, Director of Business & Fiscal Affairs

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

1. Personnel

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

Retirements/Resignations

-Robert Alick, Special Education Teacher at Eyer MS, effective June 16, 2008 (Exhibit 1)

-Mary Ann Alick, Kindergarten Teacher at Lower Macungie Elementary School, effective June 16, 2008 (Exhibit 2)

-Mary Ellen Hammer, Grade 4 Teacher at Wescosville School, effective June 16, 2008 (Exhibit 3)

-Deidre Richardson, Grade 1 Teacher at Shoemaker School, effective June 16, 2008 (Exhibit 4)

Leave as Per Collective Bargaining Unit

Employee: Jeanine Martini  
Health/Physical Education Teacher, Emmaus HS  
Effective: May 22, 2008

General Leaves of Absence\*

<u>Employee</u>	<u>Effective</u>
Barbara Frey Food Services Department	March 25-April 21, 2008
Tina Mondovich Food Service Department	April 21-June 16, 2008
Janice Miller Food Service Department	March 25-June 16, 2008

\*Reference: Board Policy 539, General Leave

Sabbaticall Leave

Christine Hamscher 2008-09 School Year  
Elementary Teacher

Administrative Assistant Appointment

Name/Address: Rebecca Martrich  
217 Ridings Circle  
Macungie  
Effective: To be determined  
Assignment: Macungie Elementary School  
Vacancy created by S. Fitzgerald resignation  
Salary: \$24,000, 35 hrs./wk.

Teacher Aide Appointments

Name/Address	Assignment	Salary
Patricia Sanville 8320 Winchester Lane Alburtis	Eyer MS Vacancy created by J. Brosious resignation	\$11.55/hr., 12.5 hrs./wk.
Shannon Herring 667 Ridge Street Emmaus	Wescosville School	\$11.55/hr., 12.5 hrs./wk.

Summer Fitness Program

Doug Povilaitis  
Justin Reiss  
John Graham

Todd Breiner  
Amy Wikert

Salary: \$32/hr.

Additions to the List of 2008-09 Per Diem Substitutes

Kimberly Reif, Elementary  
Denise Yuhas, Food Services

Michelle Burrows, Elementary

Change in Employment Status

Employee	From	To
Janet Toy	31.5 hrs./wk. Special Education Macungie	31.5 hrs./wk., Special Ed Wescosville
Jan Smith	12.5 hrs./wk., Building Wescosville	31.5 hrs./wk., Special Ed Wescosville (one-on-one)*

\*Temporary position until end of school year

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.

Administrative Reports (See Exhibit Section)

- 2. Acceptance of Gifts, Grants, Funds – Board Policy 702

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors accept the following donations in compliance with Board Policy 702, Gifts, Grants, Donations:

Wescosville PTO

\$6,417 for the sound system in the Multi-Purpose Room of the Wescosville School.

8. Facilities

- 1. Change Order – Eyer MS Project

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

RESOLVED, That the East Penn Board of School Directors approve Change Order G-11 with Safeco Insurance Company of America in the amount of \$13,845.00 for the following:

Add

Provide additional steel framing in existing stair D-1	\$10,293.00
Extra metal panel finish and gypsum board soffit in stair A-1	9,546.00
Provide 36" high science tables in rooms G-208 and H-209 In lieu of 30" high tables	6,463.00

Credit

Refinish existing terrazzo in corridors D-114 and G-102 in lieu Of providing epoxy terrazzo over existing	(\$12,457)
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2. Lower Macungie Youth Association Agreement – Exhibit 6

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

RESOLVED, That the East Penn Board of School Directors approve the Agreement between East Penn School District and Lower Macungie Youth Association for a period of one year as described in Exhibit 6.

3. Approval of Lower Macungie Township Resolution Granting Preliminary/Final Approval (Exhibit 7)

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

RESOLVED, That the East Penn Board of School Directors approve the Lower Macungie Township Resolution granting preliminary/final approval for a land development (Willow Lane Elementary School) 6135 Sauerkraut Lane, Macungie (Resolution No. 2008-20) as described in the attached resolution.

9. Legislative

C. Ballard

10. Business Operations

1. Bid Opening Report – Exhibit 8

-General School Supplies; Athletic Supplies; Computer Supplies; Diesel Fuel; Fuel Oil;  
Installation of Floor Tile, Rubber Treads & Risers, Metal Cast Stone Coping Covering

2. 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

3. Treasurer's Report

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

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

4. Special Disbursements – Exhibit 9

RESOLVED, That the East Penn Board of School Directors authorize payment from the Capital Reserve Fund, 2004A GOB Bond Issue, and 2007 EGA Issue as outlined in Exhibit

5. Bid Awards – General School Supplies; Computer Supplies; Diesel Fuel; Fuel Oil  
Exhibit 10

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

RESOLVED, That the East Penn Board of School Directors award the bids for general school supplies, computer supplies, diesel fuel, and fuel oil to the successful bidders listed on Exhibit 10 .

11. Announcements
- Monday, April 28 7:00 p.m. – CLEAR Session  
7:30 p.m.-Board Meeting
  - April 28, 29, 30, PSSA Grades 4, 8, 11 – Science Testing  
May 1 & 2
  - April 29 7:00 p.m.-Strategic Planning Steering Committee Meeting
  - April 30 7:00 p.m.-LMMS Incoming 6<sup>th</sup> Grade Parents Information Night, Auditorium
  - Thursday, May 1 7:00 p.m.-EHS/MS Spring Orchestra Concert at EHS
  - Friday, May 2 7:30 p.m.-Jefferson 5<sup>th</sup> Grade Spring Concert
  - Friday, May 3 Junior Prom
  - Tuesday, May 6 9:30 a.m.-Eyer Incoming 6<sup>th</sup> Grade Student Tours  
7:00 p.m.-Eyer Incoming 6<sup>th</sup> Grade Parent Meeting
  - Wednesday, May 7 7:30 p.m.-LMMS Spring Choral Concert, Auditorium
  - Thursday, May 8 7:30 p.m.-LMMS Spring Choral Concert, Auditorium  
7:30 p.m.-Lincoln Spring Choral Concert  
7:00 p.m.-Eyer Spring Choral Concert
12. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

2. Target Presentation:

Ms. Gaby Vargas, Executive of Guest Experience, Target  
Mr. Nate Hunsicker, Team Leader of Guest Experience, Target

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 28, 2008 meeting.

5. Tentative Adoption of the 2008-09 East Penn SD Budget/Senior Citizens Real Estate Tax Rebate Program

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

RESOLVED, That the East Penn Board of School Directors adopt the tentative 2008/09 budget in the amount of \$111,406,352 with the following tax levies:

42.27 mills on the assessed valuation of real estate

be it further

RESOLVED, That the East Penn Board of School Directors continue the Senior Citizens Real Estate Tax Rebate Program for the 2008-09 year with the income eligibility guidelines to be established a final budget adoption.

6. Report of the Superintendent of Schools – Mr. Thomas Seidenberger

1. Personnel

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

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

Retirement/Resignations

-David Bowers, Social Studies Teacher at EHS, effective June 16, 2008  
(Exhibit 1)

-John Hnatow, Chemistry Teacher at EHS, effective June 16, 2008 (Exhibit 2)

-Thomas Husser, Social Studies Teacher at EHS, effective June 16, 2008  
(Exhibit 3)

-Eugene Legath, Health/Phys. Ed. Teacher at EHS, effective June 16, 2008  
(Exhibit 4)

-Michael Matelan, English Teacher at EHS, effective June 16, 2008  
(Exhibit 5)

-Richard Ruben, Technology Education at EHS, effective June 16, 2008  
(Exhibit 6)

-Marlene Wolf, Special Education Teacher at Eyer MS, effective June 16, 2008  
(Exhibit 7)

-Christina Finney, Grade 1 Teacher at Wescosville School, effective  
June 16, 2008 (Exhibit 8)

-Clare Sebastian, Grade 1 Teacher at Wescosville School, effective June 16, 2008  
(Exhibit 9)

-Janet Toy, Teacher Aide at Macungie School, effective May 9, 2008  
(Exhibit 10)

Appointment of Temporary Professional Employee

Name/Address: Stephen Toth  
3822 McIntosh Drive, Orefield 18069  
Education Level: B. S. Degree (2007)  
Undergraduate School: Millersville University  
Certification: Instructional I, Technology Education  
Effective: 8/26/08  
Assignment: Technology Education, Eyer MS  
Vacancy created by K. Kackenmeister retirement  
Experience: None  
Salary: \$42,600 (Step A, Year 1, Col. B)

Full-Time Substitute Teacher Appointment

Name/Address: Heather Gray  
1222 N. 29 Street, Allentown 18104  
Education Level: B. S. Degree (2004)  
M. Ed. Degree (2006)  
Undergraduate School: Penn State University  
Graduate School: Cedar Crest College  
Certification: Instructional I, Elementary  
Effective: May 19-June 16, 2008  
Assignment: Grade 5, Shoemaker School  
Opening created C. Gogel leave  
Experience: 9/07-Present: East Penn SD  
Salary: \$41,432, prorated for 20 days  
(Step A, Year 1, Col. B)

Leave as Per Collective Bargaining Agreement

Employee: Regan Palazzo  
Special Education, EHS  
Effective: May 29, 2008

Teacher Aide Appointments

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Maria Matsuba 4678 Berwyn Lane, Macungie	Emmaus HS Special Education (L. Matika transfer)	\$11.55/hr., 16 hrs./wk.
Lisa Talarico 348 W. Second Street Alburtis	Emmaus HS (M. Stevenson resignation)	\$11.55/hr., 23 hrs./wk.

Part-Time Food Service Assistant

Noreen Super  
312 Ridgeview Drive  
Alburtis  
Eyer MS \$11.01/hr., 15 hrs./wk.  
(M. Potter transfer)

Change in Employment Status-Teacher Aides

<u>Employee</u>	<u>From</u>	<u>To</u>
Arlete Pugliese	12.5 hrs./wk.	31.5 hrs./wk.



Shoemaker Shoemaker, Spec. Ed.  
K. Fowler resignation

Linda Conrad 30 hrs./wk. 32.5 hrs./wk.  
LMMS/Spec. Ed. LMMS/Spec. Ed.  
(K. Cole transfer)

Co-Curricular Appointments

Name	Activity	Salary
Gwen Whildin	Assist. Boys & Girls Swim Coach	*\$3247.00
Stephen Raysely	Baseball Coach	Volunteer
Karyn Parsons	Boys Volleyball Coach	Volunteer
Heidi Rauch	Science Club	*\$30.11/session 4 sessions
Joe DiRado	Science Club	*\$30.11/session 4 Sessions

\*Salaries are from Schedule B of the 2007-09 Collective Bargaining Agreement with the East Penn Education Association.

Additions to the 2008-09 List of Per Diem Substitutes

Chandra Gossai, Teacher Aide  
Jacqueline LaPierre, Food Services  
Jayme Baker, Mathematics  
Alisha Salter, Mathematics  
Lauren Perkin, Health/PE  
Deann Kahler, Elementary/Early Childhood

Summer Maintenance Program – Exhibit 11

Educational Conferences

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

- 2. 2008 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 2008 for graduation.

- 3. Elwyn Agreement – Exhibit 14

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve the Agreement with Elwyn as described in Exhibit 14.

Note: This Agreement has been reviewed by Solicitor Marc Fisher and Director of Pupil Personnel Services Dr. Michael Murphy.

- 7. Other Educational Entities

-Carbon Lehigh Intermediate Unit T. Richwine  
-Lehigh Career & Technical Institute A. Earnshaw  
F. Fuller  
S. Kowalchuk  
T. Richwine

- 8. Legislative C. Ballard

- 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, including the addenda, and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated.

2. Appointment of Auditor

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East 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 ending June 30, 2008 at a fee of \$32,400 and a single audit fee of \$3,000 per letter of engagement dated March 7, 2008.

3. Appointment of Treasurer

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors appoint Gary E. Reigal as Treasurer for a term effective July 1, 2007 to June 30, 2008; 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.

4. Designation of 2008-09 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 2008-2009 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 Trust
- PA Local Government Investment Trust
- East Penn Bank Division of Harleysville Bank
- Wachovia Bank
- First Star Savings Bank
- Citizens Bank
- Sovereign Bank
- US Bank Corporate Trust Services

5. Earned Income Tax Commission

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors set the following commission to paid to the appointed Municipal Earned Income Tax Officers for the collection of the District's earned income taxes during the period July 1, 2008 through June 30, 2009:

- Borough of Alburtis 5%, plus \_ of printing & postage costs
- Borough of Emmaus 2.5%
- Borough of Macungie 5%, plus \_ of printing & postage costs
- Lower Macungie Township \_ of cost of salaries, benefits, and office Expenses of the EIT office.

Upper Milford Township 5%, plus \_ of printing & postage costs

6. 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 Alburtis  
Kerstin Paey, or Successor  
Bond required: \$50,000

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

Borough of Macungie  
Rose Nonnemacher, or Successor  
Bond required: \$120,000

Township of Lower Macungie  
Cathleen O'Brien, or Successor  
Bond required: \$1,000,000

Township of Upper Milford  
William Weber, or Successor  
Bond required: \$250,000

7. Special Funding Disbursements – Exhibit 15

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize that funds be paid from the Capital Reserve Fund, 2004 A GOB Issue, and 2007 EGA Bond Issue as described on Exhibit 15.

8. Contract Awards – Exhibit 16

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors award contracts for floor tile, metal cast stone coping covering, and the installation of rubber treads to the successful bidders listed on Exhibit 16.

9. Budget Transfers – Exhibit 17

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the budget transfers described on Exhibit 17.

10. Announcements

-Monday, May 12 7:00 p.m.-CLEAR Session  
7:30 p.m.-Board Meeting  
-Wednesday, May 14 7:00 p.m.-Wescosville Spring Concert at LMMS  
7:00 p.m.-Lincoln Macungie Schools Open House  
-Thursday, May 15 7:30 p.m.-EHS Spring Choral Concert  
7:00 p.m.-Shoemaker School Open House  
7:00 p.m.-Alburtis Spring Concert  
-Friday, May 16 11:00 a.m.-Early Dismissal, EHS  
-Tuesday, May 20 7:30 p.m.-LMMS Spring Band Concert  
-Friday, May 23 9:00 a.m.-Volunteer Brunch, LMMS Cafeteria

11. Adjourn



ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Recognition of Students
  - Jake Moore & Alli Hoff - Students wrote and edited a public service announcement for the Lehigh County Office of the Aging.
  - PSBA Green Architecture Participants: Team Green consisted of the following seniors:

Steven Royer	John Pavlacka
Gopal Nataraj	Nicolas Olivares
Jonathan Slutsky	

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 May 12, 2008 meeting.

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

1. Personnel

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

Resignations

- Judy Cunningham, Academic Support Instructor at LMMS, effective June 16, 2008 (Exhibit 1)
- Nancy Ritter, Food Services Department, effective June 11, 2008 (Exhibit 2)
- Carla Reed, Teacher Aide at Emmaus HS, effective May 30, 2008 (Exhibit 3)
- Amy Davis, Teacher Aide at Emmaus HS, effective June 4, 2008 (Exhibit 4)
- Mary Marshall, Academic Support Instructor, effective June 16, 2008 (Exhibit 5)
- Lisa Hendricks, Special Education Teacher at Jefferson School, effective immediately as per Board Policy 454, Acceptance of Resignations

Temporary Professional Employee Appointments

Name/Address:	Cheryl Boryowski 1076 Timberridge Lane, Allentown 18104
Education Level:	BA/BS Degree M. Ed. Degree (2006)
Undergraduate School:	Bloomsburg University
Graduate School:	Cedar Crest College
Certification:	Instructional I, Elementary
Effective:	2008-09 School Year
Assignment:	Grade 1, Wescosville School Vacancy created by C. Finney resignation
Experience:	9/07-Present: East Penn SD
Salary:	\$50,403 (Step B, Year 2, Col. M)

Name/Address:	Ross Cooper 337 S. New Street, Bethlehem 18015
Education Level:	B. A. Degree (2005) M. Ed. Degree
Undergraduate School:	Muhlenberg College

Graduate School:	Lehigh University
Certification:	Instructional I, Special Education, ML English, Elementary
Effective:	2008-09 School Year
Assignment:	Grade 4, Wescosville School Vacancy created by M. A. Alick retirement
Experience:	1/08-Present: East Penn SD 3/07-6/07: Easton SD (per diem substitute)
Salary:	\$50,403 (Step B, Year 2, Col. M)
Name/Address:	Danna Feigenbaum 1664 Pinewind Drive, Alburtis
Education Level:	B. S. Degree (2001) B. A. Degree (2005)
Undergraduate School:	Bloomsbug University DeSales University
Certification:	Instructional I, Elementary
Effective:	2008-09 School Year
Assignment:	Grade 4, Wescosville School Vacancy created by M. E. Hammer retirement
Experience:	9/07-Present: East Penn SD
Salary:	\$42,900 (Step B, Year 2, Col B)
Name/Address:	Marie Larson 230 Maple Court, Alburtis
Education Level:	B. A. Degree (2003)
Undergraduate School:	Hanover College
Certification:	Instructional I, Elementary
Effective:	2008-09 School Year
Assignment:	Grade 3, Alburtis School Vacancy created by D. Evans retirement
Experience:	1/08-Present: East Penn SD 8/03-6/07: Immaculate Heart of Mary, Indianapolis, IN
Salary:	\$42,900 (Step B, Year 2, Col. B)
Name/Address:	Emily Vernon 40 S. 14th Street, Allentown 18102
Education Level:	B. S. Degree (2006)
Undergraduate School:	Kutztown University
Certification:	Instructional I, Elementary
Effective:	2008-09 School Year
Assignment:	Grade 2, Shoemaker School Vacancy created by M. A. Clark retirement
Experience:	9/06-Present: East Penn SD
Salary:	\$43,200 (Step C, Year 3, Col. B)
Name/Address:	Lisa Van Ormer 2240 Chardonnay Drive, Macungie
Education Level:	B. S. Degree (1995)
Undergraduate School:	Slippery Rock University
Certification:	Instructional I, Elementary
Effective:	2008-09 School Year
Assignment:	Grade 1, Wescosville School Vacancy created by C. Sebastian resignation
Experience:	9/07-Present: East Penn SD 9/96-6/03: Frederick County VA
Salary:	\$44,439 (Step H, Year 8, Col. B)
Name/Address:	Julie Yonney 420 Maple Road, Hellertown 18055
Education Level:	B. S. Degree (2003)
Undergraduate School:	Marywood University
Certification:	Instructional I, Family Consumer Science
Effective:	2008-09 School Year
Assignment:	Family Consumer Science, Emmaus HS

Vacancy created by K. Talboo retirement and subsequent transfers

Experience: 6/03-Present: Phillipsburg (NJ) SD  
Salary: \$44,129 (Step F, Year 6, Col. B)

Full Time Substitute Teacher Appointments

Name/Address: Amanda Gery  
1216 Trexlertown Road, Trexlertown 18087  
Education Level: B. A. Degree (2005)  
Undergraduate School: Lycoming College  
Certification: Instructional I, Elementary  
Effective: 2008-09 School Year  
Assignment: Grade 1, Shoemaker School  
Opening created by K. Wall leave  
Experience: 2/08-Present: East Penn SD  
12/06-1/08: East Penn SD (per diem substitute)  
Salary: \$42,900 (Step B, Year 2, Col. B)

Name/Address: Heather Gray  
1222 N. 29 Street, Allentown 18104  
Education Level: B. S. Degree (2004)  
M. Ed. Degree (2006)  
Undergraduate School: Penn State University  
Graduate School: Cedar Crest College  
Certification: Instructional I, Elementary  
Effective: 2008-09 School Year  
Assignment: Grade 3, Shoemaker School  
Opening created by A. Hoffman leave  
Experience: 9/07-5/08: East Penn SD  
Salary: \$42,600 (Step A, Year 1, Col. B)

Name/Address: Cadi Schantzenbach  
HC 1, Box 33E, Swiftwater 18370  
Education Level: B. S. Degree (2007)  
Undergraduate School: University of Tampa  
Kutztown University  
Certification: Instructional I, Elementary  
Effective: 2008-09 School Year  
Assignment: Grade 4, Albutis School  
Opening created by J. Burger Leave  
Experience: 9/07-Present: East Penn SD  
Salary: \$42,900 (Step B, Year 2, Col. B)

Teacher Aide Appointment

Name/Address: Kenia Goris  
7109 Hunt Drive, Macungie  
Effective: June 10, 2008  
Assignment: Special Education, LMMS  
Vacancy created by L. Conrad transfer  
Salary: \$11.55/hr., 30 hrs./wk.

Compensated Professional Leaves

Employee: John Burger, Elementary Teacher  
Effective: 2008-09 School Year  
Purpose: Graduate Work at Wilkes University  
Employee: Chanin Deegan, IST Teacher, Macungie School  
Effective: 2008-09 School Year  
Purpose: Graduate Work at Widener University

Additions to the Summer Maintenance Staff

See Exhibit 6

Leave as Per Collective Bargaining Agreement

Employee: Lori Babel  
Effective: June 12-17, 2008

IT Department Summer Student Workers

Joe Plowman Benjamin Roth Gregory Yankovoy  
Rebecca Plowman

Returning: Alex Stashko

Co-Curricular Advisor

Steven Yoder Boys Basketball Coach \$7287.00

Salary is from Schedule B of the 2007-09 Collective Bargaining Agreement with the East Penn Education Association.

Extended School Year Elementary and Secondary Positions

See Exhibit 7

2008-9 Teacher Transfers

See 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.

2. Contract Approvals - Exhibits 10 and 11

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve the contracts with Educare, 188 S. First Street, Lehighton and Behavioral Health Associates, Inc., Licensed Private Academic School, 188 S. First Street, Lehighton as outlined in Exhibits 10 and 11.

6. Facilities

1. Bid Opening Report - Willow Lane Elementary School (Exhibit 12)

2. Willow Lane Elementary Project – PLANCON F  
Post – Bid Opening Notification (Exhibit 13)

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve PLANCON F, Exhibit 13, post-bid opening notification to the PA Department of Education.

3. Contract Awards Willow Lane Elementary School

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the issuance of "Notice of Intent to Award Contracts" to the contractors listed below and in the amounts listed who are the lowest responsible bidders meeting specification for the Willow Lane Elementary School Project.

General Contractor

Perrotto Builders LTD  
426 Warren Street



Reading, PA 19601

Base Bid	\$14,248,000
Accepted Alternates	(\$456,100)
Total Contract Award	\$13,791,900

Accepted alternates: GC: 1,3A,4,8, 9,10, 13A, 17, 19, 20, 21, 25, 26, 28, 30, 31, 41

NOTE: All other alternates not listed above be rejected.

HVAC Contractor

Worth & Company, Inc.  
6263 Keller Church Road  
Piperville, PA 18947

Base Bid	\$2,622,000
Accepted alternates	(\$5,700)
Total Contract award	\$2,616,300

Accepted alternate HC 1

NOTE: All other alternates not listed above be rejected.

Plumbing Contractor

JBM Mechanical, Inc.  
3273 Bun Club road  
Nazareth, PA 18064

Base Bid	\$1,112,000
Accepted alternate	(\$1.00)
Total Contract Award	\$1,111,999

Accepted alternate PC 1

Electrical Contractor

Wind Gap Electric, Inc.  
125 West Seventh Street  
Wind Gap, PA 18091

Base Bid	\$2,849,700
Accepted alternates	\$ 4,750
Total Contract Award	\$2,854,450

Accepted alternates EC 1, 3A, 4

NOTE: All other alternates not listed above be rejected.

Summary:

Total contract cost with alternates

	\$20,374,649
Base bid no alternates	\$20,831,700
Total alternates accepted	(\$457,051)

Be it further

RESOLVED, That the East Penn Board of School Directors authorize submittal of PLANCON G project accounting based on bids to the Department of Education per Exhibit 14.

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 (PLANCON G), and required approvals from 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 District Solicitor.

7. Legislative C. Ballard

1. NSBA Video

8. Other Educational Entities

-Carbon Lehigh Intermediate Unit  
-Lehigh Career & Technical Institute

T. Richwine  
A. Earnshaw  
F. Fuller  
S. Kowalchuk  
T. Richwine

9. Policy

-PSBA Standards for Effective School Governance - Exhibit 15

10. Business Operations

1. Bill List Approval

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

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

2. Food Service Management Contract Award (Exhibit 16)

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

RESOLVED, That the East Penn Board of School Directors award the Food Service Management Contract for the 2008-09 school year to The Nutrition Group in accordance with their proposal of May 16, 2008; and,

Be it further

RESOLVED, That the administration be authorized to prepare the appropriate contract for review by the Solicitor.

3. Performance Audit Response (Exhibit 17)

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

RESOLVED, That the East Penn Board of School Directors accept the response and corrective action plan relative to the Auditor General's Performance Audit Report for the fiscal years ending June 30, 2006, 2005, 2004, and 2003.

4. Approval of Destiny Resource Management Agreement (Exhibit 18)

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

RESOLVED, That the East Penn Board of School Directors approve the Destiny Resource Management Agreement as outlined in Exhibit at a cost not to exceed \$88,087.62.

Note: This contract has been reviewed by the Solicitor.

- 5. Bid Opening Report - Masonry Repairs at Emmaus HS (Exhibit 19)
- 6. Contract Award - Masonry Repairs at Emmaus HS (Exhibit 19)

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors award the contract for masonry repairs at Emmaus HS as outlined in Exhibit 19.

- 7. Special Funding Disbursements - Exhibit 20

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the expenditure of from the 2004A General Obligation Bond Issue and the 2007 EGA issue as outlined on Exhibit 20

- 11. Announcements

Monday, June 9 7:00 p.m.-CLEAR Session  
7:30 p.m.-Board Meeting

- 12. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance
2. Student & Staff Recognition
  - Production and Cast Members - Les Miserables
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  
June 9, 2008 meeting.

5. 2008-09 East Penn School District Budget
  1. 2008 Homestead and Farmstead Resolution

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
**RESOLVED**, by the Board of School Directors of East Penn School District, that  
homestead and farmstead exclusion real estate tax assessment  
reductions are authorized for the school year beginning July 1, 2008,  
under the provisions of the Homestead Property Exclusion Program Act  
(part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006),  
as follows:

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.** The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2008:

a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$1,756,299.43.

b. **Philadelphia tax credit reimbursement funds.** PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$35,409.59.

c. **Aggregate amount available.** Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$1,791,709.02.

2. **Homestead/farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:

a. **Homestead property number.** The number of approved homesteads within the School District is 15,132.

b. **Farmstead property number.** The number of approved farmsteads within the School District is 27.

c. **Homestead/farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 15,159.

3. **Real estate tax reduction calculation.** The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the aggregate amount available during the school year for real estate tax reduction of \$1,791,709.02 by the aggregate number of approved homesteads and approved farmsteads of 15,159, the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$118.20.

4. **Homestead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of \$118.20 by the School District real estate tax rate of 42.27 mills (.04227), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$2,796.31, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$2,796.31.

5. **Homestead/farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$2,796.31. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$2,796.31. For purposes of this Resolution, "approved homestead" and "approved farmstead" shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.

6. **Homestead/farmstead exclusion authorization – interim real estate tax bills.** No homestead or farmstead exclusion will apply to any interim tax bill except an interim tax bill applicable to a property that includes an approved homestead or approved farmstead listed in the report received by the School District from the County Assessment Office on or before May 1, but not included in the tax assessment reflected in the July 1 tax bill for the property. In most cases, the assessment of approved homesteads and approved farmsteads will be reflected in July 1 tax bills. However, in any case when there is an approved homestead or an approved farmstead that is not included in the assessment reflected in the July 1 tax bill, and when an interim real estate tax notice is issued later based on an interim assessment including the approved homestead or approved farmstead, the interim tax notice shall reflect a homestead or farmstead exclusion real estate assessed value reduction calculated under paragraph 5, except that the paragraph 4 maximum real estate assessed value reduction will be prorated in the same manner as the real estate tax is pro rated. Assuming the interim tax notice reflects taxation as of July 1, as will occur in most such cases, the full amount of the paragraph 4 maximum real estate assessed value reduction will apply. In the extraordinary case where the new interim tax assessment is effective after July 1, the paragraph 4 maximum real estate assessed value reduction will be pro rated in the same manner as the real estate tax reflected in the interim tax bill is pro rated.

2. 2008-09 Budget - Final Adoption

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors adopt the 2008-09 budget that was tentative adopted on May 12, 2008, and revised; and,

Be it further

RESOLVED, That the East Penn Board of School Directors, Lehigh County, Commonwealth of PA, hereby authorize expenditures totaling \$111,014,352 as set forth therein; and,

Be it further

RESOLVED, That the East Penn Board of School Directors levy a tax of 42.27 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% real estate transfer tax

Be it further

RESOLVED, That the Senior Citizen Real Estate Tax Rebate Program be continued for the 2008-09 year with the same eligibility income guidelines as the previous year's program; and,

Be it further

RESOLVED, That the East Penn Board of School Directors authorize the collection of school property taxes in installments in accordance with the previous year's schedule.

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

1. Personnel

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

Resignations

- Christopher Jones, Grade 6 Teacher at Eyer MS, effective immediately (Exhibit 1)
- Nicole M. LaBarre, elementary teacher at Macungie School, effective August 13, 2008 (Exhibit 2)
- Adria Creveling, Speech Teacher, effective August 14, 2008 (Exhibit 3)
- Meyre Schmit, Teacher Aide, effective June 16, 2008 (Exhibit 4)
- Audrey Erb, Teacher Aide at LMMS, effective June 30, 2008 (Exhibit 5)
- Patricia Heid, Teacher Aide, effective immediately (Exhibit 6)
- Elizabeth Harrison, Teacher Aide at Emmaus HS, effective immediately (Exhibit 7)
- Jeanne Niewoehner, Special Education Teacher, effective June 13, 2008 (Exhibit 8)

Professional Employee Appointments

Name/Address:	Andrea Hajoducko 79 Brookshire Court, Philadelphia 19116
Education Level:	B. S. Degree (1979) M. S. Degree (1999)
Undergraduate School:	East Stroudsburg University
Graduate School:	Drexel University
Certification:	Instructional II, Speech Correction, Ment/Phys. Handicapped, Library Science
Effective:	2008-09 School Year
Assignment:	Speech/Language Vacancy created by D. Mellon resignation
Experience:	10/83-Present: Philadelphia SD
Salary:	\$66,545 (Step M, Year 13, Col. M)
Name/Address:	Aleshea Maurer 5467 Applebutter Hill Road, Coopersburg 18036
Education Level:	B. S. Degree (1992) M. Ed. Degree (1996)
Undergraduate School:	Bloomsburg University
Graduate School:	Lehigh University
Certification:	Instructional II, Ment/Phys. Handicapped
Effective:	2008-09 School Year
Assignment:	Lower Macungie Elementary: Special Education Learning Support Vacancy created by L. Hendricks resignation & subsequent transfers
Experience:	9/96-Present: Bethlehem Area SD
Salary:	\$66,545 (Step M, Year 13, Col. M)
Name/Address:	Eric Smith 109 Victoria Drive, Douglassville 19518
Education Level:	B. S. Degree (2003) M. Ed. Degree (2007)
Undergraduate School:	Millersville University
Graduate School:	Marygrove College
Certification:	Instructional II, Industrial Arts/Technology Education
Effective:	2008-09 School Year
Assignment:	Tech Ed Department - Emmaus HS Vacancy created by R. Ruben retirement

Experience: 8/04-Present: Boyertown Area SD  
7/03-6/04: Kapolei SD, HI

Salary: \$51,659 (Step F, Year 6, Col. M0)

Name/Address: Julianne Smith  
916 Crystal Cave Road, Kutztown 19530

Education Level: B. S. Degree (1998)  
M. Ed. Degree (2007)

Undergraduate School: Penn State University

Graduate School: Kutztown University

Certification: Instructional II, Ment/Phys. Handicapped,  
Elementary

Effective: 2008-09 School Year

Assignment: Wescosville-Special Ed - Autistic Support  
Vacancy created by D. Richardson retirement &  
subsequent transfers

Experience: 9/07-Present: Carbon Lehigh IU  
5/99-6/07: Berks County Intermediate Unit

Salary: \$58,494 (Step J, Year 10, Col. M)

Name/Address: Steven Yoder  
6352 Larch Circle, Macungie 18062

Education Level: B. S. Degree (1994)  
M. S. Degree (2006)

Undergraduate School: Bloomsburg University

Graduate School: Wilkes University

Certification: Instructional II, Social Studies

Effective: 2008-09 School Year

Assignment: Social Studies, Emmaus HS  
Vacancy created by E. Kahler resignation

Experience: 8/03-Present: Parkland SD  
8/02-6/03: Allentown SD  
8/94-6/02: Lewisville (TX) SD

Salary: \$60,669 (Step K, Year 11, Col. M)

Temporary Professional Employee Appointments

Name/Address: Jennifer Glendenmeyer  
3917 Sycamore Drive, Northampton 18067

Education Level: B. S. Degree (2008)

Undergraduate School: Bloomsburg University

Certification: Instructional I, Elementary, Special Ed N-12

Effective: 2008-09 School Year

Assignment: Elementary, Special Ed Autistic Support  
(New budgeted position)

Experience: None

Salary: \$42,600 (Step A, Year 1, Col. B)

Name/Address: Tracy Urban  
1629 Elm Street, Bethlehem 18017

Education Level: B. A. Degree (1999)  
M. Ed. Degree (2008)

Undergraduate School: East Stroudsburg University

Graduate School: Lehigh University

Certification: Instructional I, Special Education N-12

Effective: 2008-09 School Year

Assignment: Eyer MS: Special Education Learning Support  
Vacancy created by B. Alick retirement

Experience: 8/06-Present: Centennial School at Lehigh  
University  
1/2002-8/06: Bethlehem Police Department

Salary: \$50,130 (Step A, Year 1, Col. M)

Name/Address: Lisa Rothermel  
2172 Ward Road, Pennsburg 18073

Education Level: B. S. Degree (2007)

Undergraduate School: East Stroudsburg University  
Certification: Instructional I, Health/Physical Education  
Effective: 2008-09 School Year  
Assignment: Emmaus HS - Health/Wellness  
Vacancy created by G. Legath retirement  
Experience: 2/06-Present: East Penn SD (per diem substitute)  
Salary: \$42,600 (Step A, Year 1, Col. B)

Full-Time Substitute Teacher Appointment

Name/Address: Michele Maxwell  
2076 Newport Road, Newport 17074  
Education Level: B. S. Degree  
Undergraduate School: Kutztown University  
Certification: Instructional I, Art K-12  
Effective: 2008-09 School Year  
Assignment: Art Department, Emmaus HS  
Opening created by T. Maley leave  
Experience: None  
Salary: \$42,600 (Step A, Year 1, Col. B)

2008-09 Department Chairs

See Exhibit 9

Team Leaders for Ever MS & Lower Macungie MS

See Exhibit 10

Elementary Level Team Leaders & Subject Area Leaders

See Exhibit 11

Jump Start Summer Program - July 28-August 14, 2008

See Exhibit 12

2008 Summer School Program (Emmaus HS & Middle Schools)

See Exhibit 13

Teacher Transfer List & Elementary Head Teachers

See Exhibit 14

Summer Maintenance Program

New Employees/Possible Alternates - \$7.25/hr.

Zachary Nielsen Daniel Reinert

Educational Conferences - Exhibit 15

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Exhibit 15.

2. Authorization to Apply for Federal/State 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, and Title III:

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



Tentative Allocation: \$567,091.00

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.

Tentative Allocation: \$196,181

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

No Tentative Allocation to date. 2007-08 was \$26,762.00

Accountability Block (State) Grant: 2008-09 - \$590,746  
(Grant includes Full-Day Kindergarten Supplement)

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 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. Approval of District Insurance Policies

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

PACKAGE POLICY

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, boiler coverage and automobile, to Insurance Company of N A (PSBA Insurance Trust Program) through USI (Flanigan, O'Hara, Gentry and Associates) at the quotation price of \$208,337.

Note: Last year this policy was awarded to ACE USA for a total premium of \$207,344.

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 \$25,048.

ERRORS & OMMISIONS 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 \$38,533 through the Miers Insurance Agency.

Note: Last year this policy was awarded to the Pennsylvania School Boards Insurance Trust for a total premium of \$41,355.

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 School Boards Insurance Company of Pa., Inc. (PSBA Insurance Trust Program) at the quotation price of \$336,313 through USI (Flanigan, O'Hara, Gentry and Associates).

Note: Last year this policy was awarded to Old Republic for a total premium of \$339,202.

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 \$17,963 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 for \$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 at a total premium of \$15,200.

4. Authorization to participate in contracts issued by the Department of General Services for the 2008-09 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 (SGS) 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 2008-09 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 Scholl District hereby requests authorization to participate in purchase contracts of the Carbon Lehigh Intermediate Unit, Lehigh Career & Technical Institute, PENNCON, and PEPPM.

6. Approval of Destiny Resource Management Agreement (Exhibit 16)

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

RESOLVED, That the East Penn Board of School Directors approve the Destiny Resource Management Agreement as outlined in Exhibit 16 at a cost not to exceed \$81,447.12.

Note: This contract has been reviewed by the Solicitor.

7. Special Funding Disbursements (Exhibit 17)

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_

RESOLVED, That the East Penn Board of School Directors authorize the expenditures from the Capital Reserve Fund, 2004A GOB Issue, and 2007 EGA Issue as outlined on Exhibit 17.

8. Announcements

Monday, June 23 7:15 p.m.-CLEAR Session  
7:30 p.m.-Board Meeting, Board Room

9. Adjourn