

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REORGANIZATION MEETING

December 4, 2000
7:30 p.m.

1. Call to Order; Pledge of Allegiance

Board Secretary Cecilia R. Birdsell called the Reorganization Meeting of the East Penn Board of School Directors to order at 7:30 p.m. in the Board Room located at 800 Pine Street, Emmaus, PA, followed by the Pledge of Allegiance.

Board Members Present: C. H. Ballard, J. W. DeHaan, F. Doviak, E. Gannon, J. Lucadamo,
S. F. Rhodes, T. Richwine, M. G. Robert, A. L. Thompson
Board Solicitor: Marc S. Fisher, Esq., Worth, Magee & Fisher
Board Secretary: Cecilia R. Birdsell
Board Treasurer: Gary E. Reigal
Superintendent of Schools: Dr. Alrita L. Morgan
Press Present: Cheryl Baker, East Penn Press Reporter

2. Election of President Pro Tempore

Miss Birdsell called for nominations for President Pro Tempore. The following motion was made:

Motion by Ballard, Seconded by Richwine
RESOLVED, That Ann Thompson be nominated as President Pro Tempore.

This resolution was unanimously adopted by voice vote.

3. Election of President

Mrs. Thompson called for nominations for President. The following motion was introduced:

Motion by Doviak, Seconded by Gannon
RESOLVED, That Jeffrey W. DeHaan be nominated for President.

The nominations were closed and Mr. DeHaan was elected President by the following roll call vote:

Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Robert,
Thompson-----9

4. Election of Vice President

President DeHaan called for nominations for Vice President. The following resolution was introduced:

Motion by Gannon, Seconded by Ballard

RESOLVED That Ann L. Thompson be nominated for Vice President.

The nominations were closed and Mrs. Thompson was elected Vice President by the following roll call vote:

Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Robert, Thompson-----9

5. Setting Time and Place of Board Meetings

Motion by Doviak, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors shall meet in regular session in the Board Room located at 800 Pine Street, Emmaus, PA at 7:30 p.m. on the second and fourth Monday of each month in 2001, unless advertised otherwise:

January 8, 22	July 9
February 12, 26	August 13, 27
March 12, 26	September 10, 24
April 9, 23	October 8, 22
May 14	November 12
June 11, 25	December 3, 10

Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Robert, Thompson-----9

6. Designation of Newspapers of General Circulation for Advertising Purposes

Motion by Ballard, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors designate the Morning Call, 101 North Sixth Street, Allentown, PA as the primary newspaper of general circulation for advertising purposes and the East Penn Press as the secondary newspaper for advertising purposes during the 2001 calendar year.

Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Robert, Thompson-----9

7. Appointments

Mr. DeHaan noted the following appointments:

- Joint Operating Committee, Lehigh County Technical Institute Fran Doviak, Ann Thompson, and Terry Richwine. Mr. Lucadamo agreed to serve as the alternate.
- PSBA Legislative Chairperson: Charles H. Ballard
- PSBA Representative for Region 8 Cabinet: Charles H. Ballard

8. Requests to Address the Board-None

9. Announcements

Monday, December 4 CLEAR Session following Reorganization Meeting (Real Estate & Personnel)

Monday, December 11 7:30 p.m.-Board Meeting, Board Room

10. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 7:36 p.m.

Cecilia R. Birdsell
Board Secretary

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

President Jeffrey W. DeHaan called the meeting of the East Penn Board of School Directors to order at 7:30 p.m. in the Board Room, followed by the Pledge of Allegiance.

Board Members Present: C. H. Ballard, J. W. DeHaan, F. Doviak, E. Gannon, J. J. Lucadamo, S. F. Rhodes,
T. E. Richwine, M. Robert, A. L. Thompson

Board Solicitor: Marc S. Fisher, Esq.

Board Treasurer: Gary Reigal

Board Secretary: Cecilia R. Birdsell

Superintendent of Schools: Dr. Alrita L. Morgan

Press Present: Cheryl Baker, East Penn Press Reporter
Jeff Gelman, Morning Call Reporter

2. Recognition/Award Presentations:

-Emmaus High School Boys Soccer Team & Coaches

Dr. Corradetti described the team as exemplifying "sound bodies and sound minds." He spoke about the bond between Coach David Domchek and the team. Dr. Morgan and President DeHaan presented Certificates of Excellence to the following coaches and team members:

David Domchek, Head Coach
Garrett Sawyer, Thad Smith, and John Cari, Assistant Coaches
Ben Brewster
Kyle Clark
Bill Crompton
Jeff Graybill/Alan Hallman
Mike Hoffman
Matt McQuilken
Jaron Oswalt
Greg Shakespeare
Andy Walton
David Dams
Scott Frey
Jacob Griffin
Kylene Grim
Gary Hoosier
Matt Knauss
Kyle Landis
Kyle McCambridge
Eric Stecker
Brian Walsh
Jeff Wotring
Tom Gray
Byron Coons
Kyle Fackler
John Maxon
Christian Messler
Steve Walton

The coaches and team members received a round of applause from the audience.

-Robert Dickman, Owner's Representative, O'Brien-Kreitzberg

Dr. Morgan spoke about Mr. Dickman and his professional and personal involvement in the East Penn community. Mr. Dickman's assignment as Owner's Representative will end on December 31 and he will be moving to Youngstown, Ohio. Mr. DeHaan spoke about the building program and how he dealt with the contractors, principals, and students. He summed up his statement by saying, "Bob Dickman was the best insurance policy the district had during the building program." Mr. Dickman was presented with a Certificate of Excellence for his service to the district since 1994. Mr. Dickman said that East Penn has been a great experience and, unlike other assignments, he felt he was leaving people and not just a project.

3. Requests to Address the Board-None

4. Approval of Minutes

Motion by Doviak, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the minutes of the Reorganization Meeting held on December 4, 2000 and the November 13, 2000 Board Meeting.

This resolution was unanimously adopted by voice vote.

5. Emmaus High School Student Government Association – Ken Barna

SGA Representative Ken Barna highlighted the positive sports season, noting the winter sports teams are off to a good start. He commented on the positive school spirit that appears to be thriving. He reported that the SGA had hosted a New Student Party that gave students a chance to interact with each other and share their experiences as new students. The Stinger, Emmaus High School's student newspaper, has received state and national recognition. Board members will be receiving copies. He reported that the Amnesty International group would be hosting a concert on Friday evening.

6. Report of the Superintendent of Schools – Alrita L. Morgan, Ph.D.

1. Personnel

Motion by Ballard, Seconded by Gannon

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

Resignations

Robert G. Althouse, Head Custodian at Eyer Middle School, effective February 26, 2001 – Attachment 1

Donald H. Bast, Maintenance Department, effective January 2, 2001 – Attachment 2

Tammie Holt, Food Services Department, effective immediately – Attachment 3

Richard Snyder, Technology Assistant, effective immediately (Board Policy 554, Acceptance of Resignations)

Childrearing Leave

Employee: Eden Alden
World Languages, Emmaus High School
Effective: December 1, 2000

Teacher Aide Appointments

Name/Address: Lisa A. Kammerer
65 N. Chestnut Street, Macungie
Assignment: Emmaus High School (Resignation of J. Dewalt)
Salary: \$9.30/hr./ 12 ½ hrs./week
Effective: November 16, 2000

Name/Address: Robin L. Hillegass
1207 Eagle Street, Wescosville
Assignment: Emmaus HS (restructured staffing)
Salary: \$9.30/week, 3 ¼ hours/week
Effective: December 12, 2000

Technology Assistants

Name/Address: Brenda Bomgardner
2405 Chelsea Court, Bethlehem
Effective: December 12, 2000 (Resignation of Carole Nixon)
Salary: \$11.50/hr., 30 hrs./week

Name/Address: Brian Sigafoos
1330 West Wyoming Street, Allentown
Effective: January 2, 2001 (Resignation of Stacey Tomko)
Salary: \$11.50/hr., 30 hrs./week

Food Services Department

Name/Address: Roxann Frei
184 Greenleaf Street, Emmaus
Effective: December 12, 2000 (Resignation of Tammie Holt)
Salary: \$8.79/hr, 18 ¾ hrs./week

Addition to the 2000-01 List of Per Diem Substitutes

Eileen Holtz, Elementary/Special Ed
 Nadine Snyder, Elementary
 Carolyn Grubel, Food Service Department

Denise Calanese, Homebound

Co-Curricular Advisors

<u>Name</u>	<u>Activity</u>	<u>Stipend</u>
Sharlyn Hazekamp	Eyer Spring Musical	\$1511.00
Mark Domyan	Eyer Spring Musical	\$1511.00
Cathy Button	Eyer Spring Musical	\$ 824.00
Tracey Maley	Set Design, Spring Musical	\$ 412.00
William Weiant	Set Design, Spring Musical	\$ 412.00
Jane Maini	Costume Design, Eyer Spring Musical	\$ 824.00
John Cari	LMMS Webpage Club	\$22.89/session 24 sessions
Brian Legutko	LMMS Webpage Club	\$22.89/session 24 sessions

Change in Employment Status

<u>Employee</u>	<u>From</u>	<u>To</u>
Sallie DeLong	10 Month Secretary EHS Guidance	12 Month Secretary* EHS Guidance

*Effective July 1, 2001

Educational Conferences – Attachment 4

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Attachment 4.

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

Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Robert, Thompson-----9

Informational – Administrative Reports (See Attachments)

7. Education

1. 2001-02 Emmaus High School Program of Studies

Motion by Thompson, Seconded by Doviak

RESOLVED, That the East Penn Board of School Directors approve the 2001-02 Emmaus High School Program of Studies.

Mrs. Thompson indicated she liked the format for Career Pathways and the highlighted changes. Ms. Gannon asked about the elimination of gpa and was told parents will be notified of the changes.

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

Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Robert, Thompson-----9

2. Student Performance Report – Francis P. Romano, Assistant Superintendent for Curriculum and Instruction

Mr. Romano reported that the current PSSA scores for Emmaus High School were the highest for area public high schools. East Penn also scored very well at the elementary level. The vo-tech students had another banner year. Mr. Romano cited growth in this area and hoped it was a trend that would continue, particularly with the Career Pathways. He noted that the district had reached its goal for a score of 1400 for all grades districtwide and in the 80th percentile. One of the administrative concerns is that the district fluctuation in scores indicates no educational difference based on the 50-point level of significance. However, East Penn performs above the state averages and remains competitive when compared to surrounding schools. Mr. Romano emphasized that the district is more interested in having all students achieve a level of proficiency rather than just having higher building scores. Referring to the building scores, Mr. Romano explained that if you look at the math and reading scores, East Penn has eleven at the 1400 proficiency. Lincoln School has shown growth and is 40 scaled score points above the state average. The staff at Lincoln is working hard with the students, noting there is a slight difference in the demographics of Lincoln. Mr. Romano felt there would be further growth.

The scores for SAT are very high and last year was one of the highest.

Referring to the AP courses, Mr. Romano pointed out that 67% of the students take the tests and 85% of those students have scores of three or more. They would like to see more of the students who take the AP courses actually take the AP exams.

The Stanford Achievement Test was given for the second time in Grades 2, 4, and 7. The most significant difference in the scores for each grade level is the increase in the Basic Battery scores from 1999 to 2000.

Mr. Romano said that overall it had been a positive year but there are areas where the schools can be stronger and do better. He said principals need to feel comfortable with trying various modifications and alternative approaches to meet the different student needs in their buildings. Another area being considered is the field trips/activities that disrupt the day. He emphasized that principals need to have flexibility. He explained that the high school IEP scores are higher than for other students because the gifted and special education students were together. He again spoke about moving up proficiency.

Mr. Ballard expressed concern about areas that were defined three years ago for certain schools that were not showing improvement. Mr. Romano responded that funds have been designated for resources from the general fund. Title I, Read to Succeed, and Reduction in Class Size competitive grants have been awarded so additional funds were not added to the budget. These funds were used in the reading and classroom areas for improved instruction. Mr. Ballard commented on getting funds through grants and not allocating the funds when the budget is prepared, concluding that there are indications of systemic problems. Mr. Romano countered that if the past two years of testing was reviewed they would show that there is a general trend in growth, adding if it is systemic then there are indications that work is being done. Dr. Morgan clarified that the district was not dependent on grant money; however, East Penn applied for competitive grants that were awarded. It was noted the administration needed to separate issues over which there was control from areas where there was no control. Ms. Gannon questioned the reallocation of time. Mr. Romano indicated this did not mean taking services or resources away from other sources. Mr. Romano explained that there are different ways of extending instruction. Mrs. Thompson expressed her appreciation for the presentation and the information. She asked that Merit Semi-Finalists, and Finalists be included in next year's report. She felt it was very important to measure performance and to hold people accountable to keep the integrity of the programs. Mr. Robert spoke about tracking those students with IEPs and those without to get an understanding of the pipeline. Mr. Lucadamo spoke about transferring teachers to problem areas. He also suggested focusing on the student/teacher relationship. Mr. Romano responded that principals have moved teacher for positive reasons and based on experience. He also noted that all teachers are involved in professional development every year. There is looping of classes and there have been shifts for a variety of reasons. He also directed attention to the fact that the scores were very good. Mr. Richwine asked for the definition of the 50 points mentioned in the report. It was also requested that the Emmaus High School Profile be included in this report. There was concern about teaching to the test rather than providing an education that experiences the richness of learning. President DeHaan noted the level of analysis by the administration as well as the board members, concluding that East Penn schools were very good.

A copy of the complete report is available in the Curriculum Library and is attached to the permanent minutes of this meeting.

8. Other Educational Entities

-Lehigh County Technical Institute

F. Doviak
T. Richwine
A. Thompson
J. Lucadamo (alternate)

Mrs. Doviak reported that there would be a meeting on Wednesday, following the holiday dinner.

-Carbon Lehigh Intermediate Unit

T. Richwine

Mr. Richwine reported that new positions in the area of transportation had been approved. The 2000-01 Early Intervention Calendar had been approved. The next meeting of the IU Board of Directors is scheduled for December 18.

9. Legislative

C. Ballard

Mr. Ballard reported on HB 1416 which is now Act 93 of 2000 that provides full civil immunity to school officials in instances of emergency care. The 2001 Legislative Leadership Conference is scheduled for January 26-27 in Hershey. Mr. Ballard indicated that there would be discussion about the PSSA tests and asked board members to convey any thoughts they had about the tests at the first meeting in January. He commented on SB 1403 that was a free standing bill and then transformed into legislation that would amend the School Code. This bill now includes provisions that would amend the Educational Empowerment Act, establish an Interscholastic Athletic Oversight Council, and a CPR training program for school employees. Mr. Ballard mentioned the Chester-Upland School District case where the district would be taken over by the Commonwealth and the teachers' association would take over the school district as a private corporation. HB 819 would require school districts to implement a zero tolerance policy on the use of tobacco by any person in school buildings, school buses, and on school property owned, leased, or under the control of the school district. The district also has the authority to establish ordinances. Currently, the Board Policy does reflect the zero tolerance for smoking. Mr. DeHaan indicated that following a student performance at Emmaus High School he noticed adults who were lighting cigarettes in the parking lot. Referring to the CPR training, the district does offer CPR training

for staff members. Mr. Ballard distributed information to board members regarding fund balance, teacher evaluations, and board performance ratings.

10. Facilities

1. Purchase of Property

Motion by Ballard, Seconded by Doviak
RESOLVED, That the East Penn Board of School Directors approve Condemnation Resolution No. 2000-1 for property located at 220 Harrison Street, Emmaus, Pennsylvania, and,

be it further

RESOLVED, That the East Penn School District agrees to execute an Agreement of Sale to purchase the aforesaid property for the total sum of \$105,000.00 to be paid from the Capital Reserve Fund; and

be it further

RESOLVED, That the President, Vice-President, Secretary and Treasurer of the East Penn School District together with the administration and other appointees of the School District be authorized to execute the appropriate documents.

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

Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Robert, Thompson-----9

In response to a statement by Mr. Ballard, Solicitor Marc Fisher noted that this was a friendly condemnation that has advantages for both parties.

11. Business Operations

1. Approval of Bill List

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

Treasurer's Report

RESOLVED, That the East Penn Board of School Directors approve the Treasurer's Report.

Construction Fund Payments – Attachment 5

RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the appropriate Construction Fund as listed on Attachment 5.

Request to Rent School Facilities

RESOLVED, That the East Penn Board of School Directors authorize the use of the Lower Macungie Elementary School Multi-Purpose Room by Mad Science of Lehigh Valley, 1212 W. Washington Street, Allentown to conduct a Science Club, after dismissal from January – March 2001. This is a Group V rental and will be charged the following fees:

\$14.00 per hour classroom rental fee
\$23.00 per hour Multi-Purpose Room rental fee

Per Capita Tax Exonerations

RESOLVED, That the East Penn Board of School Directors authorize the following Per Capita Tax Exonerations:

Dennis Hinkel, Tax Collector Lower Macungie Township

Student/Low Income	3
Total Requested	3
Previous Exonerations	27
Total Current Year's Exonerations	30
Previous Year's Total Exonerations	935

William Weber, Tax Collector Upper Milford Township

Student/Low Income	4
Total Requested	4
Previous Exonerations	141
Total Current Year's Exonerations	145
Previous Year's Total Exonerations	366

Peter Ickes, Tax Collector Albutis Borough

Moved	54
Deceased	1
Total Requested	55
Previous Exonerations	0
Total Current Year's Exonerations	55
Previous Year's Total Exonerations	143

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

Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Robert, Thompson-----9

12. Announcements

December 11	7:30 p.m.-Board Meeting, Board Room, 800 Pine Street, Emmaus, PA
December 12	7:00 p.m.-EHS Orchestra Winter Concert
December 13	7:00 p.m. -Eyer Band & Choral Concert 7:30 p.m.-LMMS Winter Holiday Choral Concert
December 14	7:00 p.m.-Macungie Winter Concert 7:00 p.m.-Shoemaker Winter Concert
December 15	Act 80 Secondary Schools Early Dismissal 2:00 p.m.-Jefferson Winter Concert
December 18	7:30 p.m.-Lincoln Winter Concert 7:00 p.m.-Wescosville Winter Concert
December 19	7:00 p.m.-EHS Holiday Concert, Symphonic Band/Wind Ensemble
December 20	7:30 p.m.-LMMS Winter Holiday Band Concert
December 25-January 1	Winter Holiday-All Schools and Offices Closed
January 2	School and Offices Reopen
January 8	7:30 p.m.-Board Meeting, Board Room, 800 Pine Street, Emmaus

Mr. Lucadamo requested that the Physical Exam policy be included on the next agenda. Dr. Morgan noted that certified letters will be mailed to parents who have not complied. Students who have not received a physical exam by January 23 will be barred from attending classes.

Mr. Richwine complimented the Webmaster on the upgrading of the district's website, particularly over the last month.

13. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 9:25 p.m.

Cecilia R. Birdsell, Board Secretary

Order of Business

1. Call to Order; Pledge of Allegiance

President Jeffrey W. DeHaan called the meeting of the East Penn Board of School Directors to order at 7:30 p.m. in the Board Room, 800 Pine Street, Emmaus, PA followed by the Pledge of Allegiance.

Board Members Present: C. H. Ballard, J. W. DeHaan, F. Doviak, E. Gannon, J. J. Lucadamo, S. Rhodes, T. Richwine,
M. Robert, A. Thompson

Board Solicitor: Marc S. Fisher, Esq., Worth, Magee & Fisher

Board Secretary: Cecilia R. Birdsell

Board Treasurer: Gary Reigal

Superintendent of Schools: Dr. Alrita L. Morgan

Press Present: Cheryl Baker, East Penn Press Reporter

2. Lehigh Career & Technical Institute – Feasibility Study

-Dr. Clyde Hornberger, Administrative Director

-Mr. Randy Hensinger, Business Administrator

-Mr. Willard Dellicker, Supervisor, Facilities Engineer

Dr. Morgan indicated that Mrs. Thompson, Mrs. Doviak, Mr. Reigal, and Mr. Robert had attended a meeting in October that outlined the LCTI Feasibility Study very thoroughly.

Dr. Hornberger indicated a projected increase of 315 students in grades 10-12 over the next four to five years. At least six of the districts are currently above those projections. If a ninth grade option is added, it could increase enrollment from 300-700 students. He noted that the projections were from the Department of Education.

The Academic Center is an option for students to attend on an all-day basis and the district would determine the option. This is a recommendation that came from the principals and superintendents. There are 1665 students in an all day capacity and this would increase to 2700. He referred to the Feasibility Study for the rationale for the programs. At present there are 34 individualized programs and, in addition, over 500 advisory representatives that advise what to teach, the equipment, and what the facility should look like. Listed in the study are the existing programs, description of the program, labor market projections, what equipment would be recommended to bring the labs to current standards, and the future trends in the industry. The new courses that would be offered follow the Career Pathways model. The potential new course offerings would be commercial photography, heavy equipment operator and preventative maintenance servicing, dental assisting, network engineering technology, home health aide, custodial, housekeeping, and home service worker, and fork lift repair to name a few. LCTI is also partnering with Lehigh Carbon Community College and Penn State to offer turf management. The total projected equipment costs is \$8,218,658. The Department of Education recommends that 20% of the construction cost be budgeted for instructional equipment. Industry donations and equipment grants will provide the additional funding. In the area of financing, Dr. Hornberger referred to the study that indicated East Penn's share is 16.474% with the distribution of net annual debt service in the neighborhood of \$456,000 to \$457,000 per year.

Mr. Ballard said that it appeared that a major part of the study was directed toward making LCTI a 9-12 high school and asked what districts requested that change in outlook. Dr. Hornberger responded that the principals and superintendents had asked to pursue a comprehensive vo-tech. It was not the intent to go comprehensive but to provide an opportunity for students to take advantage of the offerings on the campus. Again, Dr. Hornberger reiterated that the principals and superintendents brought this about.

Dr. Hornberger said that 53% of the new space would be required for the Academic Center. Dr. Hornberger clarified the difference in funds mentioned by Mr. Ballard indicating that difference comes from fees such as the

contingency fee, construction management, and architectural fees. Mr. Ballard said from the financing aspect the fact that the East Penn market ratio is higher than other districts that the cost of the program will be born more by East Penn per student than other districts of similar size. Dr. Hornberger indicated the cost per student is based on daily attendance and the average cost is \$4300 per student. The percent is based on the tax value of the district from the Articles of Agreement. The cost of the project cannot be calculated by cost per student but by tax value. Mr. Ballard asked what other options are available in this program. He understood the costs for improvement of infrastructures but he was having difficulty with the additions. Dr. Hornberger indicated that ten new programs would be added. Mr. Ballard countered that it did not say ten old programs would be eliminated. Dr. Hornberger responded that each program must stand by its enrollment. At this time, just about all programs are fully enrolled.

Mrs. Thompson said that the three board members who serve on the Joint Operating Committee have attended many meetings. She explained that three options were presented and on the information that was presented the Joint Operating Committee considered this the best option. Mrs. Thompson pointed out that there was a great deal of input from both the principals and the superintendents of the sponsoring districts who understand the program. She concluded that the option was clearly thought out with a lot of input from different sources. Mr. Ballard said that he was still looking for the rationale for the expansion that makes it a clear business case for why this should be done. Dr. Hornberger pointed out that in three grades there are 2100 students and, at a minimum, they are looking at a minimum of 600-700 more students in the building with an additional grade 9. The figures have been consistent over the last twenty plus years when reviewing projected enrollment.

Dr. Morgan said the work force of today is demanding more than the traditional vocational programs coupled with the state standards and district requirements for graduation. The academics that go with the lab courses are what some of that additional space is for and it is not possible to get all the requirements for the students. The requirements for graduation and the work force requirements mean that districts have got to do a better job of integrating math and English, particularly in Career Pathways. Because of the travel time between the schools, students are missing time and that time translates into missing courses. Mr. Ballard said he found a reference in the report that was used as a selling point and that was high schools could use it to drop off their excess population. He was also concerned with the concept that there may be Emmaus High School students who may not physically attend Emmaus High School based on 9-12 program at LCTI. There are a few cases where ninth grade students who may be 16 or 17 years old might be better placed in LCTI. It provides a number of options that we do not and should not provide just because of financing those programs. Dr. Morgan also noted that Mr. Ballard was the only person who had the concept of dumping students. She thought that it might be just a handful of students from Emmaus High School. Mr. Ballard said he had reservations about the potential for expansion and the implications of a full-time high school in the Academic Center. He spoke about alternative scheduling that was not clear in the material. Dr. Hornberger responded that it was never the intent to create an alternative high school and explained the scheduling difficulties.

Mr. Robert raised questions about the financing for over thirty years, compared to the LCTI structure being renovated as being 25 years old. Dr. Hornberger explained that the main building is 31 years old and they do expect the buildings to exceed the life of the 30-year bond issue. Dr. Hornberger explained that many of the systems are beyond their life cycle. Mr. Randy Hensinger clarified that they would be starting with interim financing and allowing those earnings to be used for some of the up front costs. Referring to the 30-year issue, Mr. Hensinger explained that the school is still 2 ½ years away from the time when the bonds will be floated. They are hoping to get it down to 25 years and the Financing Team will review all the options when they are ready for the bonds. Mr. Reigal further explained that part of the structuring of the financing is that districts will sign Certificates of Participation. Mr. Hensinger noted that LCTI would sell revenue based bonds that will be sold by the State Public School Building Authority. The revenues for that bond issue will be built into the budget and they would receive an annual capital cost from the districts equivalent to the debt service payments. The revenue-based bonds will be 5 to 10 basis points in the value of the interest being paid. There is a slightly higher cost to the financing and bond insurance and it has to be determined whether there will be a negotiated or competitive sale. Their financial advisors have said it is very possible that bond insurance at the same value as a general obligation bond may be obtained at the time of the sale. Mr. Robert asked if the 5 to 10 basis points was the only differential in the cost of financing. He further asked if there were options on prepayment on the part of the districts to eliminate the debt earlier. Mr. Hensinger said he would ask the Financial Team if there is an option in the debt service agreement that would allow a prepayment of the debt.

Mrs. Thompson said that because the LCTI building is well kept and attractive it might be deceiving. She reiterated that the systems are old and beyond their life cycles. She also pointed out that Dr. Hornberger and his team are very good at finding funds in other places beyond the districts' budgets. Each year sponsoring districts

receive money back because LCTI gets funds from grants. She spoke about the cooperative arrangements between LCTI and Lehigh Carbon Community College, Kutztown University, and Penn State University. She concluded that LCTI is a first-class institution. Mrs. Doviak added that it would be detrimental to the students if this option is not provided. Mr. Richwine said it would be easy to support the option presented if board members had attended the detailed presentation. This option will just be the expansion and improvement of an already outstanding program. He noted that there are a lot of students at the ninth grade level who have no direction and they would benefit from this type of training. If those children can be channeled into this type of meaningful program, then not only will the students benefit but also the community.

Mr. DeHaan pointed out that the Board had received a very detailed explanation in a report as well as a presentation. He asked board members to contact Miss Birdsell by Friday if something comes to mind that would need an answer. The Board will be voting on the LCTI Construction Project Renovation at the January 22 Board Meeting.

3. Requests to Address the Board

Mr. Paul Derr, 8344 Mertztown Road, Alburts submitted a letter and paper outlining a standardized school construction plan. Senator Gerlach sponsored SB 284 that was sent to the Senate Education Committee where it has remained. He was asking the Board to support SB 284 so it can be re-introduced in the next session of the State Legislature. Mr. DeHaan indicated that the Pennsylvania School Boards Association has been supportive of the concept. The 2001 Legislative Platform contains an item that supports legislation that would establish pre-approved building design options for school districts to use and provides that districts that do not use the option would experience no financial penalty.

4. Approval of Minutes

Motion by Thompson, Seconded by Doviak

RESOLVED, That the East Penn Board of School Directors approve the minutes for the December 11, 2000 meeting.

This resolution was unanimously adopted by voice vote.

5. Report of the Superintendent of Schools – Dr. Alrita L. Morgan

1. Personnel

Motion by Doviak, Seconded by Ballard

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

Retirement

Gloria Hamm, Library Secretary at Shoemaker School, effective January 10, 2001

Attachment 1

Request for General Leave of Absence

Employee: Arlene Eck, Food Services Department

Effective: January 1-February 28, 2001

Reference: Board Policy 539-General Leave of Absence

Full-Time Substitute Teacher Appointments

Name/Address: Brad D. Haupt

220 Mahoning Drive West, Lehighton 18235

Education Level: B. S. Degree (2000)
Undergraduate School: Penn State University
Effective: January 29, 2001
Certification: Instructional I, Mathematics
Assignment: Mathematics Department, Eyer Middle School
(Opening created by teacher on leave.)

Experience: None
Salary: \$36,550 (Step A, Year 1, Col. B)
Name/Address: Mary E. Katowitz
136 Society Park Court, Emmaus

Education Level: B. A. Degree (1965)
Undergraduate School: Moravian College
Effective: January 29, 2001
Certification: Provisional College, Comprehensive English
Assignment: English Department, Lower Macungie MS
(Opening created by teacher on Income Protection Leave.)

Experience: 11/98-12/00: East Penn SD (per diem substitute)

1966-69: Bethlehem SD

1976-80: Freelance Illustrator/Copywriter

1980-85: Consolidated Millinery, NYC, NY

1993-97: Millburn (NJ) School District

Salary: \$37,050 (Step B, Year 2, Col. b)

Name/Address: Geraldine Reynolds

377 Spruce Street, Emmaus

Education Level: B. S. Degree (1963)

Undergraduate School: Penn State University

Effective: January 9, 2001

Certification: Instructional I, Elementary

Assignment: English as a Second Language (ESL)

(Opening created by teacher on leave.)

Experience: 4/89-12/97 and 9/98-12/00: East Penn SD (per diem substitute)

12/97-6/98: East Penn SD (full-time substitute)

Salary: \$38,050 (Step D, Year 4, Col. B)

Name/Address: Tanya Jennings

44 Roundhill Road, Levittown 19056

Education Level: B. S. Degree (2000)

Undergraduate School: Kutztown University

Effective: January 29, 2001

Certification: Instructional I, Elementary

Assignment: Grade 3, Macungie School

(Opening created by teacher on leave.)

Experience: None

Salary: \$36,550 (Step A, Year 1, Col. B)

Technology Network Assistant (New Position)

Name/Address: Peter Vu

2825 Alton Avenue, Allentown 18103

Education Level: B. S. Degree (1989)

Associate's Degree in Applied Science in Computer
Networking (2001)

Undergraduate Schools: Penn State University

Lehigh Carbon Community College

Effective: January 9, 2001

Experience: 1/2000-Present: Lehigh Carbon Community College,

Network Administrator Student

8/200-9/200: Aldrich Chemicals

5/94-1/2000: Keypunch Inc.

6/93-4/94: Internal Revenue Service

Salary: \$11.50/hour, 30 hours/week

Custodial Appointments

Name/Address: Robert Haberstumpf

1967 Aster Road, Macungie

Effective: To be determined

Assignment: Custodian, Second Shift (Vacancy created by retirement and subsequent bidding.)

Salary: \$13.76/hr., 40 hours/week

Teacher Aide Appointment

Name/Address: Amy Davis

1348 Dorney Avenue, Allentown

Effective: January 2, 2001

Assignment: Lincoln School Building (Opening created by transfer of L. Shollenberger to new Special Ed Aide Position.)

Salary: \$9.30/hour, 12.5 hours/week

Technology Assistant

Name/Address: Mark McClatchy

216 Station Avenue, Coopersburg 18036

Effective: January 10, 2001

Salary: \$11.50 per hour, 30 hours per week

Instructors for Community Education, Spring 2001

Attachment 2

Co-Curricular Advisors

Attachment 3

Additions to the 200-01 List of Per Diem Substitutes

Anthony DeCesare, Elementary
Elementary

Amy Varner,

Jill Reimer, Elementary

Tanya Jennings, Elementary

Krista Lancaster, Elementary

Julie Davies, Elementary

Alana Cross, Elementary

Berta Rondon, Food Services Department

Educational Conferences – Attachment 4

That the East Penn Board of School Directors approve the expenses for the individuals attending educational conferences as listed on Attachment 4.

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

Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Robert, Thompson-----
-9

6. Policy

1. Discussion - Board Policy 209, Health Examinations – Attachment 5

Dr. Morgan updated the Board on the status of the situation involving students who have not received physical exams. She noted that a great deal of work has been done in the Pupil Personnel Services Department to alert parents and to inform them that students who have not been examined will be excluded from school as of January 24. At present, there are 131 students who have not complied with the law. Dr. Morgan reported that a number of parents have refused to pick up registered mail. The physicals are required for students in K-Grade 1, Grade 3, and Grade 7. The school district will provide physicals for students free of charge or will accept a certificate from a family physician. Dr. Morgan noted that there has also been an ad in the East Penn Press to notify parents. The deadline indicated in the Board Policy is January 23 which was selected to correspond with the end of the first semester. Dr. Morgan said the administration will appreciate the support of the Board. In answer to a question from Mr. DeHaan, Dr. Morgan responded that if a child comes to school on January 23 and has not received a physical the parents will be called to take the child home. These students will not be allowed to attend class. Mrs. Doviak suggested a personal phone call from the district if there is a reasonable number of parents who have not complied. Ms. Gannon asked if parents have an appointment past the deadline would the students be excluded. Dr. Morgan indicated that they will take the word of the parents if there is a bona fide appointment. Mr. Lucadamo read the following excerpt from an article that appeared in the December issue of the Wall Street Journal:

"Besides the risk to themselves, unvaccinated children were more likely to attend schools where outbreaks of the illnesses occurred, the report appearing in this week's Journal of the American Medical Association said. The report estimated that more than one in 10 children vaccinated against measles contract the infection through contact with a vaccine-exempt child.

If all vaccine-preventable diseases were confined to the individual (as with tetanus), the consequences of forgoing vaccination would fall only on the child whose parents made the decision," study author Daniel Felkin wrote. "Most vaccine-preventable diseases, however, are spread from person to person. Therefore, the health of any individual in the community is intricately dependent on the health of the rest of the community."

Mr. Ballard said he commended the administration for the amount of effort they put into this matter to assure people comply with the law. He pointed out that this is a requirement of state law.

2. First Reading: Board Policy 247, Hazing – Attachment 6

Dr. Morgan said this policy was developed as a result of attending a School Law Workshop and Sports Law Seminar. We have another policy that would have addressed this issue had it come up. She emphasized that at this time no incidents of hazing had been reported. Athletic Director Dennis Ramella has been stressing this with the coaches and this policy will bring the issue front and center. Solicitor Fisher indicated that he had met with the administration and the Athletic Director to develop the policy. Mr. Richwine said the policy focuses on students, noting that in many cases of hazing it is done with the knowledge of the coach who may not be an East Penn staff member. He asked if how an adult would be disciplined should be added. Mr. Robert felt the policy needed to be clear about what is and is not going to be permitted. Dr. Morgan indicated that she had just received a suggested policy from PSBA today that she would review and see if the policy could be more explicit. Mr. Rhodes questioned how "promptly" could be interpreted for a student to report an incident. Dr. Morgan said the policy would be reviewed again.

7. Facilities

1. Administrative Parking Lot, Emmaus High School Complex

Motion by Lucadamo, Seconded by Doviak

RESOLVED, That the East Penn Board of School Directors approve

substantial completion with Imperial Excavating for the administrative parking lot, 800 Pine Street, Emmaus, PA.

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

Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Robert, Thompson--9

8. Business Operations

1. Approval of Bill List

Motion by Lucadamo, Seconded by Doviak

RESOLVED, That the East Penn Board of School Directors approve the attached bill list, including the addendum, and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated.

Construction Fund Payments – Attachment 7

RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the appropriate Construction Fund as listed on Attachment 7.

Use of School Facilities

RESOLVED, That the East Penn Board of School Directors authorize Pam's Dance Academy, 622 State Road, Emmaus to use the Lower Macungie Middle School Auditorium and 2 classrooms for a dance rehearsal and recital. The dates requested are: Thursday, June 7, Saturday, June 9. This is a Group V organization and will be charged the following rental fees:

\$91.00 per hour rehearsal fee

\$97.00 per hour recital fee

\$14.00 per hour classroom fee

\$27.88 per hour stage manager fee

\$27.88 per hour custodial rate

\$ 5.15 per hour stage hand fee

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

Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Robert, Thompson-----9

2. Five-Year Budget Model – Gary Reigal, Director of Business & Fiscal Affairs

Mr. Gary Reigal introduced the Five Year Budget Model and projections based on assumptions. The major factors that impact the annual budget include assessed value growth, additional personnel, and debt service payments associated with the District construction projects. He reviewed the process of adopting the budget and the deliberation by the Board to adopt a budget. Each year Lehigh County certifies assessment numbers on July 1 and then again in November to show growth and then in January. This year East Penn's assessed value growth is approximately 21 million dollars. There will be two new assessments on the roles: Walmart and a new hotel in Lower Macungie. The assessed value will grow about 3.1%. Typically, the assessed value has been growing about 2%. The teachers contract is 3.25%, 3%, and then the final two years are projected at 3%. He noted that the LCTI debt is included in these projections. As East Penn's debt service is being reduced in the next two years, there will be the phase-in of LCTI debt. In 2003-04, we will begin to level off. When the Feasibility Study comes in, we have some room to work in the debt schedule. Looking at the budget growth, next year the budget will be increasing a little less than 6%. In future years it is projected around 3%. Mr. Robert asked if the budget growth had factored in the increases in real estate. Mr. Reigal said the additional personnel has been factored in and each year the Board will have an opportunity to deliberate before the budget is adopted. After the debt service has been phased in totally which it will be this year then the budget growth is expected to be in the neighborhood of the cost of living. Mr. Reigal pointed out that the projected expenditures are the same and the revenues are the same except for real estate. If there would be no millage increase over this five year period then the budget would be in a deficit position. Mr. Ballard asked about the millage increase going up and down and being affected by the real estate tax figure. Mr. DeHaan clarified the increase and having the millage in place. Mr. Reigal spoke about a multi-year approach to fund balance and the questions surrounding it. Mr. Reigal also reported that he had received information that the retirement contribution rate will be cut to .35% so East Penn will save about \$500,000. The refunding of a bond issue could save \$283,000. Mr. Robert questioned the \$150,000 for the safety and security plan. He said that last year funds were taken out of the Capital Reserve Account and he thought that would be decreasing the amount required for the following two years. Mr. Reigal said when the budget was adopted there was discussion about possible things to do. The \$150,000 was not taken out of the budget. Dr. Morgan said the decision for next year will come up again during this budget deliberation. Mr. Robert did not expect to see the \$150,000 for the next three years. Dr. Morgan said that may not be needed. Mr. Reigal said the whole budget number had not been adjusted. Mr. Robert felt it should be taken out of the budget.

Mrs. Thompson spoke about the additional special education staff requests versus the regular education numbers. She found it alarming since the district is not adding more aides into the middle but in special education. Dr. Ziolkowski indicated that the referrals are up 51% from last year in the disability area. He also indicated that the gifted evaluations are probably up 25% to 30%. With new exceptionalities being identified, Dr. Ziolkowski said the districts are getting close to running a medical model.

Mr. Reigal concluded that he had been in East Penn for a year and it did not take long to develop pride in the district. He said it was a really good experience to be in a district where administrators, board members, and the community care. He said there is a good attitude; there are good services; and he is proud to be in East Penn.

It was the consensus of the Board to mail former board member Joseph Roberts a copy of the Five Year Budget Model since it had been of particular interest to him.

Ms. Gannon, looking at the additional high school teachers and the LCTI Education Center, asked if some consideration had been given to overlapping staff. Dr. Morgan said those discussions had taken place and the high school does have some applied courses that could be taught at LCTI and it may be a good idea to send the staff up there. In terms of the number of people teaching six periods and the size of the classes will be reviewed. Mr. Robert asked if there is any staff being added at the elementary and middle school levels. Dr. Morgan said a team had been added at the middle level and the elementary is the best it has been for some time. Ms. Gannon asked about the budgetary reserve dropping from \$600,000 to \$200,000. The \$400,000 decrease is due to the additional staffing. Mr. Reigal said that at the end there may only be \$230,000 left in budgetary reserve. Mr. Reigal clarified that the Board will have to approve the transfer of funds from the budgetary reserve account to the salary account for these additional positions. Mr. Ballard indicated that the average increase each year in students over the past ten years was approximately 100 students. Dr. Morgan explained that Mr. Reigal is reflecting it because he knows of the

increase. It was not shown before because it was a reconciliation at the end of the year. In other years, additional staff was approved in the same manner. Mr. Reigal said the transfers could be coming from other accounts that had been overbudgeted. Mrs. Thompson commented on the additions in special education and asked for a charting of the increases over the past four years. Dr. Morgan said it is one of the pieces of the goals. Mrs. Thompson suggested legislative action could then be taken to show how the state does not provide appropriate funding.

Mr. DeHaan thanked Mr. Reigal for the Five Year Budget Model and felt it would help with the budget process.

3. Refunding Bond Issue

Motion by Doviak, Seconded by Ballard

RESOLVED, That the Board of School Directors of the East Penn School District (the School District) does hereby authorize the administration to work with Public Financial Management, as Financial Advisor, in conjunction with the issuance of General Obligation Bonds, Series of 2001, for the purpose of refunding a portion of the School District's General Obligation Bonds, Series AAA of 1997 at a minimum savings of \$283,000.

Dr. Morgan said several years ago there had been direction that if the district could save at \$250,000 on a bond issue it should be brought before the Board. Mr. Reigal explained the interest rate market and the financial advisors from Public Financial Management recommended that this be done for 10 million dollars so it is bank eligible and can be refunded in five years. Mr. Robert questioned the correlation with the interest rates being reduced and if it is appropriate to do this now or wait for two or three months. Mr. Reigal said the issue is scheduled for March 15 and whatever the rates are on that day is what the district will receive. However, the district must realize a savings of at least \$283,000. The Board will vote on the resolution following the sale. Mr. DeHaan reiterated that this resolution is just giving the authority to go ahead and investigate the refunding. In response to a question from Mrs. Thompson, Mr. Reigal indicated that the \$283,000 does include the payment to Public Financial Management. Mr. Robert asked if the refinancing impacted on the debt schedule. Mr. Reigal said that the outstanding debt does remain the same and the \$283,000 is saved in the next two years.

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

9 Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Robert, Thompson-----

9. Announcements

Month of January The Pennsylvania School Boards Association has proclaimed that January 2001 is School Director Recognition Month.

January 9 7:00 p.m.-Financial Aid Workshop for Seniors, EHS

January 11, 12, 13 District Orchestra

January 15 Martin Luther King, Jr. Day – All Schools & Offices are closed.

January 16 7:00 p.m. – District PAC Meeting, Conference Room B,
800 Pine Street, Emmaus

January 17 7:00 p.m. - 8th Grade Guidance Information Night, EHS

SNOW MAKE UP DAYS – The order of make up days is as follows:

January 15, February 16, April 12, April 16

Note: There is still one unused snow day.

Any additional days will be added to the end of school.

Dr. Morgan explained that if there is one snow day during this week then Monday will still be a holiday. However, if two snow days would be used this week then Monday would be utilized as a make up day.

Dr. Morgan indicated that the Board Calendar was being revised to be more realistic.

Mr. Ballard asked that any legislative items be submitted to him for the next meeting.

10. Adjourn

There being no further business to come before the Board, the meeting was adjourned upon motion at 9:50 p.m.

Cecilia R. Birdsell, Board Secretary

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Order of Business

1. Call to Order; Pledge of Allegiance

President Jeffrey W. DeHaan called the meeting of the East Penn Board of School Directors to order at 7:30 p.m. in the Board Room located at 800 Pine Street, Emmaus, PA.

Board Members Present: C. H. Ballard, J. W. DeHaan, F. Doviak, E. Gannon, J. J. Lucadamo, S. F. Rhodes, T. Richwine, M. Robert, A. L. Thompson

Board Solicitors: Marc S. Fisher, Esq. and Robert J. Magee, Esq.

Board Secretary: Cecilia R. Birdsell

Board Treasurer: Gary Reigal

Superintendent of Schools: Dr. Alrita L. Morgan

Press Present: Cheryl Baker, East Penn Press Reporter

2. Presentation: School Director Recognition Month

Dr. Morgan presented each board member with a certificate acknowledging their service on the Board and each member received a chocolate candy bar at their place. Dr. Morgan commended the board members for their time, adding that they were the finest board members with which she had worked. She extended good wishes to the Board on behalf of the staff and community.

3. Requests to Address the Board-None

4. Approval of Minutes

Motion by Thompson, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors approve the minutes for the January 8, 2001 meeting.

This resolution was unanimously adopted by voice vote.

5. SGA Report, Emmaus High School

SGA representative Ken Barna reported that students were studying for mid-term exams that would begin on Wednesday. The third issue of The Stinger, the Emmaus High School student newspaper, was being distributed on Friday. On February 15, the SGA was sponsoring the Snow Ball. In March, the Coffee House would be starting with entertainment provided by the students. SGA is also sponsoring the Mr. Emmaus competition.

6. Report of the Superintendent of Schools

1. Personnel

Motion by Doviak, Seconded by Lucadamo

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

Resignation

Charmin Walbert, Teacher Aide at Macungie School, effective January 12, 2001
Attachment 1

Technology Assistant

Name/Address: Joseph Kuzo
1621 W. Ott Street, Allentown
Effective: TBA
Salary: \$11.50/hr., 30 hours per week
Vacancy created by resignation of R. Snyder

Custodial Appointment

Name/Address: Ray Schuch
100 South Church Street, Macungie
Effective: January 29, 2001
Salary: \$13.76/hour, 40 hours/week
Vacancy created by retirement of R. Fenstermacher

Additions to the 2000-01 Per Diem Substitute List

Lucas Morgan, Social Studies

Christine Marin, Art
Amy Varner, Elementary

Sharon Worman, Food Service Department
Judy Ann Czysz, Food Service Department

Co-Curricular Advisors

Cindy Snow	LMMS After-School Sports Club	\$22.89/session 20 Sessions
Michael Barker	LMMS After-School Sports Club	\$22.89/session 20 Sessions
Scott Bortz	Jr. Varsity Softball Coach	\$2,106.00

Approval of Assistant Principal, Lower Macungie Middle School

Name/Address:	Peter Schutzler 720 N. 12 th Street, Allentown 18102
Education Level:	B. S. Degree (1992) M. S. Degree (1999)
Undergraduate School:	Penn State University
Graduate School:	Chestnut Hill College
Certification:	Administrative I, Secondary Principal Instructional II, Social Studies
Assignment:	Assistant Principal, Lower Macungie MS
Effective:	January 23, 2001 9/99-Present: East Penn SD Administrative Intern Gifted Education, Lower Macungie MS
Experience:	8/97-Present: Youth Advocate Programs Director 9/93-8/97: East Penn SD 9/92-6/93: St. Elizabeth's School, Whitehall
Salary:	\$64,000, all benefits as listed in the 2000-01 Administrative Compensation Plan

Mr. Peter Schutzler thanked Lower Macungie Middle School Principal Bob Misko for his guidance and support. He indicated that he was accepting the challenge at Lower Macungie Middle School as an educational leader providing a safe, nurturing environment. He thanked the Board for its support and added he was looking forward to a long career in East Penn.

Educational Conferences – Attachment 2

That the East Penn Board of School Directors approve the expenses for the individuals attending educational conferences as listed on Attachment 2.

Agreement between East Penn School District, Emmaus High School, and Lincoln Elementary School and Big Brothers Big Sisters of the Lehigh Valley, Inc. – Attachment 3

RESOLVED, That the East Penn Board of School Directors approve the Agreement between the East Penn School District, Emmaus High School, and Lincoln Elementary School and Big Brothers Big Sisters of the Lehigh Valley, Inc. to form a collaborative high school mentoring program as described in Attachment 3.

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

Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Robert, Thompson-----9

3. Information – Administrative Reports – See Attachment Section

7. 2002-2008 Strategic Plan Presentation and Revision

Motion by Doviak, Seconded by Thompson

RESOLVED, That the East Penn Board of School Directors:

1. Authorize the Superintendent to undertake a revision to the Strategic Plan for 2002-2008;
2. Appoint Dr. James J. Vater and Mr. Francis P. Romano as internal facilitators;
3. Authorize the Board President to appoint two Board representatives to the Steering Committee;
4. Direct that the Steering Committee represent the entire East Penn community to the greatest possible extent;
5. Establish progress on the Strategic Plan as a standing Board agenda item; and,

Mr. Ballard reported that the State Board approved Chapter 14 regulations and revisions for special education. The proposal does include maximum student caseloads allowed on a teacher's roll. The proposal goes to the Senate and House of Representatives and the Independent Regulatory Review Commission and the attorney general's office for consideration. Mr. Ballard said the language on caseloads may or may not be considered another unfunded mandate. Mr. Ballard noted that Act 105 of 2000 requires tax collectors to have ten hours of continuing education and allows the authorization of tax payments after December 31. Act 123 of 2000 establishes changes in the powers and duties of the Professional Standards and Practices Commission with regard to procedures for reporting and disciplining employees. Act 128 of 2000 requires school district to implement a zero-tolerance policy on the use of tobacco by persons in school buildings, school buses, and on school property owned, leased or under the control of a school district. The designated smoking areas would have to be more than 50 feet from school buildings, stadiums or bleachers. Act 131 of 2000 increases the threshold from \$5,000 to \$10,000 on contracts for which contractors must furnish a bond. Mr. Ballard indicated that he would be attending the Legislative Leadership Conference in Hershey. There will be sessions on the View from the Hill, Cyber Schools and Charter Schools, and voting on the legislative priorities for 2001. Mr. Ballard said he would bring up the issue of standard construction plans to see about the legislative approach that was initiated by Senator Gerlach in the last session. He asked board members to contact him by Thursday evening if there was anything they wanted him to investigate. Mr. Ballard will be prepared to report on the conference at the next Board meeting. Mr. DeHaan indicated that he would again be serving on the Legislative Platform Committee. Mr. Lucadamo requested that the district review the new regulations regarding teachers' caseloads for their impact. These regulations could require increases in personnel costs.

10. Policy

1. Interim Reading – Board Policy 247 – Hazing (Attachment 4)

Mr. Robert asked for clarification of what would be and would not be permitted before the policy is adopted. Dr. Morgan indicated there would no tolerance for hazing and that the current discipline policy would be able to cover the behavior. The intent of the policy is cover those situations where humiliation and shame and similar kinds of activities fall into the definition of not being allowed. Mrs. Doviak felt that from the reading of the policy anything that would be considered harmful would be tolerated.

11. Facilities

1. Change Order – Emmaus High School Project

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve Change Order H-6, Emmaus High School Project with Worth & Company, Inc., Phase 6, temporary heat at a cost of \$14,229.42.

12. Business Operations

1. Approval of Bill List

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

2. Treasurer's Report

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Treasurer's Report.

3. Construction Fund Payments – Attachment 5

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the appropriate Construction Fund as listed on Attachment 5.

4. Per Capita Tax Exonerations – Attachment 6

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the Per Capita Tax Exonerations as listed on Attachment 6.

13. Announcements

Monday, January 22 7:00 p.m.-CLEAR Session, Conference Room D
7:30 p.m.-Board Meeting, Board Meeting,
800 Pine Street, Emmaus

February 2, 3, 8, 9 8:00 p.m.-The Fantasticks, Lower Macungie Middle School
February 3 & 10 2:00 p.m.-The Fantasticks, Lower Macungie Middle School

February 12 7:30 p.m.-Board Meeting, Board Room, 800 Pine Street,
Emmaus

14. Adjourn

Order of Business

1. Call to Order; Pledge of Allegiance

Vice President Ann L. Thompson called the meeting of the East Penn Board of School Directors to order at 7:30 p.m. in the Board Room located at 800 Pine Street, Emmaus, PA, followed by the Pledge of Allegiance.

Board Members Present: C. H. Ballard, F. Doviak, J. J. Lucadamo, S. Rhodes, T. Richwine, M. Robert, A. Thompson
Board Members Absent: J. W. DeHaan, E. Gannon
Solicitors: Marc S. Fisher, Esq., Robert Magee, Esq., Worth, Magee & Fisher
Board Treasurer: Gary Reigal
Board Secretary: Cecilia R. Birdsell
Superintendent of Schools: Dr. Alrita L. Morgan
Press Present: Cheryl Baker, East Penn Press Reporter

Mrs. Thompson extended the Board's sympathy to the parents of Swim Team Members Matthew Kush and Tommy Gray who were killed in an automobile accident early Saturday morning and the family of former student Larry Brown who died of a seizure on Sunday. She expressed the Board's concern for Swim Team Member Robert Barnum who was injured in the Saturday morning accident and is recuperating in the hospital. Mrs. Thompson noted that it was not only a loss to the families of these students but for the East Penn School District as well.

2. Requests to Address the Board-None

3. Approval of Minutes

Motion by Doviak, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors approve the minutes for the January 22, 2001 meeting.

This resolution was unanimously adopted by voice vote.

4. Refinancing of Series AAA of 1997 Bonds – Mr. Lou Verdelli, Public Financial Management and Mr. Dick Wood, Rhoads & Sinon

Mr. Lou Verdelli reviewed the background of the 1997 issue and how the 35 million dollars was broken up into three issues with a five year call. He reviewed the attached bid results and debt service schedules. He highlighted the fact that Moody's Investors Service has upgraded East Penn's rating from A3 to A2. This upgraded rating reflects the district's strengthened financial operations, above average, but manageable debt position, and steady tax base growth. Moody's expects that improved financial operations will continue, given district management's commitment to conservative budgeting and the maintenance of solid reserve levels. Moody's also expects the district's tax base to continue to exhibit growth, given several years of steady residential development and availability of land for further development. Mr. Verdelli pointed out that a new feature, Internet bidding, had been incorporated in the competitive bond sale. The successful bidder was Legg Mason Wood Walker. At the January 8, 2001 Board Meeting, the Board had authorized the refinancing at a minimum savings of \$283,000. However, as a result of the sale, the district will realize a savings of \$434,582.80. Mr. Lucadamo commented on the sale and asked that the bond sale document be included in the minutes, and he reiterated the comments about the district's conservative budgeting and maintenance of solid reserve levels. Mr. Verdelli indicated that PFM would continue to monitor the market for additional opportunities for refinancing.

Attorney Dick Wood explained the attached resolution and commended the Board for its foresight in electing to break up the 35 million dollars into three issues. The following motion was introduced:

Motion by Doviak, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the attached resolution to provide funds for and toward advance refunding a portion of the Outstanding General Obligation Bonds, Series AAA of 1997.

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

Aye: Ballard, Doviak, Lucadamo, Rhodes, Richwine, Robert, Thompson-----7
Absent: DeHaan, Gannon-----2

5. Report of the Superintendent of Schools – Dr. Alrita L. Morgan

1. Personnel

Motion by Doviak, Seconded by Robert

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

Childrearing Leave

Employee: Karen Kuszyk

Effective: Grade 4 Teacher, Shoemaker School
February 20, 2001

Awarding Tenure

In accordance with Section 1121 of the PA School Code, the following temporary professional employee based upon satisfactory service be awarded tenure:

Hilary L. Espenshade World Language Lower Macungie MS

Custodial Appointments

Name/Address: Brian Madzarac
945 Jeter Avenue, Bethlehem
Effective: February 27, 2001
Salary: \$13.76/hr., 40 hours/week

Name/Address: Brian Moll
402 North Fifth Street, Emmaus
Effective: To be determined
Salary: \$13.76/hr., 40 hours/week

Additions to the 2000-01 List of Per Diem Substitutes

Katie Bolgitz, Special Education Kathleen Soska, Special Education
Kristen Breidinger, Elementary
Lisz Aver, English
Julia Witmer, Chemistry
Marie Knauss, Teacher Aide, Food Service Department
Lori Jones, Food Service Department
Barbara Phillips, Food Service Department

Food Service Department Appointment

Name/Address: Linda Leayman
3003 Smith Lane, Alburts
Effective: February 13, 2001
Salary: \$8.79/hr., 12 ¼ hours/week
Part-Time Support Staff, Wescosville School

Change in Employment Status

<u>Employee</u>	<u>From</u>	<u>To</u>
Jayne Erdman	Secretary, Pupil Personnel Services	Secretary, Elementary Shoemaker Library
Christina Asher Grade 5, Wescosville Effective: February 13, 2001	Full-Time Substitute Teacher	Temporary Professional

Transfer of Teacher Aides effective on or about February 15, 2001

Tami Fenstermaker 12 ½ hrs, EHS 25 ½ hours, Macungie
Resignation of C. Walbert

Hope DeIaco 12 ½ hours, Lincoln 25 ½ hours, Macungie
New Special Ed. Position

Co-Curricular Advisors

See Attachment 1

Educational Conferences – Attachment 2

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Attachment 2.

These resolutions were duly adopted by the following roll call vote:
Aye: Ballard, Doviak, Lucadamo, Rhodes, Richwine, Robert, Thompson-----7
Absent: DeHaan, Gannon-----2

6. Lehigh Career & Technical Institute

Motion by Lucadamo, Seconded by Doviak

RESOLVED, That the East Penn Board of School Directors hereby approve the reopening of the 2000-01 General Fund Budget of the Lehigh Career & Technical Institute in accordance with Section 609 of the School Code concerning the receipt of additional State Funds in the amount of \$268,714.

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

Aye: Ballard, Doviak, Lucadamo, Rhodes, Richwine, Robert, Thompson-----7

Absent: DeHaan, Gannon-----2

7. Policy

1. Second Reading: Board Policy 247, Hazing (Attachment 3)

Motion by Lucadamo, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors approve Board Policy 247, Hazing, for inclusion in the Board Policy Manual.

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

Aye: Ballard, Doviak, Lucadamo, Rhodes, Richwine, Robert, Thompson-----7

Absent: DeHaan, Gannon-----2

8. Facilities

1. Change Order – H-7 & E-12, Emmaus HS Project

Motion by Lucadamo, Seconded by Robert

RESOLVED, That the East Penn Board of School Directors approve Change Order H-7, Emmaus High School Project, with Worth & Company, Inc., Phase 6, Auditorium Vertical Duct Clean, Repair and Reline for AHU-A-1 at a cost of \$18,655.44 and,

be it further

RESOLVED, That the East Penn Board of School Directors approve Change Order E-12, Emmaus High School Project with Windgap Electric, Inc., Phase 5, Board Room Changes J-159 in the amount of \$16,281.00.

Note: The Board Previously approved construction change directive for above motion 2/22/99.

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

Aye: Ballard, Doviak, Lucadamo, Rhodes, Richwine, Robert, Thompson-----7

Absent: DeHaan, Gannon-----2

9. Business Operations

1. Letter from Eugene W. Hickok, Secretary of Education (Attachment 4)

Mrs. Thompson called attention to the letter and commended everyone involved in the audit for good practices. Dr. Morgan noted that when auditors are in the district they are not looking to commend.

2. Approval of Bill List

Motion by Ballard, Seconded by Lucadamo

RESOLVED, That the East Penn Board of School Directors approve the bill list, including the addendum, and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated.

Construction Fund Payments (Attachment 5)

RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the appropriate Construction Fund as listed on Attachment 5.

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

Aye: Ballard, Doviak, Lucadamo, Rhodes, Richwine, Robert, Thompson-----7

Absent: DeHaan, Gannon-----2

10. Announcements

Monday, February 12 7:30 p.m.-Board Meeting, Board Room

February 12 & 13	Middle School Parent-Teacher Conferences 11:30 a.m.-2:00 p.m., 6-9 p.m. Early Dismissal at 11:00 a.m.
February 16	Snow-Makeup Day – <u>Schools and Offices will be open.</u>
February 19	Presidents Holiday-Schools and offices will be closed.
February 22	7:00 p.m.-8:30 p.m. – Lower Macungie Middle School Auditorium Individuals with Disabilities Education Act: Overview of Rights and Responsibilities under the Federal Mandated Special Education Law. Presenters, Dr. George Ziolkowski, Director of Pupil Personnel Services Angela DeMario, Supervisor of Special Education
February 24	International Fair – 10:00 a.m.-2:00 p.m. Emmaus High School

Mrs. Thompson said that she had attended the International Fair last year and found it very interesting.

February 26	7:30 p.m.-Board Meeting, Board Room
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Mr. Ballard reported that he had received a PSBA Legislative Alert to call or write to our state legislators concerning Chapter 14 special education regulations. The proposed regulations provide relief from issues on special education in the state's regulations that go beyond the requirements of the federal IDEA and its regulations. The key issue is the class size chart that the proposal eliminates. These regulations will go before the House Education Committee on February 14. The Senate Education Committee will review the plan in a few weeks. Because the regulations are in their final form, committee members must vote up or down on the entire proposal. Suggestions, amendments and revisions are not allowed at this point.

Dr. Morgan announced that the district had received confirmation that the Read to Succeed Grant had been renewed. East Penn is one of three districts in Lehigh County that was awarded \$130,000 for a Link to Learn (Technology) Grant. This grant will allow the district to increase math and reading scores in Grades 4 and 5 and will support additional software upgrades, and staff development training. Mr. Romano received feedback from one of the grant readers who felt it was a strong application. Dr. Morgan said that Mr. Romano was doing a fine job. The program narrative will be sent to the Board.

11. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 8:10 p.m.

Cecilia R. Birdsell
Board Secretary

ORDER OF BUSINESS

- 1. Call to Order; Pledge of Allegiance

President Jeffrey W. DeHaan called the meeting of the East Penn Board of School Directors to order at 7:30 p.m. in the Board Room located at 800 Pine Street, Emmaus, followed by the Pledge of Allegiance.

Board Members Present: C. H. Ballard, J. W. DeHaan, F. Doviak, J. J. Lucadamo, S. F. Rhodes, T. E. Richwine, M. Robert, A. L. Thompson

Board Member Absent: E. Gannon

Board Solicitors: Marc S. Fisher, Esq. and R. Magee, Esq., Worth, Magee, & Fisher, P.C.

Board Secretary: Cecilia R. Birdsell

Board Treasurer: Gary Reigal

Superintendent of Schools: Dr. Alrita L. Morgan

Press Present: Cheryl Baker, East Penn Press Reporter

- 2. Requests to Address the Board-None

- 3. Approval of Minutes

Motion by Ballard, Seconded by Thompson

RESOLVED, That the East Penn Board of School Directors approve the minutes for the February 26, 2001 Board Meeting.

This resolution was unanimously adopted by voice vote.

- 4. Lehigh Carbon Community College Augustus Martin, Esq., East Penn Representative Donald W. Snyder, President, LCCC

- 1. 2001-02 Lehigh Carbon Community College Budget

Motion by Lucadamo, Seconded by Doviak

RESOLVED, That the East Penn Board of School Directors approve the 2001-2002 Operating, Debt Service and Capital Expenditure Budgets.

Mr. Martin reported that the spring semester shows an increase of 10% in student enrollment with the total credit hours up by 6%. He indicated that in October the Board of Trustees had passed a resolution that the sponsors' share would not be increased for three years. East Penn's increase in the budget is \$59,000 based on the increase in the number of students. Mrs. Thompson asked about the school districts that indicated that they were withdrawing their sponsorship of Lehigh Carbon Community College. President Don Snyder explained that the Allentown School District had indicated its intent to withdraw last year in an effort to balance the Allentown School District budget without a tax increase. As a result of that action, Lehigh and Northern Lehigh were concerned about the shifting of costs and then indicated their intent to withdraw. Mr. Snyder explained that the Letter of Intent is only the first step in the process. The next step would be to petition the State Board of Education documenting that LCCC has not fulfilled its mission. The State Board would not approve Allentown's withdrawal on the basis of budgetary reasons. Mr. Snyder said that Northern Lehigh has not taken any further steps. Lehigh has taken action based on political pursuits and will not be taking any further action. Mr. Snyder pointed out that LCCC has made a strong presence in Allentown with the Portland facility with a great deal of remedial action taking place. He also noted that a grant for providing services for low-income individuals exceeds the individual Allentown contribution. He concluded that until any other action occurs, there is no change of status. Mr. Lucadamo asked what would occur to the other sponsors if Allentown were allowed to withdraw. Mr. Snyder indicated that the residents of Allentown would have to pay double the tuition, the non-sponsoring rate, and because the tuition is low it would not give them enough for financial aid.

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

Aye: Ballard, DeHaan, Doviak, Lucadamo, Rhodes, Richwine, Robert, Thompson-----8

Absent: Gannon-----1

- 5. Report of the Superintendent of Schools – Dr. Alrita L. Morgan

- 1. Personnel

Motion by Lucadamo, Seconded by Rhoads

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

Additions to the 2000-01 Per Diem Substitute List

- Jannel Semmel, Elementary
- Jeffrey Fries, Elementary
- Kelly Brady-Sutliff, Biology/Life Science
- Maryellen Yost, Teacher Aide
- Patricia Ostrander, Food Service Department

Change in Employment Status

Employee: Arlene Eck, Food Services Department
From: Part-Time Food Services, Shoemaker School
To: Per Diem Substitute

Educational Conferences – Attachment 1

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences as listed on Attachment 1.

These resolutions were duly adopted by the following roll call vote:
Aye: Ballard, DeHaan, Doviak, Lucadamo, Rhodes, Richwine, Robert, Thompson-----8
Absent: Gannon-----1

6. Middle States Evaluation – Emmaus High School

Dr. Herman Corradetti, Principal of Emmaus High School, announced that tomorrow evening the Middle States Evaluation process would begin with a banquet. The high point of the banquet will be the video produced by Emmaus High School students. Mrs. Gilliland noted that the school and community aspects and philosophy and goals of Emmaus High School has been compiled in the video rather than through speeches.

Mrs. Shulman said that the most important part of the evaluation is the self-analysis that takes place the year before the actual visit. The team arrives to evaluate and verify that the school does do what it says it does. This process occurs every ten years. Emmaus High School received a three-year waiver because of the construction. The following three days the team will be visiting the schools.

The Steering Committee that met weekly was chaired by Mrs. Linda Gilliland and Mrs. Claudia Shulman, Assistant Principals at Emmaus High School, and Rebecca Beidelman, Social Studies Department Chair. Mrs. Shulman explained that during the study the school is reviewed for its strengths and weaknesses and improvements and documentation is extremely important. There were eleven committees and teachers served on two and were asked not to serve on the committee designated for their subject area. On Wednesday, the team will meet with students, teachers, and support staff. On Friday afternoon, the team will provide an oral summary and follow-up with a written report. Mrs. Gilliland concluded that the work that had been done by the faculty and students over the past two years has brought the school together as a family.

7. Lehigh Career & Technical Institute

F. Doviak
T. Richwine
A. Thompson

-LCTI Building Authority – Discussion

Mrs. Thompson explained how LCTI has re-activated the structure of a Building Authority so it can incur the debt for the renovations and modernization of LCTI. This will alleviate the problem of the individual districts incurring the debt and perhaps going above their debt limit. Each sponsoring district is being asked to appoint a district representative who is not a seated board member or Joint Operating Committee member. The Building Authority will meet once a year and serve as the legal entity for the ownership of the real estate. There was consensus to advertise this opening in the community. Mrs. Thompson said it would be helpful if it was someone who may have been a former JOC member and was supportive of the district. Mr. Lucadamo requested additional information about the authority concept. Mrs. Thompson said this is the way the funding was handled for the original building. Mr. DeHaan indicated that the Superintendent's Administrative Committee meeting was scheduled for March 15 and they would probably receive further information. Mr. Ballard questioned whether a board member could serve in this capacity. Dr. Morgan will forward to the Board any additional information she receives at Thursday's meeting. Dr. Hornberger has indicated that districts should appoint a representative by the end of March so LCTI can move forward with its plans.

8. Facilities

1. Demolition of Harrison Street House

Motion by Doviak, Seconded by Lucadamo
RESOLVED, That the East Penn Board of School Directors authorize administration and consultants to prepare specifications and complete project bidding, demolition, site restoration, and fence installation for the house located at 220 Harrison Street, Emmaus at a cost not to exceed \$40,000; and,

be it further

RESOLVED, That the East Penn Board of School Directors authorize submittal of all required paper work to governmental agencies requiring said documents and fees.

Note: The above costs to be paid from Capital Reserve Accounts.

This resolution was duly adopted by the following roll call vote:
Aye: Ballard, DeHaan, Doviak, Lucadamo, Rhodes, Richwine, Robert, Thompson-----8
Absent: Gannon-----1

2. Easements – Lower Macungie Middle School Tract

Motion by DeHaan, Seconded by Lucadamo
RESOLVED, That, upon the receipt of the sum of \$7,500, the East Penn Board of School Directors hereby grant to JDN Development Company, Inc. a construction slope and bike path easement as more particularly described in the plan of the Newton Engineering Group, P. C. last revised February 2, 2001 and a drainage and utility easement as more particularly described in the plan of the Newton Engineering Group, P.C. last revised August 8, 2000 contingent upon:

1. Submittal and approval, if required, by JDN to any and all governmental agencies at no cost to the school district for the work described in the plan; and,
2. Execution of formal easement agreements in the form satisfactory to the school district solicitor.

This resolution was duly adopted by the following roll call vote:
Aye: Ballard, DeHaan, Doviak, Lucadamo, Rhodes, Richwine, Robert, Thompson-----8
Absent: Gannon-----1

9. Business Operations

1. Approval of Bill List

Motion by Thompson, Seconded by Robert
RESOLVED, That the East Penn Board of School Directors approve the bill list, including the addendum, and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated.

Construction Fund Payments

RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the appropriate Construction Fund as listed on Attachment 2.

These resolutions were duly adopted by the following roll call vote:
Aye: Ballard, DeHaan, Doviak, Lucadamo, Rhodes, Richwine, Robert, Thompson-----8
Absent: Gannon-----1

10. Announcements

Monday, March 12	7:00 p.m.-CLEAR Session (Real Estate)
	7:30 p.m.-Board Meeting
March 13-16	Middle States Evaluation, Emmaus HS
March 22, 23, 24	7:00 p.m.-Eyer Musical, "Guys & Dolls, Jr." Eyer MS Auditorium
	8:00 p.m.-Emmaus HS Spring Musical, "Fame" EHS Auditorium
March 29, 30, 31	8:00 p.m.-Lower Macungie MS Musical, "Oz" LMMS Auditorium

Mr. Ballard announced that the Spring Legislative Action Meeting was scheduled for March 29 at 7:00 p.m. at Parkland High School.

Tuesday, April 3 7:00 p.m.-District PAC Meeting, Conference Room B
800 Pine Street, Emmaus.

The PSBA Region 8 Meeting is scheduled for April 19. The Region 8 Director will be elected at this meeting. Mr. DeHaan announced that he was interested in pursuing this position if the current Region 8 Director would not be running. He asked that board members support him if he decides to pursue the Region 8 Directorship.

Dr. Morgan and Mr. DeHaan announced that tours of the schools listed in the Feasibility Study would be conducted for board members at either 2:00 p.m. or 7:00 p.m. on March 19. Board members should contact Miss Birdsell with the time that was convenient for them.

The Feasibility Study will be presented at the March 26 Board Meeting. Board members have received a copy of the study. Mr. DeHaan urged board members to call in questions so that everybody is informed.

THE SIXTIES – A DECADE OF CHANGE
A LIVING HISTORY/MULTI MEDIA PRESENTATION
BY
10TH GRADE AMERICAN STUDIES HONORS CLASSES

APRIL 30, 2001
PERIODS 10 & 11 (Beginning at 12:35 p.m.)
Emmaus HS Auditorium

11. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion at 8:15 p.m.

Cecilia R. Birdsell, Board Secretary

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

President Jeffrey W. DeHaan called the meeting of the East Penn Board of School Directors to order at 7:30 p.m. in the Board Room located at 800 Pine Street, Emmaus, followed by the Pledge of Allegiance.

Board Members Present: C. H. Ballard, J. W. DeHaan, F. Doviak, E. Gannon, J. J. Lucadamo, S. F. Rhodes, T. Richwine, M. Robert, A. L. Thompson

Board Solicitor: Marc S. Fisher, Esq., Worth, Magee & Fisher, P.C.

Board Secretary: Cecilia R. Birdsell

Board Treasurer: Gary Reigal

Superintendent of Schools: Dr. Alrita L. Morgan

2. Requests to Address the Board

3. Recognition:

A. Emmaus HS Video prepared for Middle States Evaluation

B. Video Producers: Scott Gerner, Gregory Skinner

4. Approval of Minutes

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the minutes of the March 12, 2001 Board Meeting.

5. Report of the Superintendent of Schools – Dr. Alrita L. Morgan

1. Personnel

Motion by _____, Seconded by _____
RESOLVED, That the East Penn Board of School Directors approve the following personnel items:

Retirements/Resignations

Charles R. Sipos, Business Education Teacher at Emmaus HS, effective June 15, 2001 (Attachment 1)

Anne M. Shay, Elementary Teacher, effective immediately (Attachment 2)

Terri Weaver, Hall Monitor at Emmaus HS, effective immediately (Attachment 3)

Robin A. Hanrahan, Special Education Aide at Emmaus HS, effective March 21, 2001 (Attachment 4)

Childrearing Leave

Employee: Corinna J. Kramer-Hinks, Science Teacher, Emmaus HS
Effective: April 2, 2001

Change in Employment Status

Employee: Patrick Campbell
From: Science Teacher, Lower Macungie MS
To: Teacher of the Gifted, Lower Macungie MS (Vacancy created by appointment of Peter Schutzler as Assistant Principal.)

Employee: Nicole Stanchock, Science Teacher, Lower Macungie MS
From: Full-Time Substitute Teacher
To: Temporary Professional Employee (Vacancy created by transfer of Patrick Campbell)
Effective: March 27, 2001

Additions to the 2000-01 List of Per Diem Substitutes

Mary Ann Rood, Special Education
Kristine Melchtry, Elementary
Darcy Trop, Elementary/Library
Trevor DeLong, Elementary
Judith Avalon, Food Services Department

Co-Curricular Advisors

Debbie Gomez	Eyer Volleyball Team	\$228.90-10 Sessions
Beth Witte	Eyer Volleyball Team	\$228.90-10 Sessions
Joshua Salzman	Accompanist-Eyer Spring Musical	\$412.00

Teacher Aide Appointment

Name/Address: Elisse Kasick
4044 S. Second Street, Emmaus

Assignment: Lincoln School (Vacancy created by transfer of H. Delaco.)
Effective: March 13, 2001
Salary: \$9.30/hr., 12 ½ hours/week

Food Services Department Appointment

Name/Address: Judith Avalon
282 Ridgeview Drive, Albutis

Effective: March 27, 2001
Assignment: Part Time Food Service Assistant-Shoemaker School
Salary: \$8.79/hr., 16 ¼ hours/week

Educational Conferences – Attachment 5

That the East Penn Board of School Directors approve the expenses for the individuals attending educational conferences as listed on Attachment 5.

2. Informational:

Administrative Reports – See Attachment Section

6. Facilities

1. Feasibility Study – Robert A. Bosak & Associates Architects and Engineers, Allentown, PA

7. Other Educational Entities

-Carbon Lehigh Intermediate Unit
-Lehigh Career & Technical Institute

Terry E. Richwine
Francine M. Doviak
Ann L. Thompson
Terry E. Richwine

8. Legislative

Charles H. Ballard

9. Strategic Planning

Dr. James J. Vater
Mr. Francis P. Romano

-Strategic Planning Steering Committee

Alrita L. Morgan, Ph.D.	Superintendent of Schools
Mr. Jeffrey W. DeHaan	President, East Penn Board of School Directors
Mrs. Ann L. Thompson	Vice President, East Penn Board of School Directors
Mr. Maury Robert	Member, East Penn Board of School Directors
Dr. James J. Vater	Internal Facilitator
Mr. Francis P. Romano	Internal Facilitator
Dr. Geraldine Miller	Carbon Lehigh Intermediate Unit, External Facilitator
Mr. David Ascani	Assistant Principal, Emmaus HS
Mr. Robert Misko	Principal, Lower Macungie MS
Mrs. Joan Lehman	Secretary, Support Staff
Mrs. Linda Hengeveld	Food Services Department, Support Staff
Ms. Heather Bealer	Grade 6 Teacher, Eyer MS
Ms. Amy Jo Clemson	Grade 1 Teacher, Macungie School
Ms. Deborah Gomez	Health/Physical Education Teacher, Eyer MS
Ms. Anjanette Hoffman	Grade 3 Teacher, Shoemaker School
Dr. Peter Kolman	Teacher of the Gifted, Emmaus HS
Ms. Karen Sharkazy	Social Studies Teacher, Emmaus HS
Dr. Patricia Waller	Science Teacher, Emmaus HS
Mr. Donald Hemnitz	Student
Mr. Benjamin Lemelman	Student
Ms. Mallory Brushko	Student
Ms. Courtney John	Student

Mr. Matt Roland	Student
Ms. Lygia Bellis	Adults of East Penn Graduates
Dr. Walter Dex	Adults of East Penn Graduates
Ms. Jo-Anne Barrett	Adults of East Penn Graduates, Alternate
Mr. David Bockstanz	Adults with Children in East Penn
Ms. Susan Kowalchuk	Adults with Children in East Penn
Dr. Jennifer L. Tyma	Adults with Children in East Penn
Ms. Lucy McLeod	Adults with Children in East Penn
Mr. Ted Dobracki	Adults with Children in East Penn, Alternate
Ms. Meg Flournoy	Adults with Children in East Penn, Alternate
Ms. Jayme Kerr	Adults with Children in East Penn, Alternate
Marion Lanshe	Adults with Children in Non-Public Schools
Mr. Francis L. Caputo	Adults without Children
Mr. Seth Flanders	Adults without Children
Ms. Kelly Weaver	Adults without Children, Alternate
Mr. Edward H. Martin	Retiree
Mr. John R. Lucas	Retiree
Mr. Philip Winkler	Businessperson
Dr. Parveen Gupta	Businessperson
Mr. Michael Vasilik	Businessperson
Mr. Evan Slotter	Businessperson
Ted Dobracki	Businessperson, Alternate
Miss Cecilia R. Birdsell	Recording Secretary

10. Business Operations

1. Bid Opening Report – Custodial Supplies – Attachment 6

2. Approval of Bill List

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

3. Treasurer's Report

Motion by _____, Seconded by _____
 RESOLVED, That the East Penn Board of School Directors approve the Treasurer's Report

4. Student Transportation Contract – Laidlaw Transit

Motion by _____, Seconded by _____
 RESOLVED, That the East Penn Board of School Directors approve the student transportation contract with Laidlaw Transit, Inc. for the 2000-01 school year at a daily rate of \$16,006.56.

Note: East Penn currently has a multi-year contract that expires in 2004. The above resolution reflects the actual number of vehicles now being used as well as the actual number of miles all vehicles are traveling each day.

The 1999-00 Daily rate was \$15,738.93. The 2000-01 daily rate reflects the addition of one vehicle.

5. Pennsylvania Education Joint Purchasing Council – Attachment 7

Motion by _____, Seconded by _____
 RESOLVED, That the East Penn Board of School Directors approve the application for membership in the Pennsylvania Education Joint Purchasing Council.

6. Per Capita Tax Exonerations

Motion by _____, Seconded by _____
 RESOLVED, That the East Penn Board of School Directors exonerate the following Tax Collector from the collection of per capita taxes:

Dennis Hinkel, Tax Collector, Lower Macungie Township

Moved	432
Student/Low Income	002
Military	001
Deceased	025

Duplicate	004
Miscellaneous	005
Turned over Delinquent Tax Collector	1057
Total Requested	1526
Previous Exonerations	029
Total Current Year's Exonerations	1555
Previous Year's Total Exonerations	935

7. Bid Award – Custodial Supplies – Attachment 8

Motion by _____, Seconded by _____
 RESOLVED, That the East Penn Board of School Directors award the custodial supplies contracts to the firms listed on Attachment 8.

8. Construction Fund Payments – Attachment 9

Motion by _____, Seconded by _____
 RESOLVED, That the East Penn Board of School Directors authorize the payment of funds from the appropriate Construction Fund as listed on Attachment 9.

11. Announcements

- Monday, March 26 7:30 p.m.-Board Meeting, Board Room
- March 26, 27, 28, 29, 30 Elementary Parent Teacher Conferences, Early Dismissal; Modified Kindergarten Schedule
- March 29, 30, 31 8:00 p.m., Oz, Lower Macungie Middle School
- April 2-5 PSSA Tests, Grades 5, 8, 11
Stanford Achievement Tests, Grades 2, 4, 7
- April 6 Act 80, Emmaus HS, Early Dismissal
- April 13 Spring Break (Schools & Offices will be closed.)
- April 12 & 16 Snow Make-up Days

12. Adjourn

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

President Jeffrey W. DeHaan called the meeting of the East Penn Board of School Directors to order at 7:30 p.m., followed by the Pledge of Allegiance.

Board members present: C. H. Ballard, J. W. DeHaan, F. Doviak, J. J. Lucadamo, S. Rhodes, T. Richwine, M. Robert, A. L. Thompson

Board member absent: E. Gannon

Board Solicitor: Robert Magee, Esq., Worth, Magee & Fisher

Board Secretary: Cecilia R. Birdsell

Board Treasurer: Gary Reigal

Superintendent of Schools: Dr. Alrita L. Morgan

Press Present: Jeff Gelman, Morning Call Reporter

Corrinne Durdock, East Penn Press Reporter

2. Presentation

Ms. Joyce Marin, representing the Main Street Program, presented Mr. DeHaan and Dr. Morgan with a Certificate of Appreciation for the East Penn School District for contributing to the quality of life and economic vitality of downtown Emmaus by preserving neighborhood elementary schools, Jefferson and Lincoln. Ms. Marin announced Emmaus Preservation Week, May 14-20, and highlighted the activities for the week. She also noted that October 4, 2001 is International Walk to School Day. Ms. Marin presented copies for board members of "The Town Paper" and Historic Neighborhood Schools in the Age of Sprawl: Why Johnny Can't Walk To School, a report by the National Trust for Historic Preservation.

3. Requests to Address the Board

Mr. Frank Distasio, 2762 Rolling Green Place, Macungie asked if there had been any thought given as to how much the senior citizens can pay in taxes. He indicated that senior citizens on fixed incomes of \$20,000-\$25,000 cannot continue to pay tax increases.

4. Approval of Minutes

Motion by Doviak, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the minutes of the March 26, 2001 Board Meeting.

This resolution was unanimously adopted by voice vote.

5. Technology Demonstration

Mr. Randy Ziegenfuss, Secondary Technology Resource Teacher, showed a video entitled, "Technology in the East Penn School District." The presentation showed classroom applications and integration with curriculum in social studies, art, music, science, and world languages. Mrs. Joan Keiper, Language Arts Teacher, spoke about technology as a communication tool and her project entitled, "Faces of Friendship." This project enables students to communicate with other students from Alaska, Jerusalem, Siberia, Russia, and Spain. Mrs. Keiper spoke positively about the success students have had with reading and writing skills and the overall enhancement of learning.

Eyer MS students Julie Clark, Andy Edmonds, and Steven Massa demonstrated a book that had been compiled telling an African folk tale using Powerpoint. The class has the book as a webpage dedicated to the project. The presentation was developed into a CD that helped raise money for Bugando Hospital that specializes in children with AIDS.

Mr. Ziegenfuss highlighted other websites such as Webquest, Galileo Maths Year 2000, Biomass, Eyer MS Winterlude Trip, and the Digital Yearbook/Scrapbook.

6. Report of the Superintendent of School – Dr. Alrita L. Morgan

1. Personnel

Motion by Doviak, Seconded by Lucadamo

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

Retirement

Carol Stephens, Elementary Teacher, effective March 30, 2001 (Attachment 1)

Teacher Aide Appointment

Name/Address: Rosemarie Manley
 679 Walnut Street, Emmaus
 Effective: March 27, 2001
 Assignment: Special Education, Teacher Aide, Lincoln School
 (Unbudgeted Position)
 Salary: \$9.30/hr., 12 ½ hours/week

Co-Curricular Advisors

Randy Ziegenfuss	Technology Tuesday Assist. Director of Music HS Spring Musical	\$22.89/session, 9 sessions \$906.00
George Mack Douglas Povilaitis	Technology Tuesday Assist. Track Coach	\$22.89/session, 9 sessions \$1648.20

Summer Book Repair Program

Sharon Woodeshick Ramona Neidig

Assistance with Psychological Evaluations

That the East Penn Board of School Directors approve Margaret Haines, 2824 Rolling Green Place, Macungie to assist with psychological evaluations. Reimbursement will be \$75.00 per evaluation.

Additions to the 2000-01 List of Per Diem Substitutes

Michele Webb, Social Studies Sterling Ritter, German
 Denise Calanese – Homebound Tutor

Educational Conferences – Attachment 2

That the East Penn Board of School Directors approve the expenses for the individuals attending the educational conferences listed on Attachment 2.

These resolutions were duly adopted by the following roll call vote:
 Aye: Ballard, DeHaan, Doviak, Lucadamo, Rhodes, Richwine, Robert, Thompson-----8
 Absent: Gannon-----1

7. Feasibility Study – Enrollment Projections – Discussion

Motion by DeHaan, Seconded by Thompson
 RESOLVED, That the East Penn Board of School Directors recognizes that accurately projecting student enrollments is difficult; and,

WHEREAS, Feasibility Study #7 represents several student enrollment projections for the next ten years; and,

WHEREAS, Decisions concerning renovations and building projects from the next phase of the building plan outlined in Master Plan 6 and updated in Feasibility Study #7 will be made in 2001;

Be it further

RESOLVED, That the East Penn School District will use the PA Department of Education Enrollment Projections as its enrollment basis for the purposes of Feasibility Study #7; and,

Be it further

RESOLVED, That the East Penn School District analyze actual enrollments every October and April to identify changes in enrollment trends.

Dr. Morgan indicated that the charge to the Board from the last meeting was to decide which enrollment would be selected so work can proceed. It was determined that the PDE projections were the most accurate and Dr. Zinner projected enrollments based on the district's historic population trends. Dr. Morgan explained that for the next three years both the PDE and our internal work are closer than the projections within the Feasibility Study. This year we have had the lowest numbers for Kindergarten registration. It is surmised that students are being retained in full-day Kindergarten programs and subsequent Grade 1 programs and then enter East Penn for Grade 2. When the number of students is weighed against the question of whether the district should do something is another discussion. Also reviewed was the number of Lower Macungie Township building permits from 1990-2000. This was charted to see if there is any kind of relationship with the enrollment. Dr. Morgan noted that a lot of the units are restricted age developments (55 and over) and townhomes with a limited number of bedrooms. It does not appear that a lot of the housing is producing large numbers of children. The district will continue to analyze enrollments every October and April

and that by doing that every six months it would give some lead time if there were a spike in the enrollment. Mrs. Doviak commented that she was glad to see that there was a plan in place in the event the enrollment does increase. Dr. Morgan cautioned that she was not recommending that nothing be done, just that there is not an emergency to build. Mr. Ballard congratulated the staff on the additional work that was done, noting it is the kind of information needed to make a business case. There will continue to be discussion on the Feasibility Study with a recommendation coming to the Board on June 11.

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

Aye: Ballard, DeHaan, Doviak, Lucadamo, Rhodes, Richwine, Robert, Thompson-----8
Absent: Gannon-----1

8. 2001-2002 Budget – Discussion

Dr. Morgan pointed out the various sections of the 2001-02 Budget that had been distributed to board members. She indicated that the most pressing decision is what the Board wants to see next year as a fund balance. Referring to the proposed additional personnel requests, Dr. Morgan said all the positions were justifiable and of value to the district but she would only be recommending those positions listed under Priority 1 on the attached sheet. She pointed out the section on the Estimates of Service Life of Systems and Components, noting this information is an integral part of the Feasibility Study. Mr. Gary Reigal, Director of Business and Fiscal Affairs, noted that new personnel is not included in the budget total. This budget also complies with the accounting changes under the Your Schools, Your Money procedure. The assessed value is projected to grow in excess of 40 million dollars which is substantially higher than last year or the previous five years. The increase is from 1.9% in 1997-98 up to 6.3% this year. The 2001-02 budget shows an increase of 3.9% over the 2000-01 budget. Mr. Reigal noted that, with the new personnel, the budget would not increase above 5%. Approximately \$400,000 has been refunded due to the refinancing of some of the bond issues. Referring to Fund Balance, Mr. Reigal reported that the district actually ended last year with 6.5 million dollars in fund balance. In the Capital Reserve Fund, there are some expenditures that will be coming out of that area. Capital expenditures would be roof repairs, boiler repairs, and renovations for the Consumer Science Room at Emmaus High School. Mr. Reigal indicated the Athletic Fund would have a new look when new sports programs are added for the two middle schools. The Technology Budget has increased about 31% (\$813,000). Over the past few years, the monies have been coming from the Construction Fund and now it is time to maintain the labs.

During the 2000-01 school year, Dr. Morgan explained that personnel such as a Grade 6 teacher, ESL teacher, special education teachers, and additional aide hours had been added. Those positions were approved and are in the current budget. Referring to the budget, Dr. Morgan said they were looking at the bottom line and what it would mean. She indicated her concern about the impact of tax increases, especially when the district is looking at some of the buildings that were not part of the building program. The positions that are being recommended are listed under Priority 1 of the attached Proposed 2001-02 Personnel Budget Increases. These positions total \$313,841. Dr. Morgan noted the increase in the special education population and the need to comply with state requirements and safety. Mr. Reigal said that they were proposing to have tentative adoption of the budget on Monday, May 7, and final adoption at the June 11 Board Meeting. This would mean rescheduling the May 14 Board Meeting to May 7. The reason for this change is to forward the information to Lehigh County by June 18. If the County does not receive the tax information by June 18, the tax bills to residents will not be received until mid-July. Mr. DeHaan indicated that there was no specific direction expected from the Board this evening. Mr. Ballard pointed out that there had also been additional costs to the district for implementing the new state accounting changes. Mr. Reigal said East Penn had received about \$5,000 to cover some of the costs. Mr. Lucadamo thanked Mr. Reigal and Mrs. Surdoval for their work with the budget. He also suggested that next year the Estimates of Service Life of Systems and Components could be color-coded. Mr. DeHaan asked if the information referring to the SAWW (Statewide Average Weekly Wage) could be included in the budget materials.

9. Facilities

1. Change Order – Wind Gap Electric, Inc.

Motion by Robert, Seconded by Doviak
RESOLVED, That the East Penn Board of School Directors authorize Change Order E-14 with Wind Gap Electric, Inc. in the amount of \$4,037.00 for adding both additional electric circuits and computer circuits in the Band Room, Emmaus High School.

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

Aye: Ballard, DeHaan, Doviak, Lucadamo, Rhodes, Richwine, Robert, Thompson-----8
Absent: Gannon-----1

10. Lehigh County Career and Technical Institute

1. Appointment of Authority Member

Motion by Thompson, Seconded by Doviak
RESOLVED, That the East Penn Board of School Directors appoint Mr. Ted Dobracki as the representative of the East Penn School District for the Lehigh Career & Technical Institute Authority.

Mr. DeHaan had contacted Mr. Dobracki, who said he would accept the appointment.

This resolution was duly adopted by the following roll call vote:
Aye: Ballard, DeHaan, Doviak, Lucadamo, Rhodes, Richwine, Robert, Thompson-----8
Absent: Gannon-----1

11. Business Operations

1. Bid Opening Report – Art Supplies (Attachment 3)
2. Approval of Bill List

Motion by Doviak, Seconded by Lucadamo

RESOLVED, That the East Penn Board of School Directors approve the attached bill list, including the addendum, and the Treasurer be Authorized to issue checks and vouchers in the amounts indicated.

Budget Transfers – Attachment 4

RESOLVED, That the East Penn Board of School Directors approve the attached list of Budget Transfers.

Construction Fund Payments – Attachment 5

RESOLVED, That the East Penn Board of School Directors authorize the payments from the appropriate Construction Fund as indicated on Attachment 5.

Refunding Bond Issue

RESOLVED, That the East Penn Board of School Directors does hereby authorize the administration to work with Public Financial Management, as Financial Advisor, in conjunction with the issuance of General Obligation Bonds, Series of 2001, for the purpose of refunding the East Penn School District's General Obligation Bonds, Series AA of 1996 at a minimum savings of \$201,910.

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

Aye: Ballard, DeHaan, Doviak, Lucadamo, Rhodes, Richwine, Robert, Thompson-----8
Absent: Gannon-----1

11. Announcements

- | | |
|------------------|--|
| -Monday, April 9 | 7:30 p.m.-Board Meeting, Board Room |
| -April 12 & 16 | Snow Make-up Days – All Schools & Offices will be open |
| -April 13 | Spring Break – Schools & Offices will be closed. |
| -April 23-27 | TV Turn-Off Week – Lower Macungie Elementary, Alburdis Schools |

Mr. DeHaan reported that Zeke Zelker, a former East Penn student and an independent film producer, had a movie previewed at the New York Video and Film Festival on Saturday, April 7. The movie has references to the East Penn School District, and some of the shots are from the Lower Macungie Elementary and Lower Macungie Middle School sites. Budding young thespians from the district also acted in the movie but found that their scenes had been surrendered to the cutting room floor due to the 95-minute guidelines.

Mrs. Thompson reported that the LCTI Joint Operating Committee would be reviewing the LCTI Agreement on April 25.

12. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 9:27 p.m.

Cecilia R. Birdsell, Board Secretary

ORDER OF BUSINESS

1. Call to Order; Pledge of Allegiance

President Jeffrey W. DeHaan called the meeting of the East Penn Board of School Directors to order at 7:30 p.m. in the Board Room located at 800 Pine Street, Emmaus, followed by the Pledge of Allegiance.

Board Members Present: C. H. Ballard, J. W. DeHaan, F. Doviak, E. Gannon, J. Lucadamo, S. Rhodes, T. Richwine, A. Thompson

Board Member Absent: M. Robert

Board Solicitor: Marc S. Fisher, Esq., Worth, Magee & Fisher

Board Secretary: Cecilia R. Birdsell

Board Treasurer: Gary Reigal

Superintendent of Schools: Dr. Alrita L. Morgan

Press Present: Cheryl Baker, East Penn Press Reporter

2. Presentation:

Mr. Grayson McNair, Chairman, Emmaus Public Library Governmental Relations Committee/Vice President, Friends of the Emmaus Public Library, presented Dr. Alrita L. Morgan, Superintendent of Schools, and Cecilia R. Birdsell, Board Secretary, with Certificates of Appreciation for their involvement with the Emmaus Public Library Governmental Relations Committee. He praised the Board and administration for their support of the Library and its programs, particularly with the Long Range Planning report. They received a round of applause. Mr. McNair concluded his remarks by saying that he hoped the district would continue to work with the Emmaus Public Library Board and the Lower Macungie Library and, hopefully, see it as one single library system in the East Penn School District matching the same type of excellence in service that the East Penn School District is providing to the residents.

3. Requests to Address the Board-None

4. Approval of Minutes

Motion by Thompson, Seconded by Lucadamo

RESOLVED, That the East Penn Board of School Directors approve the minutes of the April 9, 2001 Board Meeting.

Mr. Ballard said that during the questioning of the budget he had asked Mr. Reigal a question about the amount the budget would increase if we simply accounted for a cost of living increase and an increase in revenue from the increased valuation of land. Mr. Reigal said he would be presenting that information in tonight's presentation.

The resolution was unanimously adopted by voice vote.

5. Student Government Association, Emmaus HS – Ken Barna

Mr. Barna reported that the spring sports were thriving, noting that the girls softball, boys baseball, soccer, school-sponsored La Crosse teams, and track teams were all doing well. On Wednesday at 7:00 p.m. the Drama Department will sponsor an Improv Night in the Black Box Room. On Friday, May 4, from 2:30 to 5:00 p.m. the Spring Fling is scheduled and will be held at Eyer Middle School. All students are invited to attend. The next issue of *The Stinger* will be out on May 18. On Saturday, April 28, there will be a Nutrition, Health, and Safety Fair at Lower Macungie Middle School. The students will be dressed in costumes and help with the games.

6. Report of the Superintendent of Schools

1. Personnel

Motion by Thompson, Seconded by Ballard

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

Retirement/Resignations

Jane E. Holloway, Business Education Teacher, Emmaus HS, effective June 15, 2001 (Attachment 1)

Joan Shephard, IST Teacher, Jefferson School, effective June 15, 2001 (Attachment 2)

Robert D. Gaugler, English Teacher, Emmaus HS, effective June 15, 2001 (Attachment 3)

James Windt, Social Studies Teacher, Lower Macungie MS, effective June 15, 2001 (Attachment 4)

Merle D. Conner, Technology Education Teacher, Emmaus HS, effective June 15, 2001 (Attachment 5)

Elizabeth D. Conner, Grade 3 Teacher, Shoemaker School, effective June 15, 2001
(Attachment 6)

Tracey S. Scholl, Secretary at Wescosville School and Speech Therapists, effective immediately
(Attachment 6A)

Awarding of Tenure

In accordance with Section 1121 of the PA School Code, the following temporary professional employees based upon satisfactory service be awarded tenure:

James Repischak	Grade 5	Macungie School
Kimberly A. Reiter	Mathematics	Emmaus HS

Request for General Leave

Employee: Janice S. Jones
 Kindergarten Teacher, Lincoln School
 Effective: 2001-02 School Term

Additions to the 2000-2001 List of Per Diem Substitutes

Lisa Jackson, Elementary/Home Economics

Co-Curricular Advisor

Mark Case	PA Jr. Science League	\$206.00, Club A
Sandra Hayes	Lincoln Homework Club	\$202.00, 10 Sessions
Heather Repko	Lincoln Homework Club	\$202.00, 10 Sessions

Team Leader

Roberta Morgan Pod 6, Eyer MS

Educational Conferences – Attachment 7

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

- 2. Informational – Administrative Reports (See Attachment Section)

Mr. DeHaan called attention to the TV Turn-Off week and the events sponsored by Dr. Waddell.

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

Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Thompson-----8
 Absent: Robert-----1

- 7. Education

- 1. World Languages Presentation – Dr. Jerry Zinner, Director of Elementary and Secondary Education

Dr. Jerry Zinner presented a video demonstrating world languages in the classroom. He described the Steering Committee that included Nancy Kressley, Department Chair; Mary Lou Pattishall, French Teacher; Ann Pickin, German Teacher; Janelle Hess, Spanish Teacher; Linda Gilliland, Assistant Principal; Dee Eng, Marti Schwartz, and Molly Faust, parents. The other members of the World Language Department in attendance were Steve Kutz, Julio Torres, Chris Torchia, and Jean Maier. Dr. Zinner reviewed the process that was used by the Steering Committee and the attached philosophy, goals, and cycle for Curriculum and Revision. Mrs. Faust provided her personal background as a resident for 24 years and a parent of a graduate of Emmaus High School and two students who are currently going through the system. She described the following improvements in the program: an emphasis of cultural diversity; a tolerant attitude toward others; need for language in various professions; enhancement of employment opportunities; work toward advanced degrees; emphasis on speaking and listening; and fostering interest and mastery in a second language. Dr. Zinner emphasized that some of these items are already taking place. Teachers took the philosophy and goals and matched them to the existing courses. The group looked at state and national standards, and changes in presenting and teaching world languages. Dr. Zinner said that any new curriculum in the East Penn School District must meet the following criteria: technology integration, subject integration, differentiated instruction, real life applications, development of life-long learning skills, including basic skills, higher order thinking skills, problem solving, encouraging teamwork, utilizing oral and written communication, and assessing in a variety of methods. Mrs. Kressley said teachers would be able to focus on communication skills, integration of a variety of activities, differentiated instruction, and integration of the national standards of foreign language. New to the program will be the integration of technology, more varied activities, integrated software, presentation software, and CD's. Students will develop communication skills and

achieve different levels of proficiency, deepen cross-cultural understanding, and share all aspects of language learning. Because language is sequential, a phased in process is being proposed. Level I will be phased in during the 2001-02 school term and each level will progress the following years. The phased-in approach will give the staff a chance to get an idea about how the curriculum is working and it will also spread the cost out for four years. Next spring the Steering Committee will re-convene to evaluate the new curriculum and to revise and to make adjustments as needed. The expansion of the program will be investigated. Dr. Zinner emphasized that at this time they are not prepared to expand world languages below Grade 8. In another year or two, the committee will come back to the Board regarding expansion of program. Dr. Morgan clarified that they are not talking about additional languages but extending the languages to the elementary levels.

Mrs. Gannon asked if this program would allow students to build the skills to get to the AP Program, noting that AP curriculum is somewhat dictated by the test. Dr. Zinner said the content of the AP programs changed the least. There will be some changes in the instruction methodology but there will be very little change in the course. Mr. Rhodes asked if there would be any changes for students who are currently starting a language. Dr. Zinner said the current textbook will be used but there will be different methodologies and technologies will be integrated into existing courses. Mr. Ballard commented on the fact that many European students are exposed to multiple language learning opportunities earlier and that many graduate knowing English and another language and will this program provide opportunities for students who want to attain more than one language proficiency. Mrs. Kressley stated that there are many students who take more than one language but it is really more of a scheduling problem. Mr. Ballard asked if it was a coordination problem or not having the sophisticated scheduling software. Mrs. Kressley said it is really more that there is not enough time in the day. Mrs. Pickin shared her expertise about how the German system of education handles languages. Mr. Richwine asked about what kind of strategy would be used to address the various learning styles. Mrs. Kressley said there are some story-telling techniques as well as some other techniques. Dr. Zinner said drama is also a big part as well. Mr. Rhodes said he would totally support getting languages to the lower grade levels and asked for an estimated date of when that could happen. Dr. Morgan said it could be something to review as a future budget item. Mrs. Kressley said the teachers had looked at expanding the program. In response to a question from Ms. Gannon, Dr. Zinner said that expanding the program would not be pushed off until the next curriculum review cycle. Mr. DeHaan thanked Dr. Zinner and the Steering Committee for their presentation.

2. Course Adoption

Motion by Thompson, Seconded by Ballard
RESOLVED, That the East Penn Board of School Directors approve the following courses:

- Spanish I, II, III, IV, IV (Honors), V, A.P.
- French I, II, III, IV, IV (Honors), V, A.P.
- German I, II, III, IV, IV (Honors), V, A.P.

This resolution was duly adopted by the following roll call vote:
Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Thompson-----8
Absent: Robert-----1

3. First Reading – Textbook Adoption

The following textbook will be on display in the Curriculum Library until Friday, May 4. A resolution for adoption will be presented at the May 7 meeting of the East Penn Board of School Directors.

Course Title: Government and Economics
School: Emmaus High School, Grade 12
Title: Economics: A Contemporary Introduction 5E
Authors: William A. McEachern
Publisher: Thomson Learning
Unit Cost: \$76.00 (300 copies)
Total Cost: \$22,800.00
Need: Replacement for out-of-print textbook

8. Other Educational Entities:

Carbon Lehigh Intermediate Unit Terry Richwine

1. Ballots – Election of CLIU Board Members

Mr. Richwine reminded board members to fill out the ballots and return them to Cecilia Birdsell, Board Secretary. He noted that the Department of Education had approved the IU budget.

Lehigh County Technical & Career Institute Francine Doviak
Ann Thompson
Terry Richwine

Mrs. Doviak reported that the next meeting of the Joint Operating Committee was Wednesday, April 25. Mrs. Thompson had mentioned at the April 9 Board meeting that the JOC would be reviewing the Articles of Agreement. She said that discussion has now been postponed.

Mr. Ballard reported that the major legislative issue is the Governor's Budget. The Lehigh County Legislative Meeting was held and Representative Jane Baker attended. The other legislators sent their aides to discuss various issues. Mr. Ballard indicated that there are a number of sponsors for various legislation regarding special education. Cyber Charter Schools are receiving a lot of attention. Now is a good time to forward any input you may have to local legislators. Mr. Ballard cited a charter school in the Bethlehem School District that will cost approximately 1 mil to fund. PSBA is pressing to have charter schools within the framework of the school district. Mr. DeHaan indicated he had received a Legislative Alert regarding funding for special education. There is a committee in the Senate that is looking at funding special education. This bill says it would look at expenses and reimburse 50%. Mrs. Thompson noted that there are a number of charter schools in Philadelphia that have cost in the neighborhood of 67 million dollars and Philadelphia has not saved any money by having charter schools. PSBA, Mount Pocono and Cambria are about to go to court regarding cyber charter schools and state funding. Dr. Morgan said the Cyber Charter Schools were not thought of in terms of the School Code and the Charter School Act. The IU is looking at the Susquehanna Charter School. She said there is the potential for people to make a lot of money with cyber charter schools with little effort. Mrs. Thompson said there are approximately twelve schools to come on line in the fall. There is a potential population of home schoolers for which the district receives no reimbursement. However, if they are part of a cyber charter school then this is new money that would have to be expended by the school district.

10. Facilities

1. Administrative Parking Lot, Emmaus HS Complex

Motion by Doviak, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve Substantial Completion with Barry J. Hoffman Company, Inc. for the lighting installed on the administrative parking lot, 800 Pine Street, Emmaus, PA.

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

Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Thompson-----8

Absent: Robert-----1

11. Strategic Planning

Dr. James J. Vater
Mr. Frank P. Romano

The Strategic Planning Steering Committee met on Friday evening, April 20, and Saturday, morning, April 21. The Committee developed and reached consensus on a Vision Statement and is now establishing Core Belief Statements. They will meet again on Thursday, May 3. Dr. Morgan said it was a pleasant and productive session. Mr. DeHaan said the Vision Statement, Mission Statement, and Core Belief Statements will come before the Board. Mrs. Thompson said that a lot of things that were written about in their homework assignments for Strategic Planning actually appeared in the philosophy and goals for the world languages.

12. Business Operations

1. 2001-2002 Budget

Mr. DeHaan indicated that following the discussion he would like to make sure that there is some kind of consensus from the Board about the amount of millage that is acceptable and is within the range that the Board will approve. Dr. Morgan said there is really only one question and that is what kind of fund balance do you want to see next year. She said that there were a variety of questions from board members. She will collect the questions and send a packet once a week from May 7 until the final adoption on June 11. Mr. Reigal said they are still monitoring the activities this year to determine the true fund balance. Revenues are coming in very nicely but it is too early to project. Referring to the attached Five Year Budget Model, Mr. Reigal felt it addressed a lot of the questions that are being asked and it addresses Mr. Ballard's questions from last meeting. The model addresses the cost of living in the expense area as talked about in January. The budgeted revenue was 60 million dollars and will be 61 million dollars this year. There is only a difference of \$600,000 in expenditures which is about the fund balance. Referring to the Budgetary Reserve, Mr. Reigal said the \$600,000 should grow. Mr. Ballard said he felt they were ascribing more thought to the \$600,000 than is actually present. It is the maximum amount that will be tolerated in the budget. Mr. Ballard felt it was hard to get people to move off the feeling about how much should be in budgetary reserve. He felt if it was stated in a policy somewhere that would be a much better way to approach it. Mrs. Thompson said that she thought it was decided that as much as the Board would like to put money in budgetary reserve the Board did not want to increase millage to put it in there. Mr. Ballard said if the present budget was adjusted for cost of living and added to that number the estimated revenue increase based on new valuation of real estate what would be the amount vs. what we are increasing the budget for expenses. Mr. Reigal said the budget increase is 3.9% without personnel requests which is in line with cost of living. The cost of living in this area was about 3.4% so the district is about .5% within cost of living. The increase in revenue from last year to this year is growing more than 3%. Comparing last year's budget to this year's budget the revenue is growing 3.4%. Mr. Ballard asked how much of the increase is due to additional students. The additional requirements of the standards and the new accounting are also being determined. Mr. Ballard said there are a certain amount of things over which the district does not have control but is responsible to pay.

Mr. Reigal said the revenue is growing 3.4% and that was the cost of living last year. Our revenue could support just a cost of living increase but that is not doable. Mr. DeHaan asked if Mr. Ballard was looking for a chart that summarizes the information in the summary. Mr. Lucadamo commented on budget reserve by framing this around the fact that the total revenue divided by 365 days is \$180,000 per day that provides a cushion of only 3.7 days for operations. He said he would like to continue to see this go up as well as the range. He spoke about using fund balance for one-time increases in the budget or using it for ongoing operational costs. Mr. Rhodes asked if this was a process that Mr. Lucadamo would like to do whenever there is excess in the fund balance and asked if there was an advantage, other than operational expenses, to carry this fund balance. Mr. Lucadamo responded that we should be establishing a percentage of appropriations to set aside as reserve. He felt that a relatively marginal increase year after year would get the account to two or three percent and then maintain it. He felt it might pay off with the creditor side. Mr. Reigal said a letter from Moody who rated the last bond issue could be shared with the Board. It describes that a great deal about why they upgraded our rating because of good budgetary planning. It is very difficult to measure how much that might have helped. Mr. Ballard felt that it did help with the district's rating.

Mr. DeHaan said that looking at the appropriations it is estimated that the district will spend about \$600,000 less than budgeted. If we are underbudgeted, why do we have to take money from budgetary reserve. Mr. Reigal said the additional personnel hired throughout the year was about \$300,000; however, at this point we are only looking at spending about \$140,000 out of budgetary reserve the rest was covered by resignations. Mr. DeHaan asked board members if there was any objection to putting an increase of 1% in the budgetary reserve. He then asked if there was any desire to increase more than that. Mr. Lucadamo and Mr. Ballard objected.

Mr. Reigal talked about the capital reserve fund budget and spending \$185,000 on some capital expenditures. The interest earnings are \$127,000. This would mean approximately \$50,000 coming from capital reserve. Mr. Reigal asked about replenishing that with \$50,000 (transferred from General Fund). Mr. Lucadamo said he would support that process. He felt there should be some ongoing movement of funds into the capital reserve account. Mr. Lucadamo said the district ought to be investing funds in anticipation of planning for these things instead of picking and choosing projects off of the maintenance list. If funds are budgeted then at some time the district may even be able to avoid a bond issue for some of the projects. The philosophy should be set in motion to the extent that you have a large ending fund balance in any fiscal year. He would support the \$50,000 and institutionalizing the process. Mr. Ballard said he would support the concept and agreed with Mr. Lucadamo. There ought to be an underlying millage base to cover operational bases and extra money could be used for one-time projects. There ought to be a five-year capital plan as part of the budgeting process.

Dr. Morgan saw four inter-related things to consider: 1. To have enough interest come from capital reserve to take care of unanticipated projects; 2. To put \$50,000 in the capital reserve will not make any difference in the bottom line; 3. To work out all systems and components in a timed way; 4. To consider a policy on budget reserve and fund balance. This was done last year and did not pass. Mr. DeHaan clarified the \$50,000 transfer and the accumulated interest from capital reserve for maintenance projects. Mrs. Thompson indicated her support for putting the \$50,000 in capital reserve. Mr. Reigal called attention to the attached handout regarding per capita tax collection. He felt it was a nuisance tax. Mr. DeHaan asked if this was something that had to be done prior to election of a tax collector. Mr. Reigal said there was some wording put in their contract when Act 50 was adopted that if the per capita tax were eliminated they would receive 80% of the previous year's compensation. He felt that covered the area. Mr. Ballard clarified that there was no legal barrier eliminating per capita tax. He suggested that tax collectors be given a year's notice if we were considering eliminating the per capita tax. Mr. DeHaan asked if there was any objection to pursuing this item. Mr. Lucadamo asked about eliminating the per capita tax and replacing it with what. Mr. Reigal said it would be incorporated into the millage. Mr. Lucadamo clarified that it would then be shifting a tax from the \$10.00 per capita tax to a property owner tax. Mr. DeHaan asked if there was an objection and was it the recommendation of the Board to send a letter to the local governing bodies that we intend to look at this seriously. Ms. Gannon spoke about the policy issue and indicated she felt each year was unique and the Board should not be locked into some amount that would be cutting out funds for another area. She indicated she would not be in favor of the policy but looking at the total picture each year. Mr. DeHaan asked if there was an objection to moving the \$50,000 into capital reserve. In answer to a question raised by Mr. Rhodes, Mr. DeHaan said it would be in the form of a formal motion when the budget is adopted. This is just to give direction and not authorize the transfer. Mr. Rhodes indicated his support and was told the capital reserve account balance for this year would be \$2,367,000. The demolition of the Harrison Street property is included in this amount. Mr. Richwine said that considering that in the 1999-00 budget the district had 1.5 million dollars better than projected and this year it will be 3.3 million dollars, he felt this would be the year to make a substantial transfer to capital reserve. He concluded that he could support higher than \$50,000, perhaps \$100,000. Dr. Morgan said the first \$50,000 would support a teaching position since there are all kinds of competing items. If the Board could accept what is in place now, then the question is whether or not to raise millage that would impact later. There are certainly district needs for any excess. She indicated that if \$200,000 came in then it could be balanced out and perhaps have \$100,000 left over. Mr. Reigal said the earned income tax should be more firm by the end of May and certainly by budget adoption. Mr. DeHaan concluded that it appeared there was consensus for the \$50,000. As the Board and administration continue to look at the budget there may be more discussion about it.

Mr. DeHaan stated that the Board had looked at policy for the fund balance and budget reserve and, at that time, it was decided not to go forward with any policy. Mr. Ballard said he was not supportive of using funds from increased revenue that will be a permanent operating expense for the district since it will not disappear. There can be a policy that allocates one time use funds and has simple principles such as "the intent of the capital reserve fund is to have sufficient funds to subsidize the average maintenance expenses of a capital nature of the district and that the district will add to this fund additional funds to fund specified estimated projects of a known date certain to be required as identified and approved by the Board." He felt this type of policy would not restrict flexibility. Dr. Morgan asked if it was the direction of the Board for a policy. Mr. DeHaan asked if a policy should be pursued on fund balance and budget reserve.

He asked if there were any objections to not pursuing a policy on fund balance and budget reserve. Mr. Ballard said he objected to not having the Board polled and he presented the following motion:

Motion by Ballard, Seconded by Lucadamo
RESOLVED, That the Board ask the administration to develop a policy for capital reserves and budgetary reserves and fund balance to direct the district for budgetary purposes.

Mrs. Doviak, Ms. Gannon, and Mrs. Thompson did not agree with the motion or having the same discussion as last year. Mr. Lucadamo felt the Board was avoiding a difficult issue. He insisted there was a philosophical issue that needed to be discussed by the Board about how to fund and institutionalize taxing for ongoing expenditures and whether or not there is any kind of approach for dealing with anomalies. He reiterated his previous statements about operational expenses and what has been consumed from fund balance. Mrs. Doviak said every time the discussion is held there are people who are in favor and people who are not. Mr. Rhodes felt there were a lot of reasons why the Board does not do it and there are reasons why it should be done. He would support having the discussion again.

The resolution was duly adopted by the following roll call vote:
Aye: Ballard, DeHaan, Lucadamo, Rhodes, Richwine-----5
Nay: Doviak, Gannon, Thompson-----3
Absent: Robert-----1

Mr. DeHaan said the policy would not be brought before the Board unless everyone is present.

Mrs. Thompson quoted the amount of funds that had been spent for the technology budget since 1997-98. She suggested spending some of the money this year and next year. Dr. Morgan responded that a lot of activity in the Tech Department was putting in place the items that were funded from the bond issue. The Technology Report has been forwarded to the Board and Ms. Sally Milliken, the new Director, has done a significant analysis of needs. It is not only operational but also some major infrastructure funding that must be discussed. Dr. Morgan suggested that this might be the time to have a presentation and have some discussion. Mr. Ballard commented on this being the kind of capital item that needs to have a constant replenishing to keep it up to date. Dr. Morgan said nothing was hidden and it was felt the operational end could be maintained for around \$600,000. She also commented on the volatile computer market at this time. Mr. DeHaan asked for direction from the Board on the amount of millage that is tolerable. Mr. Ballard said there are two things since there is not only a limit but there is also an approach to the millage since some are low now and high later and some are to equalize. Mrs. Thompson pointed out the chart that had been compiled summarizing projected tax millage rates associated with various decisions. She felt it was a reasonable framework. Mrs. Thompson said she would like to have a zero tax increase, if possible. If it is not possible, then she would support as low as possible. Mr. Richwine indicated he would prefer to have an equalized tax increase. He pointed out that the minimum millage increase next year would be 3.2 mills if there was a zero increase this year. He felt there would probably be excess funds after the year. Mrs. Doviak indicated her support for an equalized millage increase. Mr. Ballard said he would support an equalized increase. Ms. Gannon said that if a zero increase can be done she would support it. Mr. Rhodes clarified that this was direction to the administration and the Board was not locked in to a specific figure. Mr. Lucadamo said he would support the concept of equalizing. Mr. DeHaan commented that every year there is a chart showing what will happen if there is a zero increase and how it projects out for following years. The next year there is always more revenue. He continued that there has been a good economy over the past years and, after having a tax increase for seven years, anything that can be done to get down to a zero increase would be something for which the community would be grateful. He concluded that he was leaning toward equalizing the millage. He felt the consensus was to equalize over the years. Mr. DeHaan said at the next meeting there would be discussion on the Technology Integration Plan and the tentative budget.

2. Bid Opening Report – Attachment 8

3. Bill List Approval

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

Treasurer's Report

RESOLVED, That the East Penn Board of School Directors approve the Treasurer's Report.

Bid Award Recommendations – Attachment 9

RESOLVED, That the East Penn Board of School Directors award the contracts for art supplies and science equipment to the successful bidders listed on Attachment 9.

Record of Investments – Attachment 10

RESOLVED, That the East Penn Board of School Directors approve the list of investments as described in Attachment 10.

Construction Fund Payments – Attachment 11

RESOLVED, That the East Penn Board of School Directors authorize the payments from the appropriate Construction Fund as listed on Attachment 11.

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

Aye: Ballard, DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Thompson-----8
Absent: Robert-----1

13. Change in Regular Board Meeting Date

Motion by Thompson, Seconded by Rhodes

RESOLVED, That the East Penn Board of School Directors change the first regular Board Meeting in May from May 14 to May 7.

Mr. Ballard said he would be voting against this since changed his work schedule to be available for the regular meeting on May 14. He cannot be available on May 7 for the budget discussion. Mr. DeHaan indicated the change was based on the fact that the budget must be available for 30 days prior to final adoption. At the June 11 meeting the budget must be adopted so the information can be forwarded to Lehigh County by June 18. If this does not occur, then resident will not receive their tax bills until mid-July.

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

Aye: DeHaan, Doviak, Gannon, Lucadamo, Rhodes, Richwine, Thompson-----7
Nay: Ballard-----1
Absent: Robert-----1

14. Announcements

Monday, April 23 7:00 p.m.-CLEAR Session (Personnel & Negotiations)
Superintendent's Conference Room
7:30 p.m.-Board Meeting

April 24-30 TV Turn-off Week, Alburtis & Lower Macungie Elementary Schools
Wednesday, April 25 7:00-8:30 p.m.-Family Pride Program, Emmaus High School Cafeteria
Saturday, April 28 9:00 a.m.-4:00 p.m.-Nutrition, Health & Safety Fair and Emmaus Public
Library Used Book Sale, Lower Macungie Middle School

Tuesday, May 1 7:00 p.m.-Eyer Spring Band Concert
Tuesday, May 2 7:00 p.m.-LMMS 5th & 6th Grade Parent Information Night, Auditorium
6:00 p.m.-Kings Highway
7:00 p.m.-Lower Macungie Elementary Schools PTO Meetings
7:30 p.m.-EHS Spring Choral Concert
Thursday, May 3 7:30 p.m.-Lincoln Spring Concert
7:00 p.m.-Shoemaker Spring Concert
Friday, May 4 11:00 a.m.-Act 80 Middle Schools Early Dismissal

15. Adjourn

There being no further business to come before the Board, the meeting was adjourned, upon motion, at 10:00 p.m.

Cecilia R. Birdsell, Board Secretary