

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS

**MINUTES OF THE
MARCH 23, 2015 BOARD MEETING**

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:32 p.m., followed by the Pledge of Allegiance.

Board Members Present: K. Bacher, C. Ballard, L. Donches, A. Earnshaw, F. Fuller, R. Heid,
Z. Munson, S. Rhodes, III, W. Vinovskis

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

Press Present: Peter McConnell, East Penn Press

2. REQUESTS TO ADDRESS THE BOARD

John Donches, 559 Minor Street, Emmaus, PA 18049 – Mr. Donches commented regarding Senate Bill 643 which introduces the concept of union contract negotiations being open to the public. He also shared his concern regarding the budgetary reserve and bond refinancing.

Carol Allen, 2661 Terrwood Drive, W., Macungie, PA – Ms. Allen commented on the Mary Poppins performance by EHS students.

3. APPROVAL OF MINUTES

Ms. Heid noted an error on page 3 of the minutes indicating her name appeared twice under the motion to table the 2016-16 District Calendar. Ms. Heid was absent on March 23rd. Board Secretary will make correction on official minutes.

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the amended minutes of the March 9, 2015 Board meeting.

This resolution was unanimously adopted by voice vote.

4. REPORT OF THE SUPERINTENDENT OF SCHOOLS

a. Dr. Schilder reported on the following:

- Before Care and After Care Programs in EPSD
 - Lehigh Valley Children’s Centers and Allentown YMCA have been the providers of before and after care programs in our elementary schools.
 - Agreements have not been approved by the Board since 2005.

- New agreements will be submitted to the Board in April for approval. This process will continue on a yearly basis.
- Cambridge Schools is requesting that they be approved as the sole provider for before and after care.

➤ **School and Student Recognition**

- EHS Key Club attended the 69th Annual Key Club Convention in Hershey, PA. The following awards were received:
 - Distinguished Secretary - Kevyn McConlogue
 - Distinguished Vice-President - Morgyn Hagy
 - Distinguished Editor - Louis Berrigan
 - Bob Bagans Unsung Hero Award - Brianna McGinley
 - Honorable Mention in the Non-Traditional Scrapbook Competition - Morgyn Hagy
 - 3rd Place in the Club Video Competition - Morgyn Hagy
- Sophomore Cathryn Seibert, assistant news editor of The Stinger, won the Pennsylvania School Press Association's first write-off news writing competition at Penn State University and will now go on to compete at the final level.
- The Emmaus Mosaic Mural will be installed in April at the Emmaus Public Library with a dedication ceremony being held on the 19th. This project has been an ongoing collaboration between Philadelphia mural artist, Isaiah Zagar, and East Penn art teachers and students, since 2012.
- EHS art students recently won four Scholastic Art Exclusive Affiliate awards:
 - Dr. Christine Oaklander Artistic Merit Award: Mixed Media, "*Raijin Stole My Belly Button*" - Crystal Hunter-Jones, Drawing, "*Insight Into Edgar Allen Poe*" - Sardis Disla
 - Imagination Award: Drawing (3rd), "*The Red Wood Giants*" - Mikelle Wills
 - Jurors Award And American Visions: Digital Art, "*Robot*" - Xiang Luo
- Ryan D. Bilger, Daniel Intriago, Lucy Q. Lin, Mason A. Trinkle and Justine Wang are the finalists who will be considered for the National Merit Scholarships being offered in 2015.
- The following students were named EHS Scholar Athletes for Winter 2014-15:
 - Jenna Reid – Girls Basketball
 - Blaire Schoenly – Cheerleading
 - John Woltornist – Boys Swimming
 - Claire Frank – Girls Swimming
- Wescosville will be recognized by PDE as a school that has successfully implemented the SWPBS (school-wide positive behavior support) model.
- Dr. Schilder congratulated Jill Kuebler and Rita Cortez for co-directing the musical, *Mary Poppins*, and commended the students for their wonderful performance.

b. Comprehensive Plan - July 1, 2015-June 30, 2018

- Dr. Torma provided a summary of the Comprehensive Plan and thanked members of the planning team, school and district administrators, and co-facilitator, Mrs. Kristen Campbell, for their time and diligence.

Motion by Fuller, Seconded by Rhodes

RESOLVED, That the East Penn Board of School Directors approve the Comprehensive Plan for the period of July 1, 2015 through June 30, 2018.

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

Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis - 9

c. Take from the Table the 2015-16 East Penn School District Calendar

Motion by Ballard, Seconded by Vinovskis

RESOLVED, That the East Penn Board of School Directors take from the table the motion made by Donches, seconded by Munson, to approve the 2015-16 East Penn School District Calendar.

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

Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis - 9

d. 2015-16 East Penn School District Calendar

Motion by Ballard, Seconded by Donches

RESOLVED, That the East Penn Board of School Directors approve the 2015-16 East Penn School District Calendar, as per Exhibit #1 .

- President Earnshaw noted a number of wording changes were incorporated into the calendar that were spurred by suggestions and recommendations of the Board.

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

Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Rhodes, Vinovskis - 8

Nay: Munson – 1

5. **PERSONNEL**

Motion by Munson, **Seconded** by Vinovskis

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

a. Resignation(s) (Exhibit # 2)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Angie Aleszczyk	Food Service Support Staff	EHS	3/10/15

b. Retirement(s) (Exhibit #3)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Sharon Woodeshick	Staff Assistant	Macungie ES	3/16/15

c. Leave of Absence(s) as Per Collective Bargaining Unit Agreement

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Susan Robilotto	English Teacher	EHS	4/2/15 – 5/14/15
Tammy Nassry*	Spec. Educ. Teacher	EHS	3/27/15 – 5/7/15
Caitlyn Shuttle*	Kindergarten Teacher	Macungie ES	3/17/15 – 5/4/15

***Correction:** Approved under General Leave of Absence on March 9, 2015.

d. General Leave of Absence(s) as Per Board Policy

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Liz Inman	Health Room Nurse	Wescosville ES	4/1/15 – beginning of the 2015/16 school year

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Cheryl McCarthy	Instructional Assistant	Eyer MS	4/13/15 – 4/13/16

e. Change in Employment Status

<u>Name</u>	<u>From:</u>	<u>To:</u>
Sarah Brouse Effective: 3/24/15	Part-time Staff Assistant – Willow Lane ES 24.5 hrs./wk.	Part-time Staff Assistant – Willow Lane ES 28.5 hrs./wk. Resignation of Akila Shankar

f. Support Staff Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>
Kristin Marks Effective: 3/24/15	Remedial Assistant – Alburdis ES Resignation of Michele Sovia	\$14.25/hr. 29 hrs./wk.

g. Addition to Emmaus HS Security Staff - \$14.75/hr.

Dimitria Barebo Staff Assistant - EHS

h. Co-Curricular Appointment(s) - Schedule B (Exhibit #4)

i. Additions to the 2014-15 List of Per Diem Substitutes (Exhibit #5)

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

Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis - 9

6. BUSINESS OPERATIONS

a. Approval of Bill List

Motion by Ballard, Seconded by Munson

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, as per Exhibit #6.

➤ During the discussion on the motion the following was noted:

- Ms. Donches indicated she will be voting against this motion and questioned if there is a different report, such as a general ledger, that would provide more information.
- In response to Ms. Donches' inquiry as to whether or not the Board would consider the description of the purchases added to the bill list, President Earnshaw noted that every item currently has a category and description noted on the bill list.
- Dr. Schilder stated he would accommodate the Boards request to create a different report only if the majority of the Board requested such a report.
- Dr. Bacher and Mr. Ballard like the current way the bill list is reported and are against changing the process.
- Mr. Ballard noted it is costly to gather the information Ms. Donches is requesting.
- President Earnshaw reminded the Board that any Board member can request detailed information on a specific check by submitting that request to the Board Secretary. He

recommended Ms. Donches write a motion proposing her suggestions and provide it to the Board Secretary to be placed on the agenda.

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

Aye: Bacher, Ballard, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis - 8

Nay: Donches - 1

Motion by Munson, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve Items 6. b. through 6. d. below:

b. Disbursement of Funds

RESOLVED, That the East Penn Board of School Directors authorize the expenditure of funds from the 33-2010 GOB Series A, as per Exhibit #7.

c. Treasurer's Report

RESOLVED, That the East Penn Board of School Directors approve the Treasurer's Report for month ended February 28, 2015, as per Exhibit #8.

d. Contracts

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

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
M. S.	Parent/Guardian Transportation Contract 2/2/15 through 6/8/15	\$.575/mile (33.68 miles round trip – EHS)

RESOLVED, That the East Penn Board of School Directors approve the following contract, as per Exhibit #9:

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
The Frederick Group	Listing Contract – 6503 Lower Macungie Road	N/A

RESOLVED, That the East Penn Board of School Directors approve the following contract, as per Exhibit #10:

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
Richard A. Shillabeer	Independent Contractor Agreement School Psychologist	\$4,000

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

Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis – 9

7. CURRICULUM

a. Educational Conferences

Motion by Ballard, Seconded by Vinovskis

RESOLVED, That the East Penn Board of School Directors approve the estimated expenses for the individual(s) attending educational conference(s), as per Exhibit #11.

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

Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis - 9

8. OTHER EDUCATIONAL ENTITIES

a. Lehigh Carbon Community College (LCCC) – 2015-16 Operating and Capital Budgets

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the 2015-16 Operating and Capital Budgets for Lehigh Carbon Community College, as per Exhibit #12.

➤ Trustee, Mrs. Thompson, shared the following information:

- LCCC has gone paperless at meetings
- LCCC ranked 3rd Top Workplace in the Lehigh Valley
- Dr. Ann Bieber received the Leadership Award

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

Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis - 9

b. Lehigh Career and Technical Institute (LCTI) – 2015-16 General Fund and Academic Center School Budgets

Motion by Donches, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the 2015-16 General Fund and Academic Center School Budgets for LCTI, as per Exhibit #13 .

➤ President Earnshaw stated this represents an outstanding budget for LCTI and an outstanding deal for the taxpayers throughout the Lehigh valley.

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

Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis - 9

c. Carbon Lehigh Intermediate Unit (CLIU) – 2015-16 General Operating Budget

Motion by Fuller, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the 2015-16 General Operating Budget for CLIU, as per Exhibit #14.

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

Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis - 9

9. LEGISLATIVE

a. Mr. Ballard reported on the following:

- Senate Bill 643 – Conducting negotiations in public. This process in the past was not successful.
- Until funds are allocated by the governor, plans on how school districts will spend state funds cannot be submitted to the Secretary of Education.

- PSBA is supporting furloughs based on district needs, allowing for economic furloughs.
- Proposals to be placed on the 2016 legislative platform need to be brought before this Board for approval and, if approved, submission forwarded to PSBA by May. President Earnshaw requested such proposals be sent to the Board Secretary a week prior to a board meeting to be placed on the agenda.

Other topics for discussion included the following:

- Ms. Donches cited a section from the PA school code which states that “under fiscal years beginning after June 30th 2004 a school district of the second, third or fourth class may delay the adoption of its annual budget beyond the last day in June where legislation providing the appropriation for basic education funding to be paid as a reimbursement for the preceding school year is not enacted until June 15th”. Mr. Ballard indicated we would need input and clarification from our solicitor as well as solicitors from across the state. Legislation currently allows school districts to reopen the budget if State does not pass a budget by June 15th.
- President Earnshaw clarified the budget timeline noting the Board must adopt proposed budget 30 days before final adoption, passing the budget by May 31st. Waiting to pass the district budget would delay the issuance of tax bills. Reopening the budget and changing the tax rate would result in sending out adjusted tax bills. A local tax collector generates our tax bills for a fee.
- Ms. Heid requested the Board think about going paperless and would like to have the Board meetings computerized in the future. Dr. Schilder commented that he has worked with Boards who have gone paperless; they later decided to return to paper for numerous reasons. President Earnshaw advised if interested in going paperless to provide request to Mrs. Allen to place on a future agenda for discussion. Ms. Fuller indicated CLIU meetings are paperless. CLIU Board members have capability of reviewing paper agenda in advance with laptops being provided by CLIU’s IT department at Board meetings.
- Ms. Donches made a suggestion to get rid of the 18% prevailing wage with regard to capital projects. Dr. Schilder indicated work is done in house when possible. Otherwise, it is contracted out.
- In response to Ms. Donches’ inquiries regarding the budget, President Earnshaw informed Ms. Donches that the budget will be up for discussion in April.

10. ANNOUNCEMENTS

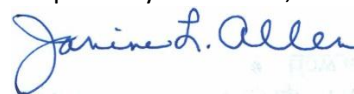
Executive Session: Monday, March 23, 2015 – 7:15 p.m. (confidential items & negotiations)

Next Board Meeting: Monday, April 13, 2015 - 7:30 p.m.

11. ADJOURN

There being no further business to come before the Board, Motion to adjourn was made by Fuller, Seconded by Donches at 8:28 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District