

## ORDER OF BUSINESS

### 1. Call to Order; Pledge of Allegiance

President Charles H. Ballard 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: K. Bacher, C. Ballard, L. Donches, A. Earnshaw,  
F. Fuller, R. Heid, M. Policano, S. Rhodes, J. Stolz  
Solicitor: Marc S. Fisher, Esq., Worth, Magee & Fisher  
Treasurer: Lynn Glancy  
Board Secretary: Cecilia R. Birdsell  
Superintendent of Schools: Dr. Thomas L. Seidenberger

Press Present: Loretta Fenstermacher, East Penn Press Reporter  
Jennifer Rodgers, Morning Call Reporter  
Jennifer Margolas, Emmaus, Patch.com Reporter

### 2. Requests to Address the Board

Mr. John Donches, 559 Minor Street, Emmaus, PA indicated that his group was video taping the board meetings and announced that it could be viewed on [www.eprc.wordpress.com](http://www.eprc.wordpress.com).

Mrs. Fawn Strunk, 1885 Grenshire Drive, Macungie, PA suggested that the district could go green by taping board meetings so people would not have to drive to the board meetings. She wanted the Board to strive for a no property tax increase this year and to give a more detailed budget on line so citizens can understand it. She commented about erroneous information that was given on the radio during a Bobby Gunther Walsh Radio Show regarding overtime. She suggested that something be done so parents can understand the difference between overtime and extra curricular work.

Brenda True, Macungie, PA requested that in the future the decision on the 2012-13 calendar be made earlier since parents have to submit their work schedules and do not want their children to miss school, especially since the district has always started after Labor Day and is now considering a pre-Labor Day start. She commented on the Home Access Center and asked that parents be allowed to change their password on line. She felt the process of having to come into an office, show ID, and have someone set the password is not as secure.

Deana Zosky, 3705 Orchid Place, Emmaus spoke as a parent who has two students who attend Seven Generations Charter School and a founding member of the school. She said she wanted to focus on what was unique about a school that has a rigorous program of academics, community problem solving and how children can be empowered to think creatively. She commented on the background of the founding of the school and the Parent Group that helped in the creation of the school. She remains involved as a parent who is also critically engaged in seeing that the vision of the school remains true. She said the curriculum framework is based on the EIC framework and is the only school in PA that uses that model. She said she spent time with Moravian, Swain, Jefferson School, and United Friends School to be sure the curriculum was a unique approach in line with the vision. She concluded that she had never seen a school that had so many parents, grandparents, and community involved every day to make the school a success.

Ms. Susan Pfiel, 4940 Steeplechase Drive, Macungie and Director of Seven Generations Charter School from May 22 indicated that she was impressed with Dr. Seidenberger because he met with them and asked thoughtful and precise questions. She thanked him for the remarkable job of holding the school to what needs to be done. She said they are passionate about what they do and it is a wonderful school. Seven Generations is one of 37 schools in the country practicing the EIC Curriculum. She spoke about Joe Leiberman who started the movement and Seven Generations will be one of four schools featured in a book that he is writing. She invited the Board to visit and to see what they are all about.

### 3. Approval of Minutes

Motion by Fuller, Seconded by Rhodes  
RESOLVED, That the East Penn Board of School Directors approve the minutes of the January 9, 2012 meeting.

This resolution was unanimously adopted by voice vote.

### 4. SGA Report - Cristen French & Shiv Joshi

Cristen French and Shiv Joshi reported on the following events that have either taken place or will be taking place at Emmaus High School:

- Santa picture taking event raised funds to be donated to the Coaches vs. Cancer program.
- District Band & Chorus auditions were held on December 3. There are 5 students selected for the Band; 12 students selected for Orchestra.
- EHS Spanish Club met on December 12 to make and decorate holiday cards with common holiday phrases in both English and Spanish. The cards were donated to the Boys and Girls Club of Allentown.
- Mid-term exams were scheduled for Friday, Monday, and Tuesday.
- June 10 has been set for graduation beginning at 1:00 p.m. in Stabler Arena.
- The following students have been selected as EHS's scholar athletes for the fall:

- Jason Graybill-Boys Cross Country
- Lydia Brough-Girls Cross Country
- Lena Phillips-Field Hockey
- Brian Auvil-Football
- Collin Cox-Golf
- Blair Geiger-Boys Soccer
- Sandra Gee-Girls Tennis
- Katherine Krissinger-Girls Volleyball

- EHS musical, "Guys and Dolls" will be presented on April 11, 12, 13, 14 at 7:00 p.m., with a 2:00 p.m. matinee on April 14.
- PA Math League members will participate in a national test, the American Math Competition on February 7. Those with the highest scores will be invited to take part in the American Invitational Math Exam on March 15.
- The Snow Ball will be coming up in February.

5. 2012-2013 Preliminary Budget

Motion by Fuller, Seconded by Rhodes

RESOLVED, That the East Penn Board of School Directors adopt the preliminary 2012-2013 budget in the amount of \$124,430,418 with the following tax levies:

47.62 mills on the assessed valuation of real estate  
 0.5% (.005) Act 511 Earned Income Tax  
 1.0% Act 511 Real Estate Transfer Tax (0.5% is District's share)

And be it further

RESOLVED, That the District be authorized to apply for exceptions.

Dr. Seidenberger explained what this motion does allow the district to submit a letter asking for approval for exceptions. Over the course of the last two years, the district has budgeted a certain value but has not used the full value. He will continue to work with the staff on the budget. The preliminary budget being adopted this evening is not the budget that will be presented in May. He noted that other districts are also applying for exceptions. He pointed out that there is a lot of information that we do not know regarding enrollment, funding from the state, federal funding, or if any other housing developments will be cropping up. The administration will come back with recommendations that they feel are educationally sound. Mr. Ballard said the Board will have three passes at this budget before the final budget is adopted in June. Mr. Bacher inquired as to what assumptions had been put in place in terms of the class size and enrollments. Dr. Seidenberger replied that there are no new positions in the budget. The key event in the next few months is kindergarten registration. The second key event would be the high school course selections. He noted that they would not like to have very large class sizes in the areas of math and science. Dr. Seidenberger commented that there are also fewer retirements this year over last year. The principal budgets were increased by 2% this year. He said budgets for special education and pupil personnel services have not been reviewed. Mrs. Donches asked if a 0% budget could be developed to see what that would mean and then she asked, if in addition, the administration could indicate which lines in the budget are mandated, discretionary, and contracted. Dr. Seidenberger said when it is an obvious mandate that could be done but it would be extremely difficult to do that exercise. She also requested having the function and the code included as well. Dr. Seidenberger remarked that since it was her first budget as a board member the administration would be glad to spend time with her to help her understand the process. Mr. Ballard mentioned that the district will not know the final numbers until after the Governor's Budget Address on February 7. Right now Harrisburg legislators are saying that revenues are down and there is no money and areas will be flat lined. He concluded that the district could not count on much from the state. Mr. Earnshaw said the challenge is that the state is under a fair amount of pressure about the budget. He felt with the PSERS contribution increase that the state may be cutting basic education subsidy. Mr. Earnshaw also noted that there are many unknowns at this point in the budget process. He said the law was created without any consideration for the practical matters. As the data becomes more available over the next few months, the district will have a better idea on how to proceed with the budget. In response to Mrs. Donches request for a flat budget, Mr. Earnshaw said there is no way the Superintendent can do that unless the Board stipulates what programs to cut. He cited areas such as escalating fuel costs, electricity, and some modest increases for staff. He felt it was unfair to ask the Superintendent what it would look like. He illustrated his point by itemizing what would be used in a third grade classroom, noting it was not cut and dried. He would be opposed to spending staff time breaking the budget down in that manner. He indicated his support for the budget presented this evening. Mrs. Donches pursued her request saying that she envisioned three columns - mandated, contracted, and discretionary. She also added that it is not the Board's job to

say what programs should be cut but it is rather the recommendation of the administration. Mr. Ballard responded that it is the Board's job to make the hard decisions, not the Superintendent.

This resolution was duly adopted by the following roll call vote:  
Aye: Bacher, Ballard, Earnshaw, Fuller, Heid, Rhodes-----6  
Nay: Donches, Policano, Stolz-----3

6. Report of the Superintendent of Schools - Dr. Thomas L. Seidenberger

1. District Update

Dr. Seidenberger indicated that the motion for Ref Pay was being withdrawn.

Dr. Seidenberger distributed copies of the proposed 2012-2013 calendar to the board members. A recommendation for adoption will be presented at the February 13 Board Meeting. Dr. Seidenberger explained the process, noting that last September he talked about a pre-Labor Day start. In Lehigh County, Catasauqua, Northern Lehigh, Northwestern Lehigh, East Penn, Southern Lehigh, Salisbury, and Palmerton are moving forward with starting before Labor Day. Parkland, Whitehall Coplay and Allentown have contract issues at this time. One of the main reasons for starting early deals with testing. We do not know when the Keystone Exams will be coming back along with PSSA testing. Secretary of Education Tomalis has requested a freeze on AYP. The state is asking for a trade off of the PSSA's in Grade 11 for the Keystone Exams. By starting on August 27, it would give teachers more time to address the curriculum. This will give students an additional four days. The last day would be June 10. He has reviewed the calendar with the teachers and there are no big issues. He said the only calls received in the office deal with people who are making vacation plans. He talked about the Act 80 day being coordinated countywide for November 6. Ms. Fuller noted that even with weather related days the last day would be June 13. Mr. Ballard noted that there is allowance for a long Labor Day weekend. Mr. Bacher asked if there was any financial advantage of adopting one calendar over another and the answer was "no."

Dr. Seidenberger noted that along with the various holiday activities that involved the EHS choral and instrumental groups the LMMS Cadence Choir under the direction of Kelly McGonahy also performed in the community and assisted living facilities. He reported that Channel 69 would be filming and interviewing students who designed and built a playhouse by the EHS architectural classes under the direction of EHS teacher Scott Didra. The playhouse received all the Borough approvals and permits. The district maintenance crew also assisted with the playhouse.

Dr. Seidenberger called attention to the article that appeared about the withholding of EIT taxes for individuals who work in the area of the new Hockey Arena in Allentown. He said they have contacted Senator Browne concerning this issue. At this time, we do not know how many East Penn residents work in the companies included in this zone.

He talked about meeting with parents regarding middle school redistricting issues. He told the parents that the district would not be implementing the middle school redistricting plan because of budget constraints. He said he is sensitive to the parents' concerns and it will be reviewed by the administration

Dr. Seidenberger reported that he had been elected Vice President of the Middle States Board of Trustees. He is currently the Chairperson for the Elementary Commission. The Vice President appointment puts him in line for the presidency. The current President is John Cavanaugh who is Chancellor of Higher Education in Pennsylvania. The Middle States Association accredits districts and colleges. Emmaus High School will be undergoing a Middle States Evaluation in February. They have selected the Excellence by Design Model. Board members may be asked to meet with the group. There will be a team of educators who come to the high school to conduct a review.

We have received the Performance Audit from the Department of the Auditor General that states, "the East Penn School District complied in all significant respects, with applicable state laws, contracts, grant requirements, and administrative procedures."

IT Director Michael Mohn will be giving a brief presentation on technology at a later date.

Referring to Instructional Rounds, Dr. Seidenberger said everyone found it to be a very rewarding experience. The work was extraordinary and it was a good start for problem solving. The next school to be visited will be Emmaus High School. He thanked Lincoln Principal Dr. Jackie Attinello and the staff for their excellent performance.

2. Personnel

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

Request for General Leave of Absence - Board Policy 539, General Leave

Employee: Jill Natale  
Health Room Assistant, Jefferson School  
Effective: 1/27/12-1/26/13

Employee: Debora Smoker  
Instructional Assistant, Shoemaker School  
Effective: 1/27/2012-2/13/12

Change in Employment Status

Employee: Barbara Phillips  
From: Administrative Assistant, Emmaus HS  
To: Administrative Assistant, Curriculum & Instruction  
Vacancy created by D. Deifenderfer transfer  
Effective: January 24, 2012

Leave as Per Collective Bargaining Agreement

Employee: Lori Sheipe  
Health/Wellness Teacher, Emmaus HS  
Effective: 2/13/13-2/26/12

Appointment of Remedial Assistant

Name/Address: Heather Potemski  
1380 W. University Avenue  
Bethlehem 18015  
Assignment: Lincoln School  
Vacancy created by N. Hoffman resignation  
Effective: To be determined  
Salary: \$13.50/hr., 25 hrs./wk.

Appointment of Instructional Assistant

Name/Address: Ashley Zulli  
2017 West Bullshead Road, Northampton 18067  
Assignment: Macungie School  
Vacancy created by G. Tomasiw resignation  
Effective: January 24, 2012  
Salary: \$12.99/hr., 29 hrs./wk.

Additions to the 2011-2012 List of Per Diem Substitutes

Virginia Duncan, Business	Melanie McBride, Social Studies
Sarah Dreisbach, Social Studies	Norman Steinrock, Citizenship
Danielle Croll, Elementary	Victoria Bennett, Elementary
Brynn Cappellari, Spanish	Keith Verdi, ML Science
Ellen Switzer, Instructional/Staff Assistant	

Educational Conferences (Exhibit 1)

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

Co-Curricular Advisors

See Exhibit 2

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

Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Policano, Rhodes, Stolz-----9

7. Legislative

C. Ballard

Mr. Ballard reported that the Legislature is just back in session. Harrisburg is dealing with a very bad budget situation; however, there is the possibility that an increase in EITC or vouchers may be proposed. Right now everything is going to wait until the Governor gives his budget speech. Referring to the Neighborhood Improvement Zone article, Mr. Ballard said Senator Browne is not supportive of doing anything else for anyone, only Allentown. He feels that improving downtown Allentown will benefit all the suburbs. Mr. Ballard suggested that if there is a difference of opinion then Senator Browne should be contacted. He pointed out that this does not just affect Lehigh County but also other municipalities who have anyone working in the downtown zone. Mr. Bacher asked about the EITC program. Mr. Ballard explained that it is a scholarship fund that is funded by tax donations from corporations in lieu of paying taxes. They make contributions to this

fund for scholarships for private and parochial schools. Mr. Stolz added that he did not expect anything to be happening at this time either.

8. Business Operations

1. Approval of Bill List

Motion by Earnshaw, Seconded by Bacher

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

Treasurer's Report

RESOLVED, That the Treasurer's Report be accepted.

Approval of PLANCON J, Project Accounting Based on Final Costs Board Transmittal

RESOLVED, That the East Penn Board of School Directors approve the following PLANCON J, Project Accounting Based on Final Costs Board Transmittal, for submission to the PA Department of Education for the following projects:

- Emmaus HS (Exhibit 3)
- Eyer MS (Exhibit 4)
- Alburtis Elementary School (Exhibit 5)
- Shoemaker Elementary School (Exhibit 6)
- Willow Lane Elementary School (Exhibit 7)

Transportation Contract

RESOLVED, That the East Penn Board of School Directors approve the following Parent/Guardian Transportation Contract:

Parent:	Jeffrey and Robin Urenko 7204 Stack Road, Macungie
Effective:	December 5, 2011-June 12, 2012
Reimbursement:	\$.55/mile - 2.5 miles to Eyer MS

Disbursement of Funds (Exhibit 10)

RESOLVED, That the East Penn Board of School Directors authorize the expenditure from the 33-2010 Series A GOB as listed on Exhibit 10.

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

Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Policano, Rhodes, Stolz-----9

2. Approval of PSBA Insurance Trust for Unemployment Compensation System Basic Program - Exhibit 8

Motion by Fuller, Seconded by Earnshaw

RESOLVED, That the East Penn Board of School Directors approve the Agreement with the Pennsylvania School Boards Association Insurance Trust to participate in the Better Unemployment Compensation System BASIC Program as described in Exhibit 8.

In answer to a question from Mrs. Donches, Mr. Glancy explained that this service is not new and the district has used it for many years; however, now their attorneys advised that they document the arrangement. The cost is about \$4100 (\$2.55/employee; 1600 employees). Mrs. Donches asked if the district paid for the travel and was told "no." Mr. Bacher had questions about Section 4. Mr. Earnshaw said the part not refundable is the 15% of the administrative fee if we fail to fill out the survey. If we terminate, they will not refund the 15%. Mr. Bacher questioned the termination clause and relayed his interpretation. Mr. Earnshaw said if they discontinue the service they will not return the fees. Dr. Seidenberger and Mr. Glancy noted this service has been used for over 30 years. In reference to another question on Section 4.4 from Mrs. Donches, Mr. Ballard said if they terminate the agreement then they will have to have an agreement to carry on any additional fees.

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

Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Policano, Rhodes, Stolz-----9

9. Announcements

Monday, January 23

7:00 p.m.-Executive Session (Personnel; Real Estate; Litigation)

7:30 p.m.-Board Meeting, Board Room

Friday, February 3

7:00 p.m.-EHS Jazz Band Swing Dance

Monday, February 13

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 8:45 p.m.

Cecilia R. Birdsell, Board Secretary