

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MINUTES OF THE FEBRUARY 9, 2015
BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:37 p.m., followed by the Pledge of Allegiance.

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

Board Members Absent: R. Heid

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: Randy Kraft, WFMZ

2. REQUESTS TO ADDRESS THE BOARD

Donald Richards, 3974 Fish Hatchery Road, Allentown, PA, 18103 – Mr. Richards commented on the optimal refunding of callable bonds.

3. APPROVAL OF MINUTES

Motion by Ballard, Seconded by Donches

RESOLVED, That the East Penn Board of School Directors approve the minutes of the January 12, 2015 Board meeting.

This resolution was unanimously adopted by voice vote.

4. PRESENTATIONS

- Dr. Schilder announced that because tonight's meeting might have been cancelled due to inclement weather, it was the recommendation of PFM to postpone the Bond Refunding Presentation until the February 23th meeting. Dr. Schilder explained if auction of the bonds took place this morning, the approval of the sale of bonds would have to take place by midnight.

~~a. Bond Refunding Presentation – General Obligation Bonds, Series A & B of 2015~~ **POSTPONED UNTIL FEBRUARY 23, 2015**

- ~~Scott Shearer, Managing Director, Public Financial Management~~
- ~~Jon Cox, Esq., Rhoads & Sinon~~

Motion by _____, Seconded by _____

~~RESOLVED, That the East Penn Board of School Directors adopt the Resolution for General Obligation Bonds, Series A of 2015 to refund GOB Series A of 2008, Series A of 2009, and Series of 2010, and General Obligation Bonds, Series B of 2015 to refund GOB Series A of 2010, as per Exhibit #1.~~

- President Earnshaw announced that Ms. Bloise was not able to be present this evening, therefore the Foundation presentation would be postponed to a later meeting date.

~~b. EPSP Foundation~~ **POSTPONED**

~~➤ Nicole Bloise, Community Liaison~~

c. Comprehensive Plan

- Dr. Denise Torma, Assistant Superintendent, presented the Proposed Comprehensive Plan 2015-18 PowerPoint. Following the presentation, Dr. Torma offered clarification and confirmed the following:
 - Comprehensive Plan, previously known as the Strategic Plan, sets the course for the district offering continuous improvement for the next 6 years
 - Plan measures how effectively we are delivering our educational program
 - Special education component is completed and approved
 - End date for submission to PDE is March 24th
 - Priority is given to those content areas that are assessed through PSSA or Keystone
 - Goals were shared with the planning team based on the internal audit and the team voted to move these goals forward
 - Plan has no particular emphasis on Common Core and was not part of discussion when establishing goals and action plans
 - President Earnshaw clarified there are standards under the Common Core that are followed and the curriculum is built to address those standards. Curriculum is how we teach a subject and standards are what the students have to know and understand.
 - District does not have an attendance policy; attendance is governed by internal procedures
 - Financial and budgetary implementation will have to be identified and will be part of the action plan for each of the goals
 - Dr. Munson recommended revising Action Step 2. in Goal 1 requesting “priority given to those assessed by state standardized tests” not be part of the document. He prefers the education professionals of the district make the decisions regarding the content areas the district needs to prioritize. Dr. Torma agreed to take the suggestion back to the committee for discussion.

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

a. District Update

- Dr. Schilder announced binders with information on School Resource Officers were made available to the Board for their review which are organized into 4 sections: Research, Reports, Local and State-Wide Information. He reported that high school administration and the Emmaus Police Department have offered to speak to the Board in the future.

➤ **Student & Staff Recognition:**

- Five Emmaus High School students won first place in the Pennsylvania School Press Association's regional write-off competition held last month at Penn State Lehigh Valley and will now move on to the state competition in March at State College.
- EHS History Day was held on Wednesday, January 7th. Eighteen EHS students will have the opportunity to compete at the regional History Day competition at Jim Thorpe High School on Saturday, March 21, 2015.
- The annual Eyer Rock-A-Thon took place last Friday. 270 students raised over \$20,000 for the Justin Jennings Foundation, benefiting children with cancer.
- Shannon McGinnis was selected as the 2014 Eastern Pennsylvania Conference Scholar-Athlete in girls' soccer.
- Wrestling team had an exciting 32-31 win over Stroudsburg and made history by defeating Liberty 30-29 for the first time in 42 years.
- Rifle – Jessica Licker scored a perfect 100 for a 488 - 478 win over Berwick. Jessica's perfect score was the first for Emmaus this year and only the 2nd in the conference. Jon Husak shot the 2nd perfect 100 of the year during the 487-457 victory over Stroudsburg.
- Donna Smith, guidance counselor at Macungie ES, has been selected as the 2014-2015 Counselor of the Year by the Lehigh Carbon School Counselors Association.
- LMMS received a \$500 ExxonMobil Educational Alliance Grant Award to be used towards a science or math project.
- Jefferson ES has been designated as a 2015 Distinguished Title I School.
- On January 30th, the 4th and 5th graders of Alburtis ES sang God Bless America at the opening of the Phantoms hockey game at the PPL Center.
- The Philadelphia Business Journal listed the top 50 high schools in Pennsylvania based on SAT scores, EHS was ranked #47.

➤ Discussion ensued regarding student activity funds:

- Ms. Donches inquired if the board should give direction to reimburse expenses of student activity funds from the general fund.
- Ms. Surdoval replied these funds are not budgeted in the general fund and the auditor recommended not transferring funds into the general fund for this purpose.
- Mr. Jim Frank and Dr. Schilder met with secondary staff regarding procedures.
- Dr. Schilder clarified funds from booster clubs are separate from district funds. Booster clubs can raise money as long as the district is in agreement with its purpose and usage.

6. PERSONNEL

Motion by Ballard, Seconded by Munson

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

- President Earnshaw announced that addendum item 6.n. Reappointment of Assistant Superintendent was added to the agenda.

a. Change in Employment Status

<u>Name</u>	<u>From:</u>	<u>To:</u>
Michele Fedorov Effective: 1/21/15	Full-time (1.0) French Teacher – EHS	.6 French Teacher - EHS Voluntary reduction of class schedule

b. Resignation(s) (Exhibit #2)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Kayla Tillman	Instructional Assistant	Wescosville ES	1/22/15
Michele Fedorov	.6 French Teacher	EHS	6/8/15 (or sooner if possible)
Victoria Bennett	Instructional Assistant	Eyer MS	2/11/15

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Stephanie Houston	4th Grade Teacher	Willow Lane ES	2/27/15 – 4/30/15
Katie Mast	1 st Grade Teacher	Lincoln ES	Extension to beginning of 2015/16 school year
Ashley Ziegler	Special Education Teacher	LMMS	Extension to 3/30/15

d. Income Protection Leave(s)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Tara Mark	Special Education Teacher	Willow Lane ES	Effective 3/6/15
Kimberly Wertman	Custodian – 2 nd Shift	EHS	Effective 3/2/15

e. Salary Correction

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Allan Bennicoff Custodian – Eyer MS	\$24.22/hr.	\$23.82/hr.	1/5/15

f. Custodial Staff Transfer(s)

<u>Name</u>	<u>From:</u>	<u>To:</u>
Nathan Amato, Jr. Effective: 1/26/15	2 nd Shift Custodian – LMMS	Maintenance B, 2 nd Shift - EHS (Demotion of A. Bennicoff)
Allan Bennicoff Effective: 1/27/15	Custodian - Eyer MS	Custodian, 2 nd Shift – LMMS (Transfer of Nathan Amato, Jr.)

g. Support Staff Temporary Transfer

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Salary</u>
Corin Dries Effective: 2/10/15 – 10/19/15 Interim replacement for Denise Dugan	Staff Assistant - EHS	Interim Administrative Assistant – EHS	\$14.25/hr.

h. Full-Time Substitute Teacher Appointment(s)

Name:	Tara Collier
Education Level:	B.S. Degree; 1989
Undergraduate School:	Kutztown University
Assignment:	Grade 5 – Shoemaker ES
Reason for Vacancy:	Leave of Absence – K. Faisetty
Effective:	February 4, 2015

Certification: Elementary K-6; Early Childhood N-3; Reading Specialist
 Experience: 9/2010 – 6/2012: East Penn SD; Full-time Substitute
 Salary: \$51,338; Year 3; B

i. Awarding of Tenure

That, in accordance with Section 1121 of the PA School Code, the following temporary professional employee(s) based upon satisfactory service be awarded tenure (professional employee status):

<u>Temporary Professional Employee</u>	<u>Assignment</u>
Alexis Schultz	FCS - EHS

j. Food Service Staff Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective Date</u>
Alison Brunner	Food Service Assistant – Jefferson (Resignation of Faciola)	\$9.25/hr. 3.5 hrs./day	2/10/15

k. Custodial Staff Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective Date</u>
Adam Handley	Custodian – 2 nd shift - EHS (Termination of Haberstumpf)	\$20.40/hr. 40 hrs./wk.	2/10/15

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

- Mr. Rhodes announced he was pleased to see Sara Oswald was hired as the girls' head soccer coach and wished her the best. He acknowledged she is the first coach for the soccer team to come up through the Emmaus program and thanked former coach Robert Rooney for the recommendation. Dr. Schilder clarified the athletic director and assistant athletic director make the recommendation for the hiring of coaches, not the coach.

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

n. Reappointment of Assistant Superintendent

Reappointment of Dr. Denise M. Torma to the Commissioned Office of Assistant Superintendent for a five year term beginning July 1, 2015 through June 30, 2020.

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

Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Munson, Rhodes, Vinovskis – 8
 Absent: Heid – 1

7. BUSINESS OPERATIONS

a. Approval of Bill List

Motion by Bacher, Seconded by Fuller

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.

- Ms. Donches inquired about the payment to JMSI Environmental Corporation in the amount of \$8,400 for the removal and disposal of waste, chemicals and paint. It was explained that this is a required yearly process whereby various operations having materials left over cannot be put into the waste stream, therefore need to be collected in appropriate receptacles and disposed of properly.

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

Aye: Bacher, Ballard, Earnshaw, Fuller, Munson, Rhodes, Vinovskis – 7

Nay: Donches - 1

Absent: Heid - 1

Motion by Ballard, Seconded by Vinovskis

RESOLVED, That the East Penn Board of School Directors approve Items 7. b. through 7 e. below:

b. Budget Transfers - 2014-2015

RESOLVED, That the East Penn Board of School Directors approve budget transfers, as per Exhibit #6.

c. Treasurer's Report

RESOLVED, That the East Penn Board of School Directors approve the Treasurer's Report for month ended December 31, 2014, as per Exhibit #7.

d. Donation

RESOLVED, That the East Penn Board of School Directors accept a donation in the amount of \$10,000 from Krise Bus Service, Inc., a Subsidiary of STA, Inc. This donation is for educational programs within each school.

e. Facility Rental Requests

RESOLVED, That the East Penn Board of School Directors grant permission for **College Planning Center**, 1301 Glasgow St., Pottstown, PA, to rent the Emmaus High School auditorium to host a free educational workshop for parents of college bound students. This is a Group V organization and will be charged the following rental fees:

\$60.00/hr. Auditorium Fee

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

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

Absent: Heid - 1

f. Adoption of the Proposed Preliminary 2015-2016 Budget

- Ms. Surdoval reported the proposed preliminary budget is due to be submitted to the state by February 18th in order to apply for exceptions. The state will notify the district by mid-March of how much the district is allowed for exceptions.

Motion by Ballard, Seconded by Rhodes

RESOLVED, That the East Penn Board of School Directors adopt the preliminary 2015-2016 budget in the amount of \$138,985,873 with the following tax levies:

17.5311 mills on the assessed valuation of real estate

0.5% (.005) Act 511 Earned Income Tax

1.0% Act 511 Real Estate Transfer Tax (0.5% is District's share)

And be it further resolved that the District be authorized to apply for exceptions.

- Mr. Ballard stated the only purpose of this proposed preliminary budget is for possible exceptions.
- Attorney Fisher confirmed that voting on this proposed preliminary budget meets the requirements to comply with specifications on Act 1.
- In response to Dr. Munson's inquiry as to when the Board will have discussion on SRO's, President Earnshaw indicated in April, since the approval for the budget is in May. Dr. Schilder commented that discussion on SRO can be sooner if the Board prefers. President Earnshaw informed the Board if they had information to share with the Board, they should send that information to Mrs. Allen and she will distribute to the Board and administration accordingly.
- Ms. Donches stated she will not be supporting the proposed preliminary budget. She distributed her revised version of the General Fund Proposed Preliminary Budget. She added the 2013-2014 Budget column for comparison purposes to assist in clarification of numbers.

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

Aye: Bacher, Ballard, Earnshaw, Fuller, Munson, Rhodes, Vinovskis – 7

Nay: Donches - 1

Absent: Heid - 1

8. CURRICULUM

a. Educational Conferences

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the estimated expenses for the individual(s) attending educational conference(s), as per Exhibit #8.

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

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

Absent: Heid - 1

9. POLICY

- a. Second Reading – Revision to Board Policy No. 103 – Non-Discrimination in School and Classroom Practices (Exhibit #9)
 - b. Second Reading – Revision to Board Policy No. 222 – Tobacco - Pupils (Exhibit #10)
 - c. Second Reading – Revision to Board Policy No. 323 – Tobacco - Administrative Employees (Exhibit #11)
 - d. Second Reading – Revision to Board Policy No. 423 – Tobacco - Professional Employees (Exhibit #12)
 - e. Second Reading – Revision to Board Policy No. 523 – Tobacco - Classified Employees (Exhibit #13)
- President Earnshaw requested the Board to submit any wording or suggested changes to administration by next week stating these policies will come before the Board for adoption at our next meeting.

10. OTHER EDUCATIONAL ENTITIES

a. Carbon Lehigh Intermediate Unit

- Ms. Fuller reported on the January 29, 2015 meeting:
- Florence Decker, Assistant Director of Special Programs and Services and advocate for children for over 30 years, is retiring after serving 17 years at the IU.
 - 389 EPSD students receive services from the IU for deaf or hearing impaired, emotional support and enhanced autism. Related services include occupational and physical therapy and speech language pathology/therapy.

b. Lehigh Career & Technical Institute

- President Earnshaw reported on the following:
- LCTI approved the resolution to forward the proposed budget to the nine (9) Lehigh county school districts.
 - LCTI received Grant approvals
 - Mr. Rhodes is stepping down as a JOC member due to a conflict of schedules
 - Would like to appoint a JOC member at the next meeting
 - President Earnshaw expressed his appreciation of Mr. Rhodes' service and asked Board members to consider their schedules for availability to serve and to advise the Board Secretary of their interest.
- Mr. Rhodes thanked everyone at LCTI for their dedication and student support. He will continue to advocate for LCTI.

11. LEGISLATIVE

- Mr. Ballard reported on the following:
- Attended the NSBA Advocacy Conference which was attended by 800 school board members.
 - Met with Charlie Dent, U.S. Representative from the 15th Congressional District, to discuss relief from federal mandates, rationalization of ESEA with IDEA and the problems with PA access funds including medical reimbursement for special education students.
 - Information was provided regarding reauthorization of the Elementary and Secondary Education Act (ESEA) which was previously known as NCLB (No Child Left Behind act)

- Viewed presentation on school choice in the United States consisting of public, charter, private and virtual schools. Data and research is available on the Center for Public Education website and data-first.org
- House Bill 210 - PSBA supporting reform of Plan Con; 300 projects awaiting payment
- New law passed requiring schools to align federal provision providing access for military recruiters
- House Bill 224 – making school watch data permanent including financial data of school districts as well as teacher salaries
- Senate Bill 4 – determination of what is a charity in PA and when they would be exempt from property and other taxes
- House Bill 1741 needs to be reintroduced giving school boards two days’ notice on websites prior to the approval of the Collective Bargaining Agreement.
 - President Earnshaw advised Ms. Donches, if interested, to draft language in support of this conceptual approach to be placed on agenda for consideration.
- Mr. Ballard stated the Board could consider putting a referendum issue on the ballot in November that would authorize the conversion of all or a portion of current property tax collection into either an EIT increase or convert both income tax and any increase in EIT to personal income tax.
 - President Earnshaw noted this was defeated previously when realized burden would shift from corporations to individuals. He recommended if interested in considering this referendum again, notifying Mrs. Allen to have item placed on a future agenda by the March deadline.
 - President Earnshaw clarified corporations would pay property tax but not personal tax. Personal tax is on investment income, interest dividends, capital gains and royalties. EIT is on wages salaries and tips

- Ms. Fuller congratulated the Eyer Mathcounts team. Ishaan Lal, 7th grader at Eyer M.S., won 1st place out of 250 participants, Eyer team placed 3rd, and Geoffrey Kleinberg, 6th grader at LMMS, came in 5th place.

12. ANNOUNCEMENTS

- President Earnshaw announced the advertised potential snow date meeting scheduled for February 12th will not take place since the meeting was held this evening.

Executive Session: Monday, February 9, 2015 – 6:30 p.m. (personnel, real estate)

Next Board Meeting: Monday, February 23, 2015 - 7:30 p.m.

- Dr. Schilder announced school will be in session this Friday, February 13th, and also on Thursday, April 2nd as snow make-up days.

13. ADJOURN

There being no further business to come before the Board, Motion to adjourn was made by Ballard, Seconded by Bacher at 9:02 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District