

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS

MINUTES OF THE
May 11, 2015 BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:39 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

2. REQUESTS TO ADDRESS THE BOARD

Donald Richards, 3974 Fish Hatchery Rd., Allentown, PA 18103 – Mr. Richards commented on the budget, debt service forecast and bond issues.

3. APPROVAL OF MINUTES

- Ms. Donches noted a typographical error on page eight (8) under Legislative. The word “negations” should read “negotiations”.

Motion by Ballard, Seconded by Munson

RESOLVED, That the East Penn Board of School Directors approve the minutes of the April 27, 2015 Board meeting as corrected.

This resolution was unanimously adopted by voice vote.

4. PRESENTATIONS

a. Northeast Revenue Service, LLC – Hybrid Model on Delinquent Real Estate Tax Collection

- Mr. Robert Hart and Mr. Daryl Boich presented the Hybrid Model on Delinquent Real Estate Tax Collections. During the presentation, they provided the following key points under the Hybrid Model and offered clarification in response to Board members questions:
 - Northeast Revenue is a third party municipal tax collections firm with an affiliated law firm having in-house lawyers.
 - Hybrid model allows for the collection of delinquent fees and real estate tax under the Real Estate Tax Sale Law (RETSL) and the Municipal Claim and Tax Lien Act (MCTLA) simultaneously.
 - 100% of principal and penalty of all taxes collected will be returned to the taxing district.

- 5% cost of collections currently withheld from payment to the District would be assessed on all delinquent taxpayers within the taxing district resulting in \$75,000 to \$85,000 additional revenue to the District.
 - Under the current system, taxes are assessed higher on all taxpayers to compensate for the collection fees associated with the delinquent tax payers.
 - If taxpayer exceeds the 40-45 day grace period, lien will be filed under the MCTLA. If taxpayer enters into payment agreement, lien will not be filed.
 - Cost of collections and mailings would be transferred to delinquent tax payer. This includes 5% penalty, 1% attorneys fee, certified and return receipt mailers, notification of potential lien on property, posting by constable and newspaper advertisements.
 - Hybrid model offers hardship and payment plans; tax payer is not eligible for formal payment plan until second year of delinquency.
 - According to Senior Citizen Rebate and Assistant Act, taxpayers 65 years or older who meet income requirements are eligible for payment and abatement plans.
 - Sheriff's Sale would be stopped if owner has proof delinquent taxes are from previous owner.
 - District currently has 475 delinquent residential properties totaling \$1.4 million (90%) and 42 delinquent commercial properties totaling \$163,000 (10%).
- Northeast Revenue will attempt to gather information requested by the Board regarding the demographics of the 475 delinquent residential properties.
 - Board members expressed their concern of tax-paying residents being responsible for those who are not paying as well as increased penalties being assessed on those who already have difficulties in paying their taxes.
- b. The following EPSD staff presented a PowerPoint on the proposed 2015-16 Health, Wellness, Fitness and Driver Education Curriculums:
- ❖ Michele James, Supervisor Elementary Level Curriculum
 - ❖ Laura Witman, Supervisor Secondary Level Curriculum
 - ❖ Lisa Decker, HWF Teacher (Elementary)
 - ❖ Beth Witte, HWF Teacher (Middle)
 - ❖ Lisa Wells, HWF Teacher (High School)
 - ❖ Todd Breiner, Assistant Principal, EHS (Driver Education)
- During the discussion, the following information was provided and clarified:
 - Health, Wellness, Fitness curriculum last adopted in 2004.
 - No PA Common Core Standards to be implemented.
 - Parent meetings are held for the fifth grade human growth and development classes to discuss content. Parents are offered the opportunity to opt out.
 - Text books are used for 6th grade, on line resources are used for 7th & 8th grade.
 - Rationale for the proposed Health elective in 12th grade is that the curriculum is standards based in three year increments. This elective offers a vocational approach benefiting students interested in entering the health career and medical field. Staffing to be determined by the principal based on number of interested students.
 - Looking at developing hybrid model for health curriculum in the future.
 - Districts require state approval for the Drivers Education program and its instructors.
 - CLIU offers an online drivers education class that is paid by the students, not inclusive of credits for the student, and the District offers face to face classroom time engaging students in simulation.
 - Textbooks, technology and Chromebook carts are budgeted items.

- Reverend Vinovskis referenced potential partnerships with Rodale regarding health and wellness.

5. REPORT OF THE SUPERINTENDENT OF SCHOOLS – Dr. Michael Schilder

a. District Update

- Dr. Michael Schilder, Superintendent

- School, Student, Staff, and Board Recognition:

- Matt Fitzmaurice won the 2015 District XI 3A Boys Singles Tennis Championship.
- In celebration of the 45th annual Earth Day on April 22nd, Macungie first grade students participated in an Earth Day Grocery Bag Project. Students decorated brown paper bags donated by Weiss Market in Macungie with Earth Day awareness messages and art work. The bags were then returned to Weis Market on Earth Day and were distributed to customers.
- Maria McNabb, Administrative Assistant, Office of Curriculum and Instruction, was awarded the Gertrude E. Kopf Award of Recognition at the Pennsylvania Educational Office Professionals conference. This award is presented annually to honor a PAEOP member who has contributed outstanding service to education through the performance of duties/responsibilities in an educational office.
- Track and Field Eastern PA Conference Championships: Ryan Paradise – Bronze in the 800 and 1600, Ashley Petre - Bronze in Discus, Boys 1600 Relay - Bronze, Katie Lynch – 4th place in the Pole Vault, Katie Bacher – Silver in the 1600, Bronze in the 800 and 4th place in the 3200.

b. Motion by Ballard, Seconded by Fuller

RESOLVED, That the East Penn Board of School Directors adopt the 2015-16 Proposed Final Budget for the East Penn School District and the Senior Citizens Real Estate Tax Rebate Program for the 2015-16 school year.

RESOLVED, That the East Penn Board of School Directors adopt the proposed final 2015-16 budget in the amount of \$141,068,036 with the following tax levies:

17.294 mills on the assessed valuation of real estate

0.5% (.005) Act 511 Earned Income Tax

1.0% Act 511 Real Estate Transfer Tax

BE IT FURTHER RESOLVED, That the East Penn Board of School Directors continue the Senior Citizens Real Estate Tax Rebate Program for the 2015-16 year with the income eligibility guidelines to be established at final budget adoption.

- During the discussion on the motion the following comments and concerns were noted:

- President Earnshaw announced the adopted proposed final budget will be on display for public view for 30 days and a final budget will be adopted by the end of June. Advertising of changes between the adopted proposed final budget and final budget is not needed.
- Dr. Schilder noted the SRO position has been removed, structural deficits remain in the budget, budgetary reserve is still below 5% (4.49%) and tax increase remains at 3.78%
- Ms. Surdoval confirmed the following:

- \$100,000 will be left in the budget as committed fund balance for PSERS
 - New rental rates as of April YTD provide an additional \$10,000 revenue
 - Act 1 Index is 2.2%, PDE approved up to 5.2% for EPSD
 - Basic Instructional Subsidy must be looked at in combination with the Ready to Learn Grant in the budget
- Ms. Fuller noted benefits for future budgets include the Hamilton Crossings tax revenue, annual debt service going down approximately \$6 million/year and the anticipated millage projection for warehouses in Alburtis within the next two years will bring over \$1 million to the District.
 - Mr. Ballard stated he will vote in favor of the proposed final budget but expressed concern about the structural deficits. He requested an analysis of anticipated revenue increases.
 - Ms. Donches suggested an investigation would make those responsible pay back the \$18,000 used for remediation of hazardous waste at Wescosville. She will contact Dr. Schilder to discuss her ideas to curtail spending and drive revenue internally. Ms. Donches stated she will not be supporting the proposed final budget. She shared some of the citizen's comments and provided the following concerns:
 - Imposing tax increase on those same tax payers that currently receive free/reduced lunches
 - 65% of salaries and benefits as part of the budget vs private industry usually consisting of 40%
 - 2.5% increase in salary, benefits and pensions
 - Aggregation of marginal gains
 - \$683,692 needed to make up the budgetary reserve
 - Tax increase of \$62.91 per \$100,000 value of home
- Although Dr. Bacher recognizes the budget cuts being made could impact the quality of the education and curtail programs, he will vote yes to pass the proposed final budget this evening.
 - Dr. Munson expressed concerns regarding the list of budget cuts provided by administration highlighting the following:
 - Less music for music department
 - Possible elimination of annual author visits
 - Eliminate funds to assist with After-Ball party at high school (key safety - keeps students away from alcohol and out of automobiles)
 - Reduce quantity of books for Health Wellness Fitness curriculum
 - Reduce physics equipment
 - Reduction or delay of repairs such as preventive maintenance of the electrical gear
- President Earnshaw echoed Dr. Munson's concerns about budget cuts already made. He also made reference to the reduction or delay of preventive maintenance of the electrical gear as well as to the reduction or delay of the fencing, paving and sidewalk repairs, carpet and flooring replacement, variable frequency drive on the cooling tower of the high school, stage repair and replacement of custodial equipment.
 - President Earnshaw acknowledged the District has reduced the budget in the past by eliminating four Central Office administrative positions over the past four years and yearly spending freezes. He also noted that three years from now the District will be paying off a substantial amount of indebtedness. Capital projects are being done to reduce budget costs by installing high efficiency light fixtures and improve heating and air conditioning systems.
 - Ms. Donches read an excerpt from an article in the Philly.com entitled *PA Bid for the Bond Deal* which implies sending RFP's out for professional services will most likely result in receiving a more economical rate.

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

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

Nay: Donches - 1

6. PERSONNEL

Motion by Rhodes, Seconded by Munson

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>
Carol Cahill	English Teacher	LMMS	6/11/15
Kathleen Soska	Special Education Teacher	Lincoln ES	6/11/15

b. Early Retirement Incentive Program (Exhibit #2)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Jennifer Barr	Guidance Counselor	Willow Lane ES	6/11/15
Jack Decker	IST Teacher	LMMS	6/11/15

c. Resignation(s) (Exhibit #3)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Dimitri Diamandopoulos	Girls Tennis Coach	EHS	9/29/14
Karen Jensen	Staff Assistant	EHS	6/11/15
Erika Wagner	Special Education Teacher	Macungie ES	6/11/15
Kelly Weaver	English Teacher	LMMS	6/11/15

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Kristina Svencer	Biology	EHS	Extension until 10/24/15

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Lindsay Landis	Grade 3 Teacher	Macungie ES	2015-2016 school year
Laura Oswald	Special Education Teacher	EHS	2015-2016 school year
Kristina Svencer	Biology	EHS	10/25/15 - end of the 2015/16 school year
Nicole Swatsky	Grade 4 Teacher	Willow Lane ES	2015-2016 school year

f. Support Staff Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective Date</u>
Karen DeLong	Staff Assistant	\$14.22/hr.	5/12/15
(currently a sub)	Macungie ES	29 hrs./wk.	
	Retirement of Sharon Woodeshick		

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective Date</u>
Melissa Peracchia	Instructional Assistant Eyer MS Resignation of Carolyn Landis	\$14.22/hr. 29 hrs./wk.	5/12/15

g. Change in Employment Status

<u>Name</u>	<u>From:</u>	<u>To:</u>	<u>Effective Date:</u>
Micah Roberts	Custodian, 3rd shift EHS \$24.02/hr. 40 hrs./wk.	Utility Custodian \$27.88/hr. 40 hrs./wk. Demotion of Robert Supplee	5/11/15
Julia Schiermeyer	Administrative Assistant LMMS \$28,334/yr.	Administrative Assistant Business Office (Lateral Move) Appointment of Doris Miller to Confidential Assistant	5/18/15

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

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

j. Extended School Year Staff Appointments (Exhibit #6)

k. Summer Maintenance Program Employees (Exhibit #7)

l. Summer Book Repair Program

Rate: \$8.95/ hr.
Hours: 20 hrs./wk.
Duration: 3 weeks

Name:
Noelle DeRienzo
Wendy Frisch
Patsy Vanim
Donna George

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

Motion by Ballard, Seconded by Bacher to award the following:

a. Bid Award Recommendations

RESOLVED, That the East Penn Board of School Directors award the bids for Computer Supplies and General School Supplies for the 2015-2016 school year as outlined on Exhibit #8.

- Ms. Surdoval clarified that although the 15-16 budget has not been approved, acceptance of these bids now allows time for purchase orders to be generated and for vendors to provide materials prior to the start of the first day of school. These bids are fixed prices with fixed quantities.

b. Award of Contract

RESOLVED, That the East Penn Board of School Directors award the contract for cameras and installation at Emmaus High School to PEPPM bidder Vicon Communications, Inc., 135 Fell Court Hauppauge, NY 11788, in the amount of \$71,732.70 (Capital Reserve), as per Exhibit #9.

- Dr. Schilder confirmed cameras are budgeted in capital reserve for the 15-16 school year, are monitored by the District and the vendor provides the installation.
- Mr. Steve Onuscho, Facilities Director, indicated the cameras are digital vs. analogue. Digital costs less. He will verify with vendor regarding the 3-5 yr. limited warranty. Third party software is already in place. The analogue cameras being removed will be used to replace those that may be failing in other buildings.

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

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

c. Approval of Bill List

Motion by Rhodes, Seconded by Bacher

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 #10.

- Ms. Donches continues to request detailed information. Until process is changed, she will continue to vote no.

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

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

Nay: Donches - 1

d. Appointment of Treasurer

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors appoint Debra A. Surdoval as Treasurer for a term effective July 1, 2015 to June 30, 2016, and that she be directed to perform such duties as are appropriate for the position in accordance with the Public School Code of 1949, as amended, Section 436-442; that she 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.

- Ms. Donches stated that, in general, she feels Mrs. Surdoval's work is satisfactory and respects her knowledge. She further stated that, to her knowledge, Ms. Surdoval has not offered any explanation for her decision to approve purchase orders for the rental of the equipment to bury the hazardous waste at the Wescosville Elementary School property and for the fill to cover the hole. Therefore, Ms. Donches will not be supporting this motion.
- Dr. Schilder stated he is extremely uncomfortable with a Board member reprimanding an administrator in public and feels it is unacceptable. Instead, statements that could be construed as reprimands should be handled in executive session.

- Board members expressed their appreciation towards Ms. Surdoval for her expertise, diligence and integrity. They thanked Ms. Surdoval for her faithful service and being an exemplary and honorable employee.

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 Bacher, Seconded by Ballard to vote on Items 7. e. through 7. i. together:

e. Designation of 2015-16 Depositories

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 2015-2016 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.

Customers Bank
Embassy Bank
First Niagara Financial Group
ESSA Bank & Trust
National Penn Bank
PA Treasury/Invest Trust
PA Local Government Investment Trust
Pennsylvania School District Liquid Asset Fund
Quakertown National Bank
TD Bank
US Bank Corporate Trust Services
Wells Fargo Bank

f. Authorization to participate in contracts issued by the Department of General Services for the 2015-16 Year

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; nonprofit fire, rescue, or ambulance company; and any nonprofit corporation operating a charitable hospital be it

RESOLVED, That the East Penn Board of School Directors hereby authorize the participation 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.

g. Authorization to participate in joint purchasing for the 2015-16 Year

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 Board of School Directors hereby authorize the participation in purchase contracts of the Carbon Lehigh Intermediate Unit, Lehigh Career & Technical Institute, U.S. Communities, Keystone Purchasing Network, NJPA, State of Delaware, Pennsylvania Education Joint Purchasing Council, National Joint Powers Alliance (NJPA), National BuyBoard, PENNCON, and PEPPM.

h. Approval of PLANCON Part K: General Obligation Bonds Series, A of 2015

RESOLVED, That the East Penn Board of School Directors approve PLANCON Part K: General Obligation Bonds, Series A of 2015, for submission to the PA Department of Education, as per Exhibit #11.

i. Contracts/Agreements

RESOLVED, That the East Penn Board of School Directors approve the following agreement, as per Exhibit #12:

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Building Usage</u>
Lehigh Valley Children's Centers	Before & After Child Care Program	Alburtis and Lincoln ES

RESOLVED, That the East Penn Board of School Directors approve the following agreement, as per Exhibit #13:

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Building Usage</u>
YMCA & YWCA	Before & After Child Care Program	Shoemaker, Wescosville and Willow Lane ES

RESOLVED, That the East Penn Board of School Directors approve the following contract, as per Exhibit #14:

<u>Vendor</u>	<u>Type of Contract</u>	<u>Amount</u>
Camphill Special School	2015 Extended School Year - Enrollment Contract	\$8,230.84

RESOLVED, That the East Penn Board of School Directors approve the following agreement, as per Exhibit #15:

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
Melmark	2015 Extended School Year - Educational Services Agreement	\$15,570.00

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

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

8. CURRICULUM

Motion by Rhodes, Seconded by Donches to vote on Items 8. a. and 8. b. together:

a. Educational Conferences

RESOLVED, That the East Penn Board of School Directors approve the estimated expenses for the individual(s) attending educational conference(s), as per Exhibit #16.

b. 2015 List of Emmaus High School Graduates

RESOLVED, That the East Penn Board of School Directors approve the 2015 list of Emmaus High School graduates, as per Exhibit #17.

Note: This is a complete list of seniors. Only those seniors who meet the graduation requirements will be graduated.

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

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

9. TOPIC FOR DISCUSSION

a. Placement of East Penn Chamber of Commerce Sign: "Welcome to Emmaus" (Exhibit #18)

- Solicitor, Marc Fisher, confirmed sign would be placed on school District property but on Borough's right-of-way. Borough has approved the placing of this sign and is bringing this before the Board as a courtesy.
- Ms. Fuller indicated the sign program was developed to simply identify a community, celebrating inclusiveness of the community. Sign would include the EPCC and a sponsor logo.
- Mr. Ballard expressed his concerns regarding distractions to drivers, obstruction of view, safety of pedestrians, grounds maintenance and liability. He inquired as to whether or not PennDOT had been contacted.
- Dr. Schilder indicated motion will be brought to the Board at the next meeting. In the meantime, he will contact PennDOT.

10. OTHER EDUCATIONAL ENTITIES

a. Lehigh Career & Technical Institute

- JOC Members: Mr. Ballard, Mr. Earnshaw, Ms. Fuller, Ms. Heid
 - Ms. Heid reported on the following:
 - LCTI recognized seven (7) outstanding co-op students who attended the rotational internship. They are currently working with four local companies.
 - DECA State winners going to Nationals: Ashley Feliciano, Agostina Sanchez, Jamie Schwoyer & Laurie Slagle
 - Changing their campaign from Camp LCTI to Camp Innovation (STEM related)
 - LCTI is hosting a car show on May 30th, free admission

b. Carbon Lehigh Intermediate Unit

➤ Board Member: Ms. Fuller

- Ms. Fuller reported on the following:
 - CLIU hosted the 2015 Regional Academic Competition on April 17th for 14 high schools within Carbon and Lehigh counties. Students were quizzed in a college-bowl format on their knowledge in literature, math, science, American & World History, geography, the fine arts and current events. EHS took top prize and is proceeding to the State competition.

11. LEGISLATIVE

➤ Mr. Ballard reported on the following:

- Debate over Governors nominees
- Senate republicans unveiled pension reform plan
- Economic furlough and tenure reform bills moving through the House
- Bill 645 passed by the Senate – If the House passes the proposed Bill, public employees will be required to post proposed collective bargaining agreements on website within 48 hours of receipt. Receipt may be interpreted as being “reduced to writing”. No clarity of the term “draft”. Will be required to publish at least 2 weeks prior to the proposed signing of the collective bargaining agreement. Any documents presented by the public employer or received by the employee organization are to be public record through the Right-to-Know law.

12. ANNOUNCEMENTS

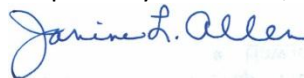
Executive Session: Monday, May 11, 2015 – 7:00 p.m. (Real Estate items)

Next Board Meeting: Monday, June 8, 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 10:09 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District