

EAST PENN SCHOOL DISTRICT

BOARD OF SCHOOL DIRECTORS

MINUTES OF THE AUGUST 11, 2014

BOARD AGENDA

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:32 p.m., followed by the Pledge of Allegiance.

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

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

Treasurer, Debbie Surdoval - Absent; Asst. Business Director Present: James Frank

Board Secretary Present: Janine L. Allen

Superintendent of Schools Present: Dr. Michael Schilder

Press Present: Peter McConnell, East Penn Press
Marge Peterson, The Morning Call

2. There were no Requests to Address the Board.

3. APPROVAL OF MINUTES

Motion by Ballard, seconded by Donches.

RESOLVED, That the East Penn Board of School Directors approve the minutes of the June 23, 2014 meeting.

This resolution was unanimously adopted by voice vote.

4. **REPORT OF THE SUPERINTENDENT OF SCHOOLS** – Dr. J. Michael Schilder

President Earnshaw welcomed Dr. Michael Schilder to his first official Board Meeting as Superintendent, and Mrs. Janine Allen as new Board Secretary and thanked them for being part of the District.

Dr. Schilder introduced Mr. Jim Frank, Assistant Business Director, who was sitting in for Debbie Surdoval.

a. Dr. Schilder reported on the following District Updates:

- Enrollment figures as of August 1st were 8003; enrollment as of August 8th, was 8028; students are still registering. Number may not hold up in terms of the final number due to student disenrollment and some students not showing up on their first day. End of year figure on June 3rd was 7975; seeing an upswing at the present time.
- Technology initiatives continue to move forward, including BYOD implementation (bring your own device). This worked well last year as a pilot program in the 5th grades across the district as well as in various instructional settings at the middle school level. He thanked Michael Mohn for his hard work. Moving the websites into the new look are near completion and the technology department will continue working on teacher websites during the course of the year; will continue to increase the

number of Google Chromebook carts in the district. Every school will have at least one cart for the 2014-15 year.

- DILT, District Instructional Leadership Team, is an initiative in which the administrative team (40 people) was provided with a wide focus of staff development. Dr. Schilder has spent a lot of time in his 6 weeks in the District reading the DILT meeting minutes; attended the July 23rd all day session with Dr. Woodland stating he was very impressed; feels the type of instruction and leadership training she is providing right now is very effective. This is a perfect time to get the administration in line with the mandates of the Dept. of Education and the federal government. Dr. Schilder feels this is not trendy research, but solid research and noted he was impressed with Dr. Woodland and he is in support of her leadership. He reported spending a lot of time speaking to every administrator on a wide number of topics and reported that everyone supports DILT and benefited from it. Based on a survey, the administrative team feels confident that it is time that they start taking on more responsibility in learning new information and applying that knowledge to their everyday responsibilities. Dr. Schilder made note that he is making a recommendation to the board to renew the contract with Dr. Woodland for a smaller amount not to exceed \$7500 giving us the ability to continue to consult by phone, through e-mail and in person to implement what will be the final end of year session taking place in June. Dr. Schilder expressed he feels this program is well worth keeping to keep us moving in that direction.

He continued by stating that so many good districts forget about staff development for the administrative team; it cannot be assumed administration will learn what they need to learn. In every corporation, whether middle level management or a CEO, staff development is very important. He reiterated that he is impressed with program, thinks it is very important and would be very wise to continue. His intent is to use the consultant in a limited capacity and have administration take on more responsibility to implement. Lastly, he complimented Assistant Superintendents, Dr. Denise Torma and Ms. Kristen Campbell for orchestrating this, doing a good job keeping this going and making sure everyone is enthusiastic about this program.

- Recruitment is under way for a secondary curriculum coordinator. Ms. Susan Noack has decided to go back into the classroom, therefore moving ahead in finding a replacement. As a result, the Office of Curriculum and Instruction is down to one person. Due to the amount of students and teachers in the District, there is a need to have this department fully staffed. Recruitment continues for an Elementary Education Supervisor for Special Education.
- Transportation is currently being managed by Dr. Tom Mirabella, Director of Student Services. Dr. Schilder commended Dr. Mirabella for his dedication and hard work. Dr. Schilder reported that during his involvement in the past six (6) weeks, he is very impressed with STA, reporting they are on track and very responsive; he attended the new bus driver orientation last week and is impressed with regard to child safety and their responsiveness. He announced that one of the brand new propane buses is parked outside and anyone interested is welcome to take a tour.
- Facilities update and highlights included replacing three roofs at the high school; new security cameras installed at Macungie, Jefferson and Wescosville Elementary School's; repaving of select areas at Macungie and Shoemaker Elementary School's; design and construction of a beautiful new press box which was done by high school students under the direction of Scott Didra, installed on Memorial Field on July 30th with a dedication ceremony scheduled for the Fall. It will take another month of inspections and to secure the proper permits in order to utilize the structure.

- Next, Dr. Schilder reported that his transition has been productive and exciting; spent time reading documents in the office and on the web, listening to district administration to get a sense of strength and weaknesses of the district. As a result, it is clear that the district's strong reputation is well-deserved. EPSD has solid programs and strong personnel.
- Finally, Dr. Schilder zeroed in on areas he will be concentrating on:
 - Assist staff with managing new state federal grants and new initiatives; assist administrative team and teachers with implementing and looking at ways the District can streamline what we currently have, what is redundant and what is repetitive. He noted it is important to free up teachers to teach and administrators to lead; streamlining processes is important.
 - Examine K – 12 Curriculum & Instruction which will include organization, department, articulation, staffing, development and evaluation of the curriculum.
 - Increase lines of effective internal and external communication; communicate clearly between central office and buildings as well as between the public and the District.
 - Started e-Blast, information will not be coming out as a newsletter; used to address controversy, crises in the District and also clear up rumors; will come out periodically as the need arises. Parents can sign up to receive these messages automatically through e-mail.
 - Plan facility and staffing needs based on the findings of the demographic report and current conditions; hoping this report will be ready for public and board review at next Board meeting. Based on that presentation, Board's conversation and public input, Dr. Schilder will have a better idea of what needs to be looked at over the next few years.
 - Student achievement; look at test scores, if dips in some areas, find out why.

Following the District Update, Dr. Schilder clarified for Ms. Donches that the presentation on the demographic study will be done by the group conducting the study.

Dr. Munson and Mr. Ballard inquired as to what type of communication was done to ensure parents and teachers were made aware of the schedule change. Dr. Schilder responded that the revised schedule was placed in the newspapers, teachers received two different e-mail communications about the new time and information was posted on the website by Nicole Bloise, District's community liaison.

President Earnshaw pointed out that he noticed STA has printed the district's name on the side of the buses.

b. Presentation – Public Financial Management – Scott Shearer, Managing Director

During the presentation, Mr. Shearer reviewed key points which included looking at various refunding opportunities; interest rates in general are still very low; outstanding bond issue is now legally able to be refinanced, timing is right to be looking at this opportunity; had a successful refinancing in the Spring when the District refunded the 2009 bond, saving about \$580,000; refunding Series A of 2005 bond is a short transaction, with a bond maturity date in 2017, Producing a net savings of \$328,000; based on today's rate of 1%, down from 4%, thereby producing a net economic advantage to the

District. Mr. Shearer continued by stating that if the Board is in favor of this and there is authorization to refinance, could be back at next meeting in August with the live results of the bidding process with closing taking place in mid-December.

Next, Mr. Shearer provided an overview of the charts in the handouts indicating the bond being targeted is the GOB Series A of 2005. The GON Series of 1998, GON Series A of 2003, GON Series A of 2004 and the GON Series of 2007 are all variable rate loans and are working well for the District with less than 2% interest rates. The remaining issues beginning with the GOB Series A of 2008 through the GOB Series of 2014 may have the possibility of refinancing in the future. Specifically, GOB Series A of 2009, Series of 2010 and Series A of 2010, which will legally be eligible for refinancing next spring. Mr. Shearer emphasized that if the interest rates stay where they are, the district will have an opportunity to refinance these bonds at that time.

Mr. Shearer also reviewed what the amortization schedule would like for the refunding of GOB Series A of 2005 noting that the outstanding principal balance through the maturity date of December 2017 would be \$10,855,000 with an interest amount of \$969,675. He also pointed out that the estimated savings with this transaction achieved since 1998, over the last 16 years of total debt issued to the District, will be \$12,507,570.

Motion by Ballard, seconded by Munson

RESOLVED, That the East Penn Board of School Directors adopt the Resolution Authorizing General Obligation Bonds to Currently Refund its Series A of 2005 Bonds; Confirming the Financial Advisor and Bond Counsel; and Authorizing Related Actions, as per Exhibit #1.

Mr. Ballard commended the efforts of Mr. Shearer over the years of providing the Board with his great financial advice.

Mr. Shearer clarified for Ms. Fuller that this refinancing does not change the end date of the loan; it will simply be going from a higher interest rate to a lower rate. He also clarified for Ms. Donches that no money is involved in this transaction; it is simply a refinancing of the debt.

Ms. Donches asked if there was a policy as to what happens to the savings in regards to reinvesting the savings. President Earnshaw explained that the savings is determined at the end of the year if the district expended far less than what was originally budgeted, it is not like someone writing the district a check and determining where to put that money.

Ms. Donches asked if we could take the savings and put it in a debt retirement fund. She inquired if the District could possibly pay off another bond with the savings. Mr. Shearer indicated there is a host of different things you can legally do with the money which includes putting the money in capital reserve accounts, rate stabilization, capital improvement fund, as well as be used to retire debt early. He further stated that this becomes more of a Board policy of what can be done with the funds. President Earnshaw indicated this type of savings is usually put into account reserve further clarifying that late in the fiscal year when the District realizes the savings from what was actually expended that year, the Board would then propose a transfer from the budgeted debt service account into a capital reserve account.

Mr. Shearer clarified for Dr. Bacher that the average yield on the transaction is simply a result of being a short deal until maturity. Also, in response to Dr. Munson's inquiry as to the rhyme or reason for the cutoff amount of \$200,000, he explained that years ago the Board went with a policy to refinance with

a net savings of \$200,000 (2% saving level) because earlier on, the District was looking at a lot of \$10 Million transactions. Mr. Ballard also reminded the Board that in the past there were a certain amount of expenditures involved. Therefore, based on what the District had to expend, it did not make sense to refinance at that time. For example, the District spending \$150,000 and walking away with \$170,000 was not beneficial to the District. President Earnshaw clarified that \$200,000 was the net amount the Board had settled on.

Mr. Shearer clarified for Ms. Donches that the amount payable to PFM is a set fee not a percentage of the savings. The net impact of savings to the District will be net of all fees, including net of the state fees as well. The state subsidizes a portion of the debt service payments; therefore the state wants a portion of the savings as well.

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

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

c. Collective Bargaining Agreement – East Penn Education Association – Exhibit # 26

Motion by Ballard, seconded by Rhodes

RESOLVED, That the East Penn Board of School Directors approve the tentative collective bargaining agreement with the East Penn Education Association effective July 1, 2015 through June 30, 2019; subject to the solicitor's approval, and authorize the appropriate personnel to affix their signatures thereto.

Ms. Donches has an issue with this being presented as an addendum, not having enough time to review and not letting the public know. On behalf all the constituents who have brought items of concern to her attention, would like to have seen the paycheck protection and withdrawal of the union dues removed from the contract. Even though it is said that it doesn't cost the District much to do that, it is the District's and tax payer funds, expressing this does not take much to carry out that material work and recommending the collective bargaining unit handle on their own. In this day in age, a transfer into where it is accumulated and transferred to where it needs to go would be simple. Should be taken out of each person's pay and directed just like you would to a bank account for them to write a check or pay cash. Many are opposed to having the direct withdrawal from the paycheck. She is opposed not just to the contract but to so many things the District does, such as getting documentation at the last minute, Board is lucky to get the information on Thursday, not much time to deal with it. Not fair to the constituents, should have the contract ahead of time to review as part of the agenda.

Motion by Donches

Resolved, That the Board defer this item to the August 25th Board Meeting to allow time to research information.

Motion failed for to lack of a second.

Next, Ms. Donches stated for the record, that a number of constituents said that ten (10) sick days are excessive for the ten (10) month contract, with the teachers getting many, many holidays. There are some who said that pay for extra work is not appreciated; verbiage regarding tuition reimbursement having to be related to the specific area would have been a good thing to have included in the changes as well.

Ms. Fuller thanked the negotiation team and personnel, acknowledging there were some tough times, but are sitting with an early bird contract and is personally pleased. It was her understanding the teacher’s union voted today, and noted that looking around the Lehigh Valley, there are some districts who have failed to come to amicable terms with their teachers with strife and unhappiness not reflecting well for the students in the community. She also stated she is looking forward to a great education for our students and will vote in favor of this contract and thanked the team for bringing it to fruition.

President Earnshaw also thanked the EPEA and acknowledged negotiations are difficult and that either side doesn’t always get what they want; feels it was a fair compromise that serves the teachers well, more importantly, serves our students well, as well as our taxpayers.

Ms. Donches shared that it occurred to her when she was a member of the audience, she had no idea what it meant when she heard there was an addendum. She took the liberty to read to the public the Summary of Changes of the Collective Bargaining Agreement Negotiations as written on Exhibit #26 of the Addenda:

**Summary of Changes
Collective Bargaining Agreement Negotiations
East Penn Education Association**

- Four-year agreement effective July 1, 2015 through June 30, 2019
- 2.5% increase in salaries per year (total salary increase, including both step movement and step increases but not including column movement).
- Pay for extra duties (Head teachers, department chairs, mentors, team leaders, schedule B, club advisors, etc.) will increase by 2.5% per year.
- At the start of the new contract, all association members will be switched from the Traditional and PBLU2 medical plans to the current PPO1 plan.
- On July 1, 2017, all association members will be switched to the PPO6 plan.
- At the start of the new contract, co-pays for prescription drugs will increase from \$0 to \$10 for generic and from \$10 to \$30 for name brand.
- Premium cost sharing for medical benefits to remain at \$100 for individual coverage and \$197 for non-individual coverage.
- A salary increase of \$1000 will be granted to each employee who obtains National Board Certification, pro-rated in the first year based on the date of obtaining the certification and for each year the status is maintained thereafter.
- At the start of the contract, NHS and NJHS Advisor positions will be moved to Schedule B and set to the same rates as the student government advisors (high school and middle school, respectively).
- The Graduation Project Coordinator position will be eliminated at the end of the 2015-2016 school year, as that is the last class that is subject to this state graduation requirement.

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

Aye: Bacher, Ballard, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis-----8
Nay: Donches-----1

5. PERSONNEL

President Earnshaw announced that Ms. Allison Beth Flynn has withdrawn her name from consideration for the position of Instructional Assistant at Lincoln ES and this item will not be voted on.

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the following personnel items, as recommended by the Superintendent, including the items on the Addendum and the withdrawal of Allison Flynn.

President Earnshaw announced this is our normal flurry of activities, replacing employees who have retired or resigned, as well as filling in temporary employees who fill in for those on temporary leave. He further acknowledged he appreciates the service of those who service our district so well.

a. Voluntary Demotion (Exhibit #2)

RESOLVED, That the East Penn Board of Directors approve the request of Dr. Susan Noack to be voluntarily demoted from the position of Coordinator Middle Level Curriculum to teacher, Grade 6 at Lower Macungie Middle School, effective on the first day of the 2014-2015 school term.

b. Retirement(s)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>	
Sharon Shankweiler	Grade 6	Lower Macungie MS	8/8/14	Exhibit #3
William Moyer	Night Foreman	Shoemaker ES	8/1/14	Exhibit #4
Karen Brynildsen	Health Room Nurse	Eyer MS	7/31/14	Exhibit #5

c. Resignation(s)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>	
Jennifer Harding	Grade 5	Willow Lane ES	7/9/14	Exhibit #6
Karen Appleman	P.T. Food Service Assistant	Jefferson ES	6/25/14	Exhibit #7
John Schreiner	Baseball Coach	Emmaus HS	7/30/14	Exhibit #8
Lauren Fritzinger	Instructional Assistant	Wescosville ES	7/30/14	Exhibit #9
Denisha Bolden	Instructional Assistant	Emmaus HS	7/28/14	Exhibit #10
Allison Moxey	Instructional Assistant	LMMS	8/5/14	Exhibit #11
John Hazel	Grade 3, Full-time Sub	Shoemaker ES	8/5/14	Exhibit #27
Roberta Flynn	Staff Assistant	Alburtis ES	8/8/14	Exhibit #28
Justin Brehm	Music	Eyer MS	8/11/14	Exhibit #29
Douglas Young	Staff Assistant	Emmaus HS	8/11/14	Exhibit #30

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

Employee: Kathryn Davenport
Effective: 8/19/14 – 1/21/15

Employee: Jamie Horn
Effective: Extension to 10/31/14

e. General Leave of Absence(s)-Board Policy 539

<u>Employee</u>	<u>Position</u>	<u>Effective</u>
Cynthia Shoff	Staff Assistant – Shoemaker ES	8/21/14 – 10/31/14
Lois Vidal	Instructional Assistant – Eyer MS	8/25/14 – 8/24/15

f. Professional Employee Appointment(s)

Name/Address: Tina Sopko
724 West Berger St., Emmaus, PA 18049
Education Level: B.S. Degree; 1990
Undergraduate School: West Chester University
Assignment: Grade 4, Lincoln ES
Opening created by M. Racek - Retirement
Effective: August 19, 2014
Certification: Instructional II, Elementary
Experience: 8/2013 – 2/2014: East Penn SD, Full-time Substitute
1994 – 2003: Easton Area SD, Elementary
Salary: \$64,046; Year 10; Col. PC

Name/Address: Wendy Arner
4351 Lenmar Drive, Coplay, PA 18037
Education Level: B.S. Degree; 2004
Undergraduate School: East Stroudsburg University
Graduate School: East Stroudsburg University
Assignment: Certified School Nurse, Alburtis ES
Opening created by L. Heffron - Retirement
Effective: August 19, 2014
Certification: Ed Specialist; School Nurse K-12
Experience: 8/2012 – 4/2013: Allentown SD, Certified School Nurse
2/2011 – 6/2012: Pocono Mountain SD, Certified School Nurse
Salary: \$55,713; Year 3; Col. PC

g. Temporary Professional Employee Appointment(s)

Name/Address: Nicole Haller
1060 B Cold Stream Circle, Emmaus, PA 18049
Education Level: B.S. Ed Degree; 2012
Undergraduate School: Kutztown University
Assignment: Grade 7, Communications, Lower Macungie MS
Opening created by Ava Killingsworth - Retirement & subsequent transfer
Effective: August 19, 2014
Certification: Instructional I, Elementary K-6; Mid-Level English 7-9
Experience: 8/2013 – 6/2014: East Penn SD; Full-time Substitute, Gr. 6
8/2012 – 6/2013: Allentown, East Penn & Parkland SD; Per Diem Substitute
Salary: \$50,929; Year 2; Col. B

* * * * *

Name/Address: August Matrisch
316 Chestnut Lane, Jeannette, PA 15644
Education Level: B.S. Degree; 2012
Undergraduate School: Indiana University of Pennsylvania
Assignment: Music Teacher – Eyer MS
Opening created by Justin Brehm - Resignation

Effective: August 19, 2014
Certification: Instructional I, Music K-12
Experience: 8/2013 – 11/2013: South Fayette SD; Long-term Substitute,
9/2012 – 6/2013: Penn-Trafford, Hempfield Area, Greenburg Salem &
Norwin SD; Per Diem Substitute
Salary: \$50,521; Year 1; Col. B

* * * * *

Name/Address: Jennifer Stuetz
101 Empire Court, Bethlehem, PA 18020
Education Level: B.S. Degree; 2005
M.A. Degree; 2008
Undergraduate School: The Pennsylvania State University
Graduate School: University of Phoenix
Assignment: Family Consumer Science – Lower Macungie MS
Opening created by Martha Teed - Retirement
Effective: August 19, 2014
Certification: Instructional I, Elementary K – 6, Family – Consumer Science K-12
Experience: 8/2013 – 1/2014: East Penn SD; Full-time Substitute, FCS
9/2012 – 3/2013: Parkland SD; Long-term Substitute, FCS
9/2010 – 6/2012: Easton Area SD; Long-term Substitute, FCS
9/2009 – 6/2010: Council Rock and Easton Area SD's; Per Diem Substitute
Salary: \$59,639; Year 2; M

* * * * *

Name/Address: Andrea Nuschke
2106 Harpers Crossing, Langhorne, PA 19047
Education Level: B.S. Degree; 2009
M. Ed. Degree; 2012
Educational Specialist; 2014
Undergraduate School: Pennsylvania State University
Graduate School: Lehigh University
Assignment: School Psychologist – Wescosville ES
New Position
Effective: August 19, 2014
Certification: Instructional I, Educational Specialist – School Psychologist PK-12
Experience: None
Salary: \$62,362; Year 1; M+24

* * * * *

Name/Address: Ryan Peters
2256 Woodbard Road, Macungie, PA 18062
Education Level: B.S. Degree; 2001
Undergraduate School: Bloomsburg University
Assignment: Grade 5 – Willow Lane ES
Opening created by J. Harding - Resignation
Effective: August 19, 2014

Certification: Instructional I, Elementary K-6, Special Ed. N-12
 Experience: 8/2013 – 6/2014: East Penn SD.; Full-time Substitute
 8/2009 – 6/2013: Ann Arundel SD (Maryland); Elementary Teacher
 2002 - 2005: Hawaii Dept. of Ed.; Elementary Teacher
 Salary: \$52,165; Year 5; B

* * * * *

Name/Address: Heather Potemski
 1380 West University Ave., Bethlehem, PA 18105
 Education Level: B.S. Degree; 2008
 Undergraduate School: West Chester University
 Assignment: Special Education, Learning Support – Macungie ES
 Opening created by M. Roberts - Retirement & subsequent transfers
 Effective: August 19, 2014
 Certification: Instructional I; Early Childhood N-3; Special Education N-12
 Experience: 8/2013 – 6/2014: East Penn SD; Full-time Substitute
 8/2012 – 6/2013: East Penn SD; Full-time Substitute
 Salary: \$51,338; Year 3; B

* * * * *

Name/Address: Sarah Oswald
 2214 West Allen Street, Allentown, PA 18104
 Education Level: B.S. Degree; 2011
 Undergraduate School: West Chester University
 Assignment: .5 Health, Wellness, Fitness – Macungie & Shoemaker ES
 Opening created by Randy Atiyeh - Resignation & subsequent transfers
 Effective: August 19, 2014
 Certification: Instructional I, Health & Physical Ed. K-12
 Experience: 9/2013 – 6/2014: Saucon Valley SD; Health/Phys. Ed. Teacher
 Salary: \$25,464.50; Year 2; Col. B

h. Full-Time Substitute Teacher Appointment(s)

Name/Address: Jolanda Veseli
 6911 Lincoln Drive, Macungie, PA 18062
 Education Level: B.A. Degree; 1992
 M.S. Degree; 2005
 Undergraduate School: University of Shkodra, Albania
 Graduate School: Brooklyn College
 Assignment: Grade 6, Language Arts/Science – Eyer MS
 Opening created by Susan Bauer - General Leave
 Effective: August 19, 2014
 Certification: Instructional I, Mathematics 7–12, Mid-Level Mathematics 7–9,
 Elementary K-6, Program Specialist, ESL K-12
 Experience: 8/2013 – 6/2014: East Penn SD; Full-time Substitute, Gr. 6
 1/2013 – 6/2013: East Penn SD; Full-time Substitute, Gr. 6
 9/2010 – 12/2012: East Penn SD; Per Diem Substitute
 10/2009 – 6/2010: East Penn SD; Full-time Substitute, Grade 1

Salary: 9/2007 – 10/2009: East Penn SD; Per Diem Substitute
\$51,747; Year 4; B

* * * * *

Name/Address: Meaghan Buck
657 Walker Drive, Northampton, PA 18067
Education Level: B.A. Degree; 2003
Teaching Certificate
Undergraduate School: Muhlenberg College
Graduate School: Moravian College
Assignment: Grade 7, Language Arts – Lower Macungie MS
Opening created by Kelly Weaver - General Leave
Effective: August 19, 2014
Certification: Instructional II, Elementary K-6, Mid-Level Mathematics 7–9, Mid-Level English 7-9, Family-Consumer Science K-12
Experience: 12/2013 – 6/2014: East Penn SD; Full-time Substitute, Gr. 6
1/2013 – 12/2013: Parkland and Northampton SD's; Per Diem Substitute
8/2012 – 1/2013: Parkland SD; Full-time Substitute, Gr. 2
3/2011 – 6/2012: Parkland SD; Full-time Substitute, Gr. 6
8/2010 – 3/2011: Parkland SD; Full-time Substitute, Gr. 7, Language Arts.
10/2004 – 6/2010: Allentown SD; Full-time Substitute - Gr. 4
Salary: \$50,929; Year 2; B

* * * * *

Name/Address: Shawn Foster
305 Fullerton Avenue, Whitehall, PA 18052
Education Level: B.A. Degree; 2002
Teaching Certificate; 2013
Undergraduate School: Muhlenberg College
Graduate School: DeSales University
Assignment: Grade 4 – Willow Lane ES
Opening created by N. Swatsky – Leave of Absence
Effective: August 19, 2014
Certification: Instructional I, Elementary K-6
Experience: 8/2013 – 6/2014: East Penn SD; Full-time Substitute
Salary: \$50,929; Year 2; B

* * * * *

Name/Address: Courtney Ridley
938 Chris Lane, Allentown, PA 18103
Education Level: B.S. Degree; 1996
Reading Specialist
Undergraduate School: University of Connecticut
Graduate School: Cabrini College
Assignment: Gr. 2 – Macungie ES
Opening created by Jennifer Thomas - Leave of Absence
Effective: August 19, 2014
Certification: Instructional II; Elementary K-6
Experience: 8/2013 – 6/2014: East Penn SD.; Full-time Substitute
9/2004 – 8/2013: St. Thomas Moore; Elem. Teacher/Curriculum Coord.

Salary: \$50,929; Year 2; B

* * * * *

Name/Address: Erin McLaughlin
1830 Pear Court, Fogelsville, PA 18051
Education Level: B.S. Degree; 2012
Undergraduate School: Pennsylvania State University
Assignment: Gr. 1 – Shoemaker ES
Opening created by S. Mills - General Leave of Absence
Effective: August 19, 2014
Certification: Instructional I; Elementary K-6
Experience: None
Salary: \$50,521; Year 1; B

* * * * *

Name/Address: Jocelyn Suttie
3506 Gun Club Road, Nazareth, PA 18064
Education Level: B.A. Degree; 2003
M.S. Degree; 2005
Undergraduate School: Pennsylvania State University
Graduate School: Millersville University
Assignment: School Psychologist, Emmaus HS
Opening created by Kathryn Davenport - Leave of Absence
Effective: August 19, 2014
Certification: Ed Specialist; School Psychologist
Experience: 8/2013 – 5/2014: Upper Perkiomen SD; Part-time School Psychologist
8/2006 – 3/2013: Douglas County SD (Colorado); School Psychologist
Salary: \$59,230 (pro-rated); Year 1; M

* * * * *

Name/Address: Alyssa Baranovich
17 Ealer Hill Rd., Kintnersville, PA 18930
Education Level: B.A. Degree; 2013
Undergraduate School: Moravian College
Assignment: Gr. 3 – Shoemaker ES
Opening created by L. Knauss - General Leave
Effective: August 19, 2014
Certification: Instructional I, Elementary K-6
Experience: None
Salary: \$50,521; Year 1; Col. B

i. Co-Curricular Appointment(s)

<u>Name</u>	<u>Assignment</u>	
David Bosse	Team Leader - Lower Macungie MS, Grade 8	
Kristen Arnold	Emmaus HS - Field Hockey Assistant Coach	\$1,677.50
Laree Beans	Emmaus HS - Field Hockey Assistant Coach	\$3,355
Jacob Hildebrand	Emmaus HS – Football Volunteer Assistant	\$-0-
Greg Scholl	Lower Macungie MS – Gr. 6 Intramural Volleyball	\$30/hr.

<u>Name</u>	<u>Assignment</u>	
Susan Clarke	Emmaus HS – Girls Soccer Volunteer Assistant	\$-0-

2014-15 Schedule B (Exhibit #12)

j. Summer Maintenance Program (Exhibit #13)

k. Food Services Department Staff Appointment(s)

<u>Name/Address:</u>	<u>Assignment</u>	<u>Salary</u>
Nissa Geist 5621 N. Walnut Street, Macungie, PA 18062 Effective: August 21, 2014	Part-time Food Service, Jefferson ES Karen Appleman - Resignation	\$9.25/hr. 17.50 hrs./wk.
Leshamarie Kershner 62 S. Buttonwood Street, Macungie, PA 18062 Effective: August 21, 2014	Part-time Food Service, Emmaus HS New Position	\$9.25/hr. 20 hrs./wk.
Linda DeFanti 7356 F. Sauerkraut Lane, Macungie, PA 18062 Effective: August 21, 2014	Part-time Food Service, Alburtis ES New Position/Transfer of Angie Aleszczyk to EHS	\$9.25/hr. 15 hrs./wk.
Claudia Johnson 3431 McKeever Road, Macungie, PA 18062 Effective: August 21, 2014	Part-time Food Service, Eyer MS Barbara Hoffman - Transfer	\$9.25/hr. 20 hrs./wk.

l. Support Staff Appointment(s)

<u>Name/Address:</u>	<u>Assignment</u>	<u>Salary</u>
Allison Ludy 1584 Virmay Drive, Gilbertsville, PA 19525 Effective: August 25, 2014	Health Room Nurse - Float Karen Brynildsen - Resignation	\$20.00/hr. 29 hrs./wk.
Allison Beth Flynn 547 North 2nd Street, Emmaus, PA 18049 Effective: August 25, 2014	Instructional Assistant Lincoln ES Cynthia Bogert - Transfer	\$14.22/hr. 29 hrs./wk.
WITHDREW NAME FROM CONSIDERATION		
Lisa Kermitz 4755 Waterfall Drive, Macungie, PA 18062 Effective: August 25, 2014	Staff Assistant Macungie ES Employee Retirement	\$14.22/hr. 18 hrs./wk.
Christina Kennedy 1037 Jefferson Avenue, Allentown, PA 18103 Effective: August 25, 2014	Staff Assistant Emmaus HS Felicity Deholl - Resignation	\$14.22/hr. 14 hrs./wk.

<u>Name/Address:</u>	<u>Assignment</u>	<u>Salary</u>
Linda Slimm 3622 Clauss Drive, Macungie, PA 18062 Effective: August 25, 2014	Staff Assistant Macungie ES Transfer of staff assistant to instructional assistant	\$14.22/hr. 16.5 hrs./wk.
Victoria Lyn Bennett 2915 Alton Avenue, Allentown, PA 18103 Effective: August 25, 2014	Instructional Assistant Eyer MS New student requiring support	\$14.22/hr. 29 hrs./wk.
Teresa McGrath 5525 Holiday Drive, Allentown, PA 18104 Effective: August 25, 2014	Instructional Assistant Lincoln ES AM Kindergarten Student IEP	\$14.22/hr. 16 hrs./wk.
Jacqueline M. Ortiz 718 S. Woodward Street, Allentown, PA 18103 Effective: August 25, 2014	Staff Assistant (Lunch/Recess) Lincoln ES New Wednesday schedule	\$14.22/hr. 12.5 hrs./wk.
LyneDee DiPietro 5071 Bridlepath Drive, Macungie, PA 18062 Effective: August 25, 2014	Instructional Assistant Shoemaker ES New 29 hour position	\$14.22/hr. 29 hrs./wk.

m. Change in Employment Status

Employee: Deb Diefenderfer
From: Technology Assistant
To: Administrative Assistant
Effective: TBD

n. Support Staff Transfers (Exhibit #14)

o. 2014-15 List of Per Diem Substitutes (Exhibit #15)

Including the following:

Siobhan Boudignon	IA/SA Assistant
Joshua Inman	Math
Donna Price	IA/SA Assistant
Careen Steele	IA/SA Assistant
Cynthia Williams	IA/SA Assistant
Elizabeth Verile	Elementary, English

p. Fall 2014 Community Education Instructors (Exhibit #16)

q. Correction to Summer Book Repair Program Rate - \$8.85/hr.

r. Extended School Year (ESY) Staff Additions:

<u>Health Room Nurse(s)</u>	<u>Certified School Nurse(s)</u>
Mary Ellen Hoffman	Leslie Heffron
Deb Petke	Pam Reichert
Cindy Turner	Tory Stenroos

Health Room Nurse(s)
Kay Wetzel

- s. Physicians for the 2014-2015 School Year (Exhibit #17)
- t. STA of Pennsylvania, Inc. - Transportation Personnel - Retroactive Approvals to July 1, 2014 for Extended School Year
Driver: Cindy Essington
Driver: Anabel Grollon
Manager: Jose Velez
Sub: Kelly Wood
Sub: Andrew Krahulik
- u. STA of Pennsylvania, Inc. - Transportation Personnel List for 2014-2015 (Exhibit #18)

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

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

6. BUSINESS OPERATIONS

- a. Approval of Bill List

Motion by Ballard, Seconded by Vinovskis

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per (Exhibit #19).

Ms. Donches indicated she will continue to abstain from this motion regarding the Bill List and would prefer the description be more exacting to what the purchase is for, similar to what we do with the GOB, see what it is and exactly what it is being used for including the account code so that one can tell what it is being charged to. Dr. Munson pointed out that he received a 90 pg. print out as part of the board packet material which included account codes in a comprehensible way that he could possibly imagine and cannot imagine the district administration providing any more information about the bills and account numbers than they already have. Mr. Ballard also expressed his concern of a board member requesting this large volume of information which involves 2.5 hours of extra time for our staff to produce this information, costing our taxpayers money. Dr. Schilder clarified that the time involved, in addition to what Mr. Ballard and Dr. Munson mentioned, was more like four hours. He further stated this is becoming a problem and putting stress on the staff to produce this information.

Ms. Donches asked if it would be easier to produce a report that has this information in it; a computer would do it, there would be no manual report at all. President Earnshaw mentioned that as stated previously the board has very clearly stated it likes the level of detail it is getting now, feels it is useful to see what we are paying at the level of detail we are getting and easier to review rather than getting many, many more pages with broken down costs and killing more trees when printing these reports. He continued by stating that software as it currently stands, does not produce this kind of report; we would have to pay a vendor to create a customized report or hire IT expertise to generate this report. He further stated that either way there is additional cost involved that the Board is not willing to support.

Ms. Donches is sorry that the Board won't support this, and continued to share her concern of the transparency to the taxpayers who are curious where the money is going. She asked, with the \$137

Million budget, where does the money go? President Earnshaw clarified that this check summary shows exactly where the money is going every month, not sure what Ms. Donches thinks is not being reported out of the \$137 Million.

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

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

Abstention: Donches-----1

Motion by Ballard, Seconded by Rhodes

Resolved, That the East Penn Board of School Directors approve the following items 6. b. through f., including the addendum:

b. Disbursement of Funds

RESOLVED, That the East Penn Board of School Directors authorize the expenditure of funds from the Capital Reserve Fund and 33-2010 GOB Series A, as per (Exhibit #20)

c. Correction to the Maximum Real Estate Tax Reduction Amount

RESOLVED, That the East Penn Board of School Directors revise the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead, as set forth in the 2014 Homestead and Farmstead Resolution approved June 23, 2014, from \$112.03 to \$112.04.

d. GASB 45 Valuation and Related Services Agreement

RESOLVED, That the East Penn Board of School Directors approve the GASB 45 Valuation and Related Services Agreement with Pennsylvania Trust, Lewisburg, PA, as per Exhibit #21

e. PDE Electronic Signature Privilege - eGrants Resolution

RESOLVED, That the East Penn Board of School Directors authorizes the Superintendent, Dr. Michael Schilder, to sign any and all contracts, agreements, grants and/or licenses with the Pennsylvania Department of Education; consenting to the use of electronic signatures by the Superintendent, as per Exhibit #22.

f. Student Services/Special Education Services Contracts

RESOLVED, That the East Penn Board of School Directors approve the following Student Services Contracts, as per Exhibit #23:

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
American Sign Language	2014-2015 Tutoring Service Contract	\$2,520
BAYADA Home Health Care, Inc.	2014-2015 Nursing Services Agreement (Student)	\$19,000
BAYADA Home Health Care, Inc. & Delta-T Group, Inc.	2014-2015 Nursing Services Agreements (District)	\$21,800
Camphill Special School	ESY 2014 Enrollment Contract	\$7,914
Camphill Special School	2014-2015 Enrollment Contract	\$74,501
Carbon Lehigh Intermediate Unit #21	2014-2015 Special Education Services Agreement	\$3,764,341
Melmark	ESY 2014 & 2014-2015 Educational Services Agreement	\$92,108
PA School for the Deaf (PSD)	2014-2015 Services Agreement	\$9,460
Therapy Bridges	2014-2015 Occupational Therapy Services Agreement	\$5,000

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
ValleyForge Educational Services	ESY 2014 Services Agreement	\$7,360
ValleyForge Educational Services	2014-2015 Enrollment Contractual Agreement	\$49,115
PA School for the Deaf (PSD)	2014-2015 1 on 1 Personal Care Assistance Fee	\$35,595

Regarding the e-signature resolution, Ms. Donches posed one question asking if the Board will be seeing contracts before the superintendent signs them and what is an example of these contracts.

Mr. Frank indicated an example would be state or federal grants and that by the Board approving this resolution, they are giving the superintendent the authorization and direction to sign any and all contracts, agreement, grants and/or licenses with the PDE.

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

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

g. Other Contracts

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the following contracts, as per Exhibit #24:

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
Carbon Lehigh Intermediate Unit	2014-15 OverDrive Consortium Agreement	\$2,000
Carbon Lehigh Intermediate Unit	2014-15 Technology Counsel Consultation Agreement	\$600 - \$900
Dr. Rebecca Woodland	Consultation Services Agreement	\$7,500 (Title II Funds)

In regards to the agreement with Dr. Rebecca Woodland, Ms. Donches inquired as to why we are bringing an outside person in and inquired what skills does she have that our own staff does not have. Dr. Schilder responded stating that Dr. Woodland is very valuable; an international caliber presenter. Even though the District has a very good administration, Dr. Woodland brings to the table all the initiatives and solid research. We don't often have the research at our fingertips; don't spend our time reviewing documents and writing papers. Dr. Woodland has that piece; her skills just as a presenter are outstanding; bringing in someone with that caliber who has that knowledge, it is respected and it sticks in the district.

Ms. Donches acknowledged viewing her website of Dr. Woodland and noted that she does a lot of research and asked if she is profiting from that research. Dr. Schilder responded that he is not aware of her doing any research with children, however is most likely profiting from the experience at EPSD and possibly writing an article on it. Dr. Schilder was unsure at this point if something like this will be done internally next year.

Ms. Donches is in a situation where she supports the CLIU agreements but does not support the agreement of Dr. Woodland.

Motion by Ms. Donches to amend the motion to remove the Dr. Woodland contract from consideration.

Motion failed for lack of a second.

Ms. Donches stated for the record that she supports CLIU and will abstain from the other contract.
This resolution was duly adopted by the following roll call vote:
Aye: Bacher, Ballard, Earnshaw, Fuller, Heid, Munson, Rhodes, Vinovskis -----8
Abstention: Donches-----1

7. CURRICULUM

a. Educational Conferences

Motion by Munson, Seconded by Bacher
RESOLVED, That the East Penn Board of School Directors approves the estimated expenses for the individual(s) attending educational conference(s):

Attending: Jenny Barr, Gr. K-5/Counselor – Willow Lane ES
Conference Title: “The Elephant in the Room: Assessment & Management of Suicide Risk”
Location: Malvern, PA
Date(s): August 21, 2014
Cost: \$175.00 – Title II Funds

* * * * *

Attending: Susan Noack, Gr. 6 – Lower Macungie MS
Conference Title: Mobile Learning & Teaching Summit
Location: Lehigh University
Date(s): October 18, 2014
Cost: \$59.00 – Title II Funds

* * * * *

Attending: Jennifer Sarro, Elementary Band – Lincoln, Wescosville & Willow Lane ES
Conference Title: New Material/Curriculum/Repertoire Review
Location: J. W. Pepper, Exton, PA
Date(s): August 11, 2014
Cost: \$-0-

* * * * *

Attending: Mark Neth, Psychologist – Wescosville ES
Conference Title: Intermediate & Advanced Programs for Students w/Autism
Location: PaTTAN King of Prussia
Date(s): July 28, 2014 – July 29, 2014
Cost: \$131.76 – Title II Funds

* * * * *

Attending: Michael Scheiry, Plumber - District
Conference Title: Backflow Device Re-certification
Location: NEWWA – York, PA
Date(s): September 8, 2014
Cost: \$361.72

* * * * *

Attending: Rita Cortez, Choral - Emmaus HS
Conference Title: New Material/Curriculum/Repertoire Review
Location: J. W. Pepper, Exton, PA
Date(s): August 11, 2014
Cost: \$-0-

* * * * *

Attending: Ryan Williams, Elementary Orchestra – Shoemaker, Lincoln, Macungie,
Wescosville, Willow Lane ES
Conference Title: New Material/Curriculum/Repertoire Review
Location: J. W. Pepper, Exton, PA
Date(s): August 11, 2014
Cost: \$-0-

* * * * *

Attending: Lori Cooke, Elementary Band & Orchestra – Shoemaker, Macungie,
Jefferson, Alburtis ES
Conference Title: New Material/Curriculum/Repertoire Review
Location: J. W. Pepper, Exton, PA
Date(s): August 11, 2014
Cost: \$-0-

* * * * *

AMENDED

Attending: Laurie A. Furry, 11/12 AP European History – Emmaus HS
Conference Title: AP Annual Conference
Location: Philadelphia, PA Convention Center
Date(s): July 11 – July 12, 2014
Cost: \$585.22 – Title II Funds **(added lodging expense of \$225.22)**

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

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

8. POLICY

- a. Second Reading – New Board Policy No. 214 – Graduation Requirements

NOTE: This policy referenced No. 217 at First Reading in error.

Motion by Ballard, Seconded by Fuller

RESOLVED, That the East Penn Board of School Directors approve Board Policy No. 214 – Graduation, as per Exhibit #25.

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

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

9. OTHER EDUCATIONAL ENTITIES – UPDATES/REPORTS

- a. Carbon Lehigh Intermediate Unit - Board Member, Ms. Fuller

Ms. Fuller reported they met on July 21st. In addition to the regular agenda, they had

a few presentations: 1) Medals4Mettle Program which is a national recognition program, but CLIU participates in locally. Athletes who have won medals in running races donate medals to the program. The program re-ribbons them and medals are presented to youngsters struggling with some kind of adversity. We saw some photos of the presentation, 20 medals presented to IU students in recent years, students must be nominated. This celebrates courage to support each other. 2) CLIU Graduation and Project Search, a program where seniors and plus seniors learn soft job related skills at Cedar Brook and Good Shepherd. These students have autism and other disabilities and they learn soft skills needed in the job market. For example, learn how to be on time, how to relate to others, how to interact. They met a number of students who went through the program and now are employed; one is from EPSD, one had worked at Good Shepherd and has since been hired by Nex Food Service. Student is working on a part time basis; father indicated how this program made a difference in the life of the child and family, staff has made everything possible.

Ms. Fuller continued by stating these programs are very helpful for us to know about. She expressed it's really the students that it's all about; integral to the success of these students and programs, further expressing it would be great if CLIU could bring that program here for all to see.

- b. Lehigh Career & Technical Institute – JOC Members: President Earnshaw; Ms. Fuller; Ms. Heid; Mr. Rhodes

Ms. Fuller reported that the PR committee is updating their website to make more user friendly to help sell the program. There are several kinds of audiences, student and parent audience and the adult returning student who also train at LCTI. LV Business Weekly did terrific article on the adult training program at LCTI. We had the Ironman Presentation which solutes teachers who do not take a sick day. Some teachers have never taken a sick day in 5 or 10- years. They receive a small enumeration in terms of what it's worth to thank them for their service and the savings to the school; don't have to bring in substitutes.

President Earnshaw reported that the small stipends start at \$250, which is enough money to make a significant difference. Things are slowing down for the summer and will be picking up again soon. Ms. Fuller added that the summer camp was in process while they were there.

Dr. Schilder added that he spent three hours at the technical institute this morning on a very extensive tour and was very impressed with their equipment, programs, front end loaders, excavating equipment, bull dozers and auto lab. Also equally impressed with the intermediate unit he had visited the other week.

10. **LEGISLATIVE** – C. Ballard

- a. Voting Delegates for PSBA Delegate Assembly – October 21, 2014

President Earnshaw asked if any board member would be interested in taking the day to represent the Board at the PSBA Delegate Assembly reminding the Board that Mr. Ballard is the VP of PSBA and will not be a voting member; he will be chairing.

Rev. Vinovskis asked for a little more information of what it entails. Mr. Ballard indicated this year is especially important for the District. The outcome of the proposals recommended by the PSBA will be based on the majority of voters present. You will be considering proposals that are recommended by the PSBA Platform Committee and see how it impacts state legislative issues. President Earnshaw clarified by stating that the legislative platform is presented and votes are taken on each section of the

platform. The platform is adopted by majority voters present; 500 school districts are part of the PSBA. He also reported that in years past, he has seen no more than 280 people there, three from our District; IU and technical schools are also entitled to send representatives. Some schools are entitled only one or two, believes Philadelphia and Pittsburg can send five (5). Not only does it involve legislative platforms, but you would also vote on bylaw changes for the organization; have the ability to change the minds of our state legislators; receive reports from the executive level administration as well as vote on the officers for next year as well.

Rev. Vinovskis offered that he has stated publically many times that this information falls on deaf ears in Harrisburg. To the need of the tax payers, if he can contribute something to that conversation in Harrisburg he will be willing to go and represent the school board.

President Earnshaw noted that he has been there the past eight or nine years.

Motion by Ballard, Seconded by Heid

RESOLVED, That the East Penn Board of School Directors appoint the following board members as voting delegates for the PSBA Delegate Assembly:

Lynn Donches
Francee Fuller
Wally Vinovskis

Mr. Ballard reported there will be no legislative meeting until September. Philadelphia School District is in a real bind; legislators failed to approve the cigarette tax; items proposed are just dropped and no one knows why. The governor offered to advance money to Philadelphia but that does not solve the budget problem. Philadelphia School District has to lay off thousands of people before the start of the school year. Legislators did not address pension reform of any kind, as far as a legislative standpoint we are at a dead stop.

President Earnshaw read a thank you card received by Ms. Ceil Birdsell. Next, he reminded the members of the Board and the audience that a propane powered bus is waiting outside for them to take a tour.

11. ANNOUNCEMENTS

Executive Session Monday, August 11, 2014 - 7:00 p.m. (Negotiations)

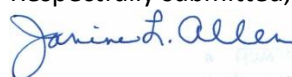
Next Board Meeting: Monday, August 25, 2014 - 7:30 p.m.

The board agreed that business casual attire will continue for the next meeting.

12. ADJOURN

There being no further business to come before the board, Motion to adjourn was made by Ballard, Seconded by Bacher at 8:44 p.m.

Respectfully submitted,



Board Secretary
East Penn School District

EAST PENN SCHOOL DISTRICT

BOARD OF SCHOOL DIRECTORS

MINUTES OF THE AUGUST 25, 2014

BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:32 p.m., followed by the Pledge of Allegiance.

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

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

Treasurer Present: Debbie Surdoval

Board Secretary Present: Janine L. Allen

Superintendent of Schools Present: Dr. Michael Schilder

Press Present: Peter McConnell, East Penn Press
Mariella Miller, The Morning Call
Precious Petty, The Express Times

2. PSBA MEMBER RELATIONS PRESENTATION

President Earnshaw introduced Mr. Zachary K. Pearce, PSBA Member Relations Coordinator (East). During his presentation, Mr. Pearce reported on the following:

- Realignment of the organization and new leadership
- PSBA providing assistance in finding resources the district needs
- Professional Development for Board Members
- On-site Workshops and Learning Management System, a self-study (30 minute) learning module
- Web-Based Policy Service providing cost savings to members of \$450 annually
- BoardDocs Paperless Agenda Solution
- BuyBoard, an online purchasing cooperative designed to streamline the purchasing process and save money
- PSBA School Leadership Conference
- Effective School Governance
- Facts & Figures
- Compensation Services such as job descriptions and training, superintendent searches, compensation analysis and studies.

During the discussion, Ms. Donches thanked Mr. Pearce for his presentation and enjoys receiving the Daily Edition. In response to Ms. Donches' question regarding PSERS, Mr. Pearce responded that PSBA employees are mandated to be in the PSERS system. PSBA's lobbyist advocacy efforts are based on the platform that is voted on by the members. PSBA is pushing for pension reform.

Mr. Ballard reported that he has been the PSBA liaison for the past 19 years and asked for a volunteer to serve as liaison. President Earnshaw announced if anyone was interested, to let him know so that he could relay this information to the Board President next year.

3. REQUESTS TO ADDRESS THE BOARD

Chris Donatelli, 1695 Beech Lane, Macungie - He expressed his concern of the transparency of the Collective Bargaining Agreement, no motion to consider paycheck protection, foreclosure rate increases and constant pay increases. He asked that the vote be rescinded on the Collective Bargaining Agreement and a new vote taken due to conflict of interests for some Board members.

John Donches, 559 Minor Street, Emmaus - He requested to distribute a handout to the Board members which was done following the Board meeting. Mr. Donches' concerns included budgets, pension costs, shrinking pensions and TIF/KOZ/NIZ.

4. APPROVAL OF MINUTES

Motion by Ballard, Seconded by Vinovskis

RESOLVED, That the East Penn Board of School Directors approve the minutes of the August 11, 2014 meeting.

Ms. Donches requested changes be made to the Minutes:

- Pg. 4, second to last paragraph, first sentence should read "Ms. Donches asked if we could take the savings and put it in a debt retirement fund."
- Pg. 7, end of third paragraph - add list of the Summary of Changes from Exhibit #26.

This resolution was unanimously adopted by voice vote.

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

Dr. Schilder reported on the following:

- The District experienced problems the first day of school with bussing issues which were attributed to new drivers, new routes and last minute re-routing. These problems included some students not being picked up and some students returning home very late, which involved all-day kindergarten students at Alburtis. STA was caught undermanned and underestimated the number of calls. In order to increase response time to parents and accommodate the volume of phone calls, STA will increase phone lines and staffing beginning tomorrow.
 - Enrollment currently at 8079 compared to 7975 on June 3, 2014 – up 100 students
 - New Teacher Orientation (10 new teachers) held on August 14th & 15th
 - Staff orientation (over 600 teachers) held on August 19th & 20th
 - Currently working with PEL to obtain accurate numbers on the demographic report. Delay is a result of some enrollment number discrepancies which have been corrected. PEL suggested we wait until October 1st when PIMS enrollment figures will be based on current enrollment. Dr. Schilder recommended the demographic report be presented to the Board by PEL the end of October.
- a. Bond Refinancing Presentation - Resolution for Bond Refinancing, as per Exhibit #1.

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

Mr. Shearer provided an overview of the Bond Sale Document and Competitive Bid Results for the GOB Series A of 2014 in the amount of \$10,275,000. He offered key points which included:

- Moody's Investors Service providing EPSD with a Aa2 credit rating
- True interest costs ranging from .51% to .68% (interest rate plus fees)
- District received 48 bids from the eight (8) main bidding groups
- Janney Montgomery Scott was winning bid
- Current amortization schedule reflects an average rate of 4%
- Total principal of \$10.8 Million
- Actual savings of \$478,000 (net of issuance and States share) compared to estimated savings of approximately \$328,000
- Yield of the issue is 4.45% (locked in)
- GOB's Series 2008, 2009 & 2010 will have call dates in Spring of 2015
- Overall Debt Service savings of \$12.6 million.

During the discussion, Reverend Vinovskis commended and thanked Mr. Shearer and PFM.

Mr. Shearer clarified for Reverend Vinovskis and Dr. Munson that the auction took 15 minutes and began at 12:00 noon. He explained that during the bidding process, if a new lead bid is submitted within the last 2 minutes, auction is extended for others to re-submit. He also clarified that bidders do not know what other firms are submitting. If bidder sees they are not in first place, they continue submitting bids by either lowering their interest rate or lowering their commission. In order to satisfy the IRS and SCC regulations, and before auction is conducted, PFM ensures all regulations are met by the District and that all investors are notified of all changes.

Mr. Cox presented on the final resolution by confirming the resolution was advertised as required in The Morning Call and made available for public inspection in accordance with the Sunshine Act. He also confirmed that all IRS and US security laws were met.

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors accept the resolution as presented.

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

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

6. PERSONNEL

Motion by Ballard, Seconded by Munson

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

a. Resignation(s)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Jane Sullivan	Instructional Assistant	Eyer MS	8/7/14

Amber Neetz	Instructional Assistant	Eyer MS	8/19/14
Erin Deppe	Staff Assistant	Jefferson ES	8/20/14
Kristine Yessen	Remedial Assistant	-----	8/22/14

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

Employee: Katie Mast
Effective: Extension to 1/20/15

Employee: Anne Nero
Effective: 8/19/14 – 6/30/15

Employee: Chandra Martin
Effective: 9/3/14 – 10/3/14

Employee: Kelly Harkcom
Effective: 9/8/14 – 10/31/14

c. General Leave of Absence(s)-Board Policy 539

<u>Employee</u>	<u>Position</u>	<u>Effective</u>
Penny Palencar	Part-time Food Service Assistant	8/25/14 – 2/25/15
Michele Schupp	Staff Assistant - EHS	8/25/14 – 8/24/15
Jennifer Wylie	Art Teacher – Wescosville ES	9/5/14 – 6/11/15

d. Co-Curricular Appointment(s)

2014-15 Schedule B (Exhibit #2)

e. Change in Employment Status

<u>Employee:</u>	<u>From:</u>	<u>To:</u>
Lisa Lucchesi-Wood Effective: 8/25/14	Staff Assistant – Emmaus HS 20hrs./wk.	Staff Assistant – Emmaus HS 29hrs./wk.
Susan Deiser Effective: 8/25/14	Special Ed. Teacher – Lincoln ES	Special Ed. Teacher – Macungie ES
Susan Breidinger Effective: 8/25/14	Health Room Nurse - Wescosville ES	Health Room Nurse - Alburtis ES
Theresa Cole Effective: 8/25/14	Float Health Room Nurse Lower Macungie MS	Health Room Nurse Emmaus HS/Alburtis ES/Macungie ES
Mary Ellen Hoffman Effective: 8/25/14	Health Room Nurse - Alburtis ES	Float Health Room Nurse
Debra Petke Effective: 8/25/14	Float Health Room Nurse	Health Room Nurse – Eyer MS
Karen Schaffer	Health Room Nurse	Health Room Nurse

Effective: 8/25/14	Lower Macungie MS	Eyer MS/Lincoln ES/Shoemaker ES
Sharon Collins Effective: 8/25/14	Staff Assistant – Emmaus HS 29hrs./wk.	Instructional Assistant – Emmaus HS 29hrs./wk.
Deborah Dahms Effective: 8/25/14	Instructional Assistant – Wescosville ES – 27hrs./wk.	Instructional Assistant – Wescosville ES – 29hrs./wk.
Cynthia Guthrie Effective: 8/25/14	Instructional Assistant - Wescosville ES – 24hrs./wk.	Instructional Assistant - Wescosville ES – 29hrs./wk.
Lisa Viola Effective: 8/25/14	Instructional Assistant - Wescosville ES – 24.5hrs./wk.	Instructional Assistant - Wescosville ES – 29hrs./wk.

f. Custodial Staff Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>
Joan Decker Effective: 8/26/14	Custodian - 2 nd shift -Emmaus HS Ronald Gerhart – retirement & subsequent Transfers	\$20.37/hr. 40 hrs./wk.
Jaime Kutzura Effective: 8/26/14	Custodian - 2 nd shift -Lower Macungie MS Thomas Hudak – retirement & subsequent Transfers	\$20.37/hr. 40 hrs./wk.
Andrew Moyer Effective: 9/2/14	Custodian - 2 nd shift - Eyer MS Warren Buss – retirement & subsequent transfers	\$20.37/hr. 40 hrs./wk.
<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>
Matthew Rumfield Effective: 8/26/14	Custodian - 2 nd shift - Lower Macungie MS Jesse Shaw – resignation & subsequent transfers	\$20.37/hr. 40 hrs./wk.

g. Food Services Department Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>
Kristina Schware Effective: 8/26/14	Part-time Food Service - Eyer MS Phyllis Hersh – retirement & subsequent Transfers	\$9.25/hr. 20 hrs./wk.

h. Support Staff Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>
Bonnie Dommel Effective: 8/25/14	Instructional Assistant - Eyer MS Staff resignation	\$14.22/hr. 29 hrs./wk.
Christine Kauffman Effective: 8/26/14	Instructional Assistant -Lincoln ES Cynthia Bogert – transfer	\$14.22/hr. 29 hrs./wk.
Maria Kelly-Lowe	Instructional Assistant -Eyer MS	\$14.22/hr.

Effective: 8/25/14	Cynthia Bogert – resignation & subsequent Transfer	29 hrs./wk.
Amanda Kender Effective: 8/26/14	Remedial Assistant Linda Lopano - resignation	\$14.25/hr. 29 hrs./wk.
Jaclyn Marks Effective: 8/26/14	Remedial Assistant Steph Fisher - resignation	\$14.25/hr. 29 hrs./wk.
Michael James Blair Effective: 8/26/14	Staff Assistant - Lower Macungie MS Jackie Lukity – resignation & subsequent transfers	\$14.22/hr. 29 hrs./wk.
Kayla Hartz Effective: 8/26/14	Remedial Assistant Pam Cantone – resignation	\$14.25/hr. 29 hrs./wk.
Kristen Carter Effective: 8/26/14	Remedial Assistant Barb Poling - resignation	\$14.25/hr. 29 hrs./wk.
Kristen Levan Effective: 8/26/14	Instructional Assistant - Eyer MS Student requirement	\$14.22/hr. 29hrs./wk.

i. 2014-15 List of Per Diem Substitutes (Exhibit #3)

j. Full-Time Substitute Teacher Appointment(s)

Name:	Rebecca Grasse
Education Level:	B.S. Degree; 2014
Undergraduate School:	Kutztown University
Assignment:	Grade 1, Lincoln ES
	Opening created by K. Mast – Leave of Absence
Effective:	August 26, 2014
Certification:	Instructional I, PK-4, Special Education PK-8
Experience:	None
Salary:	\$50,521; Year 1; B

* * * * *

Name:	Jonathan Zolomij
Education Level:	B.A. Degree; 2008 M.Ed.; 2011
Undergraduate School:	University of Pittsburgh
Graduate School:	Lehigh University
Assignment:	Computer & Business Applications – Emmaus HS
	Opening created by Ann Nero – Leave of Absence
Effective:	August 26, 2014
Certification:	Instructional I, Social Studies 7-12; Business-Computer-Info. Tech K-12; ESL
Experience:	1/2013 – Present: Colonial SD; Per Diem Substitute 1/2012 – 1/2013: East Penn SD; Per Diem Substitute
Salary:	\$50,521; Year 1; B

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

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

7. BUSINESS OPERATIONS

a. Approval of Bill List

Motion by Fuller, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #4.

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

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

Abstention: Donches-----1

Motion by Ballard, Seconded by Donches

Resolved, That the East Penn Board of School Directors approve the items 7. b. and c. below:

During discussion on the motion, Ms. Donches thanked the Business Office for providing her with the detailed list of checks she requested. Ms. Surdoval confirmed for Ms. Donches that the Business Office is doing more direct deposits with vendors that will produce a cost savings rather than issuing a check, a process which had begun only a few weeks ago. Ms. Surdoval explained they began implementing direct deposits with organizations that would not take procurement cards, as this is something the Business Office is looking into for the future.

b. Disbursement of Funds

RESOLVED, That the East Penn Board of School Directors authorize the expenditure of funds from the 33-2010 GOB Series A, as per Exhibit #5.

c. Contracts

RESOLVED, That the East Penn Board of School Directors approve the following contracts, as per Exhibit #6:

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
Alburtis Recreation Association d/b/a		
Alburtis Area Community Center	Lease Agreement – 10/1/2014 through 9/30/19	\$500/yr.
CLIU #21	Discovery Education Streaming 2014-2015	\$3,310.75

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

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

8. POLICY

a. Third Reading – New Board Policy No. 214 – Graduation Requirements

Mr. Ballard made note that this should be listed as the Final Reading.

Motion by Ballard, Seconded by Rhodes

RESOLVED, That the East Penn Board of School Directors approve Board Policy No. 214 – Graduation, as per Exhibit #7.

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

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

9. OTHER EDUCATIONAL ENTITIES – UPDATES/REPORTS

- a. Carbon Lehigh Intermediate Unit - Board Member, Ms. Fuller

Ms. Fuller reported CLIU met last Monday. She commented on the PA Basic Funding Campaign. There is a Statewide Videoconference Event being held on Tuesday, September 30th, at CLIU. CLIU is helping organize this for school districts to learn more about the funding of school districts. Other participants in this campaign are PASA, PASBO PSBA and the PA Association of IU's.

Ms. Fuller saw a presentation by Deb Popson on the Extended School Year Program which consisted of three camps, Camp Whitehall, Panther Valley and Fowler, and nine classroom programs at Parkland High School, one of their middle schools, Panther Valley Middle School, Whitehall Coplay School District middle school and Zephyr Elementary. These camps are run to encourage academic proficiency and provide recreation opportunities to students in need of emotional and academic support throughout the summer. There were approximately 50 students per site.

- b. Lehigh Career & Technical Institute – JOC Members: Mr. Earnshaw; Ms. Fuller; Ms. Heid; Mr. Rhodes

President Earnshaw indicated their next meeting will be held on Wednesday evening.

10. LEGISLATIVE UPDATE/REPORT – C. Ballard

Mr. Ballard reported the next meeting is being held in Allentown on September 9th. He had nothing to report in regards to the Philadelphia cigarette tax and pension reform. The Education Funding Commission will be providing a video recording of their first public session on the commission's website offering a combined presentation from the Dept. of Education, PASA and PASBO providing background information on current statuses. Both members of the Senate and House of Representatives are on the Basic Education Funding Commission; being co-chaired by Senator Browne. Mr. Ballard explained that an original promise in 1966 was for the state to provide 50% of the education funding. This promise was abolished in 1986. He reported that 56% surveyed by PASA wanted to do away with the hold harmless funding system. Legislators to begin discussion regarding funding for the small, rural school districts with lower populations.

11. CURRICULUM

Motion by Ballard, Seconded by Rhodes

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

a. Educational Conferences

Attending: Janet Spence, Library – Lower Macungie MS
Conference Title: CLIU 21 Librarians Consortium Meeting
Location: CLIU 21, Schnecksville, PA
Date(s): October 16, 2014
Cost: -0-

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

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

Ms. Donches made a recommendation for a motion to be brought forward. President Earnshaw advised Ms. Donches to submit the motion to the Board Secretary a week before the meeting to be placed on the Agenda. Ms. Donches requested clarification as to why there is inconsistency with addenda's being brought forward to the Board. President Earnshaw explained that the solicitor needs a chance to review these items. President Earnshaw ended the discussion and there was no further business brought forward to the Board.

12. ANNOUNCEMENTS

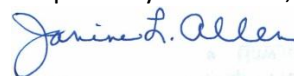
Executive Session: Monday, August 25, 2014 – 6:45 p.m. (Confidential Matters)

Next Board Meeting: Monday, September 8, 2014 - 7:30 p.m.

13. ADJOURN

There being no further business to come before the board, Motion to adjourn was made by Ballard, Seconded by Vinovskis at 8:35 p.m.

Respectfully submitted,



Board Secretary
East Penn School District

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS

MINUTES OF THE SEPTEMBER 8, 2014

BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:32 p.m., followed by the Pledge of Allegiance.

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

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
James Frank, Assistant Business Director
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

Absent: Debra Surdoval, Treasurer

Press Present: Peter McConnell, East Penn Press
Dan Sullivan, The Morning Call
Randy Kraft, 69 News

2. REQUESTS TO ADDRESS THE BOARD

Tim Krise, 1572 Scotland Avenue, Punxsutawney, PA 15767 – Vice President, STA PA, Inc. Mr. Krise provided a summary of the problems they encountered since the start of school, challenges they have faced, the reasons for some of their problems and offered suggestions and remedies.

Kelly Wood, 59 Wood Lane, Indiana, PA 15701 – Director of Special Projects, STA. She explained her role with regard to student transportation, areas that need improvement, and what she intends to do moving forward without adding buses to the existing contracted fleet. She introduced John Fahey, transportation consultant for Versatrans Solutions (parent company Tyler Technologies), who provide feasibility studies and time limits of the routes.

Bob Hamill, 1500 Little Lehigh Drive, Emmaus, PA, 18049 – Mr. Hamill shared his concerns regarding the new teacher's contract and rising pension costs and benefits. He asked Mr. Fisher his legal advice in regard to negating the vote of Dr. Munson or Mr. Rhodes due to a conflict of interest with the teacher's contract. He indicated he would follow through with submitting a Freedom of Information request since there was no response from Mr. Fisher.

Chris Donatelli, 1695 Beech Lane, Macungie, PA, 18062 - He expressed his concern regarding the asbestos abatement contracts.

3. APPROVAL OF MINUTES

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the Minutes of the August 25, 2014 meeting.

This resolution was unanimously adopted by voice vote.

4. **REPORT OF THE SUPERINTENDENT OF SCHOOLS – Dr. Michael Schilder**

Dr. Schilder reported on the following:

Enrollment:

- 7,996 as of Sept. 2, 2014, an increase of 21 students from June 3, 2014

Transportation:

- Continuing problems including late buses, early arrivals at stops, charter/private school routes in excess of 90 minutes, bus routes split or changed without information to school or parent.
- Commended Dr. Tom Mirabella, Director of Student Services, for working long hours with STA.
- Currently reviewing sample policies and procedures and will bring them forward to the Board at a later time.

Recognition of Students:

- The National Federation of Press Women honored two 2014 Emmaus graduates, Katrina Guido and Eamon Dreisbach, who served as editors of The Stinger.
- Barry Seng, Rushabh Kamdar, and Clint Spear from the Emmaus High School Key Club have been elected to International and State Leadership Roles.
- Field Hockey – Pre-season selection as #6 team in nation.
- Meredith Sholder ('17) – selected by MAX Field Hockey to "Super Sophomore" team.
- Girls Soccer - Shannon McGinnis ('15) selected to the TopDrawerSoccer.com All-America and the High School All-America game watch lists.
- Girls Volleyball - Mackenzie O'Brien ('15) – nominated to 2014 Under Armour Women's Volleyball High School All-America watch list.
- Wil Miller ('15) - selected as the Coordinated Health Athlete of the Week and Lehigh-Valley-Live Athlete of the Week.
- On September 20th, Carly Lenett, a Willow Lane student, will be participating in a swim clinic at EHS to raise awareness for juvenile diabetes.

Ms. Heid shared that Carley Lenett was interviewed with her father and appeared on Headline News.

Reverend Vinovskis shared his appreciation for the open and honest communication from Dr. Schilder regarding the bus situation. He thanked Mr. Krise for coming forward as well as thanking Dr. Mirabella and the staff of STA.

In response to questions and concerns expressed by Board members regarding transportation and class sizes, Dr. Schilder provided the following:

- Agreed some of the class sizes are high and indicated that would be up for discussion during the budget process for next year.

- Demographic report due the end of October will provide valuable information on enrollment trends.
- STA contract states an internal run for students who attend EPSD is 45 minutes, not 60.
- In some cases, designated pick up times given to bus drivers are different than what was provided to parents.

Reverend Vinovskis noted the building boom in Lower Macungie Township in the early 2000's resulted in oversized classrooms at Alburtis, and is anxious to see the demographic study to determine how the district needs to handle the numbers when these students hit the high school.

Ms. Donches asked why class sizes seem inconsistent with the reported 15/1 ratio. Dr. Schilder and President Earnshaw explained that the state average class size ratios are skewed by the small sizes of special education classes and the inclusion of teachers other than classroom teachers (e.g., art, music, PE) as well as some support teachers who work with students during the course of the day for accelerated or remedial instruction. This adds to staff count without changing student count.

5. PERSONNEL

Motion by Ballard, Seconded by Vinovskis

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

a. Resignation(s)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Rocco Del Priore	Staff Assistant	LMMS	8/25/14
Nissa Geist	Part-time Food Service Associate	Jefferson ES	8/28/14
Dawn McQuillen	Instructional Assistant	Willow Lane ES	8/25/14
Jamie Kutzura	Custodian	Eyer MS	8/27/14

b. General Leave of Absence(s) – Board policy 539, General Leave

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Thelma Schaffer	Part-time Food Service Associate	Lincoln	8/27/14 – 8/26/15
Maria Matsuba	Instructional Assistant	Eyer MS	8/26/14 – 10/31/14
Theresa Berthel	Staff Assistant	LMMS	9/26/14 – 6/30/15
Erika Wagner	Special Ed. Teacher	Macungie ES	9/9/14 – 9/8/15
Eleanor Powell	Instructional Assistant	Jefferson ES	8/25/14 – 8/24/15

c. Administrator Appointment

Name:	Jeremy Silimperi
Education Level:	B.A. 2005 M.Ed. 2008
Undergraduate School:	DeSales University
Graduate School:	DeSales University, East Stroudsburg University
Assignment:	Supervisor of Special Education – Elementary (Resignation of Jennifer Curtis)

Effective: TBD
 Certification: Instructional II, Supervisory, Elementary K-6, Supervisor Special Ed.,
 Special Education N-12
 Experience: Coordinator of Special Education – Colonial Intermediate IU – 8/2011 –
 present
 Emotional Support Teacher – Colonial Intermediate IU – 5/2009 –
 8/2011
 Special Education/Emotional Support Teacher – Colonial Intermediate IU
 – 8/2006 – 5/2009
 Special Education/Emotional Support Teacher – Colonial Intermediate IU
 – 8/2005 – 6/2006
 Salary: \$84,000

d. Correction to Temporary Professional Employee Appointment

Name: Ryan Peters (*approved August 11, 2014*)
 Salary Correction: \$52,156

e. Co-Curricular Appointment(s)

2014-15 Schedule B (Exhibit #1 & #5)

f. Custodial Staff Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>
Justin Smith	Custodian – Part-time 2 nd shift – Willow Lane ES	\$20.25/hr.
Effective: 9/9/14	William Moyer – Retirement & subsequent transfers	20 hrs./wk.

g. Support Staff Transfers

<u>Name</u>	<u>From:</u>	<u>To:</u>
Michael Blair	Staff Assistant - LMMS	Instructional Assistant - LMMS
Effective: 9/9/14	29hrs/wk.	29hrs/wk.
Nina Skinner	Technical Assistant – Assistant Superintendent	Technical Assistant – Technology
Effective: TBD		
Wendy Frisch	Instructional Assistant – Eyer MS	Staff Assistant - EHS
Effective: 9/23/14	29hrs/wk.	29hrs/wk.
Pam McCarthy	Staff Assistant – Willow Lane ES	Staff Assistant - EHS
Effective: 9/23/14	17.5hrs/wk.	20hrs/wk. (New Position)

h. Instructional/Staff Assistant Appointment(s)

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
Cynthia FitzMaurice	Instructional Assistant – Willow Lane ES	\$14.22/hr.
Effective: 9/9/14	Dawn McQuillen - Resignation	29hrs/wk.

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
Scott Horoshko Effective: 9/9/14	Instructional Assistant – Eyer MS Amber Neetz - Resignation	\$14.22/hr. 29hrs/wk.
Dimitria Barebo Effective: 9/9/14	Staff Assistant – EHS Lisa Lucchessi-Wood replacing Douglas Young	\$14.22/hr. 20hrs/wk.
Audrey Erb Effective: 9/9/14	Staff Assistant – LMMS Rocco DelPriore – Resignation and subsequent transfers	\$14.22/hr. 29hrs/wk.

i. 2014-15 List of Per Diem Substitutes

<u>Name</u>	<u>Subject</u>
Therese Bushner	English
Diane D'Agostino	Health/Physical Education
Amber Neetz	Social Studies
Vicotria Romano	IA/SA

j. 2014-15 List of Guest Teachers

<u>Name</u>	<u>Name</u>
Christina Burroughs	Elizabeth Lanzone
Yvette Campbell	James McFadden
Michelle Costello	Raphael Parise
Kim Dryfoos	Diane Salute
Lisa Heneman	Alicia Trinkle
Laurie Kalo	Ruth Urrutia
Cheryl Lagler	John Wastak

k. 2014-15 List of New Teacher Induction Mentors

<u>Name</u>
Elaine Civic
Carrie England
Anjanette Hoffman
Joan Johnston
Mark Neth
June Urbassik
Alexis Williams
Denine Williams

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Nicole Swatsky	Grade 3 - Teacher	Willow Lane ES	8/21/14 – 6/30/15

m. Full-Time Substitute Teacher Appointment(s)

Name: Jessica Saliby
Education Level: B.A. Degree; 2009
M.Ed.; 2011
Undergraduate School: Muhlenberg College
Graduate School: Lehigh University, DeSales University
Assignment: Special Education (Learning Support) – Emmaus HS
Opening created by Laura Oswald – Leave of Absence
Effective: TBD
Certification: Instructional I, Social Studies 7–12, Special Education 7-12
Experience: 2/2010 - 6/2014: Allentown SD; Per Diem Substitute
Salary: \$50,521; Year 1; B

* * * * *

Name: Nicole Iticovici
Education Level: B.S. Degree; 1993
Undergraduate School: Pennsylvania State University
Assignment: Biology – Emmaus HS
Opening created by Kristina Svencer – Leave of Absence
Effective: September 12, 2014
Certification: Instructional I, Biology 7-12; Environmental Educ. K-12
Experience: 10/2013 - 6/2014: Bethlehem Area SD; Long-term
Substitute
8/2013 – 10/2013: Bethlehem Area SD; Per Diem
Substitute
3/2013 – 6/2013: Northwestern Lehigh SD; Per Diem
Substitute
11/2012 – 1/2013: Bethlehem Area SD; Per Diem
Substitute
9/2012 – 10/2012: Bethlehem Area SD (Lehigh Valley
Academy); Per Diem Substitute
Salary: \$50,521; Year 1; B

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

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

President Earnshaw introduced Jeremy Silimperi, Supervisor of Special Education - Elementary.

6. **BUSINESS OPERATIONS**

a. Approval of Bill List

Motion by Bacher, Seconded by Munson

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #2.

Ms. Donches noted she will continue to abstain as she investigates the possibilities of having more information placed on the bill list.

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

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

Abstention: Donches-----1

b. Contracts

Motion by Ballard, Seconded by Rhodes

RESOLVED, That the East Penn Board of School Directors approve the following contracts, as per Exhibit #3:

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
Bucks County IU#22	2014-2015 Special Education Services (Student)	\$72,379
BuyBoard National Purchasing Cooperative	Interlocal Participation	No Cost
PPL Electric Utilities Corporation	Public/Private Attachment License	N/A
Heinemann Professional Development	Custom Professional Development	\$9,100 (Title I Funds)
R.U. & J.U.	Parent/Guardian Transportation Contract (5 miles round trip to and from Eyer MS)	\$.560/mile
A.L.M. Abatement Services, LLC	Construction Debris Removal	\$17,835
TCI Environmental Services, Inc.	Construction Debris Removal (inspection)	\$600

Ms. Donches made a motion to amend the motion to remove the BuyBoard Interlocal Participation, PPL License, A.L.M. Abatement and TCI Environmental agreements from consideration. Motion failed for lack of a second.

Ms. Donches then shared her concerns regarding the BuyBoard and PPL agreements.

President Earnshaw explained that the BuyBoard agreement allows the district to have more options for purchasing without the obligation to buy. Mr. Frank noted that on May 12, 2014 the Board authorized BuyBoard as one of the groups to work with. This next step is relative to the details of the contractual arrangement. With regard to the PPL License agreement, Mr. Frank explained banners (signage) are attached to telephone poles owned by PPL, therefore the need for the license agreement.

During the discussion regarding the ALM Abatement and the TCI Environmental agreements and the removal of the material at Wescosville Elementary, Dr. Schilder provided background information. He clarified that ALM & TCI will work together in notifying the Dept. of Environmental Protection, provide monitoring of the process and ensure proper permits are secured. He stated the police had not been notified since no illegal act had occurred other than the dumping of the material. The focus is to correct the mistake of burying the debris by removing it and disposing of it properly. Dr. Schilder also noted that employees responsible for the decision to bury the debris are no longer employed with the district.

Mr. Fisher confirmed the \$18,000 fee is a reasonable estimate and that remediation or abatement is not covered by insurance. He also reminded the Board that the issue that's before the Board is the removal of the material.

Reverend Vinovskis stated that based on the information that they received about this agenda item there is no person on this Board, including Dr. Schilder, who had any idea about this

asbestos issue until 2-3 weeks ago. He commended Dr. Schilder for informing the board, contacting the appropriate asbestos abatement firms, and handling this properly.

Ms. Donches feels this removal process would be tampering with evidence and recommended a full investigation be done prior to the removal of the material.

Mr. Fisher and President Earnshaw agreed the cost of prosecuting through a law suit would far exceed the amount of the contract. There is no indication of leads or witnesses regarding the dumping. If circumstantial evidence could be found somewhere in the debris, it is highly unlikely it could be connected to a specific construction site.

Ms. Donches requested to go on record that this is not the right thing to do.

Dr. Bacher concurred with Dr. Schilder to leave the contract open-ended.

Motion by Munson, Seconded by Bacher, to end the debate.

Debate was ended by the following roll call vote:

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

Nay: Donches-----1

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

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

Nay: Donches-----1

c. Discussion

Use of proceeds from bond refinancing

During discussion among the Board, Ms. Donches recommended having the proceeds from the bond refinancing be placed in a committed fund called debt retirement to be used to pay down debt. She inquired if any of the bonds could be paid down or could debt be retired early. President Earnshaw explained that a certain amount of money is budgeted for bond services. If money is underspent at the end of the budget year, a budgetary transfer could be made to capital reserve, committed fund balance, or other expenditures. This would then become part of a fund balance for the next year's budget. President Earnshaw continued by providing a brief explanation of the structure of borrowing.

Mr. Frank clarified the district has the opportunity to refinance at a lower rate on longer issues every 5 years, which is the call period. District cannot refinance outside of the 5 year window. Some bonds are variable rate, 7 day bonds, which means the rate changes every 7 days. The district is currently paying 1%.

Ms. Donches suggested having these funds placed into a committed fund to gain more interest. President Earnshaw explained if the district earns more in interest than what is paid out it is considered arbitrage, resulting in fees being paid to the IRS.

Dr. Bacher suggested this is better suited being discussed during an actual motion after gathering the information needed and having a better understanding of the bond issues. He

made the suggestion, as part of a preamble of a motion, to include the explanation of why, the cost savings and the purpose.

Mr. Ballard summarized by providing a brief explanation of the selling of bonds:

- Institutional people buy bonds with a contracted time
- Cannot payoff older bonds
- Financing opportunity is on the call period
- Funding for capital improvements and projects
- Dedicated funds are replenished from time to time mainly with bond refinancing
- Do not have to raise taxes as much

There was no discussion on increasing number of school buses since this was not brought forward as a recommendation.

7. CURRICULUM

Motion by Ballard, Seconded by Bacher

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

Conference Title: Training of Trainers: Introduction to Restorative Practices & Using Circles Effectively
Location: International Institute of Restorative Practices, Bethlehem, PA
Dates: September 24 – 26, 2014
Attending: Mark Covelle
Cost: \$1,200.00

Conference Title: Read Like a Champion
Location: Penn State, State College, PA
Dates: October 26, 2014 – October 29, 2014
Attending: Michele James
Cost: \$1,104.28

Conference Title: Fall Field Gathering/Human Trafficking
Location: DeSales University
Dates: September 26, 2014
Attending: Karla Matamoros
Cost: \$-0-

Conference Title: Study Council Tour
Location: University of Albany, SUNY, Saratoga Springs, NY
Dates: September 23 – 26, 2014
Attending: Dr. Denise M. Torma, Kristen Campbell
Cost: \$1,950 (total for both attendees)

Conference Title: Read Like A Champion
Location: Penn State Conference Center
Date(s): October 26 - 29, 2014
Attending: Dennine Leschinsky, IST – Wescosville ES
Cost: \$505

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

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

8. OTHER EDUCATIONAL ENTITIES – UPDATES/REPORTS

a. Carbon Lehigh Intermediate Unit - Board Member, Ms. Fuller

Ms. Fuller reported they will not be meeting until next Monday and that CLIU is hosting a statewide video conference on Basic Education Funding Campaign on September 30th.

b. Lehigh Career & Technical Institute – JOC Members: Mr. Earnshaw; Ms. Fuller; Ms. Heid; Mr. Rhodes

Ms. Heid reported the following:

- Received a \$35,000 STEM grant from Bosch Rexroth Corporation
- Applied for the PDE Equipment grant to purchase two equipment items
- Student population is full for P.M. sessions
- Currently revising their No Tobacco Usage policy to include electronic cigarettes

9. LEGISLATIVE UPDATE/REPORT – C. Ballard

Mr. Ballard reported legislation still not in session. Basic Education Funding Commission will be holding meeting at Parkland administration building tomorrow at 10 a.m.

a. 2015 PSBA Slate of Candidates (Exhibit #4)

RESOLVED, That the East Penn Board of School Directors vote for one candidate for each of the following elected positions:

- **President-elect**
 - Kathy K. Swope*
 - Charles H. Ballard
- **Vice President**
 - Mark B. Miller*
- **Treasurer**
 - Otto W. Voit III*
- **At-Large Representative (East) Representing Regions 7,8,10,11,15**
 - Robert M. Schwartz*
 - Michael Faccinetto*
 - Edward J. Cardow

“ **ENDORSEMENT** is noted in compliance with PSBA Bylaws (Art. IV, G) and Policy #302 which requires those who seek endorsement to be interviewed (D, 1) and that the published slate clearly indicate whether a candidate has been endorsed (E, 2). The committee is also to consider "...the extent to which the candidate's background, experiences, talents, training and involvement in Association activities and other pertinent attributes indicate their potential for valuable contributions to the success of the Association at increasing levels of Association leadership and responsibility"; consider "...fiscal acumen and experience*

in finance and accounting..." for the office of Treasure; and, additionally, the policy requires the LDC " ...shall further outline endorsement criteria..." (D, 3). The committee has incorporated these directives into a rubric to assure all applicants are evaluated consistently in identifying those considered highly qualified."

Motion by Fuller, Seconded by Bacher to support Charles H. Ballard, Mark B. Miller, Otto W. Voit III and Robert M. Schwartz.

Motion by Donches to nominate Kathy K. Swope, Mark B. Miller, Otto W. Voit III and Robert M. Schwartz. Motion failed for lack of second.

Discussion on the motion included Ms. Fuller informing the board that Mr. Schwartz is currently serving and is doing a great job. President Earnshaw clarified the leadership development committee is comprised of school directors who review and interview self-nominating candidates in order to decide which candidates they endorse.

RESOLVED, That the East Penn Board of School Directors support the candidacies of Charles H. Ballard for President-elect, Mark B. Miller for Vice President, Otto W. Voit III for Treasurer and Robert M. Schwartz for At-Large Representative.

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

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

Nay: Donches-----1

As requested by President Earnshaw, the Board Secretary will register these results with PSBA.

Ms. Donches brought to the administrator's attention that there are two policies requiring revision, as recommended by the auditor:

- Policy 121 - Field Trips
- Policy 122 - Co-Curricular Activities

10. ANNOUNCEMENTS

Executive Session: Monday, September 8, 2014 – 7:00 p.m. (legal matters and negotiations)

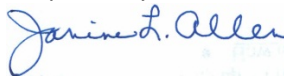
Next Board Meeting: Monday, September 22, 2014 - 7:30 p.m.

President Earnshaw announced there are various meet the teacher and back to school nights throughout the month.

11. ADJOURN

There being no further business to come before the board, Motion to adjourn was made by Ballard, Seconded by Bacher at 9:00 p.m.

Respectfully submitted,



Board Secretary
East Penn School District

EAST PENN SCHOOL DISTRICT

BOARD OF SCHOOL DIRECTORS

MINUTES OF THE SEPTEMBER 22, 2014

BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:30 p.m., followed by the Pledge of Allegiance.

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

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

Press Present: Peter McConnell, East Penn Press
Precious Petty, The Express Times – L.V. Live
Dan Sullivan, The Morning Call
Randy Kraft, 69 News

2. REQUESTS TO ADDRESS THE BOARD

Giovanni Landi, 869 Frank Drive, Emmaus, PA 18049 – He expressed his concern regarding the burial and removal of the construction debris on district property behind Wescosville Elementary and the way it is being handled.

Chris Donatelli, 1695 Beech Lane, Macungie, PA 18062 – He shared his concern regarding the burial and removal of construction debris on district property behind Wescosville Elementary.

Tara Ohl, 8448 Walbert Lane, Alburtis, PA 18011 – She requested assistance from the Board regarding a busing issue explaining the steps she has taken in an effort to obtain a safe bus stop. She expressed her concern of the safety issues regarding the bus stop her children are to be using.

3. APPROVAL OF MINUTES

Motion by Bacher, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the minutes of the September 8, 2014 meeting.

This resolution was unanimously adopted by voice vote.

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

a. District Update

Transportation:

Dr. Schilder reported progress is being made and summarized the following outstanding issues:

- Late pick up at EHS due to Seven Generations early dismissal on Wednesdays
- STA not making return telephone calls in a timely fashion
- Late buses at Shoemaker ES for dismissal
- Driver shortages
- Parent complaints regarding drivers dropping off K & 1st graders without parent/guardian at stop
- Delays in confirmations for athletic and building field trips
- Slow in addressing e-mails, no specific personnel assigned to deal with e-mail concerns

He also stated that personnel changes within STA have been made and an upcoming meeting is scheduled with STA management to review proposed solutions, which may include additional buses.

Dr. Schilder advised Mrs. Ohl that he and Dr. Mirabella will personally visit the street that STA has declared unsafe.

Recognition

- Wescosville Elementary School has been selected for the 2014 Best of Allentown Awards for Elementary Schools.
- Dr. Denise Torma, Assistant Superintendent, has been invited to present the district's E-Folio system at the National School Boards Association's 75th Annual Conference, in Nashville, Tennessee, March 21-23, 2015.
- Michele James, Elementary Coordinator of C&I, and Erin Murphy, Technology Integration Resource Teacher, have been asked to present at the Lehigh Mobile Learning and Teaching Summit on October 18, 2014.
- Scott Didra, EHS Industrial Arts teacher, has been selected as the Pennsylvania Technology and Engineering High School Teacher of the Year. Scott will be recognized at both the state level in Camp Hill and at the national level in Milwaukee, Wisconsin. Mr. Didra has also been selected to receive the Innovative Educator Award on behalf of the Department of Applied Engineering, Safety & Technology at Millersville University.
- Board member, Francee Fuller has received the 2014 Athena Award for the East Penn Chamber of Commerce. A dinner in her honor has been scheduled for October 28th.

5. PERSONNEL

Motion by Ballard, Seconded by Rhodes

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

a. Resignation(s)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Jackie LaPierre	Food Service	EHS	9/13/14
Alan Dolan	Instructional Assistant	Wescosville ES	9/12/14

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Katie Roberts	Health/PE Full-time Sub.	LMMS	TBD

b. General Leave of Absence(s) – Board Policy 539, General Leave

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Kristina Wall	Teacher, Grade 3	Willow Lane ES	10/14/14 – 4/27/15

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Kelly Mussleman	Teacher, Biology	EHS	10/20/14 – 12/1/14

d. Income Protection Leave(s)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Amanda Lawler	Personnel Confidential Assistant	Administration	10/7/14 – 10/13/14

e. Instructional/Staff Assistant Appointment(s)

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
Amy Boneberger Effective: 9/23/14	Remedial Assistant New position – Title I funding	\$14.25/hr. 29hrs./wk.
Michelle Taylor Effective: 9/23/14	Remedial Assistant New position – Title I funding	\$14.25/hr. 29hrs./wk.
Elizabeth Chadwell Effective: 9/23/14	Remedial Assistant New position – Title I funding	\$14.25/hr. 29hrs./wk.
Hanna Arnold Effective: 9/23/14	Remedial Assistant Resignation of K. Yessen	\$14.25/hr. 29hrs./wk.
Kathy Miller Effective: 9/23/14	Remedial Assistant New position – Title I funding	\$14.25/hr. 29hrs./wk.
Tracy Weaver Effective: 9/23/14	Staff Assistant – Wescosville ES Retirement of D. Kehs	\$14.22/hr. 12.5hrs./wk.
Amy Jo Glynn Effective: 9/23/14	Staff Assistant – Wescosville ES Transfer of E. Lynn to New Position	\$14.22/hr. 12.5hrs./wk.
Sandra Velez Effective: 9/23/14	Staff Assistant – EHS New Position	\$14.22/hr. 20hrs./wk.
Elizabeth Park Effective: 9/23/14	Staff Assistant – Alburtis ES Resignation of R. Flynn	\$14.22/hr. 12.5hrs./wk.
Rosanne Kocher Effective: 9/23/14	Instructional Assistant – LMMS Resignation of A. Moxey	\$14.22/hr. 29hrs./wk.

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
Donna Archer	Instructional Assistant – EMS	\$14.22/hr.
Effective: 9/23/14	Resignation of L. Fritzinger and subsequent transfers	29hrs./wk.

f. Support Staff Transfer(s)

<u>Name</u>	<u>From:</u>	<u>To:</u>
Ruth Pepe	Staff Assistant – Lincoln ES	Remedial Assistant
Effective: 9/23/14	10hrs./wk.	29hrs./wk. New Position – Title I Funding
Laura Wieder	Instruction Assistant – Shoemaker ES	Remedial Assistant
Effective: 9/23/14	29hrs./wk.	29hrs./wk. Resignation of S. Seremula

g. Co-Curricular Appointment(s)

2014-15 Schedule B (Exhibit #1)

h. 2014-15 List of Per Diem Substitutes - additions (Exhibit #2)

i. 2014-15 New Teacher Induction Mentor - addition

Name
Debra Barthold

In response to Ms. Donches' question regarding the Title I funded new positions, Dr. Schilder commented that if Title I funding decreased, the position(s) could either be eliminated or included in the budget. This would need to be part of the budget developmental process.

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

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

6. BUSINESS OPERATIONS

a. Approval of Bill List (Exhibit #3)

Motion by Munson, Seconded by Rhodes

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

Ms. Donches stated that since there is not enough information provided she will be abstaining. Expressing her concern as to what other things have been hidden in the descriptions of items on the bill list over the years, she provided examples of why the Board should have more information. On two particular payments relating to the burying of waste at Wescosville ES, a description was given as rental equipment for Best Line Equipment and supplies for Scheuermann Excavating. If the descriptions were described as bucket trucks, triaxle and fill, perhaps the Board would have inquired about the work being done at Wescosville. She continues to feel detailed information would prevent Board members from approving checks that are used for illegal acts, explaining the Board has fiduciary responsibility for the expenses

and there is not enough information to make decisions. Dr. Munson stated that continuing to ask the staff to produce detailed codes in an attempt to prevent illegal activity would require extra staff time. Dr. Bacher requested that during discussions Board members not refer to “illegal” activity by the District since nothing has been determined to be illegal. President Earnshaw clarified nothing has been brought forward regarding the removal of construction debris from WES that would justify the characterization of illegal acts. He recommended using the words potentially or allegedly illegal as opposed to the word illegal.

President Earnshaw commented on Ms. Donches’ ongoing requests over the past several years and her continuous need to abstain. Dr. Bacher pointed out a greater amount of time would be spent by the staff if this detailed list was requested of the staff each board meeting. He questioned if it is worth the added staff time and expense of the tax payers and does not feel this investigative work produced suspicious data to warrant these requests to continue and does not feel it is justified. Ms. Donches read a statement from the Department of Environmental Protection which stated it is unlawful to dispose of any waste at a facility or site that does not have a permit to accept such waste. To avoid this from happening in the future, she recommended looking into a system that would generate a report in seconds giving us the detailed check information needed, suggesting a journal is what she is possibly looking for.

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

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

Abstain: Donches-----1

Motion by Bacher, Seconded by Vinovskis

Resolved, That the East Penn Board of School Directors approve items 6. b. and c. below:

b. Disbursement of Funds

RESOLVED, That the East Penn Board of School Directors authorize the expenditure of funds from the 33-2010 GOB Series A, as per Exhibit #4.

c. Contracts

RESOLVED, That the East Penn Board of School Directors approve the following contract(s), as per Exhibit #5:

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
Carbon Lehigh Intermediate Unit #21	2014-2015 Title I Services at St. Ann School	\$37,254.75

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

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

7. CURRICULUM

a. Educational Conferences

Motion by Rhodes, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approves the estimated expenses for the individual(s) attending educational conference(s), as per Exhibit #6.

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

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

8. LEGISLATIVE – C. Ballard

Mr. Ballard reported on current legislative activity providing the following key points:

- House approved cigarette tax of \$2/pack for Philadelphia school system who can receive \$45 million from that tax
- Senate Bill 76 being reviewed by the Senate Finance Committee and is totally silent on how funds will be distributed, State will be distributing on an unknown formula
- Urged public to contact senators asking how they can approve something that their own fiscal office says cannot cover bills
- Property tax elimination should do job of funding education at same time it is reducing property tax expenditures
- Proposed bill allowing teachers in our schools to carry a gun
- Truancy violations
- Parkland hosted the School Basic Education Funding Commission where people testified regarding the economic situation, hearings to continue over the next several months
- Legislation not tackling pensions or property tax reduction
- Currently 80% of the funds that the District expends come from local tax payers
- Putting all monetary policy on the State sending back the money that they may have received from tax payers

Ms. Donches defined hold harmless as never getting less than what you already get. The State is to provide funding for education and there is a concern of raising taxes. Mr. Ballard clarified that the IFO (Independent Fiscal Report) has put out their numbers, some claiming the wrong inflation number was used for property taxes with no escalation factor, therefore not covering inflation. Dr. Bacher stated there is a large shift from corporations to citizens since corporations pay property taxes but don't necessarily pay sales tax. Money would be coming from residents rather than corporations increasing the burden on the citizens of the commonwealth.

President Earnshaw offered the following statistics regarding per pupil funding:

- State funding average was \$4,900 per pupil for the 10-11 school year
- Per pupil funding ranges from a low of \$1,818 in district in Derry Township, Dolphin County to a high of \$13,700 in Duquesne City (taken over by the State)
- Farrell Area SD, Mercer County received \$10,550 per pupil
- East Penn received \$2,613 per pupil

Reverend Vinovskis reported on the subcommittee hearing held at Parkland HS providing the following information:

- 501 districts with various populations and demographics such as urban districts, Bethlehem & Allentown, suburban district, Parkland, and rural districts, Northwestern and Northern Lehigh
- Urban school districts are very densely populated with low property values
- Challenge in education is the fact that there is no correlation with the amount of money you spend vs. the outcome
- East Penn is a spoiler for a lot of districts, having the highest outcome
- Some districts spend more, having a lower outcome of students

- Huge issue is for the state to come up with a formula to meet equitable needs of each school district that fairly provides resources to educate all students
- Urged everyone to go on the website to gain an understanding of the complexity of these issues

Dr. Bacher clarified that the hold harmless only applies to the current state funding. There is a potential huge gap for East Penn if the state only pays us the hold harmless which is approximately \$2,600 per student.

Following the discussion on the legislative report, Ms. Donches continued to express her concerns regarding the Wescosville remediation issue. She asked the solicitor if it is unlawful to dispose of waste at a facility or site without a permit. She offered to provide a copy of a letter she received from DEP to Marc Fisher. Ms. Donches is in favor of having the remediation done, but after the proper investigation is completed in an effort to identify people involved.

During the discussion on Ms. Donches' proposal to pursue an investigation, she asked the Board what would be the proper steps to convince them to proceed. Several Board members expressed their dissatisfaction of this issue being brought up repeatedly, agreeing to allow the proper authorities handle the remediation which is in accordance with DEP and EPA regulations and guidelines, and requested the continuous need to ask for an investigation be halted. Ms. Fuller provided her thoughts stating she trusts the proper authorities would be notified and the Board would act accordingly. She pointed out that people who were responsible for burying the waste last year are no longer in the District and current administration acted appropriately when it was brought to their attention. Ms. Donches contended that even though the people involved are no longer in the district it does not mean they can't be contacted for an investigation. Dr. Schilder advised the Board he was assured by the DEP, EPA and the asbestos management firm that there is no harm to children or any person in the area whether the material stays in the ground or is removed. He confirmed the EPA will be on site and that both the EPA and DEP indicated the District is handling this situation appropriately. Dr. Schilder stated he has no interest in conducting an investigation unless the Board directs him to do so. As far as he is concerned, this issue has been properly handled, and is therefore now a non-issue.

Ms. Donches requested the Board to direct the Administration to request an investigation. Dr. Bacher agreed Administration would cooperate should the authorities feel there is a need to investigate but does not think this warrants the expense of an investigation nor does he think the Board has the authority to request the EPA and DEP to investigate. Mr. Fisher confirmed the district cannot give directive to the DEP and EPA. President Earnshaw clarified that asbestos is only hazardous when it is friable and it has been determined by our consultant that it is not friable. Ms. Donches noted that when asbestos is broken up, fibers are released therefore becoming hazardous. Mr. Ballard commented it is his understanding that the DEP declined to investigate, but will have a representative present during the removal process. Reverend Vinovskis reaffirmed that Dr. Schilder acted appropriately and the Board acted on this at a public meeting. With regard to a crime being committed, he stated if local police or DEP feel there was a crime committed, they will direct their resources at the perpetrators. President Earnshaw clarified that he was speaking of civil lawsuit, not criminal in reference to the cost of a law suit possibly exceeding the cost of remediation. Discussion on this matter was closed.

In response to Ms. Donches' question regarding the treasurer's report, President Earnshaw confirmed that the last treasurer's report was received on June 9th and reminded the Board a final treasurer's report will be submitted after the audit has been completed and adjustments for the

final accruals have been done. Ms. Surdoval confirmed May's report had been submitted and the June report will be provided at the next board meeting.

9. ANNOUNCEMENTS

President Earnshaw announced there was no Executive Session.

Next Board Meeting: Monday, October 13, 2014 - 7:30 p.m.

10. ADJOURN

There being no further business to come before the board, Motion to adjourn was made by Fuller, Seconded by Bacher at 8:43 p.m.

Respectfully submitted,



Board Secretary
East Penn School District

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MINUTES OF THE OCTOBER 13, 2014
BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:35 p.m., followed by the Pledge of Allegiance.

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

Absent: Z. Munson

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

Press Present: Peter McConnell, East Penn Press
Dan Sullivan, The Morning Call
Randy Kraft, 69 News

2. REQUESTS TO ADDRESS THE BOARD

Arlene Dabrow, 7515 Spring Creek Road, Lower Macungie Township – Shared her concerns regarding TIF, disposal of waste and payment to the DEP and EPA. She requested verification of the remediation costs and inquired why the board is not investigating.

President Earnshaw reminded Ms. Dabrow that Requests to Address the Board is not an interactive session, however public are welcome to present to the Board.

Chris Donatelli, 1965 Beech Lane, Macungie, PA, 18062 – Shared his concern regarding the alleged illegal dumping.

Charles Rhoads, 4652 Shuler Street, Allentown, PA, 18103 – Inquired as to who knew of the asbestos, who is responsible and who ordered the cover-up sharing his concern of the tax payers paying for the cleanup.

John Donches, 559 Minor Street, Emmaus, PA, 18049 – Spoke of the approval of the bill list and its importance. He also shared his concern regarding the burial of material at Wescosville.

Carol Allen, 2661 Terrwood Drive, Macungie, PA, 18062 – Shared her concern on how the asbestos issue was handled.

3. APPROVAL OF MINUTES

Motion by Ballard, Seconded by Rhodes.

RESOLVED, That the East Penn Board of School Directors approve the minutes of the September 22, 2014 meeting.

This resolution was unanimously adopted by voice vote.

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

a. District Update - Dr. Schilder reported on the following:

Transportation:

- Few transportation problems occurring at this time.
- Children at bus stops being picked up properly as scheduled.
- Need emergency bus stop plan for flooding and snow.
- Looking closely at bus routes in excess of 50 minutes in length for in-district students:
 - Difference between Versatrans routing software in terms of length of route vs. reality.
 - Versatrans software is conservative with estimates, therefore their numbers are greater in minutes than actual route.
 - In process of going through every child who has a long route.

Facilities:

- Removal of construction debris began on Monday, October 6th and concluded on Thursday, October 9th.
- Debris was removed by ALM contractors, certified asbestos removal outfit, and tested by TCI.
- Process was monitored by a representative from the EPA.
- Dr. Tom Mirabella, Director of Student Services, Steve Onushco, Facilities Director and Dr. Schilder visited the site.
- No identifiable information was found.
- Preliminary indication is that costs will not exceed the original estimate.

Dr. Schilder commended Mr. Onushco for his work in ensuring the district was in compliance with the laws and thanked him for being the district's liaison during the entire process.

School and Student Recognition:

- Macungie Elementary School students earning "Cool C.A.T. that C.A.R.E.S. tickets" for displaying behaviors that represent the Macungie mission (Creating a safe community of learners, Accepting differences, Respecting one another, Encouraging responsibility, Striving for excellence).
- EHS Golf team won the 2014 EPC regular season championship in a playoff with Easton and Parkland, captured the 2014 EPC Tournament Championship and went on to repeat as the District XI 3A Champions by defeating Nazareth, Parkland and Pottsville.
- Samantha Fritzingier was the gold medalist in the District XI Girls Tournament with Kelsey Patterson winning the bronze, both girls moving on to PIAA Eastern Regionals next week.
- Max Harrington finished tied for 4th In the District XI 3A Boys Tournament, advancing to regionals next week.
- Team members:
 - Kevin Caverly, silver medalist
 - Max Harrington, 5th place medalist

- Patrick Bryan, 13th place medalist
- Sam Fritzinger, silver medalist (girls division)
- Kelsey Patterson, bronze medalist (girls division)
- Field hockey athlete, Meredith Sholder ('17) was selected as last week's Express-Times Athlete of the Week.
- Former EHS student Katrina Guido, who served as editor-in-chief of The Stinger last year, was named as a top 10 national finalist for "news story of the year" by the National School Press Association.

5. PERSONNEL

Motion by Vinovskis, Seconded by Ballard.

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

a. Resignation(s)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Travis Bloom	Assistant Principal	Eyer MS	11/21/14 (or sooner if possible)
Noelle Keeler	Human Resources Specialist	Administration	9/23/14
Tracy Merrill	Instructional Assistant	EHS	9/24/14
Rosa Mercado	Food Service Assistant	Wescosville ES	10/2/14
Lucesita Rivera-Woolard	Instructional Assistant	Shoemaker ES	October 14, 2014

Note: Recommendation for Full-Time Substitute Teacher Appointment on Board Agenda

b. General Leave of Absence(s) – Board Policy 539, General Leave

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Amanda Lawler	Confidential Assistant	Administration	10/20/14 – 10/19/15
Susan Traynor	Remedial Assistant	Lincoln ES	9/15/14 – 10/15/15

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Kathryn Davenport	Psychologist	EHS	Revised 8/19/14 - 11/13/14
Rachel Collier	Sp. Education Teacher	Eyer MS	Extension to 10/24/14
Adriane Ulicny	Sp. Education Teacher	Shoemaker ES	11/10/14 – 3/31/15
Kristina Svencer	Biology Teacher	EHS	10/27/14 – 6/30/15
Jamie Horn	3 rd Gr. Teacher	Alburtis ES	Extension to 1/21/15
Kelly Faisetty	5 th Gr. Teacher	Shoemaker ES	Extension to 1/21/15

d. Income Protection Leave(s)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Jennifer Caraballo	Kindergarten Teacher	Shoemaker ES	11/7/14 to TBD

e. Termination of Employment

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Lisa Kammerer	Staff Assistant	EHS	10/14/14

f. Professional Employee Appointment(s)

Name: Laura Witman
 Education Level: B.S. Degree; 1996
 M.Ed. Degree; 2004
 Undergraduate School: Kutztown University
 Graduate School: Alvernia University
 Assignment: Supervisor of Secondary Curriculum & Instruction
 (Transfer of Susan Noack)
 Effective: December 15, 2014 (or sooner if possible)
 Certification: English 7 – 12; Principal K - 12
 Experience: 8/2013 – Present: Asst. Principal – Wilson HS
 10/2012 – 8/2013: Asst. Principal – Emmaus HS
 2011 – 2012: Asst. Principal – Twin Valley HS
 8/2009 – 2011: Gifted Teacher/Technology Coach – Twin Valley HS
 8/2006 – 2009: English Teacher – Hamburg HS
 1/2006 – 8/2006: English Teacher – Twin Valley HS
 1997 – 2000: English Teacher – Tolpehocken HS
 Salary: \$92,500

g. Full-Time Substitute Teacher Appointment(s)

Name: Lucesita Rivera-Woolard
 Education Level: B.S. Degree; 2003
 M.Ed. Degree; 2013
 Undergraduate School: Kutztown University
 Graduate School: Cedar Crest College
 Assignment: Learning Support – Macungie ES
 General Leave – E. Wagner
 Effective: October 14, 2014
 Certification: Elementary K-6; Special Education N-12
 Experience: 9/2014 - Present: East Penn SD; Per Diem Substitute, Elementary
 Salary: \$50,521; Year 1; B

* * * * *

Name: Jessica Mauro
 Education Level: B.A. Degree; 2005
 M.Ed. Degree; 2013
 Undergraduate School: Penn State University
 Graduate School: Kutztown University
 Assignment: Grade 3 – Willow Lane ES
 General Leave – K. Wall
 Effective: October 14, 2014
 Certification: Elementary PK-4
 Experience: None
 Salary: \$50,521; Year 1; B

h. Support Staff Appointment(s)

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
Amanda Pitts Effective: 10/14/14	Instructional Assistant Shoemaker ES Resignation of S. Seremula & subsequent transfers	\$14.22/hr. 29 hrs./wk.
Kayla Tillman Effective: 10/14/14	Instructional Assistant Wescosville ES Resignation of Allan Dolan	\$14.22/hr. 29 hrs./wk.
Andrea Wright Effective: 10/14/14	Instructional Assistant Willow Lane ES Transfer of Pam McCarthy	\$14.22/hr. 17.5 hrs./wk.
Michelle Norton Effective: 10/14/14	Instructional Assistant Shoemaker ES Resignation of Lucasita Rivera-Woolard	\$14.22/hr. 29 hrs./wk.
Erin Deppe Effective: 10/14/14	Instructional Assistant Eyer MS Transfer of Wendy Frisch	\$14.22/hr. 29 hrs./wk.
Michele M. Magriso Effective: 10/14/14	Instructional Assistant (1 on 1) Macungie ES Resignation of D. Bolden & subsequent transfers	\$14.22/hr. 29 hrs./wk.
Edith A. Halsey Effective: 10/14/14	Health Room Nurse LTS Evening Education Program – EHS Nurse required for LTS Program Coverage	\$19.00/hr. 23 hrs./wk.

i. Food Service Staff Appointment(s)

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
Michelle Randazzo Effective: 10/14/14	Food Service Assistant Wescosville ES Resignation of Rosa Mercado	\$9.25/hr. 18.75 hrs./wk.

j. Food Service Staff Transfer(s)

<u>Name</u>	<u>From:</u>	<u>To:</u>
Carol Wieder Effective: 10/14/14	Food Service Assistant – Macungie ES 15 hrs./wk.	Food Service Assistant - EHS 20 hrs./wk. Resignation of Jackie LaPierre

k. Custodial Staff Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>
Alex Waite	2 nd Shift – LMMS	\$20.37/hr.

l. Change in Employment StatusEmployee:

Michele James

From:

Coordinator of Elementary Curriculum

To:Supervisor of Elementary Curriculum &
Instructionm. Co-Curricular Appointment(s)

2014-15 Schedule B (Exhibit #1)

n. 2014-15 List of Per Diem Substitutes (Exhibit #2)o. Appointment of School Dentists for the 2014-15 School YearDr. Michael Conrad
770 Feters Lane
Wescosville, PA 18106Dr. Allen Crawford
530 East Main Street
Macungie, PA 18062Dr. Jason Pellegrino
5920 Hamilton Boulevard, Suite 101
Wescosville, PA 18106Dr. Jennifer Risley
6201 Hamilton Boulevard
Wescosville, PA 18106Dr. Donald Rother
3261 Route 100
Macungie, PA 18062Dr. Timothy Wright
242 Main Street
Emmaus, PA 18049p. 2014-15 New Teacher Induction Program MentorName

Stacey Yapsuga

q. Temporary Professional Employee Appointment(s)

Name:

Christine Welhaf

Education Level:

B.S.; 2008

Undergraduate School:

Temple University

Assignment:

Emotional Support Teacher – Shoemaker ES

	Resignation of T. Boyea
Effective:	TBD
Certification:	Elementary K-6; Special Education N-12
Experience:	11/2012 – Present: Allentown SD; Special Education Teacher 9/2010 – 8/2011: Allentown SD; Special Education Teacher
Salary:	\$51,747; Year 4; B

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

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

President Earnshaw introduced Laura Witman, Supervisor of Secondary Curriculum and Instruction.

6. BUSINESS OPERATIONS

a. Request for Proposal Opening Report (Exhibit #3)

Multi-Function and Copy Machines

b. Approval of Bill List

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #4.

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

Aye: Bacher, Ballard, Earnshaw, Fuller, Heid, Rhodes, Vinovskis - 7

Nay: Donches - 1

Motion by Donches, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve items 6. c. – g. below:

c. Treasurer's Report

RESOLVED, That the East Penn Board of School Directors approve the Treasurer's Reports for months ended June, July and August, 2014, as per Exhibit #5 .

d. Investment of Funds

RESOLVED, That the East Penn Board of School Directors approve the investment of funds as listed below:

INVESTMENT VEHICLE	DATE PURCHASED	DATE OF MATURITY	TERM	RATE	AMOUNT
PLGIT CD-Program	09/19/14	06/16/15	270 days	0.46%	\$248,000.00

e. Fund Balance Reduction

RESOLVED, That the East Penn Board of School Directors approves the reduction of committed fund balance for increases of the Public School Employees Retirement System as of June 30, 2014 in the amount of \$24,676.61 as per GASB requirements.

f. Budget Transfers – Post-Audit

RESOLVED, That the East Penn Board of School Directors approve the post-audit transfers for June 30, 2014, as per Exhibit #6.

g. Approval of PLANCON Part K: General Obligation Bonds Series A of 2014

RESOLVED, That the East Penn Board of School Directors approve PLANCON Part K: General Obligation Bonds Series A of 2014 for submission to the PA Department of Education, as per Exhibit #7.

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

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

7. CURRICULUM

a. Educational Conferences

Motion by Donches, Seconded by Rhodes

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

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

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

8. OTHER EDUCATIONAL ENTITIES – UPDATES/REPORTS

a. Carbon Lehigh Intermediate Unit - Board Member, Ms. Fuller

Ms. Fuller reported their meeting is scheduled for next Monday and provided excerpts from Dr. Eib's Monthly Board Summary report:

- Campaign for Fair Education Funding statewide kickoff was held on September 30th.
- CLIU was one of the 29 Intermediate Units who hosted the event participating in the coalition effort to develop a fair Basic Education Funding system throughout the State.
- Circuit riders have been appointed by the PASA to help people understand what the Fair Education Funding initiative is about. Former superintendent, Dr. Seidenberger, has been selected as a circuit rider.
- CLIU co-chairs a Joint Purchasing Board with LCTI to facilitate cooperative purchasing for the district. The goal is to drive out lower pricing from higher volumes and to facilitate consistent and efficient processes for bidding.
- CLIU facilitates the science and art supply bids.
- CLIU reviewed the bid process identifying areas for improvement.
- On September 27th, CLIU's Special Programs Dept. participated in the Lehigh Valley Buddy Walk which has been an annual tradition for past 15 years. Their mission is to raise

awareness of Down Syndrome to promote acceptance and inclusion of people with Down Syndrome.

- b. Lehigh Career & Technical Institute – JOC Members: Mr. Earnshaw; Ms. Fuller; Ms. Heid; Mr. Rhodes

Ms. Heid reported their last meeting was held on September 24th and provided the following highlights:

- LCTI implemented a career plan and self-assessment for students.
- LCTI shared their guidance plan.
- Overall great enrollment at LCTI.
- 2014 Educational Publication Contest winners:
 - Award of Excellence for LCTI's View Book 2014-15
 - Award of Excellence for their website
- Received renewal for program accreditation for their automotive service technology.
- LCTI moving forward with public relations and marketing.
- LCTI offers a great program for the adult workforce.
- Tremendous amount of customized program proposals such as an agreement to work with Samuel Adams and with Mack Truck for small gas engine training.

President Earnshaw noted the new website at LCTI is live at www.lcti.org.

9. LEGISLATIVE – C. Ballard

Mr. Ballard noted it is election season for legislators and there is a spade of bills coming out to assist in positioning people for better election results. He reported legislators were in session last week and will reconvene on Tuesday, October 14th. Mr. Ballard summarized the following bills offering their purpose and status:

- Foster Care House Bills 569 and 973 are currently with the House Children & Youth Committee. These bills will change the definition of how you care for foster children that move into your district.
- House and Senate moved bills that would expand the existing Educational Improvement Tax Credit (EITC) and the Educational Opportunity Scholarship Tax Credit (OSTC), impacting tax money that is not going to the state but going to “scholarships” or private or parochial schools.
- House Bill 1207 adds 5 & 6 yr. old students to the definition of “pre-kindergarten program”. EPSD currently has a cutoff age for kindergarten enrollment. Charter schools have tried to put in students earlier than what they are eligible for in our Kindergarten program which is funded by our tax payers.
- House Bill 91 goes along with House Bill 1207 and has similar language.
- House Education Committee approved House Bill 2356 which amends provision in the school code regarding truancy by removing required fines and jail time for parents of truant students.
- House Resolution 1032 – Advisory Committee to examine truancy across the commonwealth.
- House Resolution directing the legislative Budget and Finance Committee to review State's program of providing intervention for young athletes who sustain brain injury.

- House Resolution 1061 urges Attorney General, with the assistance of the City Controller of Philadelphia, to conduct a forensic audit of the school district of Philadelphia.
- House Bill 1816 and Senate Bill 46 includes the Senate passing an Act 48 credit for manufacturer visits within your district, teacher preparation and completion of basic skills assessment to enter baccalaureate teaching program. "Pass the trash" bill requires employment history review for all prospective school employees as relates to any investigation concerning sexual misconduct.
- House Bill 435 refers to background checks and was amended and approved by the Senate Public Health and Welfare Committee then passed by the Senate. This is a comprehensive bill that amends Title 23 regarding child protective services, by expanding the definition of child care services, enhancing background clearances requirements for employees, subjecting volunteers to criminal history checks and creating two new categories of employee prohibitions. Bill includes provisions for requirement to self-report, arrest, conviction and listing on statewide central register.
- House Bill 803 is currently pending on Senate floor - allows school to obtain prescription for supply of Epi-pen and contains provision concerning staff training and storage in secure locations. An analysis of the bill indicates it has no fiscal impact on school districts.

10. ANNOUNCEMENTS

Executive Session: Monday, October 13, 2014 – 7:00 p.m. (personal and confidential issues)

Next Board Meeting: Monday, October 27, 2014 - 7:30 p.m.

11. ADJOURN

There being no further business to come before the board, Motion to adjourn was made by Ballard, Seconded by Bacher at 8:10 p.m.

Respectfully submitted,



Board Secretary
East Penn School District

EAST PENN SCHOOL DISTRICT

BOARD OF SCHOOL DIRECTORS

MINUTES OF THE OCTOBER 27, 2014

BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:35 p.m., followed by the Pledge of Allegiance.

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

Absent: R. Heid

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

Press Present: Peter McConnell, East Penn Press
Precious Petty, The Express Times
Dan Sullivan, The Morning Call
Randy Kraft, 69 News

2. STUDENT RECOGNITION – 2015 National Merit Semi-Finalists

Ryan D. Bilger
Keegan G. Daugherty
Daniel Intriago
Lucy Q. Lin
Ellen Park
Mason A. Trinkle
Justine Wang

- Dr. Schilder recognized the 2015 National Merit Semi-Finalists and provided background information on this achievement.
- Dr. Schilder announced students and their parents were recognized at a reception sponsored by the EPEA prior to the meeting.
- Dr. Schilder and President Earnshaw presented Certificates of Recognition to the students.

3. REQUESTS TO ADDRESS THE BOARD

Charles Rhoads, 4652 Shuler Street, Allentown, PA, 18103 – Mr. Rhoads requested that the handicapped accessed elevator be unlocked and available for usage.

Mike Prokup, 1145 Greenleaf Circle, Allentown, PA, 18103 – Mr. Prokup, legal counsel for Frasier Advanced Information Systems, expressed his concern of agenda item 7.f. for the RFP award for the multi-function and copy machines. He provided a letter and documentation regarding the responses and results of this RFP. He asked that the board not take action but rather table the item to allow for an investigation.

Nancy Hill, 119 S. 6th Street, Emmaus, PA, 18049 – She shared her concern regarding the “toxic waste dumping” at Wescosville ES addressing violations of environmental laws, unknown administrators involved and expense to tax payers.

4. APPROVAL OF MINUTES

Motion by Ballard, Seconded by Donches

RESOLVED, That the East Penn Board of School Directors approve the minutes of the October 13, 2014 meeting.

This resolution was unanimously adopted by voice vote.

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

a. Pennsylvania Economy League Presentation – Demographics Report

- Charlie Watters
- Susan Baker

During the PowerPoint presentation, Mr. Watters summarized the findings and conclusions of the study in the following areas:

- Population
- Housing
- Population, Housing Units & Enrollments
- Births
- Pupils per Housing Unit
- Total Enrollments
- Elementary Enrollments
- Middle School Enrollments
- High School Enrollments

Mr. Watters noted that uncertain events can alter the enrollment projections such as changes in birth and migration patterns, internal policies, outside program changes, school choice vouchers, opening and closing of charter schools, and infrastructure.

Following the presentation, Mr. Watters entertained questions from the Board and clarified the following key points:

- EPSD’s enrollment decline is sharper than in other districts which is attributed to EPSD having significant increase in the beginning.
- Births are the single most powerful factor affecting projected enrollment.
- Births will not necessarily increase with increased housing.
- Housing pattern is partially responsible for decline in births.
- Cohort survival rate is the relationship between births and kindergarten entries 5 years later.

- Smaller families are reason for change in pupil per housing unit.
- High school level has growth that started 15 years ago.
- Main factors affecting elementary enrollment is decline in births, cohort survival rate and great progression.
- Many kindergarteners go to non-public schools resulting in great progression from kindergarten through 1st grade.
- Economic conditions affect housing and family.
- Housing belonging to empty nesters being replaced by young families would change demographic dynamics.
- No connection mathematically between housing starts and projection model.
- Number of bedrooms and square footage is not factored into the equation for types of housing starts.
- Subdivisions are incorporated into projections.
- Industry change or elimination of industry does not necessarily change population.
- Cyber and brick and mortar charter schools are indirectly factored into the enrollment numbers.
- Homeschooling and charter school enrollments have been growing, therefore reflective in the progression ratios.
- Calculation of progression ratios assumes that the rate of the increase of charter and cyber charter enrollments will be the same over the next 5 years.
- Private or parochial numbers are not included.

Comments by Mr. Watters:

- Recommended redoing projections if increase in birth rate is dramatic enough.
- Recommended the Board meet with each of the municipalities to discuss what the future holds in terms of housing.
- Growth over the years has consumed a lot of the buildable land in the district's major township and may not be able to absorb what happens in the future to meet the demands.
- Able to provide to the Board the mean absolute percentage error (MAPE) broken down by year.

Comments by President Earnshaw:

- Suggested finding out what brought people to the area and East Penn School District during the spike in the early 2000's.
- Spike could only be explained by migration into the district which occurred mostly at the elementary level.
- Understanding what drove those dramatic increases in a short period of time would allow the district to look for a repeat of that in the future.

b. Comprehensive Plan Presentation

Dr. Denise Torma, Assistant Superintendent, presented the Comprehensive Plan and provided the following key points:

- Comprehensive Plan is due to PDE by February 27th.
- Board adopted Strategic Plan in 2008 and will serve the district until 2015.
- Structure of the Comprehensive Plan has changed a bit from the Strategic Plan.
- The premise on which the vision statement, mission statement and shared values were developed are based on 21st Century Learning.
- Mission and vision statements are proposed additions to the plan.

- New terminology used by PDE focuses on revised Chapter IV regulations.
- Ensure all students have a successful education experience.
- Maintain high standards and expectations.
- Maintain high levels of collaboration and effective communication.
- Frequent monitoring of teaching and learning.
- High levels of community and parent involvement.
- Planning Committee to include:
 - District and School Level Administrators
 - Program and Support Personnel
 - Coaches & Mentors
 - Elementary, Middle and High School Teachers
 - Librarians, Students & Parents
 - Local Business and Community Members
 - School Board Members
- District and building administrators will respond to Systems Analysis Guiding Questions.
 - District needs to use questions provided by PDE, if not, plan will kick back.
 - Additions can be made, but need answers to the PDE required minimum questions to drive our work.
 - Questions are structured as yes or no answers.
 - Answers will be calculated and data analyzed.
 - Planning committee will prioritize the direction to take to establish goals.

6. PERSONNEL

Motion by Vinovskis, Seconded by Ballard

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

a. Resignation(s)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Jaclyn Marks	Remedial Assistant	Lincoln ES	11/5/14 (Exhibit #1)
Tiffany Reed	Food Service Assistant	EHS	10/24/14 (Exhibit #2)
Frank DeFusco	Volleyball Coach	Eyer MS	10/16/14

b. General Leave of Absence(s) – Board Policy 539, General Leave

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Shaista Qazi	Instructional Assistant	Wescosville ES	11/3/14 – 12/5/14

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Anne Kukitz	Art	Eyer MS	10/15/14 – 1/19/15
Jennifer Maurer	Sp. Education Teacher	Wescosville ES	10/17/14 – 3/31/15

d. Income Protection Leave(s)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Laura Oswald	Special Education Teacher	EHS	11/3/14 - TBD

e. Full-Time Substitute Teacher Appointment(s)

Name:	Jennifer Halucha
Education Level:	B.S. Degree; 2009
Undergraduate School:	Kutztown University
Assignment:	Learning Support, K-2 – Shoemaker ES
Reason for Vacancy:	Leave of Absence – A. Ulicny
Effective:	TBD
Certification:	Elementary K-6; Special Education N-12
Experience:	8/2014 - Present: East Penn SD; Per Diem Substitute
Salary:	\$50,521; Year 1; B

* * * * *

Name:	Shannon Seremula
Education Level:	B.A. Degree; 2008
Undergraduate School:	Alvernia College
Assignment:	Grade 3 – Alburtis ES
Reason for Vacancy:	General Leave – J. Horn
Effective:	October 28, 2014
Certification:	Elementary K-6
Experience:	8/2014 - Present: East Penn SD; Per Diem Substitute
Salary:	\$50,521; Year 1; B

f. Food Service Staff Appointment(s)

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
Melodie Faccida	Food Service – Part-time	\$9.25/hr.
Effective: 10/28/14	Jefferson ES	17.5 hrs./wk.
	Resignation of Karen Appleman	

g. Food Service Staff Transfer(s)

<u>Name</u>	<u>From:</u>	<u>To:</u>
Lesha Kershner	Food Service Assistant – Part-time EHS	Food Service Assistant - Part-time EHS
Effective: 10/28/14	20 hrs./wk.	23.75 hrs./wk.
	Resignation of T. Reed	

h. Support Staff Appointment(s)

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
Annette Stolte	Technical Assistant to the	\$35,000/yr.
	Assistant Superintendent	35 hrs./wk.
Effective: 10/28/14	Transfer of N. Skinner	

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
Cassi Wentz Effective: 11/10/14	Instructional Assistant EHS Resignation of T. Merrill	\$14.22/hr. 29 hrs./wk.
Careen Steele Effective: 10/28/14	Instructional Assistant Shoemaker ES Added position due to Wednesday schedule change	\$14.22/hr. 29 hrs./wk.
Jodiann Hoffer Effective: 10/28/14	Staff Assistant Lincoln ES Transfer of Ruth Pepe to Academic Support	\$14.22/hr. 10 hrs./wk.
Gina Kelly Effective: 10/28/14	Staff Assistant Jefferson ES Resignation of E. Deppe	\$14.22/hr. 12.5 hrs./wk.

i. Awarding of Tenure

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

<u>Temporary Professional Employee</u>	<u>Assignment</u>
Shannon Atkinson	Special Ed. – Eyer MS
Rachel Collier	Special Ed. – Eyer MS
Colleen Kingsbury	Family Consume Science - EHS
Erin Knecht	English, Grade 7 – Eyer MS
Lauren Krause	Grade 6 – Lower Macungie MS
Allison Lewis	Music – Alburtis/Wescosville ES
Tara Lindsay	Kindergarten – Shoemaker ES
Molly Magro	Librarian – Eyer MS
Laura Moyer	Driver Ed. – EHS
Jennifer Najarian	Communications – Eyer MS
Kristen Opfer-Grim	Counselor - EHS
Jamie Sanchez	Special Ed. – EHS
Caitlin Shutte	Kindergarten – Macungie ES
Amy Slivka	Speech – Eyer MS
Marlo Smurda	Social Studies, Grade 8 – Eyer MS
Tara Wenner	Special Ed. – EHS
Jennifer Wylie	Art - Alburtis/Wescosville ES
Ashley Ziegler	Special Ed. – Lower Macungie MS
Jillian Ziegler	Special Ed. – Lower Macungie MS

j. Salary Correction

Employee: Alex Waite
Assignment: 2nd Shift – LMMS
From: \$20.37/hr.
To: \$20.40/hr.

k. Emmaus HS Security Staff - \$14.75/hr.

Cheryl LaBar	Sue Spadt
Pam McCarthy	Donna Waterman
Debi McConnell	Gail Wetherhold
Robin Molnar	Sue Workman
Olimpia Pellegrino	Michelle Yesenofski

l. Co-Curricular Appointment(s)

<u>School</u>	<u>Name</u>	<u>Position</u>	<u>Amount</u>	<u>Notes</u>
Eyer	Felicia Strong	Intro. to Color Guard	\$34.56/session	max 8 sessions

m. Additions to the 2014-15 List of Per Diem Substitutes

Kathryn Anthony	Elementary, Special Education, Reading Specialist
Catherine Jenkins	English
Karen Mitton	Elementary, Special Education
Natalie Luquin	Food Service Assistant
Susan Siegel	Food Service Assistant

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

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

7. BUSINESS OPERATIONS

a. Approval of Bill List

Motion by Ballard, Seconded by Munson

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #3.

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

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

Nay: Donches – 1

Motion by Bacher, Seconded by Ballard

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

b. Treasurer's Report

RESOLVED, That the East Penn Board of School Directors approve the Treasurer's Report for month ended September 30, 2014, as per Exhibit #4.

c. Budget Transfers - 2014-2015

RESOLVED, That the East Penn Board of School Directors approve budget transfers, as per Exhibit #5.

d. Disbursement of Funds

RESOLVED, That the East Penn Board of School Directors authorize the expenditure of funds from the 33-2010 GOB Series A, as per Exhibit #6.

e. Facility Rental Request

RESOLVED, That the East Penn Board of School Directors grant permission for **Patricia Bostick Dance Center**, 5925 Tilghman Street, Suite 50, Allentown, PA, 18104, to rent the Lower Macungie Middle School auditorium and locker rooms for dance recital rehearsal and shows scheduled for May 13, 29 & 30, 2015. This is a Group V organization and will be charged the following rental fees:

\$120.00/hr.	Rehearsal Fee
\$125.00/hr.	Recital Fee
\$18.00/hr.	Locker Room Fee
\$48.49/hr.	Custodial Fee
\$48.49/hr.	Stage Manager Fee
\$16.00/hr.	Security

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

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

f. RFP Award for Multi-Function and Copy Machines

Board Secretary distributed the information that was provided by Mr. Prokup.

Motion by Ballard, Seconded by Rhodes

RESOLVED, That the East Penn School District award the 60-month contract for Multi-Function and Copy Machines to Xerox Corporation per the RFP opened October 1, 2014.

Amount of Bid: Total Semi-Annual Cost of Operation based on Current Average Semi-Annual Volumes is \$155,196.00. Monthly minimum for the contract and per copy allowances and overage rates for individual copiers being furnished are fixed for 60-months and are a significant reduction from current costs, as per Exhibit #7.

Ms. Surdoval provided information on the selection process and outlined the basis for the recommendation to award bid to Xerox:

- Received quotes from 6 companies.
- Mr. Frank, Asst. Business Manager, and two clerical people visited Souderton, referenced by Frasier.

- District currently has in-line solution.
- Off line requires additional personnel costs including benefits.
- Have history with Xerox and are pleased with service.
- Solicitor reviewed both agreements.
- Frasier wanted the opportunity to renegotiate if copy volumes were different.

Board members' and administrators' comments:

- Mr. Fisher clarified Mr. Prokup is legal counsel for Frasier.
 - Mr. Prokup confirmed he lives in the district and is being paid by Frasier for his services.
- Ms. Donches noted that the Board has not had enough time to review the original Xerox services and solutions agreement as well as the new information provided by Mr. Prokup.

Ms. Donches made a motion to defer this vote until the next meeting. Motion failed for lack of a second.

Following further discussion and based on the recommendation of the solicitor, a Motion was made by Ballard, Seconded by Donches, to table the RFP Award for Multi-Function and Copy Machines for further legal review. This motion is not debatable.

This motion was approved by the following roll call vote:

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

g. Johnson Controls, Inc. Services Agreement

Motion by Ballard, Seconded by Rhodes

RESOLVED, That the East Penn Board of School Directors approve the Johnson Controls, Inc. agreement for HVAC/ATC/BAS/FMS services for the period beginning Nov. 1, 2014 through June 30, 2016 in the amount of \$267,405.00, as per Exhibit #8.

Mr. Steve Onushco, Director of Facilities, clarified and confirmed the following information:

- Hourly rate on proposal was requested in the event the district hires Johnson Controls for work that may pertain to something other than the chilled water systems and building automation systems.
- Originally looked at comprehensive contract to include chilled water systems, building automation systems and air handlers. Total amount that included all schools for these services was between \$497,000 and \$634,000.
- Removed air handlers from the proposal, deciding work could be done internally.
- Contract amount is \$267,405.
- Contract with HT Lyons expires June 30th of this year, currently working without a contract. Johnson Control would replace that contract.
- Will always have an occasion to call in another contractor, depending on the situation.

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

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

h. Donation

Motion by Munson, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors accepts a donation from an anonymous donor in the amount of \$2,642.00 in support of the LMMS Ski & Snowboard Club. The donation will be deposited into the LMMS Student Activity Account to pay for the remaining balance of the student bus transportation costs.

- Ms. Fuller thanked the anonymous donor.

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

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

8. CURRICULUM

a. Educational Conferences

Motion by Rhodes, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approves the estimated expenses for the individual(s) attending educational conference(s), as per Exhibit #9.

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

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

9. LEGISLATIVE – C. Ballard

Mr. Ballard provided the following legislative report and status of various bills sent to the governor:

- PSBA passed new platform with 95% approval rating.
- House Bill 435, now Act 153 of 2014 - Child Protection Background Check Act
 - Changes in definition of child care services to enhance background clearance requirements for employees and subjecting volunteers to criminal background checks.
- Combination Bill - Act 68 of 2014, Pass the Trash Bill, and Act 48.
 - Act 48 adds education credits for teacher preparation and credits for manufacturing visits.
 - Pass the Trash Bill applies to applicants of public, private and non-public entities, and independent contractors of school entities.
 - Prospective employees must contact current and former employers of all applicants to determine if the applicant has ever been discharged, disciplined or had a license revoked for sexual misconduct.
 - Current and former employers must disclose information within 20 days after receiving this request.
- State disaster assistance grants to be reviewed by governor.
- Expansion of EITC Program
 - If district had an educational foundation, could apply for EITC grants and provide scholarships through the foundation for our students.
 - Money going to other than public schools.
- House Bill 1013 – Home Education Program
 - No longer requires superintendent to approve the evaluation of the home school program.
 - If superintendent has a “reasonable belief” that appropriate home schooling is not occurring or is out of compliance, must explain the basis of concern.
 - Evaluator being hired by the individual doing the home schooling.
- Epinephrine Auto Injectors (Epi-pen) Policy
 - Would require school to have storage facility for Epi-pens.
 - Includes provision concerning staff training, administration and storage.

- Additional liabilities with no funding.
- Website for public to review PA Core Standards - paacademicreview.org.
 - Open until January 15th.
 - Asking for public input.
 - If PDE concludes that significant changes need to be made, will engage in revision process by state wide public hearing process.

Board members' and administrators' comments:

- President Earnshaw noted that many of our volunteers currently provide background checks for the district.
- Dr. Schilder and Dr. Tom Mirabella, Director of Student Services, confirmed safe storage of Epi-pens has been addressed and district is prepared.
- Ms. Donches noted the list of bills for January had record of a check in the amount \$7,496 for Epi-pens which are required under doctor standing orders in the EPSD manual requiring each health room to store adult and child dosages which are to be replaced yearly.
- Ms. Fuller congratulated Mr. Ballard for chairing the legislative council. She shared that he also participated in a student mock school board event. Ms. Fuller also congratulated and thanked Dr. Torma and Mrs. Campbell for their presentation of the DILT program at PSBA which was warmly received by other districts showing interest in the program.
- Mr. Rhodes commented that he felt the educational foundation is worthy of the board to look into in the future.
- Reverend Vinovskis noted that 6 of the 7 students recognized as the National Merit Scholarship semi-finalists attended EPSD from kindergarten through 12th grade. This is an indication that who they are and what they have become is partly attributed to the education they received at East Penn.
- Nicole Bloise, Community Liaison, confirmed the annual report will be posted on the district web site tomorrow.

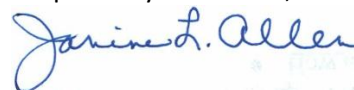
10. ANNOUNCEMENTS

Executive Session: Monday, October 27, 2014 – 7:00 p.m. (personnel and negotiation matters)
 Next Board Meeting: Monday, November 10, 2014 - 7:30 p.m.

11. ADJOURN

There being no further business to come before the board, Motion to adjourn was made by Ballard, seconded by Bacher at 10:03 p.m.

Respectfully submitted,



Janine L. Allen
 Board Secretary
 East Penn School District

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MINUTES OF THE NOVEMBER 10, 2014
BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:35 p.m., followed by the Pledge of Allegiance.

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

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

Press Present: Peter McConnell, East Penn Press
Dan Sullivan, The Morning Call
Randy Kraft, 69 News

President Earnshaw stated that in honor of a request made by Mr. Charles Rhoads at the last board meeting, the district has asked the elevator company to replace the key system with a button system to summon the elevator. Work is to be completed by the next board meeting.

2. REQUESTS TO ADDRESS THE BOARD

Donald Richards, 3974 Fish Hatchery Road, Allentown, PA, 18103 – Mr. Richards expressed his views and comments regarding debt financing strategy in regard to the February funding of the 2009 bonds and the new bonds from March 25th.

John Donches, 559 Minor Street, Emmaus, PA – Mr. Donches shared with the Board of the upcoming CEPTA meeting being held next Tuesday, Nov. 18th, to discuss funds being invested in PSERS and SERS and the problems associated with these investments.

E. Keller Kline, 4351 Indiana Creek Road, Emmaus, PA, 18049 – Mr. Kline commented on the RFP award for the Multi-Function Copy Machines noting his objection of the award to Xerox and shared his concern of the rejection of all bids. He feels Frasier would be more cost effective.

3. APPROVAL OF MINUTES

Motion by Vinovskis, Seconded by Donches

RESOLVED, That the East Penn Board of School Directors approve the minutes of the October 27, 2014 meeting.

This resolution was unanimously adopted by voice vote.

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

a. District Update

- Enrollment
 - November's total of 8,029 is up 21 students from the October 1st report
 - June 1, 2011 total of 8,019 similar to today's total
- Transportation
 - Still working on long routes
 - High school close to an hour
 - Charter school over an hour
 - Attempting to solve problem without adding additional bus
 - Monitoring bus routes
 - Daily problems are rare at this time
 - Received flooding and snow emergency bus routes from STA today
 - Dr. Mirabella confirmed this information will be placed on the district website.
- Ready to Learn Grant
 - Received first half of the RTL grant from PDE
 - Total amount a little over \$500,000
 - Funds to be used to implement effective educational strategies, practices and initiatives and to improve student achievement
- School, Student & Staff Recognition and Achievement
 - On October 21, 2014, Mrs. Deb McGinnis and her son Keenan shared their knowledge of the history of Emmaus with Mrs. Nawarynski's class at Lincoln.
 - For the fourth consecutive November, Macungie students and staff members are honoring veterans with a Wall of Honor display. Students and staff members may honor a family member or friend who is serving, or has served, in our nation's armed services by completing and submitting a Veteran of Honor form which are displayed throughout the month of November.
 - Football players Andy Davidson and Alex Minnich gave the halftime and post-game talks to the East Penn Youth Football Association last Saturday prior to its annual game with Lower Macungie. Andy and Alex discussed the importance of school, proper behavior, and how decisions impact each athlete and the entire team.
 - In field hockey, an earlier 1-0 loss to Stroudsburg in the EPC Championship was avenged with a 2-0 victory over the Mountaineers last Saturday to win the 26th consecutive District XI Crown. A win over the weekend moved them towards the State tournament.

Dr. Schilder confirmed the following regarding the Ready to Learn Grant guidelines:

- Pre-K – grade 3 curriculum aligned with current academic standards
- Pre-K – grade 3 extended learning opportunity allowing additional classroom instruction before, during and after school
- Providing supplemental instruction and instruction coaches for Keystone exams
- Implementation for comprehensive literacy plan
- Reporting must be done for accountability purposes
- Dr. Schilder will research and provide more information

Dr. Schilder provided the following comments regarding transportation questions posed by Board members:

- Delay in obtaining additional buses forces STA to work on a cost effective solution by redesigning the schedules
- Parents may choose to transport their children resulting in not needing an extra bus route
- Possible recommendation to add an additional bus at the next Board meeting

5. PERSONNEL

Motion by Ballard, Seconded by Rhodes

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

a. Resignation(s) - Exhibit #1

<u>Name</u>	<u>Position</u>	<u>Department</u>	<u>Effective Date</u>
Erin M. Murphy	Technology Integration Specialist	Office of Technology	November 21, 2014

Note: Recommendation for Assistant Principal at Eyer MS Appointment on Board Agenda

b. Termination of Employment

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Robert Haberstumpf	Custodian	Eyer MS	11/11/14

c. General Leave of Absence(s) – Board Policy 539, General Leave

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Madhu Mathur	Instructional Assistant	Wescosville ES	10/30/14 to 11/21/14

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Megan Sly-Schueck	1 st Grade	Wescosville ES	12/10/14 to 3/30/15
Laura Oswald	Sp. Education	EHS	12/11/14 to 6/30/15
Anne Kukitz	Art	Eyer MS	Correction: 11/26/14 to 1/20/15
Jennifer Maurer	Sp. Education	Wescosville ES	Correction: 12/8/14 to 3/30/15
Kathryn Davenport	Psychologist	EHS	Extension to 3/30/15

e. Assistant Principal – Eyer MS Appointment

Name:	Erin M. Murphy
Education Level:	B.S. Degree; 2006 M.Ed. Degree; 2009
Undergraduate School:	Pennsylvania State University
Graduate School:	Kutztown University
Effective:	November 24, 2014
Certification:	K-12 Principal, Reading Specialist & Literacy Coach K-12, Elementary Education K-6
Experience:	2013–Present: East Penn SD - K-12 Technology Integration Specialist 8/2007–6/2013: East Penn SD - Elementary Teacher

Salary: 2006–2007: Central Bucks SD – Kindergarten Teacher
\$80,000 plus Act 93 Compensation Benefits
Opening created by Resignation of T. Bloom

e. Human Resources Manager Appointment

Name: Jessica Kornhausl
Education Level: B.A. Degree; 2002
M.A. Degree ; 2004
Undergraduate School: East Stroudsburg University
Graduate School: University of New Haven
Effective: December 8, 2014
Certification: Professional in Human Resources
Experience: 5/2010–Present: East Stroudsburg University – Asst. Director of Employee Services
7/2008–5/2010: East Stroudsburg University – Employment Manager
11/2006–7/2008: Central Admixture Pharmacy Services – HR Representative
3/2005–11/2006: HP3, Inc. – HR Generalist
Salary: \$78,500
Opening created by Resignation of N. Keeler

f. Full-Time Substitute Teacher Appointment(s)

Name: Julie Pescinski
Education Level: B.S. Degree; 2012
Undergraduate School: Shippensburg University
Assignment: Grade 1 – Wescosville ES
Reason for Vacancy: Leave of Absence – M. Sly-Schueck
Effective: November 11, 2014
Certification: Elementary K-6
Experience: 8/2014-Present: East Penn SD; Per Diem Substitute
Salary: \$50,521; Year 1; B

* * * * *

Name: ~~Lauren Fritzing~~ WITHDRAWN
Education Level: ~~B.S. Degree; 2011~~
Undergraduate School: ~~Kutztown University~~
Assignment: ~~Autistic Support, K-2 – Wescosville ES~~
Reason for Vacancy: ~~Leave of Absence – J. Maurer~~
Effective: ~~November 11, 2014~~
Certification: ~~Elementary K-6; Special Education N-12~~
Experience: ~~8/2012-7/2014: East Penn SD; Instructional Assistant~~
~~8/2014-Present: East Penn SD; Per Diem Substitute~~
Salary: ~~\$50,521; Year 1; B~~

* * * * *

Name: Jill Schrader
Education Level: B.S. Degree; 2008
Undergraduate School: Kutztown University
Assignment: Art – Wescosville ES
Reason for Vacancy: General Leave of Absence – J. Wylie

Effective: November 11, 2014
 Certification: Art K-12
 Experience: None
 Salary: \$50,521; Year 1; B

g. Food Service Staff Appointment(s)

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
May Roux	Food Service – Part-time - Macungie ES	\$9.25/hr.
Effective: 11/11/14	Resignation of J. LaPierre/Transfer of C. Weider	15 hrs./wk.

h. Food Service Staff Transfer(s)

<u>Name</u>	<u>From:</u>	<u>To:</u>
Pat Deiter	Food Service Assistant – Part-time - EHS	Food Service Assistant - Part-time - EHS
Effective: 11/11/14	4.75 hrs./day Resignation of T. Reed/Transfer of L. Kershner	4.0 hrs./day

i. Support Staff Appointment(s)

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>
Kendall Madeja	Remedial Assistant - Lincoln	\$14.25/hr.
Effective: 11/11/14	Resignation of J. Marks	29 hrs./wk.

j. Support Staff Transfer(s)

<u>Name</u>	<u>From:</u>	<u>To:</u>
Donna Waterman	Staff Assistant - EHS	Staff Assistant - EHS
Effective: 11/11/14	23 hrs./wk. Termination of L. Kammerer	29 hrs./wk.

k. Co-Curricular Appointment(s)

<u>School</u>	<u>Name</u>	<u>Position</u>	<u>Contract/Club</u>	<u>Amount</u>	<u>Notes</u>
EHS	Jonathan Brown	Wrestling Assistant Coach	Contract	\$4,324.00	Replacing M. Bernard
EHS	Thomas Carl	Rifle Volunteer Coach	N/A	N/A	

l. Additions to the 2014-15 List of Per Diem Substitutes – Exhibit #2

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

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

Dr. Schilder introduced Erin Murphy, Assistant Principal at Eyer MS and Jessica Kornhausl, Human Resources Manager.

6. BUSINESS OPERATIONS

a. Approval of Bill List

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #3.

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

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

Nay: Donches - 1

Abstain: Vinovskis - 1

b. 2014-15 Salary Roster

Motion by Rhodes, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the 2014-15 Salary Roster, as per Exhibit #4.

The Board provided the following comments:

- Ms. Donches appealed to the Board to limit salaries in the future stating taxpayers will not be able to keep up with the increases in salaries and the high pension costs
- Ms. Heid expressed her opinion regarding some of the teachers' salaries approaching the level of administrative salaries indicating administrators assume leadership roles and should expect compensation
- President Earnshaw confirmed the Board is required by law to approve the salaries

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

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

Nay: Donches - 1

c. Take from the Table the RFP Award for Multi-Function and Copy Machines

Motion by Vinovskis, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors take from the table the motion made by Ballard, seconded by Donches, to award the 60-month contract for Multi-Function and Copy Machines to Xerox Corporation per the RFP opened October 1, 2014.

Amount of Bid: Total Semi-Annual Cost of Operation based on Current Average Semi-Annual Volumes is \$155,196.00. Monthly minimum for the contract and per copy allowances and overage rates for individual copiers being furnished are fixed for 60-months and are a significant reduction from current costs, as per Exhibit #5.

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

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

d. Withdrawal of motion made on October 27, 2014 regarding awarding of the contract for Multi-Function Copy Machines.

Mr. Ballard requested permission to withdraw this motion. There was no objection from the Board. Motion was withdrawn.

e. **Motion** by Ballard, Seconded by Donches

RESOLVED, That the East Penn Board of School Directors reject all proposals to the September 5, 2014 RFP for Multi-Function Copy Machines.

Dr. Schilder provided comments and clarified the decision to withdraw and reject all proposals:

- Allows time to clarify language and specifications
- Eliminates miscommunication and controversy
- Administration considers cost and quality of product and service
- Administration conducts reference checks
- Any vendor can submit or resubmit a proposal
- Will have recommendation to award bid for the Multi-function Copy Machines at the December 8th board meeting.

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

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

7. CURRICULUM

Motion by Bacher, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve items 7. a. and 7. b. together:

a. Educational Conferences

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

Conference Title:	ESL Program Development & Compliance
Location:	Harrisburg, PA
Dates:	November 18, 2014
Attending:	Tricia Gutman
Cost:	\$99.76 (Title III Funds)

Conference Title:	Alternative Education for Disruptive Youth (AEDY)
Location:	King of Prussia, PA
Dates:	November 13, 2014
Attending:	Sally Ann Hanzlik
Cost:	\$-0-

Conference Title:	CLIU#21 Content Area Networking Groups
Location:	Schnecksville, PA
Dates:	November 11, 2014, March 2, 2015
Attending:	Julie Hummell
Cost:	\$26.88 (Ready to Learn Grant)

Conference Title:	Cognitive-Behavioral Therapy
Location:	Wilkes-Barre, PA
Dates:	December 11, 2014
Attending:	Mike Nytz
Cost:	\$284.20 (Ready to Learn Grant)

Conference Title:	Working with Autism
Location:	Schnecksville, PA
Dates:	November 11, 2014

Attending: Mike Nytz
Cost: \$29.00
Conference Title: Keystone Administration Training Sessions
Location: Harrisburg, PA
Dates: November 18, 2014
Attending: Mark Covelle
Cost: \$84.56 (Title II Funds)

Conference Title: Content Area Networking – Math 6-12
Location: Schnecksville, PA
Dates: November 11, 2014
Attending: Denine Williams
Cost: \$20.00 (Ready to Learn Grant)

b. Comprehensive Plan Membership

RESOLVED, That the East Penn Board of School Directors approves the Comprehensive Plan Membership, as per Exhibit #6.

In response to Ms. Donches' questions, Dr. Schilder provided the following information:

- Biographies are not available on members
- Comprehensive plan is extension of strategic plan
- PDE designed plan to be more streamlined
- Progress was made with previous strategic plan
- Committee members who were on the previous strategic plan committee, were invited to join
- EPEA asked for teacher volunteers
- There is no requirement regarding ethnicity and diversity of committee members
- Meetings are not open to public
- Minutes are considered a right to know document and will be generated following meetings

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

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

8. OTHER EDUCATIONAL ENTITIES – UPDATES/REPORTS

a. Carbon Lehigh Intermediate Unit - Board Member: Ms. Fuller

Ms. Fuller reported on the following:

- Dr. Eib reported on the 9/30 Kickoff for Education which CLIU helped facilitate
- 800 participants statewide
- Circuit Riders made presentation
- Small group discussions on equitable funding for education
- Reviewed the 2015-16 draft budget
- Deb Popson, Director of Special Programs & Services, presented on Work Based Learning offering a choice of competitive employment, volunteer work and an apartment setting focusing on life skills
- Parent survey showed satisfaction levels are high
- American Education Week is November 16th through the 22nd

- b. Lehigh Career & Technical Institute – JOC Members: Mr. Earnshaw, Ms. Fuller, Ms. Heid, Mr. Rhodes

Mr. Rhodes reported on the October 22nd meeting:

- Materials handling logistic technology department runs at industry standards for handling and shipping
- LCTI students pick, package and ship school supplies to LCTI departments and to participating schools
- 75 students participate in program
- Skills immediately marketable to local distribution centers
- Heard report on LCTI Comprehensive Plan (LCTI to complete three of the 6 components; sending schools complete the rest)
- LCTI formed a Wellness Committee headed by Lisa Adams from Parkland SD
- Director Sandy Himes to present for the congressional members on December 10th in Harrisburg
- Entered into a partnership with the SAGE Corporation benefiting the adult education program offering training for commercial driver's licenses
- Won Award of Excellence for their Viewbook 2014-15 and Website/Intranet in the 2014 Educational Publications Contest sponsored by PSBA
- Approved number of JOC members from each district. Out of 21, East Penn SD has 4, Parkland SD has 6, and ASD has 4.

Dr. Schilder provided comments regarding LCTI:

- Area superintendents took a LCTI sponsored tour of Ocean Spray, Amazon and Lutron
- Managers of Ocean Spray and Lutron emphasized there are very worthwhile and lucrative careers available at these facilities without the need of a four-year college degree

President Earnshaw added the following comments:

- If attend LCCC, can receive 24-36 college credits from the work student has done at LCTI
- LCCC, in conjunction with Bloomsburg University, offers a Bachelor of Applied Technology degree
- Courses can be taken at LCCC or on line through Bloomsburg.
- For \$20,000 student can receive a full four-year degree from Bloomsburg without commuting
- LCTI has all the equipment used in a commercial/industrial warehouse setting

9. LEGISLATIVE – C. Ballard

Mr. Ballard reported on the following:

- Mr. Tom Wolf elected new governor
- Governor Corbett signed the following bills:
 - House Bill 1013, Act 126 – revision to homeschool evaluation process. Parents do not have to submit test portfolios and other materials as done in the past. Evaluators, many of which are paid for by parents, need to provide certification indicating an appropriate education is occurring.
 - EITC/OSCC program expansion expands existing education and educational opportunity scholarship tax credits. Industries would donate money for scholarships and educational programs within the school district and receive tax benefits.

- Epi-Pen Bill allows, but does not require, schools to obtain a prescription for a supply of epinephrine auto injectors. Unfunded mandate with provisions for staff training, administration and storage of the epi-pens in secure locations.

In closing, the following comments were made:

- Ms. Fuller complimented the high school drama department for the excellent presentation of the Diary of Anne Frank.
- Ms. Donches read an excerpt from the Breakout Session Discussion Summary regarding public education having a spending, not a funding problem. As suggested in the discussion summary, Ms. Donches requested a full accounting of all expenditures within the school district's budget using a graphic illustration of controllable and uncontrollable expenditures be provided to the Board prior to being sent to the state at large.
- Ms. Donches read communication from the Morning Call regarding school performance scores and shared her concern.
- Dr. Schilder indicated attention will be given where there is a drop in school performance scores and noted there is more to evaluating a school than just test scores.
- Reverend Vinovskis noted that Emmaus HS had highest score in the Lehigh Valley.
- President Earnshaw explained that any one account can have both controllable and uncontrollable expenses.

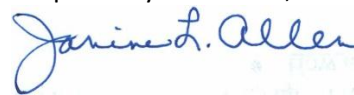
10. ANNOUNCEMENTS

- Executive Session was held on November 10, 2014 at 7:15 p.m. to discuss legal matters.
- Veterans Ceremony being held at Lower Macungie Middle School tomorrow, November 11th. President Earnshaw encouraged all veterans to attend.
- Schools and Offices Closed
for Thanksgiving Break: November 27, 28, December 1, 2014
- Reorganization Meeting: Tuesday, December 2, 2014 - 7:30 p.m.
- Next Board Meeting: Monday, December 8, 2014 – 7:30 p.m.
- President Earnshaw wished everyone a Happy Thanksgiving and expressed his gratitude to the faculty, staff and administration sharing his appreciation of what the district has done for all the children in this community.

11. ADJOURN

There being no further business to come before the Board, Motion to adjourn was made by Ballard, Seconded by Bacher at 8:35 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MINUTES OF THE DECEMBER 2, 2014
REORGANIZATION MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

Mrs. Allen called the meeting to order at 7:30 p.m., followed by the Pledge of Allegiance.

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

Absent: R. Heid

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

Press Present: Peter McConnell, East Penn Press
Lou Gombocz, WFMZ

2. REQUESTS TO ADDRESS THE BOARD

There were no requests to address the board.

3. ELECTION OF PRESIDENT PRO TEMPORE

Mrs. Allen entertained nominations for President Pro Tempore.

Motion by Ballard, Seconded by Fuller
RESOLVED, That Sandy Rhodes be nominated as President Pro Tempore.

Hearing no further nominations, this resolution was unanimously adopted by voice vote.

Mr. Rhodes was appointed as President Pro Tempore.

4. ELECTION OF BOARD PRESIDENT

Mr. Rhodes called for nominations for President. The following nominations for President were introduced:

Motion by Vinovskis, Seconded by Bacher
RESOLVED, That Alan Earnshaw be nominated for President.

Motion by Donches, Seconded by Ballard
RESOLVED, That Wally Vinovskis be nominated for President.

Hearing no further nominations, roll call was taken on the first nomination of Alan Earnshaw.

The resolution to nominate Alan Earnshaw as President was duly adopted by the following roll call vote:

Aye: Bacher, Earnshaw, Fuller, Munson, Rhodes, Vinovskis – 6

Nay: Ballard, Donches - 2

No roll call was taken for the nomination of Wally Vinovskis as a result of the outcome of the roll call vote for Alan Earnshaw.

Mr. Earnshaw was elected President. President Earnshaw thanked his fellow board members stating it's a privilege to serve in this capacity.

5. ELECTION OF BOARD VICE PRESIDENT

President Earnshaw called for nominations for Vice President.

Motion by Rhodes, Seconded by Vinovskis

RESOLVED, That Ken Bacher be nominated for Vice President.

Hearing no further nominations, the resolution to nominate Ken Bacher as Vice President was duly adopted by the following roll call vote:

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

Mr. Bacher was elected Vice President.

6. BOARD OF DIRECTORS 2015 MEETING SCHEDULE

Motion by Ballard, Seconded by Rhodes

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 2015, unless advertised otherwise:

January 12 & 26
February 9 & 23
March 9 & 23
April 13 & 27
May 11
June 8 & 22
July 13
August 10 & 24
September 14 & 28
October 12 & 26
November 9
December 7 (Organization) & 14

This resolution was unanimously adopted by voice vote.

7. DESIGNATION OF NEWSPAPERS OF GENERAL CIRCULATION FOR ADVERTISING PURPOSES

Motion by Donches, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors designate the following newspapers for advertising purposes during the 2015 calendar year:

Morning Call (Daily, General Circulation)
Express Times (Daily, General Circulation)
East Penn Press (Weekly, Secondary Circulation)

This resolution was unanimously adopted by voice vote.

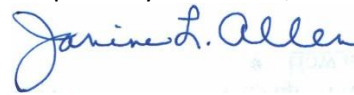
8. ANNOUNCEMENTS

Next Board Meeting: Monday, December 8, 2014 – 7:30 p.m.

9. ADJOURN

There being no further business to come before the Board, Motion to adjourn was made by Ballard, Seconded by Bacher at 7:38 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MINUTES OF THE DECEMBER 8, 2014

BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:35 p.m., followed by the Pledge of Allegiance.

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

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

Press Present: Peter McConnell, East Penn Press
Dan Sullivan, The Morning Call
Precious Petty, The Express Times (LV Live)

2. REQUESTS TO ADDRESS THE BOARD

John Donches, 559 Minor Street, Emmaus, PA – Mr. Donches reported on discussions that took place at the recent CEPTA meeting, in particular, public pension concerns and retirement fund investments.

Brian Wildes, 4336 Lenmar Drive, Coplay, PA, 18037 – Mr. Wildes, representative to the EPSD for the Xerox Corporation, commented on the RFP Award for Multi-Function and Copy Machines and expressed his dissatisfaction of the Board's decision to withdraw all previous bids and the recommendation to award the contract to Fraser.

3. APPROVAL OF MINUTES

Motion by Vinovskis, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the minutes of the November 10, 2014 Board meeting and December 2, 2014 Reorganization meeting.

Ms. Donches made note of a typographical error on the November 10, 2014 minutes under the Requests to Address the Board comments made by Mr. Donches. The correct spelling is "CEPTA". This revision will be reflected in the permanent minutes.

This resolution was unanimously adopted by voice vote.

4. PRESENTATIONS

- a. Bond Refunding
 - Scott Shearer, Managing Director, Public Financial Management

Mr. Shearer presented on the Financing Update handout and provided feedback to the Board members' questions offering the following key points:

- Resolution gives authorization for PFM to proceed
- Very low long term interest rates
- Issuance of one bond, 2 series, is necessary to avoid reduction in state aid and maximize state reimbursement
 - 1) Series A of 2015 (Refund Series A of 2008, Series of 2009, Series A of 2010)
 - Savings of approximately \$52,500
 - 2) Series B of 2015 (Refund portion of Series of 2010)
 - Savings of approximately \$162,000
- Refunding all of Series of 2010 would result in slightly higher interest rate and offer no benefit of refunding
- Bond Sale by January 12th or later
- Mr. Shearer will provide fee breakdown at the time of the bond sale
- Settlement date February 17th or later
- Will not proceed if \$200,000 savings target in resolution is not met
- Savings is net of state and cost of issuance
- Maturity date of 2024 on new bond
- Interest rate risk if chose to wait until the April/May 2015 call dates
- Place proceeds in escrow account until respective call dates
- Any investment earnings will be credited back to the school district as a payment
- Allowed to close 90 days of the call date, anything longer is considered advance refunding
- Mr. Shearer agreed to provide the board with the savings calculations if chose to wait until the April/May 2015 call dates
- PFM is the districts fiduciary agent, therefore, recommendations are in best interest of the district
- If pass on refunding at this time and wait until January to authorize to proceed, could adopt parameters resolution with the same \$200,000 savings and 2024 maturity date
- Not extending payoff date
- Bundling of the bonds is for interest rate savings
- Bond counsel specializes in financial transactions
- District solicitor specializes in municipal and school law

Ms. Donches requested that the board ask for a reduction in the fees from PFM and bond counsel. Mr. Shearer indicated this can be discussed with administration. Fees are based on time spent on the deal.

Reverend Vinovskis publically acknowledged the work of Mr. Shearer and the money he saves the district.

Attorney Damgaard explained the three bodies of law that go into bond issues the bond counsel responsibilities:

- State law – school code, local government, any entity with taxing power must be in compliance
- Federal tax laws – governing issuance of indebtedness where lender does not pay income tax on interest received
- Federal securities laws – publicly offered securities, available to be bought and sold in the secondary market

Motion by Ballard, Seconded by Fuller

RESOLVED, That the East Penn Board of School Directors accept the Resolution to proceed with the refunding of GOB Series A of 2008, Series A of 2009, Series of 2010 and/or Series A of 2010 as presented by PFM, as per Exhibit #1.

Prior to the vote, the following board members provided their comments:

- Ms. Donches questioned how PFM would incorporate any reductions into the fees.
- Attorney Fisher confirmed this resolution is giving PFM's team authorization to proceed and that the Board is not committing to anything now. Assuming PFM is able to provide the \$200,000 savings, administration will come back with a motion and the Board will decide at that time if they want to approve, modify call dates, etc.
- President Earnshaw reminded the Board of the interest rate risks involved if the Board chooses to wait until January to give PFM authorization to move forward.

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

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

Nay: Donches - 1

b. Emmaus High School Program of Studies

- David Piperato, Principal
- Andrea Edmonds, Assistant Principal

Mr. Piperato presented the EHS Program of Studies for the 2015-16 school year. He highlighted areas of proposed changes and recommendations being made.

Following Mr. Piperato's presentation the following comments and concerns were noted:

- Mr. Piperato confirmed two classes being recommended for elimination in English and Music are simply due to realignment. Students are taking other courses instead. The size, scope and staffing has not changed.
- President Earnshaw clarified that the middle school program of studies usually are contained in regular curricular reviews, which has not occurred since Dr. Munson has been on the Board.
- Mr. Piperato explained the evaluation process of matching electives offered at the high school level to the interest of students and their changing work environment.
- In response to Dr. Munson's request, Mr. Piperato recommended doing a student survey to determine their top levels of interest in courses not currently being offered. He noted that EHS offers more advanced placement courses than many other high schools. There was previous interest in Japanese and Mandarin.
- Dr. Schilder acknowledged that the curriculum cycle is off due to understaffing. The goal is to get back on track as soon as the second supervisor comes on board.
- Mr. Piperato clarified the proposed changes to the advanced placement classes are altering, not changing, the way the curriculum is presented.
- Dr. Schilder assured the Board that next year this will be presented earlier and the Board will have more time to review prior to approval. Dates have already been set and announced for student/parent review of their course selections.
- Ms. Donches expressed her concerns regarding the US History AP course:
 - Labeling of ideologies - does not want to lead students towards one particular ideology
 - Would like to hear more from instructors
 - Need more time to look through framework from the College Board

- Course expands on history from 1491 to 1607 and 1980 to the present
- Only spending 5% on the early and later years; 90% on years in between
- Feels College Board has a liberal or progressive framework
- Dr. Schilder supports AP courses in high school and supports the syllabus that comes from College Boards, including the proposed changes for US History AP.
- Dr. Munson and President Earnshaw noted the advanced placement classes provide college credits and can save students thousands of dollars. Student could be entering the beginning or middle of their sophomore year of college with AP credits already earned.
- Ms. Fuller complimented Mr. Piperato and his staff for providing a robust course of study.
- Dr. Bacher is confident our teachers will have a balanced course and allow our students to think critically about history.

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the 2015-16 Emmaus HS Program of Studies, as per Exhibit #2:

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

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

c. Student Access Center

- Michael Mohn, Director of Technology, presented on the Student Access Center, a new feature of eSchool:
 - Any student with a working device, internet access and Wi-Fi can access with student ID and password
 - Same credentials used to log into Moodle, Google Docs, to purchase lunch, etc.
 - View schedule, upcoming assignments, aggregated assignment calendar
 - Aggregate calendar populates as teacher enters assignment
 - Enables student to browse list of classes
 - Review course information and grades
 - When teacher puts assignment in grade book, automatically pushes to access center as a view only mode for student
 - View GPA calculation, discipline reports, and absence record
 - View parent contact information which is a non-editable field for student
 - Students like the instant access of grades and personalized access
 - eSchool plus now accessed internally, no hosting fees
 - Parents can view all their children in one spot in home access center
 - Student can only view their own through their student access center
 - LMMS has 100% participation of teachers, who are required to post daily

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

a. District Update – Dr. Schilder reported on the following:

- **Enrollment**
 - Stabilized at 8027 as of December 2nd
- **RFP Multi-Function and Copy Machines**
 - Recommendation made to award contract to Fraser
 - Extensively reviewed seven proposals
 - Xerox provided quality of service as demonstrated in EPSD over the past 20 years

- Xerox's proposal came in \$12,000 per month less than the district's current payment
 - The lowest cost proposal was Fraser, which came in \$84,000 per year less than Xerox
 - \$84,000 equals cost of a teacher
 - Minor differences between proposals were with binding methods and capacity of machines (paper storage trays)
- **Foundation**
- Outlined components and requirements of a district Foundation
 - Will be further discussed at future Board meetings
- **New EpiPen Law, Act 195**
- Districts are not mandated by this law to provide EpiPen training or to allow administration by non-certified medical personnel within the district, act enables a district to do so if it wishes
 - District is set up well to support this law
- **School, Student, Staff, and Board Recognition**
- Acknowledged Assistant Principals Matt Gale and Mark Covelle for an article they wrote entitled, "A Crisis of Culture? Maintaining School Values in an Ever-Changing Societal Landscape"
 - Acknowledged the LMMS Veterans Day Celebration which is an event that has been held for over 40 years.
 - The following students were named Emmaus High School Scholar Athletes for the Fall 2014:
 - Boys' Cross Country – Mason Trinkle
 - Girls' Cross Country – Jaclyn Reinbold
 - Field Hockey – Victoria Laczó
 - Football – Daniel Velasco
 - Golf – Kelsey Patterson
 - Boys' Soccer – Alec Francello
 - Girls' Soccer – Shannon McGinnis
 - Girls' Tennis – Caroline Smith
 - Girls' Volleyball – Mackenzie O'Brien
 - Cross Country - Abby Dalton ('18) was named to the District XI All-Area 1st Team and Katie Bacher ('16) was All-Area Honorable Mention
 - Andy Davidson ('15) became the first running back in Emmaus history to rush for over 2,000 yards in a season. Andy was also selected as the Eastern Pennsylvania Conference Defensive MVP of the Year, while earning 1st team all-conference honors at running back and linebacker.
 - The string "MArt" creations of the gifted fifth grade students at Willow Lane Elementary are now featured on the Math Munch website. Anna Weltman, from Math Munch Skyped with the gifted Willow Students as one of the monthly "Math Mentors."
 - The Global Cardboard Challenge is an opportunity for students around the world to integrate creative thinking, problem solving, decision making and hands on learning into an imaginative cardboard design. Gifted students in grades 3, 4 and 5 at Willow Lane Elementary held a "Cardboard Creation City" gallery for Willow parents and friends to visit.
 - The Willow Sumdogs, from the Willow Lane School gifted classes in grades 3, 4 and 5 recently came in 2nd place in the November National Sumdog Math Contest. Every student on the team answered all 1,000 of the allotted questions. Willow's team average percent accuracy was 94%. The top Willow student scored 998 points out of 1,000 and ranked #10 in the nation among 66,793 students.

- LMMS's Builders Club was pleased to report the fundraising efforts for several recent projects. They collected almost \$150 for Trick-or-Treat for UNICEF. A book drive consisting of 834 books was completed with the help of the EHS Key Club for delivery to Sheridan Elementary School in Allentown.
- Wescosville Liberty Lane singers were featured in the channel 6abc Philadelphia Thanksgiving Day Parade.

Following Dr. Schilder's District Update, comments were provided by administration and the Board:

- Ms. Fuller reported that she had the opportunity of enjoying two student performances. The Emmaus Jazz Ensemble played at the Emmaus Public Library holiday book sale. The EPSD's vocal group performed at the Alburtis Community Meeting. Both groups played and performed beautifully.
- Dr. Mirabella confirmed for the Board that no board action is required for the EpiPen law. The guidelines of this law need to be written into current procedures which will be completed within 60 days and will be reviewed by Dr. Barnes.
- Dr. Schilder indicated the Foundation would need 30 to 40 people as its core group of individuals to be successful.
- President Earnshaw recommended a presentation on the Foundation be made to the Board at a future Board meeting.
- Mr. Rhodes commended student, Andy Davidson, for his accomplishments on the football field and his outstanding achievement.

6. PERSONNEL

President Earnshaw stated Item 6.b. will be voted on separately.

Motion by Donches, Seconded by Vinovskis

RESOLVED, That the East Penn Board of School Directors approve Items 6.a. and Items 6.c. through Items 6.l. of the personnel section, as recommended by the Superintendent:

a. Resignation(s) (Exhibit #3)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Rosanne Kocher	Part-time Instructional Assistant	Lower Macungie MS	12/5/14
Jocelyn Suttie	Full-time Substitute	Emmaus HS	12/17/14
Melodie Faccialo	Food Service Assistant	Jefferson ES	11/8/14
Maureen Tyson	Instructional Assistant	Eyer MS	12/5/14

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Lindsay Landis	Gr. 3 Teacher	Macungie ES	12/18/14 – 2/5/15

d. Income Protection Leave(s)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Jennifer Maurer	Special Education Teacher	Wescosville ES	11/27/14 – 12/5/14

e. Compensated Professional Development Leave

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Cynthia Brashear	Secondary Math Teacher	Emmaus HS	2015 – 2016 School Year
Monica Parsell	2 nd Grade Teacher	Willow Lane ES	2015 – 2016 School Year

f. Support Staff Temporary Transfer

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Salary</u>
Denise Dugan	Administrative Assistant – Emmaus HS	Interim Confidential Assistant – Human Resources Department	\$32,538/yr. prorated

Effective: December 10, 2014 – October 19, 2015
Interim replacement of Amanda Lawler – General Leave of Absence

g. Change in Employment Status

<u>Name</u>	<u>From:</u>	<u>To:</u>
Pam McCarthy	Part-time Staff Assistant – Emmaus HS	Part-time Staff Assistant – Emmaus HS
Effective: 12/3/14	20 hrs./wk. Transfer of D. Waterman	23 hrs./wk.

h. Food Service Staff Transfer(s)

<u>Name</u>	<u>From:</u>	<u>To:</u>
Christina Thompson	Food Service Assistant – Part-time Eyer MS	Food Service Assistant – Part-time EHS
Effective: 11/17/14	4.0/hrs./day Transfer of P. Deiter	4.75/hrs./day

i. Food Service Staff Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>
Tawnia Cunningham	Part-time Food Service Assistant - Eyer MS	\$9.25/hr.
	Transfer of C. Thompson	4 hrs./day

Effective: 12/9/14

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

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

l. Addition to Emmaus HS Security Staff - \$14.75/hr.

Lori Matika

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

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

Motion by Donches, Seconded by Vinovskis

RESOLVED, That the East Penn Board of School Directors approve Item 6.b. of the personnel section, as recommended by the Superintendent:

b. General Leave of Absence(s) – Board Policy 539, General Leave

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Faith Andrews	Instructional Assistant	Emmaus HS	11/10/14 – 11/10/15
Ann-Marie Bushner	Food Service Assistant	Lincoln ES	11/13/14 – 11/13/15
Paul McGoldrick	Instructional Assistant	Eyer MS	1/5/15 – 9/1/15
Ann Popule	Instructional Assistant	Wescosville ES	12/2/14 – 12/1/15

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

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

Abstain: Fuller – 1 (Faith Andrews is Ms. Fuller's sister-in-law)

7. BUSINESS OPERATIONS

a. Request for Proposal Opening Report (Exhibit #6)

Multi-Function and Copy Machines

b. Approval of Bill List

Motion by Ballard, Seconded by Rhodes

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #7.

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

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

Abstain: Donches – 1

Motion by Bacher, Seconded by Donches

RESOLVED, That the East Penn Board of School Directors approve Items 7. c., d., & e. below:

c. Budget Transfers - 2014-2015

RESOLVED, That the East Penn Board of School Directors approve budget transfers, as per Exhibit #8.

d. Treasurer's Report

RESOLVED, That the East Penn Board of School Directors approve the Treasurer's Report for month ended October 31, 2014, as per Exhibit #9.

e. Facility Rental Requests

RESOLVED, That the East Penn Board of School Directors grant permission for **Coral's Academy of Dance**, 1107 S. 10th Street, Emmaus, PA, 18049, to rent the Eyer Middle School auditorium and class rooms for dance recital rehearsals and shows scheduled for December 13, 2014, June 3 & 6, 2015. This is a Group V organization and will be charged the following rental fees:

\$120.00/hr. Auditorium (Rehearsal) Fee
\$125.00/hr. Auditorium (Recital) Fee

\$18.00/hr.	Class Room Fee
\$48.49/hr.	Custodial Fee
\$48.49/hr.	Stage Manager Fee
\$16.00/hr.	Security

RESOLVED, That the East Penn Board of School Directors grant permission for **Kaplan Test Prep**, 395 Hudson Street, New York, NY, 10014, to rent classrooms at Emmaus High School to assist students for the preparation for the national SAT test on Tuesdays and Thursdays during the month of December 2014 and January 2015. This is a Group V organization and will be charged the following rental fees:

\$18.00/hr. Classroom Fee

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

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

f. RFP Award for Multi-Function and Copy Machines

Motion by Bacher, Seconded by Rhodes

RESOLVED, That the East Penn School District awards the 60 month contract for Multi-Function and Copy Machines to Fraser Advanced Information Systems per the RFP opened November 24, 2014.

Amount of Bid: Total Semi Annual Equipment and On Site Associate Support Cost is \$109,554.00.

The Monthly Equipment and On Site Associate Support Cost for the contract and per copy allowances and overage rates for individual copiers being furnished are fixed for 60 months and are a significant reduction from current costs, as per Exhibit #10.

- Dr. Schilder confirmed that a comparison of the Xerox alternate bid with Fraser's bid resulted in a \$64,000 difference and the Fraser bid had the largest number of exceptions.
- Attorney Fisher provided his comments and clarified the following information for the Board:
 - There are specifications in the RFP for performance requirements which must be adhered to
 - There is language in the proposed Fraser contract regarding termination if anything in the agreement conflicts with the RFP requirements
 - There is no monetary penalty if Fraser fails to meet standards
 - Contract can be terminated if Fraser does not meet specifications or performance standards
- Dr. Bacher commended the administration for addressing this and appreciates their willingness to look closely at the terms and come up with a solution.
- Dr. Schilder stated he will be aggressive and attentive in ensuring the agreement is met.
- Mr. Ballard commented that he evaluated a large number of responses to RFP's in the past and has never seen an approval for a response to an RFP when 9 of the 13 items are indicated as not meeting the criteria of the RFP.
- President Earnshaw clarified that 8 of the 13 items are in regard to tray and paper capacity.
- Dr. Bacher shared Mr. Ballard's concern of being locked into a five year contract.
- Reverend Vinovskis stated that the concern of whether or not we are able get out of this contract raises a red flag.

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

Aye: Bacher, Donches, Earnshaw, Fuller, Munson, Rhodes – 6

Nay: Ballard, Heid, Vinovskis – 3

8. CURRICULUM

a. Educational Conferences

Motion by Rhodes, Seconded by Donches

RESOLVED, That the East Penn Board of School Directors approve the estimated expenses for the individual(s) attending educational conference(s), as per Exhibit #11.

- Ms. Campbell confirmed that the difference in the conference cost for the three attendees of the CLIU Understanding Text-Dependent Analysis conference is due to mileage and carpooling.
 - Ms. Donches requested follow-up information regarding these three conferences:
 - Improving School Performance Conference
 - NSBA 75th Annual Conference
 - National Reading Recovery K – 6 Literacy Conference
- Dr. Schilder confirmed this could be provided.

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

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

9. OTHER EDUCATIONAL ENTITIES – UPDATES/REPORTS

a. Carbon Lehigh Intermediate Unit - Board Member: Ms. Fuller

Ms. Fuller reported on the November 17th meeting:

- Circuit rider, Dr. Seidenberger, currently working with CLIU units providing updates on basic education funding.
- Viewed presentation on Unity Day, a national anti-bullying campaign. Students presented on programs that took place Allentown, Carbon and Lehigh Learning Achievement Schools and Towamensing Elementary School.
- Presented with CLIU's \$3,074,558 Budget consisting of framework for administration, building and curriculum. Budget up from \$2,938,736.
- CLIU contains costs by receiving payment for services such as running driver education programs, teacher and principal certification programs and developing and selling software
- Member school districts provide basic funding, EPSD's funding is dropping from \$136,000 to \$135,000.

b. Lehigh Career & Technical Institute – JOC Members: Mr. Earnshaw, Ms. Fuller, Ms. Heid, Mr. Rhodes

Ms. Heid indicated they reviewed the audit, which reflected no findings and reviewed their preliminary budget.

10. LEGISLATIVE

Mr. Ballard reported on the following:

- Basic Education Funding commission

- Hold harmless issue – PSBA/PASBO advanced a suggestion of the framework for a formula. Proposal for formula made on the basis of several factors which include ESOL, poverty, and scarce resources in a specific area.
- Mid-year state budget briefing by budget secretary Mr. Zogby. Projecting 2 billion dollar short fall in revenue for budget next year.

Mr. Ballard requested permission from the Board to attend the NSBA Advocacy Institute Conference sponsored by the NSBA in February noting this will be his final time attending. President Earnshaw indicated money is allocated in the budget for Board members to attend conferences. No Board approval is needed.

In closing, Ms. Donches commended the 6th through 8th grade band and orchestra students and instructors for their performance during the band concert held at LMMS.

11. ANNOUNCEMENTS

Executive Session: Monday, December 8, 2014 – 6:30 p.m. (Real estate items)

Winter Break

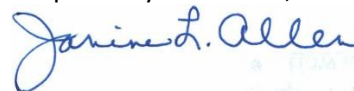
Schools & Offices Closed: December 24, 2014 – January 2, 2015

Next Board Meeting: Monday, January 12, 2015 - 7:30 p.m.

8. ADJOURN

There being no further business to come before the Board, Motion to adjourn was made by Ballard, Seconded by Bacher at 9:40 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MINUTES OF THE JANUARY 12, 2015
BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:30 p.m., followed by the Pledge of Allegiance.

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

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

Press Present: Peter McConnell, East Penn Press
Dan Sullivan, The Morning Call
Randy Kraft, WFMZ

2. REQUESTS TO ADDRESS THE BOARD

John Donches, 559 Minor Street, Emmaus, PA – Mr. Donches commended the Board and superintendent for being proactive in regard to the repairing of the diving boards and leak in ceiling over wrestling room area. He shared his concerns regarding the burial of hazardous waste as well as inappropriate uses of monies as indicated by the audit report and requested further information.

3. APPROVAL OF MINUTES

Motion by Ballard, Seconded by Bacher
RESOLVED, That the East Penn Board of School Directors approve the minutes of the December 8, 2014 Board meeting.

This resolution was unanimously adopted by voice vote.

4. PRESENTATIONS

a. Budget

- Dr. Michael Schilder, Superintendent
- Debra Surdoval, Business Manager

Dr. Schilder and Ms. Surdoval gave a PowerPoint presentation on the EPSD Budget Outlook.

Mr. Earnshaw announced the Board will not be debating the budget this evening, but opened the floor to the Board for questions/comments. During the discussion the following key points were addressed:

- Mr. Ballard shared his concern regarding the budget time line in regard to the not to exceed resolution.
- Attorney Fisher clarified this process is due to timing and scheduling of the Board meetings. Advertising must be done 20 days in advance of approving the proposed preliminary budget.
- Attorney Fisher reminded the Board it is an administrative recommendation for the Board to vote down this resolution at the next Board meeting. The Board may choose to do so tonight if it wishes.
- Mr. Earnshaw stated he would rule this type of motion out of order since the budget information was received this evening.
- Mr. Earnshaw agrees with Mr. Ballard that the only time a proposed preliminary budget is done is when you have determined you are going to apply for exceptions. Due to the timing of the Board meetings, if the resolution to stay within the index fails, it would be too late to meet the states timeframe to post the proposed preliminary budget.

- Mr. Ballard stated that PSBA recommends the district participate in assessment appeals to ensure the district is being properly represented.
- Ms. Surdoval indicated the Lehigh County Court of Appeals handles the appeals process for the district.
- Attorney Fisher clarified he consults with county solicitor to protect the district's interest but does not appear in court.

- Mr. Earnshaw reminded the Board that last year they adopted a budget that deliberately had higher expenditures than revenues with the intent to spend down the fund balance.

- Dr. Schilder provided detailed information regarding the SRO position:
 - Will provide additional information and research at the Boards request
 - Law Enforcement Officer employed by Emmaus Police Dept.
 - SRO's receive national certified training through the police department
 - EPSD will be part of the interview process
 - SRO is not appointed as a teacher but is someone who supports teaching and counseling roles in the building
 - Five local high schools currently employ SRO's: Allentown SD (4), Parkland SD (2), Whitehall, Southern Lehigh & Salisbury SD's (1)
 - Has been the recommendation of East Penn's high school administration the past few years
- Mr. Ballard noted that listing such an officer as a 'teacher', as noted in the PowerPoint presentation, was not appropriate under state and federal regulations.
- President Earnshaw stated in the past grant funds were available for SRO's to those who applied. When grant funding ran out, districts had to absorb the costs.

- Mr. Earnshaw offered some examples resulting in the reduction in benefit costs:
 - Unknown number of teacher retirees
 - Teachers on maternity leave replaced by full time substitutes
 - Employees receiving family versus single benefits
 - Lower salary, social security tax, and retirement
- Dr. Schilder and Ms. Surdoval will provide a breakdown detailing the reduction in budgeted benefit costs.

- In response to Dr. Munson's question regarding transportation costs and possible savings, Dr. Schilder said that they will continue to monitor this area.

- Ms. Surdoval noted last year's retirement budget book made reference to a twenty year projection reaching a maximum PSERS rate of approximately 30% near the 2017-18 school year.
- President Earnshaw explained that the challenges with PSERS rate is that it's based on actuarial calculations which include the longevity of retirees in the system, number of new people entering into the system and investment returns.

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

a. District Update

- Copy machine transition from Xerox to Fraser is on schedule.
- School, Student, Staff, and Board Recognition
 - The National Field Hockey Coaches Association honored this year's team with the PA Academic Achievement Award for recording a 3.5908 GPA. Meredith Sholder and Tori Lazzo were selected to the PA All-State 1st Team, Morgan Will earned 2nd team honors and Alicia Cooperman and Madalyn Dorn honorable mention.
 - Girls Soccer team Captain, Shannon McGinnis, was selected to the National Soccer Coaches Association of America's East Region All-America team for 2014.
 - Dr. Schilder introduced Willow Lane teacher, Janet Yeakel, who received National Board Certification in the area of exceptional needs specialist.
 - Mr. Rhodes, who is also National Board certified, offered an overview of the National Board of Professional Teaching Standards and explained the requirements and processes involved in obtaining certification
 - Mr. Rhodes introduced Dr. Lare from ESU who assists with the process in PA.

6. PERSONNEL

President Earnshaw announced that Items 6.e., 6.g., and 6.i. are being withdrawn. Act 168 is a new requirement under Pennsylvania state law and the district is waiting for paperwork in order to be in compliance.

Motion by Ballard, Seconded by Bacher

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

a. Resignation(s) (Exhibit #1)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Allison Eddinger	Health Room Nurse	Floater	12/12/14
Amanda Pitts	Instructional Assistant	Shoemaker ES	12/23/14
Robert Rooney	Head Varsity Coach-Girls Soccer	-----	10/24/14

b. Demotion

<u>Name</u>	<u>From</u>	<u>To</u>	<u>Effective Date</u>
Allan Bennicoff	Maintenance B – EHS Salary: \$26.84/hr.	Custodian – Eyer MS Salary: \$24.22/hr.	1/5/15

c. General Leave of Absence(s) – Board Policy 539, General Leave

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Maria Mesko	Instructional Assistant	Willow Lane ES	1/1/15 – 1/4/16
Dorothy Grois	Staff Assistant	EHS	3/16/15 – 3/30/15

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Katie Mast	1 st Grade Teacher	Lincoln ES	Extension to 3/31/15
Kelly Faisetty	5 th Grade Teacher	Shoemaker ES	Extension to 3/31/15
Jamie Horn	3 rd Grade Teacher	Alburtis ES	Extension to 3/31/15
Lindsay Landis	3 rd Grade Teacher	Macungie ES	Extension to 3/31/15
Ashley Ziegler	Special Education Teacher	LMMS	2/6/15 – 3/13/15

e. ~~Food Service Staff Appointment(s)~~ WITHDRAWN

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective Date</u>
Allison Brunner	Part-time Food Service Assistant – Jefferson ES Resignation of Faciola	\$9.25/hr. 3.5 hrs./day	1/13/15

f. Support Staff Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective Date</u>
Kristen Scrak	Part-time Staff Assistant – EHS Internal Transfer of P. McCarthy	\$14.22/hr. 20 hrs./wk.	1/13/15

g. ~~Custodial Staff Appointment(s)~~ WITHDRAWN

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective Date</u>
Adam Handley	Custodian – 2nd shift – EHS Termination of Haberstumpf	\$20.37/hr. 40 hrs./wk.	1/13/15
Pending receipt of Act 168, if applicable			

h. Co-Curricular Appointment(s) - Schedule B

<u>School</u>	<u>Name</u>	<u>Position</u>	<u>Amount</u>
EHS	Timothy O'Connor	EHS Head Diving Coach	\$2,236.00
Eyer MS	Matt Miller	Lego Club	\$34.56/session (max. 8 sessions)

i. ~~Additions to the 2014-15 List of Per Diem Substitutes (Exhibit #2)~~ WITHDRAWN

j. Spring 2015 Community Education Instructors (Exhibit #3)

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

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

7. BUSINESS OPERATIONS

a. Approval of Bill List

Motion by Ballard, Seconded by Munson

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #4.

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

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

Nay: Donches – 1

Motion by Ballard, Seconded by Bacher

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

b. Treasurer's Report

RESOLVED, That the East Penn Board of School Directors approve the Treasurer's Report for month ended November 30, 2014, as per Exhibit #5.

c. Investment of Funds

RESOLVED, That the East Penn Board of School Directors approve the investment of funds as listed below:

<u>INVESTMENT</u> <u>VEHICLE</u>	<u>DATE</u> <u>PURCHASED</u>	<u>DATE OF</u> <u>MATURITY</u>	<u>TERM</u>	<u>RATE</u>	<u>AMOUNT</u>
PLGIT CD-Program	12/22/14	6/22/15	182 days	0.44%	\$992,000.00

d. Deputy Tax Collectors

RESOLVED, That the East Penn Board of School Directors approve the appointment of the following deputy tax collectors as requested by the elected tax collectors in the event of their incapacitation:

<u>Municipality and Elected Tax Collector</u>	<u>Deputy Tax Collector</u>
Borough of Alburtis, Samantha Trexler	Pat Vassilaros
Borough of Emmaus, Dennis Gouldy	Debra K. Gouldy
Lower Macungie Township, Pat Vassilaros	Dennis Gouldy
Borough of Macungie, Harry Buchin	Pat Vassilaros
Upper Milford Township, Gail Lichtenwalner	Dennis Gouldy

e. Donation

RESOLVED, That the East Penn Board of School Directors accepts a donation of 22 EpiPens to be stored in the health rooms at our various schools. This donation is from the epipen4schools.com program run through Bioridge Pharma. Value of EpiPens is approximately \$5,656.

f. Contracts

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

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
M.B & S.B.	Parent/Guardian Transportation Contract November 19, 2014 – June 30, 2015 (9.4 miles round trip to and from Eyer MS)	\$.56/mile

RESOLVED, That the East Penn Board of School Directors approve the Client Services Agreement, as per Exhibit #6:

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
Sunbelt Staffing	Client Services Agreement Speech & Language Therapist 12 weeks (21 hrs./wk.) Employee on Leave of Absence	\$75/hr.

- In response to Dr. Munson's question regarding the Sunbelt Contract, Dr. Schilder stated this position had been posted with no success and it is extremely difficult to find a speech and language therapist for a full year position. Dr. Pekarik confirmed the IU has identified two people to be interviewed for this position. CLIU had success with this vendor. The district did not have luck with previous vendor, Providastaff.
- In response to the Board's concerns regarding the audit, the following key points were noted:
 - Student Activity Funds
 - Principals are given a copy of the student activity section of the audit as well as a manual for student activity fund controls.
 - Mr. Frank, Assistant Business Manager, will be meeting with the secondary principals regarding their student activity funds.
 - Report provided suggestions for improvement in the area of student activity funds.
 - One signature is required on the student activity checks.
 - Food Service Vendors
 - Dr. Munson acknowledged the auditor recommendation was not specific to our district, however the audit recommended food service directors not have unlimited access to the buildings after hours without custodial access.
 - Dr. Mirabella confirmed the food service directors do have unlimited access, due to early time of deliveries.
 - Dr. Munson requested a report addressing the auditor's recommendations.
 - President Earnshaw made the recommendation that if a Board member had further comments about food service to table for another time.

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

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

President Earnshaw expressed his appreciation on behalf of the Board for the EpiPen donations made possible by Bioridge Pharma.

8. CURRICULUM

a. Educational Conferences

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the estimated expenses for the individual(s) attending educational conference(s), as per Exhibit #7.

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

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

9. POLICY

- a. First Reading – Revision to Board Policy No. 103 – Non-Discrimination in School and Classroom Practices. (Exhibit #8)
 - b. First Reading – Revision to Board Policy No. 222 – Tobacco - Pupils (Exhibit #9)
 - c. First Reading – Revision to Board Policy No. 323 – Tobacco - Administrative Employees (Exhibit #10)
 - d. First Reading – Revision to Board Policy No. 423 – Tobacco - Professional Employees (Exhibit #11)
 - e. First Reading – Revision to Board Policy No. 523 – Tobacco - Classified Employees (Exhibit #12)
- Dr. Schilder thanked Dr. Torma for being the lead administrator for policy development and for working on this process. He recognized and thanked students of the high school who are members of the Gay Straight Alliance Club for their research and recommended revisions to Policy 103, Non-Discrimination. The club submitted sample policies and wording changes which were on target with PSBA's model policy.
 - Dr. Schilder announced there will be discussion on how to update the entire Board Policy manual at the February 9th meeting, after a presentation by PSBA.
 - Administrative contract would define the progressive discipline that would occur for any violation by an administrator or professional employee.
 - Policy 222 – Tobacco – Pupils
 - Rational for the \$50 fine for student is levied by the civil authorities
 - Policy states "convicted"
 - Criminal citation noted on the policy, 18 Pa. C.S.A. Sec. 6306.1 pertains to the relevant section of the law
 - Board Policy manuals are set up for three distinct categories of employees. If recommendation is to combine policies pertaining to each employee classification into one, another category would need to be created.
 - Separate policies allow for distinct differentiation for certain parts of their employment in regard to appropriate behavior of these employees.
 - Dr. Munson suggested moving complaint procedures to an administrative procedure rather than a Board policy allowing for easier adjustments based on changes. Dr. Schilder responded that with many policies, this is done. However, due to the seriousness of discrimination violations, he recommends that these complaint procedures be anchored in Board Policy.

10. OTHER EDUCATIONAL ENTITIES

- a. Lehigh Carbon Community College

Motion by Bacher, Seconded by Fuller

RESOLVED, That the East Penn Board of School Directors adopt the preauthorization resolution allowing LCCC to pursue Real Estate Acquisitions, as per Exhibit #13.

- Ms. Ann Thompson, LCCC trustee, provided a brief synopsis of the real estate acquisitions:
 - Advanced authorization due to refinancing of bonds
 - Requesting preauthorization for the Carbon and Allentown sites would not involve any additional capital contributions on the part of the district
 - LCCC currently owns the building it occupies downtown which is a prime location with no parking and close to 100% occupancy
 - Proceeds from the sale of that building would be used towards future purchases therefore negating additional capital contributions from the district

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

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

b. Carbon Lehigh Intermediate Unit - Board Member: Ms. Fuller

- Ms. Fuller reported on the December 15th meeting:
 - 371 EPSD students currently receiving services from CLIU
 - 49 are major assignments including deaf or hearing impaired, emotional support and enhanced autism
 - Hearing impaired elementary students performed Christmas Carols signing along with music
 - Highmark Foundation issued a grant of \$5,000 to develop a fitness program for special needs students. Students walked a total of 5,000 miles throughout the school year.
 - CLIU hosted a Keystone Technology Innovators event on Dec. 22nd to advocate technology to stimulate imagination of students
 - CLIU instituted a *Guest Teacher Program* which they plan to launch the summer of 2015. CLIU trained and coordinated 18 candidates to be day to day substitute teachers to assist districts in meeting their crucial need for day to day subs.

c. Lehigh Career & Technical Institute – JOC Members: Mr. Earnshaw, Ms. Fuller, Ms. Heid, Mr. Rhodes

- Rebecca Heid reported on the December 10th meeting:
 - Counselor Learning Walk – walk through labs looking at engagement level, expectations and curriculum based aspects
 - Received grant for Security for Safe Schools to purchase additional cameras and data base system for visitors
 - Students in the Precision Machining HUNCH program had visit from NASA
 - HUNCH program students have been producing products being used exclusively on earth with astronaut training. These products are now certified flight ready. Products produced by students for NASA are eligible for the international space station.
 - Article in Business Journal about adult education program for CDL and logistics transportation
 - LCTI participated in the TV 69 program based on need for skilled workers
 - Participation between Bloomsburg, LCCC and LCTI regarding bachelor's degree
 - General and Academic Fund budget
 - EPSD share of General Fund Budget is 9.44%, ASD's share is 48.8%
 - Projected enrollment of 2875; Projected Per pupil cost is \$5,513
 - EPSD's portion is \$2,213,397 representing an increase of 2.68%

- Academic Center Budget increased \$158,740
 - Projected enrollment 400 students; Projected per pupil cost is \$3,653
 - EPSD's share is \$97,026 representing 6.64%; ASD's share is 63.82%
 - Total cost to run the academic center is \$1,613,620
- President Earnshaw commended the students involved in the HUNCH program. The HUNCH program provides students with supplies, diagrams and blueprints. A NASA engineer is assigned to the students who counsels them and evaluates their quality of work.

11. LEGISLATIVE

- Mr. Ballard reported on the following:
 - Republican majority will cooperate with Governor Wolf if agrees to the selling of liqueur stores combined with pension reform
 - Talk of state-wide health contracts with all employees being put into one master plan
 - Gov. Wolf promised to increase spending for education
 - Consensus for per student formula consists of a certain dollar amount for basic education funding per student with additional amount added depending on factors such as poverty levels, ESOL, etc.
 - Hold harmless tapering is defined as the first year of the five year period being held harmless; 2nd year receive 80% of what you are held harmless for; each year tapering down until receiving the dollar amount equal to the number of students
 - PSBA to address major issues at general assembly including pension crises, charter school reform, charter school formula for special education and adequate funding

President Earnshaw read a letter he received from retired teacher, Mr. Richard Frederick, expressing his gratitude and thanking Mr. Earnshaw for being honored at the 2013 District Opening Day staff meeting at EHS. Mr. Frederick retired last year after teaching 39 years at Shoemaker ES and LMMS.

12. ANNOUNCEMENTS

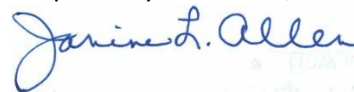
Executive Session: Monday, January 12, 2015 – 6:30 p.m. (real estate items)

Next Board Meeting: Monday, January 26, 2015 - 7:30 p.m.

13. ADJOURN

There being no further business to come before the Board, Motion to adjourn was made by Ballard, Seconded by Munson at 9:37 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District

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

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

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

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

Board Members Absent: R. Heid

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

Press Present: Randy Kraft, WFMZ

2. REQUESTS TO ADDRESS THE BOARD

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

3. APPROVAL OF MINUTES

Motion by Ballard, Seconded by Donches

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

This resolution was unanimously adopted by voice vote.

4. PRESENTATIONS

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

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

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

Motion by _____, Seconded by _____

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

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

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

- ~~➤ Nicole Bloise, Community Liaison~~

c. Comprehensive Plan

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

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

a. District Update

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

➤ **Student & Staff Recognition:**

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

➤ Discussion ensued regarding student activity funds:

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

6. PERSONNEL

Motion by Ballard, Seconded by Munson

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

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

a. Change in Employment Status

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

b. Resignation(s) (Exhibit #2)

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

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

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

d. Income Protection Leave(s)

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

e. Salary Correction

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

f. Custodial Staff Transfer(s)

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

g. Support Staff Temporary Transfer

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

h. Full-Time Substitute Teacher Appointment(s)

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

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

i. Awarding of Tenure

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

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

j. Food Service Staff Appointment(s)

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

k. Custodial Staff Appointment(s)

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

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

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

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

n. Reappointment of Assistant Superintendent

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

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

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

Absent: Heid – 1

7. BUSINESS OPERATIONS

a. Approval of Bill List

Motion by Bacher, Seconded by Fuller

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #5.

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

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

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

Nay: Donches - 1

Absent: Heid - 1

Motion by Ballard, Seconded by Vinovskis

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

b. Budget Transfers - 2014-2015

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

c. Treasurer's Report

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

d. Donation

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

e. Facility Rental Requests

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

\$60.00/hr. Auditorium Fee

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

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

Absent: Heid - 1

f. Adoption of the Proposed Preliminary 2015-2016 Budget

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

Motion by Ballard, Seconded by Rhodes

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

17.5311 mills on the assessed valuation of real estate

0.5% (.005) Act 511 Earned Income Tax

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

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

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

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

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

Nay: Donches - 1

Absent: Heid - 1

8. CURRICULUM

a. Educational Conferences

Motion by Ballard, Seconded by Bacher

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

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

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

Absent: Heid - 1

9. POLICY

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

10. OTHER EDUCATIONAL ENTITIES

a. Carbon Lehigh Intermediate Unit

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

b. Lehigh Career & Technical Institute

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

11. LEGISLATIVE

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

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

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

12. ANNOUNCEMENTS

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

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

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

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

13. ADJOURN

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

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MINUTES OF THE FEBRUARY 23, 2015
BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:34 p.m., followed by the Pledge of Allegiance.

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

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
James Frank, Assistant Business Manager
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

Absent: Debra Surdoval, Treasurer

Press Present: Peter McConnell, East Penn Press
Margie Peterson, The Morning Call

2. There were no Requests To Address The Board

3. APPROVAL OF MINUTES

Motion by Ballard, Seconded by Vinovskis

RESOLVED, That the East Penn Board of School Directors approve the minutes of the February 9, 2015 Board meeting.

This resolution was unanimously adopted by voice vote.

4. PRESENTATIONS

a. Bond Refunding Presentation – General Obligation Bonds, Series A & B of 2015

- Mr. Scott Shearer, Managing Director, Public Financial Management, and Jens Damgaard, Esquire, Rhoads & Sinon, presented the Bond Sale Document and Resolution for GOB, Series A of 2015 and GOB, Series B of 2015.
 - GOB, Series A of 2015 - \$5,735,000 (refunding of Series A of 2008, A of 2009 and partial refunding of 2010)
 - GOB, Series B of 2015 - \$4,050,000 (refunding of Series A of 2010)
 - Total debt from bond sale - \$9,998,659.85 with a fixed interest rate of 1.29%
 - Bond sale resulted in a total savings of \$404,681.39, net of states share and issuance cost. This amount is greater than the estimated savings of \$210,000 quoted in December.
 - Cost of transaction - \$101,427

- PFM reduced their fee by 15%
 - Underwriter's commission is half of what was originally quoted in December
 - No bond insurance fee as a result of district's Aa2 credit rating
 - Efficiency rating of 100% or more is a result of better interest rates and greater demand in the PA market
 - Next bond to consider refinancing is the GOB Series of 2011 with callable date of May 15, 2016
 - Will see a more traditional savings of two to three percent with future refinancing of bonds (Series 2011 to present)
 - Moody's Investors Service looks at the short term bonds, amount of debt and amortization when determining rating
 - Additional savings as a result of waiting a month for the bond sale is due to a combination of factors including competitive bids, shorter call period and interest rates driven down by supply and demand
 - No specific savings if choose to wait another month to sell the bonds
- President Earnshaw noted the next three fiscal years' debt service is just under \$14 million then dropping off to a little under \$8 million. The assumption is that if the district does not have to borrow money and with projection of enrollment not warranting the expanding or building of schools over the next 15 years, the district will be debt free.

Motion by Ballard, Seconded by Bacher

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

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

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

b. PSBA Board Policy Presentation

- Davelyn Smeltzer, Director of Policy Services, presented the Policy Review PowerPoint providing the following information:
- Changes have been made to the district's online policy manual and policy layout
 - Policy Review Services will provide a comprehensive review and update every policy, bringing policies into compliance with state laws and local district operations
 - Fee for review service is \$5,500 - discounted onetime fee for current members payable in two fiscal years, possible to spread out three fiscal years
 - Once policy review is completed, the current \$999 a year fee will continue. This fee provides you access to all the updates. The \$450 annual fee was an online posting fee that will no longer be charged by PSBA.
 - Board receives one policy section initially, followed by a section every month or every other month thereafter allowing flexibility to meet the Board's need
 - Entire policy review process would take at least a year
 - Board will adopt an entirely new policy manual
 - New Board Docs system has ability to track process of policy
 - Public would have ability to view policy
 - Administration would have ability to view policy and input information
 - It is up to the district to allow the public to have access to the "under consideration" section while the Board is considering the revision so the public can make comments

- Three different employee sections area being moved into the 300 section under employees
- 20 years ago approximately 10 policies a year were being changed compared to 40 to 50 policies a year being changed now as a result of the ongoing changes in the laws
- President Earnshaw indicated the Board will decide who would monitor and manage the site. The Board has not made it a priority for administration to update policy revisions and additions as the laws have changed.
- Dr. Schilder indicated there will be further discussion at the next board meeting with a motion for possible approval.

c. Chapter 339 Plan, K-12 Career Education Guidance Services

- Dr. Tom Mirabella, Director of Student Services, provided a brief introduction to the Chapter 339 Plan presentation indicating a motion will be brought to the Board next month for the approval of this plan. He reviewed the counselors' roles and services they provide to the students.
 - Chapter 339 Plan is a state required, comprehensive and sequential program of career education guidance services for kindergarten through 12th grade focusing on academic, social, personal and career goals
 - District must show proof that it has a connection with LCTI and has a formal plan in place
 - Will provide number of students from middle schools and high school who visit LCTI
 - East Penn School Counseling Advisory Council, made up of students, parents/guardian, educators, administration, business leaders, post-secondary school representatives and board members, serves as support for this program and provides communication link between the program, community program and the school themselves
 - Elementary School Counselor, Dr. Marc Dobbs, works with elementary school students focusing on exploring their dreams, awareness, interests, skills, and career pathways
 - Middle School Counselor, Nancy Hassler, assists middle school students in utilizing Career Cruising (web-based career exploration and planning program to explore strengths/interests)
 - High School Counselor and secondary department chair, Dr. Diane Flisser, guides high school students through Naviance (web-based resource for post-secondary and career planning)

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

- a. Dr. Schilder reported on the following:
- Research on School Performance Profiles (SPP)
 - A video developed by PASBO defining basic education funding can be accessed on the Campaign for Fair Funding website (fairfundingpa.org).
 - A copy of the 2015-2016 proposed school calendar with a tentative start date of August 31st, tentative end date of June 10th, and two built in snow days was provided to all Board members for their review. The school calendar will be placed on March 9th agenda for adoption.
 - School, Student, Staff, and Board Recognition
 - A student team from Eyer Middle School consisting of Aidan Levinson, Patrick Kudzal, Lauren Leader, Maggie Champagne, and Will Bassett, produced a video on Nestle Waters and the importance of manufacturing. The video will be live for voting on the Dream It, Do It website (www.dreamitdoitpa.com) early next week.

- Awards ceremony for the "What's So Cool About Manufacturing?" video competition will be held at ArtsQuest in Bethlehem on February 24.
- EHS Swimming/Diving team defeated Parkland 111-75 to complete an undefeated (10-0) conference season and win the inaugural EPC Championship.
- The following EHS students were selected for the 2015 PMEA District 10 Band: Kelley Yang - Flute, Brooke Cichocki - Clarinet, Ryan Hynes - Double Bass. Brooke and Ryan were selected for the 2015 PMEA Region V Band.
- EHS students competed in the local portion of the Skills USA Competition at LCTI. These individuals will now go on to compete at the State, and if they qualify, National levels. Their standings are as follows:

<u>Contest</u>	<u>Place</u>	<u>Name</u>
CNC Milling	1st	James Yons
Commercial Baking	1st	Daria Greb
Graphic Communications	1st	Kenneth Pavlick
Medical Math	2nd	Bridgette Bolton
Tech Computer Applications	2nd	Ana Abigail Cordero
Tech Computer Applications	3rd	Brandon Durrick
Web Design team 2	2nd	Malachi Atkinson

- Mr. Ballard recommended going to three snow days and requested Dr. Schilder to report on the number of snow days built in to the calendar over the past 10 years vs. how many were actually used and had to make up.
- President Earnshaw asked that Dr. Schilder be prepared to explain at the next Board meeting how well coordinated we are across the county in regard to the school calendar, LCTI's schedule and the challenges faced with Allentown's and Parkland's start date after Labor Day.
- Dr. Schilder stated the local superintendents shared and reviewed the draft of district calendars at the last Superintendent's meeting. Most calendars were consistent with the exception of a few that still have a start date after Labor Day.

6. PERSONNEL

- President Earnshaw announced there is a correction to the effective date on item 6. b.

Motion by Ballard, Seconded by Munson

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

a. Resignation(s) (Exhibit #2)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Jessi O'Donald	Staff Assistant	EHS	2/20/15
Mary Ellen Hoffman	Health Room Nurse	Floater	2/20/15
Pete Sherman	Freshman Football Coach	-----	11/1/14
Carolyn Landis	Instructional Assistant	Eyer MS	2/3/15
Stacy Schrettner	Special Education Teacher	Eyer MS	2/17/15

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Amy Slivka	Speech Teacher	Eyer MS	Effective 2/2/15 – 5/5/15 3/18/15 – 5/4/15

c. General Leave of Absence(s) – Board Policy 539

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Jayne Espenshade	Business Teacher	EHS	2015-2016 School Year

d. Support Staff Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective Date</u>
Gabriella Siciliano	Instructional Assistant – Eyer MS Resignation of M. Tyson	\$14.22/hr. 29 hrs./wk.	2/24/15
Amy Riley	Instructional Assistant –Shoemaker ES 1 on 1 Emotional Support required	\$14.22/hr. 29 hrs./wk.	2/24/15
Karen L. Johns	District-wide Float Nurse Resignation of A. Eddinger	\$20.00/hr. 29 hrs./wk.	2/24/15

e. Full-Time Substitute Teacher Appointment(s)

Name:	Tabatha Murante
Education Level:	B.S. Degree; 2010
Undergraduate School:	Cedar Crest College
Assignment:	Grade 3 – Macungie ES
Reason for Vacancy:	Leave of Absence – L. Landis
Effective:	March 30, 2015
Certification:	Elementary K-6; Early Childhood N-3
Experience:	11/2012 – 6/2013 & 11/2013 – 6/2014: East Penn SD; Full-time Substitute
Salary:	\$51,338; Year 3; B

f. Awarding of Tenure

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

<u>Temporary Professional Employee</u>	<u>Assignment</u>
Eileen Klang	Nurse – Eyer MS

g. Compensated Professional Development Leave(s) – Board Policy 438.1

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Frank Meyers	Teacher – 2 nd Grade	Willow Lane ES	2015 – 2016 School Year

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

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

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

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

7. BUSINESS OPERATIONS

a. Approval of Bill List

Motion by Munson, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #5.

- Ms. Donches requested an explanation of the check payable to PSS World Medical for the purchase of epi-pens, the donation received for epi-pens as well as a review of the epi-pen policy.
- Dr. Mirabella clarified the following information:
 - Epi-pens expire yearly and require prescriptions from school physician
 - Each building maintains two epi-pen juniors and two epi-pen adults
 - Donation was offered after the epi-pen stock had been ordered and filled for the year
 - Some students have their own epi-pen that are brought in with a doctor's note and stored in office or are granted to carry

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

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

Nay: Donches - 1

Motion by Bacher, Seconded by Ballard

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

b. Budget Transfers - 2014-2015

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

c. Treasurer's Report

RESOLVED, That the East Penn Board of School Directors approve the Treasurer's Report for month ended January 31, 2015, as per Exhibit #7.

d. Facility Rental Requests

RESOLVED, That the East Penn Board of School Directors grant permission for **Anita's School of Dance**, 3315 Mauch Chunk Road, Coplay, PA, to rent the auditorium and rooms at Lower Macungie Middle School on June 2 & 6, 2015 for rehearsal and performance of their dance recital. This is a Group V organization and will be charged the following rental fees:

\$120/hr.-Rehearsal	Auditorium Fee
\$125/hr.-Show	Auditorium Fee
\$18/hr.	Locker room/classroom Fee
\$48.49/hr.	Stage Manager Fee

\$16/hr.
\$48.49/hr.

Security Fee
Custodian Fee

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

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

8. CURRICULUM

a. Educational Conferences

Motion by Vinovskis, Seconded by Rhodes

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

- Ms. Donches requested a report from Dr. Ramella on the athletic conference. She inquired as to when she would be receiving the informational piece on January conferences she previously requested. Ms. Donches will provide Dr. Schilder a list of these conferences.
- President Earnshaw clarified in the past presentations were not required of staff members, but at times conference notes were shared with the Board.
- Board agreed conference notes are acceptable, presentation is not required.

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

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

9. POLICY

a. Final Adoption – Board Policy

Motion by Ballard, Seconded by Donches

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

- Board Policy No. 103 – Non-Discrimination in School and Classroom Practices (Exhibit #9)
- Board Policy No. 222 – Tobacco - Pupils (Exhibit #10)
- Board Policy No. 323 – Tobacco - Administrative Employees (Exhibit #11)
- Board Policy No. 423 – Tobacco - Professional Employees (Exhibit #12)
- Board Policy No. 523 – Tobacco - Classified Employees (Exhibit #13)

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

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

10. OTHER EDUCATIONAL ENTITIES

President Earnshaw announced the board will forgo this motion and item will be moved to the next Board meeting. No Board member has come forward offering their availability. He expressed his desire to have full representation of four (4) JOC members and asked his fellow Board members to consider serving along with himself, Francee Fuller and Rebecca Heid.

a. ~~Lehigh Career & Technical Institute~~ JOC Member

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors appoint new JOC member to succeed Mr. Sandy Rhodes.

11. LEGISLATIVE

- Mr. Ballard reported on the following:
 - Proposed constitutional change that states the legislator is the sole determiner of who constitutes a charity in the state of PA
 - Proposed Bill to allow exemption of property taxes by homestead exemption at a 100 percent level. Gambling Act 49 set the maximum homestead exemption at 50%. Amendment being proposed to erase that constitution prohibition and exempt 100% of property tax by an exemption such as exempt senior citizens from property tax at a certain age.
 - Talk of resurrecting Senate Bill 76 – property tax “elimination act”, keeping taxes low and restrict school district spending and limiting revenue to school district.
- Ms. Donches suggested having a distribution list created that all board members are under one e-mail address so public can reach out to the board collectively.

12. ANNOUNCEMENTS

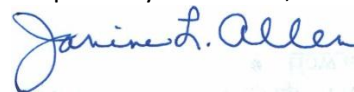
Executive Session: Monday, February 23, 2015 – 6:30 p.m. (real estate and personnel)

Next Board Meeting: Monday, March 9, 2015 - 7:30 p.m.

13. ADJOURN

There being no further business to come before the Board, Motion to adjourn was made by Ballard, Seconded by Heid at 9:45 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District

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

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:30 p.m., followed by the Pledge of Allegiance.

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

Absent: R. Heid

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

Press Present: Peter McConnell, East Penn Press
Dan Sullivan, The Morning Call
Randy Kraft, WFMZ

2. STUDENT RECOGNITION

a. Math 24 Finalists Recognition

Dr. Linda Pekarik, Director of Special Education, provided an overview of the district-wide Math 24 tournament which was held on February 11th at CLIU #21. Dr. Pekarik introduced the gifted teachers, Steve Neikam, Nicole Wukitch, Justin Phillips and Julia Dweck. Each teacher announced their respective school finalists and winners. Dr. Pekarik, Dr. Schilder and President Earnshaw congratulated each student and presented them with their certificates.

3. There were no Requests To Address The Board

4. APPROVAL OF MINUTES

Motion by Ballard, Seconded by Vinovskis
RESOLVED, That the East Penn Board of School Directors approve the minutes of the February 23, 2015 Board meeting.

This resolution was unanimously adopted by voice vote.

5. PRESENTATIONS

a. EPSD Foundation

- Nicole Bloise, Community Liaison, presented the EPSD Foundation PowerPoint. During the discussion, the following was noted:
 - Utilize district website and social media to recruit a Board of Trustees (volunteers) to ensure sufficient community support
 - Based on research, every person that is a district representative serving on Foundation Board is a non-voting member
 - Foundation decides on categories and their stipulations of funds
 - Funds can be used to either support district initiatives or to create endowments through fundraisers or scholarships
 - Scholarships have individualized specifications
 - Board and administration approves the allocation of funds
 - As a 501(c)3, the Foundation will be able to apply for EITC funds, clubs are not permitted to do so
 - Foundation is outside the Boards of Directors functionality
 - No motion is necessary to approve a Foundation
 - Personnel volunteer their time
 - No expense on behalf of the taxpayers
 - Board accepts or denies donations
- President Earnshaw expressed his appreciation of the research and information provided by Ms. Bloise and agreed it is positive to move forward in pursuing community interest.

6. REPORT OF THE SUPERINTENDENT OF SCHOOLS

- a. Dr. Schilder reported on the following:
 - Capital Reserve Expenditures
 - Proposed 2015/16 projects totaling \$885,500
 - 6 year view of proposed projects (2015-2016 through 2020-2021) was provided
 - Historical analysis (1998 – 2015) was provided
 - Steve Onushco, Facilities Director, confirmed energy audits were performed on all facilities with the exception of Lower Macungie ES
 - Light sensors installed free of charge
 - Act 129 – Replacement of lights were reimbursed through PPL
 - Act 39 – In cooperation with McClure Energy, all costs will be replenished through guaranteed energy savings. If not, McClure Energy will reimburse the district the difference.
 - In order to move forward with the heating conversion at Eyer MS, district has to be guaranteed a 20 year or less return on investment
 - Bids will be obtained and brought back to the Board for consideration
 - As requested by Mr. Ballard, Dr. Schilder will provide a graph showing flow of additional funds into capital reserve
 - Mr. Onushco will obtain pricing to replace the artificial turf and add to the six year plan.
 - School/Student Recognition:
 - Fourteen students participated in the District Orchestra, nine students participated in the Region Orchestra, thirty-four students participated in the District Chorus and twenty-three students participated in the Region Chorus.

- The Pennsylvania Newspaper Association named eight winners from The Stinger staff who will be moving onto the annual convention on April 1st in Hershey.
- EHS Boys Swimming won their 8th consecutive District XI 3A Championship. Girls earned the silver medal.
- Seventh grade students at Eyer MS participated in the “Women’s History Month Bookmark Contest” sponsored by The Business and Professional Women’s Club of the Lehigh Valley. One student received 1st place overall, one received 3rd place overall and 11 students qualified for Honorable Mention.
- A group of Eyer MS students won the “Outstanding Educational Value” award for their entry as a team in the “What’s So Cool About Manufacturing?” competition.

b. 2015-16 East Penn School District Calendar

Motion by Ballard Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the 2015-16 East Penn School District Calendar, as per Exhibit #1.

- Kristen Campbell, Assistant Superintendent, provided an overview of the historical development of the calendar
 - Mr. Ballard requested an explanation on the calendar as to how snow days are allocated and utilized
 - Dr. Munson suggested potential make-up days be designated as potential holidays and four built in snow days rather than two, bringing required student days from 182 to 180
 - Dr. Schilder suggested the Board table the motion
 - A revised calendar based on the Board’s recommendations will provided at the next Board meeting

Motion by Donches, Seconded by Munson

RESOLVED, That the East Penn Board of School Directors table the motion to approve the 2015-16 East Penn School District Calendar.

This resolution was duly adopted and motion was tabled based on the following roll call vote:

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

Nay: Vinovskis-1

Absent: Heid -1

7. PERSONNEL

- President Earnshaw announced the new Gymnastics Club at Eyer MS is being removed from Item f. Co-Curricular Appointment(s) – Schedule B (Exhibit #3). This club has not finished going through the vetting process.

Motion by Ballard, Seconded by Vinovskis

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

a. Resignation(s) (Exhibit #2)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Eric Bednar	Field Hockey Coach	LMMS	10/18/14
Sara Diefenderfer	Remedial Assistant	Lincoln ES	3/6/15
Akila Shankar	Staff Assistant	Willow Lane ES	3/7/15
Michelle Knecht	Instructional Assistant	Eyer MS	3/7/15
Michele Sovia	Remedial Assistant	Alburtis ES	3/16/15
Karen Kemp	Confidential Assistant	Administration	5/27/15

- Dr. Schilder recognized Karen Kemp who is retiring after 40 plus years of excellent service at EPSD. She began as a Secretary in the Business Office working in the area of real estate taxes and was later promoted to Confidential Secretary in the Business Office and added employee benefits and insurance to her duties. Ms. Kemp also attended EPSD for grades K-12.

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Lindsay Landis	Grade 3 Teacher	Macungie ES	Extended through 2015/16
Megan Sly-Schueck	Grade 1 Teacher	Wescosville ES	Extended through 2015/16
Kelly Faisetty	Grade 5 Teacher	Shoemaker ES	Extended through 2015/16

c. General Leave of Absence(s) – Board Policy 439

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Date</u>
Tammy Nassry	Special Ed. Teacher	EHS	3/27/15 – 5/7/15
Caitlyn Shuttle	Grade K Teacher	Macungie ES	3/17/15 – 6/9/15

d. Change in Employment Status

<u>Name</u>	<u>From:</u>	<u>To:</u>
Carole Limar	Part-time Staff Assistant – Willow Lane ES	Part-time Staff Assistant – Willow Lane ES
Effective: 3/16/15	20.5 hrs./wk. Transfer of hours – Denise Edelman	29 hrs./wk.
Denise Edelman	Part-time Staff Assistant – Willow Lane ES	Part-time Staff Assistant – Willow Lane ES
Effective: 3/16/15	29 hrs./wk. Transfer of hours – Carole Limar	20.5 hrs./wk.

e. Support Staff Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>
Heather Harrington	Instructional Assistant – Shoemaker ES	\$14.22/hr. 29 hrs./day
Effective: 3/10/15	Resignation of Kayla Tillman	

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

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

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

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

Absent: Heid - 1

8. BUSINESS OPERATIONS

a. Approval of Bill List

Motion by Rhodes, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #5.

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

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

Nay: Donches – 1

Absent: Heid – 1

b. Contracts

Motion by Ballard, Seconded by Vinovskis

RESOLVED, That the East Penn Board of School Directors approve the following contract, as per Exhibit #6:

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
PSBA	Policy Review Service	\$5,500

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

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

Absent: Heid – 1

9. CURRICULUM

Motion by Ballard, Seconded by Vinovskis

RESOLVED, That the East Penn Board of School Directors approve Items 9. a. and 9. b. below:

a. Educational Conferences

RESOLVED, That the East Penn Board of School Directors approve the estimated expenses for the individual(s) attending educational conference(s), as per Exhibit #7.

b. Chapter 339 Plan, K-12 Career Education Guidance Services

RESOLVED, That the East Penn Board of School Directors approve the Chapter 339 Plan, K-12 Career Education Guidance Services.

- Dr. Mirabella explained the following:
 - Student Assistance Program (SAP) - Anyone having a concern regarding a student can submit a form in the SAP box. Reporting is anonymous. State certified team goes through an identification process and provides assistance if needed.
 - Secure Course Override – A review to determine if student qualifies for a course which is necessary when students are registering for courses.
 - Teen Screening Program – Used to identify at risk students with regard to behavior, done at select times with select level of students.

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

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

Absent: Heid – 1

10. OTHER EDUCATIONAL ENTITIES

a. Lehigh Career & Technical Institute - Report

- JOC Members: Mr. Earnshaw, Ms. Fuller, Ms. Heid, Mr. Rhodes
 - Ms. Fuller reported that LCTI announced Camp Innovation; a STEM based day camp held during the summer for 5th through 8th grade students.

b. Appoint LCTI JOC Member

- President Earnshaw announced there were no volunteers. Dr. Munson stated he would be willing to serve, however at the present time he is not available on Wednesday evenings, when committee meetings are held. Mr. Ballard agreed to serve as a substitute until Dr. Munson would become available.
- President Earnshaw stated no motion is required for a substitute. He asked the Board Secretary to provide name and address of Mr. Ballard to LCTI.

Motion by _____, Seconded by _____

RESOLVED, That the East Penn Board of School Directors appoint new JOC member to succeed Mr. Sandy Rhodes.

c. Carbon Lehigh Intermediate Unit - Report

- Board Member, Ms. Fuller, reported there was no meeting during the month of February.

d. Nominee for the CLIU Board of Directors

- Ms. Fuller announced she will be happy to continue serving. President Earnshaw asked the Board Secretary to submit Ms. Fuller's name as candidate for a position on the CLIU Board of Directors.

11. LEGISLATIVE

- a. Mr. Ballard reported on the following:
 - State allocation will not be known by the time the district has to approve final budget.

- State law allows districts to have another meeting to vote on a new budget after the State announces its allocation.
- District needs to interlink the increase in education spending, pension reform, sale of state liquor monopoly and tax increases into the budget.
- EPSD's proposed property tax reduction is 21%.
- House passed Charter Reform Bill placing increased accountability on charter school board members and administration.
- PDE presentation on ACCESS; program that pays for medical bills for special education students. PDE submitted RFP's for new contractors.
- Senate adopted resolution on Purely Public Charity.
- Youth Vaccination Bill referred to appropriation committee with recommendation to remove exemption based on philosophical reasons with only religious and medical exemptions being allowed.
- Career Training Program study.

12. ANNOUNCEMENTS

- a. Executive Session: Monday, March 9, 2015 – 7:00 p.m. (real estate and negotiations)
- b. Next Board Meeting: Monday, March 23, 2015 - 7:30 p.m.
- c. LMMS Spring Musical "Crazy For You" – Show dates and times area as follows:

March 26 & 27, 2015 – 7:00 p.m.
March 28, 2015 – 2:00 p.m. & 7:00 p.m.

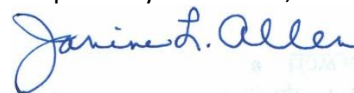
- d. EHS Spring Musical "Mary Poppins" – Show dates and times area as follows:

March 18, 19 & 20, 2015 – 7:00 p.m.
March 21, 2015 – 2:00 p.m. & 7:00 p.m.
March 22, 2015 – 2:00 p.m.

13. ADJOURN

There being no further business to come before the Board, Motion to adjourn was made by Ballard, Seconded by Bacher at 9:06 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
**MINUTES OF THE
MARCH 23, 2015 BOARD MEETING**

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:32 p.m., followed by the Pledge of Allegiance.

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

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

Press Present: Peter McConnell, East Penn Press

2. REQUESTS TO ADDRESS THE BOARD

John Donches, 559 Minor Street, Emmaus, PA 18049 – Mr. Donches commented regarding Senate Bill 643 which introduces the concept of union contract negotiations being open to the public. He also shared his concern regarding the budgetary reserve and bond refinancing.

Carol Allen, 2661 Terrwood Drive, W., Macungie, PA – Ms. Allen commented on the Mary Poppins performance by EHS students.

3. APPROVAL OF MINUTES

Ms. Heid noted an error on page 3 of the minutes indicating her name appeared twice under the motion to table the 2016-16 District Calendar. Ms. Heid was absent on March 23rd. Board Secretary will make correction on official minutes.

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the amended minutes of the March 9, 2015 Board meeting.

This resolution was unanimously adopted by voice vote.

4. REPORT OF THE SUPERINTENDENT OF SCHOOLS

a. Dr. Schilder reported on the following:

- Before Care and After Care Programs in EPSD
 - Lehigh Valley Children's Centers and Allentown YMCA have been the providers of before and after care programs in our elementary schools.
 - Agreements have not been approved by the Board since 2005.

- New agreements will be submitted to the Board in April for approval. This process will continue on a yearly basis.
- Cambridge Schools is requesting that they be approved as the sole provider for before and after care.

➤ **School and Student Recognition**

- EHS Key Club attended the 69th Annual Key Club Convention in Hershey, PA. The following awards were received:
 - Distinguished Secretary - Kevyn McConlogue
 - Distinguished Vice-President - Morgyn Hagy
 - Distinguished Editor - Louis Berrigan
 - Bob Bagans Unsung Hero Award - Brianna McGinley
 - Honorable Mention in the Non-Traditional Scrapbook Competition - Morgyn Hagy
 - 3rd Place in the Club Video Competition - Morgyn Hagy
- Sophomore Cathryn Seibert, assistant news editor of The Stinger, won the Pennsylvania School Press Association's first write-off news writing competition at Penn State University and will now go on to compete at the final level.
- The Emmaus Mosaic Mural will be installed in April at the Emmaus Public Library with a dedication ceremony being held on the 19th. This project has been an ongoing collaboration between Philadelphia mural artist, Isaiah Zagar, and East Penn art teachers and students, since 2012.
- EHS art students recently won four Scholastic Art Exclusive Affiliate awards:
 - Dr. Christine Oaklander Artistic Merit Award: Mixed Media, "*Raijin Stole My Belly Button*" - Crystal Hunter-Jones, Drawing, "*Insight Into Edgar Allen Poe*" - Sardis Disla
 - Imagination Award: Drawing (3rd), "*The Red Wood Giants*" - Mikelle Wills
 - Jurors Award And American Visions: Digital Art, "*Robot*" - Xiang Luo
- Ryan D. Bilger, Daniel Intriago, Lucy Q. Lin, Mason A. Trinkle and Justine Wang are the finalists who will be considered for the National Merit Scholarships being offered in 2015.
- The following students were named EHS Scholar Athletes for Winter 2014-15:
 - Jenna Reid – Girls Basketball
 - Blaire Schoenly – Cheerleading
 - John Woltornist – Boys Swimming
 - Claire Frank – Girls Swimming
- Wescosville will be recognized by PDE as a school that has successfully implemented the SWPBS (school-wide positive behavior support) model.
- Dr. Schilder congratulated Jill Kuebler and Rita Cortez for co-directing the musical, *Mary Poppins*, and commended the students for their wonderful performance.

b. Comprehensive Plan - July 1, 2015-June 30, 2018

- Dr. Torma provided a summary of the Comprehensive Plan and thanked members of the planning team, school and district administrators, and co-facilitator, Mrs. Kristen Campbell, for their time and diligence.

Motion by Fuller, Seconded by Rhodes

RESOLVED, That the East Penn Board of School Directors approve the Comprehensive Plan for the period of July 1, 2015 through June 30, 2018.

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

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

c. Take from the Table the 2015-16 East Penn School District Calendar

Motion by Ballard, Seconded by Vinovskis

RESOLVED, That the East Penn Board of School Directors take from the table the motion made by Donches, seconded by Munson, to approve the 2015-16 East Penn School District Calendar.

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

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

d. 2015-16 East Penn School District Calendar

Motion by Ballard, Seconded by Donches

RESOLVED, That the East Penn Board of School Directors approve the 2015-16 East Penn School District Calendar, as per Exhibit #1 .

- President Earnshaw noted a number of wording changes were incorporated into the calendar that were spurred by suggestions and recommendations of the Board.

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

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

Nay: Munson – 1

5. PERSONNEL

Motion by Munson, **Seconded** by Vinovskis

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

a. Resignation(s) (Exhibit # 2)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Angie Aleszczyk	Food Service Support Staff	EHS	3/10/15

b. Retirement(s) (Exhibit #3)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Sharon Woodeshick	Staff Assistant	Macungie ES	3/16/15

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Susan Robilotto	English Teacher	EHS	4/2/15 – 5/14/15
Tammy Nassry*	Spec. Educ. Teacher	EHS	3/27/15 – 5/7/15
Caitlyn Shuttle*	Kindergarten Teacher	Macungie ES	3/17/15 – 5/4/15

***Correction:** Approved under General Leave of Absence on March 9, 2015.

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Liz Inman	Health Room Nurse	Wescosville ES	4/1/15 – beginning of the 2015/16 school year

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Cheryl McCarthy	Instructional Assistant	Eyer MS	4/13/15 – 4/13/16

e. Change in Employment Status

<u>Name</u>	<u>From:</u>	<u>To:</u>
Sarah Brouse	Part-time	Part-time
Effective: 3/24/15	Staff Assistant – Willow Lane ES 24.5 hrs./wk.	Staff Assistant – Willow Lane ES 28.5 hrs./wk. Resignation of Akila Shankar

f. Support Staff Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>
Kristin Marks	Remedial Assistant – Alburtis ES	\$14.25/hr.
Effective: 3/24/15	Resignation of Michele Sovia	29 hrs./wk.

g. Addition to Emmaus HS Security Staff - \$14.75/hr.

Dimitria Barebo	Staff Assistant - EHS
-----------------	-----------------------

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

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

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

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

6. BUSINESS OPERATIONS

a. Approval of Bill List

Motion by Ballard, Seconded by Munson

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #6.

➤ During the discussion on the motion the following was noted:

- Ms. Donches indicated she will be voting against this motion and questioned if there is a different report, such as a general ledger, that would provide more information.
- In response to Ms. Donches' inquiry as to whether or not the Board would consider the description of the purchases added to the bill list, President Earnshaw noted that every item currently has a category and description noted on the bill list.
- Dr. Schilder stated he would accommodate the Boards request to create a different report only if the majority of the Board requested such a report.
- Dr. Bacher and Mr. Ballard like the current way the bill list is reported and are against changing the process.
- Mr. Ballard noted it is costly to gather the information Ms. Donches is requesting.
- President Earnshaw reminded the Board that any Board member can request detailed information on a specific check by submitting that request to the Board Secretary. He

recommended Ms. Donches write a motion proposing her suggestions and provide it to the Board Secretary to be placed on the agenda.

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

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

Nay: Donches - 1

Motion by Munson, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve Items 6. b. through 6. d. below:

b. Disbursement of Funds

RESOLVED, That the East Penn Board of School Directors authorize the expenditure of funds from the 33-2010 GOB Series A, as per Exhibit #7.

c. Treasurer's Report

RESOLVED, That the East Penn Board of School Directors approve the Treasurer's Report for month ended February 28, 2015, as per Exhibit #8.

d. Contracts

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

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
M. S.	Parent/Guardian Transportation Contract 2/2/15 through 6/8/15	\$.575/mile (33.68 miles round trip – EHS)

RESOLVED, That the East Penn Board of School Directors approve the following contract, as per Exhibit #9:

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
The Frederick Group	Listing Contract – 6503 Lower Macungie Road	N/A

RESOLVED, That the East Penn Board of School Directors approve the following contract, as per Exhibit #10:

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
Richard A. Shillabeer	Independent Contractor Agreement School Psychologist	\$4,000

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

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

7. CURRICULUM

a. Educational Conferences

Motion by Ballard, Seconded by Vinovskis

RESOLVED, That the East Penn Board of School Directors approve the estimated expenses for the individual(s) attending educational conference(s), as per Exhibit #11.

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

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

8. OTHER EDUCATIONAL ENTITIES

a. Lehigh Carbon Community College (LCCC) – 2015-16 Operating and Capital Budgets

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the 2015-16 Operating and Capital Budgets for Lehigh Carbon Community College, as per Exhibit #12.

➤ Trustee, Mrs. Thompson, shared the following information:

- LCCC has gone paperless at meetings
- LCCC ranked 3rd Top Workplace in the Lehigh Valley
- Dr. Ann Bieber received the Leadership Award

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

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

b. Lehigh Career and Technical Institute (LCTI) – 2015-16 General Fund and Academic Center School Budgets

Motion by Donches, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the 2015-16 General Fund and Academic Center School Budgets for LCTI, as per Exhibit #13 .

➤ President Earnshaw stated this represents an outstanding budget for LCTI and an outstanding deal for the taxpayers throughout the Lehigh valley.

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

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

c. Carbon Lehigh Intermediate Unit (CLIU) – 2015-16 General Operating Budget

Motion by Fuller, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the 2015-16 General Operating Budget for CLIU, as per Exhibit #14.

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

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

9. LEGISLATIVE

a. Mr. Ballard reported on the following:

- Senate Bill 643 – Conducting negotiations in public. This process in the past was not successful.
- Until funds are allocated by the governor, plans on how school districts will spend state funds cannot be submitted to the Secretary of Education.

- PSBA is supporting furloughs based on district needs, allowing for economic furloughs.
- Proposals to be placed on the 2016 legislative platform need to be brought before this Board for approval and, if approved, submission forwarded to PSBA by May. President Earnshaw requested such proposals be sent to the Board Secretary a week prior to a board meeting to be placed on the agenda.

Other topics for discussion included the following:

- Ms. Donches cited a section from the PA school code which states that “under fiscal years beginning after June 30th 2004 a school district of the second, third or fourth class may delay the adoption of its annual budget beyond the last day in June where legislation providing the appropriation for basic education funding to be paid as a reimbursement for the preceding school year is not enacted until June 15th”. Mr. Ballard indicated we would need input and clarification from our solicitor as well as solicitors from across the state. Legislation currently allows school districts to reopen the budget if State does not pass a budget by June 15th.
- President Earnshaw clarified the budget timeline noting the Board must adopt proposed budget 30 days before final adoption, passing the budget by May 31st. Waiting to pass the district budget would delay the issuance of tax bills. Reopening the budget and changing the tax rate would result in sending out adjusted tax bills. A local tax collector generates our tax bills for a fee.
- Ms. Heid requested the Board think about going paperless and would like to have the Board meetings computerized in the future. Dr. Schilder commented that he has worked with Boards who have gone paperless; they later decided to return to paper for numerous reasons. President Earnshaw advised if interested in going paperless to provide request to Mrs. Allen to place on a future agenda for discussion. Ms. Fuller indicated CLIU meetings are paperless. CLIU Board members have capability of reviewing paper agenda in advance with laptops being provided by CLIU’s IT department at Board meetings.
- Ms. Donches made a suggestion to get rid of the 18% prevailing wage with regard to capital projects. Dr. Schilder indicated work is done in house when possible. Otherwise, it is contracted out.
- In response to Ms. Donches’ inquiries regarding the budget, President Earnshaw informed Ms. Donches that the budget will be up for discussion in April.

10. ANNOUNCEMENTS

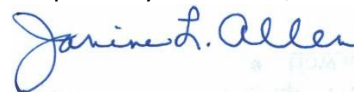
Executive Session: Monday, March 23, 2015 – 7:15 p.m. (confidential items & negotiations)

Next Board Meeting: Monday, April 13, 2015 - 7:30 p.m.

11. ADJOURN

There being no further business to come before the Board, Motion to adjourn was made by Fuller, Seconded by Donches at 8:28 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District

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

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:30 p.m., followed by the Pledge of Allegiance.

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

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

Press Present: Peter McConnell, East Penn Press

2. There were no Requests to Address the Board

3. APPROVAL OF MINUTES

Motion by Ballard, Seconded by Bacher

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

This resolution was unanimously adopted by voice vote.

4. PRESENTATIONS

a. Emmaus High School Summer School Program

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

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

➤ The Board offered the following comments and recommendations:

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

b. Student Resource Officer Proposal

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

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

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

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

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

5. REPORT OF THE SUPERINTENDENT OF SCHOOLS

a. Dr. Schilder reported on the following:

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

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

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

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

6. PERSONNEL

Motion by Fuller, Seconded by Bacher

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

a. Retirement(s) (Exhibit #1)

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

***Early Retirement Incentive Program**

b. Resignation(s) (Exhibit #2)

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

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

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

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

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

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

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

f. Income Protection Leave(s)

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

g. Change in Employment Status

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

h. Demotion

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

i. Confidential Assistant Appointment(s)

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

j. Food Service Staff Appointment(s)

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

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

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

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

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

7. BUSINESS OPERATIONS

a. Approval of Bill List

Motion by Bacher, Seconded by Rhodes

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #5.

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

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

Nay: Donches - 1

b. Appointment of Auditor

Motion by Ballard, Seconded by Bacher

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

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

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

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

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

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

Nay: Donches – 1

c. Contracts/Agreements

Motion by Munson, Seconded by Ballard

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

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

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

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

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

d. Check Expenditure Summary Report Resolution (PROPOSED)

Motion by Donches, Seconded by none.

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

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

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

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

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

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

Motion Failed for lack of a second.

8. CURRICULUM

a. Educational Conferences

Motion by Rhodes, Seconded by Donches

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

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

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

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

9. OTHER EDUCATIONAL ENTITIES

a. Lehigh Career & Technical Institute – Report

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

b. Carbon Lehigh Intermediate Unit - Report

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

c. Carbon Lehigh Intermediate Unit

➤ 2015-16 Facilities Plan Committee Report

Motion by Fuller, Seconded by Bacher

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

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

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

10. TOPICS FOR DISCUSSION

a. Sign at Hamilton Crossings: EPSD Recognition

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

b. Paperless Board Meetings

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

This motion was unanimously accepted by voice vote.

11. LEGISLATIVE

a. Mr. Ballard reported on the following:

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

12. ANNOUNCEMENTS

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

13. ADJOURN

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

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS

MINUTES OF THE
May 11, 2015 BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:39 p.m., followed by the Pledge of Allegiance.

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

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

2. REQUESTS TO ADDRESS THE BOARD

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

3. APPROVAL OF MINUTES

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

Motion by Ballard, Seconded by Munson

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

This resolution was unanimously adopted by voice vote.

4. PRESENTATIONS

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

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

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

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

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

a. District Update

- Dr. Michael Schilder, Superintendent

- School, Student, Staff, and Board Recognition:

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

b. Motion by Ballard, Seconded by Fuller

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

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

17.294 mills on the assessed valuation of real estate

0.5% (.005) Act 511 Earned Income Tax

1.0% Act 511 Real Estate Transfer Tax

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

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

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

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

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

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

Nay: Donches - 1

6. PERSONNEL

Motion by Rhodes, Seconded by Munson

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

a. Retirement(s) (Exhibit #1)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Carol Cahill	English Teacher	LMMS	6/11/15
Kathleen Soska	Special Education Teacher	Lincoln ES	6/11/15

b. Early Retirement Incentive Program (Exhibit #2)

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

c. Resignation(s) (Exhibit #3)

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

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

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

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

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

f. Support Staff Appointment(s)

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

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

g. Change in Employment Status

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

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

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

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

k. Summer Maintenance Program Employees (Exhibit #7)

l. Summer Book Repair Program

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

Name:
Noelle DeRienzo
Wendy Frisch
Patsy Vanim
Donna George

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

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

7. BUSINESS OPERATIONS

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

a. Bid Award Recommendations

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

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

b. Award of Contract

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

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

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

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

c. Approval of Bill List

Motion by Rhodes, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #10.

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

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

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

Nay: Donches - 1

d. Appointment of Treasurer

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors appoint Debra A. Surdoval as Treasurer for a term effective July 1, 2015 to June 30, 2016, and that she be directed to perform such duties as are appropriate for the position in accordance with the Public School Code of 1949, as amended, Section 436-442; that she shall implement federal, state and local policies and regulations at the direction of the Board of School Directors and the Superintendent of Schools; and, that the Treasurer's bond be set at \$500,000.

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

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

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

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

Nay: Donches - 1

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

e. Designation of 2015-16 Depositories

RESOLVED, That, in accordance with Section 621, PA Public School Code of 1949, the East Penn Board of School Directors designate the following depositories for the funds of the East Penn School District for the 2015-2016 fiscal year; and that said depositories furnish a bond in an amount equal to 120% of the highest balance or comply with Act 72 of 1971 of the Pennsylvania Legislature, such bond amounts to include the amount provided by federal insurance.

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

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

WHEREAS, Act 57 of May 15, 1998 permits local public procurement units to participate in those contracts for supplies, services, or construction entered into by the Department of General Services (SGS) that are made available to local public procurement units . A “local public procurement unit” is defined as any political subdivision, public authority, education, health, or other institution; and to the extent provided by law, any other entity, including a council of governments or an area government; nonprofit fire, rescue, or ambulance company; and any nonprofit corporation operating a charitable hospital be it

RESOLVED, That the East Penn Board of School Directors hereby authorize the participation in DGS’s contracts for the procurement of supplies, services or construction, subject to the following conditions:

1. That the East Penn School District agrees to be bound by such contract terms and conditions DGS may prescribe.
2. That the East Penn School District agrees to be responsible for payment directly to the contractor under each contract for those supplies, services or construction ordered by the local public procurement unit.

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

WHEREAS, The General Assembly of the Commonwealth of Pennsylvania has enacted an act known as the "Cooperative Purchasing Act, Act 31 of July 1971, and;

WHEREAS, Act 31 of 1971 permits local governments to purchase materials, supplies, and equipment from purchase contracts of the Commonwealth of Pennsylvania; be it

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

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

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

i. Contracts/Agreements

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

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

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

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

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

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

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

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

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

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

8. CURRICULUM

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

a. Educational Conferences

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

b. 2015 List of Emmaus High School Graduates

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

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

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

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

9. TOPIC FOR DISCUSSION

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

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

10. OTHER EDUCATIONAL ENTITIES

a. Lehigh Career & Technical Institute

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

b. Carbon Lehigh Intermediate Unit

➤ Board Member: Ms. Fuller

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

11. LEGISLATIVE

➤ Mr. Ballard reported on the following:

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

12. ANNOUNCEMENTS

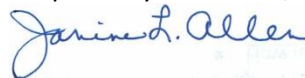
Executive Session: Monday, May 11, 2015 – 7:00 p.m. (Real Estate items)

Next Board Meeting: Monday, June 8, 2015 - 7:30 p.m.

13. ADJOURN

There being no further business to come before the Board, Motion to adjourn was made by Ballard, Seconded by Fuller at 10:09 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
**MINUTES OF THE
APRIL 27, 2015 BOARD MEETING**

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:36 p.m., followed by the Pledge of Allegiance.

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

Absent: R. Heid

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

2. REQUESTS TO ADDRESS THE BOARD

John Donches, 559 Minor Street, Emmaus, PA – Mr. Donches provided his opinion of the SRO and commented on safety issues, reallocation of funds and the investigation of the dumping at Wescosville E.S.

Aneita Sutton, 7256 Lincoln Court, New Tripoli, PA 18066 – Ms. Sutton announced she will be relocating to Florida in June and thanked the district for her 11 years of service working under The Nutrition Group.

3. APPROVAL OF MINUTES

Motion by Rhodes, Seconded by Donches

RESOLVED, That the East Penn Board of School Directors approve the amended minutes of the April 13, 2015 Board meeting.

This resolution was unanimously adopted by voice vote.

4. PRESENTATIONS

a. 2015-16 Revised School Budget: Summary of Changes

- Dr. Michael Schilder, Superintendent, and Debra Surdoval, Business Manager, presented the 2015-16 Revised School Budget: Summary of Changes PowerPoint reviewing the following areas:

- Level 1 Budget Changes: Appropriations 4/13/15
- Level 1 Budget Changes: Revenues 4/13/15

- Level 1 Budget Changes: Key Points 4/13/15
 - Level 2 Budget Changes: Appropriations Anticipated for 5/11/15
 - Level 2 Budget Changes: Revenues Anticipated for 5/11/15
 - Level 2 Key Points: Anticipated for 5/11/15
 - Level 3 Budget Changes: Revenue
 - Continued Work
 - Challenges & Goals
- Following the presentation, the Board shared concerns, asked questions and offered recommendations.
- Summary of concerns noted by the Board:
- Building in structural deficits
 - Reducing budgetary reserve below the guideline of 5%
 - Increases of PSERS, charter schools and special education expenses
 - Ramifications of not passing a proposed budget in May or not passing a final budget in June
 - Tax increase being at 3.78%
 - SRO remaining in budget at \$100,000
- Summary of requests for Administration from the Board:
- Take a look at \$325,000 for TIF donation being used to lower tax increase and \$250,000 committed fund balance for pension relief (totaling \$575,000)
 - Show dollar increase in PSERS expenses from last year to this year and this year to next year
 - Provide estimate of revenue projections
 - Provide a list of impact of reductions
- Solicitor Marc Fisher confirmed the Board could consider reversing a previously approved motion to commit the \$250,000 fund balance for the future retirement contribution.
- President Earnshaw clarified money cannot be spent from the budgetary reserve. Need majority vote (2/3) to transfer from budgetary reserve into another account.
- Dr. Schilder indicated the steps that have already been taken to reduce the budget which included building principals being requested to reduce their building budgets by 10% and Central Office being requested to reduce their budgets by 5 and 10%. A budget freeze was also put in place in February with the exception of critical expenditures being approved.

5. REPORT OF THE SUPERINTENDENT OF SCHOOLS

a. Dr. Schilder reported on the following:

- Educator Effectiveness Rating Tool
- Letter authorized by Dr. Torma regarding Educator Effectiveness Rating Tool was sent to 80 state law makers and Department of Education officials. The district feels strongly that the tool PDE has provided is flawed. Dr. Torma has had conversations with Deputy Sec. of Education, Tom Volkman. The formula used results in most teachers being rated as "Proficient". The tool does not sufficiently delineate between the four ratings, raising questions of accountability and fairness. The tool is currently anchored in law.

- Mr. Ballard suggested that the letter might be too complex for most legislators to comprehend and recommended shortening the letter with bullet points and an attached explanation.

➤ School, Student, Staff, and Board Recognition

- Approximately 440 German students from 20 high schools across Pennsylvania competed in five events. EHS came in 1st place overall and 2nd place in German Trivia.
- The EHS Academic Team won for a third consecutive year at the CLIU academic competition.
- The EHS Biology Olympics team took first place in the 33rd Annual Biology Competition held at Cedar Crest College.
- 43 students from EHS were among the thousands of middle-level and high-school participants in the regional Pennsylvania Junior Academy of Science (PJAS) at Easton Area High School. EHS students earned twenty-eight first-place awards, fourteen second-place awards, and one third-place finish.
- Nine computer programming students competed in a computer programming competition at the University of Scranton. The three Emmaus teams took 2nd, 4th, and 6th place among 30 teams.
- The Emmaus HS Math team won 2nd place at the Bucknell University Math Contest, competing against 25 schools and 188 students.
- 29 EHS students attended the PA FBLA State Leadership Conference in Hershey, PA. 10 students placed in the top 10 in their respective events.

6. PERSONNEL

Motion by Vinovskis, Seconded by Ballard

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

a. Retirement(s) (Exhibit #1)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Dorothy Grois	Staff Assistant	EHS	6/11/15
Deborah Zosky	Social Studies Teacher	EHS	6/11/15

b. Early Retirement Incentive Program (Exhibit #2)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Marjilou Ackerman	Grade 1 Teacher	Lincoln ES	6/11/15
<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Joseph DiRado	Science Teacher	Eyer MS	6/11/15
Patricia Novobilski	Math Teacher	Eyer MS	6/11/15
Regina Oster	Art Teacher	EHS	6/11/15

c. Resignation(s) (Exhibit #3)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Jodiann Hoffer	Staff Assistant	Lincoln ES	4/10/15
Barbara Hoffman	Food Service Assistant	Eyer MS	5/29/15

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
AC Russell	Coach	EHS	11/14/14
Jennifer Wylie	Art Teacher	Alburtis/Wescosville ES	6/11/15

d. Staff Assistant Appointment(s)

<u>Name</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective Date</u>
Heidi Trinkle	Willow Lane ES	\$14.22/hr.	5/11/15
	Resignation of Akila Shankar	24.5 hrs./wk.	

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

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

- Reverend Vinovskis recognized the retirees who have touched the lives of their students and expressed his gratitude for Ms. Sutton for her work with the Nutrition Group.

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

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

Absent: Heid – 1

7. BUSINESS OPERATIONS

a. Bid Opening Report (Exhibit #6)

General School and Computer Supplies

b. Bid Opening Report (Exhibit #7)

Roof Replacement on Selected Sections of Emmaus High School

c. Award Contract – Roof Replacement on Selected Sections of EHS

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors award the contract for “Roof Replacement on Selected Sections of Emmaus High School” for Area 13 only, contingent upon submittal and approval of all required bonds and certificates of insurance and the execution of a written contract, all to the satisfaction of the Solicitor to the low bidder identified below; and BE IT FURTHER RESOLVED, that the bids for Area 12 be rejected.

C & D Waterproofing Corp.
300 Papermill Road
Bloomsburg, PA 17815

Amount of Bid: \$542,940.00

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

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

Absent: Heid – 1

d. Memorial Scholarship Fund

Motion by Donches, Seconded by Munson

RESOLVED, That the East Penn Board of School Directors accepts the funds in the amount of \$32,483.62 which was obtained from the Commonwealth of Pennsylvania Office of Attorney General to establish a memorial scholarship fund in the name of Sergeant Ashly Lynn Moyer.

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

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

Absent: Heid – 1

e. Approval of Bill List

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #8.

➤ Ms. Donches stated she will continue to vote no until process is changed.

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

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

Nay: Donches - 1

Absent: Heid – 1

Motion by Ballard, Seconded by Donches, that Items 7.f. and 7.g. be voted on together.

f. Budget Transfers - 2014-2015

RESOLVED, That the East Penn Board of School Directors approve budget transfers, as per Exhibit #9.

g. Treasurer's Report

RESOLVED, That the East Penn Board of School Directors approve the Treasurer's Report for month ended March 31, 2015, as per Exhibit #10.

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

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

Absent: Heid – 1

h. Contracts/Agreements

Motion by Fuller, Seconded by Donches, that the following items be voted on together.

RESOLVED, That the East Penn Board of School Directors approve the following agreement, as per Exhibit #11:

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
The Pennsylvania School for the Deaf	2015 Extended School Year (ESY)	\$8,120

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

<u>Vendor</u>	<u>Type of Contract</u>
Nutrition, Inc.	Food Service Management Renewal Contract

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

<u>Vendor</u>	<u>Type of Agreement</u>	<u>Amount</u>
CLIU #21	CLIU Technology Pool Legal Services Consultation Agreement	\$600 - \$900

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

<u>Vendor</u>	<u>Type of Contract</u>	<u>Amount</u>
T. V.	Parent/Guardian Transportation Contract 12/1/14 through 3/25/15 (11.70 miles round trip – Jefferson ES & LMMS)	\$.575/mile

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

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

Absent: Heid – 1

Motion by Fuller, Seconded by Donches

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

<u>Vendor</u>	<u>Type of Agreement</u>
PPL Electric Utilities	Grant of Right-of-Way

- Some Board members expressed their dissatisfaction of PPL removing and cutting down a line of mature trees along Sauerkraut Road two years ago changing the appearance and character of the community.
- Dr. Bacher indicated he will not be supportive of this agreement. He proposed striking the language that allows PPL at their discretion to “cut down any and all trees within twenty-five (25) feet each side of centerline of the electric/communication line and the right to trim any and all trees within twenty-five (25) feet each side of centerline of the electric/communication line and to remove brush along said lines”.
- Solicitor, Mr. Fisher, confirmed it would have to be an agreement with all parties. He clarified PPL will be relocating the existing 9 poles moving them 40 feet inward remaining on school district property. This property will ultimately be the Jaendl Land Development. Under the Jaendl agreement, the school district is obligated to cooperate and grant required utility easements. He does not feel the district is in the position to negotiate one way or the other.

- As a retiree of PPL, Mr. Ballard provided an explanation of PPL's decisions advising that PPL is within its right to take down any trees that are within the easement. He indicated trying to send this agreement back with removing the language, will not be a wise choice.
- Dr. Bacher recommended a standard be placed in the agreement, using a judgment of what could be cut down for their right of ways

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

Aye: Ballard, Donches, Earnshaw, Fuller, Rhodes -5

Nay: Bacher, Munson, Vinovskis - 3

Absent: Heid – 1

8. CURRICULUM

a. Educational Conferences

Motion by Ballard, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the estimated expenses for the individual(s) attending educational conference(s), as per Exhibit #15.

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

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

Absent: Heid – 1

9. TOPICS FOR DISCUSSION

a. Take from the Table - Paperless Board Meetings

Motion by Ballard, Seconded by Donches

RESOLVED, That the East Penn Board of School Directors take from the table the motion made by Munson, seconded by Heid, to discuss paperless Board meetings.

- President Earnshaw announced this motion is not subject to debate.

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

Aye: Ballard, Donches, Earnshaw, Fuller, Munson, Rhodes, Vinovskis - 7

Nay: Bacher - 1

Absent: Heid – 1

a. Paperless Board Meetings

Motion by Munson, Seconded by Donches

RESOLVED, That the East Penn Board of School Directors re-table the Paperless Board Meetings due to Ms. Heid's absence requesting discussion to occur at a future date.

Motion defeated by the following roll call vote:

Aye: Bacher, Donches, Fuller, Munson - 4

Nay: Ballard, Earnshaw, Rhodes, Vinovskis - 4

Absent: Heid – 1

Item does not return to the table.

- Following the discussion on paperless meetings, it was the consensus of the Board to request the administration to present a report offering cost analysis, vendor research, wireless and laptop options, and distribution of paper copies vs. electronic and public copies.

10. POLICY

a. Board Policy 707, Attachment 1 - Use of School Facilities, Rental Fees

Motion by Ballard, Seconded by Rhodes

RESOLVED, That the East Penn Board of School Directors approve Board Policy 707, Attachment 1, Rental Fees for Use of School Facilities to be effective July 1, 2015, as per Exhibit #16.

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

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

Absent: Heid – 1

11. LEGISLATIVE

a. Mr. Ballard reported on the following:

- Senator Education Committee approved the new Secretary of Education
- House Committee on Finance postponed their vote on tax reform
- Independent fiscal office released analysis of governor's tax proposal proposing low income residence property tax to increase \$10 to \$15 with higher income residence property taxes being higher
- Proposing revenue department authorize to continue sending out money to districts at the same rate as previous year if budget not passed in time
- Hold harmless is biggest issue with regard to the Basic Education Funding. Need to determine how to increase money going into poor districts.
- Issues being debated regarding the budget include, tax increases, pension system, liquor stores, allocation of Special Education Funding, adding grandchildren to bereavement leave and other unfunded mandates, EITC issues and dual enrollment
- Senate Bill 643 would amend Sunshine Act giving public access to contract negotiations
- Senate Bill 645 would require proposed collective bargaining agreements to be available on employer's website for 48 hours prior to approval
- President Earnshaw added comment regarding the delay in sending out of tax bills indicating discount periods are codified by law. If the district waits too long, tax payers will not be able to take advantage of the installment payments.

12. ANNOUNCEMENTS

Executive Session:	Monday, April 27, 2015 – 7:15 p.m. (personnel & real estate)
Next Board Meeting:	Monday, May 11, 2015 - 7:30 p.m.

13. ADJOURN

There being no further business to come before the Board, Motion to adjourn was made by Ballard,
Seconded by Bacher at 9:56 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District

EAST PENN SCHOOL DISTRICT

BOARD OF SCHOOL DIRECTORS

MINUTES OF THE

June 8, 2015 BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:31 p.m., followed by the Pledge of Allegiance.

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

Board Member Absent: F. Fuller

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

2. MOMENT OF SILENCE

- President Earnshaw called for a moment of silence in honor of the memory and recognition of Eleanor Powell, Instructional Assistant at Jefferson Elementary School, who passed away on May 17, 2015 and in memory and recognition of Abigail Zukowski, 5th grade student at Jefferson Elementary School, who passed away on May 18, 2015.

3. SINGER/SONGWRITER CLUB PERFORMANCE

- Mr. Ryan Peters, Teacher, Willow Lane Elementary School, performed with the student members of the Singer/Songwriting Club of Willow Lane. The students sang a selection of songs they wrote which reflect their observations about the world around them and their time at Willow Lane.

4. EMMAUS PUBLIC LIBRARY APPRECIATION AWARD – EPSD Art Department

- Krista Pegnetter, Director of the Emmaus Public Library, presented the Emmaus Public Library Appreciation Award to the entire EPSD Art Department. She thanked the art teachers, students, Borough of Emmaus and all involved in the mosaic mural project and for choosing their library for the location for this wonderful piece of art. This mural was created and completed in order to welcome people to the borough.

5. REQUESTS TO ADDRESS THE BOARD

- President Earnshaw announced that due to the volume of requests to address the board this evening, he will enforce the three minute time limit.

Bob Hamill, 1500 Little Lehigh Drive, Emmaus, PA, 18047 – Mr. Hamill expressed his concern regarding the agenda item to censure Ms. Donches for directing administrators and fellow Board members in seeking detailed financial information.

Ms. Lynn Faust, 210 Keystone Avenue, Emmaus, PA, 18049 – Ms. Faust commented on the censuring of Ms. Donches stating Ms. Donches has been a champion for the East Penn tax payers.

Ms. Jane Bachman, 7581 Catalpa Drive, Macungie, PA, 18062 – Ms. Bachman offered her support for Ms. Donches in response to the motion to censure Ms. Donches.

Ms. Joan Slozer, 121 E. Elm Street, Emmaus, PA, 18049 – Ms. Slozer took this opportunity to thank Ms. Donches for her hard work and perseverance in fulfilling her duties as a school board official.

Mr. Chris Donatelli, 1695 Beech Lane, Macungie, PA, 18062 – He stated that a proposal to censure has a chilling affect for anyone wanting to run for school board director for fear of retribution in the future. He also questioned the integrity of Mr. Ballard's request.

Ms. Arlene Dabrow, 7515 Spring Creek Road, Macungie, PA, 18062 – Ms. Dabrow praised Ms. Donches for doing a good job in monitoring the \$9 million worth of expenses and commented on the fiduciary responsibilities of a school board member.

Mr. Giovanni Landi, 869 Frank Drive, Emmaus, PA, 18049 – Mr. Landi shared his support for Ms. Donches stating that *"it's a sad day in America when a censure motion is placed on a board director for doing their job"*.

Mr. Charles Rhoads, 4652 Shuler Street, Allentown, PA 18103 – Mr. Rhoads commented on the motion to censure noting it is similar to a dictator who does not like opposition.

Ms. Janice Bowman, 55 Hickory Hills Drive, Bath, PA 18014 – Ms. Bowman commended Ms. Donches for her efforts in support of tax payers' concerns. She expressed her displeasure of Mr. Ballard's motion to censure Ms. Donches. She requested her statement resolving that Mr. Ballard be formally and publicly censured for using rules unethically in connection with Ms. Donches be included in the official minutes.

Mr. Otto Slozer, 121 E. Elm Street, Emmaus, PA, 18049 – Mr. Slozer thanked Ms. Donches on behalf of the tax payers and expressed his dissatisfaction of the censure motion stating it damages the individuals rights and made reference to errors and omissions regarding insurance.

6. APPROVAL OF MINUTES

Motion by Ballard, Seconded by Munson

RESOLVED, That the East Penn Board of School Directors approve the minutes of the May 11, 2015 Board meeting.

- Ms. Donches requested the minutes be amended to reflect her statement made during the discussion on the motion of 9. a. Approval of Bill List to include her giving examples of the approval of checks relating to the illegal burial of the waste at Wescosville. Mr. Earnshaw informed the Board the intent of minutes is not to capture every nuance but to provide a summary of the items discussed. Solicitor Fisher clarified there is no amendment before the Board this evening and that the comments and exchange of conversation between Ms. Donches and President Earnshaw will be captured in minutes of

this meeting. Ms. Donches further requested it be noted that the checks for the illegal burying at Wescosville were discussed.

This resolution was unanimously adopted by voice vote.

7. REPORT OF THE SUPERINTENDENT OF SCHOOLS – Dr. Michael Schilder, Superintendent

a. District Update

➤ Dr. Michael Schilder provided the following updates:

- Due to retirements, salary savings, SS/PSERS/WC savings, and possible tax assessment increases, we are anticipating a net change in resources available for the 2015-2016 Final Budget, perhaps in excess of \$100,000. He reached out to the Board requesting their preference and/or suggestions as to where the anticipated funds should be applied. The Board provided Dr. Schilder with suggestions including reduction of structural deficit, lowering taxes and addressing building budget reductions.
- EPCC Welcome Sign
 - The right-of-way on school property along Route 29 is actually owned by PennDOT, not Emmaus Borough, therefore, EPCC would have to apply directly to PennDOT. As a result, EPCC is now looking for another sign location.
- Nicole Bloise and Dr. Schilder met with eight (8) interested and motivated citizens who would like to move ahead with the first stages of forming an East Penn Foundation. At the next meeting, scheduled for June 16, the group will hear firsthand from representatives from local district foundations (Parkland, Allentown, and Nazareth) and begin to formulate bylaws. Each member has been asked to bring another interested person, so our hope is to expand the group to 16 citizens by June.
- School, Student, Staff, and Board Recognition
 - The CSI Allentown Chapter Expo Committee, recognized EHS students as the “Best New Exhibitor” at the 37th Expo.
 - The Academic Team beat Stroudsburg, 410-165, in the Channel 39 Scholastic Scrimmage Championship. They were awarded a check for \$4,000.
 - Patrick Bryan, Boys Volleyball was selected as the MVP of the 2015 Eastern Pennsylvania Conference.
 - Elizabeth Mitchell, Girls Lacrosse, was selected as the Eastern Pennsylvania Conference’s Scholar-Athlete in Girls Lacrosse.
 - Jacob Baker, Boys Lacrosse, will receive the Bob Scott Award which recognizes a player who goes above and beyond in service to his team, school, and community.
 - Track - District XI Championships
 - ✓ Katie Bacher: 1600m (Silver) Qualified for PIAA Championship Meet, 10th in the State
 - ✓ Katie Lynch: Pole Vault (Silver) Qualified for PIAA Championship Meet, 13th in the State
 - ✓ Ashley Petre: Discus (Silver) Qualified for PIAA Championship Meet, 18th in the State
 - The Boys Lacrosse team defeated Southern Lehigh, 9-8, in triple overtime to win their third consecutive District XI Championship.
 - On April 24th, nine members of the Emmaus High School Model Congress competed at Parkland High School's Model Congress Competition. Junior Ying Zheng won second place recognition for her outstanding performance.
 - The EHS Math League participated in the Purple Comet Online Math Meet with 2753 teams from 46 countries.
 - Scholar Athletes:
 - ✓ Lukas Wieder – Baseball

- ✓ Jacob Baker – Boys' Lacrosse
- ✓ Elizabeth Mitchell – Girls' Lacrosse
- ✓ Morgan Patterson - Softball
- ✓ Kyle Jaeger – Boys' Tennis
- ✓ Daniel Velasco – Boys' Track
- ✓ Jaclyn Reinbold – Girls' Track
- ✓ Gregory Lind – Boys' Volleyball
- Three EHS students were selected as finalists in the annual PSU writing contest. Colleen Grablick, Nina Mantalaba, and Chloe Mathieu demonstrated advanced writing skills as they produced a timed writing based on this year's prompt, which pertained to young adults involved in civil disobedience.

- Ms. Donches requested to permit citizens who may not be aware of what the Foundation is about to be permitted to listen in on the June 16th meeting to assist them in making their decision to become part of the Foundation. Dr. Schilder agreed to post this on the district website.

8. PERSONNEL

- President Earnshaw announced two corrections on the motion indicating the actual resignation date (item b.) and voluntary transfer date (item c.) of Sally Ann Hanzlik is August 3, 2015, rather than July 6, 2015 as stated in the agenda.

Motion by Ballard, Seconded by Rhodes

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

a. Retirement(s) (Exhibit #1)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Joan Johnston	Psychologist	Eyer MS/LMMS	8/24/15

b. Resignation(s) (Exhibit #2)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Dimitria Barebo	Staff Assistant	EHS	6/5/15
Jim Best	Principal	Macungie ES	6/30/15
Kelsey Brands	Cheer Coach	N/A	1/8/15
Theresa Cole	Health Room Nurse	EHS	4/17/15
Elizabeth DiClemente	Cheer Coach	N/A	1/18/15
Lisa Donmoyer	Staff Assistant	Wescosville ES	6/9/15
Sally Ann Hanzlik	Assistant Principal	EHS	7/6/15 8/3/15
Jane Kressley	Instructional Assistant	Willow Lane ES	6/30/15
Cheryl McCarthy	Instructional Assistant	Eyer MS	6/11/15
Erica Petrella	Grade 5 Teacher	Wescosville ES	6/30/15
Tara Tolson	Administrative Assistant – Food Service	Administration	8/28/15
Jacqueline Vogel	IST Teacher	Alburtis ES	7/1/15
George Whary	Middle School Football Coach	N/A	5/7/15
Cassi Williams	Instructional Assistant	EHS	6/11/15

c. Voluntary Transfer(s)

<u>Name</u>	<u>From</u>	<u>To</u>
Jim Best	Principal – Macungie ES (effective 6/30/15)	5th Grade Teacher - Willow Lane ES (effective 8/24/15) Resignation of E. Petrella and subsequent transfer
Sally Ann Hanzlik	Assistant Principal – EHS (effective 7/6/15 8/3/15)	Social Studies Teacher – EHS (effective 8/24/15) Retirement of D. Zosky

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Darcie Dagenbach	Health Room Nurse	EHS	4/22/15 – 4/22/16
Lisa Mazess	Instructional Assistant	Wescosville ES	5/7/15 – 5/6/16
Lori Ross	Health Room Nurse	Macungie ES	2015-2016 school year

e. Support Staff Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary</u>	<u>Effective Date</u>
Mary Grigoruk	Remedial Assistant – Lincoln ES Resignation of S. Diefenderfer	\$14.25/hr. 29 hrs./wk.	6/9/15
Deanna Portz	Instructional Assistant – Macungie ES Resignation of W. Farley	\$14.22/hr. 29 hrs./wk.	6/9/15

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

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

h. Additions to Extended School Year Staff

Speech and Language Therapists:

Kimberly Barnes
Christina Bayura
Andrea Hajducko

Learning Support Teacher:

Jessica Koberlein

Instructional Assistants – Eyer MS:

Kendall Madeja
Gail Wetherhold

Instructional Assistants – Willow Lane ES:

Collette Kuhn
Michele Magriso

Instructional Assistant - Wescosville ES:

Qua'niesha Grant

- i. Summer Technology Maintenance Program Employees
(as needed on a temporary basis as of June 8, 2015)

Returning Employees - \$8.30/hour

Jaime Demjanick

Jason Klick

Devon Reinert

Alexander Sostarecz

Zachary Tolson

New Employees – \$7.55/hour

Brendan Kitzmiller

Allen Poon

Karlos Tuazon

- j. Summer Maintenance Program Employees (Exhibit #5)

- k. Summer School Teacher List (Exhibit #6)

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

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

Absent: Fuller – 1

9. BUSINESS OPERATIONS

- a. Approval of Bill List

Motion by Ballard, Seconded by Rhodes

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #7.

- Ms. Donches stated she will not support this motion. She indicated the check summary report should include the specific purpose for each check in order for the Board to review prior to voting.

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

Aye: Bacher, Ballard, Earnshaw, Heid, Munson, Rhodes, Vinovskis - 7

Nay: Donches – 1

Absent: Fuller – 1

- b. Treasurer's Report

Motion by Donches, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the Treasurer's Report for month ended April 30, 2015, as per Exhibit #8.

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

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

Absent: Fuller – 1

c. Bid Opening Report (Informational Only)

The following bids were opened for the Flooring Replacement on Selected Sections of Macungie Elementary School at 2:00 p.m. in Conference Room A of the East Penn School District Administrative Offices on May 22, 2015. Staff Present: Mark Warden, Steven Onushco and Debra Surdoval.

- Cope Carpet & Interiors, 302 Sumner Ave., Allentown, PA

Motion by Ballard, Seconded by Vinovskis

RESOLVED, That items d., e., g., & h. below be voted on together.

d. Award of Contract - Flooring Replacement on Selected Sections of Macungie Elementary School

RESOLVED, That the East Penn Board of School Directors award the contract for Flooring Replacement on Selected Sections of Macungie Elementary School for the Base Bid and Alternates #1, #2, #3, to Cope Carpet and Interiors, 302 Sumner Avenue, Allentown, PA, 18102, in the amount of \$69,450.00, as per Exhibit #9. Award of contract is contingent upon submittal and approval of all required bonds and certificates of insurance and the execution of a written contract, all to the satisfaction of the Solicitor.

e. Award of Contract – EHS Natatorium UV Equipment

RESOLVED, That the East Penn Board of School Directors award the contract for UV equipment and installation at the Emmaus High School Natatorium to COSTAR vendor, If It's Water, Inc., 2090 Bondsville Road, Downingtown, PA, 19335, in the amount of \$39,059.00 (Capital Reserve), as per Exhibit #10.

- Dr. Schilder confirmed the award of the flooring replacement and natatorium contracts are budgeted in capital reserve for 2015-16.

g. Contracts/Agreements

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

<u>Vendor</u>	<u>Type of Contract/Agreement</u>	<u>Amount</u>
Robert A. Barnes, D. O.	Chief School Physician 2015-2016 School Year	\$6,000

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

<u>Vendor</u>	<u>Type of Contract/Agreement</u>	<u>Amount</u>
Community Services for Children, Inc. and Head Start of the Lehigh Valley	Early Childhood Education services August 1, 2015 – August 31, 2016	N/A

h. Donation

RESOLVED, That the East Penn Board of School Directors accept a donation from an anonymous donor in the amount of \$1,700.00 to be deposited into the LMMS Student Activity Account in support of student field trips and student reward programs.

- Solicitor Fisher clarified that according to Board Policy, a donation of a dollar amount greater than \$1,000 is required to be reported to the Board.

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

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

Absent: Fuller – 1

f. 2015-16 Athletics Admission Fees

Motion by Vinovskis, Seconded by Bacher

RESOLVED, That the East Penn Board of School Directors approve the 2015-2016 Athletics Admission Fees, as per Exhibit #11.

- Ms. Surdoval clarified there are no longer separate athletic funds.
- Ms. Donches acknowledged the presence of employees adds to the security, however suggested that with 50 employees paying a \$3 admission rate could possibly bring in \$6,000 in additional revenue and possibly \$10,000 in additional revenue at a \$5 rate. She questioned if the entrance fees an employee receives as a benefit needs to be reported? President Earnshaw explained it would be too minimal to report.

Ms. Donches made the following motion:

Motion by Donches,

RESOLVED, to eliminate the following statement from the Athletic Fee Schedule: *"All East Penn School District employees are eligible for a free admission to all sporting events with the exception of tournaments and playoff games if they show their employee badge."*

Motion failed for lack of a second.

Returned to consideration of original motion.

Additional comments were provided:

- Ms. Donches encouraged the Board members to vote no on the original motion.
- Dr. Schilder strongly urged the board not to charge employee admission fees. He feels the numbers proposed by Ms. Donches are high and that staff members who attend athletic events of their students are fostering mentoring relationships that should be recognized by not charging admission fees.
- Reverend Vinovskis offered his comments regarding teachers going above and beyond to be involved and supportive of their students. He agreed that employee presence provides a role of security making this a benefit to the district, not an expense. It also boosts morale of students to see teachers in stands and sidelines.

- Dr. Munson noted he has the same benefit as an employee of Lehigh University. A teacher's presence is also well noted by the college students. He feels this is not a dollar and cents issue, this is an educational issue.
- Mr. Ballard also encourages staff to be present at events; the benefit outweighs the monetary amount we could gain by charging admission.
- Ms. Donches agrees students are encouraged by seeing teachers at these events, however students are not aware whether a teacher has paid or not.
- In response to Ms. Donches' suggestion, Dr. Schilder declined to have the employees participate in a survey to determine whether they would pay \$3 or \$5, or even attend.
- President Earnshaw echoed the thoughts of others in regard to not charging employees, stating that he does not believe there is more than half a dozen staff members at a football event and even fewer at a lacrosse and volleyball event. As a result, revenues would be very minimal and unnoticeable.

As there were no other comments, roll call was taken on the original resolution as stated on the agenda:

Aye: Bacher, Ballard, Earnshaw, Heid, Munson, Rhodes, Vinovskis - 7

Nay: Donches – 1

Absent: Fuller – 1

i. Approval of District Insurance Policies

Motion by Ballard, Seconded by Rhodes

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

PACKAGE AND AUTOMOTIVE POLICY

RESOLVED, That the East Penn Board of School Directors accept the recommendation of the Insurance Advisory Council and award the contract for the package policy including EDP coverage, TRIA coverage, boiler coverage and automobile, to ACE USA (PSBA Insurance Trust Program) through USI Insurance Services at the quotation price of \$288,467.

Note: Last year this policy was awarded to ACE USA for a total premium of \$275,047 and the auto portion had a change during the year causing the amount to actually be \$275,172.

UMBRELLA COVERAGE

RESOLVED, That the East Penn Board of School Directors accept the Recommendation of the Insurance Advisory Council and award the contract for \$19 million umbrella coverage to Old Republic Insurance Company (PSBA Insurance Trust Program) at a quotation price of \$25,169 through USI Insurance Services.

Note: Last year this policy was awarded to Old Republic Insurance Company for a total premium of \$26,175.16.

ERRORS & OMISSIONS POLICY

RESOLVED, That the East Penn Board of School Directors accept the recommendation of the Insurance Advisory Council and award the contract for School Leaders Errors & Omissions, to The Pennsylvania School Boards Insurance Trust and Old Republic Insurance Company at a quotation rate of \$39,608 through the Miers Insurance Agency.

Note: Last year this policy was awarded to the Pennsylvania School Boards Insurance Trust and Old Republic Insurance Company for a total premium of \$48,911.

WORKERS' COMPENSATION POLICY

RESOLVED, That the East Penn Board of School Directors accept the recommendation of the Insurance Advisory Council and award the contract for Workers' Compensation Insurance to Old Republic Insurance Company (PSBA Insurance Trust Program) at the quotation price of \$446,099 through USI Insurance Services.

Note: Last year this policy was awarded to Highmark Insurance for a total premium of \$452,814. The PSBA reduced rate is contingent upon being awarded the package policy also.

STUDENT/ACCIDENT INSURANCE

RESOLVED, That the East Penn Board of School Directors award the contract for Student/Accident Insurance to American Management Advisors for the Interscholastic all-sports Package AAA, which includes junior and senior high school football, junior and senior high school interscholastic and intramural sports, gym classes, band, cheerleaders and majorettes, loss of use, and expanded sports/medicine, and school trip and activities rider and \$1,000,000 catastrophic accident medical benefit for the total annual premium of \$60,436 for primary excess over \$100.00 plan, as made available through PA Church Insurers Agency, LLC.

And be it further

RESOLVED, That the East Penn Board of School Directors make available the voluntary enrollment primary excess over \$100 student insurance plan AA with a maximum benefit of \$1,000,000, which is offered to parents on a voluntary basis through American Management Advisors for \$30 for school-time coverage and \$116 for 24 hour coverage, through PA Church Insurers Agency, LLC.

Note: Last year this policy was awarded to First National Insurance Agency, LLC at a total premium of \$60,436.

- Ms. Surdoval confirmed the insurance advisory council remains the same as last year and that a commission is between the agency and companies. She also clarified for Ms. Donches that the advisory board receives compensation as a result of processing the claims. They are paid for their work by the insurance companies.

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

Aye: Bacher, Ballard, Earnshaw, Heid, Munson, Rhodes, Vinovskis - 7

Nay: Donches - 1

Absent: Fuller – 1

10. CURRICULUM

Motion by Donches, Seconded by Munson

RESOLVED, That the East Penn Board of School Directors approve items a. through c. below:

a. Educational Conferences

RESOLVED, That the East Penn Board of School Directors approve the estimated expenses for the individual(s) attending educational conference(s), as per Exhibit #14.

b. Health, Wellness, Fitness and Driver Education Curricula

RESOLVED, That the East Penn Board of School Directors approve the proposed 2015-16 Health, Wellness, Fitness and Driver Education Curricula.

c. Textbooks

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

Course Title:	Teen Health
School(s)/Grade(s):	Eyer MS & LMMS/6, 7, 8
Textbook Title:	Teen Health
Publisher:	McGraw Hill Education
Total Estimated Cost:	\$39,331.14 (Textbook - \$111 ea. /Digital Program - \$59.73 ea.)

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

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

Absent: Fuller – 1

11. OTHER ITEMS

a. Resolution proposed by Chuck Ballard

- President Earnshaw announced he offered a blanket invitation to the Board on a number of occasions to submit a motion in a timely fashion and it would be placed on the agenda.

Motion by Ballard,

RESOLVED, That the Board of School Directors of the East Penn School District hereby formally and publicly censure Ms. Lynn Donches for waste of District resources and material misstatements of fact to the public and to this Board.

BE IT FURTHER RESOLVED, That any further individual data requests by Ms. Donches for data not generally and customarily provided to the Board must be approved in advance of any staff work being done, such approval to be done by either the Superintendent or the Board as a whole.

The Motion failed due to lack of a second.

12. OTHER EDUCATIONAL ENTITIES

a. Lehigh Career & Technical Institute – Report

- JOC Members: Mr. Ballard, Mr. Earnshaw, Ms. Fuller, Ms. Heid
- Ms. Heid reported on the following:
 - Students recorded testimonial videos explaining where they plan on going in the future and what career path they have chosen. These videos will be used for marketing purposes. She requested to be permitted to share with the audience once completed.
 - She recognized students who received certifications and awards for Skills USA with some winning at the district and state level and continuing onto the national level.

b. Carbon Lehigh Intermediate Unit - Report

- Board Member: Ms. Fuller
 - Mr. Earnshaw announced Ms. Fuller was not present to provide a report. Trees were down in the Alburtis area due to the storm which prevented her from attending.

13. LEGISLATIVE

- a. Mr. Ballard reported on the following:
- Opposing views regarding the vote on Governor Wolf's tax increases
 - Pension resolution
 - Basic Education Funding report will be available June 10th and expects it will be published on their website
 - PSBA is supporting the law to eliminate keystone exams

Mr. Ballard requested to rise to personal privilege, which was granted by President Earnshaw, and expressed his displeasure on the failure of the motion to censure Ms. Donches after President Earnshaw informed him that since the motion to censure Ms. Donches failed to receive a second, the motion was no longer up for discussion.

14. ANNOUNCEMENTS

Executive Session: Monday, June 8, 2015 – 7:00 p.m. (real estate, negotiations, personnel)

Next Board Meeting: Monday, June 22, 2015 - 7:30 p.m.

15. ADJOURN

There being no further business to come before the Board, Motion to adjourn was made by Munson, Seconded by Vinovskis at 8:53 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District

EAST PENN SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS

MINUTES OF THE
June 22, 2015 BOARD MEETING

1. CALL TO ORDER; PLEDGE OF ALLEGIANCE

President Earnshaw called the meeting to order at 7:31 p.m., followed by the Pledge of Allegiance.

Board Members Present: K. Bacher (via Skype), C. Ballard, L. Donches, A. Earnshaw, F. Fuller,
R. Heid, Z. Munson, W. Vinovskis

Board Member Absent: S. Rhodes III

Present: Marc S. Fisher, Esq., Worth, Magee & Fisher, Solicitor
Debra Surdoval, Treasurer
Janine L. Allen, Board Secretary
Dr. Michael Schilder, Superintendent of Schools

2. REQUESTS TO ADDRESS THE BOARD

Ann Thompson, 7250 Heather Road, Macungie, PA 18062 – Mrs. Thompson thanked the teachers, administrators and staff expressing she is pleased and grateful for the job they have done.

Kendy Schiffert, Employee - Ms. Schiffert thanked the Board and administration for everything they do to support the students and staff.

Jill Killo, 4665 Mill Road, Emmaus, PA 18049 – Ms. Killo thanked the Board and shared her appreciation of their continued efforts.

John Donches, 559 Minor Street, Emmaus, PA – Mr. Donches commented on what he referred to as the public reprimand of Ms. Donches by the Superintendent and shared his concerns regarding salary increases and the budget.

3. APPROVAL OF MINUTES

Motion by Donches, Seconded by Munson
RESOLVED, That the East Penn Board of School Directors approve the minutes of the June 8, 2015 Board meeting.

This resolution was unanimously adopted by voice vote.

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

➤ District Update

- 2015-2016 Final Budget
 - Due to retirements, savings in salaries, social security, PSERS and workers' compensation, there is a \$197,213 increase in net resources in addition to increased tax assessments. Dr. Schilder is recommending a tax increase of 3.30%, down from 3.78%. Ms. Surdoval indicated that funds were added to both revenue and appropriations to reflect the land sale of 6503 Lower Macungie Road.

➤ 2015-2016 East Penn School District Budget

- President Earnshaw called for the vote on both the 2015 Homestead and Farmstead Resolution and the 2015-16 Budget Resolution stating that under state law these items must be moved together.

Motion by Ballard, Seconded by Vinovskis

RESOLVED, by the Board of School Directors of East Penn School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2015, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

- 1) Aggregate amount available for homestead and farmstead real estate tax reduction.
The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2015:
 - a) Gambling tax funds. The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$1,756,113.42.
 - b) Philadelphia tax credit reimbursement funds. PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$56,211.55.
 - c) Aggregate amount available. Adding these amounts, the aggregate amount available during the school year for real estate tax reduction is \$1,812,324.97.
- 2) Homestead/farmstead numbers. Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:
 - a) Homestead property number. The number of approved homesteads within the School District is 15,535.
 - b) Farmstead property number. The number of approved farmsteads within the School District is 22.

- c) Homestead/farmstead combined number. Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 15,557.
- 3) Real estate tax reduction calculation. The school board has decided that the homestead exclusion amount and the farmstead exclusion amount shall be equal. Dividing the aggregate amount available during the school year for real estate tax reduction of \$1,812,324.97 by the aggregate number of approved homesteads and approved farmsteads of 15,557, the maximum real estate tax reduction amount applicable to each approved homestead and to each approved farmstead is \$116.49.
- 4) Homestead exclusion calculation. Dividing the paragraph 3 maximum real estate tax reduction amount of \$116.49 by the School District real estate tax rate of 17.215 mills (.017215), the maximum real estate assessed value reduction to be reflected on tax notices as a homestead exclusion for each approved homestead is \$6,767.00, and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$6,767.00.
- 5) Homestead/farmstead exclusion authorization – July 1 tax bills. The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$6,767.00. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$6,767.00. For purposes of this Resolution, “approved homestead” and “approved farmstead” shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. §6926.341(g)(3), based on homestead/ farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax bills.
- 6) Homestead/farmstead exclusion authorization – interim real estate tax bills. No homestead or farmstead exclusion will apply to any interim tax bill except an interim tax bill applicable to a property that includes an approved homestead or approved farmstead listed in the report received by the School District from the County Assessment Office on or before May 1, but not included in the tax assessment reflected in the July 1 tax bill for the property. In most cases, the assessment of approved homesteads and approved farmsteads will be reflected in July 1 tax bills. However, in any case when there is an approved homestead or an approved farmstead that is not included in the assessment reflected in the July 1 tax bill, and when an interim real estate tax notice is issued later based on an interim assessment including the approved homestead or approved farmstead, the interim tax notice shall reflect a homestead or farmstead exclusion real estate assessed value reduction calculated under paragraph 5, except that the paragraph 4 maximum real estate assessed value reduction will be prorated in the same manner as the real estate tax is pro-rated. Assuming the interim tax notice reflects taxation as of July 1, as will occur in most such cases, the full amount of the paragraph 4 maximum real estate assessed value reduction will apply. In the

extraordinary case where the new interim tax assessment is effective after July 1, the paragraph 4 maximum real estate assessed value reduction will be prorated in the same manner as the real estate tax reflected in the interim tax bill is pro-rated; and, be it further

RESOLVED, That the East Penn Board of School Directors adopt the 2015-16 budget that was tentatively adopted on May 11, 2015, and revised; and, be it further

RESOLVED, That the East Penn Board of School Directors, Lehigh County, Commonwealth of PA, hereby authorize expenditures totaling \$141,389,136 as set forth therein; and, be it further

RESOLVED, That the East Penn Board of School Directors levy a tax of 17.215 mills per dollar of assessed valuation on real estate, and the following taxes be levied under Act 511:

A one-half percent (.5%) earned income tax, and, A one percent (1%) real estate transfer tax (District only receives .5%); and, be it further

RESOLVED, That the Senior Citizen Real Estate Tax Rebate Program be continued for the 2015-16 year with the same eligibility income guidelines as the previous year's program.

During the discussion on the motion, the following was noted:

- Ms. Surdoval advised the Board they will receive a bound copy of the approved budget which will include all the updated budget information including the updated individual building budgets. She confirmed the final budget will be on display at the public library and will be posted on the district website.
- Ms. Donches stated she will not be supporting the budget this evening indicating she does not feel enough has been done to lower taxes. She shared her views on curtailment of costs and expressed her concerns which included the following:
 - Resources which affect the students were reduced from the building and central office budgets. Over \$160,000 attributed to the reduction in building budgets.
 - Proposed salary and benefits combined total 5.1% (\$4,467,849)
 - Would save over \$45,000 by implementing a 1% increase for Act 93 salaries rather than an average of 2.5%
 - Ability to curtail costs if early bird contract for teachers had lower percentage of raise increases
 - Paycheck protection
 - Education Reimbursement
 - Reduction of costs by sending out RFP's for all professional services
- President Earnshaw thanked Dr. Schilder and his administration. He also expressed his displeasure with the budget in regard to program cuts, larger tax increase, dipping into the fund balance, class sizes and structural deficit. He echoed Reverend Vinovskis' comments emphasizing teachers are for the students; therefore their salaries are a direct benefit to the students.
- Ms. Heid remains undecided. She acknowledged the difficulties with attempting to stay at the index and requested reassurance the district would be more in line with the index next year. She commended Dr. Schilder for his work on the budget.
- Dr. Schilder stated he and Ms. Surdoval reached out to the township officials and developers to determine anticipated tax revenue.

- Mr. Ballard shared his concerns regarding the district taking money out of budgetary reserve to partially fund the structural deficit. He noted the budget includes an amount from the state that was higher than last year. He further stated an increase in sources of revenue that does not add children to the overall numbers is the only way taxes can be abated.

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

Aye: Bacher, Ballard, Earnshaw, Fuller, Heid, Munson, Vinovskis - 7

Nay: Donches - 1

Absent: Rhodes – 1

5. PERSONNEL

Motion by Ballard, Seconded by Vinovskis

RESOLVED, That the East Penn Board of School Directors approve items a. through j. including items listed on the addendum (additions to items b. f. & i), as recommended by the Superintendent:

- President Earnshaw announced a correction to item b. Resignation(s). Stan Griffis' effective date is November 14, 2014, not 2015.

a. Retirement(s) (Exhibit #1)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Mary K. Naunas	Psychologist	Macungie/Shoemaker ES	8/13/15
Robin Weider	Staff Assistant	Shoemaker ES	6/10/15

b. Resignation(s) (Exhibits #2 & #2a)

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Stan Griffis	Emmaus Band Staff Pit Instructor	N/A	11/14/15 11/14/14
Stephanie Mills	Grade 1 Teacher	Shoemaker ES	6/11/15
Michele Schupp	Staff Assistant	EHS	6/11/15
Jayanne Schwenk	Remedial Assistant	Willow Lane ES	6/11/15
Lois Vidal	Instructional Assistant	Eyer MS	6/8/15
Ann Wexler	Instructional Assistant	Macungie ES	6/10/15
Terri Heiges	Staff Assistant	LMMS	6/22/15
Accepting position of Administrative Assistant at LMMS			

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

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Effective Date</u>
Amanda Theis	Grade 2 Teacher	Shoemaker ES	2015-2016 school year

d. Change in Employment Status

<u>Name</u>	<u>From:</u>	<u>To:</u>
Helen Lippi	Staff Assistant – LMMS	Staff Assistant – EHS
Effective: 2015-16 school year		
Retirement of D. Grois		

<u>Name</u>	<u>From:</u>	<u>To:</u>
Kristina Schware	Part-time Food Service	Part-time Food Service Support
Effective: August 31, 2015	Support Staff – Eyer MS	Staff – EHS
Resignation of B. Hoffman	4 hrs./day	4.75 hrs./day
 Ashley Hooks	 Instructional Assistant –	 Instructional Assistant – Eyer MS
Effective: 2015-16 school year	Wescosville ES	
Moving with student she supports		

e. Administrative Assistant Appointment(s)

<u>Name:</u>	<u>Assignment</u>	<u>Salary/Hours</u>	<u>Effective Date</u>
Terri Heiges	Lower Macungie MS	\$14.25/hr.	6/23/15
	Transfer of J. Schiermeyer	35 hrs./wk.	

f. Summer Maintenance Program Employee(s)

<u>Name:</u>	<u>Salary</u>
Issac Min	\$7.55/hour
Acacia Garcia	\$7.55/hour

g. Change of Assignment from Summer Technology Maintenance to Summer Maintenance Program

<u>Name:</u>	
Jason Klick	Effective: 6/11/15

h. Professional Employee Appointment(s)

Name:	Courtney Ridley
Education Level:	B.S. Degree – 1996; Reading Specialist & M. Ed. – 2012
Undergraduate School:	University of Connecticut
Graduate School:	Cabrini College
Assignment:	Grade 5 – Alburtis ES
Effective:	August 24, 2015
Certification:	Instructional II; Elementary K-6
Experience:	8/2014 – 6/2015; 8/2013 – 6/2014: East Penn SD, Elementary Sub.
	9/2004 – 8/2013: St. Thomas Moore, Elementary Teacher
Salary:	\$62,263; Year 7; M

Name:	Alexa Bernd
Education Level:	B.S. Degree – 2008; M. Ed. - 2012
Undergraduate School:	Pennsylvania State University
Graduate School:	Lehigh University
Assignment:	Instructional Support Teacher – Lincoln ES
	Resignation of E. Murphy & subsequent transfers
Effective:	August 24, 2015
Certification:	Instructional II; Elementary K-6; English as a Second Language;
	Middle-Level Mathematics 6-9; Middle-Level English 6-9

Experience: 2014 – Present: Fleetwood Area SD, Literacy Coach
2012 – 2014: Fleetwood Area SD, ESL Teacher
2008 – 2012: Fleetwood Area SD, Elementary Teacher
Salary: \$64,516; Year 8; M

i. Temporary Professional Employee Appointment(s)

Name: Rebecca Grasse
Education Level: B. S.; 2015
Undergraduate School: Kutztown University
Assignment: Grade 2 - Lincoln ES
Retirement of M. Ackerman
Effective: August 24, 2015
Certification: Instructional I, PK-4; Special Education PK-8
Experience: 8/2014 – 6/2015: East Penn SD; Elementary Substitute
Salary: \$51,408; Year 2; B

Name: Erin McLaughlin
Education Level: B. S.; 2012
Undergraduate School: Pennsylvania State University
Assignment: Grade 5 - Jefferson ES
Resignation of J. Vogel and subsequent transfer
Effective: August 24, 2015
Certification: Instructional I, Elementary K-6
Experience: 8/2014 – 6/2015: East Penn SD; Elementary Substitute
Salary: \$51,408; Year 2; B

Name: Meaghan Buck
Education Level: B. A.; 2003
Undergraduate School: Muhlenberg College
Assignment: Grade 7, Language Arts – LMMS
Resignation of Kelly Weaver
Effective: August 24, 2015
Certification: Teaching Certificate – Moravian College
Instructional II, Elementary K-6; Mid-Level Mathematics 7-9;
Mid-Level English 7-9; Family-Consumer Science K-12
Experience: 8/2014 – 6/2015: East Penn SD; FTS – Gr. 7
12/2013 – 6/2014: East Penn SD; FTS – Gr. 6
1/2013 – 12/2013: Parkland and Northampton SD; Per Diem
Sub.
8/2012 – 1/2013: Parkland SD; FTS – Gr. 2
3/2011 – 6/2012: Parkland SD; FTS – Gr. 6
8/2010 – 3/2011: Parkland SD; FTS – Gr. 7
10/2009 – 6/2010: Allentown SD; FTS – Gr. 4
Salary: \$56,237; Year 3; PC

Name: Jessica Saliby
 Education Level: B. A.; 2009
 M. Ed.; 2011
 Undergraduate School: Muhlenberg College
 Graduate School: Lehigh University
 Assignment: Teacher, Special Education (Learning & Emotional Support) - EHS
 Retirement of Kathleen Soska and subsequent transfer
 Effective: August 24, 2015
 Certification: Special Education Certificate – DeSales University
 Instructional I, Social Studies 7-12; Special Education 7-12
 Experience: 9/2014 – 6/2015: East Penn SD; FTS – Special Ed. (Learning Support)
 2/2010 – 6/2014: Allentown SD; Per Diem Sub.
 Salary: \$63,361; Year 2; M+24

Name: Jordan Decker
 Education Level: B. S.; 2010
 Undergraduate School: Eastern University
 Assignment: Teacher, Science – Eyer MS
 Retirement of Joseph Dirado
 Effective: August 24, 2015
 Certification: Instructional I, Elementary K-6; Mid-Level Science 6-9; Mid-Level English 6-9; Special Ed. PK-12; Mid-Level Citizen Ed. 6-9
 Experience: 8/2014 – 6/2015: Quakertown SD; FTS – Gr. 6 Math, Gr. 7 Science, Reading & Language Arts.
 8/2013 – 6/2014: Quakertown SD; FTS – Special Education
 8/2012 – 6/2013: Quakertown SD; FTS – Gr. 7 Science, Reading, Lang. Arts, Gr. 8 Science
 8/2011 – 6/2012: Quakertown SD; FTS – Math, Gr. 7 Science, Reading, Lang. Arts.
 8/2010 – 6/2011: Quakertown SD; FTS – Gr. 6
 Salary: \$50,996; Year 1; B

Name: Mark Keeley
 Education Level: B. S.; 2010
 M. S.; 2012
 Undergraduate School: Bloomsburg University
 Graduate School: Wilkes University
 Assignment: Teacher, Mathematics - Grade 8 – Eyer MS
 Retirement of P. Novobilski
 Effective: August 24, 2015
 Certification: Instructional I, Mathematics 7-12
 Experience: 8/2013 – Present: Wilson SD; Math Teacher
 8/2010 – 6/2013: Muhlenberg SD; Math Teacher
 Salary: \$61,850; Year 6; M

Name: Kaitlyn Keeley
 Education Level: B. S.; 2010
 M. S.; 2012
 Undergraduate School: Pennsylvania State University
 Graduate School: University of Scranton
 Assignment: Teacher, Special Education (Learning Support) – Eyer MS
 Resignation of S. Schrettner & subsequent transfer
 Effective: August 24, 2015
 Certification: Instructional I, Special Education PK-12
 Experience: 8/2012 – Present: Wilson SD; Teacher – Special Education
 8/2010 – 8/2012: Reading SD; Teacher – Special Education
 Salary: \$61,850; Year 6; M

j. Full-Time Substitute Teacher Appointment(s)

Name: Jonathan Zolomij
 Education Level: B.A. Degree; 2008
 M. Ed. Degree; 2011
 Undergraduate School: University of Pittsburgh
 Graduate School: Lehigh University
 Assignment: Teacher, Computer & Business Applications – EHS
 General Leave – Ann Nero
 Effective: August 24, 2015
 Certification: Instructional I, Social Studies 7–12; Business-Computer-Info.Tech K-12
 Experience: 8/2014 – 6/2015: East Penn SD; FTS – Computer & Business Applications
 1/2012 – 6/2013: East Penn SD; Per Diem Substitute
 Salary: \$51,408; Year 2; B

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

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

Absent: Rhodes – 1

k. Act 93 Compensation/Non-Bargaining Unit Salaries

Motion by Fuller, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the 2015-16 Act 93 and the Non-Bargaining Unit employees salaries effective July 1, 2015, as per Exhibit #3.

- Ms. Donches recommended only a 1% salary increase or capping salaries at increases of \$1,000. She stated that a number of the Act 93 salary increases would probably cover the tax increase that tax payers would receive this year and that some of the Administration salary increases would actually cover an individual tax payer's entire bill.

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

Aye: Bacher, Ballard, Earnshaw, Fuller, Heid, Munson, Vinovskis - 7

Nay: Donches - 1

Absent: Rhodes – 1

Motion by Fuller, Seconded by Vinovskis

RESOLVED, That the East Penn Board of School Directors approve items l. through s., as recommended by the Superintendent:

l. Co-Curricular Appointments - Schedule B (Exhibit #4)

m. Teacher Transfer Assignments (Exhibit #5)

n. 2015-16 Annual Sub Rates (Exhibit #6)

o. 2015-16 Annual Academic Positions (Exhibit #7)

p. Additions to Summer School Teacher Assignments

<u>Name</u>	<u>School</u>	<u>Summer School Position</u>
John Barr	EHS	Math Teacher
Kyle Grim	EHS	Health Teacher

q. Middle Level Summer School Assignments

<u>Name</u>	<u>School</u>	<u>Summer School Position</u>
Darlene Bishop	LMMS	Remedial Assistant

June 23, 2015 – July 23, 2015; Monday – Thursday; 10 hrs./wk.

r. Additions to Extended School Year Staff Assignments

<u>Name</u>	<u>Assignment</u>	<u>School</u>
Tosheiva Duffy	Health Room Assistant	EHS
Ashley Hooks	Instructional Assistant	Eyer MS
Mary Bloodnick	Instructional Assistant Substitute	As needed
Colene Haas	Instructional Assistant Substitute	As needed

s. Stipend for Chapter Coordinator and Remedial Coordinator – 2014-15

Dr. Tricia Gutman	Chapter Coordinator	\$2,000
	Remedial Coordinator	\$1,500

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

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

Absent: Rhodes – 1

6. BUSINESS OPERATIONS

a. Approval of Bill List

Motion by Munson, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve the attached bill list and that the Treasurer be authorized to issue checks and vouchers in the amounts indicated, as per Exhibit #8.

➤ Ms. Donches stated she will not be supporting this motion.

This resolution was duly adopted by the following roll call vote:
Aye: Bacher, Ballard, Earnshaw, Fuller, Heid, Munson, Vinovskis - 7
Nay: Donches - 1
Absent: Rhodes – 1

Motion by Ballard, Seconded by Donches
RESOLVED, That the East Penn Board of School Directors approve items b. c. & e. below:

b. Treasurer's Report

RESOLVED, That the East Penn Board of School Directors approve the Treasurer's Report for month ended May 31, 2015, as per Exhibit #9.

c. Disbursement of Funds

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

e. Act 80 Exception

RESOLVED, That the East Penn Board of School Directors approve a request to the Pennsylvania Department of Education for an Act 80 exception which will provide that the 2014-2015 school calendar professional development days of August 20, 2014; October 13, 2014; and March 6, 2015 are considered Act 80 days for the PM Kindergarten programs within the East Penn School District.

These resolutions were duly adopted by the following roll call vote:
Aye: Bacher, Ballard, Donches, Earnshaw, Fuller, Heid, Munson, Vinovskis - 8
Absent: Rhodes – 1

d. Grant Acceptance

Motion by Ballard, Seconded by Fuller
RESOLVED, That the East Penn Board of School Directors accept the Safe Schools Grant for \$9,979 for the purchase of two-way radios to be distributed among each of the school buildings.

- Dr. Mirabella clarified the following:
- Radios purchased are new
 - FCC changed licensing requirement from analog to digital
 - Currently have over 100 radios in the district
 - Possibility within the next 3 to 4 years, FCC will mandate the switch over to digital thereby preventing the transmission from occurring except with the use of digital bandwidth
 - Radios are used during bus duty to report accidents, to call school nurse, used by crossing guards at Willow Lane, used as basic communications for maintenance to assist with

cleanup and will allow the Superintendent to communicate to all buildings at the same time

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

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

Absent: Rhodes – 1

f. Bid Opening Report (Information Only)

The following bids were opened at 2:00 p.m. in Conference Room B of the East Penn School District Administrative Offices on June 12, 2015. Bidder Representatives Present: Tianna Jackson of Jones Masonry, Jacob R. Wolff of Eshbach Brothers, L.P., and a representative from Barker & Barker. Consultant Present: Sal Verrastro of Spillman Farmer Architects. Staff Present: Steven Onushco, Mark Warden and Debra Surdoval.

1) Pavement Repairs and Pavement Overlays at Shoemaker Elementary and Eyer Middle Schools

- Gaver Industries Inc. dba Barker & Barker Paving, Bethlehem, PA
- Patrick Paving & Excavation, Allentown, PA

2) Masonry Repairs and Sealant Replacement at Macungie Elementary School

- C & D Waterproofing, Bloomsburg, PA
- Eshbach Brothers, L.P., Reading, PA
- Jones Masonry Restoration Corporation, Harrisburg, PA
- Machemer Contracting, Inc., Allentown, PA

- President Earnshaw announced a typo on page 9. g. 3) SimplexGrinell LP Service Solution. He clarified the contract is for three years beginning July 1, 2015 through June 30, 2018 with the contract amount of \$54,848 recurring yearly.

Motion by Ballard, Seconded by Donches

RESOLVED, That items g. 1), 2), 3) & 5) below be voted on together.

g. Contracts/Agreements

1) Award Contract – Pavement Repairs and Pavement Overlays at Shoemaker Elementary and Eyer Middle Schools

RESOLVED, That the East Penn Board of School Directors award the contract to Patrick Paving and Excavation Inc, 1219 N. 17th Street, Allentown, PA, 18104 in the amount of \$88,000 (Capital Reserve) for “Pavement Repairs and Pavement Overlays at Shoemaker Elementary and Eyer Middle Schools to complete “Option three on Section A “, as per Exhibit #11. Award of contract is contingent upon submittal and approval of all required bonds and certificates of insurance and the execution of a written contract, all to the satisfaction of the Solicitor.

2) Award Contract – Exterior Masonry Restoration at Macungie Elementary and Eyer Middle School

RESOLVED, That the East Penn Board of School Directors award the contract to Machemer Contracting Inc., 1431 S. 4th Street, Allentown, PA. 18103 in the amount of \$82,280 (Capital Reserve) for “Exterior Masonry Restoration at Macungie Elementary and Eyer Middle School” for the Base Bid and Alternate #3, as per Exhibit #12. Award of contract is contingent upon submittal and approval of all required bonds and certificates of insurance and the execution of a written contract, all to the satisfaction of the Solicitor.

3) SimplexGrinnell LP Service Solution Agreement

RESOLVED, That the East Penn Board of School Directors approve the agreement for SimplexGrinnell to provide district-wide fire safety testing and inspections for the ~~2015-2016 school year~~ period beginning July 1, 2015 through June 30, 2018 in the amount of \$54,848 recurring annually, as per Exhibit #13.

- During the discussion on the motion the following information was provided:
- Dr. Schilder clarified RFP’s are not required for professional services. Contract was previously with Keystone.
 - Mr. Onushco clarified quotes were received from Kistler O’Brien, Keystone and SimplexGrinnell. Kistler O’Brien was not interested in the detection side of the contract. Although Keystone was \$4,300 cheaper, additional expenses were incurred by the district this past year in the amount of \$16,000. Keystone was not able to program or support the Simplex system. Therefore, the district needed to rely on Simplex. He anticipates making up at least \$12,000 by going with SimplexGrinnell.
 - Mr. Onushco indicated there is a program in effect to eliminate universal waste. The district is required to go through proper channels to properly dispose of the universal waste, such as batteries.
 - No remote service available.
 - Termination clause within the SimplexGrinnell agreement stipulates company may terminate agreement immediately upon the occurrence of any “Event of Default” as outlined under the Terms and Conditions.

5) Agreement for the Sale of Vacant Land

RESOLVED, That the East Penn Board of School Directors approve the Agreement for the Sale of Vacant Land between East Penn School District and Kevin Frantz and/or his assigns for District owned property located at 6503 Lower Macungie Road, Macungie, PA, per Exhibit #15, and authorize appropriate personnel to take action pursuant thereto. Purchase price in the amount of \$575,000.

- President Earnshaw stated this sale is for the orphaned 5.8 acre parcel of land near LMMS which was condemned by the township in order to build Millcreek Road. This was done after the district purchased the land.

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

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

Absent: Rhodes – 1

4) Contract for Employment of Assistant Superintendent, Dr. Denise Torma

Motion by Fuller, Seconded by Ballard

RESOLVED, That the East Penn Board of School Directors approve, upon the recommendation of Dr. Michael Schilder, Superintendent of Schools, the Contract for Employment of Assistant Superintendent, Dr. Denise Torma for a five (5) year term commencing July 1, 2015 and ending no later than June 30, 2020, as per Exhibit #14.

- Ms. Fuller thanked Dr. Torma for her many years of service and for her leadership with the Comprehensive Plan alongside Mrs. Campbell.

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

Aye: Bacher, Ballard, Earnshaw, Fuller, Heid, Munson, Vinovskis - 7

Nay: Donches - 1

Absent: Rhodes – 1

7. CURRICULUM

a. Educational Conferences

Motion by Donches, Seconded by Fuller

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

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

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

Absent: Rhodes – 1

8. POLICY

a. New Board Policy

- First Reading – Board Policy No. 717 – SERVICE ANIMALS IN SCHOOLS (Exhibit #17)

- During the discussion, the following was noted:
 - Initially, all requests are to be forwarded to the Superintendent
 - Recommendation was made that policy should be clearer regarding the disruption the animal could cause, taking away from learning environment.
 - Teacher should not be responsible for taking animal outside, clean up, etc.
- Solicitor Fisher clarified the following for the Board:
 - He will look into documentation to be carried with the animal
 - If someone has a doctor's note, the district could have a doctor representing the district review and possibly challenge the orders
 - An animal biting another student is evidence of the inability to control the animal. According to the policy, owner/handler would be liable if animal bites someone, unless someone provoked the animal.

- If a dog meets all the requirements, school will have to accommodate. A miniature horse may not be allowed if facility cannot handle it.
 - Unaware of any districts in Pennsylvania that accommodate miniature horses.
 - District would have to make accommodations regarding allergies of other students.
 - Therapy dog is not the same as a service dog.
 - Law states a doctor certification and proof of insurance cannot be required
 - Policy is for students and employees
 - Students who have the need for a service animal may or may not have an IEP
 - There are a series of laws pertaining to this particular policy, i.e. American Disability Act, Rehab Act of 1973 (Section 504), Special Education and IEP laws
 - There are very few cases and guidelines regarding this policy to follow at this time
 - Requiring certain information is considered to be discriminating against the person needing that service. He referred to a statement within the policy which states school administrators may inquire whether the animal is required because of a disability, but shall not ask questions about an individual's disability.
- Mr. Ballard commented regarding the timeline involving the Suicide Prevention Policy. He commented that the state is requiring this policy to be in effect before the start of the 2015-16 school year, therefore, the first reading must appear on the next agenda.
 - Dr. Mirabella informed the Board he and Mrs. Campbell will be attending a meeting at the IU on July 31st. It is his understanding that this policy does not have to be passed by the school board and go into effect until the end of the 15/16 school year.
 - Mr. Ballard recommended this be further researched.

9. LEGISLATIVE

- a. Mr. Ballard reported on the following:
 - Bipartisan affect to come out of the Basic Education Funding Commission with a proposed formula which appears to be fair and equitable. Legislation will now become involved to determine how and when the formula should be implemented.
 - Allocation of funds to be based on student counts to include English language learners, concentrated poverty, and tax effort.
 - Hold harmless would instill a freeze of district allocations at an undetermined designated year. 302 districts would be prevented from being immediately harmed by putting dollars out through this recommended formula.
 - Commission suggests transitioning to new formula by utilizing a 10 year floating reduction which means year one no reduction, year two a 10% reduction. Pattern to continue until the amount per student and the amount received from the state matches.
 - Structural deficit is \$1.2 billion
 - There is currently a proposal to reimburse districts for cost of crossing guards
 - House passed bill regarding school volunteer clearances. As of July 31st, State clearances will be free.
- President Earnshaw added the State fees for employees will be reduced from \$10 to \$8; rates for FBI clearances are set by the government and will remain the same.

10. ANNOUNCEMENTS

Executive Session: Monday, June 22, 2015 – 7:00 p.m. (real estate, negotiations, personnel & confidential matters)

Next Board Meeting: Monday, July 13, 2015 - 7:30 p.m.

11. ADJOURN

There being no further business to come before the Board, Motion to adjourn was made by Ballard, Seconded by Munson at 8:55 p.m.

Respectfully submitted,



Janine L. Allen
Board Secretary
East Penn School District