

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MINUTES OF THE
APRIL 13, 2015 BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:30 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. There were no Requests to Address the Board

3. APPROVAL OF MINUTES

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the amended minutes of the March 23, 2015 Board meeting.

This resolution was unanimously adopted by voice vote.

4. PRESENTATIONS

a. Emmaus High School Summer School Program

- Kristen Campbell, Assistant Superintendent, Laura Whitman, Supervisor Curriculum – Secondary Level, and Mark Covelle, EHS Assistant Principal, presented the Hybrid Summer School 2015 PowerPoint comparing the old model to the proposed new model.
- In response to questions posed by the Board, the following information was provided:
 - Edgenuity is tailored toward mastery learning and is approved by the NCAA for course work
 - Based on projections of 180 students, more students may take advantage of the acceleration courses due to flexibility. Under old model, approximately two-thirds of the students are in summer school for remediation, one-third of the students are for acceleration
 - Allows flexibility to remediate students based on their needs
 - Self-funding, student tuition will cover the costs
 - Costs are based on remediation or acceleration course:

- 2.5 week course for remediation - \$200
- 5 week course for remediation - \$250
- 5 week course for acceleration - \$300 (higher due to more course work)
- Reduced costs offered only for remediation students who receive free or reduced lunches
- Computers are available in the library from 7 a.m. to 4 p.m. for those students who do not have access to the internet, computer or iPad
- Parkland currently uses on-line program for summer school
- Students may retake tests as many times as needed, test will be different each time to avoid cheating
- Student may complete course in a shorter amount of time
- English/Math/Biology curricula is aligned with East Penn curricula
- PA has strict requirements regarding driver education curriculum which prevents from being offered in the new model

➤ The Board offered the following comments and recommendations:

- Provisions need to be made for students who cannot get to school or library to access the Internet
- Concern there is not enough data on student mastery to support an on-line summer school program
- On-line model does not provide face to face interaction
- Use the course work cost of \$31,000 to develop own contents on Moodle giving the District more control

b. Student Resource Officer Proposal

➤ Dr. Michael Schilder, Superintendent, Dave Piperato, EHS Principal and Mark Covelle, EHS Assistant Principal, presented the Student Resource Officer Proposal PowerPoint:

- Review of the Literature
 - Common Themes
 - Pros
 - Cons
- Partnerships with Staff, Parents & Students
- Characteristics of an Effective SRO
- Why?

➤ Mr. Ballard made recommendations of items to be considered when drafting an MOU:

- Provisions for arrests of students for non-school matters do not take place on school property
- Adequate time for parents to get to school with an SRO present
- Restriction on SRO in regard to interrogation and search of student
- Special training of SRO and substitute is required
- Legal issues regarding discipline for special needs students
- Notification under PA Act 104, court approval needed to carry a gun on school property
- FERPA
- Constitutional issues

- The Board discussed the pros and cons of an SRO. They questioned the data to support an SRO and why now. A summary of their comments are as follows:
 - Numbers that appear in the Safe School Incident data base indicate no upward trend of incidents at school from 1999 to present, trend is downward.
 - Statistical data indicates SRO's do not offer increased security.
 - Lack of quantitative research.
 - Does the need for an SRO now mean the school is currently not safe without one?
 - Essential means it is required which would indicate the district does not have a safe environment. Feels District currently has a safe environment.
 - SRO's hired in response to crime rate gives rise to negatives (pipeline to prison) prompting zero tolerance policies.
 - Need right person who specializes in this type of law enforcement to fill the position.
 - Difference of opinion regarding culture and environment. SRO presence may improve culture or could promote a fearful environment.
 - SRO could provide a deterrent effect.
 - Concern of culture and tone of school changing with an SRO providing a heightened level of anxiety when students see a uniformed person.
 - MOU is important part of the process.
 - Unsure if the budget will be able to sustain this position.
 - SRO position has been proposed in the budget in the past and removed.
 - Dollars are better spent on teachers to educate our students.
 - Board should visit other schools who currently utilize the services of SRO's, such as Parkland and Southern Lehigh.
- Ms. Surdoval confirmed SRO position is a contracted service under Support Services in the budget.
- As recommended by the Board, Dr. Schilder and administrative team will provide a proposed draft MOU to the Board as soon as possible.
- Marc Fisher clarified a school police officer is an employee of the school district. According to Act 104, a school police officer needs court approval to carry a gun on school property. An SRO does not.

5. REPORT OF THE SUPERINTENDENT OF SCHOOLS

- a. Dr. Schilder reported on the following:
 - 2015-16 budget notebooks were provided to the Board representing changes from the preliminary budget. Ms. Surdoval provided a summary of changes made since the preliminary budget was adopted. President Earnshaw stated questions about specifics in the budget will not be entertained this evening.
 - Student Recognition:
 - Nineteen Emmaus High School students in grades 9 through 12 participated in the Region 6 History Day Competition at Jim Thorpe High School. Nine students advanced to the Pennsylvania State History Day Contest.
 - Twenty-one students competed in the USA Biology Olympiad Open Exam. EHS had one semifinalist, freshman Abigail Dalton, who scored a 26 and will now be taking the two-

hour semifinalist exam. She is one of only 27 students in Pennsylvania to advance to the 2nd round of testing.

- Emmaus High School was recently ranked in the top 100 high schools in the state by Niche Magazine, coming in at #99.
- The National Athletic Trainers Association has recognized Emmaus High School as a Safe Sports School 1st Team
- Howard Moyer took 3rd place in Heavy Equipment Operations during the LCTI Skills USA Competition
- The Choral, under the direction of Rita Cortez, traveled to Italy for a performance tour.

➤ Reverend Vinovskis stated that when reviewing the report provided by Nutrition, Inc. he noted statistics indicated free breakfasts exceeded budget amount by 30% and free lunches exceeded budget amount by almost 30%. He emphasized the importance of being aware of the increased trend in poverty levels.

6. PERSONNEL

Motion by Fuller, Seconded by Bacher

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

a. Retirement(s) (Exhibit #1)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Elaine Civic	School Nurse	Macungie ES	6/11/15
Joseph Doyle	Math Teacher	EHS	7/1/15
Barbara Kleckner	Staff Assistant	Wescosville ES	3/23/15
Beth Witte*	Wellness/Fitness Teacher	Eyer MS	6/11/15

***Early Retirement Incentive Program**

b. Resignation(s) (Exhibit #2)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Jean Catao	Instructional Assistant	Jefferson ES	4/8/15
Wanda Farley	Instructional Assistant	Macungie ES	4/21/15
Laurie Lagerman	Instructional Assistant	Willow Lane ES	5/1/15
Doris Miller	Administrative Assistant	Administration	5/17/15
Rebecca Murphy	Instructional Assistant	EHS	3/30/15
Audrey Stevens	Technology Ed. Teacher	LMMS	6/11/15

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Lyne Dee DiPietro	Instructional Assistant	Shoemaker ES	4/14/15 – 4/14/16
Jamie Horn	Grade 3 Teacher	Alburtis ES	4/6/15 – end of the 2014/15 school year
Anne Nero	Business Teacher	EHS	2015 - 2016 school year
Rosemary Plarr	Instructional Assistant	Macungie ES	4/9/15 – 4/9/16
Susan Schaninger	Instructional Assistant	Eyer MS	4/30/15 – 4/30/16

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Lori Sheipe-Miller	Wellness/Fitness Teacher	EHS	5/1/15 - 5/7/15
Caitlin Shutte	Kindergarten Teacher	Macungie ES	Extension: 5/4/15 – 8/23/15

e. Withdrawal of Approved General Leave of Absence - Previously approved for the 2015-16 school year

<u>Name</u>	<u>Position</u>	<u>Building</u>
Jayne Epenshade	Teacher - Business	EHS

f. Income Protection Leave(s)

<u>Name</u>	<u>Position</u>	<u>Building/Location</u>	<u>Date</u>
Andrew Krause	Custodian 3 rd Shift	Maintenance	4/21/15 - TBD
Susan Robilotto	English Teacher	EHS	3/13/15 – 4/1/15

g. Change in Employment Status

<u>Name</u>	<u>From:</u>	<u>To:</u>	<u>Effective Date:</u>
Marion Dolan	Part-time Food Service Assistant - EHS 4.75 hrs./day	Part-time Food Service Assistant - EHS 5.25 hrs./day Resignation of Angie Aleszczyk	4/14/15

h. Demotion

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Robert Supplee	Utility – Maintenance Garage Salary: \$26.52/hr.	Custodian – Location TBD Salary: \$23.82/hr.	4/18/15

i. Confidential Assistant Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective Date</u>
Doris Miller	Business Office – Administration Retirement of Karen Kemp	\$33,500/yr.	5/18/15

j. Food Service Staff Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective Date</u>
Susan Hoch	Part-time Food Service Assistant EHS Transfer of Marion Dolan	\$9.25/hr. 4.75 hrs./day	4/14/15

k. Co-Curricular Appointment(s) - Schedule B (Exhibit #3)

l. Additions to the 2014-15 List of Per Diem Substitutes (Exhibit #4)

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

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

7. BUSINESS OPERATIONS

a. Approval of Bill List

Motion by Bacher, Seconded by Rhodes

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 #5.

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

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

Nay: Donches - 1

b. Appointment of Auditor

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors appoint the Audit firm of Gorman & Associates, P.C. to audit the records of the East Penn School District for the years ending June 30th of 2015, 2016 and 2017 at the fees stipulated below per letter of engagement dated March 20, 2015, Exhibit #6.

	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>
Audit Fee	\$32,300	\$32,300	\$32,500
Single Audit Fee (if required)	\$3,100	\$3,100	\$3,200

(Note – These rates are lower than the amount approved in April of 2014 for the audit for the year ending June 30, 2014 at a fee of \$34,300 and \$3,155.)

- Ms. Surdoval clarified there was no RFP. Ms. Donches read a statement from the PSBA hand book which recommends limiting the consecutive length of time an auditor is with a district. A typical length of employment of an auditor is 5 – 6 years which should be included in district policy. Use of RFP is also recommended.

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

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

Nay: Donches – 1

c. Contracts/Agreements

Motion by Munson, Seconded by Ballard

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

<u>Vendor</u>	<u>Type of Agreement</u>
Carbon Lehigh IU #21	2015-2016 Special Education Services Agreement , as per Exhibit #7

<u>Vendor</u>	<u>Type of Contract</u>	<u>Amount</u>
Northeastern Educational IU	2015-2016 Special Education Programs and Services Contract, as per Exhibit #8	\$79,596.70

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

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

d. Check Expenditure Summary Report Resolution (PROPOSED)

Motion by Donches, Seconded by none.

RESOLVED, That the East Board of School Directors adopt the following resolution:

WHEREAS, it is the fiduciary responsibility of the East Penn Board of School Directors to oversee the financial status of the East Penn School District, and

WHEREAS, the East Penn Board of School Directors approves the expenditures requested by the East Penn School District administration, and

WHEREAS, in order to fulfill its fiduciary responsibility, it is necessary for the Board to receive a complete and thorough report of the expenditures to be approved, including any information requested by any individual member of the board to make an informed decision, and

WHEREAS, in the interest of openness and transparency to the Citizens of East Penn School District, the Check Expenditure Summary Report provided by the District to be approved by the Board shall include the specific purpose(s) for which each check is expensed. The report for each check shall also include the check number, the vendor, the amount of the check, the invoice number, a listing of the specific items the invoice/check covers, the PA Chart of Accounts Function Code, the PA Chart of Accounts Object Code, and the Department (i.e. Buildings or Curriculum and Instruction, etc.) to which the charge(s) will be allocated;

NOW, THEREFORE, LET IT BE RESOLVED that beginning April 27, 2015, the Check Expenditure Summary Report shall be provided as dictated in this resolution.

Motion Failed for lack of a second.

8. CURRICULUM

a. Educational Conferences

Motion by Rhodes, Seconded by Donches

RESOLVED, That the East Penn Board of School Directors approve the estimated expenses for the individual(s) attending educational conference(s):

Conference Title:	Highmark Community Session
Location:	Hilton Garden Inn – Allentown, PA
Date(s):	April 30, 2015
Attending:	Karla Matamoros
Position/Building:	Student Services/Shoemaker
Cost:	\$-0-

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

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

9. OTHER EDUCATIONAL ENTITIES

a. Lehigh Career & Technical Institute – Report

- JOC Members: Mr. Ballard, Mr. Earnshaw, Ms. Fuller, Ms. Heid
- Ms. Heid reported on the following:
 - Parkland senior Brian Romig and EHS senior Nathan Arndt won the Northampton County Community College Automotive Service Technology competition. They will each receive \$2,000/year for a two year associates degree program for automotive technology at NCCC
 - LCTI received communication honors for Best Use of Advertising Award for open house, the School Website Award of Excellence and the Special Purpose Publication Award of Excellence for the View Book
 - All districts voted to approve LCTI budget

b. Carbon Lehigh Intermediate Unit - Report

- Board Member, Ms. Fuller, reported on the following:
 - CLIU hosted Commonwealth Budget Seminar
 - Held Computer Fair across two counties
 - Assist districts in managing the Management Information System
 - PDE is re-launching the Data Quality Curriculum. CLIU is holding seminars on how to navigate system and how to use results of the data

c. Carbon Lehigh Intermediate Unit

➤ 2015-16 Facilities Plan Committee Report

Motion by Fuller, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the 2015-16 Facilities Plan Committee report that was adopted by the CLIU Facilities Plan Committee on March 16, 2015, as per Exhibit #9.

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

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

10. TOPICS FOR DISCUSSION

a. Sign at Hamilton Crossings: EPSD Recognition

- Dr. Schilder reported he spoke with Mr. Harrison from TCH Developers and explained the sign is required as a result of the Hamilton Crossing property receiving grants and loans. Lower Macungie Township has declined. EPSD is being asked as a courtesy to be recognized on the sign.
- Following discussion the Board declined the invitation for East Penn School District to be recognized on the Hamilton Crossings sign. President Earnshaw requested Dr. Schilder to notify Mr. Harrison that the Board will respectfully decline.

b. Paperless Board Meetings

Motion to Table item was made by Munson, Seconded by Heid. Discussion of Paperless Board Meeting will resume on a future date.

This motion was unanimously accepted by voice vote.

11. LEGISLATIVE

a. Mr. Ballard reported on the following:

- House Bill 860 would shift states personal income tax from 3.07% to 3.7% and sales tax from 6 to 7%

12. ANNOUNCEMENTS

Next Board Meeting: Monday, April 27, 2015 - 7:30 p.m.

13. ADJOURN

There being no further business to come before the Board, Motion to adjourn was made by Ballard, Seconded by Fuller at 10:04 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District