

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

2. Award Presentations

-**LEED for Schools Silver Award** – Willow Lane Elementary School – Lynn Glancy

-**Recognition of Achieving Model Independent Status for the 2011-12 School Year – Autism Initiative** – Erin Haddigan & Staff, Emmaus High School; Jen Glendenmeyer & Staff, Wescosville School; Mike Behr & Staff, Wescosville School

3. Requests to Address the Board

4. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes for the March 25, 2013 meeting.

5. 2013-14 Adoption of the Lehigh Carbon Community College Capital & Operating Budget

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the 2013-14 Adoption of the Lehigh Carbon Community College Capital & Operating Budget

6. 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:

Retirements/Resignations

- Michael Seip, Health/Physical Education Teacher, effective June 16, 2013 (Exhibit 1)
- Patrice Helfrich, ESL Teacher, effective June 12, 2013 (Exhibit 2)
- John Stabinger, Web/Application Specialist, effective May 3, 2012 (Exhibit 3)
- Melissa Klingenberg, Instructional Assistant at Jefferson School, effective April 5, 2013 (Exhibit 4)
- Amanda Kender, Instructional Assistant at Macungie School, effective April 10, 2013 (Exhibit 5)

General Leave of Absence – Board Policy 539

Employee: Maria Matsuba
Instructional Assistant, Wescosville School
Effective: June 5, 2013-June 4, 2014

Income Protection Leave

Employee: Jeanette George
Custodian
Effective: April 18, 2013

Leave as Per Collective Bargaining Agreement

Employee: Emily Vernon
Grade 2 Teacher, Willow Lane
Effective: May 1, 2013-June 30, 2013

Remedial Assistant and Staff Assistant Appointments

<u>Name/Address</u>	<u>Assignment</u>	<u>Salary</u>
Jennifer Rosa 78 Willow Street Macungie 18062	Remedial Assistant, Macungie School Vacancy created by R. Ross resignation	\$13.75/hr., 29 hrs./wk. Effective 4/9/13
Sandra Kreiner 3950 Main Road, West Emmaus 18049	Staff Assistant, Macungie School Vacancy created by K. Cole resignation	\$13.38/hr., 16.5 hrs./wk. Effective 4/9/13

Additions to the 2012-13 List of Per Diem Substitutes

Robert Bogwist, Social Studies
Jennifer Halucka, Special Education/Elementary
Kristen Breitfield, Family & Consumer Science
Kathryne Fones, Remedial Assistant
Kim Wanninger, Remedial Assistant
Kristen Marks, Remedial Assistant
Dee Barebo, Remedial Assistant
Diana Wallbillich, Remedial Assistant
Jeanette Nichol, Food Service
Jessica Celone, Food Service

Co-Curricular Appointments

See Exhibit 6

Educational Conferences – Exhibit 7

That the East Penn Board of School Directors approve the estimated expenses for the individuals attending the educational conferences listed on Exhibit 7.

- 7. Legislative C. Ballard
- 8. TIF Committee Dr. K. Bacher; Dr. Thomas L. Seidenberger
- 9. Business Operations

- 1. Bill List

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

- 2. Budget Transfers (Exhibit 8)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the budget transfers as listed on Exhibit 8.

3. Record of Investments (Exhibit 9)

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the investments listed on Exhibit 9.

4. Disbursement of Funds (Exhibit 10)

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

5. PLANCON PART K: Project Refinancing (Informational Only) (Exhibit 11)

PLANCON PART K: Project Refinancing and appended materials are being entered into the minutes of this Board Meeting.

6. Proposed Motion by L. Donches for April 8, 2013 Agenda

Motion by Donches, Seconded by Stolz
RESOLVED, That the East Penn Board of School Directors bid out all the professional services.

10. Announcements

Monday, April 8	7:00 p.m.-Executive Session 7:30 p.m.-Board Meeting
April 10, 11, 12, & 13 April 13	7:00 p.m.-Emmaus HS Spring Musical, Legally Blonde 2:00 p.m.-Matinee
April 15-19	1:30 p.m.-Elementary Early Dismissal
April 22	7:30 p.m.-Board Meeting

11. Adjourn