

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 March 12, 2012 meeting.

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

1. District Update
2. Personnel

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

- Beth Alcaro, Administrative Assistant at Emmaus HS, effective March 20, 2012 (Exhibit 1)
- Deborah Janney, School Nurse at Willow Lane School, effective June 30, 2012 (Exhibit 2)
- Cathy Venusto, Tech Assistant, effective April 3, 2012 (Exhibit 3)
- Chad Werkheiser, Instructional Assistant at Emmaus HS, effective immediately (Exhibit 4)

Compensated Professional Leave

Employee: Virginia Coleman, Art Teacher  
Emmaus HS  
Effective: 2012-13 School  
Purpose: Pursue Course Work at The Art Institute of  
Charleston, SC  
Reference: Board Policy 438.1-Compensated Professional Leaves

General Leave of Absence – Board Policy 539, General Leave

Employee: Diane Kehm, Staff Assistant  
Shoemaker School  
Effective: March 26, 2012-March 25, 2013

Income Protection

Employee: Shannon Fraser, French/Spanish Teacher  
Emmaus HS/Eyer MS  
Effective: March 9, 2012

Leave as Per Collective Bargaining Agreement

Employee: Tammy Nassry, Special Education Teacher  
Emmaus HS  
Effective: March 30, 2012-May 11, 2012

Health Room Assistant Appointment

Name/Address: Melanie Miller  
7283 Snowberry Court, Macungie 18062  
Effective: February 28, 2012  
Assignment: Lincoln School (Vacancy created by L. Waters resignation)  
Salary: \$18.22/hr., 29 hrs./wk.

Additions to the 2011-12 List of Per Diem Substitutes

Meghan Dunton, Elementary  
Joan Timalonis, Health Room Assistant  
Sherri DeFrain, Elementary  
Lucesita Rivera-Woolard, Instructional/Staff Assistant  
Katelyn Christian, Elementary  
Shannon Griffels, Art

Change in Assignments for School Psychologists

<u>Employee</u>	<u>From</u>	<u>To</u>
Lori Rose	Lincoln/Macungie	Jefferson/Lincoln
Mark Neth	Jefferson	Wescosville
Mary Kay Naunas	Shoemaker	Macungie/Shoemaker

Educational Conferences – Exhibit 5

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

5. Facilities

1. Authorization for Engineering Services

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
 RESOLVED, That the East Penn Board of School Directors authorize Liberty Engineering, Inc., 7535 Windsor Drive, Suite B-203, Allentown to complete the following engineering services on the projects listed below:

Additional Storage Not to Exceed \$5,000 plus reimbursable expenses (Exhibit 6)

District-Wide Sidewalk & Asphalt Paving Repair Not to Exceed \$8,800 plus reimbursable expenses (Exhibit 7)

Note: Agreements have been reviewed by the solicitor.

2. Authorization for Engineering Services for Emmaus HS Pool Dehumidification Unit Upgrades- Exhibit 8

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
 RESOLVED, That the East Penn Board of School Directors authorize Entech Engineering, Inc., 4 South Fourth Street, Reading, PA to provide documents for bidding and construction for repairs and upgrades of the pool dehumidification unit and other system conditions and reduce the concentration of chloramines that exist at the pool surface and as outlined in Exhibit 8.

Cost not to exceed \$22,650

Note: Agreements have been reviewed by the solicitor.

3. Authorization for Engineering Services for Lincoln and Lower Macungie MS Window Replacements

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
 RESOLVED, That the East Penn Board of School Directors authorize Spillman Farmer, 1720 Spillman Drive, Bethlehem to provide architectural and engineering services for the project listed below and as described in Exhibits 9 and 10.

Lincoln Elementary School Window Replacement (Exhibit 9) Not to exceed \$12,500 plus reimbursable expenses at cost

Lower Macungie MS Window Replacements (Exhibit 10) Not to exceed \$5,000 plus reimbursable expenses at cost

Note: Agreements have been reviewed by the solicitor.

6. Legislative C. Ballard

7. 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 the checks and vouchers in the amounts indicated.

2. Treasurer Report

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the Treasurer's Report be approved.

3. EnerNOC Demand Response – E-Power Demand Response – Exhibit 11

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors approve Attachment B-1, EnerNOC Demand Response-E Power Demand Response program as described in Exhibit 11.

4. Fund Disbursements – Exhibit 12

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board of School Directors authorize the disbarment of funds from GOB 33-2010-Series A as described in Exhibit 12.

5. Approval of the Response & Correction Action Plan – Auditor General –Exhibit 13

Motion by \_\_\_\_\_, Seconded by \_\_\_\_\_  
RESOLVED, That the East Penn Board approve the response and corrective action plan to the Auditor Generals' Performance Audit Report for fiscal years ending June 30, 2007 and 2008 as submitted to Ms. Connie Derr on March 9, 2010.

8. Announcements

Monday, March 26	7:00 p.m.-Executive Session 7:30 p.m.-Board Meeting
Week of March 26	Kindergarten Registration (See Web Site)
March 29, 30, 31 March 31	7:00 p.m.-Eyer Spring Musical, "Annie, Jr." 2:00 p.m.-Matinee
March 29, 30, 31 March 31	7:30 p.m.-LMMS Spring Musical "The Boys from Syracuse" 2:00 p.m.-Matinee
April 5, 6, 9	Spring Break
April 23	7:30 p.m. – Board Meeting

9. Adjourn